

**HERNANDO/CITRUS
METROPOLITAN PLANNING ORGANIZATION
BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC)
Meeting Minutes – September 5, 2018**

The Hernando/Citrus Metropolitan Planning Organization (MPO) Bicycle/Pedestrian Advisory Committee (BPAC) held a regular meeting on September 5, 2018, at the Citrus Transit Center, 1300 South Lecanto Highway, Lecanto, Florida. The meeting was advertised in the Tampa Bay Times and the Citrus Chronicle and the agenda was available online at: www.hernandocitrusmpo.us.

MEMBERS PRESENT:

Scarlett Sharpe, Citizen-at-Large, Hernando County
James McLean, Citizen-at-Large, Citrus County
Steve Gouldman, City of Brooksville
Francine Nobles, Citrus County Parks and Recreation
Sherry Bechtel, City of Inverness
Nicole Bell, Hernando County Parks and Recreation
Jill Edwards, Hernando County School District
James Lipsey, Hernando County School District

MEMBERS ABSENT:

Chuck Dixon, Citrus County School District
Dennis Henize, Citizen-at-Large, Hernando County
Dennis Reiland, Citizen-at-Large, Citrus County

OTHERS PRESENT:

Steve Diez, MPO Executive Director
Carlene Riecss, Transportation Planner III
Colleen Conko, Administrative Assistant II
Walt Eastmond, Citrus County Engineering Department
William Roll, Kimley Horn and Associates, Incorporated
Joseph Lauk, Patel, Green and Associates, Incorporated
Ryan McGinnis, Comprehensive Engineering Services
Kevin Lee, Florida Department of Transportation (FDOT)

CALL TO ORDER AND INTRODUCTIONS

Vice Chairperson McLean called the meeting to order at 3:30 p.m. Introductions were made.

Notice of Public Meeting was entered into the record by Ms. Riecss.

Vice-Chairperson McLean introduced Mr. Lee.

Chairperson Sharpe arrived at the meeting and began to Chair the meeting.

It was noted that Mr. Lipsey arrived at the meeting.

A quorum was declared.

Mr. Lee provided a presentation to the BPAC members regarding the Withlacoochee-Dunnellon Trail Connector from the Withlacoochee Trailhead to the Dunnellon Trailhead in Citrus County.

Discussion ensued regarding the presentation.

[It was noted that agenda items F and G3 were moved to the beginning of the agenda.]

LONG RANGE TRANSPORTATION PLAN (LRTP) AMENDMENT TO INCLUDE PERFORMANCE MEASURES

Mr. Roll provided an overview of the performance measures and target requirements that must be incorporated into the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP). He noted that every Metropolitan Planning Organization (MPO) in the United States will now be federally required to report their progress of adhering to the mandated federal requirements of the performance measures in the LRTP and TIP. Mr. Roll reported the following categories that must be reported:

- Improving safety
- Bridge and Pavement Condition
- System Performance [Travel Time, Reliability on the National Highway System].

Mr. Roll reported that the Hernando/Citrus MPO Board already took action to approve the Safety Performance Measures. He noted that it is now time for the Hernando/Citrus MPO Board to take action on Bridge and Pavement Condition Performance Targets, System Performance Targets and Transit Asset Management (TAM) Targets. He noted that these targets were identified by the Federal Highway Association (FHWA). Mr. Roll stated that the MPO will be graded and identified on where it stands in terms of meeting the targets and how the projects/programs are funded in the TIP to achieve these targets. He noted that the Hernando/Citrus MPO is anticipated to adopt the same performance targets that the State of Florida adopted.

Mr. Roll provided examples of how Florida's Performance Targets rank nationally compared to other states. He noted that the MPO will not undergo any consequence for performance measure targets that have not been met. Mr. Roll stated that adopting the target measures, and demonstrating how the targets are making progress is the only responsibility of the MPO. He noted that the State must prove its target progress. Mr. Roll stated that corrective will be taken against the State if they have made no progress to report.

Mr. Roll reported that the federally required Performance Measure Targets are the same for both the LRTP and Transportation Improvement Program (TIP). It was noted that the committee would be able to make a motion of recommendation for both documents.

Motion: *Mr. McLean moved to recommend the approval of the Long Range Transportation Plan (LRTP) to include Performance Measures to the*

Hernando/Citrus MPO Board. Ms. Bechtel seconded, and the motion carried unanimously.

FY 2019 – FY 2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

Performance Measures

Motion: *Mr. Gouldman moved to recommend the approval of the Transportation Improvement Program (TIP) to include Performance Measures Hernando/Citrus MPO Board. Ms. Bechtel seconded, and the motion carried unanimously.*

REVIEW/APPROVAL OF MINUTES – MAY 30, 2018

Motion: *Mr. McLean moved to approve the May 30, 2018, BPAC Meeting Minutes as presented. Mr. Gouldman seconded, and the motion carried unanimously.*

INFORMATION ITEMS

MPO Board/Committee Meetings – Schedule Change

Mr. Diez reported that the Florida Department of Transportation (FDOT) will be not be able to present the Tentative Work Program for FY 2020 – FY 2024 to the Hernando/Citrus MPO until December 2018. In order to accommodate the request, the November 7, 2018, BPAC meeting will need to be rescheduled to December 10, 2018.

Motion: *Mr. McLean moved to approve that the next BPAC meeting be rescheduled from October 25, 2018, to December 10, 2018, at 3:30 p.m. Ms. Noble seconded, and the motion carried unanimously.*

Consultant Work Scope for Major Transit Development Plan (TDP) for Hernando County

Mr. Diez reported that Hernando County is required to perform a major update to the Transit Development Plan (TDP) every five years, and during intervening years an Annual Progress Report of the TDP must be performed.

