

**HERNANDO/CITRUS  
METROPOLITAN PLANNING ORGANIZATION  
TECHNICAL ADVISORY COMMITTEE (TAC)**

**September 5, 2018 TAC Meeting Minutes**

The Hernando/Citrus Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC) 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](http://www.hernandocitrusmpo.us).

**MEMBERS PRESENT:**

Cayce Dagenhart, Hernando County Planning Department, TAC Chairperson  
Walt Eastmond, Citrus County of Public Works Department  
Bill Geiger, City of Brooksville  
Jannina Stampfli, Hernando County Transit  
Lon Frye, Citrus County Transit  
Chris Mundell, Hernando County School District  
Scott Herring, Hernando County of Public Works Department  
Myra Monreal, City of Inverness  
Dave Burnell, City of Crystal River

**MEMBERS ABSENT:**

Chuck Dixon, Citrus County School District  
Cynthia Jones, Citrus County Planning Department

**OTHERS PRESENT:**

Steve Diez, MPO Executive Director  
Carlene Riecss, Transportation Planner III  
Colleen Conko, Administrative Assistant II  
Chris Hanning, Hernando County of Public Works Department  
Roger Roscoe, Florida Department of Transportation, District Seven  
William Roll, Kimley Horn and Associates, Incorporated

**CALL TO ORDER AND INTRODUCTIONS**

Chairperson Dagenhart called the meeting to order at 10:00 a.m. Introductions were made. A quorum was declared.

Proofs of publications of Notice of Public Meeting were entered into the record by Ms. Riecss.

## **REVIEW/APPROVAL OF MINUTES – MAY 30, 2018**

Mr. Eastmond stated that on page six (6) of the agenda packet in the minutes, “a separate multi-use on CR 486 from CR 491 to Pine Ridge Boulevard” should be “on Pine Ridge Boulevard from CR 486 to CR 491.”

***Motion:** Mr. Herring moved to approve the May 30, 2018, TAC meeting minutes as amended. Mr. Eastmond seconded, and the motion carried unanimously.*

## **INFORMATIONAL ITEMS**

### ***MPO Board/Committee Meetings – Schedule Change***

Mr. Diez announced that the Florida Department of Transportation (FDOT) will be unable to present their Tentative Work Program for FY 2020 – FY 2024 to the Hernando/Citrus Metropolitan Planning Organization (MPO) until December. Mr. Diez requested that the TAC reschedule their November 7, 2018, meeting to December 10, 2018, in order to meet the request of FDOT.

It was noted that Mr. Herring, Mr. Eastmond and Chairperson Dagenhart all had a conflict of interest by reason of another scheduled meeting on December 10, 2018, at 10:00 a.m.

It was noted that the TAC members were in agreement to move the next TAC meeting to December 10, 2018, at 1:00 p.m.

***Motion:** Mr. Eastmond moved to approve that the next TAC meeting be held on December 10, 2018, beginning at 1:00 p.m., at the Hernando County Building Division Training Facility in Brooksville. Mr. Herring 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. He noted that Tindale Oliver and Associates, Inc., will be responsible for the production of the TDP for the Hernando County Transit System. Mr. Diez reported that the TDP major update is scheduled to begin January of 2019 and should be completed by September 1, 2019.

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

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

### ***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 2045 Long Range Transportation Plan (LRTP) every five years. He noted that Kimley Horn and Associates, Inc., will complete the major update.

Mr. Eastmond inquired about the amount of public involvement that will be involved for Scope “C.” Mr. Roll, Consultant for Kimley Horn and Associates, Inc., responded that public workshops will be held for public involvement in various locations of Citrus and Hernando Counties.

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

Discussion ensued regarding public involvement and public workshops.

### **TITLE VI AND NON-DISCRIMINATION PROGRAM – UPDATE**

Mr. Diez provided a brief overview of the Title VI and Non-Discrimination Program. He noted that the anticipated adoption date for these document is September 18, 2018. Mr. Diez stated that the Federal Highway Association (FHWA) reviewed and provided comments for the Title VI Policy and Limited English Proficiency Program (LEP).

Ms. Riecss reported the following corrections that had been made to the Title VI Policy after the September 5, 2018, TAC Agenda Packet had been completed:

- Public Notification Process: Added - Appendix A of the document includes Appendices A and E
- Title VI Complaint Process and Procedures - Incorrect reference to the Civil Rights Act – Removed “as amended.”

It was noted that, if needed, the Title VI Policy document may also be available and presented in Spanish or any other language.

***Motion:*** *Mr. Herring moved to recommend the approval of the Title VI and Non-Discrimination Program updates to the Hernando/Citrus Metropolitan Planning Organization (MPO) Board. Mr. Eastmond 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 that there were many revisions made to the document per FHWA comments. Mr. Diez stated that under the section “What is the Hernando/Citrus Metropolitan Planning Organization (MPO)?” it was referenced that the members of the CAC, TAC and TDLCB are appointed by the MPO Board, this should have referenced BPAC, not TAC.

Ms. Riecss provided the committee with the following PPP updates:

- New contact information
- Revised description of MPO

- Added altering meeting locations
- Change terminology from “citizen” to “public” and “community”
- Clarified that all documents are posted to the MPO website and hard copies are available upon request
- Added modification language for the Long Range Development Plan (LRTP), Transportation Improvement Program (TIP) and Unified Planning Work Program (UPWP)
- Added language that demographic information will only be used for planning purposes
- Added that the document will be updated every three (3) years

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

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

Mr. Diez reported that it is a federal requirement that the MPO must follow specific performance measurement and target requirements in the Long Range Transportation Plan (LRTP).

