

**Citizens' Advisory Committee (CAC)
Meeting Minutes
November 21, 2023**

CAC Members Physically Present:

John MacFarlane
Kerry Karl
Janet Deyette
Greg Feldman, Vice Chairperson
David McKenna
Bob Storke
Fred Heyne
Bobby Ball
Katheryn Meagher
Elizabeth Alicia Lendian
Dave Castagnacci, Chairperson
Edie Biro
Pam Phillips
Hamid Tabassian (non-voting)
Kia Powell (non-voting advisor)

CAC Members Virtually Present:

Ed Fendley
Christine Power
Jay Williams (non-voting)

CAC Members Absent:

Shawn Collins
Emily Nice (excused)
Trevor Martin
Gilles Blais
Mark Stancel (excused)
Susan Elliott
Paul Martel

Others Physically Present:

Donna King, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris
Kathy Alexander-Corbin
Jim Wood
Johnathan Lord
Ralf Heseler

Representing:

DeBary
DeLand
Deltona
Flagler County
New Smyrna Beach
Orange City
Ormond Beach
Port Orange
South Daytona
Volusia County At Large
Volusia County
Votran (CTC)
Volusia County D-2
Flagler County Traffic Engineering
FDOT

Representing:

Flagler Beach
Edgewater
Volusia County Traffic Engineering

Representing:

Daytona Beach
Daytona Beach Alternate
Flagler County Transit
Holly Hill
Palm Coast
Pierson
Pierson Alternate

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
Kimley Horn
Flagler County
VC Transit Service Division

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

Citizens Advisory Committee (CAC) Chairperson Dave Castagnacci called the meeting of the River to Sea 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 and two non-voting members physically present, and two voting members virtually present. The Pledge of Allegiance was given.

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

II. Public Comment/Participation

There was no public comment/participation.

III. Action Items

A. Review And Approval of The September 19, 2023 TCC Meeting Minutes

(TCC only)

B. Review and Approval of the October 17, 2023 CAC Minutes

MOTION: *A motion was made by Mr. Feldman to approve the October 17, 2023 CAC minutes. The motion was seconded by Mr. McKenna and carried unanimously.*

C. Review and Recommend Approval of Resolution 2023-## Amending the Connect 2045 Long Range Transportation Plan (LRTP) (Roll Call Vote Required)

Ms. Nicoulin gave in-depth details of the amendment and stated that the public comment period is open until December 6, 2023, at which time the TPO Board will take action on the amendment.

Ms. Bonds asked if there were federal funds available for the interchange.

Ms. Nicoulin stated that state funds will be used for the Moving Florida Forward initiative.

MOTION: *A motion was made by Mr. Feldman to recommend approval of Resolution 2023-## amending the Connect 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Mr. Storke and carried unanimously by roll call vote.*

D. Review and Recommend Approval of Resolution 2023-## Amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP) (Roll Call Vote Required)

Ms. Nicoulin gave in-depth details of the TIP amendment.

MOTION: *A motion was made by Mr. Storke to recommend approval of Resolution 2023-## amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP). The motion was seconded by Mr. Feldman.*

Ms. Phillips asked for more information about the projects before casting her vote.

Ms. Nicoulin provided more information regarding the projects.

The motion carried unanimously by roll call vote.

E. Review and Recommend Approval of Resolution 2023-## Amending the River to Sea TPO Metropolitan Planning Organization Agreement and FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) (Roll Call Vote Required)

Ms. Nicoulin gave in-depth details of the UPWP amendment. She explained how TPO staff spends their time and ties a budget to their time. This amendment will add \$3,287.00 to the General Administrative task and amends the planning agreement with FDOT in order to expend the funding.

MOTION: *A motion was made by Mr. Castagnacci to recommend approval of Resolution 2023-## amending the River to Sea TPO Metropolitan Planning Organization Agreement and FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP). The motion was seconded by Mr. Storke and carried unanimously by roll call vote.*

F. Review and Recommend Approval to Amend the List of Shared-Use Non-Motorized (SUN) Trail Projects

Ms. Nicoulin gave details on the projects that are being requested to be added to the List of Shared-Use Non-Motorized (SUN) Trail Projects. She explained the request from Flagler County is for two (SUN) Trail projects. She noted the change to how (SUN) Trail projects are funded and how the application cycle is different than the

priority process. She noted that the TPO staff has identified a process for local governments to submit projects during the TPO's annual open Call for Projects.

MOTION: *A motion was made by Ms. Biro to amend the List of Shared-Use Non-Motorized (SUN) Trail Projects. The motion was seconded by Mr. Feldman and carried unanimously.*

G. Review and Recommend Approval of Resolution 2023-## 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 2045 Long Range Transportation Plan (LRTP)

Ms. Nicoulin announced that the call for projects begins on December 8 and provided details of the three guiding policies that govern that process. The policies are reviewed annually in the fall for any recommended adjustments. There were no recommended changes to this policy.

MOTION: *A motion was made by Mr. Feldman to recommend approval of Resolution 2023-## 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 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Ms. Karl and carried unanimously.*

H. Review and Recommend Approval of Resolution 2023-## Reaffirming the Policy for Defining the Local Match Requirements Placed on Local Governments for Projects Prioritized for Funding by the TPO

Ms. Nicoulin provided details of how the policy for defining the local match requirements placed on local governments for projects prioritized for funding by the TPO works. She stated that there were no recommended changes to this policy this year.

