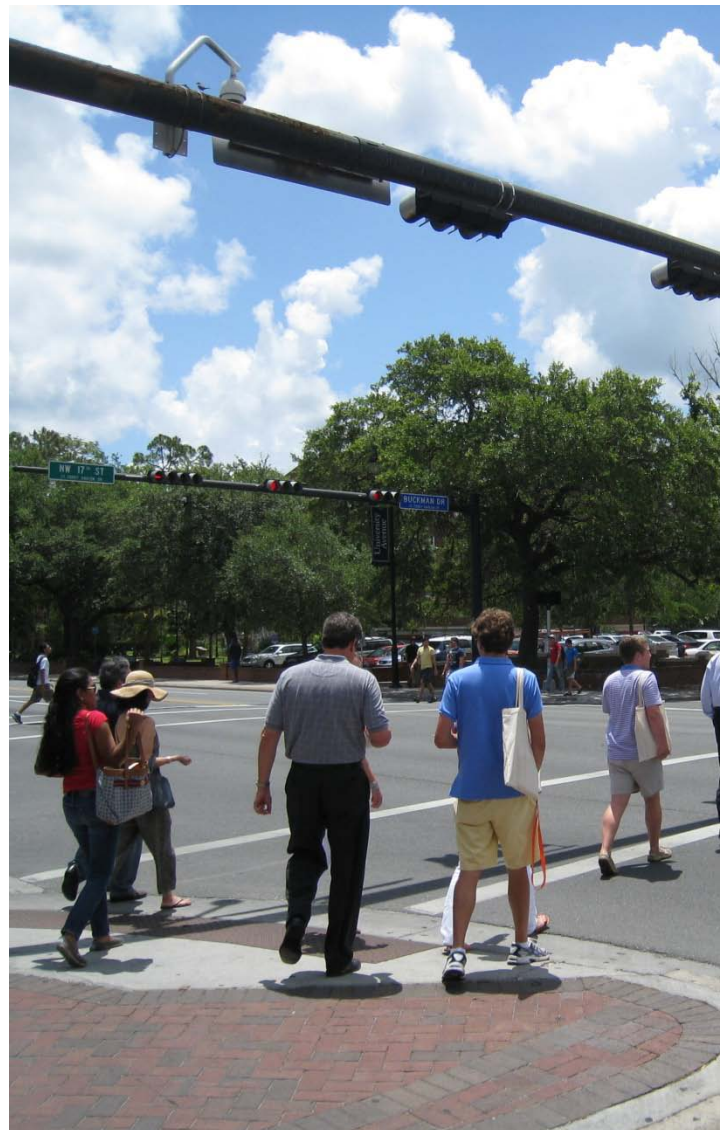


Meeting Packet

February 26, 2018

3:00 p.m.



Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area



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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Harvey M. Budd, Chair

SUBJECT: **Meeting Announcement**

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will meet on **February 26, 2018 at 3:00 p.m.** This meeting will be held in the **Jack Durrance Auditorium, Alachua County Administration Building,** Gainesville, Florida.

Attached are copies of the meeting agenda.

If you have any questions concerning this matter, please contact Scott Koons, AICP, Executive Director, at 352.955.2200, extension 101.

Attachments

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**AGENDA
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

**Jack Durrance Auditorium
Alachua County Administration Building, Gainesville, Florida**

**3:00 p.m.
February 26, 2018**

STAFF RECOMMENDATION

- | | | |
|------------------|--|-------------------------------------|
| Page #3 | I. Approval of Meeting Agenda and Consent Agenda Items | APPROVE BOTH AGENDAS |
| | <u>The Metropolitan Transportation Planning Organization needs to approve the meeting agenda and the consent agenda items.</u> | |
| Page #143 | II. Citizens Advisory Committee- Appointment | APPOINT ONE MEMBER |
| | <u>The Metropolitan Transportation Planning Organization needs to appoint one member to the Citizens Advisory Committee.</u> | |
| Page #149 | III. Rural Advisor Selection | APPOINT RURAL ADVISOR |
| | <u>The Metropolitan Transportation Planning Organization needs to appoint the Rural Advisor.</u> | |
| Page #163 | IV. Florida Department of Transportation- Interstate 75 Relief Update | RECEIVE PRESENTATION |
| | <u>The Florida Department of Transportation will provide a status report on Interstate 75 Relief.</u> | |
| Page #191 | V. State Road 222 (NE 39th Avenue) Crosswalk | APPROVE JOINT RECOMMENDATION |
| | <u>A citizen concern regarding pedestrian safety on State Road 222 was forwarded to the Florida Department of Transportation District 2 Safety Engineer.</u> | |

VI. Next Meeting

NO ACTION REQUIRED

The next Metropolitan Transportation Planning Organization meeting is scheduled for April 23, 2018 at 3:00 p.m.

VII. Comments

- A. Metropolitan Transportation Planning Organization Members*
- B. Citizens Comments*
- C. Chair's Report*

If you have any questions concerning agenda items, please contact Scott Koons, AICP, Executive Director, at 352.955.2200, extension 101.

*No backup material included with the attached agenda material.



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**CONSENT AGENDA
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

Jack Durrance Auditorium
Alachua County Administration Building, Gainesville Florida

3:00 p.m.
February 26, 2018

STAFF RECOMMENDATION

- Page #7 CA. 1 Minutes- December 4, 2017 APPROVE MINUTES**
This set of Metropolitan Transportation Planning Organization minutes is ready for review.
- Page #21 CA. 2 Continuity of Operations Plan APPROVE STAFF RECOMMENDATION**
This plan is reviewed each year and revisions are made as needed.
- Page #59 CA. 3 Standard Assurances and Certifications AUTHORIZE CHAIR SIGNATURE**
Each year, the Metropolitan Transportation Planning Organization needs to certify and assure compliance with federal regulations in order to receive funding.
- Page #71 CA. 4 Certification - Metropolitan Transportation Planning Process Certification Statement AUTHORIZE CHAIR SIGNATURE**
Each year, the Metropolitan Transportation Planning Organization and the Florida Department of Transportation are required by federal law and regulation to jointly certify the transportation planning process.
- Page #75 CA. 5 Fiscal Year 2017 Audit ACCEPT AUDIT AND APPROVE PAYMENT**
The Metropolitan Transportation Planning Organization needs to accept the audit report and approve payment of the invoice for auditor services.
- Page #103 CA. 6 SW 62nd Boulevard Connector Corridor State Highway System Designation - Florida Department of Transportation Response NO ACTION REQUIRED**
The Florida Department of Transportation has determined that the SW 62nd Boulevard Connector Corridor does not meet criteria for State Highway System designation.

Page #107 CA. 7 Metropolitan Planning Organization FOR INFORMATION ONLY
Advisory Council - Meeting Summary

The Metropolitan Planning Organization Advisory Council has provided the attached meeting summary.

Page #111 CA. 8 Transportation Disadvantaged Program - APPROVE
Community Transportation Coordinator Selection RESOLUTION

The Metropolitan Transportation Planning Organization needs to forward its recommendations concerning the selection of the Community Transportation Coordinator to the Florida Commission for the Transportation Disadvantaged.

Page #117 CA. 9 Transportation Disadvantaged Program - APPROVE
Fiscal Year 2018-19 Planning Grant Resolution RESOLUTION

The Metropolitan Transportation Planning Organization needs to annually adopt a resolution authorizing the Chair to sign the Transportation Disadvantaged Program Planning Grant Agreement.

Page #123 CA. 10 Transportation Disadvantaged Program - APPROVE RESOLUTIONS
Resolutions of Appreciation OF APPRECIATION

Lisa Hogan served as the Private Transit Representative and Christine Eason Louton served as the Persons with Disabilities Representative.

Page #133 CA. 11 Transportation Disadvantaged Program - NO ACTION REQUIRED
Status Report

The Metropolitan Transportation Planning Organization has requested regular status reports concerning this program.

Consent

Agenda

Enclosures

MINUTES
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA

Jack Durrance Auditorium
Alachua County Administration Building
Gainesville, Florida

December 4, 2017
5:00 p.m.

MEMBERS PRESENT

David Arreola
Harvey Budd
Mike Byerly
Charles Chestnut, IV, Chair
Ken Cornell
Linda Dixon/Curtis Reynolds
Charles Goston
Adrian Hayes-Santos
Robert Hutchinson
Doug Jones
Lee Pinkoson
Lauren Poe
Karen Taulbee/Greg Evans
Harvey Ward
Helen Warren

MEMBERS ABSENT

None

OTHERS PRESENT

See Exhibit A

STAFF PRESENT

Michael Escalante
Scott Koons

CALL TO ORDER

Chair Charles Chestnut, IV called the meeting to order at 5:02 p.m.

I. APPROVAL OF THE MEETING AGENDA AND CONSENT AGENDA

Chair Chestnut asked for approval of the meeting agenda and consent agenda. He noted that there was an additional item, CA.10 Unified Planning Work Program Amendment that needed to be added to the Consent Agenda.

MOTION: Commissioner Pinkoson moved to approve the Consent Agenda and Meeting Agenda as amended to add CA.10 Unified Planning Work Program Amendment to the Consent Agenda. Commissioner Budd seconded.

A member discussed Sunshine Law concerns regarding the Alachua County League of Cities meetings and the Rural Advisor selection process in the Bylaws.

FRIENDLY AMENDMENT:

Commissioner Cornell asked that item CA.2 Bylaws be placed on the regular agenda. Commissioners Pinkoson and Budd accepted the amendment.

Mr. Koons recommended that this item be placed after item VIII. Florida Metropolitan Planning Organization Advisory Council.

MOTION AS AMENDED:

Commissioner Pinkoson moved to approve the:

- 1. Consent Agenda amended to add CA.10 Unified Planning Work Program Amendment and to move CA.2 Bylaws to the Meeting Agenda: and**
- 2. Meeting Agenda amended to place CA.2 Bylaws after item VIII. Florida Metropolitan Planning Organization Advisory Council.**

Commissioner Budd seconded; motion passed unanimously.

II. CITIZENS ADVISORY COMMITTEE- VACANT POSITIONS

Scott Koons, Executive Director, stated that the Metropolitan Transportation Planning Organization needs to fill three vacant positions on its Citizens Advisory Committee. He reported that the three positions have a term ending December 31, 2020. He said that there are only two candidates at this time and neither was in attendance.

MOTION: Commissioner Arreola moved to reappoint Gilbert Levy and James Samec to the Citizens Advisory Committee for a term ending December 31, 2020. Commissioner Budd seconded; motion passed unanimously.

III. LONG-RANGE TRANSPORTATION PLAN ADMINISTRATIVE MODIFICATION - SW 62ND CONNECTOR PRELIMINARY ENGINEERING AND RIGHT-OF-WAY

Mr. Koons stated that the Florida Department of Transportation has requested an administrative modification to the Year 2040 Long-Range Transportation Plan to advance the SW 62nd Connector Preliminary Engineering project to Fiscal Year 2017-18 and advance the SW 62nd Connector Right-of-Way project to Fiscal Years 2017-18 and 2018-19.

Ms. Karen Taulbee, Florida Department of Transportation District 2 Urban Planning Manager, discussed the Strategic Intermodal System, State Highway System and Transportation Regional Incentive Program eligibility and answered questions.

Mr. Gerry Dedenbach, Casseuax, Hewitt and Wapole Vice-President, discussed Butler Enterprises contributions to the development of the SW 62nd Boulevard Connector and answered questions. He noted that none of the rights-of-way to be purchased with the above-referenced funds are owned by Butler Enterprises.

Philip Mann, Gainesville Public Works Director, discussed the Cabana Beach Apartments road construction contribution to the development of the SW 62nd Boulevard Connector and answered questions. He reported that Cabana Beach Apartments provided right-of-way and constructed the roadway along the west side of its property.

Mr. Stefan Broadus, Gainesville Traffic Engineer, discussed the SW 62nd Boulevard Connector right-of-way and answered questions.

Ms. Kristen Young, Gainesville Citizens for Active Transportation, objected to information being provided by Mr. Dedenbach rather than the information being provided by local government staff.

Mr. Koons discussed traffic impacts for the SW 62nd Boulevard Connector in Year 2020 and Year 2040.

Mr. Mann discussed curb cuts along the proposed corridor and answered questions. He noted that many of the parcels to be acquired would be used as retention ponds.

Doug Jones, Rural Advisor, discussed the regional importance of the project. He noted the connections between the Oaks Mall area with the Butler Plaza area and the provision of additional connectivity between North Florida Regional Medical Center and Shands Hospital and the Veterans Administration Hospital.

Mr. Koons discussed funding for the project. He noted that if the Year 2040 Long-Range Transportation Plan is not modified that the funds would revert to the Florida Department of Transportation District 2 for reallocation to other jurisdictions within District 2.

Ms. Young spoke against approval of the administrative modification. She noted that the support of the Gainesville Area Chamber of Commerce for private investment for construction of the corridor. She discussed her concerns of the impacts on affordable housing, roadway safety and that these public investments are on the west side of Gainesville rather than the east side of Gainesville.

MOTION: Mayor Poe moved to approve administratively modifying the Year 2040 Long-Range Transportation Plan to advance the SW 62nd Boulevard Preliminary Engineering project to Fiscal Year 2017-18 and advance the SW 62nd Boulevard Right-of-Way project to Fiscal Years 2017-18 and 2018-19 as shown in Exhibit 1. Commissioner Arreola seconded. Mr. Koons conducted a rollcall vote.

City Member	Yes	No	County Member	Yes	No
David ARREOLA	X				
Harvey BUDD	X				
			Mike BYERLY		X
			Ken CORNELL	X	
Charles GOSTON	X				
Adrian HAYES-SANTOS	X				
			Robert HUTCHINSON		X
			Lee PINKOSON	X	
Lauren POE	X				
Harvey WARD	X				
Helen WARREN	X				
			Charles CHESTNUT IV	X	
Totals	7	0		3	2

Motion passed (Commissioners Byerly and Hutchinson in dissent).

Ms. Young asked that the roadway be planned as a limited access facility.

MOTION: Commissioner Cornell moved to:

1. **Authorize the Chair to send a letter to the Florida Department District 2 Secretary requesting that he reconsider State Highway System Designation for the SW 62nd Boulevard Connector corridor and that State Highway System funds be used for this project;**
2. **Request federal and state legislative delegation participation in support of State Highway System designation for the SW 62nd Boulevard Connector corridor; and**

3. Develop the corridor design plan with minimal curb cuts as a limited-access highway.

Commissioner Budd seconded; motion passed 11 to 1 (Commissioner Byerly in dissent).

**IV. TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT -
SW 62ND CONNECTOR PRELIMINARY ENGINEERING AND RIGHT-OF-WAY**

Mr. Koons stated that the Florida Department of Transportation has requested an amendment to the Transportation Improvement Program to add the SW 62nd Connector Preliminary Engineering project (4352108) in Fiscal Year 2017-18 and SW 62nd Connector Right-of-Way project (4352108) in Fiscal Years 2017-18 and 2018-19.

MOTION: Commissioner Arreola moved to approve an amendment to the Fiscal Years 2017-18 to 2021-22 Transportation Improvement Program to add the SW 62nd Connector Preliminary Engineering project (4352108) in Fiscal Year 2017-18 and SW 62nd Connector Right-of-Way project (4352108) in Fiscal Years 2017-18 and 2018-19. Commissioner Pinkoson seconded. Mr. Koons conducted a show-of-hands vote.

City Member	Yes	No	County Member	Yes	No
David ARREOLA	X				
Harvey BUDD	X				
			Mike BYERLY		X
			Ken CORNELL	X	
Charles GOSTON	X				
Adrian HAYES-SANTOS	X				
			Robert HUTCHINSON	X	
			Lee PINKOSON	X	
Lauren POE	X				
Harvey WARD	X				
Helen WARREN	X				
			Charles CHESTNUT IV	X	
Totals	7	0		4	1

Motion passed (Commissioner Byerly in dissent).

V. SAFETY PERFORMANCE MEASURES AND TARGETS

Mr. Koons stated that federal legislation requires that the Metropolitan Transportation Planning Organization set safety targets on public roads for fatalities and serious injuries. He discussed the Florida Department of Transportation safety targets and interim performance measures and answered questions. He reported the advisory committees and staff recommendations.

A member asked whether data for Interstate 75 could be tracked and whether the speed limit could be reduced.

Mr. Koons stated that the data is for all public roads and the Florida Department of Transportation had conducted a speed study on Interstate 75 and determined that a speed limit reduction was not warranted.

A member asked whether an interim performance measure rate for pedestrian and bicycle fatalities and serious injuries could be provided. He noted that the City of Gainesville would use this information for the City's traffic safety policy.

Ms. Young encouraged development of a safety plan.

Mr. Koons stated that the safety measures that meet federal reporting requirements would be addressed in the transportation improvement program next year and in the next long-range transportation plan update.

MOTION: Commissioner Cornell moved:

- 1. To set Safety Performance Targets consistent with the Florida Department of Transportation Targets at zero with a five-year rolling average for interim performance measures and rates as follows:**

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Safety Performance Measures and Targets			
Performance Measure	Target	Interim Performance Measure* 2012 to 2016	Interim Performance Measure Rate* 2012 to 2016
Fatalities	Zero	36.6	1.48 per 100 million vehicle miles travelled
Serious Injuries	Zero	264.0	8.96 per 100 million vehicle miles travelled
Non-Motorized Fatalities and Serious Injuries	Zero	37.8	N/A

* Alachua County countywide data

- 2. In addition, show the bicycle and pedestrian targets and interim performance measures separately in the Non-Motorized Fatalities and Serious Injuries.**

Commissioner Ward seconded; motion passed unanimously.

Ms. Taulbee announced that James Green, Florida Department of Transportation District 2 Metropolitan Transportation Planning Organization Liaison, was retiring on January 25, 2018. She said she would act as liaison until his position is filled.

Mr. Green stated he enjoyed working with the Metropolitan Transportation Planning Organization and its staff.

Ms. Taulbee stated that responses to all questions directed to the Florida Department of Transportation at the October 30, 2017 meeting are included in the meeting packet.

Mr. Green discussed the modifications for the State Road 331 at the Main Street intersection and answered questions. He noted that rumble strips and signage, including an illuminated speed warning sign may be part of the project modifications.

VI. ELECTION OF OFFICERS

Mr. Koons stated that the Metropolitan Transportation Planning Organization needed to elect a Chair, Vice-Chair and Secretary/Treasurer for the coming year. He identified the current officers and noted that the Chair traditionally alternates between the City Commission and County Commission.

MOTION: Mayor Poe moved to elect Commissioner Budd as Chair, Commissioner Cornell as Vice-Chair and Commissioner Arreola as Secretary/Treasurer. Commissioner Ward seconded; motion passed unanimously.

VII. AUDIT REVIEW COMMITTEE

Mr. Koons asked that the Metropolitan Transportation Planning Organization appoint two members to an Audit Review Committee. He noted that the Metropolitan Transportation Planning Organization Secretary/Treasurer traditionally chairs this committee.

MOTION: Mayor Poe moved to appoint Commissioner Arreola and Commissioner Cornell to the Audit Review Committee and to have Commissioner Arreola serve as Committee Chair. Commissioner Ward seconded; motion passed unanimously.

VIII. FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL

Mr. Koons asked the Metropolitan Transportation Planning Organization to appoint a voting representative and two alternate representatives to the Metropolitan Planning Organization Advisory Council for the coming year. He noted that currently Commissioner Hayes-Santos serves as the voting representative and Commissioner Arreola and Commissioner Chestnut serve as the alternate representatives.

MOTION: Commissioner Cornell moved to appoint Commissioner Arreola as the voting representative and Commissioner Hutchinson and Commissioner Ward as the alternate representatives to the Florida Metropolitan Planning Organization Advisory Council. Commissioner Hutchinson seconded; motion passed unanimously.

CA.2 BYLAWS

Mr. Koons stated that proposed amendments to the Bylaws have been prepared for consistency with current agreements, documents and statutory citations.

A member discussed his concern regarding that the Alachua County League of Cities is not subject to the open meetings requirement of the Florida Sunshine Law.

MOTION: Commissioner Cornell moved to adopt amendments to the Metropolitan Transportation Planning Organization Bylaws that provide for changes to agreements, documents and statutory citations with a revision to Section D(2)(c) concerning the appointment of the Rural Advisor specifying that the Rural Advisor be an elected official appointed by the Metropolitan Transportation Planning Organization from nominations made by the municipal governing bodies in Alachua County located in whole or part outside of the Gainesville Metropolitan Area consisting of the City of Alachua, City of Archer, City of Hawthorne, City of High Springs, Town of La Crosse, Town of Micanopy, City of Newberry and City of Waldo. Commissioner Ward seconded.

Mr. Jones asked whether this issue was presented to the Alachua County League of Cities.

Mr. Koons stated that this issue was not presented to the Alachua County League of Cities.

Several members discussed whether the Rural Advisor needed to be an elected official.

FRIENDLY AMENDMENT:

Commissioner Cornell amended the motion to not require an elected official to serve as the Rural Advisor. Commissioner Ward accepted the amendment.

MOTION RESTATED AS AMENDED:

Commissioner Cornell moved to adopt amendments to the Metropolitan Transportation Planning Organization Bylaws that provide for changes to agreements, documents and statutory citations with a revision to Section D(2)(c) concerning the appointment of the Rural Advisor specifying that the Rural Advisor be appointed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area from among nominees submitted by the municipal governing bodies in Alachua County located in whole or part outside the Gainesville Metropolitan Area consisting of the City of Alachua, City of Archer, City of Hawthorne, City of High Springs, Town of La Crosse, Town of Micanopy, City of Newberry and City of Waldo. Commissioner Ward seconded. Mr. Koons conducted a show-of-hands vote.

City Member	Yes	No	County Member	Yes	No
David ARREOLA	X				
Harvey BUDD	X				
			Mike BYERLY	X	
			Ken CORNELL	X	
Charles GOSTON	X				
Adrian HAYES-SANTOS	X				
			Robert HUTCHINSON	X	
			Lee PINKOSON	X	
Lauren POE	X				
Harvey WARD	X				
Helen WARREN	X				
			Charles CHESTNUT IV	X	
Totals	7	0		5	0

Motion passed unanimously.

IX. NEXT METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION MEETING

Mr. Koons announced that the next Metropolitan Transportation Planning Organization meeting is scheduled for February 26, 2018 at 3:00 p.m.

X. COMMENTS

A. METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION MEMBERS

MOTION: Commissioner Hayes-Santos moved to refer development of a ranked list of candidate intersections for roundabouts on the State Highway System to its advisory committees and staff. Commissioner Cornell seconded; motion passed unanimously.

