

April 4, 2025

3:00 pm

County Administration Building - Grace Knight Conference Room

12 SE 1 Street, 2nd Floor, Gainesville, FL 32601

Pages

1.	CALL TO ORDER	
2.	CHAIR'S ANNOUNCEMENTS	
3.	ROLL CALL & CONFIRMATION OF QUORUM	
4.	AGENDA REVIEW	1
5.	APPROVAL OF MINUTES	5
6.	CONSENT AGENDA	
7.	ACTION ITEMS	
7.1	Public Participation Plan	15
	Approval of Public Participation Plan for adoption after the required 45-day public comment period.	
7.2	Title VI/Limited English Proficiency Plan	69
	Approval of Title VI/Limited English Proficiency Plan for adoption after the required 45-day public comment period.	
7.3	Transportation Improvement Program Amendment: SR26 (University Ave) from SR20 to SR222 (NE 39th Blvd)	
	Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2026 for the resurfacing of SR26 (University Ave) from SR20 to SR222 (NE 39th Blvd).	
7.4	Transportation Improvement Program AmendmentSR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave)	95
	Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2026 for the resurfacing of SR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave).	

7.5	Transportation Improvement Program AmendmentSR200 (US301) from north of SR26 to SR24 (NE Waldo Rd)	100
	Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2025 and FY2026 for the resurfacing of SR200 (US301) from north of SR26 to SR24 (NE Waldo Rd).	
7.6	Transportation Improvement Program AmendmentSR26 (Newberry Road) from NW 43rd Street to SW 38th Street	105
	Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2026 for bike lanes on SR26 (Newberry Rd) from NW 43rd Street to SW 38th Street.	
7.7	Revised 2025 Meeting Calendar	110
	Review and approve revisions to 2025 Meeting Calendar for upcoming TAC/CAC and Subcommittee meeting dates.	
8.	INFORMATION ITEMS	
8.1	Subcommittee Report	114
8.2	CUTR Presentation – RTS Demand Response Services	116
	“RTS Demand Response Service Management and Delivery Analysis” presented by the Center for Urban Transportation Research.	
8.3	Transit Ridership Status Report	153
	The Regional Transit System (RTS) in the City of Gainesville provided an update on their FY2025 Ridership by Route report.	
8.4	TAC/CAC Attendance Report	
	An update on 2025 TAC/CAC Meeting Attendance is provided for review.	
8.5	Long Range Transportation Plan Update	
	An update will be provided on the status of the LRTP after the workshop that occurred on March 24, 2025.	
9.	AGENCY REPORTS / PARTNER UPDATES	
10.	UPCOMING MEETINGS OF INTEREST	

10.1 MTPO Meetings

- BPAB Meeting: April 22, 2025, 6:00pm
- TAC/CAC Meeting: April 23, 2025, 2:00pm (TAC) and 7:00pm (CAC)
- Subcommittee Meeting: April 28, 2025, 1:30pm
- Next Board Meeting: May 5, 2025, 3:00pm

10.2 TD Coordinating Board Meeting:

May 7, 2025

10.3 MPOAC Quarterly Meeting:

April 24, 2025

The Florida Hotel and Conference Center, 1500 Sand Lake Rd
Orlando, Florida

10.4 North Florida Summit:

April 29, 2025, 9:30am – 3:00pm

Suwannee County Fairgrounds, 1302 11th Street, Live Oak, FL

11. MEMBER COMMENTS

12. PUBLIC COMMENTS (GENERAL)

13. ADJOURNMENT



MTPO Board Meeting Agenda

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

Date & Time:

Friday, April 4th, 2025
3:00pm

Location:

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

MEMBERS OF THE PUBLIC ARE WELCOME!

Participate at the location above or online from your computer, smartphone or tablet. Zoom meeting ID and dial-in info is available here on web calendar.

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Webinar ID: 873 5974 1977

<https://us02web.zoom.us/j/87359741977>

Item	Agenda Item	Presenter
I.	CALL TO ORDER	Chair Wheeler
II.	CHAIR'S ANNOUNCEMENTS	Chair Wheeler
III.	ROLL CALL & CONFIRMATION OF QUORUM	Chair Wheeler
IV.	AGENDA REVIEW & APPROVAL	Chair Wheeler
V.	APPROVAL OF MINUTES	Chair Wheeler
VI.	CONSENT AGENDA	
	None	
VII.	ACTION ITEMS	
A.	Public Participation Plan <i>Approval of Public Participation Plan for adoption after the required 45-day public comment period.</i>	Mr. Thoburn
B.	Title VI/Limited English Proficiency Plan <i>Approval of Title VI/Limited English Proficiency Plan for adoption after the required 45-day public comment period.</i>	Mr. Thoburn
C.	Transportation Improvement Program Amendment SR26 (University Ave) from SR20 to SR222 (NE 39 th Blvd)	Mr. Thoburn



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2026 for the resurfacing of SR26 (University Ave) from SR20 to SR222 (NE 39th Blvd).

D.	<p>Transportation Improvement Program Amendment SR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave)</p> <p><i>Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2026 for the resurfacing of SR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave).</i></p>	Mr. Thoburn
E.	<p>Transportation Improvement Program Amendment SR200 (US301) from north of SR26 to SR24 (NE Waldo Rd)</p> <p><i>Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2025 and FY2026 for the resurfacing of SR200 (US301) from north of SR26 to SR24 (NE Waldo Rd).</i></p>	Mr. Thoburn
F.	<p>Transportation Improvement Program Amendment SR26 (Newberry Road) from NW 43rd Street to SW 38th Street</p> <p><i>Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include funding in FY2026 for bike lanes on SR26 (Newberry Rd) from NW 43rd Street to SW 38th Street.</i></p>	Mr. Thoburn
G.	<p>Revised 2025 Meeting Calendar</p> <p><i>Review and approve revisions to 2025 Meeting Calendar for upcoming TAC/CAC and Subcommittee meeting dates.</i></p>	Mr. Thoburn

VIII. INFORMATION ITEMS		
A.	Subcommittee Report	Commissioner Eastman
B.	<p>CUTR Presentation – RTS Demand Response Services “RTS Demand Response Service Management and Delivery Analysis” presented by the Center for Urban Transportation Research.</p>	<p>Mr. Gomez</p> <p>Mr. Gregg</p>
C.	<p>Transit Ridership Status Report <i>The Regional Transit System (RTS) in the City of Gainesville provided an update on their FY2025 Ridership by Route report.</i></p>	Mr. Gomez



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D. TAC/CAC Attendance Report Mr. Thoburn
An update on 2025 TAC/CAC Meeting Attendance is provided for review.

E. Long Range Transportation Plan Update Mr. Thoburn
An update will be provided on the status of the LRTP after the workshop that occurred on March 24, 2025.

IX. AGENCY REPORTS / PARTNER UPDATES

- Florida Department of Transportation
- Alachua County School Board
- Gainesville – Alachua County Regional Airport
- University of Florida

X. UPCOMING MEETINGS OF INTEREST

A. MTPO Meetings

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XI. MEMBER COMMENTS

XII. PUBLIC COMMENTS (GENERAL)

XIII. ADJOURNMENT

Public participation is conducted without regard to race, color, national origin, sex, age, disability, religion, or family status. If you are a person with a disability needing assistance or an accommodation in order to participate in this meeting, please contact the Alachua County Equal Opportunity Office at (352) 374-5275.



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If you are hearing or voice impaired, please call 711 (Florida Relay Service). If you are unable to contact the Office prior to the meeting and you are present at the meeting, please inform an Alachua County employee or the Chair that you are in need of assistance.



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For the Gainesville and Alachua County Area

V. Item A



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

MARCH 5, 2025 - MEETING SUMMARY

Meeting: Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Meeting

Group: MTPO Board

Location and Time: Grace Knight Conference Room

Time: Alachua County Administration Building, 12 SE 1st Street, Gainesville, Florida

	<i>Agenda Item</i>	<i>Move</i>	<i>Second</i>	<i>Pass/Fail</i>
I & II	Call to Order and Chair Announcements			
Chair Wheeler called the meeting to order at 3 PM. There were no announcements.				
III	Roll Call and Quorum			
	<input type="checkbox"/> Wheeler <input checked="" type="checkbox"/> Ward <input checked="" type="checkbox"/> Book	<input type="checkbox"/> Cynthia Chestnutt <input checked="" type="checkbox"/> Duncan-Walker <input checked="" type="checkbox"/> Eastman	<input type="checkbox"/> Ingle <input checked="" type="checkbox"/> Willits <input type="checkbox"/> Alford	<input checked="" type="checkbox"/> Prizzia <input checked="" type="checkbox"/> Cornell <input checked="" type="checkbox"/> Charles Chestnutt
<input checked="" type="checkbox"/> Quorum <input type="checkbox"/> No Quorum				
Chair Wheeler called the roll and a quorum was present. It is noted that Tina Certain (School Board representative) and Mr. Adrian Hayes-Santos (Airport Representative) were present but are not official members until the interlocal is enacted. Ms. Dixon was present to represent UF.				
IV	Agenda Review and Approval	Duncan-Walker	Cornell	Pass
Chair Wheeler asked if anyone had questions about the agenda. Cm. Duncan-Walker moved approval of the agenda and Cm. Cornell seconded the agenda was approved unanimously.				
V.	Approval of Minutes	Cornell	Duncan walker	Pass
Chair Wheeler asked if everyone had a chance to review the minutes for the February Board meeting and if there were any comments or questions. Cm. Cornell moved approval of the minuets and Cm. Duncan-Walker seconded. The minutes were approved unanimously.				
VI.	Consent Agenda FDOT/MTPO Planning Agreement - Update planning agreement between FDOT and MTPO to replace previous agreement between	Cornell	Prizzia	<input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Unanimous



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	<p>FDOT and the North Central Florida Regional Planning Council.</p> <ul style="list-style-type: none"> - Unified Planning Work Program Updated UPWP to include MTPO administrative information to replace the North Central Florida Regional Planning Council. 			
<p>Mr. Thoburn provides overview of consent agenda items. Chair Wheeler asked if anyone had questions about the consent agenda. Cm Cornell moved the Consent Agenda and Cm. Prizzia seconded. The Consent Agenda was approved unanimously.</p>				
VII.A.	<p>Action Item – Interlocal Staff Services <i>Authorize MTPO and Alachua County to enter agreement for staff services for administrative duties.</i></p>	Eastman	Cornell	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input checked="" type="checkbox"/> Unanimous
<p><i>Jeff Hayes provided and overview of the agreement. Mr. Hayes presented the key items with the follow items discussed</i></p> <ol style="list-style-type: none"> Effective Date of Agreement <ul style="list-style-type: none"> • Jeff indicated the intent was for it to be effective once recorded, with an official start date of April 1, 2025. • <i>Action - Modify term #20 – effective once recorded starts April 1st.</i> Liability Insurance & Risk Provision <ul style="list-style-type: none"> • The county is responsible for obtaining liability insurance. • The risk provision will be removed from the MTPO. Fiscal FTE (Full-Time Equivalent) Position <ul style="list-style-type: none"> • Eastman requested clarity on the fiscal FTE role. • Prizzia suggested the estimated the cost would be \$70K-\$80K. • Discussion on whether this role is essential and how it will function administratively. Severability & Termination of Agreement <ul style="list-style-type: none"> • The agreement can be terminated without cause with a 180-day notice. • Initially proposed as a three-year agreement with a 5% escalator. • Eastman and others suggested renegotiating yearly, with flexibility to adjust as needed. Agreement Term & Renegotiation <ul style="list-style-type: none"> • The term was discussed with different suggestions: • Eastman suggested going year by year, starting through FY26. • Cornell proposed extending to 2027 to allow stability. • The compromise was an agreement running through September 30, 2026, with an additional one-year renewal period. 				



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6. Structural Adjustments & Governance

- Discussion on how the county staff will answer to the MTPO in the absence of an Executive Director (ED).
- The county is responsible for handling rural city representation.
- Membership qualifications and bylaws were briefly discussed.
- The school board's vote is pending certification.

7. Amendments & Removals

- Item 3 in Attachment A will be removed.
- Language will be added to ensure county staff responds to board direction in the absence of an ED.
- A motion was made and amended to reflect these changes before approval.

Final Decisions & Compromises:

- Agreement effective upon recording (April 1, 2025).
- Agreement runs through 2027, with renegotiation flexibility.
- Fiscal FTE role included, estimated at \$70K-\$80K.
- Liability insurance responsibility shifted to county, removing risk provision.
- Item 3 from Attachment A removed.
- County staff will manage administrative duties until an ED is hired.
- Rural cities representation clarified, but specifics on administrative service inclusion remain uncertain.
- School board vote pending certification before full execution.

Overall, the discussions balanced clarity, flexibility, and structural adjustments, with a focus on setting up the organization effectively while allowing room for future modifications.

Cm Eastman moved with amendment. Cm. Cornell seconded. Item passed unanimously.

VII.B.	Action Item - Bridge and Pavement and System Performance Measures <i>Adoption of Bridge, Pavement and System Performance Targets consistent with the Florida Department of Transportation targets. Authorizes staff to administratively incorporate any changes to the targets in the Transportation Improvement Program.</i>	Prizzia	Willits	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input checked="" type="checkbox"/> Unanimous
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Mr. Thoburn provided an overview of this item. Cm Prizzia moved the item. Willits Seconded and item passed unanimously.



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VII.C.	Action Item - Transportation Improvement Program Amendment <i>Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include 5310 Operating/Administrative Assistance for Gainesville Regional Transit System.</i>	Book	Duncan-Walker	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Unanimous
<p><i>Mr. Thoburn introduced the item and provided an explanation of the funding and its use. Cm. Book asked if the funds could be used for a fare-free program. Mr. Thoburn clarified that the funds are for operating assistance and would help defray the cost of operations to the extent fares do not cover the costs. Cm. Book distinguished between operational funding versus road improvement funding. Prizzia asked if this was new/additional money. Ms. Leistner and Mr. Thoburn clarified that these are formula-based, recurring funds rather than new allocations.</i></p> <p><i>Cm. Book moved the item and Cm. Duncan-Walker seconded the motion. The motion was approved unanimously.</i></p>				
VII.D.	Action Item - Transportation Improvement Program Amendment <i>Approve Amendment to the TIP for FY2024-25 through FY2028-29 to include 5310 Vehicle/Equipment purchases for Gainesville Regional Transit System.</i>	Willits	Eastman	<input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Unanimous
<p><i>Mr. Thoburn provided an overview of this item. Cm. Willits moved the motion. CM Eastman seconded. The motion was approved unanimously.</i></p>				
VII.E.	Action Item - Joint Certification Review – Part 1 and Part 2 Approval <i>Review and approval of the Joint Certification Review – Part 1 and Part 2.</i>	Prizzia	Duncan-Walker	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Unanimous
<p><i>Mr. Thoburn provided an overview of this item. Mayor Ward noted this is something that is always a challenging item in May and June and please that it was getting done now. Cm. Prizzia moved the item and Cm. Duncan-Walker seconded. The motion was approved unanimously.</i></p>				
VII.F.	Action Item - STIP Signature Authority <i>Authorizing the Alachua County Manager or designee to have temporary signature authority for STIP amendments.</i>	Cornell	Duncan Walker	<input type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Unanimous



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Mr. Thoburn provided an overview of the item. Cm Eastman noted there was an emergency tip amendment challenge in December that was something we had to navigate. Mr. Thoburn noted that the executive director can execute an emergency TIP amendment but it has to come before the board later. CM Cornell moved the motion, Cm Duncan-Walker seconded. The motion was approved unanimously.

VII.G.	Action Item- Transportation Disadvantaged Resolution <i>The resolution authorizing agreement between MTPO and North Central Florida Regional Planning Council (NCFRPC) to serve as support staff to the MTPO in carrying out the Designated Official Planning Agency functions for the Transportation Disadvantaged Program in Alachua County.</i>	cornell	prizzia	<input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail <input type="checkbox"/> Unanimous
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Mr. Thoburn provided an overview of the item. He explained that in July, the board would be removed from the agreement, and the DOPA (Designated Official Planning Agency) would receive funding directly. Cm. Cornell asked about what happens in July, and Brad confirmed the board's extraction from the agreement. Cm Prizzia asked about the DOPA's role. Mr. Thoburn stated that at the next meeting, CUTR would present an analysis of the system. He also explained that the DOPA evaluates, sets standards, and coordinates with the local transportation operator to manage various programs. Cm. Prizzia expressed frustration with the process. Ms. Moss noted that the current plan is just to sustain operations until July. Mr. Thoburn mentioned that the decision could be deferred if needed and that they followed previous practices. Cm. Willits suggested postponing this item to align with other pending decisions. Cm Willits asked if this was targeted by Florida DOGE efforts, but Mr. Thoburn was unaware of any direct impact. The School Board representative raised concerns about discrepancies in the timeline (2024/2025). Ms. Brown did not recall discussions about relinquishing the DOPA role but FDOT supported reversing the RPC DOPA designation. Mr. Thoburn explained that per statute, the MTPO is the default DOPA if it chooses to be. Cm. Cornell proposed pushing the transition to **July 1, 2026

Cm Cornell moved with amendment. Cm Prizzia seconded. The motion as amended was approved unanimously.

Information Item: Transition Report Update

Cm Eastman discussed the Executive Director (ED) Selection Process:

- Discussion focused on vetting and selecting the ED.
- Cornell proposed narrowing the pool to three candidates, followed by interviews in a public meeting.
- Eastman agreed, and the airport representative suggested allowing individual meetings with candidates after the public interviews.
- County staff also supported individual meetings.

Cm Eastman discussed the Role of the Subcommittee & Recruitment Process

- Discussion on subcommittee's role, with Eastman mentioning that they haven't met yet but are scheduled for March 10.
- They will review the ED description, define the county's HR role, and outline recruitment.
- Prizzia questioned the subcommittee's process, expressing frustration that board members were not consulted on scheduling.



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- County staff committed to improving scheduling coordination.
 - Thoburn explained the urgency, citing the need to align with the staff services agreement approval.
- Cm Eastman mentioned the Bylaws & ICAR (Intergovernmental Coordination & Review)
- Clarification that bylaws will be reviewed, but major changes will happen once an ED is hired.

Key Takeaways & Actions:

- The ED selection process will involve a subcommittee narrowing down candidates to three, followed by public and individual meetings.
- The subcommittee is scheduled to meet on March 10 to finalize the job description, HR role, and recruitment plan.
- Concerns were raised about scheduling conflicts and lack of board consultation.
- Bylaws will be reviewed, but major changes will wait until the ED is hired.
- Thoburn emphasized urgency due to the staff services agreement approval

VIII.B.

Information Item - Public Participation Plan

Draft Public Participation Plan has been published and made public for a 45-day public comment period and will be presented to the Board for adoption at the April 4, 2025, Board meeting.

Mr. Thoburn provided an overview of the Public Participation Plan. Cm. Prizzia asked if other board members could help share public participation opportunities through their community channels. Cm. Book emphasized the need to go beyond the minimum outreach requirements and suggested integrating outreach into the LRTP (Long-Range Transportation Plan) meeting, possibly through a tabling option. Cm. Prizzia noted that a language translation representative is available to assist with Spanish translation. Mr. Thoburn clarified that the current document serves as a baseline but should not be seen as the only outreach effort.

VIII.C.

Information Item- Title VI/Limited English Proficiency Plan

Draft Public Participation Plan has been published and made public for a 45-day public comment period and will be presented to the Board for adoption at the April 4, 2025, Board meeting.

Mr. Thoburn provided an overview of the Title VI/ Limited English Proficiency Plan. Chair Wheeler sought clarification on the requirements of the LEP. Mr. Thoburn provided clarification.

VIII.D.

Information Item - 13th Street and Archer Road Concept

The concept for 13th Street and Archer Road has been updated to include a signal at the slip lane and keeps the raised crosswalks.

Ms. Brown noted that last meeting we took comments on the slip lane on archer and we went back and revised the concept. The revised concept was provided as information.

VIII.E.

Information Item - Long Range Transportation Plan Update



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For the Gainesville and Alachua County Area

	<i>Discuss upcoming opportunities for public and stakeholder engagement</i>
Mr. Thoburn provided an overview of the status. Ms. Brown provide a link to the survey for the public to take.	
XI	Member Comments
<p><i>Key Topics Discussed:</i></p> <ol style="list-style-type: none"> 1. <i>Airport Parking Garage & UF Representation</i> <ul style="list-style-type: none"> • <i>Mr. Hayes-Santos stated the airport parking garage will be completed in three months.</i> • <i>Linda Dixon (UF) confirmed that Mark Kaplan is resigning and that she will attend meetings until a replacement is found.</i> 2. <i>US 301 Hawthorne Corridor Safety & Pedestrian Crossings</i> <ul style="list-style-type: none"> • <i>Cm. Cornell asked for updates on safety improvements for US 301 by Hawthorne.</i> • <i>Ms. Brown asked whether it was in the LOPP (List of Priority Projects). Staf clarified that it is not.</i> • <i>Ms. Moss noted there is a signal in the work program and a pedestrian crosswalk planned.</i> • <i>Ms. Certain rep highlighted community concerns about student safety, suggesting caution lights near Hawthorne Trail at Waldo Road.</i> • <i>Ms. Moss mentioned a HAWK beacon at 69th is under review but stated that previous discussions suggested that no at-grade signal would be fully safe.</i> • <i>A grant application for a pedestrian bridge over the intersection was submitted but was not successful.</i> 3. <i>Traffic Enforcement & School Zone Safety</i> <ul style="list-style-type: none"> • <i>Cm. Prizzia suggested a meeting with the sheriff to discuss traffic enforcement and school zone cameras.</i> • <i>Cm. Duncan Walker expressed concern about semi-trucks running red lights and supported the sheriff's involvement.</i> • <i>Cm. Cornell suggested a joint school board-county meeting instead.</i> • <i>Mayor Ward & Ms. Certain discussed the need for school zone safety improvements, including:</i> <ul style="list-style-type: none"> ○ <i>Lights & signage near Waldo Road & SE 12th for cyclists & students.</i> ○ <i>New school zones & cameras on SE 43rd Street.</i> ○ <i>Red light cameras & school zone cameras proposed for Lincoln Middle & Talbot Elementary.</i> 4. <i>Hands-Free Driving Legislation & Safety Advocacy</i> <ul style="list-style-type: none"> • <i>Commissioner Book mentioned HB 501, a bipartisan bill expanding Florida's distracted driving ban.</i> • <i>He reference Florida Statute 1318, which supports hands-free legislation.</i> 5. <i>Community Engagement & Long-Range Transportation Plan (LRTP) Outreach</i> <ul style="list-style-type: none"> • <i>Cm Willits emphasized the importance of city involvement in LRTP outreach.</i> • <i>Ms. Leistner shared that LRTP was advertised at the Vision Zero open house and promoted through city communication channels and the transportation website.</i> 6. <i>Volunteer Opportunities</i> <ul style="list-style-type: none"> • <i>Commissioner Wheeler mentioned that the World Masters event is looking for volunteers.</i> 	
XII.	Public Comments



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<p>Name: Robert Thompson, City Manager of Hawthorne</p>	<p><i>Discussed the urgency of Safety Improvements on US 301 Corridor:</i></p> <ul style="list-style-type: none">• <i>The City Manager of Hawthorne emphasized the critical need for safety improvements.</i>• <i>A study conducted in August 2023 confirmed safety concerns in the corridor.</i>• <i>High traffic volume: 18,000 vehicles per day, with most being non-local traffic.</i>• <i>Major Safety Issues Identified:</i><ul style="list-style-type: none">○ <i>Risk to pedestrians, especially children and officials don't have an answer if a child were to be injured.</i>○ <i>18-wheelers frequently run the red light, and the signal timing is too short, making enforcement and compliance difficult.</i> <p><i>Key Takeaways & Actions:</i></p> <ul style="list-style-type: none">• <i>Immediate action is needed to address safety concerns.</i>• <i>Potential solutions could include signal timing adjustments, enhanced enforcement, pedestrian safety measures, or infrastructure changes.</i> <p><i>Further discussion with FDOT and local officials is necessary to determine next steps.</i></p>
<p>Name: Paul Moore</p>	<p>The speaker raised concerns about Southpoint Development & Traffic:</p> <ul style="list-style-type: none">• County commissioners are reviewing the development plan, with residents voicing concerns about safety issues on the only road providing access.• The main issue is speeding, particularly on Newberry Road, which has become dangerous due to increased traffic. <p>Need for a Traffic Study & Urbanization Impact:</p> <ul style="list-style-type: none">• Cm. Prizzia noted that the area has urbanized quickly, despite originally being rural highways.• A traffic study is needed to assess and mitigate the risks. <p>Existing Traffic Mitigation Efforts:</p> <ul style="list-style-type: none">• Cm. Cornell pointed out that the development is already approved, and part of the plan includes extending Parker Road.• As part of the approval, the motion included a request for FDOT to implement traffic-calming measures from 98th Street to 127th Street. <p>Key Takeaways & Actions:</p> <ul style="list-style-type: none">• Traffic safety remains a major concern for both residents and officials.• A traffic study is needed to assess speeding and congestion issues.



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| | <ul style="list-style-type: none">• FDOT has been asked to implement traffic-calming measures to address speeding on Newberry Road.• Parker Road extension is part of the approved development plan, which may help with traffic flow but does not fully resolve safety concerns. |
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Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VII. Action Item A



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

March 26, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **Public Participation Plan Update**

Recommendation

It is recommended that the Metropolitan Transportation Planning Organization adopt the Public Participation Plan.

BACKGROUND

A metropolitan planning organization (MPO) is required to engage in a metropolitan planning process that creates opportunities for public involvement, participation, and consultation throughout the development of the Metropolitan Transportation Plan (MTP or also referred to as the Long-Range Transportation Plan) and the Transportation Improvement Program (TIP). MPOs must allow for adequate public notice of public participation activities; review and comment at key decision points in the development of the MTP and TIP; and multiple, accessible participation formats, including electronic and in-person.

To accomplish this MPOs develop a collaborative and comprehensive Public Participation Plan. Participation Plan itself must be prepared by the MPO with a 45-day public review and comment period.

The draft Public Participation Plan update was presented to the Technical Advisory Committee and Citizens Advisory Committee for review and recommendations on February 12, 2025, and March 19, 2025. It was noticed for a 45-day public review and comment period beginning February 18, 2025. The plan was adopted by the Technical Advisory Committee and Citizens Advisory Committee on March 19, 2025. It is now being presented at the Metropolitan Transportation Planning Organization Board for adoption. The Public Participation Plan is attached.

Attachment

Public Participation Plan

April 2025



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

DRAFT Public Participation Plan | 2025

Metropolitan Transportation Planning Organization for the Gainesville and Alachua County Area

Resolution 2025-X

RESOLUTION OF THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION UPDATING AND APPROVING THE TITLE IV NON-DISCRIMINATION PLAN AND THE LIMITED ENGLISH PROFICIENCY PLAN.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) has been designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Gainesville Urbanized Area; and

WHEREAS, Florida Statutes § 339.175; 23 USC § 134; and 49 USC § 5303 requires urbanized areas, as a condition of the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, as a part of the transportation planning work program, the public engagement documentation identified certain planning strategies and the planning activities to be undertaken by the MTPO; and

WHEREAS, engaging the public in the decision-making process is important to the success of all the MTPO transportation planning programs and activities; and

WHEREAS, the purpose of public engagement documentation is to provides goals and guidelines to ensure that the public participation and access to information regarding transportation decision making is facilitated and tracked for the general public and traditionally underserved populations; and

WHEREAS, the Public Participation Plan has been updated to comply with federal and state guidelines.

NOW, THEREFORE BE IT RESOLVED that the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's Public Participation Plan are adopted and approved.

PASSED AND ADOPTED this _____ day of _____, 2025

Metropolitan Transportation Planning Organization

{Name}, Chair

Approved as to form and legality:

Alachua County Attorney



Executive Summary

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) has created this Public Participation Plan (PPP) to outline the process and expectations for public engagement during the MPO’s transportation planning and decision-making activities. Early and continuous involvement of the public audience is an essential part of the MTPO’s efforts to ensure that the outcome of its planning products meet the needs of local communities.

This PPP is compliant with federal and state legislative regulations that guide transportation planning and public involvement activities. It was developed through the MPO process, which includes advisory committee review, a public open house event, and a 45-day public comment period prior to being adopted by the MPO Policy Board. The MTPO PPP will be reviewed regularly and amended as the need arises when procedures or best practices change.

The goal of this PPP is to establish an ongoing process through which public feedback is regularly identified and considered in the development of MPO plans and documents.

How to get Involved in the Transportation Planning Process



Website

Visit our website www.acgnvmobility.org for documents, meeting calendars, announcements, and more.



Call

(352) 491-4574 to ask questions, give us feedback, or talk about transportation.



Email

Send us an email at amos@alachuacounty.us (subject line “MTPO”) to ask questions, provide comments, or join our mailing list.



Participate in Person

Attend an in-person MTPO meeting, a public outreach event or serve on an advisory committee.



