

Executive Committee Meeting Minutes
November 5, 2025
Volusia-Flagler TPO
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117

Members Physically Present:

Vice Mayor Charlotte Gillis
Commissioner Richard Belhumeur
Council Member Ty Miller
Council Member Reed Foley, 1st Vice Chairperson
Councilman Eric Sander, Chairperson
Council Member Danny Robins, 2nd Vice Chairperson

Representing:

Edgewater
Flagler Beach
Palm Coast
Port Orange
South Daytona
Volusia County

Members Absent:

Mayor Chris Cloudman (excused)

Representing:

DeLand

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris
Mariel Lemke
Kia Powell
Zach Chalifour

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
James Moore

Others Virtually Present:

Barb Girtman
Omar Atallah

Representing:

Ghyabi & Associates
VC Traffic Engineering

1. Call to Order / Roll Call / Determination of Quorum

The Volusia-Flagler Transportation Planning Organization (TPO) Executive Committee meeting was called to order at 9:02 a.m. by Chairperson Eric Sander. It was determined through roll call that a quorum was physically present. The meeting was held in a hybrid format with remote participation provided; six voting members were physically present.

2. Public Comment/Participation

There were no public comments.

3. Business Items

A. Review and Recommend Approval of the FY 2024/25 Volusia-Flagler TPO's Independent Audit Report

MOTION: A motion was made by Council Member Robins to recommend approval of the FY 2024/25 Volusia-Flagler TPO's Independent Audit Report. The motion was seconded by Council Member Foley.

[Handout provided]

Mr. Zach Chalifour, James Moore, gave a presentation on the highlights of the FY 2024/25 audit report. He explained that due to the government shutdown, the Federal Office of Management and Budget (OMB) compliance supplement for auditing grants is behind schedule. Therefore, the TPO's audit report cannot be finalized until that guidance is issued, although no major changes or findings are anticipated once that occurs. He also highlighted the continued improvement of the TPO each year.

Members discussed the improvements in the TPO's annual audit report over the last five years and the effects of the government shutdown on the TPO.

The motion carried unanimously.

B. Review and Approval of the October 1, 2025 Executive Committee Meeting Minutes

MOTION: *A motion was made by Council Member Robins to approve the October 1, 2025 Executive Committee minutes. The motion was seconded by Commissioner Belhumeur and carried unanimously.*

C. Review and Approval of the Draft November 19, 2025 TPO Board Agenda

MOTION: *A motion was made by Council Member Robins to approve the draft November 19, 2025 TPO Board agenda. The motion was seconded by Vice Mayor Gillis.*

Ms. Nicoulin reviewed the draft TPO Board Agenda, mentioning requested changes, including the removal of the TIP amendment action item and the addition of a presentation on VoTran's rebranding. She went over the typical consent agenda items, including appointments to the TDLCB and the cancellation of the December Board and committee meetings.

MOTION: *A motion was made by Commissioner Belhumeur to approve the removal of the TIP amendment and the addition of the VoTran presentation to the draft November 19, 2025 TPO Board agenda. The motion was seconded by Council Member Robins and carried unanimously.*

MOTION: *A motion was made by Commissioner Belhumeur to approve the removal of the draft November 19, 2025 TPO Board agenda as amended. The motion was seconded by Council Member Robins and carried unanimously.*

4. Staff Comments

Ms. Nicoulin let members know of the passing of Mr. Dave Castagnacci, prior Executive Director of VCARD and longtime member of the TPO's Citizens Advisory Committee. She stated that his memorial service will be held on Friday, November 14th at Our Lady of Lourdes in Daytona Beach.

5. Executive Committee Member Comments

Council Member Foley asked how the federal shutdown is affecting the TPO. Ms. Nicoulin stated that the TPO's day-to-day business and funding have remained unaffected, although there has been a slight delay in the approval of certain amendments due to the Federal Highway Administration being furloughed.

Council Member Foley also asked for an update regarding a traffic light at the intersection of Nova Road and Devon Street in Port Orange. Commissioner Belhumeur noted that the mast arms at the crosswalks on SR A1A have been fixed. He also expressed concern regarding a misleading traffic signal on SR 100 and SR A1A in Flagler Beach. Ms. Powell noted the concern and stated that she would get the information after the meeting.

Vice Mayor Gillis stated her concerns about the speed limit and entrance to a neighborhood on US 1.

Councilman Sander welcomed Council Member Miller to the Executive Committee and thanked everyone for coming. He also offered a reminder that the next TPO Board meeting will take place on November 19th, and asked members who cannot make it to send their alternates.

6. Adjournment

The Executive Committee meeting adjourned at 9:25 a.m.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certifies that the foregoing is a true and correct copy of the minutes of the November 5, 2025 regular meeting of the Executive Committee approved and duly signed on this 7th day of January 2025.



MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

*** A recording of the November 5, 2025 Executive Committee meeting is available upon request.*

