

Technical Coordinating Committee (TCC)
Meeting Minutes
TPO Conference Room
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117
November 18, 2025

TCC Members Physically Present:

Adrian Calderin
Brian Woodworth
Belinda Williams-Collins
Matthew West
Bill Freeman
Simone Kenny, Vice Chairperson
Hamid Tabassian
Joshua Steele
Shane Corbin
Joe Ruiz
Noel Eaton
Jose Papa
Mark Karet
Patty Rippey
Tim Burman
Becky Witte
Ralf Heseler
Kia Powell (non-voting advisor)

Representing:

Bunnell
Daytona Beach
DeLand
Deltona
Flagler Beach
Flagler County
Flagler County Traffic Engineering
Holly Hill Alternate
New Smyrna Beach
Orange City
Ormond Beach Alternate
Palm Coast Alternate
Pierson
Ponce Inlet Alternate
Port Orange
South Daytona Alternate
Volusia County Transit Services
FDOT

TCC Members Virtually Present:

Gwyn Herstein
Steven Bapp
Dilena Talley
Jonathan Lord

Representing:

Daytona Beach Shores
DeBary
Edgewater Alternate
FC Emergency Management

TCC Members Absent:

Andrew Holmes, Chairperson (excused)
Roy Sieger
Trevor Martin
Lee Evett
Larry Wheatcraft (excused)
Patricia Smith (excused)
Omar Atallah

Representing:

Daytona Beach
Flagler County Aviation
Flagler County Transit
Lake Helen
Ponce Inlet
Volusia County Schools
Volusia County Traffic Engineering

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Stephan Harris
Colleen Nicoulin
Jonathan Roberson
Freshteh Somji

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
CUTR
Deltona

Others Virtually Present:

Mariel Lemke
Joseph Jaskula

Representing:

TPO Staff
Volusia County

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

Technical Coordinating Committee (TCC) Vice Chairperson Simone Kenny called the Volusia-Flagler Transportation Planning Organization (TPO) TCC meeting to order at 3:03 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 seventeen voting and one non-voting member physically present, and four voting members virtually present.

MOTION: *Mr. Heseler made a motion to allow remote participation. The motion was seconded by Mr. Ruiz and carried unanimously.*

2. Public Comment/Participation

There were no public comments.

3. Action Items

A. Review and Approval of the October 21, 2025 TCC Meeting Minutes

MOTION: *Ms. Witte moved to approve the October 21, 2025 TCC minutes. The motion was seconded by Mr. Heseler 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 were 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.

MOTION: *Mr. Heseler 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. Karet 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 since 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: *Ms. Witte 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 Mr. West 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 project rankings and categories. She explained that updated project cost estimates are completed on an annual basis, and there has been a change from last year to allow updated construction costs following the completion of the design phase.

Mr. West asked about the reasoning behind the numbers for the top three and top eight protected projects. Ms. Nicoulin explained that bicycle and pedestrian projects typically cost less and move more efficiently through the process; traffic operations projects cost more and take longer, so if the ranking of a project were changed, it could have greater consequences. The board has the ability to change and set these numbers.

MOTION: *Ms. Witte made a motion to recommend approval of Resolution 2025-## reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Ms. Rippey 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 points 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.

MOTION: *Ms. Witte 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. West and carried unanimously.*

F. Cancellation of the December 16, 2025 TCC meeting

MOTION: *Mr. Nguyen made a motion to cancel the December 16, 2025 TCC meeting. The motion was seconded by Mr. Karet 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.

Mr. Tabassian stated that he had seen conflicting information about the resurfacing project on Roberts Road. Ms. Powell explained that the design and construction would take place in different years and that she would look into it, as the Work Program was still tentative; it is adopted on July 1, 2026.

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.

Mr. Karet asked if there were transit routes planned. Mr. Roberson answered that routes would be planned from scratch.

Discussion ensued regarding microtransit.

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. Calderin suggested that Mr. Roberson speak to the city of Bunnell regarding this plan. Mr. Roberson stated that he would reach out and would love to present at a commission or staff meeting.

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 14th was National Seatbelt Day. She noted that NHTSA reports that seat belt usage was at 90% in 2024.

D. Volusia and Flagler County Construction Reports

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

5. Staff Comments

Ms. Nicoulin offered a reminder of the TPO's annual toy drive and an invitation to the holiday open house on December 11th 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.

Ms. Nicoulin then let the committee know about the recent passing of Mr. Dave Castagnacci, the original Executive Director of VCARD and a member of the TPO's Citizens' Advisory Committee. Mr. West remarked that Mr. Castagnacci was a friend of planners.

6. TCC Member Comments

There were no member comments.

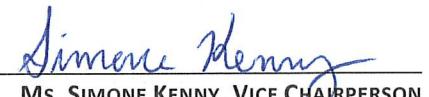
7. Information Items

- 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 TCC meeting adjourned at 3:47 p.m.

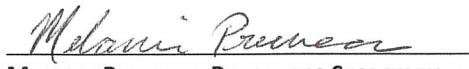
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



MS. SIMONE KENNY, VICE CHAIRPERSON
TECHNICAL COORDINATING COMMITTEE (TCC)

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 Technical Coordinating Committee (TCC), approved and duly signed this 20th day of January 2026.



MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

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