Write

MTPO c/o Alison Moss
Growth Management
10 SW 2nd Ave, Gainesville, FL 32601



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Introduction

A. About Us

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) was designated in 1978 after it was determined the urbanized areas around Gainesville had exceeded a population of 50,000. In the 2020 U.S. Census, the Gainesville Urbanized Area exceeded a population of 200,000 (**Figure 1**), making it a Transportation Management Area (TMA).

The MTPO seeks to improve transportation in all of Alachua County for all modes of travel, including mass transit, walking, bicycling, rail, air, as well as the automobile. The MTPO prioritizes capital improvements to address the county's travel needs and allocates federal funding to implement the projects as identified in the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP). Transportation planning is at a critical time in City of Gainesville and Alachua County. Continued population growth, increasing vehicle miles traveled (VMT), emerging mobility technologies, and changing needs of the community will significantly impact how the transportation network is designed and operated.

1. MTPO Planning Area Demographics

Based on data from the 2020 Decennial Census, the population of the MTPO planning area is 213,748. One of the focus points of the MTPO is to work with the public and its partner agencies to plan for this growth and address increasing demands on the transportation network while satisfying the needs and preferences of local communities. As such, data regarding demographic information is critical when making planning and public participation decisions.

More demographic information for these geographies can be found in the MTPO's Title VI Nondiscrimination Plan and Limited English Proficiency (LEP) Plan which documents data for socioeconomic categories are often examined when preparing for public engagement efforts to determine whether specialized outreach strategies may be beneficial in certain areas. These demographic indicators coincide with many of the historically underserved populations. As a result, the MTPO regularly reviews current demographic data to help ensure that the public participation process remains inclusive of all populations.



Figure 1. Gainesville Urbanized Area

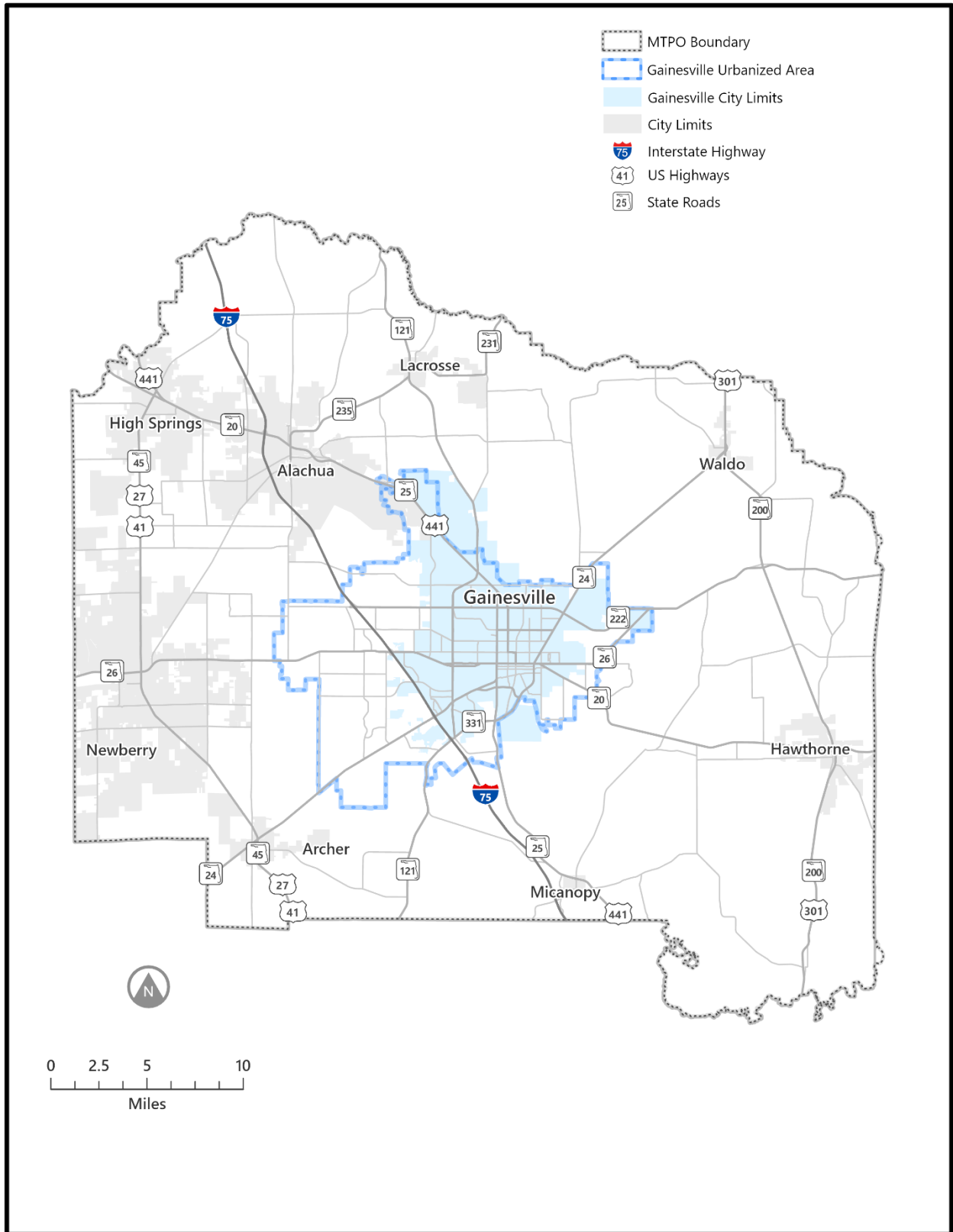
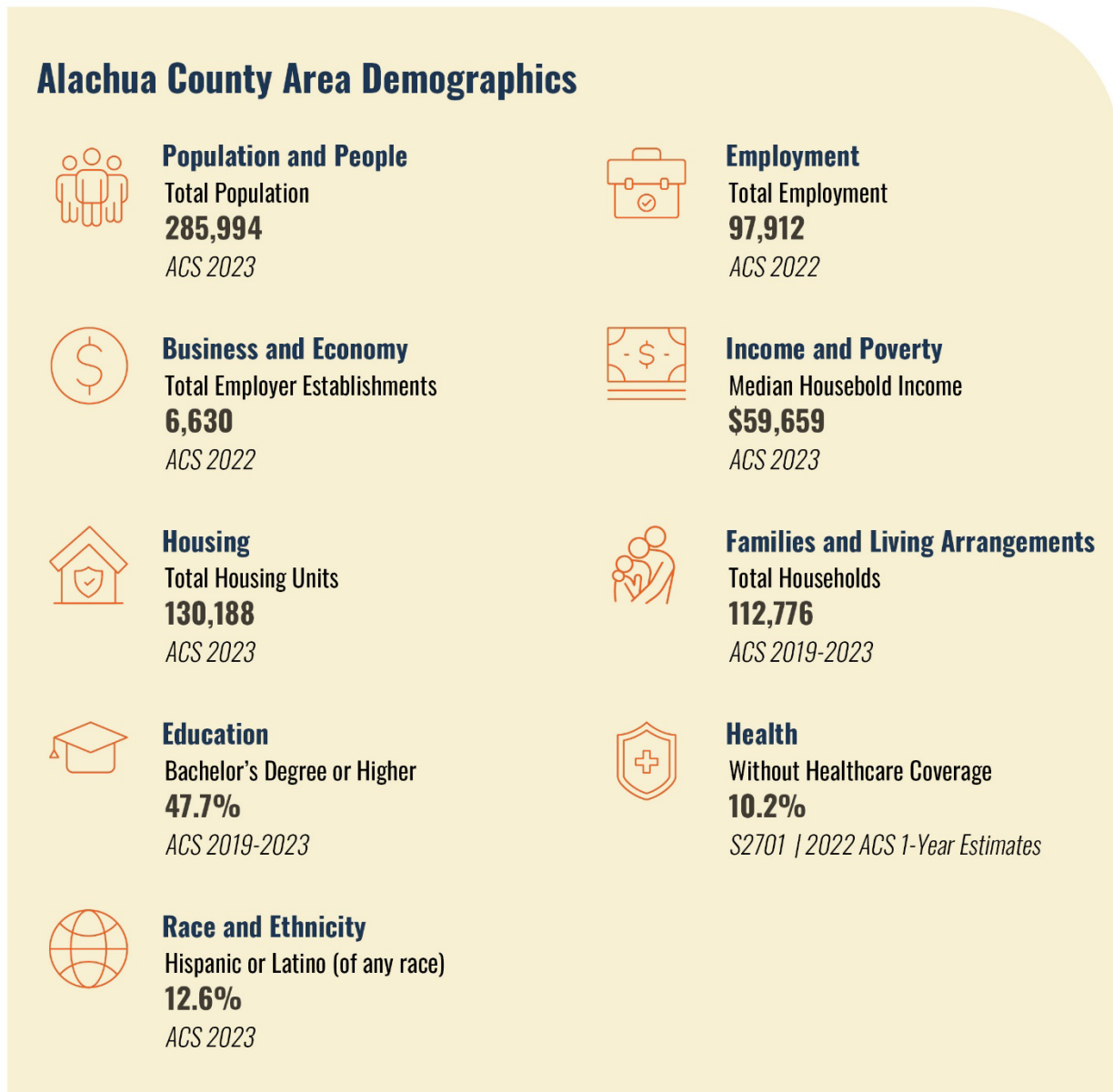


Figure 2: Demographics



2. Mission & Vision

The mission of the MTPO is to provide the users of the transportation network, government officials, stakeholders, and partnering agencies within the Gainesville Urbanized Area and Alachua County a forum to discuss growth and transportation issues, with an emphasis on: 1) developing a regional transportation network that provides multiple transportation options to meet the different needs for the residents, students, visitors, and businesses; 2) creating a cohesive regional approach through balancing the needs of the member governments that comprise the MTPO; and 3) coordinating with regional, state, and federal agencies to address transportation planning priorities and create dynamic, forward looking network.



3. Key Responsibilities

The MTPO's major annual responsibilities are to perform the tasks of preparing the Unified Planning Work Program (UPWP), the LRTP, the PPP, the Transportation Improvement Program (TIP), the annual List of Priority Projects (LOPP), and the Transportation Disadvantaged Service Plan (TDSP).

As with all transportation planning legislated by federal and state laws, MTPO is responsible for ensuring adequate representation of and compatibility among state, county, and municipal projects in the transportation planning process. This includes consideration of all modes of transportation with respect to various members of the public. For example, MTPO incorporates into its planning efforts the needs of the elderly and persons with disabilities as outlined in the Americans with Disabilities Act (ADA).

4. Federal and State MPO Requirements

This section provides a brief overview of legislative regulations at the federal and state levels that set the framework for guiding the transportation planning process and its public involvement activities. A more detailed description of these regulations can be found in the [Florida Department of Transportation \(FDOT\) MPO Program Management Handbook Metropolitan Planning Support](#).

The checklist used to ensure the PPP's compliance with regulatory requirements can be found in **Appendix A**.

5. MTPO Organization

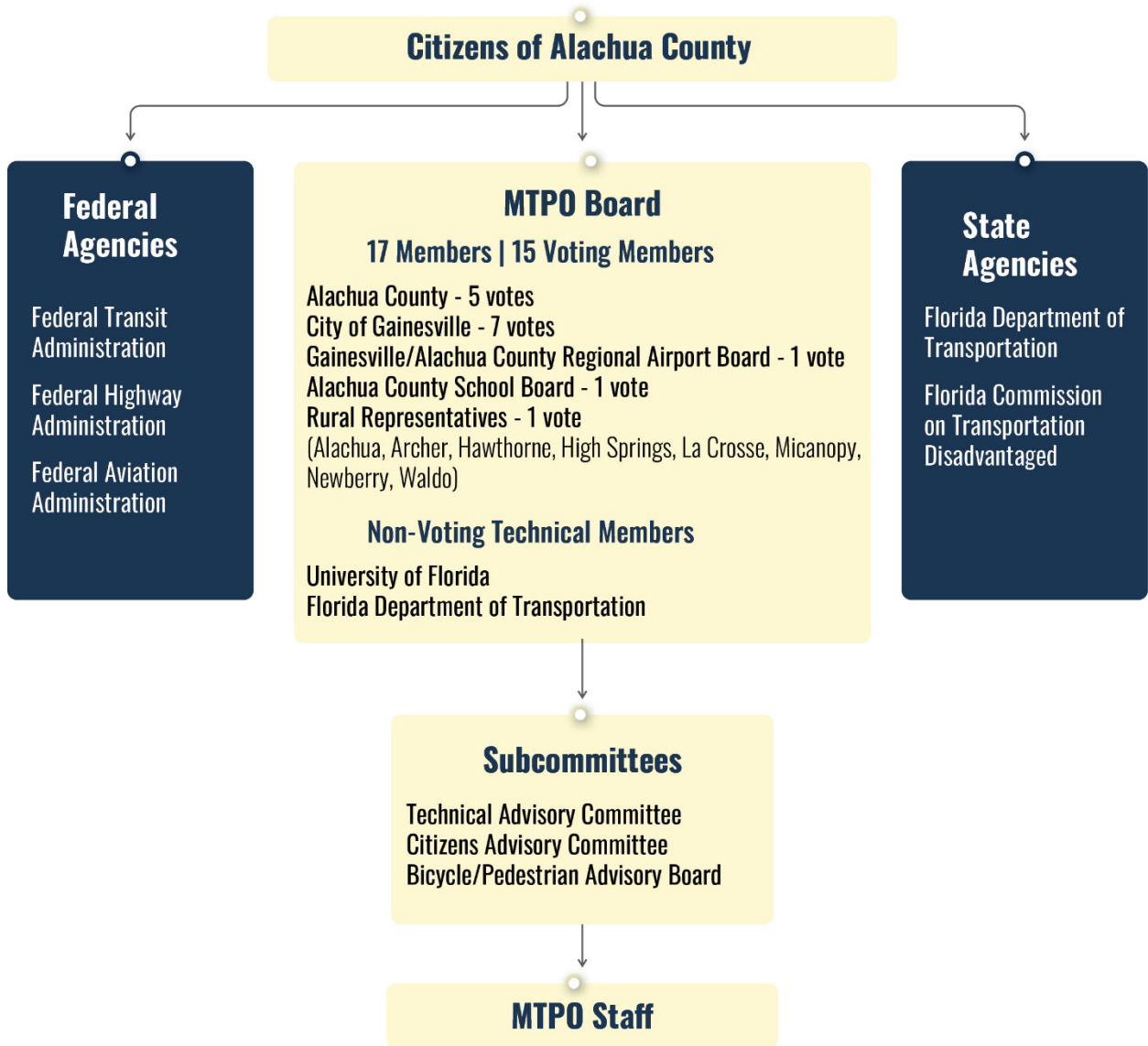
The MTPO is comprised of 15 voting members, 2 non-voting members and 3 Advisory Committees (Figure 3). The voting members include the:

- Five Alachua County Commissioners;
- Mayor and six City of Gainesville Commissioners;
- One Gainesville/Alachua County Regional Airport Board member
- One School Board of Alachua County member; and
- One Rural Representative (an elected municipal official selected by Alachua County from nominations from the Alachua County municipalities of Alachua, Archer, Hawthorne, High Springs, La Crosse, Micanopy, Newberry and Waldo.

The University of Florida President (or his/her designee) and the Florida Department of Transportation District 2 Secretary (or his/her designee) serve as non-voting technical advisors to the Metropolitan Transportation Planning Organization. Administrative support for the MTPO is provided by Alachua County.



Figure 3 Organization Chart



6. Purpose of the Public Participation Plan (PPP)

This Public Participation Plan (PPP) is intended to outline the expectations for public engagement during the MTPO’s transportation planning and decision-making activities. It provides a framework for the MTPO’s goal of ensuring public involvement is regularly identified and considered. In particular, the PPP outlines the audience, intent, tools, and expectations for proactive public outreach and engagement on transportation issues. It includes the objectives that will be used to guide the public involvement process and the measures that will be used to evaluate its performance. This PPP also includes multiple strategies that will consistently be used to engage the public in the transportation planning process and the variety of outreach techniques available to the MTPO. Overall, this plan defines how the MTPO will effectively engage the public and gather valuable feedback on transportation issues affecting them.

Public involvement is an essential part of the MTPO’s efforts to ensure that the outcome of its planning products meets the needs of local communities. Continuous engagement with the public early in the planning process allows the MTPO to incorporate comments and preferences into the decision-making process, and ultimately, into the local transportation system.

The appropriate level of public involvement depends largely on the plan, program, or project being developed. Strategies may vary from simply providing public notices for awareness to conducting in-depth public workshops or other virtual events with local communities to find solutions to specific problems. The key to a successful planning effort is to find the best strategy for involving the public in a meaningful way to ensure that their voice is heard throughout the process.

Common Terms

Americans with Disabilities Act (ADA) – a federal law that requires public facilities (including transportation services) to be accessible to person with disabilities.

Limited English Proficiency (LEP) – refers to a person who is not fluent in the English language. The MPTO has a LEP plan to ensure individuals with limited English skills can participate in the planning process.

Long Range Transportation Plan (LRTP) – a 20-year forecast plan required of state planning agencies and Metropolitan Planning Organizations to consider a range of factors in determining regional goals and how transportation can best meet these goals.

Title VI of the Civil Rights Act of 1964 – prohibits discrimination based on race, color or national origin in programs or activities receiving federal financial assistance. For more terms often used in the transportation planning process, see the Glossary Section.




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This PPP is intended to help the MTPO identify the most effective activities for communicating with all stakeholders involved, including individuals and organizations. This PPP was developed through the statutory MPO process ([23 Code of Federal Regulations \(CFR\) 450.316](#)), which includes advisory committee review, and a 45-day public comment period prior to being adopted by the MTPO Policy Board in April 2025. A list of feedback received during the PPP public review period can be found in **Appendix B**. The MTPO PPP will be reviewed regularly and amended as the need arises when procedures or best practices change.

As with all transportation planning legislated by federal and state laws, MTPO is responsible for ensuring adequate representation of and compatibility among state, county, and municipal projects in the transportation planning process. Projects funded through public dollars are planned in a manner that encourages public participation and incorporates public comments into planning efforts. Responsibility is placed on MPOs to develop a plan where the opportunity for public participation is assured through the development and utilization of public involvement metrics. By strategizing public involvement techniques and then monitoring and measuring their effectiveness, better planning products emerge that genuinely capture the needs of the public.

This includes consideration of all modes of transportation with respect to various members of the public. The MTPO incorporates into its planning efforts the needs of the elderly and persons with disabilities as outlined in the Americans with Disabilities Act (ADA).

<p>Anyone wishing to contact the MTPO with comments, questions, or complaints regarding Title VI, please contact:</p>		<p>Jacqueline Chung, <i>Equal Opportunity Manager/ Title VI Coordinator</i></p> <p>Alachua County Equal Opportunity Office 12 SE 1st Street, 1st Floor, Gainesville, FL 32601 jac@alachuacounty.us (352) 374-5275</p>
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Public Participation Process

Involving the appropriate agencies, public participants, and other stakeholders is key to a successful public outreach effort and, most important, for identifying transportation improvements that are supported by the communities being served. The public involvement process outlined in this PPP ensures maximum exposure, continuous feedback, and communitywide awareness of issues and concerns through a proactive approach.

The public participation process outlined in this plan provides a wide variety of opportunities and strategies from which the MTPO can choose when determining how to effectively engage those involved. Interested persons and groups can be targeted using various tools and techniques and this PPP identifies the appropriate public outreach tools and techniques to be used to tailor-fit a given effort’s unique needs. Additionally, a variety of stakeholders may be involved in the public participation process depending on the specific project type and location. Coordination with these stakeholders leads to inclusive and collaborative relationships and partnerships that result in improvement projects that are cost-feasible, effective, and meet the needs and demands of local communities.

Public Participation Stakeholders

MTPO Policy Board & Advisory Committees

Members of the Public

Media Outlets

Transit Providers

Adjacent Communities

Traditionally Underserved Populations

Permitting & Regulatory Agencies

Elected Officials

Stakeholder & Partner Agencies

Business Owners

Property Owners

Community Organizations

Tribal Groups

Public Participation Stakeholders

Public Land Managers



B. The Public Audience

This section of the PPP describes the overall MPO public audience and stakeholders, including the MPO Policy Board and advisory committees, partner agencies, and local community members. MTPO takes a proactive approach to providing opportunities for the public to be involved early and with continuing involvement in all phases of the planning process. Access to information will be undertaken as listed in the Outreach Policies section. Public notice of public information meetings and hearings will follow the procedures listed in the Outreach Tools and Techniques Section (**Table 1**).

MTPO developed a database of email addresses of citizens and organizations that is used to notify citizens of meetings and upcoming opportunities for input. This database is continually expanded as additional citizens ask to be added, attend the informational public meetings, and provide comments. Additionally, meeting agendas for all MTPO Board and committee meetings include an opportunity for public comment. The agendas for these meetings, as well as an annual notification of meeting dates will be posted on the MTPO website. Public meeting notices will be advertised in English and in Spanish as requested or identified, and to target areas of high limited English proficiency as identified in the Community Characteristics Inventory.

C. Advisory Committees

Advisory committees have been formed to advise the MTPO Governing Board and staff in the preparation and review of public participation plans, transportation plans, programs, and other related matters. Each of the advisory committees provides unique contributions to the development of MTPO's transportation plans, programs, and projects.

1. Technical Advisory Committee

The Technical Advisory Committee (TAC) is comprised of planners and engineers from the various local governments which make up the MTPO partnership. The input provided by the TAC is of a very technical nature and may include ensuring local planning consistency, making design recommendations, and verifying that all documents conform to the appropriate state and federal standards.

TAC MEETING DETAILS

The TAC typically meets on the third Wednesday of the month (unless otherwise advertised). Meetings begin at 2:00pm and take place at the location below:





Gainesville Regional Transit System

2nd Floor Conference Room
Regional Transit System (RTS) Building,
34 SE 13th Road, Gainesville, Florida

All meetings are open to the public and your participation is encouraged. Agendas are posted in advance of the meetings and are available online at www.acgnvmobility.org/

Note: The committee may not meet every month. Dates and times may change due to holidays or other conflicts. In the event of a statewide emergency, the TAC meeting may be held virtually, and specific meeting information will be posted at www.acgnvmobility.org/

2. Citizens Advisory Committee

The Citizens Advisory Committee (CAC) is comprised of interested community members representing the various local governments, local civic and services organizations, advocacy groups, multimodal representatives and special interest representatives as required by federal and state guidelines. This committee has a special advisory role to the MTPO because it provides a necessary communication link between the MPO and the community it serves. The committee also solicits input and recommendations from other citizen groups and interested stakeholders when reviewing transportation plans and programs.

CAC MEETING DETAILS

The CAC typically meets on the third Wednesday of the month (unless otherwise advertised). Meetings begin at 7:00 pm and take place at the location below:



Alachua County Administration Building

Grace Knight Conference Room
12 SE 1st Street, Gainesville, Florida

All meetings are open to the public and your participation is encouraged. Agendas are posted in advance of the meetings and are available online at www.acgnvmobility.org/

Note: The committee may not meet every month. Dates and times may change due to holidays or other conflicts. In the event of a statewide emergency, the CAC meeting may be held virtually, and specific meeting information will be posted at www.acgnvmobility.org/

**Anyone wishing to join the CAC,
please contact:**



**Alison Moss,
Growth Management**

Alachua County
12 SE 1st Street, 1st Floor, Gainesville, FL 32601
amos@alachuacounty.us
(352) 491-4574




3. Bicycle/Pedestrian Advisory Board

Gainesville provides safe, alternative pathways for individuals who walk or ride bicycles. To accomplish this goal, the Bicycle/Pedestrian Advisory Board (BPAB) was created by MTPO resolution in 1982. There are 13 voting members on this board, consisting of 12 resident members and one college student seat member. This Board makes recommendations to the City Commission, Board of County Commissioners and the MTPO regarding planning, implementation, and maintenance of policies, programs, and facilities for the safe and efficient integration of bicycle and pedestrian transportation into the City of Gainesville and unincorporated portions of Alachua County transportation system.

The resident members of the Bicycle/Pedestrian Advisory Board are appointed for three-year terms. Four members each are appointed by the Alachua County Board of County Commissioners, Gainesville City Commission, and the MPTO. The college student seat member is appointed annually by the Gainesville City Commission and is not counted for quorum. Appointments to the Bicycle/Pedestrian Advisory Board are staggered.

BPAB MEETING DETAILS

The BPAB typically meets on the third Tuesday of the month (unless otherwise advertised). Meetings begin at 6:00pm and take place at the location below:

	Gainesville Regional Transportation System 1st Floor Conference Room Regional Transit System (RTS) Building, 34 SE 13th Road, Gainesville, Florida
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All meetings are open to the public and your participation is encouraged. Agendas are posted in advance of the meetings and are available online at www.acgnvmobility.org.

Note: The committee may not meet every month. Dates and times may change due to holidays or other conflicts. In the event of a statewide emergency, the BPAB meeting may be held virtually, and specific meeting information will be posted at www.acgnvmobility.org.

	The most up-to-date information about our meetings is on the MTPO website calendar at www.acgnvmobility.org
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D. State Coordination

The MTPO coordinates with other agencies and organizations at the state level to ensure consistency with statewide plans and programs and to identify funding opportunities for local planning efforts and projects. As a member of the Metropolitan Planning Organization Advisory Council (MPOAC), a statewide transportation planning and policy organization, the MTPO works with the other 26 MPOs throughout Florida to participate in collective policy and best-practice discussions related to transportation planning, decision-making, and public participation processes.



Additionally, the MTPO consistently works with FDOT Central Office and District 2 staff to determine and review project priorities. This partnership is critical in the execution of projects identified in the MPO's planning products and helps to construct FDOT's Five-Year Work Program. As a major regulatory and funding agency supporting the MPO and the transportation facilities in the MTPO planning area, FDOT District 2 is a regular member of the MTPO TAC and a non-voting member advising the MPO Policy Board. FDOT staff play a key role in distributing federal and state guidelines, policies, and legislation to the MPO and assisting it in developing plans and carrying out studies. The results and recommendations of these plans and studies, in turn, assist FDOT in statewide and districtwide planning efforts.

E. Members of the Public

The public audience includes more than just transportation agency boards and committees; the best planning decisions and project recommendations result from a process that continually seeks citizen participation. Members of the public play a critical role by working with the MTPO to help ensure that future transportation improvements meet their needs and preferences. As such, the MTPO continuously seeks to maximize opportunities for local communities to participate in planning efforts. This includes providing multiple ways for citizens to receive information, provide comments, and have an impact on the decision-making process. By ensuring that all interested persons have access and the ability to participate, the MTPO staff, Board, and advisory committees gain valuable information on the public perspective, which results in better transportation planning and funding decisions for the MTPO planning area.

Members of the public can get involved in the transportation planning process in several different ways. Open houses and public workshops for specific projects are held in various locations throughout Alachua County as well as virtually, allowing individuals to come for a few minutes or stay the entire duration. Public hearings for documents such as the TIP and LRTP allow for citizens to indicate projects they do or do not support. Information updates can be found by visiting the MTPO's website or joining the MTPO mailing list to receive email updates. Comments can be submitted via email or by dropping them off at outreach events or at the MTPO offices located at the Alachua County Administration Building, 12 SE 1st Street,



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Gainesville, Florida 32061 on regular business days from 8:30 AM–4:30 PM. All MTPO Board and advisory committee meetings are also open to the public for any citizen wishing to attend. A more comprehensive description of the tools and techniques the MTPO uses for public participation efforts is provided in the next section of this PPP.

In addition to public outreach activities for individual plans and projects, community members can serve on one of the MTPO advisory committees to review and provide feedback on agenda items. All interested applicants are asked to fill out an application available on the MTPO website at www.acgnvmobility.org. MTPO staff will review the application and determine if the applicant is eligible to serve on the committee for which they have applied. If selected, they will be notified and then receive an informational packet containing details of their responsibilities as a committee member, the bylaws of the committee, and any other information beneficial to the applicant.

Outreach Policies

The outreach employed by MTPO is guided by specific principles and standards. These components assist with providing a consistent experience for the public. The following section details the main policies guiding the MTPO outreach process.

A. Access to Information

In accordance with 23 CFR 450.316, a metropolitan planning organization (MPO) is required to engage in a metropolitan planning process that creates opportunities for public involvement, participation, and consultation throughout the development of the LRTP and the TIP. Under this requirement, MPOs must allow for:

- Adequate public notice of public participation activities;
- Review and comment at key decision points in the development of the LRTP and TIP; and
- Multiple, accessible participation formats, including electronic and in-person.

The MTPO will ensure that the public has reasonable and timely access to technical and policy information relating to the development of the transportation plans, programs, and projects.

For projects that require public review and comment periods, this process begins when the MTPO formally opens the comment period. The public is notified that documents are available for review on the MTPO website www.acgnvmobility.org and at the MTPO office located at 12 SE 1st Street, Gainesville, Florida 32061 during regular business hours.



