



Transportation Disadvantaged Local Coordinating Board (TDLCB) Meeting

Marion County Growth Services - Training Room
2710 E. Silver Springs Blvd., Ocala, FL 34470

June 25, 2020

2:00 PM

AGENDA

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PLEDGE OF ALLIGENCE**
- 3. PROOF OF PUBLICATION**
- 4. PRESENTATIONS**
 - A. Ms. Judy Pizzo - Florida Department of Transportation (FDOT) – Florida Transportation Plan (FTP)**
- 5. DISCUSSION ITEMS**
 - A. Update - CTC Selection**
- 6. ACTION ITEMS**
 - A. Approval of Trip Rates**
 - B. Approval of Bylaws**
 - C. Approval of TDSP - TDSP will be provided separately by close of business Monday, June 22, 2020.**
- 7. CONSENT AGENDA**
 - A. Minutes February meeting**
- 8. COMMENTS BY TDLCB MEMBERS**
- 9. COMMENTS BY TPO STAFF**
- 10. COMMENTS BY TRANSPORTATION COORDINATOR (CTC)**
- 11. PUBLIC COMMENT (Limited to 2 minutes)**
- 12. ADJOURNMENT**

All meetings are open to the public, the TPO does not discriminate on the basis of race, color, national origin, sex, age, religion, disability and family status. Anyone requiring special assistance under the Americans with Disabilities Act (ADA), or requiring language assistance (free of charge) should contact Liz Mitchell, Title VI/Nondiscrimination Coordinator at (352) 438-2634 or liz.mitchell@marioncountyfl.org forty-eight (48) hours in advance, so proper accommodations can be made.

Please be advised that if any person wishes to appeal any decision made by the Board with respect to any matter considered at the above meeting, they will need a record of the proceedings, and that, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

*The next regular meeting of the Ocala/Marion TDLCB will be held on **August 20, 2020***

Florida Transportation Plan

Update

presented to
Ocala/Marion Transportation
Planning Organization –
Transportation Disadvantaged
Local Coordinating Board

presented by
Judy Pizzo, M.S.URP

June 25, 2020

FLORIDA
Transportation Plan

Your Florida. Your vision. Your plan.

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What is the Florida Transportation Plan & Why it Matters?

- **Florida's long-range transportation plan**
- **A plan for all of Florida**
- **Provides framework for transportation decisions and investments**
- **Guides state, regional, local transportation decisions & investments**
- **FTPs have advanced Florida**
 - 2020 FTP (2000) – Strategic Intermodal System
 - 2025 FTP (2005) – Regional visioning and collaboration
 - 2060 FTP (2010) – Alignment with Florida Strategic Plan for Economic Development; Florida Mobility and Trade Plan
 - Current FTP (2015) – Resilience, Workforce, Choices

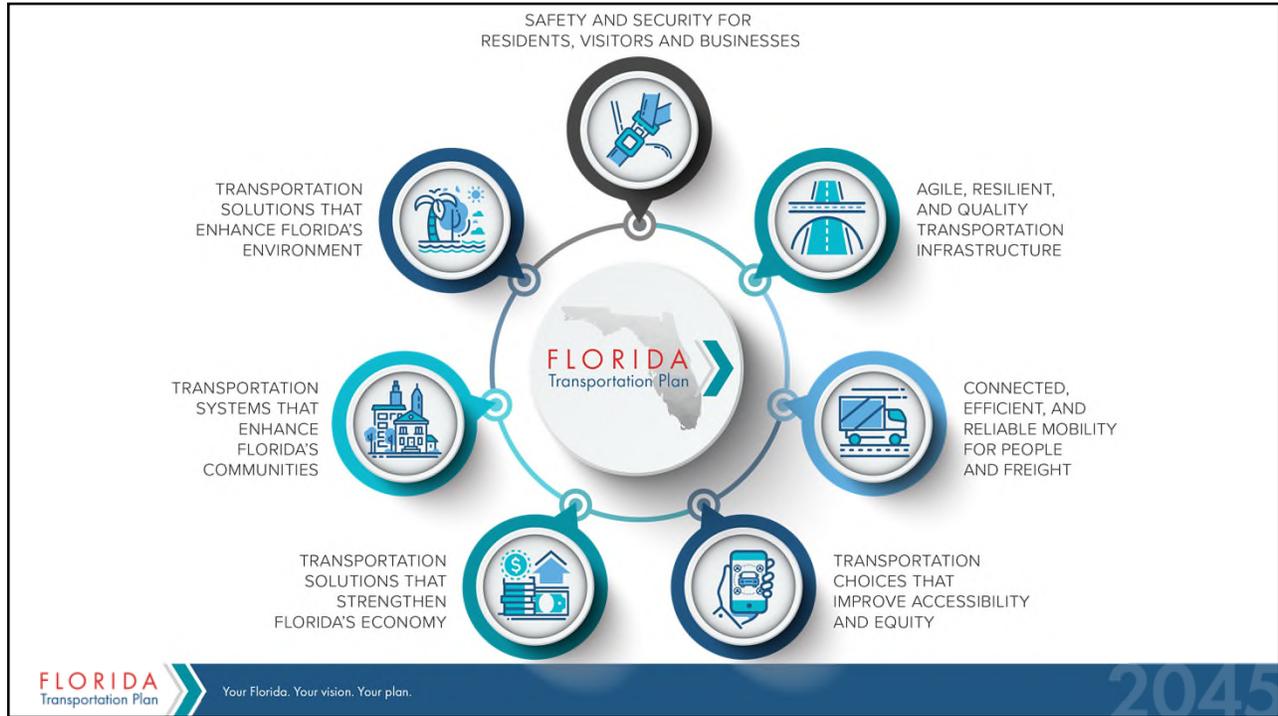


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2045

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Cross-Cutting Topics

Technology	Resilience	State/Interregional	Regional/Local
<ul style="list-style-type: none"> Automated, connected, electric, and shared vehicles Transportation system management and operations Big data New materials and processes 	<ul style="list-style-type: none"> Extreme weather Emergency evacuation and response Sea level rise Flooding Economic and societal changes 	<ul style="list-style-type: none"> SIS, including modal facilities Trade & logistics Multi-use/multi-modal facilities Global, statewide, and interregional connectivity Florida's economic drivers and industries 	<ul style="list-style-type: none"> Urbanized, non-urbanized, and rural Congestion relief Land use and community planning Regional visions Environment Economic development

