

**Minutes**  
**Technical Coordinating Committee Meeting**  
**2570 W. International Speedway Blvd., Suite 120**  
**Daytona Beach, FL 32114-4185**

**Members Present:**

Paul McKittrick  
Arlene Smith  
Stewart Cruz  
Mike Holmes  
Ron Paradise  
Pat Drost  
Doug Gutierrez  
Mark Rakowski  
Jim Smith  
Ric Goss  
Jim Kerr  
Bill McCord  
Patty Rippey  
Larry LaHue  
Jon Cheney  
Mary Schoelzel  
Marian Ridgeway  
Heather Blanck  
Karl Welzenbach (non-voting)

**Members Absent:**

Don Findell (excused)  
Aref Joulani

**Others Present:**

Pamela Blankenship, Recording Secretary  
Bob Keeth  
Carole Hinkley  
Jean Parlow  
Bob Keeth  
Lois Bollenback  
Melissa Booker  
Mike Marcum  
A. Shawn Collins  
Gary Huttman  
Chris Walsh  
Matt Dorsten

**Representing:**

Daytona Beach  
DB Int'l Airport  
Daytona Beach Shores  
DeLand  
Deltona  
Edgewater  
Holly Hill  
New Smyrna Beach  
Oak Hill  
Ormond Beach  
Orange City  
Port Orange  
South Daytona  
VC EMS  
VC Traffic Engineering  
FDOT District V  
VC School Board  
Votran  
MPO Staff

**Representing:**

Lake Helen  
Ponce Inlet

**Representing:**

MPO Staff  
MPO Staff  
MPO Staff  
MPO Staff  
MPO Staff  
MPO Staff  
VC Traffic Engineering  
Daytona Beach  
Ghyabi & Associates  
Burgess & Niple  
Kimley-Horn  
Tindale-Oliver

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

The meeting of the Volusia County Metropolitan Planning Organization (MPO) Technical Coordinating Committee (TCC) was called to order at 3:00 p.m. by Chairman Doug Gutierrez. The roll was called and it was determined that a quorum was present.

**II. Consent Agenda**

**A) Approval of September 15, 2009 TCC Meeting Minutes**

**MOTION:** *Mr. McKitrick moved to approve the September 15, 2009 TCC meeting minutes. The motion was seconded by Mr. Holmes and carried unanimously.*

**III. Action Items**

**A) Review and Recommend Approval of Resolution 2009-24 Amending the FY 2009/10 - 2013/14 Transportation Improvement Program (TIP) to Add Repaving Projects Utilizing ARRA Funds**

Mr. Welzenbach noted that this item had changed since the agenda had gone out. Deltona is not ready to move forward with the Elkcam Boulevard resurfacing project; therefore, it will be replaced with the next project on the list, Brentwood Avenue in Daytona Beach, from Derbyshire Road to the FEC Railroad. There are other issues as well. The bids have come in higher than anticipated, specifically for the two project in Holly Hill. There is an estimated \$247,000 left over from the original set of projects. At the last MPO Board meeting, the Board members authorized the additional expenditure of \$57,000 for the Port Orange project. He noted that the MPO Board would most likely want to be fair and cover the cost overruns on the Holly Hill projects like they did with the Port Orange project. This will leave about \$216,000 remaining. He asked if Daytona Beach was willing to come up with the remaining \$184,000 for their project?

Mr. McKitrick asked if the project could be done in segments.

Ms. Schoelzel replied that the project could be split up as long as it is done logically.

Mr. McKitrick asked if the decision had to be made today.

Ms. Schoelzel replied that FDOT needed the completed plans and documents by Thursday.

Mr. Welzenbach noted that Daytona Beach would have until three days after the MPO Board makes their decision.

Ms. Schoelzel stated that they needed it within three days, adding that everything must be approved by the Secretary and the bid letting must be by December 31<sup>st</sup>.

Mr. McKitrick requested a couple days to work with the City of Daytona Beach.

Ms. Schoelzel reiterated that she would need everything by Thursday.

Mr. Cheney asked if there was another project in line if this project fell through.