B. Public Meetings

Public information meetings will be held at various locations in the MTPO area to inform the public of the planning process and to solicit ideas, input, and feedback. Public meetings may also be held using a digital platform to present information and request public feedback. The intent of holding public informational meetings at diverse locations is to solicit broad public comments. General meeting locations will be at the MTPO office/Alachua County Administration Building, Gainesville City Hall, RTS office, public libraries, community centers, and other locations.

Notice of public hearings and public informational meetings will be given in accordance with and listed in the Outreach Tools and Techniques section. A reasonable attempt will be made to notify organizations representing minority and disabled communities. Public meetings will be held at locations accessible to and at times convenient to minority and disabled residents, including using a digital platform.

Special arrangements will be made to accommodate persons with disabilities, those with limited access to transportation, and people with LEP. For meetings involving transit-dependent individuals, the MTPO will schedule meetings during the time public transit and para-transit services are operating or will make special arrangements to ensure that individuals have an opportunity to access the meetings. The MTPO will ensure that all segments of the population including LEP persons could be involved in the transportation planning process. Interpreters will be provided when requested with advanced notice to accommodate non-English speaking individuals. The MTPO LEP Plan may be reviewed at the following link: www.acgnvmobility.org.

C. Public Record of Meetings

The Sunshine Law stipulates that minutes must be taken at all public meetings. MTPO takes minutes of meetings, distributes them to board and committee members, posts them promptly on www.acgnvmobility.org, after approval, and provides written copies upon request. If a public meeting is held using a digital platform, the entirety of the meeting will be virtually recorded, and digital copies will be provided upon request.

D. Public Hearings

Public hearings are a formal process to solicit public comment on specific plans being considered by MTPO. Public hearings may be held using a digital platform to solicit public comments and will be recorded. As a formal setting for citizen input, public hearings are recorded and summarized for the record. A summary of comments is provided to MTPO Board members, prior to Board action. Maps and other visualization tools are displayed at public hearings to present information in a visual way.



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According to the state's Sunshine Law (Section 286 of the Florida Statutes), the public must have reasonable notice of the meetings of public boards and commissions. MTPO complies with the law's requirement that the dates and times of meetings be published at the MPO office. In addition, meetings are posted on the www.acgnvmobility.org electronic calendar, along with contact information and agendas when available.

E. Website

The MTPO maintains an internet site providing a forum for the most current information on its Board, advisory committees, plans, projects, programs, meetings, and other opportunities for input. Archived presentations of MTPO and other public meetings are also provided for viewing or download. The website can be accessed at www.acgnvmobility.org.

	<p>We Want Your Input!</p> <p>The MTPO encourages public comment. This document is available on the MTPO website at www.acgnvmobility.org</p>
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F. Response

Responses to questions and comments from the public concerning the public participation process, draft transportation plans, programs, or public agency consultation process will be made publicly available at www.acgnvmobility.org. A summary of comments received will be made as part of the final plan or program. The rationale for policy decisions will be available to the public in writing if requested.

G. Title VI

The MTPO will reach out to members of the low income, minority, and disabled communities as part of the transportation planning process to meet the requirements of Title VI and to better serve the community. The MTPO will utilize the FDOT ETDM Tool or other GIS-based analysis to conduct socio-economic analysis of communities to determine where concentrations of Title VI groups and issues may exist.

Localized meetings to discuss transportation issues will be held periodically to encourage participation. Public notifications outlined in the Outreach Approach section will be conducted to attempt to get the word out about upcoming meetings and hearings. Citizens that express interest or make comments at a public meeting or hearing will be put on a mailing list to be notified of upcoming meetings. The MTPO will hold meetings and public hearings during times when public transit and para-transit services are available for those without transportation or are disabled, and in the event of an emergency, MTPO will hold meetings using a digital platform.



Special efforts are undertaken to involve population segments that are traditionally underserved and/or underrepresented in Alachua County. These efforts may include the following:

- Identifying geographic locations with a high concentration of the traditionally underserved and underrepresented;
- Hosting traditional workshops and pop-up events convenient to these geographic locations and invite community leaders from these geographic locations to participate on CAC and other committees as appropriate;
- Distribute information regarding the transportation planning process and opportunities for public involvement by providing information on public transit; and
- Meeting with and making presentations to organizations that represent this segment of the population.

The MTPO Title VI Plan may be reviewed online at www.acgnvmobility.org.

H. Limited English Proficiency (LEP)

The MTPO's Limited English Proficiency Plan identifies the LEP populations impacted within the service area. Additionally, the plan establishes guidelines for MTPO staff to follow to allow information and service accessibility for LEP persons. A copy of the MTPO's LEP Plan can be found online at www.acgnvmobility.org.

Outreach Tools and Techniques

The MTPO employs a variety of outreach tools and techniques to reach targeted populations and stakeholder groups depending on the need. These outreach activities may apply to multiple audiences or may be tailored to a specific group. As these public outreach tools and techniques are used, if a particular technique is not a success, MTPO staff can discuss the use of other techniques and include them in subsequent updates of the PPP. This will ensure that the best techniques are always being employed. The outreach tools and techniques described in this PPP are shown in **Table 1**.



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Table 1. Outreach Tools and Techniques Summary

Program Management	Public Outreach Events	Public Notification	Public Feedback
MTPO Policy Board and Advisory Committees List of Project Priorities (LOPP) Coordination	Public workshops/open houses Virtual participation Pop-up events Training sessions Presentation to community groups	Mailing and email lists Newsletters and flyers Website Radio Television Newspaper	Visualization Techniques* Interactive participation activities Surveys Website and email Social Media Comment forms Verbal comments during meetings Tracking/feedback mechanism

*Visualization techniques are required at public meetings and on the MTPO website to effectively describe the content of the LRTP and TIP.



A. Public Participation and Notice for Transportation Core Products

MTPOs, such as the MTPO, are charged under federal law with developing five core products:

- Long Range Transportation Plan
- Transportation Improvement Program
- Unified Planning Work Program
- Public Participation Plan
- List of Priority Projects

Public involvement assists with the facilitation of each of the federally mandated transportation planning documents. How public input is incorporated into advancement of these plans is detailed in the next section including checklists showcasing the ways MTPO provides notice and involves the public. The processes described in this PPP are utilized during the development of the five core products described below.

1. Long Range Transportation Plan

The LRTP identifies transportation improvements necessary to maintain adequate mobility and to accommodate growth forecasted over the next twenty (25) years. The current LRTP (Transportation 2050) includes projects through the year 2050. The process includes innovative technical modeling and collaborative public engagement. Public involvement during development of the LRTP is guided by an independent and focused PPP, though strategies and tactics are coordinated with this document to ensure overall continuity.

Federal Legislation Guiding Public Involvement

Bipartisan Infrastructure Law: Participation By Interested Parties

The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process. (23 USC 134 § 450.316).



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Table 2. Long Range Transportation Plan Checklist

Outreach Step	Timeframe
Board approval of the LRTP public outreach before outreach efforts commence	Forty-five (45) day public comment period before adoption
Execution of the process laid out in the MTPO PPP, including feedback from residents conveyed to MTPO Board and committees from outreach events and other sources	Time varies to coincide with technical work of the plan
Official public comment period, with draft plan documents available on www.acgnvmobility.org	At least twenty-one (21) days prior to Board action
Draft plan documents reviewed by MTPO advisory committees, with opportunity for public comment at committee meetings	During the meeting cycle prior to Board action
Draft plan documents available in print, by request	At least seven (7) days before the advertised LRTP public hearing
Public hearing notices sent via e-mail to MTPO's community database and other notifications made, per Sunshine Law	At least seven (7) days before the LRTP public hearing
A formal public hearing for citizen information and input	Prior to Board adoption
Process for submitting written public comments via postal service, website contact form at www.acgnvmobility.org	In place and publicized as soon as documents are available and posted
Board vote (action item) on LRTP adoption with public comment period in advance of Board action at the meeting	First Board meeting following LRTP public hearing
Publication of adopted LRTP on www.acgnvmobility.org	As soon as final copies of all documents can be uploaded to website

'Not Substantial' Amendments to the LRTP

Amendments are considered as "not substantial" if they only include minor changes to project phase costs, minor changes to funding sources of previously included projects or changes to project phase initiation dates. These types of revisions do not require public review and comment and re-demonstration of fiscal constraint.

Amendments to the LRTP deemed 'not substantial' are reviewed by MTPO's advisory committees for input and recommendations prior to Board adoption. In addition to the public comment periods provided at each committee meeting, opportunities for public input are also a standard part of every Board meeting, prior to Board action. The standard Board agenda includes a public comment period prior to action items on the agenda. During the review



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process and following Board adoption, the proposed amendment is electronically published on: www.acgnvmobility.org.

Table 3. LRTP Non-Substantial Amendments Checklist

Outreach Step	Timeframe
Proposed amendment published electronically on www.acgnvmobility.org	At least seven (7) days before committee review
Review by MTPO advisory committees for input and recommendations, including public comment period at committee meetings	During the meeting cycle prior to the Board action
Board vote on approval, following public comment period at the meeting	First Board meeting following advisory committee review and recommendation
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.acgnvmobility.org	Throughout official public comment period
Approved amendment published on www.acgnvmobility.org	As soon as final copies of document can be uploaded to the website

‘Substantial’ Amendments to the LRTP

Substantial amendments are revisions that may involve the addition or deletion of a major project or a major change in project cost or a major change in design concept or design scope (changing termini or the number of through traffic lanes, for example). Substantial amendments require public review and comment and re-demonstration of fiscal constraint.

The following actions are potential amendments:

- Adding or deleting a federally funded or regionally significant project, including earmarks;
- Increasing or decreasing the cost of project phases more than the thresholds for administrative modifications established by the FDOT. (See **Appendix C** for “FDOT LRTP Amendment Thresholds”); and
- Making a major change to the scope of work to an existing project. A major change would be any change that alters the original intent (e.g. a change in the number of lanes, a change in the project length more than 20%, or a change in location).

For amendments to the LRTP deemed ‘substantial,’ the MTPO follows a similar public involvement process to the original adoption of the plan, including a formal twenty-one (21) day public comment period after any required technical analysis and review by the organization’s advisory committees for both input and recommendations prior to Board adoption. Public notification of the public comment period for the amendment follows the approved



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advertisement process. During the review process and following Board adoption, the proposed amendment is electronically published on www.acgnvmobility.org.

Table 4. LRTP Substantial Amendments Checklist

Outreach Step	Timeframe
Proposed amendment published electronically on www.acgnvmobility.org and notification of public hearing on the amendment is made as outlined above	At least seven (7) days prior to the public hearing
Review by MTPO advisory committees for input and recommendations, including public comment period at committee meetings	During the meeting cycle prior to the Board action
Public hearing after any required technical analysis	Prior to Board adoption
Board vote on approval	First Board meeting after public hearing
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.acgnvmobility.org contact form	Throughout official public comment period

2. Transportation Improvement Program (TIP)

The TIP is a five-year plan that assigns available funding to specific projects in the near future. MTPO develops this plan each year in cooperation with the FDOT, which includes a period of review by MTPO advisory committees.

As required by federal law, a formal public comment period is held prior to Board adoption, providing a structured process for public input. The official public comment period for TIP follows the same timeline as the advisory committee review, with a draft document available at least twenty-one (21) days prior to Board action. The deadline to submit a comment is included in the notification associated with the public comment period. This deadline is generally seven days prior to the date Board action is scheduled.

Public notification for the public comment period takes many forms. Public comment period notices are also sent to MTPO’s community database. Additionally, draft plan documents are available on MTPO’s website and in print at locations throughout the region and by request at least seven days prior to the public hearing.

Citizens unable to respond during the public comment period or attend Board meeting may submit written public comments to MTPO during the official public comment period in two additional ways: 1) via postal service, or 2) via the website engagement page at www.acgnvmobility.org.



Table 5. Transportation Improvement Program Checklist

Outreach Step	Timeframe
Draft TIP project information published on www.acgnvmobility.org	Seven days before committee review, opening public comment period
Draft TIP presented at MTPO advisory committee meetings, with chance for public comment at the meeting	During the meeting cycle prior to Board approval
Public meeting to present draft TIP, maps, other information, with opportunity for public comment	Prior to Board approval
Board vote on approval after public comment period	Typically, the first Board meeting following advisory committee review
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.acgnvmobility.org contact form	Throughout official public comment period

TIP Amendments:

Amendments to the TIP are reviewed by MTPO’s advisory committees for input. In addition to the public comment periods provided during each committee meeting, opportunities for public comment are also a standard part of each Board meeting, prior to Board action. During the review process and following Board adoption, the proposed amendment is electronically published.

Public input considered in the development and maintenance of the TIP includes the comments and recommendations of MTPO committees and the public at large as well as input received during the public comment periods. MTPO complies with statutory planning and programming requirements [23 U.S.C. 134/49 U.S.C. 5303 (j) (1) and 23 U.S.C. 135/49 U.S.C. 5304 (g) (2)] that call for continuing consultation and coordination with partners, MTPOs, and non-metropolitan local officials, and federal and state agencies.

Emergency TIP Amendments

Most amendments to the TIP receive a review (as outlined in Table 6) before entering the program. Exceptions are made when an emergency amendment must be approved prior to the next Board meeting for the amended project to receive funding. In these cases, the MTPO Executive Director is authorized to approve the amendment and sign a corresponding resolution on behalf of the board without having to call an emergency meeting of the Board. The Executive Director’s approval of the amendment then must be provided to advisory committees as an information item and ratified at the next regularly scheduled board meeting.



INTERAGENCY COOPERATION AND SUPPORT

MTPO actively assists local governments and transportation agencies in the development and implementation of public participation techniques for transportation planning and other related studies. For example, during the LRTP and TIP development processes, MTPO will assist the City of Gainesville Regional Transit System (RTS) with their Federal Transit Administration (FTA) requirement for Section 5307 Program of Projects public involvement by including the following statement in advertisements and/or other collateral materials as appropriate:

“The MTPO’s LRTP/TIP development process is being used to satisfy the public comment period requirements of FTA’s Section 5307 program. This public notice of public involvement activities and the time established for public review and comment on the LRTP/TIP will satisfy the FTA Program of Projects requirements.”

Table 6. Public Participation Checklist for TIP Amendments

Outreach Step	Timeframe
Proposed amendment published on www.acgnvmobility.org	Seven days prior to committee review, opening public comment period
Amendment reviewed by MTPO advisory committees for input, with public comment periods offered at committee meetings	During the meeting cycle prior to Board approval
Board votes on approval, following public comment period	First Board meeting after committee review
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.acgnvmobility.org contact form	Throughout official public comment period
Amendment is published on www.acgnvmobility.org	As soon as final copies of document can be uploaded to the website

Table 7. Public Participation Checklist for Emergency TIP Amendments

Outreach Step	Timeframe
MTPO Board chairman contacted about need for emergency amendment to secure funding	As soon as situation is identified by staff
MTPO Executive Director signs corresponding resolution on behalf of the Board without calling emergency session	As soon as Executive Director’s schedule permits
Board ratifies approval of the emergency amendment	At next regularly scheduled Board meeting
Amendment is published on www.acgnvmobility.org	As soon as final copies of document can be uploaded to the website



3. Unified Planning Work Program (UPWP)

The UPWP documents the transportation planning activities and associated budget for the MTPO planning area. Though the document covers a two-year period, the UPWP is reviewed annually to refine previously identified tasks and better reflect changes in the economic climate. Prior to Board adoption, the public will be provided with the opportunity to review and comment on the draft UPWP during a twenty-one (21) day public review period. A draft is also presented to the MTPO advisory committees for input. In addition to the public comment periods provided during each committee meeting, opportunities for public comment are also a standard part of each Board meeting prior to Board action. During this review process and following Board adoption, the UPWP is electronically published on www.acgnvmobility.org and is available in print, by request.

Citizens unable to attend the committee or Board meetings may submit written public comments to MTPO during the official public comment period: 1) via postal service or 2) via the “Contact Us” form on the website www.acgnvmobility.org. Citizens unable to attend the committee or Board meetings may submit written public comments to MTPO during the official public comment period: 1) via postal service or 2) via the “Contact Us form on the website www.acgnvmobility.org.

When significant public comments are received on a draft UPWP because of public involvement, a summary, analysis, and report on the disposition of comments shall be made part of the final UPWP. If the final UPWP differs significantly from the one made available for public comment or raises new material issues, an additional opportunity for public comment will be made available.

Table 8. Unified Planning Work Program Checklist

Outreach Step	Timeframe
Draft plan is published on www.acgnvmobility.org	Seven days prior to committee review, opening public comment period
Draft is presented to MTPO advisory committees for input, with public comment periods offered at committee meetings	During the committee meeting cycle prior to Board approval
Board votes on approval, following public comment period at Board meeting	First Board meeting after committee review and recommendation
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.acgnvmobility.org contact form	Throughout official public comment period
Plan is published on www.acgnvmobility.org	As soon as final copies of documents can be uploaded to the website



UPWP REVISIONS

Modifications

UPWP modifications do not change the FHWA approved planning budget or the scope of the FHWA funded work task. There is no formal public comment period for UPWP modifications. Modifying the UPWP does not require FHWA approval; however, MTPO will notify the FDOT District Liaison when changes are made. The FDOT Liaison will then notify FHWA and FTA.

UPWP Amendments

UPWP amendments change the FHWA approved planning budget, the scope of the FHWA work task, or add or delete a FHWA work task. MTPO staff will submit all proposed draft UPWP amendments received or initiated by it through the TAC, CAC, advisory committees and to the MTPO Board for final approval. The public is invited to attend and provide comments during each of these meetings at the designated place on the agenda. Proposed draft amendments to the approved UPWP shall be distributed for public review and comment as described in Outreach Approach section.

Amending the UPWP does require FHWA approval; MTPO will submit the approved UPWP document to FDOT and FHWA for their review and approval.

4. List of Prioritized Projects

MTPO also has a formal process for prioritizing projects adopted in the LRTP. The result is a document called the List of Prioritized Projects (LOPP). This document is reviewed annually and adopted by the Board. Prior to Board adoption, the public will be provided with the opportunity to review and comment on the draft LOPP during a twenty-one (21) day public review period. The draft LOPP is presented to MTPO's advisory committees for input and recommendations. Prior to adoption, the Board receives a report from each committee with input and/or recommendations.

Throughout the process, there are also opportunities for general public comment. In addition to public comment periods during each advisory committee meeting, public comment periods are a standard part of each Board agenda prior to any Board action. During this review process and following Board adoption, the LOPP is electronically published on www.acgnavmobility.org and is available in print, by request.

Citizens unable to attend the committee or Governing Board meetings may submit written public comments to MTPO during the official public comment period: 1) via postal service or 2) via the "Contact Us" form on the website www.acgnavmobility.org. Citizens unable to attend the committee or Governing Board meetings may submit written public comments to MTPO during the official public comment period: 1) via postal service, 2) via the "Contact Us" form on the website www.acgnavmobility.org/.



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LOPP Amendments

Amendments to the plan are reviewed by MTPO’s advisory committees for input. In addition to the public comment periods provided during each committee meeting, opportunities for public comment are also a standard part of each Board meeting, prior to Board action. During the review process and following Board adoption, the proposed amendment is electronically published.

Table 9. List of Prioritized Projects Checklist

Outreach Step	Timeframe
Draft LOPP published electronically on www.acgnvmobility.org	Twenty-one (21) days prior to Board approval, opening public comment period
Draft LOPP presented at MTPO advisory committee meetings, with public comment during meeting	During the meeting cycle prior to Board approval
Board vote on approval, after public comment period at the meeting and consideration of committee input	First Board meeting after committee review
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.acgnvmobility.org contact form	Throughout official public comment period
Approved Prioritized Project List published on www.acgnvmobility.org	As soon as final documents can be uploaded to the website

5. Public Participation Plan (PPP)

The PPP is defined as part of the transportation planning work program which identifies the public involvement strategies and the outreach activities to be undertaken by the MTPO. As required by federal law, a formal forty-five (45) day public comment period is held prior to Board adoption of the PPP to offer another avenue of public input. Once adopted, the plan is available on www.acgnvmobility.org.

A. PPP Amendments

The PPP can be amended at any time by providing a forty-five (45) day public comment period and the opportunity for public comment on the proposed change in the regular Board and advisory committee meeting cycle. The opportunity to comment on the proposed change will be provided at regularly scheduled and advertised meetings of the TAC, CAC, and Board. Notice of the proposed change will also be posted on the MTPO website.

B. Emergency Meetings



The Chair may call for an emergency meeting for the purpose of acting upon matters affecting the public health, safety, and welfare. In the event of a statewide emergency, an emergency meeting or special meeting can be held using digital means and will be recorded in its entirety. Such meeting agenda shall be prepared by the Chair. The agenda and supporting documents shall be made available to the members at least one (1) day prior to the meeting. Meeting agenda shall be posted at the site of the meeting and on the MTPO website at least twenty-four (24) hours prior to the meeting and emailed to all members. Minutes of the emergency meeting will be posted to the MTPO website within twenty-four (24) hours of the meeting and a full review of approved items will be discussed at the next regularly scheduled Board meeting.

C. Program Evaluation

The success of the MPTO's PPP is measured both qualitatively and quantitatively. As illustrated in **Table 10**, there are several ways the MTPO can evaluate the effectiveness of an individual outreach tool and strategy. In addition to these numerical measures, the MTPO can analyze the depth of the outreach efforts by ensuring the techniques are aligned with these guiding engagement principles:

- Plans, studies, and other MTPO actions will reflect the concerns, needs, and vision of the public.
- A cross-section of the county's population is represented, including protected and underserved populations.
- To maintain an open dialogue with community members and commuters throughout the public participation process.
- To work with key stakeholders, members of the public, and member jurisdictions to coordinate participation during the planning process.
- Each strategy will be evaluated on a timely basis.

1. Defining Success for the Public

Members of the public in Alachua County can expect the following:

- Easy access to current and upcoming plans and documents
- Convenient opportunities to provide input on MTPO activities
- Consideration of all community members regardless of race, color, national origin, or income, status, sex, age, and disability
- Full and fair participation by all potentially affected communities in the transportation decision-making process
- A demonstration of explicit consideration and thoughtful response to public input received during the development of MTPO plans and programs.
- Reasonable accommodations regarding meeting locations, technology, and translation services to ensure all populations feel welcome and engaged in the planning process.



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- Strategies which are tailored for specific populations and are evaluated on a timely basis to ensure success.

a. Measures of Effectiveness

The effectiveness of MTPO outreach tools and strategies listed in this plan will be evaluated using the metrics provided in **Table 10**.

Table 102. Outreach Tool & Strategies Measures of Effectiveness

Outreach Tool & Strategy	Metric
Website	<ul style="list-style-type: none"> • Visits • Number of document downloads
Social Media	<ul style="list-style-type: none"> • Number of annual site visits • Number of new followers • Comments received by users • Analytics, including Facebook likes and shares, retweets, success of Facebook promotion, blog comments, Instagram likes • Demographic analytics to understand engagement of traditionally underserved, if possible
Newsletters	<ul style="list-style-type: none"> • Number of subscribers • Number of new subscribers • Number of subscribers opening newsletter • Number of link clicks
Outreach Events	<ul style="list-style-type: none"> • Number of meetings held • Number of individuals in attendance • Number of comments received • Number of impressions garnered surrounding workshop event details • Number of individuals who engaged with social media event posting
Public comment periods	<ul style="list-style-type: none"> • Number of comments received
Meetings	<ul style="list-style-type: none"> • Attendance • Comments received
Surveys	<ul style="list-style-type: none"> • Number of responses • Percent of responses by traditionally underserved, if possible
Title VI, EJ, and ADA	<ul style="list-style-type: none"> • Number of requests for alternate formats • Number of participants and type of population served in meetings • Number of requests for translations



2. Evaluation Process

The MTPO will perform an annual evaluation of the public outreach process. Evaluating the PPP on a consistent basis will ensure community engagement is working to the best of its ability and will better position the MTPO to plan outreach based on current events and trends. If significant changes are warranted following the evaluation the MTPO may consider amending the PIP.

The MTPO will produce Annual Report each year, distributed to stakeholders and at public outreach events. This Annual Report will include an evaluation of public outreach throughout the year along with the relevant metrics listed in **Table 10**, including social media and outreach event statistics, and major recurring themes during the past year of outreach.

In addition, the MTPO should analyze year over year trends within each outreach strategy to note which strategies may be underperforming and how these strategies may need to be adapted for better outcomes. MTPO staff will also review the Outreach Tools and Strategies following each PPP.

MTPO staff should, whenever possible, follow up with individuals who provide public comment or during the planning process to close the feedback loop and allow the community know how their comments and recommendations have been addressed. Staff will also work with the CAC to gather feedback on the effectiveness of strategies implemented following the adoption of the PPP and solicit advice on how to better improve engagement processes.



Glossary

Alachua County Transportation Disadvantaged Coordinating Board (ACTDCB)- consists of 16 members, including State agency and citizen advocates that are appointed by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (Metropolitan Transportation Planning Organization) to provide advice and direction to the Community Transportation Coordinator concerning the coordination of transportation services for transportation disadvantaged persons. In addition, the Metropolitan Transportation Planning Organization appoints an elected official, to serve as the chairperson for all local coordinating board meetings. The Alachua County Transportation Disadvantaged Coordinating Board is responsible, in part, for approving the Alachua County Transportation Disadvantaged Service Plan.

Annual Average Daily Traffic (AADT) - the traffic volume passing a point or segment of a roadway in both directions for one year divided by the number of days in the year.

Bicycle/Pedestrian Advisory Board (BPAD)- consists of citizens-at-large that advise the Alachua County Board of County Commissioners, City of Gainesville City Commission and the Metropolitan Transportation Planning Organization on bicycle and pedestrian transportation-related issues. It includes 12 voting members and one non-voting adjunct member representing the University of Florida students.

Citizens Advisory Committee (CAC) - consists of 15 citizens-at-large that advise the Metropolitan Transportation Planning Organization regarding transportation-related issues.

Code of Federal Regulations (CFR) - the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government. It is divided into 50 titles that represent broad areas subject to Federal regulation.

Community Transportation Coordinator (CTC) - transportation entity recommended by the metropolitan planning organization to ensure that coordinated transportation services are provided to the transportation disadvantaged population in a designed service area. It is responsible for development and implementation of the Transportation Disadvantaged Service Plan, which describes how transportation service will be provided to eligible persons within its service area.

Cost Feasible Plan (CFP) - description of transportation system modifications in the adopted Needs Plans which are anticipated to be funded over the planning period.

Federal Aviation Administration (FAA) - United States agency responsible for aviation funding and monitoring.

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Federal Highway Administration (FHWA) - United States agency responsible for roadway funding and monitoring.

Federal Transit Administration (FTA) - United States agency responsible for transit funding and monitoring.

Florida Department of Transportation (FDOT) - State of Florida transportation agency responsible for allocation of Federal and State transportation funding and monitoring.

Florida Department of Transportation Work Program (FDOT WP) - List of Federal and State-funded transportation projects developed by the Florida Department of Transportation.

Florida Intrastate Highway System (FIHS) - interconnected high-speed, high-volume roadways including: Interstate highways, Florida's Turnpike system, selected urban expressways, existing major interregional and intercity arterial highways to be upgraded to higher controlled-access standards and new limited-access facilities. The primary function of the system is to serve interstate and regional commerce and long-distance trips. The Florida Intrastate Highway System was integrated into the Strategic Intermodal System in 2012.

Gainesville Metropolitan Area - jurisdiction of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. The existing urbanized area plus the area projected to become urbanized over the next 20 years. This contrasts with "Gainesville Urbanized Area". (See next definition.)

Gainesville Urbanized Area - is used in the legal name of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area. This phrase refers to the area around Gainesville that is currently "urbanized" at a population density of 1,000 people per square mile, as defined by the United States Census Bureau.

Level of Service (LOS) - a quantitative measure of the quality of service of a service or a facility into six letter grade levels with "A" describing the highest quality of service and "F" describing the lowest quality; a discrete stratification of a quality of service continuum.

List of Priority Projects (LoPP) - document produced by the Metropolitan Transportation Planning Organization that describes transportation system modification recommendations to the Florida Department of Transportation for inclusion in its Work Program.

Livable Community Reinvestment Plan- title of the Metropolitan Transportation Planning Organization Long Range Transportation Plan.

Long-Range Transportation Plan (LRTP) - document produced by the Metropolitan Transportation Planning Organization that describes transportation system modifications to be implemented over a long period of time.

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Metropolitan Planning Organization (MPO) - the organization responsible for carrying out transportation planning and programming in accordance with the provisions with 23 United States Code s134, as provided in 23 United States Code s107(f)(3).

Metropolitan Planning Organization Advisory Council (MPOAC) - statewide organization of Metropolitan Planning Organizations that facilitates coordination and exchange of information on transportation issues.

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) - official title of the metropolitan planning organization that provides recommendations to the Florida Department of Transportation on the expenditures of federal funds in the Gainesville Metropolitan Area. The Metropolitan Transportation Planning Organization consists of the five Alachua County Commissioners, the Mayor and six City of Gainesville Commissioners, on Alachua County/Gainesville Regional Airport Authority board member, one School Board of Alachua County member and one Rural Representative as voting members, with the Florida Department of Transportation District 2 Secretary (or his/her designee) and the University of Florida President (or his/her designee) as nonvoting members.

Needs Plan - document produced by the Metropolitan Transportation Planning Organization that describes transportation system modifications required to sustain a transportation system that would function at an acceptable level of service that is implemented over a long period of time.

Public Participation Plan (PPP) - document produced by the Metropolitan Transportation Planning Organization that describes strategies to facilitate and promote citizen participation in its transportation planning process.

State Transportation Improvement Program (STIP) - statewide listing of federal and state-funded transportation projects.

Strategic Intermodal System (SIS) - transportation system that consists of facilities and services of statewide and interregional significance (strategic); contains all forms of transportation for moving both people and goods, including linkages that provide for smooth and efficient transfers between modes and major facilities (intermodal); and integrates individual facilities, services, forms of transportation (modes) and linkages into a single, integrated transportation network (system). The Strategic Intermodal System is a network of high-priority transportation facilities which includes the largest and most significant commercial service airports, spaceport, deepwater seaports, freight rail terminals, passenger rail and intercity bus terminals, rail corridors, waterways and highways in the state.

Technical Advisory Committee (TAC) - consists of professional staff from Alachua County Departments of Environmental Protection, Growth Management and Public Works; Alachua County/Gainesville Regional Airport Authority; Bicycle/Pedestrian Advisory Board staff; City of

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Gainesville Departments of Planning, Gainesville Regional Utilities, Regional Transit System and Public Works; and State of Florida Departments of Environmental Protection and Transportation that advise the Metropolitan Transportation Planning Organization on transportation-related issues.

Transportation Disadvantaged (TD) - those persons who because of physical or mental disability, income status, or age are unable to transport themselves or purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social services or other life-sustaining activities, or children who are handicapped or high-risk or at-risk.

Transportation Improvement Program (TIP) - document produced by the Metropolitan Transportation Planning Organization that describes transportation system modifications to be implemented within the Gainesville Metropolitan Area over a five-year period that implements projects included in the Cost Feasible Plan and transportation system maintenance projects.

Transportation Management Area (TMA) - an urbanized area with a population over 200,000, as defined by the United States Bureau of the Census and designated by the United States Secretary of Transportation, or any additional area where Transportation Management Area designation is requested by the Governor and the metropolitan planning organization and included by the United States Secretary of Transportation.

Unified Planning Work Program (UPWP) - document produced annually by the Metropolitan Transportation Planning Organization that describes its transportation planning activities to be accomplished during the program year.

United States Code (USC) - the codification of the general and permanent laws of the United States.

United States Department of Transportation (USDOT) - Federal government department responsible for funding and monitoring all modes of transportation.

Appendix A: Federal Requirements for Public Participation

The following is excerpted from the MPO Management Handbook's Chapter 6: Public Involvement.

6.3 Federal Requirements for Public Involvement

Federal transportation planning regulations describe the requirements for MPOs in conducting public involvement activities during the transportation planning process. In addition, other Federal regulations and executive orders affect how an MPO's public involvement activities are planned and conducted. These requirements are described in this section.

6.3.1 Development of a Public Participation Plan

MPOs are required to develop a Public Participation Plan (PPP). The requirements for this plan are contained in 23 C.F.R. 450.316 and are described below. More information on these requirements is contained in the "PY19 Program Accountability Results (PAR) Public Participation Plans," conducted in August 2019. While this assessment was conducted for non-TMA MPOs, the requirements cited in the assessment apply to all MPO PPPs.

- A) The MPO must develop and use a documented PPP that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

[23 C.F.R. 450.316(a)]

1. The MPO is required to develop the participation plan in consultation with all interested parties and must, at a minimum, describe explicit procedures, strategies, and desired outcomes for: [23 C.F.R. 450.316(a)(1)]
 - Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed LRTP and the TIP;

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- Providing timely notice and reasonable access to information about transportation issues and processes;
- Employing visualization techniques to describe LRTPs and TIPs;
- Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the Internet;
- Holding any public meetings at convenient and accessible locations and times;
- Demonstrating explicit consideration and response to public input received during the development of the LRTP and the TIP;
- Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;
- Providing an additional opportunity for public comment, if the final LRTP or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;
- Coordinating with the statewide transportation planning public involvement and consultation processes; and
- Periodically reviewing the effectiveness of the public involvement procedures and strategies contained in the PPP to ensure a full and open participation process.

When developing the PPP, it is important to allow enough time to receive and respond to public input in order to find a balance between addressing appropriate public comments and adopting the LRTP within the required timeframe; this would include any meetings or hearings that take place during that time.

2. When significant written and oral comments are received on the draft LRTP and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required for air quality nonattainment or maintenance areas under the U.S. Environmental Protection Agency (EPA) transportation conformity regulations (40 C.F.R. Part 93, Subpart A), a summary, analysis, and report on the disposition of comments are required to be included in the final LRTP and TIP. [23 C.F.R. 450.316(a)(2)]
3. A minimum public comment period of 45 calendar days must be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved PPP must be provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for informational purposes. These copies must be posted on the Internet to the maximum extent practicable. [23 C.F.R. 450.316(a)(3)]

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- B) In developing LRTPs and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPO area. This consultation should include entities that are affected by transportation, including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements. In addition, the MPO must develop the LRTPs and TIPs with due consideration of other related planning activities within the metropolitan area; the process must provide for the design and delivery of transportation services within the area that are provided by: [23 C.F.R. 450.316(b)]
- Recipients of FTA assistance under [49 U.S.C. Chapter 53];
 - Governmental agencies and nonprofit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. DOT to provide nonemergency transportation services; and
 - Recipients of assistance under 23 U.S.C. 201-204 (Federal lands and Tribal transportation programs).
- C) When the MPO area includes Indian Tribal lands, the MPO must appropriately involve the Indian Tribal government(s) in the development of the PPP, LRTP, and TIP. [23 C.F.R. 450.316(c)]
- D) When the MPO area includes Federal public lands, the MPO must appropriately involve the Federal land management agencies in the development of the PPP, LRTP, and TIP. [23 C.F.R. 450.316(d)]
- E) MPOs also must develop a documented process that outlines the roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs in this section, which may be included in the MPO's Metropolitan Planning Agreement. [23 C.F.R. 450.316(e)]

Note that MPOs are required to conduct the activities listed in their plans. If the PPP calls for a public hearing for LRTPs, for instance, that hearing becomes a requirement; this is even if it is not required by law or regulation. Likewise, if the PPP calls for newspaper advertisements, the MPO must publish those advertisements. MPOs should clearly identify the minimum public involvement activities they will undertake for LRTPs, as well as any additional activities they may undertake. MPOs should anticipate the potential for additional meetings beyond the minimum and clearly identify in the PPP how the public will be informed of additional meetings.

Please note MPOs are exempt from the state law that requires publishing meeting notices in the Florida Administrative Register (see Section 120.52, FS), but the MPO must follow the meeting noticing requirements in their PPP and should provide adequate notice to the public of their meetings.

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PPPs are living documents that must be revisited periodically to reflect changing communities and their needs. As such, the MPO should update its PPP at a minimum of once every five years (preferably prior to the initiation of the development of a new LRTP) to ensure that it remains accurate and effective. The FHWA PPP checklist is available on the MPO Partner Site to aid in the development and review on MPO PPPs.

Federal Public Involvement Requirements Specific to the LRTP

When developing the LRTP, the MTPO must provide interested parties with a reasonable opportunity to comment on it using the strategies identified in the MTPO's adopted PPP. In some cases, the MPO may develop a PPP specific to the LRTP as part of the scope of that project. If this is done, the PPP for the LRTP must be consistent with the overall PPP of the MPO. The PPP for the LRTP may provide additional detail about engagement strategies being used or individuals, groups, or agencies being engaged. The PPP for the LRTP may also include outreach opportunities beyond those identified in the MPO's adopted PPP. Parties that should be included in the development of LRTPs include:

- Public agencies,
- Indian Tribal governments,
- Representatives of public transportation employees,
- Public ports and airports,
- Freight shippers,
- Providers of freight transportation services,
- Private providers of transportation (including intercity bus operators, employer based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program),
- Representatives of users of public transportation,
- Representatives of users of pedestrian walkways and bicycle transportation facilities,
- Representatives of the disabled, and
- Other interested parties using the participation plan developed consistent with 23 C.F.R. 450.316(a). [23 C.F.R. 450.324(k)]
- The MPO must publish or otherwise make readily available the LRTP for public review, including (to the maximum extent practicable) in electronically accessible formats and means (e.g., the Internet). [23 C.F.R. 450.324(l)]

6.3.3 Federal LRTP Requirements Specific to Florida

The MPO must be aware of additional requirements or guidance provided by FHWA and FTA when developing the LRTP. For example, in November 2012 and January 2018, the FHWA and FTA developed a summary of "expectations" for the subsequent update of LRTPs, Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs, which are

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available in the Partner Library on the MPO Partner Site. This additional guidance states that for LRTPs, MPO Boards, their advisory committees, and the public, should have the opportunity to periodically review the LRTP products, interim tasks, and reports that result in the final LRTP documentation. Furthermore, this guidance also states that final adopted LRTP documentation should be posted to the Internet; it should be available at the MPO offices, no later than 90 days after adoption.

6.3.4 Federal Public Involvement Requirements Specific to the TIP

The MPO must provide all interested parties with a reasonable opportunity to comment on the proposed TIP, as required by the PPP. In addition, the MPO must publish or otherwise make readily available the TIP for public review, including (to the maximum extent practicable) in electronically accessible formats and means (e.g., the Internet), as described in the PPP. [23 C.F.R. 450.326(b)], [23 U.S.C. 134 (i)(6) and (7)] In the event an MPO revises its TIP, the MPO must always use public participation procedures consistent with the MPO's PPP. However, public participation is not required for administrative modifications unless specifically addressed in the PPP. [23 C.F.R. 450.328(a)]

6.3.5 Public Involvement for the Federal Certification Review

In conducting a certification review for a Transportation Management Area (TMA)/MPO, the FHWA and the FTA provide opportunities for public involvement within the metropolitan planning area under review. The FHWA and the FTA are required to consider the public input received in arriving at a decision on a certification action. This process can be used by the MPOs to improve the overall delivery of future public outreach based on the input received during the certification review process. [23 C.F.R. 450.336(b)(4)]

6.3.6 Americans with Disabilities Act

The Americans with Disabilities Act of 1990 (ADA) prohibits the exclusion of persons with disabilities from participation in services, programs, or activities of a public entity, including MPOs. In addition, the MPO has the responsibility of providing reasonable accommodation to those with disabilities who require special services to access information or participate in MPO activities. [42 U.S.C. 12131-12134] See Chapter 10: Title VI and Nondiscrimination Program Guidance for Metropolitan Planning Organizations for a discussion of ADA requirements as they pertain to MPOs.

6.3.7 Title VI of the Civil Rights Act

Title VI of the Civil Rights Act of 1964 provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal

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financial assistance. [42 U.S.C. 2000d-1] Title VI provides the following protection and activities relative to public involvement:

- Encourages the participation of minorities as members of planning or advisory bodies for programs receiving Federal funds;
- Requires information and services to be provided in languages other than English when significant numbers of potential beneficiaries have limited English-speaking ability; and
- Requires entities to notify the entire eligible population about programs. See Chapter 10: Title VI and Nondiscrimination Program Guidance for Metropolitan Planning Organizations for a discussion of other Title VI requirements as they pertain to MPOs.

6.3.9 Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency

Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (LEP), requires agencies to develop plans so that people for whom English is not their native language or who have a limited ability to read, speak, write, or understand English can have meaningful access to services provided. Factors for determining when meaningful access is necessary include:

- Number or proportion of LEP persons in the affected area;
- Frequency of contact with LEP persons;
- Importance of the service provided to LEP persons; and
- Resources available.

MPOs must use these four factors to determine when, and to what extent, LEP services are required. Translation of vital documents into languages other than English and oral interpretation through translators or other interpretive services are methods of communication that may constitute meaningful access.

See Chapter 10: Title VI and Nondiscrimination Program Guidance for Metropolitan Planning Organizations for a discussion of LEP requirements as they pertain to MPOs.

6.4 State Requirements for Public Involvement

State public involvement requirements related to MPOs are described in this section.

6.4.1 State Public Involvement Requirements Specific to the LRTP

In the development of its LRTP, each MPO must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the LRTP. [s.339.175(7), F.S.]

6.4.2 State Public Involvement Requirements Specific to the TIP

During the development of the TIP, the MPO must, in cooperation with FDOT and any affected public transit operation, provide citizens, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with reasonable notice of and an opportunity to comment on the proposed program. [s.339.175(8)(e), F.S.]

6.4.3 Public Involvement for the Annual List of Prioritized Projects

Each MPO annually must prepare a list of project priorities and submit the list to the appropriate FDOT District by August 1 of each year. The list must have been reviewed by the technical and citizens' advisory committees and approved by the MPO Board/ Commission before submission to the District. The annual list of project priorities must be based upon project selection criteria that consider, among other items, the MPO's public involvement procedures. [s.339.175(8)(b)(5), F.S.]

6.4.4 Public Involvement for the Annual List of Federally Obligated Projects

The MPO is required annually to publish or otherwise make available for public review the annual listing of projects for which Federal funds have been obligated in the preceding year. [s.339.175(8)(h), F.S.]

6.4.5 Public Involvement and MPO Committees

Most MPOs consider their standing committees to be a fundamental part of their public involvement activities. The formation of a technical advisory committee (TAC) and citizens' advisory committee (CAC) are required pursuant to s.339.175(6)(d), F.S. and s.339.175(6)(e), F.S.; and formation guidance is provided in Chapter 2: Metropolitan Planning Organization Formation and Modification. As an alternative to the use of a CAC, Florida Statute provides provisions for MPOs to adopt an alternate program or mechanism that ensures adequate citizen involvement in the transportation planning process following approval by FHWA, FTA, and FDOT. MPOs may also consider additional standing committees as a public involvement activity to address specific needs, such as bicyclists, pedestrians, and multiuse trails, safety, goods/freight movement, etc. MPOs must address and include their committee activities in the PPP; they are encouraged to detail how the schedule for meetings, agenda packages, and actions of the committees will be communicated with the public and how the public can participate in those meetings.

6.4.6 Government-in-the-Sunshine Law

Florida's Government-in-the-Sunshine Law [s.286.011, F.S.], mandates that all meetings of any board or commission of any state, county, municipal, or political subdivision, agency, or

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authority conduct business in a transparent manner to provide the public a right of access to proceedings. This includes an MPO's Governing Board, general members (voting and nonvoting members), and any active committees designed to advise the MPO Board such as TACs and CACs. The Sunshine Law provides guidance on how to conduct MPO and the MPO advisory committee meetings and workshops; it also shows how to process public records, communications, notices, minutes, in addition to general ethics issues.

The Sunshine Law secures the public's right to attend or record meetings, for the public to have reasonable opportunity to be heard, and for all meetings to be open to the public. Therefore, MPOs must provide reasonable notice of meetings and make adequate accommodations to hold open meetings and provide an opportunity for public input.

Minutes of meetings must be available for public inspections. MPOs are prohibited from holding public meetings at a facility or location that discriminates on the basis of sex, age, race, creed, color, origin, or economic status; they are also forbidden to hold meetings at places that otherwise restrict public access. The statute establishes penalties for violations of these provisions and exceptions for specific situations. MPOs should consult legal counsel for any questions regarding Florida's Government-in-the-Sunshine Law.

6.4.7 Jessica Lunsford Act

The Jessica Lunsford Act [s.1012.465, F.S.] requires background checks of all persons entering school grounds when children are present. MPOs should consult legal counsel before planning to hold a meeting on school property.

6.4.8 FDOT Resources

For more information about public involvement, please consult FDOT's Public Involvement Resource Guide, which includes the Public Engagement Resource Guide. This resource provides in-depth guidance for public involvement activities in general.

Other resources include policies, quick references, manuals, and websites covering a range of topics, from guidance on how to host virtual or hybrid (in-person and virtual) public meetings to resources on how to engage people with limited English proficiency.

Appendix B: PPP Outreach Log

Date	Request (Inquiry/Event)	Staff Person	Purpose/Action	Notes
3/19/2025	Verify that University of Florida is a non-voting member of the MTPO	Linda Dixon (TAC)	Confirmed UF is a non-voting member of the MTPO	
3/19/2025	Correct the time and location of BPAB meetings	Mr. Levy (CAC)	Corrected time and location of BPAB meetings	



Appendix C: Florida LRTP Amendment Thresholds

Complete Excerpt of Florida LRTP Amendment Thresholds Issued March 5, 2014:

Section 1. Florida LRTP Amendment Thresholds

The guidance in this section sets the minimum thresholds for project changes that trigger an LRTP Amendment at the time of STIP approval, a STIP amendment or NEPA approval. Even if a project change does not require an amendment, an MPO may still elect to do an amendment at its option if appropriate circumstances warrant. For determining TIP/STIP/LRTP/NEPA consistency for approval of a NEPA document, please refer to Section 2. NEPA Consistency and Approval and the 2018 LRTP Expectations Letter for additional details. This document was jointly prepared by FDOT and the FHWA Florida Division.

The following acronyms are used:

- CFP – Cost Feasible Plan
- CST – Construction Phase
- FDOT – Florida Department of Transportation
- FHWA – Federal Highway Administration
- LRTP – Long Range Transportation Plan
- MPO – Metropolitan Planning Organization
- NEPA – National Environmental Policy Act
- PD&E – Project Development and Environment Phase
- PE – Preliminary Engineering Phase
- ROW – Right of Way Phase
- SIS – Strategic Intermodal System
- STIP – State Transportation Improvement Program
- TIP – Transportation Improvement Program

LRTP AMENDMENTS

Project Cost Changes that Require an LRTP Amendment

An LRTP amendment will be required for LRTP cost increases that exceed 50% of project cost and \$50 million.

When assessing project cost changes (including project costs documented in NEPA documents), the cost of the project includes the phases after the PD&E which, for purposes of this document, are Design/PE, ROW and Construction phases.

Other Changes that Require an LRTP Amendment

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- Design Concept or Scope Changes: A major change in the project termini (e.g. expansion) or a change in a project concept(s) such as adding a bridge, addition of lanes, addition of an interchange, etc.
- Deleting a full project from the CFP.
- Adding a new project where no phases are currently listed in the CFP.
- Projects or Project Phase Initiation Date for projects in the CFP:
 - A) Advancing a project phase from the 3rd 5 years and the last 10-year band of the LRTP to the TIP/STIP years; advancing a project more than one 5-year band (see table with LRTP amendment examples below).
 - B) Adding a phase to an existing CFP project (e.g. if ROW is funded, adding CST Phase) where (1) the new phase is funded in the TIP/STIP years/1st 5-year band of the LRTP and (2) one or more phases of a different project must be deferred to a later band or to the Needs/Illustrative List in order to demonstrate fiscal constraint.
 - C) For advancing phases of minor projects, please see the LRTP Modifications section.
- Projects or Project Phase Initiation Date for projects beyond the CFP:
 - A) Moving a new project from a Needs or Illustrative List to the CFP where no phases are currently listed in the CFP.
 - B) Moving new phases from a Needs or Illustrative List to an existing CFP project where (1) the new phase is funded in the TIP/STIP years/1st 5-year band of the LRTP and (2) one or more phases of a different project must be deferred to a later band or to the Needs/Illustrative List in order to demonstrate fiscal constraint.

LRTP Amendment Examples				
CFP				Needs
1 st 5-yr band TIP/STIP years	2 nd 5-yr band	3 rd 5-yr band	Last (10-yr) band	Needs/ Illustrative List
TO	←←←	FROM		
TO	←←←		FROM	
	TO ←		FROM	
		TO ANY BAND	←	FROM

LRTP MODIFICATIONS

Changes that are less significant than those above that trigger an LRTP amendment would only require a modification. These include:

- Design Concept or Scope Changes: A minor change in the project termini equal to or less than 10% of the total project, i.e., adjusting length for turn lane tapers.
- Identification of planned use of Federal funds for existing CFP projects if Federal funds are added to a project funded with only state or local funds in the adopted LRTP.

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- Project or Project Phase Initiation Date:
 - A) Advancing a project from a 5- or 10-year band to an adjacent 5-year band beyond the TIP/STIP years/1st 5-yr band.
 - B) Adding a new phase to an existing CFP project (e.g. if ROW is funded, adding CST Phase) where the new phase is funded beyond the TIP/STIP years/1st 5-year band of the LRTP.
 - C) Adding a new phase to an existing CFP project (e.g. if ROW is funded, adding CST Phase) from a Needs or Illustrative list to the CFP where the new phase is funded beyond the TIP/STIP years/1st 5-year band of the LRTP.
 - D) Adding a new phase to an existing CFP project (e.g. if ROW is funded, adding CST Phase) from a Needs or Illustrative list to the CFP where (1) the new phase is funded in the TIP/STIP years/1st 5-year band of the LRTP and (2) the added phases use new funds not contained in the LRTP Revenue Forecast to the CFP.

LRTP Modification Examples				
CFP				Needs
1 st 5-yr band TIP/STIP years	2 nd 5-yr band	3 rd 5-yr band	Last (10-yr) band	Needs/ Illustrative List
TO ←	FROM			
	TO ←	FROM		
		TO ←	FROM	

Advancing Phases for Minor Projects

Projects and/or project phases of \$5 million or less can be moved from any 5-yr band to any 5-yr band by modification to the LRTP.

BACKGROUND AND RELATED INFORMATION

TIP/STIP Consistency with LRTP

TIP/STIPs are required to be consistent with LRTPs {23 CFR 450.216(k) and 23 CFR 450.324(g)}.

The TIP/STIP is consistent with the LRTP when:

- TIP/STIP project costs are within 50% and \$50 million of projects costs shown in the LRTP.
- TIP/STIP initiation phase is within the first two 5-year bands of the LRTP.
- Project Scope (including termini, number of lanes, interchanges, etc.,) is consistent between the TIP/STIP and LRTP. Project Termini may have minor variations if there is no major scope change.

For initial STIP approval, TIPs are incorporated into the STIP unchanged {23 CFR 450.216(b)}.

NEPA Consistency and Approval

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A NEPA document is consistent with the LRTP and STIP/TIP when:

NEPA discussion of the project implementation reflects the planning documents in these areas: scope, cost, general funding sources, description, and logical termini.

An amendment to either the LRTP or STIP/TIP is NOT needed.

The limits in the NEPA document (logical termini) are addressed in the LRTP CFP or Needs Plan, regardless of the implementing constructible segments.

Modifications should occur to the STIP/TIP or LRTP prior to NEPA approval whenever possible. However, modifications may be completed after the NEPA signature in accordance with the state and MPO established planning procedures. The NEPA document must provide reasonable assurances that the changes will occur as noted in the Commitments and Recommendations Section of the NEPA document.

For the final NEPA document to be signed:

In an MPO area

- The project must be described within the LRTP. The description, at a minimum, must include roadway identification, termini, implementation time frame and full project cost.
- Ideally, all phases of the project will be funded in the LRTP CFP.
- At least one subsequent phase of the entire project must be in the LRTP CFP. If the next phase for the entire project is not in the CFP, then at least one segment of the project must be fully funded in the CFP through construction.
- The information that is then displayed in the TIP/STIP would depend on the timing of the programming for the next phase of the project implementation.

In a non-MPO area

- The project must be consistent with the Florida Transportation Plan.
- If the project is on the SIS, the SIS 10-Year CFP may be used to show the project's planned implementation. If the project is not on the SIS, other publicly available long-range considerations may be used to show the project's planned implementation, such as local government comprehensive plans.
- The project or phase of a project must be in the STIP. If funding of the project is beyond the timeframe of the STIP, the STIP must contain an informational project with a description of the subsequent phase(s) as reflected in the SIS 10 Year Plan full project cost information or other long range public planning documents.

Review and Revision of Florida LRTP Amendment Thresholds

This guidance will be reviewed and revised as needed should the state be subject to Air Quality Conformity requirements. The effectiveness of this document will be evaluated after a one-year

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implementation period which ends in October 2014. Revisions as agreed upon by the parties will be made as needed. This guidance sets the minimum thresholds for project changes that trigger an LRTP Amendment. Even if a project change does not require an amendment, an MPO may still elect to do an amendment at its option if appropriate circumstances warrant.

Official PDF File located Online:

https://fdotwww.blob.core.windows.net/sitefinity/docs/default-source/content/planning/policy/metrosupport/resources/lrtpthreshold.pdf?sfvrsn=724f5f45_0



**10 SW 2nd Ave,
Gainesville, FL 32601
(352) 374-5249**



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VII. Action Item B



Metropolitan Transportation Planning Organization

For the Gainesville Urbanized Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **Title VI and Limited English Proficiency Plan**

RECOMMENDATION

It is recommended that the Metropolitan Transportation Planning Organization adopt the Title VI and Limited English Proficiency Plan.

BACKGROUND

As with all transportation planning legislated by federal and state laws, the MTPO is responsible for ensuring adequate representation of and compatibility among state, county, and municipal projects in the transportation planning process. This includes consideration of all modes of transportation with respect to various members of the public. As a result, a responsibility is placed on metropolitan planning organizations to develop a Public Participation Plan (PPP) where the opportunity for public involvement is assured and there is no discrimination based on race, sex, age, religion, national origin, disability, color, or income. As part of the PPP, outreach will be made to connect with persons identified as Limited English Proficient and mechanisms are provided to prohibit discrimination as well as provide a process to file discrimination complaints. These requirements and the procedures are detailed further in this Title VI Nondiscrimination Plan and Limited English Proficiency Plan.

The draft Title VI and Limited English Proficiency Plan was presented to the Technical Advisory Committee and Citizens Advisory Committee for review and recommendations on February 12, 2025, and March 19, 2025. The plan was made available for public comment along with the PPP for a 45-day comment period starting February 18, 2025. It was adopted by the Technical Advisory Committee and Citizens Advisory Committee on March 19, 2025. It is now being presented to the Metropolitan Transportation Planning Organization Board for adoption. The Title VI and Limited English Proficiency Plan is attached.

Attachment

TITLE VI and LEP Plan

April 2025



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

DRAFT Title VI and LEP Plan | 2025

Metropolitan Transportation Planning Organization for the Gainesville and Alachua County Area

Resolution 2025-X

RESOLUTION OF THE METROPOLITAN TRANSPORTATION PLANNING ORGANIZATION UPDATING AND APPROVING THE TITLE IV NON-DISCRIMINATION PLAN AND THE LIMITED ENGLISH PROFICIENCY PLAN.

WHEREAS, the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) has been designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Gainesville Urbanized Area; and

WHEREAS, Florida Statutes § 339.175; 23 USC § 134; and 49 USC § 5303 requires urbanized areas, as a condition of the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, as a part of the transportation planning work program, the public engagement documentation identified certain planning strategies and the planning activities to be undertaken by the MTPO; and

WHEREAS, engaging the public in the decision-making process is important to the success of all the MTPO transportation planning programs and activities; and

WHEREAS, the purpose of public engagement documentation is to provides goals and guidelines to ensure that the public participation and access to information regarding transportation decision making is facilitated and tracked for the general public and traditionally underserved populations; and

WHEREAS, the Title VI Non-Discrimination Plan and Limited English Proficiency Plan have been updated to comply with federal and state guidelines.

NOW, THEREFORE BE IT RESOLVED that the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area's Title VI Nondiscrimination Plan and Limited English Proficiency Plan are adopted and approved.

PASSED AND ADOPTED this _____ day of _____, 2025

Metropolitan Transportation Planning Organization

{Name}, Chair

Approved as to form and legality:

Alachua County Attorney



Introduction

Representatives of the City of Gainesville and Alachua County along with representatives from the Gainesville/Alachua County Regional Airport, Alachua County Schools, and the rural municipalities within Alachua County are involved in the transportation planning process facilitated by the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO). The MTPO's purpose is to provide effective leadership in the initiation and development of transportation plans, programs and strategies.

As the governmental body most directly responsible for guidance of the transportation planning process, the MTPO strives to ensure that the recommendations are in keeping with the goals and standards of the Federal Government, the State, the City of Gainesville, Alachua County and the rural municipalities within Alachua County. The MTPO functions include, but are not limited to, the preparation of the tasks required by state rule or by federal policy.

The MTPO's major annual responsibilities are to perform the tasks of preparing the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), and the annual List of Priority Projects (LOPP). As with all transportation planning legislated by federal and state laws, the MTPO is responsible for ensuring adequate representation of and compatibility among state, county, and municipal projects in the transportation planning process. This includes consideration of all modes of transportation with respect to various members of the public. For example, the MTPO incorporates into its planning efforts the needs of the elderly and persons with disabilities as outlined in the Americans with Disabilities Act (ADA).

As part of the planning process, public involvement is given a major priority. Projects funded through public dollars are to be planned in a manner that encourages public participation and incorporates public comments into planning efforts. As a result, a responsibility is placed on metropolitan planning organizations to develop a Public Participation Plan (PPP) where the opportunity for public involvement is assured and there is no discrimination based on race, sex, age, religion, national origin, disability, color, or income. As part of the PPP, outreach will be made to connect with persons identified as limited English proficient and mechanisms are provided to prohibit discrimination as well as provide a process to file discrimination complaints. These requirements and the procedures are detailed further in this Title VI Nondiscrimination Plan and Limited English Proficiency (LEP) Plan.



Title VI Nondiscrimination Plan

The Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area (MTPO) is a Metropolitan Planning Organization and a recipient of federal funds from the United States Department of Transportation (USDOT) through the Federal Highway Administration (FHWA) and Florida Department of Transportation (FDOT). All recipients of federal funding must comply with the requirements of Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the bases of race, color, and national origin. This Title VI Nondiscrimination Plan describes how the MTPO complies with Title VI and other nondiscrimination statutes, regulations, and authorities in the delivery of its federally assisted programs, services, and activities.

This Title VI Nondiscrimination Plan includes summary information on the structure of the MTPO's Title VI Nondiscrimination Program as well as the policies, procedures, and practices that support nondiscrimination requirements. It also is intended to be regularly reviewed and updated by the MTPO to meaningfully reflect the program as it changes and grows. Anyone wishing to provide input into the MTPO's Title VI Nondiscrimination Plan is encouraged to contact the Title VI Nondiscrimination Coordinator, Jacqueline Change at jac@alachuacounty.us or (352) 374-5275 or in writing at 12 SE 1st Street, 1st Floor, Gainesville, FL 32601.

A. Policy Statement

It is the policy of the MTPO to comply with Title VI and all federal authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and the Age Discrimination Act of 1975. The MTPO does not and will not exclude from participation in; deny the benefits of; or subject anyone to discrimination based on race, color, national origin, sex, age, disability, or income. In addition, in the delivery of its programs, services, or activities. The MTPO complies with state authorities in accordance with the Florida Civil Rights Act of 1992 and does not permit discrimination based on race, color, religion, sex, pregnancy, national origin, age, handicap, or marital status.

The MTPO has adopted the FDOT's Title VI Nondiscrimination policy and ADA policy by reference Topic No.: 275-010-010-f –Title VI Program and Related Statutes. The FDOT Title VI Nondiscrimination policy and ADA policy statement may be found at: [FDOT Title VI Nondiscrimination Policy](#).

B. Title VI Coordinator Duties

The Title VI Coordinator is responsible for the development and implementation of the MTPO's Title VI Program and ensuring compliance with the provisions of Title VI of the Civil Rights Act of 1964 and other nondiscrimination authorities. Program duties include:



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- Preparing the Title VI Plan and maintain complainant log;
- Coordinating activities related to the effective and efficient implementation of the MTPO Title VI Program;
- Developing procedures and processes for preventing discrimination and addressing and resolving complaints of discrimination;
- Developing and publishing Title VI information for dissemination to the public and as appropriate ensure that the information is translated in languages other than English;
- Implementing procedures for prompt processing and disposition of Title VI complaints;
- Assisting in obtaining public input, particularly in minority and traditionally underserved areas;
- Identifying opportunities for Title VI data gathering and/or training opportunities;
- Ensuring that meetings, hearings, and other public involvement events are held in accessible locations and at times to garner the best representation of the impacted community;
- Develop and maintain a Community Characteristics Inventory (race, color, sex, national origin, age, disability, the transportation disadvantaged, head of household status, poverty level, etc.) for the jurisdictional area; and
- Review of solicitation and contract documents for inclusion of required nondiscrimination provisions as well as nondiscrimination in the selection of consulting firms.

Anyone wishing to contact the MTPO with comments, questions, or complaints regarding Title VI, please contact:



Jacqueline Chung,
*Equal Opportunity Manager/
Title VI Coordinator*

Alachua County Equal Opportunity Office
12 SE 1st Street, 1st Floor, Gainesville, FL 32601
jac@alachuacounty.us
(352) 374-5275
TDD/TTY users, call 711 (Florida Relay Service)



C. Title VI Nondiscrimination Complaints

If an individual or group of individuals feels they have been discriminated against by any person or group associated with the MTPO, the following process is established to document and resolve the issue. See Appendix A for complaint forms in both English and Spanish.

1. Title VI Nondiscrimination Complaint Process

- a) Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964 and other federal and state nondiscrimination authorities and related statutes, may file a written complaint. All written complaints received by the MTPO Title VI Nondiscrimination Liaison are sent to FDOT's District Two Title VI Nondiscrimination Coordinator for processing in accordance with approved State procedures.
- b) Verbal and non-written complaints received by the MTPO shall be resolved informally by the Title VI Nondiscrimination Liaison. If the issue has not been satisfactorily resolved through informal means, or if at any time the person(s) request(s) to file a formal written complaint, the MTPO Title VI Nondiscrimination Liaison shall refer the Complainant to FDOT's District Two Title VI Nondiscrimination Coordinator for processing in accordance with approved State procedures.
- c) The MTPO Title VI Nondiscrimination Liaison will advise FDOT's District Two Title VI Nondiscrimination Coordinator within five calendar days of receipt of the allegations. The following information will be included in every notification to the FDOT District Two Title VI Nondiscrimination Coordinator:
 - 1) Name, address, and phone number of the complaint.
 - 2) Name(s) and address(es) of the respondent.
 - 3) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status, or retaliation).
 - 4) Date of alleged discriminatory act(s).
 - 5) Date of complaint received by the MTPO.
 - 6) A statement of the complaint.
 - 7) Other agency(ies) (state, local, or federal) where the complaint was filed.
 - 8) An explanation of the actions the MTPO has taken or proposed to resolve the allegation(s) described in the complaint.
- d) Within ten calendar days, the MTPO's Title VI Nondiscrimination Liaison will acknowledge receipt of the allegation(s), inform the complainant of action taken or proposed action to process the allegation(s), and advise the complainant of other avenues of redress available, such as the FDOT Equal Opportunity Office.



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- e) Within sixty (60) calendar days, the MTPO's Title VI Nondiscrimination Liaison will conduct and complete a review of the verbal or non-written allegation(s) and based on the information obtained, will render a recommendation for action in a report of findings to the Executive Director of the MTPO.
- f) Within ninety (90) calendar days of the verbal or non-written allegation(s) receipt, the Executive Director of the MTPO will notify the complainant in writing of the final decision reached, including the proposed disposition of the matter. The notification will advise the Complainant of his/her right to file a formal complaint with the FDOT Equal Opportunity Office, if they are dissatisfied with the final decision rendered by the Executive Director of the MTPO. The MTPO Title VI Nondiscrimination Liaison will also provide the FDOT District Two Title VI Nondiscrimination Coordinator with a copy of this decision and summary of findings.
- g) The MTPO Title VI Nondiscrimination Liaison will maintain a log of all verbal and non-written complaints received by the MTPO. The log will include the following information.
 - 1) Name of complainant;
 - 2) Name of respondent;
 - 3) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation);
 - 4) Date verbal or non-written complaint was received by the MTPO;
 - 5) Date the MTPO notified the FDOT District Two Title VI Nondiscrimination Coordinator of the verbal or non-written complaint; and
 - 6) Explanation of the actions the MTPO has taken or proposed to resolve the issue raised in the complaint.

2. Title VI Nondiscrimination Liaison

The MTPO designated Jacqueline Chung as the Title VI Nondiscrimination Liaison. For any Title VI nondiscrimination concern, the liaison may be contacted at (352) 374-5275 or at 12 SE 1st Street, 1st Floor, Gainesville, Florida 32601.

3. Title VI Nondiscrimination Notice

To be displayed in all public spaces associated with the MTPO or MTPO business:

Metropolitan Transportation Planning Organization

for the Gainesville and Alachua County Area

Nondiscrimination Notice

It is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that no person shall on the basis of race, color, national origin, sex, age, disability, familial status, religious status, marital status, sexual orientation, or gender identity, as



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provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area program or activity.

It is the policy of the Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area that minority business enterprises (MBE) as defined in 49 CFR Part 23, as amended, shall have the maximum opportunity to participate in the performance of contracts financed in whole or in part with Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area funds.

For further information about these laws, regulations and discrimination complaint procedures for resolution of complaints of discrimination, contact Jacqueline Chung, Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Title VI Liaison, at (352) 374-5275 or at 12 SE 1st Street, 1st Floor, Gainesville, Florida 32601.

Organización Metropolitana de Planificación del Transporte

Para el Área de Gainesville y de Condado de Alachua

Aviso de No Discriminación

Es la política de la Organización Metropolitana de Planificación del Transporte del Área Urbana de Gainesville, que ninguna persona sea excluida de poder participar, negársele beneficios, o de alguna manera ser sujeto a discriminación o represalias en cualquiera de los programas o actividades de la Organización Metropolitana de Planificación del Transporte del Área Urbana de Gainesville por razón de raza, color, origen nacional, sexo, edad, impedimento físico, estatus familiar, preferencia religiosa, estado civil, orientación sexual, identidad de género, según previsto por el Título VI del Acta de Derechos Civiles de 1964, el Acta de Restauración de Derechos Civiles de 1987 y el Acta de Derechos Civiles del Estado de la Florida de 1992.

Es la política de la Organización Metropolitana de Planificación del Transporte del Área Urbana de Gainesville que las empresas de negocio de minorías (MBE por sus siglas en inglés) según definida en el Código de Regulaciones Federales 49 (CFR por sus siglas en inglés) Parte 23, según enmendada, debe tener la máxima oportunidad de participar en el desempeño de contratos financiados parcial o totalmente con fondos de la Organización Metropolitana de Planificación del Transporte del Área Urbana de Gainesville.

Para información adicional sobre estas leyes, regulaciones y procedimiento para presentar querrelas /quejas por discriminación, puede contactar al Jacqueline Chung, del Título VI de la Organización Metropolitana de Planificación del Transporte del Área Urbana de Gainesville, al 12 SE 1st Street, 1st Floor, Gainesville, Florida 32601, teléfono 352.374.5275.



Limited English Proficiency Plan

The MTPO is an independent yet cooperative forum for regional planning and the allocation of millions of dollars in federal transportation funding annually. The MTPO works with the public, planning organizations, government agencies, elected officials, and community groups and helps citizens speak with one voice to their state and federal legislators on transportation-related issues. The Limited English Proficiency (LEP) Plan plays an integral role in the process. This document provides guidance for assisting LEP persons to ensure accessibility to the MTPO's programs and services.

A. Legal Basis for Language Assistance Requirements

This LEP Plan addresses Title VI of the Civil Rights Act of 1964 and its implementing regulations which provide that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal financial assistance.

In 1974, the U.S. Supreme Court affirmed that the failure to ensure a meaningful opportunity for national origin minorities, with limited-English proficiency, to participate in a federally funded program violates Title VI regulations. Recipients of federal funding must comply with Title VI and LEP guidelines of the federal agency from which funds are provided. The final LEP Plan should be consistent with the fundamental mission of the organization, though not unduly burdening the organization.

To ensure LEP individuals have meaningful access to the transportation planning process, the MTPO conducts a self-assessment in areas relevant to the development of an effective LEP Plan. This assessment includes:

- Relevant demographic information for the MTPO planning area;
- Frequency of contact that the organization has with limited English proficiency persons;
- Nature or importance of programs or services deemed vital; and
- Resources and associated costs.

The LEP Plan works in concert with the organization's overall PPP, which identifies specific strategies for outreach and engagement; as well as the Title VI Nondiscrimination Plan.

B. Limited English Proficiency Policy

It is the policy of the MTPO to ensure that persons with Limited English Proficiency are neither discriminated against nor denied meaningful access to and participation in the organization's programs and services. It is the intent of the organization that in providing language services to persons with limited English proficiency, the process achieves a balance that ensures meaningful



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access to programs and services while not incurring undue burdens on resources of the organization.

The MTPO will respond to requests for language assistance in the manner described in this plan, which includes:

- A mechanism to provide ongoing assessment of needs, programs, and activities of target audiences, along with the organization’s capacity to meet these needs using the LEP Plan;
- Translation of vital written materials in languages other than English where there is a significant number or percentage of persons with limited English proficiency;
- Oral language assistance to Limited English Proficiency persons for programs, where such assistance is requested and/or anticipated;
- Identified procedures and a designated representative from MTPO responsible for implementing activities related to the LEP Plan;
- Notification of the availability of free language services to those persons in the target audience, through oral and written notice in the relevant primary language assistance activities; and
- Staff training on policies and procedures of the organization’s language assistance activities.

1. Who is an LEP Individual?

The LEP Plan applies to individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. As defined in the United States Census: American Community Survey, LEP refers to any individual who speaks a language at home other than English as their primary language, and who speak or understand English less than “very well”. Individuals, who have a limited ability to read, write, speak, or understand English are LEP.

2. LEP Limitations

This LEP Plan applies to individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English. For example, the limitations of this plan do not extend to the following individuals:

- Hearing or visual impairments – Sign language interpretation and Braille text are accommodations provided under the Americans with Disabilities Act; and
- Illiteracy, generally – The inability to speak, read, or write English and conditions that may trigger language assistance under Title VI are distinguished with a key factor.



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A LEP person cannot speak, read, or write English – but rather primarily speaks, reads, or writes in a language other than English.

C. Administration of LEP Plan


The LEP Plan policy and procedures are considered throughout the transportation planning process. Administration of this plan is described in the following sections.

1. Complaint Procedure

For persons included in a regularly encountered LEP group, written notification of the opportunity to file a discrimination complaint in accordance with federal regulations shall be provided. For infrequently encountered groups, LEP persons may be advised orally of the opportunity to file a discrimination complaint pursuant to federal regulations. See Appendix A for complaint forms in both English and Spanish.

2. Designated Staff Coordinator

The MTPO designates Jacqueline Chung, Equal Opportunity Manager/Title VI Coordinator, as the individual responsible for oversight and implementation of the LEP Plan. Responsibilities include coordinating and facilitating delivery of related services, staff training on the plan's policies and procedures, and ongoing monitoring and assessment of the plan's effectiveness. Jacqueline Chung can be reached at (352) 374-5275 or jac@alachuacounty.us.

<p>Anyone wishing to contact the MTPO with comments, questions, or complaints regarding LEP please contact:</p>		<p>Jacqueline Chung, <i>Equal Opportunity Manager/ Title VI Coordinator</i></p> <p>Alachua County Equal Opportunity Office 12 SE 1st Street, 1st Floor, Gainesville, FL 32601 jac@alachuacounty.us (352) 374-5275</p>
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3. Definitions

Limited English Proficiency (LEP): Refers to a person who is not fluent in the English language. The MTPO has a LEP plan to ensure individuals with limited English skills can participate in the process.

Recipient of Federal Financial Assistance: Includes grants, training, use of equipment, donations of surplus property, and other assistance. Sub-recipients are also covered when federal funds are passed from one recipient to a sub-recipient.



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Vital Communication: Any document or spoken work that contains information critical to benefits that are supported by federal funds or required by law. Guidance by the U.S.

Department of Justice provides:

- A document will be considered vital if it contains information that is critical for obtaining federal services and/or benefits or is required by law. Vital documents include, for example: applications; consent and complaint forms; notices of rights and disciplinary action; and notices advising LEP persons of the availability of free language assistance.
- Vital documents must be translated when a significant number or percentage of the population eligible to be served, or likely to be directly affected by the program/activity, needs services or information in a language other than English to communicate effectively. For many larger documents, translation of vital information contained within the document will suffice and the documents need not be translated in their entirety.
- It may sometimes be difficult to draw a distinction between vital and non-vital documents, particularly when considering outreach or other documents designed to raise awareness of rights or services. Though meaningful access to a program requires an awareness of the program's existence, we recognize that it would be impossible, from a practical and cost-based perspective, to translate every piece of outreach material into every language. Title VI does not require this of recipients of federal financial assistance.
- Nevertheless, because in some circumstances lack of awareness of the existence of a particular program may effectively deny LEP individuals meaningful access, it is important for federal agencies to continually survey/assess the needs of eligible service populations in order to determine whether certain critical outreach materials should be translated into other languages.

Interpretation: The act of listening to spoken words in one language (the source) and orally translating it into another language (the target).

Translation: The replacement of a written text from one language into an equivalent written text in another language.

4. Self-Assessment

As a recipient of federal funds, the MTPO must take reasonable steps to ensure meaningful access to the information and services it provides. As part of the MTPO certification by FHWA and FTA, the LEP Plan will be assessed and evaluated.

Public transit is a key means of achieving mobility for many LEP persons. By providing language assistance to persons with limited English proficiency, the MTPO will help to ensure that the



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services are safe, reliable, convenient and accessible. These efforts may attract riders who would otherwise be excluded from participating in the service because of language barriers.

LEP services can be provided in two ways: verbal interpretation and written translation of vital documents. There are four factors for consideration when deciding what reasonable steps should be taken to ensure access for LEP persons.

A. Four-Factor Analysis

The United States Department of Transportation (USDOT) issued policy guidance in the Federal Register, Volume 70; Number 239 on Wednesday, December 14, 2005, concerning recipient's responsibilities to LEP persons. The USDOT guidance outlines four factors recipients should apply to the various kinds of contacts they have with the public to assess language needs and decide what reasonable steps they should take to ensure meaningful access for LEP persons.

Four Factor Analysis

 Factor 1: Demographics <p>The number and proportion of LEP persons eligible to be served and/or encountered.</p>	 Factor 3: Importance of Program <p>The nature and importance of the program, activity or service provided.</p>
 Factor 2: Frequency of Contact <p>Frequency with which LEP individuals come in contact with these programs, services or activities.</p>	 Factor 4: Resources <p>The resources available and the overall cost to the MTPPO.</p>

The USDOT policy guidance gives recipients of federal funds substantial flexibility in determining what language assistance is appropriate based on a local assessments on the four factors listed above. The following is a self- assessment of needs in Alachua County in relation to the four factors and the transportation planning process. The four-factor analysis will allow the MTPPO to be in a better position to implement cost- effective language assistance measures and to target areas and resources appropriately. The results of this assessment for LEP programs and services are detailed in the following subsections.

1. Factor 1: The Number and Proportion of LEP Persons Eligible to be Served

The first step towards understanding the profile of individuals that could participate in the transportation planning process is a review of Census data. **Table 1** summarizes the LEP



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population for the Alachua County and provides demographic data related to individuals who speak English "Less Than Very Well" (LEP) among different age groups.

Table 1. Persons in Households Speaking a Foreign Language Five Years Old or Older

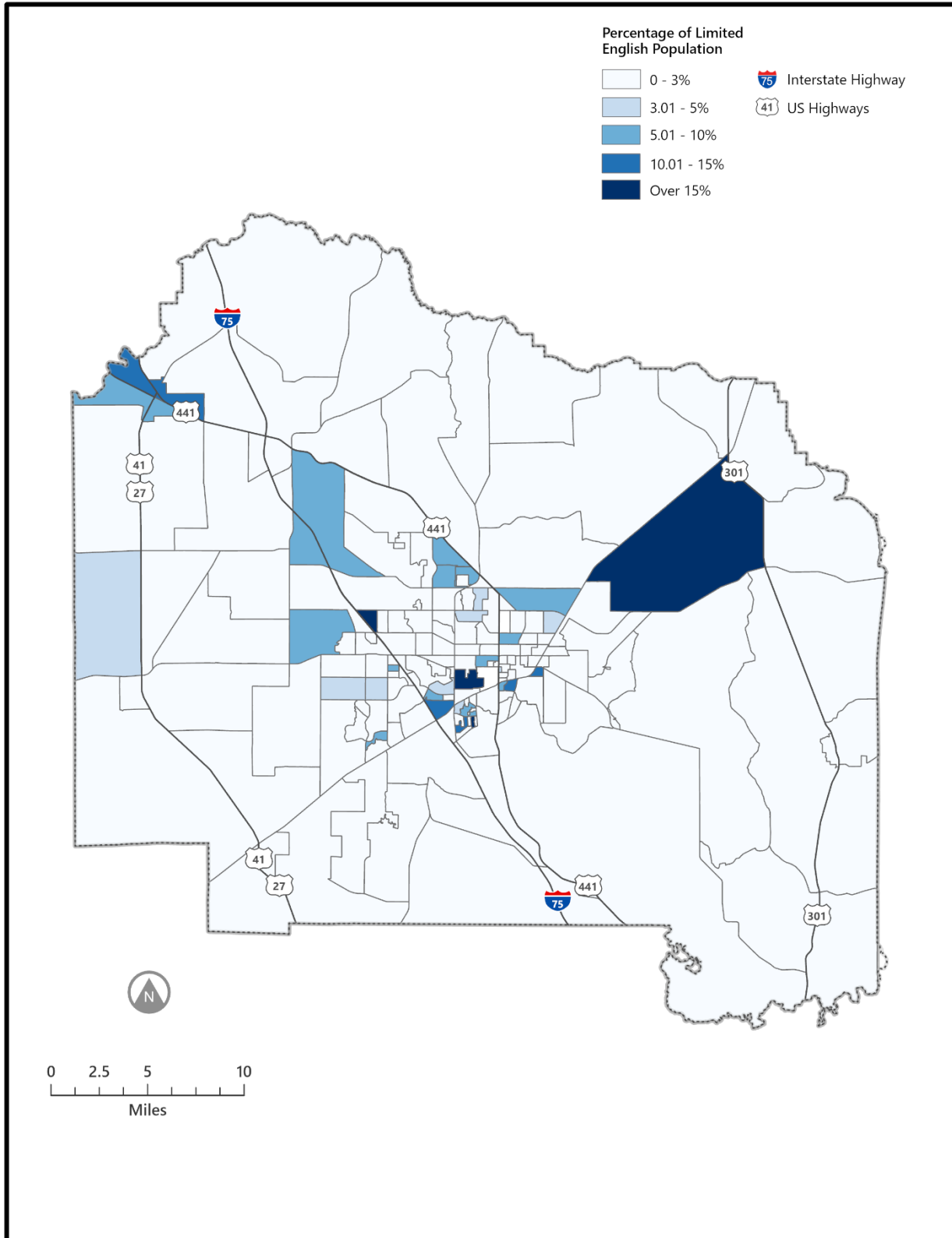
Foreign Language Group	Number	Percent
Spanish-Speaking Persons	21,583	8.0%
Spanish-Speaking Persons That Do Not Speak English "Very Well"	4,201	1.6%
Other Indo-European Language-Speaking Persons	10,478	3.9%
Other Indo-European Language-Speaking Persons That Do Not Speak English "Very Well"	1,944	0.7%
Asian & Pacific Island Language-Speaking Persons	9,137	3.4%
Asian & Pacific Island Language-Speaking Persons That Do Not Speak English "Very Well"	2,598	1.0%
Other Language-Speaking Persons	2,000	0.7%
Other Language-Speaking Persons That Do Not Speak English "Very Well"	262	0.1%
Total Persons Five Years Old or Older	268,212	100%

Source: 2023 American Community Survey Table B1601

To demonstrate the geographic extent of the LEP populations in the region, **Figure 1** provides a visual representation. In addition to analyzing the Census data, the MTPO consults with transit staff, community organizations, school systems, and state and local governments to better serve the LEP community.



Figure 1. Alachua County LEP Populations



2. Factor 2: Frequency of Contact of LEP Persons

The results of the Census data indicate that Spanish is the most significant language spoken by the LEP population in Alachua County. To date, no requests for language assistance services have been made by LEP individuals or groups to the MTPO. The MTPO public notices and information flyers in both English and Spanish, as requested. The MTPO will also provide translation services upon request at public meetings. The full list of LEP assistance is provided in **Table 2**.

All advertisements for public meetings sponsored by the MTPO will contain the following language:

“Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services, which are provided at no cost, should contact Alachua County Equal Opportunity Office at (352) 374-5275 or email jac@alachuacounty.us at least three (3) business days prior to the event.”

The MTPO conducts regular board meetings, advisory committee meetings and public hearings throughout the year. Public outreach and the MTPO website are the main sources of potential contact between the MTPO and LEP persons.

Table 2. Administered by MTPO

Program/Activity	Frequency of Contact	Resources Available
Board Meetings	Monthly	Special assistance notice in newspaper, and on website, LEP-specific notice on all agendas, case- by-case response
Advisory Committee Meetings	Monthly	LEP-specific notice on all board agendas, case-by-case response
Community Events	Varies	Spanish language brochures when in areas of high Spanish speaking populations, Spanish language surveys, “I Speak” cards
Website	Varies as Needed	Spanish language translation through Google Translate feature
Public Hearings	Annually	Spanish language brochures as requested, Spanish language forms, “I Speak” cards



3. Factor 3: The Nature and Importance of the Program Service or Activity

Metropolitan Planning Organizations receive federal funds to develop transportation plans for a designated urban area. The planning process is guided by federal and state law, including public involvement requirements to ensure diverse public outreach, notice, and opportunities for input. All MTPO programs are important; however, those related to safety, public transportation, right-of-way, the environment, nondiscrimination, and public involvement are among the most important. The MTPO must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice Program and Policy. One area that has been focused on is the Transportation Disadvantaged Program. This program has been identified as a potential provider of important services for LEP persons.

The planning process does not include any direct service or program that requires vital, immediate, or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Additionally, the MTPO does not require documents, such as completed applications, for participation. However, when determining whether materials, information, and/or notification related to an action is “vital,” the absence of direct services or application requirements is not the only consideration.

US Department of Justice



...in some circumstances lack of awareness of the existence of a particular program may effectively deny LEP individuals meaningful access, it is important for federal agencies to continually survey/ assess the needs of eligible service populations in order to determine whether certain critical outreach materials should be translated into other languages.

Language assistance involving notification of services, translation of public input forms and/or surveys related to a formal public hearings, and maintenance of the Spanish language portal on www.acgnavmobility.org/ have high priority. Other activities, such as community events, optional meetings, and specialized speakers’ bureau programs have a lower priority if/when resources preclude the organization from executing all language assistance options.

4. Factor 4: Resources Available

Given the small size of the LEP population in Alachua County and current financial constraints, full language translations of plan documents are not considered warranted or cost feasible at this time. The MTPO will continually evaluate its programs, services and activities to ensure that



persons who may be LEP are always provided with meaningful access. The MTPO will provide verbal and written translation if requested within a reasonable time and if within the available resources.

Language Assistance and Implementation

This section of the LEP Plan provides the implementation process used to address appropriate language needs identified and described in the Self-Assessment section.

A. LEP Implementation Goals

- Provide meaningful access to MTPO programs and services for Limited English Proficiency persons identified using the four-factor analysis presented in Self Assessment section of the LEP Plan;
- Identify various resources, with or without associated costs, to ensure the organization can balance meaningful access to programs and services, while not incurring undue burdens on financial resources; and
- Complete plan updates every three (3) years and staff reviews annually to ensure resources identified remain consistent with identified needs.

B. Language Assistance and Translation/Interpretation Services

Engaging the LEP population within the MTPO planning area is vital. The MTPO implements language assistance through the following strategies and techniques:

- Staff involved with the public will provide the Census Bureau's "I Speak" language cards at workshop and public meeting sign-in tables. Staff will be able to identify language needs to match them with available services. These cards will be made available at the MTPO Office;
- The MTPO will develop partnerships with local agencies, organizations, law enforcement, colleges/universities, Alachua County Schools and social service agencies to inform LEP individuals of MTPO services and the availability of language assistance;
- The MTPO will begin to accommodate the cost of translating programs by providing fact sheets, flyers and brochures;
- Initiate the development of Executive Summaries of major programs, such as the Unified Planning Work Program, Transportation Improvement Program, Public Participation Plan and Long-Range Transportation Plan, and any other key document available in Spanish. To accommodate the cost, the MTPO will provide these summaries in formats such as fact sheets, flyers, newsletters, and brochures, capturing the significant points;



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- Provide Spanish language outreach materials from other organizations including federal, state, and local transportation agencies when possible;
- The MTPO will install the Google Translate program <http://translate.google.com> on every page of the website. The use of this will allow users to view HTML content in other languages. It is understood this is not a perfect system, but it will provide enough information for an LEP individual or group to make contact to the MTPO for comments or questions;
- Efficient Transportation Decision Making (ETDM) allows for the identification of readily apparent effects and evaluation of the likelihood of potential sociocultural effects within a project area during the early phases of the transportation planning process, prior to the project entering the FDOT Work Program;
- Ensure public meetings have access by public transportation;
- Weigh the demand for language assistance against the MTPO's financial resources;
- Will consider cost effective practices for providing language services;
- State in outreach documents that language services are available from the agency free of charge with sufficient advance notice; and
- Communicate through press releases, announcements at community meetings, website, signs, and handouts.

