



**TPO Board Meeting**

Marion County Commission Auditorium  
601 SE 25<sup>th</sup> Avenue, Ocala, FL 34471  
June 23, 2020  
4:00 PM

**MINUTES**

**Members Present:**

Councilman Ire Bethea  
Commissioner Kathy Bryant  
Commissioner Jeff Gold, Chair  
Councilwoman Valerie Hanchar  
Commissioner Ronald Livsey  
Councilman Brent Malever, Vice Chair  
Commissioner David Moore  
Commissioner Michelle Stone

**Members Not Present:**

Mayor Kent Guinn  
Councilman Justin Grabelle  
Councilman Jay Musleh  
Commissioner Carl Zalak

**Others Present:**

Rob Balmes, TPO  
Liz Mitchell, TPO  
Derrick Harris, TPO  
Anton Schauerte, TPO  
David Boston, City of Ocala  
Carl Mikyska, Florida MPOAC  
Don Atwell, Marion County  
Tracy Straub, Marion County  
Rob Cursey, Tindale Oliver  
Amber Gartner, Kimley Horn  
Vickie Wyche, FDOT  
Mike McCammon, FDOT  
Other Members of the Public

### **Item 1. Call to Order and Pledge of Allegiance**

Chairman Jeff Gold called the meeting to order at 4:02 pm.

### **Item 2. Roll Call**

Mr. Rob Balmes, TPO Director, called the roll and a quorum was present.  
City of Ocala Councilman Ire Bethea was welcomed to his first TPO Board meeting.

### **Item 3. Proof of Publication**

Mr. Rob Balmes, TPO Director, stated that the meeting was published online on the TPO website, and the City of Ocala, Belleview, and Dunnellon websites on June 16, 2020. The meeting was also published to the TPO's Facebook and Twitter pages on June 16 and June 23.

### **Item 4a. SunTran Annual Report**

Mr. David Boston, City of Ocala, provided an annual report presentation for SunTran. Per the current Interlocal Agreement between the City of Ocala, Marion County and the Ocala/Marion County TPO, a SunTran annual report shall be provided in June each year to the TPO Board. Mr. Boston's presentation covered an extensive summary of SunTran activities, including: staffing and management; federal compliance; finances including the recent CARES Act; safety measures and COVID mitigation and maintenance; partnership building; future potential route changes; and capital improvements.

### **Item 4b. Marion Transit Report**

Mr. Derrick Harris, TPO Assistant Director, provided an overview of CARES Act funding recently provided to Marion Transit through a Transportation Improvement Program (TIP) Amendment totaling \$2.67 million. Per the request of the TPO Board at the May 26 meeting, Mr. Harris summarized how the CARES Act funds are planned to be allocated as outlined by Marion Transit Director Tom Wilder. The funding uses will include:

- Five (5) Cutaway buses
- Capital Software (RouteMatch) with additional add-ons which will help enhance the system, provide better data to the customer and the operator, and improve reliability
- Replacing of bus tablets to provide enhanced connectivity, especially in the rural areas of the county
- Telecommunication equipment such as phones, servers, license and upgrades to current system
- In-vehicle driver/passenger protective equipment, two (2) additional cameras added to existing buses which currently have four (4) cameras, for a total of six (6) cameras

#### **Item 4c. 2045 Long Range Transportation Plan (LRTP) Status Update**

Mr. Derrick Harris, TPO Assistant Director, provided an update on the progress of the development of the 2045 LRTP. The TPO held a virtual public meeting webinar on June 18 with the option of in-person attendance at the County Commission Auditorium. Approximately 30 participants were in attendance virtually and three in person at the auditorium. The TPO is currently in the needs identification phase of the LRTP process. From June 18 to July 30, a virtual public workshop webpage will be open to the public. Mr. Harris demonstrated how the virtual webpage functions, and shared with the TPO Board how to make comments and identify project improvements. The TPO Board was encouraged to share the virtual webpage with partners and citizens. The next phase of the LRTP will involve the process of developing a Cost Feasible Plan, which will be presented to the Board in August. The LRTP is on schedule to be presented as a draft in September and final in October to the TPO Board for adoption.