B. CITIZENS

There were no citizen comments.

C. CHAIR'S REPORT

Mr. Koons presented a plaque to Chair Chestnut for his service as Chair. He announced 2018 meeting dates for the Metropolitan Planning Organization Advisory Council Institute. He asked for members to contact staff if they were interested in attending.

Several members encouraged other members to attend the Metropolitan Planning Organization Advisory Council Institute.

ADJOURNMENT

The meeting was adjourned at 7:02 p.m.

Date

David Arreola, Secretary/Treasurer

EXHIBIT A

<u>Interested Citizens</u>	<u>Alachua County</u>	<u>City of Gainesville</u>	<u>Florida Department of Transportation</u>
Kali Blount John Curtis Gerry Dedenbach Chris Flagg David Flagg Blake Fletcher Vicki Gervakis Jessica Norfleet John Turner Kristin Young	Jeffrey Hays Sylvia Torres	Stefan Broadus Philip Mann	James Green

* Via telephone

Spoke and provided written comments

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**CONSENT AGENDA
METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

**Jack Durrance Auditorium
Alachua County Administration Building, Gainesville, Florida**

**December 4, 2017
5:00 p.m.**

STAFF RECOMMENDATION

- Page #7 CA. 1 Minutes- October 30, 2017 APPROVE MINUTES**
- This set of Metropolitan Transportation Planning Organization minutes is ready for review and approval.
- Page #23 CA. 3 Meeting Schedule APPROVE STAFF RECOMMENDATION**
- The Metropolitan Transportation Planning Organization 2018 meeting Schedule needs to be approved.
- Page #27 CA. 4 House Bill 575 NO ACTION REQUIRED**
- This proposed legislation revises voting membership of certain metropolitan planning organizations according to population size; prohibits an entire county commission from being members of the governing board; and revises the percentage of membership which may be composed of county commissioners.
- Page #37 CA. 5 State Road 331 (Williston Road at Main Street Intersection Project Description NO ACTION REQUIRED**
- This amended budget will allow staff to monitor Metropolitan Transportation Planning Organization expenditures and make appropriate adjustments as needed.
- Page #41 CA. 6 Coastal Connector through Citrus and Marion Counties Update NO ACTION REQUIRED**
- The Metropolitan Transportation Planning Organization has asked for an update on the status of the Coastal Connector through Citrus and Marion Counties.
- Page #51 CA. 7 U.S. Highway 441 Flooding NO ACTION REQUIRED**
- The Metropolitan Transportation Planning Organization has asked for information regarding the impacts of flooding in the U.S. highway 441 corridor through Paynes Prairie.

APPROVE RESOLUTION

Page #59

NO ACTION REQUIRED

Addendum CA.10 Unified Planning Work Program Amendment

The Metropolitan Transportation Planning Organization needs to amend the Unified Planning Work Program in order to receive the Federal Transit Administration Section 5305(d) funding.

EXHIBIT 1

Table 9: Major Projects in the Transportation Improvement Program: Fiscal Years 2015-16 to 2019-20

Project	Description	Project Phase* and Funding by Fiscal Year in Millions of Dollars				
		2015-2016	2016-2017	2017-2018	2018-2019	2019-2020
SW 27 th Street	Construct bike/pedestrian trail from State Road 331 (Williston Road) to SW 35 th Place	-	\$0.07 PE	-	\$0.232 CST	-
Norton Elementary Trail	Construct bike/pedestrian trail from State Road 222 (NW 39 th Avenue) to NW 45 th Avenue	-	\$0.371 CST	-	-	-
State Road 24 (Archer Road)	Project Development and Environment Study from US 27/Bronson to Tower Road/SW 75 th Street	\$0.520 PE	-	-	-	-
Depot Avenue	Reconstruct corridor from US 441 (SW 13 th Street) to State Road 331 (Williston Road)	\$6.41 PE, ROW, CST	-	-	-	-
SW 30 th Avenue	Construct bridge from SW 45 th Street to SW 30 th Avenue	\$12.0 CST	-	-	-	-
SW 62 nd Boulevard	Preliminary engineering from State Road 24 (Archer Road) to State Road 26 (Newberry Road)	\$1.28 PE	-	4.963 PE, ROW	0.834 ROW	-
SW 40 th Boulevard Extension	Construct new roadway from State Road 121 (SW 34 th Street) to State Road 24 (Archer Road)	-	\$1.36 CST	-	-	-
Interstate 75	Project Development and Environment Study and Preliminary Engineering of State Road 121 (Williston Road) Interchange	\$0.124 PE	\$0.133 PE	-	-	-
Southeast 16 th Avenue (State Road 226)	Transportation Systems Management Capacity Enhancements at Main Street and Williston Road (State Road 331) Intersections	\$2.024 PE, CST	\$0.026 CST	\$0.054 CST	-	-

*Project Phasing: PE=Preliminary Engineering, ROW=Right of Way Acquisition, CST = Construction



CA.2

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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Continuity of Operations Plan

STAFF RECOMMENDATION

Approve the updated Continuity of Operations Plan as a completed planning document.

BACKGROUND

Each year, staff review, and make needed revisions to, the Continuity of Operations Plan as part of addressing consideration of safety and security in the transportation planning process. The Plan addresses how the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will continue to function in the event of a natural or man-made disaster. The changes made to the document were administrative revisions that were not substantive in nature. Attached is the draft Continuity of Operations Plan.

Attachment

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Continuity of Operations Plan

February 26, 2018
Draft



Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area

Continuity of Operations Plan

ENDORSEMENT

This Continuity of Operations Plan has been developed consistent with federal and state requirements and approved on April 3, 2017 by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
2009 NW 67th Place
Gainesville, FL 32653-1603

Harvey M. Budd, Chair

The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, United States Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, United States Code. The contents of this report do not necessarily reflect the official views or policy of the United States Department of Transportation.

Prepared by

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
2009 Northwest 67th Place
Gainesville, FL 32653-1603
352.955.2200

With Assistance from

North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653-1603
352.955.2200

February 26, 2018

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Executive Summary

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Executive Summary

The purpose of this document is to ensure the continuity of essential office functions in the occurrence of a major event/emergency/disaster- such as a fire, bomb threat, chemical/biological threat/attack, hurricane, or tornado. In particular, this Continuity of Operations Plan addresses the Fixing America's Transportation System Act planning factors 2 (safety) and 3 (security). The procedures discussed in this report have been tailored to the needs of the Gainesville Metropolitan Area.

Included within this report are the following elements that specify how the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area will continue with essential office functions in the event of a natural or man-made disaster:

- Plan to Continue Function in the Event of a Natural or Man-Made Disaster;
- Connections to State of Florida, Alachua County and City of Gainesville Emergency Preparedness Plans;
- Alternate Work Sites;
- Back-up of Storage Data; and
- Communications.

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Chapter I

Plan to Continue Function in the Event of a Natural or Man-Made Disaster

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Chapter I: Plan to Continue Function in the Event of a Natural or Man-Made Disaster

The purpose of this section is to discuss procedures that will be activated in the event of a natural or man-made disaster that impacts the operations of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. Some examples of a natural or man-made disaster include a fire, bomb threat, cyber attack, chemical/biological threat/attack, hurricane, flood or tornado.

A. Phases

At some time in the future, a natural or man-made disaster may affect the ability of the staff for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to perform their functions from their offices at 2009 NW 67th Place, Gainesville, Florida. Relocation to an alternate site may be required for a number of emergency reasons. If the emergency impacts are so severe that Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area offices are unusable for such a long period of time that normal operations are affected, then this Continuity of Operations Plan will be activated. The following sections discuss the four phases that will be followed when this plan is activated.

Staff will prepare a list of items which would be important when conducting work tasks which would need to be completed during the activation of the Continuity of Operations Plan and while operating at an alternate location. This list should be limited to essential items which could be removed within one hour. This list will be stored on the public drive at a designated location, such as p:GO_KITS.

1. Phase 1- Plan Activation (0 to 12 hours)

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Executive Director is Scott R. Koons, Executive Director of the North Central Florida Regional Planning Council. In response to an emergency situation, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Executive Director will activate this Continuity of Operations Plan and ensure that all employees are safe and informed of the activation of the Plan. During this phase, arrangements will be made to safely evacuate the building and relocate to the alternate work site.

During plan activation, if time permits, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff will be advised to pack their "Go-Kits" and leave the building. Staff will be advised when and where to report to the selected alternate work site.

2. Phase 2- Alternate Operations- (12 hours to termination)

As soon as operations have been safely relocated to the alternate work site, one of the first responsibilities to be implemented is the re-establishment of normal lines of communication to all outside agencies who regularly do business with the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. In addition, employees will be given information in regard to estimates of how long Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area operations will be conducted at the alternate site, including information concerning payroll and any special duty assignments.

During this phase, work will also begin on plans to return to the primary facility. If the primary facility is rendered unusable by the emergency, plans will be developed to obtain a new primary facility.

3. Phase 3- Reconstitution and Termination

This phase involves ending operations at the alternate site and an orderly return to a non-emergency status at the primary facility. This includes informing Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff that the emergency no longer exists and providing instructions for the resumption of normal operations. Included in this phase are plans to transition communications, records and databases back to the primary facility.

4. Phase 4- After-Action Review and Remedial Action Plan

As soon as possible after operations have returned to normal at the primary facility, an assessment will be made of how well the Continuity of Operations Plan worked. This assessment will include identifying specific solutions to address any areas of concern related to problems encountered during the recent emergency incident.

B. Plan to Notify Customers of New Work Location, Phone Numbers, Re-Route U.S. Mail

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff will notify the following regular Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area customers of the address of the new alternate site work location as soon as possible:

- United States Postal Service;
- City of Gainesville;
- Alachua County;
- Florida Department of Transportation;
- Other agencies;
- Members of Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area advisory committees; and
- News media.

This notification will include using the conventional office telephone system, cellular telephones, emails on the Internet, and posting the new work location address and telephone number on the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area website, www.ncfrpc.org/mtpo/index.html, and the websites of the City of Gainesville and Alachua County. Also, arrangements will be made with the telephone company to relocate the current telephone number of 352.955.2200 to the new work location site.

C. Mission Essential Functions- Provide Vital Services and Maintain Safety

The primary mission essential function of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is to carry out the metropolitan transportation planning process to include the development of the transportation plan, transportation improvement program and the unified planning work program.

D. Delegation of Staff Authority

This section identifies the delegations of authority to ensure the rapid response to any emergency situation requiring activation of this Plan. Listed in the following section is the line of delegation of staff authority for the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area:

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
Executive Director;

Transportation Disadvantaged Program Senior Planner; then

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
Senior Planner.

E. Orders of Staff Succession

This section identifies the person in charge of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Transportation Section in the event that the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Executive Director is absent or unable to act in fulfilling his/her normal range of responsibilities. Listed in the following section is the order of staff succession:

Transportation Disadvantaged Program Senior Planner; then

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
Senior Planner.

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Chapter II

Connections to State of Florida, Alachua County and City of Gainesville Emergency Preparedness Plans

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Chapter II: Connections to State of Florida, Alachua County and City of Gainesville Emergency Preparedness Plans

The Alachua County Office of Emergency Management has identified the Alachua County Public Works Department as the lead agency within the County for coordinating transportation support operations to governments and voluntary organizations in the event of a natural or man-made disaster. This transportation support includes the following:

1. Performance of, and assisting with, evacuation and re-entry;
2. Processing of all transportation assistance requests and tasks received in the Emergency Operations Center;
3. Prioritizing transportation resources for the transportation of people, materials and services; and
4. Performing all necessary actions to assist with recovery operations.

Other lead agencies that have been identified include the Florida Department of Transportation as the Florida Lead Agency and the U.S. Department of Transportation as the Federal Lead Agency. Additional support agencies that have been identified include the Alachua County School Board, the Gainesville Regional Airport and the Gainesville Regional Transit System.

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Chapter III

Alternate Work Sites

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Chapter III: Alternate Work Sites

In the event of a natural or man-made disaster that impacts the operations of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, arrangements have been made with the Florida Department of Transportation to temporarily relocate office operations to the Florida Department of Transportation Gainesville Maintenance Office located at 5007 NE 39th Avenue. This site has sufficient space and equipment to accommodate relocating personnel and sustain operations for up to 30 days (with some additional resource acquisition). This site also has reliable logistical support, service, infrastructure systems (water, electrical power, heating and air conditioning, etc.). If for any reason the alternate work site is not available, the back-up plan is to lease office space.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff has considered pre-positioning minimum essential equipment at this alternate facility and decided that this is not necessary. Also, the use of virtual office technologies (such as facsimile and email) will also be considered and used where and when appropriate.

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Chapter IV

Back-Up of Storage Data

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Chapter IV: Back-up of Storage Data

This section discusses how Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff will provide for the protection and availability of electronic and hardcopy of documents, references, records, information systems and databases. This section accounts for the identification and protection of vital records and databases at both the primary facility and alternate facility. These vital records include personnel, social security, payroll, retirement, insurance and contracts.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff have provided for the off-site backup of electronic records and databases. A maintenance program will be implemented to ensure the records are current.

A. Work Products

A full tape backup of all work product data files is performed every Friday and those tapes are kept off-site. There are two sets of Friday tapes and they are rotated every other Friday. The Friday tapes are written over every other week. Monday through Thursday, new and changed files are backed up nightly and kept on the premises. These tapes are also overwritten.

A copy of all work product data files located on the server is performed every Friday on external hard drives and are kept off-site. There are two external hard drives and they are rotated every other Friday. The external hard drives are written over every other week.

B. Essential Software

Important software connections and data system access that are considered essential, in order to maintain Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area operations, include the following:

Adobe Acrobat;

Citilabs Cube;

Corel Draw;

CyberLink Power DVD;

Environmental Systems Research Institute, ArcGIS Desktop;

Florida Department of Transportation, Florida Standard Urban Transportation Model Structure;

Florida Department of Transportation, Highway Capacity Manual;

Florida Department of Transportation, Level of Service Plan;

Granicus Links;

Intuit QuickBooks Premier- Nonprofit;

Lotus 123;

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area and Florida Department of Transportation, Gainesville Urbanized Area Transportation Study Model;

Microsoft Outlook- email;

Microsoft PowerPoint- presentations;

Microsoft Word;

Microsoft Access;

Microsoft Internet Explorer- internet access;

Microsoft Excel;

Olympus DSS Player Lite;

Symantec Endpoint Protection;

Windows Explorer- file management;

Windows 7;

WordPerfect- word processing.

C. Distribution Lists

Important software that are considered essential, in order to contact outside agencies, elected officials and other citizens about Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area information, include the following:

Microsoft Outlook- email; and

Microsoft Access- develop and maintain mail lists.

D. Geographic Information System Data Layers

A full tape backup of Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area geographic information system data layers located on the server is performed every Friday and those tapes are kept off-site. There are two sets of Friday tapes and they are rotated every other Friday. The Friday tapes are written over every other week. Monday through Thursday, new and changed files are backed up nightly and kept on premises. These tapes are also overwritten.

A copy of all Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area geographic information system data layers located on the server is performed every Friday on external hard drives and are kept off-site. There are two external hard drives and they are rotated every other Friday. The external hard drives are written over every other week.

E. Financial Records

A full tape backup of all Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area financial record data files located on the server is performed every Friday and those tapes are kept off-site. There are two sets of Friday tapes and they are rotated every other Friday. The Friday tapes are written over every other week. Monday through Thursday, new and changed files are backed up nightly and kept on the premises. These tapes are also overwritten.

A copy of all financial record data files located on the server is performed every Friday on external hard drives and are kept off-site. There are two external hard drives and they are rotated every other Friday. The external hard drives are written over every other week.

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Chapter V

Communication Lines

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Chapter V: Communication Lines

The ability to communicate with outside agencies is imperative during a national, regional or local emergency. The primary communication system currently used by Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff is the conventional office telephone system that is dependent on hardware circuits. Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff also have a backup system of wireless cellular telephones that can be used if the regular telephone system fails. This backup system has one loaner cell phone.

In addition to the telephone system, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area staff communicates with outside agencies and citizens using emails on the Internet and facsimile machine.

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Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

Continuity of Operations Plan Team

Scott R. Koons, AICP, Executive Director

** Lynn Godfrey, AICP, Transportation Disadvantaged Program Senior Planner

* Michael Escalante, AICP, Senior Planner

** Kevin Parrish, Information Technology and Property Management Director

** Jean Strong, Executive Assistant to the Executive Director

* Primary Responsibility
** Secondary Responsibility



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for the Gainesville Urbanized Area**

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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: Certification - Standard Certifications and Assurances

STAFF RECOMMENDATION

Authorize the Chair to sign the attached certification and assurance statements.

BACKGROUND

Each year, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area must approve and submit to the Florida Department of Transportation standard certifications and assurances attached as Exhibits 1 through 4.

Attachments

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EXHIBIT 1
FLORIDA DEPARTMENT OF TRANSPORTATION
MPO JOINT CERTIFICATION
STATEMENTS & ASSURANCES

525-010-05
POLICY PLANNING
11/17

DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Government wide Debarment and Suspension at 49 CFR 29.510

- (1) The Gainesville MTPO hereby certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and
 - (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.
- (2) The Gainesville MTPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

Name: Harvey M. Budd
Title: MPO Chairman (or designee)

February 26, 2018
Date

EXHIBIT 2
FLORIDA DEPARTMENT OF TRANSPORTATION
MPO JOINT CERTIFICATION
STATEMENTS & ASSURANCES

525-010-05
POLICY PLANNING
11/17

LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Gainesville MTPO that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Gainesville MTPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The Gainesville MTPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

Name: Harvey M. Budd
Title: MPO Chairman (or designee)

February 26, 2018
Date

EXHIBIT 3
FLORIDA DEPARTMENT OF TRANSPORTATION
MPO JOINT CERTIFICATION
STATEMENTS & ASSURANCES

525-010-05
POLICY PLANNING
11/17

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Gainesville MTPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Gainesville MTPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Gainesville MTPO, in a non-discriminatory environment.

The Gainesville MTPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code

Name: Harvey M. Budd
Title: MPO Chairman (or designee)

February 26, 2018
Date

EXHIBIT 4
FLORIDA DEPARTMENT OF TRANSPORTATION
MPO JOINT CERTIFICATION
STATEMENTS & ASSURANCES

525-010-05
POLICY PLANNING
11/17

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Gainesville MTPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Gainesville MTPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Name: Harvey M. Budd
Title: MPO Chairman (or designee)

February 26, 2018
Date

APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. Withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. Cancellation, termination or suspension of the contract, in whole or in part.
- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The

Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)




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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: Certification - Metropolitan Transportation Planning Process Certification Statement

STAFF RECOMMENDATION

Authorize the Chair to sign the attached Joint Certification Statement.

BACKGROUND

Federal law and regulation requires the Florida Department of Transportation and the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area to jointly certify each year the transportation planning process, concurrent with the submittal of the Transportation Improvement Program.

A joint review meeting with the Florida Department of Transportation was held on February 7, 2018. As a result of this meeting, the Florida Department of Transportation has not identified any recommendations or corrective actions for the metropolitan transportation planning process. Attached as Exhibit 1 is the Joint Certification Statement that needs to be signed by the Chair and submitted to the Florida Department of Transportation.

Attachment

EXHIBIT 1
FLORIDA DEPARTMENT OF TRANSPORTATION
MPO JOINT CERTIFICATION
STATEMENTS & ASSURANCES

525-010-05
POLICY PLANNING
11/17

**JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN
TRANSPORTATION PLANNING PROCESS**

Pursuant to the requirements of 23 U.S.C. 134(k)(5) and 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Gainesville MTPO with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST Act and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on insert date.

Based on a joint review and evaluation, the Florida Department of Transportation and the Gainesville MTPO recommend that the Metropolitan Planning Process for the Gainesville MTPO be Select option.

Name:
Title: District Secretary (or designee)

Date

Name: Harvey M. Budd
Title: MPO Chairman (or designee)

February 26, 2018
Date



February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Fiscal Year 2016-17 Audit

RECOMMENDATION

Accept the audit report for Fiscal Year 2016-17 and approve the invoice for payment to the auditor as recommended by the Audit Review Committee.

BACKGROUND

Attached please find a copy of the auditor's report for the fiscal year ended September 30, 2017. In December 2017, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area appointed Commissioner Arreola and Commissioner Cornell to an Audit Review Committee. The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area also decided to have Commissioner Arreola serve as Committee Chair.

First, it should be noted that the audit conforms to both federal regulations and the rules of the Auditor General of the State of Florida. Therefore, the auditor is required to take into account not only internal accounting controls, but administrative controls as well. In addition, the audit has been completed in compliance with Governmental Accounting Standards Board Statement 34 and 54 requirements.

More specific comments relating to the report are given in sequence as they appear in the document. On Page 5, you can see that the auditor's report indicates that the records audited "...present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, as of September 30, 2017, and the changes in financial position and the respective budgetary comparisons for the year then ended in accordance with accounting principles generally accepted in the United States of America."

Pages 7 through 11 contain the "Management's Discussion and Analysis" that is intended to present easily understood analyses of the Metropolitan Transportation Planning Organization's financial activities, but technically is not a part of the audit. This expanded information gives a more detailed look at the financial position of the Metropolitan Transportation Planning Organization from a business perspective.

Pages 12 through 13 present the statements that were audited. In general, you will find that the information in each of these statements are fairly routine and report no unusual circumstances. In particular, page 12 presents the "Governmental Funds Balance Sheet."

Page 13 is a "Statement of Revenues, Expenditures and Changes in General Fund Balance." Please note that with respect to revenues collected versus those budgeted, revenues received were (0.2) percent less than budgeted amounts. With respect to expenditures, funds expended were (0.2) percent less than budgeted amounts. The difference in the revenues received and the expenditures made are reflected in the increase in the Metropolitan Transportation Planning Organization's "General Fund Balance" of \$213.

The auditor's notes begin on page 14 and include Note 1, Summary of Significant Accounting Policies and Note 2, Budgetary Process, Note 3, Concentration of Risk and Note 4, Contingent Liabilities.

The audit also contains various reports on compliance, internal control and management on Pages 20 through 26. In these reports, no material weaknesses or problems were cited. Consequently, there were no findings of non-compliance or reportable conditions (see Page 22).

Overall, management and financial staff are pleased with the audit report. If you would like additional information concerning the audit before the meeting, please do not hesitate to contact me.

