



# MEETING AGENDA

## REVISED

Please be advised that the River to Sea Transportation Planning Organization (R2CTPO) **EXECUTIVE COMMITTEE** will be meeting on:

**DATE:** Wednesday, March 3, 2021  
**TIME:** 9:00 a.m.  
**PLACE:** River to Sea TPO Executive Conference Room  
2570 W. International Speedway Blvd., Suite 100  
Daytona Beach, Florida 32114

**NOTE:**  
GoTo Meeting has been  
established for remote  
participation.

**MASKS MUST BE WORN BY THOSE  
PHYSICALLY PRESENT**

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Executive Committee Meeting

March 3, 2021 9:00 a.m. EST

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/RivertoSeaTPO/executive-committee-meeting>

You can also dial in using your phone.

United States (Toll Free): [1 877 309 2073](tel:18773092073)

United States: [+1 \(571\) 317-3129](tel:+15713173129)

Access Code: 638-038-333

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New Smyrna Beach Commissioner Jason McGuirk, Chairperson Presiding

### AGENDA

#### I. CALL TO ORDER

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	

**II. PUBLIC COMMENT/PARTICIPATION**

**III. DISCUSSION ITEMS**

**A. Update on COVID-19 Business Practices and Impacts**

**B. Discussion on Votran's Bus Stops**

**IV. BUSINESS**

**A. Review and Approval of Amendment to the FY 2020/21 R2CTPO Budget**

**B. Review and Recommend Approval of Executive Director's Salary Increase Based Upon Annual Performance Evaluation**

**C. Review and Recommend Approval of Executive Director Timesheet Review Report** *(Enclosure, page 3)*

**D. Review and Approval of Draft March 24, 2021 River to Sea TPO Board Agenda** *(Enclosure, pages 4-6)*

**V. STAFF COMMENTS**

**VI. EXECUTIVE COMMITTEE MEMBER COMMENTS**

**VII. ADJOURNMENT**

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Note: If any person decides to appeal a decision made by this board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

Note: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at [www.r2ctpo.org](http://www.r2ctpo.org) or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or [pblankenship@r2ctpo.org](mailto:pblankenship@r2ctpo.org). Persons who require translation services, which are provided at no cost, should contact the River to Sea TPO at (386) 226-0422 or by email at [PBlankenship@r2ctpo.org](mailto:PBlankenship@r2ctpo.org) at least five (5) business days prior to the event



To: River to Sea TPO Board

From: Commissioner Jason McGuirk, River to Sea TPO Chairperson

Date: February 3, 2021

RE: River to Sea TPO Chairperson Report of Timesheet Review

In accordance with the River to Sea TPO's Timekeeping and Travel Reimbursement Policy that became effective on November 1, 2019, the following timesheets were provided to the River to Sea TPO Chairperson for review on February 3, 2021. From this submission, the Chairperson selected a sample of timesheets to review for timely submission, accuracy and consistency of work detail.

Timesheets Provided		Timesheets Reviewed Chair Initial
Batch Number	Time Period	
694	December 6, 2020 through December 12, 2020	[Signature]
695	December 13, 2020 through December 19, 2020	
696	December 20, 2020 through December 26, 2020	[Signature]
697	December 27, 2020 through January 2, 2021	
698	January 3, 2021 through January 9, 2021	
699	January 10, 2021 through January 16, 2021	

☒ No abnormalities noted.

☐ Abnormalities were noted and have been resolved.

☐ Abnormalities were noted and have **not** been resolved.

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



# MEETING AGENDA

Please be advised that the **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD** will be meeting on:

**DATE:** WEDNESDAY, MARCH 24, 2021  
**TIME:** 9:00 A.M.  
**PLACE:** RIVER TO SEA TPO CONFERENCE ROOM  
2570 W. International Speedway Blvd., Suite 100  
Daytona Beach, FL 32114

**NOTE:**  
**GoTo Meeting has been established for remote participation.**

**MASKS MUST BE WORN BY**  
**MEMBERS PHYSICALLY PRESENT**

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River to Sea TPO Board Meeting  
March 24, 2021 9:00 a.m. EST

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New Smyrna Beach Commissioner Jason McGuirk, Chairperson Presiding

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF A QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT/PARTICIPATION *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*

Beverly Beach  
Bunnell  
Daytona Beach  
Daytona Beach Shores

DeBary  
DeLand  
Deltona  
Edgewater

Flagler Beach  
Flagler County  
Holly Hill  
Lake Helen

New Smyrna Beach  
Oak Hill  
Orange City  
Ormond Beach

Palm Coast  
Pierson  
Ponce Inlet  
Port Orange

South Daytona  
Volusia County

**IV. CONSENT AGENDA**

- A. FEBRUARY 24, 2021 RIVER TO SEA TPO BOARD MEETING MINUTES** (Contact: Debbie Stewart) (Enclosure, pages )
- B. TREASURER'S REPORT** (Contact: Walter Lacey) (Enclosure, pages )
- C. EXECUTIVE COMMITTEE REPORT** – Report by New Smyrna Beach Commissioner Jason McGuirk, Executive Committee Chairperson (Enclosure, pages )
- D. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT** -- Report by Mr. Paul Eik, BPAC Chairperson (Enclosure, pages )
- E. CITIZENS ADVISORY COMMITTEE REPORT** -- Report by Ms. Nora Jane Gillespie, CAC Chairperson (Enclosure, pages )
- F. TECHNICAL COORDINATING COMMITTEE REPORT** -- Report by Ms. Becky Mendez, TCC Chairperson (Enclosure, pages )
- G. RIVER TO SEA TPO BOARD SUMMARY REPORT** -- Report by New Smyrna Beach Commissioner Jason McGuirk, TPO Board Chairperson (Enclosure, pages )
- H. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORT** -- Report by New Smyrna Beach Commissioner Jason McGuirk, TPO Board Chairperson (Enclosure, pages )
- I. REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR'S SALARY BASED UPON ANNUAL PERFORMANCE EVALUATION** (Contact: Pamela Blankenship) (Enclosure, page )

**V. ACTION ITEMS**

- A. REVIEW AND APPROVAL OF RESOLUTION 2021-05 AMENDING THE FY 2020/21 TO 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)** (Contact: Lois Bollenback) (pages)

**VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS**

- A. PRESENTATION AND DISCUSSION OF LIST OF PROJECT PRIORITIES** (Contact: Lois Bollenback) (Enclosure, pages )
- B. PRESENTATION AND DISCUSSION OF TRANSPORTATION SAFETY** (Contact: Lois Bollenback) (Enclosure, pages)
- C. FDOT REPORT** (Contact: Anna Taylor, FDOT District 5) (pages )

**VII. EXECUTIVE DIRECTOR'S REPORT** (page )

- Update on SU Funding/Work Program
- Update on Legislative Activities

**VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS**

**IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS**

**X. INFORMATION ITEMS** (Enclosure, pages )

- Citizens Advisory Committee Attendance Record – 2021
- Technical Coordinating Committee Attendance Record– 2021
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2021
- February 2021 TPO Outreach and Activities<sub>5</sub>
- Volusia and Flagler County Construction Reports

**XI. ADJOURNMENT** (Enclosure, page )

**\*The next River to Sea TPO Board meeting will be April 28, 2021\***

**April 2021 Meeting Dates**

Executive Committee, April 7, 2021 @ 9:00 a.m.

Transportation Disadvantaged Local Coordinating Board, April 14, 2021 @ 11:00 a.m.

Bicycle/Pedestrian Advisory Committee, April 14, 2021 @ 2:00 p.m.

Citizens Advisory Committee, April 20, 2021 @ 1:15 p.m.

Technical Coordinating Committee, April 20, 2021 @ 3:00 p.m.

River to Sea TPO Board, April 28, 2021 @ 9:00 a.m.

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