

Bicycle/Pedestrian Advisory Committee (BPAC)

Meeting Minutes

November 10, 2021

Members Physically Present:

Terry Lodge
Ted Wendler, Vice Chairperson
Luis Leal
Paul Eik
Larry Coletti
Nic Mostert
Bob Storke
Gayle Belin
Andrew Dodzik
Nancy Epps
Christy Gillis
Chris Daun
Roy Walters
Jason Aufdenberg, Chairperson
Melissa Winsett (non-voting)
Stephanie Moss (non-voting)

Members Virtually Present:

Doug Hall
Tom Ryan
Patrick McCallister
Nancy Burgess-Hall
Tim Grigsby

Non-Voting Technical Appointees Virtually Present:

Gwen Perney
Terri Bergeron
John Cotton

Members/Technical Appointees Absent:

Adam Mengel
Rob Brinson
John Cotton

Others Physically Present:

Stephan Harris
Colleen Nicoulin

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Richard Hamilton
Jay Williams
Jon Cheney

Representing:

DeBary
DeLand
Deltona
Flagler Beach
Flagler County
New Smyrna Beach
Orange City
Ormond Beach
Palm Coast Alternate
Ponce Inlet Alternate
South Daytona
Volusia County Council Chair
Volusia County At-Large
Volusia County At-Large Alternate
Volusia County
FDOT

Representing:

Daytona Beach Alternate
Holly Hill
Volusia County, District 1
Volusia County, District 2
Volusia County, District 4

Representing:

Port Orange
Volusia County Alternate
Votran

Representing:

Flagler County
Volusia County School Board
Votran

Representing:

TPO Staff
TPO Staff

Representing:

TPO Staff
TPO Staff
Citizen
Volusia County
Volusia County Traffic Engineering

I. Call to Order / Roll Call / Determination of Quorum / Pledge of Allegiance

The meeting of the River to Sea Transportation Planning Organization (TPO) Bicycle/Pedestrian Advisory Committee (BPAC) was called to order at 2:00 p.m. by Chairperson Jason Aufdenberg. The roll was called and it was determined that a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 13

voting and three non-voting members physically present; five voting and three non-voting members were virtually present.

The Pledge of Allegiance was given.

Chairperson Aufdenberg stated the members participating virtually are doing so as a result of social distancing restrictions associated with COVID-19. Rulings from the Florida Attorney General require that the members physically present take a vote to allow virtual participation due to “extraordinary circumstances”.

MOTION: *A motion was made by Mr. Storke to allow members attending virtually to participate and vote. The motion was seconded by Mr. Mostert and carried unanimously.*

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of October 13, 2021 BPAC Meeting Minutes

MOTION: *A motion was made by Mr. Eik to approve the October 13, 2021 BPAC meeting minutes. The motion was seconded by Mr. Daun and carried unanimously.*

B. Review and Recommend Approval of the 2022 Bicycle/Pedestrian Priority Project General Instructions and Schedule

Mr. Harris stated the only notable change over what was presented last month is additional links were added to the links page by request; he reviewed those links. Also, a sentence was added to direct applicants that are unable to upload an application to the TPO’s file transfer site to contact staff.

Mr. Daun stated he had requested a couple of specific links to be added to the links page that were not included; one was a link to the Florida Scenic Highways Program.

Mr. Harris replied he will add it.

Mr. Mostert referred to the list of eligible sponsors and asked if the school districts and educational institutions included both public and private schools.

Mr. Harris replied they can be public or private schools but either would have to partner with a local government to submit the application because the local government would be the maintaining agency for the project; the local government would also have to be Local Agency Program (LAP) certified.

Mr. Daun stated the other link he had requested be added was for the Florida Urban Forestry Grant Program which provides grants for planting trees on trails or along roadways; it has to do with the beautification of trails and roadways.

Chairperson Aufdenberg referred to Transportation Alternative (TA) funds and items that are not supported by this program and asked if there was a way to cross-reference these instructions to the Traffic Operations/Safety application.

Ms. Nicoulin replied some traffic operations projects have bicycle/pedestrian components but are primarily traffic operations projects. If it is a project specific to bicycle/pedestrian, the application should come through a bicycle/pedestrian application.

Chairperson Aufdenberg asked if he wanted to install a protected bike lane on a roadway, which category should he apply to.

Ms. Nicoulin replied if it is a bike lane, the bicycle/pedestrian application. She explained there are a number of paved shoulder projects on the traffic operations list and the justification of those projects for traffic operations is for safety concerns; to provide additional pavement for vehicles that may potentially weave but they act as a bicycle/pedestrian facility as well. If it is a project specific to bicycle/pedestrian safety, it would be a bicycle/pedestrian application. She noted that the local governments will discuss their projects with TPO staff before submitting applications.

