



TRANSPORTATION PLANNING ORGANIZATION

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

March 26, 2019
4:00 PM

AGENDA

1. **CALL TO ORDER AND ROLL CALL**
2. **PROOF OF PUBLICATION**
3. **PRESENTATIONS**
 - A. **FDOT Certification**
FDOT staff will present their findings regarding certification of the TPO for last year (January – December 2018)
 - B. **TPO Director Update**
Mounir Bouyounes will give an update on the TPO Director search
4. **ACTION ITEMS**
 - A. **SunTran Interlocal Agreement**
Staff will present and is requesting direction/action from the Board regarding the interlocal agreement between the City of Ocala and Marion County as it relates to the operation, maintenance, and policy board for SunTran.
 - B. **Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation (ICAR) Agreement**
Staff will present and is requesting board direction/action regarding the ICAR agreement. Currently this agreement lists the TPO as the operator of the public transportation provider, SunTran.

C. Unified Planning Work Program (UPWP) Amendment

Staff will present and is requesting board direction/action to amend the UPWP to delete the SunTran related tasks, if the TPO will no longer be responsible for the operation, maintenance, and policy decision making.

D. SunTran Advertising (Piccin and Glynn)

Staff will present and is requesting board action regarding a contract that was obtained by efforts by both TPO staff, and the City of Ocala Procurement Department.

- 5. CONSENT AGENDA**
 - A. MINUTES – February 26, 2019**
- 6. COMMENTS BY FDOT**
- 7. COMMENTS BY TPO STAFF**
 - A. Financial Billing Update**
- 8. COMMENTS BY TPO MEMBERS**
- 9. PUBLIC COMMENT (Limited to 2 minutes)**
- 10. ADJOURNMENT**

If reasonable accommodations are needed for you to participate in this meeting, please call the TPO Office at (352) 629-8297 forty-eight (48) hours in advance so arrangements can be made.

Pursuant to Chapter 286.0105, Florida Statutes, if a person decides to appeal any decision made by the TPO with respect to any matter considered at this meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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 County Transportation Planning Organization will be held on April 23, 2019.



TO: TPO Board Members

FROM: Derrick Harris, Interim TPO Director

Presented by: FDOT Staff

SUBJECT: TPO Certification

FDOT completes an annual certification of the TPO based on invoice submittals, timeliness of invoices, and improper invoicing. In addition, the certification covers the plans and documents the TPO is responsible for overseeing. Therefore, FDOT staff has completed their certification for the last calendar year (January – December 2018) and would like to present their findings to the TPO Board.

Should you have any questions regarding the information, please contact me in our office at 629-8568.



Ocala/Marion County TPO

Joint Certification – 01/01/2018 – 12/31/2018

02/26/2019

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Purpose

Each year, the District and the MPO must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

Since all of Florida’s MPOs adopt a new Transportation Improvement Program (TIP) annually many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

Please attach any correspondence or comments related to the draft or final TIP, and the TIP checklist used by Central Office and the District, as an appendix to this certification report.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

If the MPO has adopted a new UPWP or LRTP during the year covered by this certification, please attach any correspondence or comments related to the draft or final UPWP or LRTP, and any related checklists used by Central Office and the District, as an appendix to this certification report.

Note: This Certification has been designed as an entirely electronic document and includes interactive form fields and checkboxes. Please include any required attachments, such as the [MPO Joint Certification Statements and Assurances](#) document that must accompany the completed Certification report as an appendix to the Final Joint Certification Package.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

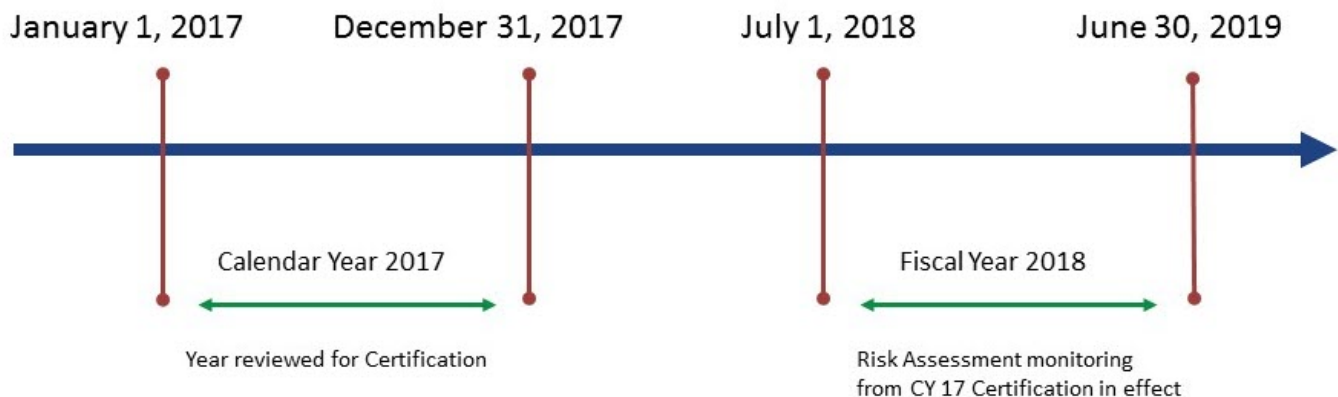
The final Certification Package shall include Part 1, Part 2, and any required attachments, and be transmitted to Central Office no later than June 30 of each year.

Risk Assessment Process

Part 1 Section 1: Risk Assessment satisfies the Risk Assessment requirements described in [2 CFR §200.331](#). These questions are quantified using a point scale to assign a level of risk for each MPO, which will be updated annually as a result of the Joint certification process. The results of the MPO Risk Assessment will determine the minimum frequency of which the MPO's supporting documentation for their invoices is reviewed by FDOT District Liaisons for the upcoming year. The frequency of review, based on the level of risk is below:

Scale	Risk Level	Frequency of Monitoring
0-1	Low	Annually
2-3	Moderate	Bi-annually
4-5	Elevated	Triennially
>6	High	Quarterly

Risk Assessment: Certification Year vs. Monitoring



Part 1

Part 1 of the Joint Certification is to be completed by the FDOT MPO Liaison.

Part 1 Section 1: Risk Assessment

MPO Invoicing: List the invoices and dates that they were submitted for reimbursement during the certification period (Calendar Year).

<u>Invoice #</u>	<u>Invoice Period</u>	<u>Date forwarded to FDOT for payment</u>	<u>Was invoice submitted more than 90 days after the end of the Invoice Period? (Yes/No)</u>	<u>+1 for each invoice over 90 days</u>
G0A96-1	07/01/2017 – 10/31/2017	06/20/2018	Yes	1
G0A96-2	07/01/2017 – 01/04/2018	06/25/2018	Yes	1
G0A96-3	07/01/2017 – 03/31/2018	07/02/2018	Yes	1
G0A96-4	10/11/2016 – 06/30/2017	02/06/2018	Yes	1
G0A96-4	08/01/2017 – 12/31/2017	08/06/2018	Yes	1
G0A96-5	12/01/2017 – 03/31/2018	08/16/2018	Yes	1
G0A96-6	07/01/2017 – 06/30/2018	08/23/2018	No	0
G0A96-7	10/01/2017 – 06/30/2018	08/30/2018	No	0
G0W40-1	07/01/2018 – 07/31/2018	09/05/2018	No	0
G0W40-2	08/01/2018 – 08/31/2018	09/26/2018	No	0
G0W40-3	09/01/2018 – 09/30/2018	11/07/2018	No	0

MPO Invoice Review Checklist: List any invoices that were returned to the MPO for corrections or unallowable, unreasonable, or unnecessary expenses.

<u>Invoice #</u>	<u>Invoice Period</u>	<u>+0.5 for each returned invoice</u>
G0A96-1	07/01/2017 – 10/31/2017	Specific Conditions for Non-Compliance (CFR 200.207)
G0A96-4	08/01/2017 – 12/31/2017	Specific Conditions for Non-Compliance (CFR 200.207)
G0A96-4	10/11/2016 – 06/30/2017	Specific Conditions for Non-Compliance (CFR 200.207)
G0A96-7	10/01/2017 – 06/30/2018	Specific Conditions for Non-Compliance (CFR 200.207)
G0W40-1	07/01/2018 – 07/31/2018	Specific Conditions for Non-Compliance (CFR 200.207)

MPO Invoice Review Checklist: List any questions that resulted a “No” answer on the Invoice Review Checklist.

<u>Invoice #</u>	<u>Question</u>	<u>+0.5 for each “No”</u>
NA	NA	NA
NA	NA	NA

MPO Supporting Documentation Review Checklist: Please list any findings for the following items identified on the Invoice Supporting Documentation Review Checklist.

	<u>Review #</u>	<u>+1 for each finding</u>
<u>Personnel Service (MPO Salary & Fringe)</u>		
Ocala/Marion County TPO is still under a specific conditional evaluation. This review was for Invoice G0A96-1, Contract G0A96, 07/01/2017 – 10/31/2017. Backup documentation was not submitted.	#1	1
Ocala/Marion County TPO is still under a conditional evaluation. This review was for Invoice G0A96-2, Contract G0A96, 07/01/2017 – 01/04/2018 (This was for funding type SL)	#2	NA
Ocala/Marion County TPO is still under a conditional evaluation. This review was for Invoice G0W40-3, Contract G0W40, 09/01/2018 – 09/30/2018. Backup documentation was not submitted.	#3	1

Consultant Services

No Findings. It has recommended that the TPO date stamp their invoices when they receive them.	#1	NA
No Findings. It has recommended that the TPO date stamp their invoices when they receive them.	#2	NA
No consultant services expenses were submitted for payment on this invoice.	#3	NA

Travel Reimbursement

Ocala TPO submitted the correct Contractor Travel Expense Forms, however backup documentation was missing.	#1	1
No travel expenses were submitted for payment on this invoice.	#2	NA
No travel expenses were submitted for payment on this invoice.	#3	NA

Indirect Rate (if applicable)

No Findings, Ocala TPO did not bill for Indirect Costs on this invoice.	#1	NA
No Findings, Ocala TPO did not bill for Indirect Costs on this invoice.	#2	NA
No Findings, Ocala TPO did not bill for Indirect Costs on this invoice.	#3	NA

Direct Expenses

Backup documentation was missing from invoice.	#1	1
Ocala TPO did not bill for any direct expenses reimbursement on this invoice.	#2	NA
No Findings.	#3	NA

General Findings

The TPO is under Specific Conditions Status as authorized by 2 C.F.R. 200.207. This invoice was re-submitted 5 times. The TPO needs to have a quality control policy.	#1	NA
Backup documentation needs to be reviewed and submitted.	#2	NA
Backup documentation needs to be reviewed and submitted.	#3	NA

Invoicing Errors & Omissions: Were any errors or omissions of costs discovered through the MPO on-Site Documentation review that required an adjustment to the next invoice? If so, please identify the invoice number, Invoice Period, and adjustment amount below.

<u>Invoice #</u>	<u>Invoice Period</u>	<u>Adjustment Amount</u>	+2 for each error or omission
NA	NA	NA	NA

Risk Assessment Point Total: 10

Level of Risk: High

Scale	Risk Level	Frequency of Monitoring
0-1	Low	Annually
2-3	Moderate	Bi-annually
4-5	Elevated	Triennially
>6	High	Quarterly

Part 1 Section 2: Long-Range Transportation Plan (LRTP)

1. Did the MPO adopt a new LRTP in the year that this certification is addressing?

Please Check: Yes No

If yes, please attach any correspondence or comments related to the draft or final LRTP, and the LRTP checklist used by Central Office and the District, as an appendix to the final Joint Certification Package.

Part 1 Section 3: Transportation Improvement Program (TIP)

1. Did the MPO update their TIP in the year that this certification is addressing?

Please Check: Yes No

If yes, please attach any correspondence or comments related to the draft or final TIP, and the TIP checklist used by Central Office and the District, as an appendix to the final Joint Certification Package.

Part 1 Section 4: Unified Planning Work Program (UPWP)

1. Did the MPO adopt a new UPWP in the year that this certification is addressing?

Please Check: Yes No

If yes, please attach any correspondence or comments related to the draft or final UPWP, and the UPWP checklist used by Central Office and the District, as an appendix to the final Joint Certification Package.

Part 1 Section 5: Clean Air Act

The requirements of [Sections 174](#) and [176 \(c\) and \(d\)](#) of the Clean Air Act.

The Clean Air Act requirements affecting transportation only applies to areas designated nonattainment and maintenance for the National Ambient Air Quality Standards (NAAQS). Florida currently is attaining all NAAQS. No certification questions are required at this time. In the event the Environmental Protection Agency issues revised NAAQS, this section may require revision.

Part 1 Section 6: District Questions

The District may ask up to five questions at their own discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question, and the response in the blanks below. This section is optional, and may cover any topic area of which the District would like more information.

1.

Each MPO/TPO shall recommend and approve a Community Transportation Coordinator (CTC) for their area. How does the MPO/TPO interact with CTC? What activities does the MPO/TPO participate in with the transit provider?

1.

How does the MPO/TPO use their Section 5303 funds to support public transportation?

2.

3.

4.

Part 1 Section 7: Recommendations and Corrective Actions

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

Status of Recommendations and/or Corrective Actions from Prior Certifications

NA

Recommendations

NA

Corrective Actions

NA



TO: TPO Board Members
FROM: Mounir Bouyounes, County Administrator
SUBJECT: TPO Director Update

The TPO Board approved a selection committee that consisted of Mounir Bouyounes, County Administrator Marion County Board of County Commissioners, Tye Chighizola, Growth Management Director City of Ocala, and Kellie Smith, Planning Manager FDOT.

The selection committee interviewed seven candidates, Robert Balmes, James “Jim” Martin, Joel Graeff, Edward Johnson, Derrick Harris, Terry “TJ” Fish, and Thomas Dow. The committee has selected Derrick Harris and Thomas Dow as the top two candidates.

Should you have any questions regarding the information, please contact Mounir Bouyounes at 352-438-2300.

EMPLOYMENT APPLICATION



CITY OF OCALA
 110 SE Watula Ave City Hall, 3rd Floor
 Ocala, Florida 34471
 352-629-8359
<http://www.ocalafl.org>
 Balmes, Robert
 01162 DIRECTOR TRANSPORTATION PLANNING
 ORGANIZATION (TPO)

Received: 1/15/19 9:34
 PM
 For Official Use Only:
 QUAL: _____
 DNO: _____
 Experience
 Training
 Other: _____

PERSONAL INFORMATION

POSITION TITLE: DIRECTOR TRANSPORTATION PLANNING ORGANIZATION (TPO)		EXAM ID#: 01162
NAME: (Last, First, Middle) Balmes, Robert		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State, Zip Code) 12440 Country White Circle, Tampa, Florida 33635		EMAIL ADDRESS: robbalmes@yahoo.com
HOME PHONE: 813-579-7075	ALTERNATE PHONE:	NOTIFICATION PREFERENCE: Email
LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

PREFERENCES

MINIMUM COMPENSATION:	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Weekends	
OBJECTIVE: To serve as the Director of Transportation at the TPO.	

EDUCATION

DATES: From: To:	SCHOOL NAME: Michigan State University	
LOCATION: (City, State) East Lansing, Michigan	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Other
MAJOR: Urban and Regional Planning-Masters Degree		UNITS COMPLETED: 51 - Semester
DATES: From: To:	SCHOOL NAME: Michigan State University	
LOCATION: (City, State) East Lansing, Michigan	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Bachelor's
MAJOR: BA, Geography		UNITS COMPLETED: 122 - Semester

WORK EXPERIENCE

DATES: From: 3/2018 To: Present	EMPLOYER: Jacobs	POSITION TITLE: Senior Transportation Planning Consultant
ADDRESS: (Street, City, State, Zip Code) 201 North Franklin Street, Tampa, Florida, 33602		COMPANY URL: www.jacobs.com
PHONE NUMBER: 813-676-2300	SUPERVISOR: Rosana Correa - Practice Lead	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

HOURS PER WEEK: 40	SALARY: \$7,925.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Serve as a senior-level transportation planning consultant for projects in Florida at the state and regional levels of government. Current activities include: Developing Florida Department of Transportation Project Planning Guidance Handbook for departmental staff, regional and local partners. Future Corridors concept planning for Florida Department of Transportation. Task management lead for Tampa Bay to Northeast Florida Rail Feasibility Study Technical documents and quality assurance/quality control. Serve as a company representative and project manager for MPO and FDOT business development and proposals, including 2045 long-range transportation plans.		
REASON FOR LEAVING: To serve as the Director of Transportation for the Ocala/Marion TPO.		
DATES: From: 6/2012 To: 3/2018	EMPLOYER: Michigan Department of Transportation	POSITION TITLE: Section Manager
ADDRESS: (Street, City, State, Zip Code) 425 W. Ottawa Street, Lansing, Michigan, 48909		COMPANY URL: http://michigan.gov/mdot
PHONE NUMBER: 517-373-9193	SUPERVISOR: Polly Kent - Division Administrator	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$7,850.00/month	# OF EMPLOYEES SUPERVISED: 9
DUTIES: Managed of nine staff responsible for federal and state policy, legislation and funding initiatives, non-motorized planning, freight planning, asset management, and environmental policy. Managed and provide oversight for planning studies, reports, budgeting and publications of division. Serve as department representative for state, regional/MPO and local transportation planning initiatives. Provided consultation and oversight for main street planning, scenic byways, tribal collaboration, statewide long-range plan, and state freight plan. Co-developed Bureau of Transportation Planning Leadership and Management Development program.		
REASON FOR LEAVING: Recruited by former colleague to join his team in transportation planning consulting in Tampa, FL.		
DATES: From: 7/2010 To: 6/2012	EMPLOYER: America's Byways Resource Center	POSITION TITLE: Byways Specialist
ADDRESS: (Street, City, State, Zip Code) Duluth, Minnesota, 55811		COMPANY URL:
PHONE NUMBER: 218-625-3305	SUPERVISOR: Michelle Johnson - Director	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$5,700.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Served as liaison to 16 states for consultation, research, and program development. Developed and facilitated customized on-site planning and public involvement workshops for state departments of transportation, and scenic byway organizations. Conducted training sessions on corridor management, strategic planning, wayfinding, and safety. Provided support for grant submissions. Wrote technical articles for agency's national publications. Conducted presentations at national and state conferences.		
REASON FOR LEAVING: Office closed to public on June 30, 2012. For reference, Michelle Johnson provided. Served as Director and my supervisor.		
DATES: From: 1/2007 To: 6/2010	EMPLOYER: URS Corporation	POSITION TITLE: Senior Planner
ADDRESS: (Street, City, State, Zip Code) Tampa, Florida		COMPANY URL:
PHONE NUMBER: 813-286-1711	SUPERVISOR: Rob Cursey - Planning Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$5,800.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Lead planner for the 2035 Long Range Transportation Plans for the Hillsborough County Metropolitan Planning Organization (MPO) and Polk County Transportation Planning Organization (TPO). Developed congestion management process guidelines and technical documents for the Collier County MPO, Hillsborough County MPO, Lee County MPO, and Polk County TPO. Lead planner for the completion of the Hillsborough County MPO Countywide Bicycle Plan. Review of transit development plans for the Florida Department of Transportation. Lead planner for the Florida Department of Transportation Tampa Bay Goods Movement Study. Provided planning support to the Florida Department of Transportation for the Efficient Transportation Decision Making Process (ETDM) environmental streamlining.		
REASON FOR LEAVING: Economy in Florida, family decisions		
DATES: From: 10/2004 To: 1/2007	EMPLOYER: Jefferson County	POSITION TITLE: Transportation Planner
ADDRESS: (Street, City, State, Zip Code) 100 Jefferson County Parkway , Golden, Colorado, 80419		COMPANY URL: http://jeffco.us
PHONE NUMBER: 303-279-6511	SUPERVISOR: Kevin French - Manager/Traffic Engineer	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

HOURS PER WEEK: 40	SALARY: \$5,100.00/month	# OF EMPLOYEES SUPERVISED: 1
DUTIES: Served as a staff supervisor and team leader. Conducted reviews of traffic and transportation-related impacts to all proposed commercial and residential development projects in the county. Staff representative to the state and metropolitan planning process, including regional transportation planning committees, transit studies, special projects, and public outreach. Served as lead staff planner in managing the safety improvement and traffic volume programs. Prepared grant applications for county transportation projects. Conducted transportation safety, pedestrian, and transit accessibility audits.		
REASON FOR LEAVING: Recruited by URS-Tampa to lead transportation projects in Florida		
DATES: From: 2/2002 To: 8/2004	EMPLOYER: R&M Resource Development	POSITION TITLE: Associate-Consultant
ADDRESS: (Street, City, State, Zip Code) Greenwood Village, Colorado		COMPANY URL:
PHONE NUMBER: 303-475-2718	SUPERVISOR: Timothy McCarthy - Principle	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$5,000.00/month	# OF EMPLOYEES SUPERVISED: 2
DUTIES: Co-directed regional economic development campaign initiatives in Knoxville, Memphis and Nashville, Tennessee, including personnel management and coordination with clients. Served as staff lead in the development of project databases, research and writing documents. Prepared customized written and oral presentations for over 500 businesses and public agencies. Development of fundraising strategies and implementation for capital campaigns.		
REASON FOR LEAVING: Client contracts came to a close/finalized.		
DATES: From: 5/2001 To: 2/2002	EMPLOYER: PBS&J	POSITION TITLE: Transportation Planner
ADDRESS: (Street, City, State, Zip Code) 4601 DTC Boulevard Suite 700, Denver, Colorado, 80237		COMPANY URL:
PHONE NUMBER: 303-221-7275	SUPERVISOR: RA Plummer - Planning Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$4,100.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Lead planner in the completion of land use and transportation studies for the Colorado Department of Transportation in Colorado Springs. Lead planner for the traffic operations assessment of the I-70 corridor in metropolitan Denver. Lead planner for the Montclair Gardens mixed-use development traffic impact study. Primary staff planner for the Colorado Department of Transportation 4th Street Bridge project in Pueblo.		
REASON FOR LEAVING: Recruited by R&M Resource Development to lead major projects in Tennessee.		
DATES: From: 3/2000 To: 5/2001	EMPLOYER: Denver Regional Council of Governments	POSITION TITLE: Transportation Planner
ADDRESS: (Street, City, State, Zip Code) 1290 Broadway Street, Denver, Colorado, 80203		COMPANY URL: www.drcog.org
PHONE NUMBER: 303-455-1000	SUPERVISOR: Jeff May - Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$3,400.00/month	# OF EMPLOYEES SUPERVISED: 3
DUTIES: Served as staff liaison to high profile regional transportation studies. Lead planner in the development of the 2025 Mountains and Plains Regional Transportation Plan. Lead planner for completion of the Denver Region Parking Cost and Supply Survey and Report. Served in multiple capacities to support updates of the Transportation Improvement Program and the Regional Transportation Plan. Supervisor and mentor to junior staff.		
REASON FOR LEAVING: To work in consulting field		
DATES: From: 2/1998 To: 2/2000	EMPLOYER: Pikes Peak Area Council of Governments	POSITION TITLE: Transportation Planner
ADDRESS: (Street, City, State, Zip Code) 15 S. 7th Street, Colorado Springs, Colorado, 80905		COMPANY URL: www.ppacg.org
PHONE NUMBER: 719-471-7080	SUPERVISOR: Rob MacDonald - Executive Director	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$2,700.00/month	# OF EMPLOYEES SUPERVISED:

DUTIES:

Served in multiple capacities to support updates of the Transportation Improvement Program and the Regional Transportation Plan. Assisted with development of the regional Congestion Management Plan.
 Staff representative for pedestrian and bicycle planning.
 Provided technical assistance and support to rural communities, including updates to transportation plans, zoning ordinances, and comprehensive plans.
 Developed and implemented the PPACG Regional Traffic Volume Monitoring Program.

REASON FOR LEAVING:

Moved to Denver

CERTIFICATES AND LICENSES**TYPE:**

American Institute of Certified Planners

LICENSE NUMBER:

No. 017219

ISSUING AGENCY:

American Planning Association

TYPE:

American Institute of Certified Planners - Certified Transportation Planner (CTP)

LICENSE NUMBER:**ISSUING AGENCY:**

American Planning Association

Skills

Nothing Entered For This Section

ADDITIONAL INFORMATION**Additional Information****Leadership Achievements:**

Toastmasters International, Club President, 2019, 2017, 2009

National Scenic Byway Foundation Board, 2016

Institute for Leadership Fitness: Executive Program, 2015

National Cooperative Highway Research Panel Member: Scenario Planning for Regional Sustainability, 2015

Michigan Department of Transportation Management and Leadership Development Programs, 2014-16

AASHTO Leadership and Management Training, 2013

Institute of Cultural Affairs Technology of Participation Meeting Facilitation, 2010-11

Project Manager Certification, URS Corporation, 2008

Technical**Computer/Technical Skills:**

Highly skilled with Microsoft Access, Excel, PowerPoint and Word. Extensive experience with ArcGIS and Highway Capacity Software.

Working knowledge of travel demand modeling software.

REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. Have you ever been convicted of ANY crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)
No
2. If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.
N/A
3. To your knowledge, do you have any relatives working for the City of Ocala?
No
4. If yes, please list your relative's name and relationship. If no, please put N/A.
N/A
5. Are you a user of tobacco products?
no
6. Are you at least 16 years old?
yes
7. Are you a current City of Ocala employee?
No
8. Veteran's Preference Applicant? (HR Use Only)
9. Are you former City of Ocala employee?
No

Job Specific Supplemental Questions

1. Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record OR if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?
Yes
2. What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?
Master's or Above
3. Do you possess a American Institute of Certified Planner (AICP) certification ?
Yes
4. Please select which best describes your level of progressively responsible planning experience
10 years or More
5. Please select which best describes your level of experience in a supervisory capacity
6 Years or more
6. If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:

My experience with transportation planning encompasses a variety of positions and responsibilities in roles at MPO's, state government, and in the private sector consulting field. I've worked at all levels of government in service to MPO's regarding the core products consisting of long-range plans, transportation improvement programs, public engagement, and regional studies. I have served as a transportation planner for both the Denver Regional Council of Governments (DRCOG) and the Pikes Peak Area Council of Governments (PPACG) in Colorado Springs. My primary roles were to serve as staff support for updates to both the Transportation Improvement Program and Regional Transportation Plan, along with several other core services related to committees, boards, studies and technical services. Also, as a county transportation planner in Colorado, I interacted extensively with DROCG regarding the transportation improvement program, committees, and regional initiatives pertaining to highway and transit corridor studies. As a consultant in Florida, my primary role was to provide services to MPO's in southwest Florida. Specifically, I helped develop and update long range transportation plans for the Hillsborough, Polk, Collier and Lee MPO's. I was also engaged in congestion management documents and studies, bicycle/pedestrian planning, freight planning and public engagement. As a planning manager at the Michigan Department of Transportation, I served for three years in a facilitator role for mega projects in the metro Detroit area, involving the Southeast Michigan Council of Governments (SEMCOG). I worked closely with project managers, finance specialists and engineers in a collaborative manner to ensure several major multimodal projects remained on schedule, met amendment deadlines, and advanced according to guidance and direction by the Federal Highway Administration. Presently, in my role now back in the consulting arena in Florida, I have been supporting the Florida Department of Transportation with Future Corridors guidance documents that include the vital connections between the DOT-MPO-Local transportation planning process. I have also been involved in the development of 2045 long-range transportation plan scoping, work plan and scheduling for existing and potential MPO clients in Florida. I have also served as a highly successful planning manager and supervisor, with great pride in empowering and mentoring staff to maximize their abilities as professionals. I strongly believe in fostering and promoting a positive work environment built on trust and communication.

