

Executive Committee Agenda

Date | Time: September 20, 2023, | 1 PM

Virtual Meeting Instructions

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Revised Agenda 9-19-2023 adding Action Item C.

Meeting Location: MPO Office, 1300 Citizens Blvd., Suite 175, Leesburg, FL 34748 (First Floor Conference Room)

1 p.m. OPENING

- A. Pledge of Allegiance and Invocation
- B. Call to Order
- C. Proper Noticing
- D. Determination of Quorum

I. UPDATE

Proposed revisions to today's Agenda

II. PUBLIC COMMENTS

Any person may request permission from the Chair to speak to an item on the Agenda by coming to the meeting in person or by sending an email to michael.woods@lakesumtermpo.com containing the speaker's full name, email address, phone number, and the agenda item to be discussed. Emailed requests should be submitted at least 24 hours in advance of the scheduled meeting. A three-minute time limit will be imposed for each speaker.

III. ACTION ITEMS

Recommendation for approval is requested for Agenda Items.

- A. Recommendation to the Governing Board for approval of the MPO Apportionment Plan.

After each decennial census, metropolitan planning organizations (MPOs) must review the composition of their membership and metropolitan planning area (MPA) boundaries and submit an Apportionment Plan that meets the requirements of s.339.175(3), FS, s.339.175(4), FS, and 23 CFR 450.310.

Apportionment Plans must include the following:

- 2010 and 2020 Census population in the MPO area

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- Current MPO membership (local governments and agencies)
- Proposed MPO membership (local governments and agencies)
- The methodology used to determine the proposed changes if there are proposed changes
- MPA boundary map
- MPO Board resolution adopting the Apportionment Plan

MPO staff and consultants will present the current and proposed MPO Apportionment Plan Scenarios for Committee review and recommendation to the Governing Board.

B. Metropolitan Planning Area Boundary and Urbanized Area Map – Presentation Date

The Federal requirements for establishing and adjusting MPA boundaries are in 23 CFR 450.312.

- The MPA boundaries must encompass the existing urban area plus the contiguous area expected to become urban within a 20-year forecast period.
- MPA boundaries must not overlap with each other.
- Where part of an urban area that one MPO serves extends into an adjacent MPA, the MPOs must establish written agreements that clearly identify areas of coordination and the division of transportation planning responsibilities among and between the MPOs.
- MPA boundary maps should be developed at a scale that best meets the needs of the urban area and clearly show the date of the map, scale bar, north arrow, waterways, major routes, transit, intermodal facilities, airports, and names of urban areas.

MPO staff and consultants will present the DRAFT Metropolitan Planning Area Map and Urbanized Area map for Executive Committee review and recommendation to the MPO governing Board.

C. Approval of Resolution 2023-13 Amending the 2023-24 Unified Planning Work Program (UPWP). This is a non-financial UPWP amendment adding text to Task 4.

The MPO requests approval of Resolution 2023-13 amending the adopted UPWP adding text to Task 4 related to the Freight Evaluation and Summary Report third party Task Order.

Attachments: Resolution 2023-13, UPWP Task pages, UPWP Revision Form

New Agenda Item

IV. EXECUTIVE COMMITTEE MEMBERS REPORTS / COMMENTS

V. ADJOURNMENT NEXT MEETING: OCTOBER 25, 2023 @ 1:00 PM

Pursuant to the provisions of Chapter 286, Florida Statutes, Section 286.0105, if any person decides to appeal any decision made by the above named board with respect to any matter considered at the meeting, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. All interested citizens are welcome to attend. Persons with disabilities needing assistance to participate in any of the proceedings should contact (352) 315- 0170, 48 hours in advance of the meeting.

ORIGINAL

TASK 4 SPECIAL STUDIES

Purpose

To conduct planning efforts across the various transportation modes and transportation-related systems, including congestion management, safety, and operations, public transportation, TSM&O, ITS, transportation disadvantaged, multimodal planning, bicycle and pedestrian, and freight planning.

Previous Work

Transit Development Updates; Transportation Disadvantaged Service Plan (TDSP) updates for Sumter County and Lake County; Recommendation of CTCs for Lake County and Sumter County; bicycle and pedestrian planning; identified congested roadways and areas of safety concerns; managed ITS Study; the East Avenue Complete Streets Study and US 301 PD&E Study, Leesburg Main Street Complete Streets Study, and SR 471 Complete Streets Study.

Task 4: Special Studies Activities for Fiscal Years 2023 and 2024

Description of Planning Work	Resulting Products	Completion Date
<ul style="list-style-type: none"> ▪ Public transportation planning, including fixed-route transit and para-transit planning ▪ Implementation of MPO multimodal programs and studies including Regional Trails, Sidewalks, Safe School Emphasis Areas, Complete Streets, Management and Operations, Intelligent Transportation Systems, Traffic Impact Analysis Reviews (TIA), Development Impact Reviews, Financial and Funding Studies ▪ Coordinate with agencies and local governments on safety initiatives ▪ Coordinate process for new 5-year TDSPs for Lake County and Sumter County and annual minor updates ▪ Transit Asset Management (TAM) ▪ Coordination with Public Transportation Agency Safety Plan (PTASP) target-setting ▪ IIJA related Studies and Plans ▪ CMAQ, TAP program studies 	Multimodal Studies, Safety Studies, Transportation Planning Studies, TSM&O Studies, Public Transportation Studies, TIA Reviews, Development Impact Reviews, Small Area Studies, CMAC, TAP studies*	On-going
	TAM, and PTASP Annual Updates*	June 2023 and June 2024
	Maintenance of MPO website/MPO Project websites/MPO social media platforms for MPO Studies*	On-going
	TDSP 5 Year Documents Lake and Sumter and Annual Minor Updates*	June 2023 and June 2024
	Annual review of Lake County and Sumter County CTCs*	June 30, 2023, and June 30, 2024
	Annual Federal Performance Measures Report*	June 2023 and June 2024
	Vision Zero Safety Plan*	
	IIJA Resiliency, Sustainability, Equity, and Climate Mitigation Planning Studies*	June 2023 and June 2024
	Assessment of projects in the TIP and LOPP for IIJA funding opportunities and other implementation strategies	June 2024
	The public transportation service in Lake County is LakeXpress, which Lake County Transit Division is responsible for. The following transit planning projects will be	<ul style="list-style-type: none"> • Major TDP Update (Estimated Cost: \$135,000-150,000) • TAM Plan (Estimated Cost: \$18,000-22,000)

PROPOSED

TASK 4 SPECIAL STUDIES

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	Annual Federal Performance Measures Report*	June 2023 and June 2024
	Vision Zero Safety Plan*	
	<u>Freight Evaluation Report and Preliminary Subarea Assessment*</u>	<u>June 2024</u>
	IIJA Resiliency, Sustainability, Equity, and Climate Mitigation Planning Studies*	June 2023 and June 2024
	Assessment of projects in the TIP and LOPP for IIJA funding opportunities and other implementation strategies	June 2024