C. Notifications

MTPO will publicize the availability of Spanish interpreter services, free of charge when requested, prior to board and committee meetings, workshops, and public hearings. Notification will be provided on the organization's website, within meeting notices, and on each agenda.

When appropriate, additional notification may be provided including:

- Signage;
- Public outreach materials;
- Partner outreach materials;
- Via community-based organizations; and
- Local Spanish newspapers and publications.

The need for additional notification will be determined, in part, by the nature of the meeting or event and the degree in which such assistance is anticipated.

D. Standard Notification Regarding Language Assistance

As previously noted, all advertisements for public meetings sponsored by the MTPO will contain the following language:



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“Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services, which are provided at no cost, should contact Alachua County Equal Opportunity Office at (352) 374-5275 or email jac@alachuacounty.us at least three (3) business days prior to the event.”

E. Staff Training

The MTPO will incorporate the LEP Plan into the PPP. Staff will be properly trained in LEP procedures to provide meaningful access to information and services for LEP individuals. Staff will assist in person as well as by telephone when requested.

F. Providing Notice to LEP Persons

It is important to notify LEP persons of services available free of charge in a language the LEP persons would understand. The MTPO will provide meeting notifications in English and Spanish where appropriate. The MTPO will state in outreach documents that language services are available.

G. Dissemination of the MTPO Limited English Proficiency Plan

The MTPO will post the LEP Plan on its website at: www.acgnavmobility.org/. Any person may obtain copies/translations of the plan upon request.


H. Additional Resources

Serving as additional resources to staff, the following organizations will be called as needed based on individual circumstances:

- American Translators Association: www.atanet.org
- National Virtual Translation Center: www.nvtc.gov

I. Monitoring and Updating the LEP Plan

At a minimum, the MTPO will review and evaluate the plan annually to ensure compliance of federal laws and various nondiscrimination regulations. The MTPO will make appropriate changes, as needed, to ensure effectiveness. For questions or concerns regarding the MTPO’s commitment to nondiscrimination or to request LEP services, contact:

<p>Anyone wishing to contact the MTPO with comments, questions, or complaints regarding LEP please contact:</p>		<p>Jacqueline Chung, <i>Equal Opportunity Manager/ Title VI Coordinator</i></p> <p>Alachua County Equal Opportunity Office 12 SE 1st Street, 1st Floor, Gainesville, FL 32601 jac@alachuacounty.us (352) 374-5275</p>
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Appendices



Appendix A: Title IV and LEP Complaint Form

Metropolitan Transportation Planning Organization for the Gainesville Urbanized Area Title VI Program and Related Statutes Discrimination Complaint	
Complainant(s) Name: Click or tap here to enter text.	Complainant(s) Address (Street No, P.O Box, City, State, Zip Code): Click or tap here to enter text.
Complainant(s) Phone Number: Click or tap here to enter text.	
Name of person(s) who allegedly discriminated against you, their position (if known), and name of agency: Click or tap here to enter text.	
Address (Street No, P.O Box, City, State, Zip Code): Click or tap here to enter text.	
Date of Alleged Incident: Click or tap here to enter text.	
Discriminated Because of: (Check all that apply)	
<input type="checkbox"/> Race	<input type="checkbox"/> Retaliation
<input type="checkbox"/> Sex	<input type="checkbox"/> Familial Status
<input type="checkbox"/> Religion	<input type="checkbox"/> Color
<input type="checkbox"/> National Origin	<input type="checkbox"/> Age
<input type="checkbox"/> Disability	<input type="checkbox"/> Income Status
<input type="checkbox"/> Other: Click or tap here to enter text.	
Please list the name(s) and phone number(s) of any person, if known, that the MTPO could contact for additional information to support or clarify your allegation(s). Click or tap here to enter text.	
Please explain as clearly as possible how, why, when and where you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination. Additional Pages may be attached if needed. Click or tap here to enter text.	
Complaint(s) Signature:	Date of Signature:
Mail to: {Name} {Address}	



Appendix B: Title IV and LEP Complaint Form

Organización de Planificación de Transporte Metropolitano para el Área de Gainesville y Condado de Alachua Queja de Discriminación del Programa del Título VI y Estatutos Relacionados	
Nombre del (los) demandante(s): Haga clic o toque aquí para ingresar el texto.	Dirección del (los) demandante(s) (número de calle, apartado postal, ciudad, estado, código postal): Haga clic o toque aquí para ingresar el texto.
Número de teléfono del (los) demandante(s): Haga clic o toque aquí para ingresar el texto.	
Nombre de la(s) persona(s) que presuntamente lo discriminó, su posición (si se conoce) y nombre de la agencia: Haga clic o toque aquí para ingresar el texto.	
Dirección (Nº de calle, apartado postal, ciudad, estado, código postal): Haga clic o toque aquí para ingresar el texto.	
Fecha del presunto incidente: Haga clic o toque aquí para ingresar el texto.	
Discriminado debido a: (Marque todo lo que corresponda)	
<input type="checkbox"/> Raza	<input type="checkbox"/> Represalia
<input type="checkbox"/> Sexo	<input type="checkbox"/> Estado Familiar
<input type="checkbox"/> Religión	<input type="checkbox"/> Color
<input type="checkbox"/> Origen Nacional	<input type="checkbox"/> Edad
<input type="checkbox"/> Discapacidad	<input type="checkbox"/> Estado de ingresos
<input type="checkbox"/> Otro: Haga clic o toque aquí para ingresar el texto.	
Indique el nombre y el número de teléfono de cualquier persona, si se conoce, con la que la policía multinacional pueda ponerse en contacto para obtener información adicional que respalde o aclare sus acusaciones. Haga clic o toque aquí para ingresar el texto.	
Por favor, explique lo más claramente posible cómo, por qué, cuándo y dónde cree que fue discriminado. Incluya la mayor cantidad posible de información de fondo sobre los presuntos actos de discriminación. Se pueden adjuntar páginas adicionales si es necesario. Haga clic o toque aquí para ingresar el texto.	
Firma(s) de la(s) Queja(s):	Fecha de firma:
Enviar a: {Nombre} {Dirección}	





**10 SW 2nd Ave,
Gainesville, FL 32601**
Email | (352) 374-5249



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VII. Action Item D



Metropolitan Transportation Planning Organization For the Gainesville and Alachua County Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **Transportation Improvement Program Amendment – SR26A (SW
2nd Ave) from SR26 (University Ave) to SR26 (University Ave)**

RECOMMENDATION

It is recommended that the Metropolitan Transportation Planning Organization Board approve the amendment to its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to include funding in FY2026 for the resurfacing of SR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave).

BACKGROUND

The Florida Department of Transportation (FDOT) has requested that the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program (TIP) to include \$735,687 in FY2026 for the resurfacing of SR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave). Funding would be programmed for preliminary engineering (PE).

For these funds to be expended, the Metropolitan Transportation Planning Organization needs to modify its Fiscal Years 2024-25 to 2028-29 TIP to add this project in FY2026. This item was approved by the Technical Advisory Committee and Citizens Advisory Committee on March 19, 2025. The request from FDOT is attached.

Attachment



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

March 18, 2025

Alison Moss, AICP
Transportation Planning Manager
Gainesville MTPO
10 SW 2nd Ave
Gainesville, FL 32601

Re: FDOT Amendment request for the Gainesville TPO Transportation Improvement Program (TIP) for FY 2024/25 – FY 2028/29

Dear Alison:

The Florida Department of Transportation (FDOT) requests Board approval for an amendment to the Transportation Improvement Program (TIP) for FY 2024/25 through FY 2028/29. Please add the following TIP Amendment requests for action by the Gainesville TPO Board at their April meeting.

Please include the amounts listed for the total project in the TIP Amendment Report.

The following are new individual projects added to the current STIP:

207580-4 SR26(University Ave) from SR20 to SR222(NE 39th Blvd)

Resurfacing – Alachua County

Non-SIS

Table with 3 columns: Fund, Phase, FY 2026. Rows include DIH, SA with corresponding amounts.

207790-2 SR26A(SW 2nd Ave) from SR26(University Blvd) to SR26(University Blvd)

Resurfacing – Alachua County

Non-SIS

Table with 3 columns: Fund, Phase, FY 2026. Rows include DDR, DIH, SA with corresponding amounts.

207756-5 SR200(us301) from N. of SR26 to SR24(NE Waldo Rd.)

Resurfacing – Alachua County

SIS

Table with 4 columns: Fund, Phase, FY 2025, FY2026. Rows include DDR, DIH, SA with corresponding amounts.

**441046-2 SR26(Newberry Road) from NW 43rd St. to SW 38th St.
Bike Lane/Sidewalk – Alachua County**

Non-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2026</u>
CARL	PE	\$205,826
CARU	PE	\$429,874
SA	PE	\$25,000
SU	PE	\$364,300

If you have any questions, please do not hesitate to contact me: Achaia.Brown@dot.state.fl.us or call: (904) 360-5414.

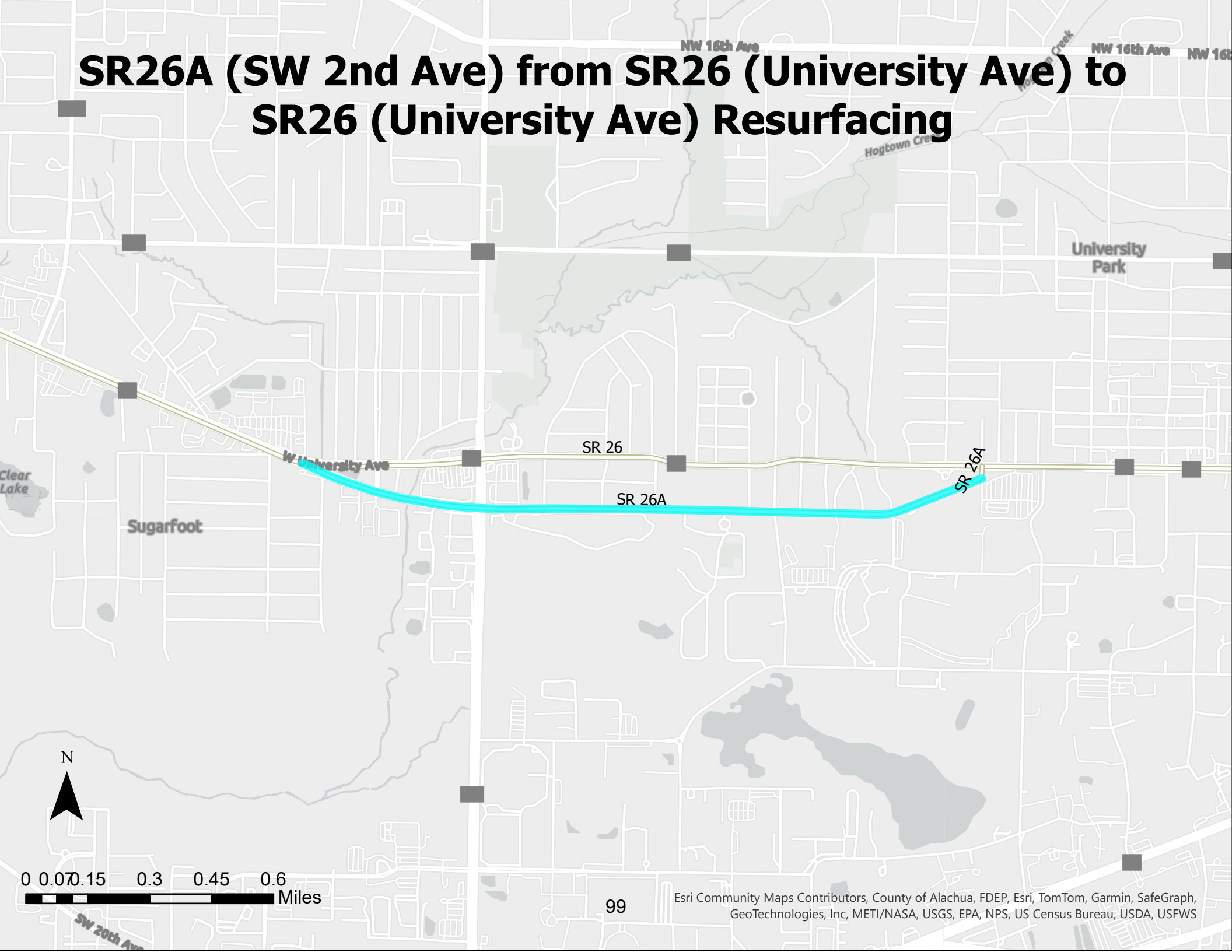
Sincerely,



Achaia Brown
Transportation Planning Manager
FDOT District Two

cc: Victoria Kutney

SR26A (SW 2nd Ave) from SR26 (University Ave) to SR26 (University Ave) Resurfacing



0 0.07 0.15 0.3 0.45 0.6 Miles



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VII. Action Item E



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **Transportation Improvement Program Amendment –
SR200 (US301) from N. of SR26 to SR24 (NE Waldo Rd.)**

RECOMMENDATION

It is recommended that the Metropolitan Transportation Planning Organization Board approve the amendment to its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to include funding in FY2025 and FY2026 for the resurfacing of SR200 (US301) from N. of SR26 to SR24 (NE Waldo Rd.).

BACKGROUND

The Florida Department of Transportation (FDOT) has requested that the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program (TIP) to include \$5,000 in FY2025 and \$2,891,074 in FY2026 for the resurfacing of SR200 (US301) from N. of SR26 to SR24 (NE Waldo Rd.). Funding would be programmed for preliminary engineering (PE).

For these funds to be expended, the Metropolitan Transportation Planning Organization needs to modify its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to add this project in FY2025 and FY2026. This item was approved by the Technical Advisory Committee and Citizens Advisory Committee on March 19, 2025. The request from FDOT is attached.

Attachment



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

March 18, 2025

Alison Moss, AICP
Transportation Planning Manager
Gainesville MTPO
10 SW 2nd Ave
Gainesville, FL 32601

Re: FDOT Amendment request for the Gainesville TPO Transportation Improvement Program (TIP) for FY 2024/25 – FY 2028/29

Dear Alison:

The Florida Department of Transportation (FDOT) requests Board approval for an amendment to the Transportation Improvement Program (TIP) for FY 2024/25 through FY 2028/29. Please add the following TIP Amendment requests for action by the Gainesville TPO Board at their April meeting.

Please include the amounts listed for the total project in the TIP Amendment Report.

The following are new individual projects added to the current STIP:

207580-4 SR26(University Ave) from SR20 to SR222(NE 39th Blvd)

Resurfacing – Alachua County

Non-SIS

Table with 3 columns: Fund, Phase, FY 2026. Rows include DIH, SA with corresponding amounts.

207790-2 SR26A(SW 2nd Ave) from SR26(University Blvd) to SR26(University Blvd)

Resurfacing – Alachua County

Non-SIS

Table with 3 columns: Fund, Phase, FY 2026. Rows include DDR, DIH, SA with corresponding amounts.

207756-5 SR200(us301) from N. of SR26 to SR24(NE Waldo Rd.)

Resurfacing – Alachua County

SIS

Table with 4 columns: Fund, Phase, FY 2025, FY2026. Rows include DDR, DIH, SA with corresponding amounts.

**441046-2 SR26(Newberry Road) from NW 43rd St. to SW 38th St.
Bike Lane/Sidewalk – Alachua County**

Non-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2026</u>
CARL	PE	\$205,826
CARU	PE	\$429,874
SA	PE	\$25,000
SU	PE	\$364,300

If you have any questions, please do not hesitate to contact me: Achaia.Brown@dot.state.fl.us or call: (904) 360-5414.

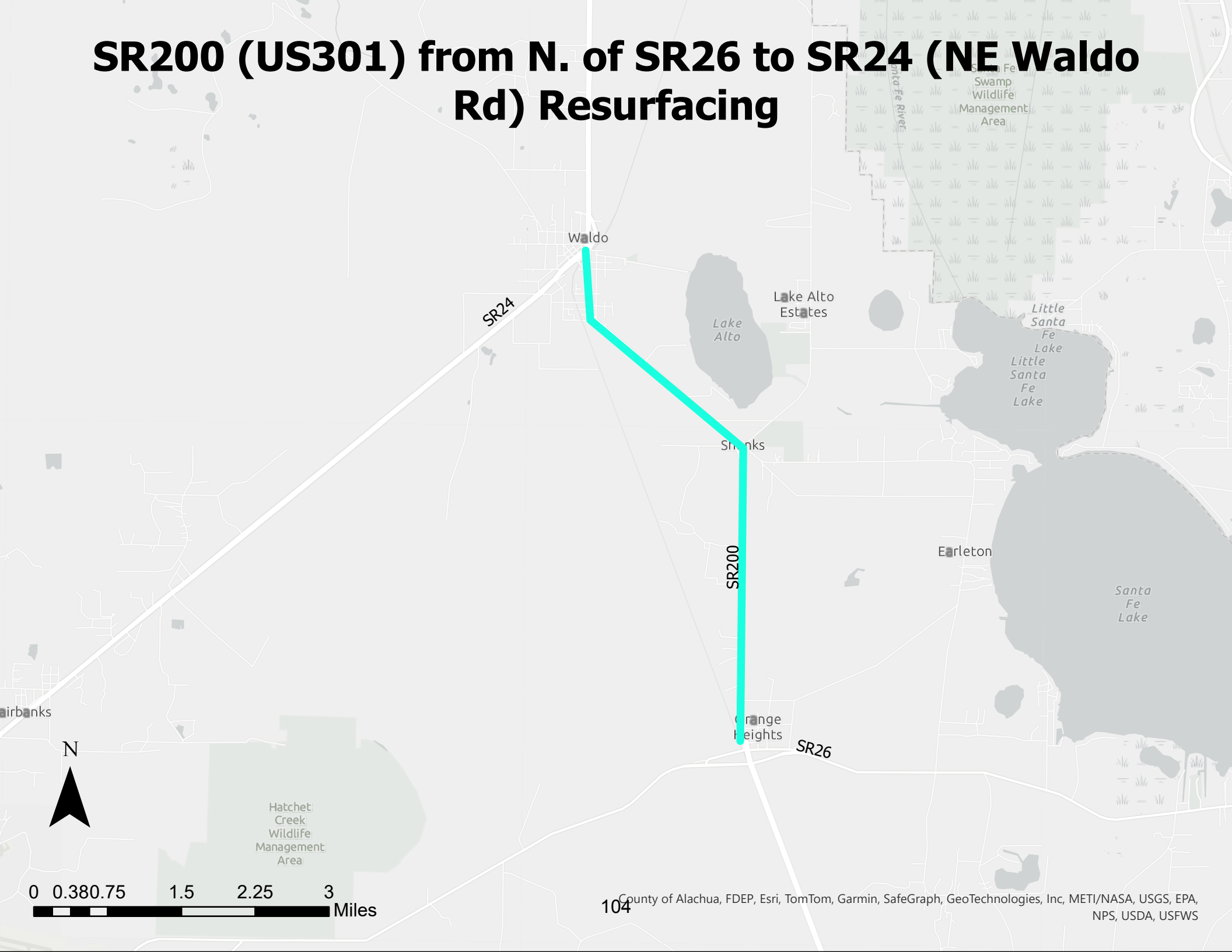
Sincerely,



Achaia Brown
Transportation Planning Manager
FDOT District Two

cc: Victoria Kutney

SR200 (US301) from N. of SR26 to SR24 (NE Waldo Rd) Resurfacing



0 0.380.75 1.5 2.25 3 Miles



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VII. Action Item F



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **Transportation Improvement Program Amendment –
SR26(Newberry Road) from NW 43rd St. to SW 38th St**

RECOMMENDATION

It is recommended that the Metropolitan Transportation Planning Organization Board approve the amendment to its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program to include funding in FY2026 for SR26 (Newberry Road) from NW 43rd St. to SW 38th St.

BACKGROUND

The Florida Department of Transportation (FDOT) has requested that the Metropolitan Transportation Planning Organization amend its Fiscal Years 2024-25 to 2028-29 Transportation Improvement Program (TIP) to include \$1,025,000 in FY2026 for bike lanes on SR26 (Newberry Road) from NW 43rd St. to SW 38th St. Funding would be programmed for preliminary engineering (PE).

For these funds to be expended, the Metropolitan Transportation Planning Organization needs to modify its Fiscal Years 2024-25 to 2028-29 TIP to add this project in FY2026. This item was approved by the Technical Advisory Committee and Citizens Advisory Committee on March 19, 2025. The request from FDOT is attached.

Attachment



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

March 18, 2025

Alison Moss, AICP
Transportation Planning Manager
Gainesville MTPO
10 SW 2nd Ave
Gainesville, FL 32601

Re: FDOT Amendment request for the Gainesville TPO Transportation Improvement Program (TIP) for FY 2024/25 – FY 2028/29

Dear Alison:

The Florida Department of Transportation (FDOT) requests Board approval for an amendment to the Transportation Improvement Program (TIP) for FY 2024/25 through FY 2028/29. Please add the following TIP Amendment requests for action by the Gainesville TPO Board at their April meeting.

Please include the amounts listed for the total project in the TIP Amendment Report.

The following are new individual projects added to the current STIP:

207580-4 SR26(University Ave) from SR20 to SR222(NE 39th Blvd)

Resurfacing – Alachua County

Non-SIS

Table with 3 columns: Fund, Phase, FY 2026. Rows: DIH PE \$58,327; SA PE \$1,269,844

207790-2 SR26A(SW 2nd Ave) from SR26(University Blvd) to SR26(University Blvd)

Resurfacing – Alachua County

Non-SIS

Table with 3 columns: Fund, Phase, FY 2026. Rows: DDR PE \$141,034; DIH PE \$14,103; SA PE \$580,550

207756-5 SR200(us301) from N. of SR26 to SR24(NE Waldo Rd.)

Resurfacing – Alachua County

SIS

Table with 4 columns: Fund, Phase, FY 2025, FY2026. Rows: DDR PE \$0 \$536,878; DIH PE \$5,000 \$101,337; SA PE \$0 \$2,252,859

**441046-2 SR26(Newberry Road) from NW 43rd St. to SW 38th St.
Bike Lane/Sidewalk – Alachua County**

Non-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2026</u>
CARL	PE	\$205,826
CARU	PE	\$429,874
SA	PE	\$25,000
SU	PE	\$364,300

If you have any questions, please do not hesitate to contact me: Achaia.Brown@dot.state.fl.us or call: (904) 360-5414.

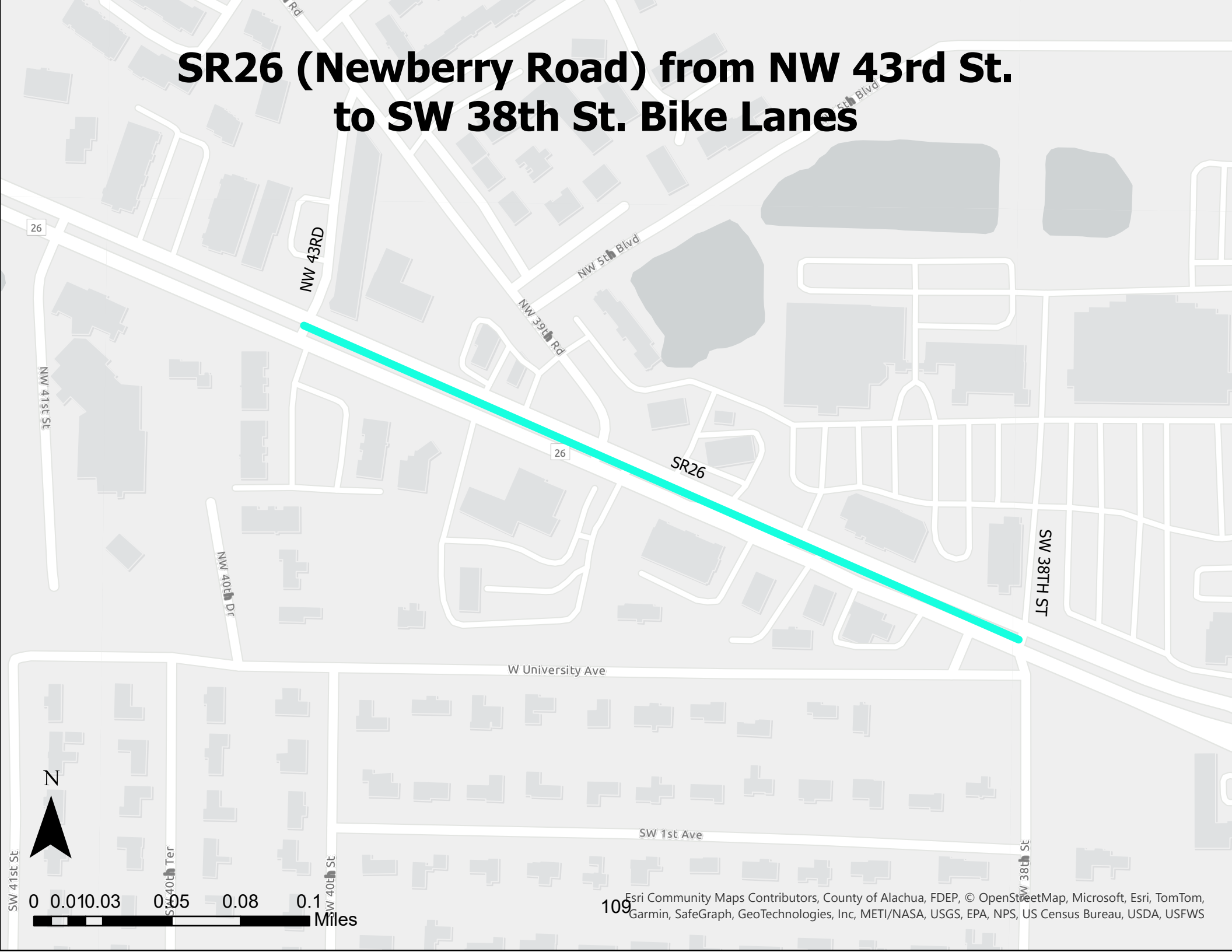
Sincerely,



Achaia Brown
Transportation Planning Manager
FDOT District Two

cc: Victoria Kutney

SR26 (Newberry Road) from NW 43rd St. to SW 38th St. Bike Lanes



26

NW 43RD

NW 5th Blvd

NW 39th Rd

26

SR26

SW 38TH ST

W University Ave

SW 1st Ave

N

0 0.01 0.03 0.05 0.08 0.1 Miles



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VII. Action Item G



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **Revised 2025 TAC/CAC and Subcommittee Meeting
Calendar**

RECOMMENDATION

It is recommended that the Metropolitan Transportation Planning Organization Board review and provide recommendations on the revised 2025 TAC/CAC and Subcommittee Meeting Calendar.

BACKGROUND

The Metropolitan Transportation Planning Organization's Technical Advisory Committee, Citizens Advisory Committee, and Subcommittee meeting calendar for 2025 has been updated to reschedule some meeting dates. The intent of rescheduling these meetings is to provide additional time to coordinate agendas in relation to Metropolitan Transportation Planning Organization Board meetings. The revised 2025 meeting calendar was reviewed by the Technical Advisory Committee and Citizens Advisory Committee on March 19, 2025. It is being presented to the Metropolitan Transportation Planning Organization Board for approval.

The revised 2025 Meeting Calendar is attached.

Attachment

2025 Metropolitan Transportation Planning Organization Meeting Calendar

SCHEDULED 2025 MTPO AND COMMITTEE MEETING DATES AND TIMES PLEASE NOTE: All dates and times shown in this table are subjects to being changed during the year.				
MTPO MEETING MONTH	B/PAB [At 6:00 p.m.]	TAC [At 2:00 p.m.] CAC [At 7:00 p.m.]	Subcommittee [At 2:00 p.m.]	MTPO MEETING
JANUARY	December 17	<i>CANCELLED</i>		<i>CANCELLED</i>
FEBRUARY	January 14	January 15	January 10	February 3 at 3:00 p.m.
MARCH	February 11	February 12	<i>CANCELLED</i>	March 5 at 3:00 p.m.
APRIL	March 18	March 19	March 21	April 4 at 3:00 p.m.
MAY	April 15 22	April 16 23	April 28 at 1:30pm	May 5 at 3:00 p.m.
JUNE	May 13 20	May 14 21	May 30	June 2 at 5:00 p.m.
JULY	June 17	-	-	-*
AUGUST	July 15 22	July 16 23	July 18	August 4 at 3:00 p.m.
SEPTEMBER	August 19 26	August 20 27	September 2	September 8 at 3:00 p.m.
OCTOBER	September 16 23	September 17 24	<i>NO MEETING</i>	October 6 at 3:00 p.m.
NOVEMBER	October 14 21	October 15 22	October 27	November 3 at 3:00 p.m.
DECEMBER	November 11 18	November 12 19	November 24	December 1 at 5:00 p.m.**

Note, unless otherwise scheduled:

1. Bicycle/Pedestrian Advisory Board meetings are conducted in the Room 5264 Regional Transit System Administration Building, 34 SE 13th Road, Gainesville, Florida;
2. Technical Advisory Committee meetings are conducted in the Room 5264 Regional Transit System Administration Building, 34 SE 13th Road, Gainesville, Florida;
3. Citizens Advisory Committee meetings are conducted in the Grace Knight Conference Room of the Alachua County Administration Building, 12 SE 1st Street, Gainesville, Florida; and
4. Metropolitan Transportation Planning Organization meetings are conducted at the Grace Knight Conference Room or Jack Durrance Auditorium of the Alachua County Administration Building, 12 SE 1st Street, Gainesville, Florida 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

*Summer Recess for the Alachua County Board of County Commissioners and City of Gainesville Commission preempt scheduling of a July 2025 MTPO meeting.

**December 1, 2025 meeting will commence at 5:00 p.m. at the earliest following conclusion of the Joint Alachua County-City of Gainesville Meeting.

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March 13, 2025



Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VIII. Information Item A

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Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VIII. Information Item B



Metropolitan Transportation Planning Organization For the Gainesville and Alachua County Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **CUTR Presentation on RTS Demand Response Services**

BACKGROUND

In 2024, the Florida Legislature passed Senate Bill 1380 that required, in part, for the Center for Urban Transportation Research deliver a report to the Florida Department of Transportation on model policies and procedures or best practices for paratransit providers to complete trips within an acceptable time. On January 10, 2025, the Center for Urban Transportation Research provided a presentation to a legislative transportation subcommittee on the report recommendations.

Upon request by the City of Gainesville, the Center for Urban Transportation Research conducted a study about demand response services provided by Regional Transit System (RTS). The study examined the relationship between ADA and Transportation Disadvantaged program services provided in Gainesville. It also detailed industry best practices, provided a peer analysis, and explored opportunities for enhancing RTS mobility management. On March 6, 2025, the Center for Urban Transportation Research provided a presentation to the Gainesville City Commission on the study's findings and recommendations. The presentation is also being provided to the Metropolitan Transportation Planning Organization.

The PowerPoint presentation is attached.

Attachment

RTS Demand Response Service Management and Delivery Analysis

Executive Summary Presentation

Gainesville MTPO Meeting Presentation April 4, 2025



Center for Urban Transportation Research



Presentation Overview

Introduction

Study Purpose

Issues

Approach / Findings

Recommendation / Strategies

Study Purpose / Objectives

- ✓ Opportunities to improve and efficiently manage demand response service
- ✓ Explore industry best practices
- ✓ Contracting and in-house responsibility strategies
- ✓ Explore RTS mobility management opportunities and customer-oriented service trends
- ✓ Address FTA / ADA Compliance requirements



Issues

- ✓ ADA complementary service demand and cost control
- ✓ ADA and TD Program coordination relationships
- ✓ Co-mingle demand response transit services benefits and efficiencies
- ✓ Unique Gainesville travel markets and service partnerships
- ✓ RTS strategic opportunities for regional mobility management and stakeholder partnerships
- ✓ MoD technologies and customer service ideals for future of accessible transportation county-wide



Demand Response Transit Context

- ✓ ADA Complementary Service
- ✓ TD Program / Coordinated Service
- ✓ Alternative Demand Response Models



Americans with Disabilities Act (1990)

The Americans with Disabilities Act (ADA) is a federal civil rights law that prohibits discrimination against people with disabilities in everyday activities. The ADA prohibits discrimination on the basis of disability just as other civil rights laws prohibit discrimination on the basis of race, color, sex, national origin, age, and religion.

What is ADA Complementary Paratransit?

- “Safety net” for persons with disabilities who cannot use fixed route
- Each public entity providing fixed route service must provide paratransit service (within $\frac{3}{4}$ mile of fixed routes)
- Must be comparable to fixed route service
- “ADA Complementary Transit Service”
- Provided service type: Demand Response Transit (DRT)

DRT Service Types

There are six basic types of Demand Response Transit (DRT) that are provided by small and mid-sized transit agencies. These include the following:

- 1) ADA complementary paratransit
- 2) Coordinated paratransit
- 3) Alternative services for ADA paratransit customers
- 4) Dial-a-ride
- 5) Microtransit
- 6) Flex transit

What is Transportation Disadvantaged Program?

- Defined in Chapter 427, Florida Statutes and Rule 41-2 F.A.C.
- “Transportation Disadvantaged” as older adults, individuals with disabilities, persons with low-income, or at-risk children who are unable to transport themselves or purchase transportation.
- TD Program was created by the Florida Legislature in 1979, with the goal to establish a Coordinated Transportation System.
- Program provides transportation capital and operating funding for “Non-Sponsored” eligible TD customers.

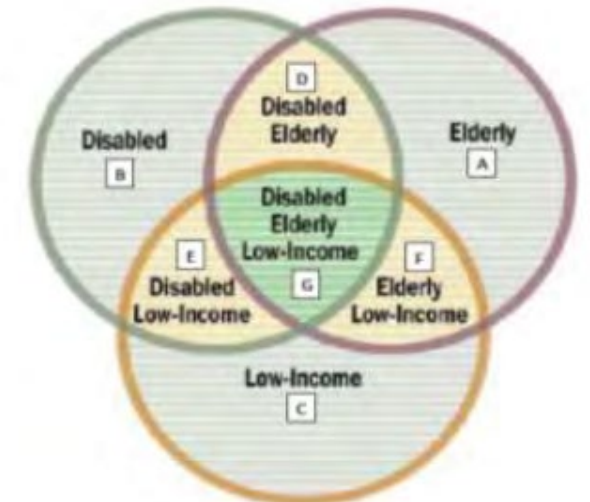
Americans with Disabilities Act (ADA) and Transportation Disadvantaged (TD) Customer Qualification Parameters

- **ADA: Certified Disability, Paratransit service for those unable to access Public Transportation System from a geographical area within fixed route service.**

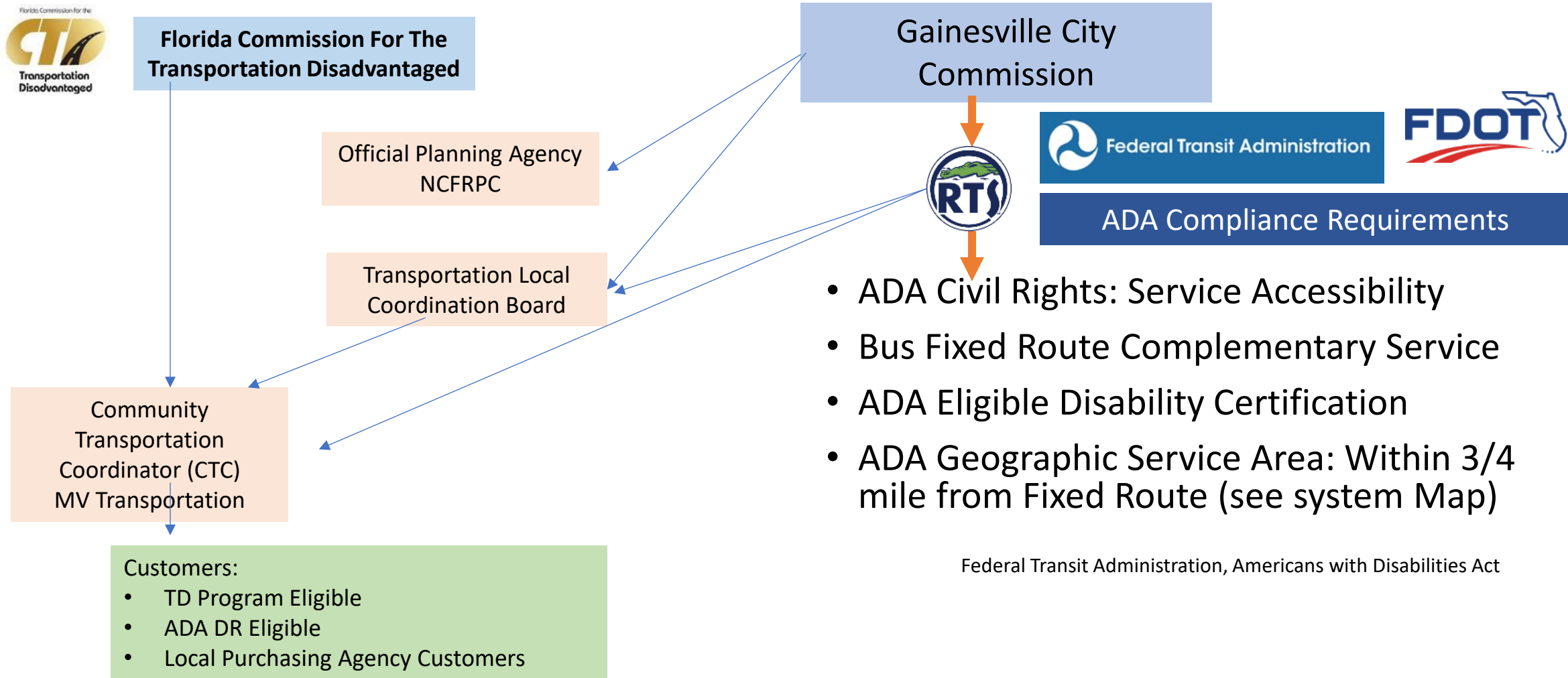


Federal Transit Administration, Americans with Disabilities Act

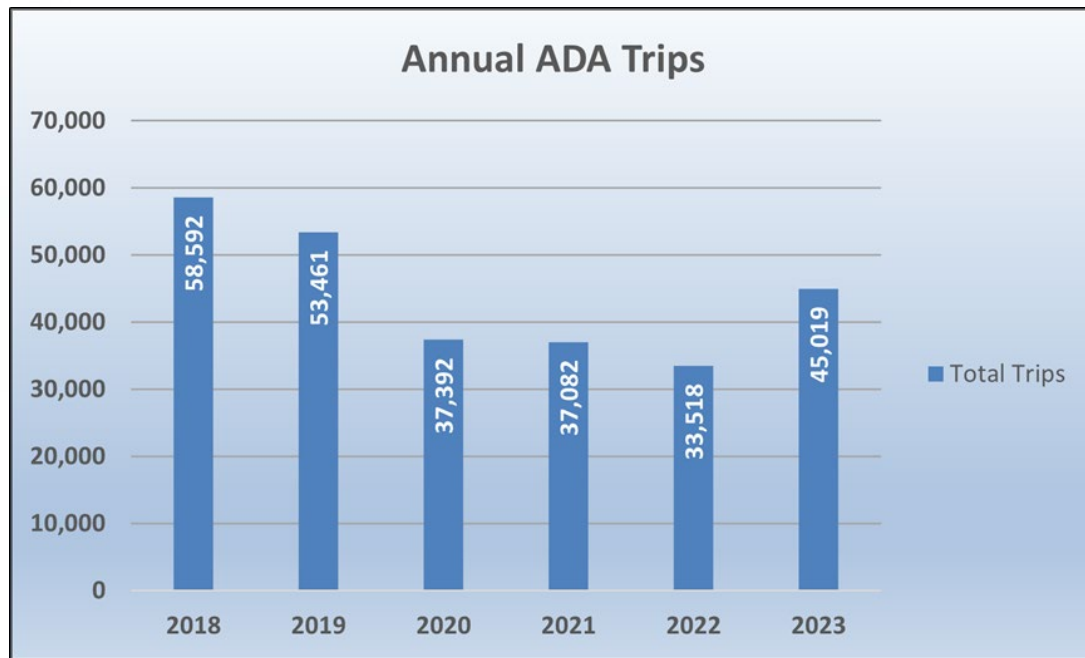
- **TD: Eligibility based upon Disability, Age, and Low-Income, Non-Sponsored by Trip type. County-wide service area.**



ADA / TD Organizational Coordination / Responsibilities



ADA DRT Ridership and Service Cost Trends



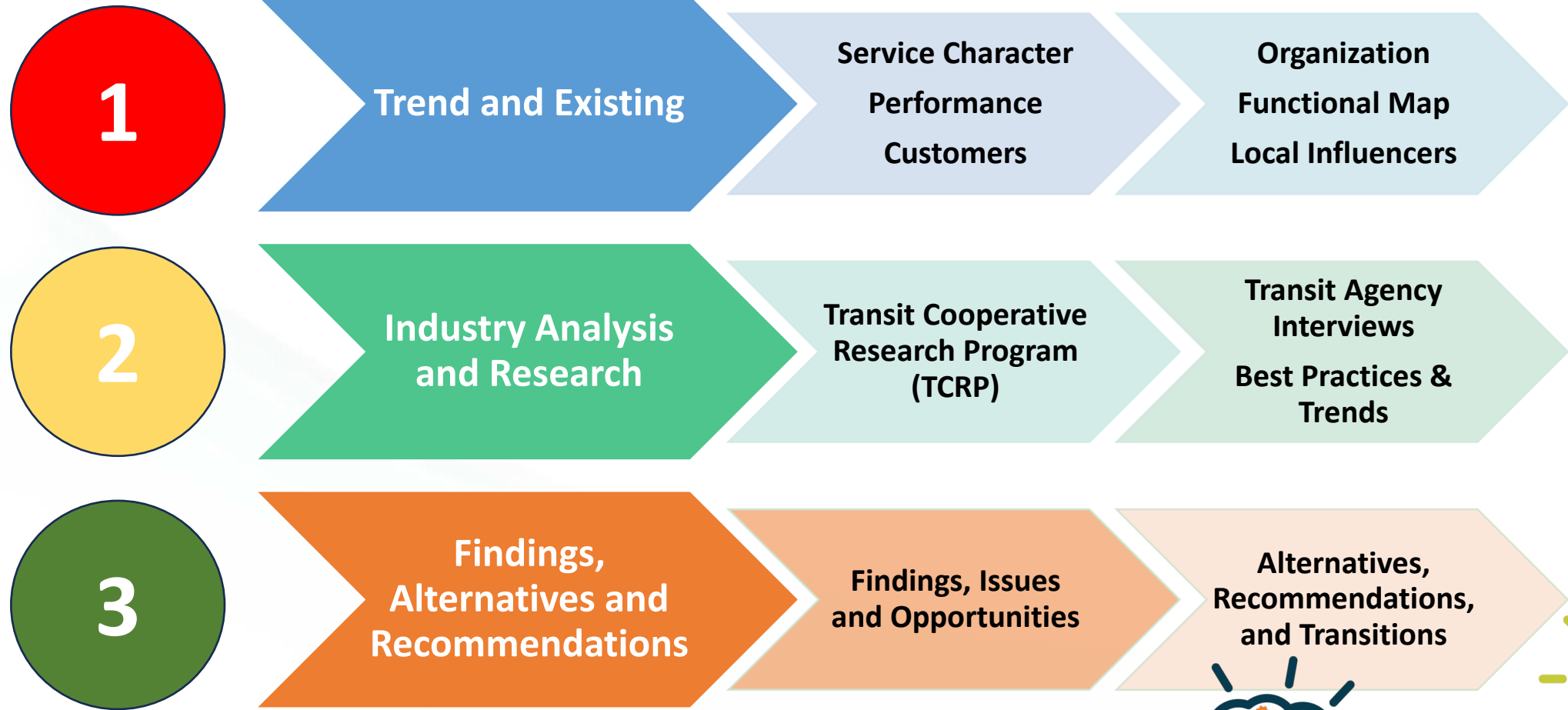
2024 ADA Trips = 47,797

FY	Expenditures (MV Transportation)	Increase/Decrease from Previous Year
2019	\$1,640,479.81	(\$14,401.30)
2020	\$1,412,756.02	(\$227,723.79)
2021	\$1,221,516.80	(\$191,239.22)
2022	\$1,196,117.03	(\$25,399.77)
2023	\$2,599,100.54	\$1,402,983.51

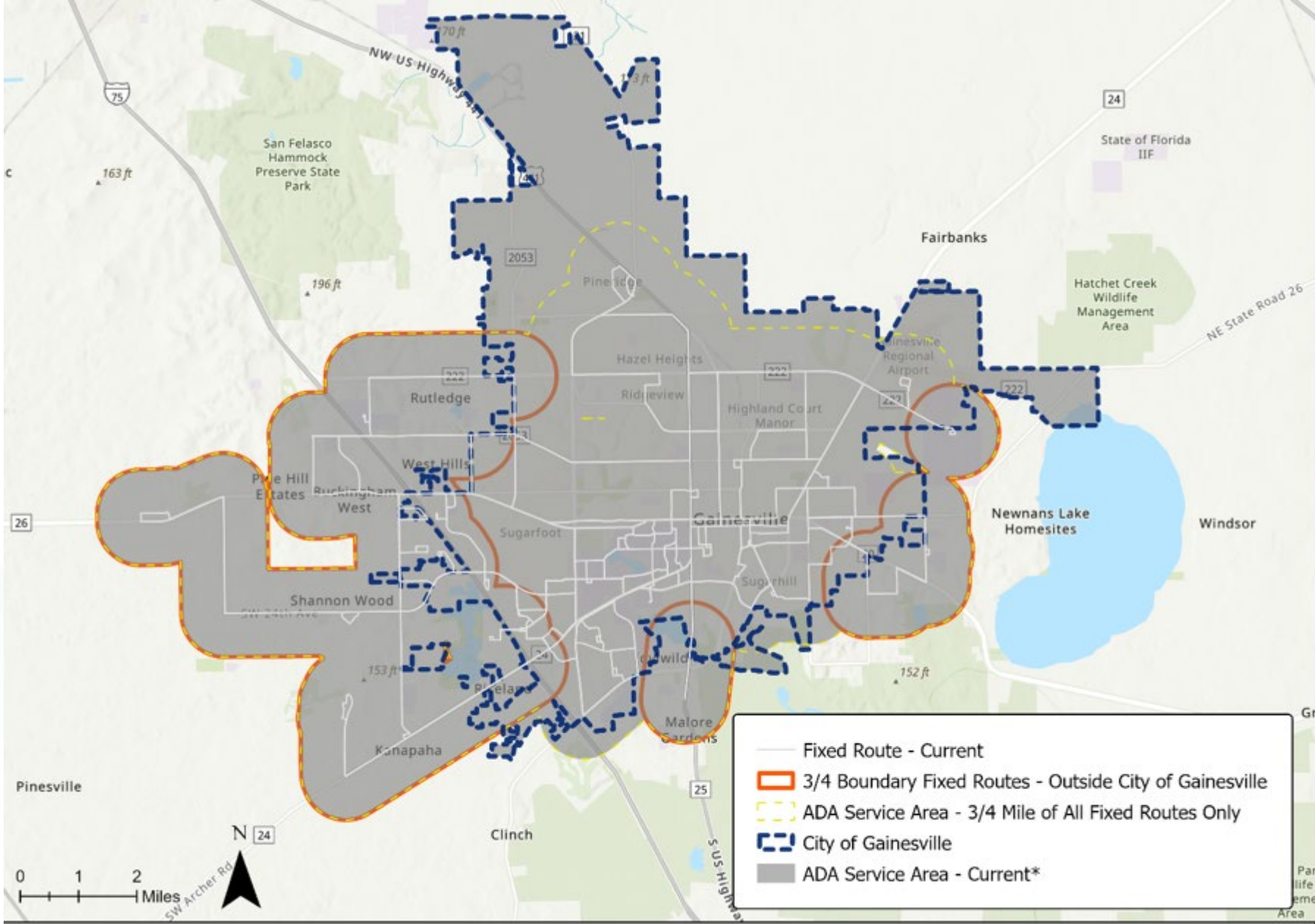
2024 Expenditures = \$3,100,735

Increase = \$501,635

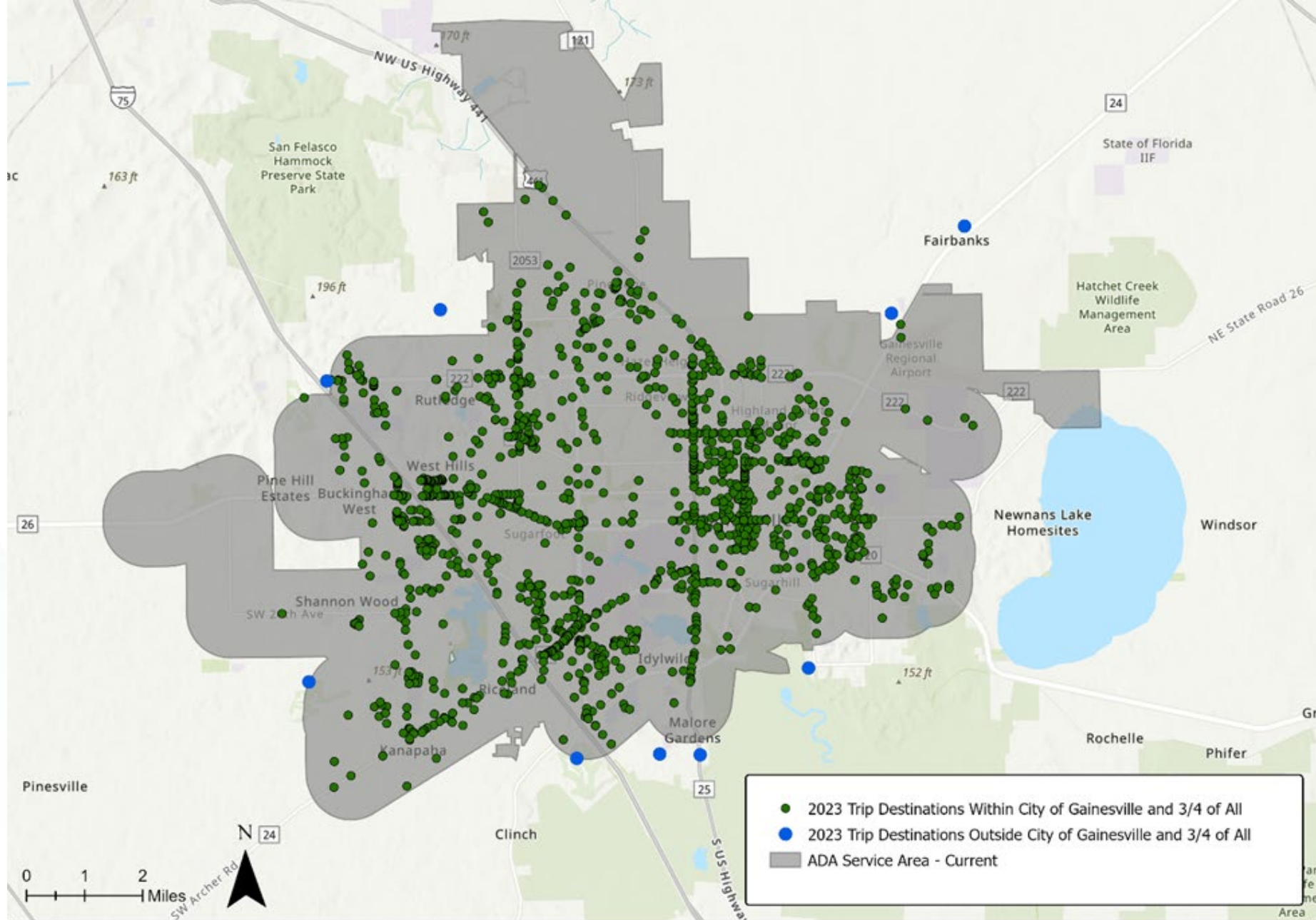
Analysis Approach



1



1



2023 ADA Paratransit Trip Destinations

RTS Demand Response Service Management and Delivery Analysis
Technical Report #1 - 2024



1

RTS ADA DR Existing Management Model

- ✓ Turn-Key Contracting Services
- ✓ RTS Personnel Oversight Management
- ✓ RTS Ultimate Customer Service Responsibilities
- ✓ RTS Ultimate Grants and ADA Compliance Responsibilities

According to the latest National Transit Database (NTD) data, a significant portion of demand response services are contracted out rather than being operated directly by transit agencies. In 2022, roughly 73% of U.S. transit agencies that offer demand response (DR) services reported using purchased transportation (i.e., contracting out) for at least part of their DR operations.

1

Existing ADA Demand Response Service Functional Areas and Responsibilities



Management



Customer Care



Compliance



Eligibility Certification



Call Intake



Reservations / Scheduling



Dispatching



Operations



Maintenance



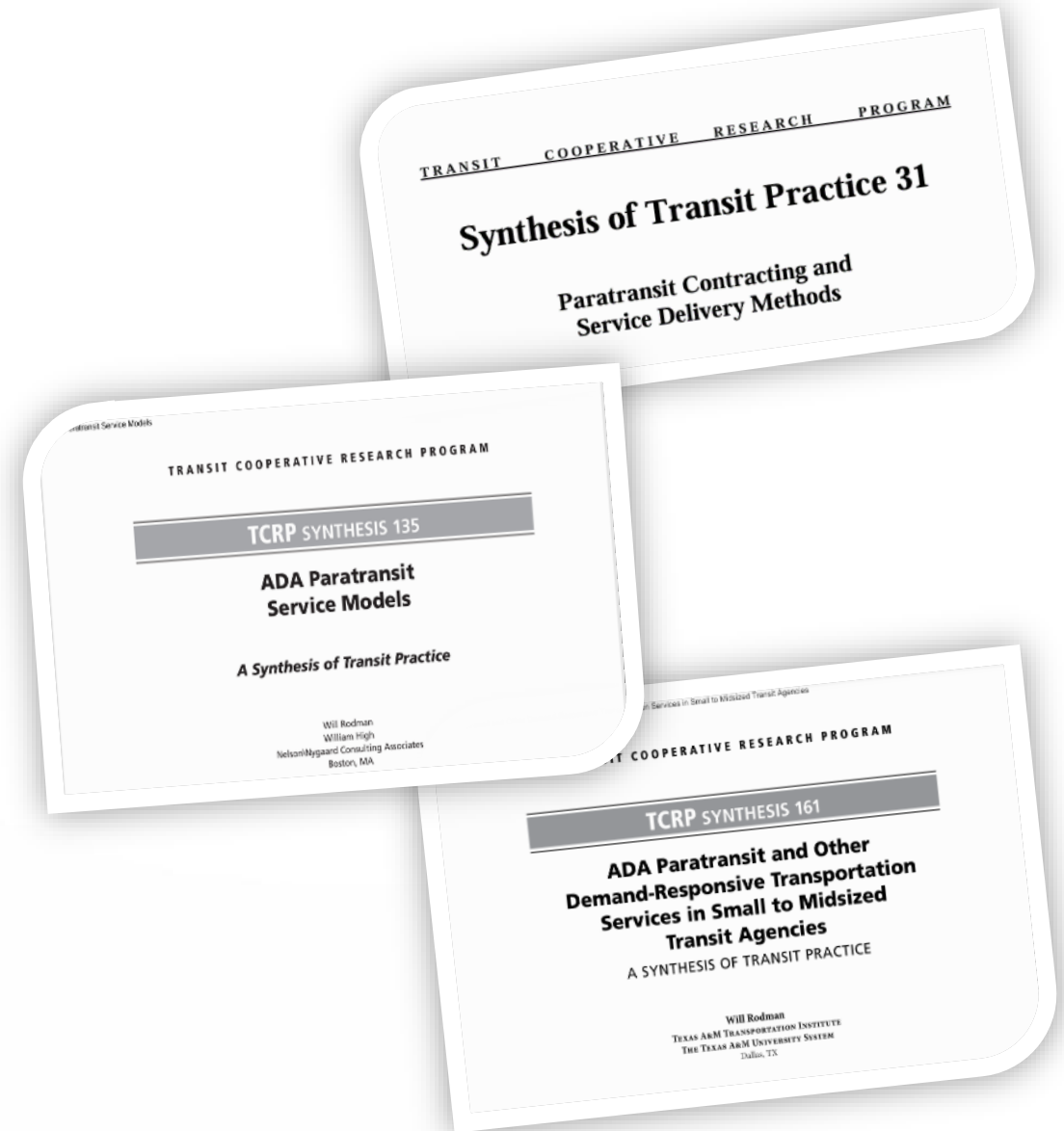
Vehicles / Facilities



2

Review of Industry Best Practices / Existing and Future Peer Management Models

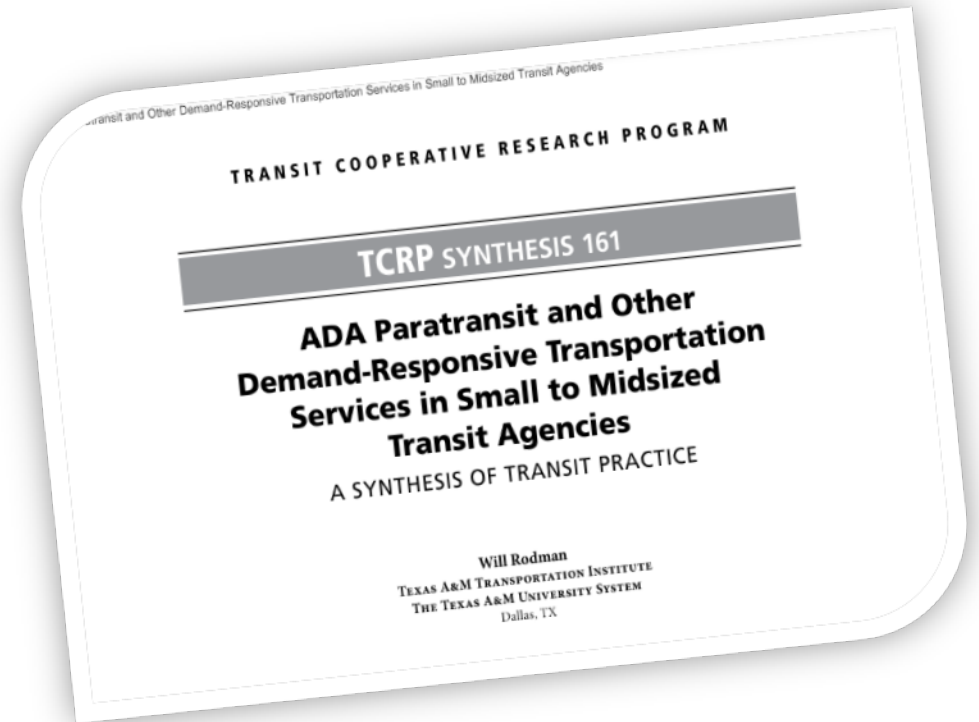
- Research reviews
- Florida Agency interviews
- Management models / workforce
- Staffing / contract procurement
- Human services coordination
- ADA / FTA / CTD compliance, grants, and funding
- Customer markets / customer service
- New MoD services / technologies



2

TCRP Synthesis 161 RTS Relevant Key Findings

1. **Variety of DRT Services** is a key component of Mobility Management, with the customer benefits outweighing uniform service models
2. Directly operated more control / turn-key more cost effective
3. Comingling ADA Paratransit trips and other compatible trips on the same service **increases productivity and cost efficiency**
4. Agencies are finding unique and better ways to adopt **"hybrid"** service models (such as brokerage services or TNCs) and community-based operations.
5. **Transit agency provided vehicles and facilities can reduce contracting costs**
6. **Sharing DRT functional areas** can address efficiency, customer care and control of services.