Mr. Welzenbach replied that Edgewater's Riverside Drive project is next, followed by Volusia County's Old New York Avenue project.

Ms. Schoelzel emphasized that the most important goal of these projects is to employ people.

Mr. Cheney asked if there was potential for other projects to be in line for additional funding if other counties in the District are unable to fulfill their obligations.

Ms. Schoelzel noted that FDOT has begun the process for submitting for additional funds and there is a possibility for other projects to receive that funding.

Mr. Welzenbach stated that he would send an email to Edgewater tomorrow morning notifying them.

**MOTION:** *Mr. Cheney moved to recommend approval of Resolution 2009-24 (as amended to remove the Elkcam Boulevard project in Deltona and replace with the Brentwood Drive project in Daytona Beach) amending the FY 2009/10 - 2013/14 Transportation Improvement Program (TIP) to add repaving projects utilizing ARRA funds Mr. McKitrick seconded the motion.*

Mr. Welzenbach commended the City of Daytona Beach for the traffic operations improvement earmark they received.

*The motion carried unanimously.*

**B) Determination of the Allocation of Remaining \$213,000 in ACSA Funds**

Mr. Welzenbach reminded the TCC members of the unobligated XU funds that were going to be lost in September and the deal that was made with FDOT whereby they MPO gave them the XU funds and FDOT gave the MPO ACSA funds in return. One issue is that the ACSA funds may actually be enhancement dollars, and if they are, none of the projects given to FDOT are eligible for those funds.

Ms. Schoelzel noted that she was 99% sure that the projects would be fine. They are in the Work Program system.

Mr. Welzenbach asked if the two projects on the Priority List which were being funded with the ACSA funds, SR A1A at Lyndhurst and SR 5A at US 92, were ready to proceed. He asked if the County wanted them withdrawn.

Mr. Cheney replied that he did not believe the County wanted them withdrawn; they were to remain on the list.

Ms. Schoelzel commented that leaving any money in a reserve box is a risk. Projects must be programmed as soon as possible.

Mr. Cheney suggested putting the money on the US 1/Washington Avenue project in Pierson.

Mr. Welzenbach noted that the sidewalk extension part of the project has right of way issues.

Mr. Cheney suggested splitting the project, adding that if Pierson is not LAP certified, Volusia County may be able to do it for them.

**MOTION:** *Mr. Cheney moved recommend allocating the remaining \$213,000 in ACSA funds on the next project on the Priority List - US 17/Washington Avenue in Pierson. The motion was seconded by Mr. McCord.*

Mr. McCord asked if the upgrade to the signal required less than \$213,000, where the remaining balance would go.

Mr. Welzenbach replied that the project includes the addition of a right turn lane, though the cost estimate is less than \$213,000.

Mr. McCord asked if the balance of funding can be boxed to cover future cost overruns.

Mr. Welzenbach replied that any cost overruns must be paid by the applicant.

Mr. Cheney suggested using the funds to pay for the remaining feasibility studies.

***The motion carried unanimously.***

**C) Creation and Appointment of Mobility Plan Coordination Subcommittee to Address Local Mobility Plans**

Mr. Welzenbach asked for volunteers to sit on the Mobility Plan Coordination Subcommittee.

The following TCC members volunteered:

Ric Goss	Ormond Beach
Bill McCord	Port Orange
Jon Cheney	Volusia County
Heather Blanck	Votran
Paul McKittrick	Daytona Beach

**IV. Presentation and Status Reports**

**A) Discussion on the Development of Communication Policy for the MPO**

Ms. Bollenback explained that the MPO Board has requested the formation of a subcommittee to develop a formal communications policy. The policy will cover the responsibilities of MPO staff and committee and subcommittee members. Clear and accurate communication will be emphasized along with asking questions, documenting and following up. Sample policies are being looked at and she noted that she would be contacting some of the committee members in an effort to get their thoughts on how to communicate more effectively, to address any issues that may have occurred in the past and to address what can be done in the future to open communication paths. A draft policy will be developed and distributed after the new year.

Mr. Goss asked with the impetus was to form this subcommittee.

Mr. Welzenbach replied the Stimulus package was the start of it.

