

# Unified Planning Work Program



FY 2010/11 – FY 2011/12

Prepared by the  
Lake~Sumter Metropolitan Planning Organization  
1616 South 14th Street  
Leesburg, Florida 34748  
352.315.0170/352.315.0993 (fax)  
[www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)

FY 2010/11  
FM# 417957-1-14-02  
FAP 0457-048 M

FY 2011/12  
FM# 417957-1-14-02  
FAP 0457-049 M

Code of Federal Domestic Assistance Numbers:  
20.205 – Highway Planning and Construction  
20.505 – Federal Transit Technical Studies Grant

The preparation of this report was financed in part by the Federal Highway Administration, Federal Transit Administration, U.S. Department of Transportation and local participating governments. The views and opinions of the report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

**Approved April 28, 2010**

Amended June 23, 2010  
Amended August 25, 2010  
Amended May 25, 2011  
Amended June 22, 2011

**LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION  
 FY 2010/11 FY 2011/12 UNIFIED PLANNING WORK PROGRAM  
 TABLE OF CONTENTS**

	<b>Page #</b>
<b>RESOLUTIONS: 2011-13, 2010-25, 2010-16, 2010-11, 2010-4</b>	<b>1-17</b>
<b>MEMBERS LIST</b>	<b>18</b>
<b>ORGANIZATIONAL CHART</b>	<b>19</b>
<b>SIGNATURE PAGES INCLUDING:</b>	<b>20-31</b>
<b>CERTIFICATION OF RESTRICTIONS OF LOBBYING,    DEBARMENT AND SUSPENSION CERTIFICATION,    TITLE VI/NON DISCRIMINATION POLICY STATEMENT    DBE STATEMENT</b>	
<b>GLOSSARY</b>	<b>32-35</b>
<b>INTRODUCTION</b>	<b>36</b>
<b>TRANSPORTATION PLANNING EMPHASIS</b>	<b>36</b>
<b>ORGANIZATION AND MANAGEMENT OF THE MPO</b>	<b>37-39</b>
<b>STATUS OF LOCAL AND REGIONAL PLANNING ACTIVITIES</b>	<b>40-51</b>
<b>PUBLIC INVOLVEMENT PLAN FOR UPWP</b>	<b>51</b>
<b>WORK PROGRAM TASKS</b>	<b>53</b>
<b>1.0 ADMINISTRATION</b>	<b>53-55</b>
<b>1.1 STATE ASSISTANCE</b>	<b>58-59</b>
<b>2.0 DATA COLLECTION</b>	<b>60-63</b>
<b>3.0 LONG-RANGE PLANNING</b>	<b>64-69</b>
<b>3.1 TRANSPORTATION MODELING</b>	<b>70-71</b>
<b>3.2 EFFICIENT TRANSPORTATION DECISION MAKING/SOCIO-    CULTURAL EFFECTS (ETDM/SCE)</b>	<b>72</b>
<b>4.0 SHORT-RANGE PLANNING</b>	<b>73-78</b>
<b>5.0 PUBLIC TRANSPORTATION PLANNING</b>	<b>79-83</b>
<b>6.0 PUBLIC INVOLVEMENT</b>	<b>84-87</b>
<b>7.0 SPECIAL PROJECTS: REGIONAL PLANNING</b>	<b>88-91</b>
<b>SUMMARY TABLES</b>	
<b>TABLE I &amp; II AGENCY PARTICIPATION, FUNDING SOURCES (08/09)</b>	<b>92</b>
<b>TABLE III &amp; IV AGENCY PARTICIPATION, FUNDING SOURCES (09/10)</b>	<b>93</b>
<b>TABLE V &amp; VI PRIOR YEAR (07/08)</b>	<b>94</b>
<b>TABLE VII FEDERAL PLANNING FACTORS</b>	<b>95</b>
<b>APPENDIX</b>	
<b>A. FINAL CERTIFICATION SUMMARY – May, 2011 &amp; April, 2010</b>	
<b>B. FDOT DISTRICT 5 GENERAL PLANNING ACTIVITIES FY 10/11-11/12</b>	
<b>C. FTA SECTION 5303 FUND APPLICATIONS – FY 11/12 &amp; 10/11</b>	
<b>D. AGENCY COMMENTS &amp; MPO RESPONSES</b>	

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2011 - 19**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2010/11 THROUGH FISCAL YEAR 2011/12 UPDATING TASK AND BUDGET TABLES TO REFLECT ACTUAL FY 2011/12 ALLOCATIONS**

**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 450.308 and Florida Statute 339.175(9) require each Metropolitan Planning Organization to adopt a Unified Planning Work Program at least once every other year; and

**WHEREAS**, a Unified Planning Work Program is defined as an annual or bi-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 or two-year period; and

**WHEREAS**, the Lake~Sumter MPO's FY 2010/11 through FY 2011/12 UPWP was prepared in accordance with the Florida Department of Transportation Unified Planning Work Program Procedure, Topic No. 525010-025; and

**WHEREAS**, the Lake~Sumter MPO adopted its FY 2010/11 through FY 2011/12 UPWP on April 28, 2010, for the period July 1, 2010, through June 30, 2012; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2010/11 through FY 2011/12 UPWP on June 23, 2010, updating the FY 2010/11 Federal Transit Administration Section 5303 allocations; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2010/11 through FY 2011/12 UPWP on August 25, 2010, updating and amending Tasks 2, 5 and 7; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2010/11 through FY 2011/12 UPWP on May 25, 2011, updating and amending Tasks and Tables for the period July 1, 2011 through June 30, 2012; and

**WHEREAS**, the Florida Department of Transportation has provided the Lake~Sumter MPO with updated planning fund allocations for FY 2011/12.

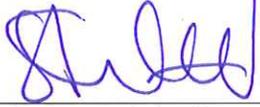
**NOW, THEREFORE, BE IT RESOLVED** by the Lake-Sumter MPO that the FY 2010/11 – FY 2011/12 UPWP is amended to include updated task and budget tables for FY 2011/12.

**PASSED AND ADOPTED** this 22<sup>nd</sup> day of June, 2011.

Lake-Sumter Metropolitan Planning Organization

  
\_\_\_\_\_  
Jennifer Hill, Chairman

Approved as to form and legality:

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

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2011 - 13**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2010/11 THROUGH FISCAL YEAR 2011/12: UPDATING TEXT AND TASKS TO REFLECT CHANGES; UPDATING BUDGET TABLES TO REFLECT FY 2011/12 ALLOCATIONS; ADDING UPDATED FTA SECTION 5303 GRANT APPLICATION AND DOCUMENTATION; AND ADDING UPDATED JOINT CERTIFICATION STATEMENT AND SUMMARY**

**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 450.308 and Florida Statute 339.175(9) require each Metropolitan Planning Organization to adopt a Unified Planning Work Program at least once every other year; and

**WHEREAS**, a Unified Planning Work Program is defined as an annual or bi-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 or two-year period; and

**WHEREAS**, the Lake~Sumter MPO's FY 2010/11 through FY 2011/12 UPWP was prepared in accordance with the Florida Department of Transportation Unified Planning Work Program Procedure, Topic No. 525010-025; and

**WHEREAS**, the Lake~Sumter MPO adopted its FY 2010/11 through FY 2011/12 UPWP on April 28, 2010, for the period July 1, 2010, through June 30, 2012; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2010/11 through FY 2011/12 UPWP on June 23, 2010, updating the FY 2010/11 Federal Transit Administration Section 5303 allocations; and

**WHEREAS**, the Lake~Sumter MPO amended its FY 2010/11 through FY 2011/12 UPWP on August 25, 2010, updating and amending Tasks 2, 5 and 7; and

**WHEREAS**, the Lake~Sumter MPO is amending its FY 2010/11 through FY 2011/12 UPWP, updating and amending Text and Tasks; and

**WHEREAS**, the Florida Commission for the Transportation Disadvantaged has provided the Lake~Sumter MPO with updated funding allocations for FY 2011/12; and

**WHEREAS**, the Florida Department of Transportation has provided the Lake~Sumter MPO with updated funding allocations for the Florida Transit Administration Section 5303 funds for FY 2011/12; and

**WHEREAS**, the Lake~Sumter MPO is required to submit an updated Section 5303 Grant Application for FY 2011/12; and

**WHEREAS**, the Lake~Sumter MPO has completed its annual Joint Certification process for 2010 in coordination with the Florida Department of Transportation.

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

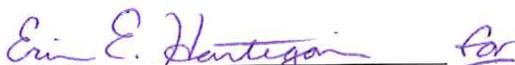
1. FY 2010/11 – FY 2011/12 UPWP is amended to include updated text and tasks reflecting changes since August 25, 2010;
2. FY 2010/11 – FY 2011/12 UPWP is amended to include updated budget tables for FY 2011/12; and
3. FY 2010/11 – FY 2011/12 UPWP is amended to include an updated Section 5303 Grant Application for FY 2011/12; and
4. FY 2010/11 – FY 2011/12 UPWP is amended to include an updated Joint Certification Statement.

**PASSED AND ADOPTED** this 25<sup>th</sup> day of May, 2011.

Lake~Sumter Metropolitan Planning Organization

  
Jennifer Hill, Chairman

Approved as to form and legality:

  
Sanford A. Minkoff, MPO Attorney for

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2010 - 25**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2010/11 THROUGH FISCAL YEAR 2011/12: AMENDING TASK 2: DATA COLLECTION TO ADDRESS MPO PARTICIPATION IN TRAFFIC COUNT COLLECTION IN SUMTER COUNTY AND IN LAKE COUNTY; AMENDING TASK 2: DATA COLLECTION TO ADD A TASK AND END PRODUCT TO CONDUCT SUMTER COUNTY'S PAVEMENT MANAGEMENT PROGRAM; AMENDING TASK 5: PUBLIC TRANSPORTATION TO ADD A TASK AND AN END PRODUCT RELATED TO FUNDING AND SUPPORTING AN ALTERNATIVES ANALYSIS FOR THE ORANGE BLOSSOM EXPRESS PASSENGER RAIL PROJECT; AMENDING TASK 7: SPECIAL PROJECTS - REGIONAL PLANNING TO ADD A TASK AND AN END PRODUCT REGARDING THE REGIONAL INITIATIVE TO UPGRADE FREIGHT RAIL INFRASTRUCTURE ALONG THE FLORIDA CENTRAL RAILROAD CORRIDOR; AMENDING TASK 7: SPECIAL PROJECTS - REGIONAL PLANNING TO ADD A TASK AND AN END PRODUCT REGARDING A REGIONAL FREIGHT STUDY OF THE MPO PLANNING AREA; AND AMENDING TASK 7: SPECIAL PROJECTS - REGIONAL PLANNING TO ADD A TASK AND AN END PRODUCT REGARDING A CORRIDOR ANALYSIS FOR SR 50**

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

**WHEREAS**, Title 23 CFR Section 450.308 and Florida Statute 339.175(9) require each Metropolitan Planning Organization to adopt a Unified Planning Work Program at least once every other year; and

**WHEREAS**, a Unified Planning Work Program is defined as an annual or bi-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 or two-year period; and

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization's FY 2010/11 through FY 2011/12 Unified Planning Work Program was prepared in accordance with the Florida Department of Transportation Unified Planning Work Program Procedure; and

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization adopted its FY 2010/11 through FY 2011/12 Unified Planning Work Program on April 28, 2010 for the period July 1, 2010, through June 30, 2012; and

**WHEREAS**, the Lake-Sumter Metropolitan Planning Organization amended its FY 2010/11 through FY 2011/12 Unified Planning Work Program on June 23, 2010, updating the FY 2010/11 Federal Transit Administration Section 5303 allocations; and

**WHEREAS**, Lake County and Sumter County have requested that the MPO participate in traffic count collections to maintain the Lake County Traffic Count Program, the Sumter County Traffic Count Program and the MPO's Transportation Management System; and

**WHEREAS**, Sumter County has requested that the MPO conduct its Pavement Management Program to evaluate the pavement conditions of its CR and C roads and provide a list of prioritized maintenance and rehabilitation needs; and

**WHEREAS**, the MPO continues to explore strategies involving the Florida Central Railroad corridor, including freight rail opportunities through the improvement of the rail infrastructure, which has been identified as a funding priority; and

**WHEREAS**, an Alternatives Analysis for the Orange Blossom Express Passenger Rail has been identified by the MPO as a top priority project to receive funding; and

**WHEREAS**, the MPO has agreed to partner with the Florida Department of Transportation and METROPLAN ORLANDO to secure funding and to support the development of an Alternatives Analysis for the Orange Blossom Express Passenger Rail Project; and

**WHEREAS**, a regional freight study that addresses truck, rail, air and intermodal connections would provide the MPO with relevant information to develop policies and strategies that address freight movement options that lead to economic development and job creation in the region; and

**WHEREAS**, the MPO will partner with the Florida Department of Transportation and East Central Florida Regional Planning Council to conduct a detailed corridor analysis of SR 50 to develop transportation and land use strategies that can implement the community's vision for growth.

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

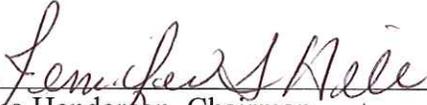
1. FY 2010/11 through FY 2011/12 UPWP Task 2.0.3 is amended as follows: "Collect traffic counts within the planning area from the ~~cities, counties and~~ State."; and
2. FY 2010/11 through FY 2011/12 UPWP Task 2.0.4 is amended to insert a new Task 2.0.4 and to renumber all subsequent tasks accordingly, said new Task 2.0.4 stated as follows: "Participate in state, county and municipal traffic count collection efforts within Sumter County and Lake County to maintain the Lake County Traffic Count Program, the Sumter County Traffic Count Program and MPO's regional Transportation Management System. *(Annually)*"; and
3. FY 2010/11 through FY 2011/12 UPWP Task 2, End Product section is amended to add the following item: "A two county traffic count database collected and maintained by the MPO that supports the needs of the regional Transportation Management System, Lake County, Sumter County and each municipality within the MPO planning area."; and

4. FY 2010/11 through FY 2011/12 UPWP is amended to insert a new Task 2.0.12 and stated as follows: “Conduct Sumter County’s Pavement Management Program for all CR and C roads and provide the County with a prioritized list of maintenance and repair needs. *(Annually/Ongoing throughout fiscal year)*”; and
5. FY 2010/11 through FY 2011/12 UPWP Task 2, End Product section is amended to add the following item: “A GIS pavement management system where all relevant data is stored; a prioritized maintenance and rehabilitation needs list for the County to use when allocating its resources to projects.”; and
6. FY 2010/11 through FY 2011/12 UPWP Task 5 is amended to insert a new section entitled “RAIL TRANSIT PLANNING” and to insert a new Task 5.0.21 stated as follows: “Partner with the Florida Department of Transportation and METROPLAN ORLANDO to secure funding for and to support the development of an Alternatives Analysis for the Orange Blossom Express Passenger Rail Project. *(2010-11)*”; and
7. FY 2010/11 through FY 2011/12 UPWP Task 5, End Product section is amended to add the following item: “Alternatives Analysis for the Orange Blossom Express Passenger Rail Project managed by the Florida Department of Transportation.”; and
8. FY 2010/11 through FY 2011/12 UPWP is amended to insert a new Task 7.0.17 stated as follows: “Work in partnership with Florida Central Railroad, Florida Department of Transportation, METROPLAN ORLANDO, Orange County and other regional partners on rail initiatives involving the Florida Central Railroad Corridor including upgrades to the freight rail infrastructure”; and
9. FY 2010/11 through FY 2011/12 UPWP Task 7, End Product section is amended to add the following item: “Regional Rail Initiative that could result in upgraded and continuously-welded track along the Florida Central Railroad Corridor in Lake and Orange counties. *(Completion 2012-13)*”; and
10. FY 2010/11 through FY 2011/12 UPWP is amended to insert a new Task 7.0.18 stated as follows: “Conduct a Regional Freight Study that addresses the deficiencies in the Lake~Sumter MPO planning area freight network (truck, rail, air and intermodal connections) and develop ways to accommodate and capitalize on future freight movements including investment needs in order to sustain jobs and economic development for existing and future industrial and employment centers. *(June 2012)*”; and
11. FY 2010/11 through FY 2011/12 UPWP Task 7, End Product section is amended to add the following item: “Regional Freight Study that the MPO will use to better integrate freight and goods movement into the regional transportation planning process. Freight policies, strategies, and projects specific to Lake~Sumter MPO region identified in the study will be incorporated into the next update of the Long Range Transportation Plan and Transportation Improvement Program. *(June 2012)*”; and
12. FY 2010/11 through FY 2011/12 UPWP is amended to insert a new Task 7.0.18 stated as follows: “Partner with the Florida Department of Transportation and the East Central Florida Regional Planning Council for the purpose of conducting a detailed corridor analysis on SR 50

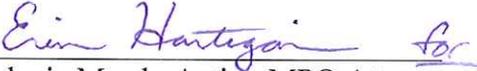
- from US 27 to the Turnpike ramps. The analysis will investigate transportation and land use alternatives that could be used to implement the community's desires established through regional visioning initiatives that include Our Community-Our Future and MyRegion.org"; and
13. FY 2010/11 through FY 2011/12 UPWP Task 7, End Product section is amended to add the following item: "Strategies that can be incorporated into Transportation 2035 that satisfy anticipated travel demand along the SR 50 Corridor while implementing the community's vision for growth. (June 2012)".

**PASSED AND ADOPTED** this 25th day of August, 2010.

Lake~Sumter Metropolitan Planning Organization

  
\_\_\_\_\_  
For Sanna Henderson, Chairman  
This 30 day of August, 2010

Approved as to form and legality:

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

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2010 - 16**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2010/11 THROUGH FISCAL YEAR 2011/12: UPDATING BUDGET TABLES TO REFLECT FY 2010/11 ALLOCATIONS; REVISING FY 2010-2011 FEDERAL TRANSIT ADMINISTRATION SECTION 5303 GRANT APPLICATION; AND PROVIDING A COST ALLOCATION PLAN FOR INDIRECT CHARGES.**

**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 450.308 and Florida Statute 339.175(9) require each Metropolitan Planning Organization to adopt a Unified Planning Work Program at least once every other year; and

**WHEREAS**, a Unified Planning Work Program is defined as an annual or bi-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 or two-year period; and

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization's FY 2010/11 through FY 2011/12 Unified Planning Work Program was prepared in accordance with the Florida Department of Transportation Unified Planning Work Program Procedure; and

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization adopted its FY 2010/11 through FY 2011/12 Unified Planning Work Program on May 26, 2010 for the period July 1, 2010, through June 30, 2012; and

**WHEREAS**, the Florida Department of Transportation has provided the Lake~Sumter MPO with updated funding allocations for FY 2010/11; and

**WHEREAS**, the Lake~Sumter Metropolitan Planning Organization is revising the Federal Transit Administration Section 5303 Grant Application for FY 2010/11 and providing a Cost Allocation Plan for Indirect Charges.

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

1. FY 2010/11 through FY 2011/12 UPWP is amended to include updated budget tables for FY 2010/11 and attached as Exhibit A;

2. FY 2010/11 through FY 2011/12 UPWP is amended to include a revised Federal Transit Administration Section 5303 Grant Application with Cost Allocation Plan for Indirect Charges and attached as Exhibit B.

**PASSED AND ADOPTED** this 23<sup>rd</sup> day of June, 2010.

Lake-Sumter Metropolitan Planning Organization

Sanna Henderson

Sanna Henderson, Chairman

Approved as to form and legality:

Eric E. Hartigan for  
Melanie Marsh, Acting MPO Attorney

# Exhibit A

**TABLE I: PROPOSED PARTICIPATING AGENCIES & ANTICIPATED ELEMENT COSTS FOR FY 2010/11 (1st Year)**

Task	DESCRIPTION	MPO		FDOT	CONSULTANT	TOTAL
		Carryover				
		07/08-08/09	PL 5303,TD			
1.0	Administration	\$10,978	\$72,000			\$82,978
1.1	State Assistance			105,864		\$105,864
2.0	Data Collection					\$53,489
3.0	Long-Range Planning	\$5,489	\$48,000			\$101,489
3.1	Transportation Modeling	\$2,744	\$23,999		\$80,000	\$26,743
3.2	Efficient Transportation Decision Making (ETDM)	\$5,489	\$62,399			\$67,888
4.0	Short-Range Planning	\$8,233	\$132,920			\$141,153
5.0	Public Transportation Planning	\$8,233	\$96,000			\$104,233
6.0	Public Involvement					\$67,888
7.0	Special Projects: Regional Planning	\$5,489	\$62,399			\$67,888
	<b>TOTAL</b>	\$54,888	\$537,716	\$105,864	\$80,000	\$778,468

Per Resolution 2010-04 the Lake-Sumter MPO Governing Board Approved the De-obligation of \$24,170 (PL Funds 2008/09). Table reflects the \$ amount per task.

**TABLE II: PROPOSED FUNDING SOURCES AND ANTICIPATED COSTS FOR FY 2010/11(1st Year)**

Task Element	Description	PL FUNDS				FTA FUNDS			CTD FUNDS	GRAND TOTAL
		2009/10		Estimated Carryover	State Soft Match*	State Match	Local/ In Kind	Lake & Summer		
		2007/08 Carryover	2008/09 De-ob							
1.0	Administration	\$6,144	\$4,834	\$0		\$72,000			\$82,978	
1.1	State Assistance				105,864				\$105,864	
2.0	Data Collection	\$3,072	\$2,417	\$0		\$48,000			\$53,489	
3.0	Long-Range Planning	\$3,072	\$2,417	\$0		\$71,999	\$2,400	\$2,400	\$101,489	
3.1	Transportation Modeling	\$1,535	\$1,209	\$0		\$23,999			\$26,743	
3.2	ETDM	\$1,535	\$1,209	\$0		\$23,999			\$26,743	
4.0	Short-Range Planning	\$3,072	\$2,417	\$0		\$48,000	\$1,439	\$1,439	\$67,888	
5.0	Public Transportation Planning	\$4,608	\$3,625	\$0		\$71,999	\$1,923	\$1,923	\$141,153	
6.0	Public Involvement	\$4,608	\$3,625	\$0		\$71,999			\$104,233	
7.0	Special Projects: Regional Planning	\$3,072	\$2,417	\$0		\$48,000	\$1,439	\$1,439	\$67,888	
	<b>TOTAL</b>	\$30,718*	24,170**	\$0	\$105,864	\$479,395	\$9,601	\$9,601	\$778,468	

# Exhibit B

## APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application		<b>2. DATE SUBMITTED</b> June 23, 2010	<b>Applicant Identifier</b> FY 10/11
<input type="checkbox"/> Construction	<input type="checkbox"/> Pre-application	<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier FL-80-X016
<input type="checkbox"/> Non-Construction	<input type="checkbox"/> Non-Construction		
<b>5. APPLICANT INFORMATION</b>			
<b>Legal Name:</b> Lake-Sumter Metropolitan Planning Organization		<b>Organizational Unit:</b> Department:	
<b>Organizational DUNS:</b>		Division:	
<b>Address:</b> Street: 1616 South 14th Street		<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>	
City: Leesburg		Prefix: Mr.	First Name: T.J.
County: Lake		Middle Name	
State: Florida		Last Name Fish	
Zip Code 34748	Suffix:		
Country: U.S.A.		Email: TJFish@LakeSumterMPO.com	
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 59-6000695		Phone Number (give area code) (352) 315-1070	Fax Number (give area code) (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> TITLE (Name of Program):    20-505		<b>9. NAME OF FEDERAL AGENCY:</b> Federal Transit Administration	
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> Lake County and Sumter County, Florida		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Section 5303 grant to support planning with MPO's 09/10 Unified Planning Work Program (UPWP)	
<b>13. PROPOSED PROJECT</b> Start Date: 7/01/09		<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 3,5,6,8	
Ending Date: 6/30/10		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	\$ 76,806 <sup>00</sup>	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
b. Applicant	\$ . <sup>00</sup>	DATE:	
c. State	\$ . <sup>00</sup>	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
d. Local	\$ 9,601 <sup>00</sup>	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$ 9,601 <sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>	
f. Program Income	\$ . <sup>00</sup>	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
g. TOTAL	\$ 96,008 <sup>00</sup>		
<b>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>			
<b>a. Authorized Representative</b>			
Prefix The Honorable	First Name Sanna	Middle Name	
Last Name Henderson		Suffix	
b. Title Chairman		c. Telephone Number (give area code) (352) 315-0170	
d. Signature of Authorized Representative <i>Sanna Henderson</i>		e. Date Signed June 23, 2010	

Previous Edition Usable  
Authorized for Local Reproduction

Standard Form 424 (Rev.9-2003)  
Prescribed by OMB Circular A-102

**Section 5303**  
**Approved Project Budget for FY 2010-2011**  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	_____
44.23.01	Long Range Transportation Planning: System Level	<u>24,002</u>
44.23.02	Long Range Transportation Planning: Project Level	_____
44.24.00	Short Range Transportation Planning	<u>14,401</u>
44.25.00	Transportation Improvement Program	_____
44.26.00	Planning Emphasis Areas	_____
44.26.12	Coordination of Non-Emergency Human Service Transportation	_____
44.26.13	Participation of Transit Operators in Metropolitan Planning	_____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	<u>19,202</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	_____
44.26.16	Incorporating Safety & Security in Transportation Planning	_____
44.27.00	Other Activities	<u>38,403</u>
Total Net Project Cost		\$ <u>96,008</u>

Accounting Classifications

44.30.01	Personnel	\$ <u>51,653</u>
44.30.02	Fringe Benefits	<u>17,310</u>
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	<u>17,444</u>
44.30.07	Other	_____
44.30.08	Indirect Charges	<u>9,601</u>
Total Net Project Cost		\$ <u>96,008</u>

Fund Allocations

44.40.01	MPO Activities	\$ <u>76,806</u>
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	<u>19,202</u>
Total Net Project Cost		\$ <u>96,008</u>
Federal Share (80%)		\$ <u>76,806</u>
Local Share (20%)		<u>19,202</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>96,008</u>

**Section 5303**  
**GMIS Planning Line Item Codes - FY 2010-2011**  
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	_____
44.23.01	Long Range Transportation Planning: System Level	_____ 19,201
44.23.02	Long Range Transportation Planning: Project Level	_____
44.24.00	Short Range Transportation Planning	_____ 11,521
44.25.00	Transportation Improvement Program	_____
44.26.00	Planning Emphasis Areas	_____
44.26.12	Coordination of Non-Emergency Human Service Transportation	_____
44.26.13	Participation of Transit Operators in Metropolitan Planning	_____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	_____ 15,362
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	_____
44.26.16	Incorporating Safety & Security in Transportation Planning	_____
44.27.00	Other Activities	_____ 30,722
Total Net Project Cost		\$ _____ 76,806

Accounting Classifications

44.30.01	Personnel	\$ _____ 45,918
44.30.02	Fringe Benefits	_____ 15,388
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	_____ 15,500
44.30.07	Other	_____
44.30.08	Indirect Charges	_____
Total Net Project Cost		\$ _____ 76,806

Fund Allocations

44.40.01	MPO Activities	\$ _____ 76,806
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	_____
Total Net Project Cost		\$ _____ 76,806

Lake~Sumter Metropolitan Planning Organization  
 FY 2010/2011  
 Indirect Cost Allocation Plan  
 Section 5303 Funds

<u>Task</u>	<u>Federal Share</u>	<u>80%</u>	<u>Total Grant</u>	<u>Salary</u>	<u>Fringe</u>	<u>Contractual</u>	<u>Indirect</u>	<u>Verified Total</u>
3.0 Long Range Planning	19,201	80%	24,002	12,913	4,328	4,361	2,400	24,002
4.0 Short Range Planning	11,521	80%	14,401	7,748	2,596	2,616	1,439	14,399
5.0 Public Transportation	15,362	80%	19,202	10,331	3,462	3,490	1,923	19,206
6.0 Public Involvement	19,201	80%	24,002	12,913	4,328	4,361	2,400	24,002
7.0 Special Projects	11,521	80%	14,401	7,748	2,596	2,616	1,439	14,399
<b>Total</b>	76,806	80%	96,008	51,653	17,310	17,444	9,601	96,008

**Indirect Costs:**

The MPO agrees to provide sufficient funds or approved in-kind resources to serve as local match for all federally assisted projects in compliance with 49 U.S.C. Chapter 53. The MPO certifies that it has or will have available the proportionate amount of local share promptly as projects costs are incurred or become due.

*As per the MPO Staff Services Agreement with the County the Indirect Cost is the Local Share of 10% provided by the County as cash or in-kind services for the required match for Federal Funds from the Federal Highway Administration (FHWA) and the Federal Transit Association (FTA).*

**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2010 - 11**

**RESOLUTION OF THE LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) ENDORSING THE UNIFIED PLANNING WORK PROGRAM FOR FISCAL YEAR 2010/11 THROUGH FISCAL YEAR 2011/12**

**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 2010/11 through FY 2011/12 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 2010/11 through FY 2011/12.

**DULY PASSED AND ADOPTED** this 28<sup>th</sup> day of April, 2010.

Lake~Sumter Metropolitan Planning Organization

Sanna Henderson  
Sanna Henderson, Chairman  
This 28<sup>th</sup> day of April, 2010

Approved as to Form and Legality:

Eric E. Harting for  
Melanie Marsh, Acting MPO Attorney

**LAKE ~ SUMTER MPO FY 2010/11-2011/12 UPWP**

**LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 2010-04**

**A RESOLUTION OF THE LAKE-SUMTER METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2008/09 THROUGH FISCAL YEAR 2009/10 TO DE-OBLIGATE FUNDS NOT INVOICED BY FISCAL YEAR'S END 6/30/10.**

**WHEREAS**, on April 23, 2008, the Lake-Sumter Metropolitan Planning Organization (MPO) endorsed the Unified Planning Work Program (UPWP) for FY 2008/09 through FY 2009/10; and

**WHEREAS**, on May 27, 2009, the MPO amended the UPWP for FY 2008/09 through FY 2009/10 updating budget tables to reflect FY 2009/10 allocations; and

**WHEREAS**, \$24,170 in PL-112 funds was unspent in FY 2008/09 and is not anticipated to be invoiced before 6/30/10, but will be needed in FY 2010/11; and

**WHEREAS**, the Florida Department of Transportation requires that the Metropolitan Planning Organizations de-obligate funds that will not be spent by fiscal year's end.

**NOW, THEREFORE, BE IT RESOLVED** by the Lake-Sumter Metropolitan Planning Organization, as follows:

**Section 1. Recitals.** The foregoing recitals are true and correct and incorporated herein by reference.

**Section 2. De-obligation.**

- a) \$24,170 in PL-112 Funds from FY 2008/09 be de-obligated to be made available for FY 2010/11.

**Section 3. Effective Date.** This Resolution shall become effective upon adoption by the Lake-Sumter Metropolitan Planning Organization.

**PASSED AND ADOPTED** this 24<sup>th</sup> day of February, 2010.

Lake-Sumter Metropolitan Planning Organization

Sanna Henderson  
Sanna Henderson, Chairman  
This 24<sup>th</sup> day of February, 2010.

Approved as to form and legality:

Melanie Marsh  
Melanie Marsh, Acting County Attorney

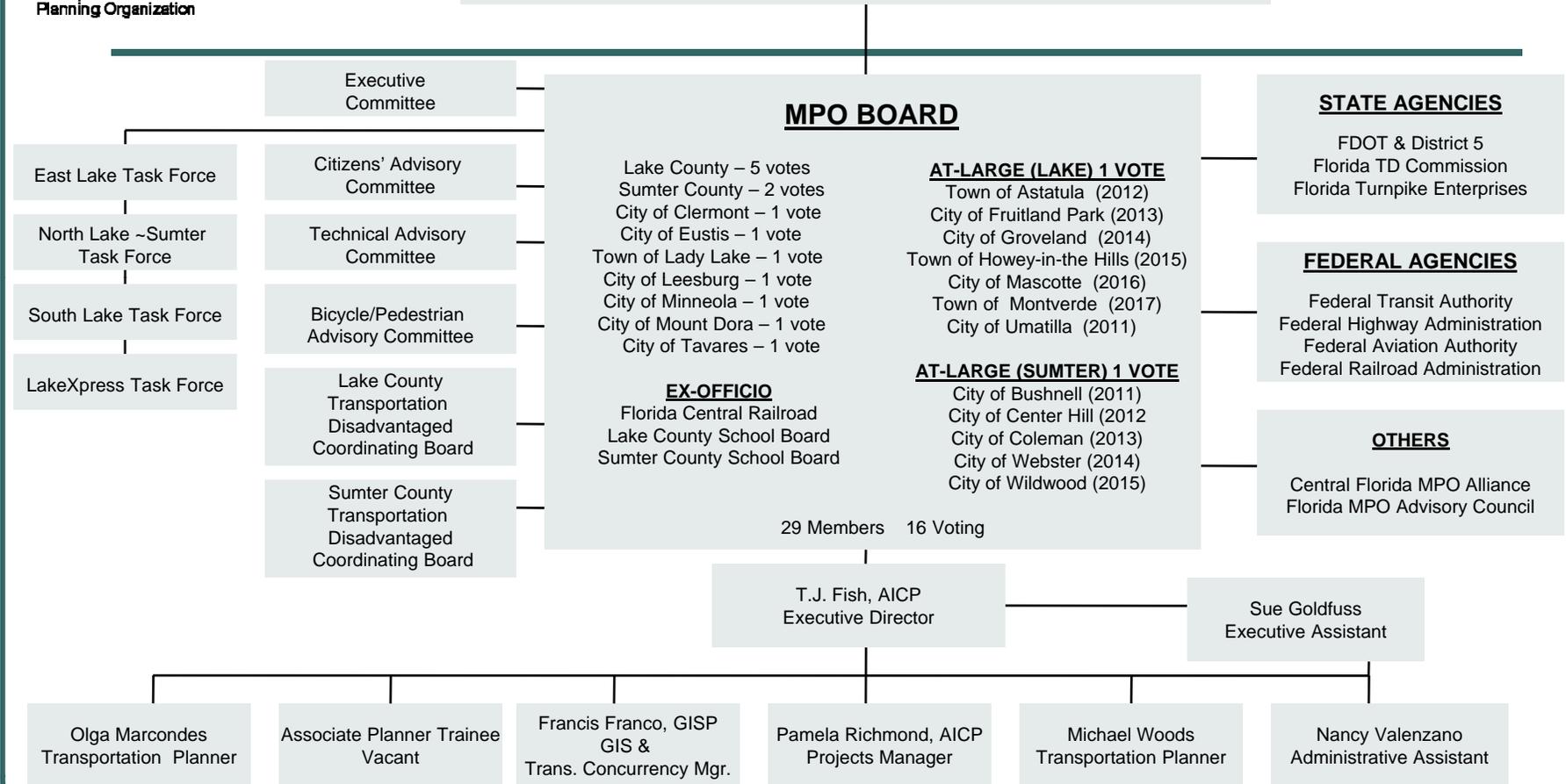
**LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION**  
**2011 MEMBER LIST**

<b><u>NAME</u></b>	<b><u>REPRESENTING</u></b>
Jennifer Hill / <b>Chairman</b>	Lake County, D1
Sean Parks / <b>2nd Vice-Chairman</b>	Lake County, D2
Jimmy Conner	Lake County, D3
Leslie Campione	Lake County, D4
Welton Cadwell	Lake County, D5
Don Burgess / <b>Chairman-Elect</b>	Sumter County (1)
Doug Gilpin	Sumter County (2)
Garry Breeden (alternate)	
Randy Mask (alternate)	
Ray Goodgame	City of Clermont
Jack Hogan (alternate)	
William Ferree	City of Eustis
Sue Hooper (alternate)	
Jim Richards / <b>1st Vice-Chairman</b>	Town of Lady Lake
Ty Miller (alternate)	
Sanna Henderson / <b>Immediate Past Chairman</b>	City of Leesburg
Bill Polk (alternate)	
Joseph Saunders	City of Minneola
Debbie Flinn	
Robert Thielhelm	City of Mount Dora
Dennis Wood (alternate)	
Kirby Smith	City of Tavares
Lori Pfister (alternate)	
Jake Farley	Town of Astatula
Sharon Kelly	City of Fruitland Park
Chris Bell (alternate)	
James Gearhart	City of Groveland
John Griffin (alternate)	
Bonnie Nebel	Town of Howey-in-the-Hills
Tony Rosado	City of Mascotte
Jeff Krull (alternate)	
Joe Wynkoop	Town of Montverde
Glenn Burns (alternate)	
Eric Olson / <b>At-Large Representative</b>	City of Umatilla
Peter Tarby (alternate)	
Warren Maddox / <b>At-Large Representative</b>	City of Bushnell
Ed Wolf	City of Wildwood
Ronald Allen (alternate)	
Pete Petree	Florida Central Railroad / Ex-officio
Debbie Stivender	Lake County School Board / Ex-officio
Rosanne Brandeburg (alternate)	
Kathie Joiner	Sumter County School Board / Ex-officio



# ORGANIZATIONAL CHART

## CITIZENS OF LAKE and SUMTER COUNTIES



## FEDERAL FY 2011-2012 CERTIFICATION REGARDING LOBBYING

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

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

- (1) No federal 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 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 this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 for each such failure.

Date

May 25, 2011

  
Jennifer Hill, Lake~Sumter MPO Chairman

## FEDERAL FY 2011-2012 DEBARMENT AND SUSPENSION CERTIFICATION

As required by U.S. Regulations on Government wide Debarment and Suspension (Non-procurement) at 49 CFR 29.510

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

Date

May 25, 2011

Jennifer Hill, Lake~Sumter MPO Chairman

**Lake~Sumter Metropolitan Planning Organization**  
**Disadvantaged Business Enterprise (DBE) Utilization**  
**FY 2011/2012**

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

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

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

Date

May 25, 2011

  
Jennifer Hill, Lake~Sumter MPO Chairman

# LAKE~SUMTER METROPOLITAN PLANNING ORGANIZATION

## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

**FY 2011/2012**

The Lake~Sumter Metropolitan Planning Organization (MPO) assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

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

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

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

May 25, 2011  
Date

  
\_\_\_\_\_  
Jennifer Hill, Lake~Sumter MPO Chairman

## APPENDIX A

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

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

*Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.

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

LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

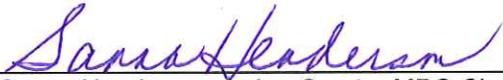
FEDERAL FY 2010-11 CERTIFICATION REGARDING LOBBYING

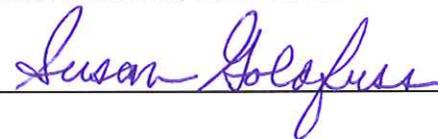
I, Sanna Henderson, Lake~Sumter MPO Chairman, hereby certify on behalf of the Lake~Sumter Metropolitan Planning Organization that:

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 28th day of April, 2010.

By:   
Sanna Henderson, Lake~Sumter MPO Chairman

Attest: 

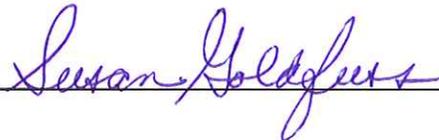
**LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

**FEDERAL FY 2010-11 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:   
Sanna Henderson, Lake~Sumter MPO Chairman

Attest: 

## TITLE VI/ NONDISCRIMINATION POLICY STATEMENT

The (Name of Recipient) assures the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The (Name of Recipient) further agrees to the following responsibilities with respect to its programs and activities:

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

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

Dated 4/28/10

by Sandra Henderson  
, Chief Executive Officer

## APPENDIX A

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

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

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

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

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

## Lake~Sumter Metropolitan Planning Organization

### Disadvantaged Business Enterprise (DBE) Program

#### POLICY STATEMENT

##### Section 26.1, 26.23 Objectives/Policy Statement

The Lake~Sumter Metropolitan Planning Organization (MPO) has established a Disadvantaged Business Enterprise (DBE) program in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR Part 26. The MPO has received Federal financial assistance from the Department of Transportation, and as a condition of receiving this assistance, the MPO has signed an assurance that it will comply with 49 CFR Part 26.

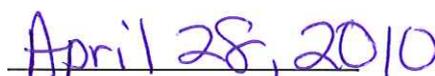
It is the policy of the MPO to ensure that DBEs, as defined in Part 26, have an equal opportunity to receive and participate in DOT-assisted contracts. It is also our policy:

1. To ensure nondiscrimination in the award and administration of DOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for DOT-assisted contracts;
3. To ensure that the DBE Program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are permitted to participate as DBEs;
5. To help remove barriers to the participation of DBEs in DOT-assisted contracts;
6. To assist the development of firms that can compete successfully in the marketplace outside the DBE Program.

The Lake~Sumter MPO has designated Michael Woods as the DBE Liaison Officer. In that capacity, Michael Woods is responsible for implementing all aspects of the DBE program. Implementation of the DBE program is accorded the same priority as compliance with all other legal obligations incurred by the MPO in its financial assistance agreements with the Department of Transportation.

The MPO has disseminated this policy statement to the MPO Governing Board and all of the components of our organization. We have distributed this statement to DBE and non-DBE business communities that perform work for us on DOT-assisted contracts. Printed copies of this policy were distributed at the May 2008 MPO governing Board Public meeting, electronic copies of this document are available on our website [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com)

  
Sanna Henderson, Chairman

  
Date

## LAKE ~ SUMTER MPO FY 2010/11-2011/12 UPWP

### GLOSSARY OF ABBREVIATIONS

AADT	Average Annual Daily Traffic
ADA	Americans with Disabilities Act (of 1990)
ADT	Average Daily Traffic
AMPO	Association of Metropolitan Planning Organizations
APA	American Planning Association
ARRA	American Recovery and Reinvestment Act
BCC	Board of County Commissioners
BPAC	Bicycle & Pedestrian Advisory Committee
CAC	Citizens' Advisory Committee
CDBG	Community Development Block Grant
CDP	Census Designated Place
CFMPOA	Central Florida Metropolitan Planning Organization Alliance
CFR	Code of Federal Regulations
CFRPM	Central Florida Regional Planning Model
CIE	Capital Improvements Element
CIGP	County Incentive Grant Program
CMP	Congestion Management Process
CMS	Congestion Management System
COOP	Continuity of Operations Plan
CPA	Comprehensive Plan Amendment
CTC	Community Transportation Coordinator
CTD	Commission for the Transportation Disadvantaged
CTST	Community Traffic Safety Team
DBE	Disadvantaged Business Enterprise
DCA	Department of Community Affairs
DOPA	Designated Official Planning Agency
DRI	Developments of Regional Impact
EC	Executive Committee
ECFRPC	East Central Florida Regional Planning Council
EPA	(United States) Environmental Planning Agency
EST	Environmental Screening Tool

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

ETAT	Environmental Technical Advisory Team
ETDM	Efficient Transportation Decision Making
FAA	Federal Aviation Administration
FCRR	Florida Central Railroad
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FIHS	Florida Intrastate Highway System
FLUAM	Future Land Use Allocation Model
FPZA	Florida Planning and Zoning Association
FRA	Federal Railroad Administration
FS	Florida Statute
FSUTMS	Florida Standard Urban Transportation Model Structure
FTA	Federal Transit Administration
FTP	Florida Transportation Plan
GIS	Geographic Information Systems
HOV	High Occupancy Vehicle
HSWG	(2050) How Shall We Grow (Regional Vision)
ICAR	Intergovernmental Coordination and Review
ISBA	Interlocal Service Boundary Agreement
ISTEA	Intermodal Surface Transportation Efficiency Act (of 1991)
ITE	Institute of Transportation Engineers
ITS	Intelligent Transportation Systems
JPA	Joint Participation Agreement
JPA	Joint Planning Area
LCBCC	Lake County Board of County Commissioners
LCHSTP	Locally Coordinated Human Services Transportation Plan
LCC	Lake County Connection
LOS	Level of Service
L RTP	Long Range Transportation Plan
LSMPO	Lake~Sumter Metropolitan Planning Organization
LUCIS	Land Use Conflict Identification Strategy
LX	LakeXpress
MMTD	Multimodal Transportation District

## LAKE ~ SUMTER MPO FY 2010/11-2011/12 UPWP

MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
MSBU	Municipal Service Benefit District
MSTU	Municipal Service Taxing Unit
OCOF	Our Community Our Future
OOCEA	Orlando Orange County Expressway Authority
PEA	Planning Emphasis Area
PD&E	Project Development and Environment Study
PFSA	Proportionate Fair Share Agreement
PIP	Public Involvement Plan
RPC	Regional Planning Council
ROW	Right of Way
RSID	Roadway Segment Inventory Database
SAFETEA-LU	Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users
SCBCC	Sumter County Board of County Commissioners
SCE	Socio-Cultural Effect
SCOP	Small County Outreach Program
SCT	Sumter County Transit
SE	Socio-Economic
SHS	State Highway System
SIS	Strategic Intermodal System
STIP	State Transportation Improvement Program
TAC	Technical Advisory Committee
TCEA	Transportation Concurrency Exception Area
TCMA	Transportation Concurrency Management Area
TMS	Transportation Management System
TCQSM	Transit Capacity and Quality of Service Manual
TD	Transportation Disadvantaged
TDCB	Transportation Disadvantaged Coordinating Board
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TEA-21	Transportation Efficiency Act for the 21st Century

## LAKE ~ SUMTER MPO FY 2010/11-2011/12 UPWP

TIP	Transportation Improvement Program
TOP	Transit Operations Plan
TPO	Transportation Planning Organization
TQLOS	Transit Quality Level of Service
TRIP	Transportation Regional Incentive Program
UA	Urbanized Area (as designated by the 2000 Census)
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
VMT	Vehicle Miles of Travel
WRPC	Withlacoochee Regional Planning Council

# LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

## INTRODUCTION

The FY 2010/11--2011/12 Unified Planning Work Program (UPWP) has been prepared to define the tasks and anticipated funding requirements as part of the two-year work program for the Lake~Sumter Metropolitan Planning Organization (LSMPO). 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 2010/11--2011/12 UPWP meet the requirements of the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT). This document has been prepared according to the FDOT Metropolitan Planning Organization Program Management Handbook.

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

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

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

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

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

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

The MPO functions include, but are not limited to, the preparation of the tasks required by state rule or by federal policy. The MPO's major annual responsibilities are to perform the tasks of preparing the UPWP, the TIP, and the annual MPO Audit Report. As with all transportation planning delegated by the federal and state laws, the MPO is responsible for ensuring adequate representation and compatibility of state, county, and municipal projects in the transportation planning process. This includes consideration of all modes of transportation with respect to the needs of the elderly and 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 (UA) and the Leesburg/Eustis UA. In addition, the MPO provides transportation planning for an urban area not recognized in the 2000 Census, the Clermont/Orlando Urbanized Area, which is a contiguous extension into Lake County of urbanization centered in Orange County.

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

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

changed its bylaws in late 2010 to increase Sumter County Board of County Commissioners voting seats from one seat to two seats. The bylaw change also created an At-Large Representative for the five municipalities of Sumter County, with the voting seat rotating among the five municipalities on an annual basis. All 19 municipalities within the MPO Area have a seat on the MPO Governing Board, with nine voting seats assigned to municipalities.

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

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

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

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

The Bicycle & Pedestrian Advisory Committee (BPAC) focuses on bicycle and pedestrian

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

transportation issues including facilities, community design, Safe Routes to Schools and regional trail master planning. Each member government may appoint at least one representative and the BPAC itself may appoint representatives of advocacy groups. Membership in the BPAC includes elected officials, county and city technical staff, and residents/advocates.

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

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

The North Lake~Sumter Task Force was created to advance funding for the U.S. 441/27 six-lane widening project and the US 301 four-lane widening project, to research potential reliever corridors west of US 441/27 and to and guide trail and transit projects in the sub-area. The group is effective at addressing inter-county transportation planning. Membership on this task force is comprised of Lake County, Sumter County, Fruitland Park, Lady Lake, Leesburg, Bushnell, Center Hill, Coleman, Webster and Wildwood.

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

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

The MPO Staff is responsible for collecting and disseminating all information from the

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

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

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

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

All agency plans and programs comply with the public involvement provisions of Title VI which states: *"No persons in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."* To further ensure full compliance with federal requirements, the Lake~Sumter MPO Governing Board adopted a formal policy covering Title VI issues in July 2007. FHWA will conduct training in this category in the coming year.

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

#### Census 2000

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

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 (CFMPOA)

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

### Regional Planning

Through the CFMPOA and through regional initiatives like *How Shall We Grow* and the Central Florida Smart Growth Alliance, and in conjunction with regional entities such as the East Central Florida Regional Planning Council (ECFRPC) and FDOT District 5, the Lake~Sumter MPO is achieving a high level of regional planning. Most notably, the MPO is

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

conducting regional planning encompassing the complete two-county region of Lake and Sumter counties. Furthermore, the MPO is engaged in regional planning activities including projects between the Lake~Sumter MPO and neighboring MPOs like METROPLAN Orlando, the Ocala/Marion TPO, the Volusia County TPO, and the Polk County TPO, and with other regional entities such as LYNX, the regional transit authority for Orange, Seminole, and Osceola counties.

### 2020 Transit Development Plan (TDP)

The Lake~Sumter MPO completed development of the Lake County 2020 Transit Development Plan (TDP) in 2007/08. The plan was adopted on August 26, 2008 by Lake County and on August 27, 2008 by the MPO. Significant in the plan is the approach of developing a multi-modal transportation system through the cultivation of fixed-route bus service into a fixed-guideway system. The transit development in the 2020 TDP was incorporated into the multi-modal *Transportation 2035*, adopted December 2010.

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

The MPO initiated the 2025 LRTP during FY 2004/05. Tindale-Oliver & Associates (TOA) was the MPO's consultant for the Long-Range Transportation Plan. The 2025 LRTP was adopted December 14, 2005, 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, specifically the SAFETEA-LU legislation.

### Transportation 2035: 2035 Transportation Plan

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

### Efficient Transportation Decision Making (ETDM)

MPO staff continues to train on the implementation of the Efficient Transportation Decision-Making (ETDM) process. The primary concept behind ETDM is to create linkages between transportation, land use, and the environment by facilitating early involvement in the planning process of regulatory agencies and the public. This involvement will allow for identification, as early as feasible, of potential "fatal-flaws" or other issues that could hinder or halt development of a particular transportation project. The Lake~Sumter MPO is the local lead agency in ETDM planning screenings and facilitates communication between FDOT and member governments in order to receive thorough comments on projects filtered through the ETDM process. Projects in the 2025 LRTP have been systematically screened. Potential projects for consideration in the upcoming 2035 Transportation Plan were screened in FY 2009/10. ETDM will be an integral component to implementation of *Transportation 2035*.

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### Bicycle/Pedestrian Studies

Lake County, the City of Leesburg, the City of Fruitland Park, the Town of Lady Lake and the MPO are working toward expanding the regional trail network with PD&E studies for the Gardenia Trail. Alignments shall be identified as an outcome of these studies, each expected to be completed by June 2009. The Lake~Sumter MPO is working closely with Lake County and all the municipalities on implementation of the countywide Master Trails Plan, adopted by Lake County on July 15, 2008 and the MPO on July 23, 2008. The South Lake Trail (Clermont to Groveland) continues as a top MPO enhancement project priority for construction funding. The MPO's newest trail priority is a connection from Tavares and Mount Dora to Orange and Seminole counties via the Lake-Wekiva Trail. Meanwhile, the City of Leesburg continues to be a tremendous catalyst for trail projects within that community.

### Wekiva Parkway

FDOT and the Orlando Orange County Expressway Authority (OOCEA) conducted a PD&E study for the Wekiva Parkway and SR 46 projects, with finalization of the study anticipated during 2011. The project would complete the Orlando beltway and provide a six-lane connector into Lake County via SR 46. A preferred alternative alignment shall be determined as a result. At the request of the government agencies and stakeholders following the Assessment of Multi-Use Trail Accommodation and under the direction of the FDOT D5 Secretary, a Wekiva Trail Feasibility Study was completed in 2010/11. The MPO will manage the PD&E and PE phases of the Wekiva Trail Project during FY 2011/12 in conjunction with the PE phase of the Wekiva Parkway.,

### How Shall We Grow (HSWG)

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

### Our Community, Our Future (OCOF)

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

### Transportation Management System (TMS)

The Lake~Sumter MPO entered into an interlocal agreement with Lake County, Sumter County, all 14 municipalities in Lake County and the City of Wildwood to manage their transportation management systems, which includes state-mandated transportation concurrency requirements applicable to most. The agreement was effective Jan. 1, 2008,

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

and stipulates that each local government will forward development order requests to the LSMPO for transportation concurrency review. The MPO will assist local governments in any projects that result in level of service adjustments or proportionate fair share agreements.

By virtue of the enactment of 2009's SB 360, five member governments of the Lake~Sumter MPO were designated as Dense Urban Land Areas (DULA) and as such, became Transportation Concurrency Exception Areas (TCEA). The MPO is committed to assisting each with the creation of their TCEAs plans and drafting the language necessary to update their respective comprehensive plans. To date, the MPO has drafted language for the City of Tavares comprehensive plan addressing their new status as a Transportation Concurrency Exception Area. The City approved the language and transmitted the comprehensive plan amendment to the Department of Community Affairs (DCA) January 2010. The MPO will assist Tavares to address any comments received in response from DCA, as the MPO will assist the new TCEAs of Lady Lake, Mount Dora, Eustis and Clermont.

### Crash Data Management System

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

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

## **STATUS OF AREA HIGHWAY PROJECTS**

### US 27

As a Strategic Intermodal System (SIS) facility, from Florida's Turnpike in the southern Leesburg area south into Polk County, US 27 is a north-south spine for the Florida peninsula. Construction to six lanes is complete in Minneola from CR 561 (west) to SR 50 and is complete in the Four Corners area of southeast Lake County from Boggy Marsh Road to Polk County. Construction is underway funded through the American Recovery and Reinvestment Act (ARRA) of 2009 for the segment from SR 50 to Lake Louisa Road, but unfunded from Lake Louisa Road to Boggy Marsh Road between Clermont and Four Corners. The US 27/SR 50 interchange construction project is the top funding priority of all MPO projects. It appears the segment is to be funded for construction in FY 2011/12.

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### US 301

Providing north-south mobility in Sumter County, US 301 is at varying stages of study, design and construction. One remaining planned segment for widening to four lanes, in northern Wildwood, was recently funded for construction with local Development of Regional Impact proportionate share contributions by The Villages. Planning will soon begin for the corridor south of SR 44. The arterial is a major spine for Sumter County, Bushnell, Coleman, Wildwood and The Villages.

### US 441

US 441 has been a top priority of the MPO since the creation of the agency. The Planning Development and Environment (PD&E) Study for US 441 was completed in the spring of 2003. US 441 is a regionally significant corridor due primarily to the urban activity along the corridor from Marion County to Orange County. The corridor was improved in the center of Lake County expanding outward. Improvements are complete from Dixie Avenue (SR 44) in Leesburg to SR 44 in Mount Dora. Construction of the intersection of US 441 and US 27 (Perkins Street to north of Griffin Road) commenced in 2010; ROW acquisition is underway for Mills Street to Perkins Street. From Leesburg north, US 441 is joined by US 27. Construction funding is programmed for Martin Luther King Boulevard to Lake Ella Road in Fruitland Park and ROW acquisition is occurring from Lake Ella Road to Avenida Central in Lady Lake. The segment in Sumter County from Buenos Aires to the Marion County line, construction is underway to add continuous right turn lanes. The south end of US 441 from SR 44 to SR 46 is under study phase with design in the near future as the associated Wekiva Parkway project proceeds.

### SR 40

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### 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 in 2011. Upon completion of the PD&E study, which includes both the beltway and an improved SR 46 connection from the Wekiva Parkway to US 441 in Mount Dora, the necessary improvements for SR 46 will become clearer. It is likely the SR 46 project from the Wekiva Parkway (future SR 429) to US 441 in Mount Dora will include a six-lane SR 46 connector. In easternmost Lake County, the Wekiva Parkway is likely to replace existing SR 46. Lake County would take jurisdictional maintenance over remnant portions of SR 46. FDOT has also undertaken a feasibility study for the Wekiva Trail as the Wekiva Parkway PD&E study progresses. Proposed alignments for the trail corridor will interact with the parkway at numerous locations. The advancement of the Wekiva Trail has evolved into a critical component of the regional project.

### SR 50

SR 50 has been a major priority of the MPO since the agency's inception. Construction from Grand Highway in Clermont to Florida's Turnpike (SR 91) in Orange County is underway. The Plaza Collina Development of Regional Impact (DRI) completed construction of a mile-long segment of SR 50, fronting their development, in FY 2008/09. Construction of the segment of SR 50 from Grand Highway at US 27 to Hancock Road in Clermont is funded for FY 2010/11. The funding for construction of the SR 50/US 27 interchange is the MPO's top priority, programmed for FY 2011/12.

### CR 466

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

### CR 466A

The CR 466A corridor connects US 301, in Wildwood, to US 441/27, in Fruitland Park, with an ultimate connection to I-75, via SR 44, west of Wildwood. This regionally-significant corridor is currently being designed in Lake County, from the Sumter County line to US 441/27, as a four-lane roadway. The Villages has completed construction to four lanes within Sumter County, from Buena Vista Boulevard to Lake County, and is obligated to widen from CR 139 to Buena Vista Boulevard, which is the next segment to be constructed. The Lake~Sumter MPO worked with the City of Wildwood and Sumter County in FY 2007/08 - 2008/09 to study the feasibility of widening the remaining portion in Wildwood, from US 301 to Powell Road.

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

A corridor connecting four Strategic Intermodal System facilities (SR 44, I-75, CSX S-Line and Florida's Turnpike) as well as US 301 and US 27, the corridor has been studied for widening to four lanes and has been targeted by both counties and Wildwood and Leesburg as an economic development corridor. Lake County has designed a portion from the Sumter County Line to just east of US 27. Wildwood and Sumter County executed in 2010 a DRI Proportionate Share Agreement that obligates the Landstone DRI to building a portion of C-

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

470 from CR 501 to the western ramps of Florida's Turnpike. The corridor will be the subject of TRIP grant requests from both counties.

### Hartwood-Marsh Road and Hooks Street

The recipient of a County Incentive Grant Program (CIGP) grant in 2006/07, Hartwood-Marsh Road is no longer the priority for state grant funding in light of the need and opportunity to complete Hooks Street. Once open from US 27 to Hancock Road, Hooks Street serves as a parallel reliever and as a maintenance-of-traffic option while SR 50 is under construction through 2012. Meanwhile, the MPO and Lake County are reassessing the Hartwood-Marsh Road widening and are focusing on only the segment from US 27 to South Hancock Road.

### Minneola Interchange and Network

The City of Minneola, with financial assistance from Lake County, completed a PD&E study for the Minneola Collector in 2009 consisting of an improved four-lane Citrus Grove Road and North Hancock Road, from US 27 to CR Old 50. This study also identified potential connections to a new Florida Turnpike interchange at the Hills of Minneola DRI. Lake County studied potential alternative realignments of CR 561, north of the Florida Turnpike in 2008/09. The interchange concept and new South Lake network could improve connectivity and mobility in the region while also changing commuter patterns by placing attractors such as jobs and shopping in Lake County. The LSMPO is coordinating among various local governments and landowners to create a public-private partnership for funding the project.

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

### Public Transportation Coordination

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

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

### 2020 Transit Development Plan

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

The MPO will manage the development of an annual update which is used in developing the FDOT's five-year Work Program, the Transportation Improvement Program, and FDOT's Program and Resource Plan. The TDP process required a great deal of public participation and the MPO followed the adopted Public Participation Plan that has been approved by the Federal Transit Administration and the Federal Highway Administration.

The cost of the plan was \$140,000. The MPO used a portion of Lake County's 5307 Federal Transit Administration dollars as well as MPO 5303 PL funds in the 2007-08 and 2008-09 budget.

### South Lake Trail, Phase III

The FDOT took 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. The construction phase of the Clermont to South Lake High School in Groveland section is funded in FY 2012/13. The project segments will begin from approximately the western city limits of Clermont through Groveland, later portions will include Mascotte to the Van Fleet Trail in Sumter County, completing the Lake~Sumter portion of the Central Florida Loop.

### Leesburg to Sumter County Trail and Gardenia Trail

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

## **PRIORITIES FOR FYs 2010/11-2011/12**

### Completion of MPO Formation and Staffing Process - by August 31, 2010

As stated in a previous section, Governor Jeb Bush designated Lake~Sumter MPO on December 9, 2003. The MPO has now, as of the FY 2011/12, hired an executive director, MPO project manager, two transportation planners, geographic information systems (GIS) manager, executive staff assistant and administrative office associate. The Governing Board authorized in 2011 the creation of a part-time transportation planning associate position as the budget allows; the position has not been filled as of July 1, 2011. The MPO for five years has been fully operational in an independent office location in Leesburg, Florida. This portion addresses the additional Lake~Sumter MPO needs as follows:

1. Re-apportionment of the MPO Governing Board to increase to two Sumter County voting members and one Wildwood voting member that would rotate with the other Sumter County municipalities, as they grow and become more involved with the MPO. The Reapportionment/Redesignation Plan was approved by the Governing Board February 2010 and transmitted to FDOT and the Governor's Office April 2010 for review and approval. This priority was achieved as of October 2010 when Gov.

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

Charlie Crist approved the MPO Redesignation Plan.

2. New technologies, including computers and software for existing staff members. Workstations are almost up-to-date and major strides will be made this year to achieve 21<sup>st</sup> century technologies, including advances toward GIS. Upgrades continue throughout FY 2011/12.
3. Expansion of Transportation Library for MPO.
4. Establishment of operational partnerships with Lake County and other MPO members. The MPO is in the process during 2011 of evolving the Transportation Management System to include traffic count management, crash data management and congestion management.
5. Refinement of By-Laws to more effectively address needs of membership. The bylaws were amended December 2010 to add the two additional votes, Sumter County and an at-large rotating municipal voting seat.
6. Regional partnerships will be enhanced among Lake, Sumter and Marion counties, as well as Orange, Seminole and Osceola counties, Polk County and Volusia County.
7. Fixed-route transit has quickly become a major priority of the MPO and is a linkage among the governmental jurisdictions. South Lake communities continue to work toward a commencement of fixed-route transit services.
8. With a BPAC under the MPO's umbrella, bicycle and pedestrian needs are now at the forefront of the MPO's purview.
9. The MPO through its independent role as transportation resource and research outlet will take the lead in helping the local municipalities and incorporated areas to plan for the desired character and feel of their community.

### 2035 Transportation Plan – by December 15, 2010

*Transportation 2035* was adopted by the MPO December 8, 2010. The consciously-constrained cost-feasible plan is multi-modal and is based on a focus on investments into centers and along corridors in order to help preserve countryside and conservation lands.

### Transit and Para-Transit Planning

The Transit Operations Plan (TOP) is adopted for Lake County, resulting in fixed route transit, the LakeXpress, along the US 441 corridor. A Transit Development Plan for Lake County, the 2020 TDP, was adopted August 2008 and has been updated annually with the next update planned for August 2011. Linkages are established in The Villages/Lady Lake Urbanized Area and in Mount Dora as part of the Leesburg-Eustis Urbanized Area. In addition, Lake~Sumter MPO staff and the Lake County CTC worked with LYNX to extend Link 55 to north of Four Corners along US 27 and to provide express, direct bus service from Clermont to downtown Orlando. A Sumter County TDP is planned for development in FY 2011/12.

### 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 Governing Board will develop and adopt the annual Lake~Sumter MPO TIP. The TIP will be based upon the adopted priorities established each year by Sept. 1 and by the funding priorities of partnering agencies such as FDOT and the two counties, as well as private development funds.

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### List of Priority Projects

An annual process is established by the MPO to prioritize unfunded transportation needs. Typically by August of each year (by June in 2011), the MPO adopts the List of Priority Projects via a series of tables based on various funding sources ranked in terms of funding priority. The MPO has adopted a criteria matrix to provide data to support the process. The MPO also basis prioritization on production versus planning and on matching funds from local sources or private sources.

### Implementation of ETDM

The Lake~Sumter MPO will continue to work with FDOT in 2009/10-2010/11 to prioritize and screen projects as they come to the forefront in the funding process. Three projects have been identified as likely to be cost feasible in *Transportation 2035* and ETDM evaluations were started in February 2010. Accordingly, planning screens were initiated for the Orange Blossom Express Rail Project and Rolling Acres Road/US 27 Reliever projects by MPO staff. A planning screen for the third project, US 301 in Sumter County, is in development. A programming screen was initiated by FDOT District 5 staff for SR 50 Realignment in Groveland. MPO staff is assisting FDOT with the Sociocultural Effects comments and summary during the ETAT reviews for these projects.

If other projects are identified as cost feasible in *Transportation 2035*, the MPO will initiate ETDM planning screens and provide comments and a summary of the Sociocultural Effects for these projects as well as any other assistance requested from FDOT.

### 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, led to the development of a refined land use scenario that is the basis for *Transportation 2035*. The new land use scenario focuses new densities and intensities toward centers and corridors and away from countryside and conservation lands. The approach will require extensive coordination with local government comprehensive plans in order to be effectively implemented. The MPOs of Central Florida, through the Central Florida MPO Alliance, will utilize the products of the visioning process as a guide to long-range planning efforts.

### Air Quality

As of May 2011, the MPO had not yet received formal notification of Lake County's air quality status. Meanwhile, the US Department of Environmental Protection had undertaken a review of air quality monitor readings that could lead to a change in standards that would result in Lake County becoming a non-attainment county in terms of air quality. This specifically pertains to ground level ozone. Currently average at 70 parts-per-billion, the new EPA ruling could place the standard between 60 and 70 ppb, thus triggering new air quality

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

requirements for the Lake~Sumter MPO. The MPO will closely monitor this unfolding scenario and will be prepared to address federal air quality requirements should the standards be adjusted resulting in non-attainment status for Lake County.

### Sustainable Community Planning

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

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

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

### **PUBLIC INVOLVEMENT PLAN FOR THE 2010/12 UPWP**

Substantial changes or amendments to the UPWP will be done after the public has been notified of an intent to modify the plan, and only after the public has had 20 days to review and comment on the proposed substantial changes.

The LSMPO public participation plan provided the public with many opportunities to comment on 2010-2012 UPWP including but not limited to the following:

- 20-day comment period on the draft 2010/12 UPWP
- Public Meetings on specific transportation projects including the UPWP
- LSMPO Website: [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com). Draft UPWP document available for viewing and/or download
- MPO Governing Board and Committee meetings (TAC, CAC, BPAC, TDCB), Public Hearing held at the April 2010 MPO Governing Board Meeting
- MPO Mailing List – list includes, civic associations, clubs, municipal governments, newspapers, concerned citizens and all attendees to any of the transportation related public meetings held in the LSMPO planning area

### **AGENCY REVIEW COMMENTS**

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### **WORK PROGRAM**

The Lake~Sumter MPO fiscal year 2010/11-2011/12 UPWP, covering the fiscal year from July 1, 2010, to June 30, 2012, was developed by MPO staff, in cooperation with the FDOT and members of the MPO's TAC, CAC, and BPAC, and most importantly, the MPO Governing Board.

This section of the UPWP documents each specific transportation planning task to be undertaken during fiscal years, 2010/11-2011/12 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.

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### ***1.0 Administration***

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

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

### Task 1.0 Administration

**Responsible Agency:** MPO

**Total Task Cost:** \$ 180,848

Funding Source	FY 2010/11	FY 2011/12	2 Year Total
<b>FHWA PL Funds - Federal</b>	\$72,000	\$97,870	\$169,870
*2007/08 Carryover	\$6,144		\$6,144
**2008/09 De-ob	\$4,834		\$4,834
<b>Total Funds</b>	\$82,978	\$97,870	\$180,848

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

#### Objective:

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

#### Previous Works:

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

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

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

Enhanced the MPO's partnership with Sumter County in FYs 2005/06-2007/08, in both the MPO Area as well as MPO Planning Area encompassing the entire county. Coordinated MPO efforts with the City of Wildwood (Sumter County). Given this

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

increased coordination, and in anticipation of the City of Wildwood becoming part of the updated Lady Lake/Villages Urbanized Area following the 2010 Census, the MPO approved in February 2010 a Reapportionment/Redesignation Plan to include all of Sumter County within the MPO Area and to include an additional Sumter County Board of County Commissioner vote for a total of two Sumter County voting members and to add a rotating At-Large Representative vote rotating among the five Sumter County municipalities of Bushnell, Center Hill, Coleman, Webster and Wildwood.

### Methodology:

#### STAFF SUPPORT

- 1.0.1 Provide staff support and administration to the MPO and its committees by developing meeting schedules, providing technical assistance, compiling and producing agendas, providing minutes of meetings, conducting research, and completing directives of the board. (*Ongoing throughout fiscal year*)
- 1.0.2 Monitor, evaluate and amend the FY 2010/11-2011/12 Unified Planning Work Program as needed. MPO Committees will participate in the approval process for the UPWP. (Adoption April 28, 2010; monitoring ongoing)
- 1.0.3 Continue coordination with and/or participation in the Metropolitan Planning Organization Advisory Council (MPOAC), Central Florida MPO Alliance (CFMPOA), the West Orange-South Lake Transportation and Economic development Task Force, myRegion.org, the Central Florida Smart Growth Alliance, and other regional transportation planning organizations. (Meetings are monthly, quarterly, or on an as-needed basis, with special events throughout year)
- 1.0.4 Monitor legislative actions on the Federal, State, and local level that affect the transportation system and transportation planning activities in the Lake~Sumter MPO Planning Area. (Milestones occur throughout the year for each level of government)
- 1.0.5 Research and propose, for MPO Governing Board adoption when appropriate, updates to the rules and/or procedures for the day to day operation of an MPO (i.e. personnel, budgeting, audits, by-laws, etc.). (Ongoing throughout fiscal year)
- 1.0.6 Purchase additional office equipment, as needed, following guidelines set forth in the FDOT MPO Program Management Handbook. (Ongoing throughout fiscal year)
- 1.0.7 Conduct or participate in other planning or coordination activities, as directed by the MPO Governing Board or committees. (Meetings occur typically nine times per year)

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

- 1.0.8 Complete progress reports and invoices in timely and accurate fashion through effective management of MPO staff and resources. (Monthly and quarterly)
- 1.0.9 Develop all essential documentation for upcoming MPO Annual State Certification. (Process begins January of each year and will conclude by May)
- 1.0.10 Continue to refine policies and by-laws for the MPO and its committees. The intent is to improve procedures and policies for the MPO Governing Board, the MPO Technical Advisory Committee (TAC), the MPO Citizens' Advisory Committee (CAC), and the MPO Bicycle & Pedestrian Advisory Committee (BPAC) in an interest of better fulfilling the requirements of the Federal Highway Act of 1962, Federal Highway Act of 1974, and Section 339.175 of the Florida Statutes. (On-going throughout the fiscal year)
- 1.0.11 Develop a three-year business plan component in FY 2010/11 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. *(April 2011)*
- 1.0.12 Adoption and implementation of approved Reapportionment/Redesignation Plan by FDOT and Governor's Office to formally add all of Sumter County to the MPO Area, with two additional voting positions on the MPO Governing Board including one for the Sumter County Board of County Commissioners and one At-Large Representative vote rotating annually among the five Sumter County municipalities.
- 1.0.13 Monitor potential changes to EPA air quality standards regarding ground-level ozone in Lake County and develop strategies to comply with new federal standards should Lake County be designated as a non-attainment area.
- 1.0.14 Perform outreach with private-sector or quasi-public advocacy groups in order to build consensus on transportation initiatives, groups including but not limited to chambers of commerce and economic development entities, environmental groups, tourism development groups, health and wellness groups, running, cycling and trail groups, etc.

### AUDIT

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

### TRAINING

Provide training and continuing education opportunities to staff members in various technical areas through conferences, workshops, and professional development opportunities that may include travel throughout Florida and, in some cases, national travel. Utilize annual training opportunities for MPO Governing Board members through the MPOAC and the University of South Florida Center for Urban Transportation Research (CUTR). *(Ongoing throughout fiscal year)*

### **End Product:**

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

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

Results from this task will include (by June 30, 2012):

- Implementation FY 2010/11-2011/12 Unified Planning Work Program (UPWP)
- Updated Interlocal Agreement pertaining to the approved MPO Reapportionment/Redesignation Plan
- Refined MPO By-Laws
- Legislative Priorities
- Enhanced two-county regional coordination
- Community consensus on transportation

**LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

**Task 1.1 State Assistance**

**Responsible Agency:** FDOT

**Total Task Cost:** \$ 213,891

<b>Funding Source</b>	<b>FY 2010/11</b>	<b>FY 2011/12</b>	<b>2 Year Total</b>
<b>FDOT Soft Match*</b>	\$105,864	\$107,927	<b>\$213,891</b>
<b>Total Funds</b>	<b>\$105,864</b>	<b>\$107,927</b>	<b>\$213,891</b>

**Objective:**

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

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

**Previous Works:**

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

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

**Methodology:**

*1.1.1\* \* Please refer to the document entitled, "FDOT District Five General Planning Activities & Specific Tasks, FY 2010/11 & 2011/12 UPWP (March, 2010)," 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. \* \**

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### **End Product:**

Results of this task will include:

- Proper and timely response to management and technical problems and requests.
- State match to assist in the timely and successful completion of FTA-sponsored activities.
- A refined Central Florida Regional Planning Model. (Updated on an as-needed basis)
- An updated Florida Traffic Information CD. (Anticipated release July 2010 and July 2011)

## ***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 crash data provided by State of Florida, collection and maintenance of the socio-economic data and collection and maintenance utilized in the MPO's Geographic Information Systems (GIS) data-base.

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

### Task 2.0                      Data Collection

**Responsible Agency:**        **MPO**

**Total Task Cost:**            **\$102,424**

Funding Source	FY 2010/11	FY 2011/12	2 Year Total
<b>FHWA PL Funds - Federal</b>	\$48,000	\$48,935	<b>\$96,935</b>
<b>*2007/08 Carryover</b>	\$3,072		<b>\$3,072</b>
<b>**2008/09 De-ob</b>	\$2,417		<b>\$2,417</b>
<b>Total Funds</b>	<b>\$53,489</b>	<b>\$48,935</b>	<b>\$102,424</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

**Objective:**

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

**Previous Works:**

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.

Constructed and enhanced the Transportation Management System as a database to manage Florida’s Transportation Concurrency mandated for local governments. The database for Lake County is a checkbook system that tracks Average Daily Traffic Counts (AADTs) plus approved trips that are either vested or reserved through an encumbrance process. Meanwhile Sumter County and Wildwood have systems managed by the MPO that are based on projected growth rates.

The MPO has worked with FDOT District 5 and neighboring MPOs in the update of the district-wide Central Florida Regional Planning Model, Version 4 (CFRPM-IV). Work has commenced on the update to Version 5, including the development of 2005 and 2035 (with 5-year increments) socioeconomic data.

Complete forecasted (2035) socioeconomic data set for Lake and Sumter Counties for use in transportation modeling, specifically the Florida Standard Urban Transportation Model System (FSUTMS) program and FDOT’s Central Florida Regional Planning Model (CFRPM). Project interim year data for years 2015, 2020, 2025 and 2030. This data will be used in the 2035 Transportation Plan. (2009 and 2010)

Developed safety program based on data from the Crash Data Management System

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

(WebCDMS) constructed as a two-county database for Lake County and Sumter County. The system includes crash incident locations, crash characteristics and potential countermeasures to correct deficiencies.

### Methodology:

- 2.0.1 Update the Transportation Management System (TMS) databases for Lake County, Sumter County and the City of Wildwood. This task will be performed by MPO staff, with assistance from consulting firms, under contract. *(Annually in the Spring, or on as-needed basis)*
- 2.0.2 Assemble a Transportation Concurrency Annual Report for each county and Wildwood, for distribution to MPO Governing Board, committees and public. *(September 2010 and September 2011)*
- 2.0.3 Collect traffic counts within the planning area from the State. *(Upon completion of each agency's count program; Completion by September 2010 and by September 2011)*
- 2.0.4 Participate in state, county and municipal traffic count collection efforts within Sumter County and Lake County to maintain the Lake County Traffic Count Program, the Sumter County Traffic Count Program and MPO's regional Transportation Management System. *(Annually)*
- 2.0.5 Review traffic count programs to ensure adequate coverage and to eliminate unnecessary or redundant count locations. *(Ongoing throughout fiscal year)*
- 2.0.6 Work with Lake and Sumter counties, as well as local law enforcement agencies, to further enhance a regional system of collection and compilation of crash statistics to identify high hazard intersections and other roadway safety issues. The Crash Data Management System (WebCDMS) is a custom tool suite that helps address engineering and safety issues through the analysis of crash data. WebCDMS tools are adapted to target safety concerns through the 4E approach (engineering, enforcement, education and emergency management), as well as integrating the State of Florida's Strategic Highway Safety Plan Emphasis Areas. *(July 2010 and Ongoing)*
- 2.0.7 Develop system to map high hazard intersections and roadway segments. *(December 2010 and annually)*
- 2.0.8 Continue participation on the Lake County Community Traffic Safety Team (CTST) and assist Sumter County in the development of a CTST. *(Ongoing throughout fiscal year)*
- 2.0.9 Work with the local governments in Lake and Sumter Counties to collect the required data for maintenance of the Transportation Management Systems (TMSs) (see Task 4) which will provide the basis for a Congestion Management Process

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

(CMP). The TMS 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. *(Ongoing throughout fiscal year)*

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

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

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

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

### **End Product:**

Results of this task will include:

- Current Transportation Management Systems (TMSs) for Lake County and Sumter County and the City of Wildwood.
- A two county traffic count database collected and maintained by the MPO that supports the needs of the regional Transportation Management System, Lake County, Sumter County and each municipality within the MPO planning area.
- A Transportation Concurrency Annual Report for Lake County, Sumter County and the City of Wildwood. (September 2010 and September 2011)
- Crash Statistic Database for Lake and Sumter Counties. (July 2010)
- A map of high-hazard intersections and roadways. (October 2010)
- A comprehensive GIS 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)
- Reports developed from databases, as required, to monitor changes in system activity.
- A GIS pavement management system where all relevant data is stored; a prioritized maintenance and rehabilitation needs list for the County's use when allocating its resources to projects.

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

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

**LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

**Task 3.0 Long Range Planning**

**Responsible Agency: MPO, Local Governments**

**Total Task Cost: \$170,272**

<b>Funding Source</b>	<b>FY 2010/11</b>	<b>FY 2011/12</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$71,999	\$48,935	<b>\$120,934</b>
<b>FTA 5303</b>	\$19,201	\$15,878	<b>\$35,079</b>
<b>FTA Funds/State Match</b>	\$2,400	\$1,985	<b>\$4,385</b>
<b>Local/In Kind</b>	\$2,400	\$1,985	<b>\$4,385</b>
<b>*2007/08 Carryover</b>	\$3,072		<b>\$3,072</b>
<b>**2008/09 De-ob</b>	\$2,417		<b>\$2,417</b>
<b>Total Funds</b>	<b>\$101,489</b>	<b>\$68,783</b>	<b>\$170,272</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

<b>Expense Allocation</b>			
<b>MPO</b>	\$21,489	\$68,783	\$86,772
<b>Consultants</b>	\$80,000	\$0	\$80,000
<b>Total Expenses</b>	<b>\$101,489</b>	<b>\$68,783</b>	<b>\$170,272</b>

**Objective:**

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

**Previous Works:**

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

The 2025 LRTP was updated to comply with those SAFETEA-LU requirements FHWA requested for Fiscal Year 2006/07.

The following Developments of Regional Impact (DRIs), in addition to several sub-DRI-level developments, were previously reviewed and will be followed during FYs 2009/10 -2010/11 (Status in Parentheses):

- Hills of Minneola (Approved)
- IMG Development (Ongoing)
- Landstone Communities (Approved)

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

- Lost Lake Reserve (Final Phase)
- Plantation at Leesburg (Completed)
- Plaza Collina (Approved)
- Renaissance Trails (Rescinded)
- Secret Promise (Ongoing)
- Southern Oaks (Ongoing)
- The Villages (Annual Monitoring and Third Substantial Deviation)
- Wildwood Springs (Approved)

Staff reviewed the local comprehensive plans for Sumter County and Lake County and its fourteen (14) municipalities determining whether consistency exists between these plans and the MPO's 2025 LRTP. Reports for each local government were created, describing any inconsistencies, if they existed, for future attention and amendments. This task was done by MPO staff, with assistance from consulting firms, under contract. *(June 2008)*

Projects from the cost feasible element of the 2025 LRTP were incorporated into the ETDM process. An ETDM Planning Screen was completed for SR 19. The analysis looked at five alternatives in central Lake County to determine fatal flaws and dominant issues that would come to light should any of the subject corridors be the focus of a Project Development and Environment (PD&E) Study. The alternatives are listed below:

Alternative 1: SR19 at US27, to North SR19 at CR561.

Alternative 2: CR48 at US27, to East Cross Proposed New Bridge, to North SR19 at CR561.

Alternative 3: CR48 at US27, to East Cross Existing Bridge, to North SR19 at CR561.

Alternative 4: CR561 at US27, to North CR561 at SR19.

Alternative 5: Future Minneola Turnpike Interchange at SR91 (Florida Turnpike), to North at CR561A, to West at CR561A at CR561, to North CR561 at SR19. *(Ongoing throughout fiscal year)*

Staff hosted the first 2035 Long Range Transportation Plan update workshop in January 2009 to introduce the LUCIS and FLUAM datasets to stakeholders.

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

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

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

### Methodology:

#### LONG RANGE TRANSPORTATION PLAN

- 3.0.1 Staff will continue work toward adoption of the 2035 Long Range Transportation Plan update, now known as *Transportation 2035*. Accomplished in FYs 2008-10 was the development of new base year 2005 and projected 2035 socioeconomic data (with 5-year incremental data sets) for Lake and Sumter counties. During Fiscal Year 2008/09, the MPO developed a scope of services for *Transportation 2035* and retained a consulting firm to assist staff with the development of the plan. All *Transportation 2035* tasks shall be compliant with SAFETEA-LU requirements and standards. The Plan, which must be adopted by December 15, 2010, will have a regional component consisting of regional growth planning, regional data development, and regional need identification across a two-county and multi-city area. (*ongoing though December 2010*)
- 3.0.2 In fiscal year 2010/11, MPO staff will conduct a series of workshops to introduce the public to land use and development pattern alternatives needed to implement the community vision developed during the How Shall We Grow and Our Community Our Future Efforts and to achieve consensus on needed transportation improvements. (*ongoing through FY 2010/11* )
- 3.0.3 MPO staff will continue the development of *Transportation 2035* throughout 2010 to its adoption deadline of December 15, 2010. This will include incorporating the community vision previously developed; modeling project alternatives; developing a draft and final Needs and Cost Feasible Plans; and developing Goals, Objectives, and Implementation Strategies for the plan; hold public workshops and meetings for public input at various plan update milestones; and present interim and final draft plans to the MPO Governing Board and its advisory committees. (*ongoing through December 15, 2010*)
- 3.0.4 The MPO will continue to participate in FDOT's Efficient Transportation Decision Making (ETDM) process by uploading project information into the ETDM database. This includes participation in planning and programming level screening analyses and coordination with District 5 Environmental Technical Advisory Team (ETAT). (*ongoing through FY 2010/11*)
- 3.0.5 Staff will continue its coordination with FDOT to develop the update of the regional traffic model, version 5 (CFRPM-V) (*ongoing to plan adoption*)
- 3.0.6 Following adoption of *Transportation 2035*, staff will implement various aspects of the plan and work to tie the plan's projects and policies into the various local government comprehensive plans.

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

### BICYCLE PEDESTRIAN FACILITY PLANNING

- 3.0.7 Staff and provide administration for the BPAC. *(Ongoing throughout fiscal year)*
- 3.0.8 Assist Lake County in implementation of the 2008 Trails Master Plan. *(On-going throughout fiscal year)*
- 3.0.9 Continue to promote and improve the conditions for walking and bicycling through planning, education, enforcement and encouragement programs. *(Ongoing throughout fiscal year)*
- 3.0.10 Identify and prioritize needed improvements and coordinate with local governments. *(Ongoing throughout fiscal year)*
- 3.0.11 Coordinate planning efforts on the update to the Lake & Sumter County Bicycle & Pedestrian Master Plan. *(December 2010, to be accomplished as part of the 2035 Transportation Plan)*
- 3.0.12 Identify, rank, measure, and evaluate the local roadway network to produce a Bicycle Suitability Map for the Lake & Sumter County area. Update Annually *(December 2010-updated annually )*
- 3.0.13 Create and update an Annual Pedestrian & Bicycle Crash Data Report for Lake and Sumter Counties. *(December 2010-annually)*
- 3.0.14 Plan and implement a Roadway Design Guide tasked with creating a more appropriate balance among all modes of transportation. Increasing the perceived level of safety of roadway users and functionality of roadways. Providing guidelines and standards that are sensitive to the economics, aesthetics, safety and environmental impacts of roadways. *(December 2011)*
- 3.0.15 Develop and manage the Safe Access to School Transportation Study focusing on school transportation for all schools in Lake and Sumter counties, this will be a three year project. *(Phase 1 July 2011, Phase 2 June 2012)*

### RAIL

- 3.0.16 Conduct preliminary two-county analysis of existing rail facilities and determine degree of priority to conduct Freight, Goods and Cargo Movement Study. *(June 2011)*

### ON-GOING ACTIVITIES

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

- 3.0.18 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. *(December 2010 and annually)*
- 3.0.19 Review proposed Developments of Regional Impact (DRIs) to determine impacts on local transportation system; roadway capacity, public transportation services, access, etc. More thorough reviews will be provided for local governments on a fee-basis, as requested. DRI review is done by MPO staff, with assistance from consulting firms, under contract. *(Ongoing throughout fiscal year)*
- 3.0.20 Develop GIS applications for transportation-related uses. *(Ongoing throughout the fiscal year)*
- 3.0.21 Provide technical assistance regarding safety and security planning issues as necessary. *(Ongoing throughout fiscal year)*
- 3.0.22 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:

- Updated 2035 Transportation Plan. (December 2010)
- Continued monitoring of growth patterns within MPO Area.
- Incorporation of ETDM process into planning process and conduct planning screens for projects found to be cost feasible in *Transportation 2035*.
- Provision of review resources to local governments through either courtesy reviews or through a fee-based system for major reviews.
- Lake & Sumter County Bicycle-Pedestrian Master Plan. Completed as part of the *Transportation 2035* (December 2010)
- Safe Access to School Transportation Study (Phase 1 July 2011, Phase 2 June 2012)
- Preliminary two-County rail analysis. (June 2010)
- Overview of state and local transportation revenues and expenditures for transportation projects. (December 2010 and annually)
- GIS applications for transportation-related uses.
- Annually Crash Data Analysis Report (December 2010, annually)



## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### **End Product:**

Results of the task will include:

- A continually updated Central Florida Regional Planning Model. 2035 socioeconomic data completed in 2009/10 will be analyzed and refined for the adoption of the 2035 Transportation Plan.
- Modeling efforts will be utilized to monitor and evaluate proposed developments and changing conditions to the two-county network.

**LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

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

**Responsible Agency:** MPO, FDOT

**Total Task Cost:** \$51,210

Funding Source	FY 2010/11	FY 2011/12	2 Year Total
<b>FHWA PL Funds - Federal</b>	\$23,999	\$24,467	<b>\$48,466</b>
<b>*2007/08 Carryover</b>	\$1,535		<b>\$1,535</b>
<b>**2008/09 De-ob</b>	\$1,209		<b>\$1,209</b>
<b>Total Funds</b>	<b>\$26,743</b>	<b>\$24,467</b>	<b>\$51,210</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 for explanation of Funding Sources

**Objective:**

Coordination between FDOT, District 5, and the Lake~Sumter MPO, in the development of the Efficient Transportation Decision Making (ETDM) and Socio-cultural Effects (SCE) processes, and implementation of these processes with a systematic approach throughout the District.

**Previous Works:**

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

The largest ETDM effort was a massive planning screen of three central Lake County corridors: SR 19, CR 561 and CR 48 to determine as a precursor to the development of the 2035 Transportation Plan the most definitive needs within the network and any fatal flaws to capacity project. The effort was innovative in its inclusion of enhanced public involvement efforts for this pre-PD&E study effort.

**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.

## ***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 2010/11-2011/12 UPWP**

**Task 4.0 Short Range Planning**

**Responsible Agency:** MPO, Local Governments

**Total Task Cost:** \$136,671

<b>Funding Source</b>	<b>FY 2010/11</b>	<b>FY 2011/12</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$48,000	\$48,935	<b>\$96,935</b>
<b>FTA 5303</b>	\$11,521	\$15,878	<b>\$27,399</b>
<b>FTA Funds – State Match</b>	\$1,439	\$1,985	<b>\$3,424</b>
<b>Local/In Kind</b>	\$1,439	\$1,985	<b>\$3,424</b>
<b>*2007/08 Carryover</b>	\$3,072		<b>\$3,072</b>
<b>**2008/09 De-ob</b>	\$2,417		<b>\$2,417</b>
<b>Total Funds</b>	<b>\$67,888</b>	<b>\$68,783</b>	<b>\$136,671</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

**Objective:**

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

**Previous Works:**

The MPO completed and adopted its Transportation Improvement Program, FY 2009/10- FY 2013/14. The Lake County Board of County Commissioners developed a list of priorities through 2013, with which the MPO was involved as a staff resource. MPO staff assisted its member governments with Enhancement project prioritization.

The MPO led the development of a Lake County Transportation Management System (TMS). The MPO also facilitated the drafting and signing of an interlocal agreement that makes both Lake and Sumter counties, all 14 Lake County municipalities and Wildwood parties to the Master TMS. *(December 2007)*

MPO staff managed the Morse Boulevard at San Marino Drive Traffic Signal Warrant Study, determining that a traffic signal is warranted at the subject intersection. This was a partnership between Sumter County and the MPO, performed using a consulting firm, under contract. *(March 2008)*

MPO staff managed the Downtown Eustis Traffic and Pedestrian Circulation Study, focusing on short-term and long-term improvements to create a safer environment for pedestrians, while maintaining mobility on an important north-south corridor. This was a partnership between the City of Eustis, FDOT and the MPO, performed using a consulting firm, under contract. *(June 2008)*

MPO staff worked with the MPO Governing Board and the advisory committees to develop and finalize the 2008/09-2012/13 Transportation Improvement Program (TIP), satisfying SAFETEA-LU requirements. *(July 2008)*

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

MPO staff worked with the MPO Governing Board and the advisory committees to develop Year 2014 unfunded project priority list for inclusion into future TIPs. *(August 2008)*

The MPO worked with the City of Tavares to explore the potential for implementing a Transportation Concurrency Exception Area (TCEA) for the downtown area. This task was by MPO staff, with assistance from consulting firms, under contract. *(August 2009)*

The Lake~Sumter MPO managed a Project Development and Environment (PD&E) Feasibility Study for CR 466A, in Wildwood, to determine whether four-laning the corridor is feasible and should move forward as a County and MPO priority. The MPO utilized a consulting firm, under contract, to perform the study. *(March 2009)*

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

### **Methodology:**

#### TRANSPORTATION IMPROVEMENT PLAN (TIP) DEVELOPMENT

- 4.0.1 Refine the 2010/11-2014/15 Transportation Improvement Program (TIP) based on FDOT Work Program changes, satisfying SAFETEA-LU requirements. *(2010)*
- 4.0.2 Amend the TIP as necessary *(ongoing throughout fiscal years)*
- 4.0.3 Initiate development of the 2011/12-2015/16 TIP. *(April 2011)*
- 4.0.4 Develop Year 2015 unfunded List of Project Priorities. *(August 2010)*
- 4.0.5 Develop Year 2016 unfunded List of Priority Projects. *August 2011)*
- 4.0.6 Review local government comprehensive plans for consistency with new MPO TIP. *(Ongoing throughout fiscal year)*

#### TRANSPORTATION MANAGEMENT SYSTEM (TMS)

- 4.0.7 The MPO will act as the transportation concurrency data clearinghouse for Lake County and its 14 municipalities, Sumter County and its five municipalities. *(Ongoing throughout the year)*
- 4.0.8 The MPO will work with Sumter County and the City of Wildwood on the concept of transitioning their existing concurrency management systems that currently uses growth rates to capture approved, but not yet built projects to a checkbook system that tracks approved but not yet built projects. *(December 2010)*

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

- 4.0.9 After Florida SB 360 was adopted into law, five cities within the Lake~Sumter MPO planning area were designated as Dense Urban Land Areas (DULA). These cities are Tavares, Mount Dora, Eustis, Clermont, and Lady Lake. This designation means each city automatically became a Transportation Concurrency Exception Area (TCEA). As such, each is required to update their respective comprehensive plans to include language for implementation of a TCEA. Each city must complete the comprehensive plan amendment and transmit to the Department of Community Affairs for approval. The MPO will assist each City draft guidelines and policies which specify programs and policies to address transportation and mobility needs within the TCEA. The MPO will assist each City draft goals, objectives and policies for the policies and procedures associated with the TCEAs, including the provision of potential performance standards and mitigation strategies to help offset impact from increased development in these areas.

### CONGESTION MANAGEMENT PROCESS (CMP)

- 4.0.10 Using the Lake County TMS 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. *(2011)* Begin to develop a CMP for Sumter County, using their TMS as a basis. *(2011)*

### MONITOR TRANSPORTATION SYSTEM IMPACTS

- 4.0.11 Monitor and review traffic operation needs through collection and analysis of peak hour traffic data (for CTST Safety Study). *(Ongoing throughout fiscal year)*
- 4.0.12 Conduct and review site impact analysis for new development projects. *(Ongoing throughout fiscal year)*
- 4.0.13 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)*
- 4.0.14 Coordinate MPO actions with local government comprehensive plan development efforts to encourage alternative modes of transportation. *(Ongoing throughout fiscal year)*
- 4.0.15 Ensure local governments are notified of significant changes in transportation projects. *(Ongoing throughout fiscal year)*

### ENHANCEMENT PROGRAM

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

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

### ON-GOING ACTIVITIES

- 4.0.18 Review and monitor/update federal functional classification data for area roadways based on Census 2010 information. *(FY 2011.12)*

### MANAGEMENT AND OPERATIONS STRATEGIES

- 4.0.19 Incorporate potential ITS strategies into review of highway/transit projects. *(2011)*
- 4.0.20 Work with the local governments to begin practices to better use management and operations strategies to address congestion issues. *(June 2011)*
- 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 2011)*

### PLANNING STUDIES

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

### SUSTAINABLE COMMUNITIES

- 4.0.23 The Lake~Sumter MPO will examine strategies to better link transportation planning with efforts to improve access to housing and efforts to improve environmental quality; the MPO will explore opportunities through programs like the federal initiative toward Sustainable Communities. *(2011/12).*

### SAFETY

- 4.0.24 Outreach to local governments to enable more effective utilization of the MPO's web-based Crash Data Management System *(2011).*

### ECONOMIC DEVELOPMENT

- 4.0.25 Commence Freight, Goods and Cargo Movement Study *2011/12).*

### **End Product:**

Results of this task will include:

- Newly developed FY 2010/11-2014/15 and FY 2011/12- 2015/16 Transportation Improvement Programs by June 2011 and June 2012.
- 2015 and 2016 Lists of Project Priorities, broken into SIS, TRIP, Other Arterial, Transit and Bicycle/Pedestrian categories by August 2010 and August 2011.
- New SAFETEA-LU Enhancement Program applications.
- Identification of necessary short term improvements to the local transportation system.

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

- The integration of ITS strategies in *Transportation 2035*.
- Use of transportation planning consultants to assist with planning tasks.

## ***5.0 Public Transportation***

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

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

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

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

### Task 5.0                      Public Transportation

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

**Total Task Cost:**            **\$281,296**

Funding Source	FY 2010/11	FY 2011/12	2 Year Total
<b>FHWA PL Funds - Federal</b>	\$71,999	\$73,402	<b>\$145,401</b>
<b>FTA 5303</b>	\$15,362	\$19,849	<b>\$35,211</b>
<b>FTA Funds – State Match</b>	\$1,923	\$2,481	<b>\$4,404</b>
<b>Local/In Kind</b>	\$1,923	\$2,481	<b>\$4,404</b>
<b>CTD Funds/Grant</b>	\$41,713	\$41,930	<b>\$83,643</b>
<b>*2007/08 Carryover</b>	\$4,608		<b>\$4,608</b>
<b>**2008/09 De-ob</b>	\$3,625		<b>\$3,625</b>
<b>Total Funds</b>	<b>\$141,153</b>	<b>\$140,143</b>	<b>\$281,296</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

#### **Objective:**

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

#### **Previous Works:**

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

#### **Methodology:**

##### CTCs

- 5.0.1 Provide technical assistance and staff support to the Lake County and Sumter County CTCs. *(Ongoing throughout fiscal year)*
- 5.0.2 Assist CTCs in completing necessary grant applications for Section 5307, 5310, 5311, 5316, 5317 and FDOT Transit Block Grants. *(Ongoing throughout fiscal year)*

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

- 5.0.3 Conduct quarterly reviews of routes and schedules to determine effectiveness. The required quarterly monitoring and review of the fixed route service is accomplished by the LakeXpress Taskforce (elected representatives, County and Municipal staff representatives). *(Quarterly and Ongoing)*
- 5.0.4 Assist Lake County in monitoring and evaluation of the fixed-route transit services. *(Ongoing)*
- 5.0.5 Facilitate regional transit planning among neighboring CTCs, and transit providers including Sumter, Marion, Polk, and Volusia Counties and LYNX. *(Ongoing throughout fiscal year)*
- 5.0.6 Study the implementation potential for community circulators as described in the 2020 TDP in the South Lake, Villages/Lady Lake and the Golden Triangle areas and their potential linkages to other regional transit providers. *(ongoing)*
- 5.0.7 While no longer required by FDOT the MPO will monitor as needed data for Transit Quality Level of Service (TQLOS) for transit services as the fixed-route system is brought fully on-line *(September 2010 and annually as part of the TDP required updates)*
- 5.0.8 Update the 2020 Transit Development Plan (TDP) for Lake County, minor update annually, major update every five years, incorporating a 10-year planning horizon. *(adopted August 27, 2008, updated annually)*
- 5.0.9 Manage and develop the Sumter County Transit Development Plan (TDP), incorporating a ten-year planning horizon. This task will be accomplished utilizing FTA 5307 Funds allocated for the Lady Lake/Villages urbanized area. *(December 2011 begin process, plan adoption September 2012)*
- 5.0.10 Assist Lake County staff and municipalities in implementation of the bus shelter installation program *(ongoing)*.

### TRANSPORTATION DISADVANTAGED

- 5.0.11 Provide staff support and administration to TDCB. *(Ongoing throughout fiscal year)*
- 5.0.12 Conduct grant administration, including maintenance of quarterly operational reports and financial statements. *(Ongoing throughout fiscal year)*
- 5.0.13 Continue to facilitate coordination between the TDCB and the CTC. *(Ongoing throughout fiscal year)*
- 5.0.14 Review CTC's annual report. *(September 2010 and annually)*

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

- 5.0.15 Perform annual evaluation of the CTC. *(June 2011 and annually)*
- 5.0.16 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)*
- 5.0.17 Continue to work with TDCB in its role for the annual updates of the TDP and TDSP. *(Ongoing throughout fiscal year)*
- 5.0.18 Update the TDSP. *(July 2010 and annually)*

### TRANSIT QUALITY LEVEL OF SERVICE ASSESSMENT

- 5.0.19 In preparation for the 2035 Transportation Plan update, begin the development of a framework for assessing transit service using the procedures in the most current edition of the Transit Capacity and Quality of Service Manual *(July 2010 and annually)*

### TRANSPORTATION IMPROVEMENT PROGRAM

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

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

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

transportation-funding resources available through these federal programs would be provided in this Plan. The MPO's TDSPs currently serves as the Locally Coordinated Human-Services Transportation Plan until development of a new Locally Coordinated Human Services Transportation Plan for the MPO Planning area. *(June 2012)*

### RAIL TRANSIT PLANNING

5.0.22 Partner with FDOT and METROPLAN ORLANDO to secure funding for and to support the development of an Alternatives Analysis for the Orange Blossom Express Passenger Rail Project. *(2010-11)*

#### **End Product:**

Results of this task will include:

- An effective and efficient coordinated public transportation system.
- Completion of CTC review by annually by June of each year.
- Update 2020 Transit Development Plan (TDP) annually for Lake County.
- Transit Development Plan (TDP) for Sumter County.
- Updated TDSP by July 2010 and July 2011.
- 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. *(Ongoing)*
- An active Transportation Disadvantaged Coordinating Boards (TDCB). *(Ongoing)*
- A TIP that includes transit projects and adheres to the public involvement process *(July 2010)*.
- An accurate and completed FY 2010 – 2011 FTA Section 5310 and 5311 Grant Applications. *(Ongoing)*
- Updated assessment of the transit quality of service completed as part of the annual TDP update, this assessment is no longer required by FDOT.
- Study the development and feasibility of partnerships and corridors within the MPO Planning Area appropriate for service development grant applications *(On-going throughout fiscal year)*.
- Alternatives Analysis for the Orange Blossom Express Passenger Rail Project managed by FDOT *(Study to begin in FY 2011/2012 after required funding match commitment is received from local partners)*.

**6.0 *Public Involvement***

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

**LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

**Task 6.0 Public Involvement**

**Responsible Agency: MPO**

**Total Task Cost: \$197,483**

<b>Funding Source</b>	<b>FY 2010/11</b>	<b>FY 2011/12</b>	<b>2 Year Total</b>
<b>FHWA PL Funds - Federal</b>	\$71,999	\$73,402	<b>\$145,401</b>
<b>FTA 5303</b>	\$19,201	\$15,878	<b>\$35,079</b>
<b>FTA Funds – State Match</b>	\$2,400	\$1,985	<b>\$4,385</b>
<b>Local/In Kind</b>	\$2,400	\$1,985	<b>\$4,385</b>
<b>*2007/08 Carryover</b>	\$4,608		<b>\$4,608</b>
<b>**2008/09 De-ob</b>	\$3,625		<b>\$3,625</b>
<b>Total Funds</b>	<b>\$104,233</b>	<b>\$93,250</b>	<b>\$197,483</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

**Objective:**

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

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

As part of the planning process, federal law requires organizations like the MPO to provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment.

**Previous Works:**

Continue to monitor and improve the Website: [www.LakeSumterMPO.com](http://www.LakeSumterMPO.com) and all printed materials describing agency. Ongoing informational campaign to educate public on purposes of the MPO. Adopted Public Involvement Plan (PIP) as part of *Transportation 2035*.

**Methodology:**

- 6.0.1 Develop and disseminate public information, as necessary to inform the public of transportation planning activities. Conduct presentations on transportation-related topics to civic and governmental groups as requested. *(Ongoing throughout fiscal year)*

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

- 6.0.2 Provide a clearinghouse for transportation-related activities for all levels of government and public involved in improving the local transportation system. *(Ongoing throughout fiscal year)*
- 6.0.3 Expand existing Website to include more graphics and more enhanced detail of MPO projects and priorities. *(Ongoing throughout fiscal year)*
- 6.0.4 Continue to monitor and track all public information requests. *(Ongoing throughout fiscal year)*
- 6.0.5 Develop and publish an annual report on MPO activities. *(October 2010 and annually)*
- 6.0.6 Monitor and update Public Involvement Plan (PIP) and conduct meetings and workshops as part of 2035 LRTP process. *(December 2010)*
- 6.0.7 Utilize electronic media and social media (MPO Web page and the Internet) to promote the MPO's role and improve public awareness of the MPO. *(Ongoing throughout fiscal year)*
- 6.0.8 Distribute meeting notices to the media and route monthly press release. *(Ongoing)*
- 6.0.9 Develop and annually maintain an Interactive Transportation Improvement Program that can be accessed by the general public via the MPO's website, LakeSumterMPO.com. *(Annually with ongoing updates as necessary)*
- 6.0.10 The Citizens' Advisory Committee ensures the public has the opportunity to review and evaluate all proposed transportation plans and programs. Composed of representatives appointed from local counties and municipalities, the committee members provide input and recommendations to the MPO Governing Board on behalf of the communities they represent. *(Ongoing)*
- 6.0.11 MPO staff maintains and continuously updates a master database of all contacts, both business and public. The database includes committee membership, mailing information, phone and fax numbers, and e-mail addresses. *(Ongoing)*
- 6.0.12 Utilize innovative approaches to media including video, web-publishing and link-sharing to achieve greater exposure of MPO transportation items to the general public.

### **End Product:**

Results of this task will include:

- An annually reviewed and updated PIP. *(October 2010 and annually)*

## **LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

- A measurable public involvement process that maximizes outreach to member communities and ensures maximum amount of participation and input from the general public through the adopted PIP. *(Ongoing throughout fiscal year)*
- An updated MPO Calendar of Events for 2010/11 and 2011/12 and timely publication of the Horizons MPO newsletters. *(Ongoing Quarterly)*
- Active outreach to local communities through presentations and workshops.
- Timely printing and distribution of MPO/committee meeting notices, agendas, and meeting minutes. *(Ongoing)*
- An enhanced user-friendly website and social media presence. *(Ongoing)*
- Master Database

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

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

**LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP**

**Task 7.0 Special Projects: Regional Planning**

**Responsible Agency: MPO**

**Total Task Cost: \$131,708**

<b>Funding Source</b>	<b>FY 2010/11</b>	<b>FY 2011/12</b>	<b>2 Year Total</b>
<b>FHWA PL Funds – Federal</b>	\$48,000	\$48,935	<b>\$96,935</b>
<b>FTA 5303</b>	\$11,521	\$11,909	<b>\$23,430</b>
<b>FTA Funds – State Match</b>	\$1,439	\$1,488	<b>\$2,927</b>
<b>Local/In Kind</b>	\$1,439	\$1,488	<b>\$2,927</b>
<b>*2007/08 Carryover</b>	\$3,072		<b>\$3,072</b>
<b>**2008/09 De-ob</b>	\$2,417		<b>\$2,417</b>
<b>Total Funds</b>	<b>\$67,888</b>	<b>\$63,820</b>	<b>\$131,708</b>

\* \*\* See Table II Proposed Funding Sources and Anticipated Costs for FY 2010/11 (1st Year) for explanation of Funding Sources

**Objective:**

To strive towards Regional Transportation Planning Coordination and Project Coordination

**Previous Works:**

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

**Methodology:**

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

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

*fiscal year)*

- 7.0.5 Work with METROPLAN ORLANDO and Ocala/Marion County TPO on the joint planning agreement connecting planning areas. *(Ongoing throughout fiscal year)*
- 7.0.6 Provide financial assistance to staff support for quarterly meetings of the Central Florida MPO Alliance. *(Ongoing throughout fiscal year)*
- 7.0.7 Assist other CFMPOA staff directors with the development of a list of issues critical to Central Florida. *(Ongoing throughout fiscal year)*
- 7.0.8 Participate in regional transportation activities with *MyRegion.org* on the New Regional Agenda for the seven counties in the area. *(Ongoing throughout fiscal year)*
- 7.0.9 Participate in regional visioning initiatives within the region. *(Ongoing)*
- 7.0.10 Strengthen partnerships with Sumter County through Reapportionment/Redesignation of the MPO Area to include all of Sumter County. *(2010)*
- 7.0.11 Continue coordination with LYNX, VoTran, SunTran, and the Sumter and Polk transit systems in order to strengthen regional transit planning. *(Ongoing throughout fiscal year)*
- 7.0.12 Provide guidance and expertise on the variables and characteristics that contribute toward enhancing the experience of people using various transportation modes, and embracing the concept of moving people not just cars. *(Ongoing)*
- 7.0.13 Provide planning staff support to the Florida Black Bear Scenic Byway, Scenic Sumter Heritage Byway and the Green Mountain Scenic Byway. *(Ongoing)*
- 7.0.14 Support the development of the Florida Black Bear Scenic Byway "Corridor MasterPlan". *(October 2011)*
- 7.0.15 Support and develop the State Scenic Highway Program in Lake and Sumter Counties. *(Ongoing)*
- 7.0.16 Research and support of alternative funding options. *(Ongoing)*
- 7.0.17 Work in partnership with Florida Central Railroad, FDOT, METROPLAN ORLANDO, Orange County and other regional partners on rail initiatives involving the FCRR Corridor including upgrades to the freight rail infrastructure. *(Ongoing)*
- 7.0.18 Conduct a Regional Freight, Goods and Cargo Movement Study that addresses the deficiencies in the Lake~Sumter MPO planning area freight network (truck,

## LAKE~SUMTER MPO FY 2010/11-2011/12 UPWP

rail, air, and intermodal connections) and develop ways to accommodate and capitalize on future freight movements including investment needs in order to create and sustain jobs and economic development for existing and future industrial and employment centers. (June 2012)

- 7.0.19 Partner with the Florida Department of Transportation and the East Central Florida Regional Planning Council for the purpose of conducting a detailed corridor analysis on SR 50 from US 27 to the Turnpike ramps. The analysis will investigate transportation and land use alternatives that could be used to implement the community's desires established through regional visioning initiatives that include *Our Community-Our Future*, and *MyRegion.org*. (June 2012)
- 7.0.20 Engage quasi-public and private-sector groups that can assist in building community consensus on transportation, growth and economic development issues; with groups such as the West Orange-South Lake Transportation and Economic Development Task Force, the Chamber Alliance of Lake County and various chambers of commerce in the two-county area.

### End Product:

Results of this task will include:

- A process for coordinating regional transportation planning efforts that results in funded regional transportation projects and minimizes any duplication of planning activities.
- Further development of a Regional Transit Circulator Study encompassing the transit and para-transit integration of services in Lake County and Sumter County and its connectivity with LYNX and the Marion County system.
- Implementation of a two-county regional transportation plan that is coordinated with neighboring counties and MPOs. (2011/12)
- Florida Black Bear Scenic Byway Corridor Master Plan. (October 2011)
- Regional Rail Initiative that could result in upgraded and continuously-welded track along the Florida Central Railroad Corridor in Lake County and Orange County. (completion 2012-13).
- Regional Freight Study that the MPO will use to better integrate freight and goods movement into the regional transportation planning process. Freight policies, strategies, and projects specific to Lake~Sumter MPO region identified in the study will be incorporated into the next update of the Long Range Transportation Plan and Transportation Improvement Program. (June 2012)
- Strategies for incorporation into *Transportation 2035* which address anticipated travel demand along the SR 50 Corridor while implementing the community's vision for growth. (June 2012)

**TABLE I: PROPOSED PARTICIPATING AGENCIES & ANTICIPATED ELEMENT COSTS FOR FY 2010/11 (1st Year)**

Task	DESCRIPTION	MPO			FDOT	CONSULTANT	TOTAL
		07/08-08/09	Est. 09/10	PL,5303,TD			
		Carryover					
1.0	Administration	\$10,978	\$0	\$72,000			\$82,978
1.1	State Assistance				105,864		\$105,864
2.0	Data Collection	\$5,489	\$0	\$48,000			\$53,489
3.0	Long-Range Planning	\$5,489	\$0	\$16,000		\$80,000	\$101,489
3.1	Transportation Modeling	\$2,744	\$0	\$23,999			\$26,743
3.2	Efficient Transportation Decision Making (ETDM)	\$2,744	\$0	\$23,999			\$26,743
4.0	Short-Range Planning	\$5,489	\$0	\$62,399			\$67,888
5.0	Public Transportation Planning	\$8,233	\$0	\$132,920			\$141,153
6.0	Public Involvement	\$8,233	\$0	\$96,000			\$104,233
7.0	Special Projects: Regional Planning	\$5,489	\$0	\$62,399			\$67,888
				537,716			
	<b>TOTAL</b>	<b>\$54,888</b>	<b>\$0</b>	<b>\$537,716</b>	<b>\$105,864</b>	<b>\$80,000</b>	<b>\$778,468</b>

Per Resolution 2010-04 the Lake-Sumter MPO Governing Board Approved the De-obligation of \$24,170 (PL Funds 2008/09). Table reflects the \$ amount per task.

**TABLE II: PROPOSED FUNDING SOURCES AND ANTICIPATED COSTS FOR FY 2010/11(1st Year) Amended June 23, 2010**

Task Element	Description	PL FUNDS			FTA FUNDS			CTD FUNDS	GRAND TOTAL		
		2007/08 Carryover	2008/09 De-ob	2009/10 Estimated Carryover	Federal	State Soft Match*	Section 5303	State Match		Local/ In Kind	Lake & Sumter
1.0	Administration	\$6,144	\$4,834	\$0	\$72,000					\$82,978	
1.1	State Assistance					105,864				\$105,864	
2.0	Data Collection	\$3,072	\$2,417	\$0	\$48,000					\$53,489	
3.0	Long-Range Planning	\$3,072	\$2,417	\$0	\$71,999		\$19,201	\$2,400	\$2,400	\$101,489	
3.1	Transportation Modeling	\$1,535	\$1,209	\$0	\$23,999					\$26,743	
3.2	ETDM	\$1,535	\$1,209	\$0	\$23,999					\$26,743	
4.0	Short-Range Planning	\$3,072	\$2,417	\$0	\$48,000		\$11,521	\$1,439	\$1,439	\$67,888	
5.0	Public Transportation Planning	\$4,608	\$3,625	\$0	\$71,999		\$15,362	\$1,923	\$1,923	\$41,713	\$141,153
6.0	Public Involvement	\$4,608	\$3,625	\$0	\$71,999		\$19,201	\$2,400	\$2,400		\$104,233
7.0	Special Projects: Regional Planning	\$3,072	\$2,417	\$0	\$48,000		\$11,521	\$1,439	\$1,439		\$67,888
	<b>TOTAL</b>	<b>\$30,718*</b>	<b>24,170**</b>	<b>\$0</b>	<b>\$479,995</b>	<b>\$105,864</b>	<b>\$76,806</b>	<b>\$9,601</b>	<b>\$9,601</b>	<b>\$41,713</b>	<b>\$778,468</b>

**TABLE III: PROPOSED PARTICIP. AGENCIES & ANTICIPATED ELEMENT COSTS FOR FY 2011/12 (2nd Year)**

Task	Description	MPO	FDOT	Consultant	Total
1.0	Administration	\$97,870			\$97,870
1.1	State Assistance		\$107,927		\$107,927
2.0	Data Collection	\$48,935			\$48,935
3.0	Long-Range Planning	\$68,783			\$68,783
3.1	Transportation Modeling	\$24,467			\$24,467
3.2	Efficient Transportation Decision Making (ETDM)	\$24,467			\$24,467
4.0	Short-Range Planning	\$68,783			\$68,783
5.0	Public Transportation Planning	\$140,143			\$140,143
6.0	Public Involvement	\$93,250			\$93,250
7.0	Special Projects: Regional Planning	\$63,820			\$63,820
<b>TOTAL</b>		<b>\$630,518</b>	<b>\$107,927</b>		<b>\$738,445</b>

**TABLE IV: PROPOSED FUNDING SOURCES AND ANTICIPATED COSTS FOR FY 2011/12 (2nd Year)**

Task Element	Description	PL FUNDS		FTA Funds			CTD Funds	Grand Total
		Federal	State Soft Match*	Section 5303	State Match	Local/ In Kind	Lake & Sumter	
1.0	Administration	\$97,870						\$97,870
1.1	State Assistance		107,927					\$107,927
2.0	Data Collection	\$48,935						\$48,935
3.0	Long-Range Planning	\$48,935		\$15,878	\$1,985	\$1,985		\$68,783
3.1	Transportation Modeling	\$24,467						\$24,467
3.2	ETDM	\$24,467						\$24,467
4.0	Short-Range Planning	\$48,935		\$15,878	\$1,985	\$1,985		\$68,783
5.0	Public Transportation Planning	\$73,402		\$19,849	\$2,481	\$2,481	\$41,930	\$140,143
6.0	Public Involvement	\$73,402		\$15,878	\$1,985	\$1,985		\$93,250
7.0	Special Projects: Regional Planning	\$48,935		\$11,909	\$1,488	\$1,488		\$63,820
<b>TOTAL</b>		<b>\$489,348</b>	<b>\$107,927</b>	<b>\$79,392</b>	<b>\$9,924</b>	<b>\$9,924</b>	<b>\$41,930</b>	<b>\$738,445</b>

**TABLE V: PROPOSED PARTICIPATING AGENCIES & ANTICIPATED ELEMENT COSTS FOR FY 2009/10 (Prior Year)**

Task	DESCRIPTION	MPO		FDOT	CONSULTANT	TOTAL
		Carryover				
1.0	Administration	\$4,834	\$94,427			\$110,571
1.1	State Assistance	\$0		\$104,132		\$104,132
2.0	Data Collection	\$2,417	\$47,214			\$55,286
3.0	Long-Range Planning	\$2,417	\$70,633			\$78,705
3.1	Transportation Modeling	\$1,209	\$23,607			\$27,642
3.2	Efficient Transportation Decision Making (ETDM)	\$1,209	\$23,607			\$27,642
4.0	Short-Range Planning	\$2,417	\$61,265			\$69,337
5.0	Public Transportation Planning	\$3,625	\$131,293			\$143,401
6.0	Public Involvement	\$3,625	\$94,240			\$106,348
7.0	Special Projects: Regional Planning	\$2,417	\$61,265			\$69,337
<b>TOTAL</b>		<b>\$24,170</b>	<b>\$607,551</b>	<b>\$104,132</b>	<b>\$0</b>	<b>\$735,853</b>

Per Resolution 2010-04 the Lake~Sumter MPO Governing Board Approved the De-obligation of \$24,170 (PL Funds 2008/09). Table reflects the \$ amount per task.

**TABLE VI: PROPOSED FUNDING SOURCES AND ANTICIPATED COSTS FOR FY 2009/10 (Prior Year)**

Task Element	Description	PL FUNDS			FTA FUNDS			CTD FUNDS Lake & Sumter	GRAND TOTAL
		2008/09 De-Ob	Federal	State Soft Match	Section 5303	State Match	Local/ In Kind		
1.0	Administration	\$4,834	\$94,427		\$0	\$0	\$0		\$99,261
1.1	State Assistance		\$0	104,132	\$0	\$0	\$0		\$104,132
2.0	Data Collection	\$2,417	\$47,214		\$0	\$0	\$0		\$49,631
3.0	Long-Range Planning	\$2,417	\$47,214		\$18,735	\$2,342	\$2,342		\$73,050
3.1	Transportation Modeling	\$1,209	\$23,607		\$0	\$0	\$0		\$24,816
3.2	ETDM	\$1,209	\$23,607		\$0	\$0	\$0		\$24,816
4.0	Short-Range Planning	\$2,417	\$47,214		\$11,241	\$1,405	\$1,405		\$63,682
5.0	Public Transportation Planning	\$3,625	\$70,821		\$14,988	\$1,874	\$1,874	\$41,736	\$131,293
6.0	Public Involvement	\$3,625	\$70,821		\$18,735	\$2,342	\$2,342		\$97,865
7.0	Special Projects: Regional Planning	\$2,417	\$47,214		\$11,241	\$1,405	\$1,405		\$63,682
<b>TOTAL</b>		<b>\$24,170*</b>	<b>\$472,139</b>	<b>\$104,132</b>	<b>\$74,940</b>	<b>\$9,368</b>	<b>\$9,368</b>	<b>\$41,736</b>	<b>\$735,853</b>

\* based on current interpretation from FDOT Central Office, these funds may not be available until FY 11/12 therefore MPO is de-obligating to receive the funds during the FY 2010/11

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

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

**FINAL CERTIFICATION SUMMARY**  
**May 25, 2011**

Appendix A

## JOINT CERTIFICATION STATEMENT ON THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

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

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

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on February 04, 2011.

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 MPO be certified.

  
Lake-Sumter MPO Chairman (or Designee)

May 25, 2011  
Date

\_\_\_\_\_  
District Secretary (or Designee)

\_\_\_\_\_  
Date

## **2010 MODIFIED JOINT CERTIFICATION REVIEW**

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

**Attendees:** Pam Richmond (LSMPO), Mike Woods (LSMPO) Francis Franco (LSMPO), Susan Sadighi (FDOT), Mary Schoelzel (FDOT), and Vickie Wyche (FDOT)

The Lake-Sumter Metropolitan Planning Organization (MPO) has the responsibility for ensuring that the major transportation issues in their planning areas are addressed and that the requirements in state and federal law governing the metropolitan transportation planning process are met. Certification reviews are the tool used to determine whether the MPOs are fulfilling this responsibility. They are conducted on an annual basis by the Florida Department of Transportation (FDOT) and on a new implemented four (4) year cycle by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for MPOs in TMA areas. The only exception is “conditional certification” issued for a MPO by FHWA. The Lake-Sumter Metropolitan Planning Organization is not in a TMA area and therefore does not have a Federal Highway Administration Certification done every 4-years, but they are still required to have the State Standard Certification Review Annually.

The 2011 State Modified Joint Certification Review process for the Lake-Sumter MPO started with meetings between FDOT District Five Staff and the Lake-Sumter MPO Staff held on February 04, 2011. The discussions were organized around a set of questions developed by FDOT Staff to review all of the transportation planning processes and requirements mandated by Federal and State Law. Issues were identified and discussed concerning the MPO Priority List changing and Low Bid Funding becoming available. The Lake-Sumter MPO staff provided responses to the questions. The findings, summary of noteworthy achievements, and recommendations presented in this Modified Joint Certification Review are drawn from the responses to the questions. They also reflect the emerging importance of regionalism, the increasing emphasis being placed on development of interconnected multi-modal transportation systems, and the need to improve linkages between transportation planning and land use planning. FDOT District Five Staff will present the results of the 2011 Modified Joint Certification Review to the Lake-Sumter MPO Board, The Technical Advisory Committee and The Citizens Advisory Committees.

## **FINDINGS**

### **General**

The Lake-Sumter MPO continues to work with the Florida Department of Transportation, Local Governmental Agencies, Regional Planning Agencies, and other Transportation Agencies to support the initiatives needed for Transportation in Lake-Sumter Counties. The MPO Staff have worked very hard in the past year to plan and prioritize projects of importance in their MPO boundary area. This year they have been great partners in working with the Department and Local Governmental Agencies to select and prioritize projects for the low bid funding for the American Reinvestment and Recovery Act (ARRA) of 2009, also known as the Stimulus Package. They continue to move forward with working on a regional level and planning and developing regional projects. The MPO has successfully completed and submitted their annual Transportation Improvement Program (TIP), their Unified Planning Work Program (UPWP) which is done every two years, their Long Range Transportation Plan which is done every five years, and their annual Prioritized List of Projects. They continue to have a positive relationship with other Local Governmental Agencies, Regional Planning Agencies and other transportation and land use agencies. The MPO Staff continues to support their MPO Board Members, Technical Advisory Committee Members, and Citizen's Advisory Committee Members with updated information and training to help them better understand their roles and the importance of their participation. The Department appreciates the support that the MPO and Local Agencies provide to move projects forward to complete the transportation needs in Lake-Sumter Counties.

### **Summary of Noteworthy Achievements**

The MPO Council and Commission supported and approved the redesignation of the MPO area to include all of Sumter County. This redesignation will position the MPO positively for functions with partnering agencies such as FDOT, Department of Community Affairs, Federal Highway Administration and Federal Transit Administration.

In December 2010 the Lake-Sumter MPO entered into an Inter-Local Agreement with Sumter County to manage Sumter County Pavement Management Program, the MPO Staff will manage one MPO General Planning Consultant. They will be creating a Data Base to be utilized by Sumter County that detail conditions of the county roadways.

The Lake-Sumter MPO worked very cooperatively this past year with the Local Governmental Agencies and the Department to come up with projects to take advantage of the low bid funding from the American Reinvestment and Recovery Act (ARRA), also known as Stimulus Package. This was not an easy task due to the criteria's for projects being eligible for the Stimulus Package.

The Lake-Sumter MPO has continued to keep the Technical Advisory Committee, the Citizen's Advisory Committee and the MPO Board Members informed of the status of their transportation initiatives and the initiatives of the Department.

The Lake-Sumter MPO is to be commended for their approach into making the 2035 Long Range Transportation Plan (LRTP) process more user friendly for members and the general public. The MPO Staff is looking beyond the traditional approach of using traffic models to produce their LRTP. They are recognizing the relationship between transportation and land-use to be a more effective way to producing a plan or vision for Lake-Sumter MPO communities. The MPO continues to work with their members and the communities to better understand their visions and needs. The MPO continues to work with the "How Shall We Grow" initiatives.

The Department appreciates the support and the cooperation that the Lake-Sumter MPO gave in participating in the Department's 2060 Florida Transportation Plan. This plan will create a shared vision for the future of transportation in Florida and the goals, objectives, and strategies to achieve this vision. The website for this plan is located at <http://www.lakesumtermpo.com/>.

The Lake-Sumter MPO continues to be great partners with the Department in supporting the re-Think Your Commute Program. In July 2010 the Department launched a commuter assistance program website, [www.reThinkYourCommute.com](http://www.reThinkYourCommute.com), to assist commuters with their transportation decisions. The Lake-Sumter MPO is to be recognized for advertising this program on their website.

### **Accountability**

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

### **Planning Fund Carryover Balances**

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

### **Public Involvement**

The Lake-Sumter MPO continues to improve their public outreach and information efforts by upgrading their current website to make it more user-friendly. This website address is: <http://www.lakesumtermpo.com/>. This website provides the public with the Federal and State required documents needed for public participation. The Lake-Sumter

MPO updated their last Public Involvement Plan in August 2010. This document outlines the process and the tools that are utilized in order to achieve the objectives of incorporating regional and community priorities to solicit opinions, encourage participation and utilizes the information to better help the public to understand their role and responsibilities and to have a positive effect in transportation decision making.

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

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

### **Public Transportation**

The Lake-Sumter MPO continues to have a good working relationship with their Public Transportation partners on a daily basis. Lake-Sumter partnership with LYNX is alleviating South Lake commute. Link 204 between Clermont's Park & Ride Facility on US 27 to downtown Orlando is the most successful express bus route in Central Florida. Five LYNX buses make the commute trip each morning and afternoon with capacity crowds on board. This year, the parking lot had to be doubled to accommodate demand.

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

With the startup of the LakeXpress fixed-route transit service in 2007, Lake County has been working on the identification of appropriate locations for the implementation of bus stops throughout the service area. This process is on-going and Lake County would like to ensure that the implementation has been and will continue resulting in the placement of bus stops and supporting infrastructure that meet all layout, design, and accessibility requirements of the American with Disabilities Act (ADA). Currently, Lake County Public Transportation Division staff indicates that 174 bus stops have been implemented (including 27 sites chosen for shelter installations).

The MPO assisted Lake County with the development and annual updates of their Transit Development Plan, this document serves to enhance coordination between State, Regional and Local Government as they identify Public Transportation needs. The MPO will also be assisting Sumter County to develop their first Transit Development Plan next year.

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

The Lake-Sumter MPO has worked with the Department to support the efforts in the development of the ETDM Process. As priorities change the MPO will coordinate with the Department and the Department with the MPO on sending projects through for ETDM review.

### **RECOMMENDATIONS/ACTIONS**

1. The Lake-Sumter MPO should make sure that any requests that are made concerning any projects are to come to the Department in written form by e-mail or letter. This is so that there is a paper trail of any and all changes made to a project. This is a FDOT Policy. All project requests should come to the FDOT MPO Liaison directly.
2. The Lake-Sumter MPO should make sure that they work with their FDOT MPO Liaison concerning any issues or requests. All inquires and request should come to the FDOT MPO Liaison directly, and if others need to be informed it will be the responsibility of the FDOT MPO Liaison to assure that they get the information.
3. The Lake-Sumter MPO staff needs to ensure that their FY 2010/2011 and FY 2011/2012 UPWP production plan and schedule is fully achieved.
4. In the coming year, the Department will be coordinating with each MPO/TPO to identify a process to integrate local funding opportunities that result from transportation concurrency and Developments of Regional Impact (DRIs) in their project identification and prioritization efforts. In District Five there are a significant number of active DRIs and smaller developments in various stages of regional and local approval.

# **FINAL CERTIFICATION SUMMARY**

## **April 28, 2010**

# 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/TPO 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. seg.,
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).

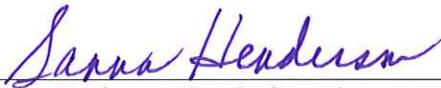
The attached material summarizes activities consistent with the federal transportation planning requirements. The contents of this Joint Certification Statement have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on March 1, 2010. Based on a 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 Transportation Planning Organization be certified.



District Secretary (or designee)



Date



MPO Chairman (or designee)



Date

## FDOT District 5 Planning and Lake-Sumter MPO

### Joint Summary Report on 2009 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. It should also be noted that the L-SMPO has been designated to conduct the long-range transportation planning activities for all unincorporated portions of Sumter by that Board of County Commissioners. L-SMPO 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 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 District Planning/PT Office, and the MPO.

This 2009 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 MPO Handbook guidance for a "Modified" certification process. The District Liaison also reviewed prior Certification findings, to consider possible follow-up questions from previous years.

The suggested questions were then forwarded to the MPO in early January 2010, and after minor revisions, resent to the MPO Executive Director on January 14, 2010. The MPO responses were provided to District staff in late February 2010, and the official Certification meeting between District Five and the MPO staff was held on Monday, March 1, 2010. Below is the list of attendee's at the Joint Certification meeting:

FDOT Representatives:  
David Marsh, D-5 MPO Liaison  
Diane Poitras, D-5 Public Transportation

MPO Representatives:  
T. J. Fish, MPO Executive Director  
Mike Woods, Transportation Planner  
Pam Richmond, Transportation Planner.

Other Representatives:, David Hope, LakeXpress

The discussions at the Joint Certification meeting were organized around the above mentioned questions along with the MPO's responses. Then based on the March 1st meeting, the two staff's consulted to formulate this final Summary Report document, including slightly refined responses. Once consensus was reached on this document, the Summary Report and related materials along with the "Joint Certification Statements" were distributed for final approval, and execution.

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 staff responses. They clearly reflect a mutually shared mission, and a continuing emphasis on strengthening partnerships.

## **FDOT Findings**

The Lake-Sumter MPO continues to effectively address both surface and public transportation issues in their designated area, as well as excel in promoting regional cooperation with their representative local governments and the surrounding Counties and/or MPO's. They also continue a vital community role in educating about and advancing alternative methods/modes for future transportation projects and systems.

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

1. Their leadership and partnering with Lake and Sumter Counties in growing the ridership of the LakeExpress System and LYNX Express routes, as well as the planning assistance rendered with the Sumter Paratransit system, and plans for the upcoming Sumter TDP.
2. The MPO's active and continuing role in both Counties relative to community visioning and growth management planning processes.
3. This MPO's continuing leadership role and responsiveness to its member local governments in areas such as:
  - A. Partnering with D-5 in the recent Groveland/SR 50 Realignment ETDM Process, as well as upcoming Screenings on important multi-modal initiatives such as the Orange Blossom Express,
  - B. Administration of and conversion of the Lake and Sumter Concurrency Management processes, into more regionally oriented Transportation Management System's.
  - C. Continued involvement/coordination in the development of the new Districtwide model for upcoming LRTP updates:
  - D. Active support and close coordination with the District in both the timely development/enactment of the necessary MPO administrative components, as well as the critical MPO Stimulus/Jobs Creation Priorities and Listings.
4. This MPO continues to serve as a valuable partner and decisive leader in fostering the necessary partnerships, to effectively address this State and region's considerable transportation challenges.

***Special Commendation: FDOT District 5 is appreciative of the L-SMPO's extraordinary efforts over the last few years in serving as the Long Term Transportation Planning Agency for greater Sumter County. We would also like to recognize the substantial additional work, coordination and outreach efforts required, to successfully represent these additional Sumter local governments. Thus, it was felt both appropriate (and timely) to denote a "Special Commendation" in these L-SMPO Certification Findings, for the nearly completed Re-formation and Re-designation efforts to become a two County MPO. By doing so, District 5 is pleased to offer our full endorsement for this L-SMPO request, which will soon be submitted to the Office of the Governor and FDOT Central Office.***

Below are some general FDOT comments on the L-SMPO, as well as some minor issues identified through this certification process which should be addressed.

**Recommendations/Actions:**

1. The Lake-Sumter MPO does an excellent job in their efforts to plan for public transportation in Lake County. However, it has been observed that in some instances, the Lake County Public Transportation Division is not in attendance or responsive re: meetings and/or important matters related to PT funding, programs or other issues. Thus, it is recommended that the MPO work with D-5 PT staff, to improve the communication channels and coordination mechanism's with the Lake County Public Transportation Division.
2. Similarly we would suggest that in next year's Certification process that the Sumter County Transit/Paratransit staff also be included.

The District acknowledges the MPO's comments and/or requests for support and assistance, regarding the following areas:

- A. The further development of a fully integrated District-wide model for the LRTP process, as well as the capability for more Alternative model runs.
- B. Policy provisions/framework for use of Private Funding in Cost Feasibility analysis of the LRTP.
- C. Developing more accurate long-term cost estimates for future transit projects.

We look forward to strengthening our partnership in these, as well as other related endeavors.

## 2010 MPO CERTIFICATION

### Lake-Sumter MPO

The Lake-Sumter MPO and the Florida Department of Transportation (FDOT) District Five are required to annually certify that the MPO is in compliance with the requirements identified in the ten areas identified in the Code of Federal Regulations (CFR), Title 23, Part 450.334(a). The following are the FDOT's questions/discussion areas for the Lake-Sumter MPO:

#### **The metropolitan planning requirements identified in 23 U.S.C. 134 and 491 I.S.C. 5303**

#### **Status of Interlocal Agreements**

##### **Question 1.**

**Please provide the status of various interlocal agreements with the FDOT.**

#### **Q.1. MPO Response - Status of Inter-Local Agreements**

*A. Interlocal Agreement for the Creation of the Metropolitan Planning Organization (FDOT Form 525-010-01) Adopted January 31, 2004.*

*January 28, 2009, the MPO adopted a resolution that was transmitted to the Governor's Office acknowledging the five-year review required by the creation agreement executed in 2004. The resolution stated that no changes were necessary at that time. However, the MPO continued plans to reapportion or redesignate the MPO Area to add the remainder of Sumter County.*

*The MPO has now initiated the process for seeking redesignation to expand the formal MPO Area to add all of Sumter County and to add the five municipalities in Sumter County to the MPO. The new MPO Area will encompass all of Sumter County and Lake County. A Reapportionment Plan was created as required for Redesignation and approved by the MPO Governing Board on October 28, 2009. The Reapportionment Plan changes the voting structure giving the Sumter County Board of County Commissioners an additional vote on the Governing Board, for a total of two votes. It also changes the membership status of the municipalities of Bushnell, Center Hill, Coleman, Webster and Wildwood from non-voting, ex-officio members to formal members with an At-Large Representative with voting privileges that rotates among the five member municipalities in Sumter County each year in alphabetical order. A request for a resolution of support was sent to each local government, including those that are not currently part of the LSMPO. The MPO approved Feb. 24, 2010, the transmittal of the Reapportionment/Redesignation Plan to FDOT and the Governor's Office. Resolutions of support have been approved by all 19 municipalities and the two county commissions. The MPO is awaiting receipt of certified copies of three resolutions but anticipates their arrival by March 19, 2010. All resolutions will be part of the transmittal package which will be sent to the Governor's Office and FDOT on March 26, 2010.*

*B. Transportation Planning Funds Joint Participation Agreement (FDOT Form 525-010-02). Readopted on December 21, 2006.*

*MPO will 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. The Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (FDOT Form 525-010-03) was renewed by the MPO Governing Board on Jan. 28, 2009.*

*MPO will renew before Jan. 28, 2014.*

D. *Public Transportation Joint Participation Agreement (FDOT Form 725-030-06) – Adopted on June 8, 2007*

*MPO will renew before September 30, 2012.*

## **Long Range Transportation Plan (LRTP)**

### **Question 2.**

**Please provide your perspective on the value of regional coordination efforts for the LRTP. This should include various topics and coordination addressed through the LRTP Coordinating Meetings and the MPO Quarterly meetings, as well as the travel demand modeling effort led by the Department.**

**What improvements can the Department make concerning future LRTP coordination with the MPO and local governments? How can the Department help the MPO with its role in long range transportation planning?**

### **Q.2. MPO Response – Transportation Plan**

*Note: The Lake~Sumter MPO refers to its 2035 long range transportation plan as Transportation 2035.*

*The regional approach taken by District 5 toward the Transportation Plans of the five MPOs has been as integrated as feasible. The coordination of the planning efforts of the various D5 MPO/TPOs has been monumental. FDOT has been an effective advocate of tying the transportation planning process to the land use and development decisions of the multitude of counties and local governments. This has resulted in a new era of transportation planning that focuses on multiple modes of transportation.*

*In terms of improvements, regional coordination will improve as Metroplan Orlando's planning horizon (currently 2030) is integrated with the other District 5 MPOs (all 2035). It is suggested to utilize the Central Florida MPO Alliance as a forum to focus elected leadership on the regional transportation planning coordination efforts. It is assumed the next regional effort toward integrated transportation plans will be a 2040 planning horizon. As to the regional travel demand modeling effort, it has been an ambitious undertaking with the ideal focus of a true regional model. Improvement to the efforts would be accomplished through a more proactive initiative of accommodating model alternatives that truly assess innovative options. The limitation on model runs creates a greater sense of urgency to address multiple needs into the two opportunities. The Lake~Sumter MPO would prefer a process that allows the necessary flexibility to model several alternative concepts such as parallel relievers, new interchanges, transit investments and new corridors. The timing of model results has been somewhat problematic due to repeated delays in the production of model results. The original schedule and subsequent iterations of the scheduled have not been adhered due to various regional coordination issues and due to data issues encountered by the consultant. But the delays have not yet been a detriment to this MPO's development of Transportation 2035. The major effect has been on the information the MPO is able to present at its March 24 workshop event. No alternative concepts will be presented, just existing plus committed projects included in the first model run. In conclusion, the*

Lake~Sumter MPO is still open to dialogue concerning an integrated district-wide model that incorporates all the counties of District 5, including those in the MPO Area of Metroplan Orlando.

## **Safety Planning**

### **Question 3.**

**Over the past year (2009), the Intermodal Systems Development (ISD) Unit has been working with the District 5 MPO/TPOs on a methodology to demonstrate compliance with the safety planning mandates of SAFETEA-LU, including the requirement that the MPO/TPO LRTP is to include a safety element in its LRTP (23 CFR 322(h)).**

**Please describe the MPO's plan to incorporate safety into their Transportation Planning process including a schedule for each activity. Your response should include a draft of UPWP tasks to prepare MPO policies, goals and objectives for safety planning to be adopted by the MPO Board and the preparation of a safety element for the LRTP.**

### **Q.3. MPO Response – Safety and Planning**

*July 1, 2009, the Lake~Sumter MPO commenced a new safety program for the two-county region. The program includes the collection of crash data, the assessment of incident types and the indication of potential of countermeasures to address specific circumstance. In the underway 2035 Transportation Plan, the MPO is applying a heavy emphasis on safety and security. A safety element is to be included in the new plan. Between the new safety program and the new plan, the MPO should emerge with a prioritized list of safety projects in need of funding and implementation. The new plan will include policies in line with state and federal requirements to emphasize safety and security. The UPWP currently being drafted for FY 2010/11-2011/12 will include tasks involving the development of enhanced safety policies, with goals and objectives, an assessment of safety needs, an inventory of needed projects and a prioritization of projects. Additionally, the MPO is planning a three-year effort to begin in the first year of the new UPWP that will address multi-modal safe access to schools in both counties.*

### **Question 4.**

**Based upon the change made in SAFETEA-LU, Safety and Security were separated into individual Planning Factors (23 CFR 450.306(a)(2) and (3)). Please describe how the MPO has identified transportation security issues relevant in their planning area?**

**How has the MPO planned to address security for transit, freight and highway facilities? As part of the response please prepare a draft UPWP task to prepare an action plan for transportation security planning.**

### **Q.4. MPO Response – Security & Planning**

*The MPO will outreach to and coordinate with emergency management and law enforcement agencies to determine opportunities and needs to enhance planning and coordination. The MPO is currently working with Lake County on the fixed-route LakeXpress on safety and security issues. Florida Central Railroad is an ex-officio member of the MPO. Recently communications have been enhanced with CSX Transportation. It has not been determined when a freight security analysis by the MPO would be warranted in the MPO Area. However, the MPO is open to guidance on rail freight security. No truck*

*freight analysis has yet been performed by the MPO and guidance would be welcomed on the need for an MPO analysis. The following general security tasks are to be included in the UPWP:*

- The MPO will also overlay evacuation routes with the cost feasible projects under consideration and use this as another criterion for ranking projects.*
- The MPO will inventory bridges within the two-county region, noting age and structural rating. Funding will be pursued to replace and/or repair any bridges deemed to be in need.*
- The MPO will explore Intelligent Transportation Systems (ITS) projects that address safety and security.*
- The MPO will evaluate existing and potential new railroad crossings.*
- The MPO will evaluate bicycle/pedestrian needs, including sidewalks, bike lanes and trails.*
- The MPO will work with the public transportation divisions to ensure that safety and security is addressed through training for the transit staff.*

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

#### **Question 5.**

**How does the MPO anticipate processing new projects through the ETDM Planning Screen in coordination with the 2035 LRTP? For example, it would be helpful if the MPO provides FDOT with an updated prioritized listing of probable projects (candidate projects for the Cost Feasible Plan update which have not gone through a PD&E phase) and the anticipated dates that the projects will go out for ETAT review. If the MPO believes a new project(s) will be the result of the model alternatives, please provide the proposed ETDM schedule for those projects. (Note: ETDM screening is a requirement for projects in the Cost Feasible Long Range Plan.)**

#### **Q.5. MPO Response - ETDM**

*The MPO met with FDOT staff on Aug. 3, 2009, to discuss projects anticipated to be found cost feasible in the update of long range transportation plan. Three projects were subsequently identified: SR 50 Realignment from CR 565/Villa City Road to Beverly Drive; Rolling Acres Road/US 27 Reliever U.S. 27/441 in Lady Lake, north of CR 25 to just south of CR 466 veering west to the Lake/Sumter County Line; and Orange Blossom Express rail project from Umatilla and to Downtown Orlando along the existing Florida Central Railroad tracks. SR 50 Realignment was removed from the list because the PD&E was funded; therefore a programming screen will be implemented by FDOT staff.*

*To date, projects for which ETDM Planning Screens have been created include: Rolling Acres Road/US 27 Reliever and Orange Blossom Express. Descriptions and purpose-and-need statements have been entered for both projects. The review process should be completed June 2010. This time frame coincides well with the plan update schedule and adoption date deadline of Dec. 15, 2010.*

#### **Question 6.**

**Is any additional MPO staff training needed to allow the MPO to be able to meet its responsibilities to perform socio-cultural reviews for projects going through the ETDM Programming Screen? How can the FDOT assist in this area?**

## **Q.6. MPO Response – ETDM Socio-cultural Review**

*MPO staff has been working with FDOT to learn the ETDM screening process. FDOT staff has provided hands on training as well as access to numerous on-line training classes. At this time, the MPO staff is confident that it can conduct the socio-cultural reviews within the 20-day review period agreed upon with FDOT. FDOT has provided excellent support and has stated that staff will be available to assist MPO staff should any problems or questions arise during the review period.*

## **Financial Plan – Private Funds**

### **Question 7.**

**The Financial Plan for the Long Range Transportation Plan (LRTP) is to include financial resources from private sources that are reasonably expected to be available to fund transportation improvements (23 CFR 450.322(f)(10)(ii)). Please describe how you identify funding from private sources.**

## **Q.7. MPO Response – Private Funding and Transportation Plan**

*Funding or construction obligated as part of an approved development order or first and/or current phase of a Development of Regional Impact would be considered eligible as a reasonably anticipated funding source to allow cost-feasibility. There may be facilities that are needed or desired that may not be prioritized for inclusion in the MPO's cost-feasible plan. Member governments that intend to utilize developer involvement to fulfill certain transportation projects can request to include projects as "developer-driven." However, there would be a requirement to stipulate in both the Transportation 2035 and the local government's comprehensive plan. The use of private funds is more pertinent to the TIP process than the long-range planning process.*

### **Question 8.**

**Recognizing the difficulty of projecting private funds generated as a result of development (i.e., mitigation required of new development) as well as the improvements needed to support new development, please describe the established process that the MPO uses to add a new project into the LRTP and Transportation Improvement Program (TIP) when fully or substantially funded by private developers.**

## **Q.8. MPO Response – Private Funding in LRTP and TIP**

*As described in the previous item, committed improvements tied to executed agreements will be accepted as cost-feasible within Transportation 2035. Typically, such agreements or much shorter term and would therefore be more applicable to the TIP. It is reasonable to think that the private commitments could be part of a 10-year congestion management plan. Otherwise, the MPO is examining a category of projects supported by local governments that are to be private-driven. The projects may not make the publicly-funded cost-feasible plan but the projects are supported in the local comp plans as improvements that would be mandated and provided should the development occur.*

### **Question 9.**

**In the event the private funds are not sufficient to fully fund a needed improvement, please describe under what circumstances the MPO will participate in the funding of these projects.**

#### **Q.9. MPO Response – P3s**

*The project would have to be included in the Transportation Plan to be eligible for funding. If the project is in the plan and an opportunity arises to blend public-private funds to accomplish a project established as a priority, the MPO would assist in working with FDOT or local governments to match funds to leverage the project. This may include grant funding should for example the Transportation Regional Incentive Program be revitalized. Some projects may require MPO coordination through the various phases in which a private entity may study, design, provide ROW or construct a portion of a facility but the public agency would need to partner at some point through the phasing. The MPO will be seeking documented coordination on this issue by ensuring that all projects, including P3 projects, are included in applicable local comprehensive plans as a prerequisite for inclusion in Transportation 2035.*

### **Question 10.**

**If the MPO does not have an established process to address the above “Financial Plan – Private Funds” questions, please provide as part of your response, drafts of UPWP tasks to develop the process and to incorporate the process as a regular part of your planning process.**

#### **Q.10. MPO Response – Private Funds Process**

*There is not yet a board-approved process on the “Financial Plan – Private Funds” question. Policy to address the needed process is planned for inclusion in Transportation 2035. A task will be included in the UPWP to create policy addressing private funds in the MPO process. The MPO is requesting assistance from FDOT for a draft policy framework that could be utilized by the MPO.*

### **Financial Plan – Special Earmarks**

#### **Question 11.**

**In the past, special earmarks have been identified in the transportation bill for projects which are not on a LRTP. Has the MPO considered developing a policy to address how this condition will be addressed if it occurs in the future? It may be helpful to develop such a policy prior to any future earmarks being established. The policy could also address the partial funding of an improvement on the LRTP or the funding of an improvement which is not consistent with the MPO’s list of priorities.**

#### **Q.11. MPO Response - Earmarks**

*Earmarks have not yet proven to be a detrimental issue for the MPO. Nonetheless, it is an area of process in need of an MPO policy. The UPWP will include a task to bring forward draft policy for review.*

## **Air Quality and Conformity**

### **Question 12.**

**Given the EPA's recent proposed stricter standards on air quality, how is the MPO prepared to monitor air quality? Is the MPO taking steps to provide public education on this issue?**

### **Q.12. MPO Response – Air Quality**

*The MPO has not yet been determined to be a non-attainment area; however, in anticipation of becoming non-attainment, the MPO is including strategies that deal with air quality issues in Transportation 2035, Public education and monitoring air quality will be part of the strategy. Work conducted for the long range plan will be used as the foundation to meet federal and state requirements for education and monitoring.*

*The MPO has started a dialogue with Federal Highway Administration (FHWA) on this subject. FHWA has offered to make a presentation to MPO Governing Board explaining the process that comes into play after a region is given a non-attainment status. Additionally, FHWA staff will be conducting a training seminar related to air quality and non-attainment status. This training will inform MPO staff of air quality legislation and the MPO's role and responsibilities for monitoring and managing air quality.*

## **Transit**

### **Question 13.**

**As local governments that have been designated Dense Urban Land Areas (defined in 2009's SB 360) develop and implement their mobility plans, the Department expects to see a shift from traditional roadway capacity projects to multimodal corridor projects. This may have a dramatic effect on ROW requirements, the roadway cross section and the sharing of the roadway with transit services.**

**The Financial Plan for the LRTP is to include descriptions of proposed improvements in sufficient detail to develop cost estimates (23 CFR 450.322(f)(6)). How will the MPO describe and scope multimodal projects that are included in LRTP and submitted to the Department on their prioritized project list? Has the MPO developed a process for identifying developing multimodal corridors?**

**If the MPO has not developed a process, please submit a draft of a UPWP task to prepare one.**

### **Q.13. MPO Response – Multimodal Projects**

*The Lake~Sumter Metropolitan Planning Organization MPO, county and municipal governments in our planning area are dedicated to the goals of developing an integrated, balanced multimodal transportation system that improves safety; moves people, goods, and services safely and efficiently throughout the state; and improves our region's livability and economic prosperity. Achieving these goals requires a unified transportation system plan that considers all modes transportation system as a single system.*

*In pursuit of these goals, the MPO has made a substantial commitment to system-wide planning and research. It is through this system-wide planning effort that future transportation needs will be met most effectively and efficiently. The products of this planning effort will be the 2035 long-range transportation plan. As alternative transportation plans are refined, the cost to implement these plans and maintain the*

existing system will be determined by the MPO. The costs and projections of revenue shall be based on historic trends, existing conditions, and the FDOT's "District Five 2030 Revenue Forecast for Metropolitan Areas."

The MPO specific Goals and Objectives developed as part of Transportation 2035 will become the basis for measures by which projects will be identified, evaluated and ranked. This requires the development of Evaluation Criteria, Performance Measures, and Data Sources. The MPO will develop these products as part of the current LRTP process to rank potential projects. Where possible, the criteria will be quantifiable, so potential projects can be objectively evaluated. This, however, will not preclude subjective criteria. The Evaluation Criteria developed will be largely consistent with the criteria developed in How Shall We Grow Initiative. These will be reviewed to help identify and develop additional common evaluation criteria to be used to quantify the performance of the regional system. Also, the Efficient Transportation Decision Making (ETDM) process, shall be incorporated into the evaluation process.

By resolution the MPO has identified two corridors, US 441 and SR 50, as multi-modal transit corridors. This served as a precursor to the development of the new transportation plan. As the plan is complete. In addition, the MPO is currently examining, as part of the development of Transportation 2035, the designation of additional corridors as mass transit corridors, including US 27, US 301 and SR 44. As development of the plan continues, it is anticipated that there may be a focus on funding bus transit or passenger rail projects. Those concepts will receive cost estimates through an accepted methodology recognized by FDOT or federal agencies. The MPO welcomes assistance from FDOT on the development of cost estimates for transit projects. This is due to the complexities of such estimates and the need to have substantiated data as the basis for any and all estimates, transit or otherwise.

