



# Unified Planning Work Program

July 1, 2012 - June 30, 2013  
and  
July 1, 2013 - June 30, 2014

Prepared by:

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Adopted April 25, 2012  
Amended September 26, 2012  
Amended May 22, 2013  
Amended June 26, 2013

**LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
 FY 2012/13 - FY 2013/14  
 UNIFIED PLANNING WORK PROGRAM  
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LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION

RESOLUTION 2013 - 9

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION, AMENDING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2012/13 THROUGH FISCAL YEAR 2013/14 AND UPDATING BUDGET TABLES TO REFLECT ACTUAL FY 2013/14 ALLOCATIONS.**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) has been designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Lake-Sumter Planning area; and

**WHEREAS**, Title 23 CFR Section 450.308(c) and Florida Statute 339.175(9) require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program (UPWP); and

**WHEREAS**, a Unified Planning Work Program is defined as a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area during the program year, and includes a planning budget; and

**WHEREAS**, the Lake~Sumter MPO adopted its FY 2012/13 through FY 2013/14 UPWP on April 25, 2012 for the period July 1, 2012 through June 30, 2014; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2012/13 through FY 2013/14 UPWP on September 26, 2012, by updating budget tables to reflect actual FY 2012/13 allocations; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2012/13 through FY 2013/14 UPWP on May 22, 2013, by updating budget tables to reflect FY 2013/14 PL-112 planning fund and Planning Grant allocations; and

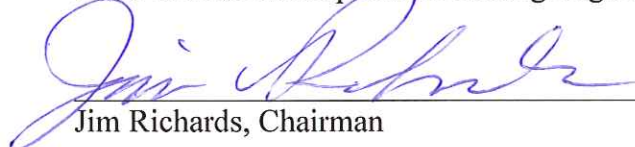
**WHEREAS**, the Federal Transit Administration has changed the program number for grant funds from 5303 to 5305(d) effective FY 2013/14; and

**WHEREAS**, the Florida Department of Transportation has provided the MPO with actual FTA-5305(d) fund allocations for FY 2013/14 that increase the grant from \$55,309 federal, \$6,914 state and \$6,914 local funds to \$109,482 federal, \$13,685 state and \$13,685 local funds, with the local funds being a "soft-match" of in-kind funding and activities.

**NOW, THEREFORE, BE IT RESOLVED** by the Lake~Sumter MPO that the FY 2012/13 - FY 2013/14 UPWP is amended to include updated budget tables for FY 2013/14 for the funding category of FTA-5305(d) Federal Transit Administration grant funds that reflect the actual amounts of \$109,482 federal, \$13,685 state and \$13,685 local (soft match).

**PASSED AND ADOPTED** this 20th day of June, 2013.

Lake~Sumter Metropolitan Planning Organization

  
Jim Richards, Chairman

Approved as to form and legality:

  
Sanford A. Minkoff, MPO Attorney

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2013 - 7**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION, AMENDING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2012/13 THROUGH FISCAL YEAR 2013/14: UPDATING BUDGET TABLES TO REFLECT FY 2013/14 ALLOCATIONS; ADDING FY 2013/14 FTA SECTION 5303 GRANT DOCUMENTATION; AND ADDING UPDATED JOINT CERTIFICATION STATEMENT.**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) has been designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Lake-Sumter Urban area; and

**WHEREAS**, Title 23 CFR Section 450.308(c) and Florida Statute 339.175(9) require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program (UPWP); and

**WHEREAS**, a Unified Planning Work Program is defined as a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area during the program year, and includes a planning budget; and

**WHEREAS**, the Lake~Sumter MPO adopted its FY 2012/13 through FY 2013/14 UPWP on April 25, 2012 for the period July 1, 2012 through June 30, 2014; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2012/13 through FY 2013/14 UPWP on September 26, 2012 updating budget tables to reflect actual FY 2012/13 allocations; and

**WHEREAS**, the Florida Department of Transportation has provided the MPO with estimated PL-112 planning fund allocations for FY 2013/14 that increase the amount of the PL-112 grant from \$488,073 to \$512,136; and

**WHEREAS**, the Commission for Transportation Disadvantaged has provided the MPO with actual Planning Grant fund allocations for FY 2013/14 that increase the total amount of the Planning Grant from \$41,930 to \$46,171 which includes \$25,352 for Lake County and \$20,819 for Sumter County; and

**WHEREAS**, the Lake~Sumter MPO is required to submit FTA Section 5303 Grant Documentation for FY 2013/14; and

**WHEREAS**, the Lake~Sumter MPO approved, on February 27, 2013, the Joint Certification process for 2012 with the Florida Department of Transportation.



**NOW, THEREFORE, BE IT RESOLVED** by the Lake~Sumter MPO that:

1. the FY 2012/13 - FY 2013/14 UPWP is amended to include updated budget tables for FY 2013/14 for the funding categories of PL-112 Federal Highway Administration planning funds that reflect the estimated amount of \$512,136; and
2. the FY 2012/13 through FY 2013/14 UPWP is amended to include updated budget tables for FY 2013/14 for the Commission for Transportation Disadvantaged Planning Grant fund column to reflect actual Planning Grant funds of \$46,171; and
3. the FY 2012/13 – FY 2013/14 UPWP is amended to include the FTA Section 5303 Grant Documentation for FY 2013/14; and
4. the FY 2012/13 – FY 2013/14 UPWP is amended to include the updated Joint Certification Statement.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of May, 2013.

Lake~Sumter Metropolitan Planning Organization



\_\_\_\_\_  
Jim Richards, Chairman

Approved as to form and legality:



\_\_\_\_\_  
Sanford A. Minkoff, MPO Attorney

LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION

RESOLUTION 2012 - 27

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION, AMENDING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2012/13 THROUGH FISCAL YEAR 2013/14, AND UPDATING BUDGET TABLES TO REFLECT ACTUAL FY 2012/13 ALLOCATIONS.**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) has been designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Lake-Sumter Urban area; and

**WHEREAS**, Title 23 CFR Section 450.308(c) and Florida Statute 339.175(9) require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program (UPWP); and

**WHEREAS**, a Unified Planning Work Program is defined as a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area during the program year, and includes a planning budget; and

**WHEREAS**, the Lake~Sumter MPO adopted its FY 2012/13 through FY 2013/14 UPWP on 25 April 2012, for the period 01 July 2012 through 30 June 2014; and

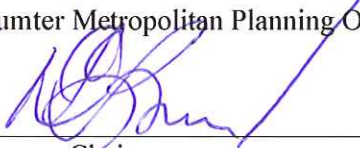
**WHEREAS**, the Florida Department of Transportation has provided the MPO after UPWP adoption with actual, rather than estimated, Federal Transit Administration Section 5303 funding allocations for FY 2012/13 that now increase the grant amounts of the FTA-5303 grant from \$55,309 federal, \$6,914 state and \$6,914 local funds to \$95,248 federal, \$11,906 state and \$11,906 local funds, with the increase in local funds being through a "soft-match" of in-kind funding and activities; and

**WHEREAS**, the Florida Department of Transportation has provided the MPO with actual PL-112 planning fund allocations for FY 2012/13 that increase the grant amount of the PL-112 grant from \$488,185 to \$497,538.

**NOW, THEREFORE, BE IT RESOLVED** by the Lake-Sumter MPO that the FY 2012/13 through FY 2013/14 UPWP is amended to include updated budget tables for FY 2012/13; specifically the funding categories of PL-112 Federal Highway Administration planning funds and FTA-5303 Federal Transit Administration planning fund columns are amended to reflect that the FTA-5303 grant amounts are now \$95,248 federal, \$11,906 state and \$11,906 local (soft match) and the PL-112 funding column now reflects an increase from \$488,185 to \$497,538.

**PASSED AND ADOPTED** this 20<sup>th</sup> day of September, 2012.

Lake~Sumter Metropolitan Planning Organization

  
\_\_\_\_\_  
Don Burgess, Chairman

Approved as to form and legality:

  
\_\_\_\_\_  
Sanford A. Minkoff, MPO Attorney

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2012 - 12**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) ENDORSING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2012/13 THROUGH FISCAL YEAR 2013/14**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization has been designated by the Governor of the State of Florida as the body responsible for the urban transportation planning process for the Lake-Sumter Urban area; and

**WHEREAS**, Title 23 CFR Section 450.308(c) and Florida Statute 339.175(9) require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program; and

**WHEREAS**, a Unified Planning Work Program is defined as a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area during the program year, and includes a planning budget; and

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization's FY 2012/13 through FY 2013/14 Unified Planning Work Program has been prepared in accordance with the Florida Department of Transportation Unified Planning Work Program Procedure.

**NOW, THEREFORE BE IT RESOLVED** that the Lake~Sumter Metropolitan Planning Organization hereby endorses the Unified Planning Work Program for FY 2012/13 through FY 2013/14.


**DULY PASSED AND ADOPTED** this 25<sup>th</sup> day of April, 2012.

Lake~Sumter Metropolitan Planning Organization

  
\_\_\_\_\_  
Don Burgess, Chairman

This 25 day of April, 2012

Approved as to Form and Legality:

  
\_\_\_\_\_  
Sanford A. Minkoff, MPO Attorney

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**  
**2013 MEMBER LIST**

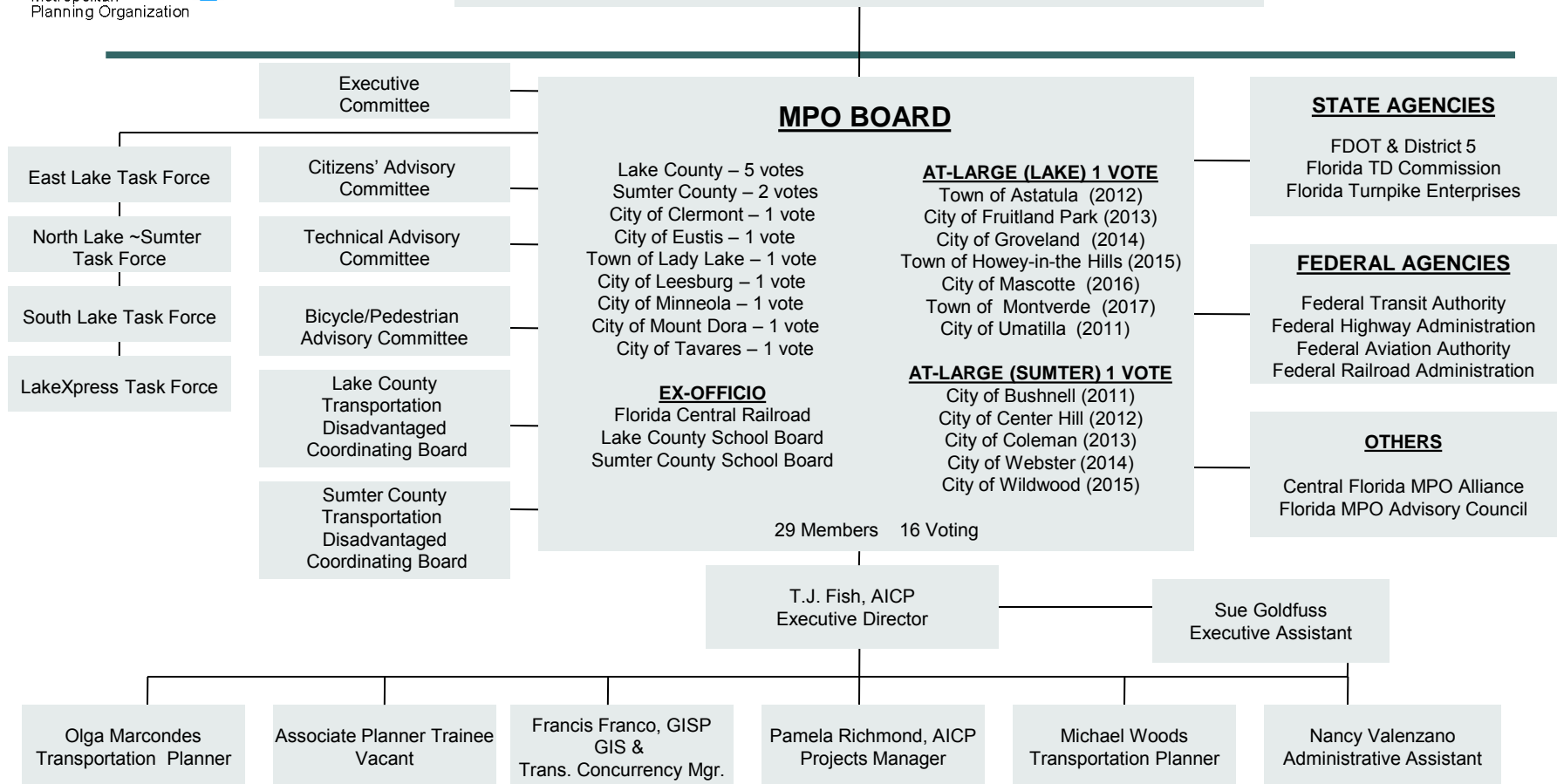
<b><u>NAME</u></b>	<b><u>REPRESENTING</u></b>
Tim Sullivan	Lake County, D1
Sean Parks / <b>Chairman-Elect</b>	Lake County, D2
Jimmy Conner	Lake County, D3
Leslie Campione / <b>2<sup>nd</sup> Vice-Chairman</b>	Lake County, D4
Welton Cadwell	Lake County, D5
Don Burgess / <b>Immediate Past Chairman</b>	Sumter County (1)
Doug Gilpin	Sumter County (2)
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Don Hahnfeldt (alternate)	
Ray Goodgame	City of Clermont
Rick Van Wagner (alternate)	
Kress Muenzmay	City of Eustis
Karen LeHeup-Smith (alternate)	
Jim Richards / <b>Chairman</b>	Town of Lady Lake
Dan Vincent (alternate)	
David Knowles	City of Leesburg
Jay Hurley (alternate)	
Joseph Saunders	City of Minneola
Lisa Jones (alternate)	
Robert Thielhelm / <b>1<sup>st</sup> Vice-Chairman</b>	City of Mount Dora
Bob Maraio (alternate)	
Norman Hope	City of Tavares
Kirby Smith (alternate)	
Mitchell Mack	Town of Astatula
Coral Collier (alternate)	
Sharon Kelly / <b>At-Large Representative</b>	City of Fruitland Park
Chris Bell (alternate)	
Jim Gearhart	City of Groveland
Jared Mincey (alternate)	
David Nebel	Town of Howey-in-the-Hills
Tony Rosado	City of Mascotte
Stephen Elmore (alternate)	
Joe Wynkoop	Town of Montverde
Glenn Burns (alternate)	
Eric Olson	City of Umatilla
Peter Tarby (alternate)	
Warren Maddox	City of Bushnell
Richard Huff	City of Coleman
Paul Remis / <b>At-Large Representative</b>	City of Webster
Kelly Williams (alternate)	
Ed Wolf	City of Wildwood
Pete Petree	Florida Central Railroad / Ex-officio
Debbie Stivender	Lake County School Board / Ex-officio
Rosanne Brandeburg (alternate)	
Kenneth Jones	Sumter County School Board / Ex-officio





# ORGANIZATIONAL CHART

## CITIZENS OF LAKE and SUMTER COUNTIES



# **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

## **INTRODUCTION**

The FY 2012/13-2013/14 Unified Planning Work Program (UPWP) has been prepared to define the tasks and anticipated funding requirements as part of the two-year work program for the Lake~Sumter Metropolitan Planning Organization. This document serves to define activities for all public officials and agencies that contribute resources to the transportation planning process. The UPWP provides a description of planning tasks and an estimated budget for each. Planning activities programmed within this FY 2012/13-2013/14 UPWP meet the requirements of the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT). This document has been prepared according to the FDOT Metropolitan Planning Organization Program Management Handbook.

The state and federal governments provide funding support through the FDOT, the FHWA (PL 112, metropolitan planning funds), the FTA (Section 5303 transit planning funds) and the Florida Commission for the Transportation Disadvantaged (TD Grant).

Sixteen (16) planning factors for consideration in metropolitan transportation planning activities were identified in the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). This number reduced in 1998 to seven (7) more general planning factors through the passage of the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21). The Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), passed in 2005, increased the number of planning factors to eight (8). These factors are required for consideration in any MPO planning activities, including in the development of the Long Range Transportation Plan (LRTP), UPWP, and Transportation Improvement Program (TIP). Table V identifies which Tasks within the UPWP address each of these eight planning factors, described as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.



## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

### **STATE EMPHASIS AREAS (PEAs) - None**

### **ORGANIZATION AND MANAGEMENT OF THE MPO**

Representatives of Lake County and Sumter County governments, the 14 municipalities of Lake County, the five municipalities in Sumter County, Lake County School Board, Sumter County School Board, the Florida Central Railroad (FCRR), FDOT and the U.S. Department of Transportation (USDOT) are involved in the transportation planning process for the Lake~Sumter MPO. The purpose is to provide effective leadership in the initiation and development of transportation plans, programs and strategies. As the body most directly responsible for the guidance of the transportation planning process, the MPO strives to ensure that the recommendations are in keeping with the goals and standards of the Federal Government, the State, Lake County, Sumter County, the 19 incorporated jurisdictions, and the Florida Central Railroad.

The MPO functions include, but are not limited to, the preparation of the tasks required by state rule or by federal policy. The MPO's major annual responsibilities are to perform the tasks of preparing the UPWP, the TIP, and the annual MPO Audit Report. As with all transportation planning delegated by the federal and state laws, the MPO is responsible for ensuring adequate representation and compatibility of state, county, and municipal projects in the transportation planning process. This includes consideration of all modes of transportation with respect to the needs of the elderly and disabled, as outlined in the "Americans with Disabilities Act."

The Lake~Sumter MPO is the public agency responsible for developing policies and procedures to guide the transportation planning process for the Lady Lake/Villages Urbanized Area (UA) and the Leesburg/Eustis UA. In addition, the MPO provides transportation planning for an urban area not recognized in the 2000 Census, the Clermont/Orlando Urbanized Area, which is a contiguous extension into Lake County of urbanization centered in Orange County.

The MPO Governing Board includes elected representatives from Lake and Sumter counties and each of the 14 municipalities of Lake County, as well as representatives from the five Sumter County municipalities of Bushnell, Center Hill, Coleman, Webster and Wildwood. Ex-officio members include Florida Central Railroad, added as ex-officio member in 2006, and both counties' school districts, approved as ex-officio members in 2008.

In October 2010, the MPO received a letter from Gov. Charlie Crist accepting the MPO's Redesignation Plan, thus formally adding all of Sumter County to the MPO Area. This officially established the Lake~Sumter MPO as a true two-county MPO, as all of Lake County, along with The Villages UA as of the 2000 Census, had been within the MPO Area since the organization's inception. The approved Redesignation Plan proposed to expand the MPO Area from an area including all of Lake County and a small urban area in northeast Sumter County to encompass both counties. The approved plan also called for adding two voting seats representing Sumter County, one would be an additional county commissioner voting seat and one would be an at-large municipal seat. With the plan approved, the MPO changed its bylaws in late 2010 to increase Sumter County Board of County Commissioners

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

voting seats from one seat to two seats. The bylaw change also created an At-Large Representative for the five municipalities of Sumter County, with the voting seat rotating among the five municipalities on an annual basis. All 19 municipalities within the MPO Area have a seat on the MPO Governing Board, with nine voting seats assigned to municipalities and seven assigned to county commissioners.

Voting composition includes a total of 16 voting members. Each of the five (5) members of the Lake County Board of County Commissioners (BCC) and two (2) members from the Sumter County Board of County Commissioners hold a vote, for a total of seven (7) county votes. Nine (9) municipal votes have been established. Each of the seven (7) most populated cities receive one (1) vote each. Those cities and towns include: Clermont, Eustis, Lady Lake, Leesburg, Minneola, Mount Dora, and Tavares. The remaining seven Lake County municipalities rotate one (1) vote on an annual basis. The members in this category include: Astatula, Fruitland Park, Groveland, Howey-in-the-Hills, Mascotte, Montverde and Umatilla. The five municipalities of Sumter County rotate one (1) vote on an annual basis: Bushnell, Center Hill, Coleman, Webster and Wildwood. The rotating member shall serve a one-year term beginning on January 1 and shall change each year following alphabetical order. The Town of Astatula was the first Lake County rotating member with a term beginning January 1, 2005. Fruitland Park, Groveland, Howey-in-the-Hills and Mascotte followed in 2006 through 2009. The at-large vote rotated in 2010 to the Town of Montverde and in 2011 to the City of Umatilla. The voting seat began the rotation again in 2012 with the Town of Astatula. The City of Bushnell held the Sumter County rotating vote in 2011. The vote rotated to the City of Center Hill in 2012.

The Lake~Sumter MPO Executive Committee (EC) is comprised of the following board members: Chairman, Chairman-Elect, 1st Vice Chairman/Treasurer, 2nd Vice Chairman, Immediate Past Chairman, the At-Large Representative for the Sumter County municipalities and the At-Large Representative of the smaller Lake County municipalities. The purpose of the Executive Committee is to efficiently address business issues and matters not feasible to be heard by the full MPO Governing Board in a timely fashion. The MPO Governing Board may refer items to the Executive Committee for action or recommendation. The Chairman may convene the Executive Committee for items deemed appropriate for Executive Committee review or action.

The Lake~Sumter MPO Governing Board receives recommendations from nine (9) advisory bodies. The Citizens' Advisory Committee (CAC) is composed of members of the general public who represent the general welfare of the community. Each municipality may appoint at least one citizen representative and each county commissioner on the MPO Governing Board may appoint a citizen representative.

The Technical Advisory Committee (TAC) composed of engineers, planners, and other related transportation professionals, reviews plans, programs and projects, and recommends solutions to the MPO based on technical expertise. Each member government may appoint at least one TAC member.

The Bicycle & Pedestrian Advisory Committee (BPAC) focuses on bicycle and pedestrian transportation issues including facilities, community design, Safe Routes to Schools and

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

regional trail master planning. Each member government may appoint at least one representative and the BPAC itself may appoint representatives of advocacy groups. Membership in the BPAC includes elected officials, county and city technical staff, and residents/advocates.

Both Lake County and Sumter County have Transportation Disadvantaged Coordinating Boards (TDCBs) that identify the local needs of the transportation disadvantaged population and investigate alternatives to meet those needs. The TDCBs assist in planning, monitoring and evaluating the Community Transportation Coordinators (CTCs) for each county, which happen to be the Boards of County Commissioners in each. Additional public input is provided through public meetings, public hearings, and civic meetings. The TDCB from each county is composed of a diverse group of citizens representing many facets of the population and the TD clientele. The MPO assumed the role of designated official planning agency (DOPA) in July 2007 for the Sumter County TDCB, replacing the Withlacoochee Regional Planning Council (WRPC).

The South Lake Task Force was created to advance funding for the State Road 50 six-lane widening project, to research potential reliever corridors to alleviate State Road 50; and to advance interconnectivity with the county road network. The group continues to focus on the incomplete county road network and on transit along the SR 50 corridor. Membership on this task force is comprised of Lake County, Clermont, Minneola, Montverde, Groveland and Mascotte.

The North Lake~Sumter Task Force was created to advance funding for the U.S. 441/27 six-lane widening project and the US 301 four-lane widening project, to research potential reliever corridors west of US 441/27 and to guide trail and transit projects in the sub-area. The group has been effective at addressing inter-county transportation planning. Membership on this task force has been comprised of Lake County, Sumter County, Fruitland Park, Lady Lake, Leesburg, Bushnell, Center Hill, Coleman, Webster and Wildwood. With substantial tasks complete, the North~Lake Sumter Task Force will consider a sunset to the group in order for members to reconstitute on new tasks. To be considered in 2012 is a task within Lake County that would include Lady Lake, Fruitland Park, Leesburg and Lake County. The task force would likely be named the Northwest Lake County Task Force and would include notification of Sumter County on issues that may cross the county boundary. Of priority between the two counties is the CR 470 Corridor, which likely will become the focus of a new task force in 2012. That task force would include Sumter County, Lake County, Wildwood and Leesburg and would focus on the development of the economic development corridor between US 27 in Leesburg and SR 44 in western Sumter County, a corridor that intersects with Florida's Turnpike (SR 91), US 301, I-75 and the CSX S-Line.

The East Lake Task Force was created to research alternatives to U.S. Highway 441 and to analyze the effects of connecting the Lake County network to the proposed Wekiva Parkway (Orlando Beltway) and six-lane SR 46 projects. The group has recently been effective in focusing on transit and rail. Membership on this taskforce is comprised of Lake County, Astatula, Eustis, Howey-in-the-Hills, Mount Dora, Tavares and Umatilla.

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

The LakeXpress Task Force was created to monitor the progress of the LakeXpress fixed route transit system, running along the US 441 corridor. Membership on this task force is comprised of Lake County, Eustis, Fruitland Park, Lady Lake, Leesburg, Mount Dora, Tavares and Umatilla. Sumter County is also engaged by this taskforce in order to achieve regional connections between the two systems, LakeXpress and Sumter County Transit. With South Lake communities taking an interest in transit, the task force may expand its purview in the coming year.

The MPO Staff is responsible for collecting and disseminating all information from the transportation planning process to the general public. The work effort required to support the planning process is administered by the MPO staff in cooperation with local governments and the FDOT. Examples of other agencies that are consulted in various phases of the planning process include the Department of Environmental Protection, the Federal Aviation Administration, Federal Rail Administration and the Water Management District Offices (St. John's River WMD and Southwest Florida WMD).

The genesis of the MPO was facilitated by Lake County through the Public Works Department, which provided staffing for the first year following the creation of the agency. As of March 1, 2005, with the hiring of the first executive director, the new agency physically moved to an independent location in Leesburg, central to the MPO area. With these actions, the MPO began an agreement with the Lake County Board of County Commissioners (LCBCC) for the LCBCC's provision of support services to the MPO, including payroll, benefits, insurance, procurement, legal assistance, information technologies, employee services, risk management, facilities management, and clerk services. In November 2007, the MPO and Lake County BCC executed an interlocal agreement for the one-year upstart funding of a transit coordinator position to be employed by Lake County's Public Services Department, Public Transportation Division (i.e., LakeXpress).