Audit Review Committee Meeting

The Audit Review Committee met with the Auditor to review the audit and recommends to the Metropolitan Transportation Planning Organization acceptance of the audit report for Fiscal Year 2016-17 and approval of the invoice for payment in the amount of \$6,728 to the auditor.

Attachment

EXHIBIT 1

METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA

ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended September 30, 2017

**METROPOLITAN TRANSPORTATION PLANNING
ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA**

ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended September 30, 2017

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FINANCIAL SECTION



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INDEPENDENT AUDITOR'S REPORT

To Metropolitan Transportation
Planning Organization for the
Gainesville Urbanized Area
Gainesville, Florida

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (the Organization), as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the Organization's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

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We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund and the aggregate remaining fund information of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area as of September 30, 2017, and the changes in financial position and the respective budgetary comparisons for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 7 - 9 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

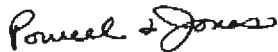
Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's basic financial statements. The schedule of expenditures of federal awards and state financial assistance is presented for purposes of additional analysis, and is not a required part of the basic financial statements.

The schedule of expenditures of federal awards and state financial assistance is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the schedule of expenditures of federal awards and state financial assistance is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 26, 2018, on our consideration of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's internal control over financial reporting and compliance.



POWELL & JONES
Certified Public Accountants
January 26, 2018

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA
Management's Discussion and Analysis**

This discussion and analysis is intended to be an easily readable analysis of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's (the Organization) financial activities based on currently known facts, decisions or conditions. This analysis focuses on current year activities and should be read in conjunction with the financial statements that follow.

Report Layout

The Organization has implemented Governmental Accounting Standards Board (GASB) Statement 34, "Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments". This Statement requires governmental entities to report finances in accordance with specific guidelines. Among those guidelines are the components of this section dealing with management's discussion and analysis. Besides this Management's Discussion and Analysis (MD&A), the report consists of government-wide statements, fund financial statements, and the notes to the financial statements. The first two statements are condensed and present a government-wide view of the Organization's finances. Within this view, all the Organization's operations are categorized as applicable, and reported as either governmental or business-type activities. Governmental activities include basic planning related services and general administration. The Organization had no business-type activities in this fiscal year. These government-wide statements are designed to be more corporate-like in that all activities are consolidated into a total for the Organization.

Basic Financial Statements

The Statement of Net Position focuses on resources available for future operations. In simple terms, this statement presents a snap-shot view of the assets of the Organization, the liabilities it owes and the net difference. The net difference is further separated into amounts restricted for specific purposes and unrestricted amounts. Governmental activities are reported on the accrual basis of accounting.

- The Statement of Activities focuses gross and net costs of the Organization's programs and the extent, if any, to which such programs rely upon general revenues. This statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.
- Fund financial statements focus separately on governmental and proprietary funds, as applicable. Governmental fund statements follow the more traditional presentation of financial statements. As stated above, the Organization has no proprietary funds and business-type activities.
- The notes to the financial statements provide additional disclosures required by governmental accounting standards and provide information to assist the reader in understanding the Organization's financial condition.
- The MD&A is intended to serve as an introduction to the Organization's basic financial statements and to explain the significant changes in financial position and differences in operations between the current and prior years.

Condensed Financial Information

Condensed financial information from the Statements of Net Position as of September 30, 2017 and 2016, follow:

	Governmental Activities	
	Total Government	
	September 30,	
	2017	2016
Assets:		
Cash	\$ 66,787	\$ 64,991
Receivables	154,914	161,185
Prepaid expenses	-	500
Total assets	<u>221,701</u>	<u>226,676</u>
Liabilities:		
Accounts payable	160,695	165,883
Total liabilities	<u>160,695</u>	<u>165,883</u>
Net Position		
Unrestricted	61,006	60,793
Total net position	<u>\$ 61,006</u>	<u>\$ 60,793</u>

During the year ended September 30, 2017, there was an increase of \$213 in net position, due to normal operations during the year.

Condensed versions of the Statement of Activities for the years ended September 30, 2017 and 2016 follow:

	Governmental Activities	
	Total Government	
	Fiscal Year Ended September 30,	
	2017	2016
Revenues		
Program revenues		
Member dues	\$ 24,000	\$ 24,000
Operating grants	674,551	798,428
In-kind contributions	106,870	109,272
Other income	-	30
Total revenues	<u>805,421</u>	<u>931,730</u>
Expenses		
Transportation planning services	805,208	930,427
Total expenses	<u>805,208</u>	<u>930,427</u>
Change in net position	213	1,303
Beginning net position	60,793	59,490
Ending net position	<u>\$ 61,006</u>	<u>\$ 60,793</u>

Governmental activities

Transportation planning program activities remained similar to the prior year except that total expenses decreased approximately 13.46%, which were the result of grant revenues also decreasing approximately 13.56%.

Capital Assets and Debt Administration

Capital Assets

At September 30, 2017, the Organization had no capital assets titled in its name. All of the capital assets utilized in the Organization's programs are owned by North Central Florida Regional Planning Council, its administering agency.

Debt Outstanding

At September 30, 2017, the Organization had no outstanding debt.

Financial Contact

The Organization's financial statements are designed to present users (citizens, taxpayers, customers, and creditors) with a general overview of the Organization's finances and to demonstrate the Organization's accountability. If you have questions about the report or need additional financial information, please contact the Organization's Executive Director at 2009 NW 67th Place, Gainesville, Florida 32653-1603.

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

STATEMENT OF NET POSITION

September 30, 2017

	<u>Governmental Activities</u>
ASSETS	
Current assets	
Cash	\$ 66,787
Accounts receivable	154,914
Total assets	<u>\$ 221,701</u>
LIABILITIES	
Current liabilities	
Accounts payable	\$ 160,695
Total liabilities	<u>160,695</u>
NET POSITION	
Unrestricted	<u>61,006</u>
Total net position	<u>61,006</u>
Total liabilities and net position	<u>\$ 221,701</u>

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

STATEMENT OF ACTIVITIES

For the Fiscal Year Ended September 30, 2017

	<u>Expenses</u>	<u>Program Revenues Operating Grants and Contributions</u>	<u>Net Expenses and Change in Net Position Governmental Activities Total</u>
Governmental activities:			
General government			
Transportation planning services	\$ 805,208	\$ 781,421	\$ (23,787)
Total governmental activities	<u>\$ 805,208</u>	<u>\$ 781,421</u>	<u>(23,787)</u>
 General revenues:			
Member dues			<u>24,000</u>
			<u>24,000</u>
 Increase in net position			213
 Net position - October 1, 2016			<u>60,793</u>
 Net position - September 30, 2017			<u>\$ 61,006</u>

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

**GOVERNMENTAL FUND
BALANCE SHEET
September 30, 2017**

	<u>General Fund</u>
ASSETS	
Cash	\$ 66,787
Accounts receivable	154,914
Total assets	<u><u>\$ 221,701</u></u>
LIABILITIES	
Accounts payable	\$ 160,695
Total liabilities	<u><u>160,695</u></u>
FUND BALANCE	
Unassigned	<u>61,006</u>
Total fund balance	<u><u>61,006</u></u>
Total liabilities and fund balance	<u><u>\$ 221,701</u></u>

Total fund balance is the same as net position in the Statement of Net Position.

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

**GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES
IN FUND BALANCE - BUDGET AND ACTUAL
For the Fiscal Year Ended September 30, 2017**

	<u>Budgeted Amounts</u>		<u>Actual</u>	<u>Variance</u>
	<u>Original</u>	<u>Final</u>	<u>Amounts</u>	<u>Final Budget Positive (Negative)</u>
REVENUES				
State of Florida, Department of Transportation grants	\$ 673,500	\$ 652,800	\$ 651,219	\$ (1,581)
State of Florida, Transportation Disadvantaged Commission	24,100	23,300	23,332	32
Member dues - Alachua County	9,600	9,600	9,600	-
Member dues - City of Gainesville	14,400	14,400	14,400	-
In-kind contributions (FDOT)	106,800	106,800	106,870	70
Total revenues	<u>828,400</u>	<u>806,900</u>	<u>805,421</u>	<u>(1,479)</u>
EXPENDITURES				
Professional contractual services	710,600	686,600	685,238	1,362
Other	11,000	13,500	13,100	400
In-kind services (FDOT)	106,800	106,800	106,870	(70)
Total expenditures	<u>828,400</u>	<u>806,900</u>	<u>805,208</u>	<u>1,692</u>
Net change in fund balance	-	-	213	213
Fund balance, October 1, 2016	<u>60,793</u>	<u>60,793</u>	<u>60,793</u>	<u>-</u>
Fund balance, September 30, 2017	<u>\$ 60,793</u>	<u>\$ 60,793</u>	<u>\$ 61,006</u>	<u>\$ 213</u>

The amounts in the Statement of Revenues, Expenditures, and Changes in Fund Balance of the General Fund are the same as the corresponding amounts reported for governmental activities in the Statement of Activities.

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

NOTES TO FINANCIAL STATEMENTS

September 30, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (the Organization), is a political subdivision created pursuant to provisions of Chapter 163, *Florida Statutes*. The Organization was established in 1977 by an Interlocal agreement between the City of Gainesville, Alachua County and Florida Department of Transportation. It is governed by a fourteen-member board, including the five members of the Alachua County Board of County Commissioners, the seven members of the City of Gainesville City Commission, and non-voting representatives of the University of Florida, and a rural advisor selected by the Alachua County League of Cities. The Organization is not currently subject to state or federal income taxes. Staff services are provided by the North Central Florida Regional Planning Council.

The financial statements of the Organization have been prepared in conformity with generally accepted accounting principles (GAAP) as applied to government units. The Government Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Organization's accounting policies are described below:

A. Reporting entity - As required by generally accepted accounting principles, these financial statements present the Organization and any component units, entities for which the primary government is considered to be financially accountable. There are no entities that would be considered component units of the Organization.

B. Basic financial statements - Basic financial statements are presented at both the government-wide and fund financial level. Both levels of statements categorize primary activities as either governmental or business-type.

Government-wide financial statements report information about the reporting unit as a whole. For the most part, the effect of any interfund activity has been removed from these statements. These statements focus on the sustainability of the Organization as an entity and the change in aggregate financial position resulting from the activities of the year. These aggregated statements consist of the Statement of Net Position and the Statement of Activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function. Any other items not reported as program revenues are reported instead as general revenues.

Fund financial statements report information at the individual fund level. Each fund is considered to be a separate accounting entity. The Organization only reports a general fund which is a governmental fund.

C. Measurement focus, basis of accounting, and basis of presentation - The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. A 120 day availability period after year end is used for revenue recognition. Expenditures are recorded when the related fund liability is incurred.

The Organization reports deferred revenue as applicable on its governmental fund balance sheet. Deferred revenues arise when a potential revenue does not meet both the "measurable" and "available" criteria for recognition on the current period. In subsequent periods, when both revenue recognition criteria are met, the liability for deferred revenue is removed from the balance sheet and revenue is recognized.

Private-sector standards of accounting and financial reporting issued prior to December 1, 1989, generally are followed in the government-wide financial statements to the extent that those standards do not conflict with or contradict guidance of the Governmental Accounting Standards Board.

The Organization reports the following fund:

General Fund

This is the general operating fund of the Organization. It is used to account for all financial resources of the government, except those required to be accounted for in another fund.

D. Cash and cash equivalents - As applicable year to year, the Organization considers all highly liquid investments with a maturity of three months or less when purchased to be cash equivalents.

E. Cash and Investments - Cash deposits are held by a bank qualified as a public depository under Florida law. All deposits are insured by Federal depository insurance and collateralized with securities held in Florida's multiple financial institution collateral pool as required by Chapter 280, *Florida Statutes*.

F. Pervasiveness of Estimates - The preparation of financial statements in conformity with generally accepted accounting principles required management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

G. Fund Balances - As of September 30, 2017, fund balances of the governmental funds are classified as follows:

Non-spendable - amounts that cannot be spent either because they are in non-spendable form or because they are legally or contractually required to be maintained intact.

Restricted - amounts that can be spent only for specific purpose because of constitutional provisions, charter requirements or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Committed - amounts that can be used only for specific purposes determined by a formal action of the Governing Board. The Governing Board is the highest level of decision making authority for the Organization. Commitments may be established, modified or rescinded only through ordinances or resolutions approved by the Governing Board.

Assigned - amounts that do not meet the criteria to be classified as restricted or committed but that are intended to be used for specific purposes. Under the Organization's general policy, only the Governing Board may assign amounts for specific purposes.

Unassigned – all other spendable amounts.

As of September 30, 2017, fund balances are composed of the following:

Unassigned	<u>\$ 61,006</u>
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NOTE 2. BUDGETARY PROCESS

The Organization follows these procedures in establishing the budgetary data reflected in the financial statements:

- a. In March, staff members begin preparing a budget for the fiscal year commencing the following October 1, based on work outlined in the Unified Planning Work Program.
- b. In August, the Organization adopts and approves the budget.
- c. Actual contracts accepted by the Organization throughout the year necessarily have an impact on approved budget operating levels. Should any major changes be needed, due to unforeseen contracts or the need to appropriate additional funds, the budget is then redeveloped for consideration by the Organization.
- d. The budget is adopted on a basis consistent with generally accepted accounting principles. The legal level of budgeting control is the fund level.

NOTE 3. CONCENTRATION OF CREDIT RISK

Significant concentration of credit risk for financial instruments owned by the Organization are as follows:

- a. **Accounts and grants receivable** - Substantially all of the Organization's receivables are for amounts due from federal, state and local governmental agencies under cost reimbursement contracts. The Organization has no policy requiring collateral or other security to support its receivables.
- b. **Cash and cash equivalents** - At September 30, 2017, the carrying amount of the Organization's bank deposits was \$66,787. All deposits with financial institutions were 100% insured by federal depository insurance or by collateral provided by qualified public depositories to the State Treasurer pursuant to the Public Depository Security Act of the State of Florida. The Act established a Trust Fund, maintained by the State Treasurer, which is a multiple financial institution pool with the ability to assess its member financial institutions for collateral shortfalls if a member fails.

NOTE 4. CONTINGENT LIABILITIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the Federal government. Any disallowed claims, including amounts already collected, may constitute a liability to the Organization. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Organization expects such amounts, if any, to be immaterial.

COMPLIANCE SECTION

METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS AND STATE FINANCIAL ASSISTANCE

Federal Grantor/Pass-Through Grantor/ State Grantor Program Title	CFDA/ CSFA Number	Grantor's Number	Program Award/Matching Amount	Received/ Reported Prior Year	Current Year Revenues	Current Year Expenditures
FEDERAL AWARDS						
<i>U.S. Department of Transportation</i>						
<i>Passed through the State of Florida</i>						
<i>Department of Transportation:</i>						
<i>Highway Planning and Construction</i>						
<i>FPID # 439318-1-14-01</i>						
<i>FAIN # 0241(54)</i>						
<i>Grant award: 2017-18</i>	20.205	GOA89	\$ 484,554	\$ -	\$ 87,226	\$ 87,226
<i>Grant award: 2016-17</i>	20.205	GOA89	484,554	109,569	374,985	374,985
<i>State Match: 2016-17</i>			106,870	-	106,870	106,870
			<u>1,075,978</u>	<u>109,569</u>	<u>569,081</u>	<u>569,081</u>
 <i>Federal Transit: Metropolitan</i>						
<i>Planning Grants</i>						
<i>FPID # 411762-3-14-17</i>						
<i>Grant award</i>	20.505	G0I20	168,007	-	168,007	168,007
<i>State match</i>			21,001	-	21,001	21,001
			<u>189,008</u>	<u>-</u>	<u>189,008</u>	<u>189,008</u>
Total Federal Awards			<u>1,137,115</u>	<u>109,569</u>	<u>630,218</u>	<u>630,218</u>
Total State Match			<u>127,871</u>	<u>-</u>	<u>127,871</u>	<u>127,871</u>
 STATE FINANCIAL ASSISTANCE						
<i>State of Florida Department of Transportation</i>						
<i>Transportation Disadvantaged</i>						
<i>FPID # 432029-1-14-01</i>						
<i>Grant award: 2017-18</i>	55.002	G0N07	25,000	-	4,750	4,750
<i>Grant award: 2016-17</i>	55.002	G0C26	24,133	5,551	18,582	18,582
Total State Financial Assistance			<u>49,133</u>	<u>5,551</u>	<u>23,332</u>	<u>23,332</u>
Total federal and state financial assistance			<u>\$ 1,314,119</u>	<u>\$ 115,120</u>	<u>\$ 781,421</u>	<u>\$ 781,421</u>

See notes to Schedule of Expenditures of Federal Awards
and State Financial Assistance

**METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

Notes to Schedule of Expenditures of Federal Awards and State Financial Assistance

For the Fiscal Year Ended September 30, 2017

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies and presentation of the Schedule of Expenditures of Federal Awards and State Financial Assistance of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (the Organization) have been designed to conform to generally accepted accounting principles as applicable to governmental units, including the reporting and compliance requirements of the Audits of States, Local Governments, and Non-Profit Organizations and Office of Management and Budget *Uniform Guidance*.

A. Reporting Entity

This reporting entity consists of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. The Organization includes a Schedule of Expenditures of Federal Awards and State Financial Assistance in the compliance Section for the purpose of additional analysis.

B. Basis of Accounting

Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements. Basis of accounting relates to the timing of the measurements made, regardless of the measurement focus.

The accrual basis of accounting is followed in the Schedule of Expenditures of Federal Awards and State Financial Assistance. Under the modified accrual basis, revenues are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Organization considers revenues to be available if they are collected within 120 days after the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON
COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS
PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To Metropolitan Transportation Planning
Organization for the Gainesville Urbanized Area
Gainesville, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, as of and for the year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's basic financial statements, and have issued our report thereon dated January 26, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's internal control. Accordingly, we do not express an opinion on the effectiveness of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

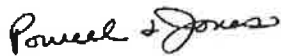
Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material

effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



POWELL & JONES
Certified Public Accountants
January 26, 2018

**INDEPENDENT AUDITOR'S MANAGEMENT LETTER REQUIRED BY
CHAPTER 10.550, RULES OF THE AUDITOR GENERAL**

To Metropolitan Transportation
Planning Organization for the
Gainesville Urbanized Area

We have audited the basic financial statements of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (the Organization) as of and for the year ended September 30, 2017, and have issued our report thereon dated January 26, 2018.

We have issued our Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*, dated January 26, 2018. Disclosures in that report, if any, should be considered in conjunction with this management letter.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States. Additionally, our audit was conducted in accordance with the provisions of Chapter 10.550, *Rules of the Auditor General*, which govern the conduct of local governmental entity audits performed in the State of Florida and require that the following items be addressed in this letter.

PRIOR YEAR FINDINGS - There were no reportable findings in the prior year.

CURRENT YEAR FINDINGS - There were no reportable findings in the current year.

FINANCIAL COMPLIANCE MATTERS

Financial Emergency Status - We determined that the Organization did not meet any of the conditions described in Section 218.503(1), *Florida Statutes*, that might result in a financial emergency.

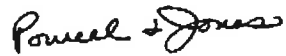
Financial Condition Assessment - As required by the *Rules of the Auditor General* (Sections 10.544(1)(i)7.c. and 10.556(7)), we applied financial condition assessment procedures. It is management's responsibility to monitor the entity's financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information they provided.

We noted no deteriorating financial conditions as defined by Rule 10.544(2)(f).

Our audit did not disclose any further items that would be required to be reported under *Rules of the Auditor General* Chapter 10.550.

CONCLUSION

We very much enjoyed the challenge and experiences with this audit of the Organization. We appreciate the helpful assistance of the Organization staff in completing our audit and also the generally high quality of the Organization's financial records and internal controls.

A handwritten signature in cursive script that reads "Powell & Jones".

POWELL & JONES
Certified Public Accountants
January 26, 2018

INDEPENDENT ACCOUNTANT'S REPORT

To Metropolitan Transportation
Planning Organization for the
Gainesville Urbanized Area

We have examined the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's compliance with Section 218.415, *Florida Statutes*, regarding the investment of public funds during the year ended September 30, 2017. Management is responsible for the Organization's compliance with those requirements. Our responsibility is to express an opinion on the Organization's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and, accordingly, included examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion. Our examination does not provide a legal determination on the Organization's compliance with specified requirements.

In our opinion, the Organization complied, in all material respects, with the aforementioned requirements for the year ended September 30, 2017.

This report is intended solely for the information and use of the Organization and the Auditor General, State of Florida, and is not intended to be and should not be used by anyone other than these specified parties.



POWELL & JONES
Certified Public Accountants
January 26, 2018

Communication with Those Charged with Governance

To Metropolitan Transportation
Planning Organization for the
Gainesville Urbanized Area

We have audited the financial statements of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for the year ended September 30, 2017. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Organization are described Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2017. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus.

All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no sensitive estimates affecting the Organization's financial statements.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. There are no sensitive disclosures affecting the financial statements.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. There were no such misstatements identified during our audit.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that

could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated January 26, 2018.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

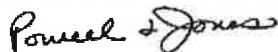
We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Information in Documents Containing Audited Financial Statements

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of the Governing Board and management of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,



POWELL & JONES
Certified Public Accountants
January 26, 2018

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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: SW 62nd Boulevard Connector Corridor State Highway System Designation -
Florida Department of Transportation Response

RECOMMENDATION**No Action Required.**BACKGROUND

At its meeting on December 4, 2017, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area discussed a Year 2040 Long-Range Transportation Plan administrative modification for preliminary engineering and right-of-way for the SW 62nd Boulevard Connector. Subsequent to the approval of the administrative modification, the Metropolitan Transportation Planning Organization approved a motion to:

1. *Authorize the Chair to send a letter to the Florida Department District 2 Secretary requesting that he reconsider State Highway System designation for the SW 62nd Boulevard Connector corridor and that State Highway System funds be used for this project;*
2. *Request federal and state legislative delegation participation in support of State Highway System designation for the SW 62nd Boulevard Connector corridor; and*
3. *Develop the corridor design plan with minimal curb cuts as a limited-access highway.*

Attached is Florida Department of Transportation response. The Florida Department of Transportation states that the SW 62nd Boulevard Connector Corridor is not an appropriate corridor for addition to the State Highway System.

Attachment

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SKME

Florida Department of Transportation

RICK SCOTT
GOVERNOR

2198 Edison Avenue
Jacksonville, FL 32204-2730

MIKE DEW
SECRETARY

December 28, 2017

Mr. Charles S. Chestnut, IV, Chair
Metropolitan Transportation Planning Organization
2009 NW 67th Place
Gainesville, FL 32653-1603

RECEIVED

JAN 02 2018

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

RE: **SW 62nd Boulevard**

Dear Chairman Chestnut:

Thank you for your letter of December 11, 2017, requesting *"the Florida Department of Transportation District 2 Secretary reconsider the State Highway System designation for the SW 62nd Boulevard Connector corridor and that State Highway Funds be used for this project."* The Department has reconsidered this request and has reviewed the attachment to the Gainesville MTPO letter.

When determining if a facility should be considered for transfer to State jurisdiction, the Florida Department of Transportation (FDOT) takes into consideration the following criteria listed in Section 335.0415, F.S.: (a) National defense needs; (b) Travel to and through urban areas; (c) Access to intermodal facilities including but not limited to airports, seaports, major terminals and transfer points; (d) Access to regional public facilities; and (e) Disaster preparedness and emergency evacuation.

Although not among the factors to consider for a jurisdictional transfer of a local roadway, FDOT reiterates our previous analysis that a four-lane SW 62nd Corridor will provide little relief to Interstate 75.

Based on review of the statutory factors and lack of significant improvement to I-75, SW 62nd Avenue is not an appropriate corridor to be considered for addition to the state roadway system.

However, as a significant local roadway, and with the current high priority by the MTPO, the FDOT has been working with the City of Gainesville to provide funding under the state's Transportation Regional Incentive Program (TRIP). The actions taken by the MTPO at your meeting on December 4 allow us to move ahead with TRIP funding, along with some repurposed federal earmarks, to complete Preliminary Engineering and purchase needed rights-of-way during the upcoming two fiscal years. The Tentative Work Program includes TRIP funding in Fiscal Year 2021/22 for construction of SW 62nd Boulevard as a two-lane roadway from Butler Plaza to SW 20th Avenue, in order to close the gap, and make it a continuous roadway. This assumes the project is included in The Long Range Transportation Plan the MTPO must adopt by October 2020.

Please contact Jim Knight at james.knight@dot.state.fl.us if you have additional questions or would like to discuss the criteria in greater detail.

Sincerely



Greg Evans, P.E.
District Two Secretary

xc: Mike Dew, Florida Department of Transportation Secretary
The Honorable Ted Yoho, U.S. House of Representatives Florida District 3
James Knight, Florida Department of Transportation District 2 Urban Planning and Modal Admin.
Karen Taulbee, Florida Department of Transportation District 2 Urban Planning Manager
James Green, Florida Department of Transportation District 2 Transportation Specialist



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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director *SRK*

SUBJECT: Metropolitan Transportation Planning Organization Advisory Council -
February 1, 2018 Meeting Summary

STAFF RECOMMENDATION

For Information Only.

BACKGROUND

The Metropolitan Transportation Planning Organization Advisory Council has initiated providing summaries of its Governing Board, Staff Directors and committee/working group meetings. Exhibit 1 includes the summaries of the.

- Complete Streets Working Group meeting;
- Noteworthy Practices Working Group meeting;
- Staff Directors meeting; and
- Governing Board meeting.

The Freight Committee meeting was cancelled.

Attachment

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MPOAC Meeting Summary: February 01, 2018

Hilton Hotel - West Palm Beach, FL



COMPLETE STREETS WORKING GROUP CHAIRIED BY VALERIE NEILSON, PALM BEACH TPA

- Presentations for Complete Streets Best Practices on:
 - Innovation, Partnerships and Implementation
 - Incorporating Health and Policy
 - Project Prioritization and Funding
- Each MPO was surveyed to participate in the topic areas and outstanding examples were highlighted in the presentations. A summary report of the Complete Streets Working Group will be assembled later this year.

NOTEWORTHY PRACTICES WORKING GROUP CHAIRIED BY BETH ALDEN, HILLSBOROUGH MPO

- A demonstration of a Share Point website was shared with members and a plan to populate the website with USDOT identified Best Practices from Florida MPOs was agreed upon as the first step in utilizing the website. The Working Group later agreed to add Best Practices from the Annual FDOT review of MPOs.
- A request for all MPOs to register for the Share Point website was issued.
- The membership requested that the MPOAC Executive Director look at trends in Corrective Actions and to report results at the next Working Group meeting.
- The Best Practices identified by the Complete Streets Working Group will be uploaded to the Share Point Website.
- A new Technology tab will be added to the Share Point website.

MPOAC STAFF DIRECTORS' COMMITTEE MEETING CHAIRIED BY PETER BUCHWALD, ST. LUCIE TPO

- Reviewed proposed Safety Performance Measures language for inclusion in MPO TIPs.
- Recommended MPOAC meeting dates for 2018:
 - June 6th, August 2nd, November 1st - all in Orlando
- Recommended approval of the annual contract for legal services (for Fiscal Year 2019).
- Recommended approval of a Freight Project Prioritization Process
 - Members discussed adding how to include freight rail projects to the process
 - Members discussed whether the process used by the Freight Committee to develop this product could be used as a format for other programs or purposes
- Reviewed a Roles and Responsibilities document related to Federal Transportation Performance Measures. This effort was originally discussed at the Nov/Dec 2017 Florida Metropolitan Planning Partnership Meeting. Recommended that the MPOAC Executive Committee be delegated authority to give final approval to the document.
- 2018 Election of Officers
 - Greg Stuart, Broward MPO, was elected Chair for 2018
 - Lois Bollenback, River to Sea TPO, was elected Vice-Chair for 2018

MPOAC GOVERNING BOARD MEETING

CHAired BY MAYOR SUSAN HAYNIE, PALM BEACH TPA:

- FDOT informational presentation:
 - Status of research projects benefiting MPOs
 - Federal infrastructure bill
 - Overview of the Florida Metropolitan Planning Partnership Meeting (Nov 30-Dec 1)
 - Overview of the MPOAC Leadership Meeting
 - Planning Emphasis Areas for FY 18/19 & 19/20 UPWPs
 - UPWP and MPO Handbook updates
 - A presentation of EconWorks software for project evaluation

FHWA informational presentation:

- General announcements (staffing, grant awards, etc.)
- 2018 LRTP Expectations Letter
- Transportation Performance Management - overview of target setting and documentation
- Changes to the Federal TMA Certification Process

MPOAC Executive Director's Presentation included:

- Budget and accomplishments report
- Overview of the upcoming draft MPOAC UPWP
- Florida Legislative update:
 - An overview of each chambers stated priorities
 - An overview of the 2018 legislative session and budget process
 - Transportation budgets are similar in House, Senate and Governor proposal at \$10.8 Billion
- MPO Bills of interest:
 - HB 33 and SB 90 - Texting While Driving
 - HB 575 and SB 1516 - MPO Bills
 - HB 807 and SB 984 - MPO Bills
 - HB 353 and SB 712 - Autonomous Vehicles
 - SB 384 and HB 583 - Helmet Law
 - HB 215 and SB 504 - Autocycles
- General Bills of interest to the membership
 - HB 243 and SB 688 - Charter County & Regional Transportation System Surtax
 - HB 815 and SB 1180 - County and Municipal Public Officers and Employees
- MPOAC Weekend Institute for Elected Officials Dates
 - Orlando - April 27-29
 - Tampa - June 1-3


Action Items:

- Established MPOAC meeting dates for 2018:
 - June 6th, August 2nd, November 1st - all in Orlando
- Approved the annual contract for legal services (for Fiscal Year 2019).
- Approved the recommended Freight Project Prioritization Process
- Reviewed a Roles and Responsibilities document related to Federal Transportation Performance Measures. The MPOAC Executive Committee was delegated authority to give final approval to the document.
- 2018 Election of Officers
 - Mayor Haynie (City of Boca Raton), Palm Beach TPA, was elected Chair for 2018.
 - Commissioner Nick Maddox (Leon County), Capital Region TPA, was elected Vice-Chair for 2018.
 - Councilmember Bryan Caletka (Town of Davie), Broward MPO, was elected to the MPOAC Executive Committee for 2018.



February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Florida Transportation Disadvantaged Program
Community Transportation Coordinator for Alachua County

RECOMMENDATION:

Approve attached Resolution No. 2018-01 recommending the Florida Commission for the Transportation Disadvantaged designate MV Transportation, Inc. as the Community Transportation Coordinator for Alachua County for a five-year period effective July 1, 2018.

BACKGROUND:

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is the Designated Official Planning Agency for the Transportation Disadvantaged Program for Alachua County. The Florida Commission for the Transportation Disadvantaged requires that the designated official planning agencies conduct the selection process and recommend a Community Transportation Coordinator at the end of each contract period.

MV Transportation, Inc. is the designated Community Transportation Coordinator for Alachua County. MV Transportation, Inc.'s Memorandum of Agreement will expire June 30, 2018.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area issued a request for proposals for Alachua County Community Transportation Coordinator designation on November 9, 2017. MV Transportation, Inc. is the only organization that submitted a proposal in response to the request for proposals.

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorized the Executive Director to appoint a Technical Review Committee to review and score proposals for the Alachua County Community Transportation Coordinator. The Technical Review Committee reviewed MV Transportation, Inc.'s proposal and determined that it is responsive to the request for proposals. Therefore, it is recommended that MV Transportation, Inc. be designated the Community Transportation Coordinator for Alachua County for a five-year period effective July 1, 2018.

If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

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CERTIFICATE

The undersigned, as the duly qualified and acting Secretary of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, hereby certifies that the annexed is a true and correct copy of Resolution 2018-01, which was adopted at a legally convened meeting of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, which meeting was held on the 26th day of February, A.D., 2018.

WITNESS my hand this _____ day of _____, A.D., 2018.

David Arreola, Secretary/Treasurer

RESOLUTION NO. 2018-01

A RESOLUTION OF THE METROPOLITAN
TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA
RECOMMENDING THE FLORIDA COMMISSION
FOR THE TRANSPORTATION DISADVANTAGED
DESIGNATE MV TRANSPORTATION, INC. THE
COMMUNITY TRANSPORTATION COORDINATOR
FOR ALACHUA COUNTY

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is designated by the Florida Commission for the Transportation Disadvantaged as the Official Planning Agency for the Transportation Disadvantaged Program for Alachua County;

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to recommend the designation of the Community Transportation Coordinator for Alachua County in accordance with Rule 41-2.010 (1), Florida Administrative Code;

WHEREAS, the designation of the Community Transportation Coordinator will be accomplished through public competitive bidding or proposals in accordance with Rule 41-2.010 (3), Florida Administrative Code;

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area issued Request for Proposals No. 2017-01 for designation of the Alachua County Community Transportation Coordinator on November 9, 2017;

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area received one proposal from MV Transportation, Inc. in response to Request for Proposals No. 2017-01; and

WHEREAS, the proposal submitted by MV Transportation, Inc. was determined to be responsive to Request for Proposals No. 2017-01.

NOW, THEREFORE, BE IT RESOLVED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA THAT:

In accordance with Chapter 427, Florida Statutes, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area recommends the Florida Commission for the Transportation Disadvantaged designate MV Transportation, Inc. the Community Transportation Coordinator for Alachua County for a five-year period effective July 1, 2018.

DULY ADOPTED in regular session, this 26th day of February A.D., 2018.

METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION FOR THE
GAINESVILLE URBANIZED AREA

Harvey M. Budd, Chair

ATTEST:

David Arreola, Secretary/Treasurer

APPROVED AS TO FORM

Sylvia Torres, Attorney
Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area

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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Disadvantaged Program -
Fiscal Year 2018-19 Planning Grant Resolution

STAFF RECOMMENDATION

Approve attached Resolution No. 2018-02 authorizing the execution of the Fiscal Year 2018-19 Transportation Disadvantaged Program Planning Grant Agreement for Alachua County.

BACKGROUND

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is the designated official planning agency for the Transportation Disadvantaged Program for Alachua County. As the designated official planning agency, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area is responsible for Transportation Disadvantaged Program planning and providing the Transportation Disadvantaged Coordinating Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities.

Attached Resolution No. 2018-02 authorizes the Chair to sign the Fiscal Year 2018-19 Transportation Disadvantaged Trust Fund Planning Grant Agreement with the Florida Commission for the Transportation Disadvantaged. The Planning Grant Agreement provides the funding needed to provide staff services to the Coordinating Board.

Attachment

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CERTIFICATE

The undersigned, as the duly qualified and acting Secretary of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, hereby certifies that the annexed is a true and correct copy of Resolution 2018-02, which was adopted at a legally convened meeting of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, which meeting was held on the 26th day of February, A.D., 2018.

WITNESS my hand this _____ day of _____, A.D., 2018.

David Arreola, Secretary/Treasurer

RESOLUTION NO. 2018-02

A RESOLUTION OF THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA AUTHORIZING THE EXECUTION OF THE FISCAL YEAR 2018-19 TRANSPORTATION DISADVANTAGED TRUST FUND PLANNING GRANT AGREEMENT WITH THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED; PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 427, Florida Statutes and Rule 41-2.009, Florida Administrative Code designates metropolitan planning organizations as designated official planning agencies for the Transportation Disadvantaged Program in urbanized areas;

WHEREAS, the designated official planning agency is responsible for Transportation Disadvantaged Program planning and providing the local Transportation Disadvantaged Coordinating Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities;

WHEREAS, the Metropolitan Transportation Planning Organization is the designated official planning agency for the Transportation Disadvantaged Program for Alachua County; and

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter into the Fiscal Year 2018-19 Transportation Disadvantaged Trust Fund agreement and to undertake a transportation disadvantaged service project, as authorized by Section 427.0159, Florida Statutes and Rule 41-2, Florida Administrative Code.

NOW THEREFORE, BE IT RESOLVED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION FOR THE GAINESVILLE URBANIZED AREA:

1. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area has the authority to enter into the above referenced grant agreement;
2. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes the Chair to execute the above referenced grant agreement on behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area with the Florida Commission for the Transportation Disadvantaged;
3. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes the Chair to sign any and all assurances, agreements or contracts that are required in connection with the agreement;
4. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to act in connection with the agreement and to provide such additional information as may be required by the Florida Commission for the Transportation Disadvantaged;

5. That the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area authorizes its Executive Director to sign the planning grant application form, any and all reimbursement invoices, warranties, certification and any other documents that may be required in connection with the agreement; and
6. That this resolution shall take effect upon its adoption.

DULY ADOPTED in regular session, this 26th day of February A.D., 2018.

METROPOLITAN TRANSPORTATION
PLANNING ORGANIZATION FOR THE
GAINESVILLE URBANIZED AREA

Harvey M. Budd, Chair

ATTEST:

David Arreola, Secretary/Treasurer

APPROVED AS TO FORM

Sylvia Torres, Attorney
Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area

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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Transportation Disadvantaged Program - Alachua County
Resolutions of Appreciation

RECOMMENDATION:

Approve the attached resolutions of appreciation for Lisa Hogan and Christine Eason Louton.

BACKGROUND:

The attached resolutions of appreciation are regarding Florida's Transportation Disadvantaged Program established by Chapter 427, Florida Statutes. Lisa Hogan served as the Private Transit Industry Representative since October 2015. Christine Eason Louton served as the Persons with Disabilities Representative since October 2011.

If you have questions concerning this matter, please do not hesitate to contact me.

Attachments

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February 26, 2018

Ms. Lisa Hogan
Right Path Transport
5218 SW 34th Street, Ste 107
Gainesville, FL 32608

RE: Florida's Transportation Disadvantaged Program

Dear Ms. Hogan:

On behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, I want to express our regret that you will no longer serve as the Private Transit Industry Representative on the Alachua County Transportation Disadvantaged Coordinating Board. Your knowledge and your concern for transportation disadvantaged individuals have made you a valuable asset to the Board.

As a token of our appreciation for your service, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, at its regular meeting on February 26, 2018 unanimously approved the enclosed resolution. Thank you for taking the time to serve on this Board.

Sincerely,

Harvey M. Budd
Chair

Enclosure

t:\lynn\appt2018\alachua\resletlh.doc

RESOLUTION

WHEREAS, Lisa Hogan has served as the Private Transit Industry Representative on the Alachua County Transportation Disadvantaged Coordinating Board since October 2015; and

WHEREAS, Lisa Hogan ably discharged the duties of the Private Transit Industry Representative on the Alachua County Transportation Disadvantaged Coordinating Board;

NOW, THEREFORE, BE IT RESOLVED: That the members and staff of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area do hereby express their appreciation to Lisa Hogan for dedicated service rendered to the Alachua County Transportation Disadvantaged Coordinating Board, and concern for the transportation disadvantaged needs of Alachua County and the State of Florida; and

BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for all citizens of the community to view and recognize the accomplishments and service of Lisa Hogan.

Harvey M. Budd, Chair

**ADOPTED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA**

February 26, 2018

Date



Serving Alachua
Bradford • Columbia
Dixie • Gilchrist • Hamilton
Lafayette • Levy • Madison
Suwannee • Taylor • Union Counties

2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 26, 2017

Ms. Christine Eason Louton
P.O. Box 144
Earleton, FL 32631-0144

RE: Florida's Transportation Disadvantaged Program

Dear Ms. Louton:

On behalf of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, I want to express our regret that you will no longer serve as the Persons with Disabilities Representative on the Alachua County Transportation Disadvantaged Coordinating Board. Your knowledge and your concern for transportation disadvantaged individuals have made you a valuable asset to the Board.

As a token of our appreciation for your service, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area, at its regular meeting on February 26, 2018 unanimously approved the enclosed resolution. Thank you for taking the time to serve on this Board.

Sincerely,

Harvey M. Budd
Chair

Enclosure

t:\lynn\appt2018\alachua\resletcel.doc

RESOLUTION

WHEREAS, Christine Eason Louton has served as the Persons with Disabilities Representative on the Alachua County Transportation Disadvantaged Coordinating Board since October 2011; and

WHEREAS, Christine Eason Louton ably discharged the duties of the Persons with Disabilities Representative on the Alachua County Transportation Disadvantaged Coordinating Board;

NOW, THEREFORE, BE IT RESOLVED: That the members and staff of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area do hereby express their appreciation to Christine Eason Louton for dedicated service rendered to the Alachua County Transportation Disadvantaged Coordinating Board, and concern for the transportation disadvantaged needs of Alachua County and the State of Florida; and

BE IT FURTHER RESOLVED: That this expression of appreciation be spread upon the minutes of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area for all citizens of the community to view and recognize the accomplishments and service of Christine Eason Louton.

Harvey M. Budd, Chair

***ADOPTED BY THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA***

February 26, 2018

Date



CA.11

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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director *SRK*

SUBJECT: Transportation Disadvantaged Program – Status Report

RECOMMENDATION

For information only.

BACKGROUND

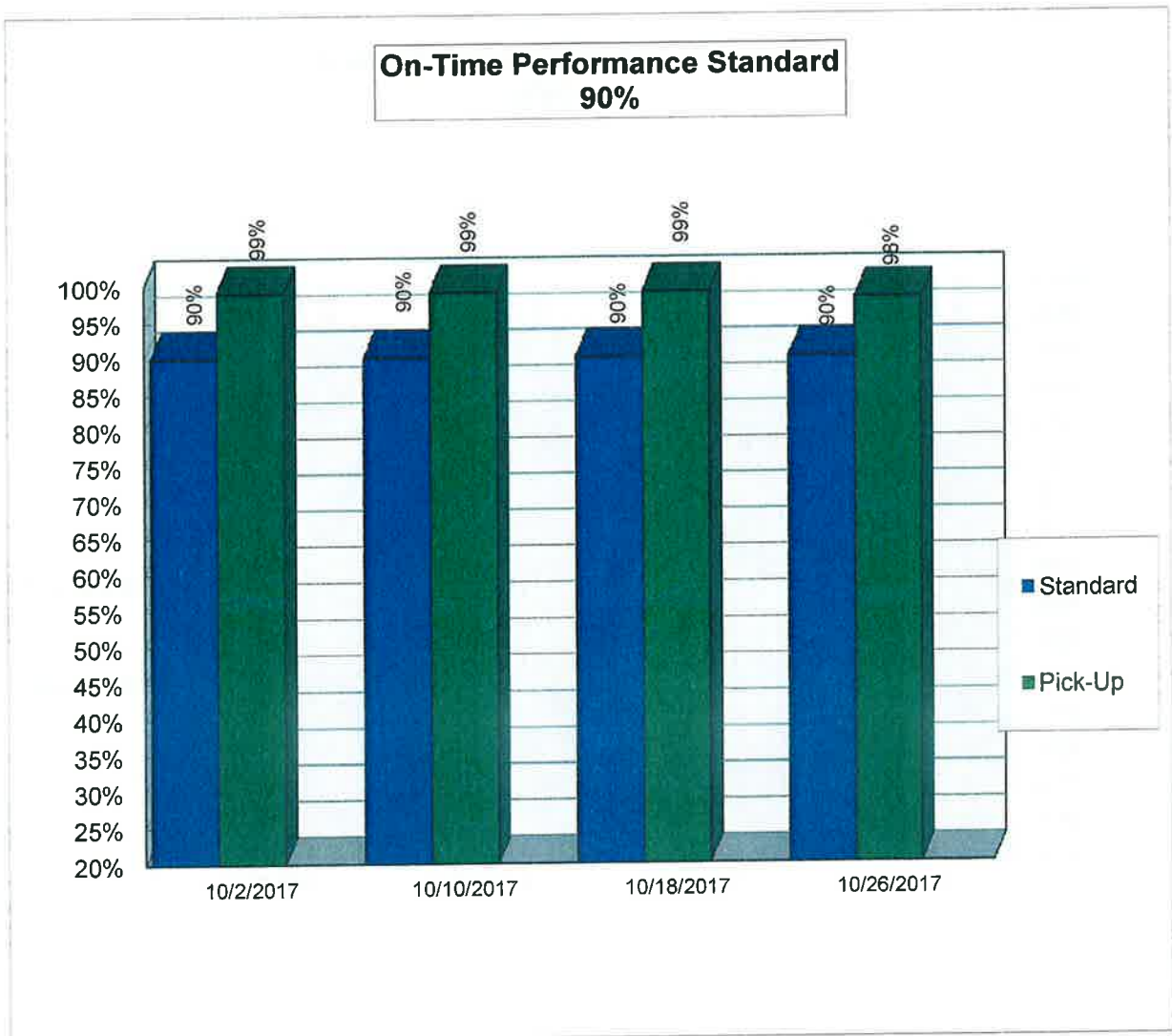
Attached are the following reports:

1. Alachua County Transportation Disadvantaged Service Plan Standards Reports
October - December 2017:
 - On-time performance
 - Complaints
 - Call hold time
 - Accidents
 - Roadcalls
2. MV Transportation Operations Report July 2017 - December 2017.

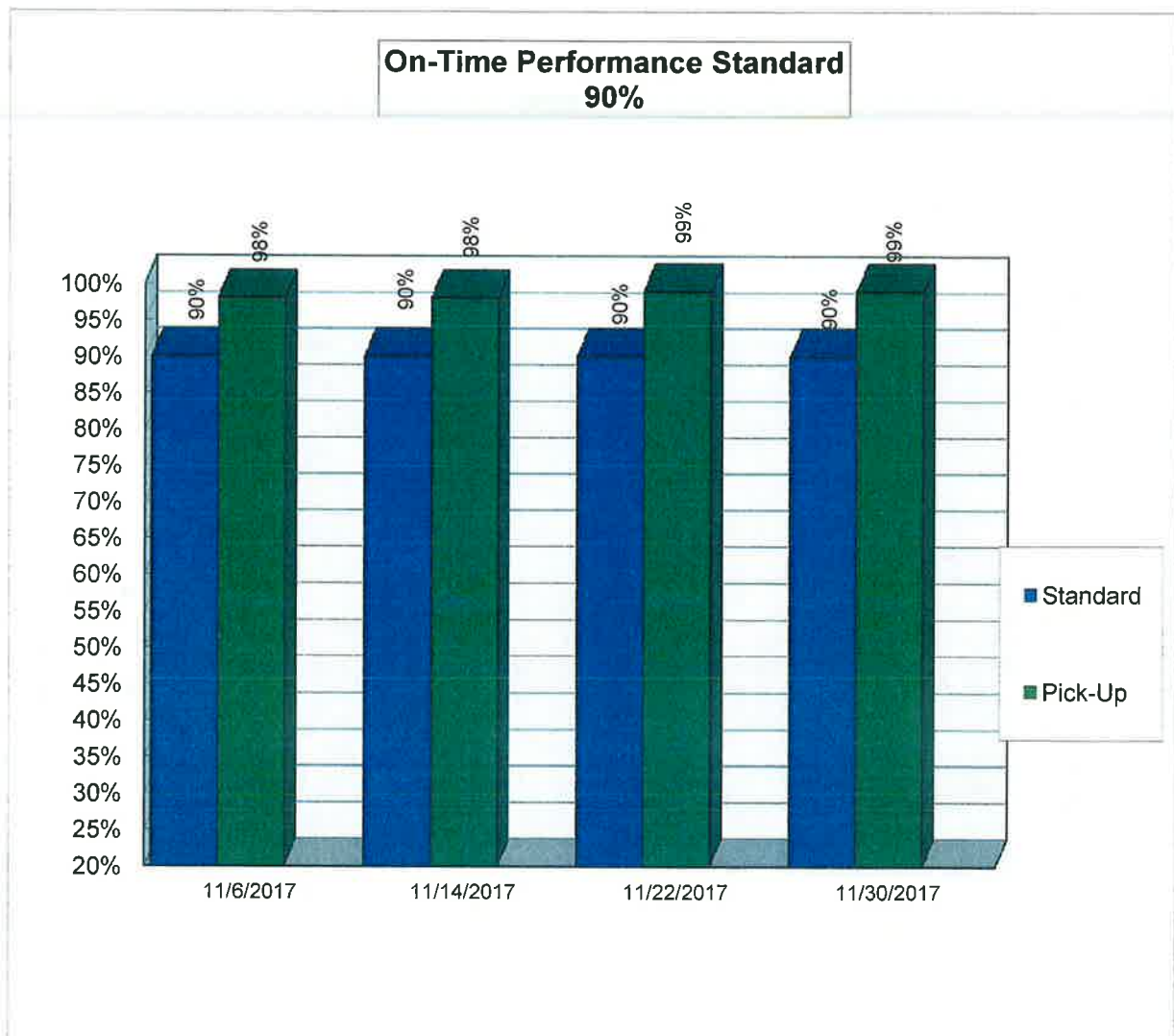
Attachments

t:\lynn\td2018\alachua\memos\statmtpofeb.docx

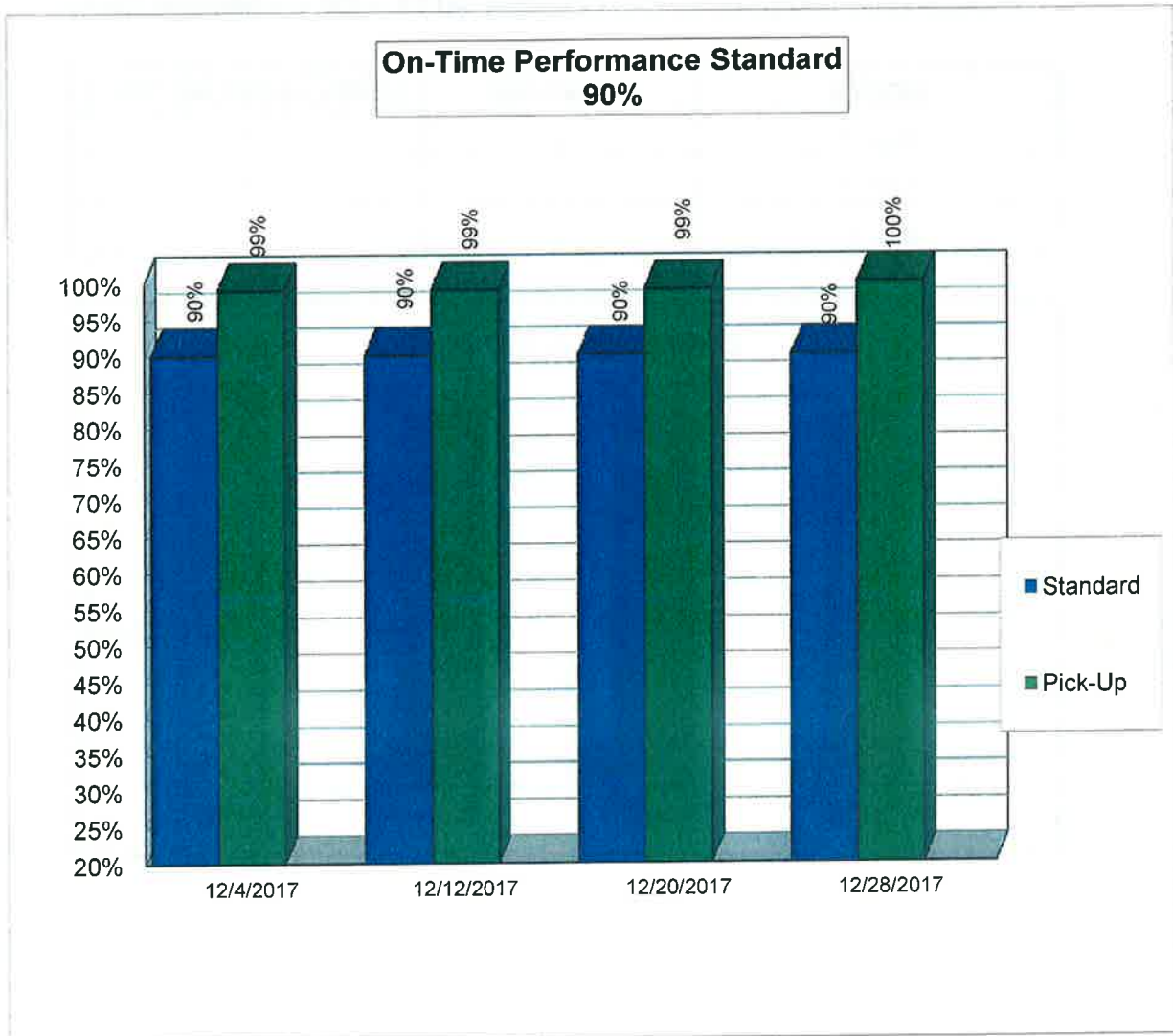
**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, OCTOBER 2017**



**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, NOVEMBER 2017**



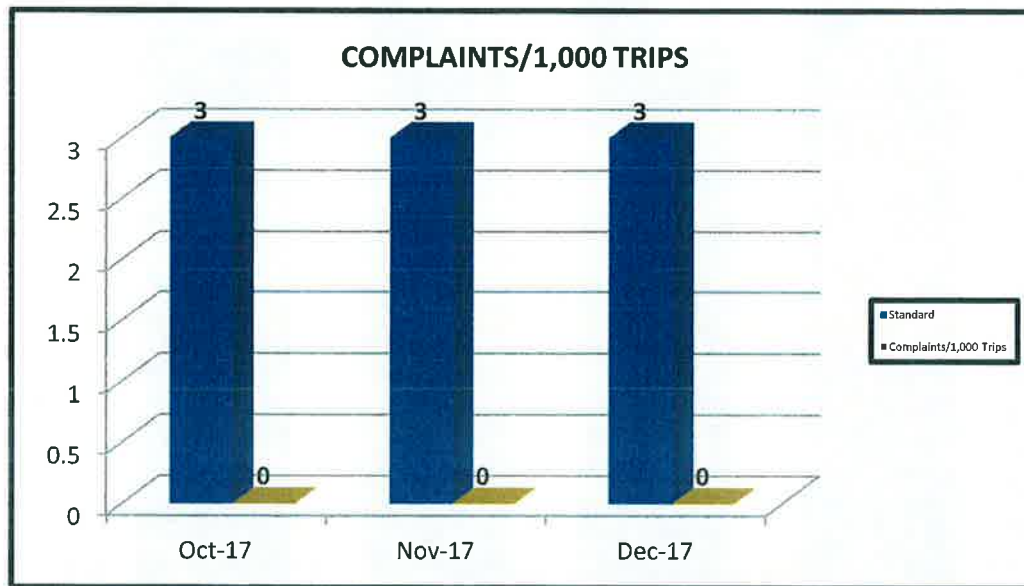
**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, DECEMBER 2017**



TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP) STANDARDS

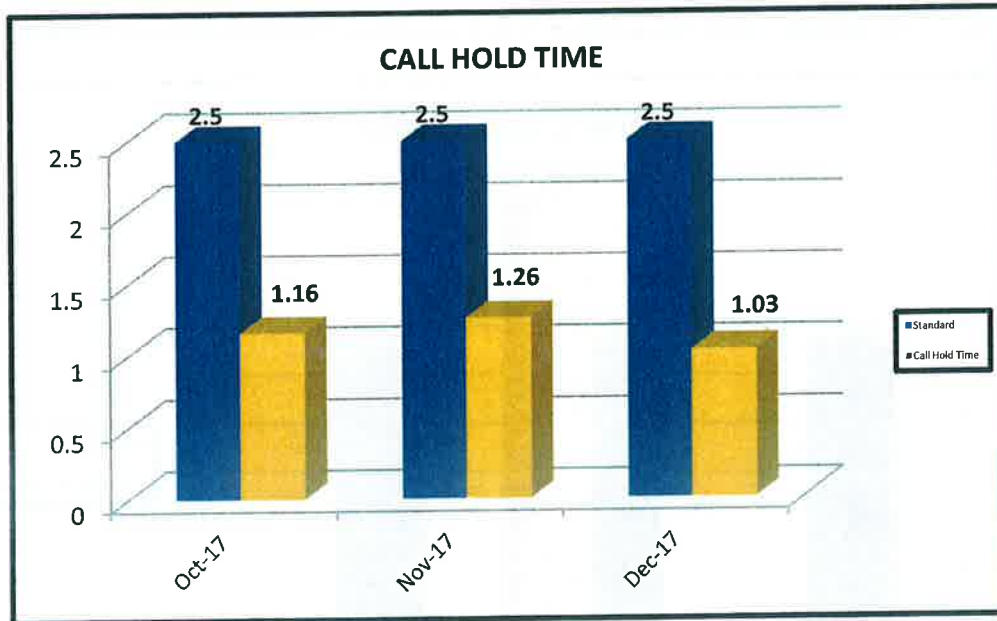
ALACHUA COUNTY, OCTOBER 2017 - DECEMBER 2017

MONTH	STANDARD	COMPLAINTS/1,000 TRIPS
Oct-17	3	0
Nov-17	3	0
Dec-17	3	0



**TRANSPORTATION DISADVANTAGED
SERVICE PLAN (TDSP) STANDARDS
ALACHUA COUNTY, OCTOBER 2017 - DECEMBER 2017**

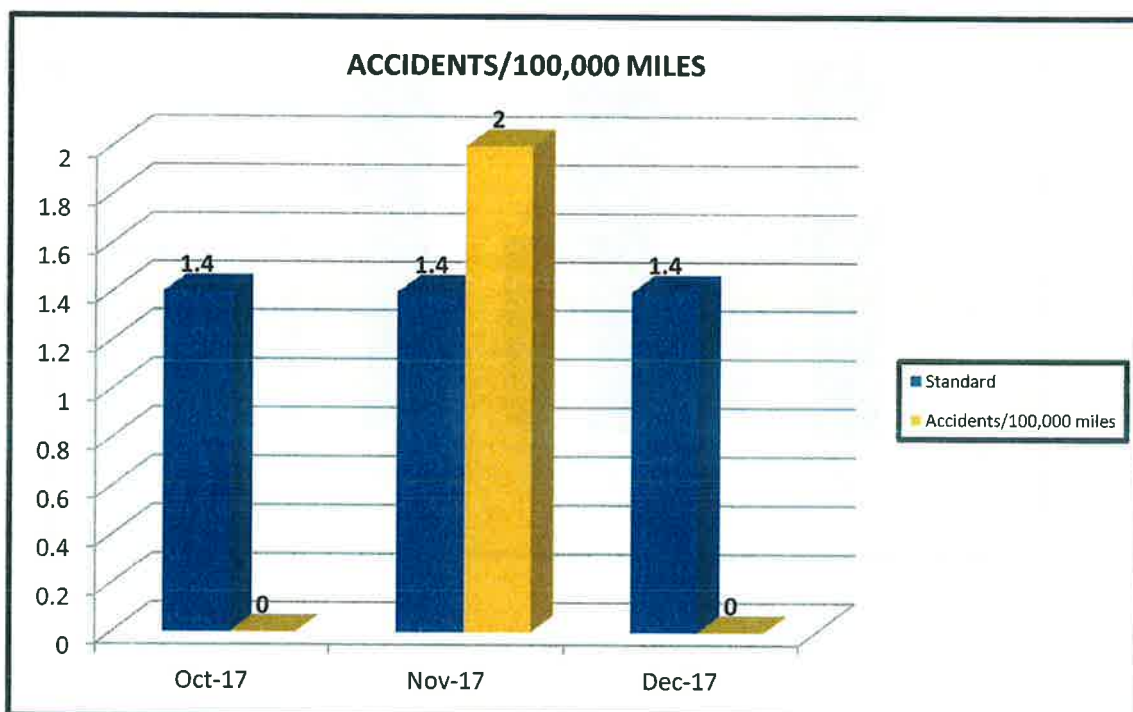
MONTH	STANDARD	CALL HOLD TIME
Oct-17	2.5	1.16
Nov-17	2.5	1.26
Dec-17	2.5	1.03



TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP) STANDARDS

ALACHUA COUNTY OCTOBER 2017 - DECEMBER 2017

MONTH	STANDARD	PREVENTABLE ACCIDENTS/100,000 MILES
Oct-17	1.4	0
Nov-17	1.4	2
Dec-17	1.4	0



2017-2018 OPERATING DATA	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18
Total No Trips Invoiced	6,944	7,794	6,519	7,729	7,431	6,723						
HMO Medicaid (MTM)	149	147	136	143	149	122						
Transportation Disadvantaged Program	1472	1,555	1,467	1,553	1,554	1,483						
Mobility Enhancement Grant Program - Bus Passes	250	175	210	229	229	243						
City of Gainesville ADA Service	4306	4,842	4,044	4,850	4,662	4,230						
Florida Department of Transportation 5311	296	294	0	0	0	0						
Florida Department of Transportation 5310	333	382	270	394	296	240						
Alachua County	98	366	363	521	505	367						
Elder Care	40	33	29	39	36	38						
Total Vehicle Miles	90,357	93,817	83,223	92,923	94,553	89,705						
Total Vehicle Hours	5,678	6,204	5,496	6,056	5,873	5,515						
Average Miles per Trip	13	12	13	12	13	13						
Number of Passenger No Shows	287	352	280	333	293	280						
Number Trips Denied	0	0	0	21	1	1						
Preventable Accidents	0	1	1	0	2	0						
RoadCalls	2	4	2	1	4	1						
Commendations	6	3	7	7	8	11						
Complaints	2	3	1	2	3	2						
Telephone Calls	9,463	10,699	9,196	9,943	10,142	9,179						
Average Call On-Hold Time	1.10	1.06	0.59	1.16	1.26	1.03						

Meeting


Agenda

Enclosures



February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

FROM: Scott R. Koons, AICP, Executive Director 

SUBJECT: Citizens Advisory Committee Vacant Position

STAFF RECOMMENDATION

Fill vacancy for three-year term on the Citizens Advisory Committee through December 2020.

BACKGROUND

There is currently one vacant position on the Citizens Advisory Committee. There is one candidate for the vacant position as shown in Exhibit I.

Note- According to Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Bylaws, "no more than 20 percent of the membership of the Citizens Advisory Committee shall be composed of individuals residing outside the Gainesville Urbanized Area." One of the applicants resides outside the Gainesville Urbanized Area boundary. Her appointment would be in compliance with the Bylaws.

ATTACHED MATERIALS

Attached please find:

1. Exhibit I which lists the names and occupations of current Citizens Advisory Committee members and applicants;
2. Exhibit II which shows where current Citizens Advisory Committee members and the applicant lives;
3. Current pool of applications.

CITIZENS ADVISORY COMMITTEE MEMBERSHIP - FLORIDA STATUTES

339.175(5)6 (e)1 "Each M.P.O. [Metropolitan Planning Organization] shall appoint a citizens' advisory committee, the members of which serve at the pleasure of the M.P.O. [Metropolitan Planning Organization]. The membership on the citizens' advisory committee must reflect a broad cross section of local residents with an interest in the development of an efficient, safe, and cost-effective transportation system. Minorities, the elderly, and the handicapped must be adequately represented."

CITIZENS ADVISORY COMMITTEE MEMBERSHIP BYLAWS

The Citizens Advisory Committee shall be composed of 15 members. No more than 20 percent of the membership of the Citizens Advisory Committee shall be composed of individuals residing outside the Gainesville Urbanized Area.

Citizens Advisory Committee members shall not be elected officials or technical personnel directly involved in transportation planning.

Note: There is no policy regarding how many times a member may serve on the Committee.

VOTING PROCEDURE

The voting policy that was approved in October 2001 is to always appoint Advisory Committee members by roll-call vote by voice and, when there are several vacant positions to fill, also fill out ballots and submit them to staff for tabulation.

Attachments

EXHIBIT I

CURRENT CITIZENS ADVISORY COMMITTEE TERMS OF APPOINTMENT

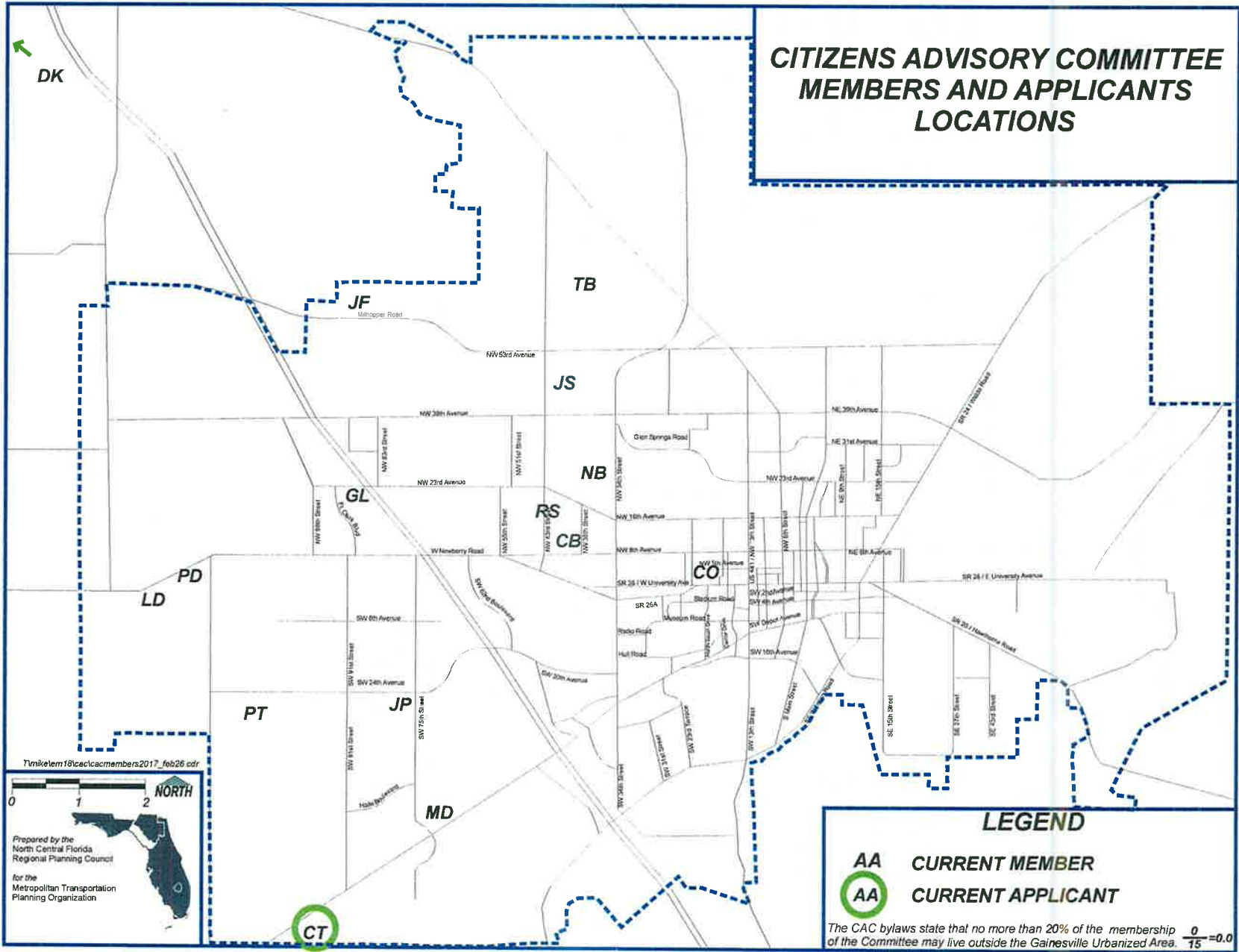
NAME	OCCUPATION	TENURE (In Years)	TERM EXPIRES
CURRENT MEMBERS			
Mary Ann DeMatas	-	6.0	December, 2018
Jan Frentzen	General Contractor	21.0	December, 2018
Delia Kradolfer	Accountant	2.0	December, 2018
Chandler Otis	Bicycle Mechanic, Sales Clerk	12.0	December, 2018
Ruth Steiner	University of Florida Professor	15.0	December, 2018
Thomas Bolduc	Pharmacy Operations Manager	5.0	December, 2019
Nelle Bullock	Social Worker	9.5	December, 2019
Luis Diaz	Town of Tioga Director of Development	4.5	December, 2019
John Pickett	Insurance	1.5	December, 2019
Paul Thur de Koos	Commercial Property Owner/Manager	1.0	December, 2019
Gilbert Levy	Town of Tioga President	3.0	December, 2020
James Samec	Retired Police Officer	10.0	December, 2020
Craig Brashier	Planning Consultant	-	December, 2020
Peter Davis	Information Technology Manager	-	December, 2020
VACANT	-	-	December, 2020
APPLICANTS*#~			
Chris Towne#	Civil Engineer	2.0	
		-	

~ Member or Applicant Living Outside Gainesville Urbanized Area Boundary

* Current Member Seeking Reappointment

Former Member Seeking Appointment

EXHIBIT II



METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION
FOR THE GAINESVILLE URBANIZED AREA

CITIZENS ADVISORY COMMITTEE
APPLICATION

Please return to:

Metropolitan Transportation Planning Organization
for the Gainesville Urbanized Area
c/o North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653-1603

Date: 1/30/18

RECEIVED

JAN 30 2018

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

NAME Chris Towne
ADDRESS 10180 SW 104th Ave
CITY/STATE/ZIPCODE Gainesville, FL 32608
EMAIL chris.towne@kimley-horn.com
TELEPHONE (HOME) _____
(WORK) 352-438-3045
(CELL) 352-258-1025

HOW LONG A RESIDENT OF ALACHUA COUNTY? 10 YEARS
ARE YOU CURRENTLY AN ELECTED OFFICIAL? YES _____ NO X

OCCUPATION Civil Engineer
EDUCATION BSCE, Virginia Tech

TRAINING OR EXPERIENCE RELATED TO ACTIVITIES FOR THIS APPOINTMENT
I have planned and designed roadways, sidewalks, multi-use paths, and minor transit facilities.