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Cross-Cutting Topics and Trends - Examples

Technology	Resilience	State & Interregional	Regional & Local
<p>2,500,000,000,000,000,000 (2.5 QUINTILLION) BYTES OF DATA are created each day, and the pace is accelerating</p> <p>Over the last two years alone, 90% of the DATA IN THE WORLD were generated</p> <p>E-COMMERCE accounts for 64% of all MANUFACTURING SHIPMENTS</p>	<p>By mid-century, the Southeast is expected to experience up to 50 MORE DAYS per year of temperatures exceeding 90 DEGREES</p> <p>Approximately 6 MILLION PEOPLE EVACUATED during Hurricane Irma, THE LARGEST EVACUATION IN U.S. HISTORY</p> <p>Nearly 170 COASTAL COMMUNITIES in the U.S. are projected to experience FLOODING more than 26 TIMES PER YEAR by 2035</p>	<p>By 2045, Florida's rail network is projected to carry 42% MORE TONNAGE worth more than twice as much as today</p> <p>By 2045, Florida's airports are projected to carry 300% more freight tonnage than today</p> <p>WATERBORNE TRADE comprises the majority of the state's total trade by value at 55.3%</p>	<p>20% of Floridians have a commute time UNDER 15 MINUTES</p> <p>18% of Floridians have a commute time of 45 MINUTES OR LONGER</p> <p>7% of households in Florida DO NOT OWN A VEHICLE while another 29% own only ONE VEHICLE</p>

More trends at: <http://www.floridatransportationplan.com/crosscutting.htm>

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Sharing our Ideas

- **Poll Everywhere – multiple ways to access the polls:**
 - Visit www.pollev.com/FTP2045 from your phone, tablet, or laptop to access the polling questions
 - Text “FTP2045” to 22333 to join the poll and respond to the polls via text message
 - Scan the QR code to the right to go directly to the website
 - Important note: A record of the poll responses will be kept for statutory records retention requirements

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2045

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Who do you represent?

City/County Government	A
MPO/RPC/TPO	B
Other State Government	C
Private Industry Partner	D
Private Citizen	E
Non-Governmental Industry Organization	F
Other	G

Start the presentation to see live content. For screen share software, share the entire screen. Get help at pollev.com/app

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What trend is the most important to/will have the biggest impact on Florida's transportation future?

Resilience
Technology
Funding/revenue/cost of transportation
Sustainability
Demographic shifts/population growth
Evolving processes and decision making to meet changing demands/opportunities
New ways to travel (i.e., ride sharing, micromobility)
Preservation of environment
Economy
Safety
Less need to travel (i.e., e-commerce, telecommuting)

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In your opinion, what is the greatest challenge for Florida to overcome related to changing technology and our transportation system?

Regulatory barriers	
Rapid rate of development and adoption of new technologies	
Integrating old/existing and new/emerging technologies in the same system at the same time	
Planning and design challenges	
Data security and privacy	

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🔔 When poll is active, respond at PollEv.com/ftp2045
📱 Text **FTP2045** to **22333** once to join

What regional or local needs should be considered as we update the FTP?

Start the presentation to see live content. Still no live content? Install the app or get help at PollEv.com/app

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When poll is active, respond at [PollEv.com/ftp2045](https://poll-ev.com/ftp2045)

Text **FTP2045** to **22333** once to join

What are some strategies to increase statewide mobility for people and freight in the next five to ten years?

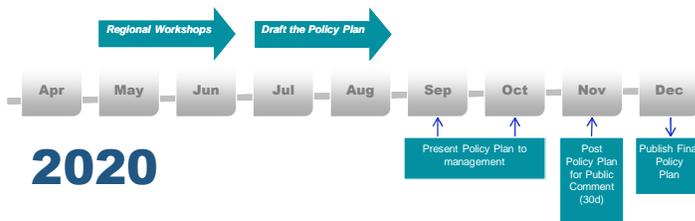
Start the presentation to see live content. For screen share software, share the entire screen. Get help at poll-ev.com/app

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Get Involved!

www.floridatransportationplan.com

- ✓ Share your ideas through our [values and preferences](#) survey.
- ✓ Respond to our [resilience](#) and [technology](#) surveys.
- ✓ Join us at an [FTP event](#).
- ✓ Request a presentation from [FDOT](#).
- ✓ Provide [general feedback](#).



What Will We Do With Your Input?

Input is received at meetings, online, through survey, etc.

Provided to the FTP Steering Committee and Subcommittees for review and consideration

Your input is used to shape the plan

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FDOT Florida Department of TRANSPORTATION

Home About FDOT Contact Us Maps & Data Offices Performance Projects

Florida Transportation Plan (FTP)

Home / Summary

Florida Transportation Plan Overview

The Florida Transportation Plan (FTP) is the state's long-range plan guiding Florida's transportation future. The FTP is a plan for all of Florida – and affects every resident, business, and visitor.

The FTP is important because it not only sets a long-range vision for the future, but it guides transportation decisions today. It considers how we will:

- Attain our goal of zero fatalities on Florida's transportation system.
- Provide a more efficient and modes transportation system.
- Meet the needs of a growing and changing population.
- Make our economy more competitive.
- Enhance the quality of life and environment of Florida communities.
- Increase opportunities for access to transit and other modes of transportation.
- Address emerging issues such as the rapid changes in technology.

FLORIDA TRANSPORTATION PLAN 2035

The Florida Department of Transportation (FDOT) and its partners are updating the FTP, and we want you to get involved! As we develop the next FTP, we want to hear from you to understand the transportation issues and concerns that are most important to Floridians.

[Click here to share your values and preferences](#)

www.floridatransportationplan.com

Questions?

JUDY PIZZO, M.S.URP
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 Florida Department of Transportation
 Judy.Pizzo@dot.state.fl.us
 386.943.5167

www.fdot.gov/planning/policy



TO: TDLCB Board Members

FROM: Liz Mitchell, Grants Coordinator/Fiscal Planner

RE: FY 2020 Selection of Community Transportation Coordinator for the Transportation Disadvantaged

As we discussed at the last meeting, every five years, it is the responsibility of the Local Planning Agency to arrange for a selection of the Community Transportation Coordinator (CTC) for their designated planning area. To complete this task, the Ocala Marion TPO staff issued a Request for Proposal (RFP), soliciting proposals from any and all interested professional firms to perform the functions of the CTC for Marion County.

