

MTPO Subcommittee Meeting Minutes

Metropolitan Transportation Planning Organization
for the Gainesville and Alachua County Area

Date: Monday, January 13, 2025

Time: 3:00pm – 5:00pm

Location: Roberta Lisle Kline Conference Room, Room 016
200 E University Avenue, Gainesville, Florida

- I. Call to Order (Chair Eastman)
Chair Eastman called the meeting to order.
- II. Agenda Review (Chair Eastman)
Chair Eastman reviewed the agenda with Subcommittee members.
- III. Roll Call and Confirmation of Quorum (Chair Eastman)
Chair Eastman called roll and confirmed quorum.
- IV. Agenda Items
 - A. Steering Committee Role (Chair Eastman)
 - Establish meeting times and frequency
 - Transition review and oversight
 - Executive Committee
 - Board meeting calendar

Chair Eastman reviewed the meeting calendar and agreed that monthly meetings may not be needed but recommended keeping the calendar

- *FDOT indicated that as a Transportation Management Area (TMA), there will be more frequent TIP amendments*
- *Also, it is easier to cancel meetings than schedule them*

Chair Eastman discussed the Subcommittee role. Members agreed the primary focus of the Subcommittee is supporting the transition. They will evaluate potential role as an executive committee over long term.

B. Transition Update (Chair Eastman and Ms. Moss)

- Interim branding
- Website
- Document transfer
- Ledger review

The Subcommittee reviewed interim branding and discussed website development and file transfers. County staff provided an update on the North Central Florida Regional Planning Council's ledger review.

C. Interlocal Agreements and Bylaws (Mr. Thoburn)

- Alachua County support services

The Alachua County support services agreement has been drafted and will be on the March Board Meeting Agenda.

The MTPO Establishment Interlocal has been drafted and reviewed by the County. Other signatories are conducting final legal reviews.

Next items for update include the Intergovernmental Coordination and Review Agreement and Bylaws.

D. Executive Director Update (Mr. Thoburn)

A draft position description will be developed and can be advertised once the interlocal staff services agreement is adopted.

E. February Board Items

- TIP Amendments (3)
- BPAB and TAC/CAC appointments
- List of Priority Projects
- PIP Amendment to Exhibit E-1

The February board items for approval were reviewed and briefly discussed.

V. Member Comments

Chair Wheeler (MTPO Chair) brought up a recognition of service for Scott Koons.

Jefferey Hayes (Alachua County staff) said the MTPO used to issue an award to a citizen in the community.

Achaia Brown (FDOT) requested HDR add the Joint Certification Review draft to the February agenda as an information item.

VI. Public Comments (General)

None

VII. Adjournment

Chair Eastman adjourned the meeting.

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