



## **CITIZEN ADVISORY COMMITTEE**

Marion County Growth Management Department  
2710 E. Silver Springs Blvd.  
Ocala FL 34471  
Conference Room A

**September 10, 2019**  
**3:00 PM**

### **AGENDA**

#### **1. CALL TO ORDER AND ROLL CALL**

#### **2. PROOF OF PUBLICATION**

#### **3. PRESENTATION**

##### **A. Florida Transportation Plan (FTP)**

FDOT will present an update to the Florida Transportation Plan

#### **4. ACTION ITEMS**

##### **A. Bylaws DRAFT**

Staff will present a DRAFT version of the new CAC Bylaws. Please note: this is just a DRAFT version and the discussion is likely to continue over the next couple of meetings

##### **B. Transportation Regional Incentives Program (TRIP) List Update**

Staff will present an updated TRIP List to present to the Central Florida Metropolitan Planning Organization Alliance (CFMPOA)

#### **5. CONSENT AGENDA**

##### **A. August 13, 2019- Minutes**

#### **6. COMMENTS BY FDOT**

#### **7. COMMENTS BY TPO STAFF**

#### **8. COMMENTS BY CAC MEMBERS**

#### **9. PUBLIC COMMENT (Limited to 5 minutes)**

#### **10. ADJOURNMENT**

If reasonable accommodations are needed for you to participate in this meeting, please call the TPO Office at (352) 438-2630 forty-eight (48) hours in advance, so arrangements can be made.

*The next regular meeting of the CAC will be held on **October 08, 2019***



**August 29, 2019**

**TO: CAC Members**

**FROM: Derrick Harris, Senior Transportation Planner/Project Manager**

**RE: Bylaws DRAFT**

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TPO staff has recently discovered that bylaws for the Citizen Advisory Committee (CAC) was never established. Therefore, we are beginning the discussion and action of creating bylaws for this committee, by presenting this DRAFT version. Please note: this is merely a DRAFT version and is likely to be discussed over the next couple of meetings. The goal is to discuss this month, revise and bring back in October.

If you have any questions prior to the upcoming meeting, please contact our office at (352) 438-2630.

## **Bylaws of the Citizen Advisory Committee (CAC)**

### **Purpose**

- ❖ The purpose of the CAC is to offer a citizen's perspective on transportation related documents, issues, and plans of the TPO. The citizen's perspective is crucial to the TPO's successful implementation of the local communities' goals and objectives, as well as meeting state and federal requirements.

### **Membership**

- ❖ The CAC shall include local citizens involved with a variety of different interest and advocacy groups, including those from the following organizations:
  - Six (6) members at-large with representation from the following types of organizations and associations:
    - One (1) representative from any trail/equine groups/associations
    - One (1) representative from any cycling advocacy group/association
    - One (1) representative from any springs/environmental advocacy group/association
    - One (1) representative from the Governor's West Ocala Neighborhood Revitalization Council
    - One (1) representative from any business community association/group
    - One (1) representative from the transportation disadvantaged community
  - Six (6) members that are residents of the jurisdictions of the TPO area:
    - One (1) representative from the City of Belleview
    - One (1) representative from the City of Dunnellon
    - Two (2) representatives from the City of Ocala
    - Two (2) representatives from Marion County
- ❖ An emphasis of diversity will be taken to ensure broad socioeconomic, racial, ethnic and geographic representation. This includes an emphasis on minority participation as part of the total membership makeup.
- ❖ Ocala Marion TPO will provide staff support for the meetings

### **Appointment & Terms of Office**

- ❖ Each member shall have written consent from the jurisdiction, group or association in which they represent. All members can elect to have an alternate if desired. In this case, the alternate must also have written consent from the jurisdiction, group or

association in which they represent as the alternate. Alternate members may only vote in the absence of the official member

- ❖ Membership shall be for a two-year period with an opportunity to be reappointed for additional term(s).
- ❖ The TPO Board will review and approve all membership nominations

## **Officers and Duties**

- ❖ At the last regular meeting for the calendar year, the CAC shall elect a chairperson and a vice-chairperson.
- ❖ Officers shall be elected by a majority of the members present. The term shall be for one (1) calendar year. An officer may be re-elected, but may not serve more than two (2) consecutive terms.
- ❖ The chairperson shall preside at all meetings. In the event of their absence or at their direction, the vice-chairperson shall assume the powers and duties of the chairperson.
- ❖ In the event of the permanent incapacitation of the chairperson or vice-chairperson of the CAC, a new officer will be elected from the membership at the next scheduled meeting

## **Meetings**

- ❖ Regular meetings of the CAC shall be held at least quarterly. At the last regular meeting of each year, the CAC will approve the following year's meeting schedule. Regular meeting dates and times may be changed by the chairperson or vice-chairperson to accommodate special circumstances such as holidays.
- ❖ Roberts Rules of Order shall be used as a guideline to conduct all meetings
- ❖ A majority of the whole number of voting members of the CAC shall constitute a quorum. No official action shall be taken without quorum.
- ❖ In the absence of the chairperson and vice-chairperson, the TPO staff representative shall determine whether a quorum is present and in that event shall call for election of a temporary chairperson. Upon the arrival of the chairperson, or vice-chairperson, the temporary chairperson shall relinquish the chair upon conclusion of the business immediately before the TPO
- ❖ Agenda meeting notices and packets shall be provided to CAC members and the public at least seven (7) days prior to the regularly scheduled meeting.
- ❖ TPO staff will record and summarize the minutes for all CAC meetings.
- ❖ All meetings will be open to the public.

### **Amendments**

- ❖ These bylaws may be amended by an affirmative vote of two-thirds of the voting members or their designated alternate, provided the proposed amendment shall have been sent to every member at least seven (7) calendar days before voted on.

### **Sunshine Law and Public Records Law**

- ❖ The CAC and all proceedings shall be governed by the Florida Sunshine Law, Chapter 286 and Florida Statutes, Chapter 119.

DRAFT



**August 29, 2019**

**TO: CAC Members**

**FROM: Rob Balmes, Director**

**RE: TPO Transportation Regional Incentive Program (TRIP)  
Priority List**

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In August 2019, a decision was made by the TPO/MPO Directors of the six members of the Central Florida MPO Alliance (CFMPOA) to develop a revised Transportation Regional Incentive Program (TRIP) Priority List. Moving forward, the CFMPOA will revise the list on an annual basis. The list will serve as an important resource to identify projects in each respective TPO/MPO area that may be eligible for TRIP funding.

As background, the purpose of TRIP is to encourage partnerships for transportation projects that are regionally significant. TRIP funds are awarded by the Florida Department of Transportation, and are used to match local or regional funds up to 50% of the total project costs. In essence, TRIP is a matching program to leverage investments in projects with substantial local/regional commitment. See the attached TRIP Fact sheet for further information.

TPO staff are proposing to recommend one project to the TPO Board for submission to the CFMPOA for the Ocala/Marion County TPO 2019 TRIP Priority List.

- NW 49<sup>th</sup> Street Interchange @ I-75 (new interchange)

This project has been the top priority in the TPO's List of Priority Projects (LOPP) for two consecutive years. The project has significant local matching funds by Marion County, making it eligible for TRIP funding.

TPO staff is requesting the CAC to recommend this project to the TPO Board for their approval and submission to the CFMPOA for inclusion in the 2019 TRIP Priority List.

If you have any questions prior to the upcoming meeting, please contact me at our office at (352) 438-2631.

*Cooperative and comprehensive planning for our transportation needs*  
*Marion County • City of Belleview • City of Dunnellon • City of Ocala*

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Telephone: (352) 629-8297 • Fax: (352) 629-8240 • [www.ocalamariontpo.org](http://www.ocalamariontpo.org)



### **What is it?**

The Transportation Regional Incentive Program (TRIP) was created as part of major Growth Management legislation enacted during the 2005 Legislative Session (SB 360). The purpose of the program is to encourage regional planning by providing state matching funds for improvements to regionally significant transportation facilities identified and prioritized by regional partners.

### **Who is eligible to participate in the program?**

Eligible partners are shown in the chart on the right. These partners must form a regional transportation area, pursuant to an interlocal agreement, and develop a regional transportation plan that identifies and prioritizes regionally significant facilities.

### **You mentioned an interlocal agreement. What does the interlocal agreement have to include?**

To qualify for TRIP funding, partners must sign an interlocal agreement that:

- includes development of the regional transportation plan
- delineates the boundaries of the regional transportation area
- provides the duration of the agreement and how it may be changed
- describes the planning process, and defines a dispute resolution process

### **Is there a local match required?**

Yes. TRIP funds are to be used to match local or regional funds up to 50% of the total project costs for public transportation projects. In-kind matches such as right of way donations and private funds made available to the regional partners are also allowed. Federal funds attributable to urbanized areas over 200,000 in population may also be used for the local/regional match.