PAST CIVIC AND PROFESSIONAL ACCOMPLISHMENTS OR HONORS
Former CAC member, former Board of Adjustment member, Leadership Gaine:

I will attend meetings in accordance with the adopted Bylaws of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. If at any time my business or professional interests conflict with the interests of this board or committee, I will not advocate for any projects or activities from which I may receive financial benefit. Should any business of this board or committee constitute a conflict of interest, I will declare a conflict of interest and submit a Conflict of Interest Form (Form 8B). Additional information on me may be secured from: (List three references - name, address, and telephone number)

Joe Montalto 309 SE 7th ST, Gainesville 352-494-6225
Wes Emmanuel 1806 NW 22nd DR, Gainesville 352-538-3676
Allison Megrath 2026 SW 77th TER, Gainesville 352-672-4124

Signature 

Additional information may be attached to this form



February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
FROM: Scott R. Koons AICP, Executive Director
SUBJECT: Rural Advisor Selection

STAFF RECOMMENDATION

Select a Rural Advisor.

BACKGROUND

At its December 4, 2017 meeting, the Metropolitan Transportation Planning Organization amended its Bylaws to change the selection process for its Rural Advisor. The Metropolitan Transportation Planning Organization solicited Rural Advisor nominations from the outlying municipalities within Alachua County. Nominations received include:

Municipality	Nominee
City of Alachua	Doug Jones
City of Archer	Commissioner Iris Bailey
City of Hawthorne	Doug Jones
City of High Springs	-
Town of La Crosse	-
Town of Micanopy	Doug Jones
City of Newberry	Doug Jones
City of Waldo	Doug Jones

Attached is the correspondence received regarding the Rural Advisor nominations.

Attachments



City of Alachua

MAYOR GIB COERPER
Vice Mayor Shirley Green Brown
Commissioner Ben Boukari, Jr.
Commissioner Gary Hardacre
Commissioner Robert Wilford

OFFICE OF THE CITY MANAGER
TRACI L. GRESHAM

January 30, 2018

Scott R. Koons
Executive Director
North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653


RE: NOMINATION OF RURAL ADVISOR TO THE MTPO

Dear Mr. Koons:

The City of Alachua Commission received your correspondence dated Dec. 12, 2017 requesting a nomination of the Rural Advisor to the Metropolitan Transportation Planning Organization (MTPO). The Commission considered this matter during its regular scheduled meeting on Jan. 22, 2017. The Commission, by a unanimous vote, submits the nominee of Doug Jones to serve as the Rural Advisor to the MTPO.

Thank you for your consideration and please contact me should you have any questions.

Respectfully,


Gib Coerper
Mayor

RECEIVED
FEB 06 2018
NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL



SKME

CITY OF ARCHER

Mayor: Corey Harris
Vice-Mayor: Susan Drawdy

Commissioners

Fletcher Hope
Joan White
Iris Bailey

Interim City Manager

Joe Helfenberger

February 14th, 2018

Mr. Scott R. Koons, Executive Director
North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653

Dear Mr. Scott R. Koons,

The City of Archer Commission nominated Commissioner Iris Bailey at the January 29th, 2018, Special City Commission meeting to be appointed to the Metropolitan Transportation Planning Organization. Commissioner Fletcher Hope was selected as the back-up.

Respectfully,

Joe Helfenberger
Interim City Manager

RECEIVED

FEB 14 2018

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

16870 SW 134TH AVE., P.O. BOX 39 - ARCHER, FLORIDA 32618-0039
Tel: (352)495-2880 Fax (352)495-2445

SECRET



1. [Faint text]

2. [Faint text]

3. [Faint text]

4. [Faint text]

5. [Faint text]

6. [Faint text]

7. [Faint text]

8. [Faint text]

9. [Faint text]

10. [Faint text]

11. [Faint text]

12. [Faint text]

Mike Escalante

From: Scott Koons
Sent: Monday, February 19, 2018 10:02 AM
To: Mike Escalante
Subject: FW: City of Hawthorne Recommendation
Attachments: MPTO appointment.doc

From: evause@cityofhawthorne.net [mailto:evause@cityofhawthorne.net]
Sent: Friday, February 16, 2018 3:35 PM
To: Scott Koons
Subject: City of Hawthorne Recommendation

Mr. Koons,

The City of Hawthorne Commission unanimously recommends Mr. Doug Jones for the MPTO as the small cities representative. The Commission voted 5-0 on January 16, 2018. Please find the agenda memo attached.

Please Note: Florida has a very broad Public Records Law. Most written communications to or from State and Local Officials and agencies regarding State or Local business are public records available to the public and media upon request. Your email communications, including your email address, may therefore be subject to public disclosure

Thank You

Ellen Vause
City Manager
City of Hawthorne
P.O. Box 1270
6700 SE 221st street
Hawthorne, FL 32640
352-481-2432



AGENDA MEMO

MEETING DATE: January 16, 2018
FROM: Ellen Vause, City Manager
SUBJECT: MTPO

Staff Recommendation: Recommend Mr. Doug Jones as the City of Hawthorne representative or choose a nominee.

To Mayors, City Commissions and City Managers,

Please see attached letter from Charles S. Chestnut, IV, Chair, Metropolitan Transportation Planning Organization, MTPO. At their meeting December 4, 2017, they changed the process of appointing a rural advisor to the board. They are asking for each City to submit their nominee to the board. Instead of the Alachua County League of Cities doing the appointment, as in the past..

Mr. Doug Jones of Archer has been on the board and would continue this responsibility, if appointed. Please submit a letter from your City stating this appointment or any other person in your community that would be interested in this appointment. Please submit the name of your nominee to **Scott R. Koons, Executive Director, 2009 NW 67th Place, Gainesville, Florida 32653** by January 31, 2018. Contact Mr. Koons if you have any questions, 352-955-2200, ext 101.

Sorry for the delay, I just received a copy of the letter. Thanks for your immediate attention to this matter. Diana Davis, Executive Director, Alachua County League of Cities

Options:

1. Approve – Make the suggested recommendation for Mr. Doug Jones, Archer
2. Do Nothing
3. Take such action the Commission deems necessary.

Fiscal Analysis: none



Micanopy, Seminole Chief

SK
ME

RECEIVED

JAN 24 2018

NORTH CENTRAL FLORIDA
REGIONAL PLANNING COUNCIL

Town of Micanopy

PO Box 137 • 706 NE Chulokka Blvd
Micanopy, Florida 32667-0137
Town Hall: 352-466-3121 • Fax: 352-466-4912
townhall@micanopytown.com

January 18, 2018

Mr. Scott R. Koons
Executive Director
North Central Florida Regional Planning Council
2009 NW 67 Place
Gainesville, FL 32653-1603

RE: Rural Advisor Position Opening
Metropolitan Transportation Policy Organization

Dear Mr. Koons,

On January 18, 2018 at a special called commission meeting, the Town of Micanopy Commission voted to nominate Doug Jones as the Rural Advisor for the Metropolitan Transportation Policy Organization for the Gainesville Urbanized Area. This nomination, if accepted, would fill an existing vacancy on the Committee created through the amendment of its Bylaws.

Thank you for your consideration in this appointment.

Sincerely,

A handwritten signature in blue ink that reads "Ginny Mance".

Virginia "Ginny" L. Mance
Mayor

VLM/dag

Mike Escalante

From: Scott Koons
Sent: Tuesday, January 23, 2018 12:41 PM
To: Mike Escalante
Subject: FW: City of Newberry MTPO Nomination

From: Mike New [<mailto:Mike.New@ci.newberry.fl.us>]

Sent: Tuesday, January 23, 2018 10:51 AM

To: Scott Koons

Cc: Jean Strong; cschestnut@alachuacounty.us; Jordan Marlowe; Amy Dalusio; Judy Rice; 'Michele Lieberman'; Latoya T. Gaine; Jim Harriott ; Doug Jones; 'Lyons, Anthony R.'; roquea1@cityofgainesville.org; Mann, Philip R.; Scott Walker; Courtney; Bryan Thomas; Jamie Jones

Subject: City of Newberry MTPO Nomination

Good morning Mr. Koons,

At our regular City Commission meeting last night, Newberry's City Commission unanimously voted to nominate Doug Jones from Archer as the Rural Advisor for the MTPO.

Thank you for the opportunity to input into your decision regarding this important position for the eight (8) cities that are not members of the MTPO.

Please advise if you have questions or comments.

Mike New
City Manager



P.O. Drawer B
Waldo, FL 32694-0802
Established 1859

Office: 352-468-1001
Fax: 352-468-2482
www.waldo-fl.com

SK
ME

January 16, 2018

North Central Florida Regional Planning Council
Scott R. Koons
Executive Director
2009 NW 67th Place
Gainesville, Fl. 32653

Dear Mr. Koons:

At our January meeting the City of Waldo City Council agreed to nominate Doug Jones from Archer, Fl. as the Rural Advisor for the Metropolitan Transportation Planning Organization.

If you have questions or need further information, please feel free to give me a call.

Sincerely,

Kim Worley
City Manager

RECEIVED

JAN 19 2018


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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
FROM: Scott R. Koons, AICP, Executive Director 
SUBJECT: Florida Department of Transportation - Interstate 75 Relief Update

STAFF RECOMMENDATION

Receive presentation.

BACKGROUND

Florida Department of Transportation Central Office and District 2 staff will present a status report on Interstate 75 Relief.

The Florida Department of Transportation has completed its update of the North I-75 Master Plan and has released a summary report. Exhibit 1 is the transmittal email. Exhibit 2 is a copy of the North I-75 Master Plan Summary Report. Exhibit 3 is an article on Hurricane Irma evacuation. According to Florida Department of Transportation staff, the next steps include the:

1. Implementation of short-term modifications along the Interstate 75 before ultimate modifications are constructed;
2. Initiation of next project phases for the critical segments of Interstate 75;
3. Completion of the ongoing rail feasibility study to analyze the need for passenger service from Tampa to Jacksonville; and
4. Evaluation of new multimodal and multiuse corridors in future studies.

Attachments

From: Shen, Huiwei [Huiwei.Shen@dot.state.fl.us]
Sent: Monday, September 18, 2017 2:33 PM
To: Scott Koons
Cc: Overton, Maria; Reichert, Mark; Mike Escalante
Subject: North I-75 Master Plan Summary Report
Attachments: North I-75 Master Plan Summary Report - FINAL.pdf

Dear Scott,

The North I-75 Master Plan was initiated after the I-75 Relief Task Force process to address certain Task Force recommendations. The main goals of the Master Plan are to develop recommendations regarding strategies for immediately optimizing existing transportation corridors; and to evaluate potential enhancements to, or transformation of existing corridors.

During the Master Plan process, FDOT evaluated I-75 and the parallel corridors as a system and determined their ability to accommodate current and future traffic growth. Short-term and long-term capacity improvements are needed to the I-75 corridor to accommodate additional projected growth in freight, visitor, and local commuter traffic and to enhance public safety and emergency evacuation. The parallel corridors studied during the Master Plan process (US 41, US 441, and US 301) are very limited in their current and future ability to serve as efficient diversion routes and would not be effective relievers. The findings and recommendations of the North I-75 Master Plan have been outlined in the attached Summary Report.

The next steps of this project are a priority and FDOT will continue focus on relieving congestion along the I-75 corridor. These next steps are:

1. Implement short term improvements along the I-75 before ultimate improvements are constructed;
2. Initiate next project phases for the critical segments of I-75;
3. Complete the ongoing rail feasibility study to analyze the need for passenger service from Tampa to Jacksonville; and
4. Evaluate new multimodal and multiuse corridors in future studies.

Thank you for your input and collaboration throughout the I-75 Relief Task Force and the North I-75 Master Plan process. If you have any questions or comments, please do not hesitate to contact me at 850-414-4911 or email me at huiwei.shen@dot.state.fl.us.

Huiwei

Huiwei Shen

Manager, Systems Implementation Office

850.414.4911 (Office) / 850.694.8634 (Mobile)

huiwei.shen@dot.state.fl.us

Florida DOT – Systems Implementation Office

605 Suwannee Street, MS 19

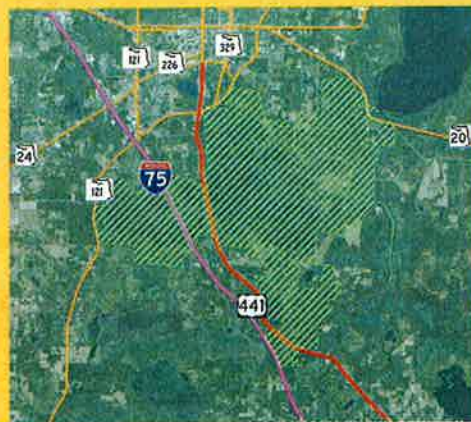
Tallahassee, Florida 32399



NORTH I-75 MASTER PLAN Summary Report

Financial Project ID: 191985-2-12-01

August 2017



NORTH I-75 MASTER PLAN

Summary Report

Interstate 75 (SR 93)
From the Florida's Turnpike Interchange
to the I-10 Interchange

Alachua, Bradford, Clay, Citrus, Columbia, Duval, Levy,
Marion, and Sumter Counties, Florida

Financial Project ID: 191985-2-12-01



June 2017

Updated August 2017

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1 EXECUTIVE SUMMARY

Interstate 75 (I-75) is part of the Strategic Intermodal System (SIS) and a major interstate highway supporting tourism, economic development, emergency management, and mobility of people and goods. The I-75 corridor from Florida's Turnpike to I-10 exhibits unique characteristics in that its traffic congestion occurs due to both recurring congestion (traffic bottlenecks) and non-recurring congestion (incidents, seasonal and special events, and weather). The combination of recurring and non-recurring congestion is contributing to unsatisfactory traffic operations witnessed in both the existing and future conditions on I-75.

- Improvements are needed to the I-75 corridor to accommodate additional projected growth in freight, visitor, and local commuter traffic and to enhance public safety and emergency evacuation.
- Alternative parallel corridors (US 41, US 441, and US 301) would require significant improvements in urban areas to serve as reliever routes to I-75. These improvements would have significant impacts to the social, cultural, physical, and natural environment and would require changes to local government Comprehensive Plans.
- A series of short-term improvements to enhance safety, improve operations, and extend the life of the I-75 corridor should be evaluated and implemented within the next 2-5 years. Some examples of short-term improvements include signal coordination, fiber interconnection, Road Ranger's service patrol, and enhanced regional transportation management center operations.
- Given the importance of I-75 to freight, tourism, mobility of people and goods, and emergency evacuation in the state of Florida, the Florida Department of Transportation (FDOT) should immediately begin planning studies to determine long-term improvements such as addition of General Use Lanes or Express Lanes. However, the widening of I-75 alone does not address the issue of non-recurring congestion and the long-term corridor travel demand.
- This Master Plan focused only on existing facilities and determined these existing facilities (I-75, US 41, US 441, and US 301) cannot accommodate the recurring and non-recurring congestion. Capacity improvements to these corridors will have significant social, cultural, physical, and natural environment impacts. It is FDOT's mission and goal to evaluate the state's long-term mobility needs and maintain acceptable operations and safety standards. New multimodal and multiuse corridors were recommendations of the I-75 Relief Task Force and should be evaluated in other future studies.

2 PROJECT BACKGROUND & PURPOSE

2.1 Background

In October 2015, FDOT Secretary Jim Boxold established the I-75 Relief Task Force for the purpose of providing consensus recommendations on maximizing existing and developing new high-capacity transportation corridors to serve the Tampa Bay to Northeast Florida study area, with initial emphasis on the area along and to the west of I-75. The Task Force included 21 members representing state agencies, local governments, regional planning councils, environmental organizations, businesses, economic development interests, and the public.

2.2 I-75 Relief Task Force Recommendations

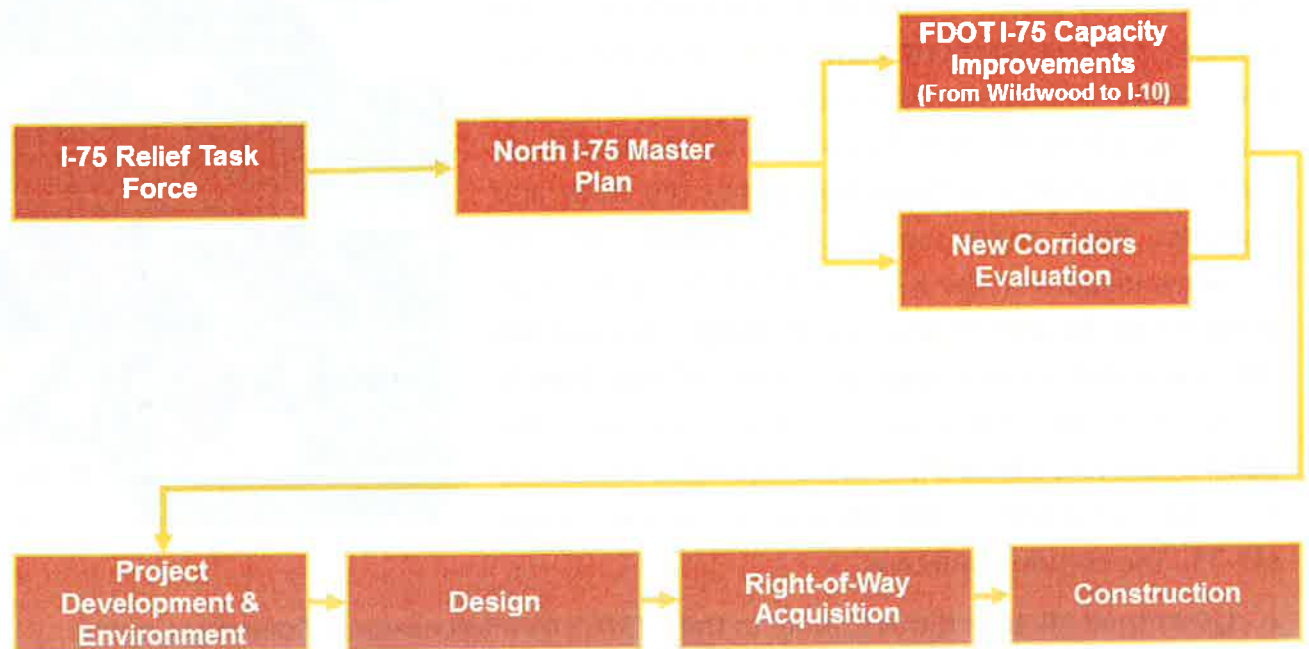
The Task Force focused on mobility needs along I-75 in six counties (Alachua, Citrus, Hernando, Levy, Marion, and Sumter). The Task Force met seven times at various locations between December 2015 and August 2016 and recommended a range of options. These recommendations include:

1. Optimize existing transportation corridors;
2. Evaluate potential enhancements to, or transformation of, existing transportation corridors; and
3. Evaluate potential areas of opportunity for new multimodal, multipurpose corridors after evaluation of enhancements to I-75 and other I-75 connector roads, and determination of need.

To better evaluate the need for I-75 improvements, the Task Force recommendations included evaluation of potential capacity and connectivity enhancements on major north-south corridors parallel to I-75, including the US 41 and US 301 corridors, to analyze their ability to provide traffic relief to I-75.

Based on the Task Force Recommendations, the North I-75 Master Plan study was initiated to evaluate I-75 and the parallel corridors as a system and determine their ability to accommodate the future congestion. This Master Plan focused only on existing facilities of I-75, US 41, US 441, and US 301. A new corridor evaluation was outside the scope of this study. It is FDOT's mission and goal to evaluate the state's long-term mobility needs to maintain acceptable operational and safety standards. New multimodal and multiuse corridors were recommendations of the I-75 Relief Task Force and should be evaluated in future studies.

The flow chart below shows the origination of this Master Plan and the next steps in the overall Transportation Planning Process.



The North I-75 Master Plan Study area and methodology are presented in the next sections.

3 STUDY AREA CORRIDORS

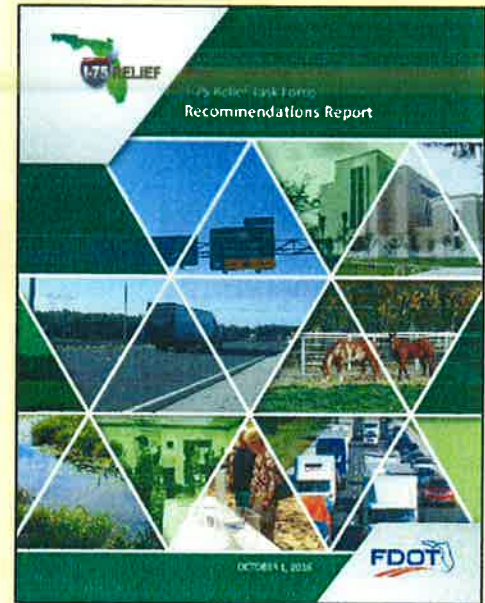
3.1 Study Area

The North I-75 Master Plan study area encompasses nine counties: Alachua, Bradford, Clay, Citrus, Columbia, Duval, Levy, Marion, and Sumter. In addition to the I-75 corridor, which spans from Florida's Turnpike in Sumter County to the I-10 interchange in Columbia County, the study also evaluates three major north-south corridors per the recommendations of the I-75 Relief Task Force. The Task Force initially focused on a six-county study area but it was later expanded to nine counties in this Master Plan to include I-75 and the adjacent parallel corridors. The parallel corridors are US 41, which is located to the west of I-75, and US 441 and US 301, which are located to the east of I-75. The corridor limits are:

- US 41 from SR 44 in Citrus County to the I-75/US 41 interchange in Columbia County;
- US 441 from the City of Belleview in Marion County to the I-75/US 441 interchange in Alachua County. US 441 was not recommended by the Relief Task Force but was added to this Master Plan as it runs parallel to I-75 and can serve as a potential alternate route; and
- US 301 from the Florida's Turnpike/US 301 interchange in Sumter County to the I-10/US 301 interchange in Duval County.

The parallel corridor limits were determined based on feasible diversion locations available from I-75 to the parallel corridors. The limits were also presented to Planning staff of the Counties.

A map illustrating the study corridors is shown in **Figure 1** on the following page.



4 STUDY METHODOLOGY & PUBLIC INVOLVEMENT

The study methodology was designed to address the I-75 Relief Task Force recommendations to immediately optimize existing transportation corridors; and to evaluate potential enhancements to, or transformation of, existing transportation corridors.

For the I-75 corridor, short-term and long-term improvements were evaluated to address capacity needs, improve traffic operations, and enhance safety. For the US 41, US 441, and US 301 corridors, capacity improvements were evaluated at major bottlenecks to determine if these corridors could function as relief corridors to I-75.

Traffic forecasts for all four corridors (I-75, US 41, US 441, and US 301) were developed by the Florida's Turnpike Enterprise (FTE) using the I-75 Relief Study Model (RSM). The I-75 RSM was developed for this Study and based on latest socio economic data obtained from the local Metropolitan Planning Organizations (MPOs). Roadway segments, where the projected 2040 traffic Level of Service (LOS) exceeded FDOT standards, were evaluated for potential widening to address capacity needs through year 2040. The evaluation of the corridors included an analysis of potential impacts to the natural, social, cultural, and physical environment. Project costs covering all phases including Design, Right-of-Way (ROW), and Construction were estimated. Finally, the consistency of potential improvements with appropriate comprehensive plans was considered.

Extensive public outreach was performed to identify stakeholders, develop strategies to inform and engage stakeholders, and to obtain feedback on the potential improvements. Local agency staff meetings were held with planning and engineering staff representing counties and cities within the study area. In addition, presentations were made to the Gainesville Metropolitan Transportation Planning Organization (MTPO), Ocala/Marion Transportation Planning Organization (TPO), Lake-Sumter Metropolitan Planning Organization (MPO), Hernando/Citrus MPO, and Columbia County Board of County Commissioners. Finally, three public open houses were held in Citrus County, Marion County, and Alachua County to obtain input on the study results. The location, date, and times of the open houses were emailed to stakeholders, advertised in four local newspapers, published in the Florida Administrative Register, and placed in the Florida Department of Transportation Public Notices' Website. Details of the project's public involvement efforts are documented under a separate report, *North I-75 Master Plan Public Involvement Plan*.

5 EXISTING AND FUTURE I-75 TRANSPORTATION

Vehicular traffic and congestion occurs on roadways when LOS failures occur leading to bottlenecks. The I-75 Corridor is a unique corridor because its LOS failures occur due to both recurring and non-recurring congestion. The traffic spikes during holidays, special events, and frequent lane closures make up the majority of LOS failures. The LOS failures analyzed occur presently due primarily to non-recurring congestion and it is anticipated that LOS failures will also occur in the next 10 to 12 years due to recurring congestion.

5.1 Recurring and Non-Recurring Congestion

5.1.1 Recurring Congestion

Recurring congestion is caused by increased traffic volumes and bottlenecks created during the peak hour commute as residents travel to work in the morning and return home in the evening. Bottlenecks cause about 20 percent of the congestion on I-75.

5.1.2 Non-Recurring Congestion

Non-recurring congestion accounts for about 80 percent of the total congestion on I-75 (as shown in Figure 2 below) and significantly affects driving conditions. There are four major factors that contribute to non-recurring congestion:

1. Special Events and Seasonal Traffic: Sporting events such as football games, spring break, summer, and holidays such as Labor Day, Thanksgiving, and Christmas account for approximately 30 percent of the congestion on I-75;
2. Incidents: Lane closing traffic incidents which cause significant congestion issues account for approximately 21 percent of the congestion on I-75. On average, more than 500 incidents a year cause all lanes to be closed on I-75 within the study area, once every 9 days;
3. Work Zones: Construction and maintenance work zones account for approximately 14 percent of the congestion on I-75; and
4. Weather: Rain was identified as the leading weather-related driving hazard and accounts for 15 percent of the congestion on I-75.

Figure 2 illustrates how I-75 is affected by recurring and non-recurring congestion.

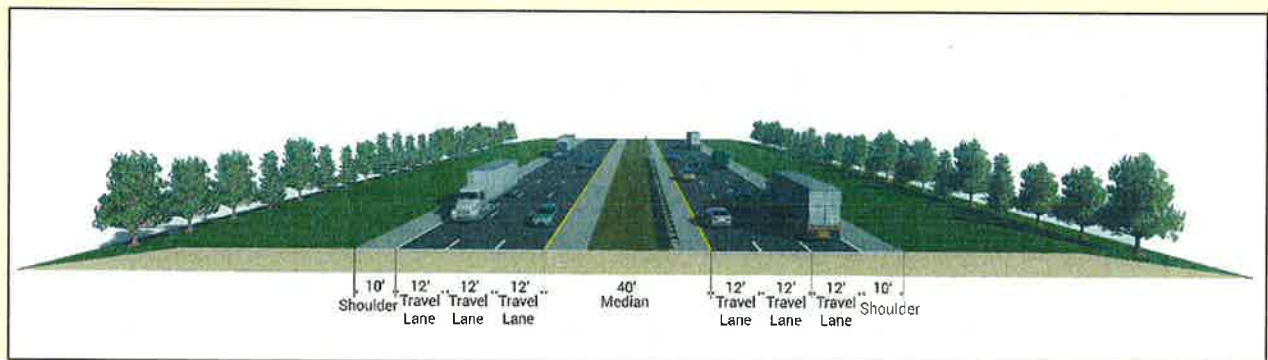
5.2 Roadway Geometry

The I-75 corridor is a six-lane divided limited access freeway from Florida's Turnpike in Sumter County to I-10 in Columbia County. The posted speed limit is 70 miles per hour (mph) and there are no sidewalks or bicycle lanes located along the corridor. A typical section of I-75 near US 41 in Columbia County is shown below in **Figure 3**.

Figure 2 – Congestion Effects on I-75



Figure 3 – I-75 Typical Section in Columbia County



5.3 I-75 Existing/Future Traffic and Level of Service

Traffic analysis of I-75 shows failing LOS on segments of I-75 occurring before the year 2040 in or near urban areas like the Cities of Gainesville and Ocala. I-75 near the City of Ocala begins to fail around year 2030 while I-75 near the City of Gainesville begins to fail around year 2035 due solely to recurring congestion. However, when factoring in non-recurring congestion, the I-75 corridor begins to fail as early as 2020. In fact, non-recurring congestion alone is currently causing I-75 to operate at LOS F 40 percent of the year.

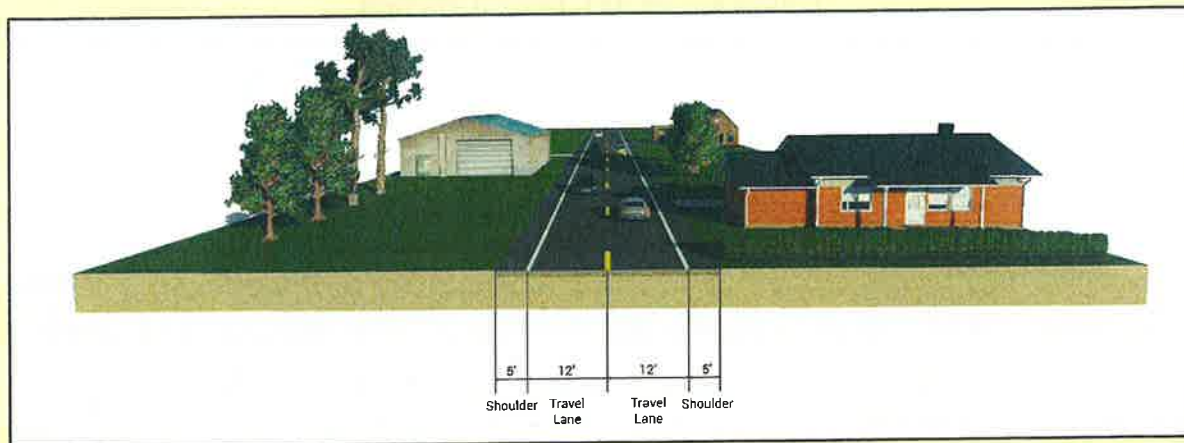
Table 1 below illustrates the existing and future traffic and LOS.

Table 1: I-75 Existing and Future Traffic and LOS							
From	To	2015 AADT	2040 AADT	LOS Target	2015 LOS	2040 LOS	Fall Below LOS Target
City of Ocala							
SR 200	SR 40	80,900	141,500	D	C	F	Yes
SR 40	US 27	80,000	138,400	D	C	F	Yes
US 27	49th Street	71,700	126,000	D	C	E	Yes
City of Gainesville							
SR 121	SR 24	67,700	121,100	D	B	E	Yes
SR 24	SR 26	79,600	120,000	D	C	E	Yes

6 EXISTING AND FUTURE PARALLEL CORRIDORS

The US 41 corridor is primarily a rural 2-lane undivided highway. The segment from SR 44 to West Main Street within the City of Inverness is classified as a 4-lane divided arterial segment. The speed limit varies from 35 to 65 mph. There are also sidewalks and bicycle lanes at various locations along the corridor that accommodate pedestrians and bicyclists. A typical 2-lane section of US 41 near Raleigh Road in Alachua County is shown below in **Figure 4**.

Figure 4 – US 41 Typical Section



The US 441 corridor is primarily a 4-lane divided arterial from the US 301/US 441 split to I-75. The corridor narrows to a 4-lane undivided arterial at a single location in Marion County from Avenue H to Avenue B within downtown Ocala. The speed limit along the corridor varies from 35 to 65 mph. Sidewalks and bicycle lanes are located primarily within the urban city limits of Ocala and

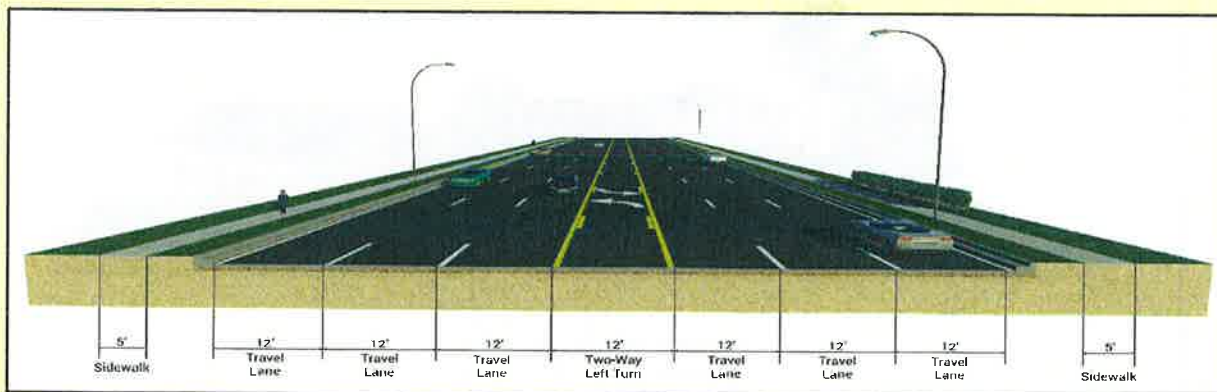
Gainesville. A typical section of US 441 located just south of SR 24A in Gainesville is shown below in **Figure 5**.

Figure 5 – US 441 Typical Section



The US 301 corridor is primarily a 4-lane divided arterial from Florida's Turnpike to I-10 except for two areas: South of Belleview, from CR 42 to north of SE 145th Street, where the corridor narrows to a 2-lane arterial, and within the City of Ocala, from SE 1st Avenue to NW 2nd Street, where the corridor expands to a 7-lane arterial. The speed limit varies from 35 to 65 mph. Sidewalks and bicycle lanes are mainly located in the urban city limits of Ocala. The 7-lane US 301 typical section near CR 464 in Ocala is shown below in **Figure 6**.

Figure 6 – US 301 Typical Section



6.1 Existing and Future Traffic and Level of Service on US 41, US 441, and US 301

Traffic analysis of US 41, US 441, and US 301 shows failing LOS in all the urban areas (Gainesville, Ocala, Inverness, and Williston). It is important to note the US 41, US 441, and US 301 corridors

are failing due to local traffic and do not have the capacity to accommodate any traffic diverted from I-75. **Tables 2, 3, and 4** below show the existing and future traffic LOS along US 41, US 441, and US 301, respectively.

Table 2: US 41 Existing and Future Traffic and LOS							
From	To	2014 AADT	2040 AADT	LOS Standard	2014 LOS	2040 LOS	Fall Below LOS Target
City of Inverness							
SR 44	W Main Street	37,400	65,200	D	F	F	Yes
W Main Street	E Mimosa Lane	13,900	28,000	D	D	F	Yes
City of Williston							
SR 121	7th Avenue	9,000	18,800	C	C	E	Yes
7th Avenue	SR 500	9,000	18,800	C	C	E	Yes
SR 500	SR 121	15,300	29,100	C	C	E	Yes

Table 3: US 441 Existing and Future Traffic and LOS							
From	To	2014 AADT	2040 AADT	LOS Target	2014 LOS	2040 LOS	Fall Below LOS Target
City of Gainesville							
SR 331/Williston Road	SR 226	22,000	23,200	D	C	C	No
SR 226	SR 24/Archer Road	32,000	45,100	D	D	F	Yes
SR 24/Archer Road	SR 26/University Avenue	32,100	44,200	D	D	F	Yes
SR 26/University Avenue	SR 12/N 23rd Avenue	31,700	44,400	D	D	F	Yes
SR 12/N 23rd Avenue	SR 222	27,400	35,100	D	D	F	Yes
SR 222	SR 20	17,100	21,400	D	C	C	No
SR 20	SR 121	23,400	32,300	D	C	C	No

Table 4: US 301 Existing and Future Traffic and LOS							
From	To	2014 AADT	2040 AADT	LOS Standard	2014 LOS	2040 LOS	Fall Below LOS Target
City of Ocala							
SE 100th Street	CR 464A	26,225	59,350	C	C	E	Yes
CR 464A	SE 31st Street	26,700	49,700	C	C	E	Yes
SE 31st Street	CR 464	33,500	62,800	C	C	E	Yes
CR 464	SR 40	34,300	70,800	C	C	F	Yes
SR 40	US 27	26,800	56,850	C	C	F	Yes
US 27	NE 20th Street	28,700	46,800	C	C	E	Yes

The LOS analysis results show that to address the future traffic demand, the existing parallel corridors would need to be widened. US 41 through the City of Williston is projected to be at LOS

F by 2040. US 441 through the City of Gainesville is projected to be at LOS F by 2040. US 301 has been identified as a potential reliever route to I-75; however, several segments of US 301 are expected to fail by year 2040. US 301 through the City of Ocala is projected to be failing with a LOS F by 2040. There are social, cultural, and physical constraints along the corridors that present significant challenges to any capacity improvements.

7 STUDY CORRIDOR CONSTRAINTS

7.1 Social Constraints

The Alachua County and the City of Gainesville Comprehensive Plans restrict the number of lanes on US 441 to four lanes. Along the US 301 corridor, the Marion County Comprehensive Plan restricts widening or new construction to roadways outside their Urban Growth Boundary.

Potential widening of the parallel corridors, by adding one lane in each direction, through the urban areas would be challenging. The existing parallel corridors traverse multiple local communities and are characteristic of constrained ROW areas with multiple homes, businesses, and major community services such as the University of Florida within Gainesville. For example, widening the US 41 corridor through the City of Inverness would impact 87 parcels, one of which is residential and 86 that are commercial. Similarly, widening US 441 through the City of Gainesville would impact 199 parcels, 36 of which are residential and 163 that are commercial. These parcels include the University of Florida Campus, which is located along the US 441 corridor. Additionally, there is heavy pedestrian traffic on crosswalks near the university facilities and any widening would create safety issues. Widening of the US 301 corridor through the City of Ocala would impact 192 parcels, 6 of which are residential and 186 are commercial.

Widening improvements along US 41, through the Cities of Williston, High Springs, Dunnellon, and Inverness, would impact businesses adjacent to limited ROW. For example, the existing ROW including the existing roadway through the City of Williston and High Springs is approximately 60 feet.

Improving the University Avenue/US 441 intersection would either impact the University of Florida Campus or the Holiday Inn Hotel. In addition to ROW constraints, both the Alachua County and City of Gainesville's Comprehensive Plans state that all roadways (with the exception of I-75) should be limited to four travel lanes.

At the intersection of SR 40 and US 301, widening improvements would impact several businesses as well as the Clerk of Court Annex. In addition to ROW constraints, Marion County staff have stated that widening should not be considered.

7.2 Natural Constraints

Wetlands, conservation areas, floodplains, and the Paynes Prairie greenways and trails system exist within the study area. As part of the study, wetland impacts were quantified. Approximate wetland impacts would be 14 acres along US 41; 8 acres along US 441; and 14 acres along US 301.

Approximate impacts to conservation lands would be 16 acres along US 41; 2 acres along US 441; and 1/2 acre along US 301.

Approximate floodplain impacts would be 70 acres along US 41; 102 acres along US 441; and 188 acres along US 301.

No threatened or endangered species were observed along any of the alternative study corridors. Future studies will require additional listed species surveys to completely identify constraints.

There were specific environmental constraints addressed in the study that would impose challenges on the widening of I-75 and all of the alternate study corridors. The widening of US 41 could potentially impact Cooter Pond Park. Along I-75, US 441, and US 301, the widening could impact the Florida Greenways and Trails System, the historic Santo State Recreation Area, and the Santos Trailhead and Campground.

7.3 Cultural Constraints

In addition to social and natural impacts, there are also cultural sites and contamination sites adjacent to the parallel study corridors. Along the US 41 corridor within the City of Inverness, 3 historical buildings (Citrus County Courthouse, Masonic Temple of Citrus, and Bank of Inverness) and 47 contamination sites were identified.

Along the US 441 corridor within the City of Gainesville, 4 historical buildings (PK Yonge Old Laboratory and Mallory, Reid, and Yulee Halls) and 29 contamination sites were identified.

Along the US 301 corridor within the City of Ocala and the City of Belleview, 3 historical buildings (Belleview City Hall, Migrant House, and Belleview-Santos Elementary School) and 148 contamination sites were identified.

8.1 I-75 Short-Term Improvements

- Road Rangers Service Patrol
- Dynamic Message Signs
- Fiber Interconnection between Major Cities
- Signal Coordination on Arterials
- Enhanced Regional Transportation Management Center Operations

In addition to short-term improvements, this study also considered ultimate (long-term improvement) alternatives for I-75. The ultimate alternatives include the addition of general use lanes and/or express lanes. Truck only lanes were not found to be feasible based on the preliminary analysis and were not evaluated further in this study. An illustration of the General Use Lanes Alternative is shown below in **Figure 7** and an illustration of the Express Lanes Alternative is shown in **Figure 8**.

The diagram illustrates a proposed 150-foot wide right-of-way for a four-lane highway with a center turn lane. The road is divided into three main sections: a central turn lane, express lanes, and general use lanes. The central turn lane is 12 feet wide. The express lanes are 12 feet wide and are flanked by 12-foot wide shoulders. The general use lanes are 12 feet wide and are flanked by 12-foot wide shoulders. A 75 mph speed limit sign is shown above the road. The diagram is flanked by residential buildings and trees.

The I-75 Task Force recommendations included providing more choices for long-distance travel, including analyzing the feasibility of enhanced or new passenger rail services. FDOT has initiated a rail feasibility study to analyze the need for additional passenger service from Tampa to Jacksonville. As part of the I-75 North Master Plan, the potential for enhanced or new intercity passenger rail between Tampa Bay and Jacksonville is being studied, including an analysis of existing and historical rail corridors. Preliminary results indicate the projected ridership for enhanced or new service through the year 2040 would be similar to the existing ridership levels on the Amtrak Tampa to Jacksonville service via Orlando. Based on the anticipated ridership levels, new intercity passenger rail service between Tampa to Jacksonville is not anticipated to be cost-feasible or result in any substantial diversion of auto traffic from I-75.

The North I-75 Master Plan has evaluated recommendations from the I-75 Relief Task Force and concluded the following:

- I-75 is a unique corridor that experiences substantial increases in traffic during holidays, special events, and frequent closures due to incidents or weather. LOS failures occur presently due to non-recurring congestion and LOS failures are also anticipated in the next 10 to 12 years due to recurring congestion.
- Short-term and long-term capacity improvements are needed to the I-75 corridor to accommodate additional projected growth in freight, visitor, and local commuter traffic and to enhance public safety and emergency evacuation.