The following terms were accepted by the applicant upon submitting the online application:

The City of Ocala is an Equal Opportunity Employer

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of City of Ocala and will not be returned. I understand City of Ocala may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number. I understand that if my application is incomplete or did not provide a 10-year work history (if applicable) or attached a resume only, then my application will not be considered.

I understand that if I am employed, I will be on a probationary status for 6 months (fire and police 12 months). I further understand that should I be terminated, voluntarily or involuntarily, before completion of the initial probationary period, I will reimburse the city for the cost of my pre-placement drug test, tobacco testing (per Florida Fire statute) and related physical fees. Such fees will be withheld from my final paycheck.

I agree to the following applicant commitment:

I understand that employees of the City of Ocala may be required to work before, during or after a natural or manmade disaster or hurricane.

The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

Core Values

- To astonish the customer, not just to satisfy the customer
- The best team polices itself
- Expectation + ownership = ultimate motivation
- All employees have to understand the business
- Build a team of innovative thinkers
- Stay small as we grow
- Be a champion of positive change

Mission Statement

This application was submitted by Robert Balmes on 1/15/19 9:34 PM

Robert Balmes, AICP CTP

813-579-7075 | robbalmes@yahoo.com | 12440 Country White Circle, Tampa, FL 33635

January 15, 2019

Human Resources
City of Ocala
City Hall, 3rd Floor
110 SE Watula Avenue
Ocala, FL 34471

Dear Selection Panel:

I am writing to provide the City of Ocala my application and resume for the Director of Transportation position at the Ocala/Marion County Transportation Planning Organization (TPO). This leadership position is an outstanding opportunity to serve the residents of the TPO area and facilitate a prosperous direction to the future of transportation. My extensive background in transportation would bring a wealth of experience and leadership to this distinguished position.

For the past 21 years, I have established myself as a highly accomplished transportation planning professional and leader with experiences across the nation, including the state of Florida. The skill set and background that I would bring to the TPO and Board leadership includes:

- Comprehensive knowledge of transportation and urban planning disciplines at the local, regional and state levels of government;
- In-depth understanding of the role of MPO's in meeting federal and state requirements;
- Develop positive relationships with city, county and state partner agencies;
- Effective ability to manage professional staff, projects and budgets;
- Create a positive and respectful workplace;
- Promote innovation and creative thinking; and
- Conduct formal presentations and facilitate meetings.

I also understand how vitally important a safe, integrated and multimodal transportation is to great regions such as the Ocala area. The future of transportation is about people and mobility. The TPO serves a vital role in helping to move the region forward through the implementation of the long-range transportation plan, transportation improvement program and public involvement process. The TPO provides the strong foundation to support transportation for the wonderful citizens of the Ocala area. Therefore, my overall approach to this position would be based on a continuous commitment to excellent public service and a full embrace of the future.

The qualifications outlined in my application are representative of the leadership and professional experience that I can bring to Ocala/Marion TPO as the Director of Transportation. I am confident that I would quickly become successful in this position, and serve TPO Board and citizens of the region in a highly effective manner. Thank you very much for your time and consideration.

Sincerely,



Robert Balmes, AICP CTP

Enclosures: Application, Resume

Robert Balmes, AICP CTP

Summary

Accomplished professional with over 20 years of experience in transportation planning, community development, and management practices across the United States. Core skills include:

- ❖ Comprehensive knowledge of urban and transportation planning principles.
- ❖ Organizational and project leadership and management.
- ❖ Developing partnerships with local, regional and state governments.
- ❖ Meeting facilitation, conducting workshops and professional presentations.

Experience

2018 to Present - Jacobs, Tampa, FL

Senior Transportation Planning Consultant

- Developing Florida Department of Transportation Project Planning Guidance Handbook for departmental staff, regional and local partners.
- Future Corridors concept planning for Florida Department of Transportation.
- Task management lead for Tampa Bay to Northeast Florida Rail Feasibility Study Technical documents and quality assurance/quality control.
- Serve as a company representative for MPO and FDOT business development and proposals.

2012 to 2018 - Michigan Department of Transportation, Lansing, MI

Planning Manager – Intermodal Policy Division, Bureau of Transportation Planning

- Management of staff responsible for federal and state policy, environmental policy, legislation and funding initiatives, bicycle/pedestrian planning, freight planning, and asset management.
- Supported departmental leadership with research, document writing and analysis.
- Managed and provided oversight for planning studies, reports, budgeting and publications.
- Provided oversight, support and direction for statewide long-range plan, state freight plan, asset management coordination, scenic byways, tribal coordination and main street guidance.
- Served as a department representative for state, regional/MPO and local transportation planning initiatives.

2010 to 2012 - America's Byways Resource Center, Duluth, MN

Byways Specialist – National Scenic Byways Program

- Served as liaison to 16 states for consultation, research, and program development.
- Developed and facilitated customized on-site planning and public involvement workshops for state departments of transportation, stakeholders and scenic byway organizations.
- Conducted training sessions on corridor management, strategic planning, wayfinding and safety.
- Wrote technical articles for agency's national publications.
- Conducted presentations at national and state conferences.

2007 to 2010 - URS Corporation Southern, Tampa, FL

Senior Planner – Surface Transportation Group

- Lead planner for the Florida Department of Transportation Tampa Bay Goods Movement Study.
- Provided planning support to the Florida Department of Transportation for the Efficient Transportation Decision Making Process environmental streamlining.
- Lead planner for the 2035 Long Range Transportation Plans for the Hillsborough County Metropolitan Planning Organization (MPO) and Polk County Transportation Planning Organization (TPO).

- Developed congestion management process guidelines and technical documents for the Collier County MPO, Hillsborough County MPO, Lee County MPO, and Polk County TPO.
- Lead planner for the completion of the Hillsborough County MPO Countywide Bicycle Plan.
- Supported the Florida Department of Transportation Districts One and Seven with Section 4(f) documentation and technical services for PD&E projects located in Hillsborough, Lee and Manatee counties.
- Review of transit development plans for the Florida Department of Transportation.

2004 to 2007 - Jefferson County, Golden, CO

Transportation Planner – Highways and Transportation Department

- Served as a staff supervisor and team leader.
- Conducted reviews of traffic and transportation-related impacts to all proposed commercial and residential development projects in the county.
- Staff representative to the state and metropolitan planning process, including regional transportation planning committees, EIS transit studies, special projects, and public outreach.
- Served as lead staff planner in managing the safety improvement and traffic volume programs.
- Conducted transportation safety, pedestrian, and transit accessibility audits.

2002 to 2004 - R&M Resource Development, Greenwood Village, CO

Planning and Economic Development Consultant

- Co-directed regional economic development fundraising campaign initiatives in Knoxville, Memphis and Nashville, Tennessee, including personnel management and coordination.
- Served as staff lead in the development of project databases, research and writing documents.
- Prepared customized written and oral presentations for over 500 businesses and public agencies.
- Development of fundraising strategies and implementation for capital campaigns.

2001 to 2002 - PBS&J, Denver, CO

Transportation Planner – Planning Group

- Lead planner in the completion of land use and transportation studies for the Colorado Department of Transportation in Colorado Springs.
- Lead planner for the traffic operations assessment of the I-70 corridor in metropolitan Denver.
- Lead planner for mixed-use development traffic impact studies.
- Primary planner for the Colorado Department of Transportation 4th Street Bridge project in Pueblo.

2000 to 2001 - Denver Regional Council of Governments (DRCOG), Denver, CO

Transportation Planner – Metropolitan Planning Organization

- Served as staff liaison to high profile regional transportation studies, including transit.
- Lead planner in the development of the 2025 Mountains and Plains Regional Transportation Plan.
- Lead planner for completion of the Denver Region Parking Cost and Supply Survey and Report.
- Served in multiple capacities to support updates of the Transportation Improvement Program and the Regional Transportation Plan.
- Mentorship of junior staff.

1998 to 2000 - Pikes Peak Area Council of Governments (PPACG), Colorado Springs, CO

Urban and Transportation Planner – Metropolitan Planning Organization

- Served in multiple capacities to support updates of the Transportation Improvement Program and the Regional Transportation Plan.
- Assisted with development of the regional Congestion Management Plan.
- Staff representative for pedestrian and bicycle planning.
- Provided technical assistance and support to rural communities, including updates to transportation plans, zoning ordinances, and comprehensive plans.
- Developed and implemented the PPACG Regional Traffic Volume Monitoring Program.

Education

Michigan State University - Masters, Urban and Regional Planning, 1997

Michigan State University - Bachelor of Arts, Geography, 1993

Computer/Technical Skills

Highly skilled with Microsoft Office including Access, Excel, PowerPoint and Word.

Experience with ArcGIS and highway capacity software.

Working knowledge of travel demand modeling.

Professional Affiliations

American Planning Association (APA)

American Institute of Certified Planners (AICP), No. 017219

APA Certified Transportation Planner (CTP)

Toastmasters International

Leadership Achievements

Toastmasters International, Club President 2019, 2017, 2009

National Scenic Byway Foundation Board Member, 2016

National Cooperative Highway Research Panel Member: Regional Scenario Planning, 2015

Michigan Department of Transportation Planning Bureau Leadership Development Program, 2014-16

AASHTO Leadership and Management Training, 2013

Institute of Cultural Affairs Technology of Participation Facilitation Training, 2010-11

Project Manager Certification, URS Corporation, 2008

EMPLOYMENT APPLICATION



CITY OF OCALA
 110 SE Watula Ave City Hall, 3rd Floor
 Ocala, Florida 34471
 352-629-8359
<http://www.ocalafl.org>

Martin, James B
 01162 DIRECTOR TRANSPORTATION PLANNING
 ORGANIZATION (TPO)

Received: 1/16/19 6:45
 AM

For Official Use Only:

QUAL: _____

DNO: _____

Experience

Training

Other: _____

PERSONAL INFORMATION

POSITION TITLE: DIRECTOR TRANSPORTATION PLANNING ORGANIZATION (TPO)		EXAM ID#: 01162
NAME: (Last, First, Middle) Martin, James B		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State, Zip Code) 28 South Lake Avenue, Apopka, Florida 32703		EMAIL ADDRESS: jimbmartin@earthlink.net
HOME PHONE: (407) 461-8926	ALTERNATE PHONE:	NOTIFICATION PREFERENCE: Email
LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

PREFERENCES

MINIMUM COMPENSATION: \$92,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular, Temporary, Seasonal	
TYPES OF WORK YOU WILL ACCEPT: Full Time, Part Time, Per Diem	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)	
OBJECTIVE:	

EDUCATION

DATES: From: To:	SCHOOL NAME: Valencia College	DEGREE RECEIVED: Associate's
LOCATION: (City, State) Orlando, Florida	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	UNITS COMPLETED:
MAJOR: Business Admin		
DATES: From: To:	SCHOOL NAME: Florida Southern	DEGREE RECEIVED: Bachelor's
LOCATION: (City, State) Lakeland, Florida	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	UNITS COMPLETED:
MAJOR: Accounting		

WORK EXPERIENCE

DATES: From: 5/2018 To: Present	EMPLOYER: Florida Department of Transportation	POSITION TITLE: Local Government Liaison, Public Transportation Specialist I, SES
ADDRESS: (Street, City, State, Zip Code) Orlando, Florida		COMPANY URL:
PHONE NUMBER: 407-264-3494	SUPERVISOR: Carol Scott - Planning Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

HOURS PER WEEK: 40	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Serve as the liaison to Metropolitan Planning Organizations (MPOs), county and municipal governments and other stakeholder groups in Central and West Florida in FDOT District One, Five and Seven. Attend meetings as directed, including presenting the annual update of the Five-Year Work Program. Assist with the coordination of the inclusion of Turnpike project priorities into local agencies' plans. Assist with the preparing and conducting presentations for public information meetings, formal public hearings and other local government entities. Prepare correspondences in response to request from elected or appointed officials, local government staff and others.		
REASON FOR LEAVING: Opportunity for professional growth.		
DATES: From: 11/2015 To: 5/2018	EMPLOYER: Florida Department of Transportation - District One	POSITION TITLE: Local Agency Programs Coordinator
ADDRESS: (Street, City, State, Zip Code) Bartow, Florida		COMPANY URL:
PHONE NUMBER: 863-519-2836	SUPERVISOR: Lisa Brinson - Local Programs Administrator	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Coordinated with local governmental agencies in southwest Florida to ensure documentation meets the required standards for state and federally funded programs. The State funded programs include: Small County Road Assistance Program (SCRAP), Small County Outreach Program (SCOP), County Incentive Grant Program (CIGP), Transportation Regional Incentive Program (TRIP), and Economic Development Transportation Fund Program (EDTF). Also, drafted and executed Local Developer Funded Agreements. Coordinating with appropriate Department staff to ensure local funded program requirements are met for the Planning, Environmental, Design, Right of Way, Construction, and CEI phases. Coordinated with the District Legal office and staff to prepare and execute all program agreements, ensuring that agreement language, funding, and Scope of Service language is complete, clear and concise.		
REASON FOR LEAVING: Professional growth opportunity.		
DATES: From: 1/2004 To: 11/2015	EMPLOYER: JBM Consultants, LLC	POSITION TITLE: Owner
ADDRESS: (Street, City, State, Zip Code) Apopka, Florida, 32703		COMPANY URL:
PHONE NUMBER: 407-461-8926	SUPERVISOR: Self	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 50	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED: 3
DUTIES: Public Outreach: Directed public affairs for all Interstate 4 construction projects in Central Florida to ensure schedules by coordinating information to the community stakeholders and providing the contractors with the opportunity to be awarded bonuses for project phase completions. Customer Service / Support: Responded to inquiries from residents, developers, local agencies and businesses regarding the planned improvements and current improvements to state roads throughout central Florida, insuring maximum customer satisfaction. Community Affairs: Effectively organized and facilitated community meetings for education and transportation issues such as new school construction, attendance redistricting, priority funding and long-range planning. Manage political campaigns for state, county and district positions. Media Relations: Created weekly and quarterly newsletters, press releases, alerts, statewide publication articles, interviews and media events for interstate construction projects totaling \$398 Million. Process Improvements: Improved budgeting process to streamline program development and insure accuracy of the reports, reducing man hours needed to produce the budget reports, and allowing department managers a greater opportunity to test various budget scenarios. Presentations Development: Used advanced PowerPoint skills to develop and delivered over 300 presentations for the Florida Department of Transportation's Interstate Management Office related to the study, design and construction of Interstate 4, resulting in several presentations reproduced on the internet and used by the Orlando Sentinel and local television outlets. Public Speaking: Addressed civic organizations, parenting groups, elected boards and councils, state agencies, homeowners associations, churches and business associations on topics related to education, non-profit organizations, and transportation, keeping concerned citizens accurately informed. Research and Documentation: Conducted noise wall community surveys in Volusia and Orange counties, including the production of literature, direct mail, community presentations, door-to-door canvassing, data collection and analysis, and report documentation. Other clients included: American Maglev Technologies, Performance Dynamics, Ocala Health Department, Fulcrum International, Global-5 Communications, The Cunningham Group.		
REASON FOR LEAVING: Closed business		
DATES: From: 11/2004 To: 11/2008	EMPLOYER: Orange County School Board	POSITION TITLE: School Board Member - District Seven
ADDRESS: (Street, City, State, Zip Code) Orlando, Florida		COMPANY URL:
PHONE NUMBER:	SUPERVISOR:	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 20	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED:

DUTIES: Served two years as School Board Vice Chairman, and Chairman of Attendance and Budget Committees for the 10th largest school district in the United States. Directed the budget development for 173 schools, transportation, maintenance and administration for the district. Conducted research, development and adoption of school district policies. Researched and successfully lobbied for changes to the Florida Statutes related to student attendance and truancy policies. Named as one of the 50 Most Influential People in Central Florida by the Orlando Business Journal.		
REASON FOR LEAVING: End of term - Did not seek re-election		
DATES: From: 1/2002 To: 3/2004	EMPLOYER: Keith and Schnars, P.A.	POSITION TITLE: Public Information Specialist
ADDRESS: (Street, City, State, Zip Code) Altamonte Springs, Florida		COMPANY URL:
PHONE NUMBER:	SUPERVISOR: Vicky Smith - Project Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED:
DUTIES: Managed the Interstate 4 Multi-Modal Master Plan Community Outreach Program in Orange, Osceola Seminole and Volusia counties. Prepared Public Involvement Plans for West Virginia Drive Corridor Study, the Crossing of the N. Fork of the St. Lucie River and the South Lake Multi-Use Trail.		
REASON FOR LEAVING: Contracted task completed. Office Closed.		
DATES: From: 1/1991 To: 1/2002	EMPLOYER: Florida Department of Transportation - District Five	POSITION TITLE: MPO Liaison Supervisor
ADDRESS: (Street, City, State, Zip Code) DeLand, Florida		COMPANY URL:
PHONE NUMBER:	SUPERVISOR: Richard Duemling - Planning Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$0.00/month	# OF EMPLOYEES SUPERVISED: 6
DUTIES: Supervised the District Five liaison staff, Transportation Enhancement and Local Agency Programs, and District Five's Bicycle/Pedestrian programs. Served as the Metropolitan Planning Organizations (MPO) liaison to the Marion County MPO, Volusia MPO and Metroplan Orlando. Served as liaison to Sumter and Flagler County Boards of County Commissioners. Assisted MPOs with the development, coordination and maintenance of required Federal and State mandated plans and projects, including the Unified Planning Work Program, Transportation Improvement Program and the preparation of urban area long range plans and certifications. Involved in the development, management and review of four 20-year Long Range Transportation Plans from the Marion County MPO, Volusia County MPO and Metroplan Orlando. Instrumental in the creation of the Central Florida MPO Alliance, and major policy changes in the Volusia County MPO project prioritization process. Contract manager and technical advisor for the Metroplan Orlando Freight, Goods and Services Mobility Study. Developed and monitored the District Five Consultant Planning Office budget. Contract Manager for the District Five Tentative Work Program Public Hearing contracts. Participated in the development of the State MPO Administrative Manual. Staff member for the development of the Statewide Public Involvement Toolbox. As an Accountant for the District Five Professional Services Department, I was responsible for the contract negotiations for planning, design and other consultant contracts. I also created and maintained the district's contract scheduling reports.		
REASON FOR LEAVING: New career opportunity		

CERTIFICATES AND LICENSES

TYPE: Certified Public Manager	
LICENSE NUMBER:	ISSUING AGENCY: Florida State University of Public Management
TYPE: Operation Lifesaver - Certified Presenter	
LICENSE NUMBER:	ISSUING AGENCY:
TYPE: Florida Teacher - Elementary Education	
LICENSE NUMBER:	ISSUING AGENCY: FDOE - Bureau of Educator Certification (Awaiting formal notification, passed all test 7/24/14)
TYPE: CPR	
LICENSE NUMBER:	ISSUING AGENCY: American Red Cross

Skills

OFFICE SKILLS: Typing: Data Entry:

OTHER SKILLS: PowerPoint, Excel and Word - Expert - 35 years and 0 months
LANGUAGE(S):

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. Have you ever been convicted of ANY crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)
No
2. If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.
N/A
3. To your knowledge, do you have any relatives working for the City of Ocala?
No
4. If yes, please list your relative's name and relationship. If no, please put N/A.
N/A
5. Are you a user of tobacco products?
no
6. Are you at least 16 years old?
yes
7. Are you a current City of Ocala employee?
No
8. Veteran's Preference Applicant? (HR Use Only)
9. Are you former City of Ocala employee?
No

Job Specific Supplemental Questions

1. Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record OR if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?
Yes
2. What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?
None
3. Do you possess a American Institute of Certified Planner (AICP) certification ?
Yes
4. Please select which best describes your level of progressively responsible planning experience
10 years or More
5. Please select which best describes your level of experience in a supervisory capacity
6 Years or more
6. If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:
My many years of transportation planning at several levels qualify me for this position. I have also applied to take the AICP exam in May 2019.

The following terms were accepted by the applicant upon submitting the online application:

The City of Ocala is an Equal Opportunity Employer

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of City of Ocala and will not be returned. I understand City of Ocala may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number. I understand that if my application is incomplete or did not provide a 10-year work history (if applicable) or attached a resume only, then my application will not be considered.

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I agree to the following applicant commitment:

I understand that employees of the City of Ocala may be required to work before, during or after a natural or manmade disaster or hurricane.

The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

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- To astonish the customer, not just to satisfy the customer
- The best team polices itself
- Expectation + ownership = ultimate motivation
- All employees have to understand the business
- Build a team of innovative thinkers
- Stay small as we grow
- Be a champion of positive change

Mission Statement

This application was submitted by James B Martin on 1/16/19 6:45 AM

James “Jim” B. Martin
28 South Lake Avenue • Apopka, FL 32703 • 407-461-8926

EXPERIENCE

Florida Department of Transportation (FDOT) – Florida’s Turnpike Enterprise Local Government Liaison, Public Transportation Specialist I, SES 2018 to Present

Serve as the liaison to Metropolitan Planning Organizations (MPOs), county and municipal governments and other stakeholder groups in Central and West Florida in FDOT District One, Five and Seven. Attend meetings as directed, including presenting the annual update of the Five-Year Work Program. Assist with the coordination of the inclusion of Turnpike project priorities into local agencies’ plans.

Assist with the preparing and conducting presentations for public information meetings, formal public hearings and other local government entities. Prepare correspondences in response to request from elected or appointed officials, local government staff and others.

Florida Department of Transportation – District One Local Agency Programs Coordinator 2015 - 2018

Coordinated with local governmental agencies in southwest Florida to ensure documentation meets the required standards for state and federally funded programs. The State funded programs include: Small County Road Assistance Program (SCRAP), Small County Outreach Program (SCOP), County Incentive Grant Program (CIGP), Transportation Regional Incentive Program (TRIP), and Economic Development Transportation Fund Program (EDTF). Also, drafted and executed Local Developer Funded Agreements.

Coordinating with appropriate Department staff to ensure local funded program requirements are met for the Planning, Environmental, Design, Right of Way, Construction, and CEI phases. Coordinated with the District Legal office and staff to prepare and execute all program agreements, ensuring that agreement language, funding, and Scope of Service language is complete, clear and concise.

JBM Consultants

Community and Government Relations Manager – Owner 2004 – 2015

Provided research, reports, and public information officer and community liaison services for the FDOT on projects in five FDOT districts. Served as the Public Information Officer and Community Liaison for the SunRail Phase I construction and \$397 million of FDOT projects on Interstate 4 from 2004 to 2010.

Coordinated construction activities between contractors, FDOT, businesses and local governments. Assisted in the development of the Trans4mation Office which was responsible for providing timely and accurate delivery of I-4 information to the media and public. Regularly interacted with the media regarding construction activities, responded to telephone calls from the public concerning right of way impacts and design plans, and answered e-mail inquiries about current and future interstate projects. Developed material and presentations for civic groups, governmental entities, businesses and individuals. Other clients included, but not limited to, the Florida Department of Health, American Maglev Technologies, The Cunningham Group, Global-5 and several engineering consulting firms.

Conducted noise wall community surveys in Volusia and Orange counties, including the production and distribution of literature, community presentations, door-to-door canvassing, data collection and analysis, and report documentation. Nominated for the national Operation Lifesaver 2012 F. Tom Roberts Award for railroad safety volunteer outreach efforts.

**Orange County Public Schools
School Board Member**

2004 - 2008

Served two years as School Board Vice Chairman, and Chairman of Attendance and Budget Committees for the 10th largest school district in the United States. Directed the budget development for 173 schools, transportation, maintenance and administration for the district. Conducted research, development and adoption of school district policies. Researched and successfully lobbied for changes to the Florida Statutes related to student attendance and truancy policies. Named as one of the 50 Most Influential People in Central Florida by the Orlando Business Journal.

**Keith and Schnars, P.A.
Public Information Specialist**

2002 - 2004

Managed the Interstate 4 Multi-Modal Master Plan Community Outreach Program in Orange, Osceola Seminole and Volusia counties. Prepared Public Involvement Plans for West Virginia Drive Corridor Study, the Crossing of the N. Fork of the St. Lucie River and the South Lake Multi-Use Trail.

**Florida Department of Transportation – District Five
Intergovernmental Coordination Supervisor**

1991 - 2002

Supervised the District Five liaison staff, Transportation Enhancement and Local Agency Programs, and District Five's Bicycle/Pedestrian programs. Served as the Metropolitan Planning Organizations (MPO) liaison to the Marion County MPO, Volusia MPO and Metroplan Orlando. Served as liaison to Sumter and Flagler County Boards of County Commissioners.

Assisted MPOs with the development, coordination and maintenance of required Federal and State mandated plans and projects, including the Unified Planning Work Program, Transportation Improvement Program and the preparation of urban area long range plans and certifications.

Involved in the development, management and review of four 20-year Long Range Transportation Plans from the Marion County MPO, Volusia County MPO and Metroplan Orlando. Instrumental in the creation of the Central Florida MPO Alliance, and major policy changes in the Volusia County MPO project prioritization process. Contract manager and technical advisor for the Metroplan Orlando Freight, Goods and Services Mobility Study.

Developed and monitored the District Five Consultant Planning Office budget. Contract Manager for the District Five Tentative Work Program Public Hearing contracts. Participated in the development of the State MPO Administrative Manual. Staff member for the development of the Statewide Public Involvement Toolbox.

As an Accountant for the District Five Professional Services Department, I was responsible for the contract negotiations for planning, design and other consultant contracts. I also created and maintained the district's contract scheduling reports.

Education

Florida Southern College B.S. Accounting
University of Central Florida Studies in Finance and Accounting
Valencia College A.A - Business Administration

Certifications

Florida Certified Contract Manager
Certified Public Manager-Florida State University Center for Public Management

EMPLOYMENT APPLICATION



CITY OF OCALA
 110 SE Watula Ave City Hall, 3rd Floor
 Ocala, Florida 34471
 352-629-8359
<http://www.ocalafl.org>
 Graeff, Joel S
 01162 DIRECTOR TRANSPORTATION PLANNING
 ORGANIZATION (TPO)

Received: 1/3/19 3:59 PM
 For Official Use Only:
 QUAL: _____
 DNO: _____
 Experience
 Training
 Other: _____

PERSONAL INFORMATION

POSITION TITLE: DIRECTOR TRANSPORTATION PLANNING ORGANIZATION (TPO)		EXAM ID#: 01162
NAME: (Last, First, Middle) Graeff, Joel S		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State, Zip Code) 1920 Dunn Cove Drive, Apopka, Florida 32703		EMAIL ADDRESS: joelgraeff19335@yahoo.com
HOME PHONE: 407-961-0868	ALTERNATE PHONE:	NOTIFICATION PREFERENCE: Email
LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

PREFERENCES

MINIMUM COMPENSATION: \$135,000.00 per year	ARE YOU WILLING TO RELOCATE? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day	
OBJECTIVE: To become the Executive Director of the Ocala-Marion TPO	

EDUCATION

DATES: From: 9/1984 To: 5/1991	SCHOOL NAME: La Salle University	DEGREE RECEIVED: Master's
LOCATION: (City, State) Philadelphia, Pennsylvania	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	UNITS COMPLETED: 57 - Semester
MAJOR: Business - Finance		
DATES: From: 9/1973 To: 12/1978	SCHOOL NAME: Shippensburg University	DEGREE RECEIVED: Bachelor's
LOCATION: (City, State) Shippensburg, Pennsylvania	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	UNITS COMPLETED: 128 - Semester
MAJOR: Geography		

WORK EXPERIENCE

DATES: From: 8/2016 To: 1/2019	EMPLOYER: HNTB	POSITION TITLE: Senior Project Manager
ADDRESS: (Street, City, State, Zip Code) 610 Crescent Executive Court Suite 400, Lake Mary, FL, Florida, 32746		COMPANY URL:
PHONE NUMBER: 407-805-0355	SUPERVISOR: Frank O'Dea	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

HOURS PER WEEK: 40	SALARY: \$10,800.00/month	# OF EMPLOYEES SUPERVISED: 2
DUTIES: Local Agency Program, Osceola County, Kissimmee, FL - In-house staff support to Osceola County Transportation & Transit and Public Works Departments regarding their FDOT LAP Program. Work includes coordination with department staff and FDOT, development of design, construction and CEI bid documents, legal agreements, and project schedules. Highway Safety Improvement Program Candidate Project Identification, Space Coast TPO, Melbourne, FL - Project Manager for a study to identify safety improvement packages for intersection and corridor segments that may be eligible for FDOT Highway Safety Improvement Program (HSIP) funding in Brevard County. A total of 36 safety packages were identified and evaluated. Central Florida Regional Transportation Authority (LYNX), Orlando FL - Interim Chief Planning & Development Officer responsible for the activities of a 25-person organization covering Planning, Grants, Engineering and Information Technology. Reporting directly to the Lyncx Chief Executive Officer and managing the day-to-day staff operations to deliver quality services to Central Florida commuters. Direct coordination with funding partners, major employers, passengers, and interested stakeholders.		
REASON FOR LEAVING: Present position		
DATES: From: 10/2014 To: 7/2016	EMPLOYER: S&ME Littlejohn Engineering	POSITION TITLE: Senior Transportation Planner
ADDRESS: (Street, City, State, Zip Code) Orlando, Florida		COMPANY URL:
PHONE NUMBER:	SUPERVISOR:	MAY WE CONTACT THIS EMPLOYER? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$8,750.00/month	# OF EMPLOYEES SUPERVISED: 2
DUTIES: St. Augustine Transportation and Parking Master Plan, City of St. Augustine, St. Augustine, FL - Project Manager for a multiyear agreement to develop an integrated mobility plan for the City which will introduce 21st century best practices including multimodal transportation planning, parking, complete streets, land use, historical preservation, streetscapes, and economic development, and traffic operations to America's oldest city.		
REASON FOR LEAVING: Wanted better opportunity		
DATES: From: 12/2012 To: 9/2014	EMPLOYER: Moffatt & Nichol	POSITION TITLE: Senior Planner
ADDRESS: (Street, City, State, Zip Code) 1616 East Millbrook Road, Raleigh, North Carolina, 27609		COMPANY URL:
PHONE NUMBER: 919-781-4626	SUPERVISOR: Tim Reid - Business Unit Leader	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$8,200.00/month	# OF EMPLOYEES SUPERVISED: 2
DUTIES: 2040 Long-Range Transportation Plan, Glynn County Community Development Department, Glynn County GA - Planning Task Manager for the development of a Goods Movement and Freight component to the County's Long Range Plan where projects were evaluated based upon the attributes of freight congestion relief, coordination, safety, environmental impacts, infrastructure impacts, freight facilities served, and ability to enhance or create jobs. Gastonia Multimodal Transportation Center, Gaston Urban Area MPO, Gaston, NC. Project Manager responsible for environmental documentation of the proposed GMMTC to accommodate Gaston Transit, Gaston paratransit, Charlotte Area express service, private carriers, Amtrak and taxi services. Work included preparing a Categorical Exclusion document. TIGER V Grant Application, Maryland Port Administration, Baltimore, Maryland. Project planner for the preparation of a \$10 million grant to expand the Port of Baltimore's export capabilities. The elements of the application included filling the Wet Basin at Fairfield Marine Terminal obtained from straitening and widening the nearby Seagirt Marine Terminal access channel for roll-on/roll-off cargoes and providing rail access to Fairfield's new vessel berth for heavy lift capabilities and to facilitate auto exports. The application was prepared and evaluated based upon the grant program's selection criteria of state of good repair, economic competitiveness, livability, economic sustainability, and safety.		
REASON FOR LEAVING: Present position		
DATES: From: 4/2011 To: 6/2012	EMPLOYER: TranSystems	POSITION TITLE: Planning Team Leader
ADDRESS: (Street, City, State, Zip Code) Maitland, Florida, 32751		COMPANY URL:
PHONE NUMBER:	SUPERVISOR: Steve Shaup - Director of Operations	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$8,500.00/month	# OF EMPLOYEES SUPERVISED: 7
DUTIES: Districtwide Public Transportation Contract, Florida Department of Transportation District 5. Planning Task Leader responsible for assisting the District personnel with their Park & Ride program including updating the Park & Ride Implementation Manual; conducting biannual parking lot inventories; preparation of a Park & Ride Suitability Criteria document and scoring matrix; and, technical assistance to District staff.		
REASON FOR LEAVING: Laid off		
DATES: From: 11/2001 To: 3/2011	EMPLOYER: AECOM	POSITION TITLE: Project Manager
ADDRESS: (Street, City, State, Zip Code) Philadelphia, Pennsylvania		COMPANY URL:

PHONE NUMBER:	SUPERVISOR: Margaret Quinn - AVP	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$8,750.00/month	# OF EMPLOYEES SUPERVISED: 3
DUTIES: Open-End Contract, Multi-Modal Planning and Implementation Services, Pennsylvania Department of Transportation. Deputy Project Manager responsible for task order assignments with PennDOT's Bureaus of Aviation, Rail Freight, Ports and Waterways, and Public Transportation as part of a five-year agreement. Managing 18 task orders totaling \$5 million including preparing task order scopes of work and budgets, developing manpower allocations, and coordinating assignments with clients.		
REASON FOR LEAVING: Career Advancement		

CERTIFICATES AND LICENSES

TYPE: AICP	
LICENSE NUMBER: 023023	ISSUING AGENCY: American Planning Association

Skills

Nothing Entered For This Section

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. Have you ever been convicted of ANY crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)
No
2. If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.
N/A
3. To your knowledge, do you have any relatives working for the City of Ocala?
No
4. If yes, please list your relative's name and relationship. If no, please put N/A.
N/A
5. Are you a user of tobacco products?
no
6. Are you at least 16 years old?
yes
7. Are you a current City of Ocala employee?
No
8. Veteran's Preference Applicant? (HR Use Only)
9. Are you former City of Ocala employee?
No

Job Specific Supplemental Questions

1. Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record OR if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?
Yes
 2. What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?
Master's or Above
 3. Do you possess a American Institute of Certified Planner (AICP) certification ?
Yes
 4. Please select which best describes your level of progressively responsible planning experience
10 years or More
 5. Please select which best describes your level of experience in a supervisory capacity
6 Years or more
 6. If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:
-

The following terms were accepted by the applicant upon submitting the online application:

The City of Ocala is an Equal Opportunity Employer

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of City of Ocala and will not be returned. I understand City of Ocala may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number. I understand that if my application is incomplete or did not provide a 10-year work history (if applicable) or attached a resume only, then my application will not be considered.

I understand that if I am employed, I will be on a probationary status for 6 months (fire and police 12 months). I further understand that should I be terminated, voluntarily or involuntarily, before completion of the initial probationary period, I will reimburse the city for the cost of my pre-placement drug test, tobacco testing (per Florida Fire statute) and related physical fees. Such fees will be withheld from my final paycheck.

I agree to the following applicant commitment:

I understand that employees of the City of Ocala may be required to work before, during or after a natural or manmade disaster or hurricane. The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

Core Values

- To astonish the customer, not just to satisfy the customer
- The best team polices itself
- Expectation + ownership = ultimate motivation
- All employees have to understand the business
- Build a team of innovative thinkers
- Stay small as we grow
- Be a champion of positive change

Mission Statement

This application was submitted by Joel S Graeff on 1/3/19 3:59 PM

Joel S. Graeff, AICP
407-961-0868 • joelgraeff19335@yahoo.com
www.linkedin.com/in/joelgraeff

More than 30 years experience in the management and planning of transportation infrastructure and facilities for the public, private, and non-profit sectors. I am accomplished in multimodal transportation planning, rail and transit design, transportation infrastructure funding, transportation systems management, and innovative livable transportation solutions. In addition, I have extensive experience in project management, agency policy planning and development, scenic highways, corridor studies, transportation master planning, and environmental impact planning and documentation.

Most Recent Accomplishments

Local Agency Program, Osceola County, Kissimmee, FL - In-house staff support to Osceola County Transportation & Transit and Public Works Departments regarding their FDOT LAP Program. Work includes coordination with department staff and FDOT, development of design, construction and CEI bid documents, legal agreements, and project schedules.

Highway Safety Improvement Program Candidate Project Identification, Space Coast TPO, Melbourne, FL – Project Manager for a study to identify safety improvement packages for intersection and corridor segments that may be eligible for FDOT Highway Safety Improvement Program (HSIP) funding in Brevard County. A total of 36 safety packages were identified and evaluated.

NE Miami Court Grade Crossing Report, Miami Design District, Miami, FL – Project Manager for a traffic study analyzing the area wide impacts of a proposed closure of the NE Miami Court at-grade railroad crossing in Miami-Dade County.

LiDAR 3D Technology Semi Annual Performance Measures, Central Florida Expressway, Orlando, FL – Task Leader for development of a report to the CFX Board presenting data provided by Florida Highway Patrol and Orlando Police Department to determine the most appropriate traffic homicide data collection technology solution and to best achieve the desired results of the Florida Open Roads Policy.

Operations Guidelines Regional Traffic Management Center, Central Florida Expressway, Orlando, FL – Task Leader for the development for the development operations guidelines the FDOT District 5 Regional Traffic Management Center (RTMC) operations based upon information previously gathered and the current best practices. The document serves as a snapshot of how the RTMC operates today and details how CFX plans to manage operations at the RTMC and comply with existing FDOT D5 policies and procedures.

Master Plan Development for Hollywood Boulevard at State Route 7, Broward MPO, Ft. Lauderdale, FL – Task Leader for the development of defining the investment of MPO funds on Mobility Hub improvements that complement the roadway improvements by the Florida Department of Transportation District 4 (FDOT) and right-of-way acquisitions by FDOT and the City of Hollywood.

Central Florida Regional Transportation Authority (LYNX), Orlando FL - Interim Chief Planning & Development Officer responsible for the activities of a 25-person organization covering Planning, Grants, Engineering and Information Technology. Reporting directly to the Lynx Chief Executive Officer and managing the day-to-day staff operations to deliver quality services to Central Florida commuters. Direct coordination with funding partners, major employers, passengers, and interested stakeholders.

St. Augustine Transportation and Parking Master Plan, City of St. Augustine, St. Augustine, FL – Project Manager for a multiyear agreement to develop an integrated mobility plan for the City which will introduce 21st century best practices including multimodal transportation planning, parking, complete

streets, land use, historical preservation, streetscapes, and economic development, and traffic operations to America's oldest city.

North Florida TPO 2013-2015, North Florida Transportation Planning Organization, Jacksonville, FL - Task Leader contributing to the development of a task work order to review current operators, licensed and unlicensed, franchised and unfranchised, for-hire vehicles quantify their impact to the roadway and sidewalk network, review current regulations, and make recommendations for policy changes and regulations to manage these operations for the City of St. Augustine.

Program Planning - Securing and managing transportation and land use projects with contract values ranging from \$1 million to \$5 million including open-end, task-order contracts for major agencies such as NCDOT, FDOT, PennDOT, NJDOT and DelDOT.

FY 2014 TIGER Planning Grant Application, Beaufort County, SC - Project Manager for the preparation of a \$425,000 planning study grant application for ferry service planning project will analyze infrastructure models and propose potential ferry routes between Hilton Head Island, Daufuskie Island and other Lowcountry destinations.

TIGER V Grant Application, Maryland Port Administration, Baltimore, MD - Task Leader for the preparation of a \$10 million grant to expand the Port of Baltimore's export capabilities.

TIGER V Grant Application, Alabama State Port Authority, Mobile, AL - Task Leader for the preparation of a \$10 million grant to construct an Inter-Terminal Connector Road connecting the Port of Mobile Terminal with the Garrows Bend Intermodal Container Transfer Facility.

Open-End Contract, Statewide Traffic Impact Study Reviews, Delaware Department of Transportation - Project Manager responsible for the assignments of three professionals in the preparation of 130 Traffic Impact Study reviews as part of a three-year, \$1.2 million agreement with DelDOT's Division of Planning.

Open-End Contract, Multi-Modal Planning and Implementation Services, Pennsylvania Department of Transportation - Deputy Project Manager responsible for task order assignments for four professionals serving as imbedded staff with PennDOT's Bureaus of Aviation, Rail Freight, Ports and Waterways, and Public Transportation managing 18 task orders totaling \$5 million.

Chester County Transportation Management Association, PA and RideWise of Raritan Valley Transportation Management Association, NJ - Executive Director for two "start-up", non-profit 501 (c) (4) Transportation Management Associations (TMAs) charged with development and adherence to budgets (both TMAs had budgets more than \$1 million); writing successful work plans and grant applications, and developing agency marketing plans.

Pearsons Corner Traffic Study, Delaware Department of Transportation - Transportation Solutions Division, Kent County - Project Planner responsible for conducting a traffic study for the Pearsons Corner Area. The project entailed the development of alternative intersection improvements designed to address identified safety concerns. The area, identified by DelDOT in their Highway Safety Improvement Program (HSIP), has been the scene of numerous traffic crashes including a fatality crash. The report analyzed alternative roadway configurations and concluded with a recommended alternative.

Boyd's Corner-Mount Pleasant Area Build-Out Analysis, Delaware Department of Transportation, New Castle County - Project Manager responsible for providing DelDOT with a comprehensive approach to identify the cumulative impacts of future development on roadways in southern New Castle County. The "*Boyd's Corner-Mount Pleasant Area Build-Out Analysis*" developed a \$60 million cost allocation model that DelDOT uses in negotiations with developers to expedite needed transportation improvements.

Leadership - Demonstrating the ability to use sound and independent judgment to “see the big picture” by being a strong consensus builder and understanding the sensitivity to address individual community needs.

Pennsylvania Passenger and Freight Rail Plan, Pennsylvania Department of Transportation - Project Planner managing planning efforts related to identification of the State’s freight rail system, rail carriers, and intermodal facilities.

Landside Transportation Planning, City of Philadelphia, Philadelphia International Airport, Philadelphia, PA. Project Manager responsible for study to support the extension of airport runways, taxiways and terminal construction. Work included management of landside terminal and curbside data collection efforts, on-site and off-site daily and peak hour traffic analyses, and preparation of the final report for the traffic element of the Airport Master Plan. Work also addressed existing and future intermodal transportation (highway and rail transit) access to the Airport.

Landside Transportation Planning, Lehigh-Northampton Airport Authority, Lehigh Valley International Airport, Allentown, PA. Transportation Planner responsible for study to support the extension to airport runways and taxiways. Work included management of landside terminal and curbside data collection efforts, on-site and off-site daily and peak hour traffic analyses, and preparation of the final report for the traffic element of the Airport Master Plan and Airport Layout Plan.

Lincoln Heritage National Scenic Byway Wayfinding and Interpretation Assessment Plan (WIAP), LaRue County, KY - Planning Task Leader responsible for the development of a WIAP for this 71-mile corridor between Hodgenville and Danville in central Kentucky which was presented to area citizens and the Stakeholder Committee at three area Open-House locations.

Ormond Scenic Loop & Trail, National Scenic Byway, Wayfinding and Interpretation Assessment Plan (WIAP), Ormond Beach, FL - Planning Task Leader responsible for the development of a Wayfinding and Interpretation Assessment Plan including the determination of placement for pedestrian and traffic signage

Transportation Demand Management Program Support and Evaluation, New Jersey Department of Transportation - Project Manager leading three professionals responsible for TDM technical support and database services to support the operation and evaluation of statewide TDM programs, especially CMAQ-funded programs including the eight-member agency TMA program, Employer Services Program, RidePro rideshare matching system, and Park-Ride Program.

Transportation Management Plan, Maryland Transit Authority, Maryland Department of Transportation, Harford County, MD - Task Leader preparing a Transportation Management Plan to address commuting patterns for over 12,000 military and civilian staff at the Aberdeen Proving Ground resulting from the enactment of the Base Realignment and Closure Act.

Districtwide Public Transportation Contract, Florida Department of Transportation District 5 - Planning Task Leader responsible for assisting the District 5 personnel with their Park & Ride program including the preparation of a Park-and-Ride Design Manual and bi-annual utilization assessments. Project was a three-year \$1.5 million task work order agreement.

Guidelines for Local Street Interconnectivity, Delaware Department of Transportation - Project Planner conducted research and development of alternative constructs and parameters employed by State and County land use agencies for local street interconnectivity standards. The result of the work was to recommend policy guidelines to decision-makers for applying interconnectivity concepts to land use development projects.

Route 1 Regional Smart Growth Assessment, New Jersey Department of Transportation - Project Planner researched strategies to promote “Smart Growth” policies along the US Route 1 corridor between Trenton and New Brunswick. The outcome was the development of policies, regulations and

incentives necessary to strengthen the transportation system, economy and quality of life for study area municipalities.

South Will County Transportation Study Update and Transportation Management Association Feasibility Study, Joliet Arsenal Development Authority, Will County, Illinois - Task Leader preparing a transportation management association feasibility study including developing evaluation criteria, conducting agency and stakeholder presentations and outreach, identifying and analyzing TMA organizational structures, and preparing a sample work program and five-year financial plan. The outcome was a recommendation to the Joliet Arsenal Development Authority was to establish the TMA in Will County.

Cecil County Transportation Management Association Feasibility Study, Wilmington Area Planning Council (WILMAPCO), Cecil County, Maryland - Planning Task Manager preparing a transportation management association feasibility study including developing evaluation criteria, conducting agency and stakeholder presentations and outreach, and identifying and analyzing TMA organizational structures. The outcome of this effort was a recommendation to the WILMAPCO Board to establish the TMA within an existing Cecil County agency.

SEPTA R-6 Norristown Extension Study, Montgomery County Planning Commission and Delaware Valley Regional Planning Commission - Project Planner responsible for analyzing proposed station development opportunities associated with the potential extension of the train line. Work includes outreach to municipal representatives, review of existing zoning and planning documents, review of access issues, and development of an opportunities and constraints analysis.

Delaware Downstate Commuter Rail Alternatives Analysis, Delaware Transit Corporation - Task Leader for station planning responsible for managing planning effort related identification of station location, access issues, projection of ridership and population travel sheds. This project determined the feasibility of instituting downstate commuter passenger railroad service between Wilmington and Dover or Middletown. As an alternatives analysis, this project considered and analyzed four commuter rail operating configurations for service between downstate Delaware and Wilmington, the commercial capital of the state.

Executive Presence - Possessing superior presentation skills, verbal and written, to present, explain, justify and defend complex policies and issues before all stakeholders.

2040 Long-Range Transportation Plan, Glynn County Community Development Department, Glynn County GA - Planning Task Manager for the development of a Goods Movement and Freight component to the County's Long-Range Plan where projects were evaluated based upon the attributes of freight congestion relief, coordination, safety, environmental impacts, infrastructure impacts, freight facilities served, and ability to enhance or create jobs.

Chatham County-Savannah MPC, Park-and-Ride Lot Study, Savannah, GA - Task Leader for establishing a countywide park-and-ride lot site evaluation process consisting of identification and evaluation of sites, site evaluation process and recommendations, and cost estimates. All planning elements were presented and confirmed by the Stakeholder Advisory Committee.

Aberdeen Proving Ground Regional Flexible Commuting Alternatives Feasibility and Best Practices, Chesapeake Science and Security Corridor Consortium, Harford County, MD - Task Leader for investigating and presenting flexible commuting options focused on telecommuting and variable work hour programs to the Base Stakeholder Committee.

SR 50 Realignment Study PD&E, Florida Department of Transportation District 5, Groveland, FL - Task Leader for the development of an economic study to analyze the potential impacts to downtown businesses relative to the realignment of SR 50 within the City of Groveland.

Leading People - Managing mid-level and junior planners by providing mentoring, developing qualified staff, setting performance expectations to achieve results, and expanding career development.

Southeast High-Speed Rail (SEHSR) Tier II Environmental Impact Statement (EIS), Washington, D.C., to Richmond, Virginia, Virginia Department of Rail and Public Transportation. Project Planner responsible for general planning duties and the development of an overall QA/QC process relative to a Tier II EIS for the 120-mile route between Richmond and Washington.

Atlanta to Chattanooga High Speed Ground Transportation Tier I EIS, Georgia Department of Transportation, Atlanta, GA - Project Planner responsible for coordinating project team members for the development QA/QC process for a Tier I Draft Environmental Impact Statement for a potential HSGT system in the corridor between Atlanta, GA and Chattanooga, TN.

BeltLine Corridor Environmental Study, MARTA, Atlanta, GA - Project Planner responsible for development of a Tier I Draft Environmental Impact Statement and development of a QA/QC process of a new 22-mile fixed-guideway transit and multi-use trail system encircling central Atlanta.

Development of a Strategic Plan to Upgrade Facilities on the Keystone Corridor, Pennsylvania Department of Transportation, Harrisburg to Paoli, PA - Planning Task Manager responsible for identifying recommendations for ten Keystone Corridor stations between Paoli and Harrisburg for access considerations.

Financial, Budgeting and Contract Planning - Extensive experience in budgeting and deadlines, fiscal planning and fiscal reporting; directing the oversight and approval process for federal and state funds received; and, an understanding of project management and contracting experience to award and monitor project contracts.

Environmental Documentation North Carolina Department of Transportation – Division 3, Onslow County, NC - Project Manager responsible for the preparation of Programmatic Categorical Exclusions (PCEs) for three intersection projects.

Wilmington Multimodal Transportation Center Environmental Assessment, North Carolina Department of Transportation Rail Division, Wilmington, NC - Project Manager for the FTA-compliant Environmental Assessment associated with development of a multimodal transportation center adjacent to and interfacing with a future train station in a redeveloping historic neighborhood in Wilmington.

Gastonia Multimodal Transportation Center, Gaston Urban Area MPO, Gaston, NC - Project Manager responsible for Environmental Assessment/FONSI documentation of proposed GMMTC within downtown Gastonia.

Thrift Depot Rehabilitation, North Carolina Department of Transportation Rail Division, Charlotte, NC - Project Manager responsible for the preparation of a Programmatic Categorical Exclusion (PCE), and other planning documents for a relocation of an historic train station.

Celebration Pointe Streetcar Feasibility Study, SHD Development, Gainesville, FL - Project Manager responsible for a detailed modal, operational, and financial assessment for a potential streetcar project planned for a larger mixed-use Transit Oriented Development (TOD).

RECENT EMPLOYMENT HISTORY

HNTB, Inc., Lake Mary, FL – Senior Project Manager
S&ME, Inc., Orlando, FL – Senior Transportation Planner
Moffatt & Nichol, Raleigh, NC – Senior Planner
TranSystems, Maitland, FL – Planning Team Leader

EDUCATION

Masters of Business Administration - Finance, LaSalle University, Philadelphia, PA
Bachelor of Arts, Geography, Urban Studies Concentration, Shippensburg University, Shippensburg, PA

PROFESSIONAL ORGANIZATIONS

American Planning Association
American Institute of Certified Planners, No. 023023
Florida Chapter of the American Planning Association

EMPLOYMENT APPLICATION



CITY OF OCALA
 110 SE Watula Ave City Hall, 3rd Floor
 Ocala, Florida 34471
 352-629-8359
<http://www.ocalafl.org>
 Johnson, Edward L
 01162 DIRECTOR TRANSPORTATION PLANNING
 ORGANIZATION (TPO)

Received: 1/20/19 6:39
 PM

For Official Use Only:

QUAL: _____
 DNO: _____

Experience
 Training
 Other: _____

PERSONAL INFORMATION

POSITION TITLE: DIRECTOR TRANSPORTATION PLANNING ORGANIZATION (TPO)		EXAM ID#: 01162
NAME: (Last, First, Middle) Johnson, Edward L		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State, Zip Code) 4617 Patricia Ann Ct, Orlando, Florida 32839		EMAIL ADDRESS: edwardljohnson@msn.com
HOME PHONE: 407-463-6346	ALTERNATE PHONE:	NOTIFICATION PREFERENCE: Email
LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		

PREFERENCES

MINIMUM COMPENSATION: \$120,000.00 per year	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	
SHIFTS YOU WILL ACCEPT: Day, Evening, Night, Rotating, Weekends, On Call (as needed)	
OBJECTIVE: To secure a position of high management in the transportation environment.	

EDUCATION

DATES: From: 9/1982 To: 5/1986	SCHOOL NAME: Huffman High	DEGREE RECEIVED: High School Diploma
LOCATION: (City, State) Birmingham, Alabama	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	

WORK EXPERIENCE

Nothing Entered For This Section

CERTIFICATES AND LICENSES

Nothing Entered For This Section

Skills

OFFICE SKILLS: Typing: 20 Data Entry: 0
OTHER SKILLS:
LANGUAGE(S):

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. Have you ever been convicted of ANY crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)
Yes
2. If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.
Pled nolo to DUI in 1991 while in college.
3. To your knowledge, do you have any relatives working for the City of Ocala?
No
4. If yes, please list your relative's name and relationship. If no, please put N/A.
Not applicable.
5. Are you a user of tobacco products?
no
6. Are you at least 16 years old?
yes
7. Are you a current City of Ocala employee?
No
8. Veteran's Preference Applicant? (HR Use Only)
9. Are you former City of Ocala employee?
No

Job Specific Supplemental Questions

1. Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record OR if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?
Yes
 2. What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?
Master's or Above
 3. Do you possess a American Institute of Certified Planner (AICP) certification ?
No
 4. Please select which best describes your level of progressively responsible planning experience
10 years or More
 5. Please select which best describes your level of experience in a supervisory capacity
6 Years or more
 6. If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:
-

The following terms were accepted by the applicant upon submitting the online application:

The City of Ocala is an Equal Opportunity Employer

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of City of Ocala and will not be returned. I understand City of Ocala may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number. I understand that if my application is incomplete or did not provide a 10-year work history (if applicable) or attached a resume only, then my application will not be considered.

I understand that if I am employed, I will be on a probationary status for 6 months (fire and police 12 months). I further understand that should I be terminated, voluntarily or involuntarily, before completion of the initial probationary period, I will reimburse the city for the cost of my pre-placement drug test, tobacco testing (per Florida Fire statute) and related physical fees. Such fees will be withheld from my final paycheck.