Mr. Harris noted that there were no changes to the schedule over last month.

MOTION: *A motion was made by Mr. Lodge to recommend approval of the 2022 Bicycle/Pedestrian Priority Project General Instructions and schedule with the additional links. The motion was seconded by Mr. Walters and carried unanimously.*

C. Review and Recommend Approval of the 2022 Bicycle/Pedestrian Priority Project Applications

Mr. Harris stated the applications were presented last month; the only change is the link to where applications are to be uploaded was updated.

MOTION: *A motion was made by Ms. Belin to recommend approval of the 2022 Bicycle/Pedestrian priority project applications. The motion was seconded by Mr. Coletti and carried unanimously.*

D. Review and Recommend Approval of Resolution 2021-## Reaffirming the Policy for the Annual Allocation of Surface Transportation Block Grant (STBG) Urban Attributable (SU) Funding and Other State and Federal Funds Identified in the 2045 Long Range Transportation Plan (LRTP) for Local Initiatives

Ms. Nicoulin stated this year the TPO Board tasked staff with identifying self-imposed restrictions within the guiding resolutions that may make it difficult to access funding. The TIP Subcommittee met in early October and provided recommended changes that were presented to the advisory committees and TPO Board; she reviewed the annual allocations and stated there were no changes. The change is to the wording; these allocations are the goals and they are looked at over a five-year rolling average. Paragraph 5 was added and states any remaining funds will be reallocated for other projects on the priority list or to cover cost increases.

Mr. Eik asked what happens to those remaining funds if there is not another project to allocate them to; if they rollover to the following year or if they have to be returned to the state or federal government.

Ms. Nicoulin replied there is no rollover; unused funds become advanced construction (ACSU) funds that other districts are able to capture.

Mr. Lodge referred to the five-year rolling average of funds and asked if a bicycle/pedestrian project was able to take advantage of funding returned if that meant the next year those funds would go to a road project to balance out the five-year average.

Ms. Nicoulin replied the TPO's goal is to program 40% to traffic operations, 30% to bicycle/pedestrian and 30% to transit annually; if there is an expensive project we are able to fund by borrowing from one allocation, we do so and pay it back the following year.

Mr. Daun referred to the minutes approved earlier and his request that specifies remaining funds should go to a like project or the next project on the priority list; he would like to ask that that language be added.

Ms. Nicoulin replied the first paragraph spells that out; the set allocations are done first. Once that process is completed then any remaining funds are distributed.

Mr. Daun commented he wanted the language to be specific that a pedestrian project would be replaced with another pedestrian project first.

Ms. Nicoulin replied Paragraph 1 speaks to that but that language can be added.

Mr. Eik commented that because we are looking for a way for staff to have flexibility with programming funds, he is opposed to the word "shall" and would rather use "should".

Chairperson Aufdenberg asked if the TA funds are wrapped into this policy.

Ms. Nicoulin replied the TA funds are only spent on bicycle/pedestrian projects and not on traffic operations.

MOTION: *A motion was made by Mr. Eik to recommend approval of Resolution 2021-## reaffirming the policy for the annual allocation of Surface Transportation Block Grant (STBG) Urban Attributable (SU) funding and other state and federal funds identified in the 2045 Long Range Transportation Plan (LRTP) for local initiatives as amended adding language that any remaining funds in a current fiscal year be allocated to a like project. The motion was seconded by Mr. Wendler and carried unanimously.*

E. Review and Recommend Approval of Resolution 2021-## Defining the Local Match Requirements Placed on Member Local Governments for Projects Prioritized for Funding by the TPO

Ms. Nicoulin stated this resolution was also reviewed last month as presented with the changes recommended by the TIP Subcommittee. Discussion was held last month at the advisory committees and TPO Board regarding Paragraph 11 and the threshold for the Executive Director to approve cost overruns. The resolution currently reads the Executive Director has the authority to approve a cost increase up to 10% of a project phase; the TIP Subcommittee identified that this creates a limitation and recommended removing the threshold and allowing the Executive Director to have authority to approve a justified cost increase. She explained a cost increase is not the fault of the project sponsor noting that it must be current year and the TPO must have the additional funding available. The discussions amongst the advisory committees and TPO Board expressed concern over not having a threshold but the consensus was that a 10% threshold was too low; however, a threshold percentage was not recommended. The TPO Board asked staff to get a recommendation from the advisory committees and bring it back to them.

Discussion was held regarding the threshold and what the percentage should be.