Ms. Bollenback noted that the Stimulus was a large part of the reason but there were a number of other issues and the lack of a formal policy provides no clear direction regarding communication.

**B) Presentation on the Volusia Goods Movement Study**

Mr. Matt Dorsten, Tindale-Oliver & Associates, gave a PowerPoint presentation on the Volusia Freight Movement and Goods study. Tindale-Oliver is contracted with Volusia County, FDOT and the MPO to conduct the study which will ultimately result in a truck route plan for Volusia County, which can then be distributed to the cities.

Mr. McCord asked if there was a survey done to identify routes where there may be turning radii problems or vertical or horizontal clearance issues.

Mr. Dorsten responded that the Goods Movement Advisory Committee (GMAC) has private industry representatives on its Board who provided a lot of input about their areas of conflict. From there, an operational issues map was developed which identified an estimated twenty intersections/areas which were deemed insufficient. A criteria system was then proposed for the MPO's Transportation Improvement Program to make this a priority.

Mr. Welzenbach explained that the idea is to have the criteria included as part of the ranking of the priority projects.

Mr. Welzenbach noted that the TCC had failed to address one issue on the overbid sheet: the CAC had recommended a portion of the funds cover the overcharges on the Stimulus repaving projects. The TCC took action to move on to the next project, the Daytona Beach project. He asked if that motion was for the full amount remaining (\$247,000) or for the full amount less the \$18,000.

Mr. McKittrick stated that it was his understanding it was the full amount less the \$18,000 and Mr. Cheney concurred.

**C) Discussion of Long Range Transportation Plan Socioeconomic Data for 2035**

Ms. Bollenback stated that she had recently emailed out tables of socioeconomic data for the TCC members to use in the Long Range Transportation Plan traffic modeling. She explained that originally there were two data sets, LUCIS and FLUAM. The decision was made last month to look at land use and the FLUAM dataset was chosen which primarily uses comprehensive plan information. There were two sets of dates for the datasets which were available: September 2008 and October 2008; the October dataset was an attempt to reallocate information to account for Edgewater's Restoration DRI; however, this had not been reviewed and a decision was made to use the earlier data set.

In addition, the data tables had a flaw; when the TAZs were divided, for those that spanned more than one jurisdiction in some cases there were bodies of water involved. Therefore, the data was not actually allocated. This affected about 100 TAZs in Volusia County and it dropped about 7,500 population count out of the countywide total. The corrected information will be sent out. She explained the model does not allocate population and employment by jurisdiction; MPO staff made the presumption on how to allocate that. In some cases where a TAZ was split across two jurisdictions, the population and employment distribution was split 50/50. This may not be accurate and should be reviewed and be corrected if necessary. She requested the cities get comments back to her quickly, adding that Volusia and Flagler still need to provide their data to FDOT. MPO staff recognizes that there are still issues to be resolved. The Southwest activity center and the Restoration DRI still need to be addressed. She asked if the TCC members would like to arrange a workshop to go through this information.

Mr. Welzenbach asked if it would be better to meet with the cities on an as-needed basis. He added that MPO staff needs to accommodate what the cities' population projections were in their comprehensive plans. The total population must be capped for Volusia County.

Ms. Bollenback reminded the TCC members that the base year is 2005 and that interim years will be developed.

Mr. Welzenbach explained why the October dataset was not provided; Edgewater's population and employment doubled and everyone else's decreased; it was clearly inaccurate.

Mr. McCord stated that he would prefer to meet with MPO staff to go over the information. He added that some of the TAZs in Port Orange are under-allocated.

Mr. Cheney suggested getting a list of those who have sent their TAZ comments.

Mr. Welzenbach stated that he would send an email tomorrow to find out who would prefer to hold a workshop and who would prefer a one-on-one session. In addition, another email would be sent later in the week asking the cities for any boundary issues they may have.

Mr. Welzenbach noted that in regards to the previous issue regarding ACSA funds possibly being enhancement dollars, they are not. ACSA funds are specialized Federal funds that the State may use as it chooses.

**D) Review and Recommendations on Draft Formatted Transportation Impact Analysis Guidelines Methodology Document**

Ms. Parlow stated that the final draft Transportation Impact Analysis document had been handed out and this item would come back for final approval in November. She requested any comments be directed to her as soon as possible.

**E) FDOT Report and ARRA Project Status Updates**

Ms. Schoelzel noted that all of the Stimulus projects had been obligated. Two more bid openings have occurred for the 8<sup>th</sup> Street resurfacing projects in Holly Hill; both were overbid. Four out of the seven projects on the Priority List have had their bid openings; CR 4139, the Dunn Avenue Extension and the SR 40 Multiuse Trail have yet to have their openings but are expected between November and December.

Ms. Schoelzel stated that FDOT was going to begin planning the projects to program into their tentative 2015 Work Program. FDOT is asking the MPO to decide what they would like to do with SR 415. Right now, SR 415 is in two sections, from the Seminole

County line to Reed Ellis Road and from Reed Ellis Road to Acorn Lake Road. The total cost of both projects is estimated at \$88 million dollars. The segment from Reed Ellis Road to Acorn Lake Road is fully funded with Volusia County and the City of Deltona partnering to match the County Incentive Grant Program (CIGP) funds. Due to the current economic situation, Volusia County and Deltona are no longer able to partner with FDOT at this time. FDOT is proposing to take any District Dedicated Revenue (DDR) funding it receives and place it on that segment of SR 415 in an effort to fully fund the project. Another option is to put the money on the other segment of SR 415, from the Seminole County line to Reed Ellis Road. However, if the money is placed on this segment, it will be placed in a reserve box and there is a chance that when the revenue estimating conference comes the money may be removed. In order to prevent this from happening, she suggested putting any extra DDR funding received on the US 1 intersections design phase.

Mr. Paradise asked if the match of \$2.5 million was still an option.

Ms. Schoelzel stated that both Volusia County and Deltona had indicated they were no longer able to provide the matching funds.

Mr. Cheney recommended that if any DDR funding comes to the MPO it should be used to supplant the CIGP funds. He asked if the money is not enough to cover the grant, could the grant still be used.

Ms. Schoelzel replied that the CIGP grant could still be used.

Mr. Paradise expressed his frustration over this issue explaining that SR 415 has had money removed from it four times in the last seven years.

Mr. Cheney asked if a right of way donation could be used to fund a portion of the County's contribution to the grant match.

Ms. Schoelzel replied that it could not be used as part of the match. It has to be a cash match. She added that FDOT needs a commitment letter before November 1<sup>st</sup> agreeing to fund the project in four years. The project does not need to be funded right now.

**MOTION:** *Mr. Cheney moved to recommend that any DDR funding go toward reducing the amount of CIGP funds necessary, thereby reducing the local match requirement (assuming that the City of Deltona and Volusia County commit to match the County Incentive Grant Program (CIGP) funds of \$5 million) and should any additional funds be available, those funds would be put on the US 1 intersections design projects. The motion was seconded by Mr. Paradise and it carried unanimously.*

Mr. Paradise noted that he was not authorized to make the commitment to fund the match for the CIGP grant. He would speak to the City Manager tomorrow morning.

**F) Volusia County Construction Report**

Mr. Cheney stated that Volusia County is currently working on critical and non-critical road maps. Once those are finished they will be sent to the cities. The maps are just for the County roads, not the local jurisdictions.

**V. Staff Comments/Information Items**

Mr. Welzenbach announced that the Volusia County MPO's Bicycle & Pedestrian Advisory Committee (BPAC) has been named "BPAC of the Year" by the Florida Bicycle Association. He recognized Mr. Stephan Harris, Bicycle/Pedestrian Coordinator, for his hard work and contributions to the Committee.

**VI. TCC Member Comments**

Ms. Blanck showed the members a rough prototype of the new Votran bus stop signs. The signs will be round, double-sided, and show the route numbers on them. In addition, there will be a Braille tag placed on the bus stop sign pole at wheelchair height which will identify the location as a bus stop.

**VII. Press/Citizen Comments**

There were no press or citizen comments.

**VIII. Adjournment**

The meeting adjourned at 4:30 p.m.