



MEETING AGENDA

Please be advised that the River to Sea Transportation Planning Organization (TPO) CITIZENS ADVISORY COMMITTEE (CAC) & TECHNICAL COORDINATING COMMITTEE (TCC) will be meeting on:

DATE: Tuesday, February 16, 2016
TIME: 1:30 P.M. (CAC) & 3:00 P.M. (TCC)
PLACE: River to Sea TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, Florida 32114

Ms. Judy Craig, CAC Chairperson

Ms. Heather Blanck, TCC Chairperson

CAC & TCC AGENDA

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM
- II. PUBLIC COMMENT/PARTICIPATION *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*
- III. CONSENT AGENDA
 - A. REVIEW AND APPROVAL OF JANUARY 19, 2016 CAC/TCC MEETING MINUTES *(Contact: Pamela Blankenship) (Enclosure, CAC pages 3-12; TCC pages 3, 13-21)*
- IV. ACTION ITEMS
 - A. REVIEW AND RECOMMEND APPROVAL OF THE DRAFT FY 2016/17 AND 2017/18 UNIFIED PLANNING WORK PROGRAM FOR SUBMISSION TO FDOT/FHWA *(Contact: Robert Keeth) (Enclosure, page 22)*
 - B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2016-## AMENDING THE FY 2015/16 – 2019/20 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) *(Contact: Robert Keeth) (Enclosure, pages 23-27)*

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION ON VOTRAN'S ANNUAL REPORT SUMMARY** *(Contact: Robert Keeth) (Enclosure, pages 28-33)*
- B. PRESENTATION AND DISCUSSION ON THE CALL FOR PROJECTS PROCESS (TCC ONLY)** *(Contact: Robert Keeth) (Enclosure, page 34)*
- C. FDOT REPORT** *(Contact: Gene Ferguson, FDOT District 5) (Enclosure, page 35)*
- D. VOLUSIA AND FLAGLER COUNTY CONSTRUCTION REPORTS** *(Contact: Volusia & Flagler County Traffic Engineering) (Enclosure, pages 36-38)*

VI. STAFF COMMENTS *(Enclosure, page 39)*

- ® Annual Retreat
- ® R2CTPO Call for Projects

VII. CAC/TCC MEMBER COMMENTS *(Enclosure, page 39)*

VIII. INFORMATION ITEMS *(Enclosure, pages 39-43)*

- ® River to Sea TPO Board Meeting Summary
- ® UPWP Subcommittee Meeting Summary
- ® January TPO Outreach and Events

IX. ADJOURNMENT *(Enclosure, page 39)*

****The next CAC and TCC meetings will be on Tuesday, March 15, 2016****

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.

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.

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 or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org.

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

III. CONSENT AGENDA

A. REVIEW AND APPROVAL OF JANUARY 19, 2016 CAC/TCC MEETING MINUTES

Background Information:

Minutes are prepared for each CAC and TCC meeting and said minutes must be approved by their respective committees.

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

**Citizens Advisory Committee (CAC)
Meeting Minutes
January 19, 2016**

CAC Members Present:

Donald Smart
Janet Deyette
Bliss Jamison
Greg Feldman, Vice Chairman
Gilles Blais
Nora Jane Gillespie
Alan Peterson
Joe Villanella
Bob Storke
Susan Elliott
Bobby Ball
Doug Homan
Judy Craig, Chairperson
Elizabeth Alicia Lendian
Rickey Mack
Melissa Winsett (non-voting)
Gene Ferguson (non-voting advisor)

CAC Members Absent:

Richard Belhumeur
Mary Ellen Ottman
Joy Krom
Terry Bledsoe (excused)
Bob Owens
Faith Alkhatib (non-voting)

Others Present:

Marie Duda, Recording Secretary
Pamela Blankenship
Robert Keeth
Stephan Harris
Jean Parlow
Lois Bollenback
Martha Moore
Lee Macbeth
Gwen Azama-Edwards
Jason Yarborough

Representing:

Daytona Beach
Deltona
Edgewater
Flagler County
Holly Hill
New Smyrna Beach
Palm Coast
Ponce Inlet
Orange City
Pierson
Port Orange
Volusia County
Volusia County
Volusia County
Votran
Volusia County Traffic Engineering
FDOT District 5

Representing:

Flagler Beach
Ormond Beach
South Daytona
Volusia County
Flagler County Transit
Flagler County Traffic Engineering

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
Ghyabi & Associates
New Smyrna Beach
Daytona Beach
Lake Helen

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

Vice Chairman Greg Feldman called the meeting of the River to Sea Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:32 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. Consent Agenda

A. Review and Approval of November 17, 2015 CAC Meeting Minutes

Ms. Winsett stated that the minutes need to show that Mr. Cheney was in attendance.

Ms. Blankenship pointed out that the minutes showed he was in attendance.

MOTION: *A motion was made by Mr. Smart to approve the November 17, 2015 CAC meeting minutes. The motion was seconded by Ms. Elliott and carried unanimously.*

IV. Action Items

A. Appoint of Unified Planning Work Program (UPWP) Subcommittee Members

Mr. Keeth explained that the Unified Planning Work Program (UPWP) shows what the TPO staff will do over the next two years. The initial review and approval will be in February and the UPWP Subcommittee will meet and provide input. The first subcommittee meeting will be held on January 26 from 10:00 a.m. – 12 noon.

Ms. Craig apologized for being late and took over the chair position.

Mr. Keeth stated that the UPWP Subcommittee is looking for volunteers.

Ms. Gillespie, Mr. Peterson and Mr. Homan volunteered.

MOTION: *A motion was made by Mr. Feldman to appoint Ms. Gillespie, Mr. Peterson and Mr. Homan to the UPWP Subcommittee. The motion was seconded by Mr. Storke and carried unanimously.*

B. Review and Recommend Approval of Resolution 2016-## Defining the Local Match Requirements Placed on Member Local Governments for Projects Prioritized by the TPO

Mr. Keeth advised that this is the first of several items related to the priority project process including three resolutions and two project applications. This resolution defines the local match requirement. Currently it is 10% for projects funded with SU funds and 20% for projects funded with Transportation Alternatives funds. With the merger of the priority project lists, the funds are being blended and the local match will be 10% for projects off the state highway system; for the on-state system, there is no match. Any feasibility study will require a 10% match.

MOTION: *A motion was made by Mr. Blais to recommend approval of Resolution 2016-## defining the local match requirements placed on member local governments for projects prioritized by the TPO. The motion was seconded by Mr. Storke.*

Mr. Peterson pointed out on page 22, first paragraph, that the word “commitment” is removed. He asked why the word “commitment” was removed.

Mr. Keeth replied that a match is required and that the resolution goes beyond a commitment.

Mr. Peterson stated that a match does not mean it will happen and that a commitment says you will do it.

Mr. Keeth explained that projects are carried out under a Local Agency Program (LAP) agreement with FDOT, and local governments are responsible for the full amount but get reimbursed. This procedure is bound by the agreement.

Mr. Peterson asked for the definition of “local initiative.”

Mr. Keeth replied that “local initiative” is defined in the 2040 Long Range Transportation Plan (LRTP) and is a new project category. There were some projects that did not fit any of the existing categories, such as Traffic Operations/Safety Projects, Bicycle/Pedestrian Projects, etc. The local initiatives fall in between the projects and can be expensive, i.e. roundabouts, complete street retrofits, Intelligent Transportation Systems (ITS) improvements, etc.

Mr. Feldman asked about sections four and five and said he was confused how it works in relation to section one. He asked if the ratio would be the same as section one.

Mr. Keeth replied that if they committed to the project at a lower match ratio, that ratio would be honored.

Mr. Feldman asked if there is a conflict between sections one and five and if it would allow for less of a local match.

Mr. Peterson stated that there is no conflict. He pointed out that paragraph one says it is 10% and section five says cannot exceed 10%.

Mr. Feldman stated that it is in conflict with each other, and that perhaps he does not understand the principle behind number five.

Ms. Elliott stated that when the plan started it was 10%; she asked when it was changed to 5%.

Mr. Keeth replied that if they committed to a 5% match, the TPO would honor that 5% if that was the policy that was in place when they committed.

Mr. Peterson stated that it locks in the 10% and perhaps protects what is below that.

Mr. Feldman asked if paragraph two does the same thing. He stated that he was worried someone could say they were going to pay less than 10%.

Mr. Keeth replied that paragraph two prescribes the new policy. He pointed out that paragraph five says if they have committed to a lower match, the TPO is only going to require that amount. The match will not exceed what was committed to.

Mr. Feldman asked if paragraph five could be considered a retroactive situation.

Mr. Keeth replied yes.

The motion carried unanimously.

C. **Review and Recommend Approval of Resolution 2016-## Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects**

Mr. Keeth announced that Resolution 2016-## merges the transportation priority project categories as we have discussed over the last few months. Specifically, it combines Regionally Significant Non-Strategic Intermodal System (SIS) Projects and Major Bridges; it combines Traffic Operations/Safety Projects and Local Initiatives Projects; and it combines Bicycle/Pedestrian Projects, Regional Trails, Transportation Alternatives Projects and Local Initiatives Projects (with a bicycle/pedestrian focus). Combining Traffic Operations/Safety Projects and Local Initiatives Projects into a single category is a non-event because there are no Local Initiatives Projects yet. However, combining Bicycle/Pedestrian Projects, Transportation Alternatives Projects, Regional Trails, and Local Initiatives (with a bicycle/pedestrian focus) could potentially result in delays for some projects depending on how they will rank on the merged list. A draft

merged list was prepared and sent to the Bicycle/Pedestrian Advisory Committee (BPAC). They were happy with it and recommended approval of this resolution. The Transportation Improvement Program (TIP) Subcommittee and BPAC Project Review Subcommittee (PRSC) met jointly to review the resolutions. They agreed that the top ten projects on the Bicycle/Pedestrian and Traffic Operations/Safety lists should be protected under the merged lists. The TPO Board was uncomfortable with it and thought that the thresholds for protected projects should remain as they now exist. This resolution maintains a protected status for the top eight projects on the Traffic Operations/Safety/Local Initiatives lists, the top three projects on the Bicycle/Pedestrian, Transportation Alternatives/Regional Trails/Local Initiatives lists and the top five projects on the Major Bridge/Non-SIS lists.

Ms. Craig asked if the SIS project list, the Transit project list and Transportation Planning Studies (TPS) lists are being changed.

Mr. Keeth replied that this was a typographical error and that the lists will not be changed.

MOTION: A motion was made by Mr. Storke to recommend approval of Resolution 2016-## reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Ms. Elliott and carried unanimously.

D. Review and Recommend Approval of Resolution 2016-## Establishing the Policy for the Annual Allocation of Surface Transportation Program (STP) Urban Attributable (SU) Funding and other State and Federal Funds identified in the 2040 LRTP

Mr. Keeth explained that this resolution reaffirms the current allocation of federal SU funds at 30% to Transit, 30% to Bicycle/Pedestrian projects and the remaining 40% to Traffic Ops/Safety projects. The TPO will receive about \$38 million over the next 25 years for local initiatives projects. This resolution allocates 50% of that funding to Traffic Ops/Safety/Local Initiatives and 50% to Bicycle/Pedestrian/Transportation Alternatives/Regional Trails/Local Initiatives projects. It also removes the project cost cap on Bicycle/Pedestrian and Transportation Alternatives projects. This goes against what the TIP Subcommittee recommended but the TPO Board felt that there were natural caps in already in place.

Mr. Peterson stated that he has a problem with this and does not like percentage caps that are not flexible. He said that this states that all projects have the same need and priority and are capped at a certain percentage. He would like some categories to say "up to" a certain percentage and one of the categories should not be limited. If there is a cap of 30% on Bicycle/Pedestrian and there was something in the other two categories that is more important and there are not any Bicycle/Pedestrian projects to use the funding, it should be able to be referred back to the committee, a primary classification picked and remove the percentages. He felt that fixing percentages is inappropriate and that flexibility should be provided. He added that there is one exception; and that is if there is not enough money to do any of it.

Mr. Keeth explained that the policy allocating SU funds at 30/30/40 was put in place because the TPO felt there was not enough money being spent on bicycle/pedestrian projects.

Mr. Peterson replied that he thinks the verbiage should be "up to" 30%.

Mr. Villanella asked if excess funds can be diverted to the other two accounts.

Ms. Bollenback explained that each year the TPO gets SU funds to use how they wish, i.e. pay for the LRTP, feasibility studies and to build projects. Over ten years ago, the TPO indicated that all of the money it receives needed to be allocated to small projects. The TPO gets about \$4.5 million per year which is not enough to build roads. The 30/30/40 split has been in place for more than ten years. It is not capping, rather it indicates to FDOT each year as they build their Work Program, how to split this out into those categories and funds priority list projects with the money. The 30/30/40 split can be flexed and has been in the past but that is a TPO Board decision. It is not a cap, rather it is how the TPO wants that category of funding to be distributed. There is the opportunity to flex it, but it is on a case-by-case basis. Ms.

Bollenback stated that she could not recall a time when the TPO did not have enough projects on the priority list and that this helps FDOT build the Work Program.

Mr. Peterson stated that Ms. Bollenback's remarks clarified his question; however, he thinks that the board is doing something that policy says they cannot do.

Ms. Bollenback replied that the policy is there for staff and FDOT direction. When addressing something outside that, it comes to the board. She stated that almost all resolutions give the board the opportunity to make changes.

Mr. Peterson said that his objection still stands; he stated that the TPO is forcing percentages based on percentage and not need or safety or priority. He said that one of the categories could have a serious need that overrides any of the priorities of the other two categories. If the percentages are fixed, then the overriding priority creates a problem because the policy says the money must be spent in the other two categories because you have an existing priority.

Ms. Bollenback replied that this situation has never presented itself. There could be a case where the TPO went through a lot of projects on the list and it came down to projects lower on the list that are not as needed as projects on the other lists; the question is can we get down to a single list that outlines the priorities. The TPO is headed in that direction in the future.

Mr. Peterson stated that he would not eliminate all the percentages and rank all the projects in one list. He thought that it seems like one of these categories is more important than the other two and therefore should not have a percentage cap. The other two could have the same percentage caps they currently have and if the need is there that is fine, if the need is not there the funding goes to the one that has the need. That is eliminated by having fixed percentages.

Ms. Bollenback replied that it could not be said that one category is more important than another, but one project may have more need.

Mr. Peterson replied that he understands the issue.

MOTION: A motion was made by Mr. Storke to recommend approval of Resolution 2016-## establishing the policy for the annual allocation of Surface Transportation Program (STP) Urban Attributable (SU) funding and other state and federal funds identified in the 2040 LRTP. The motion was seconded by Ms. Deyette. The motion carried with Mr. Peterson voting in opposition to the motion.

E. Review and Recommend Approval of Priority Project Application for Traffic Operations/Safety and Local Initiatives Projects

Mr. Keeth announced that the priority project application for traffic operations/safety and local initiatives projects now has "local initiatives" added to the title. The TIP Subcommittee recommended that the TPO modify provisions relating to bonus points. Now, up to ten points can be awarded. The TPO board was not comfortable with changing it and wanted to leave the bonus points as is because no one ever provided close to the top of the range for a match.

MOTION: A motion was made by Mr. Feldman to recommend approval of the priority project application for Traffic Operations/Safety and Local Initiatives Projects. The motion was seconded by Ms. Jamison and carried unanimously.

F. Review and Recommend Approval of Priority Project Application for Transportation Planning Studies

Mr. Keeth advised that there is one minor revision to the priority project application for transportation planning studies under the ranking criteria: federal planning factors #2 and #3 pertaining to safety and security were combined into one. He stated that this will have no effect on projects to be ranked.

Mr. Peterson observed that the planning factors #2 and #3 stated that both safety and security must be provided. He suggested that it say safety "and/or" security.

Mr. Keeth replied that safety pertains to the user and security pertains to the system itself.

Ms. Gillespie stated that she tried to do both when ranking projects on the TIP Subcommittee. She said that she wanted them to meet both criteria.

Mr. Peterson said that it would still be possible to have both.

Ms. Winsett asked for an example of security.

Mr. Keeth replied that a terrorist threat would be an example of a need for security. Another example is the I-4 bridge over the St. Johns River and how vulnerable it is. Security can also pertain to maintenance.

Ms. Gillespie pointed out that traffic lights secure the ability of the public to move.

Mr. Keeth agreed that safety is protecting the infrastructure. The transportation planning studies evaluation process is very loose, and they left the application open. It has not been prescribed how many points you get for the criteria or if you get points for meeting some of the criteria.

Mr. Peterson suggested that the word "all" should be added.

Mr. Ferguson stated that the new highway bill, Fixing America's Surface Transportation (FAST) Act's key component is acknowledgement that security is the top priority. Examples of this are anything that is a threat to human life if allowed inappropriate access such as a software system that is secure from hacking. At a project level, this is a review item for the FDOT. The applicant needs to at least mention it, but how it is applied is up to the applicant.

Mr. Keeth suggested that perhaps the criteria as it was initially presented should be restored: safety and security would be two separate criteria.

Mr. Peterson suggested not doing that, but instead do not require both to be complied with. He proposed that only the word "all" should be added.

Mr. Storke pointed out that in item three, i.e. "people and freight", gets confusing if you add "and/or" in the verbiage.

Mr. Homan stated that the way he interprets it, it is a criteria factor, not mandating both.

MOTION: *A motion was made by Mr. Homan to recommend approval of the priority project application for transportation planning studies. The motion was seconded by Mr. Storke and carried unanimously.*

G. Review and Recommend Approval of Resolution 2016-## Amending the FY 2015/16 – 2019/20 Transportation Improvement Plan (TIP)

Mr. Keeth stated that there is one amendment to the Transportation Improvement Program (TIP): the LakeShore Shared Use Path in Deltona. The construction funding is \$578,000 with a local match being provided by an ECHO grant.

MOTION: A motion was made by Mr. Feldman to recommend approval of Resolution 2016-## amending the FY 2015/16 – 2019/20 Transportation Improvement Plan (TIP) . The motion was seconded by Ms. Elliott and carried unanimously.

H. Review and Recommend Approval of Resolution 2016-## Adopting the 2040 Long Range Transportation Plan (LRTP) Report

Ms. Martha Moore, Ghyabi & Associates, gave a brief presentation on the 2040 LRTP Report. The summary was approved by resolution in September and the final 2040 LRTP is being adopted this month. Appendix M has been added to the report and the Existing plus Committed (E+C) projects were costed out in five year increments. There were four projects that went through Efficient Transportation Decision Making (ETDM) process and only one came up with environmental impacts; the SR 442 extension. The money allocated in the 2040 LRTP for that project is for a planning study only. They are currently wrapping up FDOT's comments.

MOTION: A motion was made by Mr. Blais to recommend approval of Resolution 2016-## adopting the 2040 Long Range Transportation Plan (LRTP) report. The motion was seconded by Mr. Villanella and carried unanimously.

V. Presentation Items

A. Presentation and Discussion on the I-4/I-95/US 92 Systems Interchange

Mr. Keeth announced that the TPO does not have a representative from FDOT to present this today. He stated that the project is underway and it is a three-year project that will be completed in Spring/Summer of 2018.

B. Presentation and Discussion on the FY 2016/17 and 2017/18 Unified Planning Work Program (UPWP)

Mr. Keeth announced that the Unified Planning Work Program (UPWP) is a two-year work plan for TPO staff. On July 1, 2016, the TPO will be managing planning funds under one Joint Participant Agreement (JPA). This will terminate all current agreements and issue a new agreement. The UPWP plays a critical role, since it is the scope of work for that agreement. The TPO staff is developing the document now. A draft will be available for review by the TCC, CAC, BPAC and TPO in February. It must be submitted to FDOT by March 15. There will be a meeting of the UPWP Subcommittee on January 26 to begin the review.

Ms. Bollenback stated that the UPWP, a two-year document, receives funding from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), state and local sources. The document explains what projects the TPO is pursuing. There is not a lot of extra money so there are not many projects to decide on. The majority of the planning will revolve around SU money being used and what the TPO staff will do. The TPO is fully staffed now and will need to do the work internally.

Mr. Blais asked how much money is made from diesel fuel tax.

Ms. Bollenback replied that fuel tax stays at pennies per gallon regardless of prices. She added that the new FAST Act may change some of the funding available for planning and that it appears that funding may increase.

Mr. Homan asked if the first UPWP Subcommittee meeting is January 26 at 10:00 a.m.

Mr. Keeth replied yes, that is the first UPWP Subcommittee meeting.

C. FDOT Report

Mr. Ferguson gave the FDOT Report.

D. Volusia and Flagler County Construction Reports

Ms. Winsett gave the Volusia County Construction report.

There was no Flagler County Construction Report.

VI. Staff Comments

® Annual Retreat Save the Date

Mr. Keeth stated that the TPO Retreat will be held at Daytona State College's Madorsky Theater in the Mori Hosseini Center at 9:00 a.m. on February 5, 2016. It will cover transportation technology and its impact on transportation planning in our area.

® Congestion Management Process Working Group (CMPWG) and the State of the System

Mr. Keeth stated that the CMPWG will be convening in February to look at the Congestion Management Process (CMP). This process will reaffirm the measures that were adopted as part of the 2040 LRTP and develop the operation components of the system. TPO staff will be looking for volunteers from the TCC. This will be an ongoing operation and they will review the CMP and performance measurements on an annual basis.

® R2CTPO Call for Projects

Mr. Keeth noted that the annual Call for Projects was supposed to have been issued last Friday but was not because the resolutions and applications still needed to be approved. The Call for Projects will be issued after the TPO Board meeting next Wednesday.

Mr. Keeth announced that the TPO's FY 2014/15 TPO Annual Report was available on the back table.

VII. CAC Member Comments

Mr. Smart pointed out that the English language is not perfect and that one word can change the interpretation of a statement. He stated that he would appreciate anything that could be done to ensure less ambiguity on the action items.

Ms. Craig announced that she will be attending the TPO Board meeting next week and will be able to meet with elected officials; she also can express the CAC concerns during this meeting.

VIII. Information Items

® River to Sea TPO Board Meeting Summary

® 2016 TPO Committee Meeting Schedule

® October TPO Outreach and Events

IX. Adjournment

There being no further business, the CAC meeting adjourned at 2:53 p.m.

JUDY CRAIG, 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 January 19, 2016 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 16th day of February 2016.

MARIE DUDA, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

Technical Coordinating Committee (TCC)

Meeting Minutes

January 19, 2016

TCC Members Present:

Fred Ferrell
Ron Paradise
Tom Harowski
Jason Yarborough
Steven Bapp
Becky Mendez
Ric Goss
Jose Papa
Crystal Mercedes
Tim Burman
Patty Rippey
Jon Cheney
Heather Blanck, Chairperson
Pat White
Gene Ferguson (non-voting advisor)

TCC Members Absent:

Fernand Tiblier, Vice Chairman (excused)
Pedro Leon
Stewart Cruz
Matt Boerger
Mike Holmes (excused)
Darren Lear
Faith Alkhatib
Eric Kozielski (excused)

Others Present:

Marie Duda, Recording Secretary
Pamela Blankenship
Robert Keeth
Lois Bollenback
Jean Parlow
Stephen Harris
Martha Moore
Rich Walton

Representing:

Daytona Beach
Deltona
Holly Hill
Lake Helen
New Smyrna Beach
Orange City
Ormond Beach
Palm Coast
Ponce Inlet
Port Orange
South Daytona
VC Traffic Engineering
Votran
VC Emergency Management
FDOT District 5

Representing:

Bunnell
Daytona Beach Int'l Airport
Daytona Beach Shores
DeBary
DeLand
Edgewater
FC Traffic Engineering
Volusia County School District

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
Ghyabi & Associates
Daytona Beach

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

Chairperson Heather Blanck called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:05 p.m. The roll was called and it was determined that a quorum was present.

II. Press/Citizen Comments

There were no press or citizen comments.

III. Consent Agenda

A. Approval of November 17, 2015 TCC Meeting Minutes

MOTION: *A motion was made by Ms. Mendez to approve the minutes of the November 17, 2015 TCC meeting. The motion was seconded by Mr. Ferrell and carried unanimously.*

IV. Action Items

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

Mr. Keeth stated that the Unified Planning Work Program (UPWP) is a two-year staff budget that prescribes how funding is allocated to the tasks that the TPO staff will undertake. He added that staff was looking for volunteers to serve on the UPWP Subcommittee which will have its first meeting on Tuesday, January 26, 2016 at 10:00 a.m.

The following members volunteered for the UPWP Subcommittee: Mr. Paradise, Mr. Papa and Ms. Mendez.

MOTION: *A motion was made by Mr. Harowski to recommend the appointment of Mr. Paradise, Mr. Papa and Ms. Mendez to the UPWP Subcommittee. The motion was seconded by Mr. Ferrell and carried unanimously.*

B. Review and Recommend Approval of Resolution 2016-## Defining the Local Match Requirements Placed on Member Local Governments for Projects Prioritized by the TPO

Mr. Keeth explained that the local match requirement will be 10% for all projects off the state system as well as for transportation planning studies. Projects on the state system are not required to provide a match.

Ms. Mendez asked if the local match had always been 10%.

Mr. Keeth responded that the match has been as high as 50% in the past. In recent years it has been 10% on federal SU funds and 20% on Transportation Alternative Program (TAP) funds. Since the priority lists are being merged it was noted that it would be too complicated to require different local match amounts on different projects.

MOTION: *A motion was made by Mr. Yarborough to recommend approval of Resolution 2016-## defining the local match requirements placed on member local governments for projects prioritized by the TPO. The motion was seconded by Mr. Goss and carried unanimously.*

C. Review and Recommend Approval of Resolution 2016-## Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects

Mr. Keeth stated that this resolution merges a number of the priority lists; it merges the Regionally Significant Non-SIS and the Major Bridge project lists; the Traffic Ops/Safety and Local Initiatives project lists; and the Bicycle/Pedestrian, Regional Trails, Transportation Alternatives and Local Initiatives project lists. He explained that local initiatives is a new category and merging it with the Traffic Ops/Safety list does not change anything since no projects are being merged (because there are no Local Initiatives projects yet). However, the Bicycle/Pedestrian list is different because projects are being merged. There will be more funding and therefore, there will not be any delays in programming for project implementation. A draft merged Bicycle/Pedestrian list was prepared and sent to the Bicycle/Pedestrian Advisory Committee (BPAC); they were satisfied with it and recommended approval of this resolution. The TIP Subcommittee and BPAC Project Review Subcommittees met jointly to review the resolutions and had recommended that the top ten projects on each of the lists should be protected under the merged lists. The TPO Board was uncomfortable with that recommendation and agreed to maintain the projects that are currently protected which include the top eight on the Traffic Ops/Safety/Local Initiatives list, the top three on the Bicycle/Pedestrian/Regional Trails/Transportation Alternatives/Local Initiatives list and the top five on the Major Bridge/Regionally Significant Non-SIS list.

Mr. Ferrell asked how the number of protected projects was determined.

Mr. Keeth stated that it had to do with rate that the TPO was funding projects through to completion.

MOTION: *A motion was made by Mr. Harowski to recommend approval of Resolution 2016-## reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Mr. Ferrell and carried unanimously.*

D. Review and Recommend Approval of Resolution 2016-## Establishing the Policy for the Annual Allocation of Surface Transportation Program (STP) Urban Attributable (SU) Funding and other State and Federal Funds Identified in the 2040 LRTP

Mr. Keeth explained that this resolution reaffirms the current allocation of federal SU funds at 30% to Transit, 30% to Bicycle/Pedestrian and the remaining 40% to Traffic Ops/Safety projects. The TPO will receive about \$38 million over the next 25 years for local initiatives projects. This resolution allocates 50% of that funding to Traffic Ops/Safety/Local Initiatives and 50% to Bicycle/Pedestrian/Transportation Alternatives/Regional Trails/Local Initiatives projects. It also removes the project cost cap on Bicycle/Pedestrian and Transportation Alternatives projects. This goes against what the TIP Subcommittee recommended but the TPO Board felt that there were natural caps in already in place.

Mr. Harowski asked if the 30% that was allocated to the Bicycle/Pedestrian category would now include the additional categories that were added.

Mr. Keeth stated yes, but noted that there would be additional funding.

Mr. Harowski stated that he had an issue with that because money was being taken away from the bicycle/pedestrian projects. He added that he was strongly opposed to it and would vote against it.

Mr. Keeth pointed out that additional funding would include Transportation Alternatives Program (TAP) and Local Initiatives funding.

Mr. Harowski stated that he still saw it as being a net loss for bicycle/pedestrian projects.

MOTION: *A motion was made by Mr. Cheney to recommend approval of Resolution 2016-## establishing the policy for the annual allocation of Surface Transportation Program (STP) Urban Attributable (SU) funding and other state and federal funds identified in the 2040 LRTP. The motion was seconded by Mr. Ferrell and carried with Mr. Harowski voting in opposition to the motion.*

E. Review and Recommend Approval of Priority Project Application for Traffic Operations/Safety and Local Initiatives Projects

Mr. Keeth explained that this application adds local initiatives to the title. The TIP Subcommittee and BPAC Project Review Subcommittee had recommended that the final provision relating to bonus points be adjusted and the range spread from 10% to 50%. The TPO Board thought that it was unnecessary because no local government has ever provided a match close to the top of that range and therefore it was not changed.

MOTION: *A motion was made by Mr. Cheney to recommend approval of the priority project application for Traffic Operations/Safety and Local Initiatives projects. The motion was seconded by Ms. Mendez and carried unanimously.*

F. Review and Recommend Approval of Priority Project Application for Transportation Planning Studies

Mr. Keeth stated that there was one minor revision to the planning studies application, under the ranking criteria, federal planning factors #2 and #3 pertaining to safety and security were combined into one. There is no effect on the projects to be ranked. He added that there was a concern that was raised at the CAC meeting where one member thought the "and" that combined the two factors should be changed to an "and/or." The CAC recommended approval of the resolution as presented.

Mr. Cheney asked how the ranking criteria applied to the planning studies.

Mr. Keeth noted that the planning studies application was short and since transportation planning studies can cover a broad range of issues it is hard to apply a rigid, objective evaluation process.

Mr. Cheney asked if they should submit only the one page for each study they apply for.

Mr. Keeth stated that was correct.

Mr. Cheney asked if it was then up to the committee doing the evaluation to allocate points based on the ranking criteria.

Mr. Keeth responded yes.

MOTION: *A motion was made by Mr. Cheney to recommend approval of the priority project application for transportation planning studies. The motion was seconded by Ms. Mendez and carried unanimously.*

G. Review and Recommend Approval of Resolution 2016-## Amending the FY 2015/16 – 2019/20 Transportation Improvement Program (TIP)

Mr. Keeth stated that there was only one project in this TIP amendment, the Lakeshore Shared Use Path in Deltona.

MOTION: *A motion was made by Mr. Paradise to recommend approval of Resolution 2016-## amending the FY 2015/16 – 2019/20 Transportation Improvement Program (TIP). The motion was seconded by Mr. Cheney and carried unanimously.*

H. Review and Recommend Approval of Resolution 2016-## Adopting the 2040 Long Range Transportation Plan (LRTP) Report

Ms. Martha Moore, Ghyabi & Associates, gave a brief presentation on the 2040 LRTP Report. The summary was approved by resolution in September and the final 2040 LRTP is being adopted this month. Appendix M has been added to the report and the Existing plus Committed (E+C) projects were costed out in five year increments. There were four projects that went through Efficient Transportation Decision Making (ETDM) process and only one came up with environmental impacts; the SR 442 extension. The money allocated in the 2040 LRTP for that project is for a planning study only. They are currently wrapping up FDOT's comments.

Mr. Paradise asked if the needs list that was discussed was included in the 2040 LRTP.

Ms. Moore stated that it had not changed and was included in the plan.

MOTION: *A motion was made by Mr. Cheney to recommend approval of Resolution 2016-## adopting the 2040 Long Range Transportation Plan (LRTP) Report. The motion was seconded by Mr. Ferrell and carried unanimously.*

V. Presentations, Status Reports, and Discussion Items

A. Presentation and Discussion on Discussion on the I-4/I-95/US 92 Systems Interchange

Mr. Keeth stated that there was no one available to give the presentation; however, the three year project is underway and will be completed in the Spring/Summer of 2018.

Ms. Bollenback apologized and explained that there was miscommunication on the scheduling of the presentation. Mr. Brad Bauknecht, FDOT Project Manager, will be presenting on the interchange to the TPO Board next week. A presentation will be provided to the committees in the future.

Mr. Cheney noted that the Project Manager had given a presentation to the International Speedway Boulevard (ISB) Coalition and they will be reopening the Bellevue Ave Extension in time for the races. Once the races are done, they anticipate the closure of bridge. Interstate 95 northbound goes down to two lanes and it is not anticipated that it will open back up to three lanes.

B. Presentation and Discussion on the FY 2016/17 and 2017/18 Unified Planning Work Program (UPWP)

Ms. Bollenback stated that the UPWP is a two-year document. Funding comes from FHWA, FTA as well as from state and local sources. The UPWP explains which projects the TPO staff will be pursuing over the next two years. Generally, staff goes through and puts in the tasks that are the backbone of the organization and with the funding that is left projects that the TPO will undertake are identified. This time, there is not a lot of extra money so there are not many decisions to make regarding potential projects. The TPO is fully staffed so most of the activity and deliverables will be done in house. She noted that if there was something pressing the members had in mind to let her know before next week.

Ms. Blankenship stated that the UPWP Subcommittee agenda will be emailed out after the TCC meeting.

C. FDOT Report

Mr. Ferguson gave the FDOT Report.

D. Volusia and Flagler County Construction Reports

Mr. Cheney gave the Volusia County Construction report.

Ms. Mendez asked about the changing of the span wire signal at Saxon Boulevard and Enterprise Road to a mast arm project and if it should be included in the Volusia County Construction Report.

Mr. Cheney responded that they were changing the span wire signal to a mast arm. He added that they typically did not include engineering upgrades in the construction report.

Mr. Papa gave a report on Palm Coast's projects.

VI. Staff Comments

® Annual Retreat Save the Date

Mr. Keeth stated that the TPO Retreat will be held at Daytona State College's Madorski Theater in the Hosseini Center at 9:00 a.m. on February 5, 2016. It will cover transportation technology and its impact on transportation planning in our area.

® Congestion Management Process Working Group (CMPWG) and the State of the System

Mr. Keeth stated that the CMPWG will be convening in February to look at the Congestion Management Process (CMP). This process will reaffirm the measures that were adopted as part of the 2040 LRTP and develop the operation components of the system. TPO staff will be looking for volunteers from the TCC so if anyone was interested let him know. This will be an ongoing operation and they will review the CMP and performance measurements on an annual basis.

® **R2CTPO Call for Projects**

Mr. Keeth noted that the annual Call for Projects was supposed to have been issued last Friday but was not because the resolutions and applications still needed to be approved. The Call for Projects will be issued after the TPO Board meeting next Wednesday.

Mr. Cheney stated that the adopted 2040 LRTP includes a percentage of state funding that will go towards local capacity projects. He asked if the Call for Projects could be opened for capacity projects as well.

Mr. Keeth responded that those projects will move to the priority list but will be reviewed. In order to be included on the priority list they have to be identified in the 2040 LRTP.

Mr. Cheney noted that Volusia County has one or two projects to be submitted. He asked if they can be submitted and if there was an application needed.

Mr. Keeth stated that he would have to get back to him regarding that.

Mr. Ferguson stated that Volusia County would have to fill out the FDOT application at the least.

Mr. Cheney commented that the project he was referring to was Howland Boulevard and it is on the local and state lists. The limits go from Providence Boulevard to Elkcam Road.

Mr. Ferguson stated that many applications that FDOT has are from 2013 and there have since been many staff changes. He does not have updated contact information for many of the projects. He added that sponsors may also be thinking about scope changes and there have been cost increases since that time. That information will need to go in an application through the TPO to confirm if the amount or the scope has changed. He urged the members to provide a corrected contact page and make sure the costs are correct.

Mr. Ferrell asked if the TPO could work towards combining the TPO and FDOT project applications so that there is no duplication.

Mr. Keeth noted that FDOT's application had already been incorporated into the TPO's application.

Mr. Keeth announced that the TPO's FY 2014/15 TPO Annual Report was available on the back table.

VII. TCC Member Comments

Mr. Cheney stated that on FDOT's tentative Work Program website he did not see the consolidated SunRail/railroad list.

Mr. Ferguson replied that it was handled districtwide, not county specific. He asked Mr. Cheney to email him for the information and also suggested he contact Ms. Marianne Gurnee with SunRail.

Mr. Cheney recognized Mr. Harowski's concern regarding the funding allocation for Bicycle/Pedestrian projects. He asked if there was a way to track how the TPO is spending the funds through the programs; it seems like there are more pedestrian trail projects than capacity projects. The Central Florida MPO Alliance (CFMPOA) has their list of regional trails. He added that he believed the area was getting more funding than it seems.

Mr. Keeth noted that it could not be tracked through the TIP or the Work Program.

Mr. Harris stated that he would check and get back to him.

Mr. Keeth asked if he meant a districtwide summary of what the funds are spent on.

Mr. Cheney asked if he could provide a countywide list.

Mr. Keeth added that the TPO could tell what projects the funds are programmed on and give a general accounting of funds by type.

Mr. Ferguson noted that Volusia County has a piece of SunTrail network which is a long term endeavor and will provide funding opportunities.

Mr. Ferrell pointed out that next month's TCC meeting was during race week. He also asked who would be speaking at the retreat.

Mr. Keeth stated that he did not know yet but Ms. Bollenback would be speaking.

Mr. Ferrell asked about the funding that had been moved from Flagler County in response to the Wal-Mart Distribution Center in St. Johns County. At one time, there was money was programmed to do something on US 17 and then it was moved to Flagler County.

Mr. Cheney stated that the money was for a left turn lane in Putnam County.

VIII. Information Items

- ® River to Sea TPO Board Meeting Summary
- ® BPAC Project Review Subcommittee Meeting Summary
- ® TIP Subcommittee Meeting Summary
- ® November and December TPO Outreach and Events

IX. Adjournment

There being no further business, the TCC meeting adjourned at 4:02 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**HEATHER BLANCK, 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 January 19, 2016 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 16th day of February 2016.

**PAMELA BLANKENSHIP, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016**

IV. ACTION ITEMS

A. REVIEW AND RECOMMEND APPROVAL OF THE DRAFT FY 2016/17 AND 2017/18 UNIFIED PLANNING WORK PROGRAM FOR SUBMISSION TO FDOT/FHWA

Background Information:

The TPO's transportation planning activities are funded in large part through federal grants. These federally-funded transportation planning activities must be identified and approved by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and FDOT in advance of each fiscal year. The activities, products and budgeted funds must be documented in the TPO's Unified Planning Work Program (UPWP) which is updated every two years. This update is for the period from July 1, 2016 to June 30, 2018.

On January 26, 2016, the TPO staff presented a draft outline of the updated FY 2016/17 and 2017/18 UPWP to the UPWP Subcommittee, and discussed revenue estimates and potential planning activities. The TPO staff then prepared the attached draft UPWP with consideration of the UPWP Subcommittee's input.

The draft UPWP will be reviewed by the BPAC on Wednesday, February 10.

The TPO staff will discuss this draft UPWP with the CAC and TCC, and will review the new state and federal requirements which include the reporting of all federal and matching fund sources, task-by-task budget detail and cost analysis, period of performance end date, risk assessment and progress.

Following this initial review by the BPAC, CAC, TCC, and TPO Board, the TPO staff will submit the draft UPWP to FDOT for review. The draft document will again be presented to the advisory committees for review and to the TPO Board for adoption in April. The adopted UPWP must be submitted to FHWA, FTA and FDOT by May 15.

The draft FY 2016/17 and 2017/18 UPWP is available for review on the TPO's website at: <http://www.r2ctpo.org/agendasminutes/cac/agenda/>.

A hard copy is available upon request.

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF DRAFT FY 2017/17 AND 2017/18 UNIFIED PLANNING WORK PROGRAM FOR SUBMISSION TO FDOT/FHWA

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

IV. ACTION ITEMS

B. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2016-## AMENDING THE FY 2015/16 – 2019/20 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Background Information:

The proposed TIP amendment adds (FM# to be determined) the Holsonback Drive Sidewalk for construction in FY 2015/16.

The proposed TIP amendment is more fully described in the enclosed Resolution 2016-## and Attachment "A".

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2016-## AMENDING THE FY 2015/16 – 2019/20 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2016-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2015/16 TO FY 2019/20 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach and portions of Palm Coast and Bunnell; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Transportation Improvement Program (TIP); and

WHEREAS, the River to Sea TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's adopted Five-Year Work Program; and

WHEREAS, the Florida Department of Transportation has provided additional information to the River to Sea TPO regarding the FDOT adopted Five-Year Work Program.

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that the:

1. River to Sea TPO's FY 2015/16 to FY 2019/20 TIP is hereby amended by adding a new project, FM# *(to be determined)* Holsonback Drive Sidewalk, as shown in Attachment "A" attached hereto and made a part of this resolution; and the
2. Chairman of the River to Sea TPO (or his designee) is hereby authorized and directed to submit the FY 2015/16 to FY 2019/20 TIP as amended to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
 - d. Federal Aviation Administration (FAA) (through the Orlando Airport District Office).

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the 24th day of February, 2016.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL MEMBER PAT PATTERSON
CHAIRMAN, RIVER TO SEA TPO

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the River to Sea TPO held on February 24, 2016.

ATTEST:

PAMELA C. BLANKENSHIP, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

ATTACHMENT "A"

Resolution 2016-##

Amending the

FY 2015/16 to FY 2019/20 Transportation Improvement Program (TIP)

February 24, 2016



(FM # to be determined) - Holsonback Drive Sidewalk

Non-SIS



Work Summary: BIKE PATH/TRAIL

From: Volusia County Health Dept. Driveway

Lead Agency: City of Daytona Beach

To: Bill France Blvd

Length: 1,200 feet

----- **Current Adopted TIP** -----

| Phase | Fund Source | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 | Total |
|--------------|-------------|---------|---------|---------|---------|---------|-------|
| Total | | | | | | | |

----- **Proposed Amended TIP** -----

| Phase | Fund Source | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 | Total |
|--------------|-------------|---------------|----------|----------|----------|----------|---------------|
| CST | SU | 87,391 | 0 | 0 | 0 | 0 | 87,391 |
| CEI | LF | 6,319 | 0 | 0 | 0 | 0 | 6,319 |
| CEI | SU | 2,475 | 0 | 0 | 0 | 0 | 2,475 |
| CEI (FDOT) | SU | 2,772 | | | | | 2,772 |
| Total | | 98,957 | 0 | 0 | 0 | 0 | 98,957 |

Prior Year Cost: \$3,300

Future Year Cost: \$0

Total Project Cost: \$84,772

Project Description: Construct a five (5) ft. wide sidewalk on the south side of Holsonback Drive from the Votran bus stop at the intersection of Bill France Boulevard and Holsonback Drive to a driveway leading to the Volusia County Health Department. Project length: 1,200 feet. (Reference 2035 Long Range Transportation Plan, pgs 63-73.).

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION ON VOTRAN'S ANNUAL REPORT SUMMARY

Background Information:

Votran's 2015 Annual Report includes the 40th anniversary milestone of service to Volusia County, status of system-wide ridership, notable achievements, 2015-2016 budget and transit system challenges. Votran's General Manager prepares such a report each year to provide the transportation planning community with an overview of the operating framework of the transit service.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

1

2015 Votran Annual Update



River to Sea TPO Presentation

February 24, 2016

Contents

2

- 40th service anniversary
- Ridership
- Achievements
- Budget
- Challenges



40-Year Service Anniversary



3

September 2015 marked 40 years of service to Volusia County!

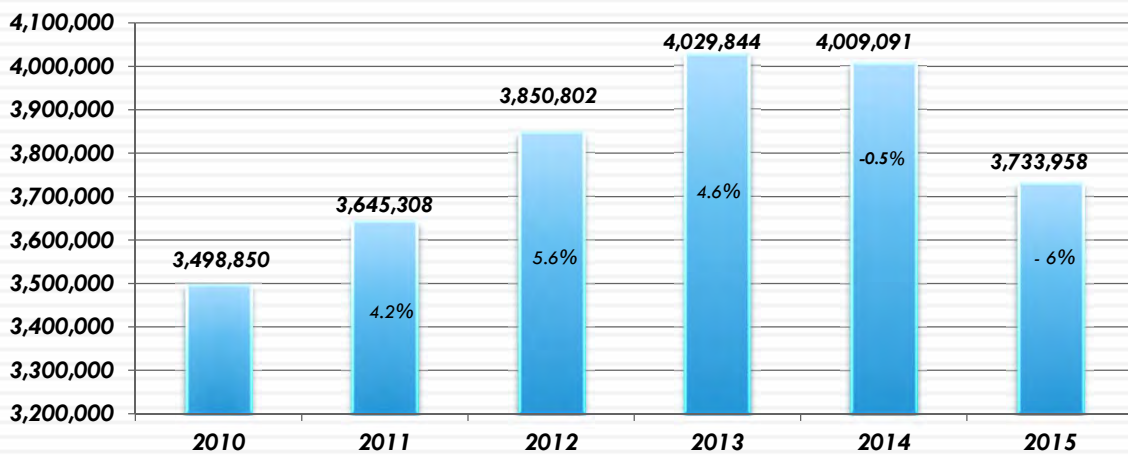


Dr. James E. Huger – Volusia County Chairman – September 1975

System wide ridership



4

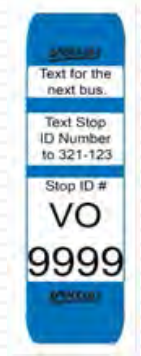


2015 Achievements



5

- Bus Stop Improvements - approximately 100 stops in unincorporated Volusia County
- Hosted the first ever joint conference of the Florida Public Transportation Association and the Commission for the Transportation Disadvantaged
- Passenger information – Vo to Go tags
- Successful FTA Triennial review



Florida Public Transit Association 2015

- a year of recognition -



6



Scott Groth
2nd place
"Transit Technician
of the Year"



Doc Wilson
2nd place
"Bus Operator of
the Year"



1st Place – People's
Choice Award – Aging
Tree "Reclaim your
Independence"



"Bus Safety Excellence
Award"

2015 -2016 Budget



7

| EXPENSE ITEM | TOTAL |
|----------------------------------|---------------------|
| LABOR | \$8,905,735 |
| FRINGE BENEFITS | \$5,182,499 |
| SERVICES | \$1,222,114 |
| MATERIALS AND SUPPLIES CONSUMED | \$5,205,650 |
| UTILITIES | \$318,085 |
| CASUALTY AND LIABILITY | \$200,759 |
| TAXES | \$0 |
| PURCHASED TRANSPORTATION SERVICE | \$1,475,266 |
| MISCELLANEOUS | \$99,660 |
| TOTAL EXPENSE | \$22,609,768 |

| REVENUE ITEM | TOTAL |
|--|---------------------|
| LOCAL NON-GOVERNMENT | |
| FAREBOX | \$3,372,000 |
| ADVERTISING | \$365,000 |
| SERVICE CONTRACTS | \$90,000 |
| INTEREST INCOME | \$25,000 |
| MISC REVENUES | \$20,600 |
| COMMISSION FOR THE TRANSPORTATION DISADVANTAGED TRIP PROGRAM | \$1,046,593 |
| DEPARTMENT OF TRANSPORTATION | |
| SECTION 5307 | \$4,672,793 |
| SECTION 5311 | \$340,117 |
| SECTION 5316 | \$115,278 |
| BLOCK GRANT | \$2,002,113 |
| SERVICE DEVELOPMENT | \$20,000 |
| CORRIDOR FUNDS (Routes 3-4) | \$1,336,833 |
| AGENCY FOR HEALTH CARE ADMIN | |
| MEDICAID/MEDWAIVER | \$24,000 |
| LOCAL GOVERNMENT | |
| COUNTY AD VALOREM | \$9,179,441 |
| TOTAL REVENUE | \$22,609,768 |

2015 Challenges



8

- Capacity Issues
- Reauthorization of Federal Highway and transit funding
- Ongoing Traffic Challenges
- The economic upturn has created a more competitive job market
- New trip generators

2015 Votran Annual Update



9

Thank you!

Steve Sherrer – General Manager

ssherrer@volusia.org

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION ON THE CALL FOR PROJECTS PROCESS (TCC ONLY)

Background Information:

TPO Staff will present an overview of the annual "Call for Projects" process, project qualifications, application requirements, available funding, local match requirements, and the process schedule. Staff will also highlight key changes from the previous year. TCC members will be encouraged to ask questions about the process and discuss candidate projects.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

C. FDOT REPORT

Background Information:

Mr. Gene Ferguson, Florida Department of Transportation (FDOT) will be present to answer questions regarding projects on the FDOT Construction Status Report and the Push-Button Report.

The Construction Status and Push Button Reports will be provided under separate cover.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

V. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

D. VOLUSIA AND FLAGLER COUNTY CONSTRUCTION REPORTS

Background Information:

Staff from Volusia County Traffic Engineering and Flagler County Traffic Engineering will present an update on the county projects that are either under construction or close to being ready for construction. The Volusia County and Flagler County Construction Reports are provided for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

Volusia County Construction Report – JANUARY 2016

Recently Completed:

- 1) Tymber Creek Rd (from SR 40 to Peruvian Way)
- 2) Saxon Blvd. Medians/six-laning (Enterprise Rd. to I-4)
- 3) Calle Grande Sidewalk (from Nova Rd./Golf Ave. to W. of US1)
- 4) Rail Trail Bridge over SR 415
- 5) Rail Trail Bridge over SR 442
- 6) ECRRT Segment 3 Trail (SR 415 to Guise Rd.) w/Trail Head at SR 415
- 7) Dunn Ave. (Bill France Bl. - Clyde Morris B.) Paved shoulders
- 8) ECRRT - Segment 6 Trail (Cow Creek to Dale St.)
- 9) Enterprise Road Sidewalk (Saxon Blvd to Harley Strickland Blvd)

Under Construction or Advertised for Construction:

- 1) S. Williamson Blvd. Ext. (Pioneer Tr. to Airport Rd.) – Construction Underway
- 2) Spring to Spring Trail (Blue Springs Park to Detroit Terrace) – Construction Underway
- 3) Howland Blvd. (Courtland Bl. to SR 415) – Construction Underway
- 4) Pioneer Trail Curve Realignment at Turnbull Bay Rd. – Construction Underway
- 5) Doyle Rd. (Courtland Bl. to SR 415) – Paved shoulders – Construction Pending
- 6) Atlantic Ave. Sidewalk (Major Ave. to Marcelle Ave.) – Construction Underway
- 7) Beville Road/Airport Business Park (Pelican Bay) – Construction Underway
- 8) ECRRT – Segment 4B (Gobblers Lodge to Maytown Spur) – Design/Build Advertised
- 9) ECRRT (Brevard County Line to Cow Creek Rd.) – Design/Build Advertised
- 10) Veterans Memorial Bridge (Orange Ave.) – Advertised
- 11) LPGA Blvd. (Jimmy Ann Dr. to Derbyshire) – Advertised

Near Construction Projects:

- 1) Spring to Spring Trail - Grand Ave. (Lemon St. to King St.) – Const funds FY 2015/2016
- 2) Turnbull Bay Bridge – Construction funded in FY 2015/2016
- 3) Doyle Road (Providence Blvd to Saxon Blvd) – Paved Shoulders (Funded FY 2015/16)

Design Projects:

- 1) Tenth St. (Myrtle to US 1) – Waiting for Railroad approvals.
- 2) ECRRT – Segment 4A (Guise Rd. to Gobblers Lodge) - ROW LAP funded 2013/14, Const. 2018/19
- 3) Spring to Spring - Segment 3A (SunRail Station to Detroit Terrace) – In the Study phase.
- 4) Orange Camp Rd. (MLK Blvd. to I-4) – In design. Construction funded in FY 2018/2019
- 5) SR 44 & Kepler Road intersection improvements - In design. Const. funded in FY 2016/2017
- 6) Plymouth Ave. Sidewalk (from E. of Hazen Rd. to W. of SR 15A) – needs ROW
- 7) Old New York Paved Shoulders (from Shell Rd. to SR 44) – Needs ROW
- 8) Williamson Blvd four-laning (LPGA Blvd to Hand Ave) – Needs one ROW parcel

Note: Dates are subject to change due to normal project development issues.

Please see Volusia County's road program at <http://www.volusia.org/publicworks/> for more information.

Flagler County Construction Report- February 2016

Recently Completed/ Near Completion:

1. Varn Park Improvements
2. Replacement of Three Box Culverts along CR 305
3. Roberts Road Bike/ Pedestrian Path
4. CR 305 Bridge Replacement # 734086
5. Bunnell Elementary Trails
6. John Anderson Widening and Resurfacing
7. Palm Coast Parkway 6 Laning (Boulder Rock Dr. to Florida Park Dr.)
8. CR 302 Resurfacing from CR 305 to SR 100

Under Construction or Advertised for Construction:

1. Matanzas Woods Parkway Interchange at Interstate 95
2. Old Kings Road Extension Forest Grove Drive to Matanzas Parkway

Near Construction Projects:

1. Old Kings Rd South Widening and Resurfacing from SR 100 to Volusia County Line – Construction Schedule: May 2016
2. CR 2009 Design and Construction –Resurfacing - from CR 305 to Lake Disston – Construction Schedule: February 2016

Design Projects:

1. CR 13 –Design - Widening and Resurfacing from CR205 to US 1
2. CR 2009 Design and Construction –Resurfacing - from CR 305 to Lake Disston
3. CR 205 – Design - Widening and Resurfacing from SR 100 to CR 13
4. Old Kings Rd South Widening and Resurfacing from SR 100 to Volusia County Line
5. CR 305 Widening and Resurfacing from Bridge No. 734084 to Bridge No. 734086
6. Old Dixie Highway Widening and Resurfacing
7. Mahogany Blvd. Resurfacing – Will request agreement from FDOT when funding is available
8. CR 2006 Resurfacing
9. Old Kings Road Widening, Palm Coast Parkway to Forest Grove Drive

MEETING SUMMARY
CAC & TCC
JANUARY 19, 2016

VI. STAFF COMMENTS

- ® Annual Retreat
- ® R2CTPO Call for Projects

VII. CAC/TCC MEMBER COMMENTS

VIII. INFORMATION ITEMS

- ® River to Sea TPO Board Meeting Summary
- ® UPWP Subcommittee Meeting Summary
- ® January TPO Outreach and Events

IX. ADJOURNMENT

******The next meetings of the CAC & TCC will be on March 15, 2016******



**River to Sea TPO Board
January 27, 2016
Meeting Summary**

- Approved the consent agenda including the approval of the November 25, 2015 TPO Board meeting minutes; approval of expenditure for the *Tell the TPO* Survey; approval of contract funding increase for additional field engineering reviews on the SR/CR A1A Pedestrian Safety & Mobility study task order; and approval of a salary increase for the Executive Director
- Approved Resolution 2016-01 defining the local match requirements placed on member local governments for projects prioritized for funding by the TPO
- Approved Resolution 2016-02 reaffirming the policy for establishing and maintaining transportation priority projects
- Approved Resolution 2016-03 establishing the policy for the annual allocation of Surface Transportation Program (STP) Urban Attributable (SU) funding and other state and federal funds identified in the 2040 Long Range Transportation Plan (LRTP) for local initiatives
- Approved priority project application for Traffic Operations/Safety and Local Initiatives projects
- Approved priority project application for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails and Local Initiatives projects
- Approved priority project application for Transportation Planning Studies
- Approved Resolution 2016-04 amending the FY 2015/16 Unified Planning Work Program (UPWP)
- Approved an amendment to the FY 2015/16 TPO Budget
- Approved Resolution 2016-05 amending the FY 2015/16 – 2019/20 Transportation Improvement Program (TIP)

- Held an open public hearing in the 2040 Long Range Transportation Plan (LRTP); no public comments were made
- Approved Resolution 2016-06 adopting the 2040 Long Range Transportation Plan (LRTP) Report
- Received a PowerPoint presentation on the Federal Highway Administration (FHWA) certification
- Received a PowerPoint presentation on the I-4/I-95/US 92 Systems Interchange
- Received a presentation on the FY 2016/17 and 2017/18 Unified Planning Work Program (UPWP)
- Received member comments supporting the use of federal SU funds to complete school safety studies in Flagler County
- Received the FDOT report
- Announced the upcoming annual TPO Retreat on Friday, February 5, 2016 from 9:00 a.m. until 11:00 a.m.

Items Requiring Follow Up

- Member requested information regarding the ETDM screening of the SR 442 Extension PD&E study
- FDOT to send information regarding the estimated completion dates of the following projects:
 - I-4 widening
 - SR A1A Bulb Outs
 - Interchange Lighting Project

The next River to Sea TPO Board meeting will be on Wednesday, February 24, 2016



**Unified Planning Work Program (UPWP) Subcommittee
Meeting Summary
January 26, 2016**

- Elected Ron Paradise as the Chairman and Colleen Nicoulin as the Vice Chairperson for the Unified Planning Work Program (UPWP) Subcommittee
- Reviewed the changes required to the content of the next Unified Planning Work Program (UPWP)
- Reviewed the individual tasks proposed for the FY 2016/17 and 2017/18 Unified Planning Work Program (UPWP) (Handout attached)
- Requested that a cost estimate be developed for Safe Routes to School Safety studies in Flagler County for consideration in the UPWP using SU funding
- Agreed that ITS Master Planning, Flagler County School Safe Routes to Schools studies and Climate Change/Resiliency should be added as additional tasks for the UPWP if funding becomes available

No further meetings of the UPWP Subcommittee have been scheduled

January 2016 TPO Outreach & Activities

Outreach & Events

1 DeBary Transportation Workshop

Date: Friday, January 15, 2016

Location: DeBary Hall

Description: TPO staff attended the DeBary Transportation Workshop

2 Central Florida MPO Alliance (CFMPOA) Meeting

Date: Friday, January 15, 2016

Location: MetroPlan Orlando

Description: TPO staff attended the January CFMPOA meeting

3 Coast to Coast Connector Trail Leadership Meeting

Date: Tuesday, January 19, 2016

Location: Gemini Springs Park

Description: TPO staff attended the Coast to Coast Connector Trail Leadership meeting

4 Coast to Coast Connector Trail Stakeholder Workshop

Date: Wednesday, January 20, 2016

Location: Winter Garden City Hall

Description: TPO staff attended the Coast to Coast Connector Trail Stakeholder Workshop

5 Tanger Outlet Wall Raising Event

Date: Wednesday, January 20, 2016

Location: Daytona Beach

Description: TPO staff attended the Tanger Outlet Wall Raising event

6 Long Range Transportation Plan Public Hearing

Date: Wednesday, January 27, 2016

Location: River to Sea TPO

Description: the TPO held a public hearing on the 2040 Long Range Transportation Plan

7 MPO Advisory Council (MPOAC) Meeting

Date: Thursday, January 28, 2016

Location: Tallahassee

Description: TPO staff attended the MPOAC meeting

8 VCARD Luncheon

Date: Friday, January 29, 2016

Location: Ormond Beach

Description: TPO staff attended the VCARD luncheon

Ongoing Projects & Studies:

- SR A1A Pedestrian Safety & Mobility Study
- Project Feasibility Studies:
 - New Smyrna Beach Trail
 - Pierson Elementary School Trail
 - Belle Terre Parkway
 - US 1 & Turgot Avenue
 - Providence Blvd. Shared use path
 - South Daytona Regional Trail
 - Veterans Memorial Pkwy Sidewalk
- US 17/92 Phase II CIP
- US 1 and Park Avenue Turn Lane
- 2040 Long Range Transportation Plan – final approval
- Traffic Impact Analysis (TIA) Methodology Update
- Annual Financial Audit
- Update of the R2CTPO Citizen’s Guide
- Development of the FY 2016/17 and 2017/18 Unified Planning Work Program (UPWP)
- ITS Planning
- Tell the TPO Survey
- Transit General Planning Consultant RFP



5 Tanger Outlet Wall Raising Event



February Events:

February 5 – Annual TPO Planning Retreat, Madorsky Theater - Daytona Beach

February 11 & 12 – SR/CR A1A Pedestrian Safety & Mobility Study Focus Area A (New Smyrna Beach) Field Review

February 25 & 26 – SR/CR A1A Pedestrian Safety & Mobility Study Focus Area C (Daytona Beach) Field Review