

# The Villages honored for gold-level support of local bicycling community

By **Larry Lentz** - June 25, 2018

In recognition of its commitment to bicycling, The Villages received the Bicycle Friendly Community Gold Level Award from the League of American Bicyclists on Monday evening at RJ Gator's restaurant at Lake Sumter Landing.

The national organization had evaluated The Villages, along with its residents' bicycle clubs, in several criteria, ranging from the number and miles of bicycle-friendly roads; educational initiatives in area public schools on bicycle safety; bicycle-friendly laws and ordinances; to the number of events conducted during National Bike Month.

"More than 1,500 communities have applied to be assessed since the League began its Bicycle Friendly Community program in 1995. Only 450 have reached the Gold Standard," explained John Komoroske, president of the Sumter Landing Bicycle Club (SLBC), who also served as the ceremony's emcee.

The Villages becomes the first community in Florida and the first retirement community in the country to be so honored.

The application had been submitted by the Bicycle Friendly Advisory Council – a cooperative venture of three of The Village's bicycling groups: the SLBC that has some 900 members; the Village Bicycle Club with more than 150 enthusiasts; and the 200 participants of the Florida PANTHERS Tandem Club.



*League of American Bicyclists Board Chairman Ralph Monti presents the designation to Villages District Manager Janet Tutt.*

Ralph Monti, chairman of the Board of the League, presented the award to Villages District Manager Janet Tutt and especially praised The Villages' bicycle clubs for their establishment of the BFAC; their 10 nationally certified bicycle instructors; and the development of Cycling in The Villages, a document for residents on how to get around on bikes through the community.

Diana Mirkin, the Council's chair and guiding force in the application's development, described the process and the role of the League.



*Prior to the ceremony are John Komoroske, Bob Jordan, Diana Mirkin, Rose Jordan, Bob Thompson and Dave Lawrence.*

Komoroske earlier had introduced several dignitaries, including state Sen. Dennis Baxley, who had supported the Florida's "Move Over for People" legislation to protect bicyclists and other vulnerable road users, and Becky Afonso, the executive director of the Florida Bicycle Association.

He also welcomed Villages officials Richard Baier and John Rohan; as well Chief Chris McKinstry of the Lady Lake Police Department, and Lt. Robert Siemer representing the Sumter County Sheriff Department.

Komoroske also singled out Dick Campbell, president of The Villages Hospital Auxiliary Foundation. "In the past two years, the SLBC's Hearts For Our Hospital events, which are directed Pat and Lori Gillis, have raised \$125,000 for the hospital and health scholarships for area students," he said.

Finally, he acknowledged presidents Bob Thompson of the Florida PANTHERS Tandem Bicycle Club and Chris Schmidt of the Village Bicycle Club.



*Enjoying each other's company are members of the Florida PANTHERS — Partners Aboard Neat Tandems Happily Enjoying Riding Simultaneously.*

The Villages was designated a Bicycle Friendly Community four years ago, said Dave Lawrence, the SLBC's director of safety and Board of Directors secretary.

"We all have worked to establish rules of riding safety and standards that coincide with local laws and regulations, as well as emphasize non-mandated regulations such as ensuring bicyclists' proper hydration, and their use of helmets and daytime safety lights," he emphasized. "We want to be predictable to drivers."

The League of American Bicyclists was founded in 1880 as the League of American Wheelmen. These pioneer bicyclists, then called wheelmen, were "challenged by rutted roads of gravel and dirt and faced antagonism from horsemen, wagon drivers and pedestrians." An early goal was the paving of roads.

Today, the Washington, D.C.-based organization, on behalf of its 20,000 members in every state, works to "celebrate and preserve the freedom that cycling brings to our members everywhere."

Monti had praised the efforts of bicyclists throughout Florida, whose community organizing and legislative accomplishments have raised the state's ranking from 28th to 15th place in the past four years.



Lori Gillis, center, takes orders for the newly designed SLBC shirts from Ed Deichler and Cindy Carpenter.



## TAB 1

### CONSENT AGENDA

- A. May 23, 2018 Meeting Minutes
- B. Appointments to Lake and Sumter County Transportation Disadvantaged Coordinating Boards (TDCB). Appointing Marsha Bukala to the Lake County TDCB.
- C. Authorization for Chair to sign Transportation Disadvantaged Planning Agency Agreements with Lake and Sumter County Board of County Commissioners.
- D. Retroactive authorization for the Chair to sign the Sumter County Road 501 BUILD Grant MPO Support Letter.
- E. Approve MPO Resolution 2018-17 amending the FY 2017/18 budget to account for Unanticipated Revenues and Expenditures
- F. Approve MPO Resolution 2018-15. Amending the Unified Planning Work Program (UPWP) to add \$280,000 in planning funds for East Ave. and US 301 Complete Street Studies.
- G. Approve MPO Resolution 2018-16. Citizens Advisory Committee and Bicycle Pedestrian Advisory Committee restructuring.
- H. Authorization to Submit Federal Transit Administration 5305(d) Grant Application for FY 2019/20.

#### **Background**

- A. Approval is requested of the minutes of the May 23, 2018 Governing Board meeting.
- B. Approval of Marsha Bukala to the Lake County Transportation Disadvantaged Coordinating Board
- C. The Transportation Disadvantaged Trust Fund is administered by the Florida Commission for the Transportation Disadvantaged (Commission), pursuant to Section 427.0159, Florida Statutes. The purpose of the Transportation Disadvantaged trust fund is to provide a dedicated funding source for the operational and planning expenses of the Commission in carrying out its legislative responsibilities. The trust fund is appropriated by the Legislature annually from revenues collected from vehicle registrations and voluntary contributions. The Local Program Administrative Support Grant Program was established to provide funding to the Community Transportation Coordinators to assist the Commission in their responsibilities at the local level and to provide support to the Local Coordinating Boards. The Community Transportation Coordinators shall accomplish this through an agreement with the Commission's approved Designated Official Planning Agency for its respective service area.
- D. The MPO Chair signed the attached letter of support for the Sumter County BUILD Grant Application for the CR 501 Phase 2 Project. Grant submission deadlines necessitated signing of the support letter prior to Governing Board approval.  
The Lake~Sumter MPO, serving in the role of regional transportation planning, supports the Sumter County CR 501 Phase 2, BUILD Transportation Discretionary Grant Application to address the needs within the MPO Area. The CR 501 Phase 2 project was developed with consideration given to improving the existing transportation infrastructure, enhancing Florida's economic competitiveness, and improving travel choices to ensure mobility. The CR 501 Phase 2 project is consistent with the MPO's adopted long range transportation plan, TRANSPORTATION 2040, which was adopted December 9, 2015. The CR 501 Phase 2 project was developed in consideration of criteria consistent with projects eligible to receive funding from FDOT; and the CR 501 Phase 2 Project BUILD grant application is hereby endorsed and supported by the Lake~Sumter MPO.

- E. The MPO approved the annual budget for FY 2017/18 on May 24, 2017, with the budget estimating revenues or expenses related to the MPO's GIS contractual services for local city governments. Unanticipated revenues up to the amount of \$10,000 were received due an increase in work load for the GIS Contract services performed by the MPO.
- F. Recommendation to Amend FYs 2018/19-2019/20 Unified Planning Work Program (UPWP)  
Consider Approval of Amending the FYs 2018/19-2019/20 UPWP. The new funding agreement for the East Ave. Complete Street Study and the US 301 Complete Street Study was finalized and funds in the amount of \$280,000 were added to the MPO's FY 2018/19- 2019/20 UPWP. These are pass through funds for the completion of the 2 Complete Street Studies using the MPO's General Planning Consultants. The studies should be completed by the summer of 2019. The Funding Table provided includes the new funding amounts.
- G. Approve Resolution 2018-16. The Advisory committees for the MPO were formed to advise the MPO Governing Board and staff in the preparation and review of public participation plans, transportation plans, programs and other related matters of the MPO. Each advisory committee provided unique contributions to the development of the MPO's transportation plans, programs, and projects. Staff presented recommendations on restructuring the two advisory committees into one advisory committee called the Community Advisory Committee (CAC).  
The Community Advisory Committee would ensure the public has the opportunity to review and evaluate all proposed transportation plans and programs. About half the Community Advisory Committee members would be appointed by local governments, and the other half by the MPO Board.  
The committee membership would include geographic representation, multimodal transportation advocates, (from our current BPAC membership) as well as representatives from under-served communities and business interests. This composition encourages diversity of many kinds, including geographic, demographic and modal. Staff is requesting Approval in the formation of the Community Advisory Committee and approval of revised bylaws for the new advisory committee.
- H. Approval of the consent agenda item authorizes the Interim Executive Director to file the Federal Transit Administration grant application. The MPO is required to file a grant application signed by the Executive Director for each annual allocation of FTA planning funds, which are utilized for multimodal planning efforts. The funds are utilized to cover a portion of personnel and operation expenses for the MPO.

**REQUESTED ACTION:** Staff recommends approval of the Consent Agenda

- ATTACHMENTS:**
- A. May 23, 2018 Meeting Minutes
  - B. Appointment Letter/Application for Marsha Bukala for the Lake County Transportation Disadvantaged Coordinating Board.
  - C. Transportation Disadvantaged Planning Agency Agreements for Lake and Sumter Counties.
  - D. Sumter County Road 501 BUILD Grant MPO Support Letter
  - E. Resolution 2018-17 Unanticipated Revenues and Expenditures
  - F. Resolution 2018-15 UPWP Amendment, FY 2018/19-2019/20 UPWP Task 7, page 49, Task 7 -Estimated Budget detail for FY 2018/19.
  - G. Resolution 2018-16 CAC/BPAC Restructuring
  - H. Federal Transit Administration 5305(d) Grant Application for FY 2019/20



**MEETING MINUTES**  
**Wednesday, May 23, 2018**  
**Lake~Sumter MPO**  
**225 W. Guava Street, Suite 217**  
**Lady Lake, FL 32159**

Members Present:

Commissioner Tim Sullivan (Chair)  
Commissioner Wendy Breeden  
Commissioner Leslie Campione (1<sup>st</sup> Vice Chair)  
Commissioner Josh Blake  
Commissioner Don Burgess

Representing:

Lake County BCC  
Lake County BCC  
Lake County BCC  
Lake County BCC  
Sumter County BCC

Councilmember Ray Goodgame  
Mayor Robert Morin  
Mayor Jim Richards (2<sup>nd</sup> Vice Chair)  
City Commissioner Dan Vincent  
Mayor Dan Robuck  
Councilmember Troy Singer  
Mayor Dina Sweatt  
Councilmember Sally Rayman  
Councilmember Katherine Adams (Lake/At-Large Representative)  
Mayor Bil Spaude  
City Commissioner Joe Elliott (Sumter/At-Large Representative)

City of Clermont  
City of Eustis  
Town of Lady Lake  
Town of Lady Lake  
City of Leesburg  
City of Tavares  
City of Groveland\*  
City of Mascotte\*  
City of Umatilla  
City of Bushnell\*

Members Absent:

Commissioner Sean Parks  
Commissioner Doug Gilpin  
Mayor Pat Kelley (Immediate Past Chair)  
Vice-Mayor Mitchell Mack  
Mayor Nick Girone (Chair Elect)  
Commissioner Rick Ranize  
Councilor David Nebel  
Mayor Joe Wynkoop  
Councilmember Clay Godwin  
Councilman Mike Foote\*  
Matt Schwerin  
Pete Petree  
Board Member Sandy Gamble  
Board Member Christine Norris

Lake County BCC  
Sumter County BCC  
City of Minneola  
Town of Astatula\*  
City of Mount Dora  
City of Fruitland Park\*  
Town of Howey-in-the-Hills\*  
Town of Montverde\*  
City of Coleman\*  
City of Webster  
Florida Central Railroad\*\*  
Florida Central Railroad\*\*  
Lake County Schools\*\*  
Sumter County Schools\*\*

\*Denotes non-voting members

\*\*Denotes ex-officio, non-voting member

Staff:

Mike Woods

Doris LeMay

Francis Franco

Brian Hutt

Melanie Marsh

Interim Executive Director/  
Multi Modal Project Manager

Executive Assistant

GIS Manager

TMS Project Manager

Lake County Attorney

Call to Order/Invocation/Pledge of Allegiance/Notice/Roll Call/Chairman's Announcements/Executive Director's Announcements

The meeting of the Lake-Sumter Metropolitan Planning Organization (MPO) was called to order at 2:01 p.m. by Chair Commissioner Tim Sullivan. Commissioner Don Burgess led the invocation and Commissioner Tim Sullivan led the Pledge of Allegiance. Staff announced the meeting was properly noticed. The roll was called, at which time it was noted a quorum was present (11 voting members present).

I. AGENDA UPDATE  
None

II. OPPORTUNITY FOR PUBLIC COMMENT  
None

III. CONSENT AGENDA

On a motion by Council Member Ray Goodgame, seconded by Commissioner Wendy Breeden and carried by a vote of 131-0, the Lake~Sumter MPO approved Items A through F of the Consent Agenda As Follows:

Tab 1

Consent approval is requested of the following items:

- A. April 25, 2018 Governing Board Meeting Minutes
- B. Amendment to agreement with Moore Stephens Lovelace, P.A.
- C. Resolution 2018() Endorsement of FDOT Transportation Planning Performance Measures and Targets
- D. Resolution 2018() MPO Support of the BUILD Grant Application for the City of Tavares, Tav-Dora Trail Project
- E. Recommend authorization for Chair to sign the contract with the Center for Urban Transportation Research (CUTR) for the major update of the Transportation Disadvantaged Service Plans for Lake and Sumter Counties
- F. Resolution 2018() Authorizing Execution of Transportation Disadvantaged Trust Fund Grant Agreements

### III. ACTION ITEMS

Dan Robuck arrived at this time (12 Voting Members)

Tab 2 Consideration of Financial Report as Presented By Milestone Professional Services. Donna Collins, Milestone Professional Services, presented financial report through April 30th

Motion was made by Commissioner Don Burgess, seconded by Mayor Jim Richards and carried a by a vote of 12-0, the Lake~Sumter Accepted the Financial Report as Presented By Milestone Professional Services.

Tab 3 Consideration of Amending the FYs 2017/18-2021/22 Transportation Improvement Program (TIP)

Mike Woods provided a brief explanation of the amendment to the TIP.

Motion was made by Troy Singer, seconded by Mayor Robert Morin and carried by a vote of 11-1, with Council Member Ray Goodgame opposing, the Lake~Sumter MPO approved to table until the next MPO meeting.

Tab 4 Consideration of Draft FY 2018/19 – 2022/23 Transportation Improvement Program and Acknowledgement of Closing of Public Review Period

Mike Woods provided a brief overview of the Draft FY 2018/19 – 2022/23 Transportation Improvement Program

Motion was made by Council Member Ray Goodgame, seconded by Commissioner Josh Blake and carried by a roll call vote of 12-0, the Lake~Sumter MPO approved the Draft 2018/19 – 2022/23 Transportation Improvement Program and Acknowledged Closing of Public Review Period

Tab 5 Consideration of Draft 2018 List of Priority Projects and Closing of the Public Review Period

Mike Woods and Jennifer Musselman, Kittelson & Associates, provided a brief overview of the 2018 List of Priority Projects

Motion was made by Commissioner Leslie Campione, seconded by Council Member Troy Singer and carried by a vote of 12-0, the Lake~Sumter MPO approved the Draft 2018 List of Priority Projects and Closing of the Public Review Period

### V. DISCUSSION ITEMS

Tab 6 FDOT District 5 Secretary Mike Shannon provided various updates. Discussion Continued.

## VI. PRESENTATIONS

- A. SR 50 PD& E Project Update: from US 301 in Hernando County to CR33 in Lake County:  
Presenter: John R. Freeman, Jr., P.E., PTOE, Senior Principal, Kittelson & Associates, Inc.
- B. Central Florida Regional Transit Study:  
Presenter: Tim Crobons, Hanson Professional Services, Inc.

## VII. WRITTEN REPORTS – INCLUDED IN THE AGENDA PACKAGE

- A. Transportation Agency Reports
  - 1. Florida Department of Transportation (FDOT)
  - 2. Florida's Turnpike Enterprise (FTE)
  - 3. Central Florida Expressway Authority (CFX)
  - 4. Public Works Reports –
  - 5. Transit Reports
- B. Regional Groups (WOSLTEDTF & EL-NOW Meeting of Elected Officials)
- C. Central Florida MPO Alliance (CFMPOA) & MPO Advisory Council (MPOAC)
- D. Association of MPO's (AMPO) & National Assoc. of Regional Councils (NARC)
- E. Lake~Sumter MPO Staff Report & MPO Governing Board Member Reports
- F. Transportation Management System Report
- G. MPO Planning Area Project Update

## VIII. ADJOURNMENT NEXT MEETING: August 22, 2018, 2 PM, Lake~Sumter MPO.

There being no further business to be brought to the attention of the Lake~Sumter Metropolitan Planning Organization, the meeting was adjourned at 3:32 p.m.

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Timothy Sullivan, Chair

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION  
LAKE COUNTY TRANSPORTATION DISADVANTAGED COORDINATING BOARD  
GENERAL APPLICATION**

Mr.  Ms. Name: Marsha BUKALA Date: 6/11/18  
Home Mailing Address: 1213 DEL TORO DR, LADY LAKE, FL 32159

Home Physical Address: SAME  
County of Residence: LAKE Home Phone: 773 907 0141  
E-mail Address: MJ BUKALA@yahoo.com Cell: 773 540-3016  
Business (Name & Type): Retired  
Business Address: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Position: \_\_\_\_\_

Training or experience related to activities of the Transportation Disadvantaged Coordinating Board to which appointment is sought: I AM legally blind, have a GUIDE DOG or USE A white cane on A DAILY basis. I ALSO USE PARATRANSIT & FIXED ROUTE SERVICES.  
Professional Organizations: I AM retired AFTER WORKING AT Aon as a licensed insurance broker.

Have you served on the Lake County Transportation Disadvantaged Coordinating Board in the past?  
 Yes  No Dates Served: \_\_\_\_\_

*I will attend meetings in accordance with the adopted policies of Lake~Sumter MPO. If at any time my business or professional interests conflict with the interests of this Board, I will not participate at such deliberations.*

Signature of Applicant: Marsha Bukala

References may be secured from the following individuals.

Name	Address	Phone Number
1. <u>ED KUSKE</u>	<u>807 Castlewood Terrace, Chicago, IL 60640</u>	<u>773 383-9582</u>
2. <u>Sheri Berliner</u>	<u>4912 Paulina, Chicago, IL 60640</u>	<u>773 777-2891</u>
3. <u>Joy Repella,</u>	<u>Cook County State's Attorney, 5333 Western Ave Chicago, IL 60675</u>	<u>773 334-4066</u>

- Please check the vacancy you are applying for:
- A person over sixty years of age representing the elderly in Lake County.
  - A person with a disability representing the disabled in Lake County.
  - A citizen's advocate representative in Lake County, who is a user of the system.
  - A citizen's advocate representative in Lake County.
  - An experienced representative of the local private for profit transportation industry.

Terms of Appointment: Except for the Chairperson and state agency representatives, the members of the TDCB shall be appointed for three (3) year terms. The Chairperson shall serve until elected term of office has expired or until the Chairperson is otherwise replaced by the MPO. Individuals may be reappointed to serve an additional term or terms.

**Please return to: Lake~Sumter MPO, 225 W. Guava Street, Lady Lake, FL 32159, or fax (352) 315-0993**

**AGREEMENT BETWEEN  
LAKE COUNTY, FLORIDA  
AND  
THE LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
FOR LOCAL TRANSPORTATION DISADVANTAGED PROGRAM  
ADMINISTRATIVE SUPPORT**

**THIS AGREEMENT** is entered into by and between Lake County, Florida, a political subdivision of the State of Florida (the COORDINATOR), by and through its Board of County Commissioners, designated pursuant to Chapter 427, Florida Statutes, to serve the transportation disadvantaged as the Community Transportation Coordinator for the community that includes the entire area of Lake County, and the Lake-Sumter Metropolitan Planning Organization, a metropolitan planning organization created under Section 339.175, Florida Statutes, and the designated official planning agency for Lake County (the PLANNING AGENCY).

**WITNESSETH:**

**WHEREAS**, the COORDINATOR must under Chapter 427, Florida Statutes, and pursuant to the Local Program Administrative Support Agreement between the COORDINATOR and the State of Florida's Commission for the Transportation Disadvantaged (the Commission), effective July 1, 2018 to June 30, 2019, enter an agreement with the Commission's approved designated official planning agency for Lake County, the PLANNING AGENCY, to provide financial assistance to accomplish local program administrative support duties and responsibilities as required by the Commission.

**NOW, THEREFORE**, in consideration of the mutual covenants, promises and representations in this Agreement, the parties agree as follows:

**Section 1. Purpose.** The purpose of this Agreement is to provide financial assistance to accomplish local program administrative support duties and responsibilities as required by the Commission for the Transportation Disadvantaged Local Program Administrative Assistance Grant, and as further described in **Exhibits A and B** attached and incorporated into this Agreement ("Project"), and, to state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the Project will be undertaken and completed.

**Section 2. Term and Modifications.**

A. The term of this Agreement will be for a period of one (1) year, effective July 1, 2018, through June 30, 2019. Expiration of this Agreement will be considered termination of the Project. Any work performed after the expiration date of this Agreement will not be compensated for by the COORDINATOR.

B. This Agreement may be amended upon mutual written agreement of the parties. This Agreement will not be extended or renewed.

C. This Agreement must not be assigned or subcontracted without the written consent of the COORDINATOR.

**Section 3. Termination or Suspension of the Project.**

A. The COORDINATOR may, by written notice to the PLANNING AGENCY, suspend any of the COORDINATOR's obligations under this Agreement for the PLANNING AGENCY's failure to comply with applicable laws or the terms of this Agreement until the event or condition resulting in such suspension has ceased or been corrected. The COORDINATOR will provide written notice outlining the conditions of such suspension.

B. The COORDINATOR may terminate this Agreement at any time before the date of completion if the PLANNING AGENCY is dissolved or if state funds cease to be available. In addition, the COORDINATOR or the PLANNING AGENCY may terminate this Agreement if either party fails to comply with the conditions of the Agreement. The COORDINATOR or the PLANNING AGENCY shall give written notice to all parties at least ninety (90) days prior to the effective date of termination and specify the effective date of termination.

C. If this Agreement is terminated before performance is completed, the PLANNING AGENCY will be paid only for eligible tasks and deliverables satisfactorily performed during the effective Project period.

**Section 4. Project Costs.** The estimated total cost of the Project is **Twenty-Six Thousand Two Hundred Ninety-Six and 00/100 Dollars (\$26,296.00)**. This amount is based upon the budget summarized in **Exhibit B** attached to this Agreement. Project funds may only be used by the PLANNING AGENCY to undertake local transportation disadvantaged program administrative support activities as further described in this Agreement. This is a lump sum – percent complete grant to accomplish the tasks identified in the Agreement. It is not subject to adjustment due to the actual cost experience of the PLANNING AGENCY in the performance of the Agreement. The amount paid is based on the weighted value of the tasks and deliverables listed in **Exhibits A and B** that have been accomplished for the invoiced period. Prior to payment, the tasks performed and deliverables are subject to review and acceptance by the Commission. The criteria for acceptance of completed tasks and deliverables are based on the most recent regulations, guidelines or directives related to the particular task and deliverable.

**Section 5. Compensation and Payment.**

A. The COORDINATOR shall pay the PLANNING AGENCY for the satisfactory performance of each task as outlined in **Exhibit A** on a quarterly basis. The amount of compensation for each completed task or deliverable is further described on **Exhibit B**.

B. The PLANNING AGENCY shall submit invoices on a quarterly basis. Invoices and deliverables must be submitted to:

Lake County Community Services Department  
Transit Division

ATTN: David P. Hope, Transit Division Manager  
P.O. Box 7800  
Tavares, FL 32778-7800

C. When the COORDINATOR receives from a state agency any payment for contractual services, commodities, supplies, or construction contracts, except those construction contracts subject to the provisions of chapter 339, the contractor shall pay such moneys received to each subcontractor and supplier in proportion to the percentage of work completed by each subcontractor and supplier at the time of receipt of the payment. If the COORDINATOR receives less than full payment, then the COORDINATOR shall be required to disburse only the funds received on a pro rata basis with the contractor, subcontractors, and suppliers, each receiving a prorated portion based on the amount due on the payment. If the COORDINATOR without reasonable cause fails to make payments required by this section to subcontractors and suppliers within 7 working days after the receipt by the COORDINATOR of full or partial payment, the COORDINATOR shall pay to the subcontractors and suppliers a penalty in the amount of one-half of 1 percent of the amount due, per day, from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed 15 percent of the outstanding balance due. In addition to other fines or penalties, a person found not in compliance with any provision of this subsection may be ordered by the court to make restitution for attorney's fees and all related costs to the aggrieved party or the Department of Legal Affairs when it provides legal assistance pursuant to this section. The Department of Legal Affairs may provide legal assistance to subcontractors or vendors in proceedings brought against contractors under the provisions of this section.

## **Section 6. Records.**

A. The PLANNING AGENCY shall permit, and shall require its contractors to permit, the COORDINATOR's authorized representatives to inspect all work, materials, deliverables, records; and to audit the books, records and accounts pertaining to the financing and development of the Project at all reasonable times including upon completion of the Project, and without notice.

B. The PLANNING AGENCY shall provide and maintain sufficient detailed documentation for each deliverable to allow an audit trail to ensure that the tasks accomplished or deliverables completed in acceptable form to the COORDINATOR were those which were promised. Such documentation and records should be maintained for no less than five (5) years, or longer if required by law, from the ending date of the Agreement unless extended by the COORDINATOR.

C. Pursuant to Section 119.0701, Florida Statutes, the PLANNING AGENCY shall comply with the Florida Public Records' laws, and shall:

- 1) Keep and maintain public records required by the COORDINATOR to perform the services identified in this Agreement.

- 2) Upon request from the COORDINATOR's custodian of public records, provide the COORDINATOR with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for by law.
- 3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the PLANNING AGENCY does not transfer the records to the COORDINATOR.
- 4) Upon completion of the contract, transfer, at no cost, to the COORDINATOR all public records in possession of the PLANNING AGENCY or keep and maintain public records required by the COORDINATOR to perform the service. If the PLANNING AGENCY transfers all public records to the COORDINATOR upon completion of the contract, the PLANNING AGENCY shall destroy any duplicate public records that are exempt, or confidential and exempt, from public records disclosure requirements. If the PLANNING AGENCY keeps and maintains public records upon completion of the contract, the PLANNING AGENCY shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the COORDINATOR, upon request from the COORDINATOR's custodian of public records, in a format that is compatible with the information technology systems of the COORDINATOR.

**IF THE PLANNING AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PLANNING AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, DAVID HOPE AT LAKE COUNTY'S TRANSIT DIVISION, 352-323-5733, P.O. BOX 7800, TAVARES, FLORIDA 32778-7800, OR VIA EMAIL AT [DHOPE@LAKECOUNTYFL.GOV](mailto:DHOPE@LAKECOUNTYFL.GOV).**

D. The COORDINATOR may unilaterally cancel this Agreement for failure by the PLANNING AGENCY to comply with the Public Records provisions of Chapter 119, Florida Statutes.

**Section 7. Indemnification.** To the fullest extent permitted by law, the PLANNING AGENCY shall indemnify, and hold harmless the COORDINATOR, including the COORDINATOR's commissioners, officers, agents, and employees, and the Commission, including the Commission's officers and employees, from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by negligence, recklessness, or intentional wrongful misconduct of the PLANNING AGENCY and persons employed or utilized by the PLANNING AGENCY in the performance of this Agreement. This

indemnification shall survive the termination of this Agreement. Nothing contained in this Agreement is intended for will it constitute a waiver of the State of Florida's and the COORDINATOR's sovereign immunity.

**Section 8. Non-Discrimination of Person with Disabilities.** The PLANNING AGENCY and any of its contractors or their sub-contractors shall not discriminate against anyone on the basis of a disability (physical, mental or emotional impairment). The PLANNING AGENCY agrees that no funds will be used to rent, lease or barter any real property that is not accessible to persons with disabilities nor will any meeting be held in any facility unless the facility is accessible to persons with disabilities. The PLANNING AGENCY shall also assure compliance with The Americans with Disabilities Act, as it may be amended from time to time.

**Section 9. Equal Employment Opportunity.** In connection with the carrying out of any Project, the PLANNING AGENCY shall not discriminate against any employee or applicant for employment because of race, age, disability, creed, color, sex or national origin. The PLANNING AGENCY will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, disability, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The PLANNING AGENCY shall post, in conspicuous places available to employees and applicants for employment for Project work, notices setting forth the provisions of the nondiscrimination clause.

**Section 10. Former Employees.** No member, officer, or employee of the PLANNING AGENCY during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof. The PLANNING AGENCY shall include this provision in all subcontracts.

**Section 11. Lobbying Prohibition.** No officer, agent, or employee of the PLANNING AGENCY may use any funds received pursuant to this Agreement for the purpose of lobbying the Legislature, the judicial branch, or a state agency. The PLANNING AGENCY must not employ any person or organization with funds received pursuant to this Agreement for the purpose of lobbying the Legislature, the judicial branch, or a state agency. The "purpose of lobbying" includes, but is not limited to, salaries, travel expenses and per diem, the cost for publication and distribution of each publication used in lobbying; other printing; media; advertising, including production costs; postage; entertainment; telephone; and association dues. The provisions of this paragraph supplement the provisions of Section 11.062, Florida Statutes, which is incorporated by reference into this Agreement.

**Section 12. Public Entity Crimes.** The PLANNING AGENCY shall not accept any bid from, award any contract to, or transact any business with any person or affiliate on the convicted vendor list for a period of 36 months from the date that person or affiliate was placed on the convicted

vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133, Florida Statutes. THE PLANNING AGENCY shall not allow such a person or affiliate to perform work as a contractor, supplier, subcontractor, or consultant under a contract with the PLANNING AGENCY. If the PLANNING AGENCY was transacting business with a person at the time of the commission of a public entity crime which resulted in that person being placed on the convicted vendor list, the PLANNING AGENCY may also not accept any bid from, award any contract to, or transact any business with any other person who is under the same, or substantially the same, control as the person whose name appears on the convicted vendor list so long as that person's name appears on the convicted vendor list.

**Section 13. E-Verify.**

A. The PLANNING AGENCY shall utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new persons hired by the PLANNING AGENCY during the term of this Agreement.

B. The PLANNING AGENCY shall include in all contracts with subcontractors performing work pursuant to any contract arising from this Agreement an express requirement that the subcontractors utilize the U.S. Department of Homeland Security's E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new employees hired by the subcontractors during the term of the contract.

**Section 14. Governing Law.** This Agreement is made under, and in all respects will be interpreted, construed, and governed by and in accordance with, the laws of the State of Florida. Venue for any legal action resulting from this Agreement will lie solely in Lake County, Florida.

**Section 15. Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, it will be considered deleted from this Agreement, and will not invalidate the remaining provisions.

**Section 16. Entire Agreement.** This document embodies the entire Agreement between the parties. It may not be modified or terminated except as provided in this Agreement.

*{Remainder of page intentionally left blank}*

**Agreement Between Lake County, Florida and the Lake-Sumter Metropolitan Planning Organization for Local Transportation Disadvantaged Program Administrative Support**

**IN WITNESS WHEREOF**, the parties have made and executed this Agreement on the respective dates under each signature: the COORDINATOR, through its Board of County Commissioners, signing by and through its Chairman, and by the PLANNING AGENCY through its Governing Board, signing by and through its Chairman.

**COORDINATOR**

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
LAKE COUNTY, FLORIDA

\_\_\_\_\_  
Gary J. Cooney, Clerk of the  
Board of County Commissioners  
Lake County, Florida

\_\_\_\_\_  
Timothy I. Sullivan, Chairman

This \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to Form and Legality:

\_\_\_\_\_  
Melanie Marsh  
County Attorney

**Agreement Between Lake County, Florida and the Lake-Sumter Metropolitan Planning Organization for Local Transportation Disadvantaged Program Administrative Support**

**PLANNING AGENCY**

LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION, through its Governing Board

ATTEST:

\_\_\_\_\_  
Doris LeMay, Executive Assistant

\_\_\_\_\_  
Timothy I. Sullivan, Chairman

This \_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to form and legality:

\_\_\_\_\_  
Melanie Marsh, MPO Attorney

**EXHIBIT A**  
**PROJECT DESCRIPTION AND RESPONSIBILITIES**

This exhibit forms an integral part of the Agreement, between the COORDINATOR and the PLANNING AGENCY.

**I. PROJECT LOCATION:** Lake County

**II. PROJECT DESCRIPTION:** This project provides for the accomplishment of the local program administrative support duties and responsibilities as set forth in Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code. The Coordinator shall accomplish such duties and responsibilities through an agreement with the Commission for the Transportation Disadvantaged's approved Designated Official Planning Agency for its respective service area. The project period will begin on the date of this agreement and will end on June 30, 2019. Specific required tasks are as follows:

**TASK 1:** **Weighted value = 17%**  
Jointly develop and annually update the Transportation Disadvantaged Service Plan (TDSP) with the community transportation coordinator (CTC) and the Local Coordinating Board (LCB).

**Deliverable:** Complete initial TDSP or annual updates. Must be approved by the LCB no later than June 30<sup>th</sup> of the current grant cycle.

**TASK 2:** **Weighted value = 48%**  
Organize and provide staff support and related resources for at least four (4) LCB meetings per year, holding one meeting during each quarter. Exceptions to reschedule meeting(s) outside of a quarter due to the imminent threat of a natural disaster may be granted by the Commission for the Transportation Disadvantaged.

Provide staff support for committees of the LCB.

Provide program orientation and training for newly appointed LCB members.

Provide public notice of LCB meetings in accordance with the most recent LCB and Planning Agency Operating Guidelines.

LCB meetings will be held in accordance with the CTD's most recent LCB and Planning Agency Operating Guidelines and will include at least the following:

1. Agendas for LCB meetings. Agenda should include action items, informational items and an opportunity for public comment.
2. Official minutes of LCB meetings and committee meetings (regardless of a quorum). A copy will be submitted along with the quarterly report. Minutes will at least be in the form of a brief summary of basic points, discussions, decisions, and recommendations. Records of all meetings shall be kept for at least five years.

3. A current full and active membership of voting and non-voting members to the LCB. Any time there is a change in the membership, provide a current membership roster and mailing list of LCB members.
4. A report of the LCB membership's attendance at the LCB meeting held during this grant period. This would not include committee meetings.

**Deliverable:** LCB Meeting agendas; minutes; membership roster; attendance report; training notification.

**TASK 3:** **Weighted value = 5%**

Provide at least one public workshop annually by each LCB, and assist the CTD, as requested, in co-sponsoring public workshops. This public workshop must be held separately from the LCB meeting. It may, however, be held on the same day as the scheduled LCB meeting. It could be held immediately following or prior to the LCB meeting.

**Deliverable:** Public workshop agenda and minutes of related workshop only. The agenda and minutes must be separate documents and cannot be included in the LCB meeting agenda and minutes, if held on the same day. Minutes may reflect "no comments received" if none were made.

**TASK 4:** **Weighted value = 5%**

Develop and annually update by-laws for LCB approval.

**Deliverable:** Copy of LCB approved by-laws with date of update noted on cover page and signature of LCB Chair or designee.

**TASK 5:** **Weighted value = 5%**

Develop, annually update, and implement LCB grievance procedures in accordance with the CTD's most recent LCB and Planning Agency Operating Guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the CTD's Ombudsman Program.

**Deliverable:** Copy of LCB approved Grievance Procedures with date of update noted on cover page.

**TASK 6:** **Weighted value = 5%**

Review and comment on the Annual Operating Report (AOR) for submittal to the LCB, and forward comments/concerns to the CTD.

**Deliverable:** Cover Page of AOR, signed by CTC representative and LCB Chair.

**TASK 7:** **Weighted value = 5%**

Research and complete the Actual Expenditures Report (AER) for direct federal and local government transportation funds to the CTD no later than September 15th. Complete the AER, using the CTD approved form.

**Deliverable:** Completed AER in accordance with the most recent CTD's AER instructions.

**TASK 8:**

**Weighted value = 5%**

Complete quarterly progress reports addressing local program administrative support accomplishments for the local transportation disadvantaged program as well as grant deliverables; including but not limited to, consultant contracts, special studies, and marketing efforts.

**Deliverable:** Complete Quarterly Progress Reports submitted with invoices. Quarterly Report must be signed by Planning Agency representative. Electronic signatures are acceptable.

**TASK 9:**

**Weighted value = 5%**

Planning Agency staff shall attend at least one CTD sponsored training, including but not limited to, the CTD's regional meetings or annual training workshop.

**Deliverable:** Documentation related to attendance at such event(s); including but not limited to sign in sheets.

**EXHIBIT B  
PROJECT BUDGET**

This exhibit forms an integral part of the Agreement, between the COORDINATOR and the PLANNING AGENCY.

**I. PROJECT COST:**

Estimated Project Cost shall conform to those eligible deliverables as indicated by Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code. For the required deliverable, compensation shall be the total maximum limiting amount of **\$26,296.00** for related program administrative support services in Lake County. This is a lump sum – percent complete grant to accomplish the tasks identified in the Agreement. It is not subject to adjustment due to the actual cost experience of the Planning Agency in the performance of the Agreement. The amount paid is based on the weighted value of the tasks and deliverables listed in Exhibits A and B that have been accomplished for the invoiced period. Prior to payment, the tasks performed and deliverables are subject to review and acceptance by the Commission for the Transportation Disadvantaged. The criteria for acceptance of completed tasks and deliverables are based on the most recent regulations, guidelines or directives related to the particular task and deliverable.

Task 1	17%	\$ 4,470.32
Task 2	48%	\$12,622.08
Task 3	5%	\$ 1,314.80
Task 4	5%	\$ 1,314.80
Task 5	5%	\$ 1,314.80
Task 6	5%	\$ 1,314.80
Task 7	5%	\$ 1,314.80
Task 8	5%	\$ 1,314.80
Task 9	5%	\$ 1,314.80
<b>TOTAL:</b>	<b>100%</b>	<b>\$26,296.00</b>

**AGREEMENT BETWEEN  
SUMTER COUNTY, FLORIDA  
AND  
THE LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
FOR LOCAL TRANSPORTATION DISADVANTAGED PROGRAM ADMINISTRATIVE SUPPORT**

**THIS AGREEMENT** is entered into by and between Sumter County, Florida, a political subdivision of the State of Florida (the COORDINATOR), by and through its Board of County Commissioners, designated pursuant to Chapter 427, Florida Statutes, to serve the transportation disadvantaged as the Community Transportation Coordinator for the community that includes the entire area of Sumter County, and the Lake-Sumter Metropolitan Planning Organization, a metropolitan planning organization created under Section 339.175, Florida Statutes, being the designated official planning agency for Sumter County (the PLANNING AGENCY).

**WITNESSETH:**

**WHEREAS**, the COORDINATOR must under Chapter 427, Florida Statutes, and pursuant to the Local Program Administrative Support Agreement between the COORDINATOR and the State of Florida's Commission for the Transportation Disadvantaged (the Commission), effective July 1, 2018 to June 30, 2019, enter an agreement with the Commission's approved designated official planning agency for Sumter County, the PLANNING AGENCY, to provide financial assistance to accomplish local program administrative support duties and responsibilities as required by the Commission.

**NOW, THEREFORE**, in consideration of the mutual covenants, promises and representations in this Agreement, the parties agree as follows:

**Section 1. Purpose.** The purpose of this Agreement is to provide financial assistance to accomplish local program administrative support duties and responsibilities as required by the Commission for the Transportation Disadvantaged Local Program Administrative Assistance Grant, and as further described in **Exhibits A and B** attached and incorporated into this Agreement ("Project"), and, to state the terms and conditions upon which such assistance will be provided and the understandings as to the manner in which the Project will be undertaken and completed.

**Section 2. Term and Modifications.**

A. The term of this Agreement will be for a period of one (1) year, effective July 1, 2018, through June 30, 2019. Expiration of this Agreement will be considered termination of the Project. Any work performed after the expiration date of this Agreement will not be compensated for by the COORDINATOR.

B. This Agreement may be amended upon mutual written agreement of the parties. This Agreement will not be extended or renewed.

C. This Agreement must not be assigned or subcontracted without the written consent of the COORDINATOR.

**Section 3. Termination or Suspension of the Project.**

A. The COORDINATOR may, by written notice to the PLANNING AGENCY, suspend any of the COORDINATOR's obligations under this Agreement for the PLANNING AGENCY's failure to comply with applicable laws or the terms of this Agreement until the event or condition resulting in such suspension has ceased or been corrected. The COORDINATOR will provide written notice outlining the conditions of such suspension.

B. The COORDINATOR may terminate this Agreement at any time before the date of completion if the PLANNING AGENCY is dissolved or if state funds cease to be available. In addition, the COORDINATOR or the PLANNING AGENCY may terminate this Agreement if either party fails to comply with the conditions of the Agreement. The COORDINATOR or the PLANNING AGENCY shall give written notice to all parties at least ninety (90) days prior to the effective date of termination and specify the effective date of termination.

C. If this Agreement is terminated before performance is completed, the PLANNING AGENCY will be paid only for eligible tasks and deliverables satisfactorily performed during the effective Project period.

**Section 4. Project Costs.** The estimated total cost of the Project is **Twenty-One Thousand Eight Hundred Sixty- Three and 00/100 Dollars (\$21,863.00)**. This amount is based upon the budget summarized in **Exhibit B** attached to this Agreement. Project funds may only be used by the PLANNING AGENCY to undertake local transportation disadvantaged program administrative support activities as further described in this Agreement. This is a lump sum – percent complete grant to accomplish the tasks identified in the Agreement. It is not subject to adjustment due to the actual cost experience of the PLANNING AGENCY in the performance of the Agreement. The amount paid is based on the weighted value of the tasks and deliverables listed in **Exhibits A and B** that have been accomplished for the invoiced period. Prior to payment, the tasks performed and deliverables are subject to review and acceptance by the Commission. The criteria for acceptance of completed tasks and deliverables are based on the most recent regulations, guidelines or directives related to the particular task and deliverable.

**Section 5. Compensation and Payment.**

A. The COORDINATOR shall pay the PLANNING AGENCY for the satisfactory performance of each task as outlined in **Exhibit A** on a quarterly basis. The amount of compensation for each completed task or deliverable is further described on **Exhibit B**.

B. The PLANNING AGENCY shall submit invoices on a quarterly basis. Invoices and deliverables must be submitted to:

Sumter County Transit Division  
ATTN: Jackey Jackson, Transit Division Manager  
319 East Anderson Ave.  
Bushnell, FL 33513

C. When the COORDINATOR receives from a state agency any payment for contractual services, commodities, supplies, or construction contracts, except those construction contracts subject to the provisions of chapter 339, the contractor shall pay such moneys received to each subcontractor and supplier in proportion to the percentage of work completed by each subcontractor and supplier at the time of receipt of the payment. If the COORDINATOR receives less than full payment, then the COORDINATOR shall be required to disburse only the funds received on a pro rata basis with the contractor, subcontractors, and suppliers, each receiving a prorated portion based on the amount due on the payment. If the COORDINATOR without reasonable cause fails to make payments required by this section to subcontractors and suppliers within 7 working days after the receipt by the COORDINATOR of full or partial payment, the COORDINATOR shall pay to the subcontractors and suppliers a penalty in the amount of one-half of 1 percent of the amount due, per day, from the expiration of the period allowed herein for payment. Such penalty shall be in addition to actual payments owed and shall not exceed 15 percent of the outstanding balance due. In addition to other fines or penalties, a person found not in compliance with any provision of this subsection may be ordered by the court to make restitution for attorney's fees and all related costs to the aggrieved party or the Department of Legal Affairs when it provides legal assistance pursuant to this section. The Department of Legal Affairs may provide legal assistance to subcontractors or vendors in proceedings brought against contractors under the provisions of this section.

**Section 6. Records.**

A. The PLANNING AGENCY shall permit, and shall require its contractors to permit, the COORDINATOR's authorized representatives to inspect all work, materials, deliverables, records; and to audit the books, records and accounts pertaining to the financing and development of the Project at all reasonable times including upon completion of the Project, and without notice.

B. The PLANNING AGENCY shall provide and maintain sufficient detailed documentation for each deliverable to allow an audit trail to ensure that the tasks accomplished or deliverables completed in acceptable form to the COORDINATOR were those which were promised. Such documentation and records should be maintained for no less than five (5) years, or longer if required by law, from the ending date of the Agreement unless extended by the COORDINATOR.

C. Pursuant to Section 119.0701, Florida Statutes, the PLANNING AGENCY shall comply with the Florida Public Records' laws, and shall:

- 1) Keep and maintain public records required by the COORDINATOR to perform the services identified in this Agreement.
- 2) Upon request from the COORDINATOR's custodian of public records, provide the COORDINATOR with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided for by law.
- 3) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the PLANNING AGENCY does not transfer the records to the COORDINATOR.
- 4) Upon completion of the contract, transfer, at no cost, to the COORDINATOR all public records in possession of the PLANNING AGENCY or keep and maintain public records required by the COORDINATOR to perform the service. If the PLANNING AGENCY transfers all public records to the COORDINATOR upon completion of the contract, the PLANNING AGENCY shall destroy any duplicate public records that are exempt, or confidential and exempt, from public records disclosure requirements. If the PLANNING AGENCY keeps and maintains public records upon completion of the contract, the PLANNING AGENCY shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the COORDINATOR, upon request from the COORDINATOR's custodian of public records, in a format that is compatible with the information technology systems of the COORDINATOR.

**IF THE PLANNING AGENCY HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE PLANNING AGENCY'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS, JACKEY JACKSON, TRANSIT DIVISION MANAGER, 319 EAST ANDERSON AVE. BUSHNELL, FL 33513, 352-568-6683 OR VIA EMAIL AT: [jackey.jackson@sumtercountyfl.gov](mailto:jackey.jackson@sumtercountyfl.gov).**

D. The COORDINATOR may unilaterally cancel this Agreement for failure by the PLANNING AGENCY to comply with the Public Records provisions of Chapter 119, Florida Statutes.

**Section 7. Indemnification.** To the fullest extent permitted by law, the PLANNING AGENCY shall indemnify, and hold harmless the COORDINATOR, including the COORDINATOR's commissioners, officers, agents, and employees, and the Commission, including the Commission's officers and employees, from liabilities, damages, losses, and costs, including but not limited to, reasonable attorneys' fees, to the extent caused by negligence, recklessness, or intentional wrongful misconduct of the PLANNING AGENCY and persons employed or utilized by the PLANNING AGENCY in the performance of this Agreement. This indemnification shall survive the termination of this Agreement. Nothing contained in this Agreement is intended for will it constitute a waiver of the State of Florida's and the COORDINATOR's sovereign immunity.

**Section 8. Non-Discrimination of Person with Disabilities.** The PLANNING AGENCY and any of its contractors or their sub-contractors shall not discriminate against anyone on the basis of a disability (physical, mental or emotional impairment). The PLANNING AGENCY agrees that no funds will be used to rent, lease or barter any real property that is not accessible to persons with disabilities nor will any meeting be held in any facility unless the facility is accessible to persons with disabilities. The PLANNING AGENCY shall also assure compliance with The Americans with Disabilities Act, as it may be amended from time to time.

**Section 9. Equal Employment Opportunity.** In connection with the carrying out of any Project, the PLANNING AGENCY shall not discriminate against any employee or applicant for employment because of race, age, disability, creed, color, sex or national origin. The PLANNING AGENCY will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, age, disability, creed, color, sex, or national origin. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The PLANNING AGENCY shall post, in conspicuous places available to employees and applicants for employment for Project work, notices setting forth the provisions of the nondiscrimination clause.

**Section 10. Former Employees.** No member, officer, or employee of the PLANNING AGENCY during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof. The PLANNING AGENCY shall include this provision in all subcontracts.

**Section 11. Lobbying Prohibition.** No officer, agent, or employee of the PLANNING AGENCY may use any funds received pursuant to this Agreement for the purpose of lobbying the Legislature, the judicial branch, or a state agency. The PLANNING AGENCY must not employ any person or organization with funds received pursuant to this Agreement for the purpose of lobbying the Legislature, the judicial branch, or a state agency. The "purpose of lobbying" includes, but is not limited to, salaries, travel expenses and per diem, the cost for publication and distribution of each publication used in lobbying; other printing; media; advertising, including production costs; postage; entertainment; telephone; and association dues. The provisions of this paragraph supplement the provisions of Section 11.062, Florida Statutes, which is incorporated by reference into this Agreement.

**Section 12. Public Entity Crimes.** The PLANNING AGENCY shall not accept any bid from, award any contract to, or transact any business with any person or affiliate on the convicted vendor list for a period of 36 months from the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133, Florida Statutes. THE PLANNING AGENCY shall not allow such a person or affiliate to perform work as a contractor, supplier, subcontractor, or consultant under a contract with the PLANNING AGENCY. If the PLANNING AGENCY was transacting business with a person at the time of the commission of a public entity crime which resulted in that person being placed on the convicted vendor list, the PLANNING AGENCY may also not accept any bid from, award any contract to, or transact any business with any other person who is under the same, or substantially the same, control as the person whose name appears on the convicted vendor list so long as that person's name appears on the convicted vendor list.

**Section 13. E-Verify.**

A. The PLANNING AGENCY shall utilize the U.S. Department of Homeland Security’s E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new persons hired by the PLANNING AGENCY during the term of this Agreement.

B. The PLANNING AGENCY shall include in all contracts with subcontractors performing work pursuant to any contract arising from this Agreement an express requirement that the subcontractors utilize the U.S. Department of Homeland Security’s E-Verify system in accordance with the terms governing use of the system to confirm the employment eligibility of all new employees hired by the subcontractors during the term of the contract.

**Section 14. Governing Law.** This Agreement is made under, and in all respects will be interpreted, construed, and governed by and in accordance with, the laws of the State of Florida. Venue for any legal action resulting from this Agreement will lie solely in Sumter County, Florida.

**Section 15. Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, it will be considered deleted from this Agreement, and will not invalidate the remaining provisions.

**Section 16. Entire Agreement.** This document embodies the entire Agreement between the parties. It may not be modified or terminated except as provided in this Agreement.

**IN WITNESS WHEREOF**, the parties have made and executed this Agreement on the respective dates under each signature: the COORDINATOR, through its Board of County Commissioners, signing by and through its Chairman, and by the PLANNING AGENCY through its Governing Board, signing by and through its Chairman.

**COORDINATOR**

ATTEST:

BOARD OF COUNTY COMMISSIONERS  
OF SUMTER COUNTY, FLORIDA

\_\_\_\_\_  
Gloria R. Hayward, Clerk  
Board of County Commissioners  
Sumter County, Florida

\_\_\_\_\_  
Al Butler, Chairman

This \_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to Form and Legality:

\_\_\_\_\_  
Jennifer Ray, County Attorney

**Agreement between Sumter County, Florida and the Lake-Sumter Metropolitan Planning Organization for Local Transportation Disadvantaged Program Administrative Support**

**PLANNING AGENCY**

LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION, through its Governing Board

ATTEST:

\_\_\_\_\_  
Doris LeMay, Executive Assistant

\_\_\_\_\_  
Timothy I. Sullivan, Chairman

This \_\_\_\_ day of \_\_\_\_\_, 2018.

Approved as to form and legality:

\_\_\_\_\_  
Melanie Marsh, MPO Attorney

**EXHIBIT A**  
**LOCAL PROGRAM ADMINISTRATIVE SUPPORT GRANT REQUIREMENTS**

This part of the manual contains requirements that accompany the Grant and the tasks that are required to be accomplished.

**1. PROJECT LOCATION: Sumter County**

**A. Eligible Recipients**

For this grant cycle, an eligible recipient is any current Commission approved CTC who has an executed Memorandum of Agreement (MOA) and Transportation Disadvantaged Service Plan (TDSP). The recipient of these funds will be referred to as the Grantee, Recipient or Agency.

To be eligible for this grant agreement, there must be an active LCB in the respective service area to assist in the successful completion of the tasks herein. The determination of whether a LCB is functioning will be based on supportive documentation in the Commission files.

**B. Allowable Activities**

This is a lump sum – percent complete grant to accomplish the tasks identified in the law, rule, this Program Manual and the grant agreement. It is not subject to adjustment due to the actual cost experience of the recipient in the performance of the grant agreement. The amount paid is based on the weighted value of the tasks and deliverables listed below that have been accomplished for the invoiced period. Prior to payment, the tasks performed and deliverables are subject to review and acceptance by the Commission. The criteria for acceptance of completed tasks and deliverables are based on the most recent regulations, guidelines or directives related to the particular task and deliverable. The Grantee shall accomplish such duties and responsibilities through an agreement with the Commission's approved Designated Official Planning Agency for its respective service area. Specific required tasks are as follows:

**TASK 1:** **Weighted value = 17%**  
Jointly develop and annually update the Transportation Disadvantaged Service Plan (TDSP) with the community transportation coordinator (CTC) and the LCB.

**Deliverable:** Complete initial TDSP or annual updates. Must be approved by the LCB no later than June 30<sup>th</sup> of the current grant cycle.

**TASK 2:** **Weighted value = 48%**  
Organize and provide staff support and related resources for at least four (4) LCB meetings per year, holding one meeting during each quarter. Exceptions to

reschedule meeting(s) outside of a quarter due to the imminent threat of a natural disaster may be granted by the Commission.

Provide staff support for committees of the LCB.

Provide program orientation and training for newly appointed LCB members.

Provide public notice of LCB meetings in accordance with the most recent LCB and Planning Agency Operating Guidelines.

LCB meetings will be held in accordance with the Commission's most recent LCB and Planning Agency Operating Guidelines and will include at least the following:

1. Agendas for LCB meetings. Agenda should include action items, informational items and an opportunity for public comment.
2. Official minutes of LCB meetings and committee meetings (regardless of a quorum). A copy will be submitted along with the quarterly report to the Commission. Minutes will at least be in the form of a brief summary of basic points, discussions, decisions, and recommendations. Records of all meetings shall be kept for at least five years.
3. A current full and active membership of voting and non-voting members to the LCB. Any time there is a change in the membership, provide the Commission with a current membership roster and mailing list of LCB members.
4. A report of the LCB membership's attendance at the LCB meeting held during this grant period. This would not include committee meetings.

**Deliverable:** LCB Meeting agendas; minutes; membership roster; attendance report; copy of public notice of meetings; training notification.

**TASK 3:**

**Weighted value = 5%**

Provide at least one public workshop annually by each LCB, and assist the Commission, as requested, in co-sponsoring public workshop. This public workshop must be held separately from the LCB meeting. It may, however, be held on the same day as the scheduled LCB meeting. It could be held immediately following or prior to the LCB meeting.

**Deliverable:** Public workshop agenda and minutes of related workshop only. The agenda and minutes must be separate documents and cannot be included in the LCB meeting agenda and minutes, if held on the same day. Minutes may reflect "no comments received" if none were made.

**TASK 4:**

**Weighted value = 5%**

Develop and annually update by-laws for LCB approval.

**Deliverable:** Copy of LCB approved by-laws with date of update noted on cover page and signature of LCB Chair or designee.

**TASK 5: Weighted value = 5%**

Develop, annually update, and implement LCB grievance procedures in accordance with the Commission's most recent LCB and Planning Agency Operating Guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program.

**Deliverable:** Copy of LCB approved Grievance Procedures with date of update noted on cover page.

**TASK 6: Weighted value = 5%**

Review and comment on the Annual Operating Report (AOR) for submittal to the LCB, and forward comments/concerns to the Commission.

**Deliverable:** Cover Page of AOR, signed by CTC representative and LCB Chair.

**TASK 7: Weighted value = 5%**

Research and complete the Actual Expenditures Report (AER) for direct federal and local government transportation funds to the Commission no later than September 15th. Complete the AER, using the Commission approved form.

**Deliverable:** Completed AER in accordance with the most recent Commission's AER instructions.

**TASK 8: Weighted value = 5%**

Complete quarterly progress reports addressing local program administrative support accomplishments for the local transportation disadvantaged program as well as grant deliverables; including but not limited to, consultant contracts, special studies, and marketing efforts.

**Deliverable:** Complete Quarterly Progress Reports submitted with invoices. Quarterly Report must be signed by planning agency representative. Electronic signatures are acceptable.

**TASK 9: Weighted value = 5%**

Planning agency staff shall attend at least one Commission sponsored training, including but not limited to, the Commission's regional meetings or annual training workshop.

**Deliverable:** Documentation related to attendance at such event(s); including but not limited to sign in sheets.

## **2. GRANT FUNDING**

Each year, the Commission will calculate each service area's allocation in accordance with Rule 41-2, FAC. Each service area's anticipated eligible allocation is subject to change based on appropriations by the Legislature.

### **LOCAL MATCH REQUIREMENT**

There is no match required.

## **3. GRANT APPROVAL**

All grants are subject to approval by the Commission or its designee. Once the grant application has been approved, a grant agreement will be forwarded to the recipient for execution.

Costs incurred prior to the grant agreement execution cannot be charged to the project, nor will the Commission give retroactive grant agreement execution. Costs incurred by a recipient to process this application are not eligible project costs for this project.

## **4. INVOICING**

Invoices for trust funds will not be honored until the grant agreement has been executed by both the Commission and the Grantee and is on file at the Commission office. Invoices related to this grant agreement shall be completed on the invoice form(s) provided by the Commission and submitted electronically to [FLCTDInvoice@dot.state.fl.us](mailto:FLCTDInvoice@dot.state.fl.us) unless otherwise notified by the Commission.

Grantee shall invoice on a quarterly basis. Invoices should be submitted after the last month of each quarter and shall include only the activities performed during that time. The Grantee shall provide sufficient detailed documentation to support the completion of task outlined above.

Invoices for deliverables pursuant to the grant agreement must be submitted in detail sufficient for a proper pre-audit and post-audit thereof. Failure to submit to the Commission detailed supporting documentation with the invoice or request for project funds will be cause for the Commission to refuse to pay the amount claimed by the Grantee until the Commission is satisfied that the criteria set out in Chapter 427, Florida Statutes, and Rule 41-2, Florida Administrative Code, is met. Unless extended by the Commission, the final invoice and supporting documentation must be submitted to the Commission in acceptable format by August 15, 2019.