Mr. Cheney commented that bicycle/pedestrian projects are less expensive than traffic operations projects; therefore, a cost increase on a bicycle/pedestrian project may be less significant than a traffic operations project. He suggested considering two thresholds; 25% for traffic operations and 50% for bicycle/pedestrian projects.

Discussion continued and the consensus was that a threshold should be put in place but it was left undefined as to what the threshold should be.

MOTION: *A motion was made by Mr. Daun to recommend approval of Resolution 2021-## defining the local match requirements placed on member local governments for projects prioritized for funding by the TPO to include a threshold for the Executive Director's approval of a cost increase leaving that threshold undefined. The motion was seconded by Ms. Epps and carried by a roll call vote of ten "yes" votes to seven "no" votes.*

F. Review and Recommend Approval of Resolution 2021-## Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects

Ms. Nicoulin stated there are no changes to this resolution it is reaffirming the policy for establishing and maintaining transportation priority projects.

MOTION: *A motion was made by Ms. Belin to recommend approval of Resolution 2021-## reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Mr. Walters and carried unanimously.*

G. Appointment of Unified Planning Work Program (UPWP) Subcommittee Members

Ms. Nicoulin explained the Unified Planning Work Program (UPWP) is the two-year program of activities, events and deliverables for the TPO and it identifies funding sources. The TPO is in the second year of the current UPWP which goes through June 30, 2022; the new UPWP will take effect July 1, 2022. The UPWP Subcommittee helps identify work activities; some activities are required such as the Transportation Improvement Program (TIP) and the annual Call for Projects. The TPO anticipates the UPWP Subcommittee meeting once in December or early January and perhaps once more in the spring of 2022.

Mr. Daun asked which agency is responsible for a master road plan; the county or the TPO.

Ms. Nicoulin replied the TPO is currently undergoing an update to the Congestion Management Process (CMP) and is coordinating with the local governments, Volusia County and Flagler County; it is a federal requirement.

Ms. Belin and Mr. Daun volunteered for the UPWP Subcommittee.

MOTION: *A motion was made by Mr. Eik to appoint Ms. Belin and Mr. Daun to the Unified Planning Work Program (UPWP) Subcommittee. The motion was seconded by Ms. Gillis and carried unanimously.*

H. Cancellation of the December 8, 2021 BPAC Meeting

MOTION: *A motion was made by Mr. Mostert to cancel the December 8, 2021 BPAC meeting. The motion was seconded by Ms. Belin and carried unanimously.*

IV. Presentation and Discussion Items

A. Presentation and Discussion of the FDOT FY 2022/23 to 2026/27 Tentative Work Program

Mr. Harris showed a video of FDOT's FY 2022/23 to 2026/27 Tentative Work Program which will become effective July 1, 2022 once it is adopted. He reviewed the bicycle/pedestrian projects and funding that are included in the new Work Program. All of these projects will be amended into the Transportation Improvement Program (TIP).

Ms. Epps asked what the total amount is for all of these projects.

Mr. Harris replied he does not have that information with him but will get it and email to the BPAC members.

Mr. Lodge asked if the Five-Year Work Program was a five-year program of funding that is updated each year or if it is revisited every five years.

Mr. Harris replied it is updated each year; the current year drops off and a new fifth year is added. It is tentative until the Governor signs it into law in the spring and will become effective July 1, 2022.

V. Staff Comments

→ Daytona Beach Area Coalition Community Event

Mr. Harris announced the Daytona Beach Area Coalition Community Event will take place today from 5:30 pm to 7:00 pm at the Ocean Center. This event is part of a study being conducted to evaluate proposed transportation solutions for segments of SR A1A, East International Speedway Boulevard, Main Street, Seabreeze Boulevard and Oakridge Boulevard.

→ TPO Annual Holiday Open House & Toy Drive

Ms. Blankenship announced the TPO's annual Holiday Open House and Toy Drive will be Wednesday, December 8, 2021 from 4:00 pm to 6:00 pm. She asked members to RSVP to her. The TPO is accepting new, unwrapped toy donations, gift cards, etc. for infant, children and teenagers. The donations will benefit the Department of Children and Families (DCF) of Volusia and Flagler Counties.

→ Update on US 92 (SR 600) at Lockhart Street Pedestrian Crossing

Mr. Harris stated a meeting was held last week regarding the proposed pedestrian crossing at US 92 and Lockhart Street; this pedestrian crossing will be a full signal as opposed to a hybrid pedestrian beacon like in front of Mainland High School. The intersection will be equipped with accessible pedestrian equipment and pedestrian interval timing; additional lighting will also be installed. The project is fully funded; there is some minor right-of-way needed and FDOT will be working with Bethune Cookman University to resolve that. This will be a big improvement for pedestrian safety in the area.