### **Eligible Partners**

- Two or more contiguous MPOs
- One or more MPOs and one or more contiguous counties that are not members of a MPO
- A multi-county regional transportation authority created by or pursuant to law
- Two or more contiguous counties that are not members of a MPO
- MPOs comprised of three or more counties

### **Is this a grant program like CIGP?**

No. TRIP is not a grant program like the County Incentive Grant Program (CIGP). It is a matching program designed to leverage investments in regionally-significant road and public transportation projects. Regional partners submit a prioritized list of projects, identified in a regional transportation plan, to the Florida Department of Transportation (FDOT) District (see map on reverse). The FDOT District then selects projects for inclusion in the 5-year work program. Please note the Department may not program a project using TRIP funds unless the project meets the requirements of Section 339.2819, F.S.

### **What is the source of TRIP funding?**

TRIP is funded as specified in 201.15 F.S. and the State Transportation Trust Fund.

### **How much money will my area get?**

TRIP funds are distributed to the FDOT Districts based on a statutory formula of equal parts population and fuel tax collections. See the reverse side for a list of FDOT District TRIP contacts.

### **Are there any eligibility criteria for TRIP projects?**

Yes. Projects to be funded through TRIP must, at a minimum:

- Serve national, statewide or regional functions and function as part of an integrated transportation system,
- Be identified in the capital improvements element of the appropriate local government comprehensive plan that is in compliance with Part II, Chapter 163, F.S.,
- Be included in the MPO LRTP, the STIP, TIP and consistent with the local government comprehensive plan,
- Be consistent with the Strategic Intermodal System (SIS) developed under Section 339.64, F.S.,
- Be in compliance with local corridor management policies adopted in the applicable local government comprehensive plan, and
- Have commitment of local, regional or private matching funds.

Projects funded under TRIP will be included in the Department's adopted work program developed pursuant to Section 339.135, F.S.

**For more information about the TRIP program, please contact your FDOT District representative or visit our website at the address below.**

**District 1** – Lisa Brinson  
(863) 519-2836

**District 2** – Kimberly Evans  
(386) 961-7402

**District 3** – Maria Showalter  
(850) 330-1550

**District 4** – Sabrina Aubery  
(954) 777-4585

**District 5** – Lisa Buscher  
(386) 943-5452

**District 6** – Xiomara Nunez  
(305) 470-5404

**District 7** – Lee Royal

(813) 975-6427

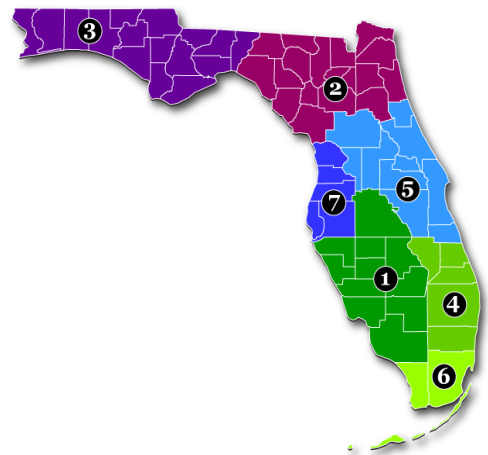
**Central** – Lorraine Moyle

**Office** (850) 414-4383

### **Does the Department give priority to certain types of projects?**

Yes. As provided by law, the Department will give priority to projects that do the following:

- Provide connectivity to the Strategic Intermodal System,
- Support economic development and goods movement in rural areas of critical economic concern,
- Are subject to local ordinances that establish corridor management techniques,
- Improve connectivity between military installations and the Strategic Highway Network or the Strategic Rail Corridor Network and
- The extent to which local matching funds are available to be committed to the project.