**EXHIBIT B  
PROJECT BUDGET**

This exhibit forms an integral part of that certain Grant Agreement between the Florida Commission for the Transportation Disadvantaged and Sumter County Board of County Commissioners, 7375 Powell Road, Wildwood, FL 34785, Ph: 352-689-4400, FX: 352 689-4401

**I. PROJECT COST:**

Estimated Project Cost shall conform to those eligible deliverables as indicated by Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code. For the required services, compensation shall be the total maximum limiting amount of \$21,863.00 for related program administrative support services in Sumter County.

<b>Task 1</b>	<b>17%</b>	<b>\$3,716.71</b>
<b>Task 2</b>	<b>48%</b>	<b>\$10,494.24</b>
<b>Task 3</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>Task 4</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>Task 5</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>Task 6</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>Task 7</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>Task 8</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>Task 9</b>	<b>5%</b>	<b>\$1,093.15</b>
<b>TOTAL:</b>	<b>100%</b>	<b>\$21,863.00</b>

**II. SOURCE OF FUNDS**

Commission for the Transportation Disadvantaged  
State Funds (100%) \$21,863.00  
**Total Project Cost** \$21,863.00

**III. CASH FLOW – Not applicable. Grantee will be paid based on satisfactory performance of each task detailed in Exhibit A.**



- Lake County
- Sumter County
- Town of Astatula
- City of Bushnell
- City of Center Hill
- City of Clermont
- City of Coleman
- City of Eustis
- City of Fruitland Park
- City of Groveland
- Town of Howey-In-the-Hills
- Town of Lady Lake
- City of Leesburg
- City of Mascotte
- City of Minneola
- Town of Montverde
- City of Mount Dora
- City of Tavares
- City of Umatilla
- City of Webster
- City of Wildwood
- Central Florida Expressway Authority
- Florida Central Railroad
- Lake County Schools
- Sumter County Schools

The Honorable Elaine L. Chao  
Secretary of Transportation  
U.S. Department of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Dear Secretary Chao;

Lake-Sumter Metropolitan Planning Organization is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Lake-Sumter Planning Area under Section 339.175, Florida Statutes. In this role the Lake-Sumter Metropolitan Planning Organization supports the 2018 Sumter County Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant program application for the CR 501 Phase II Capacity Improvements. The limits of the project are from C-470 to approximately 2.5 miles north of C-470, which is the southern limits of the Sumter County Road 501 Phase I improvements, which is currently under construction.

The Sumter CR 501 Phase II Capacity Improvements will provide for enhanced transportation connectivity in this rural area of Sumter County. This project is one of several transportation improvement projects shown on the Lake-Sumter MPO Transportation 2040 Roadway Needs Plan, but is the only project within this area of Sumter County that does not have funding allocated within the Transportation Plan. Use of the BUILD funds for this project will allow for the critical transportation network to be completed within this rural area of Sumter County. CR 501 also provides needed transportation connectivity and capacity to Florida's Turnpike and interstate system, which also serves as an evacuation route.

The Sumter County CR 501 is one of only two north-south collector and arterial roadways within this area of Sumter County. Capacity improvements are needed to enhance connectivity between the southern rural areas of Sumter County with jobs, services, and education within the urban and developing areas to the north. The County Road 501 corridor, when completed, will support population growth and provide access to employment opportunities for the existing population within this rural area of Sumter County.

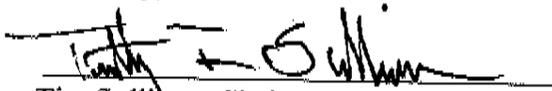
*"Promoting Regional Transportation Partnerships"*  
[www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)

225 W. Guava Street, Suite 211, Lady Lake, FL 32159  
Phone (352) 315-0170 – Fax (352) 315-0993

The Sumter County CR 501 Project meets and exceeds the eligibility criteria outlined in the BUILD grant guidance of increased safety, economic competitiveness, quality of life, environmental sustainability, and state of repair.

The Lake-Sumter MPO, serving in the role of regional transportation planning, supports the Sumter County CR 501 Phase 2, BUILD Transportation Discretionary Grant Application to address the needs within the MPO Area. The CR 501 Phase 2 project was developed with consideration given to improving the existing transportation infrastructure, enhancing Florida's economic competitiveness, and improving travel choices to ensure mobility. The CR 501 Phase 2 project is consistent with the MPO's adopted long range transportation plan, *TRANSPORTATION 2040*, which was adopted December 9, 2015. The CR 501 Phase 2 project was developed in consideration of criteria consistent with projects eligible to receive funding from FDOT; and the CR 501 Phase 2 Project BUILD grant application is hereby endorsed and supported by the Lake-Sumter MPO.

Sincerely,



Tim Sullivan, Chair,  
Lake-Sumter Metropolitan Planning Organization  
225 West Guava Street, Suite 211  
Lady Lake, FL 32159  
352-315-0170  
[www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2018-17**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION, AMENDING THE FY 2017/18 BUDGET IN ORDER TO ACCOUNT FOR UNANTICIPATED REVENUES TO BE RECEIVED IN THE TOTAL AMOUNT OF \$10,000.00 AND UNANTICIPATED EXPENSES OF THE SAME AMOUNT IN ACCORDANCE WITH THE INTERLOCAL AGREEMENTS WITH THE TOWN OF MONTVERDE, CITY OF GROVELAND, AND CITY OF MINNEOLA**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Lake-Sumter Planning Area; and

**WHEREAS**, the MPO approved June 22, 2016 to enter into Interlocal Agreement with the Town Montverde, City of Groveland, and City of Minneola for GIS Services; and

**WHEREAS**, the MPO approved the annual budget for FY 2017/18 on May 24, 2017, with the budget not including revenues or expenses related to GIS services; and

**WHEREAS**, unanticipated revenues up to the amount of \$10,000.00 will be received from the Town of Montverde, City of Groveland, and City of Minneola to cover the unanticipated expenses of service costs and charges for MPO program management; and

**WHEREAS**, the MPO annual budget for FY 2017/18 needs to be amended to reflect unanticipated revenue and expenditures.

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

The MPO budget is hereby amended to increase the total budget for FY 2017/18 to include unanticipated revenue and expenditures as follows:

		<u>REVENUE</u>		
<u>Account Number</u>	<u>Description</u>	<u>Current Budget</u>	<u>Adjustment</u>	<u>Total</u>
9650.9595116.999.344900	Contributions from Other Agencies	\$6,938.00	\$10,000.00	\$16,938.00
		<u>EXPENDITURES</u>		
9650.9595116.999.810120	Personal Services	\$ 5,162.00	9,500.00	\$14,662.00
9650.9595116.999.830310	Professional Services	\$12,500.00	\$ 400.00	\$12,900.00
9650.9595116.999.830490	Other Current Charges	\$300.00	\$ 100.00	\$400.00

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Lake~Sumter Metropolitan Planning Organization

Approved as to Form and Legality:

\_\_\_\_\_  
Timothy I. Sullivan, Chair

\_\_\_\_\_  
Melanie Marsh, MPO Attorney

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2018 -15**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION, AMENDING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2018/19 THROUGH FISCAL YEAR 2019/20, AND UPDATING BUDGET TABLES TO REFLECT ACTUAL FY 2018/19 AND FY 2019/20 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 Section 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 2018/19 through FY 2019/20 UPWP on April 25, 2018 for the period July 1, 2018 through June 30, 2020; and

**WHEREAS**, the Florida Department of Transportation has programmed an additional \$280,000 for FY 2018/19 for Task 7 that will be used for East Avenue/Grand Highway to Minnehaha Ave Complete Streets Study and US 301 (SR 35) Downtown Wildwood Complete Streets Study.

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

1. The FY 2018/19 through FY 2019/20 UPWP is hereby amended to add \$280,000 to Task 7 to be shown for availability in FY 2018/19.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Lake~Sumter Metropolitan Planning Organization

\_\_\_\_\_  
Timothy I. Sullivan, Chair

Approved as to form and legality:

\_\_\_\_\_  
Melanie Marsh, MPO Attorney

FUNDING SOURCES BY TASK FY 2018/19 - TABLE 2

TASK	FHWA		State Soft Match*	FTA Section 5305 FY 18			FTA Prior Year Carryover			CTD	Local Funds			Total Without Soft Match	Total With Soft Match
	(PL 112)	SL		Federal	State	Local/In Kind	Federal	State	Local/In Kind		TMS	GIS	PM		
1.0 Administration	\$362,306	\$0	\$82,113	\$45,112	\$5,639	\$5,639	\$63,312	\$7,914	\$7,914	\$0	\$0	\$0	\$0	\$497,836	\$579,949
2.0 Data Collection	\$27,138	\$0	\$5,985	\$175	\$21	\$21	\$480	\$60	\$60	\$0	\$0	\$0	\$0	\$27,955	\$33,940
3.0 Transportation Improvement Program (TIP)	\$19,046	\$0	\$4,201	\$5,385	\$673	\$673	\$3,298	\$412	\$412	\$0	\$0	\$0	\$0	\$29,899	\$34,100
4.0 Long Range Transportation Plan (LRTP)	\$183,040	\$0	\$40,370	\$1,640	\$205	\$205	\$8,812	\$1,102	\$1,102	\$0	\$0	\$0	\$0	\$196,106	\$236,476
5.0 Regional Planning	\$20,134	\$0	\$4,441	\$8,500	\$1,063	\$1,063	\$3,344	\$418	\$418	\$0	\$0	\$0	\$0	\$34,940	\$39,381
6.0 Public Involvement	\$46,414	\$0	\$10,237	\$7,584	\$948	\$948	\$7,200	\$900	\$900	\$0	\$0	\$0	\$0	\$64,894	\$75,131
7.0 Systems Planning	\$22,871	\$280,000	\$5,044	\$43,182	\$5,398	\$5,398	\$23,710	\$2,964	\$2,964	\$48,029	\$0	\$0	\$0	\$434,516	\$439,560
8.0 TMS and Locally Funded Programs	\$33,000	\$0	\$7,278	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$166,641	\$8,000	\$0	\$207,641	\$214,919
<b>TOTAL</b>	<b>\$713,949</b>	<b>\$280,000</b>	<b>\$159,669</b>	<b>\$111,578</b>	<b>\$13,947</b>	<b>\$13,947</b>	<b>\$110,156</b>	<b>\$13,770</b>	<b>\$13,770</b>	<b>\$48,029</b>	<b>\$166,641</b>	<b>\$8,000</b>	<b>\$0</b>	<b>\$1,493,787</b>	<b>\$1,653,456</b>

\* Soft match is a non-cash match.

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2018 - 16**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION; DISSOLVING THE CITIZENS' ADVISORY COMMITTEE; DISSOLVING THE BICYCLE & PEDESTRIAN ADVISORY COMMITTEE; CREATING THE MPO COMMUNITY ADVISORY COMMITTEE; AND AUTHORIZING AMENDMENTS TO THE BYLAWS REGARDING SUCH DISSOLUTION AND CREATION.**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the Lake-Sumter Metropolitan Planning Area; and

**WHEREAS**, as part of the powers, duties, and responsibilities of the MPO, the MPO makes efforts to increase the safety and security of transportation system for motorized and Nonmotorized users; and

**WHEREAS**, the MPO by way of its Interlocal Agreement for Creation of the Lake~Sumter MPO ("Interlocal Agreement") created and appointed the MPO Citizens' Advisory Committee; and

**WHEREAS**, the MPO created and appointed the MPO Bicycle & Pedestrian Advisory Committee to advise the MPO of goals and objections related to planning for bicycle and pedestrian facilities; and

**WHEREAS**, Section 339.175(6)(e), Florida Statutes provides that a metropolitan planning organization may, with the approval of the State of Florida Department of Transportation and the applicable federal governmental agency, adopt an alternative program or mechanism, other than a citizens' advisory committee, to ensure citizen involvement; and

**WHEREAS**, the State of Florida, Department of Transportation has determined that a MPO Community Advisory Committee may serve as an alternate mechanism for citizen involvement with the objective of increasing public involvement in transportation needs; and

**WHEREAS**, the MPO finds that creation of a MPO Community Advisory Committee will allow for citizen involvement in the transportation planning process and would serve as an alternative mechanism to the Citizens' Advisory Committee and the Bicycle & Pedestrian Advisory Committee; and

**WHEREAS**, the MPO desires to dissolve the Citizens' Advisory Committee and Bicycle & Pedestrian Advisory Committee and to create a new MPO Community Advisory Committee.

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

1. The Lake~Sumter Metropolitan Planning Organization (MPO) Citizen Advisory Committee and the MPO Bicycle & Pedestrian Advisory Committee will be dissolved as of December 30, 2019. Subject to approval of the State of Florida Department of Transportation (FDOT) and the Federal Highway Administration and effective January 1, 2019, there is hereby created a MPO Community Advisory Committee.

2. The Chairman is hereby authorized to sign on behalf of the MPO any amendment to the Interlocal Agreement necessary to indicate the changes made by way of this Resolution and to sign documentation to obtain approval of the MPO Community Advisory Committee by the FDOT and the Federal Highway Administration.

3. The MPO Executive Director or Interim Executive Director is hereby authorized to notify the FDOT and any applicable federal governmental agency regarding the changes made by way of this Resolution.

4. The Bylaws of the Lake~Sumter Metropolitan Planning Organization Governing, Board, Executive Committee, Technical Advisory Committee, Citizens' Advisory Committee, and Bicycle & Pedestrian Advisory Committee are to be retitled, modified, and amended as provided in **Exhibit "A"**, attached hereto and incorporated herein, and will be effective starting January 1, 2019.

4. This Resolution will be effective upon execution ("effective date").

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Lake~Sumter Metropolitan Planning Organization

\_\_\_\_\_  
Timothy I. Sullivan, Chair

Approved as to Form and Legality:

\_\_\_\_\_  
Melanie Marsh, MPO Attorney

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="111,578.00"/>
* b. Applicant	<input type="text" value=""/>
* c. State	<input type="text" value="13,947.00"/>
* d. Local	<input type="text" value="13,947.00"/>
* e. Other	<input type="text" value=""/>
* f. Program Income	<input type="text" value=""/>
* g. TOTAL	<input type="text" value="139,472.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

Application for Federal Assistance SF-424		
<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<b>* 2. Type of Application:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<b>* If Revision, select appropriate letter(s):</b> _____ <b>* Other (Specify):</b> _____		
<b>* 3. Date Received:</b> _____		<b>4. Applicant Identifier:</b> Not Applicable
<b>5a. Federal Entity Identifier:</b> Not Applicable		<b>5b. Federal Award Identifier:</b> FL-80-0009
<b>State Use Only:</b>		
<b>6. Date Received by State:</b> _____		<b>7. State Application Identifier:</b> 1001
<b>8. APPLICANT INFORMATION:</b>		
<b>* a. Legal Name:</b> Lake Sumter Metropolitan Planning Organization		
<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> 37 1882383		<b>* c. Organizational DUNS:</b> 3615618010000
<b>d. Address:</b>		
<b>* Street1:</b> PO Box 7800		
<b>Street2:</b> _____		
<b>* City:</b> Tavares		
<b>County/Parish:</b> _____		
<b>* State:</b> FL: Florida		
<b>Province:</b> _____		
<b>* Country:</b> USA: UNITED STATES		
<b>* Zip / Postal Code:</b> 32778		
<b>e. Organizational Unit:</b>		
<b>Department Name:</b> _____		<b>Division Name:</b> _____
<b>f. Name and contact information of person to be contacted on matters involving this application:</b>		
<b>Prefix:</b> Mr.		<b>* First Name:</b> Michael
<b>Middle Name:</b> _____		
<b>* Last Name:</b> Woods		
<b>Suffix:</b> _____		
<b>Title:</b> Interim Executive Director		
<b>Organizational Affiliation:</b> _____		
<b>* Telephone Number:</b> 352-315-0170		<b>Fax Number:</b> _____
<b>* Email:</b> Mwoods@LakeSumterMPO.com		

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

E: Regional Organization

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

Federal Transit Administration

**11. Catalog of Federal Domestic Assistance Number:**

20.505

CFDA Title:

Section 5305 (d)

**\* 12. Funding Opportunity Number:**

FL-80-0009

\* Title:

Metropolitan Transportation Planning

**13. Competition Identification Number:**

Not Applicable

Title:

Not Applicable

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Section 5305 (d) grant to support planning with MPO's FY 18/19 Unified Planning Work Program

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES**

**FEDERAL FISCAL YEAR 2018 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE**

(Required of all Applicants for federal assistance to be awarded by FTA in FY 2018)

**AFFIRMATION OF APPLICANT**

Name of the Applicant Lake Sumter Metropolitan Planning Organization (MPO)

Name and Relationship of the Authorized Representative: Michael Woods Interim Executive Director

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2018, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2018.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature \_\_\_\_\_ Date:

Name Michael Woods, Interim Executive Director  
Authorized Representative of Applicant

**AFFIRMATION OF APPLICANT'S ATTORNEY**

For (Name of Applicant): Lake Sumter Metropolitan Planning Organization (MPO)

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature \_\_\_\_\_ Date:

Name Melanie Marsh  
Attorney for Applicant

*Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.*

**FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES**

**FEDERAL FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES FOR  
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: Lake Sumter MPO/Michael Woods, Interim Executive Director

The Applicant agrees to comply with applicable provisions of Categories 01 – 21.     X    

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

<u>Category</u>	<u>Description</u>	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Private Sector Protections.	_____
04.	Rolling Stock Reviews and Bus Testing.	_____
05.	Demand Responsive Service.	_____
06.	Intelligent Transportation Systems.	_____
07.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
08.	Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.	_____
09.	Alcohol and Controlled Substances Testing.	_____
10.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
11.	State of Good Repair Program.	_____
12.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
13.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
14.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.	_____
15.	Rural Areas and Appalachian Development Programs.	_____
16.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
17.	State Safety Oversight Grant Program.	_____
18.	Public Transportation Emergency Relief Program.	_____
19.	Expedited Project Delivery Pilot Program.	_____
20.	Infrastructure Finance Programs.	_____
21.	Construction Hiring Preferences.	_____

**Section 5305(d)**  
**Approved Project Budget for FFY18**  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 55,791
44.22.00	General Development and Comprehensive Planning	<u>                    </u>
44.23.01	Long Range Transportation Planning: System Level	<u>1,395</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>1,395</u>
44.24.00	Short Range Transportation Planning	<u>3,487</u>
44.25.00	Transportation Improvement Program	<u>3,487</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>1,952</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>1,952</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>1,952</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>1,952</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>1,952</u>
44.27.00	Other Activities	<u>64,157</u>
Total Net Project Cost		\$ <u>139,472.00</u>

Accounting Classifications

44.30.01	Personnel	\$ 80,894
44.30.02	Fringe Benefits	<u>15,396</u>
44.30.03	Travel	<u>                    </u>
44.30.04	Equipment	<u>                    </u>
44.30.05	Supplies	<u>                    </u>
44.30.06	Contractual	<u>43,182</u>
44.30.07	Other	<u>                    </u>
44.30.08	Indirect Charges	<u>                    </u>
Total Net Project Cost		\$ <u>139,472</u>

Fund Allocations

44.40.01	MPO Activities	\$ 111,578
44.40.02	Transit Operator Activities	<u>                    </u>
44.40.03	State and/or Local Agency Activities	<u>27,894</u>
Total Net Project Cost		\$ <u>139,472</u>
Federal Share (80%)		\$ <u>111,578</u>
Local Share (20%)		\$ <u>27,894</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>139,472</u>

**Section 5305(d)**  
**GMIS Planning Line Item Codes — FFY18**  
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 45,112
44.22.00	General Development and Comprehensive Planning	<u>                    </u>
44.23.01	Long Range Transportation Planning: System Level	<u>820</u>
44.23.02	Long Range Transportation Planning: Project Level	<u>820</u>
44.24.00	Short Range Transportation Planning	<u>2,693</u>
44.25.00	Transportation Improvement Program	<u>2,693</u>
44.26.12	Coordination of Non-Emergency Human Service Transportation	<u>1,700</u>
44.26.13	Participation of Transit Operators in Metropolitan Planning	<u>1,700</u>
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>1,700</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	<u>1,700</u>
44.26.16	Incorporating Safety & Security in Transportation Planning	<u>1,700</u>
44.27.00	Other Activities	<u>50,940</u>
	Total Net Project Cost	\$ <u>111,578</u>

Accounting Classifications

44.30.01	Personnel	\$ 45,747
44.30.02	Fringe Benefits	<u>22,649</u>
44.30.03	Travel	<u>                    </u>
44.30.04	Equipment	<u>                    </u>
44.30.05	Supplies	<u>                    </u>
44.30.06	Contractual	<u>43,182</u>
44.30.07	Other	<u>                    </u>
44.30.08	Indirect Charges	<u>                    </u>
	Total Net Project Cost	\$ <u>111,578</u>

Fund Allocations

44.40.01	MPO Activities	\$ 111,578
44.40.02	Transit Operator Activities	<u>                    </u>
44.40.03	State and/or Local Agency Activities	<u>                    </u>
	Total Net Project Cost	\$ <u>111,578</u>

**TAB 2**

**ACTION ITEMS**

**Consideration of Financial Report as Presented by Milestone Professional Services**

Milestone Professional Services (MPS) has prepared a Financial Report that encompasses the period through June 30. The report will address the MPO's various funding sources and expenses. The report includes information up to the current month on the MPO's utilization of Lake County's pooled cash fund. Donna Collins, CPA from MPS, will present the monthly Financial Report.

**REQUESTED ACTION:** Staff recommends acceptance of the June Financial Report

**ATTACHMENT:** Financial Report Presentation by MPS

**TAB 2**

## **TAB 3**

### **ACTION ITEM**

#### **Consideration to approve MPO Resolution 2018 –18. Amending the FYs 2018/19-2022/23 Transportation Improvement Program (TIP) - 2018 Roll Forward TIP Amendment.**

Consider Approval of Amending the FYs 2018/19-2022/23 TIP. –The approved five-year TIP requires amendment for consistency with the FDOT Work Program.

**Roll Forward TIP Amendments** – The Florida Department of Transportation (FDOT) is requesting that Lake~Sumter MPO, in its role as the Metropolitan Planning Organization, approve the attached Annual Roll-Forward Amendment to the approved TIP to reconcile year one of the TIP with the FDOT Work Program. The FY 2018/19 through 2022/23 TIP will take effect on October 1, 2018. Until then, the FY 2017/18 through 2021/22 TIP will be used by FHWA and FTA for authorization of funds. This is a routine annual process to assist the MPO in identifying projects that were not committed in the previous Fiscal Year (2017/18) and have automatically rolled into FY 2018/19 of the FDOT Work Program. This amendment ensures that year one of the FY 2018/19 – 2022/23 TIP, adopted by the Board on May 25, 2018, matches year one of the FDOT Work Program. The affected projects submitted for approval are listed in the attached Roll Forward Report and letter from FDOT requesting the Annual Roll-Forward Amendment to the TIP.

**Attachments: Resolution 2018-18, TIP Amendment Request Letter from FDOT, Roll Forward Report**

**REQUESTED ACTION: Approve Resolution 2018-18 TIP Amendment**

# TAB 3

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2018 - 18**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION AMENDING THE FYS 2018/19– 2022/23 TRANSPORTATION IMPROVEMENT PROGRAM TO INCLUDE PROJECTS IN THE FLORIDA DEPARTMENT OF TRANSPORTATION WORK PROGRAM FOR FISCAL YEARS 2018/19 THROUGH 2022/23**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Lake-Sumter MPO Planning Area; and

**WHEREAS**, Section 339.175, Florida Statutes; 23 U.S.C. Section 134; and Title 49 U.S.C. require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, must have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, 23 U.S.C. Section 134(j) and Section 339.175(8), Florida Statutes, require the Lake~Sumter MPO to formulate a Transportation Improvement Program (TIP), defined by 23 C.F.R. Section 450.104 as a prioritized listing/program of transportation projects that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process; and

**WHEREAS**, Section 339.175(8), Florida Statutes, requires that the TIP include projects and project phases to be funded with state or federal funds that are recommended for advancement during the next fiscal year and four subsequent fiscal years; and

**WHEREAS**, FYS 2018/19-2022/23 TIP was adopted by the MPO on May 25, 2018, based on programmed projects in the Florida Department of Transportation (FDOT) Five Year Work Program; and

**WHEREAS**, in order to achieve consistency and address roll-forward funds from the previous fiscal year and adjustments to the FDOT Work Program, the FDOT has requested in an e-mail message dated July 16, 2018, that the MPO amend the FYS 2018/19-2022/23 TIP to address necessary revisions and additions listed in Exhibit A, attached hereto and incorporated herein, with those amendments to become effective October 1, 2018; and

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

1. FY 2018/19–FY 2022/23 TIP is hereby endorsed and amended (Exhibit A); and
2. The FY 2018/19–FY 2022/23 TIP includes projects in the FDOT FY 2018/19–FY 2022/23 Work Program; and

3. Federally-aided projects listed in the FY 2018/19–FY 2022/23 TIP will be initiated within the MPO Area; and
4. The Chair of the Lake~Sumter MPO is hereby authorized and directed to submit the amended FY 2018/19–FY 2022/23 TIP to the:
  - a. Federal Highway Administration (FHWA) through the Florida Department of Transportation (FDOT);
  - b. Federal Transit Administration (FTA) through FDOT;
  - c. Federal Aviation Administration (FAA);
  - d. Bureau of Community Planning, Division of Community Development, Florida Department of Economic Opportunity (DEO); and
  - e. Members of the Florida Legislature representing the Lake~Sumter MPO.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

Lake~Sumter Metropolitan Planning Organization

\_\_\_\_\_

Tim Sullivan, Chair

Approved as to Form and Legality:

\_\_\_\_\_  
Melanie Marsh, MPO Attorney

Exhibit A



*Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

719 S. Woodland Boulevard  
DeLand, Florida 32720-6834

MIKE DEW  
SECRETARY

July 16, 2018

Mr. Michael Woods, Interim Executive Director  
225 West Guava Street  
Lady Lake, Florida 32159

RE: Lake~Sumter Metropolitan Planning Organization (MPO)  
Transportation Improvement Program (TIP), Fiscal Years 2018/2019 to Fiscal Years 2022/2023

The purpose of this letter is to request Lake~Sumter Metropolitan Planning Organization (MPO) to amend their Transportation Improvement Program (TIP) for Fiscal Years 2018/2019 to Fiscal Year 2022/2023. This amendment is to reconcile the differences between the TIP and the Florida Department of Transportation's (FDOT) Adopted Five Year Work Program. This is a routine, annual process to assist Lake~Sumter MPO in identifying projects that were not committed in the previous Fiscal Year (2017/2018) and have automatically rolled forward into Fiscal Year 2018/2019 of the FDOT Adopted Five Year Work Program.

Please note that Federal Highway Administration and the Federal Transit Administration do not recognized the Fiscal Year 2018/2019 to Fiscal Year 2022/2023 TIP effective until October 1, 2018, which is the beginning of the Federal fiscal year.

TIP PAGE #	FM #	AMEND TO ADD, DELETE, OR CHANGE AMOUNT
N/A	N/A	Add endorsement stating that the TIP has been developed consistent with federal and state requirements. This may be a copy of the MPO resolution approving the TIP or a signature block on the document cover page signed by the Chairperson.
6 of 78	N/A	Add list of priority projects or a statement providing information about where the list of priority projects can be obtained.
N/A	N/A	Add a statement that the TIP was developed in cooperation with State and the transit operator.
N/A	N/A	Add a statement that the TIP is consistent with port and aviation plans.
6 of 78	N/A	Add a statement identifying the MPO criteria and process for prioritizing projects.
N/A	N/A	Add a statement of the last FHWA/FTA Certification and when the next one will be done.
N/A	N/A	Add information about the Congestion Management Process.
N/A	N/A	Add a statement related to the Transportation Disadvantaged services developed pursuant to F.S. 427.015.
N/A	N/A	Add a statement that the MPO consulted with state and local agencies that are responsible for other types of planning within the metropolitan area.
1-2	435859-1	Remove Phase PE, Fund Source(s) DIH and DDR, \$5000 and \$2,500,000 respectively.

## Exhibit A

3-12	436150-1	Remove Phase CST, Fund Source(s) HSP, \$307,634
4B-19	439701-1	Change limit from "Hull Drive" to "Crescent Pines Blvd."
4B-19	439912-1	Change limit from "CR 734" to "City of Center Hill Southern Limit."
6-34	422570-3	Change limit from "SR 33 (Crittengen St) to "2 <sup>nd</sup> St."
6-34	435471-1	Change limit from "South Lake Trail" to "Van Fleet Trail"
N/A	439142-1	Add Phase 52 in FY 20/21 DDR \$3,265,639; Phase 61 in FY 20/21 DIH \$10,810; Phase 62 in FY 20/21 DDR \$326,564 and DDR \$27,025
N/A	439329-4	Add Phase 14 in FY 22/23 – PL \$568,795
N/A	439886-2	Add Phase 58 in FY 18/19 – ACSS \$250,000 and ACSS \$35,000
N/A	441135-1	Add Phase 52 in FY 20/21 – DS \$5,374,863; Phase 61 in FY 20/21 – DIH \$10,810; Phase 62 in FY 20/21 – DDR \$464,830 and DDR \$27,025
N/A	441137-1	Add Phase 52 in FY 20/21 – DDR \$2,418,466; Phase 61 in FY 20/21 – DDR \$241,846 and DDR \$27,025
N/A	441364-1	Add Phase 32 in FY 18/19 – ACLD \$449,723
N/A	441364-2	Add Phase 58 in FY 20/21 – ACSS \$1,499,078; Phase 68 in FY 20/21 – ACSS \$170,145
N/A	441370-1	Add Phase 32 in FY 18/19 – ACLD \$650,000
N/A	441710-1	Add Phase 31 in FY 19/20 – SL \$5,000; Phase 38 in FY 19/20 – LF \$410,864 and SL \$584,136
N/A	442213-1	Add Phase 57 in FY 18/19 – RHP \$294,971
N/A	442453-1	Add Phase 84 in FY 22/23 – DPTO \$873,780; FTA \$715,000; LF \$873,780
N/A	442458-1	Add Phase 84 in FY 22/23 – DU \$632,680 and LF \$632,680
N/A	441014-1	Add Phase 52 in FY 20/21 – DDR \$1,859,558 and SA \$8,899,268; Phase 61 in FY 20/21 – DIH \$10,810; Phase 62 in FY 20/21 – DDR \$1,075,883 and DDR \$27,025
N/A	442461-1	Add Phase 84 in FY 22/23 – DU \$388,675 and LF \$388,675
11-12	N/A	<p>Per 23 CFR 450.326(c), the TIP must include a discussion of how the TIP, once implemented, will make progress toward achieving the performance targets for the Safety Performance Measures, State Asset Management Plan and State Freight Plan.</p> <ul style="list-style-type: none"> <li>• The MPO addressed the Safety Measure, but not the Asset Management Plan or Freight Plan.</li> <li>• Since targets are currently not included in the State Asset Management Plan or State Freight Plan, the MPO needs to incorporate the plans by reference in their TIP.</li> </ul>

Sincerely,



Kayleen Hamilton  
MPO Liaison

cc: Alex Gramovot, FDOT  
Mark Reichart, FDOT  
Kellie Smith, FDOT  
Teresa Parker, FHWA

### Exhibit A

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
MPO ROLLFORWARD REPORT  
=====

LAKE-SUMTER MPO

HIGHWAYS  
=====

ITEM NUMBER:238275 2	PROJECT DESCRIPTION:SR 46 / US 441 FROM W OF US 441 TO E OF VISTA VIEW LANE	*NON-SIS*
DISTRICT:05	COUNTY:LAKE	
ROADWAY ID:11130000	PROJECT LENGTH: 1.185MI	TYPE OF WORK:ADD LANES & RECONSTRUCT LANES EXIST/IMPROVED/ADDED: 2/ 0/ 4

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	4,619,227		0	0	0	0	0	4,619,227
DIH	375,079	4,135	0	0	0	0	0	379,214
DS	518,520		0	0	0	0	0	518,520
WKBL	28,537		0	0	0	0	0	28,537
WKOC	299,166		0	0	0	0	0	299,166
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	352,071	1,141,097	0	0	0	0	0	1,493,168
DIH	351,294	600	0	0	0	0	0	351,894
DS	62,929		0	0	0	0	0	62,929
PKED	3,020,861	252,026	0	0	0	0	0	3,272,887
WKBL	6,642,634		0	0	0	0	0	6,642,634
WKOC	67,633	418,264	0	0	0	0	0	485,897
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	130,094		0	0	0	0	0	130,094
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACCM	1,136,740		0	0	0	0	0	1,136,740
CM	1,486,863		0	0	0	0	0	1,486,863
DDR	1,558,708	1,231,833	74,426	0	0	0	0	2,864,967
DIH	21,602	6,379	0	0	0	0	0	27,981
DS	950,052		0	0	0	0	0	950,052
PKED	19,051,533		0	0	0	0	0	19,051,533
SA	5,282,031		0	0	0	0	0	5,282,031
WKBL	451,954		0	0	0	0	0	451,954
WKOC	3,500,036		0	0	0	0	0	3,500,036
PHASE: ENVIRONMENTAL / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKED	436,932		0	0	0	0	0	436,932
<b>TOTAL 238275 2</b>	<b>50,344,496</b>	<b>3,054,334</b>	<b>74,426</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>53,473,256</b>

ITEM NUMBER:238275 3	PROJECT DESCRIPTION:SR 46 FROM E OF VISTA VIEW LANE TO E OF ROUND LAKE ROAD	*NON-SIS*
DISTRICT:05	COUNTY:LAKE	
ROADWAY ID:11130000	PROJECT LENGTH: 1.042MI	TYPE OF WORK:ADD LANES & RECONSTRUCT LANES EXIST/IMPROVED/ADDED: 2/ 0/ 4

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	273,729		0	0	0	0	0	273,729
DIH	185,215	1,753	0	0	0	0	0	186,968
DS	122,520		0	0	0	0	0	122,520
EB	8,988		0	0	0	0	0	8,988
SA	1,339,399		0	0	0	0	0	1,339,399
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	231,470		0	0	0	0	0	231,470
DIH	281,051	14,249	0	0	0	0	0	295,300
DS	13,686		0	0	0	0	0	13,686
PKED	2,249,763		0	0	0	0	0	2,249,763
WKBL	358,995		0	0	0	0	0	358,995
WKOC	2,433,457	323,996	0	0	0	0	0	2,757,453
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	153,106		0	0	0	0	0	153,106
WKBL	721,850		0	0	0	0	0	721,850
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	21,954		0	35,634	0	0	0	57,588









**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
MPO ROLLFORWARD REPORT  
=====

LAKE-SUMTER MPO

HIGHWAYS  
=====

DIH	25,777	573	0	0	0	0	0	26,350
<b>TOTAL 423347 1</b>	<b>1,786,987</b>	<b>573</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,787,560</b>
<b>TOTAL PROJECT:</b>	<b>1,786,987</b>	<b>573</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,787,560</b>

ITEM NUMBER:424299 1 PROJECT DESCRIPTION:SR 25 US 27 FROM POLK CO LINE TO END OF 1ST RAMP N OF US 192 \*SIS\*  
DISTRICT:05 COUNTY:LAKE TYPE OF WORK:ADD LANES & RECONSTRUCT  
ROADWAY ID:11200000 PROJECT LENGTH: .282MI LANES EXIST/IMPROVED/ADDED: 6/ 0/ 2

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	34,591	0	0	0	0	0	0	34,591
DS	578,183	0	0	0	0	0	0	578,183
PHASE: DESIGN BUILD / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	31,320	0	0	0	0	0	0	31,320
DS	177,353	0	0	0	0	0	0	177,353
SA	3,298,144	12,232	0	0	0	0	0	3,310,376
SL	18,003	0	0	0	0	0	0	18,003
<b>TOTAL 424299 1</b>	<b>4,137,594</b>	<b>12,232</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,149,826</b>
<b>TOTAL PROJECT:</b>	<b>4,137,594</b>	<b>12,232</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,149,826</b>

ITEM NUMBER:427562 1 PROJECT DESCRIPTION:SR 44 BRIDGE # 110063 PAINT & SEAL DECK \*NON-SIS\*  
DISTRICT:05 COUNTY:LAKE TYPE OF WORK:BRIDGE-REPAIR/REHABILITATION  
ROADWAY ID:11110000 PROJECT LENGTH: .099MI LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
BRRP	111,763	0	0	0	0	0	0	111,763
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
BRRP	1,205,426	0	0	0	0	0	0	1,205,426
DIH	40,746	4,208	0	0	0	0	0	44,954
<b>TOTAL 427562 1</b>	<b>1,357,935</b>	<b>4,208</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,362,143</b>
<b>TOTAL PROJECT:</b>	<b>1,357,935</b>	<b>4,208</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,362,143</b>

ITEM NUMBER:429356 1 PROJECT DESCRIPTION:SR 500 (US 441) FROM SR 44 TO N OF SR 46 \*NON-SIS\*  
DISTRICT:05 COUNTY:LAKE TYPE OF WORK:ADD LANES & RECONSTRUCT  
ROADWAY ID:11010000 PROJECT LENGTH: 1.963MI LANES EXIST/IMPROVED/ADDED: 6/ 0/ 1

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	80,711	3,001	0	0	0	0	0	83,712
EB	71,626	0	0	0	0	0	0	71,626
SA	559,975	0	0	0	0	0	0	559,975
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	190,300	6,516	0	0	0	0	0	196,816
DS	9,632	0	0	0	0	0	0	9,632
SL	2,499,332	0	0	0	0	0	0	2,499,332
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	0	0	1,120,000	550,000	270,000	278,284	0	2,218,284







**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
MPO ROLLFORWARD REPORT  
=====

LAKE-SUMTER MPO

**HIGHWAYS**  
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ITEM NUMBER:438327 4	PROJECT DESCRIPTION:NATURAL DISASTER LAKE OFF STATE OFF FED EMERGENCY SIGN REPAIR						*NON-SIS*	
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:EMERGENCY OPERATIONS	
ROADWAY ID:	PROJECT LENGTH: .000						LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT								
D	0	101	0	0	0	0	0	101
<b>TOTAL 438327 4</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>
<b>TOTAL PROJECT:</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>

ITEM NUMBER:439415 1	PROJECT DESCRIPTION:CITRUS TOWER BOULEVARD AT MOHAWK ROAD						*NON-SIS*	
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:TRAFFIC SIGNALS	
ROADWAY ID:11000092	PROJECT LENGTH: .026MI						LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
HSP	44,465	1,000	0	0	0	0	0	45,465
LF	1,680	0	0	0	0	0	0	1,680
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
ACSS	0	0	246,538	0	0	0	0	246,538
<b>TOTAL 439415 1</b>	<b>46,145</b>	<b>1,000</b>	<b>246,538</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>293,683</b>
<b>TOTAL PROJECT:</b>	<b>46,145</b>	<b>1,000</b>	<b>246,538</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>293,683</b>

ITEM NUMBER:439493 1	PROJECT DESCRIPTION:CR 473 FROM FOUNTAIN LAKE BLVD TO HAINES CREEK ROAD/TREADWAY ELEM						*NON-SIS*	
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:SIDEWALK	
ROADWAY ID:11509000	PROJECT LENGTH: 1.380MI						LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
SR2T	148,625	3,000	0	0	0	0	0	151,625
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
SR2T	0	0	864,138	0	0	0	0	864,138
<b>TOTAL 439493 1</b>	<b>148,625</b>	<b>3,000</b>	<b>864,138</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,015,763</b>
<b>TOTAL PROJECT:</b>	<b>148,625</b>	<b>3,000</b>	<b>864,138</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,015,763</b>

ITEM NUMBER:439701 1	PROJECT DESCRIPTION:LAKESHORE DRIVE FROM CRESCENT PINES BLVD TO HARDER RD/LAKE SUSAN COURT						*NON-SIS*	
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:SAFETY PROJECT	
ROADWAY ID:11503500	PROJECT LENGTH: .890MI						LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
HSP	192,400	1,000	0	0	0	0	0	193,400
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
ACSS	0	0	502,599	0	0	0	0	502,599
<b>TOTAL 439701 1</b>	<b>192,400</b>	<b>1,000</b>	<b>502,599</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>695,999</b>
<b>TOTAL PROJECT:</b>	<b>192,400</b>	<b>1,000</b>	<b>502,599</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>695,999</b>

**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
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 MPO ROLLFORWARD REPORT  
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**HIGHWAYS**  
 =====

LAKE-SUMTER MPO

ITEM NUMBER:439702 1 PROJECT DESCRIPTION:LAKE LOUISA ROAD FROM NW OF GLEASON WAY TO SOUTH OF HAMMOCK RIDGE RD \*NON-SIS\*  
 DISTRICT:05 COUNTY:LAKE TYPE OF WORK:SAFETY PROJECT  
 ROADWAY ID:11517000 PROJECT LENGTH: .640MI LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
HSP	166,200	1,000	0	0	0	0	0	167,200
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY								
ACSS	0	0	343,379	0	0	0	0	343,379
<b>TOTAL 439702 1</b>	<b>166,200</b>	<b>1,000</b>	<b>343,379</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>510,579</b>
<b>TOTAL PROJECT:</b>	<b>166,200</b>	<b>1,000</b>	<b>343,379</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>510,579</b>

**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
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LAKE-SUMTER MPO

**HIGHWAYS**

ITEM NUMBER:240418 2	PROJECT DESCRIPTION:SR 48 FROM E OF I-75 RAMPS TO CR 475 (MAIN ST)						*NON-SIS*		
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:ADD LANES & REHABILITATE PVMNT		
ROADWAY ID:18060000	PROJECT LENGTH: 1.365MI						LANES EXIST/IMPROVED/ADDED: 2/ 0/ 2		
	FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DIH		2,024	0	0	0	0	0	0	2,024
SN		492,504	0	0	0	0	0	0	492,504
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DDR		9,314	0	0	0	0	0	0	9,314
DIH		241,173	19,214	0	0	0	0	0	260,387
DS		1,246	0	0	0	0	0	0	1,246
SN		2,192,997	0	0	0	0	0	0	2,192,997
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DIH		384,128	0	0	0	0	0	0	384,128
EB		6,510	0	0	0	0	0	0	6,510
SA		4,107,681	0	0	0	0	0	0	4,107,681
SL		7,080,095	0	0	0	0	0	0	7,080,095
SN		156,684	0	0	0	0	0	0	156,684
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DDR		25,000	0	0	0	0	0	0	25,000
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DDR		964,200	0	0	0	0	0	0	964,200
DS		613,417	0	0	0	0	0	0	613,417
SA		2,534,138	0	0	0	0	0	0	2,534,138
SL		3,021,697	74,075	0	0	0	0	0	3,095,772
SN		2,140,406	0	0	0	0	0	0	2,140,406
<b>TOTAL 240418 2</b>		<b>23,973,214</b>	<b>93,289</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,066,503</b>
<b>TOTAL PROJECT:</b>		<b>23,973,214</b>	<b>93,289</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,066,503</b>

ITEM NUMBER:411257 1	PROJECT DESCRIPTION:US 301 TURNPIKE MARION CO. LINE						*NON-SIS*		
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:PD&E/EMO STUDY		
EX DESC:PD& E PLANS REVIEW INFO ONLY FAP #3113-091 FY 2002 PH 21 MOVED TO SEGMENT 2 TO CORRECT TRANS SYSTEM	PROJECT LENGTH: 8.622MI						LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2		
ROADWAY ID:18010000	FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DIH		257	0	0	0	0	0	0	257
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DIH		7,079	6,559	0	0	0	0	0	13,638
<b>TOTAL 411257 1</b>		<b>7,336</b>	<b>6,559</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13,895</b>

ITEM NUMBER:411257 3	PROJECT DESCRIPTION:SR 35 (US 301) N OF CR 232 TO N OF NE 110 RD						*NON-SIS*		
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:ADD LANES & REHABILITATE PVMNT		
ROADWAY ID:18010000	PROJECT LENGTH: 2.757MI						LANES EXIST/IMPROVED/ADDED: 3/ 3/ 2		
	FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DDR		3,371,653	0	0	0	0	0	0	3,371,653
DIH		216,034	0	0	0	0	0	0	216,034

**Exhibit A**

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**HIGHWAYS**

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PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DIH	221,138	0	0	0	0	0	0	0	221,138
DS	361,478	0	0	0	0	0	0	0	361,478
SA	5,593,155	0	0	0	0	0	0	0	5,593,155
SL	5,427,651	0	0	0	0	0	0	0	5,427,651
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DDR	40,607	0	0	0	0	0	0	0	40,607
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DDR	140,658	0	0	0	0	0	0	0	140,658
DIH	11,267	16,927	0	0	0	0	0	0	28,194
LF	16,249,558	0	0	0	0	0	0	0	16,249,558
<b>TOTAL 411257 3</b>	<b>31,633,199</b>	<b>16,927</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,650,126</b>
<b>TOTAL PROJECT:</b>	<b>31,640,535</b>	<b>23,486</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,664,021</b>

ITEM NUMBER:419593 1	PROJECT DESCRIPTION:SR 35 (US 301) FROM S OF SR 91(TURNPIKE) TO LION STREET						*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:RESURFACING	
ROADWAY ID:18010000	PROJECT LENGTH: 2.537MI						LANES EXIST/IMPROVED/ADDED: 2/ 2/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DS	3,902	0	0	0	0	0	0	3,902
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	65,453	9,894	0	0	0	0	0	75,347
DS	40,684	0	0	0	0	0	0	40,684
EB	1,247,785	0	0	0	0	0	0	1,247,785
<b>TOTAL 419593 1</b>	<b>1,357,824</b>	<b>9,894</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,367,718</b>
<b>TOTAL PROJECT:</b>	<b>1,357,824</b>	<b>9,894</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,367,718</b>

ITEM NUMBER:424524 1	PROJECT DESCRIPTION:SR 50 BR# 180021 OVER ABANDONED RAILROAD BRIDGE REMOVAL						*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:BRIDGE DEMOLITION	
ROADWAY ID:18020000	PROJECT LENGTH: .664MI						LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	33,172	0	0	0	0	0	0	33,172
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
BNBR	2,086,510	0	0	0	0	0	0	2,086,510
DIH	196,860	3,182	0	0	0	0	0	200,042
DS	278,591	0	0	0	0	0	0	278,591
<b>TOTAL 424524 1</b>	<b>2,595,133</b>	<b>3,182</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,598,315</b>
<b>TOTAL PROJECT:</b>	<b>2,595,133</b>	<b>3,182</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,598,315</b>

ITEM NUMBER:430187 1	PROJECT DESCRIPTION:CR 466 AT US 301						*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:ADD TURN LANE(S)	
ROADWAY ID:18510000	PROJECT LENGTH: .202MI						LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
LFP	257,227	0	0	0	0	0	0	257,227

**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
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LAKE-SUMTER MPO

**HIGHWAYS**  
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PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
LFP	770,183	22,765	0	0	0	0	0	792,948
<b>TOTAL 430187 1</b>	<b>1,027,410</b>	<b>22,765</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,050,175</b>
<b>TOTAL PROJECT:</b>	<b>1,027,410</b>	<b>22,765</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,050,175</b>

ITEM NUMBER:430188 1	PROJECT DESCRIPTION:US 301 AT SR 44	*NON-SIS*
DISTRICT:05	COUNTY:SUMTER	
ROADWAY ID:18010000	PROJECT LENGTH: .183MI	TYPE OF WORK:ADD TURN LANE(S) LANES EXIST/IMPROVED/ADDED: 4/ 0/ 2

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	3,677	0	0	0	0	0	0	3,677
DS	8,471	0	0	0	0	0	0	8,471
LFP	353,634	0	0	0	0	0	0	353,634
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
LFP	37,964	0	0	0	0	0	0	37,964
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	38,160	0	0	0	0	0	0	38,160
DIH	26,111	15,212	0	0	0	0	0	41,323
DS	404	0	0	0	0	0	0	404
LFP	565,985	41,080	0	0	0	0	0	607,065
<b>TOTAL 430188 1</b>	<b>1,034,406</b>	<b>56,292</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,090,698</b>
<b>TOTAL PROJECT:</b>	<b>1,034,406</b>	<b>56,292</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,090,698</b>

ITEM NUMBER:434456 1	PROJECT DESCRIPTION:SR 471 AT CR 528	*NON-SIS*
DISTRICT:05	COUNTY:SUMTER	
ROADWAY ID:18030000	PROJECT LENGTH: .368MI	TYPE OF WORK:ADD TURN LANE(S) LANES EXIST/IMPROVED/ADDED: 2/ 0/ 1

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	36,994	0	0	0	0	0	0	36,994
DIH	42,378	3,724	0	0	0	0	0	46,102
DS	224,963	0	0	0	0	0	0	224,963
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	679,345	0	0	0	0	0	0	679,345
DIH	15,573	49,697	0	0	0	0	0	65,270
DS	4,519	0	0	0	0	0	0	4,519
<b>TOTAL 434456 1</b>	<b>1,003,772</b>	<b>53,421</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,057,193</b>
<b>TOTAL PROJECT:</b>	<b>1,003,772</b>	<b>53,421</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,057,193</b>

ITEM NUMBER:436151 1	PROJECT DESCRIPTION:CR 470 FROM CR 424 TO WILDERNESS DRIVE	*NON-SIS*
DISTRICT:05	COUNTY:SUMTER	
ROADWAY ID:18550000	PROJECT LENGTH: 1.419MI	TYPE OF WORK:PAVE SHOULDERS LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY BOARD OF SUMTER COUNTY COMMISSI								
HSP	135,074	0	0	0	0	0	0	135,074
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
HSP	0	2,660	0	0	0	0	0	2,660

**Exhibit A**

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LAKE-SUMTER MPO

**HIGHWAYS**

PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY BOARD OF SUMTER COUNTY COMMISSI									
ACSN	0	3,000	0	0	0	0	0	0	3,000
HSP	0	340,758	0	0	0	0	0	0	340,758
LF	31,177	0	0	0	0	0	0	0	31,177
<b>TOTAL 436151 1</b>	<b>166,251</b>	<b>346,418</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>512,669</b>
<b>TOTAL PROJECT:</b>	<b>166,251</b>	<b>346,418</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>512,669</b>

ITEM NUMBER:438338 3	PROJECT DESCRIPTION:NATURAL DISASTER SUMTER OFF STATE ON FED EMERGENCY SIGN REPAIR							*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER							TYPE OF WORK:EMERGENCY OPERATIONS	
ROADWAY ID:	PROJECT LENGTH: .000							LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS	
PHASE: MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT									
D	0	101	0	0	0	0	0	0	101
<b>TOTAL 438338 3</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>
<b>TOTAL PROJECT:</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>

ITEM NUMBER:438338 4	PROJECT DESCRIPTION:NATURAL DISASTER SUMTER OFF STATE OFF FED EMERGENCY SIGN REPAIR							*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER							TYPE OF WORK:EMERGENCY OPERATIONS	
ROADWAY ID:	PROJECT LENGTH: .000							LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS	
PHASE: MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT									
D	0	101	0	0	0	0	0	0	101
<b>TOTAL 438338 4</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>
<b>TOTAL PROJECT:</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>

ITEM NUMBER:438338 5	PROJECT DESCRIPTION:NATURAL DISASTER SUMTER INTERSTATE EMERGENCY SIGN REPAIR							*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER							TYPE OF WORK:EMERGENCY OPERATIONS	
ROADWAY ID:	PROJECT LENGTH: .000							LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS	
PHASE: MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT									
D	0	101	0	0	0	0	0	0	101
<b>TOTAL 438338 5</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>
<b>TOTAL PROJECT:</b>	<b>0</b>	<b>101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>101</b>

ITEM NUMBER:439912 1	PROJECT DESCRIPTION:CR 478 FROM US 301 TO CITY OF CENTER HILL SOUTHERN LIMIT							*NON-SIS*	
DISTRICT:05	COUNTY:SUMTER							TYPE OF WORK:SAFETY PROJECT	
ROADWAY ID:18520000	PROJECT LENGTH: 10.350MI							LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0	
FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS	
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY BOARD OF SUMTER COUNTY COMMISSI									
HSP	194,065	1,000	0	0	0	0	0	0	195,065



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LAKE-SUMTER MPO

**TURNPIKE**  
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ITEM NUMBER:432200 1	PROJECT DESCRIPTION:CONSTRUCT SUNPASS DEDICATED LANE @ LEESBURG TOLL PLAZA (MP 288)						*SIS*
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:ITS COMMUNICATION SYSTEM
ROADWAY ID:11470000	PROJECT LENGTH: .002MI						LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	238,799	1,500	0	0	0	0	0	240,299
<b>TOTAL 432200 1</b>	<b>238,799</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,299</b>
<b>TOTAL PROJECT:</b>	<b>238,799</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>240,299</b>

ITEM NUMBER:433830 1	PROJECT DESCRIPTION:MINNEOLA INTERCHANGE (TPK MP 279)						*SIS*
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:INTERCHANGE (NEW)
ROADWAY ID:11470010	PROJECT LENGTH: 4.212MI						LANES EXIST/IMPROVED/ADDED: 0/ 0/ 1

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	2,260,362	3,370	0	0	0	0	0	2,263,732
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	469	531	0	0	0	0	0	1,000
PHASE: DESIGN BUILD / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	32,132,167	7,407	0	0	0	0	0	32,139,574
<b>TOTAL 433830 1</b>	<b>34,392,998</b>	<b>11,308</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34,404,306</b>
<b>TOTAL PROJECT:</b>	<b>34,392,998</b>	<b>11,308</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34,404,306</b>

ITEM NUMBER:435787 1	PROJECT DESCRIPTION:WIDEN TPK- US27 TO LAKE/SUMTER C/L (MP 289.3 - 297.9) (4TO8 W/EXP)						*SIS*
DISTRICT:05	COUNTY:LAKE						TYPE OF WORK:ADD LANES & RECONSTRUCT
ROADWAY ID:11470000	PROJECT LENGTH: 8.549MI						LANES EXIST/IMPROVED/ADDED: 3/ 3/ 2

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	1,500	0	0	0	0	0	1,500
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKED	0	0	10,000,000	0	0	0	0	10,000,000
PKYI	5,669	1,010	8,132,448	0	0	0	0	8,139,127
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	3,118,400	0	0	3,118,400
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	0	0	150,000	150,000
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	0	0	244,633,919	244,633,919
PHASE: ENVIRONMENTAL / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	1,060,000	0	0	0	1,060,000
<b>TOTAL 435787 1</b>	<b>5,669</b>	<b>2,510</b>	<b>18,132,448</b>	<b>1,060,000</b>	<b>3,118,400</b>	<b>0</b>	<b>244,783,919</b>	<b>267,102,946</b>
<b>TOTAL PROJECT:</b>	<b>5,669</b>	<b>2,510</b>	<b>18,132,448</b>	<b>1,060,000</b>	<b>3,118,400</b>	<b>0</b>	<b>244,783,919</b>	<b>267,102,946</b>

**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
MPO ROLLFORWARD REPORT  
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LAKE-SUMTER MPO

**TURNPIKE**

=====

ITEM NUMBER:437988 3	PROJECT DESCRIPTION:SAFETY IMPROVEMENTS LAKE COUNTY MP 287.761 - 297.87	*SIS*	
DISTRICT:05	COUNTY:LAKE	TYPE OF WORK:GUARDRAIL	
ROADWAY ID:11470000	PROJECT LENGTH: 10.109MI	LANES EXIST/IMPROVED/ADDED: 3/ 0/ 0	

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	441,947		0	0	0	0	0	441,947
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	49,117		0	0	0	0	0	49,117
PKYR	110	2,117	0	0	0	0	0	2,227
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	20,970		0	0	0	0	0	20,970
PKYR	1,901,936		0	0	0	0	0	1,901,936
<b>TOTAL 437988 3</b>	<b>2,414,080</b>	<b>2,117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,416,197</b>
<b>TOTAL PROJECT:</b>	<b>2,414,080</b>	<b>2,117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,416,197</b>

ITEM NUMBER:440294 2	PROJECT DESCRIPTION:SAFETY IMPROVEMENTS TURNPIKE MAINLINE LAKE COUNTY MP 279.0 TO MP 287.7	*SIS*	
DISTRICT:05	COUNTY:LAKE	TYPE OF WORK:GUARDRAIL	
ROADWAY ID:11470000	PROJECT LENGTH: 8.700MI	LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0	

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	4,838		0	0	0	0	0	4,838
PKYR	248,183	1,396	0	0	0	0	0	249,579
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	47,091		0	0	0	0	0	47,091
PKYR	825	675	0	0	0	0	0	1,500
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	1,304		0	0	0	0	0	1,304
PKYR	0		1,434,075	0	0	0	0	1,434,075
<b>TOTAL 440294 2</b>	<b>302,241</b>	<b>2,071</b>	<b>1,434,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,738,387</b>
<b>TOTAL PROJECT:</b>	<b>302,241</b>	<b>2,071</b>	<b>1,434,075</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,738,387</b>

**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
OFFICE OF WORK PROGRAM  
MPO ROLLFORWARD REPORT  
=====

LAKE-SUMTER MPO

**TURNPIKE**  
=====

ITEM NUMBER:435788 1	PROJECT DESCRIPTION:WIDEN TPK- LAKE/SUMTER C/L TO CR468 INTCHG (MP297.9-301.4)(4TO8) W/EXP						*SIS*
DISTRICT:05	COUNTY:SUMTER				TYPE OF WORK:ADD LANES & RECONSTRUCT		
ROADWAY ID:18470000	PROJECT LENGTH: 3.436MI				LANES EXIST/IMPROVED/ADDED: 4/ 4/ 4		

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	1,500	0	0	0	0	0	1,500
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	5,111	1,171	6,221,346	0	0	0	0	6,227,628
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	1,333,600	0	0	1,333,600
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	0	0	150,000	150,000
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	0	0	83,935,298	83,935,298
PHASE: ENVIRONMENTAL / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	75,000	0	0	0	75,000
<b>TOTAL 435788 1</b>	<b>5,111</b>	<b>2,671</b>	<b>6,221,346</b>	<b>75,000</b>	<b>1,333,600</b>	<b>0</b>	<b>84,085,298</b>	<b>91,723,026</b>
<b>TOTAL PROJECT:</b>	<b>5,111</b>	<b>2,671</b>	<b>6,221,346</b>	<b>75,000</b>	<b>1,333,600</b>	<b>0</b>	<b>84,085,298</b>	<b>91,723,026</b>

ITEM NUMBER:435789 1	PROJECT DESCRIPTION:WIDEN TPK FROM CR468 INTCHG TO I-75 INTCHG (MP 301.4 - 308.9)(4 TO 8)						*SIS*
DISTRICT:05	COUNTY:SUMTER				TYPE OF WORK:ADD LANES & RECONSTRUCT		
ROADWAY ID:18470000	PROJECT LENGTH: 7.234MI				LANES EXIST/IMPROVED/ADDED: 4/ 4/ 4		

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	188	1,312	0	0	0	0	0	1,500
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKED	0	0	0	5,000,000	0	0	0	5,000,000
PKYI	2,880	1,010	0	6,238,620	0	0	0	6,242,510
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	0	2,334,100	0	2,334,100
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	0	0	156,262,336	156,262,336
PHASE: ENVIRONMENTAL / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	0	0	0	1,525,000	0	0	1,525,000
<b>TOTAL 435789 1</b>	<b>3,068</b>	<b>2,322</b>	<b>0</b>	<b>11,238,620</b>	<b>1,525,000</b>	<b>2,334,100</b>	<b>156,262,336</b>	<b>171,365,446</b>
<b>TOTAL PROJECT:</b>	<b>3,068</b>	<b>2,322</b>	<b>0</b>	<b>11,238,620</b>	<b>1,525,000</b>	<b>2,334,100</b>	<b>156,262,336</b>	<b>171,365,446</b>

**Exhibit A**

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=====

**TURNPIKE**

=====

ITEM NUMBER:439173 1	PROJECT DESCRIPTION:US 301 / TPK INTERCHANGE MODIFICATIONS (MP 304)						*SIS*
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:INTERCHANGE IMPROVEMENT
ROADWAY ID:18470000	PROJECT LENGTH: .600MI						LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	196	1,303	0	0	0	0	0	1,499
<b>TOTAL 439173 1</b>	<b>196</b>	<b>1,303</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,499</b>
<b>TOTAL PROJECT:</b>	<b>196</b>	<b>1,303</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,499</b>

ITEM NUMBER:442922 1	PROJECT DESCRIPTION:OVERSIGHT OF REPAIR WORK TO OKAHUMPKA SERVICE PLAZA (MP 299)						*NON-SIS*
DISTRICT:05	COUNTY:SUMTER						TYPE OF WORK:REST AREA
ROADWAY ID:18470000	PROJECT LENGTH: .570MI						LANES EXIST/IMPROVED/ADDED: 4/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	2,000	0	0	0	0	0	2,000
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
PKYI	0	2,000	0	0	0	0	0	2,000
<b>TOTAL 442922 1</b>	<b>0</b>	<b>4,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>
<b>TOTAL PROJECT:</b>	<b>0</b>	<b>4,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,000</b>
<b>TOTAL DIST: 05</b>	<b>37,362,162</b>	<b>29,802</b>	<b>25,787,869</b>	<b>12,373,620</b>	<b>5,977,000</b>	<b>2,334,100</b>	<b>485,131,553</b>	<b>568,996,106</b>
<b>TOTAL TURNPIKE</b>	<b>37,362,162</b>	<b>29,802</b>	<b>25,787,869</b>	<b>12,373,620</b>	<b>5,977,000</b>	<b>2,334,100</b>	<b>485,131,553</b>	<b>568,996,106</b>



**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
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 =====  
**TRANSIT**  
 =====

ITEM NUMBER:414331 1 PROJECT DESCRIPTION:LAKE-COUNTY CAPITAL FIXED ROUTE GRANT SECTION 5307 TO PURCHASE BUSES \*NON-SIS\*  
 DISTRICT:05 COUNTY:LAKE TYPE OF WORK:CAPITAL FOR FIXED ROUTE  
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: CAPITAL / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY PUBLIC TRANSPORT.								
FTA	5,287,438	3,285,958		0	0	0	0	8,573,396
LF	1,310,018	821,488		0	0	0	0	2,131,506
<b>TOTAL 414331 1</b>	<b>6,597,456</b>	<b>4,107,446</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10,704,902</b>

ITEM NUMBER:414331 2 PROJECT DESCRIPTION:LAKE-COUNTY CAPITAL FIXED ROUTE GRANT SECTION 5307 PURCHASE BUSES \*NON-SIS\*  
 DISTRICT:05 COUNTY:LAKE TYPE OF WORK:CAPITAL FOR FIXED ROUTE  
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: CAPITAL / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY PUBLIC TRANSPORT.								
FTA	0	8,522,476	3,503,801	3,608,916	3,717,183	3,828,698	0	23,181,074
LF	0	2,130,619	875,950	902,229	929,296	957,175	0	5,795,269
<b>TOTAL 414331 2</b>	<b>0</b>	<b>10,653,095</b>	<b>4,379,751</b>	<b>4,511,145</b>	<b>4,646,479</b>	<b>4,785,873</b>	<b>0</b>	<b>28,976,343</b>
<b>TOTAL PROJECT:</b>	<b>6,597,456</b>	<b>14,760,541</b>	<b>4,379,751</b>	<b>4,511,145</b>	<b>4,646,479</b>	<b>4,785,873</b>	<b>0</b>	<b>39,681,245</b>

ITEM NUMBER:438867 1 PROJECT DESCRIPTION:LAKE-SEC 5339 SMALL URBAN CAPITAL \*NON-SIS\*  
 DISTRICT:05 COUNTY:LAKE TYPE OF WORK:CAPITAL FOR FIXED ROUTE  
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: CAPITAL / RESPONSIBLE AGENCY: MANAGED BY LAKE COUNTY PUBLIC TRANSPORT.								
FTA	0	219,479		0	0	0	0	219,479
LF	0	138,524		0	0	0	0	138,524
<b>TOTAL 438867 1</b>	<b>0</b>	<b>358,003</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358,003</b>
<b>TOTAL PROJECT:</b>	<b>0</b>	<b>358,003</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>358,003</b>
<b>TOTAL DIST: 05</b>	<b>6,597,456</b>	<b>15,118,544</b>	<b>4,379,751</b>	<b>4,511,145</b>	<b>4,646,479</b>	<b>4,785,873</b>	<b>0</b>	<b>40,039,248</b>
<b>TOTAL TRANSIT</b>	<b>6,597,456</b>	<b>15,118,544</b>	<b>4,379,751</b>	<b>4,511,145</b>	<b>4,646,479</b>	<b>4,785,873</b>	<b>0</b>	<b>40,039,248</b>





**Exhibit A**

FLORIDA DEPARTMENT OF TRANSPORTATION  
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 =====  
**MISCELLANEOUS**  
 =====

LAKE-SUMTER MPO

ITEM NUMBER:442311 1  
 DISTRICT:05  
 ROADWAY ID:

PROJECT DESCRIPTION:IN-HOUSE TIME SHEET CHARGES - SUMTER COUNTY - HURRICANE IRMA  
 COUNTY:SUMTER  
 PROJECT LENGTH: .000

\*NON-SIS\*  
 TYPE OF WORK:EMERGENCY OPERATIONS  
 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2019	2019	2020	2021	2022	2023	GREATER THAN 2023	ALL YEARS
PHASE: MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DER	0	15,000	0	0	0	0	0	15,000
FEMA	48,083	0	0	0	0	0	0	48,083
<b>TOTAL 442311 1</b>	<b>48,083</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>63,083</b>
<b>TOTAL PROJECT:</b>	<b>48,083</b>	<b>15,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>63,083</b>
<b>TOTAL DIST: 05</b>	<b>48,083</b>	<b>22,722</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,805</b>
<b>TOTAL MISCELLANEOUS</b>	<b>48,083</b>	<b>22,722</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>70,805</b>
<b>GRAND TOTAL</b>	<b>547,156,087</b>	<b>32,971,657</b>	<b>75,179,210</b>	<b>17,469,765</b>	<b>10,923,479</b>	<b>7,398,257</b>	<b>485,131,553</b>	<b>1,176,230,008</b>

**Tab 4**

**ACTION ITEM**

**Consideration to retroactively approve MPO Resolution 2018-13. Emergency TIP Amendment for the FYs 2017/18 – 2021/22 Transportation Improvement Program (TIP). Adding approximately \$88,000 for the Landscape Design phase for the CR 46A project.**

FDOT has requested an Emergency TIP Amendment for the current FYs 2017/18 – 2021/22 TIP. The MPO FYs 2017/18-2021/22 Transportation Improvement Program is amended to add an amount of \$88,163.00 for FM#437114-5: County Road 46A, from State Road 46 to North of Arundel Way – Landscaping Project - adding design phase.

Due the request made by the State of Florida, Department of Transportation for emergency transportation improvement program changes and finding that an emergency meeting of the MPO Executive Committee is not feasible, this is determined to be an emergency resolution. The undersigned, as Chair of the MPO, is authorized to sign and transmit this resolution to the appropriate agencies and this resolution will come before the MPO Executive Committee for recommendation and the MPO Governing Board for ratification at the next regularly-scheduled meetings. Should the Governing Board take action to disapprove the resolution, state and federal agencies shall be notified by the end of the following business day of the Governing Board's action.

**Attachments: MPO Resolution 2018-13, FDOT TIP Amendment Request Letter, TIP Amendment.**

**REQUESTED ACTION: Approve Resolution 2018-13 FDOT TIP Amendment adding Landscape Design Phase funds for CR 46A project.**

**TAB 4**

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2018 - 13**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO); FINDING THIS TO BE AN EMERGENCY RESOLUTION; AMENDING THE FYS 2017/18 – 2021/22 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) TO ADD FM # 437114-5: CR46A FROM SR 46 TO NORTH OF ARUNDEL WAY – LANDSCAPING PROJECT, DESIGN PHASE; AND AUTHORIZING THE SUBMITTAL OF THE TIP AMENDMENT TIP TO THE APPROPRIATE AGENCIES.**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Lake-Sumter MPO Planning Area; and

**WHEREAS**, Section 339.175, Florida Statutes; 23 U.S.C. Section 134; and Title 49 U.S.C. require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, must have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, 23 U.S.C. Section 134(j) and Section 339.175(8), Florida Statutes, require the Lake~Sumter MPO to formulate a Transportation Improvement Program (TIP), defined by 23 C.F.R. Section 450.104 as a prioritized listing/program of transportation projects that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process; and

**WHEREAS**, Section 339.175(8), Florida Statutes, requires that the TIP include projects and project phases to be funded with state or federal funds that are recommended for advancement during the next fiscal year and four subsequent fiscal years; and

**WHEREAS**, FYS 2017/18-2021/22 TIP was adopted by the MPO on May 24, 2017, based on programmed projects in the Florida Department of Transportation (FDOT) Five Year Work Program; and

**WHEREAS**, on September 19, 2017, the Lake County Board of County Commissioners adopted the FY 2018-2022 Transportation Construction Program as a five-year strategic planning document of programmed transportation projects and phases, with an effective program date of October 1, 2017; and

**WHEREAS**, in order to achieve consistency and address roll-forward funds from the previous fiscal year and adjustments to the FDOT Work Program, the FY 2017/18-2021/22 TIP was amended October 26, 2017; and

**WHEREAS**, the FY 2017/18-2021/22 TIP was amended on October 26, 2017, to add each county's five-year road construction programs as appendices, and to program funds in FY 2017/18

for Environmental Consultant/Contractor needed to mitigate wetland impacts of the replacement of Bridge #110002 on SR 33 over the Green Swamp in Lake County; and

**WHEREAS**, the FDOT requested on November 15, 2017, the MPO's TIP be amended in light of new Rail/Highway Crossing funds being provided for construction phase in FY 2017/18 in amount of \$191,816 to install two flashing lights, gates, cabinets, cable, power conduit and power at Road Rail Crossing# 622004-V, at Mt. Homer Road/Ardice Street/Old Mt. Dora, in City of Tavares (FDOT Financial Management Number: 442776-1); and

**WHEREAS**, the FDOT requested on November 15, 2017, the MPO's TIP be amended in light of new Rail/Highway Crossing funds being provided for construction phase in FY 2017/18 in amount of \$146,514 to install two flashing lights, gates, cabinets, cable, power conduit and power at Road Rail Crossing# 622007-R, at Mt. Homer Road/Ardice Street/Old Mt. Dora, in City of Eustis (FDOT Financial Management Number: 442777-1); and

**WHEREAS**, the FDOT requested on December 11, 2017, the MPO's TIP be amended in light of an adjustment to the project limits of a safety project for Lake Louisa Road, with the new limits being from northwest of Gleason Way to south of Hammock Ridge Road (FDOT Financial Management Number: 439702-1); and

**WHEREAS**, the federal Fixing America's Surface Transportation (FAST) Act established requirements that performance measures and goals for various aspects of transportation would be utilized by state departments of transportation and by MPOs; and

**WHEREAS**, safety performance measures are the first in a series of performance measures to be required by the US Department of Transportation, with a deadline of February 27, 2018 for MPOs to adopt; and

**WHEREAS**, on July 19, 2018, the FDOT requested the MPO make emergency transportation improvement program changes by amending the MPO's TIP for Adopted Fiscal Years 2017/2018 – 2021/2022 to be in coordination with the changes to the Department's Adopted Work Program; and

**WHEREAS**, the MPO Chair is authorized by the bylaws of the MPO to execute an emergency resolution so long as such resolution comes before the Executive Committee for recommendation and the Governing Board for ratification at the next regularly-scheduled meetings.

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

1. Due the request made by the State of Florida, Department of Transportation for emergency transportation improvement program changes and finding that an emergency meeting of the MPO Executive Committee is not feasible, this is determined to be an emergency resolution. The undersigned, as Chair of the MPO, is authorized to sign and transmit this resolution to the appropriate agencies and this resolution will

come before the MPO Executive Committee for recommendation and the MPO Governing Board for ratification at the next regularly-scheduled meetings. Should the Governing Board take action to disapprove the resolution, state and federal agencies shall be notified by the end of the following business day of the Governing Board's action.

2. The MPO FYs 2017/18-2021/22 Transportation Improvement Program is amended to add an amount of \$88,163.00 for FM#437114-5: County Road 46A, from State Road 46 to North of Arundel Way – Landscaping Project - adding design phase.
3. The Chair of the Lake~Sumter MPO is hereby authorized and directed to submit the FY 2017/18–FY 2021/22 TIP to the:
  - a. Federal Highway Administration (FHWA) through the Florida Department of Transportation (FDOT);
  - b. Federal Transit Administration (FTA) through FDOT;
  - c. Federal Aviation Administration (FAA);
  - d. Bureau of Community Planning, Division of Community Development, Florida Department of Economic Opportunity (DEO); and
  - e. Members of the Florida Legislature representing the Lake~Sumter MPO.

**PASSED AND ADOPTED** this 6<sup>th</sup> day of August, 2018.

Lake~Sumter Metropolitan Planning Organization

  
\_\_\_\_\_  
Timothy I. Sullivan, Chair

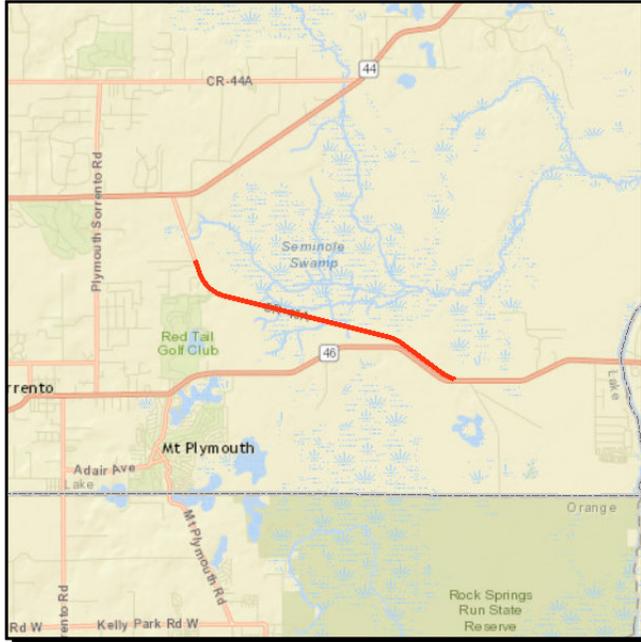
Approved as to Form and Legality:

  
\_\_\_\_\_  
Melanie Marsh, MPO Attorney

**4371145**

**CR 46A**

**Non-SIS**



**Project Description:**

**Work Summary:** LANDSCAPING  
**From:** FROM SR 46  
**To:** TO N OF ARUNDEL WAY  
**Lead Agency:** Managed by FDOT  
**Length:** 4.705 mi

Phase	Fund Source	2017/18	2018/19	2019/20	2020/21	2021/22	Total
PE	ACSN	0	88,163	0	0	0	88,163
CST	SL	0	0	10,830	0	0	10,830
CST	SN	0	0	562,741	0	0	562,741
<b>Total</b>		<b>0</b>	<b>88,163</b>	<b>573,571</b>	<b>0</b>	<b>0</b>	<b>661,734</b>

**Prior Year Cost:** 0  
**Future Year Cost:** 0  
**Total Project Cost:** 661,734  
**LRTP:** pg.10,11

## TAB 5

### ACTION ITEM

#### **Consideration to approve MPO Resolution 2018-14 supporting the addition of the City of Groveland's State Road 50 Realignment project to the FDOT SIS Long Range Cost Feasible Plan.**

##### **City of Groveland's SR 50 Resolution:**

FDOT in June of 2018 added the SR 50 Realignment Project to the statewide SIS Needs Plan, however, the project was not included in the Long Range Cost-Feasible SIS Plan, which indicates SIS funds have not yet been determined to be reasonably anticipated through 2045.

The SR 50 Realignment Project is included in the Lake~Sumter MPO's cost-feasible Transportation 2040 based on reasonably-anticipated federal and state transportation funds, with right-of-way acquisition funds determined to be reasonably anticipated in the 2021-25 timeframe and with construction funds determined to be reasonably anticipated within the 2026-30 timeframe. The City of Groveland has requested of the Florida Department of Transportation to add the right-of-way acquisition phase and the construction phase of the SR 50 Realignment Project to the FDOT Cost-Feasible SIS Plan as SIS funding opportunities are identified.

##### **SR 50 Project Information:**

The City of Groveland has updated the Downtown Master Plan which focuses on creating a pedestrian friendly setting; encouraging intense commercial development and redevelopment; and providing additional residential options so that people may live and work downtown. SR 50 runs east-west through the heart of Groveland. In the downtown area (from east of Ivey Street to SR 33), SR 50 is a one way pair with two travel lanes in each direction (Broad Street serving westbound traffic and Orange Street serving eastbound traffic). SR 19/SR 33 runs north-south through downtown Groveland, intersecting with SR 50. Both facilities experience heavy truck traffic, which is a challenge to creating a pedestrian friendly environment.

To facilitate a more walkable downtown, this segment of SR 50 will be realigned to the north of downtown on a new alignment. This change shifts the truck traffic onto the new facility and allows the existing SR 50 roadway to be modified to provide improved access to downtown businesses. This change also includes a new intersection of SR 50 and SR 19 that would improve the turning movement deficiencies experienced today by the heavy truck volume. Once SR 50 is realigned and constructed, Broad Street and Orange Street will be returned to the City of Groveland's jurisdiction and no longer will be part of the State road system.

The realignment of SR 50 is a local priority project and has been included in the City of Groveland's Comprehensive Plan, Lake County's Comprehensive Plan, and the Lake-Sumter MPO's Long Range Transportation Plan. The Project Development and Environment (PD&E) study for SR 50 (from CR 565/Villa City Road to CR 565A/Montevista Road) analyzed the realignment of SR 50 through Groveland during the PD&E study several realignment options were considered and evaluated. The PD&E Study's recommended Build Alternative (Truck Route Alternative) supports the City's vision for downtown while it also provides an improved state facility that serves regional movements.

With the completion of design, project details have been finalized and a set of construction documents is complete. Since the remaining project steps (right-of-way acquisition and construction) are not funded, there is no further project activity at this time.

##### **Attachments: Draft MPO Resolution 2018-14, City of Groveland Resolution 2018-07-15 and 2018-07-16, SR 50 Project Map**

**Suggested Motion:** Approve MPO Resolution 2018-14 requesting of the Florida Department of Transportation to add the right-of-way acquisition phase and the construction phase of the SR 50 Realignment Project to the FDOT Cost-Feasible SIS Plan as SIS funding opportunities are identified.

## RESOLUTION 2018-14

**A RESOLUTION BY THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AFFIRMING TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) THE STATE ROAD 50 REALIGNMENT PROJECT IN GROVELAND AS THE MPO'S PRIORITY FOR STRATEGIC INTERMODAL SYSTEM (SIS) FUNDING; REQUESTING THE RIGHT-OF-WAY ACQUISITION PHASE AND THE CONSTRUCTION PHASE BE ADDED TO THE FDOT COST-FEASIBLE SIS PLAN; REQUESTING THE RIGHT-OF-WAY ACQUISITION PHASE BE ADDED TO THE FDOT FIVE-YEAR WORK PROGRAM**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Lake~Sumter Planning Area; and

**WHEREAS**, Section 339.175, Florida Statutes, 23 U.S.C. 134, and 49 U.S.C. 5303 require that the urbanized area, as a condition for the receipt of federal capital or operating assistance, has a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, at the request of the City of Groveland and the Lake~Sumter MPO, the Florida Department of Transportation (FDOT) conducted from 2010 to 2012 a Project Development and Environment (PD&E) Study for and from 2013 to 2017 designed the realignment of State Road 50 in downtown Groveland; and

**WHEREAS**, in 2017 with the support of the Lake~Sumter MPO, the FDOT designated SR 50 as a Strategic Intermodal System (SIS) facility by adding the segment from Interstate 75 in Hernando County east through Groveland to US 27 in Clermont as an Emerging SIS facility; and

**WHEREAS**, the SR 50 Realignment Project is the top priority for right-of-way acquisition of the Lake~Sumter MPO, as documented in the MPO's List of Priority Projects, Table 3, Right-of-Way Projects; and

**WHEREAS**, *Transportation 2040*, the Lake~Sumter MPO's Long Range Transportation Plan adopted December 2015, included the SR 50 Realignment Project as a cost-feasible transportation project prior to SR 50 being designated as a SIS facility; and

**WHEREAS**, the SIS designation affords new funding opportunities for the project as SIS facilities are, by State policy, priority facilities and the Lake~Sumter MPO currently has no other SIS projects ranked as a higher priority than the SR 50 Realignment Project; and

**WHEREAS**, in June 2018, the FDOT added the SR 50 Realignment Project to the statewide SIS Needs Plan, however, the project was not included in the Cost-Feasible SIS plan, which indicates SIS funds have not yet been determined to be reasonably anticipated through 2045; and

**WHEREAS**, the SR 50 Realignment Project is nonetheless included in the Lake~Sumter MPO's cost-feasible *Transportation 2040* based on reasonably-anticipated federal and state transportation funds, with right-of-way acquisition funds determined to be reasonably anticipated in the 2021-25 timeframe and with construction funds determined to be reasonably anticipated within the 2026-30 timeframe; and

**WHEREAS**, SR 50 is a significant corridor of statewide importance as it provides a strategic east-west connection serving as an incident management route in scenarios such as hurricane evacuation as SR 50 is a parallel SIS corridor to Interstate 4 to the south and to Florida's Turnpike to the north; and

**WHEREAS**, SR 50 connects the economic center of Orlando and Central Florida with the economic centers of the west coast and the Tampa Bay region; and

**WHEREAS**, SR 50 provides interregional connectivity, intermodal opportunities, and economic development infrastructure warranting the prioritization of improvements along the corridor including the realignment of SR 50 in downtown Groveland; and

**WHEREAS**, the current configuration of the four-lane SR 50 as one-way pairs through downtown Groveland has resulted in: overloaded intersections with high truck factors at SR 19 and SR 33, diminishing levels of service, and safety concerns; and

**WHEREAS**, the City of Groveland's Comprehensive Plan and the Downtown Redevelopment Plan of the Groveland Community Redevelopment Agency (CRA) support the SR 50 Realignment Project as a catalyst for downtown redevelopment and the economic development of the City's Central Business District.

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

1. It is hereby affirmed as the top MPO transportation priority eligible for Strategic Intermodal System (SIS) funds the State Road 50 Realignment Project in Groveland, as evidenced by the project's inclusion in the MPO's cost-feasible Long Range Transportation Plan, *Transportation 2040*, and inclusion in the MPO's *2018 List of Priority Projects*, Table 3, Right of Way Projects, as the #1 priority for right-of-way acquisition funding.
2. It is hereby requested of the Florida Department of Transportation to add the right-of-way acquisition phase and the construction phase of the SR 50 Realignment Project to the FDOT Cost-Feasible SIS Plan as SIS funding opportunities are identified.
3. It is hereby requested of the Florida Department of Transportation to further assess funding options for the SR 50 Realignment Project, SIS or non-SIS funding options, in order to add the right-of-way acquisition phase to the FDOT Five-Year Work Program.

**PASSED AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2018.  
Lake~Sumter Metropolitan Planning Organization

---

Tim I. Sullivan, Chair

Approved as to Form and Legality:

---

Melanie Marsh, MPO Attorney

## RESOLUTION 2018-07-15

**A RESOLUTION BY THE CITY OF GROVELAND, COUNTY OF LAKE, STATE OF FLORIDA, AFFIRMING TO THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) SUPPORT FOR THE STATE ROAD 50 REALIGNMENT PROJECT RIGHT-OF-WAY ACQUISITION AND CONSTRUCTION PHASES AS PRIORITIES FOR STRATEGIC INTERMODAL SYSTEM (SIS) FUNDING; REQUESTING A RESOLUTION OF SUPPORT FROM THE MPO TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) REQUESTING SIS FUNDING FOR THE SR 50 REALIGNMENT PROJECT; REQUESTING UPDATES TO MPO DOCUMENTS TO AFFIRM THE SR 50 REALIGNMENT PROJECT AS THE PRIORITY PROJECT FOR SIS FUNDING**

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization (MPO) is the duly designated regional agency under federal and state laws to plan for, prioritize, and program funds for transportation projects receiving federal or state funding; and

**WHEREAS**, at the request of the City of Groveland and the Lake~Sumter MPO, the Florida Department of Transportation (FDOT) conducted from 2010 to 2012 a Project Development and Environment (PD&E) Study for and from 2013 to 2017 designed the realignment of State Road 50 in downtown Groveland; and

**WHEREAS**, in 2017 with the support of the Lake~Sumter MPO, the FDOT designated SR 50 as a Strategic Intermodal System (SIS) facility by adding the segment from Interstate 75 in Hernando County east through Groveland to US 27 in Clermont as an Emerging SIS facility; and

**WHEREAS**, the SR 50 Realignment Project is the top priority for right-of-way acquisition of the Lake~Sumter MPO, as documented in the MPO's List of Priority Projects, Table 3, Right-of-Way Projects; and

**WHEREAS**, *Transportation 2040*, the Lake~Sumter MPO's Long Range Transportation Plan adopted December 2015, included the SR 50 Realignment Project as a cost-feasible transportation project prior to SR 50 being designated as a SIS facility; and

**WHEREAS**, the SIS designation affords new funding opportunities for the project as SIS facilities are by State policy priority facilities and the Lake~Sumter MPO currently has no other SIS projects ranked as a higher priority than the SR 50 Realignment Project; and

**WHEREAS**, SR 50 is a significant corridor of statewide importance as it provides a strategic east-west connection serving as an incident management route in scenarios such as hurricane evacuation as SR 50 is a parallel SIS corridor to Interstate 4 to the south and to Florida's Turnpike to the north; and

**WHEREAS**, SR 50 connects the economic center of Orlando and Central Florida with the economic centers of the west coast and the Tampa Bay region; and

**WHEREAS**, SR 50 provides interregional connectivity, intermodal opportunities, and economic development infrastructure warranting the prioritization of improvements along the corridor including the realignment of SR 50 in downtown Groveland; and

**WHEREAS**, the current configuration of the four-lane SR 50 as one-way pairs through downtown Groveland has resulted in: overloaded intersections with high truck factors at SR 19 and SR 33, diminishing levels of service, and safety concerns; and

**WHEREAS**, the City of Groveland's Comprehensive Plan and the Downtown Redevelopment Plan of the Groveland Community Redevelopment Agency (CRA) support the SR 50 Realignment Project as a catalyst for downtown redevelopment and the economic development of the City's Central Business District.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GROVELAND, LAKE COUNTY, FLORIDA, as follows:**

1. It is hereby affirmed as the top transportation priority of the City of Groveland the State Road 50 Realignment Project and, as such priority, it is affirmed that the City seeks funding for the right-of-way phase and the construction phase from the Florida Department of Transportation's (FDOT) Strategic Intermodal System (SIS) funding program.
2. The Lake~Sumter Metropolitan Planning Organization (MPO) is requested to take formal action on a resolution of support of the SR 50 Realignment Project and the utilization of SIS funds for the project by the FDOT in the forthcoming development of the FDOT Five-Year Tentative Work Program FYs 2019/20-2023/24 for the right-of-way acquisition phase.

The Lake~Sumter MPO is requested to update the Long Range Transportation Plan when feasible to include the SR 50 Realignment Project as a cost-feasible project based on reasonably-anticipated SIS funds for the right-of-way phase and for the construction phase in the FY 2021-25 timeframe.

**Section 1. Effective Date.**

This resolution shall become effective immediately upon its passage.

PASSED and ADOPTED at a regular meeting of the City Council of the City of Groveland, Lake County, Florida this 2<sup>nd</sup> day of July, 2018.

  
\_\_\_\_\_  
Dina Sweatt, Mayor  
City of Groveland, Florida

ATTEST:

*Virginia Wright*  
Virginia Wright, City Clerk



Approved as to Form:

*Anita Geraci-Carver*  
Anita Geraci-Carver  
City Attorney

Council Member Loucks moved the passage and adoption of the above  
and foregoing Resolution. Motion was seconded by Council Member  
Griffin and upon roll call on the motion the vote was as follows:

	YEA	NAY
John Griffin	✓	
Tim Loucks	✓	
Mike Radzik	✓	
Mike Smith	✓	
Dina Sweatt	✓	

RESOLUTION 2018-07-16

COPY

**A RESOLUTION BY THE CITY OF GROVELAND, COUNTY OF LAKE, STATE OF FLORIDA, REQUESTING OF THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) THE PROGRAMMING OF STRATEGIC INTERMODAL SYSTEM (SIS) FUNDS IN THE FDOT FIVE-YEAR TENTATIVE WORK PROGRAM FOR FISCAL YEARS 2019/20-2023/24 FOR THE RIGHT-OF-WAY ACQUISITION PHASE OF THE STATE ROAD 50 REALIGNMENT PROJECT; REQUESTING THE FUTURE PROGRAMMING OF SIS FUNDS FOR THE CONSTRUCTION PHASE OF THE SR 50 REALIGNMENT PROJECT**

**WHEREAS**, the Florida Department of Transportation (FDOT) conducted from 2010-12 a Project Development and Environment (PD&E) Study for and from 2013 to 2017 designed the realignment of SR 50 in downtown Groveland; and

**WHEREAS**, in 2017 with the support of the Lake~Sumter Metropolitan Planning Organization (MPO), the FDOT designated SR 50 as a Strategic Intermodal System (SIS) facility by adding the segment from Interstate 75 in Hernando County east through Groveland to US 27 in Clermont as an Emerging SIS facility; and

**WHEREAS**, the SR 50 Realignment Project is included in *Transportation 2040*, the MPO's Long Range Transportation Plan, as a cost-feasible project; and

**WHEREAS**, the SR 50 Realignment Project is the top priority for right-of-way acquisition of the Lake~Sumter Metropolitan Planning Organization (MPO), as documented in the MPO's *2018 List of Priority Projects*, Table 3, Right-of-Way Projects; and

**WHEREAS**, the Lake~Sumter MPO currently has no other SIS projects ranked as a higher priority than the SR 50 Realignment Project; and

**WHEREAS**, SR 50 is a significant corridor of statewide importance as it provides a strategic east-west connection serving as an incident management route in scenarios such as hurricane evacuation as SR 50 is a parallel SIS corridor to Interstate 4 to the south and to Florida's Turnpike to the north; and

**WHEREAS**, SR 50 connects the economic center of Orlando and Central Florida with the economic centers of the west coast and the Tampa Bay region; and

**WHEREAS**, SR 50 provides interregional connectivity, intermodal opportunities, and economic development infrastructure warranting the prioritization of improvements along the corridor including the realignment of SR 50 in downtown Groveland; and

**WHEREAS**, the current configuration of the four-lane SR 50 as one-way pairs through downtown Groveland has resulted in: overloaded intersections with high truck factors at SR 19 and SR 33, diminishing levels of service, and safety concerns; and

5

**WHEREAS**, the City of Groveland's Comprehensive Plan and the Downtown Redevelopment Plan of the Groveland Community Redevelopment Agency (CRA) support the SR 50 Realignment Project as a catalyst for downtown redevelopment and the economic development of the City's Central Business District.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GROVELAND, LAKE COUNTY, FLORIDA, as follows:**

1. The Florida Department of Transportation (FDOT) is requested to program Strategic Intermodal System (SIS) funds in the FDOT Five-Year Tentative Work Program FYs 2019/20-2023/24 for the right-of-way acquisition phase of the SR 50 realignment project in downtown Groveland (FDOT Financial Management # 427056-1 for the design phase).
2. The FDOT is requested to program SIS funds for the construction phase of the SR 50 realignment project as SIS funds become available.

**Section 1. Effective Date.**

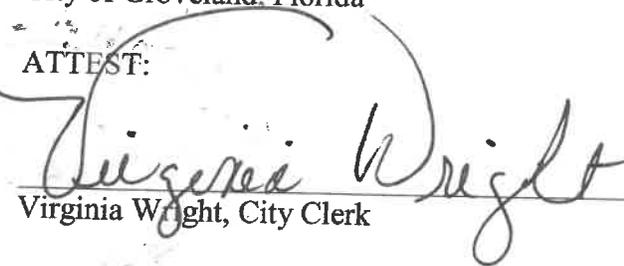
This resolution shall become effective immediately upon its passage.

PASSED and ADOPTED at a regular meeting of the City Council of the City of Groveland, Lake County, Florida this 2<sup>nd</sup> day of July, 2018.



Dina Sweatt, Mayor  
City of Groveland, Florida

ATTEST:



Virginia Wright, City Clerk



Approved as to Form:

Anita Geraci-Carver

Anita Geraci-Carver  
City Attorney

Council Member Loucks moved the passage and adoption of the above  
and foregoing Resolution. Motion was seconded by Council Member  
Griffin and upon roll call on the motion the vote was as follows:

	YEA	NAY
John Griffin	✓	
Tim Loucks	✓	
Mike Radzik	✓	
Mike Smith	✓	
Dina Sweatt	✓	



**TAB 6**

**ACTION ITEMS**

**Executive Director Selection – Short listing of candidates for interviews and final selection.**

**TAB 6**



# Report on Executive Recruitment

## Executive Director

Lake-Sumter Metropolitan Planning Organization

June 18, 2018

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### *Mission Statement*

Springsted|Waters provides high quality, independent financial and management advisory services to public and non-profit organizations, and works with them in the long-term process of building their communities on a fiscally sound and well-managed basis.

**LETTER OF TRANSMITTAL**

June 18, 2018

Melanie Marsh, County Attorney  
Kristian L. Swenson, Assistant County Manager  
Lake County, Florida  
315 W. Main Street  
Suite 441  
Tavares, Florida 32778

RE: Lake-Sumter Metropolitan Planning Organization Executive Director Recruitment

Dear Ms. Marsh and Mr. Swenson:

Springsted | Waters (S|W), has completed the search for and evaluation of candidates for the position of Executive Director for the Lake-Sumter Metropolitan Planning Organization. We are pleased to submit the following eight (8) candidates who have surfaced as the most qualified through our screening of twelve (12) applications from five (5) states. All have considerable experience in local government and/or private sector transportation planning and management. The candidates we have identified for your consideration are:

- **Harry Fix**
- **Brian Hutt**
- **Chandra Parasa**
- **Sooraz Patro**
- **Shaun Pritchard**
- **Jay Reithel**
- **Robert Schiffer**
- **Michael Woods**

The recommended candidates' are presented in alphabetical order and we have not ranked them. We believe that the chemistry between the candidate and Lake-Sumter MPO is an important factor in the final selection.

In order to recruit the best candidates for the position, the following process was followed:

1. **Position Analysis** – Discussions were conducted by S|W personnel with you to determine key qualifications and traits that should be exhibited in the Lake-Sumter Metropolitan Planning Organization's new Executive Director. The information gained from you and the materials provided was used to develop key selection criteria and an advertisement. A copy of the recruitment brochure and advertisement are included with this report.

**2. Recruitment** – Advertisements were placed in the following publications on-line and in print beginning April 30, 2018, according to vendor distribution schedules:

- Springsted | Waters (S|W) Website
- Lake-Sumter MPO Website
- National Association of Regional Councils (NARC)
- American Planning Association (APA)
- American Public Transportation Association (APTA)
- Association of Metropolitan Planning Organization (AMPO)
- Community Transportation Association of America
- Careers In Government (with Diversity Boost)
- GovJobs.com
- Florida American Planning Association (Florida APA)
- Florida City and County Management Association (FCCMA)
- Florida League of Cities
- Florida Metropolitan Planning Organization Advisory Council (MPOAC)
- LinkedIn
- Facebook/Twitter/Indeed

The position was also announced on the websites and to alumni for ten (10) universities with strong schools of government and public administration or transportation that include:

- George Washington University – Trachtenburg School of Public Policy
- North Carolina State – School of Public & International Affairs
- Shenandoah University
- Syracuse University (Maxwell)
- University of Arizona – School of Government and Public Policy
- University of Georgia – School of Public and International Affairs
- University of North Carolina – Chapel Hill
- University of South Carolina – Price School of Public Policy
- University of Virginia – Frank Batten School of Leadership
- Virginia Tech – Center for Public Administration & Policy

In addition, S|W reached out to potential candidates to discuss the position with them and direct mailed the recruitment brochure to another 5,124 potential candidates through an electronic mailing making them aware of the opportunity.

**3. Preliminary Screening** – S|W received, acknowledged, reviewed and screened the twelve (12) applications noted based on criteria developed from information provided by the Lake-Sumter MPO Management Board. Our first review of the applicant pool identified twelve (12) candidates. A second screening, involving several elimination steps, ultimately brought the number of applicants down to eight (8) semi-finalists. To bring the number down to the eight (8) semi-finalists, S|W interviewed the candidates and conducted internet searches. In addition, we considered current and potential salary, experience in areas similar to those required by the MPO and knowledge of local government/transportation planning practice as criteria in our consideration of candidates.

**4. Selection of Finalists** – The eight (8) semi-finalists we have recommended for your consideration are candidates who are mature local government professionals who are growing in their professional duties and responsibilities. Additional telephone inquiries, interviews, and light background checks have been conducted to aid the hiring committee in considering

the applicants for interview. Each candidate has specific ideas on how they would serve the Lake-Sumter Metropolitan Planning Organization if selected for the position and demonstrated enthusiasm in regard to their candidacy. It is recommended that the MPO Board review each candidate portfolio carefully to determine candidates to bring in for face-to-face interviews.

5. **HireVue** - To accompany the written documentation contained herein, we invite you to view the online pre-recorded video interviews of each semifinalist candidate. To login, please go to <https://waters-company.hirevue.com/evaluate/auto/3aL3jyr4etNyngejgn7Gv96/>.

#### **The Exercise**

The candidates were given three questions total, one at a time. They had 30-seconds to review the question and three minutes to respond. The interview is on a timer, so if they do not complete their answer in the time given – they will be cut off. To begin, candidates are able to ‘practice’ as many times as they like to feel comfortable speaking to a computer. Once the actual recorded interview begins, they cannot stop, pause, restart, or redo any portion of the exercise. A part of the strategy is to determine how well candidates can respond extemporaneously. When you are viewing the video interviews, the question the candidates are responding to will be to the left of the video box.

Because the Board is using the same log-in, you will not rank the candidates online. Rather, make notes that you can refer to later in your deliberations about who to move forward as finalists for in-person interviews.

#### **HireVue Technical Support or Questions**

If you have any questions, or need any assistance, please contact Springsted|Waters consultant’s project coordinator, Brittany Rudolph, at (804) 622-6990 or [brudolph@springsted.com](mailto:brudolph@springsted.com), during business hours Monday through Friday 8 AM-5 PM EST. For 24/7 support please contact the HireVue Support Team by calling 1-800-655-4106.

Each candidate is unique in his/her skills, abilities and interest in the Lake-Sumter Metropolitan Planning Organization and has committed to that task should an acceptable interview take place and an acceptable offer of employment be tendered. We look forward to continued work with the Lake-Sumter MPO as you consider the candidates and move toward your final selection.

**Next Steps**

Dates for the following tasks and deliverables will be determined following your review and discussion of this report.

LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION EXECUTIVE DIRECTOR RECRUITMENT PRELIMINARY TIMELINE		
Project Milestone	Deliverables	Target Date
Comprehensive background check and reference checks completed for finalists.	<ul style="list-style-type: none"><li>S W completes reference checks/background checks/ academic verification on finalists.</li></ul>	2 weeks following selection of finalists
On-site Interviews with finalists.	<ul style="list-style-type: none"><li>S W sends documentation for finalists to the Search Committee.</li><li>The Management Board conducts on-site interviews with finalists.</li></ul>	Week following completion of background
Employment offer made / accepted.	<ul style="list-style-type: none"><li>The Management Board extends employment offer to selected candidate.</li></ul>	Following negotiation

We look forward to continuing to work with the Lake-Sumter Metropolitan Planning Organization and welcome discussion on the process going forward.

Respectfully submitted on behalf of the team,

*Steve Miner*

Steve Miner, Vice President

Consultant to Lake-Sumter Metropolitan Planning Organization

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## 1. Position Advertisement

### LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION EXECUTIVE DIRECTOR

Nestled in the heart of Florida, the Lake-Sumter area is located almost an hour northwest of Orlando, an hour and a half northeast of Tampa, and an hour west to the beach in Crystal River. With more than 335,000 residents, Lake County and Sumter County have over 1,000 fresh water lakes which offer endless hiking trails, boating, and fishing spots. Lake-Sumter Landing Town Center offers waterfront dining and shopping in a quaint seaside village setting that reflects the tranquility and beauty of the community where you can leisurely stroll and unwind from the hustle and bustle. Sumter County is described as "...the real Florida," and Lake County is conveyed as "Real Florida Real Close," and it's easy to see why the areas have grown rapidly. The Lake-Sumter Metropolitan Planning Organization invites résumés and applications for the position of Executive Director.

The MPO's adopted budget for FY 2017-2018 is \$917,786 and the agency operates with six full-time employees. Ideal candidates will have a bachelor's degree in transportation planning, civil engineering, urban/regional planning, geography, business management, communication or political science and 10 years directly related transportation planning experience or a master's degree in transportation planning, civil engineering, urban/regional planning, geography, business management, communication or political science and six years directly related transportation planning experience or any equivalent combination of related education, training and experience which provides the required knowledge, skills and abilities to perform the essential job functions. American Institute of Certified Planners (AICP) certification and registration as a Professional Engineer (PE) in a related discipline is desired. A valid Florida driver's license is required.

Lake-Sumter Metropolitan Planning Organization (MPO) offers a competitive salary range (\$110,000 - \$130,000) commensurate with the successful candidate's qualifications and experience. The Metropolitan Planning Organization also provides a comprehensive benefits package including participation in medical, dental, life, and vision insurance; optional life and disability coverage, social security matching, retirement contributions, workers compensation, a vehicle stipend and technology allowance, and the coverage of professional services, training, licenses, and memberships, as well as paid holidays, annual and sick leave. Relocation expenses may be negotiated with the Board.

Qualified candidates should submit their cover letter and resume online by visiting our website at <https://springsted-waters.recruitmenthome.com/postings/1982>. This position is open until filled; however, interested applicants are strongly encouraged to apply no later than May 29, 2018. Following this date, applications will be screened against criteria outlined in this brochure. On-site interviews with the Lake-Sumter Metropolitan Planning Organization in Lady Lake, Florida will be offered by the MPO to those candidates named as finalists. For more information, please contact Anne Lewis at [richmond@springsted.com](mailto:richmond@springsted.com), (804) 726-9748.

***Lake-Sumter Metropolitan Planning Organization is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to age, color, disability, gender, gender expression, gender identity, genetic information, race, national origin, religion, sex, sexual orientation, or status as a protected veteran***

## 2. Suggested Interview Schedule

There are numerous schedules and methods for interviewing candidates and numerous combinations and alternatives for interview schedules dependent upon the number of candidates chosen for an interview. Some organizations prefer to complete interviews for a candidate in a single day using a Monday or Friday for the full round of interviews. Some prefer to have multiple panels of interviews involving department heads and, on occasion, citizens or business leaders. We have proposed a single day schedule with Lake-Sumter MPO utilizing an initial and single interview panel for your first round interviews and would propose a two-tiered interview process. In a two-tiered interview process, the first round may be conducted by Skype™ or in person and is a more technical interview. If onsite interviews are selected, Lake-Sumter MPO should be prepared to pay for candidate travel costs as is customary in other recruitments.

The second stage of the interview process could include a wide variety of assessment methods including:

- Provision of written responses to questions related to two (2) current Lake-Sumter MPO issues;
- A tour of the area and facility;
- A presentation to the Lake-Sumter MPO Management Board on a selected topic;
- An additional interview/more informal discussion with the Lake-Sumter MPO Management Board, and/or a discussion with the candidate centered around an informal setting.

In the proposed schedule below for four candidates, used only as an example, we have attempted to provide an adequate amount of time for interviews and breaks for candidates and the panel as is customary for the maximum number of candidates recommended. In addition, we have attempted to use time wisely and consider the Board's current obligations. The proposed schedule can be modified to meet the Lake-Sumter MPO needs once you have determined the number of candidates you wish to interview.

Further schedules to be utilized in the second round interviews will be developed and submitted to the hiring committee in advance of the scheduled interviews taking place and will be adjusted for available days, activities involved for the candidates, etc.

## Suggested One Day Interview Schedule

<b>Interview Schedule</b> <b>First Round Interviews</b>	
<b>8:30 a.m. – Interview Panel Arrives, Discusses Procedures</b>	
Candidate	Interview
Candidate 1	9:00 – 10:15 a.m.
Candidate 2	10:30 – 11:45 a.m.
11:45 a.m. – 12:30 p.m. Interview Panel Lunch	
Candidate 3	12:30 – 1:45 p.m.
Candidate 4	2:00 – 3:15 p.m.
<b>3:15 p.m. Panel Convenes, Discusses Top Candidate(s) and Next Steps</b>	

### 3. Interview Selection Tips and Questions to Avoid

In consideration of the candidates, we feel it is important for you to keep a few points in mind:

1. **The candidates have all expressed an interest in this position at this time.** Some candidates may be presently considering other opportunities, although they have expressed a preference for the Lake-Sumter MPO's position. With time, their enthusiasm will wane; there is ample evidence to show that delay can be detrimental to both Lake-Sumter MPO and the candidates. For that reason, we encourage you to strive to reach an agreement on a final choice shortly after the interviews are concluded.
2. **The interview process is a two-way street.** Just as you are making an important decision for Lake-Sumter MPO, so too are the candidates making an important decision for themselves and their families. We suggest that the hiring committee review the series of draft questions to be asked of each candidate (included with this report), reduce the number to approximately 20 and have a final list of questions prepared prior to the interviews taking place. When final questions are agreed upon, the hiring committee should lead the meeting and each member should ask up to three questions while the others observe. Follow-up questions should be asked if the need arises, but the same general questions should be presented to each candidate. Personal questions should be avoided and a listing of questions to avoid follows this series of interview tips. Our research and interviews on the candidates attempts to capture and relay as much personal information as possible. All candidates have been provided with information on Lake-Sumter MPO and the position, but will probably have questions that can only be answered by you during the interview. Try to set aside some time in the interview for these questions to be raised and explored.
3. **If you are unable to reach a decision on a candidate immediately, keep all candidates clearly and frequently posted on your progress.** In some cases, governing bodies are unable to reach a decision on the top candidate after an initial round of interviews and a second interview of one or two candidates is warranted. We feel that it is important to maintain communication with all candidates during this period, particularly finalists to ensure that they understand their position in the process and we will work to keep individuals informed of their status.
4. **Once a decision has been reached and an offer made to a candidate, it is suggested that you obtain acceptance in writing by letter or telephone call before publicizing the appointment.** At the same time the appointment is made, we suggest you contact the other interviewed candidates of your decision. We will, of course, notify all other applicants of your decision.
5. **We are committed to assisting you until the process is complete.** Please feel free to contact us at any time.

## INTERVIEW QUESTIONS TO AVOID

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Various federal, state and local laws regulate the questions the Lake-Sumter MPO, as the employer, can ask an applicant. Interview questions must be related to the job the applicant is applying for- the focus must be: “What do I need to know to decide whether or not this person can perform the functions of the job?”

*Examples of inappropriate or illegal questions are provided below, this list is by no means complete, but is used to serve as a guide.*

### **1. National Origin/Citizenship**

Avoid questions about where the applicant or the applicant’s parents were born.

Avoid inquiries about an applicant’s name such as asking the derivation of one’s last name - “is that a Spanish name?”

### **2. Age**

Avoid questions about age/date of birth.

Do not ask a candidate when he or she graduated from high school/college.

Avoid questions regarding the age of children.

Avoid asking about dates of military service.

### **3. Gender**

Avoid questions asking an applicant if they have ever changed their name.

### **4. Race/Color**

Avoid questions regarding an applicant’s race.

Avoid questions regarding color of hair, eyes, skin, etc.

### **5. Marital/Family Status**

Avoid questions about marital status or are you single or married.

Avoid asking whether an applicant’s spouse is employed.

Do not ask if the applicant has any children.

### **6. Affiliations**

Avoid asking applicants to list all clubs, societies and lodges to which they belong.

Avoid any information which would solicit information on the race, color, religion, national origin or ancestry of its members.

### **7. Religion or Creed**

Avoid inquiries into an applicant’s religious denomination, religious affiliations or religious holidays observed.

Applicants may be asked if they are available to work on Saturday or Sundays if needed.

### **8. Sexual Orientation**

Avoid all questions related to this area. Examples of questions to avoid include are you related to your roommate and have you ever been tested for AIDS?

### **9. Disabilities**

Avoid this area entirely - pre-job offer medical inquiries are prohibited!! Do not ask if applicants smoke, are under a doctor’s care, if they have received disability insurance, about their general health condition, their workers’ compensation history, or if they have any disability conditions.

### **10. Arrest Record**

Avoid inquiries, the background check will review the applicant’s criminal history, if it exists.

## 4. Suggested Interview Questions

To serve as a base for the interview panel, the following questions are offered for the hiring committee's consideration and are built around several key areas of interest we found local governments often have. In addition, questions are geared to issues specifically identified as areas of focus or concern for the new Executive Director when they begin their service with the Lake-Sumter MPO. There are numerous questions and they may be added to or subtracted from as you wish. Please note that it is always important to have a series of 'icebreaker' questions and an opportunity for the candidate to ask questions about Lake-Sumter MPO at the end of the interview. We have provided questions at the beginning of the list and at the end to assist you in both of these areas. Ideally, the list should be pared down to approximately 20 questions for use in the initial interview. In addition, any additional questions the interview panel may wish to ask are also submitted for consideration and added to the list with the highest selected questions being utilized during the first round of the interview process. It should be noted that these questions will need to be revised if an internal candidate is selected for an interview.

### Icebreaker/Background Questions

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1. To get us started, tell us about yourself and why you want to come to work for the Lake-Sumter Metropolitan Planning Organization?
2. Briefly describe your education and employment background and how you feel it relates to the position of Executive Director for the Lake-Sumter Metropolitan Planning Organization.
3. What have you learned about the Lake-Sumter Metropolitan Planning Organization and its operations since you became aware of the vacancy? How can your experience assist our organization?
4. What are some things that you feel you have done particularly well in your current or last position? What has been your greatest frustration or disappointment in your present or last position and why do you feel this way?

### Board/Employee/Departmental Relations Related Questions

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5. What specifically have you done in the past to develop and maintain a strong relationship with your supervising board or policy-making body?
6. Please describe your management style and provide specific examples of how you have used it to work through difficult issues and problems.
7. What would your previous employer and co-workers say is your greatest strength? What would they say is your greatest weakness?
8. How would your current or most recent employers and employees describe you as a supervisor?
9. At what level do you begin disciplinary action with employees if the personalities appear to become incapable of blending with the needed direction of the organization?
10. Describe your expectations for public employees and their work as it relates to a professional workplace.

## Communications Related Questions

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11. How do you boost and maintain employee morale and motivation within the workplace?
12. This position requires coordination and clear communication with employees, citizens, elected officials, transportation groups and community organizations. What is your experience utilizing diplomacy and tact in handling sensitive situations with these various constituents?
13. The new Executive Director will be expected to establish a process for assessing organizational effectiveness and recommending enhancements for the organization. Describe your experience in this area and what strengths you would bring the organization in this area.
14. What has been your experience in community and media relations? Please provide an example of both a positive and a negative experience you had to work through.
15. Discuss with us how you analyze complex information and simplify it so everyone can understand it.
16. How will you keep the Lake-Sumter MPO Management Board informed about on-going key issues, projects and operations?
17. Our community is a close-knit one that maintains significant collaborative relationships. How would you develop strong collaborative relationships to develop transportation policies with the Central Florida MPO Alliance, the MPO Advisory Council and the Association of MPOs?
18. What are some important decisions or recommendations you have been called upon to make? What decisions are easiest for you to make? Which are more difficult?
19. The Lake-Sumter Metropolitan Planning Organization enjoys working in a team-oriented environment. In what ways do you work to foster teamwork and motivate staff to work collaboratively?

## Programmatic and Technical Background Questions

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20. What experience do you have in the area of succession planning? How would you go about managing staff turnover and retention for the MPO as Executive Director?
21. Provide us with an example of either a local and regional transportation plans and programs that include transportation corridor studies, travel demand and demographic forecasting? Who do you involve in the process and when?
22. How would you facilitate public involvement in the Long Range Transportation Plan and the Transportation Improvement Plan? What transportation issues would you address?
23. Provide an example of a plan you worked on that supported economic development in the community?
24. How would you ensure the transportation planning process is performed in compliance with the current Unified Planning Work Program and applicable state and federal regulations?
25. What is your experience developing, submitting, and managing a departmental budget? How do you go about developing your department's budget?

## Wrap Up Questions

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26. As we or our Consultant delves deeper into your background, is there anything that may be embarrassing to the MPO if made public knowledge?
27. Knowing what you know and seeing what you've seen, what factors will most influence your decision to accept the Executive Director's position if it is offered to you?
28. Are there any final remarks you would like to make or anything else you would like the committee to know about you?

## Lake-Sumter Metropolitan Planning Organization Recruitment Brochure



**The Lake-Sumter  
Metropolitan Planning Organization  
is seeking a DYNAMIC AND PROFESSIONAL LEADER TO SERVE  
AS ITS NEXT....  
Executive Director**



### **ABOUT THE COUNTIES**

Nestled in the heart of Florida, the Lake-Sumter area is located almost an hour northwest of Orlando, an hour and a half northeast of Tampa, and an hour west to the beach in Crystal River. With more than 335,000 residents, Lake County and Sumter County have over 1,000 fresh water lakes with the most notable being the Panasoffkee, and Miona Lakes along with the Harris Chain of Lakes and Clermont Chain of Lakes, which offer endless hiking trails, boating, and fishing spots. Avid fisherman, campers, and hikers can enjoy the Ocala National Forest, Alexander Springs, and Powell's Campground. Residents and visitors have a plethora of outdoor activities to try - aerial seaplane tours in Tavares, balloon flights in Mt. Dora, horseback riding at Fiddler's Green Ranch Resort, a water park for kids at Wooton Park, golfing at Mission Inn Resort & Club, and kayaking down a Blueway, one of the state-designated trails. Lake-Sumter Landing Town Center offers waterfront dining and shopping in a quaint seaside village setting that reflects the tranquility and beauty of the community where you can leisurely stroll and unwind from the hustle and bustle.

Sumter County is described as "...the real Florida," and Lake County is conveyed as "Real Florida Real Close," and it's easy to see why the areas have grown rapidly. With the resident's southern hospitality, the endearing charm of its bed and breakfast inns, and picturesque lake views, the two county area is the ideal family-friendly setting. Education, environment, excellent services and other quality of life issues are important to its citizens and elected officials. Both counties encompass 1,518 square miles of farms, forest, vital urban centers and small towns combining the best of suburb living and rural values with an abundance of historical, social and cultural resources.

With only a few hours' drive, residents can enjoy the theme parks in Orlando, Tampa Bay, or Daytona's beaches, and within its boundaries, residents and visitors can enjoy the quaint, small towns of Lake and Sumter Counties. It's the residents who make this area such a special place to live, work and play and it's the diversity of the people that makes the locale interesting and lively — manufacturers and teachers; small business owners and corporate executives; developers

## Lake County & Sumter County Governments

In 2004 the Lake-Sumter Metropolitan Planning Organization (MPO) was established as the population had exceeded 50,000 for the areas surrounding Lady Lake, Eustis, and Leesburg. With a growing population and commuters traveling to Orlando, Kissimmee, and Sanford, the MPO focuses on long-range urban transportation development and expansion. Sumter and Lake County governments work hard to meet the varied needs of its residents.