TBARTA MPO Chairs Coordinating Committee (CCC) Fourth Amended and Restated Interlocal Agreement

Mr. Diez stated that the Fourth Amended and Restated Interlocal Agreement was amended to reflect the name change of the Tampa Bay Area Regional Transportation Authority (TBARTA) to the Tampa Bay Area Regional Transit Authority (TBARTA).

Discussion ensued regarding the number of MPO's within the State of Florida and the effort of TBARTA to combine all of the MPO's together.

2045 Long Range Transportation Plan (LRTP) Consultant Scope of Services “C”

Mr. Diez reported that the MPO is required to perform a major update to the Long Range Transportation Plan (LRTP) every five years. He noted that Kimley Horn and Associates, Incorporated, will produce the major update.

TITLE VI AND NON-DISCRIMINATION PROGRAM – UPDATE

Mr. Diez provided a brief overview of the Title VI and Non-Discrimination Program and Limited English Proficiency Program. He noted that the Federal Highway Administration (FHWA) assisted and provided comment on the contents of the documents.

Motion: *Mr. Gouldman moved to recommend the approval of the Title VI Non-Discrimination Program update to the Hernando/Citrus MPO Board. Mr. McLean seconded, and the motion carried unanimously.*

PUBLIC PARTICIPATION PLAN (PPP) – UPDATE

Mr. Diez provided a brief overview of the updated Public Participation Plan (PPP). He noted the last update took place in 2014. Mr. Diez stated that FHWA recommended some updates were needed and that adding more color and pictures would help make it an interesting document.

Motion: *Mr. McLean moved to recommend the approval of the Public Participation Plan (PPP) update to the Hernando/Citrus MPO Board. Ms. Bell seconded, and the motion carried unanimously.*

FY 2019 – FY 2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

Annual Florida Department of Transportation (FDOT) Work Program Roll-Forward

Mr. Diez provided a brief overview of the FDOT Roll-Forward amendment for the FY 2019 – FY 2023 Transportation Improvement Program (TIP). He noted that the TIP was adopted by the Hernando/Citrus MPO in June 2018, and that it will be amended at the September 18, 2018, board meeting to include the FDOT Work Program Roll-Forward.

Motion: *Mr. McLean moved to recommend the approval of the Annual FDOT Work Program Roll-Forward to the Hernando/Citrus MPO Board. Ms. Bechtel seconded, and the motion carried unanimously.*

List of Priority Projects for Hernando and Citrus Counties

Mr. Diez provided an overview of the Hernando County FY 2019/2020 Complete Streets List. He noted that FDOT requested that all projects listed under “Production” must be fully funded. It was noted that the Eastside Elementary Sidewalk project, Fox Chapel Middle School Sidewalk project, South Linden Drive Sidewalk project and West Landover Boulevard project were all moved and ranked on the list by reason of only being funded for design.

Mr. Diez stated that he will be making a recommendation to the Hernando/Citrus MPO Board to re-rank the Withlacoochee State Trail (WST) Reconstruction project from number twelve (12) to number one (1). He noted that the WST Rehabilitation project is Citrus County's number one (1) project.

Mr. Diez provided an overview of the Citrus County FY 2019/2020 Complete Streets List. He reported that the Crystal River Middle School Covered Sidewalk project was removed from the list by reason of the project no longer being eligible to be classified as a Safe Routes to School (SRTS) project. It was noted that this project is considered to be an on-site covered sidewalk project.

Discussion ensued regarding the Floral City Sidewalks/Bicycle Route project. It was noted that this project may be removed from the priority list and become a Citrus County project.

Mr. Diez provided an overview of the Hernando/Citrus MPO Major Improvement and Congestion Management Programs FY 2019/2020 List of Priority Projects (LOPP). He noted that it was the request of FDOT to phase the US 41 project into four (4) separated construction projects. Mr. Diez stated that this process will help get the US 41 project funded.

Discussion ensued regarding the segments of the US 41 project.

***Motion:** Mr. Gouldman moved to recommend approval of the following priority project lists to the Hernando/Citrus MPO Board:*

- *Hernando County FY 2019/2020 Complete Streets Priority Projects*
- *Citrus County FY 2019-2020 Complete Streets Priority Projects*
- *Hernando/Citrus MPO Major Improvement and Congestion Management Program FY 2019/2020 List of Priority Projects*

Mr. McLean seconded, and the motion carried unanimously.

OTHER ISSUES / CITIZENS COMMENTS

Mr. Diez reported that the following members of the BPAC terms of service will be expiring on December 31, 2018: Dennis Henize, James McLean, and Dennis Reiland. He noted that applications must be submitted in order to continue serving on the BPAC.

It was noted that Michele Tewell, Citrus County Sheriff BPAC Representative, has retired from her position with the Sheriff's Department.

Mr. Diez stated that staff would like to eventually transition over to an electronic agenda due to reason of expense and time involved printing the agenda packets. It was noted that many of the committee members did not possess a laptop. He noted that the Citizens Advisory Committee (CAC) was in favor of printing an executive summary which would outline the information of each agenda item.

There being no further business to discuss, the meeting adjourned at 4:35 p.m. It was noted that the next BPAC meeting is tentatively scheduled for Monday, December 10, 2018, beginning at 3:30 p.m., at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, Florida.

The September 5, 2018, BPAC Meeting Minutes were approved on December 10, 2018.



Scarlett Sharpe, BPAC Chairperson

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