

**Citizens' Advisory Committee (CAC)  
Meeting Minutes  
TPO Conference Room  
1540 Cornerstone Blvd, Suite 240  
Daytona Beach, FL 32117  
November 18, 2025**

**CAC Members Physically Present:**

Emily Nice  
Susan Zahniser  
John MacFarlane  
Janet Deyette  
Christine Power  
Paul Mykytko  
Greg Feldman, Chairperson  
Bob Williams  
Bob Storke  
Anthony Del Valle  
Bobby Ball  
Pam Phillips  
Siva Persad  
Kia Powell (non-voting advisor)

**CAC Members Virtually Present:**

Mark Woods  
Omar Atallah (non-voting)

**CAC Members Absent:**

Kerry Karl (excused)  
Trevor Martin  
Paul Martel  
Karen Pittman  
Wayne Josvai (excused)  
Jim Tuholski  
Patricia Lipovsky (excused)  
Elizabeth Lendian (excused)  
Patricia Smith (excused)  
Hamid Tabassian (non-voting)  
Richard Zion (non-voting)

**Others Physically Present:**

Melanie Pruneau, Recording Secretary  
Pamela Blankenship  
Colleen Nicoulin  
Jonathan Roberson  
Jonathan Scarfe  
Gilles Blais

**Representing:**

Daytona Beach Alternate  
Daytona Beach Shores  
DeBary  
Deltona  
Edgewater  
Flagler Beach  
Flagler County  
New Smyrna Beach  
Orange City  
Palm Coast  
Port Orange  
Volusia County Alternate  
VC Transit Services  
FDOT

**Representing:**

Palm Coast Alternate  
Volusia County Traffic Engineering

**Representing:**

DeLand  
Flagler County Transit  
Pierson  
Pierson Alternate  
Ponce Inlet  
South Daytona  
Volusia County  
Volusia County  
Volusia County Schools  
FC Traffic Engineering  
FC Traffic Engineering Alternate

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
CUTR  
FDOT  
Citizen

**1. Call to Order / Roll Call / Determination of Quorum/Pledge of Allegiance**

Citizens Advisory Committee (CAC) Chairperson Greg Feldman called the meeting of the Volusia-Flagler Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:15 p.m. The roll was called, and it was determined that a quorum was physically present. The meeting was held in a hybrid format with thirteen voting members and one non-voting member physically present and two non-voting members virtually present.

The Pledge of Allegiance was given.

Ms. Nicoulin took a moment to recognize Mr. Dave Castagnacci, informing the committee of his unexpected passing. She recognized his 31 years as the original Executive Director of VCARD, his membership on the CAC since 2019, and his involvement in arts and culture. The committee then observed a moment of silence.

**MOTION:** *Mr. Williams made a motion to allow virtual participation. The motion was seconded by Mr. Storke and carried unanimously.*

## **2. Public Comment/Participation**

There were no public comments.

## **3. Action Items**

### **A. Review and Approval of the October 21, 2025 CAC Meeting Minutes**

**MOTION:** *Mr. Williams moved to approve the October 21, 2025 CAC minutes. The motion was seconded by Mr. Persad and carried unanimously.*

### **B. Review and Approval of Resolution 2025-## Reaffirming the Policy for the Annual Allocation of Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) Funding and Other State and Federal Funds Identified in the Volusia-Flagler 2050 Long Range Transportation Plan (LRTP)**

Ms. Nicoulin explained that the next three agenda items are policy resolutions that guide the Call for Projects, which opens at the end of the year. She discussed the set-aside funding and the 30/30/40 policy of funding for transit, bicycle and pedestrian, and traffic operations projects.

Mr. Atallah asked about the budget for the Vision Zero Action Plan. Ms. Nicoulin explained that there are criteria that are specific to safety in the bike/ped and traffic ops applications scoring, and stated that next year, the TPO could look into incorporating a policy that dedicates a percentage of funding toward Vision Zero projects.

**MOTION:** *Mr. Storke made a motion to recommend approval of Resolution 2025-## reaffirming the policy for the annual allocation of surface transportation block grant (STBG) program urban attributable (SU) funding and other state and federal funds identified in the Volusia-Flagler 2050 Long Range Transportation Plan (LRTP). The motion was seconded by Mr. MacFarlane and carried unanimously.*

### **C. Review and Approval of Resolution 2025-## Reaffirming the Policy for Defining the Local Match Requirements Placed on Local Governments for Projects Prioritized for Funding by the TPO**

Ms. Nicoulin explained that there are no major changes from last year to this resolution which defines and sets the local match percentage at 10%. She explained the difference between cost overruns and cost increases.

**MOTION:** *Mr. MacFarlane made a motion to recommend approval of Resolution 2025-## reaffirming the policy for defining the local match requirements placed on local governments for projects prioritized for funding by the TPO. The motion was seconded by Ms. Power and carried unanimously.*

### **D. Review and Approval of Resolution 2025-## Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects**

Ms. Nicoulin explained that this resolution sets the rankings and categories. She explained that updated project cost estimates are completed on an annual basis, and she stated there has been a change from last year to include updated construction costs following the completion of the design phase.