Two submittals were received and after the Selection Committee completed their scoring and notes the scores were finalized and totaled by Procurement determining that Marion Transit Services was the candidate selected for the CTC position. Marion Transit Services provided a very precise and thorough RFP complying with all requirements set forth in the RFP advertised on April 3, 2020.

The CTC Selection was submitted to the TPO Board for review and approval, it passed unanimously. Next it was presented to the Transportation for the Disadvantaged Commission for review and approval and again, it passed unanimously.

We Congratulate Marion Transit Services, they will continue to serve as the CTC for Marion County beginning July 1, 2020.



TO: TDLCB Board Members

FROM: Liz Mitchell, Grants Coordinator/Fiscal Planner

RE: FY 2020 PROPOSED TRIP RATE FOR MARION TRANSIT SERVICES

The TDLCB is required to approve Marion Transit Services (MTS) proposed trip rates on a yearly basis. MTS, utilizes the Commission for Transportation Disadvantaged (CTD) Trip Rate Calculation process. The Trip Rate Calculation process takes into account numerous costs items such as, labor, fringe benefits and insurance as well as program income to determine the trip rates. This year, MTS is proposing a slight decrease in the per-mile charge for ambulatory and wheelchair patients. TPO staff has reviewed the Trip Rate Calculation and concurs with the results. The proposed rates are as follows:

	Current Rate	Proposed Rate
Ambulatory	\$ 30.24	\$ 29.08
Wheelchair	\$ 51.84	\$ 49.85

The Trip Rate Calculation is enclosed for your review. Staff is requesting approval of the rates as proposed.

If you have any questions or would like to discuss this proposal further, please contact our office at 438-2630.

Any comments and/or suggestions please contact Liz Mitchell, liz.mitchell@marioncountyfl.org.

Preliminary Information Worksheet

Version 1.4

CTC Name:	Marion Senior Services, Inc. d/b/a Marion Transit
County (Service Area):	Transit
Contact Person:	Tom Wilder / Rhonda Blaney
Phone #	352.620.3519 / 352.620.3501

Check Applicable Characteristic:

ORGANIZATIONAL TYPE:

- Governmental
- Private Non-Profit
- Private For Profit

NETWORK TYPE:

- Fully Brokered
- Partially Brokered
- Sole Source

Once completed, proceed to the Worksheet entitled "Comprehensive Budget"

Comprehensive Budget Worksheet

Version 1.4

CTC: Marion Senior Services, Inc. d/b/a Marion Transit
 County: Marion Senior Services, Inc. d/b/a Marion Transit

1. Complete applicable GREEN cells in columns 2, 3, 4, and 7

1	2	3	4	5	6	7
	Prior Year's ACTUALS from July 1st of 2018 to June 30th of 2019	Current Year's APPROVED Budget, as amended from July 1st of 2019 to June 30th of 2020	Upcoming Year's PROPOSED Budget from July 1st of 2020 to June 30th of 2021	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price. Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000

REVENUES (CTC/Operators ONLY / Do NOT include coordination contractors!)

Local Non-Govt

Farebox	\$ 107,068	\$ 102,500	\$ 102,500	-4.3%	0.0%	
Medicaid Co-Pay Received						
Donations/ Contributions						
In-Kind, Contributed Services						
Other						
Bus Pass Program Revenue						

Local Government

District School Board						
Compl. ADA Services						
County Cash	\$ 885,178	\$ 928,543	\$ 973,283	4.9%	4.8%	
County In-Kind, Contributed Services						
City Cash	\$ 347,250	\$ 320,000	\$ 320,000	-7.8%	0.0%	
City In-kind, Contributed Services						
Other Cash						
Other In-Kind, Contributed Services						
Bus Pass Program Revenue						

CTD

Non-Spons. Trip Program	\$ 783,192	\$ 784,181	\$ 784,181	0.1%	0.0%	
Non-Spons. Capital Equipment						
Rural Capital Equipment						
Other TD (specify in explanation)						
Bus Pass Program Revenue						

USDOT & FDOT

49 USC 5307						
49 USC 5310	\$ 384,044	\$ 379,049	\$ 374,000	-1.3%	-1.3%	
49 USC 5311 (Operating)	\$ 704,290	\$ 766,800	\$ 837,419	8.9%	9.2%	
49 USC 5311(Capital)						
Block Grant						
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)		\$ 197,182			-100.0%	
Bus Pass Program Revenue						

AHCA

Medicaid						
Other AHCA (specify in explanation)	\$ 42,808	\$ 236,061	\$ 45,000	451.4%	-80.9%	
Bus Pass Program Revenue						

DCF

Alcohol, Drug & Mental Health						
Family Safety & Preservation						
Comm. Care Dis./Aging & Adult Serv.						
Other DCF (specify in explanation)						
Bus Pass Program Revenue						

DOH

Children Medical Services						
County Public Health						
Other DOH (specify in explanation)						
Bus Pass Program Revenue						

DOE (state)

Carl Perkins						
Div of Blind Services						
Vocational Rehabilitation						
Day Care Programs						
Other DOE (specify in explanation)						
Bus Pass Program Revenue						

AWI

WAGES/Workforce Board						
Other AWI (specify in explanation)						
Bus Pass Program Revenue						

DOEA

Older Americans Act						
Community Care for Elderly						
Other DOEA (specify in explanation)	\$ 675	\$ 2,355	\$ 850	249.1%	-63.9%	
Bus Pass Program Revenue						

DCA

Community Services						
Other DCA (specify in explanation)						
Bus Pass Admin. Revenue						

Comprehensive Budget Worksheet

Version 1.4

CTC: Marion Senior Services, Inc. d/b/a Marion Transit
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APD

Office of Disability Determination						
Developmental Services						
Other APD (specify in explanation)						
Bus Pass Program Revenue						

DJJ

(specify in explanation)						
Bus Pass Program Revenue						

Other Fed or State

xxx						
xxx						
xxx						
Bus Pass Program Revenue						

Other Revenues

Interest Earnings						
Insurance Loss Reimbursement	\$ 36,800			-100.0%		
Sale of Vehicles	\$ 45,100			-100.0%		
Bus Pass Program Revenue						

Balancing Revenue to Prevent Deficit

Actual or Planned Use of Cash Reserve						
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Balancing Revenue is Short By =		None				
Total Revenues =	\$3,336,404	\$3,716,671	\$3,437,233	11.4%	-7.5%	

EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors!)