MOTION: *A motion was made by Ms. Biro to recommend approval of Resolution 2023-## 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. Heyne and carried unanimously.*

I. Review and Recommend Approval of Resolution 2023-## Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects

Ms. Nicoulin provided details of how the policy for establishing and maintaining transportation priority projects works. She referred to the agenda and noted the recommended changes for the SIS List and Regionally Significant non-SIS List. She noted that adjustments are made through a series of subcommittees, committees, and the TPO Board. Removing the protected status category allows the TPO the ability to revisit those projects and make changes if necessary. She noted that this also allows a one-time update to the cost estimates for construction following the completion of the design phase. It also requires the project sponsors to submit letters of support for SunTrail projects.

MOTION: *A motion was made by Mr. Storke to recommend approval of Resolution 2023-## reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Ms. Deyette and carried unanimously.*

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

Ms. Nicoulin explained how the Priority Project applications for Traffic Operations/Safety and Local Initiatives Projects, Transportation Planning Studies, and Bicycle/Pedestrian projects work. She explained that the applications are reviewed annually for recommended changes. She provided the categories and history of changes and noted that the Bicycle/Pedestrian Projects application was the only one with recommended changes. The changes include creating a category for environmental sustainability and incorporating equity within the project application as well as the feasibility study application. She also noted there are several planning studies on the list that have been on there for a long time. Staff will sift through and vet those applications with local governments to see if they still want to move forward and see if the project has changed. She announced that the call for projects opens on December 8, 2023.

MOTION: *A motion was made by Ms. Biro 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 Ms. Meagher and carried unanimously.*

K. Cancellation Of December 19, 2023 CAC/TCC Meetings

MOTION: *A motion was made by Ms. Biro to recommend approval of the cancellation of the December 19, 2023 CAC meeting. The motion was seconded by Mr. Feldman and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of FDOT's Tentative Five-Year Work Program for FY 2024/25 to FY 2028/29

Ms. Kathy Alexander-Corbin, FDOT, gave a PowerPoint presentation on the tentative FDOT five-year Work Program. She gave details of what the Work Program entails and provided important dates for the Work Program process. She discussed the Work Program's key influence factors and gave details on the deferrals and deletions in Volusia County. She also provided a five-year outlook and funding breakdown for Volusia and Flagler counties. She presented a TPO summary for twenty-five priority projects that were funded in the amount of more than \$315 million.

Ms. Alexander-Corbin answered CAC member questions regarding contractors' bidding; the miscellaneous number of projects being large and if there is a way to show what they are; the resurfacing of US 1 from Woodland to the Flagler County line in 2027; when US 1 and I-95 will begin construction and if coordination is in place to prevent tearing up what was just resurfaced.

Ms. Alexander-Corbin stated that she would take the comment on coordination between US 1 and I-95 construction projects back to the Project Manager.

B. Presentation and Discussion of VoRide Mobility on Demand Service Provided by Via Transportation D/B/A River North Transit, LLC

Mr. Ralf Heseler, Transit Planning Manager for the Volusia County Transit Services Division, gave a PowerPoint presentation on the VoRide Mobility on Demand Service. He stated that it is a ride-sharing service and provided details of the service including where it will be located (in west Volusia), how it will work, and the cost per ride. The service will launch on December 5 in DeLand. Deltona/Orange City/and DeBary will be implemented in the future with a fare of \$2.00 including one free transfer to a fixed-route bus. The hours of operation will be Monday-Friday from 6 am – 9 pm and Saturdays from 7 am - 7 pm. He also discussed future plans to provide the service in New Smyrna Beach and additional areas on the east side of Volusia County.

Mr. Heseler answered CAC members' questions regarding how far VoRide will go out of DeLand; the concept of replacing service in areas less traveled for efficiency and if public outreach had been done.

C. Presentation and Discussion on Urban Area Boundary Adjustments

Mr. Jim Wood, Kimley-Horn, gave a PowerPoint presentation on the process of urban area boundary adjustments. He explained why it is done after the census. The boundaries are revised every ten years based on Census populations. He defined what urban vs. rural is. Urban boundaries are defined by housing units and development densities. He noted that the final maps will be available in January for review and recommended approval.

Ms. Nicoulin added that the TPO asking the committees to act on this item is just part of the process. She noted that the TPO will be asking TCC members to provide a technical review of these maps. This process takes place to smooth the urban boundary that comes from the census. This is also for the purpose of future transportation funding and to ensure there are no areas where a roadway is half rural and half urban.

Mr. Wood answered CAC members' questions regarding how development density is measured and what is currently existing.

D. FDOT Report

Ms. Kia Powell provided the FDOT report. She reviewed the road closures and projects that have been completed. She also provided upcoming events that include a pop-up safety event for Milsap Road to SR 40 in January/February and the State Route 44 bridge ribbon-cutting ceremony on November 30, 2023.

E. Volusia and Flagler County Construction Reports

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

V. Staff Comments

Ms. Nicoulin announced the call for projects opens on December 8, 2023, and noted that the annual TPO Open House event will be on December 7, 2023, at Bahama Breeze in Daytona Beach from 4 p.m. to 6 p.m. which includes a toy drive.

VI. CAC Member Comments

There were no CAC member comments.

VII. Information Items

- CAC & TCC Attendance Records
- River to Sea TPO Outreach and Events
- Upcoming River to Sea TPO Events
- TPO Board Report
- 2024 TPO Committee Meeting Schedule
- Annual TPO Holiday Open House Flyer

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:40 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**MR. DAVE CASTAGNACCI, CHAIRPERSON
CITIZENS' ADVISORY COMMITTEE (CAC)**

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 21, 2023 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 16th day of January 2024.



**DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**** A recording of the November 21, 2023 CAC meeting is available upon request.**