

**Technical Coordinating Committee (TCC)  
Meeting Minutes  
November 19, 2019**

**TCC Members Present:**

Andrew Holmes  
Arlene Smith  
Matt Boerger  
Anna Cava Grasso  
Ron Paradise  
Darren Lear  
Brian Walker  
Rebecca Witte  
Becky Mendez, Vice Chairperson  
Shawn Finley  
Jose Papa, Chairperson  
Aref Joulani  
Tim Burman  
Frank Alvarez  
Eric Kozielski  
Melissa Winsett  
Edie Biro  
Vickie Wyche (non-voting advisor)

**TCC Members Absent:**

Rodney Lucas  
Stewart Cruz  
Larry Newsom  
Faith Alkhatib  
Amye King (excused)  
Mark Karet  
Brian Peek  
Lauren Possinger

**Others Present:**

Debbie Stewart, Recording Secretary  
Colleen Nicoulin  
Lois Bollenback  
Stephan Harris  
Pam Blankenship  
Tony Nosse  
Heather Grubert  
April Bacchus  
Jim Wood  
Peter Youssef

**Representing:**

Daytona Beach  
Daytona Beach Int'l Airport  
DeBary  
DeLand  
Deltona  
Edgewater  
Holly Hill  
Lake Helen  
Orange City  
Ormond Beach  
Palm Coast  
Ponce Inlet  
Port Orange  
Votran  
Volusia County School District  
V.C. Traffic Engineering  
Votran  
FDOT District 5

**Representing:**

Bunnell  
Daytona Beach Shores  
Flagler Beach  
F.C. Traffic Engineering  
New Smyrna Beach  
Pierson  
South Daytona  
V.C. Emergency Management

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
FDOT  
FDOT  
ETM, Inc.  
Kimley-Horn, Inc.  
New Smyrna Beach

**I. Call to Order / Roll Call / Determination of Quorum**

Chairperson Papa called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:00 p.m. The roll was called and it was determined that a quorum was present.

**II. Press/Citizen Comments**

There were no press/citizen comments.

### III. Action Items

#### A. Review and Approval of October 15, 2019 TCC Meeting Minutes

**MOTION:** *A motion was made by Mr. Lear to approve the October 15, 2019 TCC meeting minutes. The motion was seconded by Mr. Holmes and carried unanimously.*

#### B. Review and Recommend Approval of Resolution 2019-## Amending the FY 2019/20 to 2023/24 Transportation Improvement Program (TIP)

Ms. Nicoulin stated this Transportation Improvement Program (TIP) amendment programs Federal Transit Administration (FTA) funds into the current year.

**MOTION:** *A motion was made by Mr. Walker to recommend approval of Resolution 2019-## amending the FY 2019/20 to 2023/24 Transportation Improvement Program (TIP). The motion was seconded by Mr. Lear and passed unanimously.*

#### C. Review and Recommend Approval of the 2045 Long Range Transportation Plan (LRTP) Goals and Objectives

Mr. Wood stated the goals and objectives are the primary focus of the 2045 LRTP; he gave a summary of the goals and objectives. They provide direction and inform the overall process of prioritization; criteria will be developed from them that will be used to select projects to be included in the 2045 LRTP. They took the goals and objectives of the existing 2040 LRTP and made modifications to them. In addition, four new objectives have been added which he reviewed.

**MOTION:** *A motion was made by Mr. Lear to recommend approval of the 2045 Long Range Transportation (LRTP) Goals and Objectives. The motion was seconded by Mr. Holmes and passed unanimously.*

#### D. Review and Recommend Approval of Resolution 2019-## Supporting the County of Volusia in the Development of Intersection Improvements at Tomoka Farms Road (CR 415) and Pioneer Trail (CR 4118)

Ms. Nicoulin stated Mr. Jon Cheney, Volusia County Traffic Engineering, gave a presentation last month on the proposed intersection improvements at Tomoka Farms Road and Pioneer Trail. There have been several recent accidents at this intersection; one resulted in a fatality. Volusia County conducted a study that identified short term improvements and long-term improvements. A number of the short-term improvements have been implemented. This was also discussed at the TPO Board meeting last month and the TPO Board directed staff to develop a resolution supporting improvements at this intersection. This resolution supports Volusia County in pursuing intersection improvements; it does not identify which improvement. There was discussion for a traffic signal and a roundabout.

Mr. Paradise stated the City of Deltona passed a similar resolution last night.

**MOTION:** *A motion was made by Mr. Paradise to recommend approval of Resolution 2019-## supporting the County of Volusia in the development of intersection improvements at Tomoka Farms Road (CR 415) and Pioneer Trail (CR 4118). The motion was seconded by Ms. Winsett and passed unanimously.*

#### E. Review and Recommend Approval of Resolution 2019-## Adopting the Community Safety Action Plan (CSAP)

Ms. Blankenship stated the draft Community Safety Action Plan (CSAP) was presented last month and there have been no changes.