Lake County and Sumter County each operate under a County Manager/Administrator form of government with separate five-member elected Board of County Commissioners. Each County has a Board of County Commissioners that serve as the governing body responsible for setting operational and fiscal policy including adopting an annual budget, appointing various officials and representatives to advisory boards and commissions, planning for county needs, and enacting local ordinances. Sumter County's mission is to "provide the most efficient, effective and responsive government that achieves economic growth, quality customer service, and a safe community for our citizens." Lake County's mission is "To provide exceptional service; enhance and protect the quality of life for all Lake County citizens; facilitate a vibrant economy with an abundance of workforce opportunities; and exercise fiscal responsibility, while using innovative approaches and making well-planned decisions." Both counties are regarded as a fiscally responsible, stable, well-managed and technically advanced government.

and horse breeders; health care providers, retail, and entertainment sales people. Both Lake and Sumter Counties display a warmth and genuine friendliness that quickly turns neighbors into friends.

Both Sumter County and Lake County School Districts offer exceptional education with the mission to provide learning opportunities that develop resourceful citizens prepared



to engage in an ever changing, diverse world. There are 8 public and 3 charter schools in Sumter County serving 8,416 students with a student: teacher ratio of 15:1. Lake County has 62 public schools serving 42,152 students with a student: teacher ratio of 17:1. Smaller class sizes are one of the many advantages these school districts offer. Higher education opportunities are available within an hour drive including the University of Central Florida, the University of Florida, Lake Sumter State College, and the University of South Florida.

## THE ORGANIZATION

The Lake-Sumter Metropolitan Planning Organization (MPO), an agency created by federal law to provide local input for urban transportation planning and allocation of federal transportation funds, is seeking a highly qualified person to fill the position of Executive Director. The Lake-Sumter MPO works together with its transportation partners



and the public to enhance the intermodal mobility of the community by developing a comprehensive long-range transportation plan that supports the mobility needs and economic development of the community. The MPO includes a six (FTEs) member staff, and a \$917,786 operation budget. The Director sets strategic direction for the MPO to ensure a sustained high-quality service delivery.

## EDUCATION AND EXPERIENCE

The Ideal candidates will have:

- A bachelor's degree in transportation planning, civil engineering, urban/regional planning, geography, business management, communication or political science and ten years directly related transportation planning experience or a master's degree in transportation planning, civil engineering, urban/regional planning, geography, business management, communication or political science and six years directly related transportation planning experience or any equivalent combination of related education, training and experience which provides the required knowledge, skills and abilities to perform the essential job functions;
- American Institute of Certified Planners (AICP) certification and registration as a Professional Engineer (PE) in a related discipline is desired; and
- Valid Florida driver's license.



## THE EXECUTIVE DIRECTOR

The Lake-Sumter MPO Board desires the incumbent to have a solid understanding of transportation planning and a willingness to engage with the local public and its transportation partners to enhance the intermodal mobility of the community by developing a comprehensive long-range transportation plan that supports the mobility needs and economic development of the community. The successful candidate must be energetic, innovative, and have the ability to effectively communicate with people of diverse backgrounds. The candidate must have demonstrated success with the ability to negotiate and exchange ideas, information, and opinions to formulate policies and programs, or arrive jointly at decisions, conclusions, or solutions. This position requires attention to detail for accurate results and may have frequent exposure to unusual pressure. The decisions made by the Executive Director may have significant impact on the organization and general public where damage is highly likely in regards to loss of data or property, injury or death to individuals, and exposure of the organization to legal liability.

The list below reflects essential tasks performed by the Executive Director:

- Assures the functions of the MPO, as defined by Federal regulations, Florida State Statutes and Rules adopted by the MPO Board, are conducted appropriately and successfully
- Plans, assigns, directs and coordinates activities and assignments of staff and determines the work plan and budget used by the MPO Board
- Ensures the transportation planning process is performed in compliance with the current Unified Planning Work Program and applicable state and federal regulations
- Participates in monthly MPO and advisory committee meetings and directs the preparation of the MPO meeting agenda and support materials
- Serves as the primary staff liaison to State and Federal transportation planning agencies for the MPO
- Manages and participates in technical activities to support development of local and regional transportation plans and programs, including transportation corridor studies and travel demand and demographic forecasting
- Provides technical and policy assistance on transportation matters and prepares studies in support of the transportation program
- Participates in regional, State and national transportation policy making through involvement with professional organizations such as the Central Florida MPO Alliance, the MPO Advisory Council and the Association of MPOs
- Facilitates public involvement in and presentations to community groups on various planning projects, including the Long Range Transportation Plan and Transportation Improvement Program

## COMPENSATION AND BENEFITS

Lake-Sumter Metropolitan Planning Organization (MPO) offers a competitive salary commensurate with the successful candidate's qualifications and experience. The salary range for this position is \$110,000 - \$130,000. The Metropolitan Planning Organization also provides a comprehensive benefits package including participation in medical, dental, life, and vision insurance; optional life and disability coverage, social security matching, retirement contributions, workers compensation, a vehicle stipend and technology allowance, and the coverage of professional services, training, licenses, and memberships, as well as paid holidays, annual and sick leave. Relocation expenses may be negotiated with the Board.

## APPLICATION AND SELECTION PROCESS

Qualified candidates should submit their cover letter and resume online by visiting our website at <https://springsted-waters.recruitmenthome.com/postings/1982>. This position is open until filled. Applications will be screened against criteria outlined in this brochure. On-site interviews with the Lake-Sumter Metropolitan Planning Organization in Lady Lake, Florida will be offered by the MPO to those candidates named as finalists, with reference checks, background checks and academic verifications conducted after receiving candidates' consent. Under State law regarding access to public records, information from your application materials may be subject to public disclosure.

For more information, please contact Anne Lewis at [alewis@springsted.com](mailto:alewis@springsted.com) or (804) 726-9748.

*Lake-Sumter Metropolitan Planning Organization (MPO) is an equal opportunity and affirmative action employer. All qualified applicants will receive consideration for employment without regard to age, color, disability, gender, gender expression, gender identity, genetic information, race, national origin, religion, sex, sexual orientation, or status as a protected veteran.*



## Springsted Waters Executive Recruitment

9097 Atlee Station Road  
Suite 200  
Mechanicsville, VA 23116

Phone: 804.726.9748  
Fax: 804.277.3435

380 Jackson Street  
Suite 300  
Saint Paul, MN 55101

Phone: 651.223.3000  
Fax: 651.223.3002

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& ORGANIZATIONS**



**APPENDICES**  
**Master Applicant List**

**LAKE SUMTER METROPOLITAN PLANNING ORGANIZATION  
EXECUTIVE DIRECTOR  
MASTER APPLICANT LIST**

<b>Salutation</b>	<b>First Name</b>	<b>Last Name</b>	<b>Title</b>	<b>Organization</b>	<b>City</b>	<b>State</b>
Ms.	Derek	Burr	Realtor	Self Employed	Fort Myers	FL
Mr.	Harry	Fix	Director of Growth Planning	School District of Lake County	Tavares	FL
Mr.	Charles	Fuller	Project Manager	Magnolia River	DeBary	FL
Mr.	Brian	Hutt	TMS Project Manager	Lake-Sumter MPO	Apopka	FL
Mr.	Chandra	Parasa	Assistant Director of Transportation Planning	LVPC MPO - Lehigh Valley Planning Commission	Whitehall	PA
Mr.	Sooraz	Patro	Transportation Director	Rapides Area Planning Commission	Alexandria	LA
Mr.	Shaun	Pritchard	Executive Director	Western Illinois Regional Council & Community Action Agency	Macomb	IL
Mr.	Jay	Reithel	Region Planner	Michigan Department of Transportation	Saginaw	MI
Ms.	Marni	Sawicki	CEO/President	Indigo Pros, Inc	Sarasota	FL
Mr.	Robert	Schiffer	President	FuturePlan Consulting, LLC	Tallahassee	FL
Mr.	Sam	Weekley	CRA Planner	Lake County BOCC	Eustis	FL
Mr.	Michael	Woods	Interim Executive Director	Lake-Sumter MPO	Lake Helen	FL

**APPENDICES**  
**Candidate Portfolios**

Posting #201200401  
Harry R. Fix, Jr., AICP  
1100 E Caroline St, # 223  
Tavares, FL 32778  
(352) 253-6693  
fix\_h@juno.com

May 15, 2018

Anne Lewis, Senior Vice President  
Springsted | Waters  
Executive Recruitment  
9097 Atlee Station Road, Suite 200  
Mechanicsville, VA 23116  
(804) 726-9748  
richmond@springsted.com

RE: Advertised Position – Executive Director Lake-Sumter MPO

Dear Ms. Lewis,

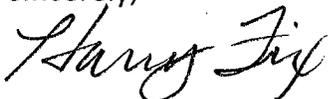
Please accept this cover letter and attached resume for the advertised position of Executive Director Lake-Sumter MPO. While doing an internet search I discovered this opportunity in my own back yard.

For the past fourteen years I have served as the Director of Growth Planning for the School District of Lake County. However, due to financial shortfalls and budget cuts the School Board is eliminating my position along with a number of managerial positions for their upcoming fiscal year (July 1).

As can be seen from my attached resume my B.A. is in Geography with core curriculum in Urban/Regional Studies with a strong minor in Economics. My graduate degree is in Geography. My work experience emphasis in infrastructure planning, centering on parks and educational facilities. I believe my background and understanding of demographics, economics, capital funding and infrastructure planning would be of a great benefit to the Lake Sumter Metropolitan Planning Organization.

I look forward to hearing from you. In advance, thank you for your time and consideration.

Sincerely,



Harry R. Fix, Jr., AICP

# HARRY R. FIX, JR.

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## EDUCATION

- 1991 – 1999** Degree: **M.A. SOCIAL SCIENCE – GEOGRAPHY**  
Florida Atlantic University, Boca Raton, Florida  
Graduation Date: December 10, 1999  
Cumulative G.P.A.: 3.62
- 1989 – 1991** Degree: **B.A. SOCIAL SCIENCE – GEO. (Urban & Regional Planning)**  
Florida Atlantic University, Boca Raton, Florida  
Graduation Date: August 9, 1991  
Cumulative G.P.A.: 3.14
- 1987 – 1989** Degree: **A.A. SOCIAL SCIENCE**  
Palm Beach Community College, Lake Worth, Florida  
Graduation Date: August 3, 1989  
Cumulative G.P.A.: 3.41

## EXPERIENCE

**2004 – Present** Job Title: **Director of Growth Planning**

School District of Lake County, Florida

Immediate Supervisor: John Carr

Phone: (352) 253-6521

**Responsibilities:** I direct, coordinate, manage and *facilitate* all growth management planning tasks for the School District, these tasks broadly fall within the areas of intergovernmental coordination, Capital Improvement Plan and work plan preparation, real estate, and demographic analysis and forecasting, attendance boundaries, school concurrency, and special projects. As the Planning Director each day requires me to perform *critical thinking* and *decision making* – with the big picture in mind. I seek *continuous improvement* through on-line courses, conferences, and the Toastmasters program. In my tenure here I have *initiated* (just to name a few): (1) an award winning address look-up system (FSBA Innovative Technology in Ed Award); (2) a high tech GIS system (for attendance boundaries and transportation); (3) a concurrency management system, (4) an integrated concurrency tracking system (used for tracking development, available capacity, enrollment projections, and capital plan); (5) a facility ranking matrix (used to rank facilities for upgrades, modernizations/rebuilds); and, most recently, (6) an automated employee school choice system. For additional information about my Department and job responsibilities, please see the following link: <http://lake.k12.fl.us/Domain/27>

**2002 – 2004** Job Title: **Senior School Facilities Planner**

Osceola County Growth Management Division – Planning Department

Immediate Supervisor: Catherine Armstrong

Phone: (407) 434-3077

**Responsibilities:** I was the joint planner for Osceola County and the School District of Osceola County *communicating* items and issues of interest between the two agencies. I prepared, and presented recommendations to the BCC, School Board, city commissioners, planning commissions, and various development review committees. I *initiated* the School Facilities Task Force which focused on such issues as updating the comprehensive plan, land development code, school capital funding issues, and examining the feasibility of establishing school concurrency for Osceola County. Additionally, I initiated the Technical Working Group. Through the County's Evaluation and Appraisal Report process I

## **HARRY R. FIX, JR.**

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wrote the County's Public Educational Facilities Element and the Intergovernmental Coordination Element. I helped represent the School District in taking educational facility site plans through the local government approval process as well as determining the impacts of residential development on the school system. I helped to coordinate the local governments' Capital Improvement Plans with the Educational Facilities Plan (School District's 5 Year Work Program) to facilitate the coordination of infrastructure.

**1997 – 2002** Job Title: **Educational Planning Specialist**

School District of Palm Beach County – Facilities Planning Department

Immediate Supervisor: Angela Usher

Phone: (561) 434-8887

**Responsibilities:** Due to job promotions I served in various capacities with the Facilities Planning Department. Previously I worked as a governmental liaison representing the School District Planning Department with the various committees, municipalities, special districts, and Intergovernmental Planning Agency Review Council. Supervised staff assigned to work with the County/District School Concurrency Task Force. I supervised the section charged with the demographics, analysis, and mapping for long range planning and siting of educational facilities. My section was responsible for coordinating and preparing the School District's CIP. Through intergovernmental coordination of school siting I promoted the co-location of schools and parks. Through interlocal agreements I secured for the School District more than \$2.5 million in grant funds for recreational improvements to school facilities. I coordinated School District staff in working with County staff to prepare data and analysis for adoption of school concurrency. I represented the School District in the governmental coordination of taking school sites existing and future through the local governments' landuse and zoning processes.

**1996 – 1997** Job Title: **Senior Planner**

Palm Beach County Planning, Zoning, & Building Dept. – Planning Division

Immediate Supervisor: Kathleen Girard

Phone: (561) 233-5335

**Responsibilities:** I was the supervising Senior Planner managing the Comprehensive Planning Section. I supervised four planning positions. My section was responsible for the following items: site specific landuse and text amendments to the County's Comprehensive Plan, municipal annexation program, and coordination with the Department of Community Affairs (DCA), Treasure Coast Regional Planning Council, and the Intergovernmental Planning Agency Council. During this time period the County went through the Evaluation and Appraisal Report (EAR) process. Each planner in my section was given an element to update via the EAR process. I was involved in the update to the Land Use Element, Economic Element, Intergovernmental Coordination Element, the Capital Improvement Element, and solely handled the EAR for the Recreation and Open Space Element and Public Educational Facilities Element.

**1994 – 1996** Job Title: **Planning Specialist**

School District of Palm Beach County – Planning & Real Estate Department

Immediate Supervisor: Agust Hernandez

Phone: (561) 434-8000

**Responsibilities:** I supervised three positions in the Intergovernmental Section. The basic scope of work was to coordinate and plan for educational facilities. My section was involved in tracking current residential development in Palm Beach County to plan for future facility needs as well as coordinate permitting and services with local governments. I represented the School District on various municipal as well as the County's Development Review Committee. I was a member of the Metropolitan Planning Organization's (MPO) Technical Advisory Committee (TAC), and Bicycle/Pedestrian Advisory Committee (B/PAC).

# HARRY R. FIX, JR.

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**1989 – 1994**

Job Title: **Planner I**

Palm Beach County Parks and Rec. Dept. – Park Planning & Design Division

Immediate Supervisor: Tim Granowitz

Phone: (561) 966-6600

**Responsibilities:** I began employment as a planning intern while in college and was promoted twice while employed with the department. The main objective was to increase the recreation and leisure opportunities of the County's population through the application of acceptable planning procedures. My work was primarily involved in the long-range planning. I monitored and updated the Recreation & Open Space Element. I established and administered a lease monitoring system for the Department. I provided back-up for the Department on the County's Development Review Committee. I was a member of the B/PAC. I prepared a Beach Parking Fee Study. I researched and wrote the 1990 Beach Access Inventory Study. I quantified the data of the Natural Areas Management Plan. I created and updated the park property files. I was responsible for answering and assisting other County Departments, municipal agencies, and the general public with park planning and design inquiries.

**1988 – 1987**

Job Title: **Planning Intern**

Palm Beach County Planning, Zoning, & Building Dept. – Planning Division

Immediate Supervisor: Linda Santell

Phone: (561) 233-5300

**Responsibilities:** While attending Palm Beach Community College I was employed as a Planning Intern. I assisted the planners in creating maps, charts and reports for public presentations concerning the Comprehensive Plan. I performed extensive research for senior staff for the justification of residential impact fees. I updated the Land Use Element files on D-Base using Standard Industrial Code (SIC) numbers. I performed extensive fieldwork gathering information for the Land Use Element. I assigned SIC numbers to the collected data. I drafted the field data onto zoning quad sheets and/or property appraiser's maps. I created maps for the various planners to use in their presentations.

## COMPUTER EXPERIENCE

Word, Access, Excel, Outlook, GIS, and various program combinations.

## PROFESSIONAL ORGANIZATIONS

American Planning Association (APA), American Institute of Certified Planners (AICP), Florida Planning Association (FAPA), Orlando Metro Section of FAPA, Florida Educational Facilities Planners' Association (FEFPA), Florida Planning & Zoning Association (FPZA), Florida School Plant Management Association (FSPMA), Toastmasters International, and Leadership Osceola County (LOC).

## REFERENCES

John Davis, School District of Osceola, Facilities Director

(407) 518-2964

Will Davis, Lake County Schools, GIS Manager

(352) 253-6527

Noah Powers, Town of Orchid, Town Manager

(772) 581-2770

**Your Name**  
**Mailing Address**  
*(to include City, State, and Zip Code)*  
**Home Phone**  
**Business Phone**  
**Mobile Phone**  
**Home Email Address**  
**Work Email Address**

**Harry R. Fix**  
1702 Paradise Drive  
Kissimmee, FL 34741  
n/a  
(352) 253-6690  
(407) 640-3845  
[fix\\_h@juno.com](mailto:fix_h@juno.com)  
[fixh@lake.k12.fl.us](mailto:fixh@lake.k12.fl.us)

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Director of Growth Planning Department/School District of Lake County
<b>REPORTS TO (TITLE)</b>	Chief of Operations
<b>POPULATION SERVED</b>	≈ 335,396
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	5/\$525,000
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	\$105,442
<b>EDUCATION AND LICENSES</b>	B.A., M.A. & AICP
<b>CURRENT SALARY</b>	\$138,582.00 (including benefits)

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

**1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: Seeking greater challenges and opportunities (and my present job is ending).

**2. Please describe your management style. How do you get things done?**

Answer: I create an atmosphere of trust and empower my team to make decisions to “get things done.”

**3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: “great communicator” “builds relationships” “person of integrity” “honest feedback and objective assessment” “self-starter” “driven to perform” “moral and noble” “engaging leader” “effective community facilitator” “earnest, resourceful, and honest” “a true leader” “articulate” “tactful” “well-respected” “steady, kind and possesses a fund and friendly sense of humor”

**4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: In years past it would have related to time management and communication; however, over the past 15+ years I have worked on those areas and no longer receive that kind of feedback.

**5. How would others characterize your communication style – both formal and informal?**

Answer: My communication style is excellent and an area in which I excel.

**6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: For the past 14 years I have had direct contact with a five member School Board. I have always dealt with my Board Members in a very respectful, open, and honest manner while keeping in mind the State's Sunshine Laws.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer: I take great pride in building and maintaining working relationships. My experience is spans various governmental boards, state regulators, B/PAC, TAC, and citizens that serve on various committees from impact fees to attendance boundaries having made lasting friendship with many.

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer: For the past 13 years I have been responsible for the development and implementation of the school district's Capital Improvement Plan (CIP) with 5 and 20 year time horizons update annually as one year rolls off and the out year is added to the CIP.

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: As a department director I have been responsible for a budget that has varies from year to year. The greatest variations occur by aligning the budget to the expected work projects for the upcoming year. A large project may be cause to increase the budget while a year of few projects a lesser budget. Keeping in mind that personnel costs would remain relative similar from year to year.

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer: My present job requires me to coordinate with 15 local governments on a near daily basis. I am required by the District's inter-local agreement to coordinate their growth with the District's infrastructure capacity to maintain the established level of service (LOS).

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer: In the area of transportation I worked with the District's geographic information system (GIS) to help increase rout efficiencies. Also similar information was used to identify areas that were in need of infrastructure improvements to enhance multi-modal opportunities for students.

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: Teamwork comes about when one trusts and empowers their staff to complete tasks. Communication is part of building a team. My staff know that they can speak to me at most any time with open and honest dialogue. Additionally I have encouraged and participated with my staff in classes and programs designed to enhance and encourage communication. I have and have always had a diverse staff. Additionally I have been able to provide promotional opportunities further enhancing my staff's diversity.

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: As a Planner in Osceola County I formed and led a citizens' task force that examined the possibility of establishing a concurrency management system for educational facilities. The committee was composed of a diverse group of individuals from business people, bankers, council people, school board members, county commissioners, and chamber of commerce. We met twice a month for over a year. At the end of the period the committee recommended that the local governments (1) establish a school concurrency management system, and (2) hold a referendum asking the public to support an extraordinary capital improvement funding source for educational infrastructure. Members of the committee formed a PAC to promote the referendum. At that time the referendum failed and school concurrency was not enacted; however, it laid the groundwork for its eventual success. Osceola eventually had both.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: I feel as though my whole career has given me a plethora of experiences relevant to this position. While most of my experiences have been related to recreational and educational infrastructure improvements, the basis is the same, i.e., planning for infrastructure improvements which promote economic development. In most growing jurisdictions that two areas that require the most capital improvement planning and funding are transportation and educational infrastructure. I have been successful in educational infrastructure planning and can bring those same talents to the MPO.

**15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?**

Answer: Yes, I am uncertain as to when it will conclude.

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?**

Answer: No.

Name: Harry Fix

Date Completed: June 4, 2018

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances. **No**
  
2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances. **No**
  
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances. **No**
  
4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances. **No; however, my present position (along with many other positions) is being eliminated due to budget issues.**
  
5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility? **No**
  
6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances. **No**
  
7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying? **Yes**

## **Brian R. Hutt, AICP**

*Transportation Management Systems (TMS)*

*Project Manager*

*1939 Bent Oak Drive, Apopka, FL 32712*

*(407) 590-3038 bhutt@lakesumtermpo.com*

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Please find enclosed my resume and a cover letter for the Lake~Sumter MPO Executive Director position.

With over twenty (29) years of planning experience, the last eighteen years as an AICP member, and twenty years of supervising personnel, I have many skills to offer. My resume contains a partial list of planning studies and activities I have done. As project manager on several projects I have been responsible for creating project management plans, budget control, personnel recruitment and training, management, supervision, logistics and report production. Depending on the project I have supervised between two and twenty-six people. In the performance of the analysis and review of development of regional impact applications I was responsible for intergovernmental coordination with municipal, county, regional, and state agencies as well as developers. These tasks required a high level of communication skills, both verbal and written.

I am proficient in the use of many traffic operation and planning tools, techniques, and software packages including MicroStation, FSUTMS, HCS, PowerPoint, Microsoft Office (Excel and Word), Outlook and Lotus Notes. I am familiar with ARCGIS and Access. I have been involved in a variety of traffic engineering and transportation planning projects which include:

- Transportation Corridor Studies
- Toll road Service Plaza Surveys
- Traffic Impact Assessments
- Design traffic studies
- Corridor Studies
- Travel characteristics surveys
- Origin destination studies
- Development of Regional Impact (DRI) application reviews
- Comprehensive Plan reviews.

As shown on my resume, I have a well rounded background in transportation planning and engineering projects as well as land development and land use planning. I believe in teambuilding and teamwork and I would be able to provide leadership for your organization. I would welcome the opportunity to discuss my skills with you at your earliest convenience.

## **Brian R. Hutt, AICP**

*Transportation Management Systems Project Manager  
1939 Bent Oak Drive Apopka, FL 32717  
(407) 590-3038 bhutt@lakesumtermpo.com*

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### **Overview**

BA / Psychology  
State University of New York

Involved in a variety of traffic engineering and transportation planning projects, which include:

### **Registration/Certification**

n

National AICP / # 016334

URS Corp. 2002 - 2009

TEI, Eng. & Planners 1995 - 2002

TCG, Eng. & Planners 1988 - 1995

- Project Management
- Service Plaza Surveys
- Development of Regional Impact (DRI) reviews
- Design traffic studies
- Travel characteristics surveys
- Origin destination studies
- Transportation planning studies.

Senior Transportation Planner and Data Collection Manager for the Florida Turnpike Traffic Planning Group, responsible for personnel management and logistics.

Proficient in the use of many traffic operation and planning tools, techniques, and software packages including MicroStation, FSUTMS, HCS, with certification in Roadway Characteristics Inventory (RCI).

Loop/piezo traffic monitoring site construction inspector, with completed contracts for the Florida Department of Transportation (FDOT) in Districts Five and Seven. Over one hundred inspections conducted.

Highly experienced in the use of Streeter-Amet traffic data recorders, travel time and delay study apparatus, and other field data collection equipment. Proficient in the use of Excel, Word, and Windows XP.

### **Project Specific Experience**

#### **Lake~Sumter MPO; Transportation Management Systems Project Manager**

Responsible reviewing land use development traffic impact studies and providing comments related to the accuracy of the information presented and possible mitigation needed to offset impacts of the development on the roadway network. Manage the annual traffic data collection program for Lake County. Produce the tables for the Transportation Management System which includes the Level of Service (LOS) for roadway segments.

#### **VHB/GMB; Transportation Planner**

Provided a variety of planning services including data project management, corridor studies, and development traffic impact studies and reviews.

#### **URS Corp.; Senior Transportation Planner at Florida Turnpike Enterprise:**

2002 - 2009 - Senior Transportation Planner, Development of Regional Impact application tracking, attend pre-application and other meetings, review applications and submit comments.

- 2004 - 2009 - Senior Transportation Planner, Project Manager for the annual service plaza survey. Prepare project management plan (PMP), recruit field data collection personnel, prepare survey form and other data collection forms, supervise data collection teams, complete data reduction into report format, write and publish the report.
- 2004 - 2009 - Senior Transportation Planner, Traffic Characteristics Inventory (TCI) manager. Supervise the sub-consultant in the collection of the annual traffic counts, submit counts to the Turnpike Tolls department, enter traffic profiles into the state traffic count statistics database, ensure that the timelines for all tasks were met.
- 2007 - 2008 - Senior Transportation Planner, Roadway Characteristics Inventory (RCI) and District Statistics Administrator for the Turnpike District. Ensure all data required by the FDOT Central Office was completed correctly and submitted in the required time frames.

## **Brian R. Hutt, AICP**

*Senior Transportation Planner*  
*page 2*

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- 2004 - 2009 - Senior Transportation Planner, Equivalent Single Axle Load (ESAL) memorandums and Lane Closure data memorandums. Collect traffic data, compute traffic growth projections when necessary, put data into a report format and submit to the project manager who requested the report.
- 2002 - 2009 - Senior Transportation Planner, Data Collection and Database manager for all data collection efforts related to the Turnpike planning department. Arrange sub-consultants to collect data, coordinate with the project manager to ensure all needed data was collected, enter data into Turnpike database.

### **HNTB Inc. (formerly TEI, Inc.); Transportation Planner**

- 2000 - 2001 - General Engineering Contract, Planning and Public Transportation Section, Orlando Urban Office, Florida DOT: Project Planner Fine-tuned the clearinghouse program for the technical applications area by providing suggestions on how to increase efficiency.
- 2000 - 2001 - Regional Study on Tourism and Commuter Trips, FDOT - District Five: Project Planner Organized, coordinated, and conducted the data collection effort in the field. Thirty hotels and five major attractions in the Central Florida area were surveyed, as well as over fifty roadway locations.
- 2001 January to August - Project Planner Impact Fee Study for Roads, Fire, Police and Parks & Recreation, City of Oviedo, Florida: Collected impact fee rates for comparative analysis and updated the existing impact fees to reflect current conditions and needs.
- 1997 - 2001 - Project Planner, District-wide Design Traffic Study for PD&E and Design, FDOT- District Five: Developed the future traffic forecasts, characteristics, and basic operational conditions of the corridors under study during the improvement life of the project.
- 1999 - 2000 - Project Planner, Orange County Design Traffic Studies, Orange County, Florida: Developed future traffic forecasts, characteristics, and basic operational conditions of the corridor under study during the improvement life of two studies.
- 1998 June to September - Project Planner, Live Oak Truck Study, Live Oak, Florida: Assisted the Project Engineer in conducting an origin-destination (O&D) truck survey and data analysis.
- 1998 - 2001 - Data Collection Manager, Traffic Impact Studies in Florida: Served as Data Collection Manager for traffic impact studies and authored several including the Maitland Municipal Recreation Park; Builders Square in Lake Mary, Florida; Tanner Road Improvement in east Orange County.

- 1997 - 1999 - Assistant Data Collection Manager: Traffic Monitoring Site Inspector, District-wide Data Collection for Planning, FDOT - District Five: Coordinated with various contractors and FDOT officials in the inspection of newly constructed loop/piezo monitoring sites, examined the sites to make sure that FDOT construction specifications were met, and tested the loop and piezo installations to ensure that they were functional. Submitted written reports of the findings of the inspection, followed up on any deficiencies in construction until the finished was properly constructed and functioning.
- 1997 - 1998 - Data Collection Supervisor, District-wide Statistics, FDOT - District Seven. Responsible for organizing field data collection crews to count all assigned traffic count stations, run SPS on the counts and submit the data to the District office statistics manager.
- 1996 - 1998 - Assistant Data Collection Manager, Annual Countywide Travel Time and Delay Study, Seminole County, Florida: Coordinated and assisted in the data collection effort for this project. Processed, analyzed and entered data into spreadsheets for the current and historical reports and submitted these documents to Seminole County.
- 1995 - 1997 - FDOT - District Five and Seven Assistant Data Collection Manager: Responsible for organizing field data collection crews to count all assigned traffic count stations, run SPS on the counts and submit the data to the District office statistics manager.
- 1996 - 1997 - Assistant Data Collection Supervisor, Intermodal Surface Transportation Efficiency Act (ISTEA), FDOT- District Five: Supervised the data collection, quality control/assurance, and analysis using Surveyor Processing Software (SPS).

## **Brian R. Hutt, AICP**

*Senior Transportation Planner  
page 3*

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### **HDR (formerly TCG, Inc.)**

- 1994 - 1995 - Senior Field Planning Technician, data collection for various planning projects, District-wide Statistics, FDOT - District Five. Responsible for organizing field data collection crews to count all assigned traffic count stations, run SPS on the counts and submit the data to the District office statistics manager.
- 1992 - 1994 - Office Planning Technician, Responsible for all FSUTMS modeling efforts for the Schrimsher Property project (Millenia Mall) including socio-economic data input for various years, highway network editing, and running the FSUTMS model program for selected years and scenarios. Also responsible for the data analysis based on the modeling results.
- 1989 - 1993 - Senior Field Planning Technician, Seminole County Traffic Data Collection, Seminole County, Florida. Plan all data collection activities, submit data to the county engineer, and enter data into the company database.
- 1993 June to September - Senior Field Planning Technician, Universal Studios Data Collection, Universal Studios, Florida. Collected requested data for planning study project manager.
- 1993 March to October - Senior Field Planning Technician, Field Supervisor for the Florida Statewide Origin Destination and High Speed Railway Study. Supervised seven personnel and planned the data collection effort for

assigned data collection sites (including law enforcement support, lodging and meals).

1993 - 1994 - Senior Field Planning Technician, Florida State University Master Plan: Supervised data collection efforts for the South Florida area university studies. Provided coordination and collection of traffic volume counts and intersection turning movement count data. Trained and supervised several teams of personnel in the method of collecting data based on interviews with the university students, staff, and administration.

1988 - 1994 - Senior Field Planning Technician, Quality Control/Quality Assurance Officer for Disney Development Company projects, Florida. (DDC Annual Traffic County Program and DDC Planning Projects).

### **Professional Memberships**

APA - American Planning Association, 1999 - present

FAPA - Florida Chapter of the American Planning Association, 1999 - present

AICP - American Institute of Certified Planners, 2000 - present

**Your Name**  
**Mailing Address**  
*(to include City, State, and Zip Code)*  
**Home Phone**  
**Business Phone**  
**Mobile Phone**  
**Home Email Address**  
**Work Email Address**

**Brian R. Hutt**  
1939 Bent Oak Drive, Apopka FL 32712  
N/A  
(352) 315-0170  
(407) 590-3038  
brianhutt1@yahoo.com  
bhutt@lakesumtermo.com

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Transportation Management Systems (TMS), Project Manager, Lake~Sumter MPO
<b>REPORTS TO (TITLE)</b>	Interim Executive Director
<b>POPULATION SERVED</b>	442,562
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	Staff of 1.5, Budget of \$166,641 for 2018/19
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	Staff of 1.5, Budget of \$166,641 for 2018/19
<b>EDUCATION AND LICENSES</b>	Bachelor of Arts in Psychology
<b>CURRENT SALARY</b>	\$67,500

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

- 1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: I feel I can successfully meet the obligations of this position.

- 2. Please describe your management style. How do you get things done?**

Answer: I lead by example and believe in team building.

- 3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: I am organized, thorough, dedicated and open to feedback.

- 4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: I have tried to extend my knowledge through professional organizations and work based opportunities.

- 5. How would others characterize your communication style – both formal and informal?**

Answer: I have an open communication style, cards on the table so to speak.

- 6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: I have given reports and presentations to the Lake~Sumter MPO Board of Directors and the various committees. I believe my role is to provide information so that they can make informed decisions.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer: I believe that informed open and sincere communication with these entities is crucial to the success of meeting the future transportation needs of not only the local area, but the state and the nation.

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer: I have attended workshops and charettes that dealt with meeting transportation needs. These efforts are key to guiding the projects needed to meet transportation needs.

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: I have only been involved peripherally in these tasks. However, I have been a project manager on several projects and know how to develop the tasks and cost of the tasks.

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer: I have been part of the development review process when Developments of Regional Impact (DRIs) were in use. This involved intergovernmental cooperation and communication at a regional level. In my current position I have to generate a budget and maintain inter-local agreements with the County and municipal governments.

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer:

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: By openly discussing and sharing ideas to solve issues, I have built relationships with my co-workers. In these discussions the theme of teamwork and honest opinions has always been a topic.

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: I attended a series of workshops (in Osceola County, Florida) where the Southport Road corridor was planned. These workshops were attended by high level county and city of Kissimmee and St. Cloud personnel. At the time I represented Florida's Turnpike Enterprise and communicated the parameters that decided where and what type of interchanges could be located for this project. The result of these workshops was a long range plan for building and developing this corridor and its connection to Florida's Turnpike.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: I started my working history in the field of psychology. It is my goal to help people in whatever profession I am in. I am a good listener and a pragmatic person, thus I hear what is said and endeavor to provide solutions or find sources that can.

**15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?**

Answer: No.

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?**

Answer: No.

**Name: Brian R. Hutt**

**Date Completed: 6-4-2018**

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances.

No.

2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances.

No.

3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances.

No.

4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances.

Yes. I was released from work while in a probationary status at the City of Orlando. It is my opinion that when a new director of planning was instated, that my being in the position I was in was not in keeping with the vision of that person. Therefore, since I was on probation, I was let go without prejudice.

5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility?

Yes, I have been subject to filing for personal bankruptcy. I do not know if this would affect my ability to be bonded or placed in a position of fiduciary responsibility.

6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances.

Not to my knowledge. I have never been arrested or participated in anything that was controversial.

7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying?

Yes.

May 1, 2018

FROM:

Mr. Chandra S. Parasa, PE, PTOE  
702 Woodbury Lane  
Whitehall, PA 18052-7810

RE: Applying for: Executive Director of Lake-Sumter MPO

Dear Hiring Official,

I am very interested to apply for the position of Executive Director at Lake-Sumter MPO. I am very passionate on serving in leadership roles. I am primarily excited about this position because more than 20 years of MPO work experience gave me natural insights into transportation planning process in the MPO region. I had worked on various aspects of MPO functions. I worked on MPO functions at my current LVPC MPO; 11 years of my work at Columbus MPO (MORPC, Mid Ohio Regional Planning Commission); and 4 years of my work at Harlingen San Benito MPO; plus another 5 years working in private consulting firm, as well as Manatee-Pasco County in Florida. I believe I can grow in this position very well due to my strong ethical leadership & technical skills. My educational qualifications, with two Masters' degrees in Transportation Engineering & Mathematics, help me in thorough analytical and research skills. My license certifications in Professional Engineering (P.E.) & PTOE (Professional Traffic Operations Engineer) help me in thorough knowledge of transportation engineering and planning. My desire to grow in leadership roles attracts me to this position.

I currently supervise Transportation Planning & GIS sections of Transportation Department. I had acquired technical strengths in transportation engineering, planning and GIS. My ability to coordinate with interagency DOT and County needs makes me confident in this position. During various occasions, I had studied and monitored Federal Register guidelines; hence I can confidently interpret federal laws and technical guidance, in addition to interpreting common scientific and technical journals. I am confident in my technical presentations and public speaking.

I am very much looking forward to an opportunity to discuss with you, regarding this position. Attached please find my resume. I will be happy to provide any additional information needed for this position.

If hired I will be very committed in learning and growing in this position, because this position is so well lined up with my future career goals, and so very close to my skills in the past that I had developed in my career.

Thank you for your time and consideration.

Best Regards,



Chandra Parasa  
614-570-8716 cell

# Chandra S. Parasa, P.E., PTOE

## Objective:

Seeking MPO Executive Director position

### Home Address

702 Woodbury Ln  
Allentown, PA 18052-7810  
Cell: 614/570-8716  
CParasa@gmail.com

## Education:

M.S., CIVIL ENGINEERING (TRANSPORTATION ENGINEERING, MAJOR)	1992-1995
<i>University of Oklahoma Norman, OK</i>	
M.S., MATHEMATICS	MAY 2002-DEC 2003
<i>Fairfield University Fairfield, CT</i>	
B.S., CIVIL ENGINEERING	1985-1989, India

## Employment:

### ASSISTANT DIRECTOR OF TRANSPORTATION AND DATA JANUARY 2018-PRESENT

*Lehigh Valley Planning Commission – LVPC –MPO [www.LVPC.org](http://www.LVPC.org) Allentown, Pennsylvania*

Lead Transportation Planning and GIS departments. Manage MPO's TIP (Transportation Improvement Program), LRTP (Long Range Transportation Plan). Manage various federally mandated MPO activities. Develop UPWP (Unified Planning Work Program). Direct transportation studies. Advise policy and technical guidance related to transportation planning and engineering.

### SENIOR TRANSPORTATION PLANNER JUNE 2017-DECEMBER 2017

*Pasco County - Planning & Development ([www.PascoCountyFL.net](http://www.PascoCountyFL.net)) New Port Richey, Florida*

Lead and provide technical guidance in transportation studies. Advise, guide consulting firms & developers with traffic study requirements of the county. Provide guidance in transportation projects in conjunction with land use planning. Lead and advise staff in technical model forecasting tasks for MPO as well as Planning department. Lead tasks related to Corridor right of way preservation. Support all tasks related to 'land use' and 'transportation' integration.

### MULTI-MODAL TRANSPORTATION PLANNER NOVEMBER 2016-MAY 2017

*Manatee County - Transportation Planning Division ([www.MyManatee.org](http://www.MyManatee.org)) Bradenton, Florida*

FSUTMS model development for Manatee County. Review, evaluate traffic studies. Advise, guide consulting firms & developers with traffic study requirements of the county. Assist in transportation projects funding applications. Assist in Traffic engineering software & ArcGIS applications.

### TRANSPORTATION ENGINEER/MODELER OCTOBER 2004-OCTOBER 2015

*Mid-Ohio Regional Planning Commission ([www.morpc.org](http://www.morpc.org)) Columbus, Ohio*

- Travel Demand Modeling/forecasting using Cube software. Transportation Studies technical support. Prepare technical analysis sections for Planning documents. Coordinate interagency consultation for Air Quality model development. Air Quality Analysis using MOVES software model. Produce Air Quality document working in conjunction with FHWA (Federal Highway Administration), EPA (Environmental Protection Agency), OEPA (Ohio Environmental Protection Agency). Traffic growth rates computations. Demographic analysis.

### ASSISTANT ENGINEER (TRANSPORTATION/TRAFFIC ENGINEERING) JANUARY 2004-SEPTEMBER 2004

*Olsson Associates ([www.oaconsulting.com](http://www.oaconsulting.com)) Kansas City, Kansas/Missouri*

- Traffic Simulation using Synchro. Travel Demand Modeling using TransCAD, Tmodel. GIS applications in Transportation Planning. Traffic Impact Studies using HCS, Synchro.

### TRANSPORTATION ANALYST AUGUST 2000-APRIL 2002

*Wilbur Smith Associates New Haven, Connecticut*

- Travel Demand Modeling using TransCAD, Tmodel. Traffic Impact Studies using HCS, Synchro. Traffic Simulation using CORSIM, VISSIM.

### TRANSPORTATION DESIGNER JULY 1999-AUGUST 2000

*Carter & Burgess Inc. Dallas, Texas*

- Corridor Analysis, Traffic Modeling, using CORSIM, HCS, Synchro, Traffic engineering projects tasks

### GIS ANALYST/TRANSPORTATION PLANNER SEPTEMBER 1995-JULY 1999

*City of Harlingen Harlingen, Texas*

*Harlingen - San Benito Metropolitan Planning Organization (MPO)*

- Geographic Information System (GIS) support in Transportation Planning. Development of Federally required documents Metropolitan Transportation Plan (MTP), TIP (Transportation Improvement Program)

**Other Activities:**

Lehigh Valley Chamber of Commerce Transportation Committee member LVTS (Lehigh Valley Transportation Study) Technical Committee member	President (2001-2002) Greater New Haven Toastmasters Area Governor (D2 area, 2002-2003), Division Governor (2003-2004), in District53 Toastmasters Division Governor (2007-2008), District40 Toastmasters Tutoring In Mathematics
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**Your Name**  
**Mailing Address**  
*(to include City, State, and Zip Code)*  
**Home Phone**  
**Business Phone**  
**Mobile Phone**  
**Home Email Address**  
**Work Email Address**

**Chandra S. Parasa**  
702 Woodbury Lane  
Whitehall, PA 18052  
  
614-570-8716  
cparasa@gmail.com

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Assistant Transportation Director, LVPC (Lehigh Valley Planning Commission) MPO
<b>REPORTS TO (TITLE)</b>	Executive Director
<b>POPULATION SERVED</b>	647,247
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	\$2,000,000
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	\$600,000
<b>EDUCATION AND LICENSES</b>	M.S. Transportation Engineering, P.E. (Professional Engineering License), and PTOE (Professional Traffic Operations Engineer) License
<b>CURRENT SALARY</b>	Currently \$80,000 annual salary plus \$34,000 value benefits package per year

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

**1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: My career goal is to lead in the role of MPO Director, hence I would like to reach my goal. I am aware of various tasks of MPO related to federal, state, as well as local requirements. Hence I am very interested in this position.

**2. Please describe your management style. How do you get things done?**

Answer: Be part of the team, myself hard working inspire staff, motivate staff aligning to goals of department. Find/identify clear goals and tasks to be accomplished from my superiors as well as elected officials, public representatives. Guide staff and provide tools.

- Balance, composure, team work, I am part of my staff approach.
- Empower, I work hard I empower my staff, friendliness.
- Identify strengths & weaknesses of individuals, build upon the strengths of staff. Have compassion and forgiveness for those who are striving for career growth.

- Motivate team. Dealt with difficult staff, align work of staff with their individual goals. Align work of staff to my superiors goals.
- Delegate & distribute tasks based on strengths.

**3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: I hear following feedback from my superiors and colleagues:

I am very knowledgeable about the processes, federal requirements. My mere presence and commitment to do the right thing, makes my staff and people around me inspired. How did you do that? How did you deal with that difficult staff? With wonder my colleagues ask, and the answer was always by my mere presence and leadership with warmth and friendship. Hard working and technically sound knowledge. Supporting facts in presentations. Composure amidst solving issues. These above things I hear from my colleagues. Areas where I need improvement, I always find mentors, then I strive to improve constantly, I help folks around me. This is something that I also hear about me.

**4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: Feedback I hear often with regard to areas of my professional development: I was “a go to person” to address questions on technical and professional feedback. I constantly strive to learn. Training and professional improvement are critical for continued success and in serving communities. Because of my composure amidst difficult situations, ability to resolve both sides of issues in a supportive way, I was considered as possessing professional attitude.

**5. How would others characterize your communication style – both formal and informal?**

Answer: Friendly in both formal and informal. Formal communications supported with facts, interpreting federal regulations and state requirements thoroughly well. Informal communications involved seeking mentorship, how can I improve, we are a team, type of communications informally.

**6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: Presentations included gathering facts and bringing supporting material for Board of Directors in their decision making. Board of Directors and Policy board generally are public representatives, and therefore they need to address issues in a timely manner due to directly serving public. Hence MPO staff assisting board should be in a timely and well prepared manner, this is important in a governing structure.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer: My thorough knowledge in transportation engineering, traffic engineering, federal requirements, makes me valuable in building good relationships with regulators, DOT, governmental agencies, private consulting firms. My natural inclinations towards serving public help me in building good relationships with community groups, and members of public. I had demonstrated these working relationships very well in my past 25 years of transportation profession.

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer: I was a team member helping in development and implementation of long-term strategic plans, long range transportation plans. Intense coordination with various agencies, compiling common issues and goals, as well as data gathering and tasks identification. My role was in gather existing conditions and set future goals and timelines. Support with technical data both existing and future conditions. Develop technical methodologies. Help team members in various discussions, in visioning as well as goal settings. Presentation to stakeholders. Involve members who will be key players in implementing plan both in timeline as well as tasks of the plan. Prioritization of plan elements.

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: Identify training opportunities to staff, computer software costs. Identify/develop possible studies and its costs. Monitor expenditure and revenues constantly. Maintain a well balanced model of 'revenues are greater than expenditures'. Prioritize needs and plan expenditures in a fiscally constrained manner based on revenues. Identify revenues, and accordingly plan for the upcoming needs and tasks in future years, and forecast revenues and expenditures. Identify growth of tasks and identify staff needs and growth accordingly. Knowledge

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer: There are many examples of interagency coordination on regional projects, TIP (Transportation Improvement Program) as well as LRTP (long range transportation plan). Coordination with FHWA, State DOT, local government entities are always part of my career. Another example: as MORPC MPO staff member I had worked/coordinated with EPA (US Environmental Protection Agency) OEPA(State of Ohio EPA), State DOT (Department of Transportation) in developing Air Quality conformity determination as required by federal guidelines. Interagency consultation and coordination was always an integral part in MPO functions. Various projects of regional significance in my career involved intergovernmental cooperation between Counties, DOT, local towns and cities. At LVPC MPO, I was a team member in identifying stakeholders and involving stakeholders in projects of regional significance.

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer: Planning level solutions, creative solutions were always a part of my functions. There are several examples in the past. I generally add greater value in discussions due to my thorough technical knowledge due to PE & PTOE license certifications. There were many such examples in my career of constantly offering/supporting/developing creative solutions. One recent example is a problem of how do we solve growing freight traffic and warehouse development, how do we enhance safety for neighborhoods in light of increased truck traffic. This was a study initiated by MPO and DOT after hearing public concerns on increased truck traffic in the MPO area at the border of Pennsylvania and New Jersey. We sampled a study area to conduct a study, so that solutions in this study can be applied in other sub-areas within MPO area. A creative suggestion I made was: identify demand from recent traffic impact studies, as to how much warehouse development and truck traffic generation was estimated. Identify how much supply was available, miles functional classification of roadways, number of bridges. Identify the problem areas and congestion levels of roadways. Identify a planning level balance when supply fails due to increased demand.

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: I have taken natural steps of keeping productivity and customer service as high priority. Communication was developed to accomplish tasks. I have taken steps where individual successes were aligned with department success. This was accomplished through communications on what is important for each individual in my staff, and communicating what is our common goal, what is important in our department goals, finding that common ground. This helped me fostering teamwork, communication, skills from diversity coming together in problem solving. Being part of a solution, is the approach I took. These above initiatives of mine helped me build a culture that fosters teamwork, communication, and an appreciation for diversity

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: Recent situation I can think of is development of Transportation Improvement Program, also well known as TIP. My role was coordination with community partners, financial leaders and public leaders in regional planning. I always involved my team members when I realized I needed to add strengths, especially when I realize my own short comings. I realized there we as a team needed lot of patience, and sustained focus over a period of many months to accomplish regional planning goals. Outcome of situation was successful with few ups and downs in the path. Building friendships and good relationships help a lot in overcoming any ups and downs. I usually build stronger and stronger relationship as time progresses, particularly due to my natural ability that team is important to serve public, one person is generally inadequate to serve public.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: There are many areas of expertise that I possess in developing LRTP, UPWP (Unified Planning Work Program), and TIP documents. I am instrumental in consultant selection process for Walk/Bike Study plan development for LVPS MPO region. I had developed scope of work and RFPs for consultant selection. These are directly relevant to the role of Lake-Sumter MPO Executive Director. I am looking to settle in my career once I reach my goal of MPO Director.

Also I am not sure if this is relevant or not, but I am pleased to share with you that: while working at Pasco county, Florida, I was given 'Star Performer Award', due to being a team player in public safety and timely help in disseminating key communications during hurricane Irma in 2017.

**15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?**

Answer: I am a selected for interview just like the way I am currently in the selected pool of candidates for Lake-Sumter MPO Director position. The timeline is very similar to Lake Sumter MPO Director position selection process.

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?**

Answer: No, I was previously not a candidate in a Waters, Springsted, Oldani Group or Waters-

Oldani recruitment process.

**Name: Chandra S. Parasa**

**Date Completed: June 3, 2018**

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances.

NO

2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances.

NO

3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances.

NO

4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances.

NO

5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility?

NO

6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances.

NO

7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying?

Yes, I understand

Hello:

My educational and professional credentials fit in sync with the job requirements for the “Executive Director” position. This opportunity provides a perfect foundation to amalgamate land use planning with transportation. All while providing ample scope for practicing innovative planning.

My experience at various governmental agencies, spanning over ten years, has enhanced my skill sets in the transportation field. In my current capacity as Transportation Director, we recently completed Metropolitan Transportation Plan (MTP 2040) which was recently bestowed with the State Planning award for excellence in March 2017. The MTP was produced in-house with project management outsourced to a consultant, a first in the 50-year history of RAPC and resulting in half million dollar plus savings. I lead the travel demand modeling and management [TDM] efforts. Currently, Beltway Feasibility Study underway and most recently completed in-house the first ever Bicycle and Pedestrian Plan for Central Louisiana.

Major responsibilities at RAPC include managing the Transportation Department and programming of USD 3.5 million per annum under Surface Transportation Program; the FTA 5307 and 5310/5311 Transit grants program; Regional Nine-Parish Safety Coalition; Ten-Parish Human Services Coordination as well as Safety Coalition and the department budget.

In lieu with the recent federal drive on Performance Measures based Transportation Planning, my contribution was instrumental in implementing the first ever Operational Improvement Plan [OIP] at the Hidalgo County MPO for FY 2012 [Budget \$ 700,000]. The selling point of the OIP to our Policy Board was dwindling Planning Funds and very high returns on investment in comparison to road expansion projects.

Currently, hold the post of Technical Committee member (AMPO) and Co-editor for the APA Transportation Planning Department’s quarterly Newsletter. Professional memberships include: American Planning Association, Transportation Research Board, American Association of MPOs and Louisiana Planning Council.

A decade of planning experience has resulted in-depth knowledge of inter-governmental coordination, astute leadership, strategic maneuvers, long term political/apolitical relationship funding mechanisms, administrative intricacies, political/public involvement and business friendly management

style. Expertise in multi-level, multi-modal plans provide enough fodder to guide and develop world class futuristic implementable plans. Strong emphasis on visualization and environmental justice have helped in huge public support to planning projects.

Solid educational background coupled with good detail-oriented work ethic with minimum supervision is my forte. I believe this employment opportunity will further my interests and ambitions in integrating transportation and land use planning.

I believe in a transient leadership style grafting from transactional, charismatic, participative leaderships depending on situations. I have an open-door policy and give prime importance to customer satisfaction.

Please feel free to contact for any further questions. You can also visit my website for work samples. [<http://soorazp.webs.com/>]

Sincerely,  
Sooraz Patro  
May 22, 2018

Date:

380 Tot Dr., Alexandria, LA 71303  
Ph.: 956 246 2159; email: [soorazp@yahoo.com](mailto:soorazp@yahoo.com)

**OBJECTIVE**

Desire a challenging job opportunity. To become the frontrunner in providing cutting edge planning solutions for the dynamic urban environment we live in.

**WORK EXPERIENCE**

**July 2014 – present**

**Rapides Area Planning Commission**

**Position:** Director of Transportation

**Work:** Manage the Transportation Department for the Alexandria-Pineville Metropolitan Planning Organization. Project Management of all MPO planning studies including Beltway feasibility, Bike-Pedestrian Plan, Travel Demand Management. Supervise all planning staff. Responsible for saving more than half million dollars.

**June 2012 – June 2014**

**Central Arizona Association of Governments**

**Position:** Transportation Data Coordinator

**Work:** Developed Base Year/Forecast Year Network for the Travel Demand Model under the Regional Transportation Plan, managed the Transportation Improvement Plan and programmed \$5 million (FY 2013 – FY 2024), managed Highway Safety Improvement Program and FTA 5310 Transit Grants, developed population and employment forecasts; and created GIS based spatial maps

**Oct 2011 – present**

**Transportation Planning Division, American Planning Association**

**Position:** Newsletter Co-Editor

**Work:** Evaluated submitted articles, pursue new writers and design the newsletter

**Nov 2009– May 2012**

**Hidalgo County Metropolitan Planning Organization**

**Position:** Transportation Planner / GIS Specialist

**Work:** Developed the first Operational Improvement Plan, maintained and updated the Travel Demand Model, prepared the transportation element of the Metropolitan Transportation Plan, maintained and updated the Congestion/Access Management Plans, prepared graphics/animations using transportation visualization and simulation, conducted traffic corridor analysis, maintained and updated the website, developed Performance Measures; and prepared GIS spatial maps under transit planning and environmental justice analysis

**May 2008 – Oct 2009**

**Ford School of Public Policy, Univ. of Michigan**

**Position:** Research Assistant

**Work:** Conducted GIS Spatial/3D analysis, provided data base management/mapping for Texas Community College Taxing Districts, responsible for primary/secondary data collection; and socio-econometric analysis

**Oct 2007 – April 2008**

**Institute for Research on Labor, Employment & the Economy**

**Position:** Graduate Project Manager

**Work:** Formulated strategies for revival of plant closure facing communities of Ohio, Indiana, Michigan; community profiling, grant writing, conducting stakeholder workshops; and GIS spatial analysis/mapping.

**Jun 2007 – Aug 2007**

**Emaar MGF Land Ltd**

**Position:** Executive Planner (Full Time)

**Work:** Prepared site plans and layout designs for housing projects, reviewed building norms and design standards, responsible for data collection and socio-economic analysis; developed alternatives and proposals.

**ACHIEVEMENTS**

- Summa Cum Laude in under-graduate program, BS in Physical Planning, SPA, Delhi
- Tuition scholarship, University of Michigan, Ann Arbor (2007-2009)
- Graduate Teaching Assistant, "Introductory Geographical Information System," Spring 2008, Univ. of Michigan
- Texas Functional Classification Working Group Member (Updating and Testing Platform), TxDOT

**EDUCATION**

<b>Aug 2007</b>	<b>Master of Urban Planning from University of Michigan, Ann Arbor, Michigan</b>	
<b>to</b>	Major in Transportation Planning and GIS	GPA: 3.65/4
<b>May 2009</b>	Modules: Transportation and Land Use Planning, Intermediate GIS and GIS modeling	
	<b>Bachelor of Physical Planning from School of Planning and Architecture, New Delhi, India</b>	
<b>Aug 2003</b>	Interdisciplinary course having subjects related to Land use planning, Transportation	Summa cum
<b>to</b>	planning, Regional planning, Housing, Environment Science, Statistics, Economics,	laude
<b>May 2007</b>	Urban management, Policy planning and Design	GPA: 3.96/4

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## **ACADEMIC EXPERIENCE**

### **Research Experience**

<b>Terminal Thesis</b>	Impact of Special Economic Zones on a City and its surroundings, Case study: Visakhapatnam SEZ, Andhra Pradesh, India. (Land Use & Infra. impact on metro area)	Jan – May 2007
<b>Professional Projects</b>	1. Redevelopment Plan for a Brownfield Site, Hayes Lemmerz, Detroit (MI) (Site-use assessment, funding options, stakeholder analysis, GIS data analysis) 2. Kolkata Logistics Hub: (OD analysis, Regional Transport Accessibility measures) 3. Bangalore Metro Impact Study: (Land Use and transport infrastructure impact analysis) 4. Rail will attract new riders to Transit—the Myth Revealed (Transit ridership analysis)	Jan – May 2008 Jan 2005 Aug 2006 Mar 2008
<b>Capstone Project</b>	Redevelopment of Vacant Housing in Osborn, Detroit: formulating goals, objective, conducting stakeholder meetings, spatial analysis using GIS, recommendations	Aug – Dec 2008
<b>GIS Project</b>	1. Environmental Risk Index and analysis of Diesel Truck Emissions in Southwest Detroit 2. Accessibility of Major Metropolitan Areas of USA. (San Francisco, NY, Dallas, Detroit)	Jan – May 2008

### **Non - Research Experience**

<b>Comprehensive Planning</b>	Preparation of Regional Plan, Master Plan, Zonal Plan, Site Plans and Transportation Plans Primary and secondary data collection methods; Traffic and Transportation Surveys, Planning for Land Use, Physical/Social Infrastructure, Transportation, Economic Base and Governance
<b>Traffic and transport planning</b>	Analyzing in terms of concepts viz. Traffic volume count, Spot speed survey, Journey speed, Parking studies, Intersection improvement, Rotary intersection study and analysis, Corridor Planning, Transport Impact Studies, Travel Demand Forecasting and modeling, Area Circulation plan for a sub city
<b>GIS Skills</b>	Network Analysis, Geo-spatial analysis, Multi-criteria Evaluation for land allocation, Agent based modeling, Cellular models and Habitat models
<b>Miscellaneous</b>	1. Understanding of Traffic engineering designs 2. Housing/ Site layout design and FAR optimization 3. Developing Environmental Impact Statements 4. Manual & digital drafting, Model making

### **COMPUTER SKILLS**

- AutoCAD
- MapInfo 7
- ArcGIS 9.3
- SPSS 15.0
- NetLogo
- HTML
- Dreamweaver
- Adobe Photoshop CS3
- Adobe Illustrator, InDesign
- C++
- MS Office (Word, Excel, Access, Power Point)
- SketchUP
- CUBE
- TransCAD
- Synchro

### **CERTIFICATES**

Introduction to NEPA and Transportation Decision-making, National Highway Institute (February 2014)  
Highway Program Funding: An Overview, National Highway Institute (March 2014)  
Highway Performance Monitoring System: An introduction, National Highway Institute (July, 2011)  
Air Quality Planning: Clean Air Act Overview, National Highway Institute (February, 2014)

### **ARTICLE**

SEZ: a bane or boon? , *Ecclesia*: NOSPLAN magazine, March 2007, 9<sup>th</sup> National Convention of *National Organization of Students of Planning (NOSPLAN)*, JNTU, Hyderabad, India

### **MEMBERSHIPS**

American Association of Planning [APA], Louisiana Chapter of APA, Transportation Planning Division [APA], Technical Committee Member [AMPO], Louisiana Planning Council Member.

**Your Name**  
**Mailing Address**  
*(to include City, State, and Zip Code)*  
**Home Phone**  
**Business Phone**  
**Mobile Phone**  
**Home Email Address**  
**Work Email Address**

Sooraz Patro  
380 Tot Dr., Alexandria, LA 71303  
  
N/A  
(318) 487-5401 x34  
(956) 246-2159  
sooraz.patra@gmail.com  
sooraz@rapc.info

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Transportation Director, Rapides Area Planning Commission
<b>REPORTS TO (TITLE)</b>	Executive Director
<b>POPULATION SERVED</b>	140,000
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	Department: 4 FTE's; Support Staff: 3.5 FTE's; Budget: approx. \$1 million
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	4 FTE's; Department budget: ~\$1 million; Construction Projects Budget: \$3.5 million per annum
<b>EDUCATION AND LICENSES</b>	Master's in Urban Planning (Transportation & GIS) from Univ. of Michigan, Ann Arbor; Bachelor's in Urban and Regional Planning from School of Planning and Architecture, New Delhi.
<b>CURRENT SALARY</b>	\$75,130 + fringe benefits adding up to 24%

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

**1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: This position fits perfectly with the carefully charted professional development path I set forth after graduate school. After serving as the Transportation Director for the past four years and shadowing current Executive Director, I believe I have inculcated critical skill sets to succeed in the job position with good foundations in the field of finance, design, modeling, transportation planning and above all public engagement. The ever-growing population in the heart of FL along with innumerable development projects provide a perfect platform to develop indigenous transportation planning solutions, which falls right in my specialization alley.

**2. Please describe your management style. How do you get things done?**

Answer: I believe in a fluid style of management which is both dynamic as well as adaptive. I have an open-door policy and trust in investing in staff development and training. There is an old saying, "You were born with two ears and one mouth for a reason." The power of this quote guides how I make sure, "we" as staff get things done for the citizens and the Policy Board.

**3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: Pro-active; thorough and trust worthy are the top three strengths.

**4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: I have been suggested to consider ACIP or PTP certification to further improve professional credentials. I am scheduled to take both exams in Fall, 2018.

**5. How would others characterize your communication style – both formal and informal?**

Answer: Formal: Mostly, Diagonal and reverting to Top-down based on scenarios

Informal: I believe in having a very close trusted circle similar in vein to the Cluster Chain style.

**6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: I have more than 9 years of experience working with Technical Committees, Policy Committees and Board of Commissioners with sizes varying from any where between 15 to 36. Three key ingredients which summarize my approach include: gaining trust by providing air-tight professional services which are neutral as well as augmentative; providing rock-solid analysis for the Board to make informed decisions; and being pro-active while maintaining a constant line of communication especially with the Chair and Vice-Chair of the Board.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer: Transportation Planning is 50% common sense and 50% public engagement. Most planning documents generated under my leadership always focus on visualization, public outreach and constant interaction with all federal, state, local entities as well as all stakeholders. I make sure we value all their opinions and generate documents which are pro-people, based on realistic problem solving at a systemic level.

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer: In the past 9 years, have developed Long Range Transportation Plans (two), one Bicycle and Pedestrian Plan (one), innumerous Transportation Improvement Plans, Congestion Mitigation Plan (2) and was involved in one Comprehensive Resiliency Plan.

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: I have developed Transportation Department UPWP budgets for the past four years. The methodology hovers on the understanding of federal, state and local anticipated revenues; rolling average of the expenses for the past five years; establishing the indirect cost rate and finally charting out a growth pattern for the next five years in terms of new projects or grants. I would rather have a conservative budget and produce a stellar fiscal year rather than overshoot and not meet targets.

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer: The past nine years in the MPO realm has tremendously enhanced understanding and the key importance of inter-governmental cooperation and its nuances. I have worked on the Central Louisiana Beltway for conducting feasibility study, along with Kisatchie-Delta Regional Human Services Coordinated Transportation for transit cooperation among service providers for 10 Parishes and Central Louisiana Highway Safety Coalition (10 Parishes) as the Coordinator for the past fours

years.

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer: In 2009, after SAFETEA-LU expired, funding and aging transportation infrastructure were big issues. I was able to convince the Policy Committee to set-aside construction dollars and developed the first ever Operational Improvement Plan (OIP) for Hidalgo County MPO. The OIP was focused on Right turn Lanes, improved sidewalks, quality of life enhancements, synchronized traffic signals along corridors etc. The OIP not only provided the maximum bang for the buck for our citizens but also provided immediate real time results which common citizens could account for.

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: The first step was to instill confidence through a careful charted path of training and accountability for each staff member. The next step involved generating planning documents in-house with minimal help from consultants. This boosted the morale of staff and instilled a sense of accomplishment when documents were adopted by the Board. The final step included job satisfaction and minimizing turn-over with continuous professional advancement via training, workshops, conferences, peer exchanges etc.

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: In Feb., 2017 we developed our first ever Bicycle and Pedestrian Plan (BPP) for Central Louisiana. Projects worth \$1.3 million were identified as top priorities in the BPP. However, most local entities did not have the local match or ancillary grants to support investing in non-motorized projects. With an open mind, I started looking for private sponsors who could provide the 20% local match required and finally landed a local electric company Cleco who agreed to provide the match in March 2018. Meanwhile, I partnered with Fit Families for Cenla, local Chamber of Commerce, Rapides Foundation (local Community foundation) etc. to support improving the quality of life of Central Louisiana residents by enhancing biking and walking infrastructure within the planning area. The public support, partnerships with local foundations, elected officials were all the reasons leading to the Cleco partnership. In fact, the Policy Committee has agreed to set-aside \$264,000 of STP construction dollars for the next five years with match provided by Cleco to develop a bike/pedestrian network totaling 60 miles. The credit for pulling this off goes to my entire team, although I could not have done with out the constant support of the Policy Committee.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: For the past nine years, I have had many hats including that of a transportation modeler, Safety Coordinator, Transit Coordinator, urban planner as well as organizing the first ever Walk-n-Rolla (WnR) campaign in Hidalgo County MPO, for which I designed the logo, developed the event and organized the event. The WnR campaign brought the attention of citizens that there are alternative modes of transportation apart from private vehicles and the safety aspects one should follow when sharing the road with bicyclists.

**15. Are you currently interviewing with an employer and/or a finalist in any other**

**recruitment process? If so, when will it be concluded?**

Answer: No.

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?**

Answer: No. Although, I had previously applied for the same position December 2017.

**Name:** Sooraz Patro

**Date Completed:** June 1, 2018

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances.  
No.
2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances.  
No.
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances.  
No.
4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances.  
No.
5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility?  
No.
6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances.  
No.
7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying?  
Yes.

Shaun S. Pritchard  
3503 Verano Way, Cameron Park, CA 95682  
Tel. 530-409-9112  
Email: [shaunspritchard@outlook.com](mailto:shaunspritchard@outlook.com)  
LinkedIn: [www.linkedin.com/in/ShawnSPritchard](http://www.linkedin.com/in/ShawnSPritchard)

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May 10, 2018

Timothy I. Sullivan  
Chairman, Executive Committee  
Lake-Sumter MPO  
225 W. Guava Street, Suite 211  
Lady Lake, FL 32159

Dear Chairman Sullivan:

Please accept my résumé as application for the position of Executive Director - Lake-Sumter County Metropolitan Planning Organization. At this critical time in your organization, I know that you are seeking a strong executive leader who holds a proven track record in regional transportation governance with the type of experience that I possess.

Some of my strengths for this position are:

- Excellent interpersonal skills, strong emotional intelligence, and skilled negotiator
- Expertise in attracting, developing, and retaining effective staff
- Adherent to project management timeframes and budgets
- Proven in agency stewardship during rapid-paced growth
- Knowledge of Lake and Sumter Counties through a position that I held with Withlacoochee Regional Council early in my career

I feel that I have an understanding of many of the issues that your organization faces and I know that I can provide the leadership to build trust and strengthen regional partnerships. My background provides me with the ability to take charge and hit the ground running with minimal time for 'learning curve' adjustments.

I look forward to discussing how we as a team would provide the leadership and vision necessary so that Lake-Sumter MPO is well positioned to continue efficient transportation planning delivery to its citizens.

Warm regards,

Shaun S. Pritchard

## Résumé

### Shaun S. Pritchard

18 Richard Street, Macomb, IL 61455

Ph. 530-409-9112

Email: [shaunspritchard@outlook.com](mailto:shaunspritchard@outlook.com)

LinkedIn: [www.linkedin.com/in/ShawnSPritchard](http://www.linkedin.com/in/ShawnSPritchard)

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### Profile: Executive Director

- 28 years' of experience in processes and practices of state, regional and local governments, and private sector
- Executive experience in community capacity building
- Proven ability in organizing highly effective people and processes needed for the long-term success of agencies
- Demonstrated record of providing agencies with outstanding leadership, negotiation skills, and problem solving

### Inclusive Experience:

Infrastructure Improvements  
Governing Board Support  
Rapid Growth Planning

Policy Development  
Consultant Management  
Grant Management

Budgeting  
Public Relations  
Emergency Management

Legislative Advocacy  
Program Development  
Personnel Management

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### Professional Experience:

WESTERN ILLINOIS REGIONAL COUNCIL & COMMUNITY ACTION AGENCY, Macomb, IL 2017 –Present

#### Executive Director

- Responsible for over 80 grants annually, \$6 million annual budget, and 40 employees in a six county region
- Executive oversight of McDonough/Hancock County Public Transportation Program, Human Services Transportation Plan (16 counties), Community Development Block Grants – Public Infrastructure, Tri-County Resource & Waste Management Program, and numerous human services programs

CONSULTANT, Cameron Park, CA 2012 – 2016

#### Principal

- Executive and management advisement in conflict management, human resource management, governing board management, and policy development

SOLANO LOCAL AGENCY FORMATION COMMISSION, Fairfield, CA 2000 – 2012

#### Executive Officer

- Managed multiple service reviews of cities and special district for infrastructure service capacity and improvements
- Successfully coordinated with California's Department of Housing to allow Solano County and Solano's cities the ability to transfer housing allocations; this result became a model throughout the state
- Authored a policy that protected special districts from being negatively financially impacted by city annexations via tax base exchange. This policy was challenged by a city, but was upheld by the California Attorney General's Office
- Negotiated for the permanent protection of thousands of acres of prime agricultural lands
- Negotiated with many of the Nation's largest developers in large-scale residential and commercial developments
- Led efforts with local officials for the protection of Travis Air Force Base from urban encroachment through the development of policy, placing permanent protection on lands near the Travis Air Force Base
- Facilitated numerous governmental consolidations and mergers to improve efficiency/costs to the public
- Directed multiple planning efforts for envisioning Solano County's future in the areas of economic sustainability, environmental quality and social equity

KAYSINGER BASIN REGIONAL PLANNING COMMISSION, Clinton, MO 1997 – 2000

#### Executive Director

- Administered a seven county and 56 city Regional Planning Commission, which also functioned as an Economic Development District under the Federal Economic Development Administration, a Transportation Advisory District under Missouri's Department of Transportation, a Solid Waste District under Missouri's Department of Natural Resources, and as a regional water quality testing laboratory
- Secured millions of State and Federal dollars for the improvement of a seven-county area infrastructure
- Increased city and county membership for the regional planning commission from 50% to 100% within two years
- Inherited a solid waste district with over 20 audit deficiencies and achieved compliance with the State of Missouri within a six-month period, while initiating a highly successful six county waste paper recovery program
- Boards of Directors advisement, legislative tracking and advocacy, staff supervision, annual budget submission, financial management, grant writing, environmental compliance, program administration, and public relations
- Special recognition from U.S. Senator Christopher Bond for advocating that the Federal Transportation Equity Act for the 21<sup>st</sup> Century address the improvement of Missouri's Corps of Engineers roadways

WITHLACOOCHEE REGIONAL PLANNING COUNCIL, Ocala, FL 1995 – 1996

**Senior Planner**

- Directed five county Federal Economic Development District in Central Florida under the Federal Economic Development Administration
- Completed revisions of the Strategic Regional Policy Plan, as mandated by the State of Florida
- Served on a senior staff committee for addressing recurrent flooding in Sumter and Lake Counties
- Developed software for demographic studies

KAYSINGER BASIN REGIONAL PLANNING COMMISSION, Clinton, MO 1993 – 1995

**Economic Development Director**

- Directed a Federal Economic Development Administration grant for mitigation of the economic losses due to the Midwest Flood of 1993
- Formulated seven county Transportation Advisory Committee, which worked in conjunction with Missouri's Department of Transportation in prioritizing area projects
- Performed administrative duties for a six county solid waste district

SOUTHWEST MISSOURI STATE UNIVERSITY, Springfield, MO 1992 – 1993

**Graduate Researcher**

- Responsible for a Missouri Department of Conservation grant that combined geographic information systems and water quality data to determine the ecological health of the Finely River Drainage Basin

RILEY MARKETING, Springfield, MO 1991 – 1992

**Cartographer**

- Updated and published over 200 city maps throughout the nation

NORTHWEST MISSOURI REGIONAL COUNCIL OF GOVERNMENTS, Maryville, MO 1990 – 1991

**Grant Writer**

- Led Community Development Block Grants for improvement of area infrastructure
- 

**Education:**

FORT HAYES STATE UNIVERSITY, Fort Hayes, KS

- Masters of Liberal Studies – Public Administration

NORTHWEST MISSOURI STATE UNIVERSITY, Maryville, MO

- Bachelor of Science, Major/Minor: Geography/Public Administration  
- Graduation with Honors/Gamma Theta Upsilon
- 

**Memberships:**

- American Academy of Political and Social Science
- American Political Science Association
- American Planning Association

**Volunteer Activities:**

- Boy Scouts of America
  - Red Cross (Disaster Relief)
  - Youth Sports
-

<b>Your Name</b>	<b><u>Shaun Pritchard</u></b>
<b>Mailing Address</b> <i>(to include City, State, and Zip Code)</i>	19 RichardSt
<b>Home Phone</b>	5304099112
<b>Business Phone</b>	3098373941
<b>Mobile Phone</b>	5304099112
<b>Home Email Address</b>	spritchard@hotmail.com
<b>Work Email Address</b>	shaun@wirpc.org

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Executive Director, Western Illinois Regional Council
<b>REPORTS TO (TITLE)</b>	Board
<b>POPULATION SERVED</b>	120,000
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	40 staff, \$6 million budget
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	\$6 million
<b>EDUCATION AND LICENSES</b>	B.S. Public Administration, Masters Public Administration
<b>CURRENT SALARY</b>	

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

**1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: I would like to utilize all of my skills in seeking solutions to regional issues.

**2. Please describe your management style. How do you get things done?**

Answer: I do not prescribe to one management style. I assess every organization and apply whatever measures are need to get the most out of my staff and find solutions to issues and challenges.

**3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: I typically have heard that I am straight forward, honest fair, have strong likability, and emotional intelligence.

**4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: In regard to specific issues that could have handled better I have heard and welcomed criticism. I have never had a board member ask me to improve upon an area in professional development.

**5. How would others characterize your communication style – both formal and informal?**

Answer: Formal style is straight forward, inviting participation. Informal style is warm, seeking solutions and teamwork to address challenges.

**6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: 28 years experience in working for many boards related to planning.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer:

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer: I have been involved in all elements of comprehensive plans for cities, counties, and regions.

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: Budgeting is a mixture of looking at past trends and seeing what challenges lay ahead. I have always been successful in making certain that my organizations stay within the bounds of the budget and I feel a duty to protect the resources of the public.

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer:

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer:

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: As the Executive Director of Kaysinger Basin Regional Planning I work with US Senator Christopher Bond to secure funding for enhanced roadways in a regional with many Corps of Engineer's roadways. This improved access to tourism related business.

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: I took a regional planning commission in Missouri with less than 25% membership and increased it to 95% membership in one year. This involved solving many issues with the organization, including audit findings. The agency is now thriving and serving the people of this region.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: I am a past resident of the area, serving the Withlacoochee Regional council in the 90s.

**15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?**

Answer: NO

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or**

**Waters-Oldani recruitment process? If so, which position (s)?**

Answer: NO

**Name:** Shaun Pritchard **Date Completed:** 6/5/2018

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances. no
  
2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances. **no**
  
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances. no
  
4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances. **no**
  
5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility? **no**
  
6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances.
  
7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying? **no**

Jay Reithel  
2909 Gulfstream Dr  
Saginaw, MI 48603

Greetings:

I'm writing to express my interest in the Executive Director position with the Lake-Sumter MPO. I have worked with, or for, Metropolitan Planning Organizations for more than twenty years. Working for both local and state agencies has provided me an opportunity to experience the challenges that face transportation professionals at all levels.

In my time as an MPO Director, I am very familiar with the essential deliverables required by FHWA (RTP, TIP, UPWP) as well as the concept and implementation of the 3-C process. As a small MPO, the Director actively managed the TIP, RTP amendments, revisions and reviews to the travel demand model, along with department budget and personnel issues.

As the Region Planner for the 15 county Michigan Department of Transportation Bay Region, I have been able utilize those experiences from my time at the MPO to provide assistance to the 5 MPO's located within our service area. Acting as a liaison between the central office, engineering staff at our Transportation Service Centers, and the MPO, I believe I have improved the partnerships, efficiencies and trust essential to effective project planning. I have also had the opportunity to work on grant applications and project implementation with, and on behalf of, MPOs, counties, cities and villages in the Bay Region that include Economic Development Funds, Transportation Alternative Programs, Safe Routes to School, Motor Carrier, and Intelligent Transportation Systems. I have also overseen several different State Planning and Research funded projects in our area that have addressed access management, nonmotorized planning, and corridor planning.

If you were to consider me for this position, I bring a great deal of experience and inter-agency partnership building success that will benefit the Lake-Sumter MPO. I'm looking for an opportunity to apply those skills and experiences at an agency where they can create positive impacts for my community.

I hope to hear from you soon to provide more details on my experience and the expectations for the Executive Director position.

Sincerely,

Jay Reithel

*Jay Reithel*

2909 Gulfstream Dr  
Saginaw, MI 48603  
(989) 397-7910

**Objective**

*To serve as an advisor to local units of government, conduct transportation studies to determine the most appropriate use of ever-increasing limited resources, and strive to develop a multi-modal, congestion-eased transportation system ensuring an improved quality of life for the residents of the community.*

**Experience**

2005- Michigan Department of Transportation Saginaw, MI

**Region Planner – MDOT Bay Region**

- *Responsible for 15 county transportation planning area*
- *Develop scope of work, request for proposals and contract negotiation for planning studies*
- *Attend meetings with Metropolitan Planning Organizations (5 MPO's) and responsible for the delivery of the MDOT construction and maintenance program within those MPO's*
- *Serve as a point of contact with local planning officials, citizens, interest groups, and economic generators*
- *Coordinate with Region, Aeronautics, and Multi-modal staff to improve multi-modal planning*
- *Assist in the development of Intelligent Transportation Systems (ITS) architecture plans and implementation*
- *Review and evaluate traffic impact studies for proposed developments and the potential impacts to state trunkline facilities*
- *Conduct special studies for pedestrian and/or non-motorized needs*
- *Conduct studies to improve access to special generators*
- *Coordinate Safe Routes to School program with local schools*
- *Project Manager: US-10 BR Corridor Study, M-29 Corridor Study, M-83 Corridor Study, M-13 Access Management Study, Bay Region Nonmotorized Plan*

2003–2005 Saginaw County Planning/SMATS MPO Saginaw, MI

**Director of Planning**

- *Responsible for six person Planning Department*
- *Develop Saginaw County Planning Department budget*
- *Provide staff services for the Metropolitan Planning Commission and the Saginaw Metropolitan Area Transportation Study*
- *Provide technical support for all SMATS MPO functions*
- *Develop and maintain automated TIP and time management software*
- *Work with local units of government to update plans and ordinances*
- *Responsible for development and implementation of the Title VI plan*
- *Responsible for development and implementation of the Public Involvement Plan*

1998– 2003

Saginaw County Planning/SMATS MPO Saginaw, MI

### **Associate Planner**

- Produced the 2020 and 2027 Long Range Transportation Plans.
- Prepare reports and billings for the transportation program during the program year.
- Maintain financial/ personnel records for federal programs.
- Compile annual Unified Work Program (UWP).
- Create and maintain automated timesheet system for office personnel.
- Maintain and improve GIS transportation database.
- Administer the transportation program for the Saginaw Metropolitan Area Transportation Study (SMATS) as well as committee meetings pertaining to transportation projects.

1996-1998

Saginaw County Planning/SMATS MPO Saginaw, MI

### **Assistant Planner**

- Prepare and maintain zoning/ land use maps for local units of government.
- Collect and assemble demographic data.
- Create and maintain Saginaw County Planning website.

1995-1996

Saginaw County Planning/SMATS MPO Saginaw, MI

### **Project Planner**

- Produced manual of best management practices for road design at road stream crossing.

## **Education**

1997-2002

Central Michigan University

Mt. Pleasant, MI

- M.S.A. in Administration

1991-1993

Northern Michigan University

Marquette, MI

- B.S. in Planning

1988-1991

Delta College

University Center, MI

- Transfer

## **Skills and Applications**

- TransCAD transportation modeling software
- AutoCad
- ESRI GIS products (ArcView, ArcMap, etc...)
- Familiarity with ROADSOFTEC transportation engineering application
- Microsoft applications
- Synchro traffic analysis software familiarity
- PT Vissim and Visum familiarity

**Your Name**  
**Mailing Address**  
*(to include City, State, and Zip Code)*  
**Home Phone**  
**Business Phone**  
**Mobile Phone**  
**Home Email Address**  
**Work Email Address**

**Jay Reithel**  
2909 Gulfstream Dr  
Saginaw, MI 48603  
(989) 397-7910  
(989) 621-1474  
  
reithelj@hotmail.com  
reithelj@michigan.gov

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Transportation Planner -14, Region Planner Michigan Department of Transportation
<b>REPORTS TO (TITLE)</b>	Region Engineer
<b>POPULATION SERVED</b>	1,456,581
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	191/\$47,000,000
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	0
<b>EDUCATION AND LICENSES</b>	Master of Science in Administration, BS in Land Use Planning
<b>CURRENT SALARY</b>	\$90,000

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

**1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: Honestly, I miss the day-to-day interaction with citizens, local stakeholders, and having the satisfaction of developing projects and studies that can have a direct and instantaneous impact on my community. Working for an MPO would once again allow me to pursue those opportunities.

**2. Please describe your management style. How do you get things done?**

Answer: In my previous role as MPO Director, I had no choice but to be an active manager. With a small staff and the deliverables required to maintain certification, the manager needed to be involved in every aspect of day-to-day operations. But, I believe that “management style” needs to be adaptable depending on your staff and situation.

**3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: I most often hear that I am dedicated, versatile, and communicate well.

**4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: I can often be overly critical of my own work and find it hard to delegate tasks to other

offices.

**5. How would others characterize your communication style – both formal and informal?**

Answer: I have often been told that I am straight-forward in my communication style. I am also very much an advocate for informal discussions. I feel that people tend to be a little more open in their communication when approached informally rather than trying to discuss issues in a formal forum.

**6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: As Planning Director, I reported to the Saginaw County Board of Commissioners, the Saginaw County Planning Commission (MPO Policy Board), and the Technical Advisory Committee. I found that frequent outreach and education were paramount in having a board that understood how to address the communities transportation issues/challenges.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer: With MDOT, I am continuously working to improve relationships with the Federal Highways Administration, our 5 MPOs, transit providers, nonmotorized committees, and local stakeholders to deliver our programmed projects.

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer: As the Region Planner, I have been the project manager for strategic plans that have addressed access management, corridor design alternatives, and nonmotorized development. The Regional Planner also plays in active role in the development and implementation of the State Long Range Plan. In my previous position as the director for the Saginaw Metropolitan Area Transportation Study (SMATS), we were responsible for the development and maintenance of the Long Range Transportation Plan.

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: It has been a few years since I have had to prepare a departmental budget, but I remember the process very well. As Planning Director, I was provided with a departmental target budget that I needed to operate within for the fiscal year...with some slight leeway. Revenue and expenditure forecasts were provided by the county. In my duties as the MPO Director, MDOT would provide our planning fund (PL) forecast from which we would develop our Unified Planning Work Program. We would then be given a growth factor to apply to those revenue estimates for future consideration when trying to justify additional expenditures to the county. Again, this has been a few years, but the process has remained essentially unchanged.

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer: The MDOT Bay Region consists of 15 counties, 56 cities, 79 villages, and 283 townships. It is essential to the success of the region that we continue to strive for regional coordination and intergovernmental cooperation. So much so that governor Snyder implemented the Regional Prosperity Initiative. The purpose of the initiative was to create alignment of multiple state departments within the same geographic boundary. The outcome assures that anyone wishing to make an investment in Michigan will encounter a streamlined process with single points of contact for multiple organizations. As part of this initiative, I was asked to participate on an MDOT

alignment team that helped guide the restructuring of our MDOT region offices. The outcome of our region initiative has also helped foster the creation of regionwide, multidisciplinary, multidepartment committee where development and investment challenges are met with creative solutions.

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer: I was provided the opportunity to create a new partnership between a regional trail group, Federal Highway Administration, Michigan Department of Transportation leadership, and local leaders to explore the utilization of limited access highway for a nonmotorized regional pathway. This was a concept that had not been attempted in our region and had only been done once in the state of Michigan...a very long time ago. Although the process presented several challenges, both internal and external, the outcome has been overwhelmingly positive and an asset to the communities within the region.

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: I have partnered with our MPOs to host regular project update meetings. In the past, our department has had a tendency to present project amendments at the last minute to the MPOs. Much of this can be attributed to the nature of road projects in that they are very fluid and revisions are often required to accommodate unforeseen challenges. By creating a Transportation Improvement Program review committee that consists of staff from the road agencies, transit agencies, MDOT Lansing staff, Bay Region Transportation Service Center staff, and the Metropolitan Planning Organization, we are able to review current and proposed projects prior to the Technical Advisory Committee ensuring transparency while maintaining efficiency and promoting inclusivity.

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: Several years ago, I hosted a regional nonmotorized summit to promote regional coordination. The forum brought together community leaders, advocates, community foundations, corporate funders, and program resource experts in one location for the first time in the Bay Region. The success of the summit helped lead to multiple regional nonmotorized groups being formed with a focus on regional trail development.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: There are several process improvement and system optimization experiences I look forward to sharing with the review committee if given the opportunity to interview in person.

**15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?**

Answer: No

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?**

Answer: No

**Name:** John Reithel

**Date Completed:**

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances. **No**
  
2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances. **No**
  
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances. **No**
  
4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances. **No**
  
5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility? **No**
  
6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances. **No**
  
7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying? **Yes**

# Rob Schiffer

May 4, 2018

Anne Lewis  
Springsted Waters Executive Recruitment  
9097 Atlee Station Road, Suite 200  
Mechanicsville, VA 23116

Re: Lake-Sumter Metropolitan Planning Organization Executive Director

Dear Ms. Lewis:

I am a certified professional Urban Planner with over 34 years of experience working at planning and engineering, transportation consulting, and transportation modeling software firms. In this capacity, I manage contracts, programs, and training initiatives for a variety of public- and private-sector clients throughout Florida and the U.S. while establishing, analyzing, reviewing, and applying theories, principles and practices of transportation planning. I routinely communicate with senior executives and stakeholders, provide technical guidance, advocate on behalf of clients and work closely with organizations such as the U.S. DOT, state departments of transportation, metropolitan planning organizations, regional planning councils, transit agencies, and local governments. I am an experienced staff manager, mentor, and marketing leader with expertise in all aspects of transportation planning and I have led long-range transportation planning and travel demand modeling projects throughout the U.S.

I recently started an independent consulting practice called FuturePlan Consulting, LLC. While in the early stages of setting up my business, I am also considering other targeted opportunities that fit my skill set such as this one. From July 2015 until February 2018, I served as Modeling Discipline Leader for Stantec's Gulf and Southeast Regions in the U.S. Prior to this, I was Director of Professional Services at Citilabs leading a worldwide consulting practice. During my prior 12 years at Cambridge Systematics, I built a travel demand modeling practice from scratch and expanded it from largely a Florida based practice to one that covered nine southeast states and Puerto Rico. For 16 years before that, I coordinated PBS&J's travel demand modeling and long-range transportation plan efforts throughout Florida and Puerto Rico.

I volunteer for the Transportation Research Board, serving as Technical Chair for the 16th Tools of the Trade Conference in Kansas City this summer. I'm also a volunteer content author on the Travel Forecasting Resource (TFR) Wiki, have written guidance documents for the Institute of Transportation Engineers, and served as a Community Catalyst with the Knight Creative Communities Institute. I look forward to hearing from you and discussing this job opportunity further with your leadership.

Sincerely,

Robert G. Schiffer, AICP  
[rob.schiffer@futureplan.us](mailto:rob.schiffer@futureplan.us)

tele 850-877-1995

1256 Walden Road  
Tallahassee, FL 32317  
[rob.schiffer@futureplan.us](mailto:rob.schiffer@futureplan.us)

cell 850-570-8958

# resume

## Contact Information

### **Robert G. Schiffer, AICP**

1256 Walden Road Tallahassee, Florida 32317 Phone: 850.877.1995 Cell: 850.570.8958

Email: [rob.schiffer@futureplan.us](mailto:rob.schiffer@futureplan.us)

## Background

### **Background**

With more than 34 years of experience in transportation consulting, Mr. Schiffer is a proven leader in the transportation planning community. From his experience at consulting, engineering, and software firms, to his leadership roles and volunteer work in national organizations like the Transportation Research Board, the Institute of Transportation Engineers, and the American Planning Association, he is an acknowledged expert in transportation planning and travel demand modeling. Mr. Schiffer is an experienced staff mentor, project manager, and marketing leader with a diverse background in all areas of transportation planning and an author of publications that stand the test of time. His experience encompasses planning studies and travel demand models for national, statewide, regional, municipal, subarea, and rural jurisdictions. He is guided by the tenets of honesty, integrity, discipline, responsiveness, and fiscal responsibility.

## Expertise

### **Expertise**

He possesses a wide range of expertise in all areas of transportation planning with a special emphasis on:

- preparing comprehensive, multimodal long-range transportation plans (LRTPs);
- developing, validating, and calibrating statewide, urban, and regional travel demand models;
- researching best practices for studies on national, statewide, long-distance & rural travel;
- forecasting travel demand for highway and transit projects;
- conducting travel behavior and origin-destination travel surveys of all transportation modes;
- authoring and delivering training workshops/courses in travel demand modeling;
- studying site impacts (e.g., developments of regional impact and concurrency management);
- assessing the feasibility of expressways, bridges, managed lanes, and interchanges;
- compiling and analyzing socioeconomic/demographic data for travel demand models; and
- providing leadership on national and regional transportation planning conferences.

## Education

### **Education**

M.S., Urban and Regional Planning, Transportation Specialization Florida State University, 1984

B.A., Geography and Urban Studies, Memphis State University, 1982 (now University of Memphis)

## Work History

### **Work History**

#### ***FuturePlan Consulting, LLC***

1256 Walden Road

Tallahassee, Florida 32317

February 2018-present

Position Held: President and Founder

#### [Overview of FuturePlan Responsibilities:](#)

Mr. Schiffer recently founded FuturePlan Consulting, LLC. The focus of the firm is consulting on transportation planning studies, planning for our future transportation needs while reflecting on the past and present. FuturePlan Consulting provides support to other consulting firms and teams, filling niche roles, providing advice, adding depth, and providing supplemental resources in transportation planning, travel demand modeling, research, and analysis of big data. Mr. Schiffer is presently supporting the Transportation Research Board as Technical Chair for the 16th TRB Tools of the Trade Conference and contributor to the TRB Travel Forecasting Resource WIKI on statewide models. His work for the Tools of the Trade Conference, scheduled for August 2018 in Kansas City, MO, includes leading assessment of abstracts, assigning responsibilities to other committee members, and developing the conference technical program.

## Work History (continued)

### ***Stantec Consulting Inc.***

3606 Maclay Boulevard, Suite 200

Tallahassee, Florida 32312

July 2015-February 2018

Position Held: Discipline Leader, Modeling, Southeast/Gulf Regions

#### Overview of Stantec Responsibilities:

Mr. Schiffer served as Modeling Discipline Leader for Stantec's Gulf and Southeast Regions in the U.S., out of the firm's Tallahassee office, as part of the firm's Transportation Planning and Toll Roads Group, headquartered in New York City. In this role, he focused on overseeing, guiding, and expanding Stantec's travel demand modeling practice throughout seven states. While at Stantec, he led modeling in support of subarea transportation plans, scenario planning efforts, and complex transportation corridor studies, as well as the analysis of data on origin-destination (O/D) travel patterns. These projects required active participation in agency coordination, presentations, documentation, and public outreach, along with technical challenges such as integrating statewide and MPO models, subarea extraction of large regional models, and evaluating alternative sources of passive O/D data.

#### Select Recent Stantec Projects:

Polk County TPO Evaluation of Alternative Origin-Destination Survey Approaches (Lakeland, Florida)

FDOT D4/Western Sunrise Area-Wide Transportation Needs Assessment Study (Sunrise, Florida)

Mt. Juliet Long-Range Multimodal Transportation Plan (Suburban Nashville, Tennessee)

NEPA I-69 Corridor from Henderson, KY to I-69 in Evansville, IN (Evansville, Indiana)

Loudoun County Scenario Planning (Loudoun County, Virginia)

Wisconsin DOT Feasibility of State-Sponsored Interstate Tolling in Wisconsin

### ***Citilabs, Inc.***

612 S. Copeland Street

Tallahassee, Florida 32304

March 2014-May 2015

Position Held: Director of Professional Services

#### Overview of Citilabs Responsibilities:

Mr. Schiffer led Citilabs' practice in consulting, focused on clients and locations where Cube travel demand modeling software is used. Citilabs provides consulting services to assist with implementing and applying software products such as Cube Voyager, Analyst, Avenue, Cargo, and Land. During Rob's time at Citilabs, consulting projects focused on enhancing and adding new features to Cube products or implementing software products that a client might not be familiar with. Mr. Schiffer also headed up Citilabs' Cube training program, including Citilabs' self-sponsored training workshops and those contracted with transportation planning agencies. Success of the training program requires extensive outreach, logistics planning, preparing training materials, and delivering lectures and training exercises.

#### Select Citilabs Projects:

Florida Department of Transportation Cube Technical Support & Training (Florida Statewide)

Ohio Department of Transportation Implementation of Network Calculators (Ohio Statewide)

San Joaquin Valley Model Improvement Program II (Bakersfield, Fresno, Stockton, CA)

South Jersey Transportation Planning Organization Travel Demand Model Refinement (Atlantic City, NJ)

University of Connecticut Transportation Impact Study (Storrs, CT)

California Department of Transportation Cube Cloud Implementation (California Statewide)

## Work History (continued)

### ***Cambridge Systematics, Inc.***

1566 Village Square Boulevard, Suite 2  
Tallahassee, Florida 32309  
March 2002-February 2014

Positions Held: Principal and Southeast Regional Manager, Travel Demand Forecasting (TDF)  
Senior Associate and Southeast Regional Manager, TDF

#### Overview of Cambridge Systematics Responsibilities:

Mr. Schiffer led Cambridge Systematics' TDF and LRTP practice for the states of Florida, Georgia, Tennessee, Alabama, Mississippi, South Carolina, Arkansas, Kentucky, and Louisiana, as well as the Commonwealth of Puerto Rico. His role included managing staff in three different offices and leading business development for the TDF practice and LRTPs in the Southeast U.S. He also helped lead the company's efforts in marketing and producing research into areas such as statewide models, national models, transferable model parameters, rural trip making, and long-distance travel. Mr. Schiffer also led select household travel surveys, transit onboard surveys, roadside origin-destination surveys, bicycle-pedestrian surveys, and freight/truck surveys.

#### Select Cambridge Systematics Projects:

GDOT 2040 Statewide Plan statewide/MPO travel demand forecasting (Georgia statewide)  
NCHRP 735: Long-Distance and Rural Travel Transferable Parameters (National Study)  
SE Florida 2040 Regional Transportation Plan Model Coordination (Miami-Ft. Lauderdale MSA)  
Memphis MPO Travel Surveys and Model Update/Calibration (Memphis, TN/MS/AR MSA)  
NW Atlanta Alternatives Analysis, Environmental Assessment ridership forecasts (Atlanta, GA)  
San Juan Light Rail Feasibility, Environmental Assessment, & Preliminary Engineering (Puerto Rico)

### ***Post, Buckley, Schuh & Jernigan, Inc. (now Atkins)***

Tallahassee, Florida  
April 1986-March 2002

Positions Held: Manager, Special Projects, Transportation Planning; Transportation Planning Program Manager, No. Florida; Manager, Systems Planning Support; Sr. Transportation Planner

#### Overview of PBS&J Responsibilities:

Mr. Schiffer was responsible for coordinating PBS&J's business development and production efforts in long-range transportation plans and travel demand modeling throughout Florida and Puerto Rico. He also served as quality control coordinator, project director, project manager, or task manager on key systems planning projects all over Florida. Mr. Schiffer was also a corporate resource to other PBS&J offices throughout the U.S. in marketing and directing LRTPs and travel demand modeling assignments. While serving as Transportation Planning Program Manager, he led PBS&J's transportation planning operations and business development efforts throughout North Florida, an area stretching from Jacksonville to Pensacola. As Systems Planning Manager and Senior Planner, Mr. Schiffer supervised PBS&J's core staff of transportation planners and modelers in the firm's Tallahassee office.

#### Select PBS&J Projects:

Jacksonville 2025 Long-Range Transportation Plan Update (Jacksonville, FL)  
Broward County 2025 Long-Range Transportation Plan Update (Ft. Lauderdale, FL)  
Ponce-Penuelas 2025 Long-Range Transportation Plan Update (Ponce, Puerto Rico)  
University of Florida Campus Master Plan Update, Transportation Element (Gainesville, FL)  
South Wood Development of Regional Impact, Transportation Element (Tallahassee, FL)  
Florida Department of Transportation Statewide Planning Modeling Consultant (Florida)

## Work History (continued)

### ***Barr, Dunlop & Associates (now Kimley Horn)***

Tallahassee, Florida  
December 1983-April 1986  
Position Held: Transportation Planner

#### Overview of Barr-Dunlop Responsibilities:

As Transportation Planner, Mr. Schiffer served as project planner, project manager, and task manager on a variety of transportation planning projects including travel demand model validation, model research, traffic forecasting, and traffic impact studies.

#### Select Barr-Dunlop Projects:

West Palm Beach City Center Transportation Study (West Palm Beach, FL)  
FDOT Data Update Phase I (FL statewide)  
Sandestin DRI and Travel Survey (Destin, FL)  
Tampa/Pinellas Model Validation Studies (Tampa/St. Petersburg, FL)  
St. Lucie Travel Demand Model Development (Fort Pierce/Port St. Lucie, FL)  
Lely DRI (Naples, FL)

## Academic Career

### ***Florida State University (FSU) Department of Urban and Regional Planning (DURP)***

Tallahassee, Florida  
Various Semesters between August 1998 and April 2016  
Positions Held: Part-Time Adjunct Faculty and Volunteer Student Advisor

#### FSU Paid and Volunteer Activities:

While employed at Stantec and PBS&J, Mr. Schiffer served as paid Adjunct FSU DURP Faculty, teaching a graduate-level course in travel demand modeling during the Spring 2016 and Fall 1998 semesters. During his time at Cambridge Systematics, he also led four volunteer student advisory projects. The first of these was a directed individual study on advanced travel demand modeling techniques. This was followed by service on a student advisory committee for a graduate level capstone project on transit ridership forecasting and alternative land use scenario testing. As part of a place-making project sponsored by the Knight Creative Communities Institute, Mr. Schiffer led students in conducting data collection and demographic analysis. His volunteer work at FSU also included assembling a group of students to assist with collecting multi-modal trip generation data for the *ITE Trip Generation Handbook, 3<sup>rd</sup> Edition*.

#### FSU-Related Projects: (all using Tallahassee, FL as a case study)

KCCI Southside Sense of Place Study Community Catalyst and Student Advisor  
Transit ridership forecasting and alternative land use scenario Capstone Project  
Directed Individual Study on advanced travel demand modeling  
*ITE Trip Generation Handbook* multi-modal data collection activity  
Adjunct Faculty, Graduate course on travel demand modeling

#### ***Internships while attending college***

Tallahassee, Florida (1982-1983): PBS&J; Florida DOT; Governors Intern Program  
Memphis, Tennessee (1980-1982): Memphis-Shelby County Office of Planning & Development

## Certifications

### **Certifications**

American Institute of Certified Planners

## Professional Affiliations

### Professional Affiliations

#### Transportation Research Board

Committee on Transportation Planning for Small & Medium-Sized Communities (ADA30), Member since 2014;

Committee on Transportation Planning Applications (ADB50), Member for 9 years;  
Statewide Travel Forecasting Joint Subcommittee of ADA10/ADB40, Charter Member  
Friend on 6 additional TRB committees and subcommittees

#### Institute of Transportation Engineers (ITE),

Fellow

ITE Transportation Planners Council

Florida Section ITE

Big Bend Florida Chapter ITE

#### American Planning Association

American Institute of Certified Planners

APA Transportation Planning Division

APA Florida

APA Capital Area Chapter

## Appointments, Awards, and Honors

### Appointments, Awards, and Honors

- Technical Chair, 16<sup>th</sup> TRB Tools of the Trade Conference, scheduled for August 2018 (Kansas City, MO)
- Conference Chair, 13<sup>th</sup> TRB National Transportation Planning Applications Conference (2011 – Reno, NV)
- Technical Chair, 12<sup>th</sup> TRB National Transportation Planning Applications Conference (2009 – Houston)
- Proposal Reviewer/Panel Member for US DOT funding of University Transportation Centers (Summer 2016)
- *ITE Trip Transportation Planning Handbook* – author of sections on travel behavior surveys and use of data in travel demand models (Summer 2015)
- Knight Creative Communities Institute, Community Catalyst, Tallahassee (2010-2011)
- *ITE Trip Generation Handbook Third Edition* – led trip generation data collection efforts at three local sites (2012-2013)
- 1997 Transportation Professional of the Year, Big Bend Florida Chapter of ITE
- Numerous PBS&J Project Excellence Awards

## Recent Conference Publications and Presentations

### Recent Publications and Presentations at National Meetings and Conferences

*“Alternate Methodologies for Origin-Destination Data Collection,”* TRB 16<sup>th</sup> National Transportation Planning Applications Conference (Raleigh, North Carolina), May 2017 and TRB 15<sup>th</sup> Tools of the Trade Conference (Charleston, South Carolina), September 2016.

*“Workshop on Long-Distance & Rural Travel: Transferable Parameters for Statewide Models,”* 2014 14<sup>th</sup> TRB Tools of the Trade Conference (Burlington, Vermont), July 2014.

*“NCHRP 8-84/Report 735: Long-Distance and Rural Transferable Parameters for Statewide Travel Forecasting Models,”* TRB 14<sup>th</sup> National Transportation Planning Applications Conference (Columbus, Ohio), May 2013.

*“Travel Data Users Forum: Long-Distance Travel Data,”* Transportation Research Board 92<sup>nd</sup> Annual Meeting (Washington, DC), January 2013.

*“Validation and Sensitivity Considerations for Statewide Models: NCHRP 836-B Task 91,”* Transportation Research Board 90<sup>th</sup> Annual Meeting (Washington, DC), January 2011 and TRB 13<sup>th</sup> National Transportation Planning Applications Conference (Reno, Nevada), May 2011.

## References

References furnished upon request, tailored to specific job requirements.

Your Name	<u>Robert G. Schiffer, AICP</u>
Mailing Address (to include City, State, and Zip Code)	1256 Walden Road Tallahassee, Florida 32317
Home Phone	850-877-1995
Business Phone	850-570-8958
Mobile Phone	850-570-8958
Home Email Address	robschiffer@gmail.com
Work Email Address	rob.schiffer@futureplan.us

(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)

CURRENT POSITION, TITLE AND ORGANIZATION	President and Founder, FuturePlan Consulting, LLC
REPORTS TO (TITLE)	self
POPULATION SERVED	Clients throughout the U.S.
TOTAL DEPARTMENT STAFF/BUDGET	n/a
TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR	n/a
EDUCATION AND LICENSES	Certified planning consultant with FDOT and GDOT
CURRENT SALARY	Proposed public sector loaded billing rate of \$155/hour

The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.**

1. Please tell us why you are interested in this position and why you are considering a career move at this time?

Answer: Having worked for my entire career in consulting, an opportunity to lead an MPO would help round out my professional experience. While I am enjoying leading my own consulting firm, it takes a long time to generate revenue.

2. Please describe your management style. How do you get things done?

Answer: I'm someone who needs to see progress. While there are often good reasons to postpone progress, I prefer to move forward with the best information available at the time, indicate any shortcomings in the data "as is," and identify next steps and a timeframe for enhanced analysis.

3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?

Answer: Strong project manager and mentor, good at delegating responsibilities consistent with available budgets and schedules, excellent communicator, ability to describe technical information in non-technical terms, friendly, dependable, and honest.

4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?

Answer: Could be tougher in client negotiations and dealing with subordinates' shortcomings.

5. How would others characterize your communication style – both formal and informal?

Answer: More formal than informal, more technical than conversational, more email than talking.

6. Describe your experience and approach in working for a Board of Directors or similar governing structure.

Answer: My extensive experience serving as LRTP Project Manager placed me in front of many MPO boards on a regular basis. It was important to provide a technical basis for recommendations but also to present information in an easily understandable format. Part of my responsibility during the process was to help the MPO board to understand the process and requirements and to remind them of progress/direction with each regular update. I used a combination of visual and verbal materials to convey the message.

7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.

Answer: Similarly, I'd harken back to my LRTP experience, where I presented to the same groups and individuals on a regular basis. I established trust with local stakeholders such that I listened to their insights and provided a balanced response, after carefully considering the pros/cons of each proposed solution. These stakeholders included regulators, community transportation groups, members of the public, media representatives, elected officials, and business interests.

8. Describe your experience with the development and implementation of long-term strategic plans.

Answer: I have been directly involved in the development of 30 MPO long-range transportation plans and fully understand the process and needed deliverables. I served as Project Manager, Subconsultant Project Manager, Principal-in-Charge, Task Manager, Project Planner, and Advisor roles on LRTPs so I can view the strategic planning process from differing perspectives.

9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.

Answer: Even in the world of consulting, it is important to go through an annual budgeting process of estimating revenues and key expenditures, with a significant amount of uncertainty related to proposal wins and losses, contracting delays, and staffing levels. I have authored financial resource documents for previous LRTPs and understand the key sources of transportation revenues.

10. Describe your experiences with intergovernmental cooperation and regional endeavors.

Answer: The LRTP process really brings this into focus, as what one county or municipal government desires might be counter to the needs of others. A great example comes from my LRTP work in Jacksonville, where slowing urban sprawl is a good regional goal that benefits Jacksonville-Duval County while urban sprawl is driving the economy of surrounding counties such as Clay, Nassau, and St. Johns. This makes it difficult to come to an agreement on land use scenarios and forecasts, as well as project funding in the Cost Feasible Plan. I engineered a compromise among the different counties to achieve an equitable outcome.

11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.

Answer: Funding is always insufficient for transportation needs. I have found that segmenting project corridors and funding sources allowed for more jurisdictions to receive a share of transportation funding in the long-range plan and TIP. I also used quantitative criteria for project

ranking in both LRTPs and TIPs to more objectively reflect a wide range of considerations benefiting different sectors of the region.

12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.

Answer: Diversity has always been important to me in hiring staff, as reflected in the nationality, gender, and racial makeup of my previous employees. To properly motivate staff, it is vital that each staff person understands the importance of their role(s) in the organization and their project responsibilities, no matter how seemingly mundane. I assign staff to specific responsibilities/projects so that they can take ownership of their work product. Such assignments reflect the strengths and interests of each staff person, consistent with project budgets and schedules. Staff should meet routinely to discuss progress and to celebrate birthdays and other events to encourage teamwork.

13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.

Answer: I led a Transportation Demand Management Strategies Study simultaneous with the MPO LRTP here in Tallahassee. Up until that point, there was a lack of consensus on the need for key roadway projects. I brought in national experts to explain what levels of TDM investment would be necessary to avert need for major transportation expenditures. I modeled different TDM scenarios to show the level of impact on congestion and the MPO was not willing to institute the mandatory TDM strategies necessary to offset needed road improvements. This resulted in the MPO finally moving forward with needed roadway projects that had been put off in the past. Funding discussions during the LRTP also planted a seed for a local option sales tax.

14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.

Answer: I have worked on a wide range of transportation planning studies over the years and bring technical knowledge and insights from the consulting world that most applicants do not have. I am a statewide and national expert in travel demand modeling, and bring a keen understanding of what's needed for project justification and what reasonable results look like.

15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?

Answer: I am interviewing with other agencies and expect these decisions by July 1.

16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?

Answer: No.

Name:

Date Completed:

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances. No.
  
2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances. No.
  
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances. No.
  
4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances. **The consulting profession is highly competitive with many challenges beyond one's own control and none of the protections commonly associated with government positions. Changes in management and corporate finances have played roles in prior dismissals. I was unable to meet some financial goals that were set by my most recent supervisor.**
  
5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility? No.
  
6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances. No.
  
7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying? Yes.

**PO BOX 98  
Lake Helen, FL 32744**

**Michael Woods**

**Home 386-228-2516  
Work 352-315-0170 x2  
Cell 407-314-4499**

May 26, 2018  
Chair Tim Sullivan  
225 West Guava St. Suite 211  
Lady Lake, FL 32159

**MPO Executive Director Vacancy**

Dear Chair Sullivan:

I am interested in the position of Executive Director of the Lake~Sumter MPO, and hereby present my qualifications in this letter and attached resume.

Employed with the Lake~Sumter MPO since February 2006, progressing to my current position of Interim Executive Director in January 2018. As an employee for the Lake~Sumter MPO for more than 12 years, I have had the unique position of managing all the core areas of the MPO understanding the complete picture of how the MPO functions and operates.

I have a strong understanding of the local and regional planning issues, with specialized knowledge in multimodal planning, public involvement and project management. I can bring the following skills to the position of Executive Director:

1. Strong written and oral communication skills;
2. Knowledge of the required management principles and practices and their application for our MPO Plans and Programs;
3. Understanding of the principles and practices of the MPO budget preparation, administration, control and revenue forecasting;
4. Understanding of pertinent federal, state, and statutes, codes and regulations and guidance;
5. Experience with state and federal administrative funding processes, and experience working with administrative representatives and staff;
6. Project Management expertise.

I appreciate your consideration and look forward to discussing this opportunity with the MPO Governing Board

Thank you,



Michael Woods, Interim Executive Director

Lake~Sumter MPO

## Summary

More than 17 years of local Transportation Planning expertise in the following areas:

- Multimodal Planning
- Public Involvement
- Transportation Disadvantaged Planning
- Regional Trail Development
- Technical and Policy Expertise
- Mapping and Visualization
- Federal and State Grant Compliance
- Strategic Planning and Operational Analysis
- Regional Transportation Planning and Partnerships
- Financial Operations and Budget
- Organizational Change and Development

An innovative leader with demonstrated the organization, analytical and technical skills. Experienced in managing in a difficult situation, working independently within the organizational framework of the Lake~Sumter Metropolitan Planning Organization (MPO).

## Relevant Transportation Planning Experience: December 2000 to Present

### 1. Lake~Sumter MPO – Interim Executive Director:

**January 2018 to present:** Executive Director reports to the 29 members of MPO Governing Board and is responsible for management of 3 staff (the MPO currently has 3 vacant planner positions and 1 vacant administrative position) and 12 separate contracts or agreements with federal and state agencies, consultant teams, cities and towns, and other organizations. Currently oversees the execution of the MPO work program that includes regional and local transportation planning, multimodal projects, paratransit, providing technical assistance to member communities, and managing the fiduciary and compliance activities of the Lake~Sumter MPO. Manages assigns, directs and coordinates activities and assignments of staff and determines budget used by the MPO Board. Primary staff contact for State and Federal transportation planning agencies for the MPO. MPO Project Manager for three current Complete Streets Studies, two Transportation Disadvantaged Service Plan Major Updates, and the 2018 List of Priority Projects. Responsibility for development and processing of all MPO Governing Board and MPO Committee agenda items. Responsible for monthly grant reimbursement invoice development and oversight.

### 2. Lake~Sumter MPO – Multimodal Project Manager:

**August 2017 to January 2018** – Under the general supervision of the MPO Executive Director responsible for completing a variety of work assignments in support of the regional transportation planning process and compliance with

federal and state requirements. This includes such tasks as researching, collecting and analyzing data, tracking changes in regional multimodal transportation, land use and preparing reports on transportation projects and issues and working cooperatively with a variety of stakeholders, the public and federal and state agencies. Staff support for the Citizens Advisory Committee, the Bicycle Pedestrian Advisory Committee, MPO Task Forces, and Public Transportation. Responsible for managing most of the major planning activities for the MPO including the:

- a. **List of Priority Projects (LOPP)** – updated the local agency submittal process, improved project application process and created a link to FDOT for quick and easy access to current project information. Basically improved the process for the local agencies and improved compliance with federal and state agencies.
  - b. **Long Range Transportation Plan (LRTP) – “TRANSPORTATION 2040”** responsible for management of the LRTP as needed. Preparing scope for the next major LRTP Update to begin late 2018.
  - c. **Public Involvement Plan (PIP)** – Project Manager for the major update PIP to address FAST Act, state and new federal requirements in the areas of Performance Measures and Targets, this included updates for the Title VI, DBE and Limited English Proficiency Plans. Updated the MPO’s policy on social media to
  - d. **US 27 Complete Streets Study Project** – 2016-2018. Project Manager for the US 27 Complete Streets Study project for the portion of US 27 from SR 44 to US 441. The first multi-intersection Roundabout planning concept with full medians in the State of Florida
  - e. **CFMPOA LRTP Executive Summary** – Project Manager for the regional LRTP Executive Summary Project. Creating a shared vision of transportation planning efforts in FDOT District 5.
3. **Lake~Sumter MPO – Transportation Planner**  
**July 2008 through August 2017** - Responsible for non-motorized transportation planning for the MPO planning area including Lake County and Sumter County. Specializing in the development of the Regional Trail Network Plan (SUNTrail), Implementation of the Safe Access to School Study, transportation safety, bicycle and pedestrian project development. Duties include researching, collecting, analyzing and maintaining data used in the regional transportation planning process and plans and documents of the Lake~Sumter MPO. Assists in updating and maintaining all major MPO key planning documents, such as the Long Range Transportation Plan, Transportation Improvement Program, Unified Planning Work Program, and the Public Involvement Plan. Developed recommendations for multimodal transportation policies, plans and projects for highways/roads, traffic safety, public transit, bike and pedestrian plans and projects. A large part of my position involves interacting with federal, state and local officials, various stakeholder groups and the general public on topics and

projects related to regional transportation planning. Regularly prepares presentations on transportation projects and plans for citizens and governmental officials at all levels.

**Major Planning Projects Accomplished:**

- a. **Safe Access to School Transportation Study (SAS)** – 2011-14, Project Manager for the Safe Access to School Transportation Masterplans for each school location in Lake County and Sumter County (63 schools total). Created the SAS website with interactive features, maps, and tool-kits to aid in the development of school-based transportation projects.
- b. **2013 Lake & Sumter County Transit Development Plan** – Project Manager for the Transit Development Plan Major Update for Lake and Sumter Counties including the initial fixed route service options for Sumter County.
- c. **List of Priority Projects (LOPP)** – 2015 became Project Manager for the MPO's List of Priority Projects, established a web-based interactive portal for submission of FDOT Project Information Applications, and implemented annual project cost inflation factors. Developed project prioritization criteria and planning process.
- d. **Long Range Transportation Plan "TRANSPORTATION 2040" Multimodal Policy Development.** Developed policies to advance the Multimodal Goals, Objectives and Strategies for the Long Range Transportation Plan.
- e. **Lake-Wekiva Trail PD&E** 2011-2016 - Project Manager for the Lake-Wekiva Trail PD&E study establishing a regional trail connection from Mount Dora to the Seminole- Wekiva Trail and the West Orange Trail and the new SUNTrail "Coast to Coast Trail". The first conversion of an "active" rail line into a recreational multiuse trail in the US. Completed the first Local Agency Program (LAP) certification for the MPO.
- f. **Florida Black Bear Scenic Byway Masterplan** – 2012-13. Project Manager for the development of the Florida Black Bear Scenic Byway Masterplan. This plan details the 10-year plan for enhancing the visitor experience, environmental and cultural resource protection along the Florida Black Bear Scenic Byway. Also served as Byway Chairman for the Corridor Management Entity (CME) from 2010-2017.
- g. **SR 44 Complete Streets Study Project** – 2016-2017. Project Manager for the SR 44 Complete Streets Study Project. First Complete Streets project in our planning area developed in conjunction with a planned resurfacing project (3R) on a state roadway.
- h. **Planning Agency of the Year 2010 – Commission for the Transportation Disadvantaged**
- i. **Planning Project of the Year 2015 – Safe Access to Schools Transportation Study – Women's Transportation Seminar (WTS)**

**4. Lake ~ Sumter MPO – Transportation Coordinator**

**February 2006 through July 2008** - Responsible for non-motorized transportation planning for the MPO Planning Area, including Lake County and the urbanized areas of Sumter County. Planning staff for the Transportation Disadvantaged Program for Lake and Sumter Counties, MPO Public Involvement Officer, MPO Title VI Specialist, and the MPO Disadvantaged Business Enterprise Liaison Officer. Additional duties included managing the MPO's Geographic Information System, mapping and visualization materials for public meeting and outreach materials. Responsible for public involvement and presentations to community groups on various transportation planning projects and programs.

**Major Planning Projects accomplished:**

- a. **2008 Lake County Transit Development Plan** – Project Manager for the Lake County Transit Development Plan establishing the initial fixed route transit service for Lake County.
- b. **2006-2008 - Transportation Disadvantaged Service Plan** – Major and Minor Updates for Lake County and Sumter County.
- c. **2008 Lake County Trails Masterplan** – Assisted in the development of the of the Lake County Trails Masterplan
- d. **Bicycle Professional of the Year 2007** – Florida Bicycle Association

**5. Lake County Public Works – Alternative Transportation Planner  
December 2000 through February 2006**

Responsible for all non-motorized transportation planning for Lake County, and county staff liaison to the Bicycle Pedestrian Advisory Committee. Working under the general direction of the County Transportation Planner, duties included professional level activities in support of the County's current and long range planning functions as they relate to the adopted Bicycle Master Plan; non-traditional and active transportation. Responsible for conducting research, compiling and analyzing data for active transportation, providing clear and accurate technical and policy information to the County Transportation Planner, City departments, external agencies and the business community on the County's policies and programs related to active transportation.

**Education**

Bachelor of Science Degree from the University of Central Florida - 1988

**American Institute of Certified Planners – AICP**

Eligible for AICP certification based on education and over 17 years' experience in the Transportation Planning field. Certification could be completed within 2-4 months if requested.

**Local, Regional and Civic Associations:**

1. **Green Mountain Scenic Byway** – Board of Directors 2007 to present.
2. **Florida Black Bear Scenic Byway** - Chairman, 2010 - 2017, Executive Committee 2017 to present.
3. **Florida Greenway and Trails Foundation** – Board of Directors, 2015-2017
4. **City of Lake Helen, Planning Land Development Regulation Commission** – Chairman and/or Commissioner 2004-2015.
5. **City of Lake Helen, City Commissioner** – 2015 to present (current term ends 2020).
6. **Bike Walk Central Florida** – 2016 to present
7. **American Planning Association** – member since 2008
8. **Florida Chapter America Planning Association** – member since 2008
9. **Metropolitan Planning Organization Advisory Council (MPOAC)** – Complete Streets Working Group, Staff Directors Working Group
10. **Central Florida Metropolitan Planning Organization Alliance (CFMPOA)** – MPO representative

**Previous Professional Work Experience:**

1. **Orlando Regional Healthcare System** – Manager for the Employee Wellness Department 1991- 1995
2. **South Lake Hospital – South Lake Wellness Center** – Manager for the new South Lake Wellness Center 1995-1997
3. **Sommer Sports, Event Management** – Director of Operations 1997-1999

<b>Your Name</b>	<b><u>Michael F. Woods</u></b>
<b>Mailing Address</b> <i>(to include City, State, and Zip Code)</i>	PO BOX 98 Lake Helen, FL 32744
<b>Home Phone</b>	386-228-2516
<b>Business Phone</b>	352-315-0170
<b>Mobile Phone</b>	407-314-4499
<b>Home Email Address</b>	Woods890@centurylink.net
<b>Work Email Address</b>	MWoods@lakeSumterMPO.com

*(This contact information will be used to communicate with you regarding this position unless otherwise instructed by you)*

<b>CURRENT POSITION, TITLE AND ORGANIZATION</b>	Interim Executive Director, Lake~Sumter MPO
<b>REPORTS TO (TITLE)</b>	29 Member MPO Governing Board
<b>POPULATION SERVED</b>	443,259 – 2017 Estimates
<b>TOTAL DEPARTMENT STAFF/BUDGET</b>	\$1,372,545 for FY 2018/19
<b>TOTAL STAFF/BUDGET YOU ARE RESPONSIBLE FOR</b>	Total of 3 staff positions with 4 vacant staff positions, responsible for budget amount of \$1,372,545 for FY 2018/19
<b>EDUCATION AND LICENSES</b>	Bachelor of Science Degree - UCF
<b>CURRENT SALARY</b>	\$66,000

*The purpose of this questionnaire is to provide us with additional information about your experience and qualifications. Be succinct in your responses and describe your direct level of involvement in any projects or initiatives described. **Please do not reformat this document.***

**1. Please tell us why you are interested in this position and why you are considering a career move at this time?**

Answer: I have worked at the Lake~Sumter MPO for over 12 years, managing programs and projects for the MPO. Since January 2018 I have been the Interim Executive Director handling all the administrative, leadership, budgetary and transportation planning requirements for the MPO. This experience has given me a regional knowledge and perceptiveness for the long range planning that is key to our region's economic success.

The MPO is currently undergoing a transformative process, establishing best practices in our:

- administrative and financial management and controls
- revised personnel standards and procedures
- updated and effective public outreach strategies
- major updates for most the MPO key work products best practice and compliant with federal and state guidance

This process has been trying but very rewarding and productive. The next steps in the transformative process for the MPO will be developing planning performance measures, cost benefit comparison tools, and reestablishing a data driven planning process to aide our elective officials in

making decisions for our transportation network. Strengthen the planning process through data integration will support the decision making process and quicken implementation of our long range planning goals and objectives.

**2. Please describe your management style. How do you get things done?**

Answer: I would describe my management style as Consultative, Participative. I try to instill trust and confidence in my employees and actively seek out their opinions. I take responsibility for the objectives of the effort and let the team take responsibility for the results.

**3. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to your strengths?**

Answer: Majority of my professional planning career has been in MPO project or program management. Feedback generally relates to plans and projects that are technically sound, easy to understand for the public, and are more visual than textual. I work well with project teams to integrate our priorities into long range regional plans.

**4. What kind of feedback have you received from people at all levels with whom you work on a regular basis with regard to areas of professional improvement?**

Answer: Willing to take on new challenges and projects outside of my normal expertise. Ability to integrate process and planning together to maximize implementation. Always learning other skills to aide in my understanding of the larger picture in relation to infrastructure and safety improvements.

**5. How would others characterize your communication style – both formal and informal?**

Answer: I generally like to approach an issue with the facts first establishing a baseline of information, then alternatives and strategies for moving forward. I listen more than talk, research more than speculate, and try to give everyone their chance to be heard. I enjoy serving as the coach on the technical aspects the planning projects, talk well from maps and charts and think I can make everyone understand the issues at their level. Informally I have a dry sense of humor and a softer tone that gives a sense of openness and caring.

**6. Describe your experience and approach in working for a Board of Directors or similar governing structure.**

Answer: The 12 years of working for the Lake~Sumter MPO is my longest tenure working for a large Governing Board. My approach is the formulation and implementation of Governing Board strategies and policies, establishment and review of annual budgeting and planning priorities, regular reporting on regulatory compliance, and measuring the board's own effectiveness in the implementation of the strategies and policies. Using ad-hoc committees, along with our standing MPO committees with consultant expertise is a good strategy for delivering information, perspective and insight into an issue for Governing Board review and consideration.

**7. Describe your knowledge and experience in maintaining good working relationships with regulators, community transportation groups, and members of the public.**

Answer: My time as Interim Executive Director for the Lake~Sumter MPO is a good example of rebuilding a good working relationship with FDOT, FHWA, and FTA in a cooperative and effective manner. The MPO was under great scrutiny for administrative compliance and financial management. Working within the guidelines, implementing quality control and assurance procedures, meeting our deadlines and understanding the needs of our agency partners has greatly helped our relationship with our funding and regulatory partners. This is an ongoing process that

will always be under review.

**8. Describe your experience with the development and implementation of long-term strategic plans.**

Answer:

- The Lake County Trails Masterplan was one of my first long-term planning projects, this plan has been responsible for developing our world class trail system in Lake County.
- The Safe Access to School Transportation Study has a 10-20 year implementation phase with many different jurisdictional and agency partners.
- 2008 & 2013 Transit Development Plans establishing transit in Lake County.
- Florida Black Bear Scenic Byway Corridor Masterplan – a 10 year 4 county vision plan for SR40 and SR19 in and surrounding the Ocala National Forest

**9. Describe your knowledge of developing an organizational budget including your methodology for forecasting revenues, expenditures, and growth.**

Answer: The MPO budget is dictated by federal and state allocations based on population and is fairly consentient year to year. Utilizing MPO funds in the most cost effective manner means keeping personnel costs down, utilizing consultants for most of our technical planning products, using required updates to key work products to gain efficiency and effectiveness and encouraging our regional partners to expend their funds on our behalf. Forecasts for the MPO budget will be flat until after the next census and the MPO is considered a TMA. The MPO continues to solicit FDOT planning funds to accomplish feasibility, planning studies, and process improvement efforts with great success. Developing a more data driven planning process could help stabilize the prioritization of funding and expedite the implementation process for the next decade.

**10. Describe your experiences with intergovernmental cooperation and regional endeavors.**

Answer: Majority of my planning career has been involved in bicycle and pedestrian planning.

- **Central Florida Safe Routes to School Portal** - Developed by the East Central Florida Regional Planning Council. As part of the project team I was able to provide the regional perspective and help address the issues our local partner agencies are experiencing in development of safe access to school plans, programs and grant applications.
- **Florida Greenway and Trails Foundation** – I served on the Foundation’s Board of Directors for 2 years and helped with the passage of the SUNTrail legislation and annual funding appropriation. I was able to help the Foundation understand the MPO’s role in the planning and funding process which aided the Foundation in their efforts to get support for the SUNTrail bill. This funded the Coast to Coast Trail in our MPO planning area.
- **Safe Access to School Transportation Study (SAS)** – Project Manager for the SAS project, developed School Transportations Masterplans for all schools in Lake and Sumter Counties. Worked closely with all of our member governments, both school boards and our state and federal partners.

**11. Provide an example of a creative solution you suggest to solve a local or regional transportation issue.**

Answer: Florida's Efficient Transportation Decision Making (ETDM) was developed as a new way of accomplishing transportation planning and project development for major capacity improvement projects. I was able to suggest some easy improvements that let all the Florida MPOs utilize this

planning tool for more that it was originally designed. Adding MPO boundaries as analysis buffers, adding more demographic layers to aide in community demographics and analysis for planning projects.

**12. Describe the steps you have taken in your organization to build a culture that fosters teamwork, communication, and an appreciation for diversity.**

Answer: Since becoming the Interim Executive Director I have been able to create an easy and efficient employee work product oversight process that documents employee work efforts and time allocation; that has greatly helped with our FDOT and FHWA compliance oversight. Established weekly staff meetings, clear and concise work assignments and project deadlines. The MPO team was under great scrutiny and morale was very low. Establishing these new processes has help rebuild a positive MPO team ethic, improved communication and helped strengthen principal talents within the MPO team.

**13. Describe a situation that illustrates your ability to build important relationships with community partners, financial leaders, and public leaders to advance regional planning. Comment on your specific role and the outcome of the situation.**

Answer: **Florida Greenway and Trails Foundation** – I served on the Foundation’s Board of Directors for 2 years and helped with the passage of the SUNTrail legislation and annual funding appropriation. I was able to help the foundation understand the MPO’s role in the planning and funding process which aided the foundation in their efforts to get support for the SUNTrail funding bill. My specific contribution to the foundation was being able to take the Foundation’s goals and objectives and help them integrate them into the funding and planning process at the state level. This involved coordination at all levels of government, down to the citizen trail support groups across the state.

**14. Please describe any additional areas of expertise or experiences/project involvement you have/have had that are relevant to the Lake-Sumter MPO Executive Director position.**

Answer: Prior work experience has involved event management and operation which is useful for public and educational events supported by the MPO. Graphical design, illustration visual awareness has always been a strong talent.

**15. Are you currently interviewing with an employer and/or a finalist in any other recruitment process? If so, when will it be concluded?**

Answer: No

**16. Have you previously been a candidate in a Waters, Springsted, Oldani Group or Waters-Oldani recruitment process? If so, which position (s)?**

Answer: No

**Name:** Michael F. Woods

**Date Completed:** June 4, 2018

1. Have you been subject to a formal charge regarding a conflict of interest, violation of ethical conduct, malfeasance or misfeasance in the performance of duties? If so, please explain the circumstances. No
  
2. Have you been investigated or censured by a grand jury, board of inquiry or similar body? If so, please explain the circumstances. No
  
3. Have you been subject to any disciplinary actions, including suspension, probation, or demotion in your adult working career? If so, please explain the circumstances. No
  
4. Have you been dismissed or asked to resign from a position? If so, please explain the circumstances. Yes in 1997. As the manager for the South Lake Wellness Center in Clermont. I approved a request for the Wellness Center's Aerobics Manager to pay a special guest Aerobics Instructure for a demonstration class out of her own funds and get reimbursed through her normal payroll procedures. My approval of the request violated the payroll procedures for the South Lake Hospital and I was asked to resign as the Wellness Center's Manager.
  
5. Have you been subject to a bankruptcy or adverse financial circumstances that would limit your ability to be bonded or placed in a position of fiduciary responsibility? No
  
6. Is there anything about your professional or personal conduct that could be potentially embarrassing to your employer or could impair your ability to perform your work, if it were learned at a later time? If so, please explain the circumstances. No
  
7. Do you understand that if reliable information arises contrary to your above responses, it could be disqualifying? Yes

## PRESENTATIONS

### **A. Lake-Orange County Connector Study (PD&E)**

In March 2018, the Central Florida Expressway Authority (CFX) began a Feasibility, Project Development and Environment (PD&E) Study for the Lake/Orange County Connector. The study takes a fresh look at previously studied alignment alternatives seeking to promote regional connectivity via a limited access facility between US 27 in south Lake County and SR 429 in west Orange County. The study will also determine if such a project would be viable and fundable in accordance with CFX policies and procedures. Project Team will provide an update on the study to date.

**Attachments: Lake-Orange Connector Study Project PowerPoint, Lake-Orange Connector Project Map.**

**Project Website:** <https://www.cfxway.com/agency-information/plans-studies/project-studies/lake-orange-co-connector-pde/>

### **B. Lake County Transit Development Plan (TDP) Major Update** – Lake County Transit Department will provide a brief update on the TDP and solicit comments from the Board members on future transit services in our planning area.

**Draft 2018 Lake County Transit Development Plan Major Update:**  
[2018 Lake County Transit Development Plan Major Update](#)

# PRESENTATIONS



**CENTRAL  
FLORIDA**  
**EXPRESSWAY**  
**AUTHORITY**

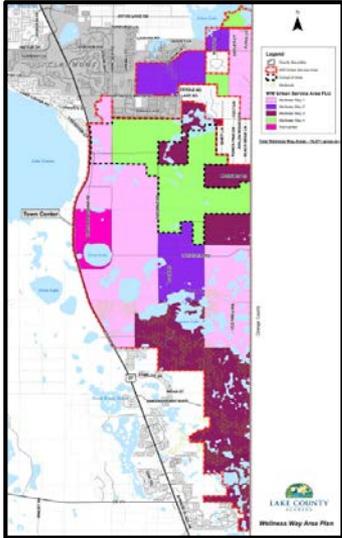
**FEASIBILITY / PROJECT DEVELOPMENT & ENVIRONMENT STUDY**  
**LAKE / ORANGE COUNTY CONNECTOR (US 27 TO SR 429)**  
**LAKE-SUMTER MPO – GOVERNING BOARD PRESENTATION**  
**AUGUST 22, 2018**



# Study Area

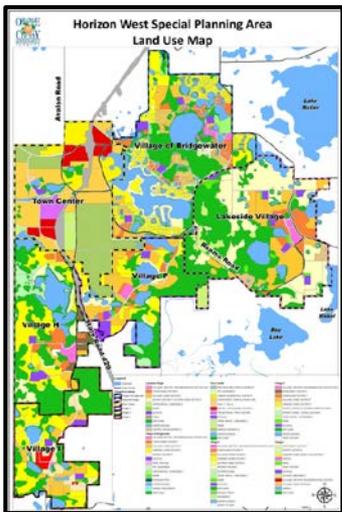


# Future Land Use



## Wellness Way Area Plan

- Significant economic development potential
- Five future land use categories – Wellness Way 1, 2, 3, 4 and the Town Center



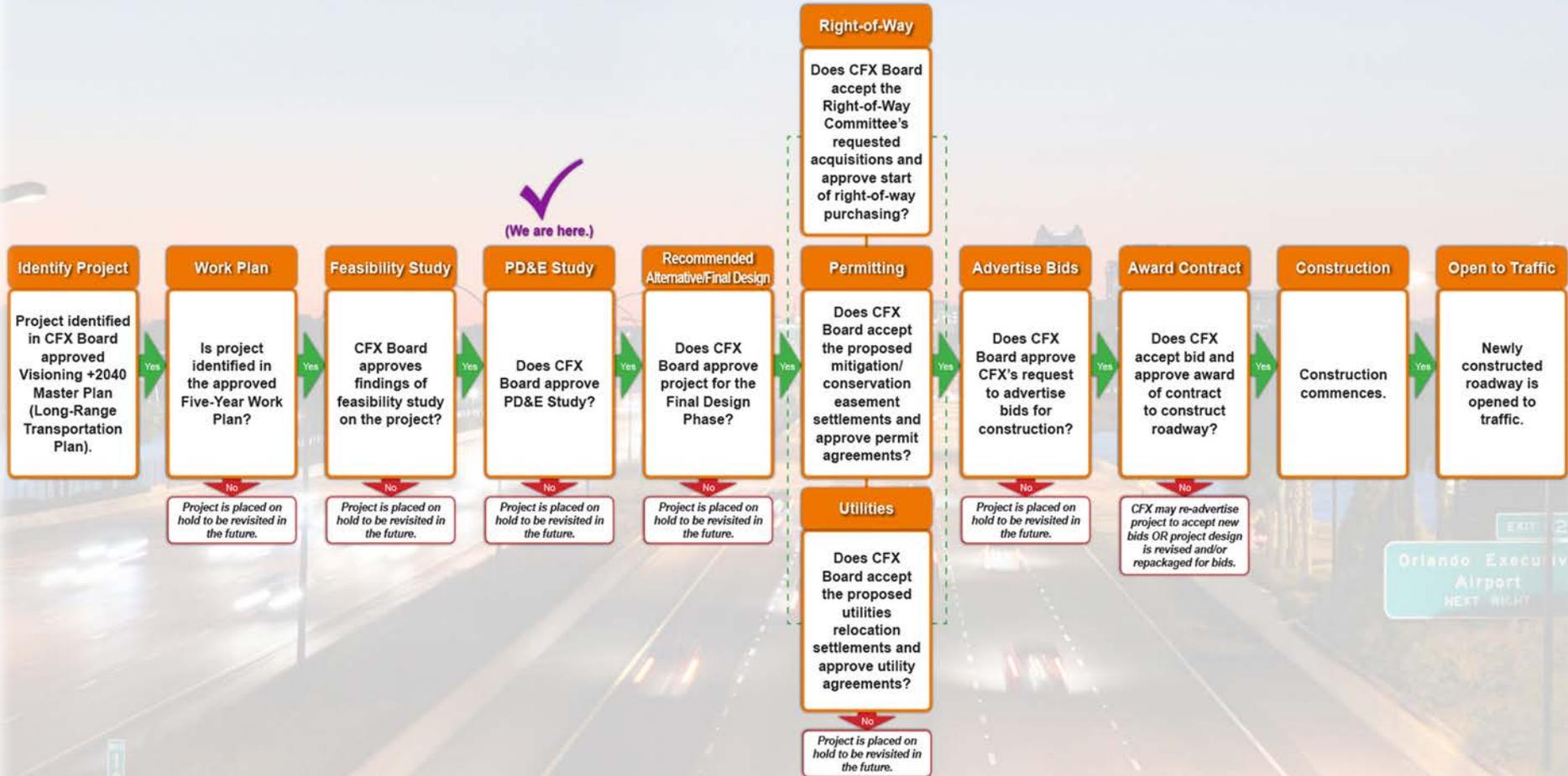
## Horizon West Special Planning Area

- Fast-growing master-planned community
- Anticipated build-out of 40,000 dwelling units

# Project Needs

- 1 Improved connections between area roads
- 2 Future transportation demand
- 3 Consistency with local & regional plans
- 4 Economic viability & job creation
- 5 Intermodal opportunities
- 6 Evacuation & emergency services

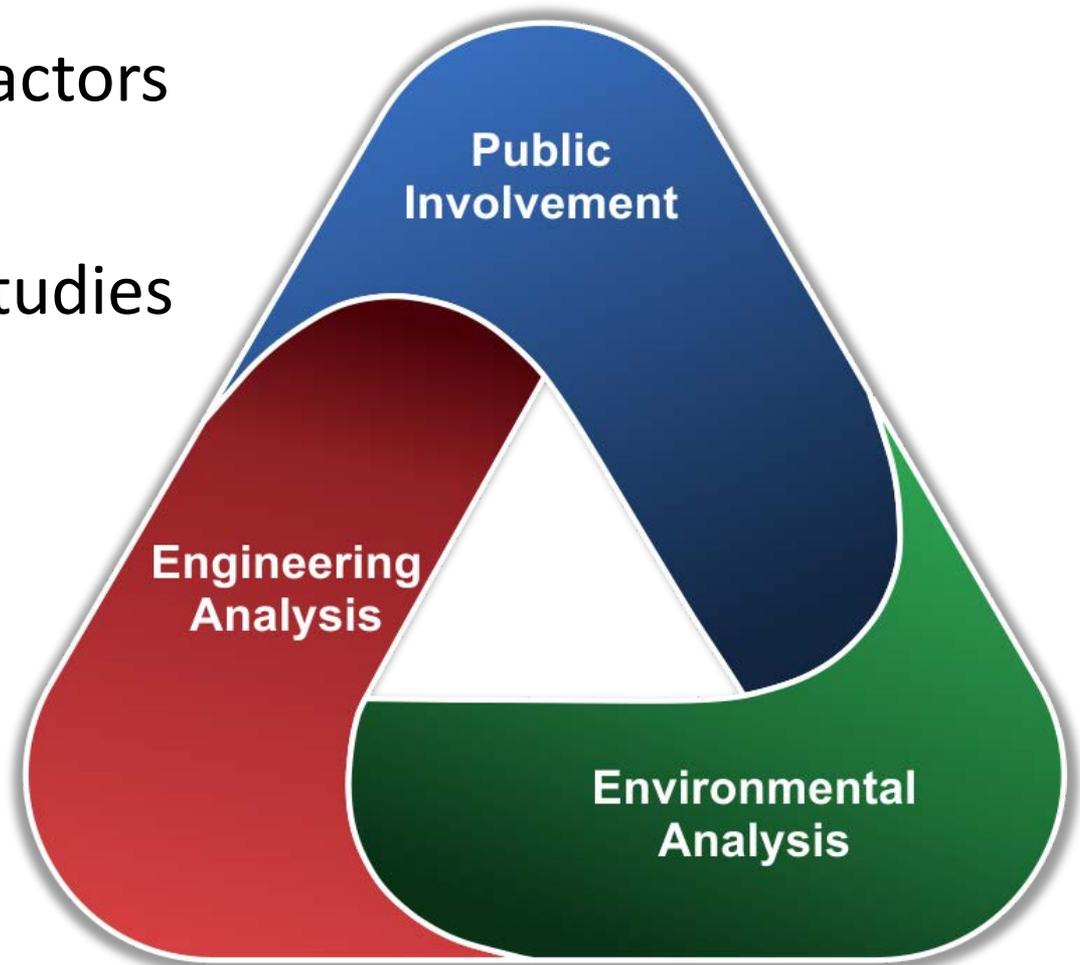
# CFX Project Development Process



EXIT 28  
Orlando Executive Airport  
NEXT RIGHT

# Current Phase – PD&E Study

- Considers several factors and impact
- Builds upon prior studies
- Elicits public input
- Evaluates multiple alignments



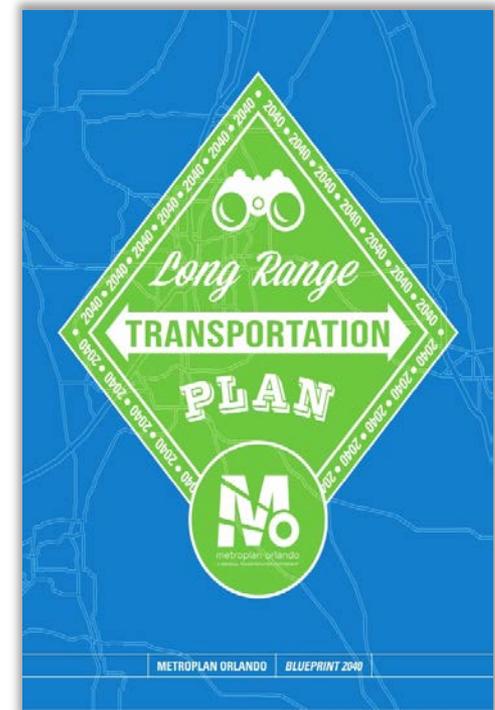
# Project History – Identify Project



CFX



Lake-Sumter MPO



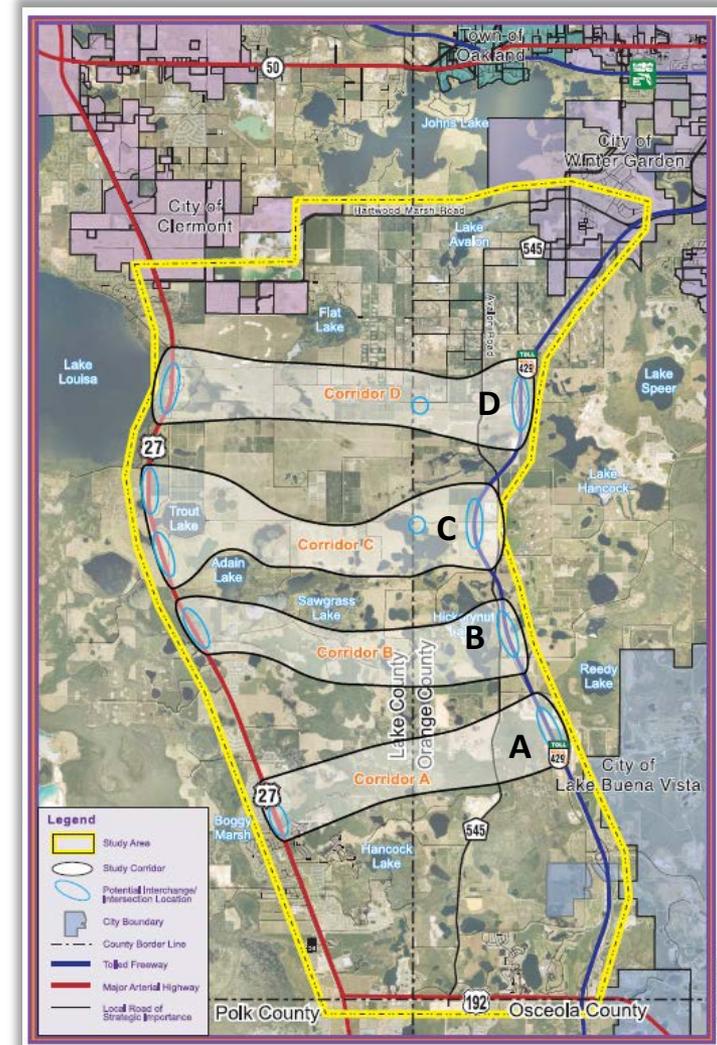
MetroPlan Orlando



# Project History – Feasibility Study

## Concept Development and Evaluation Study for a potential SR 429 to US 27 Connector (2007)

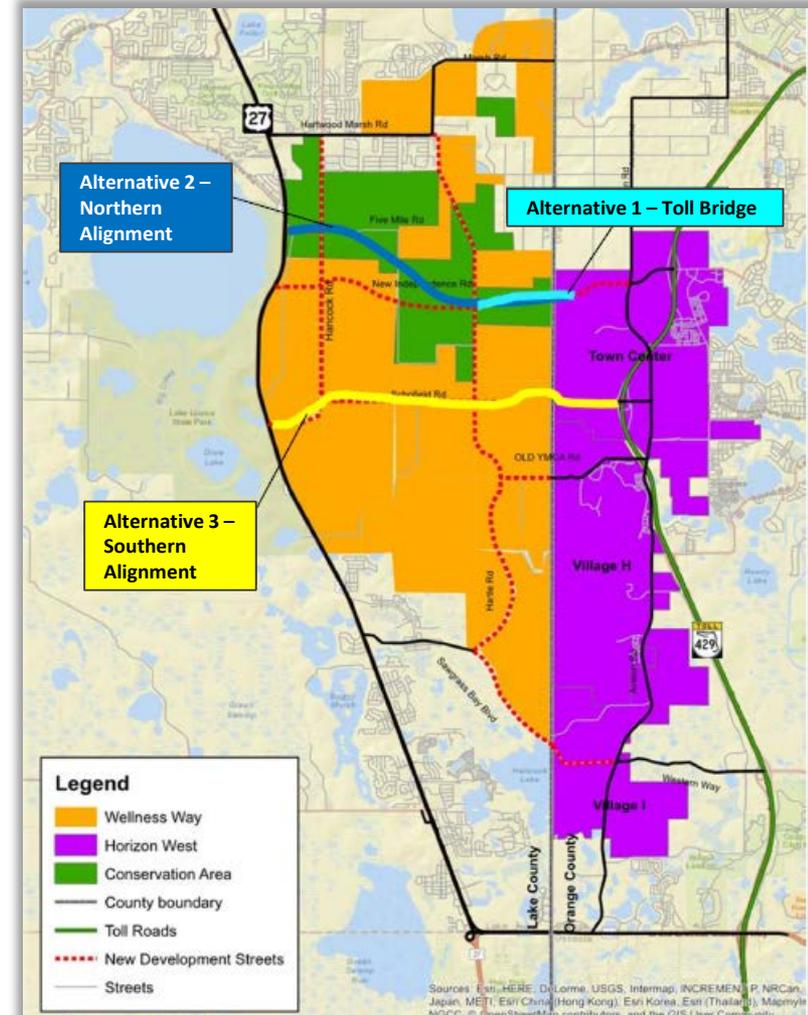
- Area south of Hartwood Marsh Road and north of US 192
- Three viable corridors (A, C, and D)
- Corridor C impact on Horizon West Town Center



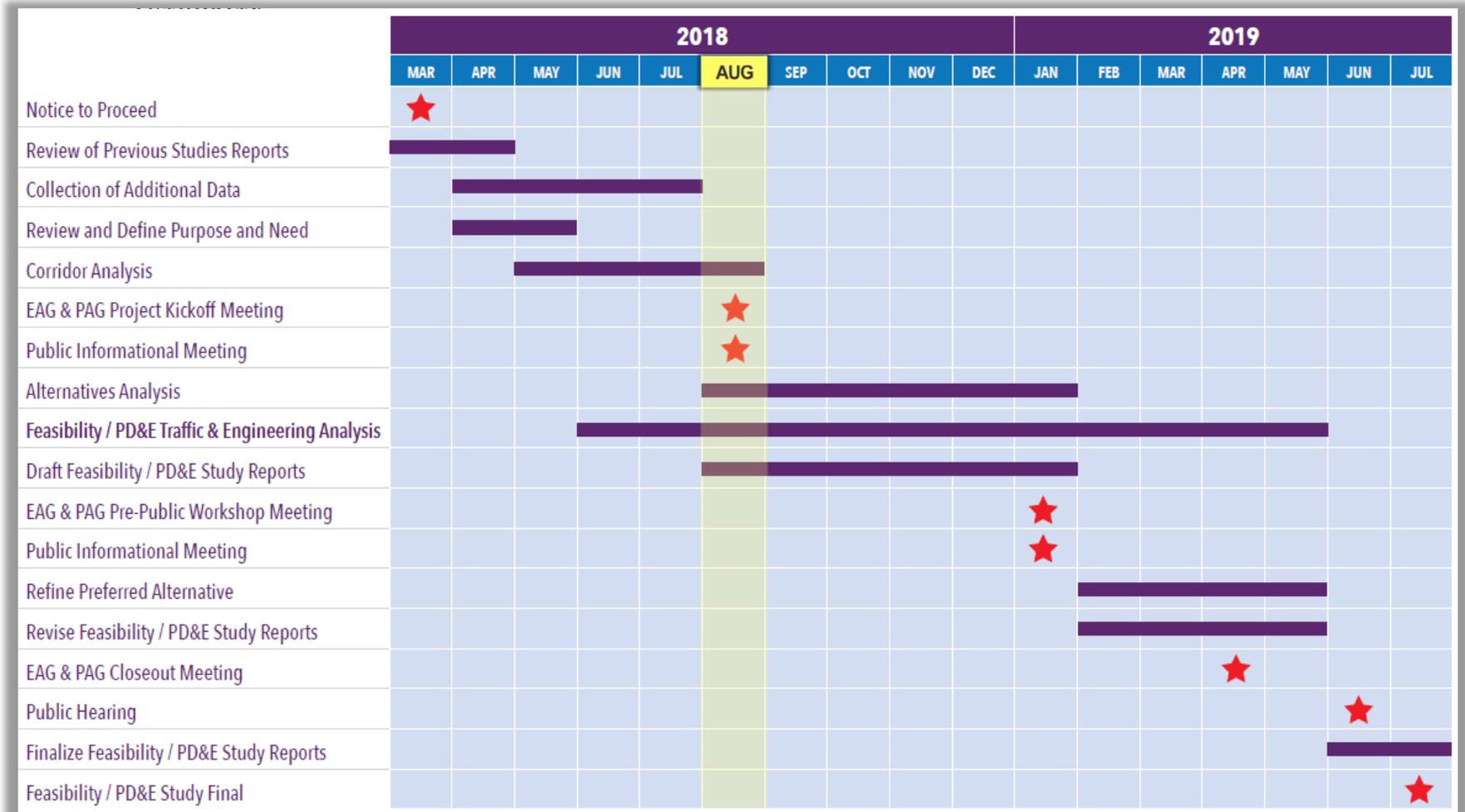
# Project History – Feasibility Study

## Lake/Orange Connector Preliminary Traffic & Revenue Study Report (2017)

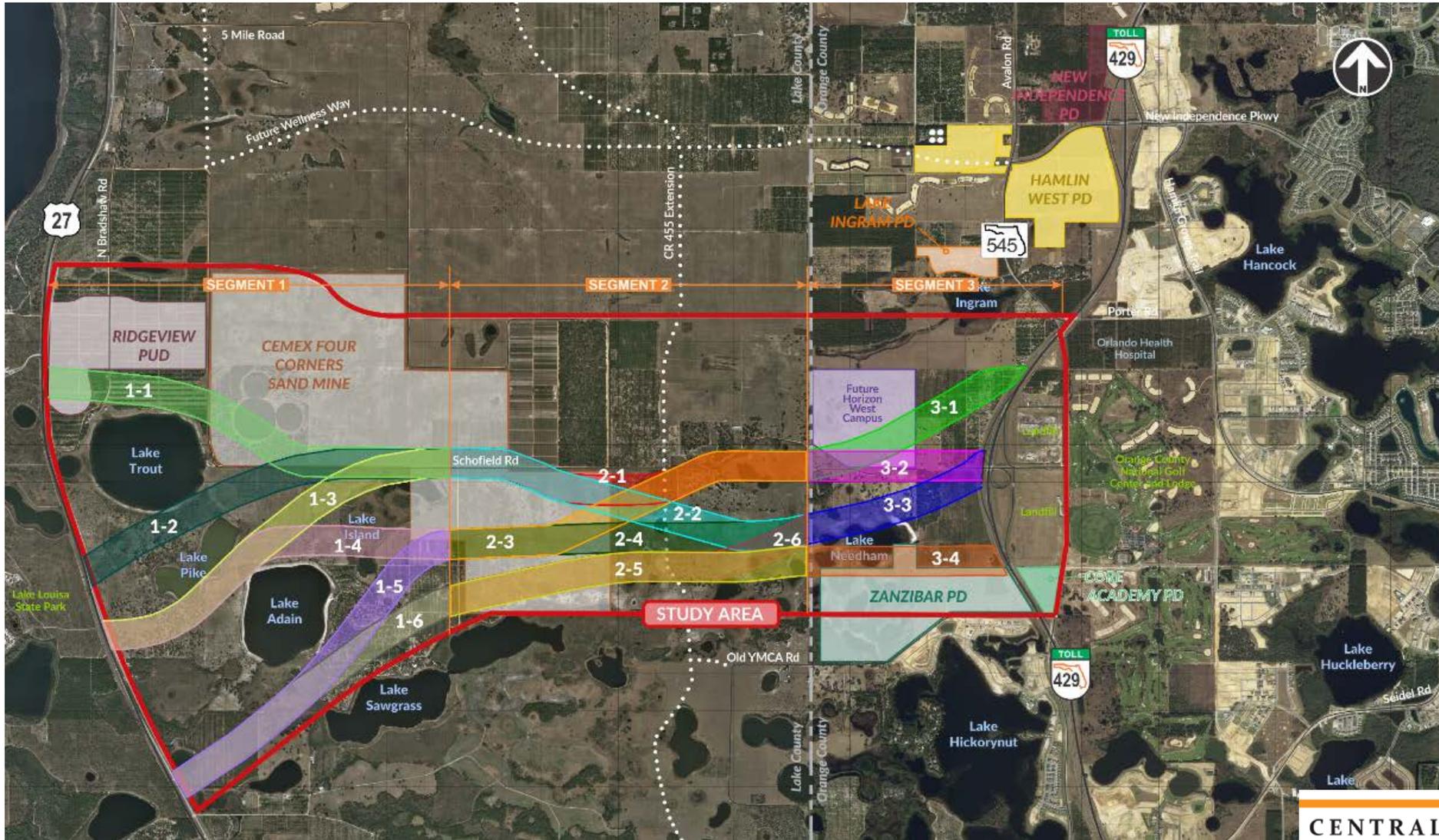
- Compared toll revenue opportunities
- Found potential in Southern Alignment
- Prompted current study



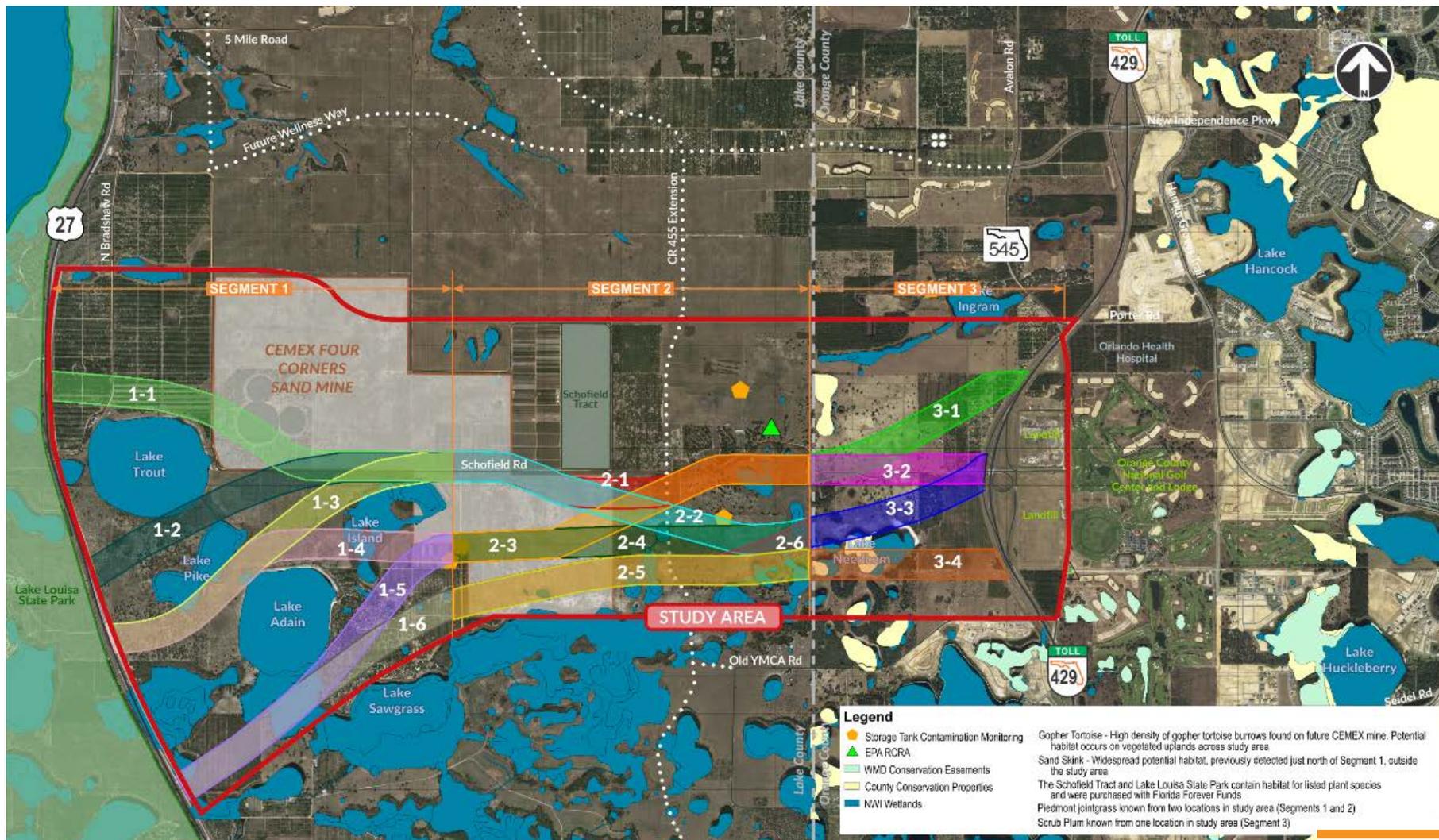
# Schedule



# Corridor Analysis – Social Constraints Map



# Corridor Analysis – Environmental Constraints Map



# Corridor Analysis – Evaluation Criteria

## Engineering Evaluation Criteria

Major Utility Conflicts  
Geometric Considerations  
Floodplain Encroachment  
Traffic Considerations

## Socio-Economic Evaluation Criteria

Approved Planned Unit Developments  
Historical/Archaeological Resources  
Parks/Recreational Facilities  
Right-of-Way Impacts

## Environmental Evaluation Criteria

Wetlands  
Wildlife and Habitat  
Conservation Lands/Mitigation Banks  
Contamination

# Corridor Analysis - Public Involvement

## Public input opportunities:

- Project Advisory Group meeting
- Environmental Advisory Group meeting
- Stakeholder and agency meetings/presentations
- Public Informational Meeting
- Project website, hotline, Facebook page



# For More Information:

**Kathy Putnam**

Public Involvement Coordinator

Phone: 407-802-3210

Email: [LakeOrangeStudy@CFXway.com](mailto:LakeOrangeStudy@CFXway.com)

**[www.CFXway.com](http://www.CFXway.com)**



# LakeXpress TDP

August 2018

# Overview

- What is a TDP?
- Baseline Conditions
- Public Outreach
- Situation Appraisal
- Proposed Improvements
- Evaluation and Prioritization
- 10-Year Plan

# What TDP is Not

- Not a budget
- Not a Capital Improvement Program (CIP)
- Not a binding agreement

Ok. What is  
it, then?



# What is a TDP?

- 10-year strategic plan for transit
  - Evaluate demographics & travel behavior
  - Assess existing transit options
  - Conduct public involvement & outreach
  - Determine transit needs
  - Develop service & implementation plans
- FDOT requirement
- Incorporates best practices

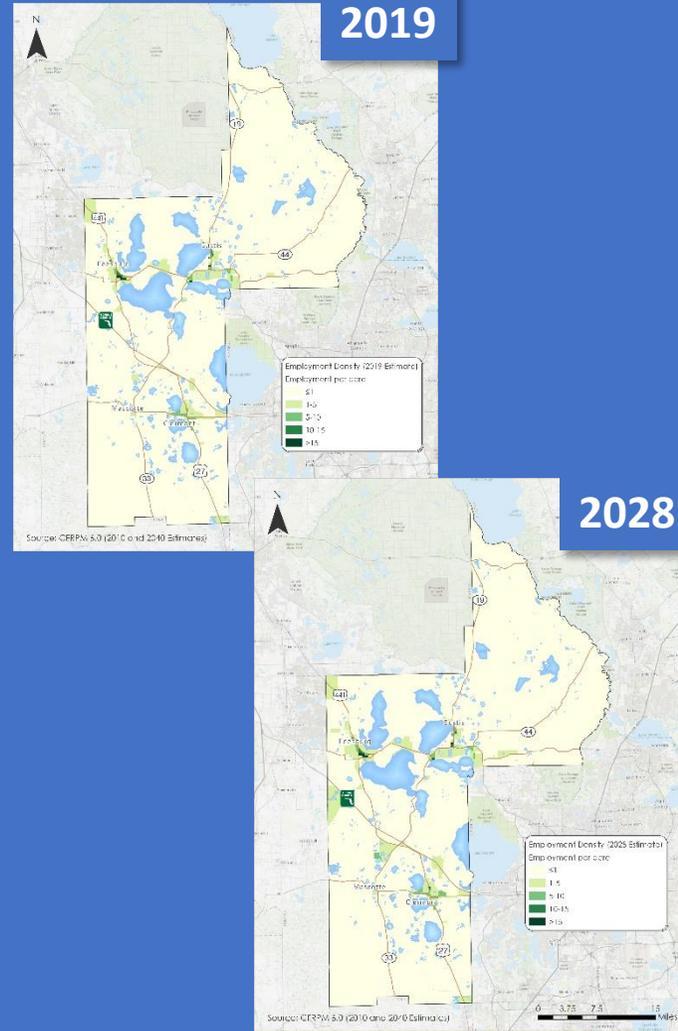
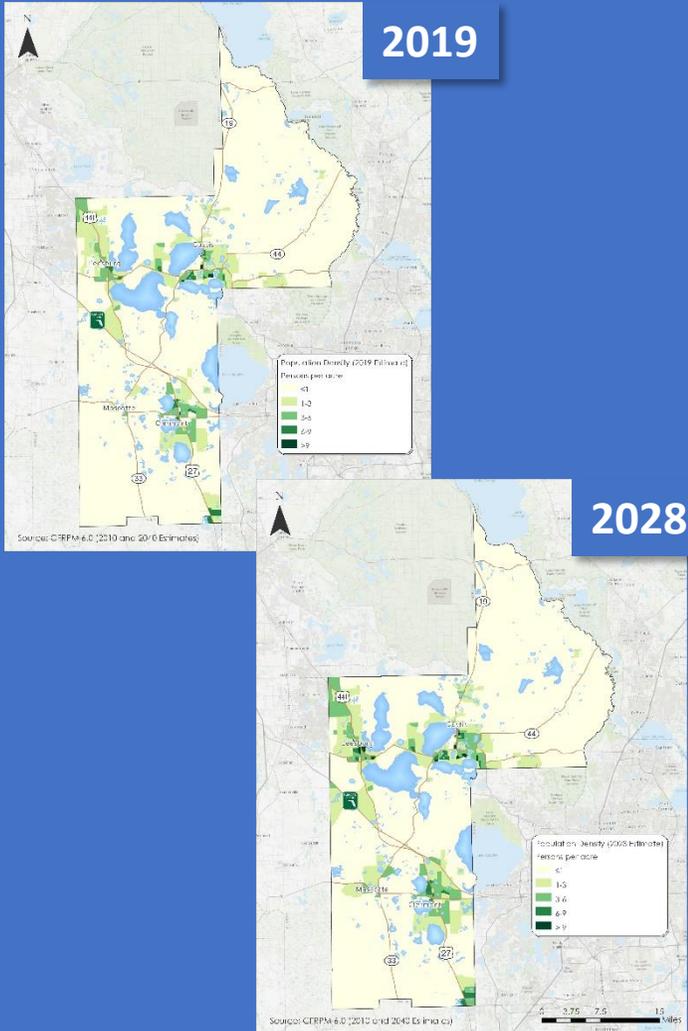
# What is a TDP?

- Reflects community's vision for transit
- Identifies funded & unfunded needs
- Collaborative process, consistent with other regional & local plans/programs
- Helps set transit service/capital priorities
- Updated every five years
  - Due September 1, 2018
  - Covers FY 2019-2028
  - Prior plan covered FYs 2014-2023

# Baseline Conditions

## Population

## Employment



# Baseline Conditions



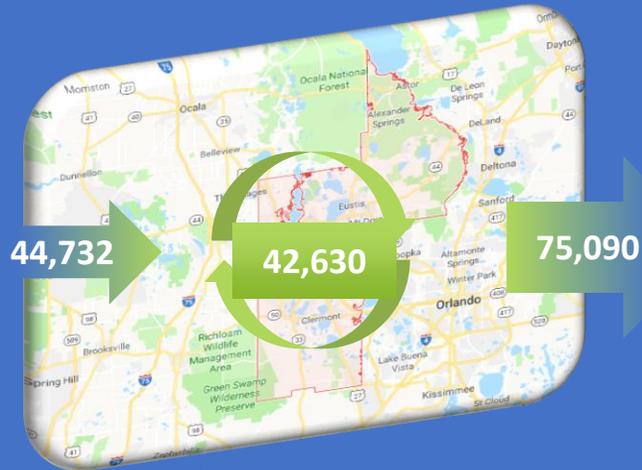
Activity Centers



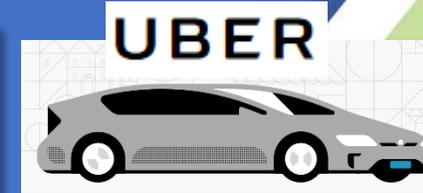
Land Use



Local/Regional Studies/Plans



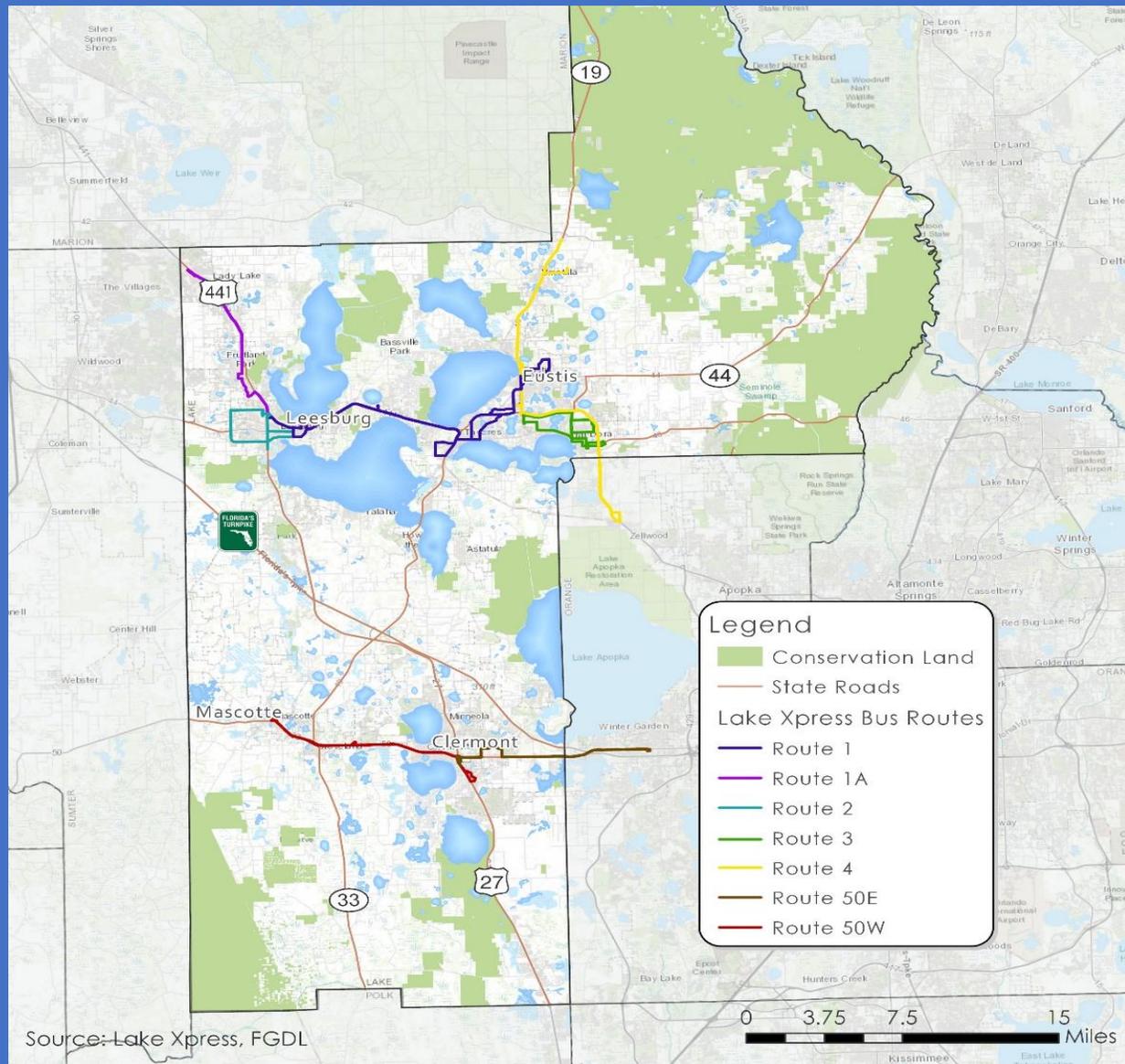
Commute Inflow/Outflow



Other Transportation Options



# Existing Services



## 7 Routes

Service generally starts at 6 AM and ends at 5 PM  
Monday-Friday

## Fares

- \$1.00 Regular per trip
- Daily Pass (unlimited rides) \$3
- 10-Ride Pass \$8
- 30-Day Pass (unlimited rides in the 30 days) \$30

# Public Outreach

- Workshops
  - ✓ Discussion group workshops
  - ✓ Public workshops
- Interviews
  - ✓ Stakeholder Interviews
  - ✓ Operator Interviews
- Surveys
  - ✓ Bus Rider On-board Survey
  - ✓ General Public Survey
  - ✓ Online Public Survey



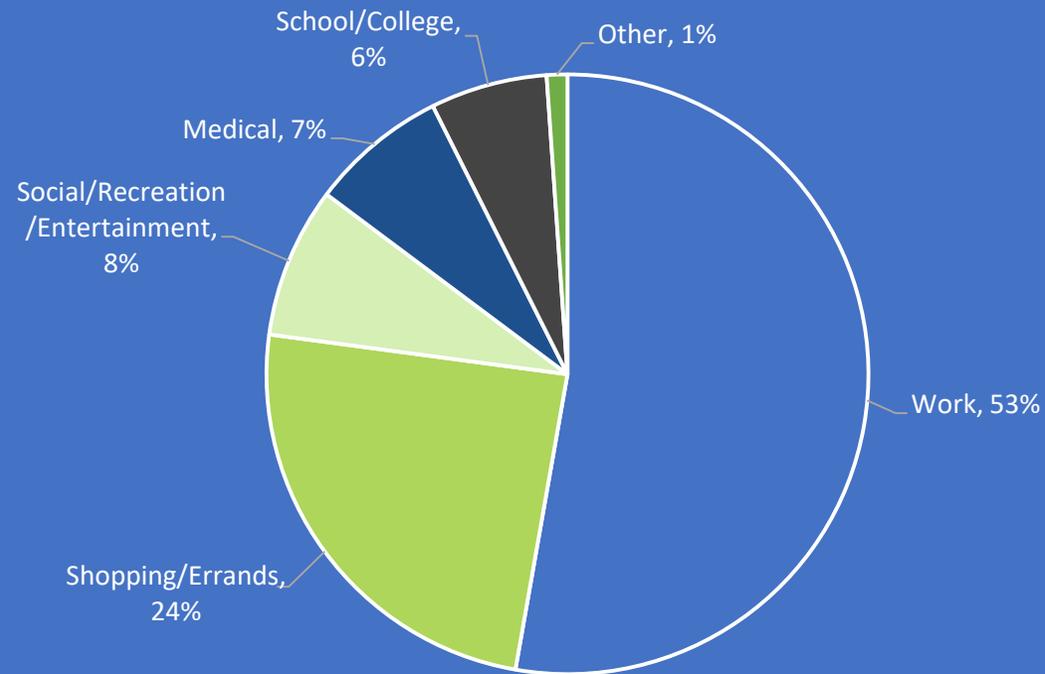
# TDP Public Involvement Activities Summary

Outreach Activity	Date	Status	Attendance/ Outreach
Stakeholder interviews	April/May 2018	Completed	12
Discussion group workshops	May 2018	Completed	10
On-board survey	June 2018	Completed	278
Online public survey	April–June 2018	Completed	249
Operator interviews	June 2018	Completed	7
Public workshops	July 2018	Completed	12
Total Participants			568

# LakeXpress Rider Input from Onboard Survey

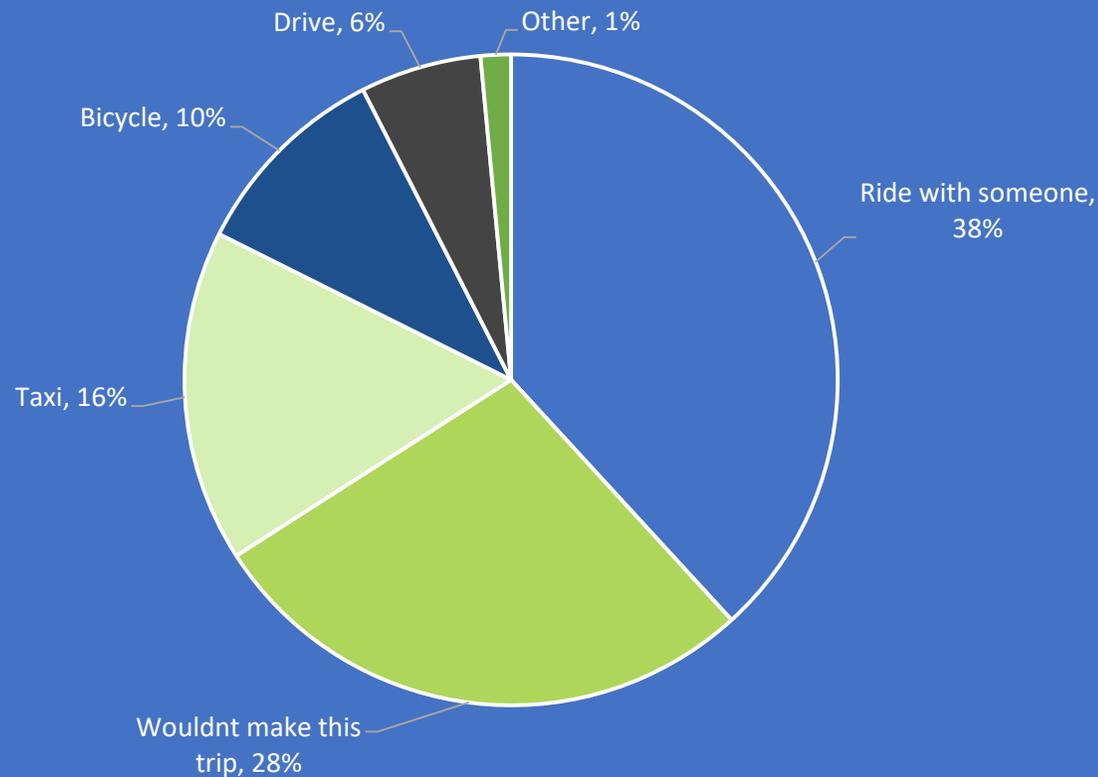
- Riders most common trip purpose?

Over half, 53%, of respondents' trip purpose was to go to and from work, the second most common trip was to run errands or go shopping (24%).



# LakeXpress Rider Input from Onboard Survey

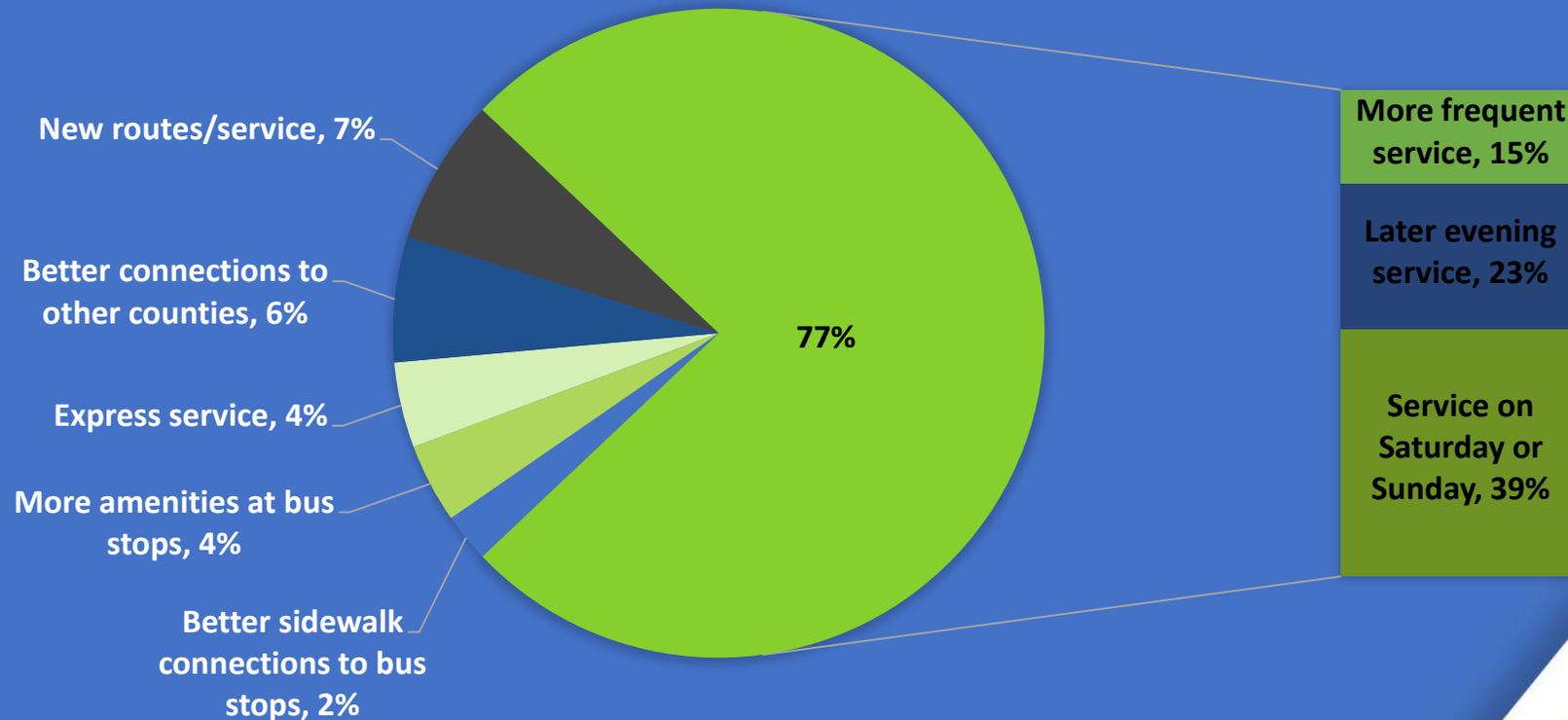
- If no transit, how trip would have been made?



The most common answer, 38%, would have been to ride with someone to their destination. Over a quarter of respondents, 28%, would have not made the trip.

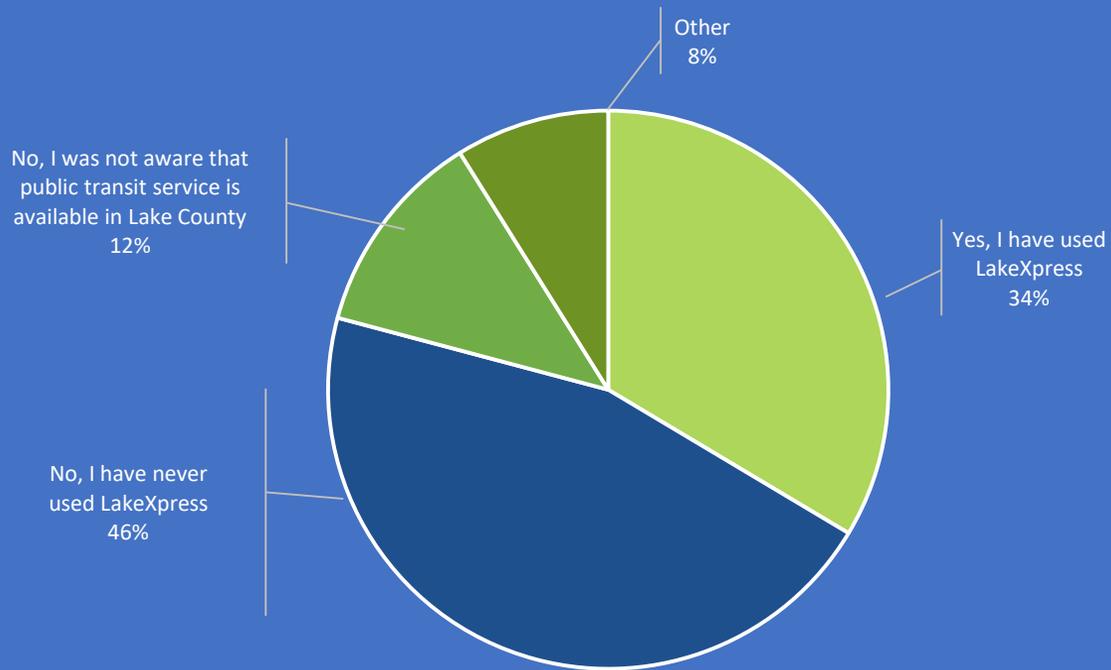
# LakeXpress Rider Input from Onboard Survey

- Top 3 improvements that are most important



# Public Input Survey

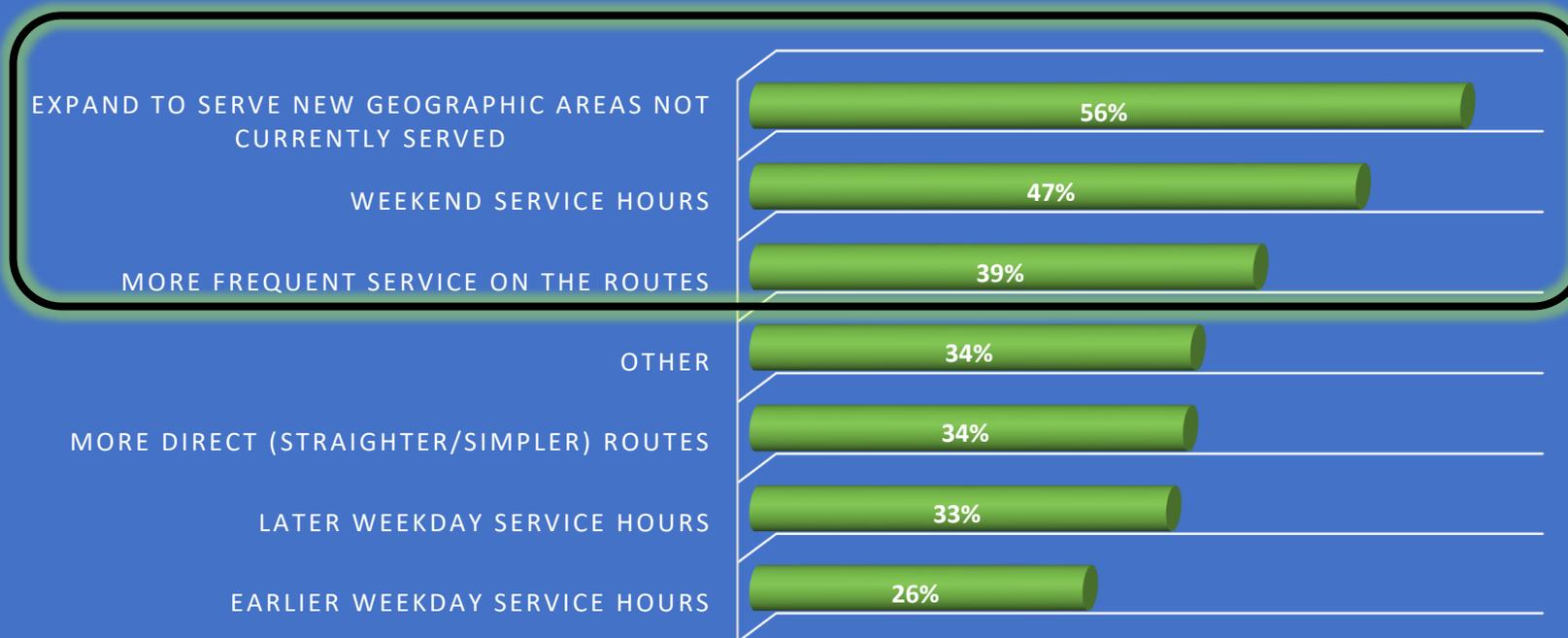
- What percent of Lake County residents are actually using LakeXpress?



Almost half of respondents, 46%, have never used LakeXpress. 34% of respondents had used LakeXpress, while only 12% did not know that public transit was available.

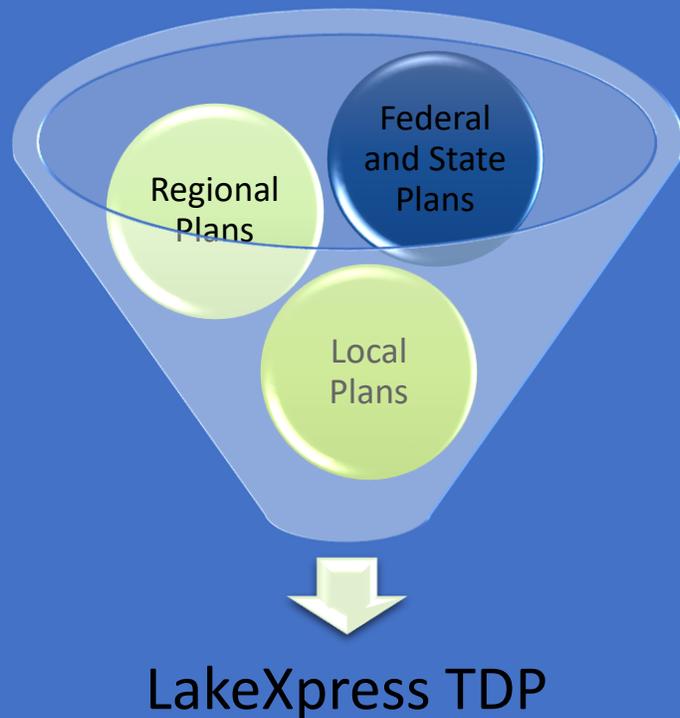
# Public Input Survey

- What transit improvements would you most like to see:



# Situation Appraisal

- Plans Reviewed to understand current transit policies and plans

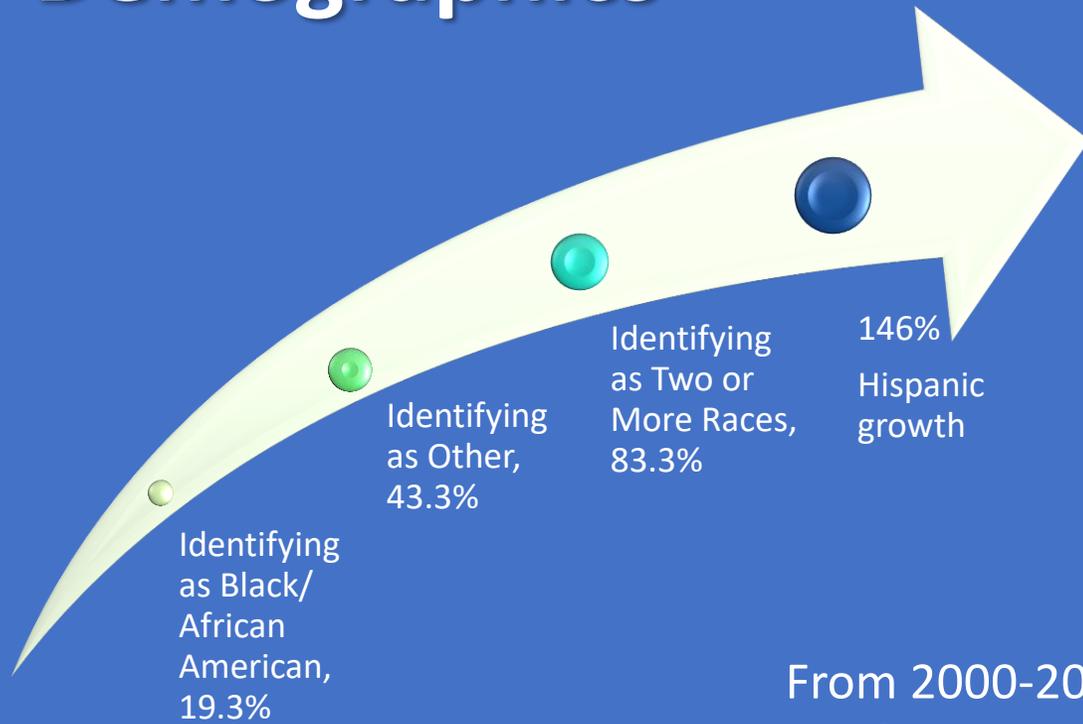


Plans ranging from local to federal were reviewed to address the local and regional transit issues that will affect LakeXpress. Over 25 plans reviewed- Ensuring Consistency!

# Socioeconomic Trends, Population Growth

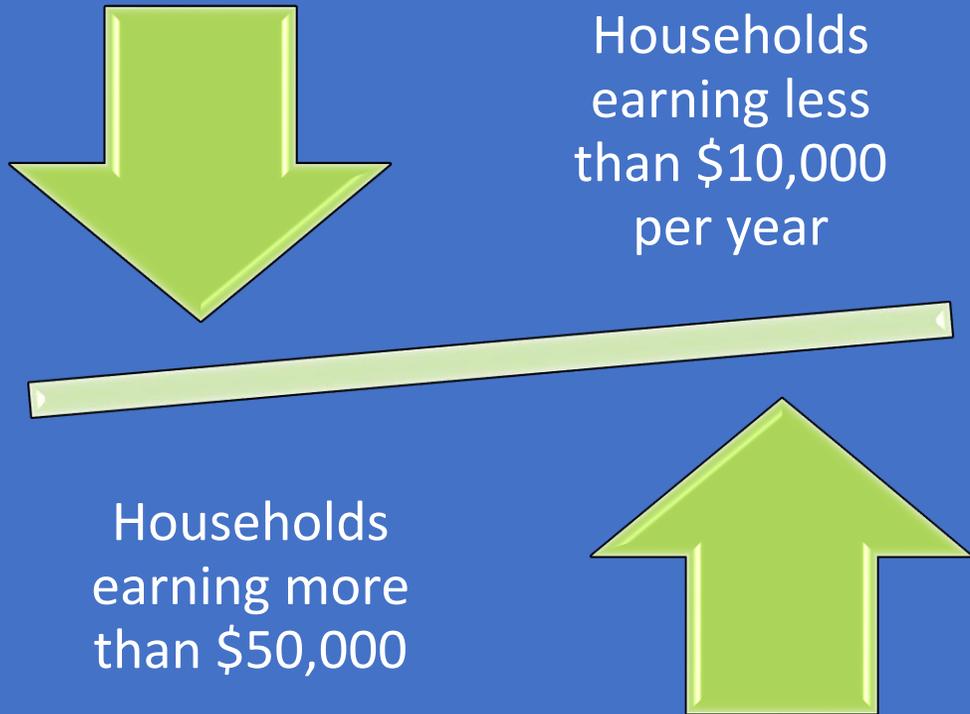


# Socioeconomic Trends, Demographics



From 2000-2016, the proportion identifying as of Hispanic or Latino origin increased from 5.6 percent to 13.8 percent.

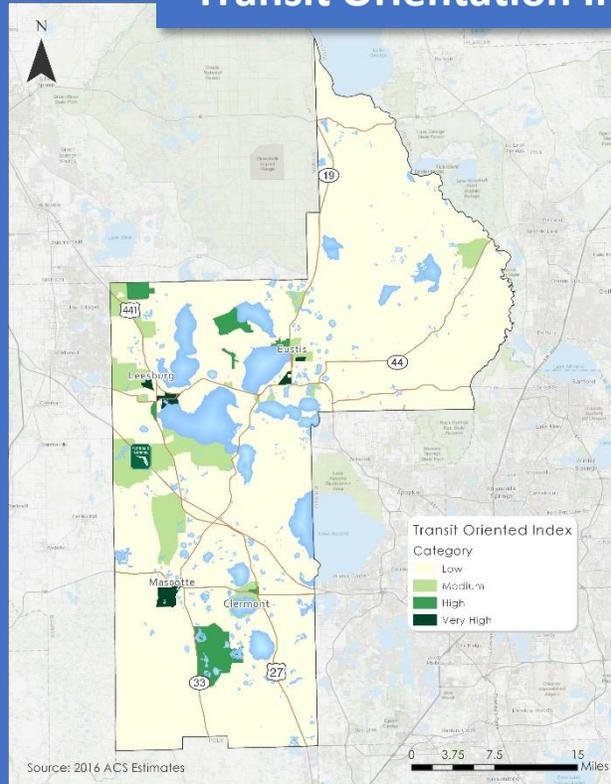
# Socioeconomic Trends, Household Income



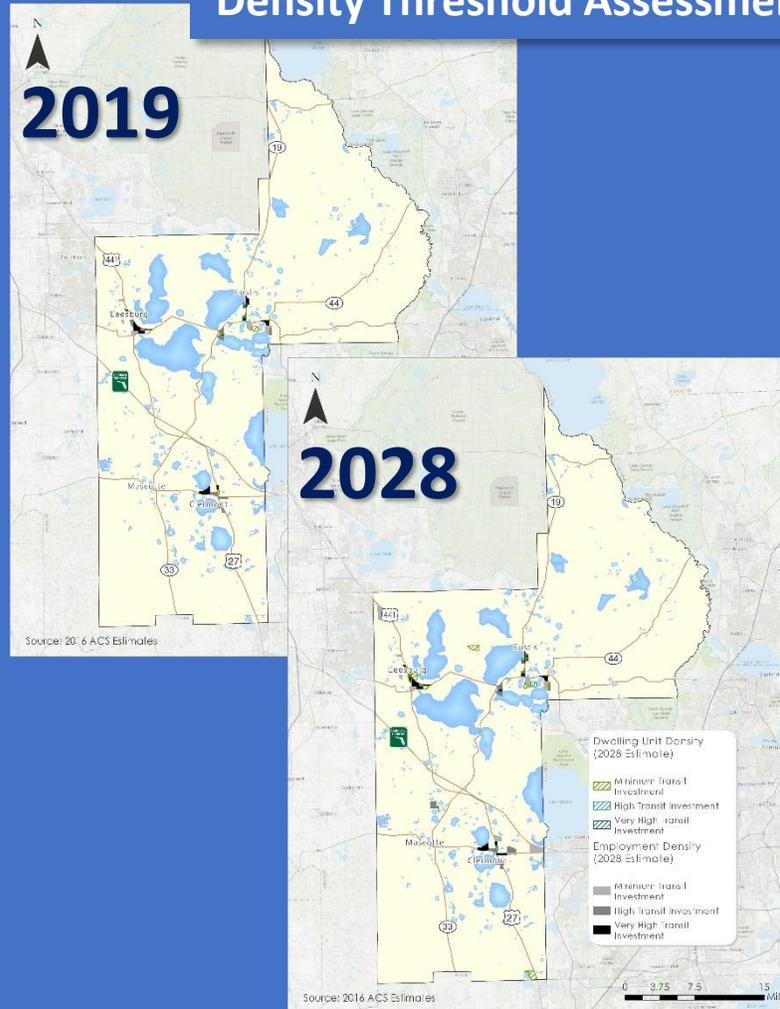
However, the proportion of households below the poverty level in Lake County grew by more than 40% (from 9.6% to 13.5%); a higher rate than Florida as a whole.

# Plan Development

## Transit Orientation Index



## Density Threshold Assessment



## Ridership Forecast

**TBEST**<sup>4.2.2</sup>  
Transit Planning Software



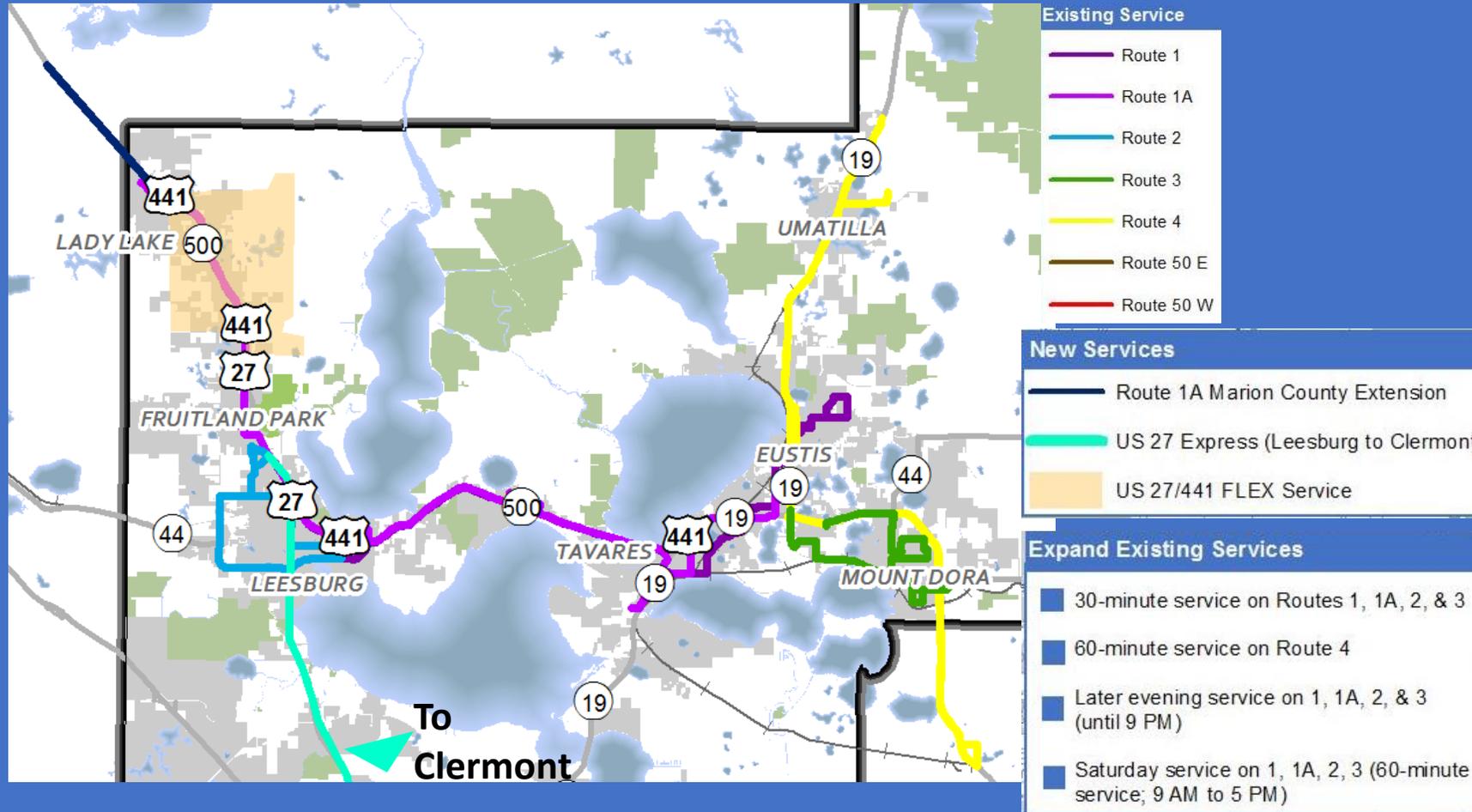
Florida Department of Transportation  
Public Transit Office



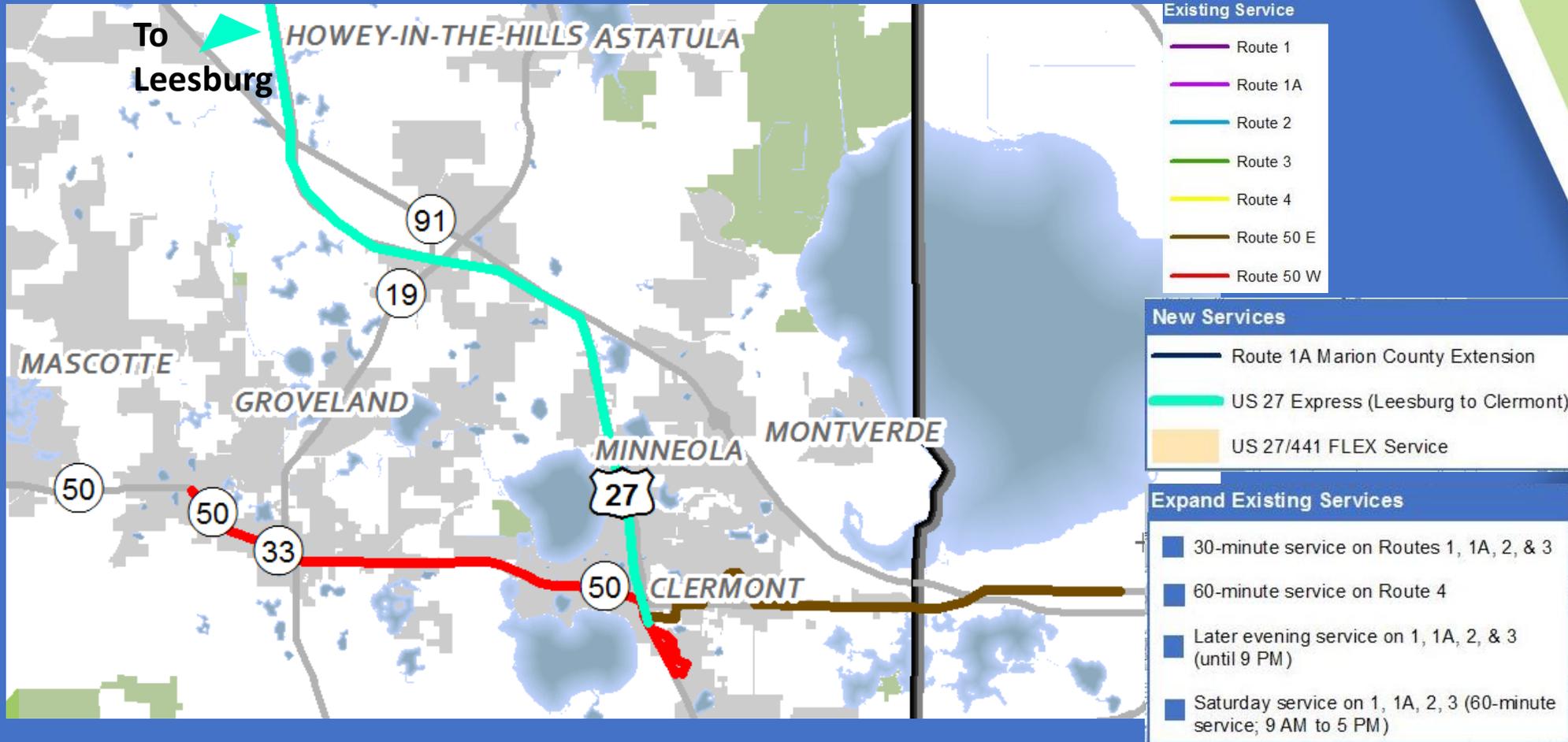
# 10-Year Transit Needs

- Route 1A Marion County Extension
- US 27 Express (Leesburg to Clermont)
- US 27/441 Flex Service
- Saturday Service
- Extended evening hours
- Double Frequency on Routes

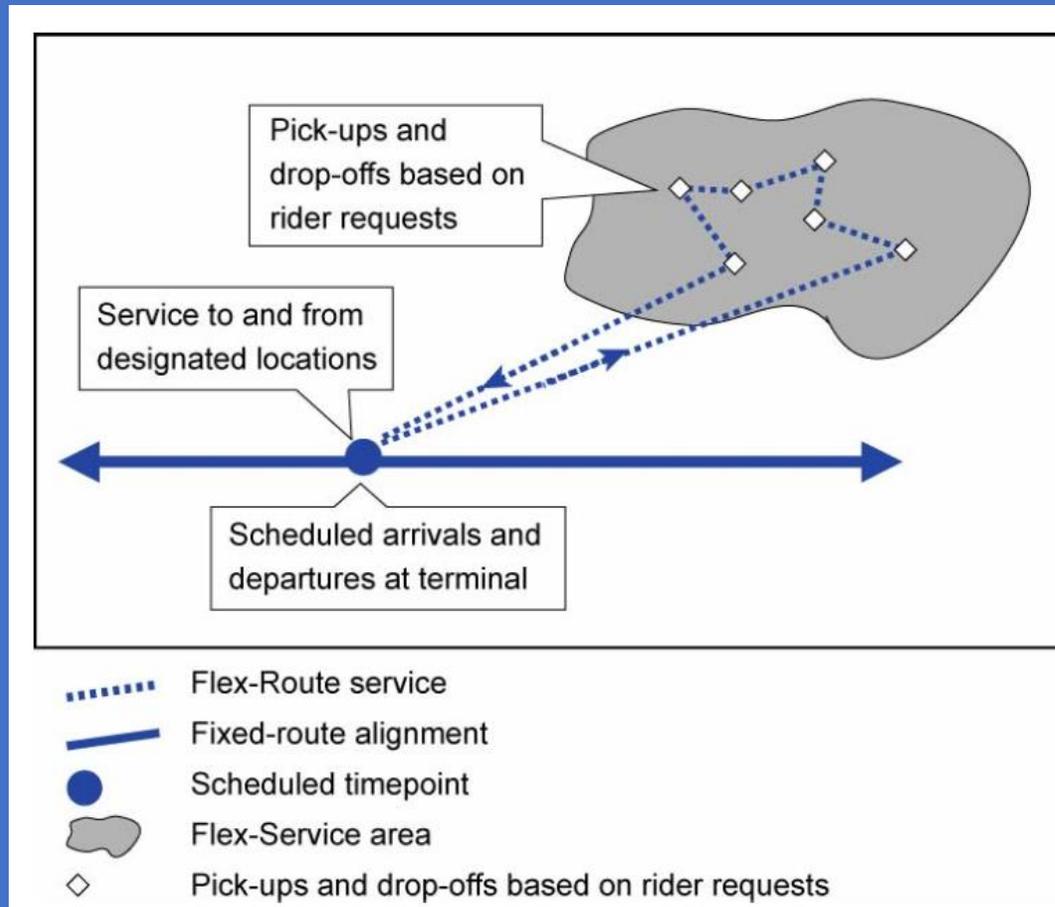
# Service Improvements



# Service Improvements



# Flex Service



# Capital/Infrastructure Needs

**Improve More Sidewalk Connections**-Riders expressed the need for improvements to sidewalk infrastructure connections to bus stops.

**Add Park-and-Ride Facilities**-When conveniently located, park-and-ride facilities can be integrated into the overall transportation network and encourage a shift from single-occupant vehicles to transit or other alternative modes.

**Improve Bus Stop Comfort**- Riders expressed an emphasis on benches and shelters being provided at the busiest bus stops to ensure a safe, comfortable waiting area.

# Technology/Policy Needs

## Real-time Bus Location Information

Real-time bus tracking information to complement RouteShout through a number of communication modes including smartphone mobile apps and in-station sign displays.

## Wi-Fi on Buses

Wi-Fi is a convenience that was frequently cited by the public as a critical need and also can help attract new ridership to LakeXpress service going forward.

# 10-Year Needs Plan Costs

**Capital needs:** The Needs Plan includes **\$6.8 million** for new vehicles to provide additional service

Service Improvement	Estimated Annual Cost (FY 2019)	Operating Characteristics		
		Fixed-Route Headways	Service Span	Days of Service
Double Frequencies—Routes 1, 1A, 2 & 3	\$2.19 million	30 min	Varies	Mon – Fri
Double Frequency on Route 4	\$287,000	60 min	7 AM – 7:15 PM	Mon – Fri
Extend Weekday Service to 9 PM—Routes 1, 1A, 2 & 3 (Fixed-Route + ADA)	\$529,000	30 min	Thru 9 PM	Mon – Fri
Add Saturday Service—Routes 1, 1A, 2 & 3 (Fixed-Route +ADA)	\$560,000	60 min	9 AM – 5 PM	Sat
Express Service on US 27	\$201,000	60 min	6-9 AM, 3-6 PM	Mon – Fri
Route 1A Extension to Marion County	\$43,700*	60 min	6 AM – 9 PM Mon-Fri 9 AM to 5 PM Sat	Mon-Sat
US 441 Flex Route	\$389,000	90 min	6 AM – 9 PM Mon-Fri 9 AM to 5 PM Sat	Mon – Sat
<b>Total</b>	<b>\$4.2 million</b>	<b>← Additional Operating Needs</b>		

\*Reflects the cost for weekday service only; cost for Saturday service included under the total cost of adding Saturday service for Routes 1, 1A, 2 & 3

# Alternatives Evaluation

Criteria	Measure	Description	Weight
<b>Community Support</b>	Public Input	Level of interest in specific alternatives during public outreach.	35%
	Stakeholder Input	Level of support from community leaders.	25%
<b>Ridership Potential</b>	Traditional Market	General overlap in “High” or “Very High” Transit Orientation Index (TOI), Density Threshold Assessment (DTA)	20%
	Discretionary Market	General overlap in areas that meet the “Minimum” Density Threshold Assessment (DTA) tier for employment or dwelling unit density	
<b>Regional Connectivity</b>	Connections to Regional Hubs	Connections to regional transit networks/hubs in adjacent counties	20%

# Alternatives Evaluation

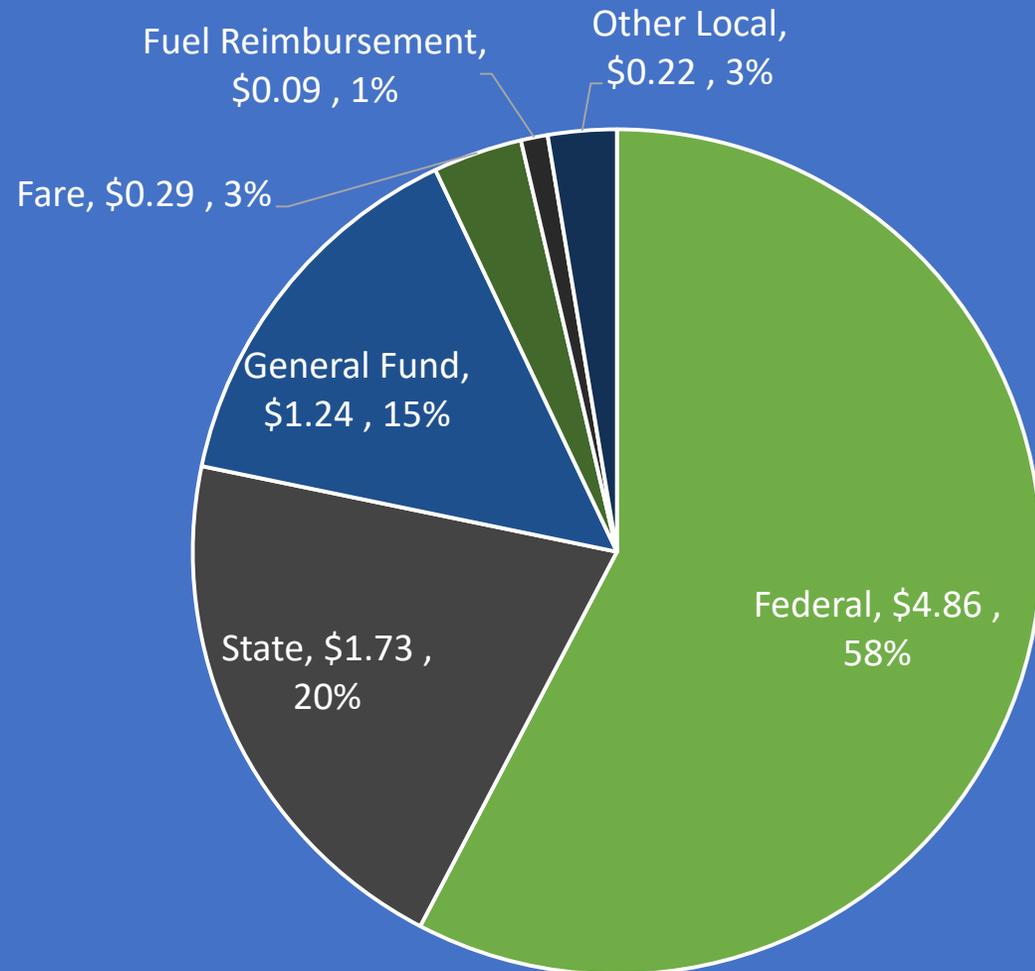
Improvement	Criteria			Weighted Score	Priority Rank
	Community Support	Ridership Potential	Regional Connectivity		
Add Saturday Service to Routes 1, 1A, 2, & 3				5.6	1
Enhance Frequency on Routes 1, 1A, 2, & 3				5.4	2
Express Service on US 27 from Leesburg to Clermont				4.3	3
US 27/441 Flex Service				4.1	4
Extend Route 1A to Marion County				3.1	5
Later Evening Service				3.0	6
Enhance Frequency on Route 4				2.5	7

 Very High  
  High  
  Medium  
  Low

# 10-Year Cost Feasible Plan

- Maintain existing service
- Perform Comprehensive Operational Analysis (COA)
- Conduct TDP Major Update (due September 1, 2023)
- Assumes 5339/Toll Revenue credits to fulfill vehicle replacement plan

# 10-Year Total Cost Feasible Operating Revenues (millions)

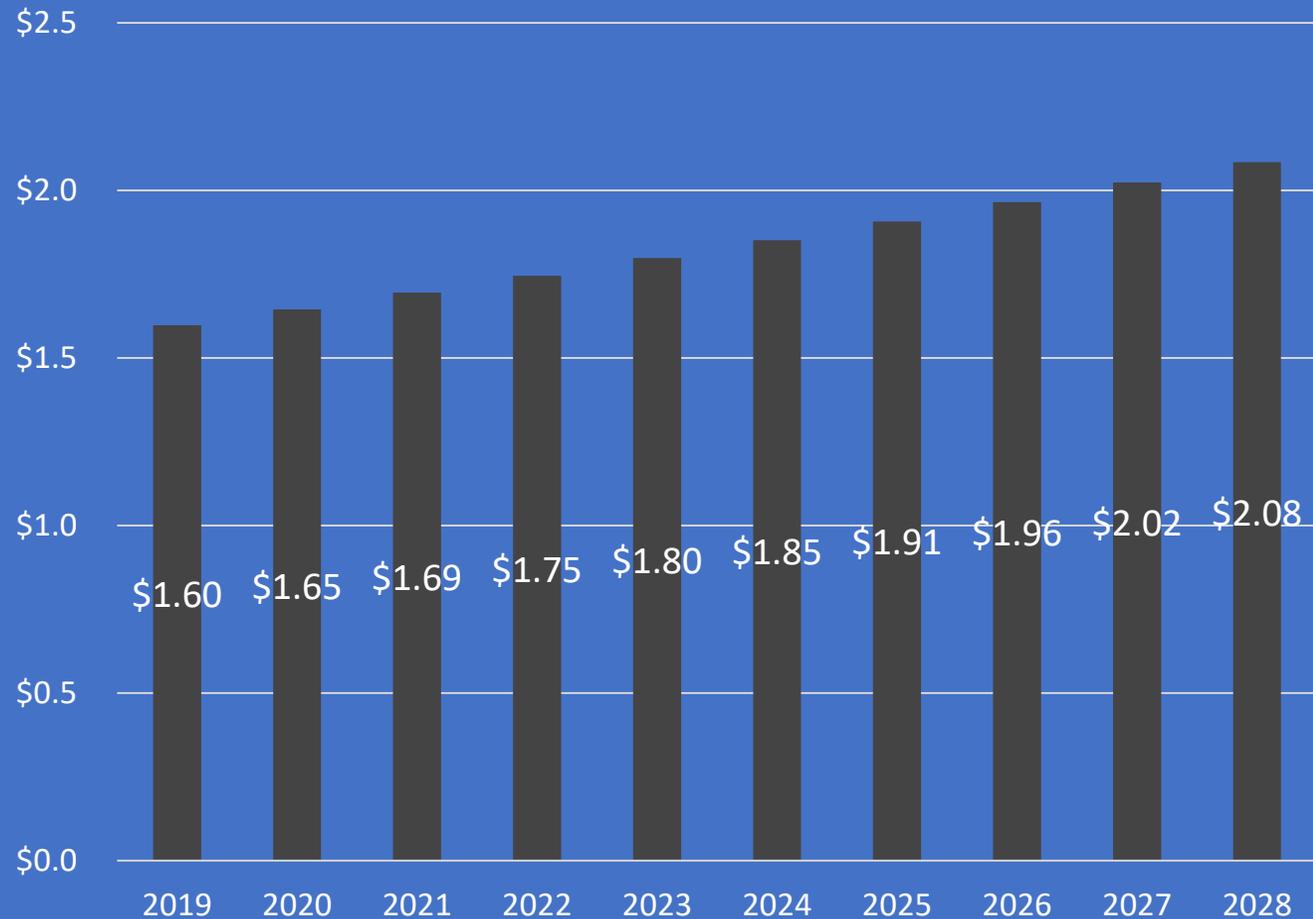


10-Year Total  
Operating Cost =  
\$84.2 million

\* Assumes 3% annual inflation

# Cost Feasible Plan

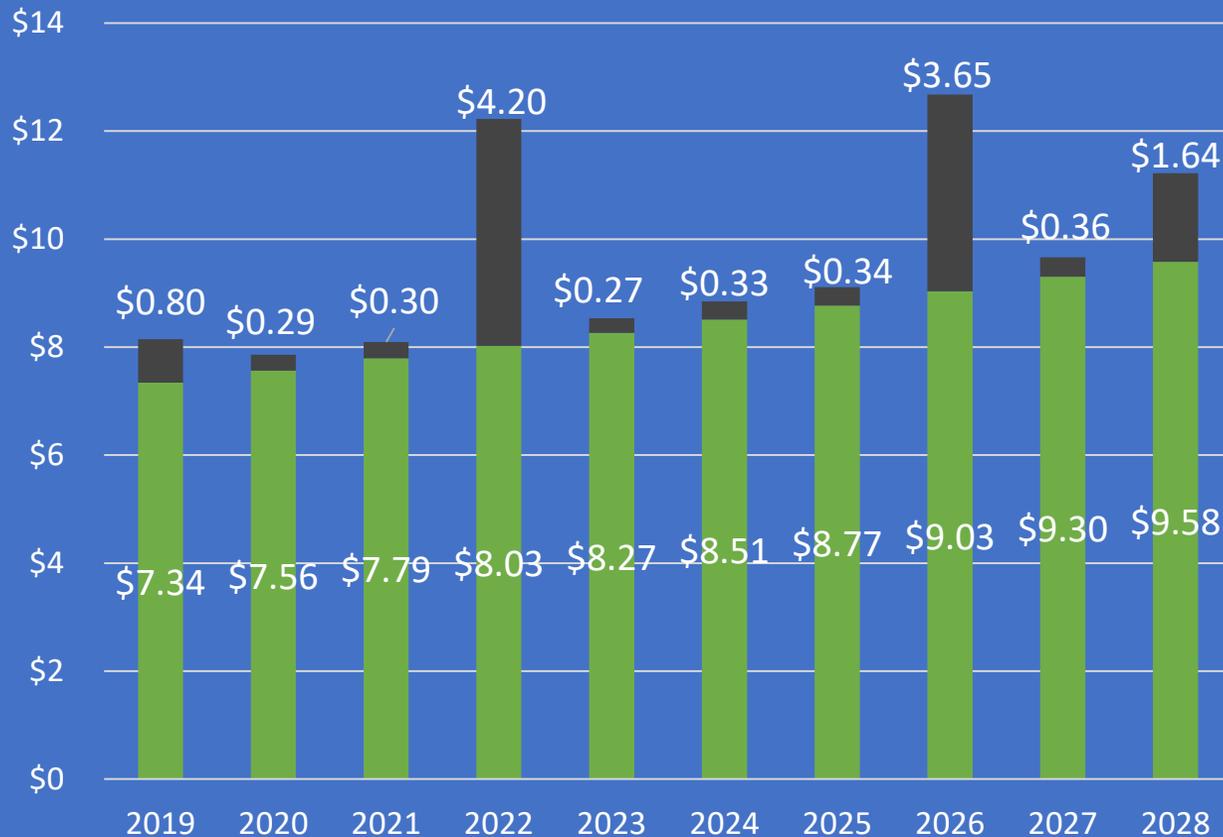
## Operating Local Revenues (millions)



Local Funds ~22% of  
Operating Budget or  
\$18.3 Million Over  
10-Years

\* Assumes 3% annual inflation

# 10-Year Cost Feasible Plan Annual Operating and Capital Costs (millions)



Capital Expenditures  
Average ~13% or  
\$12.2 Million Over  
10-Years

*Note: Years with higher capital costs attributed to vehicle replacement needs assumed to be funded with grant revenue and toll credit match.*

# Next Steps

- Presenting to the MPO tomorrow
- Address any comments
- Prepare final plan
- Submit final plan to FDOT
  - By September 1, 2018

# Questions?

Comments:

Jill Brown, Transit Division Supervisor

(352) 323-5733

[jmbrown@lakecountyfl.gov](mailto:jmbrown@lakecountyfl.gov)

Richard Dreyer, Tindale Oliver

(863) 533-8454

[rdreyer@tindaleoliver.com](mailto:rdreyer@tindaleoliver.com)

## Tab 7

### INFORMATIONAL ITEMS

#### **FDOT SIS PLANS AND PROJECTS:**

**About:** The FDOT Systems Implementation Office produces a document set known as the SIS Funding Strategy, which includes three inter-related sequential documents that identify potential Strategic Intermodal System (SIS) capacity improvement projects in various stages of development. The combined document set illustrates projects that are funded (Year 1), programmed for proposed funding (Years 2 through 5), planned to be funded (Years 6 through 10), and considered financially feasible based on projected State revenues (Years 11 through 25). The FDOT Systems Planning Office also produces a fourth document which is related to, but not part of, the SIS Funding Strategy. The Multimodal Unfunded Needs Plan (MMUNP) identifies transportation projects on the SIS that help meet mobility needs, but where funding is not expected to be available during the 25 year time period of the SIS Funding Strategy.

**Webpage:** <http://www.fdot.gov/planning/systems/programs/mspi/plans/>

# TAB 7

**TAB 8**  
**INFORMATIONAL ITEMS**

**US 27 Roundabout Feasibility Study-Traffic Calming & Complete Streets Improvement**  
Concept: [US 27 Complete Streets Study](#)

The City of Leesburg requested a Complete Streets Improvements Concept Study to assess the feasibility of improving multimodal safety and mobility, as well as access management on US 27 (SR 25) in the City of Leesburg. The limits of the study are from Middlesex Road to US 441. This corridor study was funded by the Florida Department of Transportation (FDOT) through the Lake- Sumter Metropolitan Planning Organization (MPO).

The project was envisioned to include evaluation of access management strategies and improvements, landscaped median / pedestrian refuge islands, and shoulder sections / bike lanes along the study corridor. The goals of the potential corridor improvements include the following:

1. Improve multimodal access
2. Improve safety – this was proposed to be accomplished by reducing vehicle conflict points through access management, calming traffic, enhancing the environment for pedestrians and bicyclists, and providing safe crossing opportunities
3. Enhance economic viability – this was proposed via landscaping and beautification along the corridor, establishing a sense of place, and pairing corridor investment with City grants for business façade and sign improvements

**US 27 Complete Streets Report Link:** [\\bccftp\LAKEFTP\MPO\US 27 Complete Streets Study\US27 Roundabout Feasibility Study 20180630 \(1\).pdf](#)

**TAB 8**

## REPORTS

Transportation Agency Reports - Included in the Agenda Package

1. Florida Department of Transportation (FDOT)
  2. Florida's Turnpike Enterprise (FTE)
  3. Central Florida Expressway Authority (CFX)
  4. Public Works Reports
  5. Transit Reports
- B. Regional Groups (WOSLTEDTF & EL-NOW Meeting of Elected Officials)
- C. Central Florida MPO Alliance (CFMPOA) & MPO Advisory Council (MPOAC)
- D. Association of MPO's (AMPO) and National Association of Regional Councils (NARC)
- E. Lake~Sumter MPO Staff & MPO Governing Board Reports (*opportunity for member comments*)
- F. Transportation Management (TMS)
- G. Project Update

### **ATTACHMENTS:**

1. FDOT project update
2. Sumter County Public Works Report
3. Sumter County Transit Report
4. Lake County Transit Reports
5. Notable Information

# REPORTS



**FDOT District Five - Leesburg Operations**  
**1405 Thomas Road**  
**Leesburg, Florida 34748**  
**352-315-3100**

Outside Consultant
In-House Construction
Maintenance

## Project Status Report as of July 20, 2018

LAKE						
SR 46 from west of US 441 to Round Lake Road (Wekiva Parkway Sections 3A and 3B)						
<b>FIN #</b>	238275-2-52-01, 238275-3-52-01					
<b>CONTRACT #</b>	T5589					
Conventional Construction						
<b>PROJECT DESCRIPTION:</b> The project includes an at-grade intersection of U.S. 441 and State Road (S.R.) 46, with a grade separated flyover from southbound U.S. 441 to eastbound S.R. 46. The project also includes the reconstruction of S.R. 46 into a six-lane divided controlled access roadway.						
					TIME	COST
<b>CONTRACTOR:</b>	GLF Construction Corporation	<b>LET DATE:</b>	6/14/2017	<b>ORIGINAL:</b>	850	\$32,839,302.36
<b>FED. AID #:</b>	8886919A	<b>NTP:</b>	8/01/2017	<b>CURRENT:</b>	891	\$33,099,278.43
<b>FUND TYPE</b>	Conventional	<b>TIME BEGAN:</b>	10/30/2017	<b>ELAPSED:</b>	261	\$9,538,070.60
		<b>WORK BEGAN:</b>	10/30/2017	<b>% ORIGINAL:</b>	30.71%	29.04%
		<b>EST. COMPLETION:</b>	Summer 2020	<b>% TO DATE:</b>	29.29%	28.82%
CONTACT		PHONE		EMAIL		
<b>CEI PROJECT ADMINISTRATOR</b>		Scott Moffatt	C: 321-624-8861	<a href="mailto:smoffatt@rkk.com">smoffatt@rkk.com</a>		
<b>FDOT PROJECT MANAGER:</b>		Eric Jaggars	O: 352-326-7715 C:352-459-9751	<a href="mailto:eric.jaggars@dot.state.fl.us">eric.jaggars@dot.state.fl.us</a>		
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Kevin Wishnacht	C: 407-955-1944	<a href="mailto:kwishnacht@qlfusa.com">kwishnacht@qlfusa.com</a>		

LAKE						
SR 19 over Little Lake Harris Bridge # 110026						
<b>FIN #</b>	238319-2-52-01					
<b>CONTRACT #</b>	E5Y62					
Design Build						
<b>PROJECT DESCRIPTION:</b> Design and construction of State Road (S.R.) 19 over Little Lake Harris Bridge # 11026 from Savage Circle to north of Hickory Points.						
					TIME	COST
<b>CONTRACTOR:</b>	Leware Construction Co. of Florida	<b>LET DATE:</b>	3/21/2017	<b>ORIGINAL:</b>	950	\$22,219,000.00
<b>FED. AID #:</b>	00B5025B	<b>NTP:</b>	6/15/2017	<b>CURRENT:</b>	986	\$22,338,735.39
<b>FUND TYPE</b>	Design Build	<b>TIME BEGAN:</b>	6/15/2017	<b>ELAPSED:</b>	396	\$10,710,781.41
		<b>WORK BEGAN:</b>	6/15/2017	<b>% ORIGINAL:</b>	41.68%	48.21%
		<b>EST. COMPLETION:</b>	Summer 2020	<b>% TO DATE:</b>	40.16%	47.95%
CONTACT		PHONE		EMAIL		
<b>CEI PROJECT ADMINISTRATOR</b>		David Smith	O: 352-324-6472 C: 407-948-3946	<a href="mailto:dsmith@metriceng.com">dsmith@metriceng.com</a>		
<b>FDOT PROJECT MANAGER:</b>		Eric Jaggars	O: 352-326-7715 C: 352-459-9751	<a href="mailto:eric.jaggars@dot.state.fl.us">eric.jaggars@dot.state.fl.us</a>		
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Jeremy Welch	O:352-787-1616 C:352-516-7248	<a href="mailto:jwelch@lewarecc.com">jwelch@lewarecc.com</a>		

## Project Status Report as of July 20, 2018

LAKE AND SEMINOLE COUNTIES						
SR 429/46 from west of Old McDonald Road to east of Wekiva Park Road (Wekiva Parkway Section 6)						
<b>FIN #</b>	238275-7-52-01					
<b>CONTRACT #</b>	E5Y47					
Design Build						
<b>PROJECT DESCRIPTION:</b> Design 5.5 miles of limited access toll road largely along the existing State Road 46 corridor from west of Old MacDonald Road to east of Wekiva Park Road. The project will include designing: an additional non-tolled, service road for local travel; a new, higher-profile bridge that is aesthetically pleasing over the Wekiva River; and, three wildlife bridges to allow animals to pass safely between the Seminole State Forest, Rock Springs Run State Reserve and Lower Wekiva River Preserve.						
					TIME	COST
<b>CONTRACTOR:</b>	Superior Construction Co. Southeast	<b>LET DATE:</b>	3/22/2017	<b>ORIGINAL:</b>	1,270	\$234,544,468.00
<b>FED. AID #:</b>	3141036P	<b>NTP:</b>	6/27/2017	<b>CURRENT:</b>	1,315	\$232,375,345.09
<b>FUND TYPE</b>	Design Build	<b>TIME BEGAN:</b>	10/18/2017	<b>ELAPSED:</b>	384	\$72,018,423.25
		<b>WORK BEGAN:</b>	10/18/2017	<b>% ORIGINAL:</b>	30.24%	30.71%
		<b>EST. COMPLETION:</b>	Spring 2021	<b>% TO DATE:</b>	29.20%	30.99%
CONTACT		PHONE		EMAIL		
<b>CEI PROJECT ADMINISTRATOR</b>		Arnaldo Larrazabal		C: 786-205-2699		<a href="mailto:arnaldo.larrazabal@rsandh.com">arnaldo.larrazabal@rsandh.com</a>
<b>FDOT PROJECT MANAGER:</b>		Rick Vallier		O: 386-943-5283 C: 386-846-4149		<a href="mailto:rick.vallier@dot.state.fl.us">rick.vallier@dot.state.fl.us</a>
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Jeremy Andrews		C: 904-509-0868		<a href="mailto:jandrews@superiorfa.com">jandrews@superiorfa.com</a>

LAKE						
CR 46A Realignment from SR 46 to North of Arundel Way (Wekiva Parkway Section 5)						
<b>FIN #</b>	238275-8-52-01					
<b>CONTRACT #</b>	T5582					
Conventional Construction						
<b>PROJECT DESCRIPTION:</b> Design the non-tolled relocation of CR 46A out of the Seminole State Forest for 2.5 miles from north of Arundel Way to connect to State Road 429 east of Camp Challenge Road.						
					TIME	COST
<b>CONTRACTOR:</b>	Halifax Paving, Inc	<b>LET DATE:</b>	2/22/2017	<b>ORIGINAL:</b>	650	\$9,883,549.93
<b>FED. AID #:</b>	8886602A	<b>NTP:</b>	5/09/2017	<b>CURRENT:</b>	693	\$9,890,468.19
<b>FUND TYPE</b>	Conventional	<b>TIME BEGAN:</b>	6/13/2017	<b>ELAPSED:</b>	403	\$4,793,354.34
		<b>WORK BEGAN:</b>	6/13/2017	<b>% ORIGINAL:</b>	62.00%	48.50%
		<b>EST. COMPLETION:</b>	Summer 2019	<b>% TO DATE:</b>	58.15%	48.46%
CONTACT		PHONE		EMAIL		
<b>PROJECT ADMINISTRATOR</b>		Kim Navarro		O: 407-482-7829		<a href="mailto:kim.navarro@dot.state.fl.us">kim.navarro@dot.state.fl.us</a>
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Steve Blair		O: 386-676-0200 C: 386-547-3422		<a href="mailto:hpi-steve@cl.rr.com">hpi-steve@cl.rr.com</a>

LAKE						
SR 25 (US 27) from Boggy Marsh Road to Lake Louisa Road						
<b>FIN #</b>	238422-1-52-01					
<b>CONTRACT #</b>	T5558					
Conventional Construction						
<b>PROJECT DESCRIPTION:</b> Widening SR 25 (U.S. 27) from Boggy Marsh Road to 1,000 feet north of Lake Louisa Road from a rural four-lane roadway to a suburban six-lane road.						
					TIME	COST
<b>CONTRACTOR:</b>	Ranger Construction Industries, Inc	<b>LET DATE:</b>	10/28/2015	<b>ORIGINAL:</b>	967	\$37,503,443.23
<b>FED. AID #:</b>	3612038P	<b>NTP:</b>	12/29/2015	<b>CURRENT:</b>	1,029	\$37,874,281.29
<b>FUND TYPE</b>	Conventional	<b>TIME BEGAN:</b>	2/15/2016	<b>ELAPSED:</b>	853	\$36,773,593.47
		<b>WORK BEGAN:</b>	2/15/2016	<b>% ORIGINAL:</b>	88.21%	98.05%
		<b>EST. COMPLETION:</b>	Spring 2019	<b>% TO DATE:</b>	82.90%	97.09%
<b>Project Complete</b>						
CONTACT		PHONE		EMAIL		
<b>CEI PROJECT ADMINISTRATOR</b>		Paresh Shah		O: 352-708-6664 C: 407-202-3877		<a href="mailto:paresh.shah@metricng.com">paresh.shah@metricng.com</a>
<b>FDOT PROJECT MANAGER:</b>		Eric Jaggars		O: 352-326-7715 C: 352-459-9751		<a href="mailto:eric.jaggars@dot.state.fl.us">eric.jaggars@dot.state.fl.us</a>
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Andrew McMurray		O: 407-656-9255 C: 863-559-1218		<a href="mailto:Andrew.McMurray@rangerconstruction.com">Andrew.McMurray@rangerconstruction.com</a>

## Project Status Report as of July 20, 2018

LAKE						
SR 25 (US 27) from CR 561 to North of O'Brien Road						
<b>FIN #</b>	434407-1-52-01					
<b>CONTRACT #</b>	T5592					
Conventional Construction						
<b>PROJECT DESCRIPTION:</b> Milling and resurfacing, widening turn lanes, base work, shoulder treatment, drainage improvements, curb and gutter, sidewalks, signing and pavement markings, guardrail, signalization and ITS on SR 25 (US 27) from just west of CR 561 (Lake Minneola Shores/Southern Breeze Drive) to 400 feet north of O'Brien Road.						
					TIME	COST
<b>CONTRACTOR:</b>	D.A.B. Constructors, Inc.	<b>LET DATE:</b>	8/30/2017	<b>ORIGINAL:</b>	400	\$6,864,444.44
<b>FED. AID #:</b>	3612039P	<b>NTP:</b>	11/14/2017	<b>CURRENT:</b>	433	\$6,864,444.44
<b>FUND TYPE</b>	Conventional	<b>TIME BEGAN:</b>	12/14/2017	<b>ELAPSED:</b>	214	\$4,097,718.99
		<b>WORK BEGAN:</b>	12/14/2017	<b>% ORIGINAL:</b>	53.50%	59.69%
		<b>EST. COMPLETION:</b>	Spring 2019	<b>% TO DATE:</b>	49.42%	59.69%
CONTACT		PHONE		EMAIL		
<b>CEI PROJECT ADMINISTRATOR</b>		Ashley Vickers		O: 352-568-7230 C: 407-463-9350		<a href="mailto:avickers@eismanrusso.com">avickers@eismanrusso.com</a>
<b>FDOT PROJECT MANAGER:</b>		Karen Madrid		O: 352-326-7736 C: 352-459-2049		<a href="mailto:karen.madrid@dot.state.fl.us">karen.madrid@dot.state.fl.us</a>
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Mike Lemke		C: 352-601-8043		<a href="mailto:mkel@dabcon.com">mkel@dabcon.com</a>

LAKE						
Tav-Lee Trail Extension						
<b>FIN #</b>	433673-1-52-01					
<b>CONTRACT #</b>	T5620					
Conventional Pay Item						
<b>PROJECT DESCRIPTION:</b> Construct a multi-use trail from Wooten Park to north of Sinclair Avenue/Ruby Street in Tavares.						
					TIME	COST
<b>CONTRACTOR:</b>	Atlantic Civil Constructors Corp.	<b>LET DATE:</b>	10/25/2017	<b>ORIGINAL:</b>	240	\$633,984.79
<b>FED. AID #:</b>	D517012B	<b>NTP:</b>	12/26/2017	<b>CURRENT:</b>	254	\$633,984.79
<b>FUND TYPE</b>	Conventional	<b>TIME BEGAN:</b>	1/25/2018	<b>ELAPSED:</b>	175	\$576,572.41
		<b>WORK BEGAN:</b>	1/25/2018	<b>% ORIGINAL:</b>	72.92%	90.94%
		<b>EST. COMPLETION:</b>	Summer 2018	<b>% TO DATE:</b>	68.90%	90.94%
CONTACT		PHONE		EMAIL		
<b>PROJECT ADMINISTRATOR</b>		Frank Kelch		O: 352.326.7716		<a href="mailto:frank.kelch@dot.state.fl.us">frank.kelch@dot.state.fl.us</a>
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Chris Sousa		O: 407-277-8410		<a href="mailto:chris.sousa@atlantic-civil.com">chris.sousa@atlantic-civil.com</a>

Marion and Sumter County						
Truck Parking Availability System						
<b>FIN #</b>	440222-1-52-01					
<b>CONTRACT #</b>	E5Z15					
Construction Design Build						
<b>PROJECT DESCRIPTION:</b> Truck Parking Availability System installation in six locations along I-75 in Marion and Sumter counties						
					TIME	COST
<b>CONTRACTOR:</b>	Traffic Control Devices, Inc.	<b>LET DATE:</b>	9/25/2017	<b>ORIGINAL:</b>	220	\$1,614,614.00
<b>FED. AID #:</b>	D517059B	<b>NTP:</b>	11/29/2017	<b>CURRENT:</b>	268	\$1,614,614.00
<b>FUND TYPE</b>	Design Build	<b>TIME BEGAN:</b>	11/29/2017	<b>ELAPSED:</b>	227	\$1,536,450.95
		<b>WORK BEGIN:</b>	11/29/2017	<b>% ORIGINAL:</b>	103.18%	95.16%
		<b>EST. COMPLETION:</b>	Summer 2018	<b>% TO DATE:</b>	84.70%	95.16%
CONTACT		PHONE		EMAIL		
<b>FDOT PROJECT ADMINISTRATOR</b>		Steven Fisher		O: 352-620-3019 C: 352-812-6990)		<a href="mailto:stevenw.fisher@dot.state.fl.us">stevenw.fisher@dot.state.fl.us</a>
<b>CONTRACTOR'S PROJECT MANAGER:</b>		Chris Gallagher		C: 321-229-0956		<a href="mailto:c.gallagher@tcd-usa.com">c.gallagher@tcd-usa.com</a>



## SUMTER COUNTY TRANSIT

	FEBRUARY	MARCH	APRIL	MAY	JUNE
<b>INVOICE AMOUNT</b>	\$91,218.81	\$93,439.86	\$91,190.50	\$89,150.61	\$74,438.45
<b>COMPLETED TRIPS</b>	4,920	5004	4421	5471	2662
<b>VEHICLE MILES</b>	32,356	38354	31996	23,505	36,703
<b>ACCIDENTS - CONTRACT STANDARD 1.4 PER 100,000 MILES</b>	2	3	0	1	3
<b>ON TIME PERFORMANCE - CONTRACT STANDARD 92%</b>	99.67%	98.67%	96.00%	99.67%	99.33%
<b>CALL HOLD TIMES</b>	1 SECOND	1 SECOND	1 SECOND	0 SECONDS	0 SECONDS
<b>PASSENGER TRIPS PER HOUR - STANDARD 1.71</b>	2.02	2.05	1.99	2.01	1.77
<b>COST PER MILE - STANDARD \$2.70</b>	\$2.82	\$2.44	\$2.85	3.79	2.03
<b>COST PER TRIP - STANDARD \$23.22</b>	\$18.54	\$18.67	\$20.63	\$16.83	\$28.95
<b>COMPLIMENTS</b>	7	4	9	12	12
<b>COMPLAINTS</b>	0	0	0	0	0

BOCC/SUMTER COUNTY TRANSIT DID NOT RECEIVE ANY OMBUDSMAN COMPLAINTS THIS REPORTING PERIOD.

**SUMTER COUNTY COORDINATED TRANSPORTATION SYSTEM**

**MONTHLY REPORT**

PERIOD COVERED: 2017-2018

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	%
<b>ONE-WAY PASSENGER TRIPS</b>														
SCT / RIDE RIGHT	1,352	1,825	1,406	3,009	2,695	2,439	2,647	2,577	2,680	2,543	2,459	2,016	27,648	39.8%
SUMTER COUNTY YOUTH CENTER	-	1,975	1,753	2,643	2,364	1,829	1,895	1,753	1,757	1,248	2,375	-	19,592	28.2%
SERVICE ROUTE-ORANGE	187	185	133	167	164	209	174	171	140	140	143	138	1,951	2.8%
SERVICE ROUTE-WILDWOOD CIRCULATOR	90	80	99	93	120	119	119	118	103	136	154	156	1,387	2.0%
WRAP PROGRAM TRIPS	679	732	417	6	1	1	-	-	-	-	-	-	1,836	2.6%
MFCS-SENIOR TRIPS	285	358	160	334	350	364	342	301	324	354	340	352	3,864	5.6%
<b>TOTAL</b>	<b>2,593</b>	<b>5,155</b>	<b>3,968</b>	<b>6,252</b>	<b>5,694</b>	<b>4,961</b>	<b>5,177</b>	<b>4,920</b>	<b>5,004</b>	<b>4,421</b>	<b>5,471</b>	<b>2,662</b>	<b>56,278</b>	<b>81.1%</b>
<b>CONTRACT PROVIDERS</b>														
SCARC-TRIPS	1,484	1,756	945	1,294	1,132	751	776	975	962	774	1,022	1,275	13,146	18.9%
<b>TOTAL COORDINATED SYSTEM TRIP COUNT</b>	<b>4,077</b>	<b>6,911</b>	<b>4,913</b>	<b>7,546</b>	<b>6,826</b>	<b>5,712</b>	<b>5,953</b>	<b>5,895</b>	<b>5,966</b>	<b>5,195</b>	<b>6,493</b>	<b>3,937</b>	<b>69,424</b>	<b>100.0%</b>
<b>PARATRANSIT BILLING CODES W/ESCORTS</b>														
AMBULATORY IN COUNTY	3,330	6,063	4,249	6,724	5,898	4,823	5,094	5,093	5,175	4,438	5,743	3,195	59,825	81.7%
AMBULATORY OUT OF COUNTY	200	222	150	191	235	206	231	226	250	203	114	113	2,341	4.9%
WHEELCHAIR IN COUNTY	255	326	235	312	334	327	321	269	267	254	311	304	3,515	6.3%
WHEELCHAIR OUT OF COUNTY	15	35	47	59	75	28	14	18	31	24	28	31	405	0.4%
DEVIATED FIXED ROUTES COMBINED	277	265	232	260	284	328	293	289	243	276	297	294	3,338	6.8%
<b>TOTAL</b>	<b>4,077</b>	<b>6,911</b>	<b>4,913</b>	<b>7,546</b>	<b>6,826</b>	<b>5,712</b>	<b>5,953</b>	<b>5,895</b>	<b>5,966</b>	<b>5,195</b>	<b>6,493</b>	<b>3,937</b>	<b>69,424</b>	<b>100.0%</b>
<b>FUNDING SOURCES</b>														
CTD SPONSORED	1,021	1,389	1,203	2,019	1,822	1,683	1,732	1,679	1,761	1,793	1,583	1,277	18,962	27.3%
PUBLIC	1,287	3,408	2,605	3,899	3,522	2,914	3,103	2,940	2,919	2,274	3,548	1,045	33,464	48.2%
MFCS CONTRACT TRIPS	285	358	160	334	350	364	342	301	324	354	340	340	3,852	5.5%
SCARC CONTRACT SERVICE	1,484	1,756	945	1,294	1,132	751	776	975	962	774	1,022	1,275	13,146	18.9%
<b>TOTAL</b>	<b>4,077</b>	<b>6,911</b>	<b>4,913</b>	<b>7,546</b>	<b>6,826</b>	<b>5,712</b>	<b>5,953</b>	<b>5,895</b>	<b>5,966</b>	<b>5,195</b>	<b>6,493</b>	<b>3,937</b>	<b>69,424</b>	<b>100.0%</b>
<b>PASSENGER TYPES</b>														
ELDERLY (60+)	1,705	2,070	1,310	2,016	1,891	1,929	1,758	2,037	1,966	1,941	1,995	1,894	22,512	32.4%
LOW-INCOME	953	1,175	707	1,197	1,136	1,083	1,143	1,372	1,367	1,351	1,315	1,095	13,894	
DISABLED	132	188	186	242	250	246	223	183	181	206	169	217	2,423	
LOW-INCOME & DISABLED	527	623	325	485	425	493	270	366	335	269	383	443	4,944	
OTHER (SHUTTLE)	93	84	92	92	80	107	122	116	83	115	128	139	1,251	
CHILDREN (<15)	69	2,080	1,859	2,801	2,485	1,948	2,021	1,906	1,887	1,443	2,488	-	20,987	30.2%
LOW-INCOME	33	2,060	1,849	2,785	2,470	1,917	2,007	1,894	1,884	1,439	2,488	-	20,826	
DISABLED	0	0	0	0	0	0	0	0	0	0	0	0	-	
LOW-INCOME & DISABLED	0	0	0	0	0	0	0	0	0	0	0	0	-	
OTHER (SHUTTLE)	36	20	10	16	15	31	14	12	3	4	-	-	161	
DISABLED (ALL AGES)	1,759	2,102	1,234	1,676	1,526	1,121	1,103	1,246	1,262	1,067	1,313	1,615	17,024	24.5%
OTHER (16-59)	2,303	2,761	1,744	2,729	2,450	1,835	2,174	1,952	2,113	1,811	2,010	2,043	25,925	37.3%
LOW-INCOME	1,105	1,353	936	1,683	1,460	1,320	1,445	1,139	1,262	1,106	1,133	990	14,932	
DISABLED	143	158	103	140	143	124	104	88	119	87	122	123	1,454	
LOW-INCOME & DISABLED	957	1,133	620	809	708	258	506	609	627	505	639	832	8,203	
OTHER (SHUTTLE)	98	117	85	97	139	133	119	116	105	113	116	98	1,336	
<b>TOTAL</b>	<b>4,077</b>	<b>6,911</b>	<b>4,913</b>	<b>7,546</b>	<b>6,826</b>	<b>5,712</b>	<b>5,953</b>	<b>5,895</b>	<b>5,966</b>	<b>5,195</b>	<b>6,493</b>	<b>3,937</b>	<b>69,424</b>	<b>100.0%</b>
<b>TRIP PURPOSE</b>														
MEDICAL	548	639	486	602	630	575	529	517	500	509	478	457	6,470	9.3%
EMPLOYMENT	1,411	1,556	824	1,235	3,381	822	886	954	1,007	815	903	1,111	14,905	21.5%
EDUCATION/TRAINING	1,062	1,518	973	1,815	1,508	1,220	1,475	1,519	1,572	1,422	1,499	1,176	16,759	24.1%
NUTRITIONAL	548	616	400	604	629	716	647	595	593	698	736	710	7,492	10.8%
LIFE-SUSTAINING/OTHER (SCYC)	508	2,582	2,230	3,290	678	2,379	2,416	2,310	2,294	1,751	2,877	483	23,798	34.3%
<b>TOTAL</b>	<b>4,077</b>	<b>6,911</b>	<b>4,913</b>	<b>7,546</b>	<b>6,826</b>	<b>5,712</b>	<b>5,953</b>	<b>5,895</b>	<b>5,966</b>	<b>5,195</b>	<b>6,493</b>	<b>3,937</b>	<b>69,424</b>	<b>100.0%</b>
<b>UNDUPLICATED CUSTOMERS</b>														
UNDUPLICATED CUSTOMERS	410	486	440	376	433	342	253	305	295	293	316	131	4,080	
<b>UNMET TRIP REQUEST</b>														
UNMET TRIP REQUEST	-	-	-	-	-	-	-	-	-	-	-	-	-	-
MEDICAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-
EMPLOYMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
EDUCATION/TRAINING	-	-	-	-	-	-	-	-	-	-	-	-	-	-
NUTRITIONAL	-	-	-	-	-	-	-	-	-	-	-	-	-	-
LIFE-SUSTAINING/OTHER PURPOSE	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>DENIAL REASON FOR UNMET TRIPS</b>														
DENIAL REASON FOR UNMET TRIPS	-	-	-	-	-	-	-	-	-	-	-	-	-	-
LACK OF FUNDING	-	-	-	-	-	-	-	-	-	-	-	-	-	-
VEHICLE AVAILABILITY	-	-	-	-	-	-	-	-	-	-	-	-	-	-
DRIVER AVAILABILITY	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OUTSIDE OF SERVICE AREA	-	-	-	-	-	-	-	-	-	-	-	-	-	-
OTHER	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>PASSENGER NO SHOWS</b>														
PASSENGER NO SHOWS	28	32	38	45	60	53	48	51	48	48	48	42	541	
<b>VEHICLE MILES-COORDINATED SYSTEM</b>														
VEHICLE MILES-COORDINATED SYSTEM	40,221	45,364	34,475	40,601	37,378	38,331	38,269	34,276	40,703	33,391	26,051	39,034	448,094	
<b>REVENUE MILES-COORDINATED SYSTEM</b>														
REVENUE MILES-COORDINATED SYSTEM	31,661	35,499	24,355	31,556	30,400	27,178	29,040	38,273	29,471	27,963	26,753	25,483	357,633	
<b>RIDE RIGHT VEHICLE MILES</b>														
RIDE RIGHT VEHICLE MILES	35,773	40,231	31,538	38,237	34,975	36,407	36,366	32,356	38,354	31,996	23,505	36,703	416,441	
<b>RIDE RIGHT REVENUE MILES</b>														
RIDE RIGHT REVENUE MILES	28,592	31,957	22,328	29,925	28,742	25,850	27,727	36,948	27,850	27,000	24,996	23,875	335,791	
<b>SCARC VEHICLE MILES</b>														
SCARC VEHICLE MILES	4,448	5,133	2,937	2,364	2,403	1,924	1,903	1,920	2,349	1,395	2,546	2,331	31,653	
<b>SCARC REVENUE MILES</b>														
SCARC REVENUE MILES	3,069	3,542	2,027	1,631	1,658	1,328	1,313	1,325	1,621	963	1,757	1,608	21,842	

**SUMTER COUNTY COORDINATED TRANSPORTATION SYSTEM  
MONTHLY REPORT**

PERIOD COVERED: 2017-2018

	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL	%
<b>ON TIME PERFORMANCE</b>	97.33%	97.00%	96.33%	95.83%	99.00%	98.67%	98.67%	99.67%	98.67%	96.00%	96.67%	99.33%	<b>97.76%</b>	
<b>NUMBER OF ROADCALLS</b>	3	2	1	0	0	1	0	0	0	0	0	0	<b>7</b>	
<b>NUMBER OF ACCIDENTS</b> (P= Preventable / N= Non-preventable)	0	0	0	0	0	0	0	2N	3P	0	1P	3P	-	
<b>NUMBER OF VEHICLES</b>	22	22	22	22	23	20	23	23	22	22	22	22	<b>22</b>	
<b>NUMBER OF PHONE CALLS</b>	2,061	2,329	1,768	2,238	2,045	1,758	1,987	1,917	1,453	1,965	2,020	1,997	<b>23,538</b>	
<b>AVERAGE HOLD TIME</b>	0:00:01	0:00:02	0:00:01	00:00:01	0:00:02	0:00:01	0:00:01	0:00:01	0:00:01	0:00:00	0:00:00	0:00:00	<b>0:00:01</b>	
<b>COMPLAINTS</b>	-	-	-	-	-	1	-	-	-	-	-	-	<b>1</b>	
SERVICE	-	-	-	-	-	-	-	-	-	-	-	-	<b>0</b>	
POLICY	-	-	-	-	-	-	-	-	-	-	-	-	<b>0</b>	
VEHICLE	-	-	-	-	-	-	-	-	-	-	-	-	<b>0</b>	
OTHER	-	-	-	-	-	-	-	-	-	-	-	-	<b>0</b>	
<b>COMPLIMENTS</b>	5	11	7	15	19	12	14	7	4	9	12	12	<b>127</b>	

**LAKE ~ SUMTER MPO  
FOR  
AUGUST 22, 2018**



**Prepared by:**

**Lake County Transit Division  
2440 U.S. Highway 441/27  
Fruitland Park, FL 34731  
Phone: 352-323-5733  
Website: [RideLakeXpress.com](http://RideLakeXpress.com)**



# LAKE COUNTY CONNECTION RIDERSHIP FISCAL YEAR COMPARISON

## AUGUST 22, 2018

### FY 17-18

#### Trips per Month FY 16-17

Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Total
6,511	7,049	6,971	6,879	6,663	6,307	6,409	8,341	8,152	6,383	7,326	5,067	82,158

#### Trips per Month FY 17-18

Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
7,235	6,786	6,530	7,005	7,023	7,809	7,748	8,272	7,758				66,166

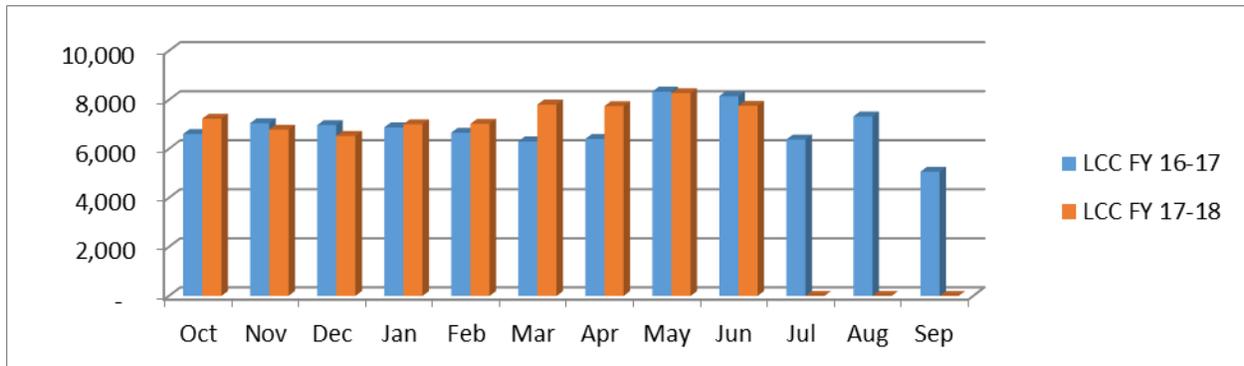
#### Increase

Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
625	-263	-441	126	360	1,502	1,339	-69	-394				2,784

#### Percentage Increase/Decrease

Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
9.45%	-3.73%	-6.33%	1.83%	5.40%	23.81%	20.89%	0.83%	4.83%				47.31%

## LAKE COUNTY CONNECTION RIDERSHIP



**LAKEXPRESS RIDERSHIP FISCAL YEAR COMPARISON**  
**AUGUST 22, 2018**  
**FY 17-18**

**Trips per Month FY 16-17**

Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	Jul-17	Aug-17	Sep-17	Total
28,432	28,923	27,942	27,512	27,945	29,643	26,462	30,146	26,142	24,362	29,247	25,793	332,549

**Trips per Month FY 17-18**

Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
31,898	29,178	27,438	27,786	28,482	28,661	27,920	26,973	24,551				252,887

**Increase**

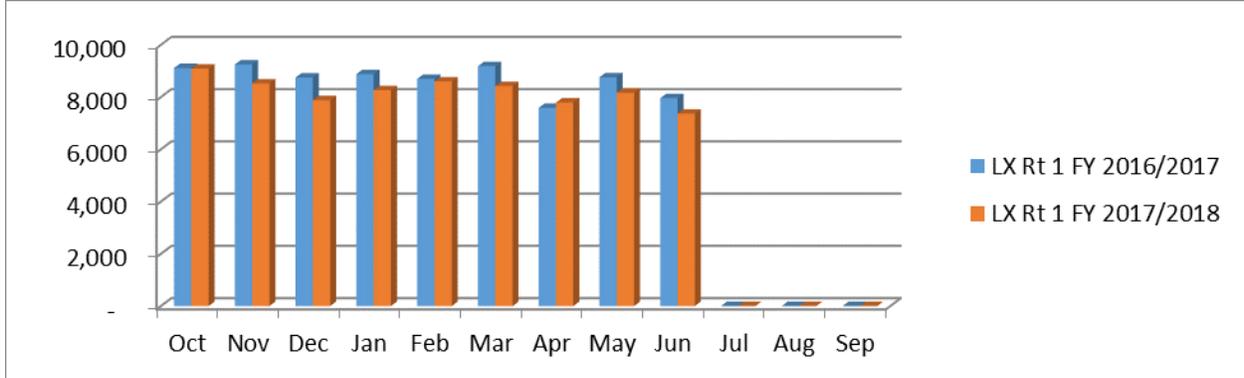
Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
3,466	255	504	274	537	-982	1,458	-3,173	-1,591				-260

**Percentage Increase**

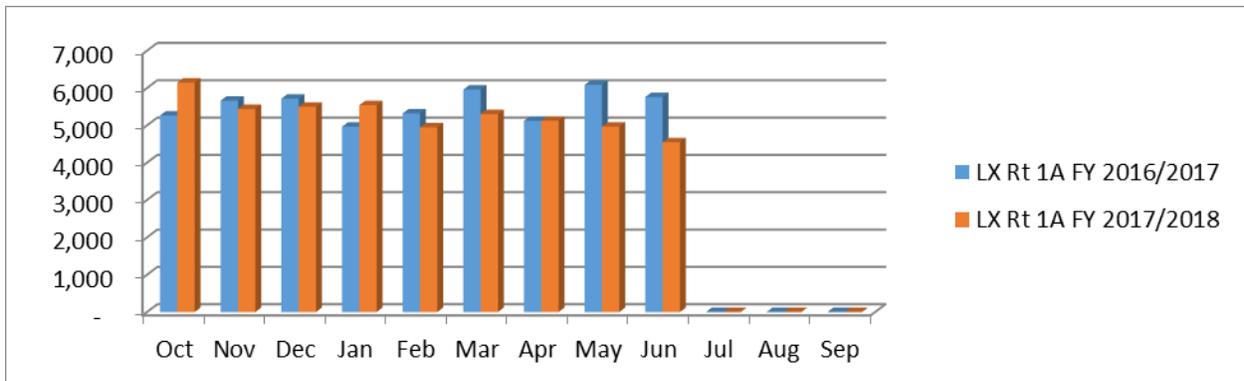
Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Total
12.19%	0.88%	-1.80%	1.00%	1.92%	-3.31%	5.51%	-10.53%	-6.09%				-23%

# LAKEXPRESS RIDERSHIP

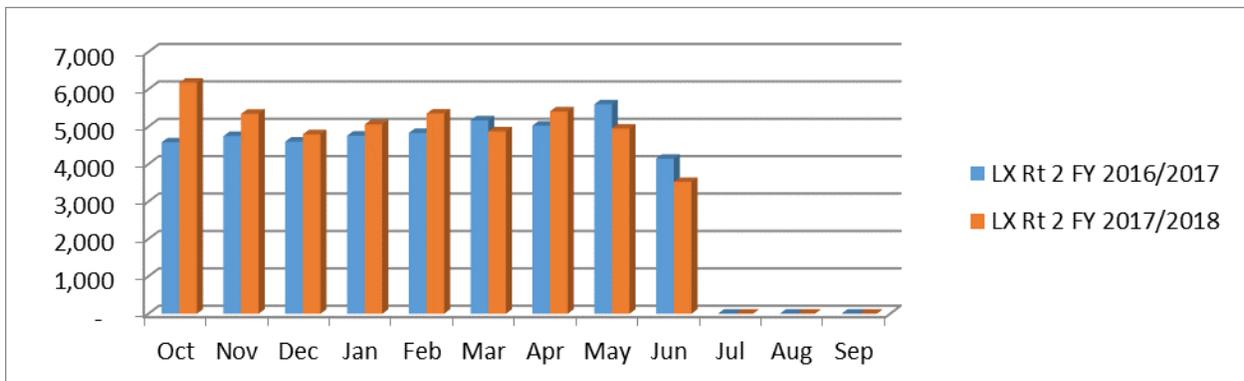
## ROUTE 1



## ROUTE 1A

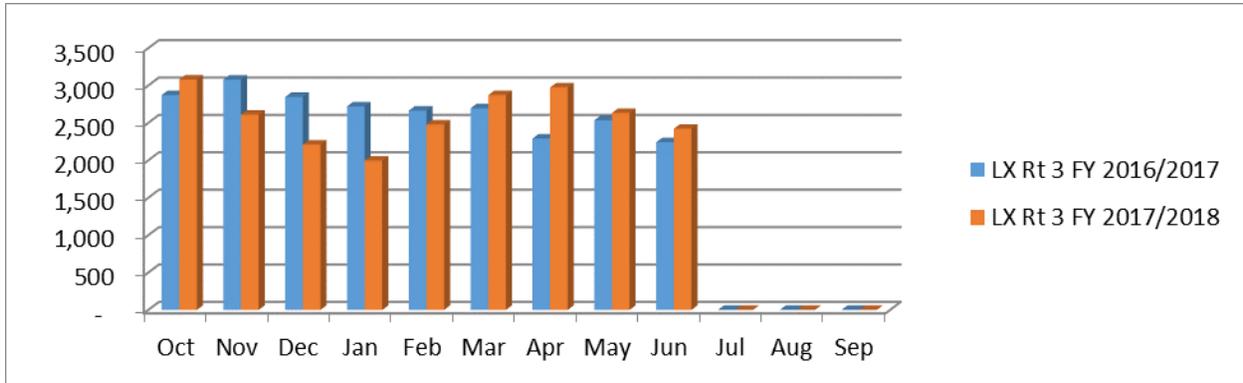


## ROUTE 2

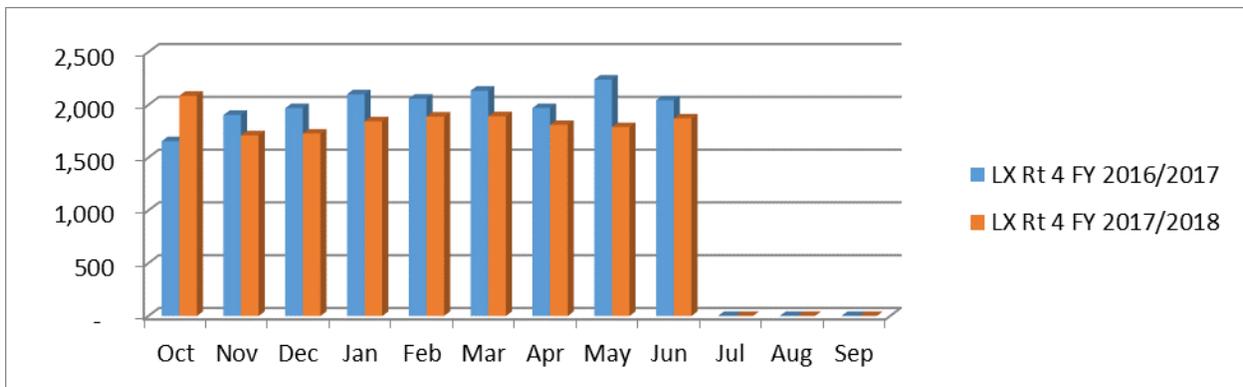


# LAKEXPRESS RIDERSHIP

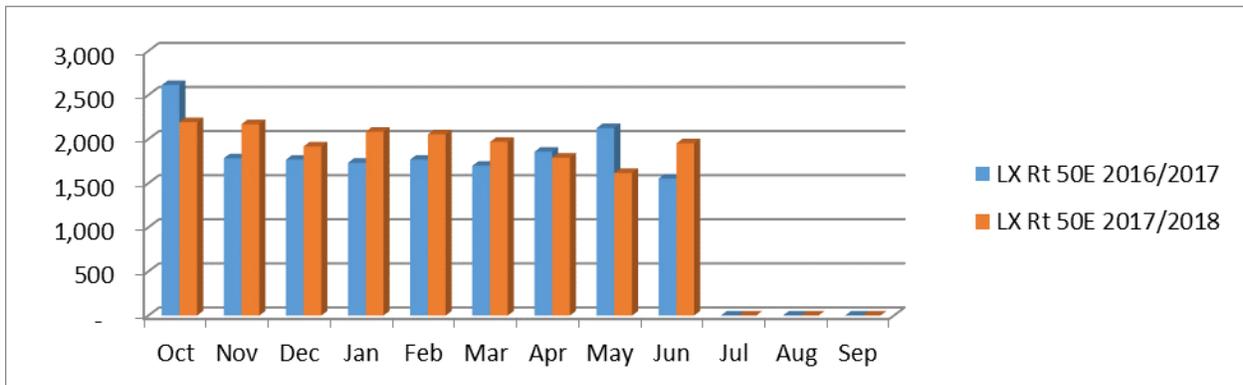
## ROUTE 3



## ROUTE 4

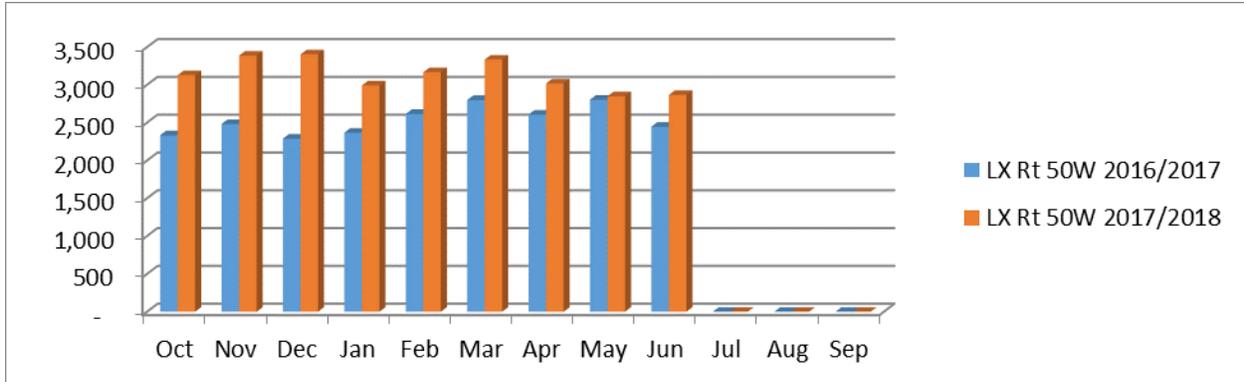


## ROUTE 50 EAST

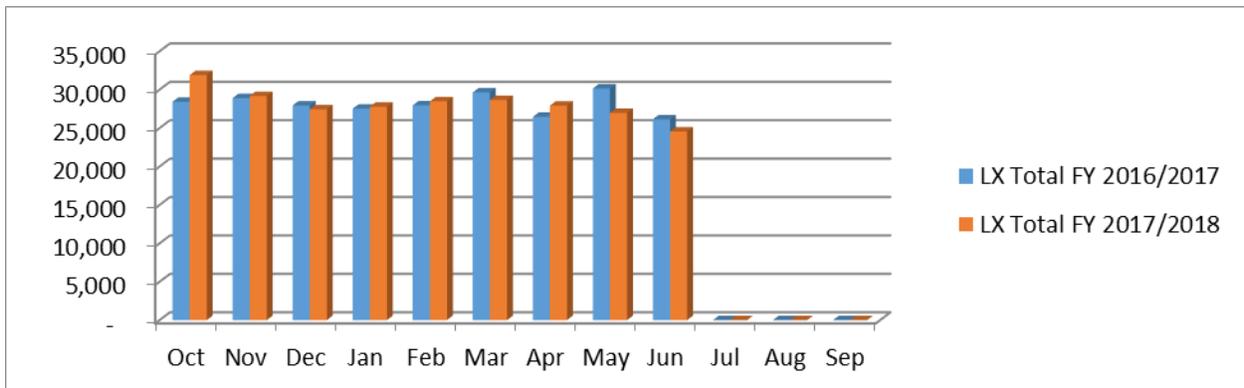


## LAKEXPRESS RIDERSHIP

### ROUTE 50 WEST



## TOTAL LAKEXPRESS RIDERSHIP



## LYNX ROUTE 55 TOTAL RIDERSHIP

Lake County Transit Division staff has not received an updated LYNX 55 Ridership Report although it has been requested.

## LAKEXPRESS BUS SHELTER PROGRAM UPDATE

<b>MUNICIPALITY</b>	<b>BUS SHELTERS</b>	<b>BUS STOP PADS</b>
<b>Eustis</b>	Ardice Ave. and Ruleme St.	SR 19 & Stevens
	Eustis Public Library	SR 19 & Golflinks
	Florida Hospital Waterman	SR 19 & Chelsey (both sides)
	Lake Tech	SR 19 & Bates
	Wall St.	
<b>Fruitland Park</b>	Fruitland Park Public Library	
	Transit Office	
<b>Leesburg</b>	Citizens Blvd. Transfer Station	US Hwy. 441/27 & Rural King
	Lake-Sumter Community College	US Hwy. 441/27 & Hill St.
	Lake St & LRMC	US Hwy. 441 across from Comcast
	Martin Luther King, JR. & Walmart	US Hwy. 441 & Wilco
	US Hwy. 441 & 3 <sup>rd</sup> St.	US Hwy. 441 & Gator Harley
	Griffin Rd. & Turtle Oaks Apt	US Hwy. 441 & 44
	CR 468 & Lisa Dare Rd.	US Hwy. 441 near the Mall
	SR 27 & Leesburg High School	US Hwy. 441 & Tavares
	Griffin Rd. & Thomas Ave.	
	Hope Springs Villa on Bentley Rd.	
<b>Lady Lake</b>	Lady Lake Public Library	US Hwy. 441/27 South of Lemon
	US Hwy. 441 & Kohl's	US Hwy. 441/27 South of Lakeview
	US Hwy. 441 & W. Guava St.	US Hwy. 441/27 East of Lakeview
		US Hwy. 441/27 East of Lady Lake Blvd.
<b>Mount Dora</b>	Lincoln Ave. and Grandview St.	US Hwy. 441 & Quality Inn
	Sun Trust Bank	
	Old Hwy. 441 & Morningside	
	US Hwy. 441 & Walmart (Southbound)	
	US Hwy. 441 & Walmart (Northbound)	
	City Hall – 5 <sup>th</sup> and Baker	
<b>Tavares</b>	Lake County Administration Building	Main St. & Pulsifer
	Main St & Rockingham	US Hwy. 441 & Buzzard Beach
	Main St & Sinclair (Court House)	US Hwy. 441 & El Red
<b>Umatilla</b>	Lake County Health Department	
	North Lake Community Park	
	Umatilla Public Library	

## **LAKEXPRESS BUS STOP INSTALLATION PROGRAM UPDATE**

- Elton Allen has completed 10 bus shelters and 20 bus stop pads which includes bus stop signs with solar lights, benches and trash cans.

## **VAN POOL UPDATE**

- Enterprise still has two vans in Lake County.  
VRide is operating one van in Lake County.

## 12 Month Summary of TIA Reviews

Jurisdiction	2018 Jan.	2018 Feb.	2018 March	2018 April	2018 May	2018 June	2018 July	2017 August	2017 Sept.	2017 Oct.	2017 Nov.	2017 Dec.	TOTAL
Lake County	21	14	20	15	16	16	16	13	10	13	14	15	183
Astatula													0
Clermont	1	3	1	2	1	4	1	1	2	2			18
Eustis			1				1		2		3		7
Fruitland Park		1						1					2
Groveland	1	1	3	2	5	3	3		1	1		2	22
Howey-In-The-Hills													0
Lady Lake	4	2	3	3	3	2	1	4		3	4		29
Leesburg	1				1	1	2	2					7
Mascotte													0
Minneola		1		2		1	3	1	2	1		1	12
Montverde													0
Mount Dora													0
Tavares			1										1
Umatilla			1		1								2
<b>TOTAL</b>	28	22	30	24	27	27	27	22	17	20	21	18	283

## LAKE ~ SUMTER MPO PROJECT UPDATES – August 2018

- **US 301 Project Development and Environment (PD&E) Study (Sumter County)**

US 301 is being studied from SR 44 in Wildwood south to C-470 (west) in Sumterville. The study will lead to specific operational improvements and design improvements to the interchange of US 301 and Florida's Turnpike and to the intersection of US 301 and SR 44. The study is also examining the concept of a new alignment east and south of Coleman. The planning effort is being coordinated with other Sumter County projects including the I-75/CR 514 proposed interchange and the C-470 study. Public Alternatives Meeting #2 was held in May. A public hearing on the recommended alternatives will be held in summer 2018. The preferred design alternative will be presented for public comments at the Hearing. At the end of the study in spring 2019, a recommended design alternative will be selected, and all engineering and environmental reports will be finalized. The project is funded for the design phase in FY 2019/20.

Project website: <http://us301sumter.com/index.php>

- **I-75/CR 514 PD&E Study (Sumter County near Coleman)**

The Florida Department of Transportation (FDOT), District 5 has initiated a Project Development & Environment (PD&E) Study to evaluate a new interchange near the Interstate 75 (I-75) at County Road (C.R.) 514 (Warm Springs Avenue) overpass. The project area is located approximately 4.0 miles south of the I-75 and Florida Turnpike interchange and approximately 3.5 miles north of the I-75 at C.R. 470 interchange in Sumter County. The project limits extend north and south along I-75 at C.R. 514 and along C.R. 514 from 0.5 mile west of I-75 east 0.75 mile to the C.R. 525 Extension.

C.R. 514 is a two-lane, undivided, local roadway that crosses over I-75 at the project location. The purpose of this project is to improve the existing transportation network and support regional travel demand by providing additional access to I-75 at C.R. 514. The planned Florida Crossroads Industrial Activity Center (FCIAC) will serve as an intermodal freight logistics center and distribution hub, contributing to projected future travel demand in the region. In addition, residential development is expanding from the north and east toward the project area, increasing the amount of traffic in the region. The existing transportation network facilities in the project and surrounding area will be unable to support projected future demand.

Project webpage: [http://www.cflroads.com/project/435476-1/I-75\\_at\\_C\\_R\\_514](http://www.cflroads.com/project/435476-1/I-75_at_C_R_514)

- **C-470 PD&E Study**

FDOT is nearing completion of a Project Development and Environment Study for C-470 in Sumter County east into Lake County across Florida's Turnpike. The study is examining future needs for the roadway through 2040. The study is also part of an initiative to have 470 in both counties designated as a state road from I-75 in Sumter County east to US 27 in Lake County. A public hearing was held in April on the recommended alternatives. The study is now in final documentation phase and concludes this summer. The project is funded for the design phase in FY 2019/20.

Project webpage: [http://www.cflroads.com/project/434912-1/C - 470 PD E Study](http://www.cflroads.com/project/434912-1/C_-_470_PD_E_Study)

- **Wekiva Parkway Project**

The Central Florida Expressway Authority is now constructing all remaining segments in Orange County and new SR 453 from Orange County into Lake County from SR 429 to SR 46. The FDOT has moved into the construction phase for segments of SR 46, SR 429, and CR 46A in Lake County.

Project Website: <http://www.wekivaparkway.com/>

- **Trails: Central Florida C2C Trail and Wekiva Trail**

Because of the Central Florida MPO Alliance prioritization of Regional Trails, almost all phases of the C2C Trail have received advancements of funding from FDOT for each needed phase in both counties. The FDOT recently announced forthcoming programming of the subsequent phases of each segment of the C2C. Only the segment through downtown Groveland is absent from the FDOT Work Program. Meanwhile, the Wekiva Trail has two segments out of four segments committed for construction to be complete by 2019/20. The other two segments are now in the design phase. Project website: <http://floridasuntrail.com/>

- **Lake-Orange Parkway & Schofield Road Concepts (US 27 to SR 429)**

The Central Florida Expressway Authority is preparing to start a Feasibility, Project Development and Environment (PD&E) Study for the Lake / Orange Connector. The study will take a fresh look at previously studied alignment alternatives seeking to promote regional connectivity via a limited access facility.

CFX will be providing more information on this study once it gets underway. Public involvement and intergovernmental coordination will be a crucial part of this study.

Two options are being examined to construct roads between US 27 south of Clermont east to existing interchanges with SR 429. The northern corridor, Wellness Way, would connect to the New Independence Parkway interchange. The corridor to the south would connect to the Schofield Road interchange.

Project website: <https://www.cfxway.com/agency-information/plans-studies/project-studies/lake-orange-co-connector-pde/>

- **SR 50 PD&E Study**

SR 50 is being studied from US 301 in Hernando County east to CR 33 in Mascotte. The Project Development and Environment Study is examining safety and capacity needs and will take into account the environmental issues relative to the Green Swamp and the Withlacoochee State Forest. The study commenced in January and the first public meeting was held in July. The study will conclude at the end of 2018.

Project website: <http://www.cflroads.com/project/435859->

[1/SR 50 PD E Study from US 301 in Hernando County to CR 33 in Lake County](http://www.cflroads.com/project/435859-1/SR_50_PD_E_Study_from_US_301_in_Hernando_County_to_CR_33_in_Lake_County)

- **Complete Streets Projects**

The MPO's first Complete Streets project, SR 44 (Dixie Avenue) in Leesburg, has completed the construction phase while a study of US 27 in Leesburg is nearing completion and design funds are being requested. The MPO and Umatilla are coordinating with FDOT to add Complete Streets elements to a SR 19 resurfacing project. Moving forward this year are studies of East Avenue in Clermont and US 301 in downtown Wildwood.



August 6, 2018

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## Truck Parking System Installed in Marion and Sumter Counties

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**Marion County** – On any given day, thousands of tractor trailers travel Interstate 75 (I-75) in Central Florida, and now those truck drivers have an extra tool to help keep them – and every other driver – safe. Construction is wrapping up for the Truck Parking Availability System (TPAS) in Marion and Sumter counties, which are now operational.

TPAS provides real-time information and helps drivers locate safe options by using in-ground sensors or motion detection video to track how many spots are available, which is relayed to dynamic message signs located several miles ahead of the rest area or weigh station. With the information, drivers can decide whether to exit the interstate to find a place to park, or proceed to the rest area or weigh station.

The system is installed at six locations in Marion and Sumter counties. The locations are:

### Marion County

- I-75 northbound rest area located 4 miles north of County Road (C.R.) 484 (Exit 341)
- I-75 southbound rest area located 3 miles south of State Road (S.R.) 200 (Exit 350)
- I-75 northbound Truck Comfort Station (Weigh-in-Motion station) located 10 miles north of S.R. 44 (Exit 329)
- I-75 southbound Truck Comfort Station (Weigh-in-Motion station) located 2 miles south of C.R. 484 (Exit 341)

### Sumter County

- I-75 northbound rest area located 6 miles north of S.R. 50/U.S. 98 (Exit 301)
- I-75 southbound rest area located 1 mile south of C.R. 476B (Exit 309)

The Florida Department of Transportation (FDOT) is addressing the need for truck parking as a nearly \$1.6 million project installed TPAS at four rest areas and two weigh stations in Marion and Sumter counties as well as opened the first operational system in late June for locations along I-4 and I-95 in Brevard, Flagler and Seminole counties. The projects are part of a statewide FDOT effort to help truck drivers locate safe and available parking.

The FDOT initiated the project after studies revealed truck overflow parking was occurring at some rest areas while several others were remaining underutilized. As a result, some truck drivers resort to the unsafe and illegal methods of parking along the interstate, on ramp shoulders, or in vacant lots.

Following a two-year research effort to examine available technologies to help address the system, Florida applied for and received a federal Accelerated Innovation Deployment (AID) grant to design and install TPAS at several locations along I-4, I-10, I-75 and I-95 throughout the state.

Media inquiries should be directed to the FDOT Communications Office at 386-943-5479 or [d5-pio@dot.state.fl.us](mailto:d5-pio@dot.state.fl.us).



# fast facts

## TRUCK PARKING AVAILABILITY SYSTEM

Close to **10,000** trucks travel on



in Central Florida  
*each day.*

More than **11,500** trucks travel on



in Central Florida  
*each day.*

More than **17,000** trucks travel on



in Central Florida  
*each day.*

There are about **5.6 billion** annual combination truck miles traveled on the state highway system each year.

There are **1,940** public and private truck parking spaces available at **43** locations in **FDOT** District Five's nine counties.

Of those truck parking spaces in Central Florida, **652** are public spaces (*rest areas, weigh stations, service plazas*)

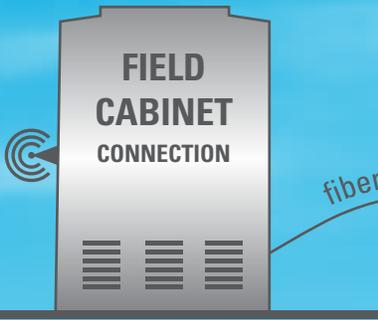
Florida has **2,510** public truck parking spaces throughout the state. Of those, more than **2,300** will be tracked by **TPAS**.

**TPAS** will be in use at **13 locations** in District Five, including the **seven** involved in this first project.

There are / will be **516** truck parking spaces tracked as a result of the **TPAS** projects in Central Florida. By location, the **numbers** are as follows:

- |  |  |
|--|--|
| <b>61</b> I-95 NB rest area south of Palm Bay    | <b>17</b> I-4 EB rest area near Longwood           |
| <b>68</b> I-95 SB rest area south of Palm Bay    | <b>45</b> I-75 NB rest area north of Exit 341      |
| <b>33</b> I-95 NB rest area near Mims            | <b>44</b> I-75 SB rest area south of Exit 350      |
| <b>34</b> I-95 SB rest area near Mims            | <b>28</b> *I-75 NB weigh station north of Exit 329 |
| <b>41</b> *I-95 NB weigh station near Palm Coast | <b>28</b> *I-75 SB weigh station south of Exit 341 |
| <b>41</b> *I-95 SB weigh station near Palm Coast | <b>44</b> I-75 NB rest area north of Exit 301      |
|  | <b>32</b> I-75 SB rest area south of Exit 309      |

Note: \* denotes locations where spaces are monitored using video detection instead of in-ground sensors



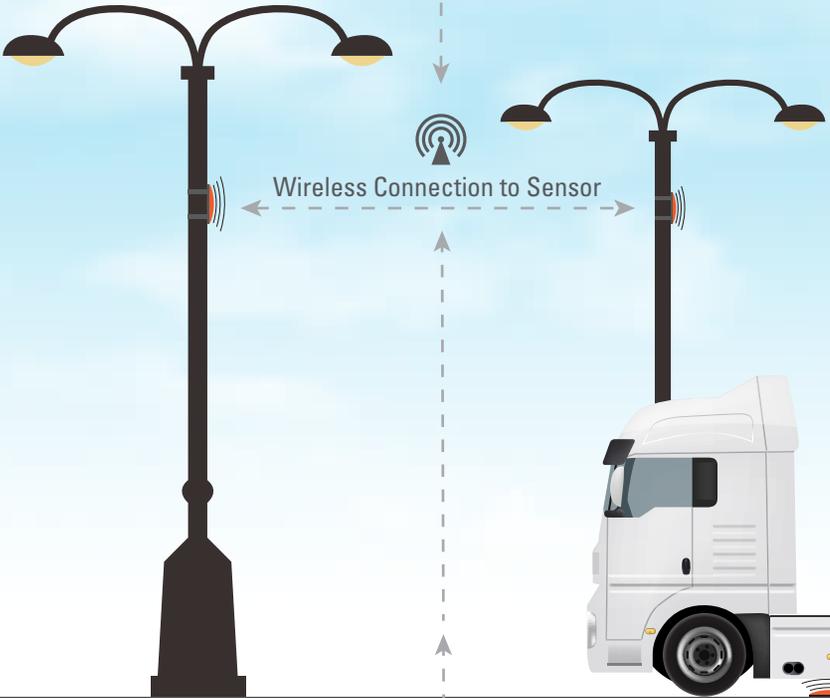
*fiber optic network connection*



**SERVER** (hosted by SunGuide®)

Collects information on the space availability;  
Runs an application to control the on-street information;  
Stores the data so that it can be used by third-party applications and web exchanges.

*fiber optic network connection*



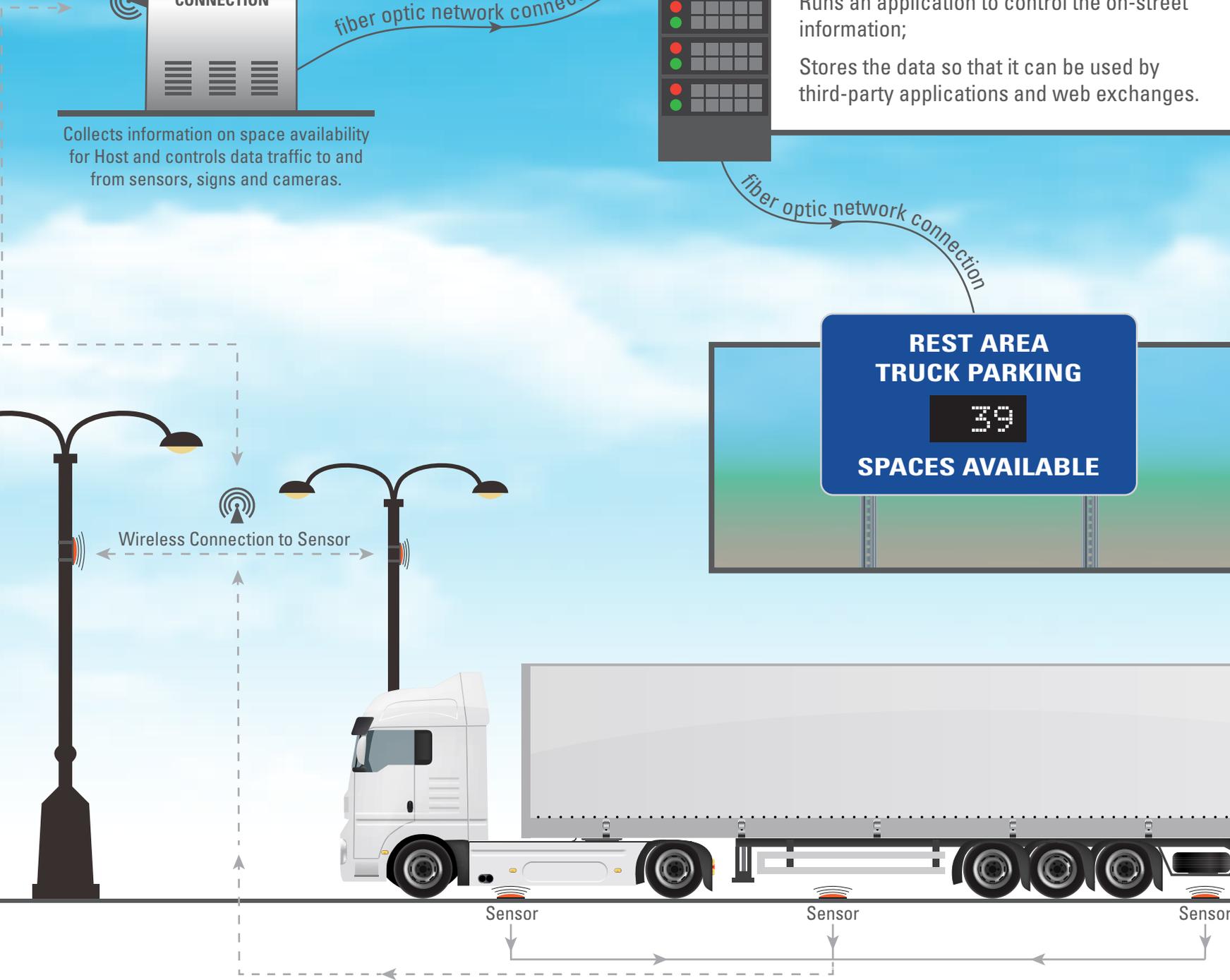
Wireless Connection to Sensor



Sensor

Sensor

Sensor



REST AREA  
TRUCK PARKING

60

SPACES AVAILABLE