VI. Information Items

- BPAC Attendance Record
- TPO Outreach and Activities
- TPO Board Reports
- 2022 R2CTPO Meeting Schedule

VII. BPAC Member Comments

Mr. Daun stated he attended FDOT's in-person Work Program open house in DeLand and was unaware that US 92 from Kepler Road to I-4 has no shoulders; he noticed because there was a deluge of rain and there was no place to pull over and wait it out. FDOT should look at this as a safety issue; there is no breakdown lane. He announced the Florida Scenic Highways from Fernandina Beach to Ponce Inlet, including the Halifax Scenic Byway, are holding a garage sale on Saturday, November 20, 2021 from 8:00 am to 2:00 pm; booths are available for \$20 if anyone is interested. On Monday, November 15, 2021 the city of Daytona Beach will hold a public meeting at City Hall from 5:00 pm to 6:00 pm regarding CR 4040 (Fairview Avenue) and Beach Street and the possibility of installing a roundabout. The Lake Nona Medical Compound is using a driverless shuttle, BEEP, which could be a possible transportation remedy for the tourist corridor on SR A1A and ISB. There are federal grants available; however, it was not included in the Long Range Transportation Plan (LRTP) or the Votran Transit Development Plan (TDP). We will see if there is interest in the community and if so, the TPO will need to start including it in the planning process.

Mr. Dodzik stated the city of Palm Coast has started installing emergency 911 signs along the bike trails and pedestrian walkways; they have the mile marker and a code so that first responders can find you. They intend to install them on all the trails.

Mr. Lodge thanked Ms. Stephanie Moss, FDOT, for the great job she does; he is now certified to fit bike helmets. FDOT has 50,000 helmets each year to give away but they do not have the office to do it in so we could provide an opportunity to be a part of getting bike helmets to kids. He reminded members that the Love to Ride Challenge is currently going on. There are two groups; a work place TPO group and a regular tpo group.

Ms. Belin stated there are 11 people on our team and listed them. We are second in most commuting days, most rides, most riders, third in most collective days ridden. We are defending our championship and she encouraged members to join the team.

Chairperson Aufdenberg stated Monday was the sixth annual intervention in fitting unlit bicycles with lights; the numbers are down as they only fitted six bikes. It could be due to the success of Embry Riddle Aeronautical University's shuttle program.

Ms. Burgess-Hall stated she virtually attended FDOT's public hearing on the Work Program and she has some concerns regarding widening roads such as Hand Avenue, Clyde Morris Boulevard and Williamson Boulevard. These are areas that are expected to be developed and she suggested that bike paths should be included in the development. The response she received is that urban areas would include sidewalks or bike lanes separated by curbs; however, the areas deemed not urban would maybe get a shoulder but nothing else. The roads being discussed are not urban at

the moment but will be in the future. She has been told in the past that bike lanes or sidewalks cannot be added now because it is an existing road but when major work is done to the roadway, then they can be installed. She was told at the public hearing that this is not the case; she asked staff for clarification.

Mr. Harris replied that he would look into it and get back to her.

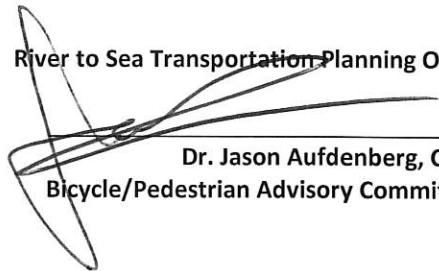
Ms. Belin stated she has been working with the city of Ormond Beach's engineer and pushing him to submit a sidewalk project on Hand Avenue between Clyde Morris Boulevard and Williamson Boulevard to the TPO during the Call for Projects. There was a fatality there in July that was a neighbor of hers. It should not take a fatality to get a sidewalk. Hand Avenue is a county road and she is hoping they will be successful.

Mr. McCallister stated Jim and Maggie Ardito made the cover of this week's Veteran's Voice Newspaper; he did a profile about them connected to their Facebook page and the St. Johns River to Sea Loop. He will get extra copies and send to the TPO.

Chairperson Aufdenberg added that the St. Johns River to Sea Loop Alliance also won a HALO award in DeLand.

VIII. Adjournment

The BPAC meeting adjourned at 3:43 p.m.

River to Sea Transportation Planning Organization

Dr. Jason Aufdenberg, Chairperson
Bicycle/Pedestrian Advisory Committee (BPAC)

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the November 10, 2021 regular meeting of the Bicycle/Pedestrian Advisory Committee (BPAC), approved and duly signed this 12th day of January 2022.



Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization