

MTPO Citizens Advisory Committee (CAC)

Meeting Minutes

Metropolitan Transportation Planning Organization
for the Gainesville and Alachua County Area

Date: Wednesday, January 15, 2025

Time: 7:00pm

Location: Grace Knight Conference Room
Alachua County Administration Building
12 SE 1st Street, Gainesville, Florida

- I. Call to Order (Chair)
Chair Steiner called the meeting to order.
- II. Chair's Announcements (Chair)
None
- III. Agenda Review (Chair)
Agenda action item 2B (TIP Amendment) moved to Information Item.
- IV. Roll Call and Confirmation of Quorum (Chair)
Introductions by Chair Steiner. Quorum confirmed.
- V. Action Items
 - A. Transportation Improvement Program Amendment – SR24 (Archer Road) 4-Laning Design
The Florida Department of Transportation has requested that the MTPO amend its Transportation Improvement Program to include this project

Concerns were raised about going to Bronson if it is outside MTPO boundaries. Motion to amend the TIP modification was moved and seconded and approved 3-1 with Mr. Harrar voting no.

B. Transportation Improvement Plan (FDOT)

Amendment request: SR24 (NW Waldo Road) from NE 3rd Avenue to SR22 (NE 39th Avenue)

The Florida Department of Transportation has requested that the MTPO amend its Transportation Improvement Program to include this project

Mr. Brad Thoburn (HDR) introduced the item. After discussion the recommendation to amend the TIP was moved and seconded. The motion passed unanimously.

C. Transit Asset Management (City of Gainesville)

Updates to be incorporated with Metropolitan Transportation Plan and TIP Process

Chair Steiner indicated a desire to see the TAM. Brad Thoburn discussed the nature of the TAM and that this reaffirmed their asset maintenance targets. Motion to approve the TAM plan was moved and seconded. The motion passed unanimously.

D. Draft List of Priority Projects for Fiscal Years 2026-27 to 2030-31

The MTPO needs to provide its updated List of Priority Projects to the Florida Department of Transportation

Brad Thoburn reviewed the LOPP and indicated the priority list is not changing due to the transition and update to the LRTP. Motion to approve the List of Priority Projects from 2027 to 2031 was moved and seconded. The motion passed unanimously.

E. Safety Performance Measures and Targets Review

The MTPO needs to set safety performance measures and targets
Brad Thoburn provided an overview of the safety performance targets that support the Target Zero commitment.

VI. Information Items

A. Advisory Committee Attendance Records

George Dondanville noted that he was misclassified as not attending prior meetings but he had not yet been appointed for the meetings noted. All agreed it made sense to start with a clean slate starting with this meeting and focus on getting more new members. Mr. Thoburn indicated that staff would correct the record as well.

B. Meeting Calendar 2025

Brad Thoburn reviewed the calendar and provided the update from discussions with the Steering Committee. There is a desire to keep the monthly meetings due to becoming a TMA and need for more TIP amendments. Furthermore, the meetings have been scheduled and can be cancelled if nothing notable is on the agenda requiring the Board to meet. Dr. Steiner noted that CAC has historically met 8 times per year

C. MPO Joint Certification Review

Brad Thoburn introduced the Joint Certification form. This is an annual process between the MTPO and FDOT District required by law.

Dr. Steiner wanted clarification of TMA

Brad Thoburn discusses TMA due to population growth and ability to obtain more federal funding.

Landon Harrar asked if that includes the county. Mr. Thoburn clarified that the MTPO boundary includes the whole county.

Dr. Steiner stated that there are 2 issues – the MTPO makes the decision on the area to serve after the census data is released – this was a discussion that they had and the county decided in September.

Brad Thoburn stated the apportionment was approved by the Governor – a readoption of an interlocal agreement that will involve new membership on the board, including school board, airport, UF, and rural representatives – this is a new task and is currently being circulated so new members can sit on the Board.

Dr. Steiner noted the airport is federally mandated for a TMA.

Brad Thoburn stated requirements include modal coordination, update of the bylaws, etc. he discussed the agreement between MTPO and FDOT and current status in terms of updating documents and running meetings. He noted that they can make process improvements based on suggestions but focus will be on compliance and getting MTPO ready for a new executive Director.

The group discussed position description for Executive Director and services

Dr. Steiner inquired about new website. Brad Thoburn discussed the update of website and transfer of documents from the RPC.

Dr. Steiner asked what everyone's thoughts were about recruiting for the CAC. Landon Harrar asked that staff develop a "dumbed-down" version of a document for recruitment.

Brad Thoburn added that he heard similar comments from the Steering Committee members. Landon replied that it needs to be broken down to a 5th grade reading level and easy to understand for the layman.

Dr. Steiner says a TIP is like a business plan and people need to understand its importance.

George Dondanville inquired about the CAC bylaws and how they differ from the BPAB bylaws. Dr. Steiner replied that the BPAB has historically had a bike ped representative from the city but distinct from the MTPO in their authority. George Dondanville asked who

is supposed to be on that committee and noted someone from the MTPO should be on the BPAB.

In the effort to recruit new CAC Members, Dr. Steiner indicated they haven't advertised in past years. Mr. Thoburn said he liked Mr. Harrar idea using the Chamber – asks if there are other organizations that can help with advertising the position

Realtors, hospitality council, builder association, GAWN were identified.

Dr. Steiner noted that we have historically trained new members – training occurs before meeting and may consider restoring that.

D. Transportation Improvement Plan (FDOT)

Amendment request: SW 13th Street and Archer Road

The Florida Department of Transportation has requested that the MTPO amend its Transportation Improvement Program to include this project

This was an emergency amendment and provided for information. There were concerns raised about the design of the intersection – it is modified a little but the design. This is just for programming and design will still be discussed.

E. New Item: Election of Chair and Vice Chair

George Dondanville nominated present chair Dr. Steiner.

Motion was approved by Gil Levy and motion was approved unanimously

Gil Levy was nominated for Vice Chair by Mr. George Dondanville and seconded by Mt. Harrar. Motion was approved unanimously.

VII. Agency Reports and Partner Updates

Brad Thoburn discussed current MTPO status.

Gill Levy inquired about the reporting structure.

Brad Thoburn discussed the organizational structure.

Dr. Steiner asked what we can do to get the group more engaged in the transportation planning process – for example, go to the transportation management center, review design standards, review of proposals, etc. She noted they used to have more voice on the process and now it seems that is not the case.

Dr. Steiner suggested the group can go back to more of true advisory role in setting priorities

VIII. Upcoming Meetings of Interest

None

IX. Member Comments

None

X. Public Comments (General)

Kallie Blunt suggested for recruitment to go to Alachua County Live – Alachua County talks to recruitment participation

She noted RTS is currently trying to update a lot of bus stops with shelters – they are trying to do a lot at one time and it is drawn out and disorganized.

She commented that she was an RTS rider and board member and customer service is a problem there.

The removal of bus stop bench during construction is a problem because of how long the stops are there without seating. She suggested can inspections happen sooner so folks can get a seat faster?

Kallie Blunt thought it was an FDOT issue.

Brad Thoburn responds that it goes back to a collaboration issue – coordination effort, we will mention to FDOT.

XI. Adjournment

Chair Steiner adjourned the meeting.

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