



TPO Board Meeting

Marion County Commission Auditorium
601 SE 25th Avenue, Ocala, FL 34471

August 24, 2021

4:00 PM

MINUTES

Members Present:

Councilman Ire Bethea
Commissioner Kathy Bryant (*arrived 4:08pm*)
Commissioner Jeff Gold
Mayor Kent Guinn
Councilwoman Valerie Hanchar
Commissioner Ronald Livsey
Councilman Brent Malever
Commissioner Craig Curry
Councilman Jay Musleh
Commissioner Michelle Stone

Members Not Present:

Councilman Justin Grabelle
Commissioner Carl Zalak

Others Present:

Rob Balmes, TPO
Shakayla Irby, TPO
Liz Mitchell, TPO
Steven Neal, City of Ocala
Darren Park, City of Ocala
Don Atwell, Marion County
Sean Lanier, City of Ocala
Oscar Tovar, City of Ocala
Tracy Straub, Marion County
Bill White

Item 1. Call to Order and Pledge of Allegiance

Chairwoman Michelle Stone called the meeting to order at 4:03pm and led the board in the Pledge of Allegiance.

Item 2. Roll Call

Shakayla Irby, Administrative Assistant called the roll and a quorum was present.

Item 3. Proof of Publication

Shakayla Irby, Administrative Assistant stated the meeting was published online at the TPO website and the City of Ocala, Belleview and Dunnellon and Marion County meeting calendars on August 17, 2021. The meeting was also published to the TPO's Facebook and Twitter pages.

Item 4. Consent Agenda

Ms. Hanchar made a motion to approve the Consent Agenda. Mr. Bethea seconded, and the motion passed unanimously.

Item 5A. Service Award- Joe London, Citizens Advisory Committee (CAC)

Chairwoman Stone presented a Service Award to Citizen Advisory Committee Member, Joe London.

Joe London served on the TPO's CAC for 23 years.

Chairwoman Stone expressed great appreciation for all his time and devotion to transportation issues in Marion County and on behalf of the Board thanked Joe and offered a certificate of appreciation that reflected the organizations gratitude for his years of service to the TPO and the community.

Item 6A. Fiscal Years (FY) 20/21 to 24/25 Transportation Improvement Program (TIP) Amendment

Mr. Balmes presented and said per the request of the Florida Department of Transportation (FDOT), one transit project was proposed to be added to the Fiscal Years (FY) 2020/2021 to 2024/2025 Transportation Improvement Program (TIP).

FM# 449238-1 Marion-Ocala SunTran Section 5307 ARP Small Urban Area

- American Rescue Plan (ARP) project
- Total: \$783,759
- New transit project Capital Grant

The Citizens Advisory Committee (TAC) and Technical Advisory Committee approved the amendment to the FY 2020/21 to 2021/25 TIP to add the project on August 10, 2021.

It was requested of the TPO board to approve the amendment request for the FY 2020/2021 to 2024/2025 TIP to include the Marion-Ocala SunTran Section 5307 ARP Small Urban Area project.

Mr. Curry made a motion to approve the FY 20/21 to 24/25 Transportation Improvement Program (TIP) Amendment. Ms. Bryant seconded, a roll-call vote was called and the motion passed unanimously.

Item 6B. Fiscal Years (FY) 21/22 to 25/26 Transportation Improvement Program (TIP) Amendment

Mr. Balmes presented and said per the request of the Florida Department of Transportation (FDOT), one transit project was proposed to be added to the Fiscal Years (FY) 2021/2022 to 2025/2026 Transportation Improvement Program (TIP).

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Ms. Hanchar made a motion to approve the FY 21/22 to 25/26 Transportation Improvement Program (TIP) Amendment. Mr. Bethea seconded, a roll-call vote was called and the motion passed unanimously.

Item 6C. Fiscal Years (FY) 21/22 to 25/26 Transportation Improvement Program (TIP) Roll Forward Amendment

Mr. Balmes presented and said that on an annual basis, the TPO worked in coordination with the Florida Department of Transportation (FDOT) to amend the Transportation Improvement Program (TIP) through a roll-forward process. The process was undertaken because in some cases project phases that were programmed in the previous fiscal year (FY) of the prior TIP were not authorized and encumbered by June 30. The projects must then roll-forward to the new FY in July of the FDOT Work Program and also be included in year one the TPO's recently adopted TIP (FY 2021/2022 to 2025/2026). Therefore, a TIP amendment was necessary to ensure full consistency with the FDOT Work Program.