**MOTION:** *A motion was made by Mr. Lear to recommend approval of Resolution 2019-## adopting the Community Safety Action Plan (CSAP). The motion was seconded by Mr. Walker and passed unanimously.*

**F. Review and Recommend Approval of Resolution 2019-## Adopting the FY 2018/19 Public Involvement Report**

Ms. Blankenship stated this was also presented last month; the CAC approved a motion to add “in accordance with state law” under the public records section regarding the TPO’s response to a public records request.

**MOTION:** *A motion was made by Mr. Lear to recommend approval of Resolution 2019-## adopting the FY 2018/19 Public Involvement Report as amended. The motion was seconded by Ms. Biro and passed unanimously.*

**G. Review and Recommend Approval of the Priority Project Applications for Traffic Operations/Safety and Local Initiatives Projects and Transportation Planning Studies**

Ms. Nicoulin stated the project applications for Traffic Operations/Safety and Local Initiatives projects and Transportation Planning studies for implementation and feasibility studies are provided in the agenda. There are no significant changes; the applications have been updated to reflect the current year. There is one change to the project implementation application, of Criteria 7, regarding local matching funds. Project applicants can receive extra points for providing more than the required 10% match; it has been specified in the application no extra points are awarded for providing the minimum 10% match.

**MOTION:** *A motion was made by Mr. Lear to recommend approval of the priority project applications for Traffic Operations/Safety and Local Initiatives projects and Transportation Planning studies. The motion was seconded by Ms. Mendez and passed unanimously.*

**H. Review and Recommend Approval of Resolution 2019-## Amending the Local Match Requirements Placed on Member Local Governments for Projects Prioritized for Funding by the TPO**

Ms. Nicoulin stated there is one minor revision to this resolution; item 2 adds the word “minimum” to the 10% local match requirement to clarify that 10% is the minimum; project sponsors can provide a match higher than 10% and are encouraged to do so.

Ms. Grasso stated the city of DeLand wants the local match to stay at 10%.

Ms. Nicoulin replied the required local match is 10% and that is not changing; some cities, such as Deltona who typically match 33%, do provide a higher match to get extra points.

**MOTION:** *A motion was made by Mr. Lear to recommend approval of Resolution 2019-## amending the local match requirements placed on member local governments for projects prioritized for funding by the TPO. The motion was seconded by Mr. Joulani and passed unanimously.*

**I. Review and Recommend Approval of Resolution 2019-## Amending the Policy for Establishing and Maintaining Transportation Priority Projects**

Ms. Nicoulin stated there is one change to this resolution; section 13 requires a local government to submit a letter to the TPO confirming their support for their projects on the priority list as well as providing updated cost estimates. The change is requiring cities that have Transportation Regional Incentive Program (TRIP) eligible projects to provide a commitment of matching funds in the letter as well.

Mr. Walker asked when this letter is due.

Ms. Nicoulin replied when the project applications are due; it will be March 31, 2020. This is no different than in the past; for projects they have on the priority list the local government will submit a letter that they want to



keep the project on the priority list and submit an updated cost estimate as well for projects that have not been funded.

Mr. Walker asked how this resolution has changed.

Ms. Nicoulin replied if a local government has a project on the TRIP list, the TPO is asking for that information to be included in the letter as well.

Mr. Finley asked if the TPO was looking for more than a letter as a commitment of funds would require action from the city commission.

Ms. Nicoulin replied however the local government is committing the funds needs to be within the letter. The letters the TPO have received from Volusia County for projects on the TRIP list required Volusia County Council action. Since the funds being committed would be in a local governments budget that information would need to be included in the letter.

Mr. Finley asked if the letter would suffice if it stated it follows up on support previously offered.

Ms. Nicoulin replied yes as long as the commitment is still valid as we move into the next Work Program cycle.

Mr. Paradise asked where he could find the TRIP list.

Ms. Nicoulin replied it was provided in a previous agenda but she would provide it to everyone.

**MOTION:** *A motion was made by Mr. Lear to recommend approval of Resolution 2019-## amending the policy for establishing and maintaining transportation priority projects. The motion was seconded by Mr. Walker and passed unanimously.*

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

Ms. Nicoulin stated every two years the TPO develops the Unified Planning Work Program (UPWP); this document is the TPO's staff work plan and includes the projects and activities staff will work on, budgeting, how staff will spend their time and identifies deliverables. For example, the CSAP that was just approved is in the current UPWP as a deliverable. The TPO is getting ready to develop the next UPWP which will take effect July 1, 2020 through June 30, 2022. A subcommittee is formed from the BPAC, CAC and TCC to identify projects and programs the TPO will put into the UPWP. It is anticipated the UPWP Subcommittee will meet once in December. Once the subcommittee is formed a Doodle poll will be sent to the subcommittee members for their availability. She asked for volunteers for the UPWP Subcommittee.

Mr. Kozielski and Mr. Holmes volunteered.

**MOTION:** *A motion was made by Ms. Biro to appoint Mr. Eric Kozielski and Mr. Andrew Holmes to the Unified Planning Work Program (UPWP) Subcommittee. The motion was seconded by Mr. Lear and passed unanimously.*

**K. Cancellation of December TCC Meeting**

**MOTION:** *A motion was made by Mr. Lear to cancel the December TCC meeting. The motion was seconded by Ms. Mendez and passed unanimously.*

**IV. Presentation Items**

**A. Presentation and Discussion of the I-95 and Pioneer Trail Interchange**

Ms. Nicoulin introduced Ms. Heather Grubert, FDOT Project Manager, to give the presentation.

Ms. Grubert gave a PowerPoint presentation of the I-95 and Pioneer Trail Interchange. She stated FDOT just completed the value engineering study for this project; the purpose of that is to apply common sense and technical knowledge directed at funding and eliminating unnecessary cost on the project. She reviewed the five-step process and stated they are currently in the second step which is the project development and environment study where they will determine a feasible alternative for a new interchange. The next steps are design, right-of-way acquisition and construction. She reviewed the purpose and need of the project and stated this project is included in the TPO's List of Priority Projects (LOPP). They held two public meetings and received feedback; support was received for having another interchange access and for enhancing emergency evacuations. The opposition received regarded increased traffic on Pioneer Trail as well as for potential environmental impacts. They also received comments regarding widening Pioneer Trail and the need for sidewalks and bike lanes on Pioneer Trail. They are not looking to acquire any right-of-way in the southeast quadrant. She reviewed the three alternatives for the interchange and stated a "no-build" alternative was also considered. The majority of public input supports Alternative 3 which is the partial cloverleaf #2; they felt this is the safest alternative.

Mr. Lear referred to Alternative 3 and asked if this was the one without the southeast quadrant right-of-way.

Ms. Grubert replied yes; this is what the majority of the public wanted to see. All three alternatives are consistent and have the same level of service. They have support documentation for all three alternatives and expect to hold another public hearing in the spring of 2020. She reviewed the schedule and stated they expect to have federal approval in the summer of 2020.

Mr. Lear referred to the preferred alternative and asked if it would go past Pioneer Trail.

Ms. Grubert replied yes; it loops around and there will be a traffic signal to turn right or left

#### **B. FDOT Report**

The FDOT report is provided in the agenda.

Ms. Wyche announced a public hearing regarding proposed improvements on SR 44 at Eddie Road and Ingham Road will be held Thursday, November 21, 2019 at 5:00 pm at the Alonzo "Babe" James Community Center in New Smyrna Beach.

#### **C. Volusia and Flagler County Construction Reports**

Ms. Winsett announced the Volusia County draft Roadway Program as well as an overview of funding was presented to the Volusia County Council earlier today; it was approved. The County Council directed county staff to review the Taylor Road four-laning project to move it forward and to complete a feasibility study of Taylor Branch Road in Port Orange. This information can be found on [www.volusia.org](http://www.volusia.org).

#### **V. Staff Comments**

(Handout)

Ms. Nicoulin referred to the handout regarding the TPO's Annual Year End Celebration and announced it will be held Friday, December 13, 2019 from 3:00 pm to 5:00 pm. As part of this celebration, the TPO holds a toy drive; she invited members to attend and bring an unwrapped toy.

#### **VI. TCC Member Comments**

Ms. Mendez thanked Ms. Wyche for scheduling a meeting with the FDOT D-5 Secretary regarding the west side of Volusia County; it was a very productive meeting.

## VII. Information Items

- CAC & TCC Attendance Records
- October 23, 2019 River to Sea TPO Board Meeting Summary
- October 2019 TPO Outreach and Events
- 10-15-19 LRTP Subcommittee Report
- Acronyms
- 2020 R2CTPO Meeting Schedule
- FDOT Work Program Variance Letter
- Federal Certification Letter

## VIII. Adjournment


There being no further business, the TCC meeting adjourned at 3:31 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

  
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MR. JOSE PAPA, CHAIRPERSON  
TECHNICAL COORDINATING COMMITTEE (TCC)

### CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of the minutes of the November 19, 2019 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 21<sup>st</sup> day of January 2020.

  
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DEBBIE STEWART, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION