

# Unified Planning Work Program



July 1, 2007 – June 30, 2008

Prepared by the  
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**LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
 FY 2007/2008 UNIFIED PLANNING WORK PROGRAM  
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**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION  
2007 MEMBERS**

Mayor David Yeager, Chairman  
City of Minneola

Commissioner Welton Cadwell, Chairman-Elect  
Lake County BCC

Councilmember Ray Goodgame, 1st Vice-Chairman/Treasurer  
City of Clermont

Commissioner Michael Francis, 2nd Vice-Chairman  
Sumter County BCC

Commissioner Jennifer Hill  
Lake County Board of County Commissioners

Commissioner Ty Miller  
Town of Lady Lake

Commissioner Elaine Renick  
Lake County Board of County Commissioners

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City of Leesburg

Commissioner Linda Stewart  
Lake County Board of County Commissioners

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City of Mascotte

Commissioner Debbie Stivender  
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Town Councilman Joe Wynkoop  
Town of Montverde

Commissioner Norman Bertrand  
Town of Astatula

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City of Mount Dora

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City of Eustis

Vice Mayor Bob Abernathy  
City of Tavares

Commissioner Sharon Kelly  
City of Fruitland Park

Council Vice President Charles Goodson  
City of Umatilla

Vice Mayor Allen Sherrod  
City of Groveland

Mayor Ed Wolf  
City of Wildwood, Ex-Officio

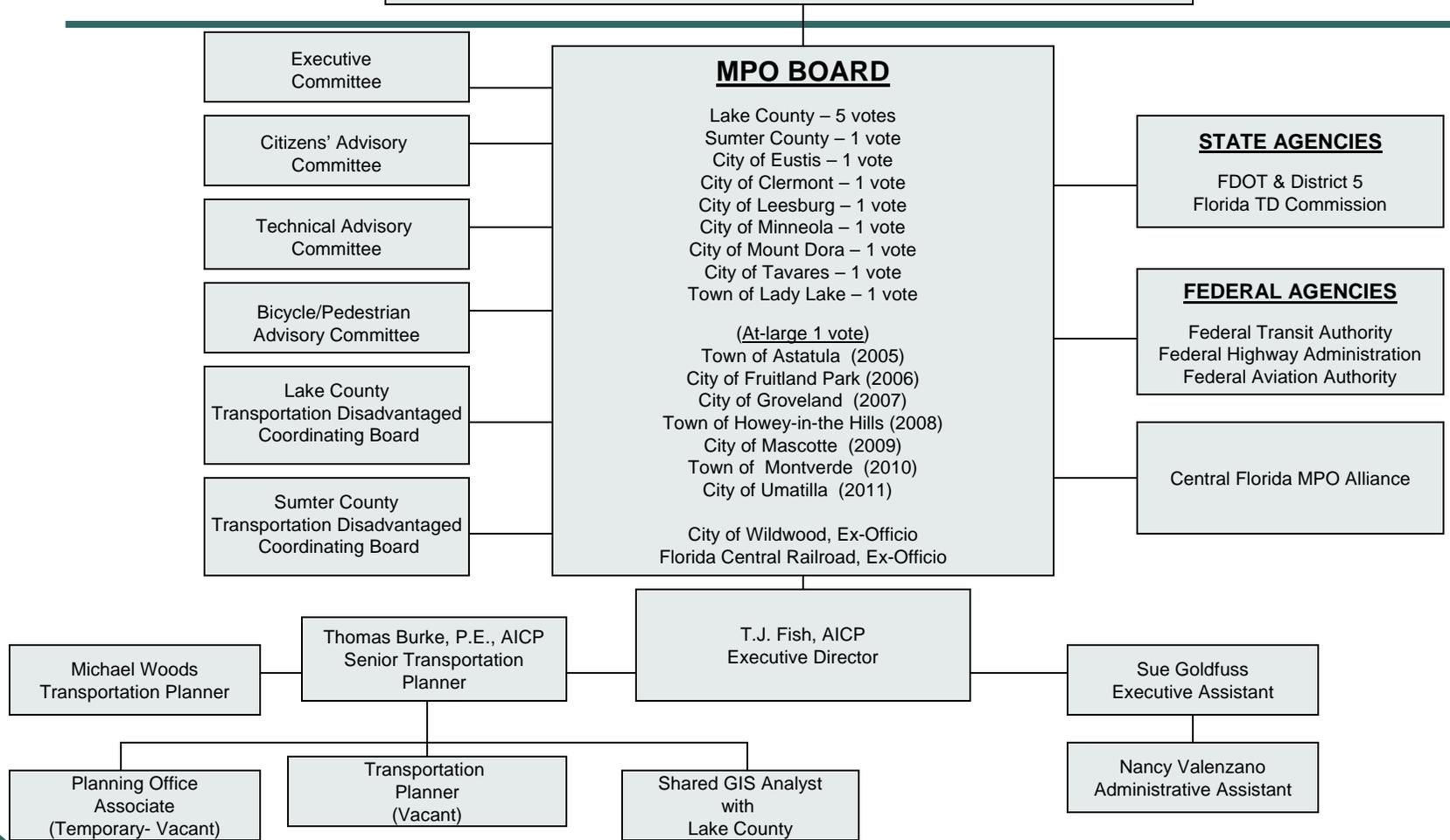
Mayor Kenneth Green  
Town of Howey-in-the-Hills

Ben Biscan  
Florida Central Railroad, Ex-Officio



# ORGANIZATIONAL CHART

## CITIZENS OF LAKE and SUMTER COUNTIES



LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION

RESOLUTION 2008- 01

**RESOLUTION OF THE LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2007/08, TASK NUMBER 5.0, PUBLIC TRANSPORTATION PLANNING, METHODOLOGY SECTION, TO INCLUDE LAKE-SUMTER MPO FISCAL SUPPORT OF A FIXED ROUTE COORDINATOR POSITION FOR LAKE COUNTY**

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

**WHEREAS**, the Lake-Sumter MPO is the designated agency responsible for administering Section 5303 funds for transit planning; and

**WHEREAS**, Title 23 CFR Section 450.108(c) and Florida Statute 339.175(9)(a)2 require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program; and

**WHEREAS**, a Unified Planning Work Program (UPWP) is defined as an annual transportation planning work program which identifies the planning budget and the planning activities to be undertaken by the Metropolitan Planning Organization during the program year; and

**WHEREAS**, the Fixed Route Coordinator will provide effective and efficient oversight of the public transportation services for Lake County; and

**WHEREAS**, the MPO, working closely with Lake County to develop countywide transit services, considers funding this position a warranted expenditure of 5303 funds for Lake County; and

**WHEREAS**, the Fixed Route Coordinator will work as a liaison to the MPO and be responsible for assisting in the short and long range transit planning, and improving coordination among public transit, para-transit and other transportation service providers with the intent of expanding the availability and effectiveness of transit services.

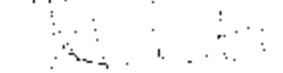
**NOW, THEREFORE BE IT RESOLVED** by the Lake-Sumter Metropolitan Planning Organization that Task Number 5.0 (Public Transportation Planning) in the 2007-08 UPWP be amended to reflect the MPO fiscal support of the Fixed Route Coordinator position for Lake County for an amount not to exceed Twenty Thousand Dollars (\$20,000).

**PASSED AND ADOPTED** this 23<sup>rd</sup> day of April, 2008

Lake-Sumter Metropolitan Planning Organization

*Ray E. Cadwell*  
Ray E. Cadwell, Chairman

Approved as to form and legality:



Sanford A. Minkoff, Attorney

LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION

RESOLUTION 2007 - 18

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5303 FUNDS IN THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2007/08 AMENDING THE 2006/07 FUNDS PER TASK TO REFLECT ACTUAL DOLLARS REMAINING**

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

**WHEREAS**, the Lake~Sumter MPO is the designated agency responsible for administering Section 5303 funds for transit planning; and

**WHEREAS**, Title 23 CFR Section 450.108(c) and Florida Statute 339.175(9)(a)2 require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program; and

**WHEREAS**, a Unified Planning Work Program is defined as an annual transportation planning work program which identifies the planning budget and the planning activities to be undertaken by the Metropolitan Planning Organization during the program year; and

**WHEREAS**, the Lake~Sumter MPO's FY 2007/08 UPWP was adopted on April 25, 2007 which reflected the full amount of FY 2006/07 FTA Section 5303 funds; and

**WHEREAS**, the Lake~Sumter MPO has submitted reimbursement for FY 2006/07 FTA Section 5303 dollars that were expended prior to June 30, 2007; and

**WHEREAS**, an amendment of the FY 2007/08 UPWP is necessary to reflect actual funds remaining effective July 1, 2007.

**NOW, THEREFORE BE IT RESOLVED** by the Lake~Sumter Metropolitan Planning Organization that the Federal Transit Administration Section 5303 Funding as adopted in the Unified Planning Work Program for FY 2007/08 is amended per Tables II & III attached.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of October, 2007.

Lake~Sumter Metropolitan Planning Organization

David Yeager, Chairman

Approved as to form and legality:

Sanford A. Minkoff, Attorney

LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION

RESOLUTION 2007 - 5

RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) ENDORSING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2007/08

WHEREAS, the Lake~Sumter Metropolitan Planning Organization, 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 450.108(c) and Florida Statute 339.175(9)(a)2 require each Metropolitan Planning Organization to annually submit a Unified Planning Work Program; and

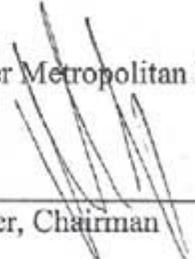
WHEREAS, a Unified Planning Work Program is defined as an annual transportation planning work program which identifies the planning budget and the planning activities to be undertaken by the Metropolitan Planning Organization during the program year; and

WHEREAS, the Lake~Sumter Metropolitan Planning Organization's FY 2007/08 Unified Planning Work Program has been prepared in accordance with the Florida Department of Transportation Unified Planning Work Program Procedure, Topic No. 525010-025.

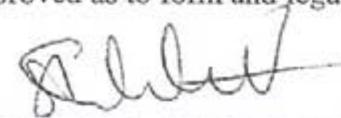
NOW, THEREFORE BE IT RESOLVED by the Lake~Sumter Metropolitan Planning Organization endorsement of the Unified Planning Work Program for FY 2007/08.

PASSED AND ADOPTED this 25<sup>th</sup> day of April, 2007.

Lake~Sumter Metropolitan Planning Organization

  
\_\_\_\_\_  
David Yeager, Chairman

Approved as to form and legality:

  
\_\_\_\_\_  
Sanford A. Minkoff

**CERTIFICATION  
OF  
RESTRICTIONS OF LOBBYING**

I, David Yeager, Lake-Sumter MPO Chairman, hereby certify on behalf of the Lake-Sumter Metropolitan Planning Organization that:

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

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

Executed this 25<sup>th</sup> day of April, 2007.

By: \_\_\_\_\_  
David Yeager, Lake-Sumter MPO Chairman

Attest: Susan Goldfuss

**DEBARMENT AND SUSPENSION  
CERTIFICATE**

As required by U.S. DOT regulations on Government-wide Debarment and Suspension (Nonprocurement) at 49 CFR 29.590:

- (1) The Lake~Sumter MPO certifies to the best of its knowledge and belief, that it and its principals:
  - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by Federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for, or otherwise criminally or civilly charged by, a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (2) of this certification; and
  - (d) Have not within a three-year period preceding this certification had one or more public transactions (federal, state or local) terminated for cause or default.
- (2) The Lake~Sumter MPO also certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to FTA.
- (3) If the Lake~Sumter MPO is unable to certify to the statements within paragraphs (1) and (2) above, it shall indicate so on its Signature Page and provide a written explanation to FTA.

By: \_\_\_\_\_  
David Yeager, Lake~Sumter MPO Chairman

Attest: Susan Goldfuss

**GLOSSARY OF ABBREVIATIONS**

AMPO	Association of Metropolitan Planning Organizations
BPAC	Bicycle & Pedestrian Advisory Committee
CAC	Citizens' Advisory Committee
CFMPOA	Central Florida Metropolitan Planning Organization Alliance
CFR	Code of Federal Regulations
CFRPM	Central Florida Regional Planning Model
CIGP	County Incentive Grant Program
CMP	Congestion Management Process
CMS	Congestion Management System
COOP	Continuity of Operations Plan
CTC	Community Transportation Coordinator
CTD	Commission for the Transportation Disadvantaged
CTST	Community Traffic Safety Team
DBE	Disadvantaged Business Enterprise
DOPA	Designated Official Planning Agency
DRI	Developments of Regional Impact
ECFRPC	East Central Florida Regional Planning Council
EST	Environmental Screening Tool
ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Federal Transit Administration
GIS	Geographic Information Systems
ICAR	Intergovernmental Coordination and Review
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITS	Intelligent Transportation Systems
JPA	Joint Participation Agreement

## LAKE~SUMTER MPO FY 2007/2008 UPWP

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L RTP	Long Range Transportation Plan
LSMPO	Lake~Sumter Metropolitan Planning Organization
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
OOCEA	Orlando Orange County Expressway Authority
PEA	Planning Emphasis Area
RPC	Regional Planning Council
RSID	Roadway Segment Inventory Database
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users
SCE	Socio-cultural Effect
SCOP	Small County Outreach Program
SE	Socio-Economic
SIS	Strategic Intermodal System
TAC	Technical Advisory Committee
TCQSM	Transit Capacity and Quality of Service Manual
TEA-21	Transportation Efficiency Act for the 21 <sup>st</sup> Century
TDCB	Transportation Disadvantaged Coordinating Board
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TOP	Transit Operations Plan
TPO	Transportation Planning Organization
TQLOS	Transit Quality Level of Service
TRIP	Transportation Regional Incentive Program
UPWP	Unified Planning Work Program
UA	Urbanized Area (as designated by the 2000 Census)
USC	United States Code
WRPC	Withlacoochee Regional Planning Council

## INTRODUCTION

The FY 2007/08 Unified Planning Work Program (UPWP) has been prepared to define the tasks and anticipated funding requirements as part of the work program for the Lake~Sumter Metropolitan Planning Organization (MPO). This document serves to define activities for all public officials and agencies that contribute resources to the transportation planning process. The UPWP provides a description of planning tasks and an estimated budget for each. Planning activities programmed within this FY 2007/08 UPWP meet the requirements of the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT). This document has been prepared according to the FDOT Metropolitan Planning Organization Program Management Handbook.

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

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

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;

6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

### STATE AND FEDERAL PLANNING EMPHASIS AREAS (PEAs)

The Florida Department of Transportation (FDOT), in cooperation with the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have identified nine (9) Planning Emphasis Areas (PEAs) for FY 2007/08 to help promote consistency in the planning initiatives undertaken at the state and metropolitan levels. These nine major themes for the State and Federal PEAs have been created to emphasize specific areas of state and national concern. Table VII identifies which Tasks within the UPWP address each of these nine areas, described as follows:

- 1. Linking the Planning and NEPA Process** - This PEA was created to encourage greater effort, innovative approaches, and a national dialogue on using the planning process to advance this objective. Currently, the State of Florida is one of three states that are participating in a pilot program to investigate and implement streamlining concepts to meet the requirements of the National Environmental Policy Act (NEPA) while reducing the timeline associated with those requirements. The Lake~Sumter MPO will continue to integrate the Efficient Transportation Decision Making (ETDM) The Lake~Sumter MPO will continue to integrate the ETDM process into the existing planning and programming practices. This activity will initially involve running 2025 long range transportation plan projects from the final cost feasible plan through the ETDM planning screen. The MPO will likely adopt policies relating to the submittal of projects, both at the planning and programming phase. The MPO ETDM coordinator will work with the FDOT coordinator on policies and processes to respond to resource agency comments and to prepare planning summary reports. Additional activities would include uploading information about the community (e.g. socio-economic data) into the ETDM database to assist in the review of submitted projects and to strengthen the overall planning process of the MPO.
- 2. Consideration of Management and Operations within Planning Processes** - This PEA challenges FTA and FHWA to move beyond traditional capital programs for improving the movement of people and goods - focusing on the need to improve the way transportation systems are managed and operated. The Lake~Sumter MPO is working with our national (AMPO), statewide (MPOAC) and Regional (CFMPOA) partners, respectively, to begin to address this initiative. The

Lake~Sumter MPO adopted Resolution 2005-06 to support the FHWA Discretionary Program for Intelligent Transportation Systems (ITS) Deployment Program for the Lake~Sumter MPO Planning Area.

The Lake~Sumter MPO will ensure that its LRTP documents fund estimates for programs that support, operate, and maintain the current system. These estimates should be provided for the highway (state and local) and transit components. For the state highway system, FDOT will provide MPOs with an appendix describing these costs. The Lake~Sumter MPO will ensure that this appendix is included in their next LRTP update.

- 3. Coordination of Human Service Transportation** - This PEA encourages MPOs to work in close coordination with their Community Transportation Coordinators. The Lake~Sumter region is affected by two (2) CTCs, the Lake County Board of County Commissioners and the Sumter County Board of County Commissioners. The Lake~Sumter MPO will assist in development of the coordinated public transit/human services transportation plan for projects funded under new Federal Transit Administration programs.

The Lake~Sumter MPO's UPWP will address how it will develop local service needs and provide information, advice, and direction to the community transportation coordinators, in accordance with Subsection 427.015 and Subsection 427.1057 of the Florida Statutes.

- 4. Regional Planning** - At the May 2, 2003, meeting of the Central Florida MPO Alliance (CFMPOA), staff presented a proposal to develop a long-range transportation plan for the seven-county region under the auspices of the CFMPOA. The proposal included two phases. Phase I involved developing a composite picture of the existing Year 2020 LRTPs. This effort was completed in December 2003. Phase II is more ambitious. This Phase involves working with MyRegion.org concerning its Resolve Number 3 of "The New Regional Agenda for Central Florida." This will entail a collaborative effort with all members of the CFMPOA. This resolve is as follows: "Regional Transportation Organization - Recognizing the success of the current Central Florida Metropolitan Planning Organization Alliance, we resolve to create a regional transportation organization to plan and advocate current and future regional transportation across all five modes, including road, rail, water, air and space." The CFMPOA meets quarterly and will meet jointly each summer with the Tampa Area Chairs Coordinating Committee for multi-regional transportation planning.

Following up on the 2020 Regional LRTP, the CFMPOA compiled a 2025 Regional LRTP that was distributed in January 2007.

## LAKE~SUMTER MPO FY 2007/2008 UPWP

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The Lake~Sumter MPO's UPWP will provide for products and processes that result in regional planning and cooperation between the MPO and integration of the SIS. These regional plans will include regional project prioritization and ranking.

- 5. Public Involvement** - In FY 2007/08, Lake~Sumter MPO will work on tracking and monitoring public participation on transportation programs in the MPO Planning Area. The MPO finalized their first Public Involvement Plan in December 2006. An emphasis is placed upon measurable factors to determine effectiveness of PIP efforts. The MPO's Public Involvement Process is reviewed annually and updated as needed to ensure that the process contributes to maximizing public involvement in the metropolitan transportation planning process.

The Lake~Sumter MPO will work to increase participation in the planning process by traditionally underserved segments of the population. In addition, the MPO will develop an evaluation system to assess the effectiveness of its public involvement process.

- 6. MPO TIP Project Prioritization Process** - MPOs should ensure that their TIP includes a description of the methodology that was used to prioritize projects. The description should include the criteria that were used for ranking the projects, and preferably what weights were given to each criteria. The description should be done for highway, transit, bicycle, and pedestrian projects. The Lake~Sumter MPO is embracing this approach as part of the upcoming TIP and the subsequent prioritization process. In addition to enhanced data for this strategic planning resources, emphasis is being placed on categories including, the Strategic Intermodal System (SIS), the Transportation Regional Incentive Program (TRIP), the Federal Enhancement Program, Federal Section 5307, on so on.
- 7. Transit Quality of Service** - In FY2007/08, Lake~Sumter MPO will assess the quality of transit service in the MPO area using Part 3 of the Transit Capacity and Quality of Service Manual (TCQSM). All six quality of service measures addressing transit availability and comfort and convenience will be measured. This assessment will also be made in conjunction with the next LRTP update. Funds are provided for this task through the Section 5303 Grant Program.
- 8. Three-Year Business Plan** - MPOs should include in their UPWP a plan that describes major planning activities anticipated 2 to 3 years from now. It is meant to illustrate the need for maintaining PL funds carryover balances in excess of 50%. The Lake~Sumter MPO will complete their three-year plan as part of the FY 2007/08 UPWP.

- 9. Promote Consistency Between Transportation Improvements and Planned Growth** - This PEA is based on a modification made by SAFETEA-LU to the planning factor dealing with the environment. MPOs should work with local governments to promote corridor management techniques, including access management strategies, right-of-way acquisition and protection measures, appropriate land use strategies, zoning, and setback requirements for adjacent land uses. Whenever possible, the plans and programs of the TIP should identify those facilities that are subject to such techniques. The mission of the Lake~Sumter MPO is to be the primary transportation advocate and resources to the local governments of the region.

## ORGANIZATION AND MANAGEMENT OF THE MPO

Representatives of Lake County and Sumter County governments, the 14 municipalities of Lake County, one municipality in Sumter County, the Florida Central Railroad, FDOT and the U.S. Department of Transportation are involved in the transportation planning process for the Lake~Sumter MPO. The purpose is to provide effective leadership in the initiation and development of transportation plans, programs and strategies. As the body most directly responsible for the guidance of the transportation planning process, the MPO strives to ensure that the recommendations are in keeping with the goals and standards of the Federal Government, the State, Lake County, Sumter County, the 15 incorporated jurisdictions, and Florida Central Railroad.

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

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

The MPO Board includes elected representatives from Lake and Sumter Counties and each of the 14 municipalities of Lake County, as well as representatives from the Sumter County municipality of Wildwood and the Florida Central Railroad, both brought in as ex-officio members in 2006.

Voting composition includes a total of 14 voting members. Each of the five (5) members of the Lake County Board of County Commissioners and one (1) member from the Sumter County Board of County Commissioners receive a vote, for a total of six (6) county votes. Eight (8) municipal votes have been established. Each of the seven (7) cities with more than 5,000 population receive one (1) vote each. Those cities and towns include: Clermont, Eustis, Lady Lake, Leesburg, Minneola, Mount Dora, and Tavares. Cities with less than 5,000 population rotate one (1) vote on an annual basis. The members in this category include: Astatula, Fruitland Park, Groveland, Howey-in-the-Hills, Mascotte, Montverde and Umatilla. The rotating member shall serve a one-year term beginning on January 1 and shall change each year following alphabetical order. The Town of Astatula was the first rotating member with a term beginning January 1, 2005. For 2007, the at-large vote is held by the City of Groveland and will rotate to the Town of Howey-in-the-Hills in 2008.

As of June 2007, the Lake~Sumter MPO Board receives recommendations from four advisory bodies. The Citizens' Advisory Committee (CAC) is composed of members of the general public who represent the general welfare of the community. Each municipality may appoint at least one citizen representative and each county commissioner on the MPO Board may appoint at least one citizen representative.

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

The MPO Board approved the addition of a Bicycle & Pedestrian Advisory Committee (BPAC) as an advisory body to the MPO Board in January 2006. Each member government may appoint at least one representative and the BPAC itself may appoint representatives of advocacy groups. Membership in the BPAC includes elected officials, county and city technical staff, and residents/advocates.

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

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

The genesis of the MPO was facilitated by Lake County through the Public Works Department, which provided staffing for the first year following the creation of the agency. As of March 1, 2005, with the hiring of the first executive director, the new agency physically moved to an independent location in Leesburg, central to the MPO area. With these actions, the MPO began an agreement with the Lake County Board of County Commissioners (LCBCC) for the LCBCC's provision of support services to the MPO, including payroll, benefits, insurance, procurement, legal assistance, public outreach services, employee services, risk management, facilities management, and clerk services. In December 2005, the MPO and the Lake County BCC executed an interlocal agreement for the provision of Geographic Information Systems (GIS) data collection and analysis services by Lake County GIS for the Lake~Sumter MPO.

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

In general, all agency plans and programs comply with the public involvement provisions of Title VI which states: *"No persons in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."* To further ensure full compliance with federal requirements, the Lake~Sumter MPO Board will, during the timeframe of the 2006/07 UPWP, adopt formal policies covering Title VI issues.

## STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES

### Census 2000

On May 1, 2002, the Census Bureau released an updated listing of Urbanized Areas. The two urbanized areas within Lake and Sumter Counties are Lady Lake/Villages and Leesburg/Eustis.

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

### Regional Transportation Planning Coordination

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

### Central Florida MPO Alliance

The Lake~Sumter MPO is a party to the CFMPOA. In addition to the Lake~Sumter MPO, five central Florida MPOs are members of the organization, the Ocala/Marion TPO, the Volusia County MPO, the Brevard MPO, the Polk TPO and METROPLAN Orlando. This effort was pursued in recognition of the fact that there are many transportation issues that are shared with, and impact, other communities in Central Florida. Thus, the Central Florida MPO Alliance was created as a natural extension of the existing cooperation between the MPOs and counties of Central Florida. This alliance, which meets on a quarterly basis, has been created to identify regional opportunities and to resolve regional transportation issues. The staffs of the MPOs and

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FDOT conduct the work effort required to support the transportation planning process. The CFMPOA now serves as a model to other regions on regional coordination.

### Regional Planning

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

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

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

### Efficient Transportation Decision Making (ETDM)

The staff continues to train on the implementation of the Efficient Transportation Decision-Making (ETDM) process. The primary concept behind ETDM is to create linkages between transportation, land use, and the environment by facilitating early involvement in the planning process of regulatory agencies and the public. This involvement will allow for identification, as early as feasible, of potential "fatal-flaws" or other issues that could hinder or halt development of a particular transportation project. The Lake~Sumter MPO is the local lead agency in ETDM planning screenings and facilitates communication between FDOT and member governments in order to receive thorough comments on projects filtered through the ETDM process. New projects from the recently-adopted 2025 LRTP will be systematically screened, beginning with those determined to be cost-feasible by 2015 and then those feasible by 2025.

### Bicycle/Pedestrian Studies

Lake County, the City of Fruitland Park, the Town of Lady Lake and the MPO are working toward expanding the regional trail network with PD&E studies for the Lady Lake Trail and Fruitland Park Trail (Gardenia Trail). Alignments shall be identified as an outcome of these studies, each expected to be completed by December 2008. The Lake~Sumter MPO is working closely with Lake County Public Works during FY 2007/08 on a countywide Master Trails Plan update, partially funded by FDOT.

Wekiva Parkway

FDOT and the Orlando Orange County Expressway Authority (OOCEA) are currently conducting a PD&E study for the Wekiva Parkway and SR 46 By-Pass projects, concurrently. A preferred alternative alignment shall be determined as a result. The results of the PD&E will be presented to the public during FY 2006/07.

**STATUS OF AREA HIGHWAY PROJECTS**

SR 40

This Emerging SIS corridor through the Ocala National Forest has been a topic of discussion for expansion for more than a decade. FDOT completed Phase I of its Environmental Feasibility Study in FY 2005/06. The purpose of this study was to identify the various issues that may arise in the expansion of SR 40. The study encompasses approximately 43.6 miles of roadway from SR 35 in Marion County to US 17 in Volusia County. Several government and private agencies, as well as local citizens, were interviewed as part of the study. The PD&E study for SR 40 kicked off at the end of FY 2005/06 and is scheduled to wrap up in FY 2008/09.

SR 46

Improvements to this corridor will depend on the results of the PD&E study for the Wekiva Parkway project, scheduled to wrap up at the end of FY 2006/07. Upon completion of the PD&E study, that includes both the beltway and an improved SR 46 connection from the Parkway to US 441 in Mount Dora, the necessary improvements for SR 46 will become clearer.

SR 50

Design and ROW for six-laning from US 27 in Lake County to Pine Hills Road, in Orange County, has been in progress for the past two years. Construction, from Hancock Road in Clermont to Florida's Turnpike (SR 91) in Orange County, is scheduled for FY 2007/08, although FDOT's current Tentative Work Program shows it being delayed to FY 2008/09. Advancement of the segment from US 27 to Hancock Road in Clermont is awaited.

US 441

The Project Development and Environment (PD&E) Study for US 441 was completed in the spring of 2003. US 441 is a regionally significant corridor due primarily to the urban activity along the corridor from Marion County to Orange County. The corridor is being improved in the center of Lake County, expanded outward. Improvements are complete from College Drive in Leesburg to Lake Eustis Drive in Tavares. Under construction in FY2007/08 is the eastern segment from Lake Eustis Drive, in Tavares, to SR 44 (formerly CR 44B), in Mount Dora, and western segment from Mills Street to College Drive, in Leesburg. Design is pending or underway for: Mills Street to Perkins

Street; the intersection of US 441 and US 27 (Perkins Street to North of Griffin Road); Griffin Road (CR 44-A) to Martin Luther King Boulevard; Martin Luther King Boulevard to Lake Ella Road; Lake Ella Road to Avenida Central; and Buenas Aires, in Sumter County, to the Marion County line. The south end of US 441 from SR 44 (formerly CR 44B) to Orange County will likely begin the study phase in the near future.

#### CR 466

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

#### CR 466-A

Connecting US 441/27, in Fruitland Park, to US 301, in Wildwood, and ultimately to I-75, via SR 44, west of Wildwood, this regionally-significant corridor is the subject of design by Lake County and the subject of construction in Sumter County by The Villages in FY 2006/07. Based on the local commitments on the regional project, it is likely to become a TRIP candidate.

#### CR 470/CR 48

The CR 470 project is currently in the design phase, which is expected to be complete in 2007. The Lake County Public Works Department has conducted a Project Development and Environment (PD&E) Study that addresses the proposed roadway improvements to County Road 470 (CR 470) in Lake County, Florida. The project extends from west of Florida's Turnpike east to US 27 and incorporates CR 48 at the eastern terminus of CR 470 to connect with US 27. This is a distance of approximately 5.3 miles. The proposed improvements consist of widening CR 470 to a four-lane divided roadway throughout the project limits. The project is regarding my the Lake~Sumter MPO as regionally significant.

#### Hartwood-Marsh Road

The recipient of a County Incentive Grant in 2006/07, this connector between US 27 in South Lake and SR 429 in Orange County, two SIS facilities, is a backlogged alleviator to congestion on parallel SR 50. Lake County will utilize the CIGP grant funding to complete the four-laning of the two-lane grove road from US 27 to Orange County. Thus far, no commitments toward improvements have been made by Orange County, where the corridor is called both Marsh Road and Stoneybrook Parkway.

#### US 27

As a SIS facility from I-4 in Polk County to US 192 in the Four Corners area, to SR 50 in Clermont and to Florida's Turnpike and SR 19, US 27 is a north-south spine for the

peninsula. Construction is underway in Minneola from CR 561 to SR 50, in the north, and from Polk County to Boggy Marsh Road in the south.

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

### Public Transportation Coordination

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

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

The Lake CTC, with the assistance of the Lake~Sumter MPO, completed its first Transit Operations Plan (TOP) in 2006, which has led to the 2007 birth of the LakeXpress fixed-route service along the US 441 corridor. Simultaneously, the MPO is preparing a Regional Transit Study to establish goals for connecting the Lake and Sumter systems and for connecting the Lake system with LYNX in Orange, Osceola and Seminole counties. The MPO is currently funding a study to address a regional transit initiative in The Villages/Lady Lake Urbanized Area, attempting service into three counties, Sumter Lake and Marion. This is in partnership with the Ocala/Marion TPO, Sumter County, and Lake County.

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### South Lake Trail, Phase II

From Minneola east to Orange County, this link provided a much-needed and long-awaited connection between the South Lake Trail and the busy West Orange Trail. Groundbreaking occurred in September 2005 and the trail construction was completed in April 2007.

### South Lake Trail, Phase III & IV

The FDOT has taken the lead by completing the PD&E study for these segments in February 2005. Lake County, the City of Groveland, and the City of Mascotte are now attempting to acquire significant segments of ROW, while looking to FDOT for design funding. The segments extend from approximately the western city limits of Clermont through Groveland and Mascotte to the Van Fleet Trail in Sumter County, completing the Lake~Sumter portion of the Central Florida Loop. Segment 1 as identified in the Prelim Engineering Report (Clermont to Groveland) is scheduled to receive Design Phase funding in 2009/10.

### Tav-Lee Trail, Phase II & III

Leesburg, Lake County and FDOT worked in partnership for the completion of PD&E study for the major downtown-to-downtown link from Tavares to Leesburg and the PD&E for the next segment, Leesburg to Fruitland Park is scheduled to begin December 2007.

## **PRIORITIES FOR FY 2007/08**

### Completion of MPO Formation and Staffing Process - by October 30, 2006

As stated in a previous section, Governor Jeb Bush designated Lake~Sumter MPO on December 9, 2003. The MPO has now, as of the FY 2007/08 adoption, hired an executive director, senior transportation planner, transportation planner, staff assistant and administrative office associate. The MPO has also, through interlocal agreement, established a shared GIS position with Lake County. The MPO is fully operational and has now established an independent office location in Leesburg, Florida. This portion addresses the additional Lake~Sumter MPO needs as follows:

1. Hire necessary staff: specifically one (1) staff member for the planning operations of the LAKE~SUMTER MPO, a Transportation Planner. Otherwise, if a sufficient candidate is not secured, consultants will be utilized to accomplish planning goals.
2. New technologies, including computers and software for existing and additional staff members. Workstations are almost up-to-date and major strides will be made this year to achieve 21<sup>st</sup> century technologies, including advances toward GIS.
3. Expansion of Transportation Library for LAKE~SUMTER MPO.

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4. Establishment of operational partnerships with Lake County and other MPO members, including sharing of GIS data via liaison staff.
5. Refinement of By-Laws to more effectively address needs of membership.
6. Regional partnerships will be enhanced among Lake, Sumter and Marion counties, as well as Orange, Seminole and Osceola counties, Polk County and Volusia County.
7. Fixed-route transit has quickly become a major priority of the MPO and is a linkage among the governmental jurisdictions.
8. Now that a BPAC has been formed under the MPO's umbrella, bicycle and pedestrian needs are now at the forefront of the MPO's purview.
9. The MPO through its independent role as transportation resource and research outlet will take the lead in helping the local municipalities and incorporated areas to plan for the desired character and feel of their community.

### 2025 Long-Range Transportation Plan

The 2025 Long Range Transportation Plan (LRTP) was adopted by the Lake~Sumter MPO Board on December 14, 2005. A Summary Report was written and posted on the LAKE~SUMTER MPO web site for public use. The final documentation is available by request. An update occurred in late FY 2006/07 to address SAFETEA-LU requirements.

### Transit and Para-Transit Planning

The Transit Operations Plan (TOP) was adopted for Lake County in October 2006 , resulting in fixed route transit, the LakeXpress, along the US 441 corridor. Linkages are established in The Villages/Lady Lake Urbanized Area and in Mount Dora as part of the Leesburg-Eustis Urbanized Area. In addition, Lake~Sumter MPO staff and the Lake County CTC worked with LYNX to extend Link 55 to north of Four Corners along US 27 and to provide express, direct bus service from Clermont to downtown Orlando.

### Transportation Improvement Program

Lake~Sumter MPO staff will work with the Technical and the Citizen Advisory Committees and the BPAC to achieve consensus on all adopted documents. By July 15 of each year, the MPO Board will develop and adopt the annual Lake~Sumter MPO TIP. The TIP will be based upon the adopted priorities established each year by September 1.

### Implementation of ETDM

2025 LRTP Cost Feasible projects that have not reached the PD&E phase will be input into the planning screen of the ETDM process throughout 2007/08. . In addition, the following projects have already been put through the planning screen:

- SR 19, CR 48 to CR 561
- SR 44 (formerly CR 44B), US 441 to Orange Avenue & SR 44
- SR 44, Haselton to SR 44 (formerly CR 44B)

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- SR 50, SR 33 to Bloxham Avenue
- US 441, Orange County Line to SR 44 (formerly CR 44B)

The Lake~Sumter MPO will continue to work with FDOT in 2007/08 to prioritize and screen projects as they come to the forefront in the funding process.

### Regional Transportation Coordination Effort

The Penn Design project, completed in 2005, is a joint effort with MyRegion.org and the Central Florida MPO Alliance analyzing and presenting, through modeling, the region in 2025 and 2050, based on current trends, demographic projections and growth management scenarios for the Central Florida region. With the Penn Design study as a backdrop, MyRegion.org and the East Central Florida Regional Planning Council commenced a Regional Visioning Process that aims to develop a long term (2050) vision for the Central Florida region (Lake, Orange, Osceola, Seminole, Brevard, Polk & Volusia Counties). This process, which has drawn participation from thousands of local residents, is expected to be finalized in August 2007. The MPOs of Central Florida, through the Central Florida MPO Alliance, will utilize the products of the visioning process as a guide to long-range planning efforts.

### **AGENCY REVIEW COMMENTS**

Lake~Sumter MPO staff received and processed comments on the Draft UPWP and has addressed each of them throughout the Final UPWP.

### **WORK PROGRAM**

The Lake~Sumter MPO fiscal year 2007/08 UPWP, covering the fiscal year from July 1, 2007, to June 30, 2008, was developed by MPO staff, in cooperation with the FDOT and members of the MPO's TAC, CAC, and BPAC, and most importantly, the MPO Board.

This section of the UPWP documents each specific transportation planning task to be undertaken during fiscal year 2007/08, including the purpose of the task, previous work accomplished, proposed methodology to accomplish tasks, responsible agencies, cost estimates, and proposed funding sources. The Work Program is broken down into seven major categories of activity, some of which are further broken down into individual tasks. The final section of the UPWP contains the appropriate tables, including a task element index, summary of estimated expenditures for the previous UPWP, and a summary of proposed expenditures by responsible and participating agencies and funding sources.

## *1.0 Administration*

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

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

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<b>Task Number</b>	<b>1.0</b>
<b>Task Title</b>	<b>Administration</b>
<b>Objective:</b>  To guide and effectively manage the tasks in the Unified Planning Work Program (UPWP), to maintain an effective and efficient continuing, cooperative and comprehensive (3-C) transportation planning process, and to meet the needs of the member local governments and all federal and state requirements.	
<b>Previous Works:</b>  Coordinated creation of agency independent from the assisting entity, Lake County, and established office location in Leesburg. As part of 2004 creation of the Lake~Sumter MPO, the MPO Board endorsed the 2003/04 UPWP and, subsequently, the 2004/05, 2005/06 and 2006/07 UPWPs. The MPO Board hired an administrative assistant in November 2004 and hired its first Executive Director in March 2005. Total staff has been expanded to six (6) permanent positions, one temp position, and one GIS position established through interlocal agreement and shared with Lake County. December 2005, an interlocal agreement with Sumter County was agreed upon for cooperative regional transportation planning relative to the TRIP. Established in 2005, a procedure for auditing the organization was developed and the first audit was conducted, which was presented to the MPO Board. July 2006, an interlocal agreement with Sumter County was agreed upon forming a regional partnership for data collection and refinement and long range transportation planning.  Developed a Continuity of Operations Plan (COOP) that can be implemented in the event of a natural or man-made disaster. The plan addresses issues such as alternate meeting site(s) for the MPO, MPO member notification, and functions the MPO may serve in an emergency situation. Other elements of the plan include policies and procedures that pertain to alternate work sites; back-up of storage data, including MPO work products, distribution lists, Geographic Information System data layers, etc; communication lines with MPO staff, FDOT District, local governments, emergency response team, as well with the MPO's customers.	

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

Developed a three-year business plan component that generally describes major planning efforts anticipated to occur in years two and three of the next three years. The plan estimates the funds that will be required for each task to illustrate the need to maintain PL carry-over balances in excess of 50% of the MPO's annual allocation.

**Methodology:**

STAFF SUPPORT

- 1.0.01 Provide staff support and administration to the MPO and its committees by developing meeting schedules, providing technical assistance, compiling and producing agendas, providing minutes of meetings, conducting research, and completing directives of the board. *(Ongoing throughout fiscal year)*
- 1.0.02 Develop the FY 2008/09 Unified Planning Work Program. MPO Committees will participate in the approval process for the UPWP. *(Initial draft to MPO Committees and Board by February 29, 2008; adoption by April 30, 2008)*
- 1.0.03 Continue participation in the Metropolitan Planning Organization Advisory Council (MPOAC), Central Florida MPO Alliance (CFMPOA), myRegion.org, the Central Florida Smart Growth Alliance, and other regional transportation planning organizations. *(Meetings are quarterly, or on an as-needed basis, with special events throughout year)*
- 1.0.04 Monitor legislative actions on the Federal, State, and local level that affect the transportation system and transportation planning activities in the Lake~Sumter MPO Planning Area. *(Milestones occur throughout the year for each level of government)*
- 1.0.05 Research and propose, for MPO Board adoption when appropriate, updates to the rules and/or procedures for the day to day operation of an MPO (i.e. personnel, budgeting, audits, by-laws, etc.). *(Ongoing throughout fiscal year)*
- 1.0.06 Purchase additional office equipment, as needed, following guidelines set forth in the FDOT MPO Program Management Handbook. *(Ongoing throughout fiscal year)*

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- 1.0.07 Conduct or participate in other planning or coordination activities, as directed by the MPO Board or committees. *(Meetings occur typically 10 times per year)*
- 1.0.08 Complete progress reports and invoices in timely and accurate fashion through effective management of MPO staff and resources. *(Monthly and quarterly)*
- 1.0.09 Develop all essential documentation for upcoming MPO Annual State Certification. *(Process begins January 2008 and will conclude by June 2008)*
- 1.0.10 Enhance the MPO's partnership with Sumter County, in both the MPO Area as well as MPO Planning Area encompassing the entire county. *(Ongoing throughout fiscal year)*
- 1.0.11 Coordinate MPO efforts with the City of Wildwood (Sumter County). This is in anticipation of the municipality becoming part of the updated Lady Lake/Villages Urbanized Area following the 2010 Census. *(Ongoing throughout fiscal year)*
- 1.0.12 Continue to refine policies and by-laws for the MPO and its committees. The intent is to improve procedures and policies for the MPO Board, the MPO Technical Advisory Committee (TAC), the MPO Citizens' Advisory Committee (CAC), and the Bicycle Pedestrian Advisory Committee (BPAC) in an interest of better fulfilling the requirements of the Federal Highway Act of 1962, Federal Highway Act of 1974, and Section 339.175 of the Florida Statutes. *(Ongoing throughout the fiscal year)*

### AUDIT

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

### TRAINING

- 1.0.14 Provide training and continuing education opportunities to staff members in various technical areas through conferences, workshops, and professional development opportunities that may include travel throughout Florida and, in some cases, national travel. *(Ongoing throughout fiscal year)*

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**End Product:**

Effective and efficient management of the local 3-C planning process, including active participation by public agencies and citizens; all required management documents; and adoption of required policies.

Positions contributing to the task of Administration, which include all MPO personnel, include the following: Executive Director, Senior Transportation Planner, Transportation Planner (2 positions), Staff Assistant, Administrative Office Associate, Planning Office Associate (temp position), and GIS Analyst (shared with Lake County).

Results from this task will include (by June 30, 2008):

- FY 2008/09 Unified Planning Work Program (UPWP)
- Refined MPO By-Laws

<b>Responsible Agencies</b>		<b>Funding Sources</b>	
Lake~Sumter MPO Staff	PL 112 FY 05/06 Carryover		\$17,305
	PL 112 FY 07/08		\$91,502
	5303 FY 06/07 Carryover		\$10,392
	5303 State		\$1,299
	5303 Local		\$1,299
	5303 FY 07/08		\$11,063
	5303 State		\$1,384
	5303 Local		\$1,384
	TD Grant 07/08		\$24,738
	<b>Total Task Cost</b>		<b>\$160,366</b>

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<b>Task Number</b>	<b>1.1</b>
<b>Task Title</b>	<b>State Assistance</b>
<b>Objective:</b>	
<u>PL 112</u>	To provide guidance and technical assistance to the MPO, MPO staff, and various subcommittees, as requested, or required by FDOT policy.
<u>FTA 5303</u>	To provide guidance and technical assistance to the MPO staff and various committees, as requested or required by FDOT policy and the Joint Participation Agreement for the FTA Section 5303 Grant Application.
<b>Previous Works:</b>	
<p>The MPO has received technical and administrative assistance from FDOT in support of the Metropolitan Planning Program in Lake and Sumter Counties.</p> <ul style="list-style-type: none"> <li>• Joint Participation Agreement (JPA) among Lake~Sumter MPO, Lake County, and FDOT.</li> <li>• Coordination of MPO's first Long Range Transportation Plan (LRTP), adopted December 2005.</li> <li>• MPO and District 5 cooperation in updating the regional transportation model (CFRPM-IV), completed in April 2006.</li> </ul>	
<b>Methodology:</b>	
<p><i>** Please refer to the document entitled, "FDOT District Five General Planning Activities &amp; Specific Tasks, FY 2007/2008 UPWP (February 2, 2007)," located in the Appendix, for a description of FDOT District Five tasks and activities related to the UPWP. These tasks, unless otherwise noted, are ongoing throughout the fiscal year. **</i></p>	
<b>End Product:</b>	
<p>Results of this task will include:</p> <ul style="list-style-type: none"> <li>• Proper and timely response to management and technical problems and requests.</li> <li>• State match to assist in the timely and successful completion of FTA-sponsored activities.</li> <li>• A refined Central Florida Regional Planning Model (Updated on an as-needed basis)</li> <li>• An updated Florida Traffic Information CD (Anticipated release July 2007).</li> </ul>	

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Responsible Agencies		Funding Sources	
FDOT	PL 112 FY 07/08		\$82,671
	State Match		
	<b>Total Task Cost</b>		<b>\$82,671</b>

## *2.0 Data Collection*

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

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>2.0</b>
<b>Task Title</b>	<b>Data Collection</b>
<b>Objective:</b>	
<p>To monitor changes in traffic-related characteristics within the MPO planning boundary. To compare existing characteristics with projections to anticipate planning needs and activities. To build a database of information to support regional transportation efforts.</p>	
<b>Previous Works:</b>	
<p>Lake County-maintained historical traffic and public transportation-related data, such as traffic counts, accident data, roadway inventories, level of service, financial information, and service area. Maintenance of Road Segment Inventory Database. The MPO, Lake County, and Sumter County, coordinated data sharing and began a comprehensive GIS initiative in 2005/06.</p> <p>MPO contracted consultants Tindale-Oliver and Associates, Inc. in the development of Socio-Economic (SE) Data as basis for the 2025 Long Range Transportation Plan (LRTP) and the Transportation Element of the new Lake County Comprehensive Plan. Data collection for these efforts is complete. However, data will be refined as necessary.</p> <p>The MPO has worked with FDOT District 5 and neighboring MPOs in the update of the district-wide Central Florida Regional Planning Model (CFRPM-IV).</p>	
<b>Methodology:</b>	
<p>2.0.01 Update the Road Segment Inventory Database (RSID) on a semi-annual basis. <i>(Ongoing throughout fiscal year)</i></p> <p>2.0.02 Collect traffic counts within the planning area from the cities, counties, and State. <i>(Upon completion of each agency's count program; Completion by September 2007)</i></p> <p>2.0.03 Assimilate traffic count report for city, county and State count stations, for distribution to MPO, committees and public. <i>(September 2007)</i></p> <p>2.0.04 Review traffic count programs to ensure adequate coverage and to eliminate unnecessary or redundant count locations. <i>(Ongoing throughout fiscal year)</i></p>	

## LAKE~SUMTER MPO FY 2007/2008 UPWP

- 2.0.05 Work with local law enforcement agencies and engineering departments to develop a system of collection and compilation of crash statistics to identify high hazard intersections and other roadway safety issues. *(June 2008)*
- 2.0.06 Develop system to map high hazard intersections and roadway segments. *(June 2008)*
- 2.0.07 Continue participation on the Lake County Community Traffic Safety Team (CTST). *(Ongoing throughout fiscal year)*
- 2.0.08 Work with the local governments in Lake County to collect the required data for development and maintenance of a Transportation Concurrency Management System (TCMS) (see Tasks 4.0.06 and 4.0.07) which will provide the basis for a Congestion Management Process (CMP) (see Tasks 4.08 and 4.09). The TCMS and CMP will provide a systematic process for managing congestion that provides information on transportation system performance and on alternative strategies for alleviating congestion and enhancing the mobility of persons and goods. *(June 2008)*
- 2.0.09 Assist local governments in compiling data inventories. *(Ongoing throughout fiscal year)*
- 2.0.10 Build comprehensive Geographic Information System (GIS) database through MPO staff and GIS analyst (shared position with Lake County). *(Ongoing throughout fiscal year)*
- 2.0.11 Update the base year (2005) and forecasted (2030) socioeconomic data sets for Lake and Sumter counties that are used in transportation modeling, specifically the Florida Standard Urban Transportation Model System (FSUTMS) program and FDOT's Central Florida Regional Planning Model, Version 4 (CFRPM-IV) from year 2025 to 2030. Project interim year data for years 2010, 2015, 2020 and 2025. This data will be used in the 2030 Long Range Transportation Plan Update. *(June 2008)*

### **End Product:**

Results of this task will include:

- An annual traffic count report (August 2007)
- A map of high-hazard intersections and roadways (June 2008)
- A Congestion Management System plan (August 2007)
- A comprehensive GIS database for the Lake~Sumter region and its surrounding areas (on-going)
- Refined, as needed, socioeconomic data for use with the Central Florida Regional Planning Model (on-going)

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

- Update the Lake and Sumter County socioeconomic data from year 2025 to 2030. (June 2008)
- Reports developed from databases, as required, to monitor changes in system activity.
- Maintenance of RSID for use by local governments in traffic study reviews

<b>Responsible Agencies</b>		<b>Funding Sources</b>	
Lake~Sumter MPO Staff	PL 112 FY 05/06 Carryover		\$10,293
	PL 112 FY 07/08		\$45,752
Lake County Public Works	5303 FY 06/07 Carryover		\$5,196
	5303 State		\$650
Sumter County Public Works	5303 Local		\$650
	5303 FY 07/08		\$5,531
Cities' Public Works	5303 State		\$691
	5303 Local		\$691
FDOT	TD Grant 07/08		\$0
	<b>Total Task Cost</b>		<b>\$69,454</b>

### *3.0 Long- Range Planning*

Work in this section involves implementation of and any major updates or amendments to the MPO's 2025 Long-Range Transportation Plan and the utilization of the ETDM planning screen process for projects identified in the 2025 LRTP. Work will also commence for the 2030 LRTP update (anticipated adoption December 2009).

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>3.0</b>
<b>Task Title</b>	<b>Long-Range Planning</b>
<b>Objective:</b>	
<p>To maintain a Long-Range Transportation Plan (LRTP) and a computer travel demand simulation model (FSUTMS) for forecasting travel patterns. To evaluate alternative transportation modes and systems.</p>	
<b>Previous Works:</b>	
<p>Adoption of the 2025 Long Range Transportation Plan (LRTP) in December 2005. Coordination with District 5 on update of the regional traffic model (CFRPM-IV, Completed April 2006). Refinement of data supporting the LRTP. Assistance to Lake County in re-write of the Transportation Element within the new comprehensive plan, <i>Planning Horizon 2025</i>.</p> <p>The 2025 LRTP has been updated to comply with those SAFETEA-LU requirements FHWA has requested for Fiscal Year 2006/07.</p> <p>The following Developments of Regional Impact (DRIs), in addition to several sub-DRI-level developments, were reviewed during FY 2006/07:</p> <ul style="list-style-type: none"> <li>• Hills of Minneola</li> <li>• IMG Development</li> <li>• Karlton</li> <li>• Lost Lake Reserve</li> <li>• Plantation at Leesburg</li> <li>• Plaza Collina</li> <li>• Renaissance Trails</li> <li>• Secret Promise</li> <li>• The Villages</li> <li>• Wildwood Springs</li> </ul>	
<b>Methodology:</b>	
<p><u>2025 LONG-RANGE TRANSPORTATION PLAN</u></p> <p>3.0.01 Implement the 2025 Long-Range Transportation Plan (LRTP), including the processing of any necessary updates or amendments. (<i>Ongoing throughout fiscal year</i>)</p>	

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3.0.02 Incorporate 2025 LRTP projects into the ETDM process, as appropriate. *(Ongoing throughout fiscal year)*

3.0.03 Commence work on the 2030 Transportation Plan, including the development of new base year 2005 and projected 2030 socioeconomic data for Lake and Sumter Counties. All 2030 Transportation Plan tasks shall be compliant with SAFETEA-LU requirements and standards. *(June 2008)*

### BICYCLE PEDESTRIAN FACILITY PLANNING

3.0.04 Staff and provide administration for the BPAC. *(Ongoing throughout fiscal year)*

3.0.05 Assist Lake County in adoption of a Updated Bicycle-Pedestrian Master Plan. *(June 2008)*

3.0.06 Continue to promote and improve the conditions for walking and bicycling through planning, education, enforcement and encouragement programs. *(Ongoing throughout fiscal year)*

3.0.07 Identify and prioritize needed improvements and coordinate with local governments. *(Ongoing throughout fiscal year)*

3.0.08 Coordinate planning efforts on the update to the Lake County Trails Master Plan *(June 2008)*

3.0.09 Identify, rank, measure, and evaluate the local roadway network to produce a Bicycle Suitability Map for the Lake & Sumter County area. *(June 2008)*

3.0.10 Provide educational workshops for the Lake and Sumter County teachers, school administrators and planners on the Safe Routes to School (SRTS) Program. *(June 2008)*

### RAIL

3.0.11 Conduct preliminary two-county analysis of existing rail facilities and determine degree of priority to conduct Rail Facilities Study. *(June 2008)*

### ON-GOING ACTIVITIES

3.0.12 Continue working with FDOT and the Florida Turnpike Enterprise regarding on-going projects, including CR 466, SR 91, SR 40, SR 46, SR 50, US 27, US 441, US 301, and others. *(Ongoing throughout fiscal year)*

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- 3.0.13 Develop annual overview of state and local transportation revenues and expenditures for transportation projects within the MPO Area, including Federal, State, County and Municipal, in order to better assess regional initiatives and regional resources. *(June 2008)*
- 3.0.14 Review proposed Developments of Regional Impact to determine impacts on local transportation system; roadway capacity, public transportation services, access, etc. More thorough reviews will be provided for local governments on a fee-basis, as requested. *(Ongoing throughout fiscal year)*
- 3.0.15 Develop GIS applications for transportation-related uses. *(June 2008)*
- 3.0.16 Provide technical assistance regarding safety and security planning issues as necessary. *(Ongoing throughout fiscal year)*
- 3.0.17 Periodically review local government comprehensive plans for the purpose of ensuring consistency between those plans and the Lake~Sumter MPO's LRTP. *(Ongoing throughout fiscal year)*

### **End Product:**

Results of this task will include:

- Continued monitoring of growth patterns within MPO Area
- Incorporation of ETDM process into planning process
- Provision of review resources to local governments through either courtesy reviews or through a fee-based system for major reviews
- An amended 2025 LRTP (June 2007)
- 2030 Socioeconomic Data for Lake and Sumter Counties (June 2008)
- Bicycle-Pedestrian Master Plan (June 2008)
- Preliminary two-County rail analysis
- Overview of state and local transportation revenues and expenditures for transportation projects (June 2008)
- GIS applications for transportation-related uses (June 2008)

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Funding Sources</b>		
Lake~Sumter MPO staff	PL 112 FY 05/06 Carryover	\$8,998
	PL 112 FY 07/08	\$68,625
Lake County Cities	5303 FY 06/07 Carryover	\$7,794
	5303 State	\$974
Lake and Sumter Counties	5303 Local	\$974
	5303 FY 07/08	\$8,296
	5303 State	\$1037
	5303 Local	\$1037
	TD Grant 07/08	\$0
<b>Total Task Cost</b>		<b>\$97,735</b>

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>3.1</b>
<b>Task Title</b>	<b>Transportation Modeling</b>
<b>Objective:</b>	
To utilize the updated regional model, CFRPM IV, in cooperation with District 5 and the member MPOs of the CFMPOA.	
<b>Previous Works:</b>	
The Department has coordinated with District 5 MPOs to develop a district-wide transportation model, the Central Florida Regional Planning Model, Version 4 (CFRPM-IV). The Lake~Sumter MPO completed development of base year 2000 and horizon year 2025 socioeconomic (SE) data for use in the CFRPM-IV, completed and released in April 2006.	
<b>Methodology:</b>	
<p>3.1.01 Coordinate with District MPOs to continually tweak and update the Central Florida Regional Planning Model, as needed. <i>(Ongoing throughout fiscal year)</i></p> <p>3.1.02 Continue to work towards a complete conversion to the CUBE Voyager travel demand modeling software platform. <i>(Ongoing throughout fiscal year)</i></p> <p>3.1.03 Commence work with Sumter County to develop 2030 socioeconomic data for use in the MPO's 2030 LRTP update. <i>(June 2008)</i></p> <p>3.1.04 Commence work with Lake County to develop its 2030 socioeconomic data for use in the MPO's 2030 LRTP update. <i>(June 2008)</i></p> <p>3.1.05 Provide travel demand modeling support to the MPO and its member governments, as needed. MPO staff shall provide modeling support as well, if able. <i>(Ongoing throughout fiscal year)</i></p>	
<b>End Product:</b>	
Results of the task will include:	
<ul style="list-style-type: none"> <li>• A continually updated Central Florida Regional Planning Model.</li> <li>• 2030 socioeconomic data sets will be commenced in 2007/08.</li> </ul>	

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Responsible Agencies</b>	<b>Funding Sources</b>
Lake~Sumter MPO Staff FDOT District 5	FHWA - PL-112 Funds

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>3.2</b>
<b>Task Title</b>	<b>Efficient Transportation Decision-Making/Socio-Cultural Effects (ETDM/SCE)</b>
<b>Objective:</b>	
<p>Coordination between FDOT, District 5, and the Lake~Sumter MPO, in the development of the Efficient Transportation Decision Making (ETDM) and Socio-cultural Effects (SCE) processes, and implementation of these processes with a systematic approach throughout the District.</p>	
<b>Previous Works:</b>	
<p>FDOT and the Lake~Sumter MPO have entered project data for ETDM projects, provided purpose and needs statements, and begun coordination for planning screen projects. FDOT has provided on-site training to the MPO for the Environmental Screening Tool (EST).</p>	
<b>Methodology:</b>	
<p>3.2.01 The Lake~Sumter MPO, in coordination with FDOT, will develop a schedule of projects to go through ETDM in 2007/08. These projects selected for the Planning Screen will be taken from the Lake~Sumter MPO's 2025 Long Range Transportation Plan (LRTP) and will not have been funded for any work phase prior. With coordination from FDOT, the Lake~Sumter MPO will do the following for each Planning Screen project: develop a purpose and need statement and project description for the project; map the project in the Environmental Screening Tool (EST); summarize public involvement information; develop the SCE analyses for the project; and send the project out for Environmental Technical Advisory (ETAT) review. The MPO will complete the Planning Screen Summary Reports in consultation with the District 5 ETDM Coordinator. <i>(Ongoing throughout fiscal year)</i></p> <p>3.2.02 The Lake~Sumter MPO will coordinate with FDOT on sending projects through a Programming Screen that are anticipated for programming in the next year. The Lake~Sumter MPO will be the Environmental Technical Advisory Team (ETAT) member for the SCE issues during the Programming Screen. <i>(Ongoing throughout fiscal year)</i></p>	

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

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**End Product:**

Results of this task will include:

- A list of priority projects for ETAT Planning Screen review.
- Established data collection priorities, specifically for SCE.
- Planning Screen Reviews and Planning Summary Reports from the priority projects identified.
- Continued coordination between FDOT and the MPO with their ETDM/SCE tasks over the next fiscal year.
- Continued technical assistance from FDOT to the MPO for the Environmental Screening Tool, and continued coordination for any statewide training opportunities.

<b>Responsible Agencies</b>	<b>Funding Sources</b>
Lake~Sumter MPO Staff FDOT District 5	FHWA - PL-112 Funds

#### *4.0 Short-Range Planning*

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

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>4.0</b>
<b>Task Title</b>	<b>Short-Range Planning</b>
<b>Objective:</b>	
To identify and address short term transportation needs. Review development activity to monitor its effect on the local transportation system.	
<b>Previous Works:</b>	
The MPO completed and adopted its Transportation Improvement Program, FY 2006/07- FY 2010/11. The Lake County Board of County Commissioners developed a list of priorities through 2011, with which the MPO was involved as a staff resource. MPO staff assisted its member governments with Enhancement project prioritization.	
<b>Methodology:</b>	
<u>TRANSPORTATION IMPROVEMENT PLAN (TIP) DEVELOPMENT</u>	
4.0.01 Develop and finalize the 2007/08-2011/12 Transportation Improvement Program (TIP). <i>(July 2007)</i>	
4.0.02 Ensure the FY 2007/08-FY 2011/12 TIP satisfies SAFETEA-LU requirements. <i>(December 2007)</i>	
4.0.03 Develop Year 2013 unfunded project priority list for inclusion into future TIPs. <i>(August 2007)</i>	
4.0.04 Initiate development of the 2008/09 TIP. <i>(April 2008)</i>	
4.0.05 Review local government comprehensive plans for consistency with new MPO TIP and LRTP. <i>(Ongoing throughout fiscal year)</i>	
<u>TRANSPORTATION CONCURRENCY MANAGEMENT SYSTEM (TCMS)</u>	
4.0.06 Assist in the development of a Lake County Transportation Concurrency Management System (TCMS). Facilitate the drafting of an interlocal agreement that makes all 15 Lake County local governments a party to the TCMS. <i>(December 2007)</i>	
4.0.07 Act as the transportation concurrency data clearinghouse for Lake County and its 14 municipalities, maintaining the TCMS for all 15 local governments. <i>(June 2008)</i>	

CONGESTION MANAGEMENT PROCESS (CMP)

- 4.0.08 Using the Lake County TCMS as a basis, begin development of a Congestion Management Process (CMP) which will be used to monitor transportation network and system performance throughout Lake County. *(June 2008)*
- 4.0.09 Begin to develop a CMP for Sumter County, using their TCMS as a basis. *(June 2008)*

MONITOR TRANSPORTATION SYSTEM IMPACTS

- 4.0.10 Monitor and review traffic operation needs through collection and analysis of peak hour traffic data (for CTST Safety Study). *(Ongoing throughout fiscal year)*
- 4.0.11 Conduct and review site impact analysis for new development projects. *(Ongoing throughout fiscal year)*
- 4.0.12 Advise local governments and boards on decisions which may impact corridors identified for improvement or identified as physically or policy constrained. *(Ongoing throughout fiscal year)*
- 4.0.13 Coordinate MPO actions with local government comprehensive plan development efforts to encourage alternative modes of transportation. *(Ongoing throughout fiscal year)*
- 4.0.14 Ensure local governments are notified of significant changes in transportation projects. *(Ongoing throughout fiscal year)*

ENHANCEMENT PROGRAM

- 4.0.15 Solicit and encourage local governments to participate in the Enhancement application process. *(Ongoing throughout fiscal year)*
- 4.0.16 Monitor progress of currently programmed Enhancement projects. *(Ongoing throughout fiscal year)*
- 4.0.17 Develop separate priority lists for TRIP, SIS & Other Arterials. *(August 2007)*

ON-GOING ACTIVITIES

- 4.0.18 Review and monitor/update federal functional classification data for area roadways based on Census 2000 information. *(Ongoing)*

MANAGEMENT AND OPERATIONS STRATEGIES

4.0.19 Incorporate potential ITS strategies into review of highway/transit projects.  
(June 2008)

4.0.20 Work with the local governments to begin practices to better use management and operations strategies to address congestion issues. (June 2008)

4.0.21 Investigate State and Federal funding opportunities to evaluate the operational test of emerging technologies and to deploy existing products and services.  
(June 2008)

PLANNING STUDIES

4.0.23 The Lake~Sumter MPO will hire a transportation planning consultant to assist MPO staff with planning tasks on an as-needed basis. (On-going throughout Fiscal Year)

4.0.23 Working with the City of Eustis and FDOT, manage the Downtown Eustis Traffic and Pedestrian Circulation Study, focusing on making the downtown area (SR 19 one-way pairs) safer and more accommodating for bicyclists and pedestrians. (June 2008)

**End Product:**

Results of this task will include:

- A newly developed FY 2007/08-FY 2011/12 Transportation Improvement Program by July 2007
- A 2013 List of Project Priorities, broken into SIS, TRIP and Other Arterial categories by August 2007
- New SAFETEA-LU Enhancement Program applications
- Identification of necessary short term improvements to the local transportation system
- Assurance that ITS recommendations in the 2025 Long Range Transportation Plan are integrated
- Hiring of a transportation planning consultant to assist with planning tasks

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Responsible Agencies</b>		<b>Funding Sources</b>
Lake~Sumter MPO staff	PL 112 FY 05/06 Carryover	\$5,511
	PL 112 FY 07/08	\$45,752
	5303 FY 06/07 Carryover	\$5,196
	5303 State	\$650
	5303 Local	\$650
	5303 FY 07/08	\$5,531
	5303 State	\$691
	5303 Local	\$691
	TD Grant 07/08	\$4,123
	<b>Total Task Cost</b>	<b>\$68,795</b>

## **5.0 *Public Transportation***

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

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>5.0</b>
<b>Task Title</b>	<b>Public Transportation Planning</b>
<b>Objective:</b>	
<p>To ensure the efficient and effective provision of public transportation by providing technical assistance and staff support to the local CTC and the TDCB and to coordinate with local governments and CTC to develop and update (where necessary) transportation plans that will maximize mobility for the citizens of Lake~Sumter MPO Area.</p>	
<b>Previous Works:</b>	
<p>The MPO provides oversight of the Lake County TDCB and works closely with Lake County CTC, in addition to conducting an annual review of the CTC. The MPO voted to support regional partnership with LYNX to apply for transit service development grant funding. The MPO, working with Lake County and LYNX, developed an express bus service from Clermont to Orlando and another route from the Four Corners area to the Disney/Theme Parks area and into Kissimmee. The MPO, in conjunction with the Lake County CTC, developed fixed route bus service (Lady Lake to Mount Dora), with implementation expected by May 2007.</p>	
<b>Methodology:</b>	
<u>CTCs</u>	
5.0.01 Provide technical assistance and staff support to the Lake County and Sumter County CTCs. <i>(Ongoing throughout fiscal year)</i>	
5.0.02 Assist CTCs in completing necessary grant applications for Section 5307, 5310, 5311, and FDOT Transit Block Grants. <i>(Ongoing throughout fiscal year)</i>	
5.0.03 Conduct quarterly reviews of routes and schedules to determine effectiveness. <i>(Quarterly, upon commencement of fixed route service)</i>	
5.0.04 Assist Lake County in initiative to establish fixed-route transit services. The MPO will continue to assist Lake County in the monitoring of the marketing plan to enhance the fixed route bus services. <i>(Ongoing, upon commencement of fixed route service)</i>	
5.0.05 Facilitate regional transit planning among neighboring CTCs, including Sumter County and LYNX. <i>(Ongoing throughout fiscal year)</i>	

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- 5.0.06 Study potential transit circulators in the South Lake area and in the Villages/Lady Lake area and their potential linkages to the Sumter County Transit system and to LYNX. *(May 2007)*
- 5.0.07 Monitor data for Transit Quality Level of Service (TQLOS) for transit services as new fixed-route system is brought on-line during FY 2006/07. *(June 2008)*
- 5.0.08 Update the Transit Development Plan (TDP), incorporating a 10-year planning horizon. *(September 2008)*
- 5.0.09 Provide fiscal assistance using MPO 2007-08 Funds for one year to Lake County for a Fixed Route Transit Coordinator position to ensure an efficient And effective transit service is established in Lake County.

### TRANSPORTATION DISADVANTAGED

- 5.0.10 Provide staff support and administration to TDCB. *(Ongoing throughout fiscal year)*
- 5.0.11 Conduct grant administration, including maintenance of quarterly operational reports and financial statements. *(Ongoing throughout fiscal year)*
- 5.0.12 Continue to facilitate coordination between the TDCB and the CTC. *(Ongoing throughout fiscal year)*
- 5.0.13 Review CTC's annual report. *(September 2006)*
- 5.0.14 Perform annual evaluation of the CTC. *(June 2007)*
- 5.0.15 Continue coordination with the Commission for Transportation Disadvantaged. The MPO will ensure the monitoring of all unresolved funding requests; support inter- and intra-county agreements to improve conditions as a way to reduce costs for service delivery, maintenance, insurance, or other identified strategies. *(Ongoing throughout fiscal year)*
- 5.0.16 Continue to work with TDCB in its efforts to update the TDP and TDSP. *(Ongoing throughout fiscal year)*
- 5.0.17 Update the TDSP. *(January 2008)*

### TRANSIT QUALITY LEVEL OF SERVICE ASSESSMENT

- 5.0.18 In preparation for the 2030 Long Range Transportation Plan update, begin the

development of a framework for assessing transit service using the procedures in the most current edition of the Transit Capacity and Quality of Service Manual. *(June 2008)*

TRANSPORTATION IMPROVEMENT PROGRAM

5.0.19 Ensure inclusion of transit projects in the TIP and assure adhesion to the Public Involvement Process. *(July 2007)*

LOCAL COORDINATED PUBLIC TRANSIT/HUMAN SERVICES  
TRANSPORTATION PLAN

5.0.20 Lake~Sumter MPO will work closely with the Lake and Sumter CTCs and other appropriate stakeholders to develop the local coordinated public transit/human services transportation plan to be used for projects funded under FTA programs, including the Section 5310 Elderly and Persons with Disabilities Program, Section 5316 Job Access and Reverse Commute Program, and Section 5317 New Freedom Program. The Work Product resulting from this effort will be the local coordinated public transit/human services transportation plan. *(June 2008)*

**End Product:**

Results of this task will include:

- An effective and efficient coordinated public transportation system.
- Completion of CTC review by June 2008.
- Updated TDSP by January 2008.
- Utilization of the detailed TDSP, which functions as a foundation for the development of the Service Plan by the CTC and will be used as a tool for monitoring by the TDCB.
- An active Transportation Disadvantaged Coordinating Boards (TDCB).
- A TIP that includes transit projects and adheres to the public involvement process *(July 2007)*.
- An accurate and completed FY 2007 - 2008 FTA Section 5310 and 5311 Grant Applications.
- Updated assessment of the transit quality of service to be completed by June 2008.
- Transit Study for MPO Planning Area to determine feasible partnerships and corridors appropriate for service development grant applications *(On-going throughout fiscal year)*.
- Study of potential transit circulators in the South Lake area and in the Villages/Lady Lake area and their potential linkages to the Sumter County Transit system and to LYNX by December 2006.

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

- Local Coordinated Public Transit/Human Services Transportation Plan by June 2008.

Responsible Agencies		Funding Sources	
Lake~Sumter MPO staff Local Governments CTC FDOT	PL 112 FY 05/06 Carryover		\$7,156
	PL 112 FY 07/08		\$68,625
	5303 FY 06/07 Carryover		\$7,794
	5303 State		\$974
	5303 Local		\$974
	5303 FY 07/08		\$8,296
	5303 State		\$1,037
	5303 Local		\$1,037
	TD Grant 07/08		\$6,184
	<b>Total Task Cost</b>		<b>\$102,077</b>

6.0 *Public Involvement*

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

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Task Number</b>	<b>6.0</b>
<b>Task Title</b>	<b>Public Involvement</b>
<b>Objective:</b>	
<p>To provide requested information to the public, government agencies and elected officials; to increase public awareness of the MPO and its role; to increase the opportunities for public involvement.</p> <p>To increase public participation in the metropolitan transportation planning process, especially from those segments of the population that are considered to be traditionally underserved.</p>	
<b>Previous Works:</b>	
<p>Established Website: <a href="http://www.LakeSumterMPO.com">www.LakeSumterMPO.com</a> and printed 5,000 brochures describing agency. Conducted informational campaign in conjunction with Lake County to educate public on purposes of the MPO. Adopted Public Involvement Plan (PIP) as part of 2025 LRTP. Began agency PIP for adoption under 2006/07 UPWP. Hosted in June 2006 the Transportation Summit on: Proportionate Share, with more than 150 in attendance from two dozen agencies and organizations.</p>	
<b>Methodology:</b>	
<p>6.0.01 Develop and disseminate public information, as necessary to inform the public of transportation planning activities. Conduct presentations on transportation-related topics to civic and governmental groups as requested. <i>(Ongoing throughout fiscal year)</i></p> <p>6.0.02 Provide a clearinghouse for transportation-related activities for all levels of government and public involved in improving the local transportation system. <i>(Ongoing throughout fiscal year)</i></p> <p>6.0.03 Expand existing Website to include more graphics and more enhanced detail of MPO projects and priorities. <i>(Ongoing throughout fiscal year)</i></p> <p>6.0.04 Continue to monitor and track all public information requests. <i>(Ongoing throughout fiscal year)</i></p> <p>6.0.05 Develop and publish an annual report on MPO activities. <i>(October 2007)</i></p> <p>6.0.06 Monitor and update Public Involvement Plan (PIP) and conduct charrettes and workshops as part of LRTP process. <i>(October 2007)</i></p>	

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

- 6.0.07 Utilize electronic media (MPO Web page and the Internet) to promote the MPO's role and improve public awareness of the MPO. *(Ongoing throughout fiscal year)*
- 6.0.08 Distribute meeting notices to the media and route monthly press release. *(Monthly)*

**End Product:**

Results of this task will include:

- An updated PIP (October 2007)
- A measurable public involvement process that maximizes outreach to member communities and ensures maximum amount of participation and input from the general public through adopted the PIP. *(Ongoing throughout fiscal year)*
- An updated MPO Calendar of Events for 2007/08 and timely publication of MPO newsletters (Quarterly)
- Active outreach to local communities through presentations and workshops.
- Timely printing and distribution of MPO/committee meeting notices, agendas, and meeting minutes.
- An enhanced user-friendly website

<b>Responsible Agencies</b>		<b>Funding Sources</b>	
Lake~Sumter MPO staff	PL 112 FY 05/06 Carryover		\$1,089
	PL 112 FY 07/08		\$68,625
	5303 FY 06/07 Carryover		\$7,794
	5303 State		\$974
	5303 Local		\$974
	5303 FY 07/08		\$8,296
	5303 State		\$1,037
	5303 Local		\$1,037
	TD Grant 07/08		\$6,184
	<b>Total Task Cost</b>		<b>\$96,010</b>

### *7.0 Special Projects: Regional Planning*

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

<b>Task Number</b>	<b>7.0</b>
<b>Task Title</b>	<b>Special Projects: Regional Planning</b>
<b>Objective:</b>	
To strive towards Regional Transportation Planning Coordination and Project Coordination	
<b>Previous Works:</b>	
Development of a list of regional transportation goals and objectives. Regional Transportation Summit hosted in October 2005. Membership in the Central Florida MPO Alliance. Development of CFMPOA List of Legislative Priorities. Participation in the West Orange South Lake Transportation Task Force. Participation in the Central Florida Smart Growth Alliance. Participation in myRegion.org and the Central Florida Leadership Academy. Participation in Regional Visioning among the various organizations mentioned above.	

<b>Methodology:</b>	
7.0.01	Work through the Central Florida MPO Alliance to address issues of regional interest and importance. <i>(Ongoing throughout fiscal year)</i>
7.0.02	Actively participate in the MPOAC and FDOT District 5 quarterly meetings. <i>(Ongoing throughout fiscal year)</i>
7.0.03	Maintain an ongoing dialogue with neighboring counties and municipalities in the Management Operation Safety and Security in MPO Planning Area (ITS and CTST activities). <i>(Ongoing throughout fiscal year)</i>
7.0.04	Promote a regional perspective to transportation planning. <i>(Ongoing throughout fiscal year)</i>
7.0.05	Work with METROPLAN Orlando and Ocala/Marion County TPO on the joint planning agreement connecting planning areas. <i>(Ongoing throughout fiscal year)</i>
7.0.06	Provide staff support to quarterly meetings of the Central Florida MPO Alliance. <i>(Ongoing throughout fiscal year)</i>

## LAKE~SUMTER MPO FY 2007/2008 UPWP

- 7.0.07 Assist other CFMPOA staff directors with the development of a list of issues critical to Central Florida. *(Ongoing throughout fiscal year)*
- 7.0.08 Participate in regional transportation activities with *MyRegion.org* on the New Regional Agenda for the seven counties in the area. *(Ongoing throughout fiscal year)*
- 7.0.09 Participate in regional visioning initiatives within the region. *(Through 2008)*
- 7.0.10 Strengthen partnerships with Sumter County and the MPO through enhanced services for the county-wide MPO Planning Area. *(Ongoing throughout fiscal year)*
- 7.0.11 Continue coordination with LYNX, VoTrans, SunTrans, and the Sumter and Polk transit systems in order to strengthen regional transit planning. *(Ongoing throughout fiscal year)*
- 7.0.12 Provide guidance and expertise on the variables and characteristics that contribute toward enhancing the experience of people using various transportation modes, embracing the concept of moving people not just cars.

### **End Product:**

Results of this task will include:

- A process for coordinating regional transportation planning efforts that results in funded regional transportation projects and minimizes any duplication of planning activities.
- A Regional Transit Circulator Study encompassing the planning issues of Lake County new transit system and its connectivity with LYNX and the Sumter County system.
- Through cooperation with various regional planning entities, the MPO would participate in a regional visioning exercise that should result in a regional transportation vision. *(Throughout FY 2007-08.)*

**LAKE~SUMTER MPO FY 2007/2008 UPWP**

<b>Responsible Agencies</b>		<b>Funding Sources</b>	
LAKE~SUMTER MPO Brevard MPO METROPLAN Orlando FDOT Ocala/Marion County MPO Polk TPO	PL 112 FY 05/06 Carryover		\$7,268
	PL 112 FY 07/08		\$68,625
	5303 FY 06/07 Carryover		\$7,794
	5303 State		\$974
	5303 Local		\$974
	5303 FY 07/08		\$8,296
	5303 State		\$1,037
	5303 Local		\$1,037
	TD Grant 07/08		\$0
	<b>Total Task Cost</b>		<b>\$96,005</b>

TABLE I  
SCHEDULE OF SELECTED PROJECTS

UPWP TASK	2007						2008					
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>TASK 1.0 PROGRAM ADMINISTRATION</b>												
1.0.01 - 1.0.13 MPO Staff Support	[Hatched bar spanning all months]											
1.0.14 Audit	[Hatched bar from NOV 2007 to FEB 2008]											
1.0.15 Staff Training	[Hatched bar spanning all months]											
<b>TASK 1.1 STATE ASSISTANCE</b>												
1.1 State Assistance	[Hatched bar spanning all months]											
<b>TASK 2.0 DATA COLLECTION</b>												
2.0.01 Update RSID	[Hatched bar spanning all months]											
2.0.02 Collection of traffic count data	[Hatched bar from SEP 2007 to OCT 2007] and [Hatched bar from MAY 2008 to JUN 2008]											
2.0.03 Assimilate traffic count report for distribution	[Hatched bar from SEP 2007 to OCT 2007] and [Hatched bar from MAY 2008 to JUN 2008]											
2.0.04 Review traffic count programs	[Hatched bar spanning all months]											
2.0.05 Develop system - crash statistics	[Hatched bar spanning all months]											
2.0.06 Develop system to map high hazard intersections	[Hatched bar spanning all months]											
2.0.07 Participate on Lake County CTST	[Hatched bar spanning all months]											
2.0.10 Build Comp. Geographic Information System	[Hatched bar spanning all months]											
2.0.11 Revise/update socioeconomic data	[Hatched bar spanning all months]											

TABLE I  
SCHEDULE OF SELECTED PROJECTS

UPWP TASK	2007						2008					
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>TASK 3.0 LONG RANGE PLANNING</b>												
3.0.01 - 3.0.03 Long Range Transportation Plan												
3.0.04 - 3.0.10 Bicycle/Pedestrian Facility Planning												
3.0.11 Rail												
3.0.12 - 3.0.17 On-Going Activities												
<b>Task 3.1 TRANSPORTATION MODELING</b>												
3.1.01-3.1.05 Current Work												
<b>Task 3.2 ETDM/SCE</b>												
3.2.01 - 3.2.02 Current Work												
<b>Task 4.0 SHORT RANGE PLANNING</b>												
4.0.01-4.0.04 Transportation Improvement Program	■								■			
4.0.05 - 4.1.08 Transportation Concurrency (TCMS)												
4.0.09 - 4.0.13 Monitor Transportation System Impacts												
4.0.14 - 4.0.16 Enhancement Program												
4.0.17 On-going Activities												
4.0.18 - 4.0.20 Operations and Management Strategies												
4.0.21 - 4.0.22 Planning Studies												
<b>TASK 5.0 PUBLIC TRANSPORTATION</b>												
5.0.01 - 5.0.08 CTC's												
5.0.09 - 5.0.16 Transportation Disadvantaged												
5.0.17 Transit Quality Level of Service Assessment												
5.0.18 Transportation Improvement Program	■								■			
5.0.19 Public Transit / Human Services												

TABLE I  
SCHEDULE OF SELECTED PROJECTS

UPWP TASK	2007						2008					
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
<b>TASK 6.0 PUBLIC INVOLVEMENT</b>												
6.0.01 - 6.0.03 Public Information/Website												
6.0.04 Develop Title VI complaint process/procedure												
6.0.05 - Monitor and track all public information requests												
6.0.06 - Publish an annual report on MPO activities												
6.0.07 - 6.0.09 Monitor and update PIP												
<b>TASK 7.0 SPECIAL PROJECTS REGIONAL PLANNING</b>												
7.0.01 Work through CFMPOA to address issues of regional interest and importance												
7.0.02 Participate in MPOAC and FDOT D 5 meetings												
7.0.03 Ongoing dialogue w neighboring counties in ITS and CTST activities												
7.0.04 Promote a regional perspective to transportation planning												
7.0.05 Work with METROPLAN & Ocala/Marion TPO on joint planning agreement												
7.0.06 -7.0.07 Provide staff support to meetings and support CFMPOA on issues												
7.0.08 Participate with <i>myregion.org</i>												
7.0.09 Participate in regional visioning initiatives												
7.0.10 Strengthen partnerships Sumter County												
7.0.11 Continued partnerships with LYNX, VoTrans SunTrans, Sumter and Polk transit systems												
7.0.12 Provide Guidance on variables/characteristics various transportation modes												

**TABLE II  
AGENCY PARTICIPATION**

TASK	ELEMENT	Lake-Sumter MPO	FDOT	TOTALS
1.0	Admin	\$155,818	\$0	\$155,818
1.1	State Assist		\$82,671	\$82,671
2.0	Data Coll.	\$67,178	\$0	\$67,178
3.0	LRP	\$71,449	\$0	\$71,449
3.1	Modeling	\$22,875	\$0	\$22,875
3.2	ETDM	\$22,875	\$0	\$22,875
4.0	SRP	\$66,519	\$0	\$66,519
5.0	Public Trans.	\$98,665	\$0	\$98,665
6.0	Public Inv.	\$92,598	\$0	\$92,598
7.0	Special Proj.	\$69,719	\$0	\$69,719
	<b>TOTAL</b>	<b>\$667,696</b>	<b>\$82,671</b>	<b>\$750,367</b>

TABLES AMENDED OCTOBER 24, 2007 WITH AN EFFECTIVE DATE OF JULY 1, 2007

**TABLE III  
FUNDING SOURCES  
FY 2007/08 UNIFIED PLANNING WORK PROGRAM**

TASK	ELEMENT	PL 112				FTA Section 5303						TD	Grand
		2005/2006		2007/2008		2006/2007			2007/2008			Lake&Sumter	Total
		Total Balance	Federal	State	Local	Federal	State	Local	Federal	State	Local		
1.0	Admin	\$17,305	\$91,502	\$0	\$0	\$6,754	\$844	\$844	\$11,063	\$1,384	\$1,384	\$24,738	\$155,818
* 1.1	State Assist.	\$0	\$0	\$82,671	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$82,671
2.0	Data Coll.	\$10,293	\$45,751	\$0	\$0	\$3,377	\$422	\$422	\$5,531	\$691	\$691	\$0	\$67,178
3.0	LRP	\$8,998	\$45,751	\$0	\$0	\$5,064	\$633	\$633	\$8,296	\$1,037	\$1,037	\$0	\$71,449
3.1	Modeling	\$0	\$22,875	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,875
3.2	ETDM	\$0	\$22,875	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$22,875
4.0	SRP	\$5,511	\$45,751	\$0	\$0	\$3,377	\$422	\$422	\$5,531	\$691	\$691	\$4,123	\$66,519
5.0	Public Trans.	\$7,156	\$68,625	\$0	\$0	\$5,064	\$633	\$633	\$8,296	\$1,037	\$1,037	\$6,184	\$98,665
6.0	Public Inv.	\$1,089	\$68,625	\$0	\$0	\$5,064	\$633	\$633	\$8,296	\$1,037	\$1,037	\$6,184	\$92,598
7.0	Special Proj.	\$7,268	\$45,751	\$0	\$0	\$5,064	\$633	\$633	\$8,296	\$1,037	\$1,037	\$0	\$69,719
	<b>TOTAL</b>	<b>\$57,620</b>	<b>\$457,506</b>	<b>\$82,671</b>	<b>\$0</b>	<b>\$33,764</b>	<b>\$4,220</b>	<b>\$4,220</b>	<b>\$55,309</b>	<b>\$6,914</b>	<b>\$6,914</b>	<b>\$41,229</b>	<b>\$750,367</b>

\* For FY 2007/08, FDOT will soft match FHWA Metropolitan Planning Program (MPP/PL) funds using toll expenditures towards the non-federal matching share.(18.07%)

**TABLE IV  
BUDGETED AMOUNTS - PRIOR FY 2006/07 UNIFIED PLANNING WORK PROGRAM**

TASK	Lake-Sumte		State	Local	Total
	ELEMENT	MPO			
1.0	Admin	\$134,412	\$2,448	\$2,448	\$139,308
2.0	Data Coll.	\$60,648	\$1,225	\$1,225	\$63,098
3.0	LRP	\$90,973	\$1,835	\$1,835	\$94,643
4.0	SRP	\$62,833	\$1,225	\$1,225	\$65,283
5.0	Public Trans.	\$140,203	\$7,579	\$7,579	\$155,361
6.0	Public Inv.	\$94,251	\$1,835	\$1,835	\$97,921
7.0	Special Proj.	\$90,973	\$1,835	\$1,835	\$94,643
	<b>TOTAL</b>	<b>\$674,293</b>	<b>\$17,982</b>	<b>\$17,982</b>	<b>\$710,257</b>

**TABLE V  
ESTIMATE OF TOTAL EXPENDITURES - PRIOR YEAR FY 2006/07 UNIFIED PLANNING WORK PROGRAM**

TASK	ELEMENT	PL 112			FTA Section 5303									TD	Grand Total	Total Estimate
		2004-05	2004-06 S-LU	2006-07	(FY 04/05 Carryforward)			2005-06			2006-07					
					2004-05	State	Local	2005-06	State	Local	2006-07	State	Local			
1.0	Admin	\$3,198	\$7,650	\$90,869	\$0	\$0	\$0	\$9,192	\$1,149	\$1,149	\$10,392	\$1,299	\$1,299	\$13,111	\$139,308	\$110,942
1.1	State Assist	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2.0	Data Coll.	\$1,599	\$3,825	\$45,434	\$0	\$0	\$0	\$4,594	\$575	\$575	\$5,196	\$650	\$650	\$0	\$63,098	\$48,915
3.0	LRP	\$2,398	\$5,737	\$68,152	\$0	\$0	\$0	\$6,892	\$861	\$861	\$7,794	\$974	\$974	\$0	\$94,643	\$73,370
3.1	Modeling	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
3.2	ETDM	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.0	SRP	\$1,599	\$3,825	\$45,434	\$0	\$0	\$0	\$4,594	\$575	\$575	\$5,196	\$650	\$650	\$2,185	\$65,283	\$51,100
5.0	Public Trans	\$2,398	\$5,737	\$68,152	\$45,952	\$5,744	\$5,744	\$6,892	\$861	\$861	\$7,794	\$974	\$974	\$3,278	\$155,361	\$134,088
6.0	Public Inv.	\$2,398	\$5,737	\$68,152	\$0	\$0	\$0	\$6,892	\$861	\$861	\$7,794	\$974	\$974	\$3,278	\$97,921	\$76,648
7.0	Special Proj	\$2,398	\$5,737	\$68,152	\$0	\$0	\$0	\$6,892	\$861	\$861	\$7,794	\$974	\$974	\$0	\$94,643	\$73,370
	<b>TOTAL</b>	<b>\$15,988</b>	<b>\$38,248</b>	<b>\$454,345</b>	<b>\$45,952</b>	<b>\$5,744</b>	<b>\$5,744</b>	<b>\$45,948</b>	<b>\$5,743</b>	<b>\$5,743</b>	<b>\$51,960</b>	<b>\$6,495</b>	<b>\$6,495</b>	<b>\$21,852</b>	<b>\$710,257</b>	<b>\$568,433</b>

PLEASE NOTE: \$1 DISCREPANCIES IN TOTAL AMOUNTS DUE TO FORMULAS ROUNDING IN CELLS.

**TABLE VI**  
**FEDERAL PLANNING FACTORS**

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

**TABLE VII**  
**STATE PLANNING EMPHASIS AREAS MATRIX**

UPWP TASK NUMBER	1  Linkage Between Transportation Planning and NEPA	2  Management and Operations	3  Coordination of Human Service Transportation	4  Regional Planning	5  Public Involvement	6  TIP Project Prioritization Process	7  Transit Quality of Service	8  Three (3) Year Business Plan	9  Consistency Between Transportaton & Growth
1.0 Administration	X			X	X			X	
1.1 State Assistance				X			X		X
2.0 Data Collection		X					X		X
3.0 Long Range Planning	X	X		X					X
3.1 Transportation Modeling		X		X					
3.2 ETDM/SCE	X								X
4.0 Short Range Planning		X				X			X
5.0 Public Transportation		X	X			X	X		
6.0 Public Involvement	X				X				
7.0 Special Projects				X					

LAKE-SUMTER MPO  
 AREA PLANNING STUDIES  
 TABLE VIII

Study	Description	Responsible Agency	Completion Date
Regional Transit Study	Major Transit Study focusing on the Villages and South Lake areas	MPO	April-07
SR 429 / Wekiva Parkway PD&E	PD&E Study to identify preferred alternative alignment through Northwest Orange, East Lake and West Seminole Counties	FDOT & OOCEA	May-07
How Shall We Grow? 2050 Regional Vision	Regional Visioning for Lake, Orange, Osceola, Seminole, Polk, Brevard & Volusia Counties	ECFRPC & MyRegion.org	May-07
Rail Study	Major Rail Study to identify Commuter Rail corridors for Lake County	MPO	June-08
Downtown Eustis Traffic Circulation Study	Traffic circulation study for downtown Eustis focusing on the SR 19 one-way pair (Bay and Grove Streets)	FDOT, Eustis & MPO	June-08
2030 Socioeconomic Data	Development of Year 2030 projections for population, employment and school enrollment for Lake and Sumter Counties	MPO	June-08
Transit Development Plan	Update to the Transit Development Plan, a strategic guide for public transportation in Lake and Sumter Counties over the next 10 years	MPO	June-08
TavLee Trail Phase III (Lady Lake Trail)	PD&E to identify alignment for mixed use trail	FDOT & MPO	December-08
Fruitland Park Trail	PD&E to identify alignment for mixed use trail	FDOT & MPO	December-08
SR 40 PD&E	PD&E Study to identify the preferred alternative to provide mobility and safety improvements for SR 40 from approximately one mile west of SR 326 at the end of the existing four lane roadway, near Silver Springs in Marion County, to US 17, in Volusia County	FDOT	March-09
2030 Long Range Transportation Plan	Development of 2030 Long Range Transportation Plan, including revenue forecast, needs plan, cost estimates, and cost feasible plan	FDOT & MPO	December-09

**FINAL CERTIFICATION SUMMARY  
FEBRUARY 28, 2007**

**APPENDIX A**

# JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

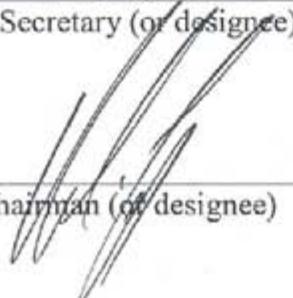
Pursuant to the requirements of 23 U.S.C. 134 (I)(5), 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Lake-Sumter Metropolitan Planning Organization (MPO) with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303 et. seq.,
2. 42 U.S.C. 7504, 750 (c) and (d) and 40 CFR Part 93 [where conformity is required];
3. Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each state under 23 U.S.C. 324 and 29 U.S.C. 794;
4. Section 1101 of TEA-21 regarding the involvement of disadvantaged business enterprises in the FHWA and the FTA funded planning projects (section 105(f), Public Law 97-424, 96 Stat. 2100; 49 CFR part 23); and
5. The provisions of the Americans with Disabilities Act (ADA) of 1990, (Public Law 101-336, 104 Stat. 327, as amended) and US-DOT regulations "Transportation for individuals with Disabilities" (49 CFR parts 27, 37, and 38).

The attached material summarizes activities consistent with the federal transportation planning requirements. The contents of this Joint Certification Statement have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on January 23, 2007. Based on a joint review and evaluation, the Florida Department of Transportation and the Lake-Sumter MPO recommend that the Metropolitan Transportation Planning Process for the Lake-Sumter Metropolitan Planning Organization be certified.

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

4.17.07  
\_\_\_\_\_  
Date

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

2/28/07  
\_\_\_\_\_  
Date

## FDOT District 5 Planning and Lake-Sumter MPO

### Joint Summary Report on 2007 Modified Certification Review for the Lake-Sumter Metropolitan Planning Organization (MPO)

The Lake-Sumter MPO, is the designated transportation planning agency for the Lake County and Urbanized area of Sumter County, in District Five. That MPO and the FDOT D-5 Planning office work cooperatively to ensure that major transportation issues are addressed and that the requirements in state and federal law governing the metropolitan transportation planning process are fully met. Certification reviews are the tool used to determine whether the MPOs are fulfilling this responsibility. In non-Transportation Management Areas (TMA's), these Joint Certifications are conducted on an annual basis by the Florida Department of Transportation and the MPO.

This 2007 joint certification review process started with the development of a list of general questions drawn from the "Sample FHWA Questions" contained in Chapter 7 of the MPO Program Management Handbook. These general questions were refined after reviewing the recently revised MPO Manual guidance for a "Modified" certification process and also through dialog among the District personnel, FDOT Policy Planning and FHWA representatives. The District Liaison also reviewed prior Certification findings and formulated additional questions, which needed follow-up.

The suggested questions were then forwarded to the MPO in early January 2007, and after minor revisions, resent to the MPO Executive Director on January 15, 2006. The MPO responses were provided to District staff on January 22, 2007, and the official Certification meeting between District Five and the MPO staff was held on Tuesday, January 23 2007. Below is the list of attendee's at the Joint Certification meeting:

FDOT Representatives:  
Susan Sadighi, D-5 Govt. Operations Mgr.  
David Marsh, D-5 MPO/County Liaison

MPO Representatives:  
T. J. Fish, MPO Executive Director  
Tom Burke, Transportation Planner  
Mike Woods, Transit/Bike Ped. Planner

The discussions at the Joint Certification meeting were organized around the above mentioned questions and the MPO's initial responses. The two staff's subsequently consulted to formulate this final Summary Report document including the refined questions and responses, based upon the outcome of the January 23<sup>rd</sup> meeting. Once overall consensus was reached on this document, the Summary Report and related materials along with the "Joint Certification Statements" form(s) were distributed for final approval, and the appropriate signatures.

The findings and recommendations presented in this Joint Certification Report are drawn from the questions specifically formulated for the L-SMPO, as well as from the MPO responses. They clearly reflect a mutually shared mission and a continuing emphasis on the following:

1. Regionalism and the strengthening of regional partnerships
2. Promoting interconnected multi-modal transportation systems, and,
3. The recognized need to improve linkages between transportation and land use planning.

### **FDOT Findings**

The Lake-Sumter MPO continues to do an excellent job in addressing both surface and public transportation issues in their designated area, as well as promoting regional cooperation with surrounding areas. The MPO continues to seek additional funding methods for major transportation projects and/or systems, as well as effectively advocating for the transportation disadvantaged.

Perhaps most noteworthy in this MPO's performance, are the following accomplishments:

1. The recent coordination and execution of a supplemental Tri-County agreement which will provide transit service connections with the existing Sumter and Marion County systems, when the Lake County service begins this March or April.
2. Their actions were instrumental in seeking and securing the Service Development Grants used to recently implement the regular commuter Bus service, which now connects downtown Orlando with the Clermont and Four Corners areas of Lake County.
3. This MPO's efforts to quickly respond to its member local governments requests such as:
  - A. to study/consider managing the newly proposed Lake County Concurrency Management System (related to new growth management rules and requirements, or
  - B. to begin early development of new/refined LRTP SE data, to aid Sumter County in improving its Comprehensive Plan, and other Transportation planning efforts.

This MPO has actively embraced the "regionalism" now embedded in State and Federal Transportation law, and continues to actively demonstrate decisive leadership in both the consensus building, as well as in forging the partnerships necessary to meet the considerable challenges faced in both the transportation planning, as well as growth management arenas. As such, District 5 continues to enjoy a very fruitful and productive partnership with this highly effective MPO, and we look forward to a long and continuing relationship with this agency!

Below are some general FDOT comments on the MPO's progress to date, as well as some minor issues identified through the certification review process which will need to be addressed further.

**Accountability**

The content of the invoices and quarterly progress reports submitted by the MPO are up to standards. These reports are intended to document progress made and difficulties encountered in implementing the UPWP, and they also are used to help assess the eligibility and reasonableness of MPO expenses to be reimbursed with federal funds.

**Planning Fund Carryover Balances**

Now that the staffing is at or near full strength and the LRTP adopted, it is not expected that there will be a future need to carry forward PL funds.

**COOP, Title VI and DBE Compliance**

As noted in the Questions/Responses, the MPO intends to address all of these requirements in the remainder of this Fiscal Year, or as specific tasks in the FY 07/08 UPWP.

**Recommendations/Actions:**

1. While the quality of the PL Funds invoices and quarterly progress reports are satisfactory, consideration should be given to calling the MPO board and their advisory committees attention to the quarterly UPWP progress reports. This will help keep them apprised of staff workloads and tasks, and the overall status of the UPWP implementation.
2. The District is looking forward to the timely and regular submittal of Section 5303 Invoices and Progress Reports. Every effort should be made to submit invoices and progress reports for prior year funds as soon as possible. Delays in invoicing could possibly affect future year allocations.
3. The MPO staff needs to ensure that the above mentioned uncompleted tasks in the FY 2006/07 UPWP production plan and schedule, are fully achieved.

## FDOT District Five and Lake-Sumter MPO

### JOINT CERTIFICATION - January 2007

Based upon a review of Chapter 7 of MPO Manual, below are the general areas recommended as focus items for this years Lake-Sumter MPO Certification process. According to the new Certification requirements, a limited or modified review can occur for three years after a full review. Based upon Chapter 7, and associated laws/rules (noted in the Chapter), the following are the District Five general questions/discussion areas:

#### **Criteria 1: The metropolitan planning requirements identified in 23 U.S.C. 134 and 49, U.S.C. 5303:**

1. Following, is the status of the various Lake-Sumter MPO Agreements with FDOT:  
*(Given that all the L-SMPO JPAs are up to date, an MPO response is not required)*

- A. Interlocal Agreement for the Creation of the Metropolitan Planning Organization (FDOT Form 525-010-01) – Adopted January 31, 2004/ Renew before January 30, 2009.
- B. Transportation Planning Funds Joint Participation Agreement (FDOT Form 525-010-02) – Re-adopted December 21, 2006/Renew before December 21, 2011
- C. Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (FDOT Form 525-010-03) Adopted February 3, 2004/Renew before February 3, 2009.
- D. Public Transportation Joint Participation Agreement (FDOT Form 725-030-06) – Adopted December 20, 2004/Renew before September 30, 2009

#### Regional Coordination:

2. How does your MPO specifically address regional coordination needs, and/or provide emphasis towards addressing facilities or systems which serve national, state and regional transportation functions?

**The Lake~Sumter MPO is a proponent of the Strategic Intermodal System and, by coordinating with FDOT, a emphasis is placed on transportation facilities serving a national, state or regional functions. Furthermore, the Lake~Sumter MPO is a two-county agency, which expands the purview of the MPO to a more regional focus. The Lake~Sumter MPO is an active participant with the state-wide MPO Advisory Committee (MPOAC), and regional organizations such as the Central Florida MPO Alliance (CFMPOA), the Central Florida Smart Growth Alliance (SGA), MyRegion.org and FDOT's MPO Quarterly Meetings.**

**In addition, the Lake~Sumter MPO coordinates, as needed, with neighboring MPOs and public transportation agencies, Withlacoochee and East Central Florida Regional Planning Councils, and FDOT. This is in addition to its everyday coordination with its two counties and 16 member municipalities.**

3. How does your MPO coordinate with the Central Florida MPO Alliance in prioritizing projects of acknowledged regional significance? Are there any current (or planned) provisions for jointly addressing concurrency or congestion management issues on overburdened regionally significant facilities?

**As the CFMPOA evolves, prioritization will likely become an outcome of the regional planning efforts. The CFMPOA has compiled the six Long Range Transportation Plans of the six member MPOs into one 2025 regional plan. This approach has created a better understanding of regional needs and cost-feasibility issues. The introduction of the state program, TRIP, has provided opportunity for each MPO to submit eligible projects for consideration through the Alliance's interlocal agreement for TRIP projects. Prioritization has not been an outright need but has been discussed through the past two years and appears to be an inevitable outcome in the future. As far as concurrency, the Lake~Sumter MPO is already assisting 15 local governments within Lake County with its first countywide Concurrency Management System. The same assistance is offered to Sumter County. Through the regional visioning efforts of myregion.org, regional transportation concurrency is an issue currently being tackled.**

4. Does your MPO have a system or mechanism for including the concurrency concerns or issues of member local governments, into your regular prioritization process?

**The Lake~Sumter MPO provides an LOS analysis worksheet for all major roadways, showing the existing LOS, and v/c ratio (i.e., remaining capacity). This is used as a tool in determining prioritization. With new TCMSs coming online for both Lake and Sumter counties, the MPO will continue to progress from LOS and concurrency focus on state roads to regionally-significant county roads. The Lake~Sumter MPO has been effective in its early years in shifting the prioritization processes in each county from those based on perceptions or politics to processes based on the science of real conditions and adopted levels of service. The upcoming annual prioritization process will be the more linked to concurrency than any previous year.**

5. What do you envision as your MPO's role in the upcoming myregion.org, "How Shall We Grow" implementation recommendations and how will those efforts be coordinated thru the Central Florida MPO Alliance?

**The Lake~Sumter MPO is a full participant agency in the regional visioning effort through the CFMPOA. With a regional vision emerging, the role thus far of the Lake~Sumter MPO has been as a conduit of information, encouraging**

**attendance at visioning sessions, educating board and committee members on the purpose and fruits of the regional visioning effort. As the visioning is finalized, the Lake~Sumter MPO will see how that vision interacts with the 2025 and the forthcoming 2030 Long Range Transportation Plans to ensure that our MPO's vision is consistent with the neighboring MPOs visions and the larger regional vision. Once the Transportation Plans are consistent with the regional visioning, the Lake~Sumter MPO will assist member governments in making needed changes to their Comprehensive Plans to create consistency with the visions and plans.**

LRTP Items:

6. Please provide an explanation of how your LRTP addresses the following areas, (and if appropriate, strategies/refinements envisioned in the next major update):

A. Regional coordination issues or needs?

**Efforts were made during the development of the 2025 LRTP to coordinate projects across MPO boundaries. There is room for improvement. Metroplan Orlando has been on an earlier schedule, so projects were not very well coordinated where Lake and Orange County meet. The Lake~Sumter MPO intends to expedite its 2030 LRTP schedule to be consistent with Metroplan Orlando's. It became apparent through the Lake~Sumter MPO's 2025 LRTP that better coordination is needed to include all of Sumter County in the 2030 plan. Steps have been taken to ensure that the 2030 plan will be a true two-county plan that is coordinated with the other MPOs of District 5.**

B. Coordination between Land Use and Transportation planning?

**The socioeconomic data that was used to develop the 2025 LRTP was based upon the future land use designations of Lake and Sumter counties. Future updates will continue to be based on updated local government comprehensive plans. The Lake~Sumter MPO is using the upcoming 2030 LRTP as an opportunity to better educate member governments on the connections between land use decisions and transportation. Through the planning process, staff is emphasizing Level of Service and Concurrency concepts in determining the future of land use and transportation decisions. The major issue is the affect of municipalities annexing into large areas and increasing densities that may not have been planned in the 2025 plan. Through education, we are seeing a better link between land use and transportation in some local government land use decisions.**

C. Performance criteria or other measures to determine the Plan's effectiveness?

**Having adopted its first Long Range Transportation Plan, a 2025 plan, in December 2005, the Lake~Sumter MPO does not have a long history on LRTPs to compare and determine effectiveness over time. However, it is planned as part of the proposed scope of the upcoming 2030 LRTP that analysis be provided at changing conditions from the Needs Plan adopted as part of the 2025 LRTP as compared to the Needs Plan that will emerge as part of the 2030 LRTP process. Furthermore, staff acknowledges that the Lake~Sumter MPO's 2025 plan focuses on adding capacity to many existing road facilities, and adding pedestrian and bicycle improvement concurrently. Staff recognizes that increased effectiveness will occur if concepts, such as regional transit, become more of a focal point of plans as an alternative to solely the addition of lanes for capacity.**

D. Viability of Project Cost estimation methodology (Capital and O/M)

**In light of the dramatic increases in actual project costs versus the estimated costs, a high level of emphasis will be placed on project cost estimates in the upcoming 2030 LRTP. Capital costs for construction materials on road, bicycle and pedestrian projects will be determined by a method consistent with FDOT cost estimate process. A cost-increase index will be incorporated into projections through best practices. Transit capital and O&M costs will be projected based on federal, state and regional cost information as the next Transit Development Plan is produced, which is intended to be completed in sync with the 2030 LRTP.**

E. Viability of Revenue Estimating process/methodology?

**A new emphasis will be placed on the projection of reasonably anticipated revenues. With the Lake~Sumter MPO now exploring options to close the gap between the \$1.7 billion in projected needs versus the \$700 million in projected revenues, revenue estimates become more critical. The upcoming 2030 LRTP process will include a study of every funding source currently utilized or unutilized by local governments to fund transportation needs.**

F. Viability of Public Involvement process/mechanisms?

**The Lake~Sumter MPO in December 2006 adopted its first Public Involvement Plan (PIP). Federal regulations require that the LSMPO evaluate the effectiveness of its PIP on a regular basis. In evaluating its plan the LSMPO may determine to no longer utilize techniques that are deemed ineffective, or to initiate the use of other innovative techniques that provide better response and more positive feedback. The 2025 LRTP contained a great deal of public participation. However, the 2030 LRTP is intended in incorporate an increased focus on public collaboration into the plan. As for**

**public involvement for the agency, all communications will be monitored on a monthly basis throughout the year. Communication effectiveness will ultimately be determined by public, business, agency and media participation during public input sessions, committee meetings, and public events throughout the process. Additional methods and media outreach to non-English speaking populations will be further explored. The PIP reflects the LSMPO's commitment to honesty and integrity throughout the planning process and active community participation. The LSMPO looks forward to sharing plan information with the public and interested stakeholders, and creating a dynamic forum for public participation, planning and interagency collaboration.**

7. Were new funding sources proposed to address unmet funding needs in your latest LRTP, and if so what methodology was used to determine the proposed new revenue source(s)? If recommended in the adopted LRTP, have any of these new revenue sources been enacted?

**During the development of the 2025 LRTP, the first-option gas tax, one-cent sales tax and increased impact fees were adopted as new or altered funding sources to help close the gap between project costs and projected revenues. The MPO Board declined to adopt the second-option gas taxes as a viable option for funding due to limited revenue-generating potential. Based on the Lake~Sumter MPO's recommendation to utilize Lake County impact fees as a funding source for LRTP improvements, the Lake County Board of county commissioners is examining an increase in county impact fees. Sumter County will be more incorporated into the 2030 LRTP and revenue sources from both counties will be fully included in the plan.**

8. Please describe your MPO's LRTP Amendment requirements/process, and note how the "financially feasible constraint" is maintained.

**Substantial changes or amendments to the Long Range Transportation Plan (LRTP), will be done after the public has been notified of an intent to modify the plan, and only after the public has had 45 days to review and comment on the proposed substantial changes. A significant change would be the addition or deletion of entire projects or major funding changes to projects, but would not include minor financial adjustments or the annual FDOT reconciliation process. Notice, access to information and all public meetings will be in accordance and as listed in the PIP. Project additions to the LRTP would be made only if they are demonstrated to be cost-feasible, which means that a reasonably anticipated revenue source has been named. Currently, the Lake~Sumter MPO's LRTP relies on adopted funding sources. In the future, additional sources will be explored.**

9. In last years Certification process it was noted that your LRTP would be updated in this fiscal year, to comply with the new SAFETEA-LU requirements. Please provide an update on the status of that effort, and when this task will be complete?

**Staff is in the midst of an analysis of SAFETEA-LU deficiencies based on FHWA and FDOT comments, coupled with staff assessment. The 2025 LRTP will be updated to meet SAFETEA-LU requirements prior to the completion of Fiscal Year 2006/07. The likely date is May 2007.**

TIP and UPWP Items:

10. How is public involvement incorporated into the TIP development process, and if substantive comments are received, how are they documented and addressed?

**The LSMPO provided the public with reasonable and timely access to technical and policy information relating to the data or content in the development of the TIP. Documents were made available for public inspection on the LSMPO web site [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com) and at the office of the LSMPO located at 1616 South 14<sup>th</sup> Street, Leesburg, FL 34748 during normal business hours. The TIP was taken to the MPO Board meeting twice (draft and final), in addition to being taken twice to the Technical Advisory Committee, the Citizen Advisory Committee, and the Bicycle & Pedestrian Advisory Committee, for a total of eight public meetings at which citizens could provide input. Public comment is welcomed at these meetings. Copies of draft plans for public review were also placed at the following locations:**

- **Lake County Public Works, 437 Ardice Ave., Eustis**
- **Clermont City Hall, 685 West Montrose Blvd., Clermont**
- **Leesburg Public Library, 204 N. Fifth Avenue, Leesburg**
- **Lady Lake City Hall, 409 Fennell Blvd., Lady Lake**

**If substantive comments are received, they are presented to the MPO Board for consideration and are shared with FDOT. When feasible or when supported by appropriate action, adjustments are made.**

11. Does your TIP include major local (off-system) transportation system improvements? If so, is a similar “financially feasible constraint” applied, as in the case of State and Federal projects?

**The Lake~Sumter MPO includes Lake County’s Transportation Construction Program in the appendix of the TIP. Lake County makes its own independent evaluation of Cost Feasibility on its program. Staff has presented the cost-feasible nature of Lake County’s Transportation Construction Program as being in the spirit of the FDOT Work Program in terms of serving as a guide to budgeting and planning.**

## Public Involvement

12. District 5 would like to acknowledge the MPO staff efforts and your MPO Board's recent adoption of the L-SMPO Public Involvement Plan (November 2006). We also wanted to ensure that both the FDOT Office of Policy Planning, and your FHWA/FTA representatives, were notified of this new document (which should be available on your website).

**Ten copies of the final adopted L~SMPO Public Involvement Plan (PIP) were made available to our FDOT District 5 Liaison David Marsh also, the Lake~Sumter MPO PIP is available on our website.**

13. Please discuss the public involvement procedures/practices used for Public Transportation Plans and programs, and the coordination process between the MPO, the CTC, and the transit provider(s).

**The LSMPO public participation process provides the public with many opportunities to comment on public transportation plans and programs including but not limited to the following:**

- **20-day comment period on the Transit Operations Plan (TOP) and the Transit Development Plan (TDP)**
- **Regional Transportation Forum on key issues**
- **Regional Transportation Summit to gain stakeholder input**
- **Public Meetings on specific public transportation projects**
- **All documents available on the LSMPO Website: [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)**
- **MPO Board and Committee meetings (TAC, CAC, BPAC, TDCB)**
- **Presentations to other governmental bodies (counties and municipalities)**
- **Weekly meetings with the CTC and the provider to discuss current and ongoing transportation issues.**

Criteria 2: Title VI of the Civil Rights Act of 1964, and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794. Also Criteria 4 including provisions of the American with Disabilities Act of 1990, with Title VIII Assurance under the regulations in 49 CFR Parts 27, 37 and 38).

14. Does the MPO have a signed Title VI policy statement expressing commitment to non-discrimination?

**The Lake~Sumter MPO's PIP was adopted December 2006 including a Title VI commitment. Our efforts are consistent with the USDOT order on environmental justice, special efforts are undertaken to involve population segments that are traditionally underserved and/or underrepresented in Lake and Sumter Counties. These requirements, based on Title VI of the 1964 civil Right's Act, ISTEA, and NEPA, are designed to ensure the interests of minority and low income populations are considered and addressed in all transportation**

**decision making. The policy will be presented for adoption and will likely be adopted by May 2007.**

15. Has the MPO received any Title VI complaints within the last year? If so, how many and how were they processed?

**The L~SMPO has received no Title VI complaints within the last year.**

16. Per last years Certification Questions response, has the MPO addressed the need for a procedure to process and dispose of Title VI and Title VIII complaints? If so, please provide a copy and briefly address how the procedure complies with Federal and State requirements?

**Procedures for processing local complaints for any person who believes that he or she, individually or as a member of any specific class of persons, has been subjected to discrimination on the basis of race, color, or national origin are under development as part of the annual update to the L~SMPO PIP. With the Lake~Sumter MPO still in the early stages of its evolution, some policy issues will be addressed as steps in a greater process. The required procedure on complaints is being prepared for review.**

Criteria 3: Section 1101(b) of TEA-21 regarding the involvement of disadvantaged business enterprises in FHWA and FTA planning projects (49 CFR, Part 26)  
(Note: MPO's that are part of municipal or county governments may have some of these processes handled by the host agency.)

17. Per last years Certification Questions response, has the MPO addressed the applicable Federal DBE requirements? Please provide a copy of the MPO's procedure or policy, or alternatively describe any guidance or policies used to assure the opportunity for DBE participation.

**The Lake~Sumter MPO and Lake County are currently cooperating on an assessment of DBE policy. Any deficiencies will be addressed through policy changes by May 2007.**

Public Transportation:

Note: The use of a TQLOS assessment associated with LRTP development is still a planning emphasis area. However, the Department is studying how to make this assessment more applicable for the user based upon the input provided during last years certification review. The results for the TQLOS review are expected to be available later this year.

18. How does the MPO coordinate with the transit provider(s) to discuss ridership, funding, quality and human services issues?

**Representatives from the Lake and Sumter CTCs provide reports to the Lake~Sumter MPO Board, TAC, and CAC. L~SMPO is the DOPA representing Lake County CTC and attends the Sumter County TDCB meetings to provide updates concerning the para-transit services in Lake County. L~SMPO is hosting a joint Lake/Sumter TDCB meeting this quarter to promote cooperation and utilization of cross county services. Representatives of the Lake and Sumter CTC's are active participants in the TAC. L~SMPO staff meets weekly with the Lake County CTC and transit provider to discuss issues of concern. Staff is meeting more frequently with Sumter County staff. It is anticipated that the Lake~Sumter MPO will formalize the transference of DOPA responsibilities to the MPO by July 2007.**

19. What is the status of invoicing for Section 5303 Public Transportation funds?

**After much review, Section 5303 invoices are being prepared for submittal. The delay has been in building some of the components of the MPO as planned since its inception. Therefore, FY 2004/05 funds are slated for consultant costs and FY 2005/06 funds are slated for personnel costs incurred by the addition of staff for transit planning. All carry-over funds should be eliminated during the current fiscal year.**

#### ETDM Process

20. What steps have been taken in the last year to begin the implementation of ETDM, as well as to begin educating your MPO and Committees on the ETDM process?

**Lake~Sumter MPO staff has attended ETAT meetings, and participated in online training on the ETDM screening processes. After adopting the 2025 LRTP, our consultant began running cost feasible projects through the ETDM Planning Screen. However, this task was not completed as FDOT did not feel it was feasible for all MPOs to run all cost feasible projects through the process simultaneously. In terms of specific projects, SR 40 was reviewed in 2006. As MPO CLC, we commented on the 6 different Community Issues and assigned a degree of effect for each of those issues.**

21. When are you planning your next LRTP update, and consequently when do you anticipate processing new projects thru the ETDM Planning Screen? (If within the next Fiscal Year, please address accordingly in the upcoming UPWP, and provide a prioritized listing of probable projects, and the preferred date that you will need the Planning Screen/ETAT results)

**The Lake~Sumter MPO anticipates updating its LRTP to 2030 within the next three years. We anticipate including an ETDM task to run our projects through the Planning Screen, as we did for the 2025. However, we are unsure how FDOT will be able to coordinate five MPOs doing so on a similar schedule.**

General Questions:

22. Based on last years Certification response; please provide a copy of the MPO's "Continuity of Operations Plan" (COOP).

**The Lake~Sumter MPO is currently developing its COOP and will hopefully have this document ready for review in the coming weeks. The MPO is coordinating with Emergency Management personnel from each county to ensure consistency in plans.**

23. Given SAFETEA-LU and greater Federal emphasis on Safety as well as M/O (Management and Operations), are there any interim steps that the District and/or the MPO's need to take to improve coordination and promote broader efforts in future decision making regarding needed Safety and M/O programs or improvements? For example, would better coordination or communication mechanisms between the MPO's, the District, and the CTST's (Community Traffic Safety Teams) be helpful?

**MPO staff regularly promotes the inclusion and use of the local CTSTs as a good forum to address current and ongoing safety concerns and issues. Staff welcomes any additional communication among partners. Staff would like to further explore M/O strategies. Perhaps a focus between MPO and FDOT staff to educate the MPO committees and board on the M/O concept would be a worthy goal. A starting point could be an explanation of FDOT's priority of maintaining facilities.**

24. Federal Functional Classification and Urban Boundary Map is prepared by the Department, coordinated with the MPO and local agencies, and submitted to FHWA. The MPOs are required by Federal Law to submit Planning Boundary Maps to FHWA and FTA. To whom did you send a copy of the Planning Boundary Map to at FHWA and FTA? Please provide the Department a copy of the map.

**Staff will need additional information to fully answer this question. There have been no maps forwarded this fiscal year.**

**FDOT DISTRICT 5  
GENERAL PLANNING ACTIVITIES  
FY 07/08**

**APPENDIX B**

# **FDOT District Five General Planning Activities & Specific Tasks**

## **FY 2007/2008 UPWP**

**February 2, 2007**

### **General Planning Activities**

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

#### **Transportation Planning Activities:**

- **MPO Support**  
Provide revenue forecasts to the MPOs to develop LRTPs; Provide support to MPOs to assure Title VI compliance in the planning process (UPWP, TIP, model validation, etc.) and compliance with other certification requirements; Provide supporting information and documentation to support MPO planning; Review and take appropriate action on TIPs and TIP amendments. Assist MPOs in attending various committee meetings.
- **Intergovernmental Support and Review**  
Review amendments and Evaluation and Appraisal Reports for the Local Government Comprehensive Plans (LGCP); Review Intergovernmental Coordination and Review (ICAR) documents.
- **Strategic Intermodal System Plan (SIS Strategic Plan)**  
Process requests for designation changes; coordinate regional and local facilities with the SIS; coordinate the Department's transit initiative with the SIS; manage policy level public and partner involvement efforts related to the SIS; Assist in technical level public and partner involvement efforts related to the SIS; Assist in providing revenue forecasts.
- **Census Support**  
Assist MPOs with boundary and membership issues for merging and emerging MPOs.

#### **Data Collection Activities:**

- **Systems Inventory**  
Provide for the efficient transfer of road jurisdiction by the Department and local governments based on mutual agreement; Functionally classify roads, including the designation of federal aid eligibility and develop, analyze, and assign an integrated statewide network of federal, local and state systems.
- **Mapping**  
Maintain and provide mapping information related to the SIS; Maintain and update functional classification maps.

#### **Systems Planning Activities:**

- **Systems Management**  
Provide assistance for determining the need for, and feasibility of, new access points (IJRs) and modifications (IMRs) to existing access points on the FIHS and other SIS facilities; Conduct Level-of-Service analysis that will determine current and future conditions of the State Highway System; Project Design Traffic and 18 KIP Equivalent Single Axle Loadings (ESALs) preparations,
- **Modeling**  
Support regional transportation modeling activities and gather information on how to make improvements through improved policies, procedures and guidelines for transportation demand forecasting for the Florida Standard Model; Assist in validation of models and conduct planning studies requested by local governments and MPOs.

➤ **FIHS/SIS**

Conduct Traffic/Travel Demand Assignment Studies; Develop traffic projections; Develop and maintain a SIS Needs Plan and SIS Cost Feasible Plan; Provide input for FIHS modifications and refinements; Develop, coordinate and distribute FIHS corridor plans; Assist in implementing the ETDM Environmental and Programming Screening Tools in developing and reviewing projects at the Planning Screen Phase (MPO long range plans and FIHS cost-feasible plan).

## **FDOT District Five Specific Tasks**

This section provides a listing, with a short description of some of the more prominent FDOT District Five activities and projects anticipated during fiscal year 2007/08.

➤ **ETDM/SCE**

To assist the Brevard MPO, Lake~Sumter MPO, Ocala/Marion County TPO, METROPLAN ORLANDO, and Volusia County MPO with the implementation of the Efficient Transportation Decision Making (ETDM) Process. Currently the Department is finalizing the review of the six SCE data layers for the District and is uploading them to the EST. District Five is coordinating with each of the MPOs to prioritize and schedule the screening of projects from their Cost Feasible. The District is coordinating with Brevard MPO's LRTP Public Involvement consultant to share data updates gained through SCE efforts.

The District will continue assisting the MPOs with their ETDM/SCE tasks over the next fiscal year by helping to review their Cost Feasible and Needs Plans, coordinating schedules for ETAT reviews, providing guidance to MPOs in sending projects for screening, and completing the Planning Summary Reports for those projects. The District will continue to run Programming Screens on projects prior to PD&E, as required by FHWA. FDOT will provide ETDM technical assistance and training to MPO staff as needed.

➤ **Modeling**

To support the District Five MPOs (Brevard MPO, Lake~Sumter MPO, Ocala/Marion TPO, Volusia County MPO, and METROPLAN ORLANDO) with ongoing modeling activities, applications, and enhancements. In addition, to work with MPOs in the coordinated conversion and update of the regional transportation model to the latest approved modeling software platform. The Department will shortly begin conversion of the CFRPM to Cube / Voyager. This will likely include a major update to the transportation networks and further refinements to the model process. It is expected that this conversion will be completed in the fall of 2007. This full conversion will also consider the capabilities of the new software as well as achieve consistency with the updated FSUTMS modeling standards in Cube / Voyager.

The Department is also participating in the Myregion.org activities with the East Central Florida Regional Planning Council. These activities include development of a version of the CFRPM 4 that includes Polk County to support alternatives evaluation and comparison. Several 2050 forecast alternatives are being developed and evaluated to compare future growth scenarios. This work effort has implications for the MPOs as a vision alternative may be evaluated as an alternative under the next Plan update.

To prepare for the upcoming LRTP updates, the Department will begin to coordinate with METROPLAN, the RPC, and the other MPOs to develop a standard socio-economic (SE) data forecasting methodology in the summer of 2007. SE Data development is expected to begin early in 2008. In late 2007, the Department expects to begin the validation of CFRPM 5 in Cube / Voyager. This task will continue until mid 2008.

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

To conduct the Department's Tentative Five Year Work Program and consider making any changes to the Program that is necessary to balance the Five Year Work Program. This Public Hearing is being conducted pursuant to Section 339.135(4)(C), Florida Statutes, as amended. This Public Hearing will include information for Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter and Volusia Counties. This hearing also will include consideration of proposed projects for the Florida's Turnpike Enterprise. This Public Hearing is conducted annually. The Department continuously coordinates with the MPOs in their project priority development and project selection in the Department's Tentative Five Year Work Program for FY 2007/2008 through 2011/2012. The Department has currently held and completed all the Public Hearings for the tentative work program in November and December of the 2006 calendar year.

The Department will continuously coordinate with the MPOs in their project priority development and project selection in the Department's Tentative Five Year Work Program for FY 2008/2009 through 2012/2013. The Department will conduct the Public Hearings by the end of the 2007 calendar year. The Department will continuously coordinate with the MPOs to provide video tapings of each Public Hearing to be broadcasted on public television.

➤ **CFGIS/TAIMS**

The Transportation Automated Information Management System (TAIMS) was implemented to provide a data storage/warehousing, information management, and data sharing medium by utilizing diversified Geographic Information System (GIS) based querying, automated mapping and reporting features. Applications developed as part of TAIMS were designed to assist District staff in obtaining specific information and to retrieve such in a format that is useful and based on immediate needs. Quite often, datasets are maintained by multiple units within the Department and retrieving most up-to-date data quickly may be challenging. TAIMS serves to retrieve and disseminate information in a quick, cost effective manner to customers such as the MPOs, local government, consultant staff and to the general public.

Similar to the objective of TAIMS, the Central Florida GIS (CFGIS) initiative serves as a Data Clearinghouse to members of the general public while providing a Users Group forum for GIS users within the Central Florida region to facilitate data sharing and information exchange.

The Department is continuing to collect, develop and update data and application tools to retrieve data in a matter that will provide for a more efficient way of conducting everyday business. To date, the Department has been a major funding contributor to the CFGIS initiative. District Five has initiated discussions with the East Central Florida Regional Planning Council (ECFRPC) to further identify the regional data needs, funding partnerships, and the roles and responsibilities of the agencies involved. The intent is to develop an Action Plan which will identify the needs and the plans for accomplishing them.

The Department will continue to update, enhance/promote the information management system tools and data being served through TAIMS, and will continue its discussions with the ECFRPC to identify additional roles and responsibilities as it pertains to the CFGIS efforts. Both TAIMS and CFGIS have proven to be efficient and cost effective mediums to store, query and retrieve data while providing a mapping component to display datasets utilizing ArcIMS software.

**FTA SECTION 5303 FUND APPLICATION**

**APPENDIX C**

**APPLICATION FOR  
FEDERAL ASSISTANCE**

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application <input type="checkbox"/> Construction <input checked="" type="checkbox"/> Non-Construction		<b>2. DATE SUBMITTED</b> April 23, 2007	<b>Applicant Identifier</b> FY 07/08
<input type="checkbox"/> Pre-application <input type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	<input checked="" type="checkbox"/> Construction <input type="checkbox"/> Non-Construction	<b>3. DATE RECEIVED BY STATE</b>	<b>State Application Identifier</b>
		<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	<b>Federal Identifier</b> FL-80-X016

**5. APPLICANT INFORMATION**

<b>Legal Name:</b> Lake-Sumter Metropolitan Planning Organization	<b>Organizational Unit:</b> Department:
<b>Organizational DUNS:</b>	<b>Division:</b>
<b>Address:</b> Street: 1816 South 14th Street	<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b> Prefix: Mr. First Name: T.J.
<b>City:</b> Leesburg	<b>Middle Name:</b>
<b>County:</b> Lake	<b>Last Name:</b> Fish
<b>State:</b> Florida	<b>Zip Code:</b> 34748
<b>Country:</b>	<b>Suffix:</b> AICP
	<b>Email:</b> tfish@lakesumtermpo.com

<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 59-6000695	<b>Phone Number (give area code)</b> (352) 315-0170	<b>Fax Number (give area code)</b> (352) 315-0993
---	--	--

<b>8. TYPE OF APPLICATION:</b> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) Other (specify) <input type="checkbox"/> <input type="checkbox"/>	<b>7. TYPE OF APPLICANT:</b> (See back of form for Application Types) Other (specify) (N) Metropolitan Planning Organization
---	--

<b>10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:</b> 20-505	<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Section 5303 grant to support planning with the MPO's FY 07/08 Unified Planning Work Program
---	---

<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> Lake County and Sumter County, FL	<b>9. NAME OF FEDERAL AGENCY:</b> Federal Transit Administration
---	---

<b>13. PROPOSED PROJECT</b> Start Date: 07/01/07 Ending Date: 06/30/08	<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 3,5,6,8 b. Project 3,5,6,8
---	---

<b>15. ESTIMATED FUNDING:</b>	<b>16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?</b>
a. Federal \$ 55,309.00	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: 05/27/03
b. Applicant \$ .00	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372
c. State \$ 6,914.00	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW
d. Local \$ 6,914.00	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>
e. Other \$ .00	<input type="checkbox"/> Yes if "Yes" attach an explanation. <input checked="" type="checkbox"/> No
f. Program Income \$ .00	
g. TOTAL \$ 64,951.00	

18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.

<b>a. Authorized Representative</b>		
Prefix The Honorable	First Name David	Middle Name
Last Name Yeager		Suffix
b. Title Chairman		c. Telephone Number (give area code) (352)315-0170
d. Signature of Authorized Representative		e. Date Signed 4/25/07

## APPENDIX A

**FEDERAL FISCAL YEAR 2007 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE**  
*(Required of all Applicants for FTA assistance and all FTA Grantees with an active capital or formula project)*

## AFFIRMATION OF APPLICANT

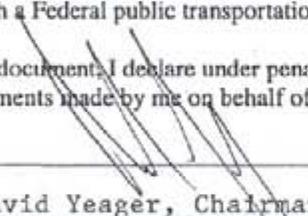
Name of Applicant: Lake-Sumter Metropolitan Planning OrganizationName and Relationship of Authorized Representative: David Yeager, Chairman

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all Federal statutes, regulations, executive orders, and directives applicable to each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2007.

FTA intends that the certifications and assurances the Applicant selects on the other side of this document, as representative of the certifications and assurances in this document, should apply, as provided, to each project for which the Applicant seeks now, or may later, seek FTA assistance during Federal Fiscal Year 2007.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein 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 fraud provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized in 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 correct.

Signature Date: 4/25/07Name David Yeager, Chairman

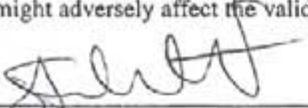
Authorized Representative of Applicant

## AFFIRMATION OF APPLICANT'S ATTORNEY

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

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State and local law 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 the Applicant.

I further affirm to the Applicant 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 the project.

Signature Date: 4/25/07Name Sanford A. Minkoff

Attorney for Applicant

Each Applicant for FTA financial assistance and each FTA Grantee with an active capital or formula project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

## APPENDIX A

**FEDERAL FISCAL YEAR 2007 CERTIFICATIONS AND ASSURANCES FOR  
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**  
*(Signature page alternative to providing Certifications and Assurances in TEAM-Web)*

Name of Applicant: Lake-Sumter Metropolitan Planning Organization

The Applicant agrees to comply with applicable provisions of Categories 01 – 23. X  
OR

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

<u>Category</u>	<u>Description</u>	
01.	For Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement Compliance.	_____
04.	Private Providers of Public Transportation.	_____
05.	Public Hearing.	_____
06.	Acquisition of Rolling Stock.	_____
07.	Acquisition of Capital Assets by Lease.	_____
08.	Bus Testing.	_____
09.	Charter Service Agreement.	_____
10.	School Transportation Agreement.	_____
11.	Demand Responsive Service.	_____
12.	Alcohol Misuse and Prohibited Drug Use.	_____
13.	Interest and Other Financing Costs.	_____
14.	Intelligent Transportation Systems.	_____
15.	Urbanized Area Formula Program.	_____
16.	Clean Fuels Grant Program.	_____
17.	Elderly Individuals and Individuals with Disabilities Formula Program and Pilot Program.	_____
18.	Nonurbanized Area Formula Program.	_____
19.	Job Access and Reverse Commute Program.	_____
20.	New Freedom Program.	_____
21.	Alternative Transportation in Parks and Public Lands Program.	_____
22.	Infrastructure Finance Projects.	_____
23.	Deposits of Federal Financial Assistance to a State Infrastructure Banks.	_____

Section 5303  
Approved Project Budget for FY 2007/08  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ 13,829
44.22.00	General Development and Comprehensive Planning	<u>                    </u>
44.23.00	Long Range Transportation Planning (including Major Investment Studies and IS)	<u>                    </u>
44.23.01	System Level	10,370
44.23.02	Project Level	<u>6,914</u>
44.24.00	Short Range Transportation Planning	<u>6,914</u>
44.25.00	Transportation Improvement Program	<u>                    </u>
44.16.00	Special Projects	10,370
44.26.01	Americans with Disabilities Act (ADA)	<u>                    </u>
44.26.02	Clean Air Planning	<u>                    </u>
44.26.04	Environmental Justice	<u>                    </u>
44.26.05	Environmental Streamlining	<u>                    </u>
44.26.26	Safety	<u>                    </u>
44.26.07	Management and Operations	<u>                    </u>
44.26.08	Coordination of Non-Emergency Services	<u>                    </u>
44.26.09	Planning/NEPA Integration	<u>                    </u>
44.26.10	Consultation with Local Officials (State)	<u>                    </u>
44.26.11	Enhancing Technical Capacity of Planning Processes	<u>                    </u>
44.26.82	Planning Emphasis - System Management and Operations	<u>                    </u>
44.26.84	Planning Emphasis - Financial Planning	<u>                    </u>
44.26.86	Planning Emphasis - Environmental and Community Impact	<u>                    </u>
44.26.88	Planning Emphasis - Transportation and Equity	<u>10,370</u>
44.27.00	Other Activities	<u>10,370</u>
	Total Net Project Cost	<u>\$ 69,137</u>

Accounting Classifications

44.30.01	Personnel	\$ 41,689
44.30.02	Fringe Benefits	<u>20,534</u>
44.30.03	Travel	<u>                    </u>
44.30.04	Equipment	<u>                    </u>
44.30.05	Supplies	<u>                    </u>
44.30.06	Contractual	<u>                    </u>
44.30.07	Other	<u>6,914</u>
44.30.08	Indirect Charges	<u>                    </u>
	Total Net Project Cost	<u>\$ 69,137</u>

Fund Allocations

44.40.01	MPO Activities	\$ 55,309
44.40.02	Transit Operator Activities	<u>                    </u>
44.40.03	State and/or Local Agency Activities	<u>13,828</u>
	Total Net Project Cost	<u>\$ 69,137</u>
	Federal Share (80%)	<u>\$ 55,309</u>
	Local Share (20%)	<u>\$ 13,828</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	<u>\$69,137</u>

**Section 5303**  
**GMIS Planning Line Item Codes - FY 2007/08**  
**(FTA Funds Only)**

Technical Classifications:

44.21.00	Program Support and Administration	\$ 11,063
44.22.00	General Development and Comprehensive Planning	_____
44.23.00	Long Range Transportation Planning (including Major Investment Studies and IS)	_____
44.23.01	System Level	8,296
44.23.02	Project Level	5,531
44.24.00	Short Range Transportation Planning	5,531
44.25.00	Transportation Improvement Program	_____
44.16.00	Special Projects	8,296
44.26.01	Americans with Disabilities Act (ADA)	_____
44.26.02	Clean Air Planning	_____
44.26.04	Environmental Justice	_____
44.26.05	Environmental Streamlining	_____
44.26.26	Safety	_____
44.26.07	Management and Operations	_____
44.26.08	Coordination of Non-Emergency Services	_____
44.26.09	Planning/NEPA Integration	_____
44.26.10	Consultation with Local Officials (State)	_____
44.26.11	Enhancing Technical Capacity of Planning Processes	_____
44.26.82	Planning Emphasis - System Management and Operations	_____
44.26.84	Planning Emphasis - Financial Planning	_____
44.26.86	Planning Emphasis - Environmental and Community Impact	_____
44.26.88	Planning Emphasis - Transportation and Equity	8,296
44.27.00	Other Activities	8,296
	Total FTA Funds	\$ 55,309

Accounting Classifications

44.30.01	Personnel	\$ 37,057
44.30.02	Fringe Benefits	18,252
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	_____
44.30.07	Other	_____
44.30.08	Indirect Charges	_____
	Total FTA Funds	\$ 55,309

Fund Allocations

44.40.01	MPO Activities	\$ 55,309
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	_____
	Total FTA Funds	\$ 55,309

**REVIEW AGENCY COMMENTS**  
**LAKE~SUMTER MPO RESPONSES**

**APPENDIX D**



## Florida Department of Transportation

CHARLIE CRIST  
GOVERNOR

133 Semoran Blvd.  
Orlando, Florida 32807

STEPHANIE KOPELOUSOS  
INTERIM SECRETARY

March 28, 2007

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

RECEIVED

APR 03 2007

Re: Draft Unified Planning Work Program (UPWP) for FY 2007/08

LAKE-SUMTER MPO

Dear Mr. Fish:

The Florida Department of Transportation (FDOT) District 5, has reviewed the Draft FY 2007/08 UPWP for the Lake-Sumter MPO, and has the following comments.

1. Please ensure that a cover page is included on the Final UPWP. Also refer to Page 3.9 of the MPO Program Management Handbook for the required information.
2. Page 6: Under #5 entitled Public Involvement, please clarify the reference to "(State)" at the beginning of this discussion, or consider deletion.
3. Page 22: Under "Continuity of Operations Plan", please clarify if this document will be completed in the current FY, or in the next FY, as reported here.
4. Page 23: Under Administration "New Policies" Task 1.0.17, please delete the reference to Title VIII requirements or activities.
5. Pages 24 & 25: Since Task Number 1.1 seems to refer to FDOT activities, please delete this section, and insert as an Appendix, the "FDOT D-5 General Planning Tasks" information which was provided to you by our office in early February.
6. Pages 36 and 37: Under "ETDM", please consider revising the language in this section to better define the roles/responsibilities between D-5 and the MPO staff. If needed, we would suggest a meeting to discuss these respective activities or requirements, prior to submission of the Final UPWP.
7. Page 40: Under "Short-Range Planning", please provide the estimated completion dates for Sub-tasks 4.0.17 and 4.0.18.

8. Page 43: Under Public Transportation Planning, "Previous Works" it is our understanding that the new fixed-route service will begin in April, rather than March 07.
9. Pages 43 thru 44 Under CTC's: Please add a Task addressing the need to update the Transit Development Plan (TDP) by September 08. Under Rule 14-73 the TDP now requires a 10 year planning horizon, with major updates every 5 years.
10. Page 44, also Under CTC's: Sub-tasks 5.0.7 and 5.0.8 appear to be duplicates.
11. Page 58: Please label Tables IV and V as follows:  
*IV- "Budgeted Amounts -Prior Year FY 2006/07 Unified Planning Work Program"*  
*V- "Estimate of Total Expenditures - Prior Year FY 2006/07 Unified Planning Work Program. (and Table V should reflect the prior year's invoiced amounts)*
12. Pages 57 & 58: As we have just received the updated Section 5303 funding amounts for the L-SMPO, Tables II thru V should be revised to reflect the below:

FM#420636-1-14-17 (Federal No. FL-80-X017)

Federal (DU) funds	-\$55,309.00
State (DS) funds	-\$ 6,914.00
Local (LF) funds	-\$ 6,914.00

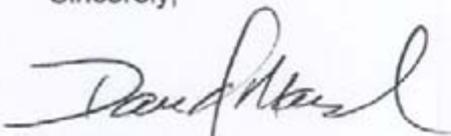
General Comments:

-Please ensure that this year's full Joint Certification package, as well as the completed Section 5303 Application, are included in the Final UPWP document.

-The MPO is urged to invoice for prior year Section 5303 funding activities, as soon as possible. Future funds will not be released until prior year funds have been spent and invoiced.

Please address the above comments in the final UPWP, which is due to our offices by May 15, 2007. If you have any questions, please call me at (407) 482-7878.

Sincerely,



David Marsh  
MPO/County Liaison

**Lake~Sumter MPO Responses to FDOT Comments on 2007/08 Unified Planning Work Program (UPWP):**

1. Please ensure that a cover page is included on the Final UPWP. Also refer to Page 3.9 of the MPO Program Management Handbook for the required information.

**Response:** A cover page, with all required information included, is provided with the final UPWP.

2. Page 6: Under #5 entitled Public Involvement, please clarify the reference to “(State)” at the beginning of this discussion, or consider deletion.

**Response:** “(State)” has been deleted.

3. Page 22: Under “Continuity of Operations Plan”, please clarify if this document will be completed in the current FY, or in the next FY, as reported here.

**Response:** The Lake~Sumter MPO’s Continuity of Operations (COOP) Plan has been drafted and will go to the MPO Board for approval on May 23, 2007. The COOP language in Task 1 has been moved to Previous Works.

4. Page 23: Under Administration “New Policies” Task 1.0.17, please delete the reference to Title VIII requirements or activities.

**Response:** The reference to “Title VIII” has been deleted.

5. Pages 24 & 25: Since Task Number 1.1 seems to refer to FDOT activities, please delete this section, and insert as an Appendix, the “FDOT D-5 General Planning Tasks” information which was provided to you by our office in early February.

**Response:** Task 1.1 does refer to FDOT activities. The task language has been deleted and replaced with a reference to the document, “FDOT D-5 General Planning Tasks,” which is included in the appendix.

6. Pages 36 and 37: Under “ETDM”, please consider revising the language in this section to better define the roles/responsibilities between D-5 and the MPO staff. If needed, we would suggest a meeting to discuss these respective activities or requirements, prior to submission of the Final UPWP.

**Response:** Upon consultation with FDOT District 5 staff, the language in Task 3.2 has been revised to better define the roles/responsibilities regarding ETDM activities.

7. Page 40: Under “Short-Range Planning”, please provide the estimated completion dates for Sub-tasks 4.0.17 and 4.0.18.

**Response:** The MPO will hire a general transportation planning consultant (Subtask 4.0.17, since re-numbered 4.0.21) by July 2007 for services rendered throughout FY 2007/08. The MPO will manage the Downtown Eustis Traffic and Pedestrian Circulation Study (Subtask 4.0.18, since re-numbered 4.0.22), which will complete by June 2008.

8. Page 43: Under Public Transportation Planning, "Previous Works" it is our understanding that the new fixed-route service will begin in April, rather than March 07.

**Response:** The currently anticipated start date for fixed-route bus service along US 441 in Lake County is May 2007.

9. Pages 43 thru 44 Under CTC's: Please add a Task addressing the need to update the Transit Development Plan (TDP) by September 08. Under Rule 14-73 the TDP now requires a 10 year planning horizon, with major updates every 5 years.

**Response:** New Subtask 5.0.08 has been added regarding the update to the Transit Development Plan (TDP), with a 10-year planning horizon, by September 2008.

10. Page 44, also Under CTC's: Sub-tasks 5.0.7 and 5.0.8 appear to be duplicates.

**Response:** The original Subtask 5.0.08, a duplicate of Subtask 5.0.07, regarding Transit Quality/Level of Service (TQLOS), has been deleted.

11. Page 58: Please label Tables IV and V as follows:  
IV- "*Budgeted Amounts –Prior Year FY 2006/07 Unified Planning Work Program*"  
V- "*Estimate of Total Expenditures – Prior Year FY 2006/07 Unified Planning Work Program.* (and Table V should reflect the prior year's invoiced amounts)

**Response:** Table IV has been renamed "Budgeted Amounts – Prior Year FY 2006/07 Unified Planning Work Program." Table V has been renamed "Estmate of Total Expenditures – Prior Year FY 2006/07 Unified Planning Work Program." Table V reflects prior year invoiced amounts.

12. Pages 57 & 58: As we have just received the updated Section 5303 funding amounts for the L-SMPO, Tables II thru V should be revised to reflect the below:

FM#420636-1-14-17 (Federal No. FL-80-X017)

Federal (DU) funds	-\$55,309.00
State (DS) funds	-\$ 6,914.00
Local (LF) funds	-\$ 6,914.00

**Response:** The updated Section 5303 funding amounts have been updated in Tables II through V to reflect the above values.

General Comments:

Please ensure that this year's full Joint Certification package, as well as the completed Section 5303 Application, are included in the Final UPWP document.

**Response:** The full Joint Certification package and Section 5303 Application are included in the appendix of the final UPWP.

The MPO is urged to invoice for prior year Section 5303 funding activities, as soon as possible. Future funds will not be released until prior year funds have been spent and invoiced.

**Response:** This comment is duly noted.



U.S. Department  
of Transportation  
**Federal Highway  
Administration**

Florida Division

545 John Knox Road, Suite 200  
Tallahassee, Florida 32303

(850) 942-9650

April 16, 2007

In Reply Refer To: HPR-FL

Mr. Frank Hickson  
Intermodal Systems Development  
Florida Department of Transportation  
District 5 Orlando Urban Office  
133 South Semoran Street  
Orlando, FL 32807

**RECEIVED**

APR 19 2007

**LAKE-SUMTER MPO**

Attention: Mr. David Marsh:

Dear Mr. Hickson:

The following is in response to your staff's March 14, 2007 letter which transmitted the Lake-Sumter Metropolitan Planning Organization's (MPO's) FY 2007-2008 Draft Unified Planning Work Program (UPWP) for our review. The following comments are provided by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for the MPO's consideration in developing the Final UPWP:

1. Cover – Please correct the Federal Aid Program (FAP) number, it should be FAP 0457-045.
2. Pages 4 through 7 Federal and State Planning Emphasis Areas (PEAs) – This section needs to be revised, as Federal PEA's no longer exist. The federal focus and emphasis will be on the SAFETEA-LU and corresponding Code of Federal Regulations implementation. Each major task (such as UPWP, TIP, LRTP, CMP, etc) should include a task work to make the MPO's programs and plans SAFETEA-LU compliant.
3. Please ensure a copy of the reviewing agencies' comments and how the MPO addressed them is included in the final UPWP.
4. Please update the status narrative between pages 10 through 17, as several of them are confusing since they reflect work prior to 2006/2007.
5. Task 3.1, pages 34-35, does not identify funding amounts. Please include in the Final UPWP.

**MOVING THE  
AMERICAN  
ECONOMY**

6. Task 3.2, pages 36-37, does not identify funding amounts. Please include in the Final UPWP.
7. Page 59, please correct this table heading to read Federal Planning Factors.
8. There should be a task or activities within Task 6.0 for the MPO's development of a Title VI complaint process/procedure.
9. For the Final UPWP, all Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included.
10. For the final, please include the final copy of the State and MPO Annual Certification report.

Thank you for the opportunity to properly review and comment on the draft UPWP for the Lake-Sumter MPO. We request that the final UPWP be available to us by May 31, 2007, so that we may have sufficient time to authorize our portion of the program by June 30, 2007. To assist in our joint coordination efforts with the FTA, please provide a copy of the Final UPWP directly to the FTA Regional Office for their joint review.

If you have any questions concerning the above information, please do not hesitate to contact Ms. Stacie Blizzard at (850) 942-9650, extension 3014.

Sincerely,

/s/ Sabrina S. David  
For: David C. Gibbs  
Division Administrator

cc: Mr. T.J. Fish (Lake-Sumter MPO)  
Ms. Elizabeth Martin, FTA (Region 4)  
Mr. David Marsh, FDOT (District 5)  
Mr. Brian Pessaro, FDOT (MS-28)

**Lake~Sumter MPO Responses to FHWA Comments on 2007/08 Unified Planning Work Program (UPWP):**

1. Cover – Please correct the Federal Aid Program (FAP) number, it should be FAP 0457-045.

**Response:** The correct Federal Aid Program (FAP) number has been placed on the cover of the final UPWP.

2. Pages 4 through 7 Federal and State Planning Emphasis Areas (PEAs) – This section needs to be revised, as Federal PEA's no longer exist. The federal focus and emphasis will be on the SAFETEA-LU and corresponding Code of Federal Regulations implementation. Each major task (such as UPWP, TIP, LRTP, CMP, etc) should include a task work to make the MPO's programs and plans SAFETEA-LU compliant.

**Response:** All references to Federal Planning Emphasis Areas (PEAs) have been removed. Further, the UPWP, LRTP and TIP tasks have all been revised to ensure SAFETEA-LU compliance.

3. Please ensure a copy of the reviewing agencies' comments and how the MPO addressed them is included in the final UPWP.

**Response:** Copies of the FHWA and FDOT letters, with comments, are included in the appendix of the final UPWP. In addition, responses to each comment from FHWA and FDOT are included.

4. Please update the status narrative between pages 10 through 17, as several of them are confusing since they reflect work prior to 2006/2007.

**Response:** The narrative between pages 10 and 17 have been updated.

5. Task 3.1, pages 34-35, does not identify funding amounts. Please include in the Final UPWP.

**Response:** Task 3.1 has been updated in the final UPWP to include a funding amount.

6. Task 3.2, pages 36-37, does not identify funding amounts. Please include in the Final UPWP.

**Response:** Task 3.2 has been updated in the final UPWP to include a funding amount.

7. Page 59, please correct this table heading to read Federal Planning Factors.

**Response:** Table VI has been renamed "Federal Planning Factors."

8. There should be a task or activities within Task 6.0 for the MPO's development of a Title VI complaint process/procedure.

**Response:** New Subtask 6.0.04 has been added regarding the development of a Title VI complaint process/procedure.

9. For the Final UPWP, all Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed and dated, and included.

**Response:** All Agreements and Certifications, including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements, signed and dated, are included in the appendix of the final UPWP.

10. For the final, please include the final copy of the State and MPO Annual Certification report.

**Response:** The full Joint Certification package is included in the appendix of the final UPWP.