ADA

National Transit Data Base (FTA 2023)

No.	Year	NTD ID	Legacy ID	Company Name	Location	State	Mode	Service	Average Trip Length (in miles)	Passenger Trips	Revenue Hours	Revenue Miles	Total Operating Expense	Vehicles Operated in Maximum Service	Cost per Passenger trip	Cost per rev. hour	Cost per rev. mile
1	2023	40026	4026	Manatee County Board of County Commissioners	Sarasota	FL	DR	DO	7.43	71,336	44,636	521,717	\$5,874,921	28	\$82.36	\$131.62	\$11.26
2	2023	40027	4027	Pinellas Suncoast Transit Authority	Saint Petersburg	FL	DR	PT	5.64	106,722	80,760	1,043,537	\$9,631,541	42	\$90.25	\$119.26	\$9.23
3	2023	40027	4027	Pinellas Suncoast Transit Authority	Saint Petersburg	FL	DR	TN	6.37	44,920	11,655	286,249	\$1,599,495	18	\$35.61	\$137.24	\$5.59
4	2023	40027	4027	Pinellas Suncoast Transit Authority	Saint Petersburg	FL	DR	TX	7.53	58,701	14,769	426,793	\$1,483,308	19	\$25.27	\$100.43	\$3.48
5	2023	40030	4030	City of Gainesville, FL	Gainesville	FL	DR	PT	9.15	44,293	31,564	501,621	\$2,700,672	35	\$60.97	\$85.56	\$5.38
6	2023	40032	4032	County of Volusia	Daytona Beach	FL	DR	DO	13.18	150,753	77,204	1,329,137	\$8,714,512	52	\$57.81	\$112.88	\$6.56
7	2023	40032	4032	County of Volusia	Daytona Beach	FL	DR	PT	6.31	54,655	27,404	390,197	\$1,637,165	16	\$29.95	\$59.74	\$4.20
8	2023	40032	4032	County of Volusia	Daytona Beach	FL	DR	TX	7.76	38,075	19,787	314,974	\$2,197,213	11	\$57.71	\$111.04	\$6.98
9	2023	40036	4036	City of Tallahassee	Tallahassee	FL	DR	DO	5.09	39,221	11,145	184,566	\$1,559,369	13	\$39.76	\$139.92	\$8.45
10	2023	40036	4036	City of Tallahassee	Tallahassee	FL	DR	PT	6.24	38,073	13,132	222,811	\$1,542,654	21	\$40.52	\$117.47	\$6.92
11	2023	40036	4036	City of Tallahassee	Tallahassee	FL	DR	TX	3.78	44,678	11,655	156,317	\$1,291,146	37	\$28.90	\$110.78	\$8.26
12	2023	40037	4037	Board of County Commissioners, Palm Beach County	West Palm Beach	FL	DR	PT	11.19	1,025,094	638,408	10,011,802	\$53,255,182	282	\$51.95	\$83.42	\$5.32
13	2023	40038	4038	Escambia County Board of County Commissioners, FL	Pensacola	FL	DR	PT	9.78	112,971	65,144	1,025,392	\$4,788,600	40	\$42.39	\$73.51	\$4.67
14	2023	40046	4046	Sarasota County	Sarasota	FL	DR	PT	7.21	452,443	169,502	2,775,968	\$12,365,006	76	\$27.33	\$72.95	\$4.45
15	2023	40063	4063	Brevard Board of County Commissioners	Titusville	FL	DR	DO	14.68	82,185	44,249	607,031	\$4,514,203	32	\$54.93	\$102.02	\$7.44

TD Program Coordinated Relationship

CTC Type by Urban Counties over 200,000 population

Summary CTC Type for 200,000+ Counties

CTC Type Categories

County Organization	16
Transit Authority	7
City	1
Private Non-Profit	2
Private For Profit	1
Total	27

Florida Urban Counties Over 200,000 Population / CTC Type
2020 U.S. Census
Community Transportation Coordinators Type

	County	Population	Square Miles	County Seat	CTC Type
1	Alachua County	271,588	875	Gainesville	Private For Profit Sole Source
2	Brevard County	606,671	1016	Titusville	County
3	Broward County	1,932,212	1207	Fort Lauderdale	County
4	Clay County	219,575	604	Green Cove Springs	Transit Authority (JTA)
5	Collier County	387,450	2002	Naples	County
6	DeSoto County	37,082	637	Arcadia	County
7	Duval County	982,080	762	Jacksonville	Transit Authority (JTA)
8	Escambia County	323,714	656	Pensacola	County
9	Hillsborough County	1,478,759	1019	Tampa	County but not Transit Authority
10	Lake County	366,742	938	Tavares	County
11	Lee County	750,493	785	Fort Myers	County
12	Leon County	299,484	667	Tallahassee	City
13	Manatee County	398,503	743	Bradenton	County
14	Marion County	368,135	1584	Ocala	Private Non Profit Seniors Services Agency
15	Miami-Dade County	2,832,794	1893	Miami	County
16	Okaloosa County	203,951	930	Crestview	County
17	Orange County	1,415,260	903	Orlando	Transit Authority
18	Osceola County	387,055	1328	Kissimmee	Transit Authority
19	Palm Beach County	1,466,494	1972	West Palm Beach	County
20	Pasco County	542,638	747	Dade City	County
21	Pinellas County	984,054	274	Clearwater	Transit Authority
22	Polk County	715,090	1798	Bartow	Transit District
23	St. Johns County	261,900	601	St. Augustine	Private Non Profit Seniors Services Agency
24	St. Lucie County	322,265	572	Fort Pierce	County
25	Sarasota County	438,816	556	Sarasota	County
26	Seminole County	476,727	309	Sanford	Transit Authority
27	Volusia County	551,588	1102	DeLand	County

2

Select Transit Agencies Models Interviews

- Discussion of RTS ADA DR
- Commonalities
- Management Models
- Context of Overall DR Services
- FTA / Florida Grant Compliance
- Issues and Opportunities

- 1) Brevard County - Space Coast Area Transit (SCAT), FL
- 2) Manatee County, FL
- 3) Palm Tran – Palm Beach County
- 4) Pinellas County- PSTA, FL
- 5) Volusia County – VOTRAN, FL

2

ADA DR Service Models

- ✓ Brevard County Space Coast
- ✓ Manatee County MCAT
- ✓ Pinellas County PSTA
- ✓ Palm Beach County Palm Tran
- ✓ Volusia County Votran



- *In-House (Brevard, Manatee,)*
- *Contract (Pinellas, PalmTran)*
- *Mix Blend of DR Services(Votran, Volusia County)*

3

Mobility Management, Customer Orientation, Coordination and Transformation



3

Existing ADA Demand Response Service Functional Areas and Responsibilities



Management



Customer Care



Compliance



Eligibility Certification



Call Intake



Reservations / Scheduling



Dispatching



Operations



Maintenance



Vehicles / Facilities

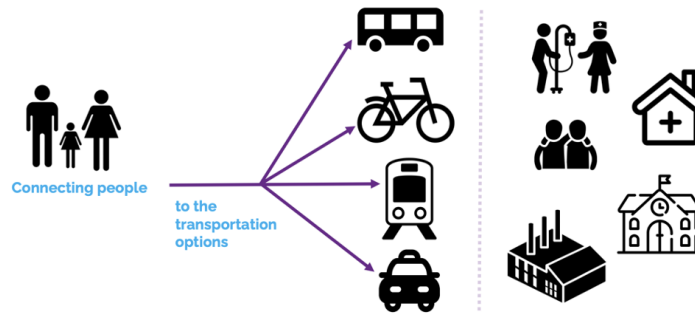
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Future Concept ALL Demand Response Service and Mobility Management Functional Areas

-  Management
-  Control Reservations, Schedule, Dispatch, Customer
-  Customer Care
-  Compliance
-  Eligibility Certification



RTS Mobility Management
Mobility Broker



NCMM National Center for
Mobility Management



DRT Operations – Brokerage



Bus Service



MoD Services
Technology + Partnerships



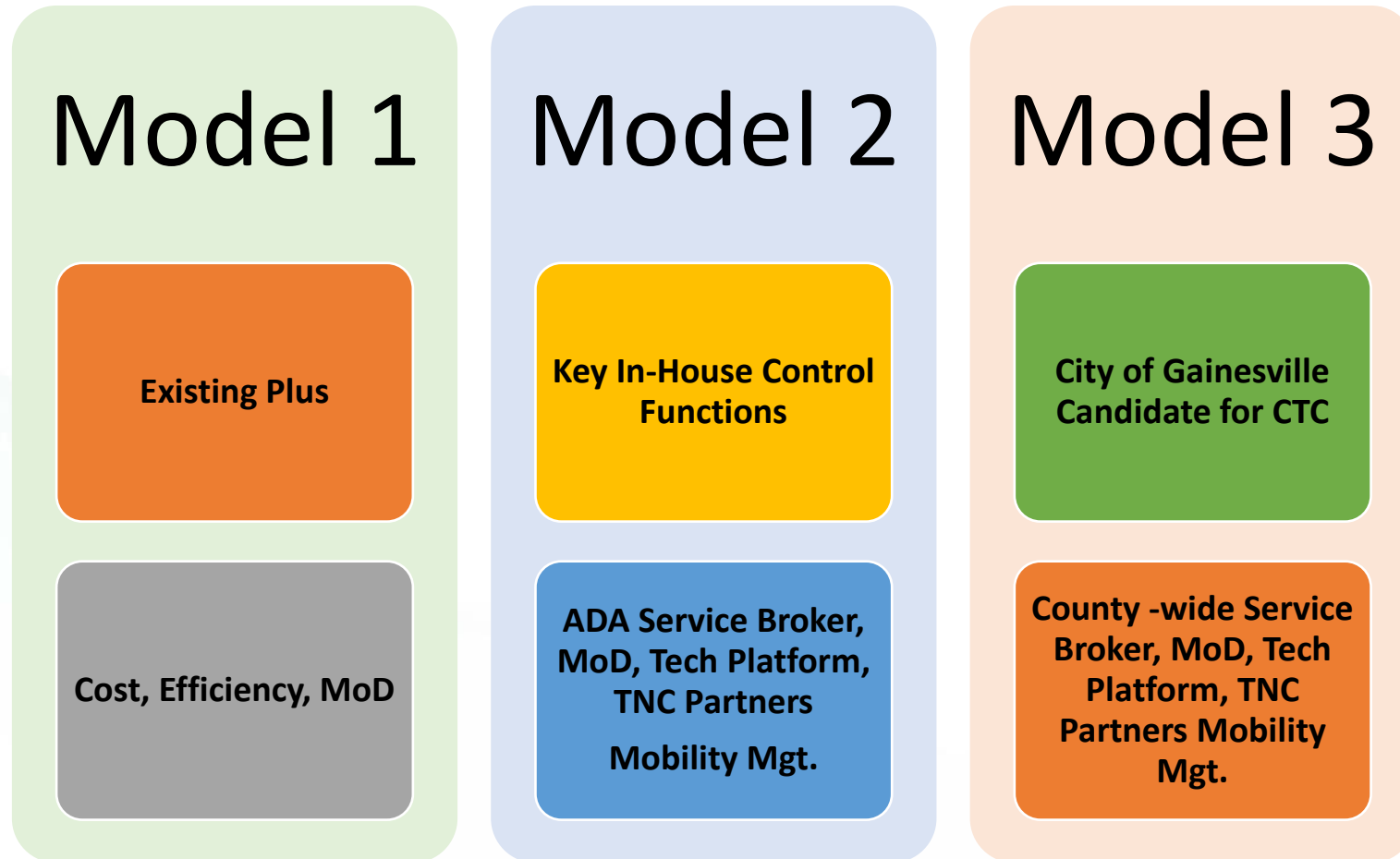
Business Services
TNC / Taxi



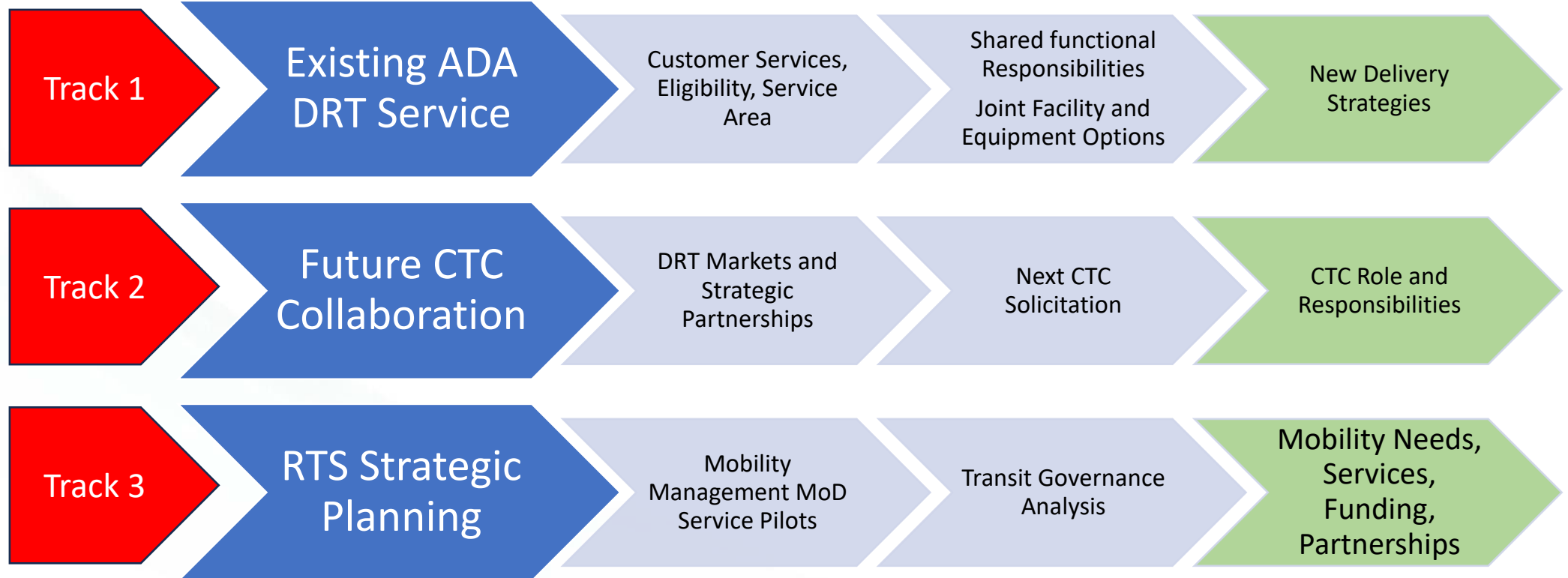
Coordinated Human Services

DRT Alternative Models: Compatible Evolution

Figure 1-13: Service Model Alternatives



DRT Evolution Tracks



Recommendation #1: CTC

Prior to any major modifications to the management and operational structure of RTS's ADA complementary service, a Mobility Coordination Task Force should be formed within the framework of the TD program.

- **Strategy 1a** – Determine the future role of the CTC
- **Strategy 1b** – Ensure that stakeholder representation on the Task Force includes county, city, LCB, DPA, and other funding and customer advocate stakeholders.
- **Strategy 1c** – Consider overall community mobility needs and role of RTS as CTC.

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Recommendation #2: RTS Organizational Strategies

Prioritize the modification of the management and operational structure of RTS's ADA complementary service contracted with the CTC, both short term and long term.

- **Strategy 2a** – Establish an ADA Complementary Service Transition Plan
- **Strategy 2b** – Consider accommodating existing contracted ADA services with RTS facilities, equipment, and maintenance services.
- **Strategy 2c** – Consider benefits of RTS as CTC and a DRT service design co-mingling all DRT services county-wide, establishing a brokerage business plan for RTS, and assimilate the four call and control functions (reservations, scheduling, dispatching, and handling service-day calls from riders) into the RTS organizational structure to include a Manager of DRT Services or a generalized Manager of Mobility Services.

3

Recommendation #3: Explore development of additional MoD services.

- Microtransit
- TNC / TX Partnerships
- On Demand Digital Platforms for Customer Choices Mobile App
- Multi-modal integration

Mobility on Demand (MoD) is a broad transportation concept where people can access mobility options as needed, using a variety of modes or services, often facilitated by technology. It is part of a larger mobility ecosystem that integrates multiple forms of transportation, such as public transit, ridesharing, bike sharing, car sharing, and more, with the ability to book, plan, and pay for trips through mobile apps or other digital platforms.

3

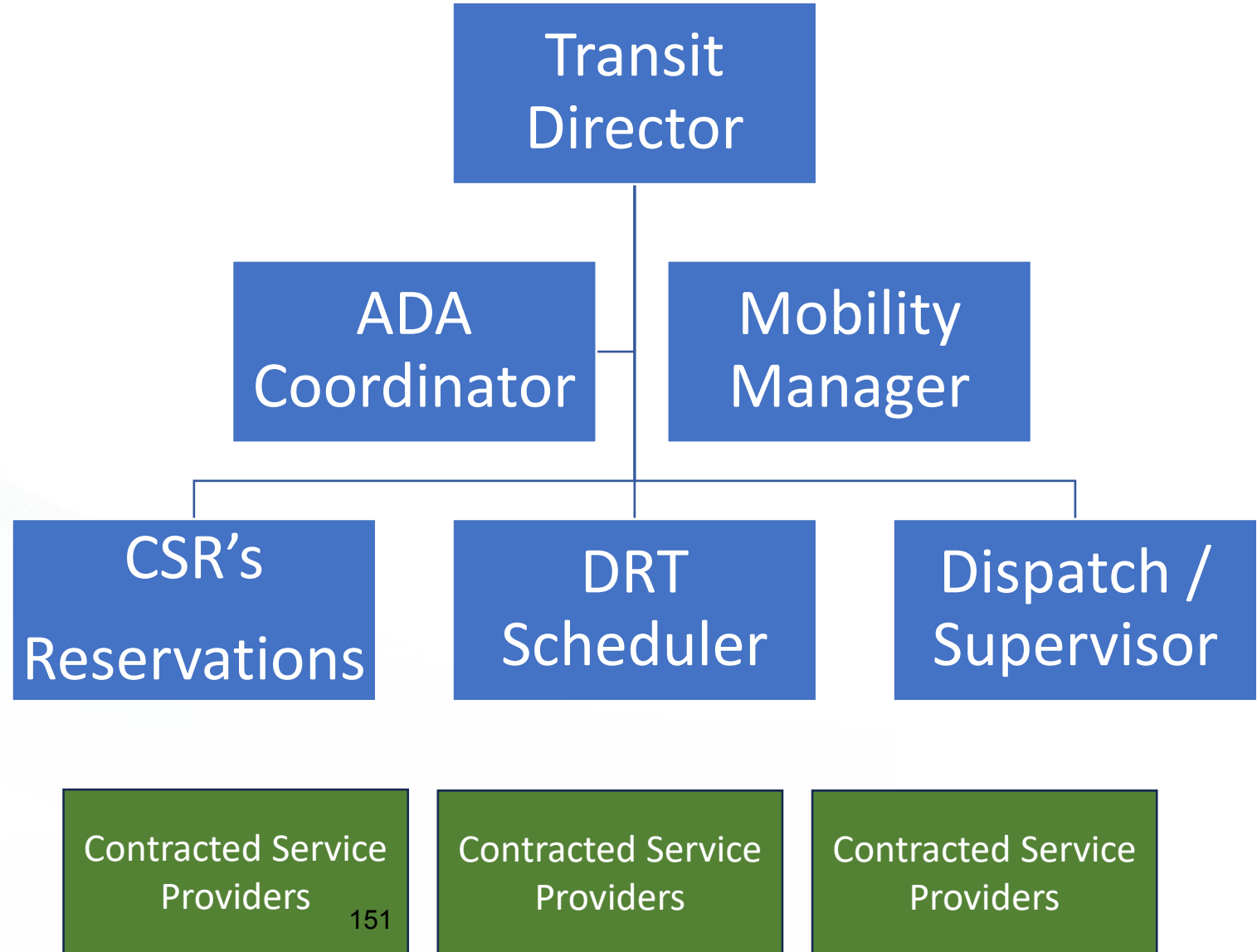
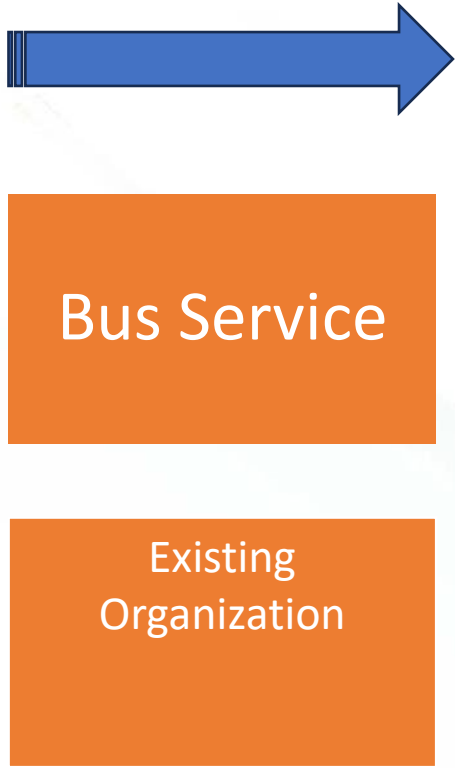
Recommendation #4: Transit Governance Assessment

Consider the overall public transportation system relative to community vision and values and define a family of mobility services targeted to specific customer markets.

Strategy 4a – Conduct a Public Transportation Governance Partnership Study. The purpose of this study would be to assess and improve the governance structure of public transportation systems to enhance efficiency, accountability, and service delivery (Conceptual Scope is Outlined in Analysis Report)

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RTS Mobility Management Org Chart Addition Concept



Thank You!

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Metropolitan Transportation Planning Organization
For the Gainesville and Alachua County Area

VIII. Information Item C



Metropolitan Transportation Planning Organization

For the Gainesville and Alachua County Area

March 28, 2025

MEETING MEMORANDUM

To: Metropolitan Transportation
Planning Organization Board

From: Brad Thoburn

Subject: **RTS Transit Ridership Report**

BACKGROUND

The Regional Transit System (RTS) for the City of Gainesville provides public transportation services in Gainesville, Florida. RTS provides Ridership by Route reports to the Metropolitan Transportation Planning Organization. The report provides passenger trip data for each fixed route at RTS to track ongoing ridership trends for the fiscal year (FY) 2025 (October 1, 2024 – September 30, 2025).

The FY25 Ridership by Route report is attached.

Attachment

Fiscal Year'25 Ridership by Route

October 1, 2024 to September 30, 2025

Route	City Routes	October	November	December	January	February	March	April	May	June	July	August	September	FY TOTAL
		Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	FY'25 Pass.
1	Downtown Station to Butler Plaza	32,877	26,705	23,573	28,600	28,104								139,920
3	Downtown Station to N Main Post Office	7,974	6,893	6,854	5,678	5,304								32,703
5	Downtown Station to Oaks Mall	25,365	19,620	15,481	19,275	21,908								101,649
6	Downtown Station to Plaza Verde	6,746	5,723	5,823	5,508	4,760								28,560
7	Downtown Station to Eastwood Meadows	8,490	6,923	7,490	8,116	6,109								37,128
8	Shands to North Walfrart Supercenter	15,064	12,317	9,127	12,810	14,813								64,131
9	Reitz Union to Hunters Run	24,675	17,553	6,426	15,302	19,439								83,395
10	Downtown Station to Santa Fe	13,084	10,109	7,386	10,316	12,277								53,172
11	Downtown Station to Eastwood Meadows	9,935	7,658	8,273	10,116	9,903								45,885
12	Reitz Union to Butler Plaza	36,867	28,897	18,274	25,742	31,164								140,944
13	Bealy Towers to CareerSource	25,991	19,444	8,779	20,918	26,520								101,652
15	Downtown Station to NW 13th St (@ NW 23rd Ave)	24,039	20,332	18,350	15,560	15,094								93,375
16	Bealy Towers to Sugar Hill	9,291	7,323	5,662	6,859	7,570								36,705
17	Bealy Towers to Downtown Station	6,501	5,130	3,830	4,744	5,320								25,525
20	Reitz Union to Oaks Mall	51,621	36,027	19,597	38,314	49,621								195,180
21	Reitz Union to Cabana Beach	15,491	12,449	3,563	15,912	21,106								68,521
23	Oaks Mall to Santa Fe	6,848	5,497	4,126	4,955	6,421								27,847
25	UF Commuter Lot to Airport	6,840	5,759	3,708	297	-								16,604
26	Downtown Station to Airport	9,788	8,556	8,228	10,244	10,771								47,587
28	The Hub to Forest Park	7,230	4,950	1,335	5,821	8,856								28,192
33	Butler Plaza to Midtown	45,025	32,933	14,608	35,645	47,492								175,703
34	The HUB to Lexington Crossing	4,475	3,316	1,859	3,076	4,196								16,922
35	Reitz Union to SW 35th Place	37,288	27,807	14,590	27,479	34,644								141,808
37	Reitz Union to Butler Plaza (via SW 35th Place)	20,553	15,296	10,252	14,618	18,800								79,519
38	The Hub to Gainesville Place	48,641	35,486	12,459	32,438	44,763								173,787
43	Shands to Santa Fe	8,953	6,416	4,590	6,929	7,300								34,188
46	Reitz Union to Downtown Station	4,836	3,315	1,406	4,822	6,654								21,033
52		4,565	3,537	2,267	4,316	4,701								19,386
75	Oaks Mall to Butler Plaza	15,660	13,570	14,445	13,842	14,013								71,530
76	Santa Fe to Halle Square Market	3,605	2,917	1,519	2,919	3,627								14,587
78	Butler Plaza to Santa Fe	1,590	1,301	595	1,207	1,586								6,279
711	Downtown to E. Meadows	2,986	2,658	2,257	2,594	2,651								13,146
600	Microtransit E. University Avenue	867	735	922	694	610								3,829
	City totals	543,761	417,184	267,684	415,666	496,097	-	-	-	-	-	-	-	2,140,392
	Campus Routes	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	Passengers	FY'25 Pass.
118	Park-N-Ride 1 (Cultural Plaza)	37,052	25,867	8,368	29,800	47,714								148,801
122	UF North/South Circulator	7,153	5,515	1,625	3,593	5,366								23,252
125	Lakeside	13,693	11,650	3,963	-	-								29,306
126	UF East/West Circulator	5,134	2,463	360	3,617	4,938								16,512
127	East Circulator (Sorority Row)	11,074	8,275	2,694	6,525	8,802								37,370
150	UF Campus - Halle Plantation	1,585	1,447	737	-	-								3,769
	Campus totals	75,691	55,217	17,747	43,535	66,820	-	-	-	-	-	-	-	259,010
	Other Services Totals	5,805	8,005	675	-	527								
	Systemwide Totals	626,257	480,406	286,106	459,201	563,444	-	-	-	-	-	-	-	2,415,414

Indicates route not in operation