- Three parallel corridors, US 41, US 441, and US 301 would not serve as efficient diversion routes. These corridors would require significant improvements and substantial community impacts within the urban areas if they are to serve as alternative routes to I-75. These improvements would result in significant social, cultural, and natural impacts and would require changes to local comprehensive plans.
- I-75 widening will also have impacts to the natural and physical environment. Widening of I-75 does not address the issue of non-recurring congestion. Weather related congestion, incidents, and holiday/seasonal traffic affect the entire I-75 corridor. Currently, non-recurring congestion is responsible for failing conditions on I-75 for about 40 percent of the time in a year.

9.1 Next Steps

1. FDOT Districts 2 and 5, along with Central Office, are also considering several projects that would implement short-term improvements along I-75 before ultimate improvements are constructed.
2. The next step after this Master Plan is to initiate the next project phases for the critical segments of I-75 followed by Design and Construction phases as funding becomes available. FDOT Districts 2 and 5 have initiated a planning study for evaluating improvements along I-75. The limits of this study are from Wildwood in District 5 to I-10 in District 2.
3. Additionally, FDOT has initiated a rail feasibility study to analyze the need for additional passenger service from Tampa to Jacksonville. The ongoing study will document potential intercity passenger rail connections for further study as travel demand for rail increases.
4. This Master Plan focused only on existing facilities and determined the existing facilities (I-75, US 41, US 441, and US 301) cannot accommodate the recurring and non-recurring congestion. Capacity improvements to these corridors will have significant social, cultural, and natural impacts. It's FDOT's mission and goal to evaluate the state's long-term mobility needs to maintain acceptable operational and safety standards. New multimodal and multiuse corridors were recommendations of the I-75 Relief Task Force and should be further evaluated in future studies.

EXHIBIT 3

http://www.chronicleonline.com/news/local/after-irma-talk-of-extending-parkway-to-georgia/article_85094d08-da2b-11e7-9e98-3bb72b871a4d.html

After Irma, talk of extending parkway to Georgia

State representative says extending parkway could ease evacuations

Michael D. Bates Dec 5, 2017 Updated 7 hrs ago



This aerial photo shows where the Suncoast Parkway ends at U.S. 98. A coming extension will take the parkway from U.S. 98 to State Road 44, and planners are now evaluating options for connecting the road to Ocala or Gainesville.

Buy Now

MATTHEW BECK/Chronicle

Construction on extending the Suncoast Parkway into Citrus County begins next year. But will the next extension be into Georgia?

That could become a reality if a Republican committee that meets Monday agrees that a proposal from one of their own makes sense.

-187-

Interstate 75 became a nightmare in September as thousands of motorists clogged the road trying to evacuate the state ahead of Hurricane Irma. It took the threat of a powerful Category 5 hurricane to begin what has been called the largest mass evacuation in the history of the state.

That's a big reason why Florida House Majority Leader Ray Rodrigues, R-Estero, wants to extend the Suncoast Parkway north from its soon-to-be northern terminus at State Road 44 in Lecanto all the way to the Georgia state line.

The idea is one of many recommendations that have been put forward by state legislators in advance of Monday's meeting. Initial reaction from local leaders was positive. But most agreed it won't happen overnight. If at all.

Sen. Wilton Simpson, R-Trilby, said this idea is not new. There's been talk for years of linking the parkway with Interstate 75, somewhere north of Gainesville, to relieve congestion. But the fact it is coming to the formal discussion stage gives the idea added impetus, he said.

"I'm interested in seeing how this goes," Simpson said. "I'm very willing to support it."

Florida has two main north-south evacuation routes: Interstate 75 on the west side and I-95 on the east coast — both of which were jammed when Gov. Rick Scott ordered evacuations Sept. 7. Other main highways, including the Suncoast Parkway, also became little more than parking lots as motorists used them to access the interstates.

Rep. Ralph Massullo, R-Lecanto, said even if the idea gains traction, implementation is a long way off. The project would require numerous vetting sessions and public hearings. Plus, where would the money come from?

"I don't know how far it will go," Massullo said. "But it's certainly a good idea."

Work will begin soon on phase 2 of the Suncoast Parkway project: extending the toll road from U.S. 98 to State Road 44 in Lecanto. That should take four years, but once construction begins an amendment to the permit is planned to be filed extending the terminus to County Road 486.

After that, phase 3, or the so-called "coastal connector," would extend the parkway farther through Citrus and Marion counties and connecting either with I-75 or U.S. 301.

"I think that we do need a good road on the west side of the state that alleviates a lot of traffic in the area south of us," Massullo said. "The parkway would be ideal for that."

Even with the terminus at SR 44, "it really isn't much of an evacuation route," he said.

Getting this proposal to a committee accelerates the planning and implementation of the parkway extension, he said.

"If it does anything, what the committee will probably do is make suggestions and those suggestions will have to be approved by the governor and they will have to invest dollars to actually facilitate all the ideas (and) get our state better prepared."

Dennis Dix, executive director of the Hernando-Citrus Metropolitan Planning Organization (MPO), said the talk for many years was to extend the parkway to Jacksonville. He would like to see where this latest proposal would hook up.

"Ultimately, we're going to need a parallel reliever to I-75," Dix said. "Suncoast 1 and 2 gets us out of the Tampa Bay region and going north but there's still a lot of road left to build. The Suncoast Parkway doesn't make any sense unless it connects to something."

Citrus County Commission Chairman Ron Kitchen Jr., who chairs the MPO, welcomed news of a possible parkway extension fast track.

"That's what we've been pushing for," Kitchen said. "What we learned from Irma is you can't bring the state of Florida through Citrus County in an evacuation."

Reporter Mike Wright contributed to this story. Contact Chronicle reporter Michael D. Bates at 352-563-5660, mbates@chronicleonline.com.

Michael Bates


Reporter



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February 19, 2018

TO: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area
FROM: Scott R. Koons AICP, Executive Director 
SUBJECT: State Road 222 (NE 39th Avenue) Crosswalk

JOINT RECOMMENDATION

The Alachua County Traffic Safety Team, Bicycle/Pedestrian Advisory Board, Technical Advisory Committee and staff recommend that the Metropolitan Transportation Planning Organization request that the Florida Department of Transportation proceed with the evaluation for the installation a midblock crosswalk with control on State Road 222 (NE 39th Avenue) at or near NE 28th Drive.

Note: The Citizens Advisory Committee did not have a quorum.

BACKGROUND

At its May 2, 2016 meeting, the Metropolitan Transportation Planning Organization discussed installation of a crosswalk on State Road 222 (NE 39th Avenue) at NE 28th Drive. At that time, the Florida Department of Transportation reported that a crosswalk was not warranted.

On January 19, 2018, the Metropolitan Transportation Planning Organization received an email from a concerned citizen. This email was forwarded to the Florida Department of Transportation District 2 Safety Engineer.

Exhibit 1 includes the email chain from the citizen to the Florida Department of Transportation District 2 Safety Engineer. District 2 is requesting a variance from the Florida Department of Transportation Central Office to install a midblock crosswalk. Exhibit 2 is additional information from the concerned citizen.

Attachment

t:\scott\sk18\mtpo\memo\ne39av_xwalk_feb26.docx

EXHIBIT 1

Mike Escalante

From: Scott, Jeffrey [Jeffrey.Scott@dot.state.fl.us]
Sent: Monday, January 22, 2018 11:03 AM
To: Mike Escalante
Cc: Atran, Andrea; Green, James; Taulbee, Karen
Subject: RE: crosswalk at NE 39th Av & NE 28th Dr, Gainesville

Mike,

Since a midblock crosswalk at this location does not meet the criteria of the Traffic Engineering Manual, we are going to pursue a variation through the FDOT Central Office in Tallahassee. That will probably take 4-6 weeks. I do not know for sure what kind of control we would install at the crossing. Possibly a Pedestrian Hybrid Beacon, also known as a HAWK.

Jeff Scott, P.E.
Florida Department of Transportation | District 2
District Safety Program Engineer
2198 Edison Ave. | Jacksonville, FL 32204
(904) 360-5644
Jeffrey.scott@dot.state.fl.us

From: Mike Escalante [mailto:escalante@ncfrpc.org]
Sent: Friday, January 19, 2018 5:11 PM
To: Scott, Jeffrey <Jeffrey.Scott@dot.state.fl.us>; Taulbee, Karen <Karen.Taulbee@dot.state.fl.us>; Green, James <James.Green@dot.state.fl.us>; Atran, Andrea <Andrea.Atran@dot.state.fl.us>
Subject: FW: crosswalk at NE 39th Av & NE 28th Dr, Gainesville

FYI



Michael B. Escalante, AICP
Senior Planner
North Central Florida Regional Planning Council
2009 NW 67th Place, Gainesville, FL 32653-1603
Voice: 352.955.2200, ext. 114
Fax: 352.955.2209

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials regarding government business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure.

From: Mark Venzke [mailto:mark.venzke@gmail.com]
Sent: Friday, January 19, 2018 4:35 PM
To: Mike Escalante
Cc: Carl Smart; Claudia Tuck; Tom Tonkovich; Sadie Darnell; Tony Jones; Teresa A Scott; Art Stockwell; Bob Gailey; Ellen Allen; Heaven M Taylor-wynn
Subject: Re: crosswalk at NE 39th Av & NE 28th Dr, Gainesville

Mark Venzke
South Bank
Section C
Dignity Village
3055 Northeast 28th Drive
Gainesville, Florida 32609

Post Office Box 6220
Gainesville, Florida 32627-6220

[352-328-5615](tel:352-328-5615)

-193-

Mister Michael Escalante
Senior Transportation Planner
Metropolitan Transportation Planning Organization
North Central Florida Metropolitan Regional Planning Council
2009 NW 67th Place
Gainesville, Florida 32653-1603

Mister Escalante:

Thank you for your prompt and informative reply to my request.

I note that in Mister Jeffrey Scott's reply to a locally originated request in 2016 for a pedestrian crossing at the intersection that he cited guidelines from a Florida State Highway Department manual and that the chief criterion for establishing a pedestrian crossing across a state highway is vehicle-pedestrian impacts. I can assure you that such impacts have occurred.

I mis-wrote in my last e-mail message to you. Motorists have struck and injured at least four, not two, pedestrians at the intersection:

- Julie Dietrich on or about December 6, 2015
- a male unknown to me in mid- to late-December 2017
- "Fredo" and his friend, unknown to me, and Fredo's dog in December 2017 or January 2018

Julie Dietrich

On or about December 6, 2015 at about 6:15 a.m., before sunrise and with fog in the air, Julie Dietrich, a large woman with mobility challenges who is personally known to me was slowly crossing SR 222 at the intersection with the help of her walker when the driver of a pickup truck struck her. The left-front fender and left mirror of the truck struck Julie. She sustained injuries to her neck, shoulder and back. She understands that the damage and accompanying discomfort, pain and additional mobility challenges that have arisen from those injuries are permanent. After the hospital discharged her, I saw her wearing a neck brace, so I asked her what had happened to her, and she told me. In the days that followed, I repeatedly urged her to not settle her case with any agent for the driver of the truck without the assistance of a personal injury lawyer. However, when urging her for about the fifth time not to settle, she told me about a nice man who offered to her \$10,000 to settle, which she told me she accepted. A few months later, I saw her again. She told me that she had depleted the \$10,000 by paying health care bills, rent, utilities and groceries and that she was again under-housed (homeless).

unknown man

On the night that a motorist struck the unknown male, I deboarded a bus at the intersection and had rolled in my wheelchair about thirty yards south of the intersection on NE 28 toward my home in Dignity Village. After I had heard a loud thump and and screeching tires, I returned to the intersection. Once there, I could see a male in a camel-colored overcoat motionless on the pavement in the middle of the eastbound side of SR 222 and I could smell burned rubber that the tires of the vehicle that struck the man emitted when skidding on the pavement. Apprehensive to possibly see grotesque injuries, I chose not to approach the fallen man. Instead, I chose instead to slow and direct traffic around the him. I parked my wheelchair in the middle of the eastbound lanes about twenty yards west of the man. I motioned with hand gestures for motorists to slow and swerve south of the man. Gainesville police officers arrived about ten minutes after the accident. To my surprise, they huddled in the grass median and allowed me to
-194-continue directing traffic until well after the ambulances arrived about seven minutes after the officers

arrived. When officers began directing traffic, they initially diverted them south on NE 28th Dr. I positioned my wheelchair at the west entrance of the work release facility parking lot and directed motorists to drive eastward through that lot, so they could pass the accident scene, exit the lot at the east end of it and return to the eastbound lanes of SR 222. About twenty minutes after they arrived, officers closed the eastbound lanes of SR 222 at Waldo Rd, about 3/8 mile west of the accident scene.

Fredo and friend

About six days ago, I saw Fredo at the Rosa Parks Transit Plaza in downtown Gainesville. Noticing that he was uncharacteristically locomoting in a wheelchair, I asked him what had happened to him. He told me that the driver of a car had struck him, his friend and Fredo's dog at the intersection of SR 222 and NE 28th Dr. Because he was boarding a bus that due to leave shortly, I did not have time to get from him his contact information. When I asked him if he still lived in Dignity Village, he said, "I don't go there no more." He said that he was living in an apartment, but he did not tell me in which apartment he lived.

As you can read above, vehicle-pedestrian impacts have indeed occurred at the intersection since Grace Marketplace and Dignity Village opened.

Please send to me contact information for the members of the five advisory and decision-making bodies listed in your last e-mail message that will review our request or provide to me links to that contact information. I would like to inform those members directly of the severity of the safety hazard that the intersection presents to pedestrians.

May citizens present comments and information during all five of the meetings that you list in your e-mail message that you sent to me today?

Please place my e-mail address on any lists of recipients of notifications of meetings at which officials will consider my request for a pedestrian crossing at the intersection of NE 39th Av (SR 222) and NE 28th Dr.

Other advocates for a pedestrian crosswalk and I look forward to consideration of our request for the establishment of a conspicuous, traffic-slowing and motorist-alerting pedestrian crossing at the meetings of the advisory and decision-making bodies that listed in your last message.

Sincerely,



On Fri, Jan 19, 2018 at 1:32 PM, Mike Escalante <escalante@ncfrpc.org> wrote:

Mr. Venzke,

The Metropolitan Transportation Planning Organization discussed crosswalk installation at this location at its May 2, 2016 meeting. Florida Department of Transportation reported that a crosswalk was not warranted at that time (see attachment).

This topic will be presented at the:

- 2/7/18 @ 2:00 p.m. Technical Advisory Committee, Charles F. Justice Conference Room, 2009 NW 67th Place, Gainesville, FL;
- 2/7/18 @ 7:00 p.m. Citizens Advisory Committee, Grace Knight Conference Room, 12 SE 1st Street, Gainesville, FL;
- 2/8/18 @ 7:00 p.m. Bicycle/Pedestrian Advisory Board, Grace Knight Conference Room, 12 SE 1st Street, Gainesville, FL;
- 2/15/18 @ 10:00 a.m. Alachua County Traffic Safety Team, GTEC Meeting Room, 2153 SE Hawthorne Road, Gainesville, FL; and
- 2/26/18 @ 3:00 p.m. Metropolitan Transportation Planning Organization, Jack Durrance Auditorium, 12 SE 1st Street, Gainesville, FL.



Michael B. Escalante, AICP
Senior Planner

North Central Florida Regional Planning Council
2009 NW 67th Place, Gainesville, FL 32653-1603
Voice: 352.955.2200, ext. 114

Fax: 352.955.2209

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From: Mark Venzke [mailto:mark.venzke@gmail.com]
Sent: Thursday, January 18, 2018 2:00 PM
To: Mike Escalante
Cc: Heaven Taylor-wynn
Subject: crosswalk at NE 39th Av & NE 28th Dr, Gainesville

Mark Venzke

South Bank

Section C

Dignity Village

3055 Northeast 28th Drive

Gainesville, Florida 32609

Post Office Box 6220

Gainesville, Florida 32627-6220

352-328-5615

Mister Michael Escalante

Senior Transportation Planner

Metropolitan Transportation Planning Organization

North Central Florida Metropolitan Regional Planning Council

2009 NW 67th Place

Gainesville, Florida 32653-1603

Mister Escalante:

Please describe to me the process that concerned citizens and their local, elected officials and their local government planning staff members can follow to have the Florida State Highway Department establish a conspicuous pedestrian crosswalk across a state highway at an intersection.

In my neighborhood is an intersection that has proven dangerous to pedestrians. It is Northeast 39th Avenue (State Road 222) and Northeast 28th Drive in Gainesville, Florida.

On the northeast and southeast corners of that intersection are transit bus stops for the Regional Transportation System (RTS) of the City Of Gainesville. very significant numbers of pedestrians--residents of my community,

Dignity Village, and of Grace Marketplace--cross Northeast 39th Avenue at that intersection to reach the bus stop for inbound (westbound) buses on the north side of 39th Avenue. Few residents of those communities have vehicles, so most of those residents use transit bus service.

During the past two years, drivers of vehicles moving on 39th Avenue have struck and seriously injured at least two residents of the above communities. About three weeks ago, a driver struck and killed a resident of Dignity Village named Travis as he attempted to cross 39th Avenue about one-quarter mile west of the above-described intersection.

I would appreciate any guidance that you could offer and would appreciate any measures that you might take that would help us establish a conspicuous crosswalk at the intersection.

Sincerely,

A handwritten signature in black ink that reads "Mark Venzke". The signature is fluid and cursive, with a long horizontal line extending to the right.

--

Mark Venzke
Mark.Venzke@gmail.com

--

Mark Venzke
Mark.Venzke@gmail.com

EXHIBIT 2

Mark Venzke
Section A
Dignity Village
3055 Northeast 28th Drive
Gainesville, Florida 32609-2875
&
Post Office Box 6220
Gainesville, Florida 32627-6220

352-328-5615

Member
Citizens Advisory Committee
Metropolitan Transportation Planning Organization
North Central Florida Regional Planning Council
2009 Northwest 67th Place
Gainesville, Florida 32653-1603

RE: conspicuous pedestrian crossing at NE 39th Av & NE 28th Dr in Gainesville

Dear Sir or Madam:

Please move or second and vote for a resolution of your Citizens Advisory Committee to strongly recommend to the safety engineer of the Florida Department Of Highways that he or she order the establishment of a pedestrian crossing at on the east side of the intersection of SR 222 (Northeast 39th Avenue) and Northeast 28th Drive in Gainesville, Florida that would have at least the following features:

- broad, white painted lines on the pavement defining a crosswalk
- appropriately large signs that read "35 MPH" at least 300 yards up-traffic from the intersection
- appropriately large signs that read, "REDUCED SPEED AHEAD" at least 300 yards up-traffic from the reduced speed limit zone
- three textured grouwler bands embedded in the pavement at diminishing intervals in the traffic lanes starting fifty yards down-traffic from the signs that read, "REDUCED SPEED AHEAD"
- appropriately large signs of the current, standard caution-pedestrian-crossing design with at least one pedestrian-activated flashing light per sign on the same post as the speed limit sign
- at least one flashing, yellow, low-clearance lamp per traffic lane located on the up-traffic side of the painted crosswalk facing approaching vehicles activated by the pedestrian-activated signal button
- flashing pedestrian crossing flashing light activation button on a post at the side of each side of the crossing
- appropriately small signs that read, "WATCH FOR TRAFFIC" attached to the post bearing the flashing light activation button
- appropriately large signs that read "RESUME 50 MPH" at least fifty yards down-traffic from the crossing

- an additional street lamp installed on the southeast corner of the intersection of the same kind as the existing street lamp on the northeast corner of the intersection

Tragically, to my knowledge, four residents of Dignity Village and Grace Marketplace have been struck and seriously hurt by vehicles at that intersection since those communities. About 200 people live in the communities. Few residents of those communities have motorized vehicles. Some have bicycles. Most, however, rely on transit buses to travel to jobs, interviews, stores, health care appointments, houses of worship, restaurants, feedings etc. Many residents of the communities cross SR 222—often more than once per day—in all kinds of weather for the entire period of transit bus service of routes twenty-five and twenty-six from 5:30 a.m. to 8:30 p.m. on weekdays. Weather obviously includes rain and fog. Lighting includes darkness minimally illuminated by the single streetlamp located on the northeast corner of the intersection.

Civic leaders and advocates for dispossessed people are planning the construction of a village of very affordable dwellings—very small homes (i.e. “tiny houses”), miniature condominiums and studio apartments on or adjacent to the Grace Marketplace and Dignity Village sites. Therefore, the need for a safe crossing at SR 222 and Northeast 28th Drive will persist indefinitely.

My vision and hearing are partially impaired from bone marrow cancer, and I use a wheelchair almost constantly. (I can stand or walk for very short periods of time without discomfort or pain from very large, bilateral, inguinal and ventral hernias.) With my deficient vision, to notice approaching, fast-moving vehicles when they are a safe distance from the intersection—especially under low light conditions, in fog, during heavy rain or when approaching vehicles are of similar color to the traffic lane pavement—is hard for me. I have had to locomote hurriedly to avoid approaching vehicles on several occasions.

Please recommend to the safety engineer for the Florida Department Of Transportation that he order the establishment of a prominent pedestrian crossing at SR 222 and Northeast 28th Drive to drastically reduce the likelihood of future deaths and injuries.

Sincerely,



SCHEDULED 2018 MTPO AND COMMITTEE MEETING DATES AND TIMES

PLEASE NOTE: All of the dates and times shown in this table are subject to being changed during the year.

MTPO MEETING MONTH	TAC [At 2:00 p.m.] CAC [At 7:00 p.m.]	B/PAB [At 7:00 p.m.]	MTPO MEETING
FEBRUARY	February 7	February 8	February 26 at 3:00 p.m.
MAY	April 4	April 5	April 23 at 3:00 p.m.
JUNE	June 6	June 7	June 25 at 5:00 p.m.
AUGUST	August 8	August 9	August 27 at 3:00 p.m.
OCTOBER	October 3	October 4	October 22 at 3:00 p.m.
DECEMBER	November 28	November 29	December 17 at 5:00 p.m.

Note, unless otherwise scheduled:

1. Technical Advisory Committee meetings are conducted in the Charles F. Justice Conference Room of the North Central Florida Regional Planning Council Building;
2. Citizens Advisory Committee meetings are conducted in the Grace Knight Conference Room of the Alachua County Administration Building; and
3. Metropolitan Transportation Planning Organization meetings are conducted at the Jack Durrance Auditorium of the Alachua County Administration Building unless noted.

MTPO means Metropolitan Transportation Planning Organization
TAC means Technical Advisory Committee
CAC means Citizens Advisory Committee
B/PAB means Bicycle/Pedestrian Advisory Board
NCFRPC means North Central Florida Regional Planning Council



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Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area

2009 NW 67th Place, Gainesville, FL 32653

www.ncfrpc.org/mtpo