

TABLE 4. *Transportation Improvement Program Checklist*

Outreach Step	Timeframe
Draft TIP project information published on www.LakeSumterMPO.org	Seven (7) days before committee review, opening public comment period
Draft TIP presented at LSMPO advisory committee meetings, with chance for public comment at the meeting	During the meeting cycle prior to Board approval
Public meeting to present draft TIP, maps, other information, with opportunity for public comment	Prior to Board approval
Board vote on approval after public comment period	Typically the first Board meeting following advisory committee review
Citizens unable to attend committee or Board meetings are encouraged to submit written comments via postal service, www.LakeSumterMPO.com/voice.aspx contact form, or e-mail	Throughout official public comment period
Plan is published on www.LakeSumterMPO.com	As soon as final copies of document can be uploaded to the website

TIP Amendments:

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

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

INTERAGENCY COOPERATION AND SUPPORT

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

Emergency TIP Amendments

Most amendments to the TIP receive a review (as outlined in Table 5) before entering the program. Exceptions are made when an emergency amendment must be approved prior to the next Board meeting for the amended project to receive funding. In these cases, the LSMPO Executive Director is authorized to approve the amendment and sign a corresponding resolution on behalf of the board without having to call an emergency meeting of the Board. The Executive Director’s approval of the amendment then must be provided to advisory committees as an information item and ratified at the next regularly scheduled board meeting.