A total of \$25,605,946 in funding was proposed to be rolled forward to projects in the FY 2021/2022 to 2025/2026 TIP. Some of the notable projects included:

- SR 40 from end of 4 lanes to east of CR 314 (Right-of-Way, PE): \$818,427
- SR 40 intersections at SW 40th and SW 27th (Right-of-Way, PE): \$550,709
- US 441 from SR 40 to SR 40A Right-of-Way (Construction): \$402,469
- SR 25/SR 200/US 301 from CR 25A to US 301/US 441 (Resurfacing): \$3,399,470

- SunTran Capital and Operating: \$17,472,315
- SunTran Block Grant Operating: \$523,310
- SunTran Small Urban Capital: \$808,794
- Silver Springs State Park Pedestrian Bridges (PE, Environmental): \$148,616

Ms. Bryant asked for an update on the US 41 project.

Mr. Balmes replied that it was scheduled for widening in FY 2024.

Ms. Bryant mentioned that she met with Elton Holland (Marion County Engineer), Jim Couillard (Marion County Parks Director), and Representative Harding to discuss the project at 484 Pennsylvania Blue Run Park. It was determined that the best course of action would be to place concrete barriers and improvements in the Blue Run Park for pedestrian safety. The pedestrian bridge over the river was not off of the table however, it would put safety measures in place in the meantime.

Ms. Hanchar thanked Ms. Bryant for heading the meeting along with Mr. Holland and moving forward with the project.

Ms. Hanchar also mentioned that the City of Dunnellon owned property on the other side of the bridge and it could be space for a pathway with blinking lights to stop traffic. Also, there had been mention of a red light at the SunTrust bank where it may be a good place for a crosswalk.

Ms. Bryant said as soon as something was solidified the County would make a presentation to the City of Dunnellon Council.

Ms. Bryant made a motion to approve the FY 21/22 to 25/26 Transportation Improvement Program (TIP) Roll Forward Amendment. Mr. Curry seconded, a roll-call vote was called and the motion passed unanimously.

Item 6D. Fiscal Years (FY) 20/21 to 21/22 Unified Planning Work Program (UPWP) Amendment

Mr. Balmes presented and said the TPO was notified in July by the Florida Department of Transportation (FDOT) regarding the Fiscal Years (FY) 2021/2022 allocation amount for the Federal Transit Administration (FTA) 5305d grant. The total allocation of federal funds was \$83,826.10. A local match of 20 percent or \$20,956.53 would be provided by FDOT through toll revenue credits. Since toll revenue credits were not actual cash match toward the TPO's allocation, the total grant funding available to the TPO would be \$83,826.10. As presented in January 2021, local and state funding were no longer available to cash match the FTA 5305d grant.

When the FY 2020/21 to 2021/22 UPWP budget was developed in March 2020, TPO staff estimated a total of \$74,398 in grant funding would be available for the FY 21/22 5305d grant.

The difference between the staff estimate and actual allocation was \$9,437.10. Therefore, TPO staff proposed to amend the UPWP to include the revised actual allocation for the FY 21/22 5305d grant and apply the additional \$9,437.10 toward the following activities.

- Task 1 Administration: Machinery and Equipment (\$2,037.10)
- Task 1 Administration: Printing and Binding (\$500)

- Task 7 Special Projects: Staff Salaries/Benefits (\$3,400)
- Task 7 Special Projects: Consultants (\$3,500)

Ms. Hanchar made a motion to approve the FY 20/21 to 21/22 UPWP Amendment. Mr. Bethea seconded, and the motion passed unanimously.

Item 7A. Draft Congestion Management Plan (CMP)

Mr. Balmes said that the TPO had been undertaking a major update to the Congestion Management Process (CMP). The updated included full revisions to the current Policy and Procedures and State of System documents last completed in 2011. In addition, public outreach took place through an online survey conducted in March.

Ms. Amber Gartner with Kimley-Horn provided a presentation to the board.