I agree to the following applicant commitment:

I understand that employees of the City of Ocala may be required to work before, during or after a natural or manmade disaster or hurricane. The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

Core Values

- To astonish the customer, not just to satisfy the customer
- The best team polices itself
- Expectation + ownership = ultimate motivation
- All employees have to understand the business
- Build a team of innovative thinkers
- Stay small as we grow
- Be a champion of positive change

Mission Statement

This application was submitted by Edward L Johnson on 1/20/19 6:39 PM

CONTACT



H - 407-286-7057
M - 407-463-6346



edwardljohnson@msn.co



4617 Patricia Ann Ct
Orlando, Florida 32839

EDUCATION

JACKSONVILLE STATE UNIVERSITY,
JACKSONVILLE, ALABAMA

- Master of Public Administration/Political Science
1994
- Bachelor of Science
1991

MILITARY HISTORY

- United States Army Reserves
1986 – 1992
- Received commission as second lieutenant in 1990

AWARDS & HONORS

- Orlando Business Journal's Top 40 Under 40
- Leadership Orlando Graduate, Class #56
- Eno Transportation Leadership Forum

TECHNICAL SKILLS

- Microsoft Office Tools (Word, Excel, Power Point, Outlook, etc.)
- Profit Maker
- Technical documentation and reporting
- Customer Service and Sales Skills
- Team Work Oriented
- Constant attention to detail
- Good Organization skills
- Team player
- Strong analytical skills
- Strong verbal communication
- Excellent problem-solving abilities
- Brand development
- Strong project management Skills

REFERENCES

Available upon request

EDWARD L. JOHNSON

Chief Executive Officer

PROFESSIONAL SUMMARY

Named Orlando Business Journal 2018 CEO of the Year for Innovations in technology and business efficiencies; Edward Johnson is a highly strategic Chief Executive and results-driven problem solver. He is a visionary leader ready for new executive challenges with the goal of making immediate and long-term contributions toward maximizing profits and efficiency with a solid organization looking for a dynamic executive leader.

RELEVANT MANAGERIAL SKILLS

EXECUTIVE LEADERSHIP / ORGANIZATIONAL DEVELOPMENT

- Introduced new Service Excellence Culture to improve internal and external customer service
- Developed agency business plans to effectively accomplish agency goals on an annual basis.
- Contributed to savings of millions of dollars by recommending and facilitating organizational realignments and restructuring business practices to optimize accuracy, efficiency, and accountability.
- Led agency response in five major hurricanes and two major ice/snow storms with minimal loss of equipment, facilities and service delivery, achieving praise from businesses, local, county, state and Federal governments.
- Successfully negotiated contracts and facilitated conflict resolution between management and collective bargaining unit

FISCAL MANAGEMENT / COST REDUCTION

- Forecasted, planned, and recommended allocations of annual budgets of as much as \$140M.
- Conducted feasibility analysis to determine effectiveness of restructuring major program.
- Salvaged more than \$75 million in grant funds after acquiring failed grant administration program.
- Successfully negotiated with a state transportation agency to merge an under-utilized program with secondary federal funds to build a more viable public transportation program.
- Saved hundreds of thousands of dollars by planning and coordinating in-house installation and implementation of Intelligent Transportation System.

ECONOMIC GROWTH / DEVELOPMENT

- Developed service and financial plans for two separate tax referendums totaling \$4B.
- Participated in the development of a small business incubator and revolving loan fund program.
- Project manager for major capital construction projects spurring economic development.
- Served as agency chair raising more than \$1M for United Way Program and other charitable organizations.

ADMINISTRATION / ORGANIZATION

- Implemented mobile technology solutions to improve customer satisfaction.
- Established cyber-security program team and business practices
- Led agency to receive OBJ Innovation in Technology Award (2017)
- Orchestrated new revenue collection system; improving services to public, increasing public usage by 8% over previous years, and eliminating use of non-legal tender.
- Managed review of paratransit operations; reducing private carriers from 4 to 1, increasing on-time performance by 30% in 3 years, and reducing customer complaints by 60%.



4617 Patricia Ann Ct Orlando,
Florida 32839



edwardljohnson@msn.com



H - 407-286-7057
M - 407-463-6346

PROFESSIONAL EXPERIENCES

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY

2016 – present

Chief Executive Officer

Successfully developed high quality business strategies and plans ensuring their alignment with short-term and long-term objectives, while also lead and motivate subordinates to advance employee engagement develop a high performing managerial team. Oversee all operations and business activities to enforce adherence to legal guidelines and ensure the desired results are produced and are consistent with the overall strategy and mission.

METROPOLITAN ATLANTA RAPID TRANSIT AUTHORITY

2013 – 2016

Chief Administrative Officer

Provided direct oversight of human resources, planning and development, police, emergency management, architecture, information technology, safety and quality assurance.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (LYNX),

2011 – 2013

General Manager

Consistently supporting the CEO in planning, organizing, directing and administering all internal functions of the agency, while also represent the CEO with stakeholders, civic and corporate organizations within the Central Florida area. Managed administrative, logistical, human resources, and accounting services to support company operations.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (LYNX),

2008 – 2011

Chief Administrative Officer

Served as key advisor to the CEO, provided direct oversight for planning and development, marketing and communications, human resources, organizational development, information technology, equal employment opportunity, disadvantage business enterprise, and public records.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (LYNX),

2004 – 2008

Chief of Staff

Served as key advisor to the CEO and provided direct oversight for human resources, organizational development, information technology, equal employment opportunity, disadvantaged business enterprise, and public records.

CENTRAL FLORIDA REGIONAL TRANSPORTATION AUTHORITY (LYNX),

2000 – 2004

Manager of Operations Support

Provided support to the director of operations in the oversight of transit operations, strategic planning, maintenance, customer service and Para transit operations. Directly managed project management activities and safety/security. Professionally analyzed metrics, provide reports regularly to managers, and routinely assess the efficiency, effectiveness, and technical proficiency of the support team. Orchestrated new revenue collection system; improving services to public, increasing public usage by 8% over previous years, and eliminating use of non-legal tender. I managed the review of paratransit operations; reducing private carriers from 4 to 1, increasing on-time performance by 30% in 3 years, and reducing customer complaints by 60%.

BIRMINGHAM-JEFFERSON COUNTY TRANSIT AUTHORITY

1997 – 2000

Grants and Planning Manager

Responsible for reporting directly to the CEO, providing direct oversight of operations management contract, strategic planning, contract administration, procurement and project management. Managed grants requirement and implementation for the organization, while also identifying and developing strategies to optimize the grants administration process

EAST ALABAMA REGIONAL PLANNING AND DEVELOPMENT COMMISSION

Senior Planner

1996 – 1997

Regional Planner

1993 – 1996

Provided strategic planning, grant writing and administration, transportation management and economic development activities.

VOLUNTEER/COMMUNITY EXPERIENCES

- University of Central Florida Public Administration Advisory Board Member
- Board Member, Lighthouse Central Florida
- Federation of Families Advisory Board
- Central Florida Hospitality and Lodging Association Advisory Committee

01162 - Director Transportation Planning Organization (TPO)**Contact Information -- Person ID: 30679117**

Name: Derrick Harris Address: 219 Griffin View Drive
Lady Lake, Florida 32159
US

Home Phone: (870) 919-7048 Alternate Phone:
Email: dceharris@hotmail.com Notification Email
Preference:

Former Last
Name:

Personal Information

Can you, after employment, submit proof of
your legal right to work in the United States? Yes

What is your highest level of education? Bachelor's Degree

Preferences

Minimum Compensation:
Are you willing to relocate? Yes

Types of positions you will accept: Regular
Types of work you will accept: Full Time
Types of shifts you will accept: Day ,
Evening

Objective

To obtain a career position where I can fully invest my efforts, skills, and experience to maximize the positional roles as well as my own professional growth.

Education

College
Arkansas State University
8/2009 - 12/2014
Jonesboro, Arkansas

Did you graduate: Yes
College Major/Minor: Geography
Units Completed: 132 Quarter
Degree Received: Bachelor's

High School

Piggott High School
8/2002 - 5/2006
Piggott, Arkansas

Did you graduate: Yes
Highest Level Completed: Other
Did you receive a GED? No
Degree Received: High School Diploma

Work Experience

Transportation Planner/Fiscal Manager
4/2018 - Present

Ocala/Marion County TPO
201 Southeast 3rd Street
Ocala, Florida 34471
352-629-8297

Hours worked per week: 40
Monthly Salary: \$4,680.00
of Employees Supervised: 1
Name of Supervisor: Michael - Daniels
May we contact this employer? Yes

Duties

I work hand and hand with the Florida Department of Transportation (FDOT), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), and local government officials on transportation issues throughout Marion County. I oversee and supervise grant administration and the grants coordinator. In addition, I manage and oversee all of the Ocala/Marion County

Transportation Planning Organization's (TPO) grants. Those include Planning (PL) funds through FHWA in direct partnership with FDOT, FTA's 5307 for our public transportation program (SunTran), FDOT Block Grant, 5305d, and Transportation Disadvantaged (TD) grant.

Also, I work on prioritizing transportation projects throughout Marion County with work including, Right-of-Way (ROW) acquisition, title searches, modeling, GIS mapping, and working closely with engineers, and growth management departments regarding local site plan development and zoning/land use issues that may have an impact on any upcoming transportation projects along corridors.

Reason for Leaving

Still employed

Planner II

2/2017 - 4/2018

City of Kissimmee
101 Church Street
Kissimmee, Florida 34741
407-518-2104

Hours worked per week: 40

Monthly Salary: \$3,900.00

Name of Supervisor: Ashley Cornielison - Senior Planner

May we contact this employer? Yes

Duties

I was responsible for data analysis, site plan development, land use/zoning interpretation, transportation (mobility) fee analysis, review of Business Licensing, permit review, map making using ArcGIS (10.3 & 10.4) software, presentations, communicating with area professionals, preparing agendas for meetings, and email correspondence. I worked one on one with many local, state, and federal government officials. I attended meetings on a regular basis to help resolve key planning issues pertinent to the City of Kissimmee as it relates to economic development, business management, construction development, land use, zoning, code enforcement, and transportation. In addition, I worked on the development and modification of zoning districts, land development code, and the comprehensive plan.

Reason for Leaving

Found a better employment opportunity closer to my home, which aligned better with my career aspirations.

Transportation Planner

2/2016 - 2/2017

MPO
300 S. Church Street
Jonesboro, Arkansas 72401
870-933-4623

Hours worked per week: 40

Monthly Salary: \$3,200.00

Name of Supervisor: Erica Tait - MPO Director

May we contact this employer? Yes

Duties

I was responsible for coordinating federal regulations and policies between local government officials, the Arkansas State Highway and Transportation Department (AHTD), and the Federal Highway Administration (FHWA). I administered meeting agendas, scheduled appointments, balancing a budget, including accounts payable, and accounts receivable. I analyzed crash data to help the Jonesboro MPO meet safety targets as it relates to the newly passed performance measures. Also, I created maps, layers, and geodatabases to provide a visual representation of the data trends using ArcMap GIS software and census data. I gave presentations to city councils, local government officials, and area professionals on topics pertinent at the time. I participated in necessary trainings, workshops, and webinars. I helped develop the MPO's Metropolitan Transportation Plan (MTP) Momentum 2040, Transportation Improvement Program (TIP) FY 2016-2020, MPO Map Atlas, and a Title VI program, as well as an Active Transportation (Bicycle/Pedestrian) Plan. I analyzed data for trends to help aid local government officials in the decision-making process, of implementing policies.

Reason for Leaving

Moved to Florida to be closer to family, after the adoption of my first son.

Management

11/2012 - 2/2016

Walgreens
Jonesboro, Arkansas 72401
870-935-2242

Hours worked per week: 40

Monthly Salary: \$3,500.00

of Employees Supervised: 6

Name of Supervisor: Joe Field - Store Manager

May we contact this employer? Yes

Duties

I managed the day to day operations, which included safe counts, bank reconciliations, inventory, filing reports, budgeting, bank deposits, and attending corporate trainings/meetings. Also, I managed a team of ten to fifteen employees, by scheduling, training, hiring/interviewing, and disciplining as needed. In addition, I addressed and resolved customer relations issues on a daily basis.

Reason for Leaving

After graduating from college found employment in a career path that coincided with my educational experience and career goals.

Intern - Assistant Volunteer Coordinator

8/2012 - 11/2012

Generation One
Houston, Texas
713-654-8008

Hours worked per week: 40

Monthly Salary: \$0.00

May we contact this employer? Yes

Duties

A volunteer internship in the inner city with a non-profit organization helping to try and end poverty in the Greater Third Ward. I helped further their volunteer program by leading volunteer groups in various tasks like picking up trash, painting houses, and clearing overgrown abandoned lots. I also had the privilege to participate in their after-school program by teaching an action-based learning lab, and tutoring. I was also responsible for driving one of the school vans to take the children home each day.

Certificates and Licenses

Type: CPR

Number:

Issued by:

Date Issued: 6 /2016 Date Expires: 6 /2019

Skills

Office Skills

Typing: 120

Data Entry: 0

Additional Information

Professional Associations

I have technical writing skills for aiding in the development of Fiscal Year (FY) 2016-2020 Transportation Improvement Program (TIP) Plan, Metropolitan Transportation Plan (MTP) Momentum 2040, Title VI Plan, Active Transportation (Bicycle & Pedestrian) Plan and the MPO Atlas for the Jonesboro Metropolitan Planning Organization (MPO).

In addition, I have developed the Ocala Marion TPO's Title VI Plan, as well as their Public Involvement Plan.

Also, I have nearly 4 years experience using Geographic Information Systems (GIS), ArcGIS, Adobe, Word, Excel, Access, and Powerpoint. I also have experience reading blueprints, interpreting zoning and land use regulations, policies, and ordinances.

Volunteer Experience

A volunteer internship in the inner city with a non-profit organization helping to try and end poverty in the Greater Third Ward. I helped further their volunteer program by leading volunteer groups in various tasks like picking up trash, painting houses, and clearing overgrown abandoned lots. I also had the privilege to participate in their after-school program by teaching an action-based learning lab, and tutoring. I was also responsible for driving one of the school vans to take the children home each day.

References

City of Ocala has chosen not to collect this information for this job posting.

Resume

Text Resume

City of Ocala has chosen not to collect this information for this job posting.

Attachments

Attachment	File Name	File Type	Created By
Director.pdf	Director.pdf	Resume	Job Seeker

Agency-Wide Questions

1. Q: Have you ever been convicted of **ANY** crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)

A: No

2. Q: If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.

A: N/A

3. Q: To your knowledge, do you have any relatives working for the City of Ocala?

A: No

4. Q: If yes, please list your relative's name and relationship. If no, please put N/A.

A: N/A

5. Q: Are you a user of tobacco products?

A: no

6. Q: Are you at least 16 years old?

A: yes

7. Q: Are you a current City of Ocala employee?

A: Yes

8. Q: Veteran's Preference Applicant? (HR Use Only)

A:

9. Q: Are you former City of Ocala employee?

A: No

Supplemental Questions

1. Q: Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record **OR** if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?

A: Yes

2. Q: What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?

A: Bachelor's Degree

3. Q: Do you possess a American Institute of Certified Planner (AICP) certification ?

A: No

4. Q: Please select which best describes your level of progressively responsible planning experience

A: Less than 8 years

5. Q: Please select which best describes your level of experience in a supervisory capacity

A: 6 Years or more

6. Q: If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:

A: As I am currently an employee (Fiscal Manager/Transportation Planner) with the TPO and have prior experience with another TPO, I feel that I could lead the organization in a positive direction. I have managed to get the TPO out of financial hardships in a very short period, with my abilities as a Manager, knowledge of planning, and my hard work ethic. Therefore, I believe I would make a good fit as a Director of the TPO and a leader in transportation for Marion County.

*Derrick Harris
870-919-7048
dceharris@hotmail.com*

I would appreciate your consideration for the TPO Director position. I have worked for many different companies and organizations in the employment industry, and I feel that the skills I have obtained would help me to excel at this position. I am excited for this opportunity with your community, as it lines nicely with both my personal and career objectives I set for myself when first pursuing my professional education. Utilizing my professional and educational skills in an environment with like-minded colleagues, such as what you offer, would provide room for growth for your organization and myself. I can see this relationship being profitable for both of us, as I am interested in a long-term professional investment.

I hold a Bachelor of Arts Degree in Geography with a minor in Sociology from Arkansas State University. I am currently a Transportation Planner/Fiscal Manager for the Ocala/Marion County Transportation Planning Organization (TPO) where I am responsible for overseeing and managing the grants department which includes, grant administration and the grants coordinator for Transportation projects that are within Marion County and the City of Ocala, Belleview, and Dunnellon. I work closely with the Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA), as well as the city commission for the cities of Ocala, Belleview, and Dunnellon, and Marion County commissioners. I believe these experiences has prepared me, along with my previous experience of managing a company while obtaining my bachelor's degree, to be hardworking and extremely professional

In addition, I have nearly four years of Management experience from overseeing the day to day operations of a major pharmaceutical retail company. Also, I have over four years' experience with GIS Software including ArcGIS 10.3, 10.4, and QGIS, Adobe Suite Programs, as well as all Microsoft Office programs. I feel that these hands-on skills paired with my extensive experience in grants, research, presentations, management, technical writing, and communicating with government and local elected officials will help me to not only succeed with your department but also be an asset to you as well.

I would love the opportunity to start my career with your organization. Thanks for your time and I hope to hear from you soon about the opportunities that may be available.

*Sincerely,
Derrick Harris*

Employment

Ocala/Marion County Transportation Planning Organization (TPO) – Transportation Planner/Fiscal Manager

Ocala, FL – April 2018 – Present

I work hand and hand with the Florida Department of Transportation (FDOT), Federal Transit Administration (FTA), Federal Highway Administration (FHWA), and local government officials on transportation issues throughout Marion County. I oversee and supervise grant administration and the grants coordinator. In addition, I manage and oversee all of the Ocala/Marion County Transportation Planning Organization's (TPO) grants. Those include Planning (PL) funds (800k) through FHWA in direct partnership with FDOT, FTA's 5307 (2 million) for our public transportation program (SunTran), FDOT Block Grant (200k), 5305d (98k), and Transportation Disadvantaged (TD) grant (26k). Also, I work on prioritizing transportation projects throughout Marion County.

City of Kissimmee – Planner II

Kissimmee, FL – February 2017 – April 2018

I was responsible for data analysis, site plan development, land use/zoning interpretation, transportation (mobility) fee analysis, review of Business Licensing, permit review, map making using ArcGIS (10.3 & 10.4) software, presentations, communicating with area professionals, preparing agendas for meetings, and email correspondence. I worked one on one with many local, state, and federal government officials. I attended meetings on a regular basis to help resolve key planning issues pertinent to the City of Kissimmee as it relates to economic development, business management, construction development, land use, zoning, code enforcement, and transportation. In addition, I worked on the development and modification of zoning districts, land development code, and the comprehensive plan.

Jonesboro Metropolitan Planning Organization (MPO) – Transportation Planner

Jonesboro, AR – February 2016 – February 2017

I helped with coordination between local government officials, the Arkansas State Highway and Transportation Department (AHTD), and the Federal Highway Administration (FHWA) regarding federal regulations and policies. I administered meeting agendas, scheduled appointments, and took meeting minutes. I analyzed data for trends to help aid local government officials in the decision-making process of implementing policies. In addition, I analyzed crash data to help with safety targets as it related to the newly passed performance measures. Also, I created maps to provide a visual representation of the data trends using ArcMap or ESRI press software. I presented to city councils, local government officials, and area professionals on topics pertinent at the time. I worked on and helped with the development of the MPO's Metropolitan Transportation Plan (MTP) Momentum 2040, Transportation Improvement Program (TIP) FY 2016-2020, MPO Map Atlas, and developed a Title VI program, as well as an Active Transportation Plan.

Walgreens – Management

Jonesboro, AR – November 2012 – February 2016

I managed the day to day operations, which included safe counts, bank reconciliations, inventory, filing reports, budgeting, bank deposits, and attending corporate trainings/meetings. Also, I managed a team of

ten to fifteen employees, by scheduling, training, hiring/interviewing, and disciplining as needed. In addition, I addressed and resolved customer relations issues on a daily basis.

Relevant Skills

Communication Skills – I have extensive experience communicating with co-workers, customers, faculty members, and local government officials through the form of oral presentations, conferences, research presentations, scholarly papers, and corporate meetings/seminars.

GIS Skills – I have completed six credit hours of GIS coursework at Arkansas State University while getting my undergraduate degree, including hands on experience with ArcGIS 10.2, 10.3, & 10.4 software programs, including QGIS. I also use ArcGIS Desktop and ArcGIS Online on a daily basis with my current and previous work experience.

Leadership Skills – I have 3+ years of management experience within a major retail pharmaceutical corporation. In addition, I have spent the majority of this year being a Fiscal Manager for the Ocala/Marion County TPO. Also, I have three months of experience helping coordinate, manage, and advise volunteers from my time spent as an Assistant Volunteer Coordinator for a Non-Profit Christian Organization.

Technological/Technical Writing Skills – I am proficient in ArcGIS software, PowerPoint, Excel, Access, Adobe, Word, and academic search databases. I have technical writing skills by aiding in the development of the Jonesboro MPOs Metropolitan Transportation Plan (MTP) Momentum 2040, FY 16-20 Transportation Improvement Program (TIP), Active Transportation (Bicycle/Pedestrian) Plan, and a Title VI Plan/Language Assistance Plan with both the Jonesboro MPO and Ocala/Marion County TPO.

Volunteer

Generation One – Intern – Assistant Volunteer Coordinator
Houston, TX – August 2012 – November 2012

A volunteer internship in the inner city with a non-profit organization helping to try and end poverty in the Greater Third Ward. I helped further their volunteer program by leading volunteer groups in various tasks like picking up trash, painting houses, and clearing overgrown abandoned lots. I also had the privilege to participate in their after-school program by teaching an action-based learning lab, and tutoring. I was also responsible for driving one of the school vans to take the children home each day.

Education

Piggott High School, Piggott, AR; Graduated May of 2006; GPA: 3.0

Arkansas State University, Jonesboro, AR; Bachelor of Arts in Geography with a Minor in Sociology;
GPA: 3.0 cumulative & 3.8 in Geography

References

Michael Daniels – TPO Director – Ocala Marion County – (352)-361-4730

Boyd Cardwell – Cartographer – City of Jonesboro (Planning Department) – Jonesboro, Arkansas – (870)-931-6302 or (870)-761-3312

Justin Eddington – Supervisor – Walgreens – Jonesboro, Arkansas – (870)-512-9770

EMPLOYMENT APPLICATION



City of Ocala
110 SE Watula Ave
City Hall, 3rd Floor
Ocala, Florida - 34471
<http://www.ocalafl.org> (<http://www.ocalafl.org>)
Fish, Terry
Director Transportation Planning Organization
(TPO)

For Official Use Only:

QUAL: _____

DNQ: _____

 Experience Training Other: _____

PERSONAL INFORMATION

POSITION TITLE:

Director Transportation Planning Organization (TPO)

Job Number:

01162

NAME: (Last, First, Middle)

Fish, Terry

PERSON ID:

35970379

ADDRESS: (Street, City, State, Zip Code)
 1110 Juniper Court
 Tavares, FL 32778
HOME PHONE:

352-516-9833

EMAIL ADDRESS:

tjfish.fish@gmail.com

NOTIFICATION PREFERENCE:

Email

LEGAL RIGHT TO WORK IN THE UNITED STATES?: Yes No**HIGHEST LEVEL OF EDUCATION:**

Master's Degree

PREFERENCES

MINIMUM COMPENSATION:

\$115,000.00/yr

ARE YOU WILLING TO RELOCATE? Yes No Maybe**SHIFTS YOU WILL ACCEPT:**

Day , Evening , Weekends , On Call (as needed)

WHAT TYPE OF JOB ARE YOU LOOKING FOR?

Regular

TYPES OF WORK YOU WILL ACCEPT:

Full Time

OBJECTIVE:

To be next Executive Director of the Ocala/Marion County Transportation Planning Organization.

EDUCATION

DATES: from January/1995 to May/1999	SCHOOL NAME: East Tennessee State University, College of Business	
LOCATION:(City , State) Johnson City, TN	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Master's
MAJOR/MINOR: Public Administration: Urban & Regional Planning and Economic Development		
DATES: from September/1989 to August/1993	SCHOOL NAME: East Tennessee State University	
LOCATION:(City , State) Johnson City, TN	DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DEGREE RECEIVED: Bachelor's
MAJOR/MINOR: Mass Communication: Public Relations		

WORK EXPERIENCE

DATES: from November/2018 to Present	EMPLOYER: City of Groveland, Florida	POSITION TITLE: Senior Planner
ADDRESS: (Street, City, State, Zip Code): Groveland, FL		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		
DUTIES: Assisting in rebuilding Community Development Department. Worked with City Council to create a Planning & Zoning Board and a Development Review Committee. Leading coordination efforts with FDOT on transportation projects. Assisting in economic development. Managing staff and coordinating with city manager and senior staff.		
REASON FOR LEAVING: Interested in Ocala/Marion County TPO.		
DATES: from January/2018 to November/2018	EMPLOYER: T.J. FISH, AICP - Planning & Development Consulting Services	POSITION TITLE: Owner

ADDRESS: (Street, City, State, Zip Code): Tavares, FL		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		
DUTIES: Provided planning consultation to local governments and to private clients.		
REASON FOR LEAVING: Took position with City of Groveland		
DATES: from March/2005 to January/2018	EMPLOYER: Lake~Sumter Metropolitan Planning Organization	POSITION TITLE: Executive Director
ADDRESS: (Street, City, State, Zip Code): Lady Lake, FL		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		
DUTIES: Administered the MPO and directed all transportation planning efforts including development of three iterations of the Long Range Transportation Plan, annual List of Priority Projects, and the Transportation Improvement Program. Utilized the Unified Planning Work Program to successfully secure federal and state funding through the Florida Department of Transportation. Served 19 municipalities and two counties with a population that grew from 250,000 to 450,000 during my tenure. Successfully planned, prioritized and implemented major projects such as widening of I-75 and Florida's Turnpike, as well as segments of US 441, US 27, US 301, SR 50 and other regional roadways. Coordinated with various agencies on innovative projects such as Central Florida Coast to Coast Trail and Heart of Florida Loop, Minneola Turnpike Interchange, Wekiva Parkway and Wekiva Trail, complete streets and bicycle/pedestrian projects. Planned for and assisted in the commencement of LakeXpress fixed-route transit service. Planned for paratransit and coordinated with the Florida Commission for the Transportation Disadvantaged.		
REASON FOR LEAVING: Resigned.		
DATES: from June/2004 to March/2005	EMPLOYER: Green Consulting Group	POSITION TITLE: Senior Planner

ADDRESS: (Street, City, State, Zip Code): Mount Dora, FL		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		
DUTIES: Provided planning consultation to private clients and local governments (Minneola, Lady Lake, Montverde, and Astatula).		
REASON FOR LEAVING: Took position with Lake~Sumter MPO.		
DATES: from July/2002 to June/2004	EMPLOYER: City of Tavares, Florida	POSITION TITLE: Planning Manager
ADDRESS: (Street, City, State, Zip Code): Tavares, FL		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		
DUTIES: Managed department responsible for comprehensive planning, strategic planning, building, permitting, and code enforcement. Assisted with economic development.		
REASON FOR LEAVING: Took position with Green Consulting Group.		
DATES: from July/2000 to July/2002	EMPLOYER: Martin Economic Development Corporation	POSITION TITLE: Executive Director
ADDRESS: (Street, City, State, Zip Code): Martin, TN		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		

DUTIES: Administered economic and community development efforts for small rural city with a university. Worked for a board comprised of elected and community leaders.		
REASON FOR LEAVING: Took position in Tavares.		
DATES: from September/1998 to July/2000	EMPLOYER: State of Tennessee Office of Local Planning Assistance	POSITION TITLE: Planner 2
ADDRESS: (Street, City, State, Zip Code): Jackson, TN		
MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
HOURS PER WEEK: 40		
DUTIES: Provided planning assistance to staff and planning & zoning boards of five municipalities and one county.		
REASON FOR LEAVING: Took position with Martin Economic Development Corporation		
DATES: from May/1997 to September/1998	EMPLOYER: Johnson City Municipal Transportation Planning Organization (MTPO)	POSITION TITLE: Graduate Intern
ADDRESS: (Street, City, State, Zip Code): Johnson City, TN		
HOURS PER WEEK: 30		
DUTIES: Assisted director and staff with transportation projects and with grant writing.		
REASON FOR LEAVING: Took position with State of Tennessee.		

CERTIFICATES AND LICENSES

TYPE: American Institute of Certified Planners (AICP)

DATE ISSUED: July 2003	EXPIRATION DATE: No expiration	NUMBER:	ISSUING AGENCY:
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SKILLS
OFFICE SKILLS: Nothing Entered For This Section
OTHER SKILLS: Nothing Entered For This Section
LANGUAGE(S): Nothing Entered For This Section
SUPPLEMENTAL INFORMATION Professional Memberships American Planning Association 1999

Agency - Wide Questions

1. **Have you ever been convicted of ANY crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)**
No
2. **If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.**
N/A
3. **To your knowledge, do you have any relatives working for the City of Ocala?**
No
4. **If yes, please list your relative's name and relationship. If no, please put N/A.**
N/A
5. **Are you a user of tobacco products?**
no
6. **Are you at least 16 years old?**
yes
7. **Are you a current City of Ocala employee?**
No
8. **Veteran's Preference Applicant? (HR Use Only)**
9. **Are you former City of Ocala employee?**
No

Job Specific Supplemental Questions

1. **Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record OR if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?**

Yes

2. **What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?**

Master's or Above

3. **Do you possess a American Institute of Certified Planner (AICP) certification ?**

Yes

4. **Please select which best describes your level of progressively responsible planning experience**

10 years or More

5. **Please select which best describes your level of experience in a supervisory capacity**

6 Years or more

6. **If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:**

Twenty years of experience in planning and economic development roles; 13 years administering a transportation planning organization. Experience working for and with hundreds of elected officials and community leaders. Understanding of the FDOT, FHWA, FTA, and CTD processes. Consistent in getting transportation projects eligible for funding and then securing funding. Implemented dozens of projects including Strategic Intermodal System projects, state roadways, regional trails, transit, complete streets, safe routes to schools, as well as rail and airport projects. Effective at fostering partnerships.

The City of Ocala is an Equal Opportunity Employer

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of City of Ocala and will not be returned. I understand City of Ocala may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number. **I understand that if my application is incomplete or did not provide a 10-year work history (if applicable) or attached a resume only, then my application will not be considered.**

I understand that if I am employed, I will be on a probationary status for 6 months (fire and police 12 months). I further understand that should I be terminated, voluntarily or involuntarily, before completion of the initial probationary period, I will reimburse the city for the cost of my pre-placement drug test, tobacco testing (per Florida Fire statute) and related physical fees. Such fees will be withheld from my final paycheck.

I agree to the following applicant commitment: I understand that employees of the City of Ocala may be required to work before, during or after a natural or manmade disaster or hurricane. The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

Core Values •To astonish the customer, not just to satisfy the customer •The best team polices itself •Expectation + ownership = ultimate motivation •All employees have to understand the business •Build a team of innovative thinkers •Stay small as we grow •Be a champion of positive change

Mission Statement

This application was submitted by Fish, Terry

EMPLOYMENT APPLICATION		
	<p style="text-align: center;"> City of Ocala 110 SE Watula Ave City Hall, 3rd Floor Ocala, Florida - 34471 http://www.ocalafl.org (http://www.ocalafl.org) DOW, THOMAS, C Director Transportation Planning Organization (TPO) </p>	<p>For Official Use Only: QUAL: _____ DNQ: _____ <input type="checkbox"/> Experience <input type="checkbox"/> Training <input type="checkbox"/> Other: _____</p>

PERSONAL INFORMATION	
POSITION TITLE: Director Transportation Planning Organization (TPO)	Job Number: 01162
NAME: (Last, First, Middle) DOW, THOMAS, C	PERSON ID: 37034455
Former Last Name: NA	
ADDRESS: (Street, City, State, Zip Code) 4208 Crofton Court Lawrence, KS 66049	
HOME PHONE: 785-979-5802	ALTERNATE PHONE: (785) 979-5802
EMAIL ADDRESS: jayhawk8591@yahoo.com	NOTIFICATION PREFERENCE: Email
LEGAL RIGHT TO WORK IN THE UNITED STATES?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	HIGHEST LEVEL OF EDUCATION: Master's Degree

PREFERENCES	
MINIMUM COMPENSATION: \$57.00/hr \$120,000.00/yr	ARE YOU WILLING TO RELOCATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe
SHIFTS YOU WILL ACCEPT: Day , Evening	
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular	
TYPES OF WORK YOU WILL ACCEPT: Full Time	

OBJECTIVE:

I have the skills and expertise you are looking for in the Transportation Planning Supervisor position. I am looking for the last employer for my career. I have between 15-20 years left. I believe we would be a good fit for each other.

EDUCATION

DATES: from August/1989 to May/1991			SCHOOL NAME: THE UNIVERSITY OF KANSAS		
LOCATION:(City , State) Lawrence, KS		DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		DEGREE RECEIVED: Master's	
MAJOR/MINOR: URBAN PLANNING				UNITS COMPLETED: 48	
DATES: from /1985 to August/1989			SCHOOL NAME: THE UNIVERSITY OF KANSAS		
LOCATION:(City , State) lawrence, KS		DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		DEGREE RECEIVED: Bachelor's	
MAJOR/MINOR: POLITICAL SCIENCE				UNITS COMPLETED: 124	

WORK EXPERIENCE

DATES: from September/2015 to May/2018			EMPLOYER: RDG PLANNING & DESIGN		POSITION TITLE: SENIOR COMMUNITY & REGIONAL PLANNER	
ADDRESS: (Street, City, State, Zip Code): 1712 Main Street Kansas City, MO 64108						
PHONE NUMBER: (402) 449-0840			SUPERVISOR: Amy Haase - Principal Planner		MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
HOURS PER WEEK: 55			SALARY: \$10,500.00			
DUTIES: Responsible for business development in Kansas, Missouri and Oklahoma. Served as project manager for community & regional planning projects in Kansas, Missouri and Oklahoma. Opened a new office in Kansas City for firm. In 2 years, generated \$775,000 in net revenue for firm. Key projects: Topeka Metropolitan Transportation Plan, Shawnee County Comprehensive Plan, Derby K-15 Area Plan. Assisted on other projects.						

REASON FOR LEAVING: KCMO office closed. Inadequate revenue in Community & Regional Planning Group to support separate offices in Omaha, Des Moines and Kansas City. I met my revenues goals, however.		
DATES: from April/2013 to June/2015	EMPLOYER: CITY OF OLATHE	POSITION TITLE: TRANSPORTATION MANAGER
ADDRESS: (Street, City, State, Zip Code): 100 E Santa Fe OLATHE, KS 66061		
PHONE NUMBER: (913) 971-8521	SUPERVISOR: Celia Duran - City Engineer	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$8,400.00	# OF EMPLOYEES SUPERVISED: 25
DUTIES: Responsible for management of the Transportation Section of the Public Works Department which included transportation planning, traffic engineering, and traffic operations. Directly supervised two traffic engineers and the traffic operations manager. Indirectly supervised staff of twenty in traffic operations. Represented Olathe on all Mid-America Regional Council (MARC) planning and programming committees. MARC is the metropolitan planning organization (MPO) and council of governments (COG) for the Kansas City metro region. Member of Olathe's Development Review Committee. Made presentations to City Council regarding traffic impacts of development proposals. Key projects: Citywide Transportation Master Plan, Safe Routes to Schools Projects, Connect Downtown Olathe Project, and South Cedar Creek Connectivity Plan.		
REASON FOR LEAVING: Political termination following controversial development proposal. Garmin Industries was looking to expand their HQ an manufacturing facilities, but had unrealistic expectations. Several other employees terminated at same time, including the planning director. The city has a long tradition of this.		
DATES: from January/2007 to April/2013	EMPLOYER: Kansas Department of Transportation	POSITION TITLE: The State Transportation Planner
ADDRESS: (Street, City, State, Zip Code): 700 SW Harrison Topeka, KS 66603		
PHONE NUMBER: (785) 296-3090	SUPERVISOR: Chris Herrick - Director of Planning & Development	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 45	SALARY: \$6,600.00	# OF EMPLOYEES SUPERVISED: 15

DUTIES:

Managed the State Transportation Planning Section in the Bureau of Transportation Planning which provided: 1) Long range planning services, 2) Technical analyses in support of both program development & project development, 3) Land development services, and 4) Strategic partnerships with local governments, metropolitan planning organizations (MPOs) & other organizations. Directly supervised 3 transportation planners and 1 traffic engineer. Indirectly supervised 3 transportation planners, 4 traffic engineers and 1 access management engineering technician. The Access Management & Economic Development Unit managed \$16 million annually for construction projects that enhanced access management along or adjacent to state highways and supported economic development. This \$16 million exceeds the annual capital programs in most Kansas cities. Assisted KDOT District Engineers with complex access permitting reviews/approvals. The Metropolitan Planning Unit provided oversight of the state's six MPOs federally mandated planning and programming processes. Represented KDOT interests in those MPO processes. Managed a \$2 million federal fund supporting the MPOs. Provided state financial assistance for specific planning projects within MPO areas. The Models & Forecasting Unit was responsible for technical analyses in support of program and project development, including all traffic forecasts, highway capacity analyses, travel demand modeling, micro-simulation modeling and economic impact analyses. Led interchange justification studies on all Interstate Highways and other freeways. The section performed long range planning services for KDOT and developed innovative planning products that supported future program and project development activities. For example, started a partnership with the Council of School Superintendents through the Kansas State Board of Education to assist school districts with selecting transportation efficient locations for new school sites. Another example is leading KDOT's response to the decision by BNSF Railway to build a new Intermodal Facility on the southwest side of the Kansas City Metro Area. This was the biggest economic development project in the history of Kansas and has resulted in the construction of tens of millions of square feet of warehouse and distribution center development in a previously agricultural area and at full build out will generate 10,000 truck trips per day. Key projects: Five County Regional Transportation Plan, I-35 Moving Forward Corridor Optimization Plan, Southwest Johnson County Area Plan, Johnson County Gateway Study, I-435 & Village West Area Plan, K-7 Corridor Management Plan, US-24/40 Corridor Management Plan, US-56 Corridor Management Plan, US-69 Corridor Management Plan, Polk-Quincy Viaduct Study, Main Street Revitalization Plans for Sterling, Emporia and Ottawa.

REASON FOR LEAVING:

Took a position with Olathe

DATES:

from August/1999 to
December/2006

EMPLOYER:

KANSAS DEPARTMENT
OF TRANSPORTATION

POSITION TITLE:

METROPOLITAN PLANNING
MANAGER

ADDRESS: (Street, City, State, Zip Code):

700 SW Harrison
Topeka, KS 66603

PHONE NUMBER:

(785) 296-3090

SUPERVISOR:

Chris Herrick - Director of
Planning & Development

**MAY WE CONTACT THIS
EMPLOYER?**

Yes No

HOURS PER WEEK:

40

SALARY:

\$6,300.00

OF EMPLOYEES SUPERVISED:

5

DUTIES: Responsible for management of Metropolitan Planning Unit in the Bureau of Transportation Planning. Represented KDOT in the MPO planning and programming processes. Provided state oversight of the six Kansas metropolitan planning organizations (MPOs). Responsible for management of \$2 million in federal funds annually. Supervised staff of two planners and three engineers-in-training. Key projects: K-10 Transportation Plan, I-235 & US-54/400 Interchange Study.		
REASON FOR LEAVING: Promotion		
DATES: from August/2001 to December/2004	EMPLOYER: University of Kansas	POSITION TITLE: ADJUNCT FACULTY/LECTURER
ADDRESS: (Street, City, State, Zip Code): 1460 Jayhawk Blvd, room 219 Snow Hall Lawrence, KS 66045		
PHONE NUMBER: (785) 864-4184	SUPERVISOR: Jim Mayo - Department Chair	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$2,000.00	
DUTIES: Taught Introduction to Transportation Planning to graduate students in the Urban Planning Department at the University of Kansas.		
REASON FOR LEAVING: Had young family, and didn't want to spend as much time away from them as required to be an effective teacher.		
DATES: from February/1994 to August/1999	EMPLOYER: KANSAS DEPARTMENT OF COMMERCE	POSITION TITLE: Economic Development Representative II
ADDRESS: (Street, City, State, Zip Code): 700 SW Harrison Topeka, KS 66049		
PHONE NUMBER: 785-296-3485	SUPERVISOR: Jeanne Stinson - Community Services Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$3,750.00	

DUTIES: FEBRUARY 1994 - AUGUST 1999 Assisted dozens of cities and counties with their 1993 flood disaster recovery efforts. Served as the first Program Manager for the Floodplain Management Assistance Program and Project Impact. Assisted dozens of cities and counties with developing comprehensive plans, downtown plans, neighborhood revitalization plans and countywide economic development strategy plans. Participated in the review of Main Street projects and CDBG project applications.		
REASON FOR LEAVING: New job at KDOT		
DATES: from December/1992 to December/1993	EMPLOYER: CITY OF EXCELSIOR SPRINGS	POSITION TITLE: PLANNING DIRECTOR
ADDRESS: (Street, City, State, Zip Code): 201 E. Broadway EXCELSIOR SPRINGS, MO 64024		
PHONE NUMBER: 816-630-0752	SUPERVISOR: Craig Hubler - City Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$3,333.00	# OF EMPLOYEES SUPERVISED: 3
DUTIES: Was the Planning Director during the 1993 floods; participated as key member of city's recovery and mitigation team. Implemented a successful code enforcement program resulting in 50 dangerous buildings being demolished and 1,000 junk cars and 3,000 scrap tires being removed from town. This significantly transformed the appearance of the city. Responsible for floodplain management, zoning administration and subdivision review. Supervised building inspectors and clerical staff.		
REASON FOR LEAVING: Took a new job in Topeka with KS Department of Commerce		
DATES: from August/1991 to December/1991	EMPLOYER: CITY OF SCOTTSBLUFF	POSITION TITLE: DIRECTOR OF PLANNING, BUILDING & DEVELOPMENT
ADDRESS: (Street, City, State, Zip Code): 1818 Avenue A SCOTTSBLUFF, NE 69361		
PHONE NUMBER: (308) 630-6202	SUPERVISOR: Craig Hubler - City Manager	MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HOURS PER WEEK: 40	SALARY: \$3,000.00	# OF EMPLOYEES SUPERVISED: 6

DUTIES:

Responsible for floodplain management, zoning administration and subdivision review. Supervised building inspectors, code enforcement officer and clerical staff.

REASON FOR LEAVING:

Position eliminated during budget process

CERTIFICATES AND LICENSES**TYPE:**

AICP

DATE ISSUED:

May 1997

EXPIRATION DATE:

September 2019

NUMBER:**ISSUING AGENCY:**

American Institute of Certified Planners

SKILLS**OFFICE SKILLS:**

Nothing Entered For This Section

OTHER SKILLS:

Nothing Entered For This Section

LANGUAGE(S):

Nothing Entered For This Section

SUPPLEMENTAL INFORMATION**Honors & Awards**

Award for Contribution to Profession, I-70 East Viaduct Reconstruction (Denver) Peer Review, 2015

Honors & Awards

Ad Astra Award for Sustained Contribution to the Planning Profession, 2013

Honors & Awards

Award of Planning Excellence, Community Needs and Opportunities Assessment Tool, 1998

Honors & Awards

Award for Planning Excellence, Kinsley Comprehensive Plan, 1998

Honors & Awards

Award for Engineering Excellence, I-35 Moving Forward Corridor Optimization Plan, 2014

Honors & Awards

Award for Excellence, Southwest Johnson County Area Plan, 2014

Honors & Awards

AMERICAN PLANNING ASSOCIATION (APA) Chapter Presidents Council Chapter President Leadership

Award, 2008 Karen B. Smith Award for Outstanding Service, 2008 Divisions Council Award for

Contribution to Profession, I-70 East Viaduct Reconstruction Peer Review, 2015 Award for Most Improved Division, 2001 Kansas Chapter Ad Astra Award for Sustained Contribution to the Planning Profession, 2013 Award of Planning Excellence, Community Needs and Opportunities Assessment

Tool, 1998 Small Town & Rural Planning Division Award for Planning Excellence, Kinsley

Comprehensive Plan, 1998 INSTITUTE OF TRANSPORTATION ENGINEERS Kansas City Chapter

(KCITE) Award for Engineering Excellence, I-35 Moving Forward Corridor Optimization Plan, 2014

Missouri Valley Section (MOVITE) Award for Engineering Excellence, I-35 Moving Forward Corridor

Optimization Plan, 2014 AMERICAN COUNCIL OF ENGINEERING COMPANIES OF KANSAS (ACEC)

Award for Excellence, Southwest Johnson County Area Plan, 2014

Agency - Wide Questions

1. **Have you ever been convicted of ANY crime, ever pled nolo contendere or pled guilty to any crime, or had the adjudication of guilt withheld for a crime which is a felony or a first degree misdemeanor? (Note: A "Yes" answer to these questions will not automatically disqualify you from employment. The nature, job-relatedness, severity and date of the offense in relation to the position for which you are applying are considered. Records will be checked)**
No
2. **If yes, Please state what charges, where convicted, date of conviction and disposition. If no, please put N/A.**
N/A
3. **To your knowledge, do you have any relatives working for the City of Ocala?**
No
4. **If yes, please list your relative's name and relationship. If no, please put N/A.**
N/A
5. **Are you a user of tobacco products?**
no
6. **Are you at least 16 years old?**
yes
7. **Are you a current City of Ocala employee?**
No
8. **Veteran's Preference Applicant? (HR Use Only)**
9. **Are you former City of Ocala employee?**
No

Job Specific Supplemental Questions

1. **Do you possess a valid State of Florida Operator Driver's License with an acceptable driving record OR if you possess a valid out of state license, do you have the ability to obtain a Florida driver's license prior to employment?**
No
2. **What level of degree do you have from an accredited college or university in urban planning, public administration, traffic engineering or related field?**
Master's or Above
3. **Do you possess a American Institute of Certified Planner (AICP) certification ?**
Yes
4. **Please select which best describes your level of progressively responsible planning experience**
10 years or More
5. **Please select which best describes your level of experience in a supervisory capacity**
6 Years or more

6. If you feel you qualify for this position due to an equivalent combination of training, education and experience, please explain below:

I have approximately 20 years of transportation planning experience and 28 years of total professional planning experience. I have 18 years of supervisory / management experience where I have been responsible for between 5 and 25 employees. I have extensive experience with grant administration, project management, staff leadership, public speaking, building strategic partnerships. I have detailed knowledge of federal transportation planning laws and regulations.

The City of Ocala is an Equal Opportunity Employer

By clicking on the 'Accept' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of City of Ocala and will not be returned. I understand City of Ocala may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number. **I understand that if my application is incomplete or did not provide a 10-year work history (if applicable) or attached a resume only, then my application will not be considered.**

I understand that if I am employed, I will be on a probationary status for 6 months (fire and police 12 months). I further understand that should I be terminated, voluntarily or involuntarily, before completion of the initial probationary period, I will reimburse the city for the cost of my pre-placement drug test, tobacco testing (per Florida Fire statute) and related physical fees. Such fees will be withheld from my final paycheck.

I agree to the following applicant commitment: I understand that employees of the City of Ocala may be required to work before, during or after a natural or manmade disaster or hurricane. The City of Ocala provides fiscally responsible services consistent with the community's current and future expectations.

Core Values •To astonish the customer, not just to satisfy the customer •The best team polices itself •Expectation + ownership = ultimate motivation •All employees have to understand the business •Build a team of innovative thinkers •Stay small as we grow •Be a champion of positive change

Mission Statement

This application was submitted by DOW, THOMAS, C



TO: TPO Board Members
FROM: Derrick Harris, Interim Director
SUBJECT: TPO Interlocal Agreement

Per the TPO Board's direction at the January 24th and February 26th meetings, I have enclosed a revised Interlocal Agreement between the City of Ocala, and Marion County. This is the latest version of the Interlocal Agreement, based on comments received by city/county staff, and TPO Board members. Please note: this can be changed in any way to accommodate the board's desire regarding separating the TPO from SunTran or keeping it intact.

Staff is requesting direction from the board regarding the direction of Suntran. Based on the direction given this would be subject to legal review, and then forwarded to the respective parties of the agreement, the City of Ocala and Marion County.

Should you have any questions regarding the information, please contact me in our office at 629-8568.

**AMENDED INTERLOCAL AGREEMENT CONCERNING
PUBLIC TRANSPORTATION SYSTEM**

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____ THIS INTERLOCAL AGREEMENT is made and entered into this ____ day of _____, ~~2019~~²⁰¹⁷ by and between the CITY OF OCALA, a municipal corporation existing under the laws of the State of Florida, hereinafter referred to as CITY, and MARION COUNTY, a political subdivision of the State of Florida, hereinafter referred to as COUNTY.

____ WHEREAS, the provision of adequate and effective public transportation services is an existing and growing problem in Marion County; and

____ WHEREAS, the public transportation system, known as "SunTran", began operation on December 15, 1998, and has continues to provide the community with public transportation service; and

____ WHEREAS, the CITY and COUNTY are authorized by Section 163.01, Florida Statutes, to enter into Interlocal Agreements to make the most efficient use of their powers by cooperating with each other on a basis of mutual advantage and thereby to provide services and facilities in a manner that will accord best with geographic, economic, population and other factors influencing the needs and development of the local community.

____ **NOW, THEREFORE**, for and in consideration of the mutual terms, covenants and conditions to be complied with on the part of the respective parties hereto, it is agreed as follows:

SECTION 1 – PURPOSE OF THIS AGREEMENT

The purpose of this Agreement is to provide for public transportation services within the area of Marion County designated in the Transit Development Plan, as modified or amended, and to state the terms and conditions upon which cooperative funding shall be provided and an understanding between the Parties as to the manner in which the service will be provided.

SECTION 2 – ESTABLISHMENT OF POLICY BOARD

The ~~Ocala/Marion County~~City of Ocala City Council shall serve as the policy board for the public transportation system. The ~~TPO-CITY~~ shall be responsible for establishment of all fares, service standards, rules and regulations of the public transportation system. The CITY shall provide to the Ocala / Marion County TPO for their approval an annual report in June of each year, which will include policies, strategies, ridership, operations, routes, coordination procedures, and other information pertinent to the public transportation system.

SECTION 3 – ESTABLISHMENT OF ADMINISTRATIVE AGENCY

The CITY shall serve as the administrative agency for the public transportation system. The CITY shall provide public transportation for the general public by the operation of revenue vehicles over designated routes on a fixed schedule. ~~TPO-CITY~~ staff shall be responsible for the day-to-day administration and oversight to the service. ~~The TPO staff will provide the TPO quarterly reports outlining the ridership, revenues, expenses, and other information pertinent to the public transportation system.~~

SECTION 4 – CONTRACTUAL AUTHORITY FOR THE ADMINISTRATIVE AGENCY

The CITY, as administrator of the system, shall be authorized to apply for and receive grants-in-aid or other assistance from the Federal Government and/or the State of Florida. Said grants or other assistance shall be used to carry out the purposes of this Interlocal Agreement. The CITY shall also receive any funds provided by local entities for the financial support of the public transit system as described in this Interlocal Agreement. The CITY is also authorized to enter into a management, operation, and maintenance contract with a private company to oversee the day-to-day operations of the public transportation system.

SECTION 5 – CAPITAL AND OPERATIONAL CONTRIBUTIONS

The CITY agrees to acquire the physical equipment, motor vehicles, equipment and facilities (i.e. buses, signage, bus stop furnishing, etc.) that shall be required to operate a public transportation system. The CITY shall be the legal entity responsible for the operation and management of the public transportation system.

The CITY and COUNTY agree that the financial support for the purposes set forth in this Interlocal Agreement shall be borne by each of the Parties as follows: the CITY shall pay [seventy-five percent \(75%\)](#) and the COUNTY shall provide [twenty-five percent \(25%\) of any local monies required](#) for any grant related to capital and operation [of the public transportation system](#). Local monies are defined as those necessary to match any State program (Block Grant, TRIP, CIGP or other programs that may be established) or Federal program (Section 5305(d), 5307, 5309, or other programs that may be established). In addition, other necessary funds, capital or operating, not covered by any grant program or other financial assistance shall be the responsibility of the CITY and COUNTY in the same manner as described above. [The breakdown of the percentages listed above is based on the number of hours the public transportation provider spends in either the CITY or COUNTY. Therefore, the percentage of hours spent in the CITY equate to seventy-five \(75\) percent, whereas the percentage of hours spent in the COUNTY equate to twenty-five \(25\) percent.](#) The funds for capital and operating costs shall be provided by the Parties to this Interlocal Agreement to the CITY on a quarterly basis [and should be reviewed on an annual basis or as needed](#). All revenues derived from the operation of the transit system shall be utilized to reduce the operating costs of the system, [excluding advertisement](#).

SECTION 6 – TERM AND RENEWAL OF INTERLOCAL AGREEMENT

This Interlocal Agreement shall be from the term of [July 1, 2019 to September 20, 2023](#) ~~October 1, 2017 to September 20, 2022~~. Prior to the expiration of this Interlocal Agreement, the terms and conditions shall be reviewed by the [Ocala / Marion County](#) TPO to determine continuation of the public transportation system. This Interlocal Agreement may be terminated by a simple majority vote of either party's [council or commission](#) at least 180 days prior to the end of any fiscal year (October 1 – September 30). Notice of intent to [consider](#) ~~terminate~~ shall be given to the other party within 2 weeks of said vote. The effective date of termination shall be the end of the then current fiscal year.

SECTION 7 – TRANSFER OR DISPOSITION OF PROPERTY

In the event of transfer of administrative agency duties to another entity or agency, all property acquired pursuant to this Interlocal Agreement will transfer to the newly designated administrative agency. In the event of termination of the public transportation system, the disposition or distribution of any properties or monies acquired under operation of this Agreements all be on a proportionate rate basis, with the appropriate share to the Parties hereto being in direct proportion to each Party's contribution after required reimbursements to federal source.

_____ IN WITNESS WHEREOF, the undersigned parties have caused this Interlocal Agreement to be duly executed in their behalf on this _____ day of _____, 2019.

BOARD OF COUNTY COMMISSION OF
MARION COUNTY, FLORIDA

By: _____
Michelle Stone, Chair

Attest: _____
David R. Ellspermann,
Marion County Clerk of the Circuit Court

Approved as to form and legality:

Matthew G. Minter
County Attorney

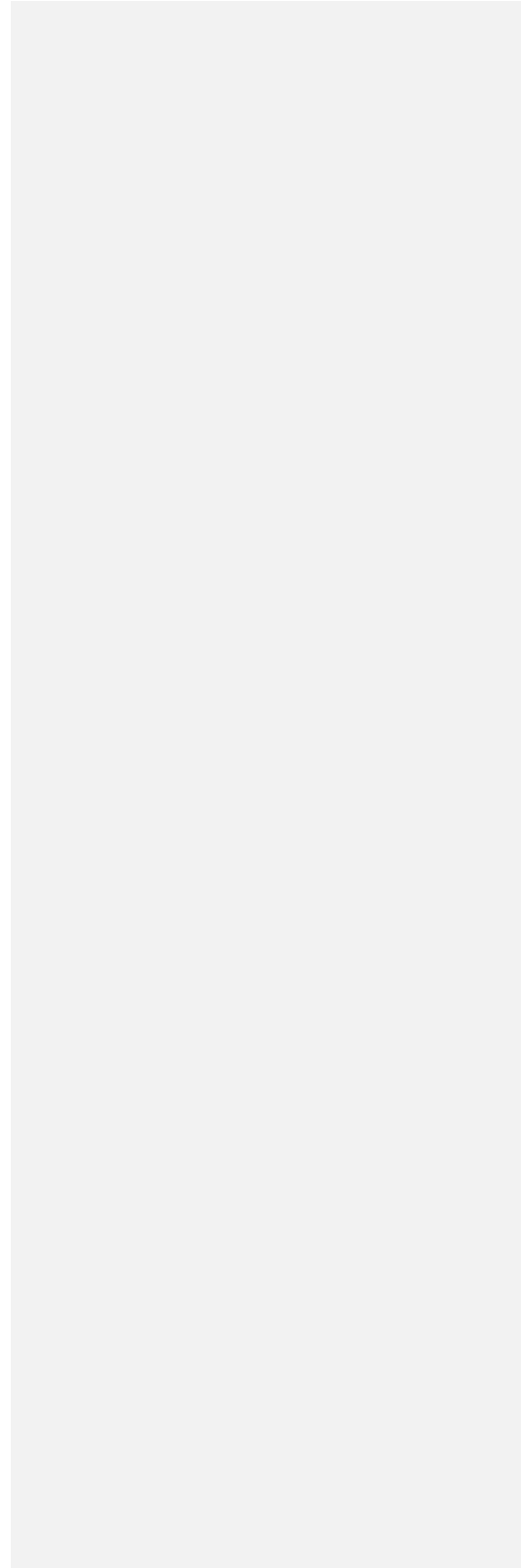
CITY OF OCALA

By: _____
Mary Sue Rich, City Council President

Attest: _____
Angel B. Jacobs, City Clerk

Approved as to form and legality:

Robert W. Batsel, Jr.
Assistant City Attorney





TO: TPO Board Members

FROM: Derrick Harris, Interim Director

SUBJECT: ICAR Agreement Revised

Per the direction of the TPO Board's decision at the January 24th and February 26th meetings to have the City of Ocala take over the operation and maintenance of the TPO. I have provided a revision to the Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation (ICAR) Agreement to acknowledge that the City of Ocala and not the TPO will be operating and maintaining the SunTran Bus System.

Should you have any questions regarding the information please contact me in our office at 629-8297.

**INTERGOVERNMENTAL COORDINATION AND REVIEW AND PUBLIC
TRANSPORTATION COORDINATION JOINT PARTICIPATION AGREEMENT**

THIS JOINT PARTICIPATION AGREEMENT is made and entered into on this ____ day of _____, 2019, by and between the FLORIDA DEPARTMENT OF TRANSPORTATION; the Ocala / Marion Transportation Planning Organization (TPO); the East Central Florida Regional Planning Council; the City of Ocala City Council on behalf of the Ocala International Airport and the Marion County Board of County Commissioners acting as the Dunnellon Airport Authority on behalf of the Marion County Airport.

RECITALS

WHEREAS, the Federal Government, under the authority of Title 23 United States Code Section 134 and Title 49 United States Code (USC) Section 5303 and any subsequent applicable amendments, requires each metropolitan area, as a condition to the receipt of federal capital or operating assistance, to have a continuing, cooperative, and comprehensive transportation planning process in designated urbanized areas to develop and implement plans and programs consistent with the comprehensively planned development of the metropolitan area;

WHEREAS, Title 23 USC §134, title 49 USC §5303, and Section 339.175, Florida Statutes (F.S.), provide for the creation of metropolitan planning organizations to develop transportation plans and programs for urbanized areas;

WHEREAS, pursuant to Section 20.23, F.S., the Department has been created by the State of Florida, and the Department has the powers and duties relating to transportation, as outlined in Section 334.044, F.S.;

WHEREAS, pursuant to 23 USC §134, 49 USC §5303, 23 CFR §450, and Section 339.175 F.S., the Ocala/Marion County Transportation Planning Organization, hereinafter referred to as the Transportation Planning Organization or TPO, has been designated and its membership apportioned by the Governor of the State of Florida, with the agreement of the affected units of general purpose local government, to organize and establish the Transportation Planning Organization;

WHEREAS, pursuant to the Interlocal Agreement executed on 21st day of June, 2016, and filed with the Clerk of the Circuit Court of Marion County the TPO was established;

WHEREAS, pursuant to action taken by the Federal Aviation Administration in 1962, the Ocala Airport was relocated to its present location with the purpose of providing general aviation, corporate aviation and the air cargo industry as well as a limited number of charter operations.

WHEREAS, pursuant to Chapter 81-436, Laws of Florida, the Dunnellon Airport Authority (on behalf of the Marion County Airport) was created and established with the purpose of acquiring, constructing, improving, financing, operating and maintaining airport facilities;

WHEREAS, the public transportation system, SunTran, began operation on December 15, 1998, [was operated by the Ocala / Marion Transportation Organization Board prior to July 1, 2019, and shall be operated by the City of Ocala, beginning July 1, 2019;](#)

WHEREAS, pursuant to Section 339.175 F.S., the TPO shall execute and maintain an agreement with the metropolitan and regional intergovernmental coordination and review agencies serving the Transportation Planning Area;

WHEREAS, the agreement must describe the means by which activities will be coordinated and specify how transportation planning and programming will be part of the comprehensively planned development of the Transportation Planning Area;

WHEREAS, pursuant to Section 186.504, F.S., and Chapter 29 F-1, Florida Administrative Code (FAC), the East Central Florida Regional Planning Council, herein after referred to as the Regional Planning Council or the RPC, was established and operates with the primary purpose of intergovernmental coordination and review;

WHEREAS, pursuant to Section 186.505, F.S., the RPC is to review plans of metropolitan planning organizations to identify inconsistencies between those agencies' plans and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S.;

WHEREAS, the RPC, pursuant to Section 186.507, F.S., is required to prepare a Strategic Regional Policy Plan, which will contain regional goals and policies that address regional transportation issues;

WHEREAS, based on the RPC statutory mandate to identify inconsistencies between plans of metropolitan planning organizations and applicable local government comprehensive plans, and to prepare and adopt a Strategic Regional Policy Plan, the RPC is appropriately situated to assist in the intergovernmental coordination of the transportation planning process;

WHEREAS, pursuant to Section 186.509, F.S., and Chapter 29 F-3, FAC, the RPC has adopted a conflict and dispute resolution process;

WHEREAS, the purpose of the dispute resolution process is to reconcile differences in planning and growth management issues between local governments, regional agencies, and private interests;

WHEREAS, the parties hereto have determined that the voluntary dispute resolution process can be useful in resolving conflicts and disputes arising in the transportation planning process;

WHEREAS, pursuant to Title 23 CFR §450 and Section 339.175, F.S., the TPO must execute and maintain an agreement with the operators of public transportation systems, including transit systems, commuter rail systems, airports, seaports, and spaceports, describing the means by which activities will be coordinated and specify how public transit, commuter rail, aviation, and seaport planning (including multimodal, systems-level corridor and subarea planning studies pursuant to 23 CFR §450) and programming will be part of the comprehensively planned development of the Metropolitan Planning Area;

WHEREAS, the undersigned parties have determined that this Agreement satisfies the requirements of and is consistent with Title 23 CFR §450 and Section 339.175 F.S.; and

WHEREAS, the parties to this Agreement desire to participate cooperatively in the performance, on a continuing basis, of a cooperative, and comprehensive transportation planning process to assure that highway facilities, transit systems, bicycle and pedestrian facilities, rail systems, air transportation and other facilities will be located and developed in relation to the overall plan of community development.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the parties desiring to be legally bound, do agree as follows:

ARTICLE 1

INCORPORATION OF RECITALS & DEFINITIONS

Section 1.01. Recitals. Each and all of the foregoing recitals are incorporated herein and acknowledged to be true and correct. Failure of any of the foregoing recitals to be true and correct shall not operate to invalidate this agreement.

Section 1.02. Definitions. The following words when used in this Agreement (unless the context shall clearly indicate the contrary) shall have the following meanings:

Agreement means and refers to this instrument, as may be amended from time to time.

Corridor or Subarea Study shall mean and refer to studies involving major investment decisions or as otherwise identified in Title 23 CFR §450

Department shall mean and refer to the Florida Department of Transportation, an agency of the State of Florida, created pursuant to Section 20.23, F.S.

FHWA means and refers to the Federal Highway Administration.

Long Range Transportation Plan is the 20-year transportation planning horizon which identifies transportation facilities; includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities; indicates proposed transportation activities; and, in ozone/carbon monoxide nonattainment areas is coordinated with the State Implementation Plan, all as required by Title 23 USC §134, Title 49 USC §5303, Title 23 CFR §450, and Section 339, F.S.

Metropolitan Planning Area means and refers to the planning area as determined by agreement between the TPO and the Governor for the urbanized areas designated by the United States Bureau of the Census as described in 23 USC §134, 49 USC §5303, and Section 339.175, F.S., and including the existing urbanized area and the contiguous area expected to become urbanized within a 20-year forecast period, which shall be subject to the Metropolitan Planning Organization's planning authority. This may also be referred to as a Transportation Planning Area.

Metropolitan Planning Organization (MPO) means and refers to the Metropolitan Planning Organization formed pursuant to this Interlocal Agreement as described in Title 23 USC §134, Title 49 USC §5303, and Section 339.175, F.S. This may also be referred to as a Transportation Planning Organization (TPO).

Regional Planning Council means and refers to the East Central Florida Regional Planning Council created pursuant to Section 186.504, F.S., and identified in Chapter 29 F-1, FAC.

Unified Planning Work Program (UPWP) is a biennial program developed in cooperation with the Department and public transportation providers, that identifies the planning priorities and activities to be carried out within a transportation planning area to be undertaken during a 2-year period, together with a complete description thereof and an estimated budget, as required by Title 23 CFR §450, and Section 339.175, F.S.

ARTICLE 2

PURPOSE

Section 2.01. Coordination with public transportation system operators. This Agreement is to provide for cooperation between the TPO, the Department, the Ocala International Airport, The Dunnellon Airport Authority, and in the development and preparation of the UPWP, the TIP, the LRTP, and any applicable Corridor or Subarea Studies.

Section 2.02. Intergovernmental coordination; Regional Planning Council. Further this Agreement is to provide a process through the RPC for intergovernmental coordination and review and identification of inconsistencies between proposed TPO transportation plans and local government comprehensive plans adopted pursuant to Chapter 163, F.S., and reviewed by the Division of Community Development within the Florida Department of Economic Opportunity.

Section 2.03. Dispute Resolution. This Agreement also provides a process for conflict and dispute resolution through the RPC.

ARTICLE 3

COOPERATIVE PROCEDURES FOR PLANNING AND PROGRAMMING WITH OPERATORS OF PUBLIC TRANSPORTATION SYSTEMS

Section 3.01. Cooperation with operators of public transportation systems; coordination with local government approved comprehensive plans.

- (a) The TPO shall cooperate with the Ocala International Airport and the Dunnellon Airport Authority to optimize the planning and programming of an Integrated and balanced intermodal transportation system for the Transportation Planning Area.
- (b) The TPO shall implement a continuing, cooperative, and comprehensive transportation planning process that is consistent, to the maximum extent feasible, with port and aviation master plans, and public transit development plans of the units of local governments whose boundaries are within the Transportation Planning Area.
- (c) As a means towards achievement of the goals in paragraphs (a) and (b) and in an effort to coordinate intermodal transportation planning and programming, the TPO may include, but shall include no later than July 6, 2014 if within a transportation management area, as part of its membership officials of agencies that administer or operate major modes or systems of transportation, including but not limited to transit operators, sponsors of major local airports, maritime ports, and rail operators per Federal regulations. The representatives of the major modes or systems of transportation may be accorded voting or non-voting advisor status. In the Transportation Planning Area if authorities or agencies are created by law to perform transportation functions and that are no under the jurisdiction of a general purpose local government represented on the TPO, the TPO may request the Governor to designate said authority or agency as a voting member of the TPO in accordance with the requirements of Section 339.175, F.S. If the new member would significantly alter local government representation in the TPO, the TPO shall propose a revised apportionment plan to the Governor to ensure voting membership on the TPO to be an elected official representing public transit authorities which have been, or may be, created by law.

The TPO shall ensure that representative of ports, transit authorities, rail authorities, and airports within the Transportation Planning Area are provided membership on the TPO Technical Advisory Committee.

Section 3.02 Preparation of transportation related plans.

- (a) Although the adoption or approval of the UPWP, the TIP, and the LRTP is the responsibility of the TPO, development of such plans or programs shall be viewed as a cooperative effort involving the Department, and the Ocala International Airport/City of Ocala Council and Marion county Airport/Dunnellon Airport Authority. In developing its plans and programs, the TPO shall solicit the comments and recommendations of the parties to this Agreement in the preparation of such plans and programs
- (b) When preparing the UPWP, the TIP, or the LRTP, or preparing other than a minor amendment thereto (as determined by the TPO), the TPO shall provide notice to the Department and the Ocala International Airport/City of Ocala Council and Marion county Airport/Dunnellon Airport Authority advising them of the scope of the work to be undertaken and inviting comment and participation in the development process. The TPO shall ensure that the chief operating officials of the Department, and the Ocala International Airport/City of Ocala Council and Marion County Airport/Dunnellon Airport Authority shall receive at least 15 days written notice of all public workshops and hearings, or specified number of days per TPO bylaws, or public participation plan relating to the development of such plans and programs.
- (c) Local government comprehensive plans.
 1. In developing the TIP, the LRTP, or Corridor or Subarea studies, or preparing other than a minor amendment thereto (as determined by the TPO), the TPO and the Ocala International Airport/City of Ocala Council and Marion County Airport/Dunnellon Airport Authority, shall analyze for each local government in the Transportation Planning Area:
 - i. Each comprehensive plan's future land use element;
 - ii. The goals, objectives, and policies of each comprehensive plan; and
 - iii. The zoning, of each local government in the Transportation Planning Area.
 2. Based upon the forgoing review and a consideration of other growth management factors, the TPO, and the Ocala International Airport/City of Ocala Council and Marion county Airport/Dunnellon Airport Authority, shall provide written recommendations to local governments in the Transportation Planning Area in the development, amendments, and implementation of their comprehensive plans. A copy of the recommendations shall be sent to RPC.
 3. The TPO agrees that, to the maximum extent feasible, the LRTP and the projects and project-phases within the TIP shall be consistent with the future land use element and goals, objectives, and policies of each comprehensive plan of the local governments in the Transportation Planning Area. If the TPO's TIP is inconsistent with a local government's comprehensive plan, the TPO shall so indicate, and the TPO shall present, as part of the TIP, justification for including the project in program.
- (d) Multi-modal transportation agency plans.
 1. In developing the TIP, the LRTP, or corridor or Subarea studies, or preparing other than minor amendments thereto (as determined by the TP, the TPO shall analyze the master plans of the Ocala International Airport/City of Ocala Council and Marion county Airport/Dunnellon Airport Authority. Based upon the foregoing review and

consideration of other transportation-related factors, the TPO, shall from time to time and as appropriate, provide recommendations to the parties to this Agreement as well as local governments within the Transportation Planning Area, for the development, amendments, and implementation of their master, development or comprehensive plans.

2. In developing or revising their respective master, development, or comprehensive plans, the parties to this Agreement shall analyze the draft or approved Unified Planning Work Program, Transportation Improvement Program, Long Range Transportation Plan, or Corridor or Subarea studies, or amendments thereto. Based upon the foregoing review and a consideration of other transportation-related factors, the parties to this Agreement shall from time to time and as appropriate, provide written recommendations to the TPO with regard to development, amendment, and implementation of the plans, programs, and studies.
3. The TPO agrees that, to the maximum extent feasible, the Transportation Improvement Program shall be consistent with the affected master plans and development plans of the parties to this Agreement.

ARTICLE 4

INTERGOVERNMENTAL COORDINATION AND REVIEW

Section 4.01. Coordination with Regional Planning Council. The RPC shall perform the following tasks:

- (a) Within 30 days of receipt, the RPC shall review the draft TIP, LRTP, Corridor and Subarea studies, or amendments thereto, as requested by the TPO, to identify inconsistencies between these plans and programs and applicable local government comprehensive plans adopted pursuant to Chapter 163, F.S., for counties and cities within the Transportation Planning Area and the adopted Strategic Regional Policy Plan
 1. The parties recognize that, pursuant to Florida Law, the LRTP and the TIP of the TPO must be considered by cities and counties within the Transportation Planning Area in the preparation, amendment, and update/revision of their comprehensive plans. Further, the LRTP and the projects and project phases within the TIP are to be consistent with the future land use element and goals, objectives, and policies of the comprehensive plans of local governments in the Transportation Planning Area. Upon completion of its review of the draft TIP or LRTP, and RPC shall advise the TPO and each county or city of its findings;
 2. The RPC shall advise the TPO in writing of its concerns and identify those portions of the submittals which need to be reevaluated and potentially modified in the RPC review identifies inconsistencies between the draft TIP or LRTP and local comprehensive plans; and
 3. Upon final adoption of the proposed Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto, the TPO may request that the RPC consider adoption of regional transportation goals, objectives, and policies in the Strategic Regional Policy Plan implementing the adopted Transportation Improvement Program, Long Range Transportation Plan, Corridor and Subarea studies, or amendments thereto. If the proposed plan, program, or study, or amendments thereto, was the subject of previous adverse comment by the RPC, the TPO will identify the change in the final adopted plan intended to resolve the adverse comment, or alternatively, the TPO shall identify the reason for not amending the plan as suggested by the RPC.
- (b) Provide the availability of the conflict and dispute resolution process as set forth in Article 5 below.

ARTICLE 5

CONFLICT AND DISPUTE RESOLUTION PROCESS

- Section 5.01 Disputes and Conflicts under this Agreement. This process shall apply to conflicts and disputes relating to matters subject to this Agreement, or conflicts arising from the performance of this Agreement. Except as otherwise provided in this Article 5, only representatives of the agencies with conflicts or disputes shall engage in conflict resolution.
- Section 5.02 Initial Resolution. The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials:
- Florida Department of Transportation: District Director for Planning and Programs
 - TPO: Ocala/Marion Transportation Planning Organization (TPO), Director
 - East Central Florida Regional Planning Council: Executive Director
 - Ocala International Airport: Director
 - Marion County Airport: Director
- Section 5.03 Resolution by senior agency official. If the conflict remains unresolved, the conflict shall be resolved by the following officials:
- Florida Department of Transportation: District Secretary Ocala/Marion
 - Transportation Planning Organization (TPO):
 - East Central Florida Regional Planning Council: Executive Director
 - Ocala International Airport: Director
 - Marion County Airport: Director
- Section 5.04 Resolution by the Office of the Governor. If the conflict is not resolved through conflict resolution pursuant to Section 5.02, 5.03, and 5.04 of this Agreement, the parties shall petition the Executive Office of the Governor for resolution of the conflict pursuant to its procedures. Resolution of the conflict by the Executive Office of the Governor shall be binding on all parties.

ARTICLE 6

MISCELLANEOUS PROVISION

- Section 6.01 Constitutional or statutory duties and responsibility of parties. This Agreement shall not be construed to authorize the delegation of the constitutional or statutory duties of any of the parties. In addition, this Agreement does not relieve any of the parties of an obligation or responsibility imposed upon them by law, except to the extent of actual and timely performance thereof by one or more of the parties to this Agreement or any legal or administrative entity created or authorized by this Agreement, in which case this performance may be offered in satisfaction of the obligation or responsibility.
- Section 6.02 Amendment of Agreement. Amendments or modifications of this Agreement may only be made by written agreement signed by all parties hereto with the same formalities as the original Agreement.
- Section 6.03. Duration: withdrawal procedure.
- (a) Duration. This Agreement shall have a term of (5) years and the parties hereto shall examine the terms hereof and agree to amend the provisions or reaffirm the same in a timely manner. However,

the failure to amend or to reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.

- (b) Withdrawal procedure. Any party may withdraw from this Agreement after presenting in written form a notice of intent to withdraw to the other parties to this Agreement and the TPO, at least (90) days prior to the intended date of withdrawal; provided, that financial commitments made prior to withdrawal are effective and binding for their full term and amount regardless of withdrawal.

Section 6.04 Notices. All notices, demands and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice is required to be given and shall be addressed as follows:

TPO Director
Ocala/Marion County Transportation Planning Organization
212 SE Watula Avenue
Ocala, FL 34471

Executive Director
East Central Florida Regional Planning Council 455
N. Garland Avenue, 4th Floor
Orlando, FL 32801

Director
Ocala International Airport
750 SW 60th Avenue
Ocala, FL 34474

Director
Marion County Airport
14968 SW 110th Street
Dunnellon, FL 34432
Secretary, District Five
Florida Department of Transportation
719 South Woodland Boulevard
Deland, FL 32720

A party may unilaterally change its address or addressee by giving notice in writing to the other parties as provided in this section. Thereafter, notices, demands and

other pertinent correspondence shall be addressed and transmitted to the new address.

Section 6.05 Interpretation.

- (a) **Drafters of Agreement.** All parties hereto were each represented by, or afforded the opportunity for representation by legal counsel, and participated in the drafting of this Agreement and in the choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.
- (b) **Severability.** Invalidation of any one of the provisions of this Agreement or any part, clause or word hereof, or the application thereof in specific circumstances, by judgement, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect; provided, that such remainder would then continue to conform to the terms and requirements of applicable law.
- (c) **Rules of construction.** In interpreting this Agreement, the following rules of construction shall apply unless the context indicates otherwise:
 - 1. The singular of any word or term includes the plural;
 - 2. The masculine gender includes the feminine gender; and
 - 3. The word “shall” is mandatory, and “may” is permissive.

Section 6.06 Attorney’s Fees. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own costs and attorney’s fees in connection with such proceeding.

Section 6.07 Agreement execution: use of counterpart signature pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which so executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

Section 6.08 Effective date. This Agreement shall become effective upon its recording by all parties hereto.

Section 6.09 Other Authority. In the event that any election, referendum, approval, permit, notice, or other proceeding or authorization is required under applicable law to enable the parties to enter into this Agreement or to undertake the provisions set forth hereunder, or to observe, assume or carry out any of the provisions of the Agreement, said parties will initiate and consummate, as provided by law, all actions necessary with respect to any such matter as required.

Section 6.10. Parties not obligated to third parties. No party hereto shall be obligated or be liable hereunder to any party not a signatory to this Agreement. There are no express or intended third party beneficiaries to this Agreement.

Section 6.11. Rights and remedies not waived. In no event shall the making by the Department of any payment to the TPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the TPO, and the making of any such payment by the Department while any such breach or default exists shall in no way

impair or prejudice any right or remedy available to the Department in respect of such breach or default.

Section 6.12. Data, records, reports, and other documents. Subject to the right to claim an exemption from the Florida Public Records Law, Chapter 119, F.S., the parties shall provide to each other such data, reports, records, contracts, and other documents in its Possession relating to the TPO as is requested. Charges are to be in accordance with Chapter 119, F.S.

IN WITNESS WHEREOF, the undersigned parties have executed this Joint Participation Agreement on behalf of the referenced legal entities.

Signed, Sealed, and Delivered in the presence of:

Ocala/Marion County Transportation Planning Organization

Councilwoman Valerie Porter-Hanchar, Chair

Attest: _____ *Date:* _____

Approved as to form and legality:

Robert W. Batsel, Jr.

Ocala / Marion County Transportation Planning Organization Attorney

Central Florida Regional Planning Council

Commissioner Lee Constantine, CFRPC Chairman

Attest: _____ *Date:* _____

Ocala International Airport/City of Ocala City Council

Councilwoman Mary Sue Rich, President

Attest: _____ *Date:* _____

Angel B. Jacobs, City Clerk

Approved as to form and legality:

Robert W. Batsel, Jr.
Assistant City Attorney

Dunnellon Airport Authority/Marion County Board of County Commissioners

Commissioner Michelle Stone, Chair

Approved as to form and legality:

Guy Minter, Marion county Attorney

Attest: _____ *Date:* _____

David R. Ellspermann
Marion County Clerk of the Circuit Court

Florida Department of Transportation

Steve Martin, District Secretary

Attest: _____ *Date:* _____

Approved as to form and legality:

District Counsel _____

Date: _____

(Seal)

STATE OF FLORIDA



TO: TPO Board Members
FROM: Derrick Harris, Interim Director
SUBJECT: UPWP Amendment

Per the TPO Board's direction at the January 24th and February 26th meetings, I have enclosed a revised Unified Planning Work Program (UPWP) Amendment to redact all SunTran listed functions (5.1 – 5.8) from the UPWP.

Should you have any questions regarding the information, please contact me in our office at 629-8568.

UPWP TASK 5.0 - PUBLIC TRANSPORTATION

The Public Transportation task reflects the activities related to the local public transportation system which includes services provided locally by SunTran and Marion Transit Services (MTS). SunTran is the fixed-route service operating primarily in the urban area and is a joint effort of Marion County and the City of Ocala. The TPO serves as the policy and oversight board for SunTran. MTS provides paratransit services throughout the county as well as Americans with Disabilities (ADA) service within the fixed-route area for SunTran. MTS is also the designated Community Transportation Coordinator (CTC) through the Commission for the Transportation Disadvantaged (CTD).

OBJECTIVES

To ensure the efficient and effective provision of public transportation by providing technical assistance and staff support to the local Community Transportation Coordinator and the SunTran system.

PREVIOUS WORK

SUNTRAN

Annual review of routes and schedules.
Completed annual National Transit Database (NTD) Report. (February 2017, 2018)
Five Year update of Transit Development Plan (TDP).
Update of SunTran website

TRANSPORTATION DISADVANTAGED

Selection of Community Transportation Coordinator. (November 2015)
Completion of Annual Operating Report.
Annual review/update of Transportation Disadvantaged Service Plan (TDSP). Annual review of Community Transportation Coordinator.

REQUIRED ACTIVITIES

SUNTRAN

- 5.1 Review congested route segments/intersections for potential ITS applications to improve service.
- 5.2 Periodically review routes and schedules to determine effectiveness, identify linkages between residential and employment centers.
- 5.3 Update SunTran website on a regular basis.

- 5.4 Annually update TDP.
- 5.5 Develop 2018 & 2019 NTD Report

SUNTRAN (CON'T)

- 5.6 Continue work with the District 5 reThink commuter assistance program.
- 5.7 Develop shelter and bench program for fixed-route service area.
- 5.8 Integrate data from Avail Technologies (i.e. passenger counts, real-time location, arrival/departure times, etc.) into both the SunTran website and smartphone application.