Mr. Williams asked where to find the ranking criteria. Ms. Nicoulin stated that they can be found in the project applications.

**MOTION:** *Mr. Persad made a motion to recommend approval of Resolution 2025-## reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Mr. Storke and carried unanimously.*

**E. Review and Approval of the Priority Project Applications for Traffic Operations/Safety and Local Initiatives Projects, Transportation Planning Studies, and Bicycle/Pedestrian Projects**

Ms. Nicoulin explained that each application filled out by the local governments includes the criteria with the point listed. She stated that the applications would be presented to the TPO Board the following day, seeking approval, following which, the Call for Projects would open.

Mr. Mykytka asked if there were any changes from last year to the resolution. Ms. Nicoulin explained that there are no changes to the traffic operations or transportation applications; however, there are minor changes to the bicycle/pedestrian project applications to make the feasibility studies applications and criteria match.

Mr. Mykytka stated he noticed the criteria numbers do not match which were included in the agenda packet. Ms. Nicoulin said she would take a look at that.

**MOTION:** *Ms. Deyette made a motion to recommend approval of the priority project applications for traffic operations/safety and local initiatives projects, transportation planning studies, and bicycle/pedestrian projects. The motion was seconded by Mr. MacFarlane and carried unanimously.*

**F. Cancellation of the December 16, 2025 CAC meeting**

**MOTION:** *Ms. Power made a motion to cancel the December 16, 2025 CAC meeting. The motion was seconded by Mr. Persad and carried unanimously.*

**4. Presentation Items**

**A. Presentation and Discussion of FDOT's Tentative Five-Year Work Program for FY 2026/27 to FY 2030/31**

Ms. Powell explained what the tentative Five-Year Work Program is and explained that this time it is in a compressed cycle, beginning in January rather than March. She stated that the corresponding maps and reports are available online. She went over the timeline and discussed the approach, adjustments, policies, and statutes. She provided a funding breakdown and detailed the key projects.

Members discussed the difference between deleted projects and deferred projects.

Discussion ensued regarding a project at SR 44 over the Indian River Bridge and the funding of FDOT's budget.

**B. Presentation and Discussion of the Draft Flagler County FY 2026-2035 Transit Development Plan (TDP)**

Mr. Jonathan Roberson, CUTR, gave a presentation to introduce the draft Flagler County FY 2026-2035 Transit Development Plan (TDP). He explained the highlights of the current transit system, existing and projected conditions, the project schedule, and the upcoming activities.

He provided business cards with a link to a survey and invited members to take the survey regarding Flagler County transit improvements. He stated that the survey was geo-fenced to Flagler County only.

Mr. Persad, VoTran, commented that he agreed that microtransit is becoming integral and stated that he would be happy to discuss microtransit and fixed routes with him. Mr. Roberson expressed that VoTran is a model for this plan and thanked him.

Mr. Mykytka stated that he would give Mr. Roberson contact information to allow him to present to the Flagler Beach City Commission.

Discussion ensued regarding autonomous vehicles becoming more accessible and the concept of testing them in a pilot project.

A multimodal approach to the plan was brought up. Mr. Roberson stated that he is looking into that.

Mr. Del Valle suggested that more advertising, such as outreach events, could increase ridership. Mr. Roberson noted that the update included an active marketing campaign that was more grassroots-focused and the utilization of the TPO to help disseminate information to the public. He stressed the need for Flagler County residents and visitors to complete the survey.

**C. FDOT Report**

Ms. Powell reviewed the FDOT report; gave an update on the SR 44 Kepler Road roundabout project; and a reminder that November 14<sup>th</sup> was National Seatbelt Day.

**D. Volusia and Flagler County Construction Reports**

The Volusia County and Flagler County Construction Reports were provided in the agenda.

**5. Staff Comments**

Ms. Blankenship offered a reminder of the TPO's annual toy drive and an invitation to the holiday open house on December 11<sup>th</sup> from 4-6 p.m. She stated that the donations collected from the toy drive will be distributed to the Department of Children and Families and The Neighborhood Center of West Volusia.

**6. CAC Member Comments**

Ms. Deyette offered a story in remembrance of Mr. Castagnacci. Mr. Feldman wished everyone a safe holiday season.

**7. Information Items**

- A. CAC & TCC Attendance Records
- B. TPO Board Meeting Summary
- C. Annual TPO Holiday Open House & Toy Drive Flyer
- D. TPO Outreach and Activities
- E. Upcoming TPO Events

**8. Adjournment**

There being no further business, the CAC meeting adjourned at 2:29 p.m.

**VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION**



**MR. GREG FELDMAN, CHAIRPERSON  
CITIZENS' ADVISORY COMMITTEE (CAC)**

**CERTIFICATE:**

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certified that the foregoing is a true and correct copy of the minutes of the November 18, 2025 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 20<sup>th</sup> day of January 2026.



MELANIE PRUNEAU, RECORDING SECRETARY

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

***\*\* A recording of the November 18, 2025 CAC meeting is available upon request.***