The CMP process was updated every 5 years

1. Develop Regional Objectives
2. Define CMP Network
3. Develop Multimodal Performance Measures

Frequent Updates (every two year process)

4. Collect Data/Monitor System Performance
5. Analyze Congestion Problems and Needs
6. Identify and Assess Strategies
7. Program and Implement Strategies
8. Evaluate Strategy Effectiveness

Step 1: Recommended CMP Goals

- Monitor System Performance
- Improve Safety
- Congestion Reduction
- Engage the Public

Step 2: A map of the Congestion Management Network was displayed.

Step 3: Performance Measures

Safety Performance Measures (5-Year Rolling Average)

- Number of Fatalities
- Fatality Rate
- Serious Injuries
- Serious Injury Rate
- Non-Motorized Safety (Fatalities + Serious Injuries)

Roadway Capacity Performance Measures

- Percent of VMT and Roadway Miles below adopted Level of Service Standard
- V/C Ratio
- V/MSV Ratio

Reliable Travel Time Performance Measures

- Percent of Person-Miles Traveled on the Interstate that were Reliable
- Percent of Person Miles Traveled on the Non-Interstate NHS that were Reliable

Goods Movement Performance Measures

- Vehicle Miles Traveled (VMT) Below LOS Standard on Designated Truck Routes
- Truck Travel Time Reliability (TTTR) Index
- Percent of the Interstate System Mileage Uncongested
- Number of Crashes Involving Heavy Vehicles

Public Transit Performance Measures

- Percent of Congested Roadway Centerline Miles with Transit Service
- Passenger Trips per Revenue Hour
- Average Peak Service Frequency
- On-Time Performance
- Annual Ridership

Bicycle/Pedestrian/Trail Facility Performance Measures

- Percent of Congested Roadway Centerline Miles with Bicycle and/or Sidewalk Facilities
- Miles of Multi-Use Trails

TDM Performance Measures

- Number of Registered Carpools or Vanpools

System Preservation (Optional – Non-CMP)

- Percent of pavements on the Interstate System in Good condition
- Percent of pavements on the non-Interstate NHS in Good condition
- Percent of pavements on the Interstate System in Poor condition
- Percent of pavements on the non-Interstate NHS in poor condition
- Percent of NHS Bridges classified as in Good condition
- Percent of NHS Bridges classified as in Poor condition

Public Engagement

- Was a survey of provided to the public to identify congestion and safety issues?
- Were CMP materials provided for review by the public?

Step 4: Collect Data/ Monitor System Performance map was shown.

Step 5: Analyze Congestion Problems & Needs

Step 6: Identify and Assess Strategies

Step 7 and 8: Program Strategies and Evaluate Effectiveness

Summary and Next Steps

1. Ongoing monitoring of the transportation system
2. Monitor availability of traffic data and travel time reliability from FDOT
3. Monitor Federal and State requirements for CMP and setting of performance targets

4. Program 2 to 3 corridor / intersection studies per year based on the results of the congestion analysis and mitigation strategy identification
5. Perform State of the System update every two to three years to monitor system performance and effectiveness of strategy implementation
6. Publish an online interactive map and CMP resource page on the TPO's website

Item 7B. SunTran Bus Route Redesign

Mr. Steven Neal, Manager of SunTran provided a presentation to the TPO Board on the redesigned bus route changes.

The route redesign analysis team included the Growth Management Department/SunTran staff members and the Trans4mind Consulting firm. The process was collaboratively established by the analysis team and included the following steps:

- Public involvement
- Survey Results
- Market/travel patterns
- Existing service analysis
- Recommendations within existing resources

The primary focus was to analyze the effectiveness and efficiency of the existing service changes implemented in 2018. This included an assessment of travel demand, route schedule adherence, ridership trends, and route productivity.

Based on the public outreach responses from community stakeholders and the riding public, the transit system became less attractive due to longer ride times and loss of coverage to significant destinations.

- Longer riding time (e.g., 50% riding time than before)
- Loss coverage of transit-dependent areas
- Longer walk to bus stops
- Schedule insufficient to cover after-work trip(s)
- Limited shelters and benches

Based upon the findings, the team was recommending a preferred alternative to the existing transit network that would better serve and meet the community's growing needs. Service recommendations for this alternative were developed based on public comments and market analysis-based recommendations.

Below were the recommendations for restructuring of current service:

- The Blue, Green, Orange, and Purple Routes would perform a figure (8) loop to provide more coverage and more direct travel in most service areas between the four routes. The figure (8) loop route alignment reduces ride time by nearly 50%, offering premier destination service and ease of service for ADA passengers by reducing the number of transfers currently required to meet their travel demands.
- The Yellow and Silver routes were routes with alternating north and south service coverage designated as A and B routes. The Yellow routes were full alternating fixed routes, whereas the Silver routes were express route models. The alternating alignment of these routes allows expanded coverage to new service areas identified as crucial areas in need of public transit due to new employment corridors and human services agencies

within the northwest and southwest corridors to Ocala's downtown central business district.

- The Red route was designed to connect passengers from the Shores via the Blue Route to the downtown transfer station for transfer to other routes to get to their final destinations. As part of the route service expansion, the bus would now service neighborhoods and businesses along a partial corridor of Baseline Rd. to SE 28th Street.

Mr. Neal was excited to announce that the SunTran would be stopping in front of the new VA hospital.

Mr. Bethea inquired if the bus would be going to the Greyhound station on 326.

Mr. Neal responded that the SunTran would be going to the Greyhound bus station. There were several riders during the holidays request to utilize Greyhound to go home and visit family. At the time it was unsure if Covid would hinder some of the travel however, it was believed that the service would be valuable to riders.

Mr. Neal mentioned that within the same budget so much more service would be provided.

Mr. Bethea asked if any town hall meeting had been conducted in the area.

Mr. Neal said no town hall meetings had been conducted however, he would be going to each community on 25A and personally speaking with groups and giving schedules and any other groups identified by Mr. Bethea he would reach out to as well.

Chairwoman Stone said that Mr. Neal was very responsive to all comments and that the SunTran was a grand service offered by the community and seemed to get better based on the leadership.

Item 7C. TPO Budget Status Update

Ms. Liz Mitchell presented a budget status update. On a quarterly basis the TPO updated the TPO Board to ensure they remain informed of funding status and the financial outlook throughout the year.

A snapshot of the budget is provided with this set of minutes on page 12.

Item 8A. Safety Action Plan

The TPO was planning to invest in the development of a Safety Action Plan to serve as a resource to improving transportation safety throughout Marion County. The development of an Action Plan is envisioned to be a collaborative process involving citizens and stakeholders, private and public partners, and state agencies.

The proposed title of the Action Plan is **Commitment to Zero: An Action Plan for Safer Streets in Ocala Marion.**

The purpose of **Commitment to Zero** was to bring together the Ocala Marion community to collaborate in the development of an Action Plan to improve safety on our transportation system.

The Action Plan would be focused on four key areas:

- Education and Awareness
 - The Safety Story of Ocala/Marion County
- Public and Partner Engagement
 - Instrumental to Plan success!
- Safety Analysis
 - Trends
 - Areas of Concern (hotspots)
 - System-wide Issues
- Action Planning
 - What could everyone do individually and collectively to improve safety in Marion County
 - Commitments over next 3-5 years

TPO staff were seeking Board leadership support through the development of a strategy for partner engagement. A key to success of the Safety Action Plan would be how our partners in the community work together toward improving safety.

Mr. Balmes said that he would continue to work with technical groups to receive their feedback.

Ms. Hanchar said that presenting the Safety Action Plan to local cities Police Departments and the Chamber of Commerce's in different areas to get local business involvement would be beneficial.

Ms. Hanchar also mentioned discussing the Safety Action Plan with trucking companies (Chewy, UPS, FedEx, local Post Office, etc.) to see if they would place a decal on their trucks to promote safety.

Mr. Bethea said he thought that it was a great suggestion by Ms. Hanchar.

Chairwoman Stone mentioned a decal of the Safety Action logo.

Chairwoman Stone said that she and Mr. Balmes had discussed creating a subcommittee for a month to meet and put ideas together to bring back to the board in October and asked if anyone was interested to reach out to Mr. Balmes. The meeting would be sunshine noticed.

Item 8B. 2021 Traffic Counts Report

Mr. Balmes said the TPO published the 2021 Traffic Counts Report and Online Map in June to serve as a resource to citizens, elected leaders and professionals in Marion County. The report was a compilation of traffic counts taken and administered by professionals at Marion County, City of Ocala and the Florida Department of Transportation.

Provided to the board in the meeting packet was a 2021 Traffic Counts report.

The information was also accessible at the TPO's Website Transportation Statistics Page:
<https://ocalamariontpo.org/transportation-statistics>

Traffic Counts Online Map

<https://marioncountyfl.maps.arcgis.com/apps/webappviewer/index.html?id=684f763711d742f893a1271ab346c28c>

Traffic Counts Story Map

<https://storymaps.arcgis.com/stories/6190ad2ad11c4e99a0d149c9dff71488>

Item 8C. Metropolitan Planning Organization Advisory Council (MPOAC) Update

Mr. Balmes said the MPOAC met late July and had minor updates:

- In the process of searching for new Executive Director
- Discussion regarding Federal reauthorization infrastructure
 - Was still being debated
 - Senate passed the bill and was at the House
- Changes were made to rules and regulations wording
- Freight program call for projects end of the year or early next year. Each MPO would have the opportunity to submit three projects for consideration and the MPOAC would gather all applications and submit to DOT.

Item 9. Comments by FDOT

There were no comments by FDOT.

Item 10. Comments by TPO Staff

Mr. Balmes said from a staffing standpoint the TPO continued to look for a Senior Planner and was working closely with HR on recent applicants.

Item 11. Comments by TPO Members

Chairwoman Stone said that she appreciated the boards' participation and thanked them for their future support in the Safety Action Plan.

Item 12. Public Comment

Mayor of Dunnellon, Bill White addressed the TPO Board with comments.

- Congestion Management Plan- Intersection of 41 and 484 Pennsylvania Ave was a heavily congested intersection and at rush times not unusually to have to go through two circulations of the light to get through it. That road is how you would go from Dunnellon to Crystal River, Inverness, Williston, and to 40.
- Clarification on the City position regarding the Rainbow River Bridge and how it would tie into Pennsylvania project. In a year or two Blue Run Park the City of Dunnellon was connecting to the Withlacoochee Trail. A bridge would be necessary for future plans for a bike trail. There was parking on Pennsylvania Ave because of lack of parking and no choice but to walk on the side of the road across the bridge to gain access to the park. The bridge had narrow sections that had about 3ft that separated pedestrians from

vehicles traveling 40mph. The bridge would be very important due to the safety issue and tied into the long range plans for the bike trail and Pennsylvania project. The Mayor told the board that the City of Dunnellon was “ready and excited” and gave “full support” to the bridge concepts.

Item 13. Adjournment

The meeting was adjourned by Chairwoman Stone at 5:12pm.

Respectfully Submitted By:

Shakayla Irby, Administrative Assistant

TPO FINANCIAL SNAPSHOT

FOURTH QUARTER

FY 20/21 (July 1, 2020 to June 30, 2021)



Grant	Funds Available	Funds Expended thru Qtr. 4	Funds Remaining	Percent Remaining
*PL 112	\$687,026.00	\$408,475.91	\$278,550.09	41%
5305d	\$171,729.71	\$125,257.79	\$46,471.92	27%
5305d LOCAL MATCH	\$17,172.97	\$14,609.97	\$2,563.00	15%
**Non-Eligible Funds	\$3,500.00	\$1,573.37	\$1,926.63	55%
TD	\$26,738.00	\$26,738.00	\$0.00	0%
TOTALS	\$906,166.68	\$576,655.04	\$329,511.64	36%
<i>*Funds are allocated on a quarterly basis</i>				
<i>** Funds not eligible to be paid with Federal Funds (membership dues, nameplates). These funds are currently provided by Marion County.</i>				

EXPENDED FUNDS BREAKDOWN

Salaries	\$338,204.94
Office Expenses & Travel*	\$9,231.93
Cost Allocation	\$48,798.17
Website	\$4,020.00
Computers & Software	\$20,097.91
Non Eligible Funds	\$1,573.37
Consultants	\$154,728.72
Total	\$576,655.04

**Office Expenses include advertising, copier contract, postage, and supplies*

FIRST QUARTER ESTIMATES (July 1, 2021 - June 30, 2022)

Salaries	\$79,000.00
Office Expenses & Travel*	\$2,000.00
Cost Allocation	\$11,507.00
Website	\$3,105.00
Computers & Software	\$4,000.00
Consultants**	\$65,000.00
Total	\$164,612.00

**Office Expenses include advertising, copier contract, postage, and supplies*

***Consultants for the Long-Range Transportation Plan, Congestion Management Plan, Safety Plan, and Others*

BUDGET TRACKER

Total Revenue	\$906,166.68
Fourth Quarter Expenditures	\$576,655.04
Total Revenue Remaining	\$329,511.64