Discussion ensued regarding pavement and bridge condition ratings. It was noted the Florida has the highest level of quality/maintenance pavement and bridge conditions in the Nation.

Discussion ensued regarding the federal requirements of the State Performance Targets in the Long Range Transportation Plan (LRTP) and travel time liability.

Mr. Eastmond inquired about the procedure of collecting data for travel time liability. Mr. Roll responded that the data on the interstate system is really good in terms of recording data of traffic volume on higher volume arterial roadways. He noted that lower volume roadways are not as good at reporting data.

**Motion:** *Mr. Eastmond moved to recommend the approval of the amended Long Range Transportation Plan (LRTP) to include Performance Measures to the Hernando/Citrus MPO Board. Mr. Herring 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 these projects in the Roll-Forward were not authorized before the end of FY 2018 and must be incorporated into the FY 2019 – FY 2023 TIP.

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

Mr. Geiger asked whether there were any major changes to the FY 2019 – FY 2023 TIP besides the addition of the Roll-Forward projects. Mr. Diez responded in the negative.

***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 by reason of not being fully funded.

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.

Mr. Eastmond stated that number nineteen, Pine Ridge Boulevard Bicycle Lane project from CR 486 to Pine Ridge Boulevard Trail should be revised to reflect CR 486 to CR 491.

Mr. Diez stated that he had asked the MPO Board to reconsider their decision regarding the ranking of the Withlacoochee State Trail (WST) Reconstruction project (Citrus County’s number one ranked project). It was noted that the MPO Board moved the WST project from number eight on the list to number twelve. Mr. Diez stated that he was going to ask the MPO Board to consider re-ranking the project higher on the list.

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 from one phase to four separated construction projects. Mr. Diez that this will help with funding the project.

Chairperson Dagenhart questioned the third phase of the US 41 project from South of Withlacoochee Trail Bridge to Sportsman. She noted that the other phases began with the roadway that ended in the prior phase. Mr. Diez responded that there should be no gaps between the phases and that he would get the answer and report back.

***Motion:***                    *Mr. Eastmond moved to recommend the approval of the following amended 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 Programs FY 2019/2020 List of Priority Projects (LOPP).*

*Mr. Herring seconded, and the motion carried unanimously.*

### *Performance Measures*

Mr. Diez stated that the establishment of Safety Performance Measure Targets was adopted by the MPO Board in January 2018. It was noted that the MPO Board must establish four-year performance targets to be included in the TIP.

Discussion ensued regarding the federal requirements of the Safety Performance Measure Targets.

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

### **PUBLIC COMMENT**

It was noted that at this time there was not public comment.

### **AGENCY UPDATES / OTHER BUSINESS**

The committee members and staff provided the following updates:

- Mr. Mundell expressed his appreciation for sidewalk projects being addressed. He stated that parents of the school children in Hernando County are concerned with the lack of sidewalks on roadways that are within two-mile radius of the school. He expressed his appreciation regarding the sidewalk projects on the Hernando County complete streets list.
- Mr. Burnell stated that the City of Crystal River is appreciative of the efforts from the County and Tourist Development Council (TDC) for the progression of the CR 486 project.
- Ms. Stampfli provided an update from Hernando County Transit. She noted that the new intelligent transportation system has been completed. Ms. Stampfli stated that the new system will help provide ridership with real time information. She stated that Hernando County Transit has been testing a new system called Flamingo. Ms. Stampfli stated that this system will provide riders with a Smartcard. She noted that the card will be used as an electronic payment method. Ms. Stampfli stated that this new payment method system should be in place and ready to be utilized by April 2019.
- Mr. Geiger reported that the connection between the Good Neighbor Trail (GNT) and the WST has almost been completed. He asked Mr. Herring for an update regarding a timeframe for the connection. Mr. Herring responded that the project should be completed by the end of September 2018. He noted that the ribbon cutting ceremony should occur October 2018.
- Mr. Eastmond reported that construction for US 491 is continuing. He noted that the Citrus County Tourist Development Council (TDC) approved fronting the funding for Project Development and Environment (PD&E) of the Three Sisters Springs Connector. Mr. Eastmond

stated that the project will go before the Citrus County Board of County Commissioners (BOCC) for approval at their September 11, 2018 meeting.

- Mr. Diez expressed a concern for the expense and time that is involved with printing agenda packets. He stated that there is a need to transition from paper copies to electronic. Mr. Diez noted that members of the TAC will have the opportunity to bring their own laptops to the meetings.

Mr. Herring requested that the agenda packet be scanned in color.

The TAC provided staff with suggestions of how the agenda packets should be distributed.

There being no further business to discuss, the meeting adjourned at 11:16 a.m. It was noted that the next TAC meeting is tentatively scheduled for Monday, December 10, 2018, beginning at 1:00 p.m., at the Hernando County Building Division Training Facility, 1661 Blaise Drive, Brooksville, Florida.

**The September 5, 2018, TAC Meeting Minutes are anticipated to be approved on December 10, 2018.**

  
Cayce Dagenhart, TAC Chairperson

cvc