<https://www.fdot.gov/programmanagement/LP/TRIP/Default.shtm>





## **CITIZENS ADVISORY COMMITTEE**

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

**August 13, 2019**

### **MINUTES**

#### **Members Present:**

Paul Marraffino  
Richard McGinley  
Steve Rudnianyn (*arrived at 3:12pm*)  
Michelle Shearer

#### **Members Not Present:**

Davis Dinkins  
Joe London  
Travis Magamoll  
Suzanne Mangram  
Robert Sulzer  
Clark Yandle

#### **Others Present:**

Rob Balmes  
Derrick Harris  
Elizabeth Mitchell

### **Item 1. Call to Order and Roll Call**

Chairman Richard McGinley called the meeting to order at 3:06pm. Secretary Shakayla Pullings called the roll. A quorum was not present.

### **Item 2. Proof of Publication**

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

### **Item 3a. TPO Logo & Website**

Mr. Balmes gave a brief presentation on the TPO logo and website and showed the committee the current TPO logo and website page and said that with the move to Marion County it was a good time to create a new logo and user friendly website.

Mr. Balmes noted the following regarding the TPO logo:

- The current Logo was created for TPO and SunTran in 2010
- The goal was to update and modernize the logo to reflect the new TPO
- The TPO was focused on being cost-effective
- The TPO planned to contract with a local graphic artist vendor
- The TPO would seek feedback via survey voting from the TPO Board, CAC, and CAC
- Project to take place in August and conclude in September

Mr. Balmes made clear to the committee that this would not be considered a rebranding project.

Mr. Balmes also noted the following regarding the TPO website:

- Current Website was a subpage of City of Ocala
- Modern, Independent, Customized Website was needed
- Staff reviewed websites of 26 MPO/TPO's in FL
- Staff conducted calls with 6 peer MPO/TPO's
- Staff had discussions with FDOT, FHWA-FL
- Staff had meetings with Marion County IT

Mr. Balmes said that the TPO staff findings were that MPOs/TPOs having independent sites was the standard and that modernization was crucial (user friendly and intuitive). ADA compliance was also essential.

The proposed plan was to request for quotes to receive the lowest and best value and bring a DRAFT review to the TPO Board, CAC, and CAC in October or November 2019. The website project was expected to be completed by December 31, 2019.

### **Item 3b. 2045 Long-Range Transportation Plan (LRTP) Update**

Mr. Harris gave a brief presentation on the 2045 LRTP Update and said that the Federal Highway Act of 1962 established legislation that mandated that any Urbanized Area (UA) with a population of 50,000 or more that expends United States Department of Transportation (USDOT) funding must implement a continuing, cooperative, and comprehensive planning process. The UA of the Ocala/Marion County TPO included the cities of Belleview, Dunnellon, and Ocala, as well as Marion County. As a part of the required continuing, cooperative, and comprehensive planning process, the TPO had to produce and implement certain plans, one being the LRTP.

The LRTP was the cornerstone of the transportation planning process for the Ocala Marion County area and served as a twenty-five year blueprint for transportation improvements for the entire county. The plan projected future population and employment and analyzed their impact on the anticipated transportation system. In addition, it included goals, objectives, and financial projections, as well as estimates of future traffic.

Mr. Harris gave the committee a timeline of the LRTP:

- Summer 2019- Project Kick Off (where the TPO was currently)
- Fall 2019- Establish Goals and Objectives
- Spring 2020- Identify Needed Improvements
- Summer 2020- Project Prioritization
- Fall 2020- Plan Adoption

Mr. Harris encouraged the committee to visit the 2045 LRTP website ([ocalamarion2045.com](http://ocalamarion2045.com)) and take the survey.

### **Item 4a. Bylaws Update**

Mr. Harris said that the TPO staff would begin discussion regarding the proposed update/creation of Bylaws and that an update would be on the next agenda in September 2019 for the committee to review.

### **Item 5. Comments by FDOT**

Ms. Wyche had no project updates but announced that there would be a US 441 Resurfacing Public Hearing on Thursday, August 15<sup>th</sup>, 2019 at the NOW Church in Ocala, FL at 5:30pm.

### **Item 6. Comments by TPO Staff**

Mr. Balmes mentioned that he would like to get feedback from the committee on Mobility Week which would take place October 25<sup>th</sup> – November 1<sup>st</sup>. TPO staff would send an email out seeking feedback closer to the time of the event.

**Item 7. Comments by CAC Members**

*There were no comments by CAC Members.*

**Item 8. Public Comment**

*There was no public comment.*

**Item 9. Adjournment**

Chairman McGinley adjourned the meeting at 3:59pm.

Respectfully Submitted By:

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Shakayla Pullings, TPO Administrative Assistant