#### **Item 4d. Florida Metropolitan Planning Organization Advisory Council (MPOAC) Presentation**

Mr. Carl Mikyska, Florida MPOAC Executive Director, provided a comprehensive overview of TPO/MPO's in Florida via WebEx, including key federal laws and state statutes, roles and responsibilities, boundaries and planning areas, and process requirements.

#### **Item 5a. Fiscal Years 2020/21 to 2024/25 Transportation Improvement Program**

Mr. Anton Schauerte, Transportation Planner, presented the draft TIP document, including an overview of the comments received during the 30-day public review process. The 30-day process began on May 19 and was extended to June 23 to coincide with the TPO Board meeting. The TPO posted the draft TIP on its website on May 19, and sent notifications via social media, email blasts to public partners, including all key federal, state and local agencies. The TPO also conducted presentations at two TAC and CAC meetings, City of Dunnellon City Council meeting and Belleview City Commission meeting. The TIP was also shared via social media by Marion County and advertised in the Ocala Star Banner. Based on the review process, the TPO received direct comments from the Federal Highway Administration, City of Ocala for SunTran, Technical Advisory Committee (TAC) members, Marion County Office of County Engineer and the public. Mr. Schauerte noted that all comments were assimilated in the TIP document presented to the board. However, he noted the TPO did not receive any feedback on comments to date from the Florida Department of Transportation (FDOT).

Vickie Wyche, FDOT, stated that the federal deadline for submission of the TIP is July 15. Therefore, any FDOT comments may be shared with the TPO Board when received. FDOT will provide initial comments to the TPO imminently.

Commissioner Stone stated that she is not supportive of TIP adoption until FDOT comments are received and a final document is presented with their comments incorporated. She stated an additional TPO Board meeting should take place with the option via WebEx/conference call to review the comments prior to adoption.

Chairman Gold suggested that a special meeting should be considered to review the TIP with FDOT comments submitted to the TPO prior to the firm deadline of July 15, 2020.

Commissioner Michelle Stone made a motion to approve conducting an emergency meeting to review the TIP with a complete set of comments, including comments received from FDOT. Councilwoman Hanchar seconded, and a roll-call vote was called and the motion passed unanimously.

### **Item 5b. General Planning Consultant (GPC) Recommendations**

Mr. Rob Balmes, TPO Director, shared the results of a solicitation process to select new general planning consultants (GPC) to support the TPO over the next three to five years. A selection committee was formed that consisted of Nancy Smith, City of Ocala, Elton Holland, Marion County, and Rob Balmes. The solicitation and Request for Qualifications (RFQ) process was managed by Marion County Procurement Services Department. A total of 10 firms submitted proposals. The selection committee recommended three firms to serve as the TPO's GPC. These firms will operate under an on-call basis to complete specific tasks for the TPO. Based on the committee recommendations, Mr. Balmes requested the TPO Board authorize him to work with Marion County Procurement Services to contract with Tindale Oliver and Associates, Kimley-Horn and Associates and Kittelson and Associates.

Commissioner Kathy Bryant made a motion to approve the TPO selection committee recommendations for the three GPC contract firms and for Mr. Balmes to work with Marion County Procurement Services to enter into contract development negotiations. Councilwoman Hanchar seconded, and the motion passed unanimously.

### **Item 5c. Intergovernmental Coordination and Review (ICAR) and Public Transportation Collaborative Planning Agreement**

Mr. Rob Balmes, TPO Director, shared with the TPO Board a request from FDOT for a new joint ICAR and Public Transportation agreement involving all key planning partners, including the TPO, FDOT, East Central Florida Regional Planning Council, City of Ocala (with SunTran and International Airport), and Marion County (with Dunnellon Airport). The last joint agreement was agreed upon and signed by all parties in 2017. However, due to the organizational changes involving SunTran and the TPO, FDOT requested a new agreement. Upon approval, Mr. Balmes stated he will work with the partners to gain signatures at their respective council and commission meetings over the next couple months.

Councilman Malever made a motion to approve the agreement for the TPO. Commissioner Moore seconded, and the motion passed unanimously.

### **Item 5d. TPO Board Bylaws Update**

Mr. Rob Balmes, TPO Director, shared with the TPO Board a proposed set of changes to the TPO Board bylaws in tracked changes mode. The board bylaws were last updated in 2004. The TPO also received a courtesy review of the bylaws of Marion County Office of County Attorney. The primary changes made to the document included editing outdated language (gender exclusive), clarifying chair and vice chair roles, adding how amendments are reviewed, and adding sunshine law language.

Per the request of Councilman Bethea, the TPO Director provided a further in-depth summary of the proposed changes to ensure the board is fully clear and supports the changes.

Commissioner Stone made a motion to approve the bylaws update. Councilwoman Hanchar seconded, and a roll-call vote was called and the motion passed unanimously.

### **Item 5e. FDOT/MPOAC Performance Measures Consensus Document**

Mr. Rob Balmes, TPO Director, shared with the TPO Board a recommendation to approve the Transportation Measures Consensus Document as a standalone resource to guide performance based planning. The document was included last September in an approved TIP amendment of the board. However, the Federal Highway Administration suggested to all TPO/MPO's in Florida to separately adopt the document to avoid the need to include with each TIP on an annual basis. Once adopted as a standalone resource, the TPO does not need to continuously include in the TIP.

Commissioner Stone made a motion to approve the performance measures consensus document. Councilman Malever seconded, and the motion passed unanimously.

### **Item 5f (Walk-On Agenda Item) Approval of Citizens Advisory Committee Application**

Mr. Derrick Harris, TPO Assistant Director, presented a recent application for membership in the TPO's Citizen's Advisory Committee (CAC). Mr. Richard Howard, Marion County resident, applied to become a member of the CAC.

Councilwoman Hanchar made a motion to approve Mr. Howard as a member of the CAC. Councilman Bethea seconded, and a roll-call vote was called and the motion passed unanimously.

### **Item 6. Consent Agenda**

Commissioner David Moore made a motion to approve the consent agenda. Councilwoman Hanchar seconded, and the motion passed unanimously.

### **Item 7. Comments by FDOT**

There were no comments by FDOT. The project status report was included in the packet.

### **Item 8. Comments by TPO Staff**

Chairman Jeff Gold and TPO Director Rob Balmes provided an update on the status of the ongoing TPO audit with the FDOT Office of Inspector General (OIG). A conference call meeting was held with the auditors on June 11 and included Commissioner Gold, Liz Mitchell of the TPO, Rob Balmes of the TPO and Mike McCain of Marion County Budget. A set of 50 questions was provided in advance of the meeting. The OIG conducted the meeting by requesting specific answers to the questions on the conference call. It was not made clear to the TPO if this process concluded the field-work phase of the audit. The final phase will involve reporting. Further information will be provided to the TPO Board when it becomes available.

### **Item 9. Comments by TPO Members**

Councilwoman Hanchar provided an update on the M-Cores Task Force for the Northern Turnpike extension study. Councilwoman Hanchar and Commissioner Kathy Bryant participated in a virtual meeting on June 3. This meeting focused on broadband opportunities, high level needs and issues, and still no specific corridor areas or lines on a map to review. An additional meeting is taking place on June 25. Councilwoman Hanchar will provide further summary information to the TPO Board and TPO Director at a future meeting.

### **Item 10. Public Comment**

Michelle Shearer, Marion County resident, provided public comment. She asked for removal of the SW 95<sup>th</sup> Street interchange from the TPO's Long Range Transportation Plan Needs List; and removal of the planned four-lane widening expansion of CR 475A (Shady Road) from SW 66<sup>th</sup> to SW 42<sup>nd</sup>. The scenic and special character of the county should be preserved. She asked the TPO Board to consider what we as a county want to look like in the future related to this corridor. Also, US 441 needs more turn lanes in the immediate future before the long-term improvements are implemented.

### **Item 11. Adjournment**

Chairman Gold adjourned the meeting at 5:40 pm. Respectfully Submitted By:

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Rob Balmes, TPO Director