TRANSPORTATION DISADVANTAGED

- 5.9 Provide staff support and administration to Transportation Disadvantaged Local Coordinating Board (TDLCB).
- 5.10 Conduct grant administration including quarterly operational reports and financial statements.
- 5.11 Continue to facilitate coordination between the TDLCB and the CTC, Marion Transit Service (MTS).
- 5.12 Review CTC's annual report and perform evaluation. (December)
- 5.13 Review of Memorandum of Agreement and approval of fare structure prior to submission to Commission for the Transportation Disadvantaged.
- 5.14 Continue coordination with the Commission for Transportation Disadvantaged.
- 5.15 Annually update TDSP.

END PRODUCT

Effective and efficient coordinated public transportation system (ongoing) Completion of CTC review for performance and fare structure (annual, May 2019, 2020)
Completion of NTD report (annual, February 2019, 2020)
Develop Shelter and Bench Program (December 2018)
Completion of TDP and TDSP updates (annual, December 2018, 2019)

RESPONSIBLE AGENCY

Ocala/Marion County TPO

Original and Proposed Task Budget

Task 1.0 Admin

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 113,565	\$ 111,422
Travel:	\$ 5,000	\$ 6,127
Direct Expenses:		
Administrative:	\$ 7,727	\$ 7,000
Facility:	\$ 28,000	\$ 28,836
Office:	\$ 53,450	\$ 59,699
Consultant:	-	-
Subtotal:	\$ 207,742	\$ 213,084
FTA:		
TPO Personnel:	\$ 5,579	\$ 10,133
FDOT (match):	\$ 697	\$ 1,267
Local:	\$ 697	\$ 1,267
Subtotal:	\$ 6,973	\$ 12,666
TD:		
Personnel	\$ 5,946	\$ 3,629
Travel:	\$ 1,073	\$ 1,993
Administrative Exp.	\$ 918	\$ 379
Subtotal:	\$ 7,937	\$ 6,001
Total:	\$ 222,652	\$ 231,751

Task 2.0 Data Collection

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 34,541	\$ 35,492
Consultant:	\$ 20,000	\$ 20,000
Subtotal:	\$ 54,541	\$ 55,492
FTA:		
TPO Personnel:	\$ 5,811	\$ 5,973
FDOT (match):	\$ 726	\$ 747
Local:	\$ 726	\$ 747
Subtotal:	\$ 7,263	\$ 7,467
Total:	\$ 61,804	\$ 62,959

Task 3.0 LRP

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 40,218	\$ 44,147
Consultant:		
LRTP:	\$ 158,287	\$ 70,773
CFMPO Alliance:	\$ 5,000	\$ 5,000
Subtotal:	\$ 203,505	\$ 119,920
FTA:		
TPO Personnel:	\$ 25,189	\$ 24,699
FDOT (match):	\$ 3,149	\$ 3,087
Subtotal:	\$ 28,338	\$ 27,786
Local:	\$ 3,149	\$ 3,087
Total:	\$ 234,992	\$ 150,793

Task 4.0 SRP

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 45,157	\$ 37,063
Consultant:		
Interactive TIP:	\$ 10,000	\$ 5,000
Subtotal:	\$ 55,157	\$ 42,063
FTA:		
TPO Personnel:	\$ 7,864	\$ 10,192
FDOT (match):	\$ 983	\$ 1,274
Local:	\$ 1,983	\$ 2,274
Subtotal:	\$ 8,847	\$ 11,466
Total:	\$ 65,987	\$ 55,803

Task 5.0 Public Transportation

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 9,585	\$ 3,001
Consultant:	\$ -	\$ -
Subtotal:	\$ 9,585	\$ 3,001
FTA:		
TPO Personnel:	\$ 3,486	\$ 2,763
FDOT (match):	\$ 436	\$ 345
Subtotal:	\$ 3,922	\$ 3,109
Local:	\$ 436	\$ 345
TD:		
TPO Staff:	\$ 18,884	\$ 20,819
Consultant:	-	-
Subtotal:	\$ 18,884	\$ 20,819
Total:	\$ 32,827	\$ 27,275

Task 6.0 Public Involvement

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 22,283	\$ 24,414
Consultant:		-
Subtotal:	\$ 22,283	\$ 24,414
FTA:		
TPO Personnel:	\$ 2,054	\$ 2,109
FDOT (match):	\$ 257	\$ 264
Subtotal:	\$ 2,311	\$ 2,373
Local:	\$ 257	\$ 264
Total:	\$ 24,850	\$ 27,051

Task 7.0 Special Projects

	FY 2018/19	FY 2019/20
FHWA:		
TPO Personnel:	\$ 34,298	\$ 41,342
Consultant:		\$ -
NE 8th Avenue Road Diet Trails, Wayfinding, Safety & Supporting Facilities Master Plan	\$ 30,000 \$ 125,000	
Nature Coast Trail Feasibility Study	\$ 40,000	
CR 484 Corridor Assessment*	\$ 25,000	
US 27 Corridor Assessment**	\$ -	
Pennsylvania Avenue Addendum Study*	\$ -	
Subtotal:	\$ 254,298	\$ 41,342

**TABLE IV
FY 2018/19 AGENCY PARTICIPATION**

TASK	ELEMENT	FHWA	FTA	Consultant	FDOT		TD	Local	Total
					Cash Match				
1.0	Admin	\$207,742	\$5,579	\$0	\$697		\$7,937	\$697	\$222,652
2.0	Data/Safety	\$54,541	\$5,811	\$20,000	\$726			\$726	\$61,804
3.0	LRP	\$203,505	\$25,189	\$163,287	\$3,149			\$3,149	\$234,992
4.0	SRP	\$55,157	\$7,864	\$10,000	\$983			\$1,983	\$65,987
5.0	Public Trans.	\$16,588	\$3,486	\$0	\$436	\$18,884		\$436	\$39,830
6.0	Public Inv.	\$15,279	\$2,054	\$0	\$257			\$257	\$17,847
7.0	Special Proj.	\$254,298	\$9,918	\$220,000	\$1,240			\$1,240	\$266,696
TOTAL		\$807,110	\$59,901	\$413,287	\$7,488		\$26,821	\$8,488	\$909,807

**TABLE V
FY 2018/19 FUNDING SOURCES**

		Planning Funds (PL)				FTA Section 5305(d)			FTA Sec. 5307	State - Other	TD	Total			Task
TASK	ELEMENT	FDOT		Deobligations*		FDOT					State	Federal	State	Local	Task Total
		FHWA	Soft Match**	Local	FY 16/17	FY 17/18	FTA	Cash Match							
1.0	Admin	\$207,742	\$45,818		\$11,857		\$5,579	\$697	\$697		\$7,937	\$213,321	\$8,634	\$697	\$222,652
2.0	Data/Safety	\$54,541	\$12,029		\$20,761		\$5,811	\$726	\$726			\$60,351	\$726	\$726	\$61,804
3.0	LRP	\$203,505	\$44,884		\$57,009		\$25,189	\$3,149	\$3,149			\$228,694	\$3,149	\$3,149	\$234,992
4.0	SRP	\$55,157	\$12,165	\$1,000	\$70,297		\$7,864	\$983	\$983			\$63,021	\$983	\$1,983	\$65,987
5.0	Public Trans.	\$16,588	\$3,659		\$37,933		\$3,486	\$436	\$436	\$18,884		\$20,075	\$19,320	\$436	\$39,830
6.0	Public Inv.	\$15,279	\$3,370		\$53,960		\$2,054	\$257	\$257			\$17,333	\$257	\$257	\$17,847
7.0	Special Proj.	\$254,298	\$56,086		\$58,807		\$9,918	\$1,240	\$1,240	\$0		\$264,216	\$1,240	\$1,240	\$266,696
TOTAL		\$807,110	\$178,011	\$1,000			\$59,901	\$7,488	\$7,488	\$0	\$26,821	\$867,011	\$34,309	\$8,488	\$909,807

*Deobligation amounts included in Federal PL allocation

**For FY 2018/19, FDOT will soft match federal planning funds in the amount of \$178,011

Soft match is not included in Task Total.

Unified Planning Work Program (UPWP) Revision Form

MPO Requesting UPWP Revision:

Ocala/Marion County TPO

UPWP Revision Occurring in:

FY 2018/19 & FY 2019/20

UPWP Revision # 1

Type of UPWP Revision:

Amendment

[See here for explanation of Revisions](#)

Reason for UPWP Revision:

The SunTran operation will be moved from the TPO to the City of Ocala as a result the attached tasks will be eliminated from Task 5 Public Transportation. There will be no budgetary impact.



The text changes to the UPWP are too extensive to be captured by this revision form. Please see the attached UPWP, with changes identified in strike-through/underline.

UPWP Task Information

Fiscal Year 2018/19

Task(s) Information - List Up to 7 If there are more than 7 changes, please use an additional form.

	Task(s) Number & Name	Funding Source	Task Amounts	
			Prior to Revision	After Revision
(1)			\$	\$
(2)			\$	\$
(3)			\$	\$
(4)			\$	\$
(5)			\$	\$
(6)			\$	\$
(7)			\$	\$
Total <u>PL</u> Balance for Fiscal Year 2018/19			\$	\$
Total <u>UPWP</u> Balance for Fiscal Year 2018/19			\$	\$

Unified Planning Work Program (UPWP) Revision Form

Fiscal Year 2019/20

Task(s) Information - List Up to 7 If there are more than 7 changes, please use an additional form.

	Task(s) Number & Name	Funding Source	Task Amounts	
			Prior to Revision	After Revision
(1)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(2)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(3)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(4)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(5)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(6)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
(7)	<input type="text"/>	<input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
Total <u>PL</u> Balance for Fiscal Year 2019/20			\$ <input type="text"/>	\$ <input type="text"/>
Total <u>UPWP</u> Balance for Fiscal Year 2019/20			\$ <input type="text"/>	\$ <input type="text"/>

This Section is Only Applicable to Amendments

Amendment Due to: (Check all that apply)

- Change in FHWA Approved Budget
- Change in Scope of FHWA Funded Work Task(s)
- Addition or Deletion of Work Task(s)
- Change in FTA Grant Funding (5305(d))

Amendment Part of De-Obligation:

(mm/dd/yyyy)

Date UPWP Amendment Approved by MPO Board :

(mm/dd/yyyy)

Date MPO Submitted UPWP Amendment for FDOT Review:

(mm/dd/yyyy)

Date FDOT Submitted UPWP Amendment for FHWA/FTA Review:



Unified Planning Work Program (UPWP) Revision Form

Required Attachments to be Included with Form Submission:

- Revised UPWP Summary Budget Table(s) (Original & Proposed)
- Revised UPWP Task Sheet(s) (Original & Proposed)
- Updated and Signed Cost Analysis Certification Statement
- MPO Resolution and/or MPO Meeting Minutes Approving UPWP Amendment
(Applicable only to Amendments)

Please Use this Field to Indicate Whether Additional Forms were Required for this UPWP Revision Submittal

Form Of

Response to Request: **for FDOT, FHWA, and/or FTA use ONLY**

FDOT Action on Request: **FDOT sign Amendments ONLY**

Signature Field Date: (mm/dd/yyyy)

FDOT Comment:

FHWA Action on Request: **FHWA sign Amendments ONLY**

Signature Field Date: (mm/dd/yyyy)

FHWA Comment:

FTA Action on Request: **FTA sign Amendments for Transit projects ONLY**

Signature Field Date: (mm/dd/yyyy)

FTA Comment:

RESOLUTION OF THE OCALA/MARION COUNTY TRANSPORTATION PLANNING ORGANIZATION (TPO) ENDORSING THE AMENDED UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEARS 2018/19 - 2019/20.

WHEREAS, the Ocala/Marion County Transportation Planning Organization, designated by the Governor of the State of Florida as the Metropolitan Planning Organization (MPO) and body responsible for the urban transportation planning process for the Ocala/Marion County area; and

WHEREAS, Title 23 CFR Section 450.108(c) and Florida Statute 339.175(9)(a)2 require each MPO to annually submit a Unified Planning Work Program; and

WHEREAS, a Unified Planning Work Program is defined as an annual transportation planning work program which identifies the planning budget and the planning activities to be undertaken by the TPO during the program year; and

WHEREAS, the Ocala/Marion County Transportation Planning Organization's 2018/19 - 2019/20 Unified Planning Work Program has been prepared consistent with Chapter 3 of the MPO Program Management Handbook.

WHEREAS, The 2018/19 - 2019/20 Unified Planning Work Program was approved by the Ocala/Marion County Transportation Planning Organization on May 22, 2018; and

WHEREAS, The 2018/19 - 2019/20 Unified Planning Work Program modification #1 was approved by the Florida Department of Transportation on January 8, 2019, and

WHEREAS, the Ocala/Marion County Transportation Planning Organization's 2018/19 - 2019/20 Unified Planning Work Program has been amended to:

- Delete tasks 5.1 to 5.8 regarding SunTran, the Public Transportation system.
- The funding amounts will not be changed.

NOW THEREFORE BE IT RESOLVED by the Ocala/Marion County Transportation Planning Organization adopts the amended Unified Planning Work Program for 2018/19 - 2019/20 and authorizes the TPO Director to execute all applications, invoices, revisions, amendments, un-encumbrances and de-obligations that may be necessary during the duration of the UPWP.

CERTIFICATE

The undersigned duly qualified and acting Chairman of the Ocala/Marion County Transportation Planning Organization hereby certifies that the foregoing is a true and correct copy of a Resolution adopted at a legally convened meeting of the Ocala/Marion County Transportation Planning Organization held on this 26th day of March, 2019.

By: _____
Valerie Porter-Hanchar, TPO Chair

Derrick Harris, Interim TPO Director



TO: TPO Board Members
FROM: Derrick Harris, Interim Director
SUBJECT: SunTran Advertising Bid

In February of this year, TPO staff in coordination with the City Procurement Department has created a bus wrap advertising contract for Piccin and Glynn at the amount of \$1,000 per month for 3 years to advertise on one SunTran bus. The contract will be provided at the meeting.

The SunTran advertising policy is enclosed for your review and the contract shall be provided at the meeting.

Should you have any questions regarding the information, please contact me in our office at 629-8568.

AGREEMENT FOR BUS WRAP DISPLAY ADVERTISING ON SUNTRAN BUSES

THIS AGREEMENT is entered into this ___ day of _____, 2019, by and between the **CITY OF OCALA**, a Florida municipal corporation ("City") and **JOHN H. PICCIN, P.A., D/B/A PICCIN & GLYNN**, located at 320 NW 3rd Avenue, Ocala, Florida 34475 ("Advertiser").

WHEREAS:

- A. The City of Ocala is the administrative agency for the Ocala/Marion County public transit system, known as SunTran; and,
- B. The Ocala/Marion County Transportation Planning Organization (TPO) is the policy board for the public transit system; and,
- C. The Ocala Marion County Transportation Planning Organization issued Auction# TPO/190154 for interested entities to bid on bus wrap display advertising on one (1) SunTran bus; and,
- D. Piccin & Glynn submitted an offer to advertise, which was reviewed and selected by City staff to enter into an agreement to sell SunTran bus advertising.

NOW THEREFORE, in consideration of the matters set forth above (which are incorporated herein by reference), the parties hereto agree as follows:

- 1. **SERVICES.** City will provide one (1) SunTran bus for installation of bus wrap display advertising. Advertiser is responsible for the design, production, and installation of the wrap in accordance with the SunTran Advertising Policy as described in **Exhibit C – SunTran Advertising Policy**, and in accordance with **Exhibit A – Scope of Work** and **Exhibit B – Specifications for Non-Removable Signs and Decals**. The design, production, and installation cost of the bus wrap is not included in the monthly advertising cost. Advertiser is responsible for these separate expenses, which include wrap removal at the conclusion of the contract term.
- 2. **COMPENSATION.** Advertiser shall pay to City **\$1,000 per month**, for a total of \$12,000 for the 12-month advertising term, based on the pricing set forth below.

SunTran Bus Number	Monthly installment
18	\$1,000

The monthly installments of \$1,000 will commence after final installation of the advertising and shall continue until the balance of \$12,000 is paid in full. The Advertiser will be considered in default for failure to submit timely payments.

3. **TERM & TERMINATION.** This Agreement shall begin on April 3, 2019 and terminate at the end of the business day on April 2, 2020. This Agreement may, by written consent between City and the Advertiser be renewed for two (2) additional one-year periods.

If the bus is inoperable for any reason during the contract term, this Agreement shall be extended for an equivalent length of time. If either party defaults in the performance of this Agreement or materially breaches any of its provisions, the non-defaulting party may, at its option, terminate this Agreement by giving written notification thereof to the other party. Termination of this Agreement shall have no effect upon the rights of the parties that accrued prior to termination.

4. **REMEDIES.** If any Event of Default occurs, City shall have the right, at its sole option, to pursue all remedies available at law or equity, including the termination of this Agreement and all rights of Advertiser hereunder. Notwithstanding City's termination of this Agreement, Advertiser shall remain liable to City for all claims and damages, costs or attorneys' fees arising prior to such termination.
5. **INDEPENDENT CONTRACTOR STATUS.** City expressly acknowledges the Advertiser is an independent contractor. Nothing in this Agreement is intended, nor shall be construed, to create an agency relationship, a partner or partnership, an employer/employee relationship, a joint venture relationship, or any other relationship allowing the City to exercise control or discretion over the manner or method by which Advertiser performs hereunder.
6. **ACCESS TO FACILITIES.** City will provide Advertiser with access to one (1) SunTran bus.
7. **ASSIGNMENT.** Neither party may assign this Agreement or the rights and obligations thereunder to any third party without the prior express written approval of the other party, which shall not be unreasonably withheld.
8. **NON-EXCLUSIVITY.** Nothing herein is intended nor shall be construed as creating any exclusive arrangement with Advertiser. This Contract shall not restrict City from acquiring similar, equal or like goods and/or services, or executing additional contracts from other entities or sources.
9. **PUBLIC RECORDS.** The Advertiser shall comply with all applicable provisions of the Florida Public Records Act, Chapter 119, Florida Statutes. Specifically, the Advertiser shall:
- A. Keep and maintain public records required by the public agency to perform the service.

- B. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- C. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the Advertiser does not transfer the records to the public agency.
- D. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of the Advertiser or keep and maintain public records required by the public agency to perform the service. If the Advertiser transfers all public records to the public agency upon completion of the contract, the Advertiser shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Advertiser keeps and maintains public records upon completion of the contract, the Advertiser shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from the public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.

IF THE ADVERTISER HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE ADVERTISER'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: CITY OF OCALA, OFFICE OF THE CITY CLERK; 352-629-8266; E-mail: clerk@ocalafl.org; City Hall, 110 SE Watula Avenue, Ocala, FL 34471.

10. **TAX EXEMPTION.** City is exempt from all federal excise and state sales taxes (State of Florida Consumer's Certification of Exemption 85-8012621655C-9). The City's Employer Identification Number is 59-60000392. Advertiser doing business with City will not be exempted from paying sales tax to its suppliers for materials to fulfill contractual obligations with the City, nor will Advertiser be authorized to use City's Tax Exemption Number for securing materials listed herein.

11. **AUDIT.** Advertiser shall comply and cooperate immediately with any inspections, reviews, investigations, or audits relating to this Agreement as deemed necessary by the Florida Office of the Inspector General, the City's Internal or External auditors or by any other Florida official with proper authority.
12. **PUBLICITY.** Advertiser shall not use City's name, logo, seal or other likeness in any press release, marketing materials, or other public announcement without City's prior written approval.
13. **CONFLICT OF INTEREST.** Advertiser must have disclosed with the submission of its bid, the name of any officer, director, or agent who may be employed by the City. Advertiser must disclose the name of any City employee who owns, directly or indirectly, any interest in Advertiser or any affiliated business entity. Any additional conflicts of interest that may occur during the contract term must be disclosed to the City of Ocala Procurement Department.
14. **WAIVER.** The failure or delay of any party at any time to require performance by another party of any provision of this Agreement, even if known, shall not affect the right of such party to require performance of that provision or to exercise any right, power or remedy hereunder. Any waiver by any party of any breach of any provision of this Agreement should not be construed as a waiver of any continuing or succeeding breach of such provision, a waiver of the provision itself, or a waiver of any right, power or remedy under this Agreement. No notice to or demand on any party in any circumstance shall, of itself, entitle such party to any other or further notice or demand in similar or other circumstances.
15. **FORCE MAJEURE.** Neither party shall be responsible for damages or delays caused by Force Majeure or other events beyond the reasonable control of the party and which could not reasonably have been anticipated or prevented.

For purposes of this Agreement, Force Majeure includes, but is not limited to, war, terrorism, riots, epidemics, fire, acts of nature, strikes, lockouts, court orders, and acts, orders, laws, or regulations of the government of the United States or the several states, prohibiting or impeding any party from performing its respective obligations under the contract.

If Force Majeure occurs, the parties shall mutually agree on the terms and conditions upon which services may continue. Should Advertiser be delayed in the commencement, performance, or completion of the Work due to any of the conditions under this section, Advertiser shall be entitled to an extension of time only, provided however, that in no event shall Advertiser be entitled to any increased costs, additional compensation, or damages of

any type resulting from such Force Majeure delays.

16. **SEVERABILITY OF ILLEGAL PROVISIONS.** Wherever possible, each provision of this Agreement shall be interpreted in such a manner as to be effective and valid under the applicable law. Should any portion of this Agreement be declared invalid for any reason, such declaration shall have no effect upon the remaining portions of this Agreement.
17. **INDEMNITY.** Advertiser shall indemnify City and its elected officials, employees and volunteers against, and hold City and its elected officials, employees and volunteers harmless from, all damages, claims, losses, costs, and expenses, including reasonable attorneys' fees, which City or its elected officials, employees or volunteers may sustain, or which may be asserted against City or its elected officials, employees or volunteers, arising out of the activities contemplated by this Agreement including, without limitation, harm or personal injury to third persons during the term of this Agreement to the extent attributable to the actions of Advertiser, its agents, and employees.
18. **NO WAIVER OF SOVEREIGN IMMUNITY.** Nothing herein is intended to waive sovereign immunity by the City to which sovereign immunity may be applicable, or of any rights or limits of liability existing under Florida Statute § 768.28. This term shall survive the termination of all performance or obligations under this Agreement and shall be fully binding until any proceeding brought under this Agreement is barred by any applicable statute of limitations.
19. **NOTICES.** All notices, certifications or communications required by this Agreement shall be given in writing and shall be deemed delivered when personally served, or when received if by facsimile transmission with a confirming copy mailed by registered or certified mail, postage prepaid, return receipt requested. Notices can be concurrently delivered by e-mail. All notices shall be addressed to the respective parties as follows:

If to Advertiser:

John J. Piccin, P.A.
d/b/a Piccin & Glynn
Katherine P. Glynn, Esq.
320 NW 3rd Avenue
Ocala, Florida 34475
Phone: 352-877-2751 Fax: 352-351-8057
E-mail: katie@ocalapersonalinjury.law

If to City of Ocala:

Tiffany Kimball, Contracting Officer
110 SE Watula Avenue, 3rd Floor
Ocala, Florida 34471
Phone: 352-629-8366 Fax: 352-690-2025
E-mail: tkimball@ocalafl.org

Copy to:

Patrick G. Gilligan, Esquire
Gilligan, Gooding, Franjola & Batsel, P.A.
1531 SE 36th Avenue
Ocala, Florida 34471
Phone: 352-867-7707 Fax: 352-867-0237
Email: pgilligan@ocalalaw.com

20. **ATTORNEYS' FEES.** If any civil action, arbitration or other legal proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provision of this Agreement, the successful or prevailing party shall be entitled to recover reasonable attorneys' fees, sales and use taxes, court costs and all expenses reasonably incurred even if not taxable as court costs (including, without limitation, all such fees, taxes, costs and expenses incident to arbitration, appellate, bankruptcy and post-judgment proceedings), incurred in that civil action, arbitration or legal proceeding, in addition to any other relief to which such party or parties may be entitled. Attorneys' fees shall include, without limitation, paralegal fees, investigative fees, administrative costs, sales and use taxes and all other charges reasonably billed by the attorney to the prevailing party.

21. **JURY WAIVER.** IN ANY CIVIL ACTION, COUNTERCLAIM, OR PROCEEDING, WHETHER AT LAW OR IN EQUITY, WHICH ARISES OUT OF, CONCERNS, OR RELATES TO THIS AGREEMENT, ANY AND ALL TRANSACTIONS CONTEMPLATED HEREUNDER, THE PERFORMANCE HEREOF, OR THE RELATIONSHIP CREATED HEREBY, WHETHER SOUNDING IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, TRIAL SHALL BE TO A COURT OF COMPETENT JURISDICTION AND NOT TO A JURY. EACH PARTY HEREBY IRREVOCABLY WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY. NEITHER PARTY HAS MADE OR RELIED UPON

ANY ORAL REPRESENTATIONS TO OR BY ANY OTHER PARTY REGARDING THE ENFORCEABILITY OF THIS PROVISION. EACH PARTY HAS READ AND UNDERSTANDS THE EFFECT OF THIS JURY WAIVER PROVISION.

22. **GOVERNING LAW.** This Agreement is and shall be deemed to be a contract entered and made pursuant to the laws of the State of Florida and shall in all respects be governed, construed, applied and enforced in accordance with the laws of the State of Florida.
23. **JURISDICTION AND VENUE.** The parties acknowledge that a majority of the negotiations, anticipated performance and execution of this Agreement occurred or shall occur in Marion County, Florida. Any civil action or legal proceeding arising out of or relating to this Agreement shall be brought only in the courts of record of the State of Florida in Marion County or the United States District Court, Middle District of Florida, Ocala Division. Each party consents to the exclusive jurisdiction of such court in any such civil action or legal proceeding and waives any objection to the laying of venue of any such civil action or legal proceeding in such court and/or the right to bring an action or proceeding in any other court. Service of any court paper may be effected on such party by mail, as provided in this Agreement, or in such other manner as may be provided under applicable laws, rules of procedures or local rules.
24. **REFERENCE TO PARTIES.** Each reference herein to the parties shall be deemed to include their successors, assigns, heirs, administrators, and legal representatives, all whom shall be bound by the provisions hereof.
25. **MUTUALITY OF NEGOTIATION.** Advertiser and City acknowledge that this Agreement is a result of negotiations between Advertiser and City, and the Agreement shall not be construed in favor of, or against, either party because of that party having been more involved in the drafting of the Agreement.
26. **SECTION HEADINGS.** The section headings herein are included for convenience only and shall not be deemed to be a part of this Agreement.
27. **RIGHTS OF THIRD PARTIES.** Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under or because of this Agreement on any persons other than the parties hereto and their respective legal representatives, successors and permitted assigns. Nothing in this Agreement is intended to relieve or discharge the obligation or liability of any third persons to any party to this Agreement, nor shall any provision give any third persons any right of subrogation or action over or against any party to this

Agreement.

28. **AMENDMENT.** No amendment to this Agreement shall be effective except those agreed to in writing and signed by both parties to this Agreement.
29. **COUNTERPARTS.** This Agreement may be executed in counterparts, each of which shall be an original and all of which shall constitute the same instrument.
30. **ELECTRONIC SIGNATURE(S).** Advertiser, if and by offering an electronic signature in any form whatsoever, will accept and agree to be bound by said electronic signature to all terms and conditions of this Agreement. Further, a duplicate or copy of the Agreement that contains a duplicated or non-original signature will be treated the same as an original, signed copy of this original Agreement for all purposes.
31. **ENTIRE AGREEMENT.** This Agreement, including exhibits, (if any) constitutes the entire Agreement between the parties hereto with respect to the subject matter hereof. There are no other representations, warranties, promises, agreements or understandings, oral, written or implied, among the Parties, except to the extent reference is made thereto in this Agreement. No course of prior dealings between the parties and no usage of trade shall be relevant or admissible to supplement, explain, or vary any of the terms of this Agreement. No representations, understandings, or agreements have been made or relied upon in the making of this Agreement other than those specifically set forth herein.
32. **CONTRACT DOCUMENTS.** The contract documents that comprise the entire Agreement between the City and Advertiser are made a part hereof, and are listed as exhibits. There are no contract documents other than those listed below. If there is a conflict in terms between this Agreement and the contract documents, then the terms of this Agreement will control over the terms of the contract documents listed below.
- If there is a conflict within the exhibits regarding scope of service, the order of precedence is as follows: (1) Exhibit C, then (2) Exhibit B, then (3) Exhibit A.
- Exhibit A: Scope of Work (A-1)
 - Exhibit B: Specifications for Non-Removable Signs and Decals (B-1 through B-3)
 - Exhibit C: SunTran Advertising Policy (C-1)
33. **LEGAL AUTHORITY.** Each person signing this Agreement on behalf of either party individually warrants that he or she has full legal power to execute this Agreement on behalf of the party

for whom he or she is signing, and to bind and obligate such party with respect to all provisions contained in this Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth above.

ATTEST:

CITY OF OCALA:

Angel B. Jacobs
City Clerk

Mary S. Rich
City Council President

Approved as to form and legality:

**JOHN H. PICCIN, P.A. D/B/A
PICCIN & GLYNN**

Robert W. Batsel, Jr.
Assistant City Attorney

Vice President or Higher

The Advertiser is responsible for the design, production, and installation of the wrap of one (1) bus in accordance with SunTran advertising policy, shown below. All work shall be coordinated through Ocala/Marion County Transportation Planning Organization (TPO) Project Manager Derrick Harris, (352) 629-8568, e-mail: DHarris@ocalafl.org.

The design, production, and installation cost of the bus wrap is not included in the monthly advertising cost. The advertiser is responsible for these separate expenses, which includes:

- Removal of SunTran wrap prior to Advertiser's installation.
- At the conclusion of the contract period, advertiser must remove wrap and replace the SunTran wrap.
- Paint/body damage due to wrap removal (if applicable).

When considering bus wrap design, Advertiser must be mindful of the bus safety decals as well as labels required by law to be displayed on the bus. Pictures and dimensions are provided to Advertiser within **Exhibit B- Specifications for Non-Removable Signs and Decals**. Safety decals, ADA stickers and any other SunTran required bus decal, will remain on the bus and wrap will be cut out to display those items. Please avoid putting logos, phone number, website address etc. on or near these areas.

SunTran buses are blue; please take that into consideration when designing your wrap. A very light color or white bus wrap may see some bleed through of the bus color.

Wrap designs will be reviewed by TPO staff for compliance before authorizing placement on the bus. The bus can be re-wrapped at Advertiser discretion throughout the three (3) year term as long as the bus is not taken offline (ex: it can be re-wrapped on Sunday). Re-wrapping shall be approved and scheduled through TPO Project Manager only. Any issues pertaining to bus wrap or installation need to be directed to the TPO Project Manager only.

Insurance

Garage keepers' insurance will be requested from bus wrapper vendor.

Specifications for Non-Removable Signs and Decals

- Battery Disconnect/ street side 7 ½" by 2"
- Kneeling/ curbside 6 ½" by 2"
- Ramp/ curbside 4" by 2"
- Handicap/ curbside 4 ½" by 4 ½"
- Safe place/ curbside 11" by 11"
- Rethink/ rear 11" by 17"
- Caution railroad/ rear 13 ¾" by 7"
- Yield/ rear 8 ½" by 11 ¾"

SunTran website address must remain visible.

Bus number must remain visible.

Windows must remain clear glass.



Safe place/Curbside 11" by 11"	Kneeling/ Curbside 6 ½" by 2"	Ramp/Curbside 4" by 2"	Handicap/ Curbside 4 ½" by 4 ½"
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Flashing yield sign must not be covered.
10" by 8"

Bus number must remain visible.

Rethink/ Rear
11" by 17"



Caution Railroad/ Rear
13 ¾" by 7"

Yield/ Rear
8 ½" by 11 ¾"

License Plate must remain visible.



Battery Disconnect/ Street Side
7 ½" by 2"

Windows
must remain
clear glass.

Bus number
must remain
visible.

Full Dimensions of Bus
35' Long by 8' Tall
Rear- 8'3" Wide 7' Tall

SUNTRAN ADVERTISING POLICY

Effective Date: May 25, 1999

The TPO determines that the following advertising on or in any SunTran bus and/or at any established SunTran bus shelter is hereby prohibited:

1. Advertising that is unlawful, obscene or indecent, or contains explicit messages or graphic representations pertaining to sexual contact, or contains an offensive level of sexual overtone, innuendo, or double entendre.
2. Advertising of contraceptive products or hygiene products of an intimately personal nature.
3. Advertising of products or services with sexual overtones such as massage parlors, escort services, or establishments featuring X-rated or pornographic movies.
4. Advertising containing foul or offensive language, pictures or depictions.
5. Advertising of tobacco or alcohol products.
6. Advertising that is harmful to children or is of a nature to frighten children, either emotionally or physically.
 - a. The term "harmful to children" means language or pictures that:
 - i. describe or depict sexual contact, or nudity;
 - ii. make use of foul language;
 - iii. describe or depict violent physical torture, destruction, or death of a human being; or
 - iv. describe or depict criminal activity in a way that tends to glorify or glamorize the activity and that, with respect to children under the age of 18, has a tendency to corrupt.
 - b. The term "of a nature to frighten children, either emotionally or physically" means language or pictures that describe or depict violent or brutal activities, whether such violence or brutality was intended or not, in a manner that causes children under the age of 18 physical or emotional distress or fear for their personal safety or for the safety of others.
7. Advertising of political, social, moral or religious points of view.
8. Advertising which promotes hatred or contempt against specific classes of people because of their race, religion, sex or ethnic background.
9. Advertising that, in the opinion of the TPO, is of a nature to dissuade other advertisers from advertising on SunTran buses.



TRANSPORTATION PLANNING ORGANIZATION

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

February 26, 2019

MINUTES

Members Present:

Commissioner Kathy Bryant (*arrived at 4:33pm*)
Councilwoman Valerie Hanchar
Councilman Justin Grabelle
Commissioner Ronald Livsey
Councilman Brent Malever
Commissioner David Moore
Councilman Jay Musleh
Commissioner Michelle Stone
Commissioner Carl Zalak (*arrived at 4:10pm*)

Members Not Present:

Commissioner Jeff Gold
Mayor Kent Guinn
Councilwoman Mary Rich

Others Present:

Tom Wilder, Marion Senior Services
Ken Odom, Marion County
Oliver Cromwell, SunTran
Oscar Tovar, City of Ocala
Kevin Williams
Darren Park, City of Ocala
Sam Martsolf, Marion County
Don Atwell, Marion County
Karen Williams, Marion Senior Services
Tracy Straub, Marion County

Item 1. Call to Order and Roll Call

Chairwoman Hanchar called the meeting to order at 4:00 PM. Secretary Shakayla Pullings called the roll of members. A quorum was present.

Item 2. Proof of Publication

Secretary Shakayla Pullings stated that the meeting had been published online on the TPO website and on the City of Ocala, Marion County, Belleview, and Dunnellon websites.

**Items 4c-4h were moved up on the agenda by Chairwoman Hanchar.*

Item 3a. Central Florida MPO Alliance Meeting Report

Ms. Stone gave the board a brief update on the Central Florida MPO Alliance (CFMPOA) Meeting that had taken place on February 15, 2019 and provided a summary in the meeting packet for the board members.

Ms. Stone said that the CFMPOA saw self-driving autos that would be utilized in the Villages and talked about PSA's that had been put together in Polk County for pedestrian and bike safety.

The next CFMPOA meeting would take place on May 31, 2019.

Item 4c. SunTran Route Change

Mr. Daniels presented the SunTran Route Change and said that minor route alignment changes were proposed to address concerns that were raised by the riders of the SunTran since the route alignment changes went into effect November 12th.

The changes included:

- Revisions to the schedule to go back to 70-minute headways
- Revisions to the purple route to allow additional two-way access
- Revisions to the silver route to include the area around Howard Middle School
- Revisions to the blue route to include access on SE 17th Street and SE 36th Avenue
- Revisions to the red route to include access into the Silver Springs Shores Wal-Mart on both inbound and outbound trips.

Mr. Daniels told the board a final set of recommendations had been compiled and additional public outreach was underway to inform transit riders of the planned changes. SunTran drivers would begin training on the proposed routes in the coming weeks. The changes were expected to start on an unselected date in September.

Ms. Bryant made a motion to approve the SunTran Route Change. Ms. Stone seconded, and the motion passed unanimously.

Item 4d. SunTran Interlocal Agreement

Derrick Harris, Fiscal Manager/Transportation Planner for the TPO presented the SunTran Interlocal Agreement. Mr. Harris said that per the direction of the TPO Board's decision at the January 24th meeting to have the City of Ocala take over the operation and maintenance staff was recommending that the Interlocal Agreement be amended to acknowledge that the City of Ocala would be taking over the responsibility of operating the public transportation system and thus, would be the main policy board for the SunTran. In addition, there was a modification to the financial matching requirements proposed.

Mr. Moore said he was under the impression that the City of Ocala would take over the day to day operations of SunTran but the policy board would still be the TPO Board due to there being more than the City of Ocala that had services within their jurisdiction.

Ms. Rich said that if the City of Ocala was going to take over the day to day operations, provide housing, and pay for maintenance needs that the City of Ocala should be the policy board.

Ms. Bryant said that she was under the same impression as Mr. Moore and thought that the SunTran policy board would still be the TPO Board.

Tye Chighizola, City of Ocala Growth Services Director addressed the board and said that he believed with the SunTran under the City of Ocala Growth Services Department it would help with a lot of outreach that had been currently taking place within the City of Ocala's communities with the most of the routes located in the City of Ocala. It would also help with the City of Ocala's Strategic Plan.

There was additional board discussion on rather or not the City of Ocala should be the policy board.

Mr. Moore made a motion to table the SunTran Interlocal Agreement. Mr. Zalak seconded, and the motion passed unanimously.

Item 4e. Interlocal Coordination and Review and Public Transportation Coordination Joint Participation (ICAR) Agreement

Mr. Harris provided the board with a revision to the Interlocal Coordination and Review and Public Transportation Coordination Joint Participation (ICAR) Agreement that acknowledged the City of Ocala and not the TPO would be operating and maintaining the SunTran Bus System.

Mr. Moore made a motion to table the Interlocal Coordination and Review and Public Transportation Coordination Joint Participation (ICAR) Agreement. Mr. Zalak seconded, and the motion passed unanimously.

Item 4f. Unified Planning Work Program (UPWP) Amendment

Mr. Harris presented the Unified Planning Work Program Amendment that eliminated the SunTran related functions as part of the UPWP or TPO related functions.

Mr. Moore made a motion to table the Unified Planning Work Program Amendment. Ms. Bryant seconded, and the motion passed unanimously.

Item 4g. Staff Services Agreement

Mr. Harris presented the Staff Services Agreement that was revised to establish Marion County as the host agency.

Mr. Zalak made a motion to approve the Staff Services Agreement. Ms. Bryant seconded and the motion passed unanimously.

Item 4h. Interim Director

Chairwoman Hanchar said that March 6th was Mr. Daniels' last day with the TPO and that an Interim Director would need to be appointed. Ms. Hanchar said that Derrick Harris who was currently employed by the TPO had discussion with Mr. Daniels and the City of Ocala and was willing to be Interim Director.

Mr. Zalak made a motion to appoint Derrick Harris as Interim Director. Mr. Moore seconded, and the motion passed unanimously.

Mr. Daniels said that with him leaving the TPO would be short staffed to three employees. Mr. Daniels said after discussions with City of Ocala Staff that Ms. Kristen Woodruff who was currently an Interim with the City of Ocala would work for the TPO as a Planner I for 32-hours a week for seventeen weeks.

Mr. Zalak said there would need to be coordination of funding between the City of Ocala, Marion County, and the FDOT for the hiring of a new TPO Director because of the transition to Marion County and the new TPO Director going through the Marion County hiring process.

Mr. Zalak made a motion to approve Kristen Woodruff as a Planner I for 32-hours a week for seventeen weeks. Mr. Moore seconded, and the motion passed unanimously.

Mr. Bouyounes said that it had been a City process in hiring the new TPO Director and if moving forward it would be the County process he needed direction from the board.

Kellie Smith with FDOT said that FDOT would have to get their legal staff to look at all agreements and that FDOT would look at it from a compliance prospective.

Mr. Zalak made a motion to hire the new TPO Director under the County employment. Mr. Moore seconded, and the motion passed unanimously.

Item 4a. Safety Performance Measures

Mr. Daniels presented the Safety Performance Measures and said Nationally, state-specific, and locally, transportation plans existed to enhance safety for all users of the transportation system. A coordinated effort to connect all the safety plans had long been in effect in the transportation realm, but over the last three years, a system of Performance Management, had led to a greater push for comprehensive and coordinated transportation and safety planning. Performance Measures for Safety have been developed by the FHWA, for which targets were being established cooperatively between the FDOT and MPO's within the State of Florida (as well as nationally). Through the coordinated effort, the goals of the Highway Safety Improvement Program (HSIP), Highway Safety Plan (HSP), Strategic Highway Safety Plan (SHSP), and region specific safety and transportation plans could be shown to guide and support one another. In August of 2018, the FDOT adopted a target of "Zero" for the five (5) safety performance measures adopted by the Federal Highway Administration (FHWA) for all public roads.

The Performance Measures, along with a brief description of each were provided to the board.

Ms. Bryant made a motion to approve the Safety Performance Measures. Mr. Gold seconded, and the motion passed unanimously.

Item 4b. CR 484 Pennsylvania Avenue Study

Amber Gartner with Kimley Horn presented the CR 484 Pennsylvania Avenue Study and said that one of the key recommendations of the City Dunnellon Bicycle and Pedestrian Master Plan was the redesign of Pennsylvania Avenue with a bike (shared-use) path that connects the downtown area to Blue Run Park. Which ultimately connects to the future Cross Florida Greenway Trail and the Withlacoochee Trail. In addition, in 2013 Marion County and the City of Dunnellon started developing conceptual plans for Pennsylvania Avenue (CR 484) for corridor improvements.

Pennsylvania Avenue existed as a two-lane roadway facility with a posted speed limit of 35 mph. Overhead utility lines were located on the north side of the roadway and the land adjacent to the roadway had been extensively developed. The roadway was characterized by closely spaced driveways between short block lengths with the intersecting local roadway network. Pennsylvania Avenue had free-flow traffic to the traffic signal at US 41. There were no all-way stop-controlled or signal controlled intersections within the study area.

The existing typical section had the following geometric features:

- 13-foot travel lanes
- 7-foot on-street parking on both sides of roadway
- 5-foot concrete sidewalk on both sides of roadway

- No turn lanes along the roadway

Ultimately, throughout the stakeholder engagement process, it was clear that the City Council, business owners and the residents that participated in the process were in favor of an alternative that provided a safe and efficient transportation facility for both motorized and non-motorized users and promoted enhanced aesthetics and economic opportunity with the downtown Dunnellon area. There are still some residents who desire for the Pennsylvania Avenue corridor to remain as was, but there was also significant support for the project and recognition of the benefits to the community.

The recommended concept includes reducing the pavement width to an 11-foot travel lane in each direction, a center two-way left-turn lane to provide for improved traffic operations, and removal of the existing on street

parking. Improved multi-modal connectivity would be achieved by providing a 12-foot trail/multimodal path on the south side of the roadway with designated mid-block pedestrian crossings along the corridor to promote bicycle and pedestrian mobility and safety. Selective landscaped islands would provide improved aesthetics, promote slower travel speeds, and allow for refuge for pedestrian crossings along the corridor.

A new pedestrian/bicycle bridge would be constructed over the Rainbow River to provide for a safe crossing for bicycles and pedestrians separate from the vehicular traffic. This would also serve as a gateway feature to the entrance to the City of Dunnellon.

Ms. Bryant made a motion to approve the CR 484 Pennsylvania Avenue Study. Mr. Gold seconded, and the motion passed unanimously.

Item 5. Consent Agenda

Mr. Musleh mad a motion to approved the Consent Agenda. Ms. Bryant seconded, and the motion passed unanimously.

Item 6. Comments by FDOT

Ms. Vickie Wyche with FDOT provided the board with an updated construction report in their meeting packets. There were no questions for Ms. Wyche by the board.

Item 7. Comments by TPO Staff

Mr. Daniels thanked the board and staff for the opportunity to work for the TPO as it was his last board meeting.

Mr. Daniels also provided the board with a monthly financial update.

Item 8. Comments by TPO Members

There were no comments by the TPO Members.

Item 9. Public Comment

Shauma Robinson 621 NW 2nd St, Apt 305, Ocala, FL 34475 addressed the board and said she would like to see the SunTran silver route expanded to Department of Children and Families and the Centers. Ms. Robinson also expressed concerns she had about a driver that has been causing problems for some years and said that she had complained to SunTran and nothing had been done.

Item 10. Adjournment

Chairman Moore adjourned the meeting at 5:28PM.

Respectfully Submitted By:

Shakayla Pullings, TPO Administrative Assistant



FDOT District Five - Ocala Operations
 627 Northwest 30th Avenue
 Ocala, Florida 34475
 352-732-1338

Outside Consultant
 In-House Construction
 Maintenance

Project Status Report as of March 21, 2019

MARION						
SR 492/NE 14th Street from US 441 to SR 40						
FIN #	430655-1-52-01					
CONTRACT #	T5616					
Lump Sum						
PROJECT DESCRIPTION: Mill and resurface SR 492/NE 14th Street between US 301/441 (Pine Avenue) to SR 40. Project also includes ADA pedestrian signal, sidewalk and curb ramp upgrades.						
					TIME	COST
CONTRACTOR:	Anderson Columbia Co. Inc.	LET DATE:	3/28/2018	ORIGINAL:	260	\$4,231,482.75
FED. AID #:	D517067B	NTP:	5/25/2018	CURRENT:	320	\$4,217,417.42
FUND TYPE	Construction Lump Sum	TIME BEGAN:	6/24/2018	ELAPSED:	273	\$3,947,867.71
		WORK BEGAN:	6/24/2018	% ORIGINAL:	105.00%	93.30%
		EST. COMPLETION:	Spring 2019	% TO DATE:	85.31%	93.61%
CONTACT		PHONE		EMAIL		
PROJECT ADMINISTRATOR		Nicole Aiton		O: 352-620-3012 C: 352-812-5796		nicole.aiton@dot.state.fl.us
CONTRACTOR'S PROJECT MANAGER:		Austin Miller		C: 386-515-5204		austin.miller@andersoncolumbia.com

MARION						
SR 200 from east of Southwest 60th Avenue to east of Southwest 38th Court						
FIN #	437344-1-52-01, 435659-2-52-01					
CONTRACT #	T5605					
Lump Sum						
PROJECT DESCRIPTION: Work includes resurfacing of SR 200, and widening and adding turn lanes on SR 200 and I-75 ramps.						
					TIME	COST
CONTRACTOR:	D.A.B. Constructors Inc.	LET DATE:	3/28/2018	ORIGINAL:	400	\$7,668,888.88
FED. AID #:	N/A	NTP:	6/01/2018	CURRENT:	424	\$7,668,888.88
FUND TYPE	Lump Sum	TIME BEGAN:	8/30/2018	ELAPSED:	200	\$2,058,843.89
		WORK BEGAN:	8/30/2018	% ORIGINAL:	50.00%	26.85%
		EST. COMPLETION:	Spring 2020	% TO DATE:	47.17%	26.85%
CONTACT		PHONE		EMAIL		
PROJECT ADMINISTRATOR		John Davis		C: 813-848-4660		jdavis@aeengineeringinc.com
FDOT PROJECT MANAGER		Denise Larkin		O: 352-620-3007		denise.larkin@dot.state.fl.us
CONTRACTOR'S PROJECT MANAGER:		Kathy Barnes		C: 813-924-5169		kathrynb@dabcon.com

MARION						
SR 200 from west of CR 484 to east of SW 60th Avenue						
FIN #	436879-1-52-01					
CONTRACT #	T5624					
Construction Lump Sum						
PROJECT DESCRIPTION: Resurfacing, adding bike lanes, adding a left turn lane on S.R. 200 to northbound SW60th Avenue, and updating curb, gutter, signage, signalization and various pedestrian improvements to comply with the current Americans with Disabilities Act (ADA) standards.						
					TIME	COST
CONTRACTOR:	Anderson Columbia Co., Inc.	LET DATE:	7/25/2018	ORIGINAL:	350	\$9,260,071.09
FED. AID #:	D517069B	NTP:	9/25/2018	CURRENT:	380	\$9,260,071.09
FUND TYPE	Lump Sum	TIME BEGAN:	10/25/2018	ELAPSED:	144	\$914,107.11
		WORK BEGAN:	10/25/2018	% ORIGINAL:	41.14%	9.87%
		EST. COMPLETION:	Fall 2019	% TO DATE:	37.89%	9.87%
CONTACT		PHONE		EMAIL		
PROJECT ADMINISTRATOR		Nicole Aiton		O: 352-620-3012 C: 352-812-5796		nicole.aiton@dot.state.fl.us
CONTRACTOR'S PROJECT MANAGER:		Tom Hysell		C: 352-494-4858		tom.hysell@andersoncolumbia.com

Project Status Report as of March 21, 2019

MARION						
SR 500 / US 27 from Levy County Line to CR 326						
FIN #	437339-1-52-01					
CONTRACT #	E5Z45					
Construction Lump Sum						
PROJECT DESCRIPTION: Resurface nearly 7 miles of U.S. 27 from the Levy County line (County Road (C.R.) 316) to C.R. 326. Project also includes adding a turn lane from southbound U.S. 27 to Northwest 160th Avenue and drainage improvements.						
					TIME	COST
CONTRACTOR:	VE Whitehurst & Sons Inc.	LET DATE:	11/06/2018	ORIGINAL:	230	\$6,123,813.56
FED. AID #:	N/A	NTP:	1/23/2019	CURRENT:	230	\$6,123,813.56
FUND TYPE	Lump Sum	TIME BEGAN:	2/22/2019	ELAPSED:	24	\$54,385.32
		WORK BEGAN:	2/22/2019	% ORIGINAL:	10.43%	0.89%
		EST. COMPLETION:	Early 2020	% TO DATE:	10.43%	0.89%
CONTACT		PHONE			EMAIL	
PROJECT ADMINISTRATOR		Ronda Daniell	O: 352-620-3005 C: 352-274-8191		ronda.daniell@dot.state.fl.us	
CONTRACTOR'S PROJECT MANAGER:		Kevin Rogers	C: 352-441-5047		kdr@vewwhitehurst.com	

Landscaping Projects in Establishment Period

MARION			
I-75 Landscaping at SW 20th Street and SW 43rd Street			
FIN #	437828-1-52-01	Contract Days: 820	Days Elapsed: 601
CONTRACT #	E5Y94	Present Amount \$438,500.00	Paid to Date: \$389,935.00

MARION			
I-75 Landscaping at CR 318			
FIN #	437818-1-52-01	Contract Days: 868	Days Elapsed: 833
CONTRACT #	E5Y29	Present Amount \$412,920.00	Paid to Date: \$407,920.00

TPO PL 112 FY18-19				
FY Qtr	Beginning Balance	Billing Amount	Remaining	Date Approved
FY 2018-2019	\$ 807,110.00			
JULY		\$ 22,246.32	\$ 784,863.68	9/11/2018
AUGUST		\$ 53,270.63	\$ 731,593.05	9/27/2018
SEPTEMBER		\$ 53,069.22	\$ 678,523.83	11/15/2018
OCTOBER		\$ 49,327.61	\$ 629,196.22	1/17/2019
NOVEMBER		\$ 28,379.50	\$ 600,816.72	1/31/2019
DECEMBER		\$ 64,258.58	\$ 536,558.14	2/15/2019
JANUARY		\$ 28,267.96	\$ 508,290.18	SUBMITTED
FEBRUARY		\$ 42,519.10	\$ 465,771.08	READY TO SUBMIT

5307			
FY Qtr	Billing Date (Qtr)	Billed Amount	Date Approved
FY 2017-2018	Oct 1 2017 - Sept 30 2018		
Qtr #1	Oct 1 - Dec 31	\$ 2,715.54	5/18/2018
Qtr #2	Jan 1 - Mar 31	\$ 465,396.78	6/8/2018
Qtr #3	Apr 1 - Jun 30	\$ 434,331.28	11/15/2018
Qtr #4	July 1 - Sept 30	\$ 1,388,502.04	12/6/2018
FY 2018-2019	Oct 1 2018 - Sept 30 2019		
Qtr #1	Oct 1 - Dec 31	\$ 374,492.49	3/20/2019

FDOT Block Grant			
FY Qtr	Billing Date (Qtr)	Billed Amount	Date Approved
FY 2017-2018	Oct 1 2017 - Sept 30 2018		
Qtr #1	Oct 1 - Dec 31	\$ 1,357.77	5/18/2018
Qtr #2	Jan 1 - Mar 31	\$ 161,834.00	6/8/2018
Qtr #3	Apr 1 - Jun 30	\$ 153,334.19	11/15/2018
Qtr #4	July 1 - Sept 30	\$ 155,948.52	12/6/2018
FY 2018-2019	Oct 1 2018 - Sept 30 2019		
Qtr #1	Oct 1 - Dec 31	\$ 134,031.96	3/20/2019

TD Grant					
FY Qtr	Billing Date (Qtr)	Beginning Balance	Billing Amount	Remaining	Date Approved
FY 2018-2019	July 1 2018 - June 30 2019	\$ 26,790.00			
Qtr #1	July 1 - Sept 30		\$ 1,674.38	\$ 25,115.62	10/30/2018
Qtr #2	Oct 1 - Dec 31		\$ 6,228.68	\$ 18,886.94	1/16/2018
Qtr #3	Jan 1 - Mar 31				
Qtr #4	Apr 1 - Jun 30				

FY 17-18 5305d Contract GOV18					
FY Qtr	Billing Date (Qtr)	Beginning Balance	Billing Amount	Remaining	Date Approved
FY 2018-2019	Beginning May 15 2018	\$ 98,223.00			
Invoice #1	May 15 - June 30		\$ 1,606.88	\$ 96,616.12	12/26/2018
Invoice #2	July 1 - Sept 30		\$ 23,262.70	\$ 73,353.42	1/10/2019
Invoice #3	Oct 1 - Dec 31		\$ 22,412.90	\$ 50,940.52	2/5/2019
Invoice #4	Jan 1 - Mar 30				