The February 2004 Joint Participation Agreement (JPA) with FDOT established the MPO as the official planning agency for the Lake~Sumter MPO Area. On May 26, 2004, the MPO Governing Board approved an assignment agreement and time extension among the MPO, Lake County, and FDOT for the Long Range Transportation Plan (JPA Amendment 2). Additional JPAs are being executed periodically for maintaining continued federal PL funds and state FTA match funding. On December 20, 2004, the MPO executed the Public Transportation JPA. On December 14, 2005, the MPO Governing Board executed an interlocal agreement with the Sumter County BCC creating a regional partnership between entities for regional transportation planning and TRIP funding. This agreement applies to all of Sumter County, including the non-urbanized portion. The need for that agreement was superseded by Gov. Crist's 2010 approval of the MPO's Redesignation Plan to include all of Sumter County.

All agency plans and programs comply with the public involvement provisions of Title VI which states: *"No persons in the United States shall, on 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 financial assistance."* To further ensure full compliance with federal requirements, the Lake~Sumter MPO Governing

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

Board adopted a formal policy covering Title VI issues in July 2007. FHWA will conduct training in this category in the coming year.

### **STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES**

#### Census 2000

On May 1, 2002, the Census Bureau released an updated listing of Urbanized Areas. The two urbanized areas affecting Lake County and Sumter County are Lady Lake/The Villages and Leesburg/Eustis. The Clermont area in southern Lake County is, as of 2006, an extension of the Orlando Urbanized Area into Lake County and the Lake~Sumter MPO Area. The Lady Lake-Villages Urbanized Area consists of portions of Lake, Sumter and Marion counties. The Marion County portion is currently within the Ocala/Marion County Transportation Planning Organization (TPO) Planning Area Boundary, while the Sumter and Lake portions are within the Lake~Sumter MPO Planning Area. The Leesburg-Eustis Urbanized Area is totally within Lake County. The Honorable Governor Jeb Bush approved the apportionment Plan for the Lake~Sumter MPO on December 9, 2003. Since that time, the urbanized population has increased significantly in both urbanized areas and in areas contiguous to Orlando's urban area.

#### Census 2010

As the 2012/13-2013/14 UPWP was drafted and submitted to the Lake~Sumter MPO Governing Board for final approval, the new Urbanized Area Maps were scheduled for release. Already revealed is a more than doubling of population within the Lady Lake-The Village UA, an expansion of the northern Lake County urban area now named Leesburg-Eustis-Tavares, and expansion of the Orlando Urbanized Area into southern Lake County to include Clermont and Minneola, which were a part of an Urban Cluster not quite contiguous with Orlando in the 2000 Census. This iteration of the UPWP includes tasks related to the new statuses of Urbanized Areas.

#### Regional Transportation Planning Coordination

The Lake~Sumter MPO is party to an interlocal agreement among the six MPOs that are members of the Central Florida MPO Alliance (CFMPOA). The purpose of the agreement among the CFMPOA members is enhanced regional transportation planning. The CFMPOA will also execute the FDOT agreement with the Regional Intergovernmental Coordination and Review (ICAR) agencies serving the metropolitan area, typically the East Central Florida Regional Planning Council (ECFRPC) created under *section 186.504, F.S.* The agreement shall describe the process for coordination of MPO planning and programming activities and how transportation planning and programming activities will be a part of the comprehensive planned development of the metropolitan area. This agreement also defines the process for fulfilling the clearinghouse requirements for federally funded activities. [*Subsection 339.175(9)(a)2., F.S.*]

#### Central Florida MPO Alliance (CFMPOA)

The Lake~Sumter MPO is a party to the CFMPOA. In addition to the Lake~Sumter MPO, five other central Florida MPOs are members of the organization: the Ocala/Marion TPO; the Volusia TPO; the Space Coast TPO (Brevard); the Polk County TPO; and MetroPlan Orlando

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

(Orange, Seminole, Osceola). This effort was pursued in recognition of the fact that there are many transportation issues that are shared with, and impact, the Central Florida region. Thus, the Central Florida MPO Alliance was created as a natural extension of the existing cooperation among the six MPOs and nine counties of Central Florida. This alliance, which meets on a quarterly basis, has been created to identify regional opportunities and to resolve regional transportation issues. The staffs of the MPOs and FDOT conduct the work effort required to support the transportation planning process. The CFMPOA now serves as a model to other regions on regional coordination. The CFMPOA now has an integral role in developing annual regional recommendations for project funding through the Transportation Regional Incentive Program (TRIP). Furthermore, the CFMPOA has emerged as the regional catalyst for multi-modal approaches to transportation, including commuter rail and other mass transit modes.

### Regional Planning

Through the CFMPOA and through regional initiatives like *How Shall We Grow* and the Central Florida Smart Growth Alliance, and in conjunction with regional entities such as the East Central Florida Regional Planning Council (ECFRPC) and FDOT District 5, the Lake~Sumter MPO is achieving a high level of regional planning. Most notably, the MPO is conducting regional planning encompassing the complete two-county region of Lake and Sumter counties. Furthermore, the MPO is engaged in regional planning activities including projects between the Lake~Sumter MPO and neighboring MPOs like MetroPlan Orlando, the Ocala/Marion TPO, the Volusia TPO, and the Polk County TPO, and with other regional entities such as LYNX, the regional transit authority for Orange, Seminole, and Osceola counties.

### 2020 Transit Development Plan (TDP)

The Lake~Sumter MPO completed development of the Lake County 2020 Transit Development Plan (TDP) in 2007/08. The plan was adopted on August 26, 2008 by Lake County and on August 27, 2008 by the MPO. Significant in the plan is the approach of developing a multi-modal transportation system through the cultivation of fixed-route bus service into a fixed-guideway system. The transit development in the 2020 TDP was incorporated into the multi-modal *Transportation 2035*, adopted December 2010. The TDP is to be updated by July 1, 2012 through a major update per FTA requirements. The major update will result in a 2022 TDP, incorporating the required 10-year planning horizon.

### 2025 Long-Range Transportation Plan (LRTP)

The MPO initiated the 2025 LRTP during FY 2004/05. Tindale-Oliver & Associates (TOA) was the MPO's consultant for the Long-Range Transportation Plan. The 2025 LRTP was adopted December 14, 2005. An update was adopted in FY 2006/07 in order for the plan to conform to state and federal requirements, specifically the SAFETEA-LU legislation.



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### Transportation 2035: 2035 Long Range Transportation Plan

The Lake~Sumter MPO commenced development of the 2035 Long Range Transportation Plan in FY 2007/08, with a transportation revenue study and 2005 and 2035 socioeconomic data. The multi-modal plan was adopted December 8, 2010. The new plan takes a different approach than the previous plan by shifting some resources away from traditional road-widening projects and focusing those resources on transit. The plan is based on an analysis of current trends versus a visionary multi-modal network that includes transit along the US 441, SR 50, US 27, US 301 and SR 19 corridors. The 2035 Transportation Plan includes recommendations to local governments regarding shifts in land use policy to allow for transit-oriented development.

### Efficient Transportation Decision Making (ETDM)

MPO staff continues to train on the implementation of the Efficient Transportation Decision-Making (ETDM) process. The primary concept behind ETDM is to create linkages between transportation, land use, and the environment by facilitating early involvement in the planning process of regulatory agencies and the public. This involvement will allow for identification, as early as feasible, of potential "fatal-flaws" or other issues that could hinder or halt development of a particular transportation project. The Lake~Sumter MPO is the local lead agency in ETDM planning screenings and facilitates communication between FDOT and member governments in order to receive thorough comments on projects filtered through the ETDM process. Projects under consideration for inclusion in *Transportation 2035* were systematically screened before the needed projects list was finalized. ETDM was an integral component to implementation of *Transportation 2035*.

### Bicycle/Pedestrian Studies

Lake County, the City of Leesburg, the City of Fruitland Park, the Town of Lady Lake and the MPO are working toward expanding the regional trail network. A PD&E study for the Gardenia Trail was completed and now engineering is needed for each of the three segments connecting the three communities. The Lake~Sumter MPO is working closely with Lake County and all the municipalities on implementation of the countywide Master Trails Plan, adopted by Lake County on July 15, 2008 and the MPO on July 23, 2008. The South Lake Trail (Clermont to Groveland) continues as a top MPO enhancement project priority for construction funding. The MPO's newest trail priority is a connection from Tavares and Mount Dora to Orange and Seminole counties via the Lake-Wekiva Trail. Meanwhile, the City of Leesburg continues to be a tremendous catalyst for trail projects within that community. The work of Leesburg to connect west to the Sumter-Lake county line has resulted in a funding request by the MPO to study extending the trail system to Wildwood.

### Wekiva Parkway

FDOT and the Orlando-Orange County Expressway Authority (OOCEA) conducted a PD&E study for the Wekiva Parkway and SR 46 projects, with FHWA final approval anticipated during 2012. The project would complete the Orlando beltway and provide a six-lane connector into Mount Dora via SR 46. A preferred alternative alignment has been determined. At the request of the government agencies and stakeholders following the Assessment of Multi-Use Trail Accommodation and under the direction of the FDOT D5 Secretary, a Wekiva Trail Feasibility Study was completed in 2011. The MPO will manage the PD&E phase and will coordinate with FDOT on the PE phase for each segment of the Wekiva

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Trail Project. PD&E commences for the trail 2012. The MPO has alerted FDOT to the critical needs for coordination of the Wekiva Trail planning and design with the Wekiva Parkway design-build project

### How Shall We Grow (HSWG)

The Lake~Sumter MPO served as a partner in the development of MyRegion.org's *How Shall We Grow* 2050 Regional Vision. The initiative resulted in an increased emphasis on the need for regional coordination. The effort legitimized the role of the CFMPOA as the regional entity to lead regional transportation efforts. The project also sparked local visioning by communities such as Lake County, with *Our Community – Our Future*, Sumter County, which conducted visioning during 2008, and cities like Tavares, Eustis and Wildwood, which are now planning for multi-modal futures.

### Our Community, Our Future (OCOF)

The Lake~Sumter MPO coordinated 2007-2009 with the Lake County BCC in the development of a series of visioning sessions that tied Lake County planning efforts together. The MPO took the lead on transportation issues, while other issues such as water resources, education and economic development were also highlighted. The results of the on-going sessions were incorporated into the 2020 TDP and were incorporated into the 2035 Transportation Plan.

### Transportation Management System (TMS)

The Lake~Sumter MPO entered into an interlocal agreement with Lake County, Sumter County, all 14 municipalities in Lake County and the City of Wildwood to manage their transportation management systems, which includes state-mandated transportation concurrency requirements applicable to most. The agreement was effective Jan. 1, 2008, and stipulates that each local government will forward development order requests to the MPO for transportation concurrency review. The MPO will assist local governments in any projects that result in level of service adjustments or proportionate fair share agreements.

By virtue of the enactment of 2009's SB 360, and by virtue of the removal of transportation concurrency as a Florida statutory mandate, the MPO is working individually with each local government on the transition away from the state mandate. Some local governments are choosing to maintain transportation concurrency by local ordinance. Other local governments are opting to remove transportation concurrency from ordinances and rely on dual-rational-nexus-test mitigation of impact fees to address road capacity concerns. The MPO's forthcoming Congestion Management Process will assist in addressing means through which to preserve capacity, manage congestion and address projects to be funded through specified mechanism such as development-based fees and proportionate share payments.

### Crash Data Management System

The Crash Data Management System (WebCDMS) is a web-based, two-county custom tool suite that helps address engineering and safety issues through the analysis of crash data. The WebCDMS tools are adapted to target safety concerns through the 4E approach (engineering, enforcement, education and emergency management), as well as integrating the State of Florida's Strategic Highway Safety Plan Emphasis Areas. The significant aspects

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of the WebCDMS are that it is regional in scope, it focuses on incidents and incident types and it addresses potential countermeasures to correct safety deficiencies.

The WebCDMS tools include query based thematic mapping, collision diagramming, multi-selection comparison charts, SQL query building tools, and data sharing functionality. The WebCDMS can be used to easily identify high crash frequency locations and be utilized to communicate findings using detailed, user-defined reports. A key aspect of the WebCDMS is the ability to cross-reference county and state data sources to assess both regional and local crash related issues. The WebCDMS represents a collaboration of agencies with a common goal to provide innovative and timely solutions to address safety.

### **STATUS OF AREA HIGHWAY PROJECTS**

#### US 27

As a Strategic Intermodal System (SIS) facility from Florida's Turnpike in the southern Leesburg area south into Polk County, US 27 is a north-south spine for the Florida peninsula. Construction to six lanes is complete in Minneola and Clermont from CR 561 (west) to Lake Louisa Road and is complete in the Four Corners area of southeast Lake County from Boggy Marsh Road to US 192 and Polk County. Construction was funded through the American Recovery and Reinvestment Act (ARRA) of 2009 for the segment from SR 50 to Lake Louisa Road. The US 27/SR 50 interchange construction project is now underway and will complete needed network capacity in the urban area of Clermont.

#### US 301

Providing north-south mobility in Sumter County, US 301 is a successful public-private partnership thanks to completion of the four-lane facility from Wildwood to Marion County by The Villages, a developer of a DRI. Planning will begin in 2013/14 for the corridor south of Wildwood and SR 44. The arterial is a major spine for Sumter County, Bushnell, Coleman, Wildwood and The Villages.

#### US 441

US 441 has been a top priority of the MPO since the creation of the agency. The Planning Development and Environment (PD&E) Study for US 441 was completed in the spring of 2003. US 441 is a regionally significant corridor due primarily to the urban activity along the corridor from Marion County to Orange County. The corridor was improved in the center of Lake County expanding to the north and to the south. Improvements are complete from Dixie Avenue (SR 44) in Leesburg to SR 44 in Mount Dora. Construction of the intersection of US 441 and US 27 (Perkins Street to north of Griffin Road) is almost complete; ROW acquisition is underway for Mills Street to Perkins Street. From Leesburg north, US 441 is joined by US 27. Construction is underway from Martin Luther King, Jr., Boulevard to Lake Ella Road in Fruitland Park. The final segment north, which is pending construction programming, is from Lake Ella Road to Avenida Central in Lady Lake. The segment in Sumter County from Buenos Aires to the Marion County line has recently been improved by adding continuous right turn lanes for a total of six lanes. The south end of US 441 from SR 44 to SR 46 is under study phase with design in 2013/14 as the associated Wekiva Parkway project proceeds.

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### SR 40

This Emerging SIS corridor through the Ocala National Forest has been a topic of discussion for expansion for more than a decade. FDOT completed Phase I of its Environmental Feasibility Study in FY 2005/06. The purpose of this study was to identify the various issues that may arise in the expansion of SR 40. The study encompasses approximately 43.6 miles of roadway from SR 35 in Marion County to US 17 in Volusia County. Several government and private agencies, as well as local citizens, were interviewed as part of the study. The PD&E study for SR 40 kicked off at the end of FY 2005/06 and was wrapped up in FY 2008/09. Ultimately, the results of this study determined the best alternative(s) to providing mobility and safety improvements for SR 40 through the project limits. The Florida Black Bear Scenic Byway includes the stretch of State Road 40 from Ocala to Ormond Beach and SR 19 from Altoona to Palatka, as well as Lake County's CR 445 and 445A, totaling 126 miles across Marion, Lake, Volusia and Putnam counties. October 2009, the roadways were named a National Scenic Byway. The byway already had received a State of Florida Scenic Byway status. The Florida Department of Transportation's Environmental Management Office describes the state's scenic highway program as a grassroots effort to heighten awareness of cultural, historical, archeological, recreational, natural and scenic resources along roads. The program involves formation of private advocacy groups to develop regional plans to showcase and protect community resources, promote tourism and educate the public. An MPO staff member remains an active member and 2012 Chairman of the Corridor Management Entity (CME).

### SR 46

Improvements to this corridor are dependent on the Wekiva Parkway project. Upon completion of the PD&E study, which includes both the beltway and an improved SR 46 connection from the Wekiva Parkway to US 441 in Mount Dora, the necessary improvements for SR 46 are being defined in 2012 as the MPO will amend the Long Range Transportation Plan to show cost-feasibility of each segment. The Wekiva Parkway project should result in a four-to-six-lane arterial facility from US 441 in Mount Dora to new SR 429 (Wekiva Parkway). The SR 46 designation would be co-designated with SR 429 to a point at an interchange with the new alignment of CR 46A, at which point SR 46 would parallel SR 429 as a toll-free two-lane service road into Seminole County. A portion of the existing SR 46 two-lane facility in the communities of Sorrento and Mount Plymouth would be turned over to Lake County for maintenance. Design-build for the first segment of the project is to begin Fall 2012.

### SR 50

SR 50 has been a major priority of the MPO since the agency's inception. Construction is complete in Lake County from US 27 to Florida's Turnpike in Orange County, with construction underway on the interchange of SR 50 and US 27. The facility is policy constrained to four lanes west of US 27 in Clermont to Groveland, where design of a realignment of the facility is programmed in 2012/13 for PE. The realignment in Groveland will correct conflicts at SR 33 and SR 19, which are major two-lane trucking corridors.

### SR 19

The two-lane facility between CR 561 in Tavares and CR 48 in Howey-in-the-Hills is the subject of a PD&E study to be completed in 2013. Design funds are programmed for FY

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2013/14. The study will look at widening the highway to four lanes and will look at replacement of a 3,300-foot-long bridge that was built circa 1950.

### CR 466

A regionally-significant recipient of TRIP funding, Lake County entered into a partnership through a Development Agreement with The Villages to add capacity from two lanes to four lanes from Sumter County to US 441/27 in Lady Lake. This improvement was completed Spring 2010. There is the potential to later connect the corridor's western end to I-75 and C-475 via a new interchange that may be constructed by The Villages.

### CR 466A

The CR 466A corridor connects US 301, in Wildwood, to US 441/27, in Fruitland Park, with an ultimate connection to I-75, via SR 44, west of Wildwood. This regionally-significant corridor has been designed in Lake County from the Sumter County line to US 441/27 as a four-lane roadway. The Villages has completed construction to four lanes within Sumter County, from Powell Road/C-462 to Lake County. At the request of Wildwood, Sumter County has programmed PE funds for the widening to three lanes the remaining portion in Wildwood, from Powell Road/C-462 west to US 301.

### CR 470/CR 48 and C-470

A corridor connecting four Strategic Intermodal System facilities (SR 44, I-75, CSX S-Line and Florida's Turnpike) as well as US 301 and US 27, the corridor has been studied for widening to four lanes and has been targeted by both counties and Wildwood and Leesburg as an economic development corridor. Lake County has designed a portion from the Sumter County Line to just east of US 27. Wildwood and Sumter County executed in 2010 a DRI Proportionate Share Agreement that obligates the Landstone DRI to building a portion of C-470 from CR 501 to the western ramps of Florida's Turnpike. The corridor is the subject of a state TRIP grant award for a new bridge over Florida's Turnpike to accommodate the two additional needed lanes.

### Hooks Street

The recipient of a County Incentive Grant Program (CIGP) grant in 2011/12, Hooks Street serves as a parallel reliever and as a maintenance-of-traffic option for SR 50 while the SR 50/US 27 is under construction into 2013. Hooks Street, a four-lane facility, opened the final critical connecting segment April 2012.

### Minneola Interchange and Network

The City of Minneola, with financial assistance from Lake County, completed a PD&E study for the Minneola Collector in 2009 consisting of an improved four-lane Citrus Grove Road and North Hancock Road from US 27 to CR Old 50. This study also identified potential connections to a new Florida Turnpike interchange at the Hills of Minneola DRI. Lake County studied potential alternative realignments of CR 561, north of the Florida Turnpike in 2008/09. The interchange concept and new South Lake network could improve connectivity and mobility in the region while also changing commuter patterns by placing attractors such as jobs and shopping in Lake County. The project would preserve capacity on SR 50 and US 27 by providing a new access point to which to disperse commuter traffic. The MPO is

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coordinating among various local governments and landowners to create a public-private partnership for funding the project. Florida's Turnpike Enterprise and FDOT are partners.

### **STATUS OF TRANSIT AND BICYCLE & PEDESTRIAN PROJECTS**

#### Public Transportation Coordination

Lake~Sumter MPO provides planning assistance for the Public Transportation Program for Lake County and Sumter County. Lake~Sumter MPO staff coordinated the planning effort for the Transit Development Plan/Transportation Disadvantaged Service Plan update for the Lake and Sumter County Board of County Commissioners serving as the Community Transportation Coordinators (CTC).

A primary purpose of this effort is to develop goals and objectives that will help establish short-term and long-term plans for transit system development in the planning area. These goals and objectives will also maintain consistency with the goals, objectives, and policies developed previously for the Transportation Elements of the Lake and Sumter County Comprehensive Plans.

#### 2020 Transit Development Plan

The MPO took the lead in developing the Lake County 2020 Transit Development Plan; which serves as the planning, development, and operational guidance document, based on a ten-year planning horizon and covers the year for which funding is sought and the nine subsequent years. The TDP lays out our strategy as to how the transit system will grow. The process began April 2008 and the final document was adopted August 2008. The MPO accomplished this task with the assistance of two of our general planning consultants, Wilbur Smith Associates and Tindale-Oliver and Associates, Inc.

The MPO managed the development of the three (3) annual updates which were used in developing the FDOT's five-year Work Program, the Transportation Improvement Program, and FDOT's Program and Resource Plan. The TDP process required a great deal of public participation and the MPO followed the adopted Public Participation Plan that has been approved by the Federal Transit Administration and the Federal Highway Administration. The MPO is currently managing the Lake County 2025 TDP a major update for the 2020TDP.

#### South Lake Trail, Phase III

The project segments will begin from approximately the western city limits of Clermont through Groveland, later portions will include Mascotte to the Van Fleet Trail in Sumter County, completing the Lake~Sumter portion of the Central Florida Loop. The FDOT took the lead by completing the PD&E study for these segments in February 2005. Lake County, Lake County is fully funding the right of way acquisition at a cost of \$1,000,000.00 following Federal Right of Way acquisition procedures under the direction of the FDOT through a LAP agreement. The construction phase of the Clermont to South Lake High School in Groveland section is funded in FY 2012/13. The FDOT programmed federal Enhancement funds for the project construction in the amount of \$2 million, but this sum will be insufficient for the total amount of construction funding needed resulting in a funding short-fall of \$750,000.



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### Leesburg to Sumter County Trail and Gardenia Trail

Lake County, Leesburg, the Town of Lady Lake, the City of Fruitland Park and FDOT have worked in partnership on a PD&E study for the north-south Gardenia Trail. Completion was Summer 2009 and now each municipality is pursuing design, right-of-way and construction funding. Leesburg is taking the lead of expanding the regional trail network in the community by leading efforts to construct a trail from downtown Leesburg west to the Sumter County line. The facility would enable a potential future connection to Wildwood in Sumter County possibly along SR 44.

### **PRIORITIES FOR FYs 2012/13-2013/14**

#### MPO Staffing Process

As stated in a previous section, Governor Jeb Bush designated Lake~Sumter MPO on December 9, 2003. The MPO has now, as of the FY 2011/12, hired an executive director, MPO project manager, two transportation planners, geographic information systems (GIS) manager, executive staff assistant and administrative office associate. The Governing Board authorized in 2011 the creation of a part-time transportation planning associate position as the budget allows; the position has not been filled to date. The MPO for seven years has been fully operational in an independent office location in Leesburg, Florida. This portion addresses the additional Lake~Sumter MPO needs as follows:

1. Re-apportionment of the MPO Governing Board to increase to two Sumter County voting members and one Wildwood voting member that would rotate with the other Sumter County municipalities, as they grow and become more involved with the MPO. The Reapportionment/Redesignation Plan was approved by the Governing Board February 2010 and transmitted to FDOT and the Governor's Office April 2010 for review and approval. This priority was achieved as of October 2010 when Gov. Charlie Crist approved the MPO Redesignation Plan.
2. New technologies, including computers and software for existing staff members. Workstations are almost up-to-date and major strides will be made this year to achieve 21<sup>st</sup> century technologies, including advances toward GIS. Upgrades continue throughout FY 2011/12.
3. Expansion of Transportation Library for MPO.
4. Establishment of operational partnerships with Lake County and other MPO members. The MPO is in the process during 2012 of evolving the Transportation Management System to include traffic count management, crash data management and congestion management.
5. Refinement of By-Laws to more effectively address needs of membership. The bylaws were amended December 2010 to add the two additional votes, Sumter County and an at-large rotating municipal voting seat.
6. Regional partnerships will be enhanced among Lake, Sumter and Marion counties, as well as Orange, Seminole and Osceola counties, Polk County and Volusia County.
7. Fixed-route transit has quickly become a major priority of the MPO and is a linkage among the governmental jurisdictions. South Lake communities continue to work toward a commencement of fixed-route transit services.

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8. With a BPAC under the MPO's umbrella, bicycle and pedestrian needs are now at the forefront of the MPO's purview.
9. The MPO through its independent role as transportation resource and research outlet will take the lead in helping the local municipalities and incorporated areas to plan for the desired character and feel of their community.

### Transit and Para-Transit Planning

The Transit Operations Plan (TOP) is adopted for Lake County, resulting in fixed route transit, the LakeXpress, along the US 441 corridor. A Transit Development Plan for Lake County, the 2020 TDP, was adopted August 2008 and has been updated annually with the next major update planned for March 2012. Linkages are established in The Villages/Lady Lake Urbanized Area and in Mount Dora as part of the Leesburg-Eustis Urbanized Area. In addition, Lake~Sumter MPO staff and the Lake County CTC worked with LYNX to extend Link 55 to north of Four Corners along US 27 and to provide express, direct bus service from Clermont to downtown Orlando. A Sumter County TDP is planned for development in FY 2012/13.

### Transportation Improvement Program

Lake~Sumter MPO staff will work with the Technical and the Citizens' Advisory Committees and the BPAC to achieve consensus on all adopted documents. By July 15 of each year, the MPO Governing Board will develop and adopt the annual Lake~Sumter MPO TIP. The TIP will be based upon the adopted priorities established each year by Sept. 1 and by the funding priorities of partnering agencies such as FDOT and the two counties, as well as private development funds.

### List of Priority Projects

An annual process is established by the MPO to prioritize unfunded transportation needs. Typically by August of each year, the MPO adopts the List of Priority Projects via a series of tables based on various funding sources ranked in terms of funding priority. The MPO has adopted a criteria matrix to provide data to support the process. The MPO also basis prioritization on production versus planning and on matching funds from local sources or private sources.

### Implementation of ETDM

The Lake~Sumter MPO will continue to work with FDOT in 2012/13-2013/14 to prioritize and screen projects as they come to the forefront in the funding process. Planning screens were initiated for the US 441 (Orange Blossom Express) Corridor Project and Rolling Acres Road/US 27 Reliever projects by MPO staff. A planning screen for the third project, US 301 in Sumter County, is in development. A programming screen was completed by FDOT District 5 staff for SR 50 Realignment in Groveland. MPO staff assisted FDOT with the Sociocultural Effects comments and summary during the ETAT reviews for these projects.

### Regional Transportation Coordination Effort

The Penn Design project, completed in 2005, is a joint effort with MyRegion.org and the Central Florida MPO Alliance analyzing and presenting, through modeling, the region in 2025 and 2050, based on current trends, demographic projections and growth management scenarios for the Central Florida region. With the Penn Design study as a backdrop,

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

MyRegion.org and the East Central Florida Regional Planning Council commenced a Regional Visioning Process that aims to develop a long term (2050) vision for the Central Florida region (Lake, Orange, Osceola, Seminole, Brevard, Polk & Volusia counties). This process, led to the development of a refined land use scenario that is the basis for *Transportation 2035*. The new land use scenario focuses new densities and intensities toward centers and corridors and away from countryside and conservation lands. The approach will require extensive coordination with local government comprehensive plans in order to be effectively implemented. The MPOs of Central Florida, through the Central Florida MPO Alliance, will utilize the products of the visioning process as a guide to long-range planning efforts.

### Air Quality

As of February 2012, the MPO had not yet received formal notification of Lake County's air quality status. Meanwhile, the US Department of Environmental Protection had undertaken a review of air quality monitor readings that could lead to a change in standards that would result in Lake County becoming a non-attainment county in terms of air quality. This specifically pertains to ground level ozone. Currently average at 70 parts-per-billion, the new EPA ruling could place the standard between 60 and 70 ppb, thus triggering new air quality requirements for the Lake~Sumter MPO. The MPO will closely monitor this unfolding scenario and will be prepared to address federal air quality requirements should the standards be adjusted resulting in non-attainment status for Lake County.

### Sustainable Community Planning

The Lake~Sumter MPO will strive to advance programs that support the national Sustainable Communities initiative. In June 2009 the Partnership for Sustainable Communities was formed by the U.S. Department of Housing and Urban Development (HUD), the U.S. Department of Transportation (DOT), and the U.S. Environmental Protection Agency (EPA). These three agencies have pledged to ensure that housing and transportation goals are met while simultaneously protecting the environment, promoting equitable development, and helping to address the challenges of climate change. The following Livability Principles are guiding their work:

- Provide more transportation choices.
- Promote equitable, affordable housing.
- Enhance economic competitiveness.
- Support existing communities.
- Coordinate and leverage federal policies and investment.
- Value communities and neighborhoods.

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1. Identify opportunities to coordinate work and possibly share funding across upcoming transportation, housing and environmental quality work efforts.
2. Consider "sustainability planning" work activities that are eligible for FTA/FHWA planning funds, and could be included in UPWP's.

### **PUBLIC INVOLVEMENT PLAN FOR THE 2012/14 UPWP**

Substantial changes or amendments to the UPWP will be done after the public has been notified of intent to modify the plan, and only after the public has had 45 days to review and comment on the proposed substantial changes.

The MPO public participation plan provided the public with many opportunities to comment on 2012-2014 UPWP including but not limited to the following:

- 45-day comment period on the draft 2012/14 UPWP
- Public Meetings on specific transportation projects including the UPWP
- MPO Website: [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com). Draft UPWP document available for viewing and/or download
- MPO Governing Board and Committee meetings (TAC, CAC, BPAC, TDCB), Public Hearing held at the April 2012 MPO Governing Board Meeting
- MPO Mailing List – list includes, civic associations, clubs, municipal governments, newspapers, concerned citizens and all attendees to any of the transportation related public meetings held in the MPO planning area

### **AGENCY REVIEW COMMENTS**

Lake~Sumter MPO staff will address comments and include in final UPWP. (Appendix D)

### **WORK PROGRAM**

The Lake~Sumter MPO fiscal year 2012/13-2013/14 UPWP, covering the fiscal year from July 1, 2012, to June 30, 2014, was developed by MPO staff, in cooperation with the FDOT and members of the MPO's TAC, CAC, and BPAC, and most importantly, the MPO Governing Board.

This section of the UPWP documents each specific transportation planning task to be undertaken during fiscal years, 2012/13-2013/14 including the purpose of the task, previous work accomplished, proposed methodology to accomplish tasks, responsible agencies, cost estimates, and proposed funding sources. The Work Program is broken down into seven major categories of activity, some of which are further broken down into individual tasks. The final section of the UPWP contains the appropriate tables, including a task element index, summary of estimated expenditures for the previous UPWP, and a summary of proposed expenditures by responsible and participating agencies and funding sources.

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### ***1.0 Administration***

This section includes those tasks necessary to manage and support both the planning staff and the planning process. Tasks include staff management, financial management and payroll activities, technical support from FDOT, partnering activities among all of the agencies involved in the MPO process, capital equipment purchases and replacements, public involvement and information, development of the UPWP and staff budget, development and update of the Transportation Improvement Program (TIP), and printing and copy costs.

The MPO will provide staff support for approximately 60 meetings each year. In addition, the MPO staff is responsible for updating the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP) and the List of Priority Projects (LOPP), the Transit Development Plan (TDP), and Transportation Disadvantaged Service Plan (TDSP). The staff is also responsible for implementing the MPO's adopted Public Involvement Process and for updating it each year. Additionally, the MPO staff works closely with the MPO Governing Board in developing an annual operating budget.

## LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP

### Task 1.0 Administration

**Responsible Agency:** MPO

**Total Task Cost:** \$ 200,066

Funding Source	FY 2012/13	FY 2013/14	2 Year Total
FHWA PL Funds - Federal	\$97,638	\$102,428	\$200,066
<b>Total Funds</b>	\$97,638	\$102,428	\$200,066

#### Objective:

To guide and effectively manage the tasks in the Unified Planning Work Program (UPWP), to maintain an effective and efficient continuing, cooperative and comprehensive (3-C) transportation planning process, and to meet the needs of the member local governments and all federal and state requirements.

#### Previous Works:

Expanded total staff in FY 2008/09 to seven (7) permanent positions and one temporary position. In addition to an executive director, the MPO employed a senior transportation planner, MPO project manager, transportation planner, GIS manager, executive staff assistant and administrative office associate.

Developed a Continuity of Operations Plan (COOP) in FY 2007/08 that can be implemented in the event of a natural or man-made disaster. The plan addresses issues such as alternate meeting site(s) for the MPO, MPO member notification, and functions the MPO may serve in an emergency situation. Other elements of the plan include policies and procedures that pertain to alternate work sites; back-up of storage data, including MPO work products, distribution lists, Geographic Information System data layers, etc.; communication lines with MPO staff, FDOT District, local governments, emergency response team, as well with the MPO's customers.

Assessed and developed policies in FY 2007/08 correcting deficiencies, under Federal or State requirements, including the creation and adoption of MPO Governing Board policies concerning Disadvantaged Business Enterprises (DBE) and Title VI requirements.

Enhanced the MPO's partnership with Sumter County in FYs 2005/06-2007/08, in both the MPO Area as well as MPO Planning Area encompassing the entire county. Coordinated MPO efforts with the City of Wildwood (Sumter County). Given this increased coordination, and in anticipation of the City of Wildwood becoming part of the updated Lady Lake/Villages Urbanized Area following the 2010 Census, the MPO approved in February 2010 a Reapportionment/Redesignation Plan to include all of Sumter County within the MPO Area and to include an additional Sumter County Board of County Commissioner vote for a total of two Sumter County voting members and to



## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

add a rotating At-Large Representative vote rotating among the five Sumter County municipalities of Bushnell, Center Hill, Coleman, Webster and Wildwood.

The MPO adopted a Limited English Proficiency Plan (LEP) in January 2012. The LEP plays an integral role in the planning process. This document provides guidance for assisting persons with limited English proficiency to ensure accessibility to the MPOs programs, plans and services.

### **Methodology:**

#### STAFF SUPPORT

- 1.0.1 Provide staff support and administration to the MPO and its committees by developing meeting schedules, providing technical assistance, compiling and producing agendas, providing minutes of meetings, conducting research, and completing directives of the board. (Ongoing throughout fiscal year)
- 1.0.2 Monitor, evaluate and amend the FY 2012/13-2013/14 UPWP as needed. MPO Committees will participate in the approval process for the UPWP. (Adoption April 25, 2012; monitoring ongoing)
- 1.0.3 Continue coordination with and/or participation in the Metropolitan Planning Organization Advisory Council (MPOAC), Central Florida MPO Alliance (CFMPOA), the West Orange-South Lake Transportation and Economic development Task Force, myRegion.org, the Central Florida Smart Growth Alliance, and other regional transportation planning organizations. (Meetings are monthly, quarterly, or on an as-needed basis, with special events throughout year)
- 1.0.4 Monitor legislative actions on the Federal, State, and local level that affect the transportation system and transportation planning activities in the Lake~Sumter MPO Planning Area. (Milestones occur throughout the year for each level of government)
- 1.0.5 Research and propose, for MPO Governing Board adoption when appropriate, updates to the rules and/or procedures for the day to day operation of an MPO (i.e. personnel, budgeting, audits, by-laws, etc.). (Ongoing throughout fiscal year)
- 1.0.6 Purchase additional office equipment, as needed, following guidelines set forth in the FDOT MPO Program Management Handbook. (Ongoing throughout fiscal year)
- 1.0.7 Conduct or participate in other planning or coordination activities, as directed by the MPO Governing Board or committees. (Meetings occur typically nine times per year)

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

- 1.0.8 Complete progress reports and invoices in timely and accurate fashion through effective management of MPO staff and resources. (Monthly and quarterly)
- 1.0.9 Develop all essential documentation for upcoming MPO Annual State Certification. (Process begins January of each year and will conclude by May)
- 1.0.10 Continue to refine policies and by-laws for the MPO and its committees. The intent is to improve procedures and policies for the MPO Governing Board, the MPO Technical Advisory Committee (TAC), the MPO Citizens' Advisory Committee (CAC), and the MPO Bicycle & Pedestrian Advisory Committee (BPAC) in an interest of better fulfilling the requirements of the Federal Highway Act of 1962, Federal Highway Act of 1974, and Section 339.175 of the Florida Statutes. (On-going throughout the fiscal year)
- 1.0.11 Develop a three-year business plan component in FY 2012/13 that generally describes major planning efforts anticipated to occur in years two and three of the next three years. The plan estimates the funds that will be required for each task to illustrate the need to maintain PL carry-over balances in excess of 50% of the MPO's annual allocation. (January 2013)
- 1.0.12 Prepare draft of the FY 2014/15-2015/16 UPWP, with adoption by April 2014. (Spring 2014)
- 1.0.13 Monitor potential changes to EPA air quality standards regarding ground-level ozone in Lake County and develop strategies to comply with new federal standards should Lake County be designated as a non-attainment area. (As federal rules are amended)
- 1.0.14 Perform outreach with private-sector or quasi-public advocacy groups in order to build consensus on transportation initiatives, groups including but not limited to chambers of commerce and economic development entities, environmental groups, tourism development groups, health and wellness groups, running, cycling and trail groups, etc. (Ongoing)

### AUDIT

Continue MPO audit in accordance with the minimum schedule. The audit will meet Federal Management Regulations and Office of Management and Budget Circular A-133, with attachments under the single audit concept. (Working with supporting agency, Lake County Finance Department; conducted annually)

### TRAINING

Provide training and continuing education opportunities to staff members in various technical areas through conferences, workshops, and professional development opportunities that may include travel throughout Florida and, in some cases, national travel. Utilize annual training opportunities for MPO Governing Board members through

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

the MPOAC and the University of South Florida Center for Urban Transportation Research (CUTR). (Ongoing throughout fiscal year)

### **End Product:**

- Effective and efficient management of the local 3-C planning process, including active participation by public agencies and citizens; all required management documents; and adoption of required policies.
- Three-Year Business Plan
- Implementation of the MPO Reapportionment/Redesignation Plan

Positions contributing to the task of Administration, which includes the following MPO personnel: Executive Director, Project Manager, Transportation Planner, GIS Manager, Executive Staff Assistant, and Administrative Office Associate.

Results from this task will include:

- Implementation of FY 2012/13-2013/14 UPWP.
- Updated Interlocal Agreement pertaining to the approved MPO Reapportionment/Redesignation Plan.
- Refined MPO By-Laws.
- Legislative Priorities.
- Enhanced two-county regional coordination.
- Community consensus on transportation.

## LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP

### Task 1.1 State Assistance

**Responsible Agency:** FDOT

**Total Task Cost:** \$ 220,624

Funding Source	FY 2012/13	FY 2013/14	2 Year Total
FDOT Soft Match*	\$107,671	\$112,953	\$220,624
<b>Total Funds</b>	<b>\$107,671</b>	<b>\$112,953</b>	<b>\$220,624</b>

#### Objective:

PL 112 To provide guidance and technical assistance to the MPO, MPO staff, and various committees and task forces, as requested, or required by FDOT policy.

FTA 5303 To provide guidance and technical assistance to the MPO staff and various committees, as requested or required by FDOT policy and the Joint Participation Agreement for the FTA Section 5303 Grant Application.

#### Previous Works:

The MPO has received technical and administrative assistance from FDOT in support of the Metropolitan Planning Program in Lake and Sumter counties.

- Joint Participation Agreement (JPA) among Lake~Sumter MPO, Lake County, and FDOT.
- Coordination of MPO's first Long Range Transportation Plan (LRTP), adopted December 2005.
- MPO and District 5 cooperation in updating the regional transportation model (CFRPM-IV), completed in April 2006. Traffic analysis zones have also been modified for the model update (CFRPM-V), Year 2005 socioeconomic data has been developed for CFRPM-V Model Validation, and Year 2035 socioeconomic data development has commenced

#### Methodology:

1.1.1 Please refer to the document entitled, "FDOT District Five General Planning Activities & Specific Tasks, FY 2012/13 & 2013/14 UPWP (February, 2012)," Appendix C for a description of FDOT District Five tasks and activities related to the UPWP. These tasks, unless otherwise noted, are ongoing throughout the fiscal year.

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

### **End Product:**

Results of this task will include:

- Proper and timely response to management and technical problems and requests.
- State match to assist in the timely and successful completion of FTA-sponsored activities.
- A refined Central Florida Regional Planning Model.
- An updated Florida Traffic Information CD.

## ***2.0 Data Collection***

This section includes those tasks necessary for the collection and maintenance of transportation data used for analysis and planning purposes by the local governments and used in developing transportation studies. These tasks include collection of traffic count information from FDOT and Lake and Sumter Counties Public Works, collection of crash data provided by State of Florida, collection and maintenance of the socio-economic data and collection and maintenance utilized in the MPO's Geographic Information Systems (GIS) database.

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### Task 2.0 Data Collection

**Responsible Agency:** MPO

**Total Task Cost:** \$100,032

Funding Source	FY 2012/13	FY 2013/14	2 Year Total
FHWA PL Funds - Federal	\$48,818	\$51,214	\$100,032
<b>Total Funds</b>	<b>\$48,818</b>	<b>\$51,214</b>	<b>\$100,032</b>

#### Objective:

To monitor changes in traffic-related characteristics within the MPO planning boundary. To compare existing characteristics with projections to anticipate planning needs and activities. To build a data repository of information to support regional transportation efforts.

#### Previous Works:

Lake and Sumter counties maintained historical traffic and public transportation-related data, such as traffic counts, accident data, roadway inventories, level of service, financial information, and service area. Maintenance of Road Segment Inventory Database. The MPO, Lake County, and Sumter County, coordinated data sharing and contribute to a comprehensive GIS initiative.

Rebuilding and enhancing the Transportation Management System as a database to manage its regional transportation for local governments. The database for Lake County continues to be a checkbook system that tracks Average Daily Traffic Counts (AADTs) plus approved trips that are either vested or reserved through an encumbrance process. Meanwhile, Sumter County and Wildwood have systems managed by the MPO that are based on projected growth rates, but each is open to track approvals.

The MPO has worked with FDOT District 5 and neighboring MPOs in the update of the district-wide Central Florida Regional Planning Model. Work has commenced on the update, which will be the data basis for the MPO's 2040 Long Range Transportation Plan.

Developed safety program based on data from the Crash Data Management System (WebCDMS) constructed as a two-county GIS for Lake County and Sumter County. The system includes crash incident locations, crash characteristics and potential countermeasures to correct deficiencies.

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### Methodology:

- 2.0.1 Update the Transportation Management System (TMS) databases for Lake County, Sumter County and the City of Wildwood. This task will be performed by MPO staff, with assistance from consulting firms, under contract. (Annually in the Spring, or on as-needed basis)
- 2.0.2 Assemble a Transportation Management System Annual Report for each county and Wildwood, for distribution to MPO Governing Board, committees and public. (January 2013 and January 2014)
- 2.0.3 Collect traffic counts within the planning area from the State. (Upon completion of each agency's count program; Completion by September 2012 and by September 2013)
- 2.0.4 Participate in state, county and municipal traffic count collection efforts within Sumter County and Lake County to maintain the Lake County Traffic Count Program, the Sumter County Traffic Count Program, Safety Programs and MPO's regional Transportation Management System. (Annually)
- 2.0.5 Manage Lake County's Annual Traffic Count Program and manage and fund Sumter County and the City of Wildwood's annual Traffic Count Program. Review traffic count programs to ensure adequate coverage and to eliminate unnecessary or redundant count locations. (Conducted annually and ongoing throughout fiscal year)
- 2.0.6 Work with Lake and Sumter counties, as well as local law enforcement agencies, to further enhance a regional system of collection and compilation of crash statistics to identify high hazard intersections and other roadway safety issues. The Crash Data Management System (WebCDMS) is a custom tool suite that helps address engineering and safety issues through the analysis of crash data. WebCDMS tools are adapted to target safety concerns through the 4E approach (engineering, enforcement, education and emergency management), as well as integrating the State of Florida's Strategic Highway Safety Plan Emphasis Areas. (Ongoing)
- 2.0.7 Develop system to map high hazard intersections and roadway segments. (Annually)
- 2.0.8 Continue participation on the Lake County Community Traffic Safety Team (CTST) and assist Sumter County in the development of the Sumter Highway Safety Program, which met for the first time January 2012. (Ongoing throughout fiscal year)
- 2.0.9 Work with local governments in Lake and Sumter Counties to collect the required data for maintenance of the Transportation Management Systems (TMS) (see Task 4) which will provide the basis for a Congestion Management Process (CMP). The TMS and CMP will provide a systematic process for managing congestion that



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provides information on transportation system performance and on alternative strategies for alleviating congestion and enhancing the mobility of persons and goods. (Ongoing throughout fiscal year)

2.0.10 Assist local governments in compiling data inventories. (Ongoing throughout fiscal year)

2.0.11 Build comprehensive Geographic Information System (GIS). (Ongoing throughout fiscal year)

2.0.12 Conduct Sumter County's Pavement Management Program for all CR and C roads and provide the County with a prioritized list of maintenance and repair needs. (Annually/Ongoing throughout fiscal year)

2.0.13 Update MPO database to incorporate 2010 Census data and analyze new data for utilization in MPO short-range and long-range planning efforts. (2012)

### **End Product:**

Results of this task will include:

- Current Transportation Management Systems (TMSs) for Lake County and Sumter County and the City of Wildwood.
- A two county traffic count database collected and maintained by the MPO that supports the needs of the regional Transportation Management System, Lake County, Sumter County and each municipality within the MPO planning area.
- A Transportation Management System Annual Report for Lake County, Sumter County and the City of Wildwood.
- Crash Statistic Database for Lake and Sumter Counties.
- A map of high-hazard intersections and roadways.
- A comprehensive GIS for the Lake~Sumter region and its surrounding areas.
- A GIS pavement management system where all relevant data is stored; a prioritized maintenance and rehabilitation needs list for the County's use when allocating its resources to projects.
- Reports developed from databases, as required, to monitor changes in system activity.
- Refined, as needed, socioeconomic data for use with the Central Florida Regional Planning Model.

### ***3.0 Long- Range Planning***

Work in this section involves development of, adoption of and implementation of, and any major updates or amendments to, the MPO's 2035 Transportation Plan and the utilization of the ETDM planning screen process for projects identified in *Transportation 2035* (adopted December 2010). Work also includes efforts to ensure consistency between the MPO's transportation plan and local government comprehensive plans.

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**Task 3.0 Long Range Planning**

**Responsible Agency:** MPO, Local Governments

**Total Task Cost:** \$152,152

<b>Funding Source</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$49,754	\$51,214	<b>\$100,968</b>
<b>FTA 5303</b>	\$19,050	\$21,896	<b>\$40,946</b>
<b>FTA Funds/State Match</b>	\$2,382	\$2,737	<b>\$5,119</b>
<b>Local/In Kind</b>	\$2,382	\$2,737	<b>\$5,119</b>
<b>Total Funds</b>	<b>\$73,568</b>	<b>\$78,584</b>	<b>\$152,152</b>

**Objective:**

To develop, adopt and implement the MPO’s 2035 Long-Range Transportation Plan (LRTP) and to utilize a computer travel demand simulation model (FSUTMS) for forecasting travel patterns. To evaluate alternative transportation modes and systems.

**Previous Works:**

The 2025 Long Range Transportation Plan (LRTP) was adopted in December 2005. Coordination occurred with District 5 on the update of the regional traffic model (CFRPM-IV), and the model update was completed April 2006. Staff refined the data supporting the LRTP. Staff also provided assistance to Lake County in re-write of the Transportation Element within the new comprehensive plan, *Planning Horizon 2030*. The 2025 LRTP was updated to comply with those SAFETEA-LU requirements FHWA requested for Fiscal Year 2006/07.

Staff hosted the first 2035 Long Range Transportation Plan update workshop in January 2009 to introduce the LUCIS and FLUAM datasets to stakeholders. Staff hosted a Regional Transportation Summit in March 2009 to begin the process of updating the Long Range Transportation Plan. The theme of the summit was how to develop a cost feasible transportation plan. The summit began with presentations from community leader, FDOT staff, and others followed by break-out session strategies to develop and fund a successful multi-modal transportation system were discussed.

The MPO further developed the *How Shall We Grow* regional vision land use scenario (2035) that employs the University of Florida’s Land Use Conflict Identification Strategy (LUCIS) methodology for evaluation against land use derived in the traditional means that employ the Future Land Use Allocation Model (FLUAM) methodology. (July 2009)

The MPO engaged the public in Spring 2010 to gain feedback on the travel demand modeling efforts relative to *Transportation 2035*. This included alternative model runs to examine parallel reliever facilities, new interchanges with major arterials, transit investments, intelligent transportation systems investments and other strategies.

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The MPO adopted *Transportation 2035* on December 10, 2010. The plan was subsequently found to be compliant with SAFETEA-LU requirements and standards. This included incorporating the community vision previously developed; modeling project alternatives; developing a draft and final Needs and Cost Feasible Plans; and developing Goals, Objectives, and Implementation Strategies for the plan; holding public workshops and meetings for public input at various plan update milestones; and presenting interim and final draft plans to the MPO Governing Board and its advisory committees. The plan has a regional component consisting of regional growth planning, regional data development, and regional need identification across a two-county and multi-city area. Implementation activities using strategies developed during the plan update process were initiated.

In FY 2010/11, MPO staff conducted a series of workshops to introduce the public to land use and development pattern alternatives needed to implement the community vision developed during the *How Shall We Grow* and *Our Community - Our Future* efforts and to achieve consensus on needed transportation improvements. Staff also concluded its coordination with FDOT to develop the update of the regional traffic model, version 5 (CFRPM-V).

### **Methodology:**

#### LONG RANGE TRANSPORTATION PLAN

- 3.0.1 Since the adoption of *Transportation 2035*, staff has engaged in implementation of various aspects of the plan and worked to tie the plan's projects and policies into the various local government comprehensive plans. Staff will continue to implement *Transportation 2035* using implementation activities developed as a part of the plan. The MPO is working with FDOT to utilize strategies developed as part of the SR 50 Multi-modal Corridor Study as an implementation tool for *Transportation 2035*. (Ongoing through FY 2012/13)
- 3.0.2 The MPO will continue to participate in FDOT's Efficient Transportation Decision Making (ETDM) process by uploading project information into the ETDM database. This includes participation in planning and programming level screening analyses and coordination with District 5 Environmental Technical Advisory Team (ETAT). (Ongoing through FY 2012/13)
- 3.0.3 Staff is coordinating with FDOT on the next update of the regional traffic model, version 5.1 (CFRPM-V.10). (FY 2012/13)

#### BICYCLE PEDESTRIAN FACILITY PLANNING

- 3.0.4 Staff to provide administrative assistance for the BPAC. (Ongoing throughout fiscal year)
- 3.0.5 Assist Lake County in implementation of the 2008 Trails Master Plan. (Ongoing throughout fiscal year)

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- 3.0.6 Continue to promote and improve the conditions for walking and bicycling through planning, education, and enforcement and encouragement programs. (Ongoing throughout fiscal year)
- 3.0.7 Identify and prioritize needed improvements and coordinate with local governments. (Ongoing throughout fiscal year)
- 3.0.8 Coordinate planning efforts on the update to the Lake & Sumter County Bicycle & Pedestrian Master Plan. (December 2010, accomplished as part of the 2035 Transportation Plan)
- 3.0.9 Identify, rank, measure, and evaluate the local roadway network to produce a Bicycle Suitability Map for the Lake & Sumter County area. (December 2012-updated annually )
- 3.0.10 Create and update an Annual Pedestrian & Bicycle Crash Data Report for Lake and Sumter Counties. (December 2012-annually)
- 3.0.11 Develop and manage the Safe Access to School Transportation Study focusing on school transportation for all schools in Lake and Sumter counties, this will be a three year project. (Completion dates: Phase 1 June 2012, Phase 2 June 2013, Phase 3 June 2014)
- 3.0.12 Manage the Lake-Wekiva Trail PD&E for Lake County and the City of Mount Dora. (The study will be completed by March 2013)
- 3.0.13 Develop and promote a Complete Streets Policy for the development of a comprehensive, integrated, multimodal street network by coordinating transportation planning strategies. (2013)
- 3.0.14 Collect and develop the database for a GIS roadway sidewalk infrastructure inventory and gaps analysis for Lake and Sumter County roadway network. (FY 2012/13)

### FREIGHT

- 3.0.15 Partner with MetroPlan Orlando to conduct a freight, goods and services study, MetroPlan was in the process of scoping an update to their 2002 Freight, Goods and Services Study and recognized the analysis area needed to be more expansive for the study to be accurately address issues concerning the efficient movement of freight, goods and services, and efficient intermodal connections linking our roadway systems, seaports, airports, railroads and, other freight handling facilities in a regional context MetroPlan received additional funding in the amount of \$150,000 from the Florida Department of Transportation to expand the study area to include the Space Coast Transportation Planning Organization, and Volusia Transportation Planning Organization and MPO planning areas. As a partner in the study, the Lake~Sumter MPO will serve as a member of

## LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP

MetroPlan's Freight Advisory Council, the body tasked with guiding and overseeing the study. The findings of the study will assist with the development of freight policies and strategies for incorporation into the next update of the Long Range Transportation Plan and Transportation Improvement Program. (Eighteen to twenty-four month study that kicked off in January 2012)

### ONGOING ACTIVITIES

- 3.0.16 Continue working with FDOT and Florida's Turnpike Enterprise regarding ongoing projects, including SR 91 (Florida's Turnpike), SR 46 (Wekiva Parkway), SR 50, US 27, US 441, US 301, SR 19 and SR 48 and others. (Ongoing throughout fiscal year)
- 3.0.17 Develop annual overview of state and local transportation revenues and expenditures for transportation projects within the MPO Area, including Federal, State, County and Municipal, in order to better assess regional initiatives and regional resources. (Annually)
- 3.0.18 Review proposed Developments of Regional Impact (DRIs) to determine impacts on local transportation system; roadway capacity, public transportation services, access, etc. More thorough reviews will be provided for local governments on a fee-basis, as requested. DRI review is done by MPO staff, with assistance from consulting firms, under contract. (Ongoing throughout fiscal year)
- 3.0.19 Develop GIS applications for transportation-related uses. (Ongoing throughout the fiscal year)
- 3.0.20 Provide technical assistance regarding safety and security planning issues as necessary. (Ongoing throughout fiscal year)
- 3.0.21 Periodically review local government comprehensive plans for the purpose of ensuring consistency between those plans and the Lake~Sumter MPO's LRTP. (Ongoing throughout fiscal year)

### **End Product:**

Results of this task will include:

- Continued monitoring of growth patterns within MPO Area.
- Incorporation of ETDM process into planning process and conduct planning screens for projects found to be cost feasible in *Transportation 2035*.
- Provision of review resources to local governments through either courtesy reviews or through a fee-based system for major reviews.
- Safe Access to School Transportation Study.
- Regional Freight Goods and Services Study managed by MetroPlan Orlando and funded by MetroPlan Orlando and FDOT.

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- Overview of state and local transportation revenues and expenditures for transportation projects.
- GIS applications for transportation-related uses.
- Annually Crash Data Analysis Report.
- Completed Lake-Wekiva Trail PD&E.
- Complete Streets Policy and Plan.
- Regional Sidewalk Infrastructure and Gaps Analysis Database.

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### Task 3.1 Transportation Modeling

**Responsible Agency:** MPO, FDOT

**Total Task Cost:** \$50,482

Funding Source	FY 2012/13	FY 2013/14	2 Year Total
FHWA PL Funds - Federal	\$24,876	\$25,606	\$50,482
<b>Total Funds</b>	<b>\$24,876</b>	<b>\$25,606</b>	<b>\$50,482</b>

#### Objective:

The MPO will continue to coordinate with the FDOT District 5 as they develop the CFRPM Version 5, the district wide transportation model, including assisting in assessment of quality of transportation modeling databases and planning tasks to be completed for the 2035 Long Range Transportation Plan update. The MPO will utilize the updated regional model in cooperation with District 5 and the member MPOs of the CFMPOA.

#### Previous Works:

The Department coordinated with District 5 MPOs to develop a district-wide transportation model, the Central Florida Regional Planning Model, Version 4 (CFRPM-IV). The Lake~Sumter MPO completed development of base year 2000 and horizon year 2025 socioeconomic (SE) data for use in the CFRPM-IV, completed and released in April 2006.

The Department coordinated with District 5 MPOs to develop Version 5 of the Central Florida Regional Planning Model. The Lake~Sumter MPO completed development of base year 2005 and horizon year 2055 socioeconomic (SE) data for use in the CFRPM-V, completed and released in April 2010.

#### Methodology:

- 3.1.0 MPO staff will coordinate with District MPOs and FDOT District 5 to develop Version 6 of the Central Florida Regional Planning Model. (2012/13-2013/14)
- 3.1.1 MPO staff will work with Sumter County to develop 2010 socioeconomic data for use in the MPO's 2040 Transportation Plan update. (2012/13)
- 3.1.2 MPO staff will utilize its work with Lake County in the development of its 2010 socioeconomic data for use in the MPO's 2040 Transportation Plan update. (2012/13)
- 3.1.3 MPO staff will work with Sumter County to develop 2040 socioeconomic data for use in the MPO's 2040 Transportation Plan update. (2013/14)



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- 3.1.4 MPO staff will utilize its work with Lake County in the development of its 2040 socioeconomic data for use in the MPO's 2040 Transportation Plan update. (FY 2013/14)
- 3.1.5 MPO staff will provide travel demand modeling support to the MPO and its member governments, as needed. (Ongoing throughout fiscal year)

### **End Product:**

Results of the task will include:

- An updated Central Florida Regional Planning Model. 2010 and 2040 socioeconomic data completed in 2012/13 and 2013/14 for use in the development of the 2040 Transportation Plan.
- Modeling efforts will be utilized to monitor and evaluate proposed developments and changing conditions to the two-county network.

## LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP

### Task 3.2 Efficient Transportation Decision-Making/Socio-Cultural Effects (ETDM/SCE)

**Responsible Agency:** MPO, FDOT

**Total Task Cost:** \$50,482

Funding Source	FY 2012/13	FY 2013/14	2 Year Total
FHWA PL Funds - Federal	\$24,876	\$25,606	\$50,482
<b>Total Funds</b>	<b>\$24,876</b>	<b>\$25,606</b>	<b>\$50,482</b>

#### Objective:

Coordination between FDOT, District 5, and the Lake~Sumter MPO, in the development of the Efficient Transportation Decision Making (ETDM) and Socio-cultural Effects (SCE) processes, and implementation of these processes with a systematic approach throughout the District. The MPO is working with FDOT ETDM staff to update census data fields included in the Community Inventory Report enabling agencies to use the tool in development of their Limited English Proficiency Plan and analysis. Changes also included including the county and MPO boundary for use in plan and program level analysis.

#### Previous Works:

FDOT and the Lake~Sumter MPO have entered project data for ETDM projects, provided purpose and needs statements, and begun coordination for planning screen projects. FDOT has provided on-site training to the MPO for the Environmental Screening Tool (EST).

The largest ETDM effort was a massive planning screen of three central Lake County corridors: SR 19, CR 561 ,CR 48, Rolling Acres Road/US 27 Reliever and the US 441 (Orange Blossom Express) Corridor Analysis to determine as a precursor to the development of the 2035 Transportation Plan the most definitive needs within the network and any fatal flaws to capacity project. The effort was innovative in its inclusion of enhanced public involvement efforts for this pre-PD&E study effort.

#### Methodology:

3.2.0 MPO staff will initiate Planning Screens screen for projects as they come to the forefront in the funding process. (FY 2012/13-2013/14)

3.2.1 The MPO will work with FDOT ETDM staff to update census data fields included in the Community Inventory Report enabling agencies to use the tool in development of their Limited English Proficiency Plan and analysis. (FY 2012/13 and ongoing)

#### End Product:

Results of this task will include:

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- A list of priority projects for ETAT Planning Screen review.
- Established data collection priorities, specifically for SCE.
- Planning Screen Reviews and Planning Summary Reports from the priority projects identified.
- Continued coordination between FDOT and the MPO with their ETDM/SCE tasks over the next fiscal year.
- Tool for development of Limited English Proficiency Plan and analysis.

#### ***4.0 Short-Range Planning***

This section includes development of the Transportation Improvement Program (TIP), annual Transportation Enhancement Project process and MPO priorities projects for work program development. These tasks are required by state and federal laws and are undertaken on an annual basis.

**LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

**Task 4.0 Short Range Planning**

**Responsible Agency:** MPO, Local Governments

**Total Task Cost:** \$152,152

<b>Funding Source</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$49,754	\$51,214	<b>\$100,968</b>
<b>FTA 5303</b>	\$19,050	\$21,896	<b>\$40,946</b>
<b>FTA Funds – State Match</b>	\$2,382	\$2,737	<b>\$5,119</b>
<b>Local/In Kind</b>	\$2,382	\$2,737	<b>\$5,119</b>
<b>Total Funds</b>	<b>\$73,568</b>	<b>\$78,584</b>	<b>\$152,152</b>

**Objective:**

To identify and address short term transportation needs. Review development activity to monitor its effect on the local transportation system.

**Previous Works:**

The MPO completed and adopted its Transportation Improvement Program, FY 2011/12- FY 2015/16. The Lake County Board of County Commissioners developed a list of priorities through 2013, with which the MPO was involved as a staff resource. MPO staff assisted its member governments with Enhancement project prioritization.

The MPO led the development of a Lake~Sumter MPO Transportation Management System (TMS). The MPO also facilitated the drafting and signing of an interlocal agreement that makes both Lake and Sumter counties and all municipalities part of the Master TMS. (December 2007)

Assisted City of Tavares in development of comprehensive plan policies to support automatic Transportation Concurrency Exception Area established by virtue of Florida SB 360. The policies were transmitted in February 2010 to the Florida Department of Community Affairs and were reviewed and commented upon, with adoption of refined policies in June 2010.

Worked with FDOT and City of Groveland on PD&E study for realignment of SR 50 in downtown Groveland. (2011)

Work still underway on PD&E study of US 441 from SR 44 to SR 46 in Mount Dora. (To be completed 2013)

Work still underway on PD&E study of SR 19 from CR 561 in Tavares to CR 48 in Howey-in-the-Hills. The study includes potential replacement of two-lane, 62-year-old bridge with four-lane bridge. (To be completed 2013)

Analysis of SR 50 transportation and land use along corridor from US 27 to Florida’s Turnpike. The study was funded by FDOT and was heavily coordinated with the MPO. The MPO utilized findings of the study in *Transportation 2035* and continues to implement,

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### **Methodology:**

#### TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT

- 4.0.1 Refine the FY 2012/13-2016/17 Transportation Improvement Program (TIP) based on FDOT Work Program changes, satisfying SAFETEA-LU requirements. (FY 2012/13)
- 4.0.2 Amend the TIP as necessary (Ongoing throughout fiscal years)
- 4.0.3 Initiate development of the FY 2013/14-2017/18 TIP. (April 2013)
- 4.0.4 Develop Year 2017 unfunded List of Priority Projects. (August 2012)
- 4.0.5 Develop Year 2018 unfunded List of Priority Projects. (August 2013)
- 4.0.6 Review local government comprehensive plans for consistency with new MPO TIP. (Ongoing throughout fiscal year)

#### TRANSPORTATION MANAGEMENT SYSTEM (TMS)

- 4.0.7 The MPO will act as the transportation management system's data clearinghouse for Lake County and its 14 municipalities, Sumter County and its five municipalities. (Ongoing throughout the year)
- 4.0.8 In light of the Florida's legislature removing Transportation Concurrency as a state mandate, the MPO will assist each local government as needed in transitioning to the method of choice in determining mitigation responsibility for new developments impacting transportation facilities. (Ongoing)

#### CONGESTION MANAGEMENT PROCESS (CMP)

- 4.0.9 Continue development of a Congestion Management Process (CMP) which will be used to monitor transportation network and system performance throughout Sumter County and Lake County. (Ongoing throughout fiscal year)

#### MONITOR TRANSPORTATION SYSTEM IMPACTS

- 4.0.10 Monitor and review traffic operation needs through collection and analysis of peak hour traffic data (for CTST Safety Study). (Ongoing throughout fiscal year)
- 4.0.11 Conduct and review site impact analysis for new development projects. (Ongoing throughout fiscal year)
- 4.0.12 Advise local governments and boards on decisions which may impact corridors identified for improvement or identified as physically or policy constrained. (Ongoing throughout fiscal year)

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- 4.0.13 Coordinate MPO actions with local government comprehensive plan development efforts to encourage alternative modes of transportation. (Ongoing throughout fiscal year)
- 4.0.14 Ensure local governments are notified of significant changes in transportation projects. (Ongoing throughout fiscal year)

### ENHANCEMENT PROGRAM

- 4.0.15 Solicit and encourage local governments to participate in the Enhancement application process. (Ongoing throughout fiscal year)
- 4.0.16 Monitor progress of currently programmed Enhancement projects. (Ongoing throughout fiscal year)

### ONGOING ACTIVITIES

- 4.0.17 Review and monitor/update federal functional classification data for area roadways based on Census 2010 information. (FY 2012/13)

### MANAGEMENT AND OPERATIONS STRATEGIES

- 4.0.18 Develop and incorporate potential ITS strategies into review of highway/transit projects. (FY 2012/13)
- 4.0.19 Work with the local governments to begin practices to better use management and operations strategies to address congestion issues. (FY 2012/13 and ongoing)
- 4.0.20 Investigate State and Federal funding opportunities to evaluate the operational test of emerging technologies and to deploy existing products and services. (FY 2012/13 and ongoing)

### PLANNING STUDIES

- 4.0.21 The Lake~Sumter MPO will use its transportation planning consultants to assist the MPO staff with planning tasks on an as-needed basis. (Ongoing throughout Fiscal Year)

### SUSTAINABLE COMMUNITIES

- 4.0.22 The Lake~Sumter MPO will examine strategies to better link transportation planning with efforts to improve access to housing and efforts to improve environmental quality; the MPO will explore opportunities through programs like the federal initiative toward Sustainable Communities. (Ongoing throughout fiscal year)

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### SAFETY

- 4.0.23 Outreach to local governments to enable more effective utilization of the MPO's web-based Crash Data Management System (Ongoing throughout fiscal year)

### ECONOMIC DEVELOPMENT

- 4.0.24 Commence Freight, Goods and Cargo Movement Study (FY 2012/13).

#### **End Product:**

Results of this task will include:

- Newly developed FY 2012/13- 2016/17 and FY 2013/14-2017/18 TIPs.
- 2017 and 2018 Lists of Priority Projects, broken into SIS, TRIP, Other Arterial, Transit and Bicycle/Pedestrian categories.
- New SAFETEA-LU Enhancement Program applications.
- Identification of necessary short term improvements to the local transportation system.
- The integration of ITS strategies in *Transportation 2035*.
- Use of transportation planning consultants to assist with planning tasks.



## ***5.0 Public Transportation***

This section includes elements of the staff support to the planning assistance to Community Transportation Coordinators (CTCs) and the support to the Transportation Disadvantaged Coordinating Boards (TDCBs).

To collect, analyze and store data necessary for conducting a viable transit planning process. To administer funds, coordinate planning activities, and to encourage citizen knowledge and awareness of public and private transit services.

All SAFETEA-LU factors are considered while developing transit projects.

*Transportation 2035* builds on the Ten-Year Transit Development Plan, which was adopted by Lake County and the MPO Governing Board in September 2008. The plan identified a series of possible transit emphasis corridors that will serve as the backbone of our region's transit's future route network (see map in Appendix A). *Transportation 2035* refined those corridors and consolidated them with the region's other transit initiatives.

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**Task 5.0 Public Transportation**

**Responsible Agency:** MPO, Lake County, Sumter County

**Total Task Cost:** \$303,574

<b>Funding Source</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$74,631	\$76,820	<b>\$151,451</b>
<b>FTA 5303</b>	\$23,812	\$27,371	<b>\$51,183</b>
<b>FTA Funds – State Match</b>	\$2,977	\$3,421	<b>\$6,398</b>
<b>Local/In Kind</b>	\$2,977	\$3,421	<b>\$6,398</b>
<b>CTD Funds/Grant</b>	\$41,973	\$46,171	<b>\$88,144</b>
<b>Total Funds</b>	<b>\$146,370</b>	<b>\$157,204</b>	<b>\$303,574</b>

**Objective:**

To ensure the efficient and effective provision of public transportation by providing technical assistance and staff support to the local CTCs, transit providers and the TDCBs and to coordinate with local governments and CTCs to develop and update (where necessary) transportation plans that will maximize mobility for the citizens of Lake~Sumter MPO Area.

**Previous Works:**

The MPO provides oversight of the Lake County and Sumter County TDCBs and works closely with Lake County and Sumter County Community Transportation Coordinators (CTCs), in addition to conducting an annual review of the CTCs. The MPO supports increased regional partnership with neighboring LYNX for transit service including the integration of existing services and development of grant funding opportunities. The MPO, working with Lake County and LYNX, monitors and evaluates the express bus service from Clermont to Orlando and another route from the Four Corners area to the Disney/Theme Parks area and into Kissimmee. The MPO, in conjunction with the Lake County CTC, launched the fixed route bus service Lady Lake to Eustis, June 2007, with the Mount Dora circulator beginning July 2008 and the Umatilla to Zellwood (Route 4) beginning July 2009

**Methodology:**

CTCs

- 5.0.1 Provide technical assistance and staff support to the Lake County and Sumter County CTCs. (Ongoing throughout fiscal year)
- 5.0.2 Assist CTCs in completing necessary grant applications for Section 5307, 5310, 5311, 5316, 5317 and FDOT Transit Block Grants. (Ongoing throughout fiscal year)
- 5.0.3 Conduct quarterly reviews of routes and schedules to determine effectiveness. The required quarterly monitoring and review of the fixed route service is

## **LAKE~SUMTER MPO FY 2012/13-2013/14 UPWP**

- 5.0.4 Assist Lake County in monitoring and evaluation of the fixed-route transit services. (Ongoing)
- 5.0.5 Provide staff and manage the Lake County ADA Advisory Committee (Lake County TDCB) to monitor and advise Lake County Public Transportation on ADA issues, complaints and concerns for the fixed routes services provided in lake County. (Ongoing)
- 5.0.6 Facilitate regional transit planning among neighboring CTCs, and transit providers including Sumter, Marion, Polk, and Volusia Counties and LYNX. (Ongoing throughout fiscal year)
- 5.0.7 Study the implementation potential for community circulators as described in the 2020 TDP in the South Lake, Villages/Lady Lake and the Golden Triangle areas and their potential linkages to other regional transit providers. (Ongoing)
- 5.0.8 While no longer required by FDOT the MPO will monitor as needed data for Transit Quality Level of Service (TQLOS) for transit services as the fixed-route system is brought fully on-line (September 2012 and annually as part of the TDP required updates)
- 5.0.9 Update the 2020 Transit Development Plan (TDP) for Lake County, minor update annually, major update every five years, incorporating a 10-year planning horizon. (Adopted August 27, 2008, updated annually)
- 5.0.10 Manage and develop the Sumter County Transit Development Plan (TDP), incorporating a ten-year planning horizon. This task will be accomplished utilizing FTA 5307 Funds allocated for the Lady Lake/Villages urbanized area. (Begin process December 2012, plan adoption September 2013)
- 5.0.11 Assist Lake County staff and municipalities in implementation of the bus shelter installation program (Ongoing).

### TRANSPORTATION DISADVANTAGED

- 5.0.12 Provide staff support and administration to TDCB. (Ongoing throughout fiscal year)
- 5.0.13 Conduct grant administration, including maintenance of quarterly operational reports and financial statements. (Ongoing throughout fiscal year)
- 5.0.14 Continue to facilitate coordination between the TDCB and the CTC. (Ongoing throughout fiscal year)
- 5.0.15 Review CTC's annual report. (September 2012 and annually)

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- 5.0.16 Perform annual evaluation of the CTC. (June 2012 and annually)
- 5.0.17 Continue coordination with the Commission for Transportation Disadvantaged. The MPO will ensure the monitoring of all unresolved funding requests; support inter- and intra-county agreements to improve conditions as a way to reduce costs for service delivery, maintenance, insurance, or other identified strategies. (Ongoing throughout fiscal year)
- 5.0.18 Continue to work with TDCB in its role for the annual updates of the TDP and TDSP. (Ongoing throughout fiscal year)
- 5.0.19 Update the TDSP. (July 2012 and annually)

### TRANSIT QUALITY LEVEL OF SERVICE ASSESSMENT

- 5.0.20 In preparation for the 2035 Transportation Plan update, begin the development of a framework for assessing transit service using the procedures in the most current edition of the Transit Capacity and Quality of Service Manual (July 2012 and annually)

### TRANSPORTATION IMPROVEMENT PROGRAM

- 5.0.21 Ensure inclusion of transit projects in the TIP and assure adherence to the Public Involvement Process. (Annually and as needed)

### LOCAL COORDINATED PUBLIC TRANSIT/HUMAN SERVICES TRANSPORTATION PLAN

- 5.0.22 Lake~Sumter MPO will work closely with the Lake and Sumter CTCs and other appropriate stakeholders to study the development the local coordinated public programs, including the Section 5310 Elderly and Persons with Disabilities Program, Section 5316 Job Access and Reverse Commute Program, and Section 5317 New Freedom Program. The Work Product resulting from this effort will be the local coordinated public transit/human services transportation plan. The MPO's Coordinated Human-Services Transportation Plan will provide guidance for improving transportation services for people with disabilities, elderly individuals, people with low incomes, and reverse-commuters in the MPO Planning area and facilitates the coordination of public transit and human-services transportation resources. The federal legislation that funds surface transportation, SAFETEA-LU, established that recipients of funding from any of the three Federal Transit Administration human-services transportation programs, (1) Elderly Individuals and Individuals with Disabilities (Section 5310), (2) Job Access and Reverse Commute (JARC; Section 5316), and (3) New Freedom (Section 5317), must certify that the projects to be funded have been selected from a locally developed, coordinated public transit-human services transportation plan, such as the MPO Plan. Information about transportation-funding resources available through these federal programs would be provided in this Plan. The MPO's TDSPs currently serves as the Locally

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Coordinated Human-Services Transportation Plan until development of a new Locally Coordinated Human Services Transportation Plan for the MPO Planning area. (*June 2012*)

### RAIL TRANSIT PLANNING

- 5.0.23 Partner with FDOT and MetroPlan Orlando to support the development of an Alternatives Analysis for the US 441 Corridor (Orange Blossom Express). (FY 2012-14)

#### **End Product:**

Results of this task will include:

- An effective and efficient coordinated public transportation system.
- Lake County ADA Advisory Committee for the fixed route services.
- Completion of CTC review annually by June of each year.
- Update 2020 Transit Development Plan (TDP) annually for Lake County.
- Transit Development Plan (TDP) for Sumter County.
- Updated TDSP by July 2012 and July 2013.
- Utilization of the detailed TDSP, which functions as a foundation for the development of the Service Plan by the CTC and will be used as a tool for monitoring by the TDCB.
- An active Transportation Disadvantaged Coordinating Boards (TDCB).
- A TIP that includes transit projects and adheres to the public involvement process.
- An accurate and completed FY 2011 – 2012 FTA Section 5310 and 5311 Grant Applications.
- Updated assessment of the transit quality of service completed as part of the annual TDP update, this assessment is no longer required by FDOT.
- Study the development and feasibility of partnerships and corridors within the MPO Planning Area appropriate for service development grant applications.
- Alternatives Analysis for the Orange Blossom Express Passenger Rail Project managed by FDOT (Study to begin in FY 2011/2012 after required funding match commitment is received from local partners).

**6.0 *Public Involvement***

This section contains two elements. The first is continued support of the MPO's public participation and outreach efforts. The second element covers the costs associated with printing and distributing MPO reports and publications.

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**Task 6.0 Public Involvement**

**Responsible Agency: MPO**

**Total Task Cost: \$202,635**

<b>Funding Source</b>	<b>FY 2012/13</b>	<b>FY 2013/14</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$74,631	\$76,820	<b>\$151,451</b>
<b>FTA 5303</b>	\$19,050	\$21,896	<b>\$40,946</b>
<b>FTA Funds – State Match</b>	\$2,382	\$2,737	<b>\$5,119</b>
<b>Local/In Kind</b>	\$2,382	\$2,737	<b>\$5,119</b>
<b>Total Funds</b>	<b>\$98,445</b>	<b>\$104,190</b>	<b>\$202,635</b>

**Objective:**

To provide requested information to the public, government agencies and elected officials; to increase public awareness of the MPO and its role; to increase the opportunities for public involvement.

To increase public participation in the metropolitan transportation planning process, especially from those segments of the population that are considered to be traditionally underserved. Through a comprehensive public outreach program, local residents are encouraged to participate in the process by learning more about planning and providing feedback.

As part of the planning process, federal law requires organizations like the MPO to 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.

As part of the MPO 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 MPOs to develop a plan where the opportunity for public involvement is assured. As part of that plan, a required element is the outlining of the means by which to measure the success of the public involvement activities. By strategizing public involvement techniques and then monitoring and measuring the effectiveness, better planning products emerge that genuinely capture the needs of the public.

MPO staff initiated a statewide improvement of the current ETDM Planning screen capabilities to include census data associated with non-English speaking residents of the MPO planning area. New capabilities will allow all MPOs to use the EDTM planning screen tools in the development of their Limited English Proficiency Plan (LEP) and Public Involvement Plan (PIP) strategies for effective communication with these groups.

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### Previous Works:

Continue to monitor and improve the Website: [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com) and all printed materials describing agency. Ongoing informational campaign to educate public on purposes of the MPO. Adopted Public Involvement Plan (PIP) as part of *Transportation 2035*. At the January 25, 2012 MPO Governing Board meeting the required 45 day public review period for the draft 2012 Public Involvement Plan update was open for public and agency review.

### Methodology:

- 6.0.1 Develop and disseminate public information, as necessary to inform the public of transportation planning activities. Conduct presentations on transportation-related topics to civic and governmental groups as requested. (Ongoing throughout fiscal year)
- 6.0.2 Provide a clearinghouse for transportation-related activities for all levels of government and public involved in improving the local transportation system. (Ongoing throughout fiscal year)
- 6.0.3 Expand existing Website to include more graphics and more enhanced detail of MPO projects and priorities. (Ongoing throughout fiscal year)
- 6.0.4 Continue to monitor and track all public information requests. (Ongoing throughout fiscal year)
- 6.0.5 Develop and publish an annual report on MPO activities. (October 2012 and annually)
- 6.0.6 Monitor and update Public Involvement Plan (PIP) and conduct meetings and workshops. (January 2013)
- 6.0.7 Utilize electronic media and social media (MPO Web page and the Internet) to promote the MPO's role and improve public awareness of the MPO. (Ongoing throughout fiscal year)
- 6.0.8 Distribute meeting notices to the media and route monthly press release. (Ongoing)
- 6.0.9 Develop and annually maintain an Interactive Transportation Improvement Program that can be accessed by the general public via the MPO's website, LakeSumterMPO.com. (Annually with ongoing updates as necessary)
- 6.0.10 The Citizens' Advisory Committee ensures the public has the opportunity to review and evaluate all proposed transportation plans and programs. Composed of representatives appointed from local counties and municipalities, the



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committee members provide input and recommendations to the MPO Governing Board on behalf of the communities they represent. (Ongoing)

- 6.0.11 MPO staff maintains and continuously updates a master database of all contacts, both business and public. The database includes committee membership, mailing information, phone and fax numbers, and e-mail addresses. (Ongoing)
- 6.0.12 Utilize innovative approaches to media including video, web-publishing and link-sharing to achieve greater exposure of MPO transportation items to the general public. (Ongoing)
- 6.0.13 Develop and update the Limited English Proficiency Plan (LEP) for the MPO planning area for use in serving the non-English speaking populations. (Annually updated)
- 6.0.14 Explore the use of consulting services in overall public involvement efforts including the option of issuing a Request for Proposals for such services. (FY 2012/13)

### **End Product:**

Results of this task will include:

- An annually reviewed and updated PIP.
- A measurable public involvement process that maximizes outreach to member communities and ensures maximum amount of participation and input from the general public through the adopted PIP.
- An updated MPO Calendar of Events for FY 2012/13 and FY 2013/14 and timely publication of the Horizons MPO newsletters.
- Active outreach to local communities through presentations and workshops.
- Timely printing and distribution of MPO/committee meeting notices, agendas, and meeting minutes.
- An enhanced user-friendly website and social media presence.
- Update and maintain Master Database.
- LEP Plan.

***7.0 Special Projects: Regional Planning***

Identification of any short-term projects or studies undertaken by the MPO; and coordination and general planning assistance to local communities. Specifically this task will include, but is not limited to, the regional visioning and planning initiatives occurring in central Florida in which the MPO is participating.

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### Task 7.0                      Special Projects: Regional Planning

**Responsible Agency:**     MPO

**Total Task Cost:**         \$130,931

Funding Source	FY 2012/13	FY 2013/14	2 Year Total
<b>FHWA PL Funds – Federal</b>	\$48,818	\$51,214	<b>\$100,032</b>
<b>FTA 5303</b>	\$8,296	\$16,423	<b>\$24,719</b>
<b>FTA Funds – State Match</b>	\$1,037	\$2,053	<b>\$3,090</b>
<b>Local/In Kind</b>	\$1,037	\$2,053	<b>\$3,090</b>
<b>Total Funds</b>	<b>\$59,188</b>	<b>\$71,743</b>	<b>\$130,931</b>

#### **Objective:**

To strive towards Regional Transportation Planning Coordination and Project Coordination.

#### **Previous Works:**

Development of a list of regional transportation goals and objectives. Regional Transportation Summit hosted in October 2005 and again in April 2009. Membership in the Central Florida MPO Alliance. Development of CFMPOA List of Legislative Priorities. Participation in the West Orange South Lake Transportation and Economic Development Task Force. Participation in the Central Florida Smart Growth Alliance. Participation in *MyRegion.org* and the Central Florida Leadership Academy. Participation in Regional Visioning among the various organizations mentioned above. Establishment of *Our Community – Our Future* for Lake County and the 14 municipalities and other entities concerned with growth concerns related to transportation, land use and other planning factors.

Partnered with the Florida Department of Transportation to conduct a detailed corridor analysis on SR 50 from US 27 to the Turnpike ramps. The purpose of the analysis was to investigate transportation and land use alternatives that could be used to implement the community's desires established through regional visioning initiatives that include *Our Community-Our Future* and *MyRegion.org*.

#### **Methodology:**

- 7.0.1 Work through the Central Florida MPO Alliance to address issues of regional interest and importance. (Ongoing throughout fiscal year)
- 7.0.2 Actively participate in the MPOAC and FDOT District 5 quarterly meetings. (Ongoing throughout fiscal year)
- 7.0.3 Maintain an ongoing dialogue with neighboring counties and municipalities in the Management Operation Safety and Security in MPO Planning Area (ITS and CTST activities). (Ongoing throughout fiscal year)

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- 7.0.4 Promote a regional perspective to transportation planning. (Ongoing throughout fiscal year)
- 7.0.5 Work with MetroPlan Orlando and Ocala/Marion County TPO on the joint planning agreement connecting planning areas. (Ongoing throughout fiscal year)
- 7.0.6 Provide financial assistance to staff support for quarterly meetings of the Central Florida MPO Alliance. (Ongoing throughout fiscal year)
- 7.0.7 Assist other CFMPOA staff directors with the development of a list of issues critical to Central Florida. (Ongoing throughout fiscal year)
- 7.0.8 Participate in regional transportation activities with *MyRegion.org* on the New Regional Agenda for the seven counties in the area. (Ongoing throughout fiscal year)
- 7.0.9 Participate in regional visioning initiatives within the region. (Ongoing)
- 7.0.10 Continue coordination with LYNX, VoTran, SunTran, and the Sumter and Polk transit systems in order to strengthen regional transit planning. (Ongoing throughout fiscal year)
- 7.0.11 Provide guidance and expertise on the variables and characteristics that contribute toward enhancing the experience of people using various transportation modes, and embracing the concept of moving people, not just cars. (Ongoing)
- 7.0.12 Provide planning staff support to the Florida Black Bear Scenic Byway, Scenic Sumter Heritage Byway and the Green Mountain Scenic Byway. (Ongoing)
- 7.0.13 Support the development of the Florida Black Bear Scenic Byway "Corridor MasterPlan". (October 2012)
- 7.0.14 Support the designation of the Scenic Sumter Heritage Byway as a State of Florida Scenic Byway. (December 2012)
- 7.0.15 Support and develop the State Scenic Highway Program in Lake and Sumter counties. (Ongoing)
- 7.0.16 Research and support of alternative funding options. (Ongoing)
- 7.0.17 Work in partnership with Florida Central Railroad, FDOT, MetroPlan Orlando, Orange County and other regional partners on rail initiatives involving the FCRR Corridor including upgrades to the freight rail infrastructure. (Ongoing)

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- 7.0.18 Partner with MetroPlan Orlando and FDOT to conduct a Regional Freight, Goods and Service Study that addresses the deficiencies in the region's freight network (truck, rail, air, and intermodal connections) and develop ways to accommodate and capitalize on future freight movements including investment needs in order to create and sustain jobs and economic development for existing and future industrial and employment centers. (December 2014)
- 7.0.19 Engage quasi-public and private-sector groups that can assist in building community consensus on transportation, growth and economic development issues; with groups such as the West Orange-South Lake Transportation and Economic Development Task Force, the Chamber Alliance of Lake County and various chambers of commerce in the two-county area. (Ongoing)

### **End Product:**

Results of this task will include:

- A process for coordinating regional transportation planning efforts that results in funded regional transportation projects and minimizes any duplication of planning activities.
- Further development of a Regional Transit Circulator Study encompassing the transit and para-transit integration of services in Lake County and Sumter County and its connectivity with LYNX and the Marion County system.
- Implementation of a two-county regional transportation plan that is coordinated with neighboring counties and MPOs.
- Florida Black Bear Scenic Byway Corridor Master Plan.
- Regional Rail Initiative that could result in upgraded and continuously-welded track along the Florida Central Railroad Corridor in Lake County and Orange County.
- Regional Freight Study that the MPO will use to better integrate freight and goods movement into the regional transportation planning process. Freight policies, strategies, and projects specific to Lake~Sumter MPO region identified in the study will be incorporated into the next update of the Long Range Transportation Plan and Transportation Improvement Program.

**TABLE I: PARTICIPATING AGENCIES & ANTICIPATED ELEMENT COSTS FOR FY 2012/13 (1st Year)**

Task	Description	MPO	FDOT	Consultant	Total
1.0	Administration	\$99,508			\$99,508
1.1	State Assistance		\$109,734		\$109,734
2.0	Data Collection	\$49,754			\$49,754
3.0	Long-Range Planning	\$73,568			\$73,568
3.1	Transportation Modeling	\$24,876			\$24,876
3.2	Efficient Transportation Decision Making (ETDM)	\$24,876			\$24,876
4.0	Short-Range Planning	\$73,568			\$73,568
5.0	Public Transportation Planning	\$146,370			\$146,370
6.0	Public Involvement	\$98,445			\$98,445
7.0	Special Projects: Regional Planning	\$67,606			\$67,606
<b>TOTAL</b>		<b>\$658,571</b>	<b>\$109,734</b>		<b>\$768,305</b>

**TABLE II: FUNDING SOURCES AND ANTICIPATED COSTS FOR FY 2012/13 (1st Year) Amended September 26, 2012**

Task Element	Description	PL FUNDS		FTA Funds			CTD Funds	Grand Total
		Federal	State Soft Match*	Section 5303	State Match	Local/ In Kind	Lake & Sumter	
1.0	Administration	\$99,508						\$99,508
1.1	State Assistance		\$109,734					\$109,734
2.0	Data Collection	\$49,754						\$49,754
3.0	Long-Range Planning	\$49,754		\$19,050	\$2,382	\$2,382		\$73,568
3.1	Transportation Modeling	\$24,876						\$24,876
3.2	ETDM	\$24,876						\$24,876
4.0	Short-Range Planning	\$49,754		\$19,050	\$2,382	\$2,382		\$73,568
5.0	Public Transportation Planning	\$74,631		\$23,812	\$2,977	\$2,977	\$41,973	\$146,370
6.0	Public Involvement	\$74,631		\$19,050	\$2,382	\$2,382		\$98,445
7.0	Special Projects: Regional Planning	\$49,754		\$14,286	\$1,783	\$1,783		\$67,606
<b>TOTAL</b>		<b>\$497,538</b>	<b>\$109,734</b>	<b>\$95,248</b>	<b>\$11,906</b>	<b>\$11,906</b>	<b>\$41,973</b>	<b>\$768,305</b>

**TABLE III: PARTICIPATING AGENCIES & ANTICIPATED ELEMENT COSTS FOR FY 2013/14 (2nd Year)**

Task	Description	MPO	FDOT	Consultant	Total
1.0	Administration	\$102,428			\$102,428
1.1	State Assistance		\$112,953		\$112,953
2.0	Data Collection	\$51,214			\$51,214
3.0	Long-Range Planning	\$51,214	\$27,370		\$78,584
3.1	Transportation Modeling	\$25,606			\$25,606
3.2	Efficient Transportation Decision Making (ETDM)	\$25,606			\$25,606
4.0	Short-Range Planning	\$51,214	\$27,370		\$78,584
5.0	Public Transportation Planning	\$76,820	\$80,384		\$157,204
6.0	Public Involvement	\$76,820	\$27,370		\$104,190
7.0	Special Projects: Regional Planning	\$51,214	\$20,529		\$71,743
	<b>TOTAL</b>	<b>\$512,136</b>	<b>\$295,976</b>		<b>\$808,112</b>

**TABLE IV: FUNDING SOURCES AND ANTICIPATED COSTS FOR FY 2013/14 (2nd Year) Amended June 26, 2013**

Task Element	Description	PL FUNDS		Section 5305(d)	FTA Funds		CTD Funds Lake & Sumter	Grand Total
		Federal	State Soft Match*		State Match	Local/ In Kind		
1.0	Administration	\$102,428						\$102,428
1.1	State Assistance		112,953					\$112,953
2.0	Data Collection	\$51,214						\$51,214
3.0	Long-Range Planning	\$51,214		\$21,896	\$2,737	\$2,737		\$78,584
3.1	Transportation Modeling	\$25,606						\$25,606
3.2	ETDM	\$25,606						\$25,606
4.0	Short-Range Planning	\$51,214		\$21,896	\$2,737	\$2,737		\$78,584
5.0	Public Transportation Planning	\$76,820		\$27,371	\$3,421	\$3,421	\$46,171	\$157,204
6.0	Public Involvement	\$76,820		\$21,896	\$2,737	\$2,737		\$104,190
7.0	Special Projects: Regional Planning	\$51,214		\$16,423	\$2,053	\$2,053		\$71,743
	<b>TOTAL</b>	<b>\$512,136</b>	<b>\$112,953</b>	<b>\$109,482</b>	<b>\$13,685</b>	<b>\$13,685</b>	<b>\$46,171</b>	<b>\$808,112</b>

**TABLE V  
FEDERAL PLANNING FACTORS - SAFETEA-LU**

UPWP TASK NUMBER	1	2	3	4	5	6	7	8
	Economic Vitality	Increase Safety	Increase Security	Increase Accessibility	Protect Environment	Enhance Connectivity	Efficient Operation	Preservation
1.0 Administration	X						X	X
1.1 State Assistance		X	X			X	X	
2.0 Data Collection		X	X				X	X
3.0 Long Range Planning	X	X	X	X	X	X	X	X
3.1 Transportation Modeling				X		X	X	
3.2 ETDM/SCE					X			X
4.0 Short Range Planning	X	X	X	X	X	X	X	X
5.0 Public Transportation	X			X	X	X	X	
6.0 Public Involvement				X		X	X	X
7.0 Special Projects		X	X	X		X		



# APPENDIX A



**MPO  
TRANSPORTATION  
ACRONYMS  
&  
GLOSSARY**

**REVISED  
APRIL 2011**

## Transportation Acronyms & Glossary

- AADT**      **Annual Average Daily Traffic:** The total volume of traffic on a highway segment for one year, divided by the number of days in the year. Both directions of traffic volumes are reported as well as total two-way volumes.
- ADA**      **Americans with Disabilities Act of 1990:** A Federal law that requires public facilities (including transportation services) to be accessible to persons with disabilities, including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.
- ADT**      **Average Daily Traffic:** The number of vehicles passing a fixed point in a day, averaged over a number of days. The number of count days included in the average varies with the intended use of data.
- AE**      **Annual Element:** The first fiscal year of the Transportation Improvement Plan.
- AFV**      **Alternative Fuel Vehicle:** A vehicle that runs on a fuel other than “traditional” petroleum fuels.
- AICP**      **American Institute of Certified Planners:** AICP is the American Planning Association's professional institute, providing recognized leadership nationwide in the certification of professional planners, ethics, professional development, planning education, and the standards of planning practice.
- AMPO**      **Association of Metropolitan Planning Organizations:** A national nonprofit membership organization serving the interests of metropolitan planning organizations nationwide.
- APA**      **American Planning Association:** The American Planning Association brings together thousands of people – practicing planners, citizens, elected officials – committed to making great communities happen.
- AQ**      **Air Quality:** generally refers to the amount of air pollutants of various types in the air. The pollutants can include hydrocarbons (also called volatile organic compounds), nitrogen oxides, particulate matter, carbon monoxide, sulfur dioxide and so on.
- ARRA**      **American Recovery and Reinvestment Act:** An Act making supplemental appropriations for job preservation and creation, infrastructure investment, energy efficiency and science, assistance to the unemployed, and State and local fiscal stabilization, for the fiscal year ending September 30, 2009, and for other purposes.

- ASCE**      **American Society of Civil Engineers:** Founded in 1852, the American Society of Civil Engineers (ASCE) represents more than 133,000 members of the civil engineering profession worldwide, and is America's oldest national engineering society. ASCE's vision is to position engineers as global leaders building a better quality of life.
- AVO**      **Average Vehicle Occupancy:** The ratio of person trips to vehicle trips; often used as a criteria in judging the success of trip reduction programs.
- AVR**      **Average Vehicle Ridership:** The number of employees scheduled to start work during specified hours divided by the number of vehicles arriving at the site during those same hours.
- BCC**      **Board of County Commissioners:** The State constitution gives the Board of County Commissioners the power to adopt ordinances (local laws), approve the County budget and set millages, and establish the requirements for the departments under its control. The Board governs all unincorporated areas of the county directly; municipalities may call upon the County for specialized services.
- BMS**      **Bridges Management Systems:** Process for analyzing existing conditions and identifying future needs with respect to bridges; required for the National HighwaySystem (NHS) as a part of ISTEA; and the extent to which the remaining public bridges are included in the process is left to the discretion of state and local officials.
- BOA**      **Board of Adjustments:** The Board of Adjustment reviews applications submitted for a variance to the Land Development Regulations. The Board then approves or denies the applications based on staff reports and evidence submitted during the hearing, taking into consideration the applicant's and other testimony in favor or against the request.
- BPAC**      **Bicycle/Pedestrian Advisory Committee:** Advisory Committee that examines alternatives and makes recommendations to the Lake~Sumter MPO on bicycle and pedestrian issues.
- BRP**      **State Bridge Rehabilitation:** Funds for replacement or repair of bridges on the State Primary System based on statewide priority.
- BRRP**      **State Bridge Repair and Rehabilitation:** Funds for the repair and rehabilitation of bridges.
- BRT**      **Federal Bridge Replacement:** Funds for bridge replacement on Federal National Highway and Surface Transportation Program systems; used for critical bridges based on a statewide priority as approved by the FHWA.

- CAAA**      **Clean Air Act Amendments of 1990:** Amendments to the federal Clean Air Act which classify nonattainment areas and provide for rules dealing with air pollution in such areas; specifically brought transportation decisions into the context of air quality control.
- CAC**      **Citizen Advisory Committee:** Advisory committee utilized by most metropolitan planning organizations (MPOs) for citizen input into the transportation planning process.
- CBD**      **Central Business District:** The area of a community with the most intense commercial and business development.
- CCI**      **Community Characteristics Inventory:** The history of a community with present and future conditions of an area. Includes physical characteristics of an area, narrative text that describes the community, tables or graphics that summarize data.
- CE**      **Categorical Exclusion:** A technical exclusion for projects that do not result in significant environmental impacts. Such projects are not required to prepare environmental reviews.
- CEI**      **Construction Engineering Inspection:** FDOT highway project phase following construction.
- CEMO**      **Central Environmental Management Office:** Represents FDOT in protecting and enhancing a sustainable human and natural environment while developing safe, cost effective and efficient transportation systems.
- CFMPOA**      **Central Florida MPO Alliance:** A coalition of transportation and government organizations committed to addressing transportation challenges on a regional basis. The alliance is comprised of representatives from Brevard MPO, MetroPlan Orlando, Volusia County TPO, Polk TPO, Ocala/Marion TPO and the Lake-Sumter MPO.
- CFR**      **Code of Federal Regulations:** 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. Each volume of the CFR is updated once each calendar year and is issued on a quarterly basis.
- CIGP**      **County Incentive Grant Program:** This program provides grants to counties to improve a transportation facility which is located on the State Highway System or which relieves traffic congestion on the State Highway System.

- CIE**      **Capital Improvements Element:** A required element of local comprehensive plans which evaluates the need for public facilities, their cost and funding/schedule for construction; specific content for the CIE is found in Rule 9J-5.016 of the Florida Administrative Code and Chapter 163.3177(3), Florida Statutes.
- CLC**      **Community Liaison Coordinator:** The FDOT district person responsible for implementing effective public involvement to identify potential sociocultural effects for transportation projects; responsible for public involvement and assessment of sociocultural effects in the non-MPO areas of the state.
- CMAQ**      **Congestion Mitigation and Air Quality Improvement Program:** A categorical funding program created under ISTEA, which directs funding to projects that contribute to meeting national air quality standards in non-attainment areas for ozone and carbon monoxide.
- CMS**      **Congestion Management System:** A systemic process required under ISTEA to provide information on transportation system performance and identify alternative strategies to alleviate congestion and enhance mobility of persons and goods; process must be developed in Transportation Management Areas (TMAs), the use of CMS in non-TMAs is left to the discretion of state and local officials; in Florida, MPOs will take the lead for the CMS in urbanized areas and FDOT will take the lead elsewhere.
- CMS**      **Concurrency Management System:** A systematic process utilized by local governments to ensure that new development does not occur unless adequate infrastructure (such as public facilities) is in place to support growth; requirements for the CMS are found in Rule 9J-5.0055, Florida Administrative Code.
- CNU**      **Congress for the New Urbanism:** CNU advocates the restructuring of public policy and development practices to support the restoration of existing urban centers and towns within coherent metropolitan regions. We stand for the reconfiguration of sprawling suburbs into communities of real neighborhoods and diverse districts, the conservation of natural environments, and the preservation of our built legacy.
- CTCs**      **Community Transportation Coordinators:** People contracted by the Transportation Disadvantaged Commission to provide complete, cost-effective and efficient transportation services to transportation disadvantaged (TD) persons.

<b>CTD</b>	<b>Commission for Transportation Disadvantaged:</b> An independent commission housed administratively within the Florida Department of Transportation. Our mission is to insure the availability of efficient, cost-effective, and quality transportation services for transportation disadvantaged persons.
<b>CTST</b>	<b>Community Traffic Safety Team:</b> Partnership represented by various public and private entities that focus on reducing the number and severity of traffic crashes within their community.
<b>CUTR</b>	<b>Center for Urban Transportation Research:</b> A legislatively created research center, located at the University of South Florida, whose purpose is to conduct and facilitate research and serve as an information exchange on issues related to urban transportation problems in Florida.
<b>DCA</b>	<b>Department of Community Affairs:</b> State and land planning agency responsible for a number of local and regional planning of programs, established in Chapter 163 and 380 of the Florida Statutes.
<b>DEIS</b>	<b>Draft Environmental Impact Statement:</b> As indicated in title this is an analysis report describing the impacts of a major transportation improvement project upon the environment, both physical (built) and natural. It is proposed in both draft and final forms, which are reviewed by the local agencies and the general public and approved by the appropriate federal agencies. (FHWA or FTA)
<b>DIS</b>	State funds for projects on Strategic Intermodal System
<b>DOT</b>	<b>Department of Transportation:</b> Agency responsible for transportation at the local, state, or federal level.
<b>DRI</b>	<b>Development of Regional Impact:</b> A large-scale development which is required to undergo an extra-local review process; the appropriate regional planning council coordinates the review; the appropriate local government makes the approval decision, with the Florida Department of Community Affairs (DCA) retaining appeal authority; Rule 28-24, F.A.C. identified types of development subject to DRI review.
<b>EA</b>	<b>Environmental Assessment:</b> A document that must be submitted for approval by the U.S. Environmental Protection Agency and the U.S. Department of Transportation for transportation projects in which the significance of the environmental impact is not clearly established. An EA is required for all projects for which a Categorical Exclusion or Environmental Impact Statement is not applicable.

<b>EAR</b>	<b>Evaluation and Appraisal Report:</b> Periodic review and evaluation of a local government comprehensive plan; generally due every five years; requirements for contents are identified in Rule 9J-5.0053, Florida Administrative Code and Chapter 163.3191, Florida Statutes.
<b>ECFRPC</b>	<b>East Central Florida Regional Planning Council:</b> provides regional planning service for Brevard, Lake, Orange, Osceola, Seminole and Volusia counties.
<b>EIS</b>	<b>Environmental Impact Statement:</b> A document that explains the purpose and need for a project, presents project alternatives, analyzes the likely impact of each, explains the choice of a preferred alternative, and finally details measures to be taken in order to mitigate the impacts of the preferred alternative.
<b>EPA</b>	<b>Environmental Protection Agency:</b> Protects human health and the environment. Since 1970, EPA has been working for a cleaner, healthier environment for the American people. EPA is led by the Administrator, who is appointed by the President of the United States.
<b>ETDM</b>	<b>Efficient Transportation Decision Making:</b> Creates a linkage between land use, transportation and environmental resource planning initiatives through early, interactive agency and public involvement.
<b>FAA</b>	<b>Federal Aviation Administration:</b> Provides a safe and efficient aerospace system.
<b>FAPA</b>	<b>Florida Chapter of the APA:</b> The Florida Chapter of APA provides statewide leadership in the development of sustainable communities by advocating excellence in planning, providing professional development for its members, and working to protect and enhance the natural and built environments.
<b>FBT</b>	<b>Floridians for Better Transportation:</b> Statewide business and transportation association dedicated to making transportation safer and more efficient in Florida; created in 1988 by the Florida Chamber of Commerce and the Florida Council of 100.
<b>FDCA</b>	<b>Florida Department of Community Affairs:</b> State agency responsible for assisting Florida communities in meeting the challenges of growth, reducing the effects of disasters and investing in community revitalization.
<b>FDEP</b>	<b>Florida Department of Environmental Protection:</b> The lead agency in state government for environmental management and stewardship. The department admin



<b>FDOT</b>	<b>Florida Department of Transportation:</b> State agency responsible for transportation issues in Florida.
<b>FEIS</b>	<b>Final Environmental Impact Statement:</b> A document that evaluates the potential environmental impacts of the proposed action.
<b>FGDL</b>	<b>Florida Geographical Data Library (FGDL):</b> Housed at the GeoPlan Center at the University of Florida, contains GIS data from federal, state and local agencies.
<b>FHPP</b>	<b>Federal High Priority Projects:</b> Projects earmarked by Congress in TEA-21 as high priorities at the federal level. These amount to roughly 5% of the total transportation budget.
<b>FHWA</b>	<b>Federal Highway Administration:</b> Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs.
<b>FIHS</b>	<b>Florida Intrastate Highway System (FIHS):</b> A statewide network of limited and controlled access highways whose primary function is for high speed and high volume traffic movements; built and maintained by FDOT.
<b>FLHSR</b>	<b>Florida High Speed Rail:</b> Express rail service between Tampa and Orlando with future plans to extend service to Miami. Trains are projected to reach speeds of at least 168 mph.
<b>FLUAM</b>	<b>Future Land Use Allocation Model:</b> A land use forecasting model that projects the land use parameters used in the Florida Standard Urban Transportation Models.
<b>FONSI</b>	<b>Finding of No Significant Impact (FONSI):</b> A statement indicating that a project was found to have no significant impacts on the quality of the human environment and for which an environmental impact statement will therefore not be prepared.
<b>FRA</b>	<b>Federal Railroad Administration:</b> The purpose of FRA is to promulgate and enforce rail safety regulations; administer railroad assistance programs; conduct research and development to improve railroad safety.
<b>F.S.</b>	<b>Florida Statutes:</b> Documents in which Florida's laws are founds.
<b>FSUTMS</b>	<b>Florida Standard Urban Transportation Modeling Structure:</b> Computer model used in Florida for transportation planning and traffic forecasting process.

<b>FTA</b>	<b>Federal Transit Administration:</b> Federal entity responsible for transit planning and programs.
<b>FTC</b>	<b>Florida Transportation Commission:</b> Provides leadership in meeting Florida’s transportation needs through policy guidance on issues of statewide importance and maintaining public accountability for the DOT.
<b>FTE</b>	<b>Florida Turnpike Enterprise:</b> Responsible for the operation and expansion of toll roads on the Turnpike system.
<b>FTP</b>	<b>Florida Transportation Plan:</b> A statewide, comprehensive transportation plan, which establishes long-range goals to be accomplished over a 20-25 year time frame; developed by Florida Department of Transportation; updated on an annual basis.
<b>FY</b>	<b>Fiscal Year:</b> A budget year; runs from July 1 through June 30 for the State of Florida; and from October 1 through September 30 for the federal governments.
<b>GIS</b>	<b>Geographic Information Systems:</b> A technology that integrates the collection, management and analysis of geographic data. This can be used to display the results of data queries as maps and analyze spatial distribution of data.
<b>GPS</b>	<b>Global Positioning System:</b> A satellite based navigation system providing accuracy usable for side scan sonar surveys on a worldwide basis. GPS has become a universal, reliable positioning system.
<b>HCM</b>	<b>Highway Capacity Manual:</b> A collection of state-of-the-art techniques for estimating capacity and determining level of service for many transportation facilities and modes.
<b>HOT</b>	<b>High Occupancy Toll Lanes:</b> Lanes that take advantage of available unused capacity in the HOV lane by allowing vehicles that do not meet the minimum occupancy requirement to pay a toll for access to the lane(s).
<b>HOV</b>	<b>High Occupancy Vehicle Lanes:</b> In Florida, vehicles carrying two (2) or more people; freeways, expressways and other large volume roads may have lanes designated for HOV use by carpoolers, vanpools, and buses.
<b>ICE</b>	<b>Intergovernment Coordination Element:</b> Required element of a local government comprehensive plan addressing coordination between adjacent local governments, and regional and state agencies; requirements for content are found in rule 9J-5.015, F.A.C. and 163.3177(b)(h), F.S.

- ISTEA**      **Intermodal Surface Transportation Efficiency Act of 1991:** Federal law which restructured transportation planning and funding by requiring consideration of multimodal solutions, emphasis on the movement of people and goods as opposed to traditional highway investments, flexibility in the use of transportation funds, a greater role of MPOs, and a greater emphasis on public participation.
- ITE**        **Institute of Transportation Engineers:** An international society of professionals in transportation and traffic engineering; publishes Trip Generation (a manual of trip generation rates by land use type).
- ITS**        **Intelligent Transportation System:** Use of computer and communications technology to facilitate the flow of information between travelers and system operators to improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects; includes concepts such as "freeway management systems," "automated fare collection" and "transit information kiosks."
- JPA**        **Joint Participation Agreement:** Legal instrument describing intergovernmental tasks to be accomplished and/or funds to be paid between government agencies.
- LAP**        **Local Agency Program:** Contracts between FDOT and other governmental agencies to develop, design, acquire right-of-way, and construct transportation facilities and to reimburse these governmental agencies for services provided to the traveling public.
- LGCP**      **Local Government Comprehensive Plan:** As required by Chapter 163, Florida Statutes, requires local governments to develop local comprehensive plans; also contains capital improvements, consistency and concurrency requirements, and provides for Rule Chapter 9J-5, F.A.C.
- LOS**        **Level of Service:** A qualitative assessment of a road's operating condition, generally described using a scale of A (little congestion) to E/F (severe congestion).
- LRT**        **Light Rail Transit:** An electric rail system which has single cars or short trains, and passenger's board at track or car floor level.
- LRTP**      **Long Range Transportation Plan:** A 20-year forecast plan required of state planning agencies and MPOs; must consider a wide range of social, environmental, energy and economic factors in determining overall regional goals and consider how transportation can best meet these goals.

- LU**      **Land Use:** Refers to the manner in which portions of land or the structures on them are used, i.e., commercial, residential, retail, industrial, etc.
- MG**      **Minimum Guarantee:** A funding category created in TEA-21 that guarantees a 90% return of contributions on formula funds to every state.
- MMTD**    **Multimodal Transportation District:** Jointly administered by FDOT and DCA, this planning framework was established by statute based on recommendations by the *Transportation and Land Use Study Committee (1999)*, which sought to reconcile transportation programs and land use practices. Its goal is to expand the use of multiple modes by coordinating transportation improvements (such as improved transit service and pedestrian facilities) and land use measures that enable multimodal transportation to succeed.
- MPO**      **Metropolitan Planning Organization:** The forum for cooperative transportation decision-making; required for urbanized areas with populations over 50,000
- MPOAC**    **Metropolitan Planning Organization Advisory Council:** A statewide advisory council (consisting of one member from each MPO) that serves Florida's 25 MPOs as the principal forum for collective policy discussion; created by law to assist the MPOs in carrying out the urbanized area transportation planning process.
- MSTU**      **Municipal Services Tax Unit:** A Taxing District authorized by State Constitution, Article VII and Florida Statute 125.01. The MSTU is a legal and financial mechanism for providing specific services and/or improvements to a defined geographical area. An MSTU may levy ad valorem taxes to provide funds for the improvements.
- NAAQS**    **National Ambient Air Quality Standards (NAAQS):** Establishes maximum concentrations for criteria air pollutants in specified geographical areas. These pollutants include carbon monoxide (CO), lead (Pb), nitrogen dioxide (NO<sub>2</sub>), particulate matter (PM-10), ozone (O<sub>3</sub>), and sulfur dioxide (SO<sub>2</sub>). To prevent established concentrations from being exceeded, State and local governments may require air pollution controls on existing, new, and modified industrial facilities; tighter standards on emissions from motor vehicles; and the use of alternative fuels.
- NEPA**      **National Environmental Policy Act of 1969:** An Act to establish a national policy for the environment, to provide for the establishment of a Council on Environmental Quality, and for other purposes.

<b>NHS</b>	<b>National Highway System:</b> Specific major roads to be designated by September 30, 1995; the NHS will consist of 155,000 (plus or minus 15%) miles of road and represents one category of roads eligible for federal funds under ISTEA.
<b>NHPA</b>	<b>National Historic Preservation Act (NHPA):</b> Law requiring federal agencies to consider the potential effect of a project on a property that is registered on or eligible for the National Register of Historic Places. If effects are identified, federal and state agencies and the public must identify means to mitigate the harm.
<b>PD&amp;E</b>	<b>Project Development and Environment Study (PD&amp;E):</b> FDOT's name for a corridor study to establish conceptual design for a roadway and to determine its compliance with federal and state environmental laws and regulations.
<b>PE</b>	<b>Preliminary Engineering (design):</b> Highway project phase
<b>PEA</b>	<b>Planning Emphasis Area:</b> Planning for the appropriate use of land within communities.
<b>PHF</b>	<b>Peak Hour Factor:</b> Traffic engineers focus on the peak-hour traffic volume in evaluating capacity and other parameters because it represents the most critical time period. The analysis of level of service is based on peak rates of flow occurring within the peak hour because substantial short-term fluctuations typically occur during an hour. Common practice is to use a peak 15-minute rate of flow. Flow rates are usually expressed in vehicles per hour, not vehicles per 15 minutes.
<b>PIO</b>	<b>Public Information Officer:</b> The individual in an agency or district responsible for disseminating information and responding to inquiries from the media.
<b>PI</b>	<b>Public Involvement:</b> The process by which public concerns, needs, and values are solicited and incorporated into decision-making.
<b>PL</b>	<b>Planning Funds:</b> Federal Highway Administration planning funds, also called Section 112 funds.
<b>PIP</b>	<b>Public Involvement Plan (PIP):</b> A written plan of public involvement strategies and activities for a specific transportation plan or project. The PIP provides a systematic approach to how the results and outcomes of public involvement activities are integrated into the decision-making process.

- PMS**      **Pavement Management System:** A systematic process utilized by state agencies and MPOs to analyze and summarize pavement information for use in selecting and implementing cost-effective pavement construction, rehabilitation, and maintenance programs; required for roads in the National Highway System as a part of ISTEA; the extent to which the remaining public roads are included in the process is left to the discretion of state and local officials; criteria found in 23 CFR 500.021-209.
- PTMS**      **Public Transportation Facilities and Equipment Management System:** A systematic process (required under ISTEA) utilized by state agencies and MPOs to collect and analyze information on the condition and cost of transit assets on a continual basis; data is to be used to help people choose cost effective strategies for providing and keeping transit facilities and Transportation Management Areas (TMAs); the use of CMS in non-TMAs is left to the discretion of state and local officials.
- PUD**      **Planned Unit Development:** A zoning category that allows innovation in development by the suspension of standard zoning to be replaced by negotiated agreements. A PUD requires a comprehensive development plan for the entire area, usually including residences, roads, schools, recreational facilities and service areas, plus commercial, office and industrial areas.
- RFP**      **Request for Proposals:** A document advertising opportunities to submit bids for a particular purchase or service contract.
- ROW**      **Right-of-Way:** Real property that is used for transportation purposes; defines the extent of the corridor that can be used for the road and associated drainage.
- RPC**      **Regional Planning Council:** A multipurpose organization composed of representatives of local governments and appointed representatives from the geographic area covered by the council, and designated as the primary organization to address problems and plan solutions that are of greater than local concern or scope; currently there are 11 regional planning councils in Florida. In some area of Florida the Regional Planning Council is under contract to provide staff services to MPOs.
- SAFETEA - LU:**      **Safe, Accountable, Flexible, Efficient Transportation Equity Act: Legacy for Users:** Reauthorization of the Federal Transportation Bill authorizing the Federal surface transportation programs for highways, highway safety, and transit for the 5-year period, 2005-2009.
- SCE**      **Sociocultural Effects:** The effects a transportation action has on social, economic, aesthetic and livability, relocation and displacement, civil rights and land use issues.

<b>SCOP</b>	<b>Small County Outreach Program:</b> Assists small county governments (population of 150,000 or less) in resurfacing or reconstructing county roads or in constructing capacity or safety improvements to county roads.
<b>SIS</b>	<b>Strategic Intermodal System:</b> A transportation system comprised of facilities and services for statewide and interregional significance, including appropriate components of all modes.
<b>SOV</b>	<b>Single Occupant Vehicle:</b> Privately operated vehicle whose only occupant is the driver.
<b>SIB</b>	<b>State Infrastructure Bank:</b> Method of financing large capital projects by taking advantage of borrowing against future state revenues.
<b>SRPP</b>	<b>Strategic Regional Policy Plan:</b> A plan, developed by each regional planning council (RPC), which contains goals and policies addressing affordable housing, economic development, emergency preparedness, natural resources of regional significance, and regional transportation issues; must be consistent with the state comprehensive plan.
<b>STIP</b>	<b>State Transportation Improvement Program:</b> The FDOT five-year work program as prescribed by federal law.
<b>TAC</b>	<b>Technical Advisory Committee:</b> A standing committee of most metropolitan organizations (MPOs); function is to provide advise on plans or actions of the MPO from planners, engineers and other staff members (not general citizens).
<b>TCEA</b>	<b>Transportation Concurrency Exception Area:</b> Special areas designated in local government comprehensive plans where special level of service standards or analysis techniques may be prescribed. Usually implemented in support of urban infill, urban redevelopment, and/or downtown revitalization.
<b>TCMA</b>	<b>Transportation Concurrency Management Area:</b> Special areas designated in local government comprehensive plans where special level of service standards or analysis techniques may be prescribed. Usually implemented in support of urban infill, urban redevelopment, and/or downtown revitalization.
<b>TD</b>	<b>Transportation Disadvantaged:</b> People who are unable to transport themselves or to purchase transportation due to disability, income status or age.
<b>TDCB</b>	<b>Transportation Disadvantaged Coordinating Board:</b> This committee is responsible for defining transportation disadvantaged-related goals and objectives, preparing a service plan, and ensuring that the needs of the transportation disadvantaged citizens are being met.

- TDM**      **Transportation Demand Management:** A transportation planning process that is aimed at relieving congestion on highways by the following types of actions: (1) actions that promote alternatives to automobile use; (2) actions that encourage more efficient use of alternative transport systems, and (3) actions that discourage automobile use.
- TDP**      **Transit Development Plan:** An intermediate-range transit plan (usually five years) that examines service, markets, and funding to make specific recommendations for transit improvements.
- TDSP**     **Transportation Disadvantaged Service Plan:** A tactical plan with Development, Service, Quality Assurance and Cost/Revenue Allocation and Rate Structure Justification components. The TDSP contains goals which the CTC plans to achieve, and the means by which they intend to achieve them.
- TE**      **Transportation Enhancements:** Specific activities which can be funded with Surface Transportation Program (STP) funds; activities include pedestrian/bicycle facilities, acquisition of scenic easements and scenic historic sites, scenic or historic highway programs, scenic beautification, historic preservation, rehabilitation/operation of historic transportation structures, railway corridor preservation, control/removal of outdoor advertising, archeological planning/research and mitigation of highway runoff water pollution.
- TEA-21**   **Transportation Equity Act for the 21<sup>st</sup> Century:** Federal Legislation authorizing funds for all modes of transportation and guidelines on the use of those funds. Successor to ISTEA, the landmark legislation that clarified the role of the MPOs in the local priority-setting process, TEA-21 emphasizes simplicity, fairness, and higher funding levels for transportation.
- TIGER**    **Transportation Investment Generating Economic Recovery:** Funding for supplemental discretionary grants for capital investments in surface transportation infrastructure under the American Recovery and Reinvestment Act.
- TIP**      **Transportation Improvement Program:** A priority list of transportation projects developed by a metropolitan planning organization that is to be carried out within the five (5) year period following its adoption; must include documentation of federal and state funding sources for each project and be consistent with adopted MPO long range transportation plans and local government comprehensive plans.



<b>TMA</b>	<b>Transportation Management Association:</b> A membership organization designed to help a group of businesses, companies, and other interested parties implement a commute management program; some funding for these groups is available through the state Commuter Assistance Program (CAP).
<b>TMA</b>	<b>Transportation Management Area:</b> A federal term for an urban area of over 200,000 population.
<b>TMS</b>	<b>Transportation Management System:</b> Transportation Management System: The implementation of traffic control measures, such as HOV lanes, signal timing adjustments, median closings, and access management strategies to increase the operating efficiency of the traffic circulation system.
<b>TMS</b>	<b>Transportation Management System:</b> A LSMPO system that includes traffic counts, tracking of approved developments and crash data resulting in a comprehensive database.
<b>TOP</b>	<b>Transit Operations Plan:</b> An operational and cost feasibility analysis performed prior to implementation of transit services.
<b>TPO</b>	<b>Transportation Planning Organization:</b> A synonym for a Metropolitan Planning Organization (MPO), responsible for transportation planning and is mandated by state and federal agencies.
<b>TRB</b>	<b>Transportation Research Board:</b> A unit of the National Research Council whose purpose is to advance knowledge about transportation systems; publishes the Highway Capacity Manual.
<b>TRIP</b>	<b>Transportation Regional Incentive Program:</b> TRIP was created to improve regionally significant transportation facilities in "regional transportation areas". State funds are available throughout Florida to provide incentives for local governments and the private sector to help pay for critically needed projects that benefit regional travel and commerce. The Florida Department of Transportation (FDOT) will pay for 50 percent of project costs, or up to 50 percent of the nonfederal share of project costs for public transportation facility projects.
<b>TSCP</b>	<b>Transportation and Community and Systems Preservation Pilot Program:</b> A federal discretionary grant program created in TEA-21 that is designed to provide funding for revitalizing and rehabilitating transportation corridors.

- TSM**      **Transportation Systems Management:** Strategies to improve the efficiency of the transportation system through operational improvements such as the use of bus priority or reserved lanes, signalization, access management, turn restrictions, etc.
- UA**      **Urbanized Area:** The US Census Bureau defines an urbanized area as: "Core census block groups or blocks that have a population density of at least 1,000 people per square mile (386 per square kilometer) and surrounding census blocks that have an overall density of at least 500 people per square mile (193 per square kilometer)."
- UPWP**      **Unified Planning Work Program:** Developed by Metropolitan Planning Organization (MPOs); identifies all transportation and transportation air quality tasks and activities anticipated within the next one to two years, including a schedule for the completion of the identified tasks and activities.
- USC**      **United States Code:** The United States Code is the codification by subject matter of the general and permanent laws of the United States. It is divided by broad subjects into 50 titles and published by the Office of the Law Revision Counsel of the U.S. House of Representatives. Since 1926, the United States Code has been published every six years. In between editions, annual cumulative supplements are published in order to present the most current information.
- USDOT**      **United States Department of Transportation:** Established by an act of Congress on October 15, 1966, the Department's first official day of operation was April 1, 1967. The mission of the Department is to: *Serve the United States by ensuring a fast, safe, efficient, accessible and convenient transportation system that meets our vital national interests and enhances the quality of life of the American people, today and into the future.*
- VHT**      **Vehicle Hours Traveled:** On highways, a measurement of the total hours traveled in a given area for a specified time period. It is calculated by multiplying the number of vehicles by the hours traveled in a given area or on a given highway during the time period. In transit, it is calculated by multiplying the number of vehicles by the hours traveled on a given area or on a different route, line, or network during the time period.

- VMS**      **Variable Message Sign:** An electronic traffic sign often used on roadways to give travelers information about special events. Such signs warn of traffic congestion, accidents, incidents, roadwork zones, or speed limits on a specific highway segment. They may also ask vehicles to take alternative routes, limit travel speed, warn of duration and location of the incidents or just inform of the traffic conditions.
- VMT**      **Vehicle Miles Traveled:** On highways, a measurement of the total miles traveled in a given area for a specified time period. It is calculated by multiplying the number of vehicles by the miles traveled in a given area or on a given highway during the time period. In transit, it is calculated by multiplying the number of vehicles by the miles traveled on a given area or on a different route, line, or network during the time period.
- WAGES**      **Work and Gain Economic Self Sufficiency:** Florida's welfare to work program.
- WRPC**      **Withlacoochee Regional Planning Council:** Provides regional planning services for Citrus, Hernando, Levy, Marion, and Sumter Counties.

# APPENDIX B

## DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Government wide Debarment and Suspension at 49 CFR 29.510

(1) The Lake~Sumter Metropolitan Planning Organization (MPO) hereby certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

(b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and

(d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.

(2) The Lake~Sumter MPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.



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Jim Richards, Chairman

May 22, 2013

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Date

## DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Lake~Sumter Metropolitan Planning Organization (MPO) that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Lake~Sumter MPO and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Lake~Sumter MPO in a non-discriminatory environment.

The Lake~Sumter MPO shall require its consultants to not discriminate on the basis of race, color, national origin, sex, age, handicap/disability, or income status in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.

  
\_\_\_\_\_  
Jim Richards, Chairman

May 22, 2013

\_\_\_\_\_  
Date



## FEDERAL FY 2013-14 CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of her or his knowledge and belief that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.



\_\_\_\_\_  
Jim Richards, Chairperson  
Lake~Sumter Metropolitan Planning Organization

May 22, 2013

\_\_\_\_\_  
Date

## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT FY 2013/2014

The Lake~Sumter Metropolitan Planning Organization (MPO) assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as 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 program or activity.

The Lake~Sumter MPO further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendix A* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated May 22, 2013

by



Jim Richards, Chairman



## APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.

- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
- a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
  - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

**DEBARMENT and SUSPENSION CERTIFICATION  
FY 2012-2013**

As required by the USDOT regulation on Government wide Debarment and Suspension at 49 CFR 29.510

(1) The Lake~Sumter Metropolitan Planning Organization hereby certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

(b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and

(d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.

(2) The Lake~Sumter Metropolitan Planning Organization also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

  
\_\_\_\_\_  
Don Burgess, Chairman  
Lake~Sumter Metropolitan Planning Organization

April 25, 2012  
Date

## DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Lake~Sumter Metropolitan Planning Organization that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Lake~Sumter Metropolitan Planning Organization, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Lake~Sumter Metropolitan Planning Organization in a non-discriminatory environment.

The Lake~Sumter Metropolitan Planning Organization shall require its consultants to not discriminate on the basis of race, color, national origin, sex, age, handicap/disability, or income status in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.

  
\_\_\_\_\_  
Don Burgess, Chairman  
Lake~Sumter Metropolitan Planning Organization

APRIL 25, 2012  
Date



**LOBBYING CERTIFICATION for GRANTS, LOANS  
and COOPERATIVE AGREEMENTS  
FY 2012-2013**

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Lake~Sumter Metropolitan Planning Organization that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Lake~Sumter Metropolitan Planning Organization, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The Lake~Sumter Metropolitan Planning Organization shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

  
\_\_\_\_\_  
Don Burgess, Chairman  
Lake~Sumter Metropolitan Planning Organization

*APRIL 25, 2012*  
\_\_\_\_\_  
Date

## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT FY 2012/2013

The Lake~Sumter Metropolitan Planning Organization (MPO) assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as 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 program or activity.

The Lake~Sumter MPO further agrees to the following responsibilities with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendix A* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated April 25, 2012

by Don Burgess  
Don Burgess, Chairman

## APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
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- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal*

*Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.

(5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:

- a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
- b. cancellation, termination or suspension of the contract, in whole or in part.

(6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.



# APPENDIX C

# **FDOT District Five General Planning Activities & Specific Tasks FY 2012/2013 & FY 2013/2014 Unified Planning Work Program February 2012**

## **GENERAL PLANNING ACTIVITIES**

The Florida Department of Transportation (FDOT) is a contributor to transportation planning and policy development in District Five. Generally, the specific recurring transportation planning activities accomplished by FDOT's District Five Planning Office can be placed in one of the following categories: Transportation Planning Activities, Data Collection Activities and Systems Planning Activities.

### **Transportation Planning Activities:**

#### ➤ MPO/TPO Support

Provide a MPO/TPO Liaison between the Department and each MPO/TPO; Provide supporting information and documentation to support MPO/TPO planning; Review and take appropriate action on Transportation Improvement Program(TIP) and TIP Amendments; Review and take appropriate action on Unified Planning Work Program (UPWP) and UPWP Amendments; Review and take appropriate action on Long Range Transportation Plan; Review and take appropriate action on Public Involvement Plan; Prepare and conduct Federal and State Certification reviews; Assist MPOs/TPOs in attending various committee meetings and Community Awareness Planning Meetings; Assist MPOs/TPOs with Work Program System issues and reports; Assist MPOs/TPOs in State and Federal Grant Programs; and Support and assist with Transit issues and initiatives. Review and update MPO/TPO contract agreements (Interlocal Agreement for the Creation of Metropolitan Planning Organization, Intergovernmental Coordination and Review (ICAR), and Transportation Planning Funds Joint Participation Agreement.

Assist with providing revenue forecasts to the MPOs/TPOs to develop their Long Range Transportation Plans; Provide support and assistance to assure that the MPOs/TPOs comply with the state and federal policies, procedures and federal code of regulation; comply with Title VI in the planning process (UPWP, TIP, Model Validation, etc.) and comply with other certification requirements; Provide supporting information and documentation to support MPO/TPO planning; Assist MPO/TPO with boundary and membership issues for merging and emerging MPOs/TPOs.

#### ➤ Transit Support

Provide a Transit Analyst between the Department and each MPO/TPO; Assist MPOs/TPOs with transit related issues and initiatives; Review and recommend appropriate action on TIP and TIP Amendments and UPWP and UPWP Amendments for transit projects. Assist MPOs/TPOs in attending the Transportation Disadvantaged Local

Coordinating Board (TDLCB) Meetings; Provides technical assistance to the TDLCB; Review and update MPO/TPO transit grant agreements for Section 5303 grants and transit programs; Assist MPOs/TPOs with Work Program and execution of all related system issues and reports.

➤ Intergovernmental Support and Review

Review amendments, both proposed and adopted, and Evaluation and Appraisal Reports for the Local Government Comprehensive Plans (LGCP). Assist MPOs/TPOs with feasibility studies and implementation planning.

➤ Strategic Intermodal System Plan (SIS Strategic Plan)

Process requests for designation changes; coordinate regional and local facilities with the SIS; coordinate the Department's transit initiative with the SIS; manage policy level public and partner involvement efforts related to the SIS; Assist in technical level public and partner involvement efforts related to the SIS; Assist in providing revenue forecasts.

➤ Public Involvement

Conduct Public Involvement activities related to Efficient Transportation Decision Making (ETDM), Project Development and Environmental (PD&E) studies, and Work Program Public Hearings; Provide tools for developing and reviewing projects at the Planning Screen Phase (used in the development of MPO/TPO long range transportation plans and FIHS cost-feasible plan.

**Data Collection Activities:**

➤ Systems Inventory

Provide for the efficient transfer of road jurisdiction by the Department and local governments based on mutual agreement; functionally classify roads, including the designation of federal aid eligibility and develop, analyze, and assign an integrated statewide network of federal, local and state systems.

➤ Mapping

Maintain and provide mapping information related to the SIS; Maintain and update functional classification maps.

**Systems Planning Activities:**

➤ Development of Regional Impact (DRI) Review

Conduct large scale development review through the DRI process or as requested by local government. These reviews offer technical comments and may result in the

development and coordination of transportation projects and funding partnerships, including agreements with private parties or local governments. These projects are then coordinated with the MPOs/TPOs during project development, prioritization, or programming.

➤ Systems Management

Provide assistance for determining the need for, and feasibility of, new access points (IJRs) and modifications (IMRs) to existing access points on the FIHS and other SIS facilities; Conduct Level-of-Service analysis that will determine current and future conditions of the State Highway System; Project Design Traffic and 18 KIP Equivalent Single Axle Loadings (ESALs) preparations.

➤ Modeling

The District will continue to support regional transportation modeling activities and gather information on how to make improvements through improved policies, procedures and guidelines for transportation demand forecasting for the Florida Standard Model; Assist in validation of models and conduct planning studies requested by local governments and MPOs/TPOs.

➤ FIHS/SIS

Conduct Traffic/Travel Demand Assignment Studies; Develop traffic projections; Develop and maintain a SIS Needs Plan and SIS Cost Feasible Plan; Provide input for FIHS modifications and refinements; Develop, coordinate and distribute FIHS corridor plans.

## **FDOT DISTRICT FIVE SPECIFIC ACTIVITIES**

This section provides a listing, with a short description of some of the more prominent FDOT District Five activities and projects anticipated during Fiscal Year 2012/2013 and Fiscal Year 2013/2014.

➤ ETDM/SCE

To assist and collaborate with Space Coast TPO, Lake-Sumter MPO, Ocala/Marion County TPO, METROPLAN ORLANDO and Volusia County TPO with the implementation of the Efficient Transportation Decision Making (ETDM) Process. District Five is coordinating with each of the MPOs/TPOs to determine which projects should be sent out for an ETDM review.

The District will continue assisting the MPOs/TPOs with their ETDM/SCE (Sociocultural Effects) tasks by helping to coordinate schedules, provide guidance, and assist in sending projects for Planning Screen reviews, including providing guidance with

summary reports for those projects. The District will continue to run Programming Screens on projects prior to PD&E, as required by FHWA, FDOT will provide ETDM technical assistance and training to MPO/TPO staff as needed or requested.

➤ Modeling

The Department will continue to support the District Five MPOs/TPOs (Space Coast TPO, Lake/Sumter MPO, Ocala/Marion TPO, METROPLAN ORLANDO, and Volusia TPO) with ongoing modeling activities applications, enhancements and technical support. The Central Florida Regional Planning Model (CFRPM) v5.0 is the currently adopted model and will support regional planning efforts through the year 2015. It was validated for the base year 2005 and was utilized as the primary technical tool in support of the development of 2035 Long Range Transportation Plans (LRTP) for the Space Coast TPO, Lake/Sumter MPO, Ocala/Marion TPO and Volusia TPO. The Department coordinated extensively with MetroPlan Orlando in the development of this model ensuring consistency with key model attributes including land use and network data for the three county areas. The Department released the CFRPM 5.0 model in March 2011.

During Fiscal Years 2012/2013 and 2013/2014, the Department will continue to investigate ways to update the CFRPM model with the latest available data and tools. The Department is working with Central Office to secure research funds to develop a demonstration project for an Activity Based Model for District Five. This effort will be concurrent with our current effort of developing the CFRPM 6.0. The base year of the CFRPM 6.0 will be 2010 and will use the latest Census Data available. This model will be used to assist the MPOs/TPOs in developing their 2040 Long Range Transportation Plans (LRTP). Significant updates to this model will include a Lifestyles Trip Generation and Income component. Based on the status of the Air Quality Standards, the Department will continue to monitor the need for the integration of the MOVES model and the FSUTMS Air-Quality Post-Processor to facilitate the evaluation of land use and transportation initiatives that are proposed to improve air quality at a regional scale. Other model enhancements will continue to be discussed with the MPOs/TPOs in the coming year.

The Department has developed the initial version of the CFRPM 5.5 time-of-day travel demand model to be used for transit studies. The purpose of this model is to integrate several key forecasting best practices from the Federal Transit Administration (FTA). These enhancements are critical for upcoming regional transit projects including the OIA I-Drive Connector Alternatives Analysis (AA) and the US 441 AA. These model tasks involved extensive research and coordination on model framework, data collection, and a model validation that was data driven based on accurate traveler flow and speed data. Over the next two years, as these project develop, the Department will continue to improve and update the Time-of-Day model.

➤ FDOT District Five Tentative Five-Year Work Program Public Hearings

To develop and conduct the Department's Tentative Five Year Work Program and consider making any changes to the Program that is necessary to balance the Five Year Work Program. The Work Program Public Hearing(s) is being developed and conducted pursuant to Section 339.135(4)(C), Florida Statutes, as amended. The Public Hearing(s) will include information for Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter and Volusia Counties. The Public Hearing(s) will include consideration of proposed projects for the Florida's Turnpike Enterprise. The Public Hearing(s) and Public Information Meetings are conducted annually. The Department continuously coordinates with the MPOs/TPOs in their project priority development and project selection in the Department's Tentative Five Year Work Program. The Department will hold a Public Hearing(s) for the tentative work program in November and December of the 2013 and 2014 Calendar year. The Department will continuously coordinate with the MPOs/TPOs to provide video tapings of each Public Hearing to be broadcasted on public television. The Department will continue to provide a website for the Work Program Public Hearing. The website will include a link to a webinar option for the MPOs/TPOs and citizen's to access to join into the District's Work Program Public Hearing. The website will continue to have information and maps on the Department's Tentative Five Year Work Program.

➤ District Five GIS Initiative/CFGIS

The Department is continuing to develop the Enterprise GIS framework. District Five is finalizing their Geographic Information System (GIS) Strategic Plan to provide guidance and a framework for GIS policy and implementation. Based on the conclusion and assessment of the Districtwide data Needs Assessment, a plan for how the district will begin development upon the Enterprise GIS framework will be implemented. District Five has established and continues to work with their GIS Steering Committee to help coordinate and facilitate GIS activities across the different work units.

District Five continues to utilize the resources of the Central Florida GIS (CFGIS) initiative. The availability of the Data Clearinghouse allows members of the general public, while providing a Users Group forum for GIS users within the Central Florida region, to facilitate data sharing and information exchange. District Five has been a major funding contributor to the CFGIS initiative. Discussions have occurred with the East Central Florida Regional Planning Council (ECFRPC) to further identify the regional data needs, funding partnerships, and the roles and responsibilities of the agencies involved.

The Department is continuing to upkeep their GIS interactive tools up-to-date developing and available utilizing the CFGIS information portal. Some tools currently available on this portal include: TransMap, which serves transit data; the Strategic Intermodal System Implemental & Management (SISIM) tool which allows partners throughout the district to share information concerning the implementation of operational improvements for SIS facilities; etc. Additionally District Five maintains a non-GIS specific information Traffic Data web page on this website. This would make transportation data currently begin

maintained by the Department more publicly available as an interactive tool to be housed on the CFGIS server.

**FUNDING SOURCES**

		<b>FY 2012/2013</b>	<b>FY 2013/2014</b>
FDOT General Planning Activities and Specific Task	Consultant Funding	\$5,250,000	\$5,560,000
	Grant Funding	\$242,537	\$159,838
	<b>TOTAL</b>	<b>\$5,492,537</b>	<b>\$5,719,838</b>

# APPENDIX D




## **JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS**

Pursuant to the requirements of 23 U.S.C. 134 (k)(5), 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Lake-Sumter Metropolitan Planning Organization with respect to the requirements of:

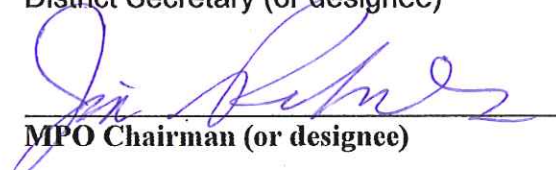
1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of SAFETEA-LU (Public Law 109-59) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

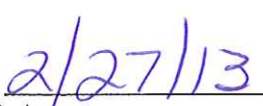
Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on January 29, 2013.

Based on a joint review and evaluation, the Florida Department of Transportation and the Lake-Sumter Metropolitan Planning Organization recommend that the Metropolitan Planning Process for the Lake-Sumter Metropolitan Planning Organization be certified.

  
\_\_\_\_\_  
District Secretary (or designee)

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
MPO Chairman (or designee)

  
\_\_\_\_\_  
Date

## **2013 MODIFIED JOINT CERTIFICATION REVIEW**

### **Florida Department of Transportation, District Five and Lake-Sumter Metropolitan Planning Organization**

**Attendees:** Pam Richmond (LSMPO), Mike Woods (LSMPO), Jo Santiago (FDOT), Mary Schoelzel (FDOT), and Vickie Wyche (FDOT)

The Lake-Sumter Metropolitan Planning Organization (MPO) has the responsibility for ensuring that the major transportation issues in their planning areas are addressed and that the requirements in state and federal law governing the metropolitan transportation planning process are met. Certification reviews are the tool used to determine whether the MPOs/TPOs are fulfilling this responsibility. They are conducted on an annual basis by the Florida Department of Transportation (FDOT) and on a new implemented four (4) year cycle by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for MPOs/TPOs in Transportation Management Area (TMA) areas [23 U.S.C. 143]. The only exception is "conditional certification" issued for MPOs/TPOs by FHWA. The Lake-Sumter Metropolitan Planning Organization is no in a TMA Area and therefore does not have a Federal Highway Administration Certification done every 4 years but they are still required to have the State Standard Certification Review annually.

The 2013 State Modified Joint Certification Review process for the Lake-Sumter MPO started with meetings between FDOT District Five Staff and the Lake-Sumter MPO Staff held on January 29, 2013. The discussions were organized around a set of questions developed by FDOT Staff to review all of the transportation planning processes and requirements mandated by Federal and State Law. The Lake-Sumter MPO staff provided responses to the questions. The findings, summary of noteworthy achievements, and recommendations presented in this Modified Joint Certification Review are drawn from the responses to the questions and the review meeting. They also reflect the emerging importance of regionalism.

## **FINDINGS**

### **General**

The Lake-Sumter MPO continues to have a positive cooperative working relationship with the Florida Department of Transportation, Local Governmental Agencies, Regional Planning Agencies, and other Transportation Agencies to support the initiatives needed for Transportation demands within Lake-Sumter Counties. The MPO Staff have worked very diligently in the past year to plan and prioritize projects of importance within their MPO boundary area. They continue to move forward with working, planning and developing regional projects. These projects include roadway, safety, pedestrian, sidewalk/trails, and bicycle transportation facilities.

The MPO staff completed and submitted their annual 2013-2017 Transportation Improvement Program (TIP). They included all the new changes and updates required by the Department and FHWA. The MPO successfully completed and submitted their two year Unified Planning Work Program (UPWP) and their List of Priority Projects (LOPP). In addition, the

MPO is currently working on their new 2040 Long Range Transportation Plan to incorporate the new 2010 Census data.

The Lake-Sumter staff continues to have a positive relationship with other Local Governmental Agencies, Regional Planning Agencies and other transportation and land use agencies. The MPO Staff continues to support their MPO Board Members, Technical Advisory Committee Members, and Citizen's Advisory Committee Members with updated information and training to help them better understand their roles and the importance of their participation.

The Lake-Sumter MPO is currently working with Florida Department of Transportation staff on the 2010 Census Urban Boundary Smoothing. This is an ongoing process requiring a series of back and forth exchanges and updates between the MPO and FDOT. As the Urban Boundary Smoothing process is taking place, MPO Staff is beginning to assess the need for any Functional Classification updates as well.

The Lake-Sumter MPO has begun conversations and strategizing on incorporating the new MAP-21 (Moving Ahead for Progress in the 21<sup>st</sup> Century Act) performance measures into their planning documents.

#### **Summary of Noteworthy Achievements**

The MPO has initiated the Safe School Access Transportation Study (SSATA) to assess the transportation conditions of each school located within both Lake and Sumter counties. The primary goal of the SSATS is to develop a transportation master plan for each school in the study area, focused over a 10-year planning horizon. The plans will be based on data collected and analyzed for each school in the study area, as well as recommendations for improvements for all modes of travel to and from the individual school sites, and within a two-mile radius of each school. The Lake-Sumter MPO goals are to: 1) analyze transportation access to school and provide recommendations for improvements, 2) encourage continued coordination among agencies that impact students who walk or bicycle to and from school, and 3) provide projects ideas for future funding opportunities.

Lake-Sumter MPO assisted Sumter County in the implementation of a comprehensive county wide pavement management system. The County Commission was interested in implementing a system that would provide a tool that would allow the County to estimate an appropriate funding level required to meet its pavement condition goals, and would also provide a tool to help develop a systematic, objective process for selecting pavement projects for its five year capital improvement plan. Using existing data provided by the County, VHB developed a database that was integrated with the County's GIS; the database formed the basis for subsequent field data collection, in addition to performing data collection the County's staff was trained to perform pavement condition evaluations, enabling the staff to work as a team to shorten the pavement evaluation schedule. Once all the data was collected, a prioritization system was developed that included factors such as land use, travel level, and percent truck traffic and a five-year plan of pavement rehabilitation and maintenance was developed based on anticipated levels. The County is now moving forward to implement the five-year plan of improvements road networks to the residents.

### **Accountability**

The content of the quarterly reports submitted by the Lake-Sumter MPO with invoices have been outstanding. These reports are intended to document progress made and difficulties encountered in implementing a MPOs/TPOs UPWP. They also are used to help assess the eligibility and reasonableness of MPOs/TPOs expenses to be reimbursed with federal funds.

### **Planning Fund Carryover Balances**

The Lake-Sumter MPO is to be commended for their continued work in utilizing their Planning Funds at a 100%. These funds are intended to be used for planning activities within a reasonable time frame and are subject to redistribution or loss if certain requirements are not met.

### **Public Involvement**

The Lake-Sumter MPO Public Involvement Plan (PIP) was adopted April 25, 2012. Since the adoption of the PIP the LSMPO continues to improve their public outreach and information efforts by upgrading their current website to make it more user-friendly. This website address is: <http://www.lakesumtermpo.com/>. This website provides the public with the Federal and State required documents needed for public participation. This document outlines the process and the tools that are utilized in order to achieve the objectives of incorporating regional and community priorities to solicit opinions, encourage participation and utilizes the information to better help the public to understand their role and responsibilities and to have a positive effect in transportation decision making.

### **Public Transportation**

The Lake-Sumter MPO continues to have an outstanding working relationship with their Public Transportation partners on a daily basis. The MPO continues to assist their Public Transportation partners in obtaining the necessary planning coordination with agencies and/or groups who could be affected, assists in checking for consistency with the Florida Transportation Plan, Local Government Comprehensive Plans and other statewide modal plans. The MPO also ensures (via its Public Involvement Process) that opportunities for Public Involvement are made available. This year the Sumter County Transit was named, Florida's Community Transportation Coordinator of the Year! Ride Right has operated the county's vehicles since October 2011 and is proud to partner with an organization that is committed to the continuous improvement of local transit through innovation, outstanding service, and safe operation.

### **Efficient Transportation Decision Making (ETDM)**

The Lake-Sumter MPO worked with the FDOT ETDM Staff to include new census data fields to the existing Community Inventory Report for use in developing an analysis for the MPO's Limited English Proficiency Plan (LEP). Changes were also made to the project limits to include analysis by County and MPO Boundaries for use to develop and analyze the MPO's Public Involvement Plan (PIP) title VI and PEP plans.

## **RECOMMENDATIONS/ACTIONS**

1. The Lake-Sumter MPO has done an outstanding job and should continue to work with their FDOT MPO/TPO Liaison concerning any issues or requests. All inquires and request should come to the FDOT MPO/TPO Liaison directly in writing, and if others need to be informed it will be the responsibility of the FDOT MPO/TPO Liaison to assure that they get the information.
2. The Lake-Sumter MPO should be commended on a job well done and continue keeping the Board Members, Technical Advisory Committee, and the Citizen's Advisory Committee informed and up to date on transportation initiatives of the Department.
3. The Lake-Sumter MPO Staff needs to ensure that their Fiscal Year 2013 and Fiscal Year 2014 Unified Planning Work Program production plan (Tasks) and schedule is fully achieved.

**FLORIDA DEPARTMENT OF TRANSPORTATION  
DISTRICT FIVE AND  
LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
2013 MODIFIED JOINT CERTIFICATION**

*(Based upon a review of Chapter Seven (7) of the Metropolitan Planning Organization (MPO)/Transportation Planning Organization (TPO) Administrative Manual, below are the general areas recommended as focus items for this year's Modified Joint Certification process. According to the Certification requirements, a limited or modified review can occur for three years after a full review. Based upon Chapter Seven (7), and associated laws/rules (noted in the Chapter), the following are the District Five general questions/discussion areas in accordance with 23 C.F.R. 450.334(a):*

**The metropolitan planning requirements identified in 23 U.S.C. 134 and 49 U.S.C. 5303;**

As noted in the 2013 Joint Certification, the following is the status of the various Agreements and the Adopted Long Range Transportation Plan (LRTP). The MPO/TPO and the Department are responsible for making sure that these Agreements are reviewed and renewed if needed each year. Please review the list of agreements below and advise us if your records agree with these findings. If they do not, please provide correct dates.

- (a) Interlocal Agreement for the Creation of Metropolitan Planning Organization (FDOT Form 525-010-01).

Updated: January 30, 2009;                      Renew: By January, 2014

The Department has reviewed the current executed agreement and the document being utilized is the latest revised version. At the current time there is no need for an update, although upon conclusion of reapportionment the agreement will be reviewed.

Transportation Planning Funds Joint Participating Agreement (FDOT Form 525-010-02).

Updated: July 28, 2010;                      Renew: By July 2015

Intergovernmental Coordination and Review and Public Transportation Coordination (ICAR) Joint Participation Agreement (FDOT Form 525-010-03).

Updated: July 18, 2009;                      Renew: By June 2014

Per Article 6, section 6.03 of the respective contract, failure to amend or reaffirm the terms of this agreement shall not invalidate or otherwise terminate this agreement. Upon conclusion of reapportionment the agreement will be reviewed.

Public Transportation Joint Participation Agreement (FDOT Form 725-030-06),  
5303 Transit Related Task Elements for the UPWP.

Updated: September 19, 2011;      Renew: By September, 2017

There is a new contract done every year for the Transit Related Task Elements for  
the UPWP.

Long Range Transportation Plan.

Updated: December 8, 2010;      Renew: By December 2015

### Planning Area

1. Have you begun to update your geographic description of your urbanized area and any unique characteristics or demographics that have changed since the last Certification Review, (e.g. Census boundary changes, new population shifts, housing, and electronic file of the map of your area).

Yes  or      No

If yes, please give a brief status update.

The MPO is currently working with FDOT D5 staff on the 2010 Census Urban Boundary Smoothing. There is an ongoing process requiring a series of back and forth exchanges and updates between the MPO and FDOT. Once the process is completed, including any public involvement, the MPO Governing Board will be asked to certify the results.

### MPO/TPO Boundaries

1. Is the MPO/TPO currently working with the Florida Department of Transportation to update the Functional Classification and Adjusted Urban Boundaries Maps?

Yes  or      No

If yes, please give a brief status update.

As the Urban Boundary Smoothing process is taking place, MPO staff is beginning to assess the need for any Functional Classification updates. In addition to coordinating this effort with FDOT, the MPO will need to engage its member governments through the committee process and possibly one-on-one meetings with member staff.

### Organization/Structure

1. Is the MPO/TPO working on a new Organization/Structure based on the 2010 US Census?

Yes  or      No



If yes, please give a brief status update.

**Regional Coordination**

1. Are you coordinating regionally with adjacent MPOs/TPOs?

Yes  X  or No \_\_\_\_\_

**Long Range Transportation Plan (LRTP)**

1. When amending your LRTP are you ensuring and demonstrating the fiscal constraints?

Yes  X  or No \_\_\_\_\_

2. Giving the requirements from the new MAP-21 (Moving Ahead for Progress in the 21<sup>st</sup> Century Act) Transportation Bill, the MPOs/TPOs will need to develop a performance driven plan. Has the MPO/TPO begun strategizing on how you will be incorporating the performance measures into your planning documents. We understand no guidance has been given at this point by FDOT, but has the MPO/TPO started having conversations within your organization on this subject.

Yes  X  or No \_\_\_\_\_

**Environment**

1. Does the MPO/TPO participate in defining a project's Purpose and Need that is used to determine the range of reasonable alternatives to be considered in the environmental process?

Yes  X  or No \_\_\_\_\_

**Transportation Improvement Program (TIP)**

1. Does the MPO/TPO mention the project prioritization and selection process in the TIP?

Yes  X  or No \_\_\_\_\_

2. Did the MPO/TPO in their most recent TIP include the responsible agency, total project costs and the Long Range Transportation Plan page numbers per federal and state requirements?

Yes  or No

3. Does the MPO/TPO process for modifying / amending the Transportation Improvement Plan include how changes are documented and how the public is made aware of the changes to the plan?

Yes  or No

**Public Involvement**

1. Does the MPO/TPO engage in public education efforts designed to make the transportation planning process and decisions it produces easier to understand in laypersons' terms?

Yes  or No

**Efficient Transportation Decision Making (ETDM)**

1. Is the MPO/TPO coordinating with the Department to get projects processed through the Efficient Transportation Decision Making (ETDM) tool?

Yes  or No

**Title VI and Related Nondiscrimination Requirements**

1. Does the MPO/TPO have a Title VI policy and Limited English Proficiency Plan?

Yes  or No

**Unified Public Work Program (UPWP)**

1. When amending the UPWP to move funding from one task to another, did you state what task the funds are being move from and what task the funds are being move to?

Yes  or No

**Transit**

1. What projects or issues has the MPO/TPO assisted their transit agency with over the past year?

The MPO serves as project manager for all Transit Development Plan Major and Minor updates. The MPO developed the 2012 Lake County TDP Minor update in-house and is currently serving as project manager for the 2013 Lake County TDP Major update scheduled for approval August 2013.

2. What percentage of the MPO's/TPO's Section 5303 funds have gone toward funding transit projects or initiatives?

The MPO utilizes 100% of the Section 5303 funds for transit related project or studies.

**Intelligent Transportation System (ITS)**

1. Does the MPO/TPO ensure that all ITS projects are consistent with the regional ITS architecture?

Yes  or No

**Freight Planning**

1. Does the MPO/TPO incorporate/address freight related goals in the MPO process?

Yes  or No

2. Are freight providers and freight stakeholders engaged to participate in the development of the LRTP, TIP, and other MPO/TPO products?

Yes  or No

**Safety Considerations in the Planning Process**

1. Does the MPO/TPO address safety for motorized and non-motorized users throughout the Continuous, Cooperative, and Comprehensive (3-C) planning process?

Yes X or No \_\_\_\_\_

**Other**

1. Does the MPO/TPO process invoices/reimbursement per the Joint Participation Agreement time specified?

Yes X or No \_\_\_\_\_

## **2012 MODIFIED JOINT CERTIFICATION REVIEW**

### **Florida Department of Transportation, District Five and Lake-Sumter Metropolitan Planning Organization**

**Attendees:** T.J. Fish (LSMPO), Pam Richmond (LSMPO), Mike Woods (LSMPO), Jo Santiago (FDOT), Mary Schoelzel (FDOT), and Vickie Wyche (FDOT),

The Lake-Sumter Metropolitan Planning Organization (MPO) has the responsibility for ensuring that the major transportation issues in their planning areas are addressed and that the requirements in state and federal law governing the metropolitan transportation planning process are met. Certification reviews are the tool used to determine whether the MPOs/TPOs are fulfilling this responsibility. They are conducted on an annual basis by the Florida Department of Transportation (FDOT) and on a new implemented four (4) year cycle by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for MPOs/TPOs in Transportation Management Area (TMA) areas [23 U.S.C. 143]. The only exception is “conditional certification” issued for MPOs/TPOs by FHWA.

The 2012 State Modified Joint Certification Review process for the Lake-Sumter MPO started with meetings between FDOT District Five Staff and the Lake-Sumter MPO Staff held on February 03, 2012. The discussions were organized around a set of questions developed by FDOT Staff to review all of the transportation planning processes and requirements mandated by Federal and State Law. The Lake-Sumter MPO staff provided responses to the questions. The findings, summary of noteworthy achievements, and recommendations presented in this Modified Joint Certification Review are drawn from the responses to the questions and the review meeting. They also reflect the emerging importance of regionalism, the increasing emphasis being placed on development of interconnected multi-modal transportation systems, and the need to improve linkages between transportation planning and land use planning.

## **FINDINGS**

### **General**

The Lake-Sumter MPO continues to work with the Florida Department of Transportation, Local Governmental Agencies, Regional Planning Agencies, and other Transportation Agencies to support the initiatives needed for Transportation demands within Lake-Sumter Counties. The MPO Staff have worked very hard in the past year to plan and prioritize projects of importance in their MPO boundary area. They continue to move forward with significant planning and developing regional projects. The MPO has successfully completed and submitted their annual Transportation Improvement Program (TIP), and their annual (LOPP) List of Prioritized Projects. In addition, the MPO continued to update and realign their existing two year Unified Planning Work Program

(UPWP) and make necessary amendments required in their Long Range Transportation Plan (LRTP). They continue to have a positive relationship with other Local Governmental Agencies, Regional Planning Agencies and other transportation and land use agencies. The MPO Staff continues to support their MPO Board Members, Technical Advisory Committee Members, and Citizen's Advisory Committee Members with updated information and training to help them better understand their roles and the importance of their participation. The Department appreciates the support that the MPO and Local Agencies provide to move projects forward to complete the transportation needs in Lake-Sumter Counties.

### **Summary of Noteworthy Achievements**

The MPO completed one year of the three years Safe Access to School Transportation Study. The goal of the study is to produce a School Transportation Master Plan for the area within a two-mile radius of each public school within the planning region was completed for Sumter County Schools and one school in the City of Eustis. Phase 1 is 90% complete, Phase 2 is underway and the website is active.

The MPO is proactively developing a Congestion Management Process (CMP) in anticipation of becoming a Transportation Management Area (TMA).

The Lake-Sumter MPO is partnering with Metro Plan Orlando, Volusia TPO, and Space Coast TPO to do a Freight Study that addresses issues concerning the efficient movement of freight, goods and services, and efficient intermodal connections linking our roadway systems, seaports, airports, railroads and other freight handling facilities in a regional context. Florida Department of Transportation has provided funding so the study can be sufficiently expanded to develop a comprehensive strategy for addressing Central Florida's needs in dealing with movement of freight, goods and services.

The MPO worked with FDOT to become Local Agency Program (LAP) Certified and served as Project Manager for the 2011 annual update to the Lake County 2020 Transit Development Plan (TDP). The TDP is Lake County's ten-year strategic planning, development and operations guide for providing public transportation.

After approval of the Long Range Transportation Plan, the MPO has been working on implementing their goals and objectives.

The MPO Staff has been actively involved in the State Road 50 Multi-Modal Corridor Study project providing guidance and support to FDOT Staff to focus on land use and Multi Modal Transportation Goals.

The Lake-Sumter MPO formed a partnership between Lake County, Orange County, and the Cities of Eustis, Mount Dora, Tavares, Apopka, and Orlando to contribute towards a 25% match FDOT required to fund the Alternatives Analysis for the US 441 Corridor (Orange Blossom Express) estimated at \$1.7 Million study.

The Lake-Sumter MPO successfully lead the effort to form a partnership between Florida Central Railroad, Lake County, Orange County, and the Cities of Eustis, Mount Dora, Tavares, Apopka, Winter Garden, Ocoee and Orlando to fund 25% match in the amount of \$4.6 million required by FDOT to receive \$13.8 million for railroad infrastructure upgrades from Umatilla to downtown Orlando.

In 2007, the MPO started maintaining a centralized transportation concurrency management system to facilitate effective intergovernmental coordination on transportation facilities, ensuring level of service standards for transportation facilities were maintained throughout the two county region. The system has evolved into a consolidation of multiple databases including crash data, traffic counts, functional classification, roadway capacity, entitled and reserved trips, traffic impact study reviews, rezoning and comp plan amendment reviews and policy assistance and now is known as the Transportation Management System (TMS).

Traffic Count Program – The MPO has expanded the services of the TMS in 2011 to include a traffic count program. Lake County, Sumter County and the City of Wildwood used this new MPO service to collect their data and manage the project resulting in savings to each.

Web Crash Data Management System for the Lake-Sumter MPO Planning Area – The MPO maintains a comprehensive online data base, available to all member governments as part of the TMS package. The new crash data system has allowed the MPO to develop a more effective safety program, identifying and prioritizing locations most in need of safety countermeasures.

The MPO successfully assisted Sumter County develop and implement a Pavement Management Program. It includes an analysis to determine required funding levels to maintain and improve overall pavement conditions, lists of candidate maintenance and rehabilitation projects, and a project prioritization process for the allocation of resurfacing funds. When the project was presented to the Governing Board and Committees the MPO offered the same service to all members to gain the benefit of economy of scale savings and a uniform regional way of assessing pavement condition.

As economic conditions deteriorated, the MPO recognized that transportation projects can stimulate economic growth and job creation especially when land use decisions are part of the equation. To that end, the MPO focused on projects that catalyze private investment in the local economy by investing in transportation infrastructure.

Hill of Minneola White Paper – The MPO Staff drafted a white paper to help the City of Minneola develop a regional partnership to fund the construction of an interchange on Florida's Turnpike at the Hills of Minneola Development of Regional Impact. The plan would utilize the financing capabilities of Florida's Turnpike Enterprise (FTE) to leverage private capital and to solve broad regional transportation needs of both FTE and the Florida Department of Transportation (FDOT), by partnering with local leadership

and private investors to create a sustainable return on investment through job creating and enhanced property values.

Because transportation funding is an integral part of the MPOs ability to accomplish its federally mandated duties, MPO staff, through the development of the Long Range Transportation Plan (LRTP) understands the shortfall in funding needed to complete all the transportation projects over the next 25 years, and the shortfall doesn't include maintenance. When Lake County formed the Capital Facilities Advisory Committee to address the County's transportation funding shortfall, the MPO shared its knowledge and expertise on funding options and revenue forecasting with the Committee, making informative presentations, providing detailed revenue forecast information for scenarios under consideration by the Committee, and serving as support staff when needed.

### **Accountability**

The content of the quarterly reports submitted by the Lake-Sumter MPO with invoices have been adequate. These reports are intended to document progress made and difficulties encountered in implementing a MPOs/TPOs UPWP. They also are used to help assess the eligibility and reasonableness of MPOs/TPOs expenses to be reimbursed with federal funds.

### **Planning Fund Carryover Balances**

The Lake-Sumter MPO is to be commended for their continued work in utilizing their Planning Funds. These funds are intended to be used for planning activities within a reasonable time frame and are subject to redistribution or loss if certain requirements are not met.

### **Public Involvement**

The Lake-Sumter MPO continues to improve their public outreach and information efforts by upgrading their current website to make it more user-friendly. This website address is: <http://www.lakesumtermpo.com/>. This website provides the public with the Federal and State required documents needed for public participation. The Lake-Sumter MPO is currently updating their Public Involvement Plan. This document outlines the process and the tools that are utilized in order to achieve the objectives of incorporating regional and community priorities to solicit opinions, encourage participation and utilizes the information to better help the public to understand their role and responsibilities and to have a positive effect in transportation decision making.

### **Disadvantaged Business Enterprises (DBE) Goals**

The Lake-Sumter MPO developed and adopted their Disadvantaged Business Enterprises (DBE) Program on May 28, 2008. This DBE Program is a federal requirement for any agency receiving federal funds [49 Code of Federal Regulation (CFR) Part 26]. The MPO continues to go above and beyond the Standard DBE requirements.



## **Public Transportation**

The Lake-Sumter MPO continues to have an outstanding working relationship with their Public Transportation partners on a daily basis.

The MPO continues to assist their Public Transportation partners in obtaining the necessary planning coordination with agencies and/or groups who could be affected, assists in checking for consistency with the Florida Transportation Plan, Local Government Comprehensive Plans and other statewide modal plans. The MPO also ensures (via its Public Involvement Process) that opportunities for Public Involvement are made available.

## **Efficient Transportation Decision Making (ETDM)**

The MPO worked with the ETDM Staff to include new census data fields to the existing Community Inventory Report for use in developing an analysis for the MPO's Limited English Proficiency Plan (LEP). Changes were also made to the project limits to include analysis by County and MPO Boundaries for use to develop and analyze the MPO's Public Involvement Plan (PIP) title VI and PEP plans.

## **RECOMMENDATIONS/ACTIONS**

1. The Lake-Sumter MPO has done an excellent job and should continue to keep the Technical Advisory Committee, the Citizen's Advisory Committee and the MPO Board Members informed of the status of their transportation initiatives as well as the initiatives of the Department.
2. The Lake-Sumter MPO should make sure that they work with their FDOT MPO/TPO Liaison concerning any issues or requests. All inquires and request should come to the FDOT MPO/TPO Liaison directly, and if others need to be informed it will be the responsibility of the FDOT MPO/TPO Liaison to assure that they get the information.
3. The Lake-Sumter MPO staff needs to ensure that their FY 2012/2013 and FY 2013/2014 UPWP production plan and schedule is fully achieved and begin preparing for implementation of the successive two year UPWP.

**FLORIDA DEPARTMENT OF TRANSPORTATION  
DISTRICT FIVE AND  
LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
2012 MODIFIED JOINT CERTIFICATION**

*(Based upon a review of Chapter Seven (7) of the Metropolitan Planning Organization (MPO) Administrative Manual, below are the general areas recommended as focus items for this year's Modified Joint Certification process. According to the Certification requirements, a limited or modified review can occur for three years after a full review. Based upon Chapter Seven (7), and associated laws/rules (noted in the Chapter), the following are the District Five general questions/discussion areas in accordance with 23 C.F.R. 450.334(a):*

**The metropolitan planning requirements identified in 23 U.S.C. 134 and 49 U.S.C. 5303;**

(1) As noted in the 2011 Joint Certification, the following is the status of the various Agreements and the Adopted Long Range Transportation Plan (LRTP). The MPO/TPO and the Department are responsible for making sure that these Agreements are reviewed and renewed if needed each year. Please review the list of agreements below and advise us if your records agree with these findings. If they do not, please provide correct dates.

(a) Interlocal Agreement for the Creation of Metropolitan Planning Organization (FDOT Form 525-010-01).

Updated: January 30, 2000;

Renew: By January, 2014

(b) Transportation Planning Funds Joint Participating Agreement (FDOT Form 525-010-02).

Updated: July 28, 2010

Renew: By July, 2015

(c) Intergovernmental Coordination and Review and Public Transportation Coordination (ICAR) Joint Participation Agreement (FDOT Form 525-010-03).

Updated: June 18, 2009

Renew: By June, 2014

(d) Public Transportation Joint Participation Agreement (FDOT Form 725-030-06).  
5303 Transit Related Task Elements for the UPWP.

Updated: September 19, 2011

Renew: September, 2012

There is a new contract done every year for the Transit Related Task Elements for the UPWP.

(e) Long Range Transportation Plan.

Updated: December 8, 2010

Renew: By December, 2015

**Long Range Transportation Plan (LRTP)**

1. Is the MPO's/TPO's recently adopted Long Range Transportation Plan (LRTP) document posted on your web page, published or otherwise made readily available for public review along with all supporting documentation?

Yes  or No

**Transportation Improvement Program (TIP)**

1. Did the MPO's/TPO's Transportation Improvement Plan (TIP) contain a priority list of federally supported projects to be supported over the next four years?

Yes  or No

**Efficient Transportation Decision Making (ETDM)**

1. Is the MPO/TPO coordinating with the Department to get projects processed through the Efficient Transportation Decision Making (ETDM) tool?

Yes  or No

**Air Quality**

1. Given the possibility of stricter air quality standards that are coming from the EPA, is your MPO/TPO creating plans that include transportation options to help reduce emissions and improve air quality?

Yes  or No

**Unified Public Work Program (UPWP)**

1. Does the MPO/TPO have a documented Plan for Public Participation that defines a process for members of the public to have reasonable opportunity to participate?

Yes  or No

2. Is the MPO's/TPO's adopted Public Participation Plan posted on your web page, published or otherwise made readily available for public review along with all supporting documentation?

Yes  or No

3. If located in a Transportation Management Area (TMA), does the MPO have an up to date congestion management process?

Yes  No  or N/A

4. Were the transportation plans and programs of the MPO/TPO based on a continuing, comprehensive, and cooperative process?

Yes  or No

5. When amending the UPWP to move funding from one task to another, did you state what task the funds are being move from and what task the funds are being move to?

Yes  or No  or N/A \*

*\*We have not had to move funds from one task to another, but we are aware of the process and will follow should we move funds from one task to another in the future.*

**Priority List**

1. Is the MPO/TPO ensuring that they have eligible projects with accurate Scope, Schedule, and Cost Estimates?

Yes  or No

2. Is the MPO/TPO submitting the FDOT Project Information Application Form with your Priority List for new projects?

Yes  or No

### **Transit**

1. What projects or issues has the MPO/TPO assisted their transit agency with over the past year?

- a. *Annual TDP Update*
- b. *Developed plot plans for all 27 proposed bus shelter sites*
- c. *LYNX VanPool Program in Lake County*
- d. *Minneola Park & Ride*
- e. *Lake County Transit weekly operations meeting*
- f. *Sumter County Transit monthly operations meeting*
- g. *US 441 Corridor AA*

2. What percentage of the MPO's/TPO's Section 5303 funds have gone toward funding transit projects or initiatives?

- a. *100% of 5303 funds have been used for transit related projects, i.e.:*
  - i. *Salary/benefits for the MPO Transit Planner, 75%,*
  - ii. *Transit Element of the LRTP, 25%.*

### **Other**

1. Has the MPO/TPO participated in any recent Title VI training, either offered by the state, organized by the MPO/TPO, or some other form of training, in the past year?

Yes  or No

2. Has the MPO/TPO adopted your safety element into your LRTP?

Yes  or No

If yes, please provide the status of projects that have been developed under the plan and/or a report on the annual performance measures.

*Safety has always been a primary objective the Lake~Sumter MPO and is incorporated into most everything we do. TRANSPORTATION 2035 specifically addressed Safety and Security in Goal 4, presenting 17 Strategies to minimize crashes and fatalities for all modes of transportation and improve emergency preparedness and response. The MPO has taken the following projects or initiatives to address safety:*

- 1. The MPO maintains and manages a GIS Based Crash Data Management System (CDMS), a custom tool that helps address engineering and safety issues through the analysis of crash data, using the 3E approach (engineering, enforcement, and education), as well as integrating the State of Florida's Strategic Highway Safety Plan Emphasis Areas which include 1) aggressive driving, 2) intersection crashes, 3) vulnerable road users, and 4) lane departure crashes.*
- 2. The CDMS has been advanced to WebCDMS, making it a web-based application where the data can be shared with and accessed by our member governments.*
- 3. The MPO used the crash data in the CDMS to identify the top high accident intersections in our planning and included those locations in the List of Priority Projects so safety funding can be allocated to develop and implement solutions*
- 4. The MPO participates with safety organization and engages in activities that support educational efforts to address transportation safety. MPO staff members of the Lake County Community Traffic Safety Team (CTST). Other CTST members include, Lake County Sheriffs Office, Lake County Public Works, FDOT, law enforcement officers from the Lake County municipalities, and Lake County Public School.*
- 5. The MPO promotes safety outreach programs such as Share the Road to help educate automobile drivers on laws in place regarding bicyclists and pedestrian rights as well as how to safely share the road.*
- 6. When studying roadway projects or intersections, the MPO requests, as appropriate, consideration of roundabouts, speed tables, lighting, etc., as possible safe solutions to an identified safety or congestion issue.*

## **JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS**

Pursuant to the requirements of 23 U.S.C. 134 (k)(5), 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Lake-Sumter Metropolitan Planning Organization with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of MAP-21 (Public Law 109-59) and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on January 29, 2013.

Based on a joint review and evaluation, the Florida Department of Transportation and the Lake-Sumter Metropolitan Planning Organization recommend that the Metropolitan Planning Process for the Lake-Sumter Metropolitan Planning Organization be certified.

Monnie Dow  
District Secretary (or designee)

6.5.13  
Date

[Signature]  
MPO Chairman (or designee)

6-5-13  
Date



# APPENDIX E

ALL COMMENTS ACKNOWLEDGED AND CORRECTED WHERE APPLICABLE.



## *Florida Department of Transportation*

**CHARLIE CRIST**  
GOVERNOR

719 S. Woodland Blvd.  
DeLand, FL 32720

**STEPHANIE C. KOPELOUSOS**  
SECRETARY

April 2, 2012

Mr. T. J. Fish, AICP  
Executive Director  
Lake-Sumter Metropolitan Planning Organization  
1616 South 14<sup>th</sup> Street  
Leesburg, FL 34748

RE: Draft comments on the Fiscal Year 2012/2013 and Fiscal Year 2013/2014 Unified Planning Work Program (UPWP) for the Lake-Sumter Metropolitan Planning Organization

Dear Mr. Fish:

The reason for this letter is to provide comments from the review of the Lake-Sumter Metropolitan Organization (MPO) Draft Unified Planning Work Program for Fiscal Year 2012/2013 and Fiscal Year 2013/2014. Please note below the comments made by the District Five Planning Office. I have also attached comments from the Federal Highway Administration and the District Five Transit Office. Please review the comments and respond back with concerns, comments or questions.

In order to meet the schedule contained in the MPO Administrative Handbook, and to be certain of receiving authorization to expend Fiscal Year 2012/2013 and Fiscal Year 2013/2014 Planning Funds, beginning on July 1, 2012, the Lake-Sumter MPO needs to revise and adopt the Final UPWP and submit it to my office, 719 South Woodland Boulevard, DeLand, FL 32720, and other appropriate agencies by May 15, 2012. I will be contacting your staff to review with them the corrections that need to be made.

As always, I would like to extend my appreciation to the Lake-Sumter Metropolitan Planning Organization (MPO) for their willingness to work so well with me to accomplish our tasks together. If I can do anything to assist or help with any of the process please let me know.

### **Comments of Draft UPWP:**

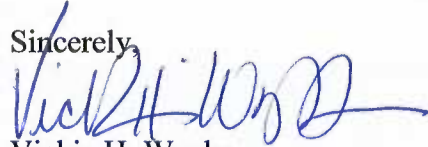
1. On Page 4, fourth paragraph, please correct the first sentence, third line concerning "US 441/27 and to and guide trail and".

2. On Page 13, second paragraph, third sentence, remove one of the “Lake County”, it is duplicated. There is also a typo in the word “million” in the fourth sentence. The last sentence is not complete.
3. On Page 22, under Task 1.0, Administration, subheading “End Product”, the second paragraph is not complete.
4. On Page 23, Task 1.1, State Assistance, sub-heading “Methodology”, Section 1.1.1 “FDOT District Five General Planning Activities” specific task the fiscal years should be for the new UPWP located in Appendix “C”, add “C” to Appendix
5. On Page 26, under the heading “Previous Works”, there needs to be a space between the second and third paragraph.
6. On Page 29 and 30, to be consistence throughout the document please consider adding the word Transportation to the heading/title.
7. On Page 32, under the heading “Methodology”, subheading 3.0.1, Long Range Transportation Plan, first paragraph, fourth sentence there should be a space between “Plan has”. There is a typo in word “through”. Section 3.0.3, there should be a comma after December 15. There is also a typo in the word “draft” in the last sentence. In Section 3.0.7, there should be a space between “of various”. In Section 3.0.8, please consider rewording to read “Staff to provide administrative assistance for the BPAC”.
8. On Page 33, under the heading in Section 3.0.15 there is a typo in the word “June”.
9. On Page 34, Section 3.0.18 paragraph needs to be moved over to be consistence with other paragraphs.
10. On Page 38, under scheduling Objective, second sentence, there is a typo in the word “staff”.
11. On Page 39 and 40, Task 4.0, under the heading “Previous Works” fifth paragraph, there needs to be a space between the paragraphs. To be consistence throughout the document, please consider adding the word Transportation to the heading/title.
12. On Page 42, Section 4.0.15 Please close the parenthesis after the word year.
13. On Page 43, Section 4.0.18 there needs to be a “back slash” between FY 2011/12.
14. On Page 46, Task 5.0, Please add the word planning to be consistent with content page.
15. On page 53, under heading “End Product”, there is a typo in the word “January”.
16. On Pages 59, Table III, Estimated Particip. Agencies, the totals are missing from the totals column.

Please review all the "End Products" sections for each Task to show dates for Fiscal Years 2012/2013 and 2013/2014.

Please review all dates throughout the entire document to show future dates and fiscal years.

Sincerely,



Vickie H. Wyche  
FDOT, Liaison  
Lake-Sumter MPO  
Attachment

cc: Carl Mikyska, FHWA  
Yvonne Arens, Office of Policy Planning  
Diane Quigley, Transit Program  
Jo Santiago, FDOT District 5 Transit Office  
Elizabeth Martin, Federal Transit Administration  
Susan Sadighi, District 5 Planning Office  
Mary Schoelzel, Government Operations Manager



U.S. Department  
of Transportation

**Federal Highway  
Administration**

Florida Division

545 John Knox Road, Suite 200  
Tallahassee, Florida 32303

Phone: (850) 553-2200  
Fax: (850) 942-9691 / 942-8308

[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)

March 16, 2012



In Reply Refer To:  
HPR-FL

Ms. Vicki Wyche  
MPO Liaison  
Florida Department of Transportation (District 5 / MS-521)  
719 South Woodland Boulevard  
DeLand, Florida 32720

Dear Ms. Wyche:

The following is in response to your March 12, 2012 letter which transmitted the Lake-Sumter Metropolitan Planning Organization's (MPO's) FY 2012/13 – 2013/14 Draft Unified Planning Work Program (UPWP) for our review. The following comments are provided by the Federal Highway Administration (FHWA) for the MPO's consideration in developing the Final UPWP:

- **Work Tasks-**The document does not appear to include work/funding for the development of the next UPWP.
- **Table of Contents-** The addition of a table of contents would help make this document easier for a reader to quickly find specific information.
- **Air Quality-** The task of monitoring air quality is usually a separate task number and section. In the case of Lake-Sumter, since the area is attaining all National Ambient Air Quality Standards, the current location and reference to this work within the Administration Task is fine.
- **End Products-** In some of the tasks, the listing of end products included dates that have already occurred, however the timeframe of the draft UPWP is from July of this year forward. Please do a check of end products to insure that the end products are for upcoming accomplishments.
- **General comment-** The glossary in the back of the document is a nice addition and the level of detail is commendable. It will be helpful to citizens who are learning about transportation planning.
- **General comment-** The details provided about current activities and projects within the Lake-Sumter is very nicely detailed. This provides an excellent overview and shows great effort to help the public understand what is happening and influencing the region.

Ms. Vicki Wyche  
March 16, 2012

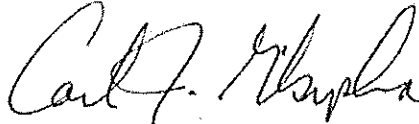
2

- **General Comment-** All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in final copy of the document

Thank you for the opportunity to properly review and comment on the draft UPWP for the Lake-Sumter Metropolitan Planning Organization. We request that the final UPWP be available to us by **May 31, 2012**, so that we may have sufficient time to authorize our portion of the program by **June 30, 2012**. To assist in our joint coordination efforts with the Federal Transit Administration (FTA), please provide a copy of the Final UPWP directly to the FTA Regional Office for their joint review.

If you have any questions, please do not hesitate to contact Mr. Carl Mikyska, at (850) 553-2221 or email [carl.mikyska@dot.gov](mailto:carl.mikyska@dot.gov).

Sincerely,



For: Martin C. Knopp  
Division Administrator

cc: Mr. TJ Fish, Lake-Sumter MPO Director  
Ms. Paris Orr, FTA (Region 4)  
Ms. Yvonne Arens, FDOT (MS-28)

## LSMPO UPWP comments

Santiago, Jo

Sent: Monday, March 26, 2012 4:20 PM

To: Wyche, Vickie

Cc: Adamson, Karen

Good afternoon Vickie,

I a few comments on the Lake-Sumter UPWP:

- On page 2, last sentence of second paragraph, could they change the word handicapped to disabled?
- On page 8, the Wekiva Parkway paragraph, they mention the Wekiva's study finalization to be anticipated to be in 2011. Maybe they could mention whether it was finalized in 2011.
- On page 32 the last sentence of the first paragraph has space missing between plan and has and same on paragraph 3.0.7 between of and various. Paragraph 3.0.3, last sentence id missing an f in draft.
- On page 53, the first end product has misspelled January.

Please let me know if you have questions. Thanks.

Jo Santiago  
Transit Analyst  
Florida Department of Transportation  
Transit and Intermodal Programs  
133 S. Semoran Blvd.  
Orlando, FL 32807  
407-482-7875  
Email: [Jo.Santiago@dot.myflorida.com](mailto:Jo.Santiago@dot.myflorida.com)

<http://www.rethinkyourcommute.com/>