Operating Expenditures

Labor	\$ 1,529,872	\$ 1,280,000	\$ 1,415,000	-16.3%	10.5%	
Fringe Benefits	\$ 426,127	\$ 386,707	\$ 399,718	-9.3%	3.4%	
Services	\$ 295,011	\$ 426,420	\$ 298,995	44.5%	-29.9%	
Materials and Supplies	\$ 431,673	\$ 403,092	\$ 373,499	-6.6%	-7.3%	
Utilities	\$ 29,813	\$ 26,274	\$ 26,274	-11.9%	0.0%	
Casualty and Liability	\$ 137,024	\$ 160,585	\$ 142,585	17.2%	-11.2%	
Taxes	\$ 793	\$ 1,100	\$ 1,100	38.8%	0.0%	
Purchased Transportation:						
Purchased Bus Pass Expenses						
School Bus Utilization Expenses						
Contracted Transportation Services						
Other						
Miscellaneous	\$ 26,564	\$ 14,300	\$ 14,007	-46.2%	-2.1%	
Operating Debt Service - Principal & Interest						
Leases and Rentals	\$ 142	\$ 1,550	\$ 1,550	994.6%	0.0%	
Contrib. to Capital Equip. Replacement Fund						
In-Kind, Contributed Services	\$ -	\$ -	\$ -			
Allocated Indirect						

Capital Expenditures

Equip. Purchases with Grant Funds		\$ 576,231	\$ 374,000		-35.1%	
Equip. Purchases with Local Revenue		\$ 91,412	\$ 41,505		-54.6%	
Equip. Purchases with Rate Generated Rev.						
Capital Debt Service - Principal & Interest						
	\$ 328,059	\$ 349,000	\$ 349,000	6.4%	0.0%	

ACTUAL YEAR GAIN	\$131,327					
Total Expenditures =	\$3,205,077	\$3,716,671	\$3,437,233	16.0%	-7.5%	

See NOTES Below.

Once completed, proceed to the Worksheet entitled "Budgeted Rate Base"

ACTUAL year GAIN (program revenue) MUST be reinvested as a trip or system subsidy. Adjustments must be Identified and explained in a following year, or applied as a Rate Base Adjustment to proposed year's rates on the next sheet.

Comprehensive Budget Worksheet

Version 1.4

CTC: Marion Senior Services, Inc. d/b/a Marion Transit
 County: Marion Senior Services, Inc. d/b/a Marion Transit

1. Complete applicable **GREEN** cells in columns 2, 3, 4, and 7

1	2	3	4	5	6	7
	Prior Year's ACTUALS from July 1st of 2018 to June 30th of 2019	Current Year's APPROVED Budget, as amended from July 1st of 2019 to June 30th of 2020	Upcoming Year's PROPOSED Budget from July 1st of 2020 to June 30th of 2021	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price. Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000

Worksheet for Program-wide Rates

CTC: Marion Senior Services, Inc. Version 1.4
 County: Marion Senior Services, Inc. d/b/a Marion Transit

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips (**GREEN** cells) below

- Do **NOT** include trips or miles related to Coordination Contractors!
- Do **NOT** include School Board trips or miles UNLESS.....
- INCLUDE** all ONE-WAY passenger trips and passenger miles related to services you purchased from your transportation operators!
- Do **NOT** include trips or miles for services provided to the general public/private pay UNLESS..
- Do **NOT** include escort activity as passenger trips or passenger miles unless charged the full rate for service!
- Do **NOT** include fixed route bus program trips or passenger miles!

PROGRAM-WIDE RATES	
Total Projected Passenger Miles =	1,000,000
Rate Per Passenger Mile = \$	2.97
Total Projected Passenger Trips =	82,000
Rate Per Passenger Trip = \$	36.17

Fiscal Year

2020 - 2021

Avg. Passenger Trip Length =	12.2 Miles
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Rates If No Revenue Funds Were Identified As Subsidy Funds	
Rate Per Passenger Mile = \$	3.44
Rate Per Passenger Trip = \$	41.92

Once Completed, Proceed to the Worksheet entitled "Multiple Service Rates"

Vehicle Miles

The miles that a vehicle is scheduled to or actually travels from the time it pulls out from its garage to go into revenue service to the time it pulls in from revenue service.

Vehicle Revenue Miles (VRM)

The miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles exclude:

- Deadhead
- Operator training, and
- Vehicle maintenance testing, as well as
- School bus and charter services.

Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.

Worksheet for Multiple Service Rates

CTC: Marion Senior S Version 1.4
 County: Marion Senior Services, Inc. d/b/a Marion Transit

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?.....

Ambulatory	Wheelchair	Stretcher	Group
<input checked="" type="radio"/> Yes	<input checked="" type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input type="radio"/> No	<input type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No
Go to Section II for Ambulatory Service	Go to Section II for Wheelchair Service	STOP! Do NOT Complete Sections II - V for Stretcher Service	STOP! Do NOT Complete Sections II - V for Group Service

SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No
Skip # 2, 3 & 4 and Go to Section III for Ambulatory Service	Skip # 2, 3 & 4 and Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?.....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No	<input checked="" type="radio"/> No
		Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?
 How many of the total projected Passenger Miles relate to the contracted service?
 How many of the total projected passenger trips relate to the contracted service?

Ambulatory	Wheelchair	Stretcher	Group
Leave Blank	Leave Blank		

Effective Rate for Contracted Services:

	Ambulatory	Wheelchair	Stretcher	Group
per Passenger Mile =				
per Passenger Trip =				
	Go to Section III for Ambulatory Service	Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

4. If you answered # 3 & want a Combined Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3 above =
 Rate per Passenger Mile for Balance =

Combination Trip and Mile Rate			
Leave Blank and Go to Section III for Ambulatory Service	Leave Blank and Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

Worksheet for Multiple Service Rates

CTC: Marion Senior S Version 1.4
 County: Marion Senior Services, Inc. d/b/a Marion Transit

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

SECTION III: Escort Service

1. Do you want to charge all escorts a fee?.....
 Yes
 No
 Skip #2 - 4 and Section IV and Go to Section V

2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR
 per passenger mile?.....
 Pass. Trip **Leave Blank**
 Pass. Mile

3. If you answered Yes to # 1 and completed # 2, for how many of the projected
 Passenger Trips / Passenger Miles will a passenger be accompanied by an escort? Leave Blank

4. How much will you charge each escort?..... Leave Blank

SECTION IV: Group Service Loading

1. If the message "You Must Complete This Section" appears to the right, what is the projected total
 number of Group Service Passenger Miles? (otherwise leave blank)..... **Do NOT Complete Section IV**

..... And what is the projected total number of Group Vehicle Revenue Miles? **Loading Rate**
 0.00 to 1.00

SECTION V: Rate Calculations for Multiple Services:

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically
 * Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles and trips for contracted services IF the rates were calculated in the Section II above
 * Be sure to leave the service BLANK if you answered NO in Section I or YES to question #2 in Section II

		RATES FOR FY: 2020 - 2021				
		Ambul	Wheel Chair	Stretcher	Group	
Projected Passenger Miles (excluding totally contracted services addressed in Section II) =	1,000,000	600,000	400,000	Leave Blank	Leave Blank	0
Rate per Passenger Mile =		\$2.31	\$3.95	\$0.00	\$0.00	\$0.00
					per passenger	per group
Projected Passenger Trips (excluding totally contracted services addressed in Section II) =	82,000	49,200	30,800	Leave Blank	Leave Blank	
Rate per Passenger Trip =		\$29.08	\$49.85	\$0.00	\$0.00	\$0.00
					per passenger	per group

2. If you answered # 1 above and want a COMBINED Rate per Trip PLUS a per Mile add-on for 1 or more services,...

		Combination Trip and Mile Rate				
		Ambul	Wheel Chair	Stretcher	Group	
...INPUT the Desired Rate per Trip (but must be less than per trip rate above) =				Leave Blank	Leave Blank	\$0.00
Rate per Passenger Mile for Balance =		\$2.31	\$3.95	\$0.00	\$0.00	\$0.00
					per passenger	per group

Does Not = Total Projected Passenger Trips, with adjmt. for contracted services

		Rates If No Revenue Funds Were Identified As Subsidy Funds				
		Ambul	Wheel Chair	Stretcher	Group	
Rate per Passenger Mile =		\$2.67	\$4.58	\$0.00	\$0.00	\$0.00
					per passenger	per group
Rate per Passenger Trip =		\$33.70	\$57.77	\$0.00	\$0.00	\$0.00
					per passenger	per group

Program These Rates Into Your Medicaid Encounter Data

Worksheet for Multiple Service Rates

- 1. Answer the questions by completing the GREEN cells starting in Section I for all services
- 2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

CTC: Marion Senior S Version 1.4
County: Marion Senior Services, Inc. d/b/a Marion Transit



TO: TDLCB Board Members

FROM: Liz Mitchell, Grants Coordinator/Fiscal Planner

RE: Bylaws

It is incumbent upon TPO staff to regularly review and/or amend the TDLCB bylaws to remain concurrent with State of Florida regulations and code as they relate to the operations of the local Community Transportation Coordinator and the Florida CTD. TPO staff has reviewed the TDLCB bylaws and submits as they stand with no changes. Staff respectfully request the TDLCB Board review and recommend changes or approval to said bylaws.

All elements included in the TDLCB bylaws are pursuant to Chapter 427 Florida Statutes(FS); Rule 41-2, Florida Administrative Code (FAC); and subsequent laws setting forth requirements for the coordination of transportation services to the TD.

Any comments and/or suggestions please contact Liz Mitchell at (352) 438-2630 or liz.mitchell@marioncountyfl.org.

**BYLAWS OF THE
OCALA/MARION COUNTY
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD**

Article I: Preamble Section 1: Preamble

The following sets forth the bylaws, which shall serve to guide the proper functioning of the coordination of transportation disadvantaged through the Ocala/Marion County Transportation Disadvantaged (TD) Local Coordinating Board (LCB). The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes (FS); Rule 41-2, Florida Administrative Code (FAC); and subsequent laws setting forth requirements for the coordination of transportation services to the TD.

Article II: Name and Purpose

Section 1: Name: The name of the coordinating board shall be the Ocala/Marion County TDLCB, hereinafter referred to as the Board.

Section 2: Purpose: The primary purpose of the Board is to identify local service needs and provide information, advice, and direction to the Community Transportation Coordinator (CTC) on the coordination of services to be provided to the TD pursuant to Chapter 427.0157, FS.

Article III: Membership, Appointment, Term of Office, and Termination of Membership

Section 1: Voting Members: In accordance with Chapter 427.0157, FS, the designated official planning agency for Ocala/Marion County, which is the Ocala/Marion County Transportation Planning Organization (TPO), shall appoint all members of the Board.

The following agencies or groups shall be represented on the Board as voting members:

1. One local elected official, who will serve as Chairperson.
2. A local representative of the Florida Department of Transportation.
3. A local representative of the Florida Department of Children and Families.
4. A local representative of the Public Education Community, which could include, but not be limited to, a representative of the District School Board, School Board Transportation Office, Department of Education or Headstart Program in areas where the School District is responsible.
5. In areas where they exist, a local representative of the Florida Division of Vocational Rehabilitation or the Division of Blind Services, representing the Department of Education.
6. A person recommended by the local Veterans Service Office representing the veterans of the County.
7. A person who is recognized by the Florida Association for Community Action (President), representing the economically disadvantaged in the County.

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8. A person over sixty representing the elderly in the County.
9. A person with a disability representing the disabled in the County.
10. Two citizen advocate representatives in the County; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation.
11. In areas where they exist, the Chairperson or designee of the local Mass Transit or Public Transit System's Board, except in cases where they are also the CTC.
12. A local representative of the Florida Department of Elder Affairs.
13. An experienced representative of the local private for profit transportation industry. In areas where such representative is not available, a local private nonprofit representative will be appointed, except where said representative is also the CTC.
14. A local representative of the Florida Agency for Health Care Administration.
15. A representative of the Agency for Persons with Disabilities.
16. A representative of the Regional Workforce Development Board established in Chapter 445, Florida Statutes.
17. A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long term care facilities, assisted living facilities, hospitals, local health department or other home and community based services, etc.

Section 2: Alternate Members: Each member of the Board may name one alternate in writing who may vote only in absence of that member on a one-vote-per-member basis.

Section 3: Nonvoting Members: Additional non-voting members may be appointed by the TPO.

Section 4: Terms of Appointments: The Chairperson and State & community agency representatives shall not be restricted to term limits because of the membership agency requirements by the Commission for the Transportation Disadvantaged. The Chairperson shall serve until being replaced by the TPO. The State or community partners shall serve as long as they are individually able or decide to nominate another representative from their respective agency. There are an additional two positions that are not considered Chairperson or a State or community partners and they are citizen representatives that are either a disabled person or an elderly individual who utilizes the services of MTS. Appointments to the Board for non-agency positions will be chosen utilizing the following procedures: Suitable candidates will be solicited from the pool of riders who accurately represent one of these two positions. These individuals will be requested to complete an application for appointment to the TDLCB. The Chairperson of the Board, the Director of MTS and one TPO representative will review the application(s) and make their recommendations to the Board. The Board will then vote on the recommendation(s) for appointment of the new member(s). The length of term for these two positions will be for one (1) year with the possibility

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of two one (1) year extensions for a total of three (3) years. After three (3) years, new appointments for these two positions must be made.

Section 5: Termination of Membership: Any member of the Board may resign at any time by notice in writing to the Chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the TPO Director.

Section 6: Membership Attendance: Each member of the Board is expected to demonstrate his/her interest in the Board's activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature. In each instance of an avoidable absence, the absent member should ensure that his/her alternate attends. Should a Board member miss two consecutive meetings, an attendance reminder letter will be sent to that member. The letter is to remind each member of attendance requirements and requests that the member notify the Board of his/her intention to remain on the LCB. Based on this response, appropriate action may be taken by the Board.

Article IV: Officers and Duties

Section 1: Number: The officers of the Board shall be a Chairperson and a Vice-Chairperson.

Section 2: Chairperson: The TPO shall appoint one of its members, who are an elected official, to serve as the official Chairperson for all Board meetings. The Chairperson shall preside at all meetings, and in the event of his/her absence or at his/her direction, the Vice-Chairperson shall assume the powers and duties of the Chairperson. The Chairperson shall serve until replaced by the TPO. If the Chairperson and Vice-Chairperson are absent at the same time, the body shall appoint a member to act as chair in their absence during that meeting.

Section 3: Vice-Chairperson: The Board shall nominate and elect a Vice-Chairperson at one of the regular meetings each year. The Vice-Chairperson shall be elected by a majority vote of a quorum of the members of the Board present and voting at the meeting. The Vice-Chairperson shall serve a term of one-year starting with the next meeting.

Article V: Board Meetings

Section 1: Regular Meetings: The Board shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, FS, the Board shall meet at least quarterly.

Section 2: Notice of Meetings: A notice and an agenda shall be sent to all Board members, other interested parties, and the news media within a reasonable amount of time prior to the Board meeting. Such notice shall state the date, time, and place of the meetings.

Section 3: Quorum: At all meetings of the Board, the presence in person of six (6) of the voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. In the absence of a standard quorum, if there are at least four (4) voting members present and the actions of particular items is absolutely necessary, those members may elect to make a motion and with a second may continue to address the business at hand on the agenda advertised for that day only. These actions will

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be deemed acceptable to pass on to the TPO Board or State agencies but must be ratified at the next meeting where a standard quorum is present. If no quorum is present, or an emergency quorum is not deemed necessary, any actionable business may not be transacted which might have been transacted at the meeting as originally called. The Chairperson shall recess the meeting until a quorum shall be present.

Section 4: Voting: At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these By-laws, shall be decided by the vote of a majority of the members of the Board present.

Section 5: Parliamentary Procedures: The Board will conduct business using parliamentary procedures according to Robert's Rules of Order, except when in conflict with these Bylaws. Section 6: Minutes. The Clerk of the Circuit Court, Board of Records, shall maintain an official set of minutes for each Board meeting. The minutes shall include an attendance roster and reflect official actions taken by the Board. Copies of all Board minutes shall be sent to the Commission for the Transportation Disadvantaged (CTD) office and the Chairperson of the TPO.

Article VI: Staff

Section 1: General: The TPO shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in Chapter 427.0157, FS. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets, and other necessary administrative duties as required by the Board within the limits of the resources available.

Article VII: Board Duties

Section 1: Board Duties: The Board shall perform the following duties as specified in Chapter 427.0157, FS.

1. Review and approve the Transportation Disadvantaged Service Plan, including the Memorandum of Agreement, prior to submittal to the Commission.
2. Evaluate services provided in meeting the approved plan.
3. In cooperation with the CTC, review and provide recommendations to the CTD on funding applications affecting the TD.
4. Assist the CTC in establishing priorities with regard to the recipients of non-sponsored TD services that are purchased with TD Trust Fund monies.
5. Review the coordination strategies of service provision to the TD in the designated service area.
6. Evaluate multi-county or regional transportation opportunities.
7. Work cooperatively with local Welfare Transition Program (WTP) coalitions established in Chapter 445, FS, to provide assistance in the development of innovative transportation services for WTP participants.

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Article VIII: Subcommittees

Section 1: Subcommittees: As necessary, the Chairman shall designate subcommittees to investigate and report on specific subject areas of interest to the Board and to deal with administrative and legislative procedures. A Grievance Subcommittee shall be established to serve as a mediator to process and investigate complaints from agencies, users, potential users of the system and the CTC in the designated service area, and make recommendations to the Board for improvement of service.

Article IX: Communication with Other Agencies and Entities

Section 1: General: The TPO authorizes the Board to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with Rule 41-2, FAC.



OCALA MARION TPO

BYLAWS

CERTIFICATION

The undersigned hereby certifies that he/she is the Chairperson of the Ocala Marion TDLCB Board and that the foregoing is a full, true and correct copy of the Bylaws as adopted by the Ocala Marion TDLCB Board on the 25th day of June 2020.

Commissioner Michelle Stone, TDLCB Board Chairperson

Robert Balmes, TPO Director



TO: TDLCB MEMBERS

FROM: LIZ MITCHELL, Grants Coordinator/Fiscal Planner

RE: Transportation Disadvantaged Service Plan – 2020 Update

The Florida Commission for the Transportation Disadvantaged (FCTD) requires that each Community Transportation Coordinator (CTC) submit a comprehensive TDSP or an annually updated tactical plan that includes the following components for the local transportation disadvantaged (TD) program:

- Development Plan
- Service Plan
- Quality Assurance
- Cost/Revenue Allocations and Fare Justification

The CTC is responsible for arranging transportation for TD persons, and with approval from the Local Coordinating Board (LCB), the CTC may subcontract or broker transportation services to private transportation operators. Each year, the CTC reviews all transportation operator contracts before renewal to ensure that the contracts comply with the standards of the FCTD.

This TDSP updates the 2018–2027 TDSP and fulfills the annual requirement of the FCTD. TPO staff is requesting the LCB review and approve the TDSP update prior to submission to the FCTD for final action. This document includes all components of the TDSP.

If you have any questions regarding the TDSP Update or any of its components, please feel free to contact Liz Mitchell, liz.mitchell@marioncountyfl.org.



TDSP CERTIFICATION

The Ocala/Marion County Local Coordinating Board (LCB) for the Transportation Disadvantaged (TD) hereby certifies that an annual evaluation of the Community Transportation Coordinator (CTC) was conducted consistent with the policies of the Commission for the Transportation Disadvantaged and that all recommendations of the CTC evaluation have been incorporated in this Plan.

We further certify that the rates constrained herein have been thoroughly reviewed, evaluated, and approved. The Transportation Disadvantaged Service Plan (TDSP) will be reviewed in its entirety and approved by the Board at an official meeting held on _____, 2020.

Date

Commissioner Michelle Stone, TDLCB Board Chairperson

Approved by the Commission for the Transportation Disadvantaged:

Date

David Darm, Executive Director



Transportation Disadvantaged Local Coordinating Board (TDLCB) Meeting

Marion Senior Services
1101 SW 20th Court, Ocala, FL 34471
February 20, 2020
2:00 PM

MINUTES

Members Present:

Michelle Stone
Tamyika Young
Susan Hanley (*Mark Mulligan attended on Susan's behalf*)
Kathleen Woodring (*Iris Pozo arrived at 2:03pm attended on Kathleen's behalf*)
Tracey Alesiani
Andrea Melvin
Anissa Pieriboni

Members Not Present:

Jeffrey Askew
Charmaine Anderson
Tracey Sapp
Carlos Colon
Carissa Hutchinson
Dennis Yonce
Jeff Aboumrad
James Haines

Others Present:

Rob Balmes, TPO
Derrick Harris, TPO
Shakayla Irby, TPO
Elizabeth Mitchell, TPO
Anton Schauerte, TPO
Tom Wilder, Marion Transit

Karen Williams, Marion Transit
Herman Schulz, Marion Transit
Krutika Modi, Marion Transit
Kyle Mills, Florida Commission for the Transportation Disadvantaged
John Cook, Vocational Rehabilitation

Item 1. Call to Order and Roll Call

Chairwoman Stone called the meeting to order at 2:00pm. Secretary Shakayla Irby called the roll and a quorum was present.

Item 2. Proof of Publication

Secretary Shakayla Irby stated that the meeting had been published online on the TPO website, the City of Ocala, Belleview, and Dunnellon websites. The meeting was also published to the February 16, 2020 edition of the Star Banner.

Item 3a. Mr. Scott Quintel – Director of United Way – 211 System

Mr. Quintel gave an overview of the 211 System and the benefits of the system.

Mr. Quintel explained that for assistance with affordable housing, quality day care or utility assistance, dealing with a personal crisis, struggling with thoughts of suicide or seeking help with an aging parent a simple dial to 2-1-1 would point citizens in the right direction.

2-1-1 was United Way's free information and referral helpline which linked people in need with assistance from more than 2,000 local health and human service programs. Staffed by caring, highly trained, multilingual (over 200 languages) operators, 2-1-1 would be the connection to finding help with:

- Utilities, Housing and Food
- Youth and Child Care Issues
- Physical and Mental Health Services
- Elder Services
- Employment Services
- And much, much more

The way to reach 2-1-1 for services would be the following:

- Dial 2-1-1 from any phone
- Text your zip code to TXT-211(898-211) using a cell phone
- Email uw211help@gmail.com
- Chat with a 2-1-1 Specialist
- Search the 2-1-1 online database to find the resources needed
- Visit the 2-1-1 Marion County Blog

Mr. Quintel also added that income tax preparations had been added to the list of services and that anyone no matter the income could reach out for assistance in preparing taxes. However, appointments filled quickly so he encouraged that anyone in need call for an appointment right away.

Item 3b. Ms. Channa Lloyd – Census Bureau – 2020 Census

Ms. Lloyd gave a presentation on the 2020 Census and explained the count was mandated by the Constitution and conducted by the U.S. Census Bureau, a nonpartisan government agency. The 2020 Census counted the population in all 50 states, the District of Columbia, and five U.S. territories (Puerto Rico, American Samoa, the Commonwealth of the Northern Mariana Islands, Guam, and the U.S. Virgin Islands). Each home would receive an invitation to respond to a short questionnaire—online, by phone, or by mail. Invitations to respond to the 2020 Census would be delivered by March 12-20. Once the invitation was received a response could then be issued.

The census provided critical data that lawmakers, business owners, teachers, and many others used to provide daily services, products, and support for citizens and the community. Every year, billions of dollars in federal funding go to hospitals, fire departments, schools, roads, and other resources based on census data. The results of the census also determined the number of seats each state would have in the U.S. House of Representatives, and they were used to draw congressional and state legislative districts. It's also in the Constitution: Article 1, Section 2, mandated that the country conduct a count of its population once every 10 years. The 2020 Census would mark the 24th time that the country had counted its population since 1790.

Participating in the census was required by law, even if recently another survey from the Census Bureau had been completed. A complete and accurate count was critical, because the results of the 2020 Census would affect community funding, congressional representation, and more.

Ms. Alesiani asked if responses were not received by all citizens in the community would the Census Bureau come to the door of the individuals that did not respond.

Ms. Lloyd responded, yes, employees of the Census Bureau would be sent out to go door to door and collect the information.

Ms. Lloyd referenced some important dates for the Census:

- **March 12 - 20:** Households would begin receiving official Census Bureau mail with detailed information on how to respond to the 2020 Census online, by phone, or by mail.
- **March 30 - April 1:** The Census Bureau would count people who are experiencing homelessness over these three days. As part of the process, the Census Bureau counts people in shelters, at soup kitchens and mobile food vans, on the streets, and at non-sheltered, outdoor locations such as tent encampments.
- **April 1:** Census Day observed nationwide. By the date, every home would receive an invitation to participate in the 2020 Census. Once the invitation arrived, each household should respond in one of three ways: online, by phone, or by mail. When responding to the census, it would tell the Census Bureau where you live as of April 1, 2020.

- **April:** Census takers would begin visiting college students who live on campus, people living in senior centers, and others who live among large groups of people. Census takers would also begin conducting quality check interviews to help ensure an accurate count.
- **May - July:** Census takers would begin visiting homes that haven't responded to the 2020 Census to help make sure everyone was counted.
- **December:** The Census Bureau would deliver apportionment counts to the President and Congress as required by law.

Chairwoman Stone mentioned that Marion County had taken many steps to inform the community about the Census and let them know how important the count would be. She also talked about some upcoming dates of events being hosted for Census awareness.

Item 4a. Appointment of our CTC (June 30, 2020)

Ms. Mitchell informed the board that every five years, it was the responsibility of the Transportation Planning Agency to arrange for a selection of the Community Transportation Coordinator (CTC). The appointment for the current CTC expired June 30, 2020. It was incumbent upon staff to begin the procurement process as early as possible in order to meet the deadline.

Ms. Mitchell provided a copy of the rules and regulations per Florida Statute 427, Rule 41-2.010, Florida Administrative Code, Commission policies to the board.

Mr. Wilder stated that Marion Transit was looking forward to applying.

Item 5a. Approval of Grievance Procedures

Ms. Mitchell presented and said it was incumbent upon TPO staff to regularly review and/or amend the TDLCB Grievance Procedures to remain concurrent with State of Florida regulations and code as they relate to the operations of the local Community Transportation Coordinator (CTC) and the Florida CTD.

TPO staff had rewritten the TDLCB Grievance Procedures and respectfully requested the TDLCB Board review and recommend changes or approval to said procedures.

All elements included in the TDLCB Grievance Procedures were pursuant to Chapter 427 Florida Statutes (FS); Rule 41-2, CTD Local Grievance Guidelines, and subsequent laws setting forth requirements for the handling of grievances of transportation services to the TD.

Ms. Pieriboni made a motion to approve the Grievance Procedures. Ms. Melvin seconded, and the motion passed unanimously.

Item 5b. Approval of CTC Review

Ms. Mitchell presented and said that Transportation Coordinator (CTC) was to be evaluated annually based on the Commission for the Transportation Disadvantaged's (CTD) approved evaluation criteria. TPO staff conducted the evaluation during the month of January and early February.

The evaluation included an analysis of all relevant elements within the operations of Marion Transit Services. Examples include:

- Policies & Procedures
- Vehicle Operations & Maintenance
- Grievance Procedures
- Budget
- Contracts and Contract Management
- Driver Certification & Training
- Performance Standards
- Quality Assurance
- Safety Standards

Ms. Mitchell shared with the board the recommendations and commendations:

Recommendations:

Provide readily available comment cards on each bus for input from the riders with a sealed drop box.

Place the "Riding Rules" and "Marion Senior Services" brochures on each bus readily available for the riders to pick up and review.

Standardize the location of the pertinent phone numbers on each bus with an emphasis on the size of the numbers (larger for distance viewing from the back of the bus).

Commendations:

Riders were pleased and speak highly of the overall system and the staff.

The innovation and development of the deviated route called the "Blue Line" in the City of Dunnellon to achieve a more cost effective result with a more timely response.

Marion Transit Services monitored and continued to make changes required to provide the coverage necessary, to maintain happy riders given the vast size of the county.

Continued improvement and success to Marion County Transit Services and the CTC.

Ms. Pieriboni made a motion to approve the CTC Review. Ms. Melvin seconded, and the motion passed unanimously.

Item 6. Consent Agenda

Ms. Melvin made a motion to approve the Consent Agenda. Ms. Young seconded, and the motion passed unanimously.

Item 7. Comments by TDLCB Members

Ms. Pozo shared an announcement about the 2020 State of Workforce Conference to be held on April 23, 2020 from 7:30am – 1pm at the Circle Square Cultural Center.

Ms. Melvin shared announcement about the Emergency Preparedness Expo to be held March 11, 2020 from 8:30am – 1pm at the Ed Croskey Recreation Center.

Ms. Melvin also mentioned that the Centers for Independent Living would be relocating the end of March or beginning of April to WinterWoods Professional Center behind the First Baptist Church.

Ms. Alesiani shared an announcement that on June 5-7, 2020 there would be a Family Café event in Orlando, FL at the Hyatt Regency for persons with disabilities and their families free of any registration costs. Registration could be completed online.

Item 8. Comments by TPO Staff

Mr. Harris, with the Ocala Marion TPO shared a flyer with the board that outlined the timeline for the Long Range Transportation Plan (LRTP). (Flyer attached for documentation)

Item 9. Comments by Transportation Coordinator (CTC)

Mr. Wilder shared with the board a Marion Transit Driver Productivity Report and Marion Transit Riding Rules Brochure (attached for documentation).

Mr. Wilder would also send the Riding Rules Brochure out electronically for the agencies to disburse to riders.

Item 9. Public Comment

There was no public comment.

Item 10. Adjournment

Chairwoman Stone adjourned the meeting at 3:25pm.

Respectfully Submitted By:

Shakayla Irby, TPO Administrative Assistant