#### **Question 14.**

**How does the MPO coordinate and support the planning of transit projects in your area?  
What types of transit projects or activities have the MPO funded or are planning on funding?  
How does the MPO allocate the Section 5303 funds to your local transit agency?**

#### **Q.14. MPO Response – Transit Planning**

The Lake~Sumter MPO completed development of the 2020 Transit Development Plan (TDP) in 2007/08. The plan was adopted on August 26, 2008 by Lake County and August 27, 2008 by the MPO. Significant in the plan is the approach of developing a multi-modal transportation system through the cultivation of fixed-route bus service into a fixed-guideway system. The transit development projects in the 2020 TDP will be incorporated into the multi-modal 2035 Transportation Plan to be adopted by 2010.

The MPO initiated discussions with Sumter County and Lake County regarding the proportionate allocation of Federal Transit Administration (FTA) 5307 funds for the Lady Lake/Villages Urbanized Area. Specifically, Sumter County and the MPO would like to utilize the Sumter share of FTA 5307 funds for development of the Sumter County Transit Development Plan (TDP). The Sumter County TDP is anticipated to be needed as a result of the MPO's Transportation 2035 long-range transportation plan to be completed later this year.

The primary focus of 5303 Fund expenditures has been on the MPO's Transportation Planner position. The position is highly responsible regarding coordination of transit planning efforts among Lake and Sumter counties and the 19 municipal members of the MPO and with regional partners in surrounding counties.

The MPO provides transit modeling (T-Best, Transit Boarding Estimation Simulation Tool) and GIS support to both Lake County's and Sumter County's transit and para-transit providers. Staff is assisting

Lake County in the implementation of the 2020 TDP and is preparing to manage a transit plan for Sumter County that will be funded through 5307 Funds and DRI commitments. One area of focus in addition to para-transit and enhancement or establishment of fixed-route service will be enhancement of the regional commuter assistance program.

#### **Question 15.**

**How many Section 5303 federal grants does the MPO have that are open?**

#### **Q.15. MPO Response - 5303**

*The MPO currently has one 5303 grant open in FY 2009/10 that is administered through a Joint Participation Agreement between FDOT and the MPO.*

#### **Noteworthy Achievements**

#### **Question 16.**

**Please describe any noteworthy achievements by the MPO during 2009 and provide relevant attachments. For example, this could include the MPO's efforts on visualization and/or public involvement, program development or implementation, and new or refined processes.**

#### **Q.16. MPO Response – Noteworthy Achievements**

*The MPO continued to evolve and enhance the two-county Transportation Management System by refining the concurrency management component and expanding services to include comprehensive planning issues. In addition, a safety database was added to the TMS that includes crash data for both counties.*

*The MPO continued to be involved in the transportation review of DRIs in both counties.*

*An interactive TIP with enhanced visualization was approved by the MPO and continues to be refined in terms of mapping.*

*The MPO began working with the first of the five new Designated Urban Land Areas (DULAs) to address required policies to support the new Transportation Concurrency Exception Areas (TCEAs). To date, the MPO completed TCEA language for the City of Tavares' Comprehensive Plan. The City has transmitted the plan amendment to DCA and expecting comments back in early April, 2010.*

*The MPO has this past year begun providing comprehensive plan assistance to all local governments as part of the MPO's Transportation Management System program. The MO assists member counties and municipalities in the review of comp plan amendments, map or policy, as well as assisting in the Evaluation and Appraisal Report process.*

*The MPO approved the use of a land use data set for the new Transportation Plan that focuses new development to major multimodal transportation centers and corridors.*

*Consensus was built to take final action in 2010 to add all of Sumter County to the MPO Area. The Reapportionment/Redesignation Plan is being transmitted to FDOT and the Governor's Office by the end of March 2010.*

**FDOT DISTRICT 5  
GENERAL PLANNING ACTIVITIES  
FY 2010/11 & FY 2011/12**

**APPENDIX B**

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

## **FY 2010/2011 & FY 2011/12 UPWP**

### **February 16, 2010**

#### **GENERAL PLANNING ACTIVITIES**

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

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

➤ MPO/TPO Support

Provide revenue forecasts to the MPOs/TPOs to develop their Long Range Transportation Plans; Provide support and assistance to assure that the MPOs/TPOs comply with the state and federal policies, procedures and federal code of regulation; comply with Title VI in the planning process (UPWP, TIP, Model Validation, etc.) and comply with other certification requirements; Provide supporting information and documentation to support MPO/TPO planning; Review and take appropriate action on TIPs and TIP amendments; Assist MPOs/TPOs in attending various committee meetings and Community Awareness Planning Meetings; Assist MPOs/TPOs with Work Program System issues and reports; Assist MPOs/TPOs in State and Federal Grant Programs; and Support and assist with Transit issues and initiatives.

➤ 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 MPO/TPO with boundary and membership issues for merging and emerging MPOs/TPOs.

## **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/TPOs.

### ➤ FIHS/SIS

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

## **FDOT DISTRICT FIVE SPECIFIC ACTIVITIES**

This section provides a listing, with a short description of some of the more prominent FDOT District Five activities and projects anticipated during FY 10/11 and FY 11/12.

### ➤ ETDM/SCE

To assist and collaborate with Space Coast TPO, Lake-Sumter MPO, Ocala/Marion County TPO, METROPLAN ORLANDO and Volusia County MPO with the

implementation of the Efficient Transportation Decision Making (ETDM) Process. District Five is coordinating with each of the MPOs/TPOs to prioritize and schedule the ETDM Planning Screening of projects for inclusion in the next Cost Feasible Plan update.

The District will continue assisting the MPOs/TPOs with their ETDM/SCE tasks by helping to coordinate schedules for ETAT reviews, provide guidance, training, and assistance to MPOs/TPOs in sending projects for screening, and assisting in 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/TPO staff as needed.

➤ Modeling

The Department will continue to support the District Five MPOs/TPOs (Space Coast TPO, Lake Sumter MPO, Ocala/Marion TPO, METROPLAN ORLANDO, and Volusia County MPO) with ongoing modeling activities applications, and enhancements. The Central Florida Regional Planning Model v5.0 (CFRPM) has been validated for the base year 2005 and the Department is continuing to assist the MPOs/TPOs in the development of the Year 2035 Horizon for their Long Range Transportation Plans that are to be adopted by the end of year 2010.

During year 2011 and 2012, the Department will continue to investigate ways to continue to update the model with the latest available data. We will integrate the Florida Intelligent Transportation System (FITS) Evaluation Tool into the CRFPM. FITS is a sketch planning tool that can perform evaluations of ITS projects within the FSUTMS Cube/Voyager transportation planning software environment.

FDOT's Public Transit Office has created a tool to forecast transit travel demand called Transit Boardings Estimation and Simulation Tool (T-BEST). The transit agencies are required to use this tool in developing their Transit Development Plans (TDPs). This tool is a user friendly stop-level ridership forecasting software package that offers full GIS-based functionality and network coding capabilities. T-BEST is capable of simulating travel demand at the individual stop-level while accounting for network connectivity, spatial and temporal accessibility, time-of-day variations, and route/stop competition. The Department will be evaluating the use of this tool for New Starts, Small Starts and Very Small Starts Programs in addition to corridor analysis for feasibility studies. T-BEST runs GIS interface in significantly shorter run time than FSUTMS since it does not include a highway module.

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

To develop and conduct the Department's Tentative Five Year Work Program and consider making any changes to the Program that is necessary to balance the Five Year Work Program. The Work Program Public Hearing(s) is being developed and conducted pursuant to Section 339.135(4)(C), Florida Statutes, as amended. The Public Hearing(s) will include information for Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter and Volusia Counties. The Public Hearing(s) will include consideration of proposed projects for the Florida's Turnpike Enterprise. The Public Hearing(s) is conducted annually. The Department continuously coordinates with the MPOs/TPOs in

their project priority development and project selection in the Department's Tentative Five Year Work Program. The Department will hold a Public Hearing(s) for the tentative work program in November and December of the 2011 and 2012 Calendar year. The Department will continuously coordinate with the MPOs/TPOs to provide video tapings of each Public Hearing to be broadcasted on public television. The Department will also provide a website for the MPOs/TPOs and citizen's to access to get information on the Department's Tentative Five Year Work Program and will include the process for developing the Tentative Five Year Work Program.

➤ CFGIS/TAIMS

The Transportation Automated Information Management System (TAIMS) was implemented to provide data storage/warehousing, information management, and data sharing by utilizing Geographic Information System (GIS) based querying, automated mapping and reporting features. TAIMS has evolved over nearly the past two decades into a multi-functional application. With updated technology/software and current state of practice, District Five is conducting an assessment of the existing TAIMS system while also assessing surrounding districts GIS applications for applicability. Additionally, District Five has established a districtwide GIS Steering committee to help coordinate and facilitate GIS activities throughout the different units. This committee will also serve to educate staff on GIS activities and technologies as well as be the coordinating medium between staff and their management.

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. District Five has been a major funding contributor to the CFGIS initiative. Discussions have occurred with the East Central Florida Regional Planning Council (ECFRPC) to further identify the regional data needs, funding partnerships, and the roles and responsibilities of the agencies involved.

The Department is currently completing an initiative to update the Development of Regional Impact (DRI) tool housed on the CFGIS server. This tool, called the DRI-Plus tool, is made available to the general public incorporating a dynamic mapping as well as database and data management/administrative component. The Department is continuing to update data and serve data via application tools to provide for a more efficient way of conducting everyday business.

District Five continues to work on promoting education, increasing coordination while reducing duplicity, providing data and cost effective web-based tools necessary to work efficiently. With the current initiative to assess the TAIMS system, District Five will integrate more organizational structure for data on a districtwide level.

# FTA SECTION 5303 APPLICATION

## APPENDIX C

<b>Application for Federal Assistance SF-424</b>		Version 02
*1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	*2. Type of Application    * If Revision, select appropriate letter(s) <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	*Other (Specify) _____
3. Date Received:		4. Applicant Identifier: FY 11/12;
5a. Federal Entity Identifier: FL-80-X016		*5b. Federal Award Identifier:
<b>State Use Only:</b>		
6. Date Received by State:	7. State Application Identifier:	
<b>8. APPLICANT INFORMATION:</b>		
*a. Legal Name: Lake~Sumter Metropolitan Planning Organization		
*b. Employer/Taxpayer Identification Number (EIN/TIN): 59-6000695	*c. Organizational DUNS: 36-156-1801	
d. Address:		
*Street 1:	<u>1616 South 14<sup>th</sup> Street</u>	
Street 2:	_____	
*City:	<u>Leesburg</u>	
County:	<u>Lake</u>	
*State:	<u>Florida</u>	
Province:	_____	
*Country:	<u>U.S.A.</u>	
*Zip / Postal Code	<u>34748</u>	
e. Organizational Unit:		
Department Name:	Division Name:	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <u>Mr.</u>	*First Name: <u>T.J.</u>	
Middle Name: _____		
*Last Name: <u>Fish</u>		
Suffix: _____		
Title: <u>Executive Director</u>		
Organizational Affiliation:		
*Telephone Number: 352 315-0170		Fax Number: 352 315-0993
*Email: <u>TJFish@LakeSumterMPO.com</u>		

**Application for Federal Assistance SF-424**

Version 02

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

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\*Other (Specify)

Metropolitan Planning Organization

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

Federal Transit Administration

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

20-505 \_\_\_\_\_

CFDA Title:  
\_\_\_\_\_

**\*12 Funding Opportunity Number:**

5303 \_\_\_\_\_

\*Title:

Metropolitan Planning Assistance \_\_\_\_\_

**13. Competition Identification Number:**

N/A \_\_\_\_\_

Title:  
\_\_\_\_\_

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

Lake County and Sumter County

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

Section 5303 grant to support planning with MPOs 11/12 Unified Planning Work Program (UPWP)

**Application for Federal Assistance SF-424** Version 02

**16. Congressional Districts Of:**  
 \*a. Applicant: FL-006 \*b. Program/Project: FL-003,FL-005, FL-006, FL-008

**17. Proposed Project:**  
 \*a. Start Date: July 1, 2011 \*b. End Date: June 30, 2012

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

*a. Federal	79,392
*b. Applicant	
*c. State	9,924
*d. Local	9,924
*e. Other	
*f. Program Income	
*g. TOTAL	99,240

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

a. This application was made available to the State under the Executive Order 12372 Process for review on \_\_\_\_\_

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E. O. 12372

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

Yes  No

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

\*\* I AGREE

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

**Authorized Representative:**

Prefix: The Honorable \*First Name: Jennifer

Middle Name: \_\_\_\_\_

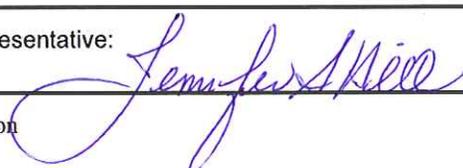
\*Last Name: Hill

Suffix: \_\_\_\_\_

\*Title: Chairman

\*Telephone Number: 352 315-0170 Fax Number: 352 315-0993

\* Email: jhill@lakecountyfl.gov

\*Signature of Authorized Representative:  \*Date Signed: May 25, 2011

APPENDIX A

**FEDERAL FISCAL YEAR 2011 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 Organization

Name and Relationship of Authorized Representative: Jennifer Hill, 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 and regulations, and follow applicable Federal directives, and comply with the certifications and assurances as indicated on the foregoing page applicable to each application it makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2011.

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 2011.

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 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 Jennifer Hill Date: 5/25/11

Name Jennifer Hill, 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, local, or tribal government law, as applicable, to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances have been legally made and constitute legal and binding obligations on 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 Erin E. Hartigan for Date: 5/25/11

Name 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 2011 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 – 24. X

OR

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

<u>Category</u>	<u>Description</u>	
01.	Assurances Required For Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement Compliance.	_____
04.	Protections for Private Providers of Public Transportation.	_____
05.	Public Hearing.	_____
06.	Acquisition of Rolling Stock for Use in Revenue Service.	_____
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 for States.	_____
19.	Job Access and Reverse Commute Program.	_____
20.	New Freedom Program.	_____
21.	Paul S. Sarbanes Transit in Parks Program.	_____
22.	Tribal Transit Program.	_____
23.	TIFIA Projects	_____
24.	Deposits of Federal Financial Assistance to a State Infrastructure Banks.	_____

**Section 5303**  
**Approved Project Budget for FY 2011-2012**  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	_____
44.23.01	Long Range Transportation Planning: System Level 20%	_____ 19,848
44.23.02	Long Range Transportation Planning: Project Level	_____
44.24.00	Short Range Transportation Planning 20 %	_____ 19,848
44.25.00	Transportation Improvement Program	_____
44.26.00	Planning Emphasis Areas	_____
44.26.12	Coordination of Non-Emergency Human Service Transportation	_____
44.26.13	Participation of Transit Operators in Metropolitan Planning	_____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership 25%	_____ 24,811
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	_____
44.26.16	Incorporating Safety & Security in Transportation Planning	_____
44.27.00	Other Activities 35%	_____ 34,733
Total Net Project Cost		\$ <u>99,240</u>

Accounting Classifications

44.30.01	Personnel	\$ <u>51,653</u>
44.30.02	Fringe Benefits	_____ 17,310
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	_____ 20,353
44.30.07	Other	_____
44.30.08	Indirect Charges	_____ 9,924
Total Net Project Cost		\$ <u>99,240</u>

Fund Allocations

44.40.01	MPO Activities	\$ <u>79,392</u>
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	_____ 19,848
Total Net Project Cost		\$ <u>99,240</u>
Federal Share (80%)		\$ <u>79,392</u>
Local Share (20%)		\$ <u>19,848</u>

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ <u>99,240</u>

**Section 5303**  
**GMIS Planning Line Item Codes - FY 2011-2012**  
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	_____
44.23.01	Long Range Transportation Planning: System Level 20%	_____ <u>15,878</u>
44.23.02	Long Range Transportation Planning: Project Level	_____
44.24.00	Short Range Transportation Planning 20%	_____ <u>15,878</u>
44.25.00	Transportation Improvement Program	_____
44.26.00	Planning Emphasis Areas	_____
44.26.12	Coordination of Non-Emergency Human Service Transportation	_____
44.26.13	Participation of Transit Operators in Metropolitan Planning	_____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership 25%	_____ <u>19,849</u>
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	_____
44.26.16	Incorporating Safety & Security in Transportation Planning	_____
44.27.00	Other Activities 35%	_____ <u>27,787</u>
	Total Net Project Cost	\$ _____ <u>79,392</u>

Accounting Classifications

44.30.01	Personnel	\$ _____ <u>47,636</u>
44.30.02	Fringe Benefits	_____ <u>15,878</u>
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	_____ <u>15,878</u>
44.30.07	Other	_____
44.30.08	Indirect Charges	_____
	Total Net Project Cost	\$ _____ <u>79,392</u>

Fund Allocations

44.40.01	MPO Activities	\$ _____ <u>79,392</u>
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	_____
	Total Net Project Cost	\$ _____ <u>79,392</u>

Lake~Sumter Metropolitan Planning Organization  
 FY 2011/2012  
 Indirect Cost Allocation Plan  
 Section 5303 Funds

<u>Task</u>	<u>Federal Share</u>	<u>80%</u>	<u>Total Grant</u>	<u>Salary</u>	<u>Fringe</u>	<u>Contractual</u>	<u>Indirect</u>	<u>Verified Total</u>
3.0 Long Range Planning	15,878	80%	19,848	10,331	3,462	4,070	1,985	19,848
4.0 Short Range Planning	15,878	80%	19,848	10,331	3,462	4,070	1,985	19,848
5.0 Public Transportation	19,849	80%	24,811	12,912	4,328	5,089	2,481	24,811
6.0 Public Involvement	15,878	80%	19,848	10,331	3,462	4,070	1,985	19,848
7.0 Special Projects	11,909	80%	14,885	7,748	2,596	3,054	1,488	14,885
<b>Total</b>	<b>79,392</b>	<b>80%</b>	<b>99,240</b>	<b>51,653</b>	<b>17,310</b>	<b>20,353</b>	<b>9,924</b>	<b>99,240</b>

**Indirect Costs:**

The MPO agrees to provide sufficient funds or approved in-kind resources to serve as local match for all federally assisted projects in compliance with 49 U.S.C. Chapter 53. The MPO certifies that it has or will have available the proportionate amount of local share promptly as projects costs are incurred or become due.

*As per the MPO Staff Services Agreement with the County the Indirect Cost is the Local Share of 10% provided by the County as cash or in-kind services for the required match for Federal Funds from the Federal Highway Administration (FHWA) and the Federal Transit Association (FTA).*

# Exhibit B

## APPLICATION FOR FEDERAL ASSISTANCE

Version 7/03

<b>1. TYPE OF SUBMISSION:</b> Application		<b>2. DATE SUBMITTED</b> June 23, 2010	<b>Applicant Identifier</b> FY 10/11
<input type="checkbox"/> Construction	<input type="checkbox"/> Pre-application	<b>3. DATE RECEIVED BY STATE</b>	State Application Identifier
<input checked="" type="checkbox"/> Non-Construction	<input type="checkbox"/> Construction	<b>4. DATE RECEIVED BY FEDERAL AGENCY</b>	Federal Identifier FL-80-X016
<input type="checkbox"/> Non-Construction	<input type="checkbox"/> Non-Construction		
<b>5. APPLICANT INFORMATION</b>			
<b>Legal Name:</b> Lake-Sumter Metropolitan Planning Organization		<b>Organizational Unit:</b> Department:	
<b>Organizational DUNS:</b>		Division:	
<b>Address:</b> Street: 1616 South 14th Street		<b>Name and telephone number of person to be contacted on matters involving this application (give area code)</b>	
City: Leesburg		Prefix: Mr.	First Name: T.J.
County: Lake		Middle Name	
State: Florida		Last Name Fish	
Zip Code 34748	Suffix:		
Country: U.S.A.		Email: TJFish@LakeSumterMPO.com	
<b>6. EMPLOYER IDENTIFICATION NUMBER (EIN):</b> 59-6000695		Phone Number (give area code) (352) 315-1070	Fax Number (give area code) (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> TITLE (Name of Program):    20-505		<b>9. NAME OF FEDERAL AGENCY:</b> Federal Transit Administration	
<b>12. AREAS AFFECTED BY PROJECT (Cities, Counties, States, etc.):</b> Lake County and Sumter County, Florida		<b>11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:</b> Section 5303 grant to support planning with MPO's 09/10 Unified Planning Work Program (UPWP)	
<b>13. PROPOSED PROJECT</b> Start Date: 7/01/09		<b>14. CONGRESSIONAL DISTRICTS OF:</b> a. Applicant 3,5,6,8	
Ending Date: 6/30/10		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	\$ 76,806 <sup>00</sup>	a. Yes. <input checked="" type="checkbox"/> THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON	
b. Applicant	\$ . <sup>00</sup>	DATE:	
c. State	\$ . <sup>00</sup>	b. No. <input type="checkbox"/> PROGRAM IS NOT COVERED BY E. O. 12372	
d. Local	\$ 9,601 <sup>00</sup>	<input type="checkbox"/> OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW	
e. Other	\$ 9,601 <sup>00</sup>	<b>17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?</b>	
f. Program Income	\$ . <sup>00</sup>	<input type="checkbox"/> Yes If "Yes" attach an explanation. <input checked="" type="checkbox"/> No	
g. TOTAL	\$ 96,008 <sup>00</sup>		
<b>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>			
<b>a. Authorized Representative</b>			
Prefix The Honorable	First Name Sanna	Middle Name	
Last Name Henderson		Suffix	
b. Title Chairman		c. Telephone Number (give area code) (352) 315-0170	
d. Signature of Authorized Representative <i>Sanna Henderson</i>		e. Date Signed June 23, 2010	

Previous Edition Usable  
Authorized for Local Reproduction

Standard Form 424 (Rev.9-2003)  
Prescribed by OMB Circular A-102

**Section 5303**  
**Approved Project Budget for FY 2010-2011**  
(total dollars)

Technical Classifications:

44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	_____
44.23.01	Long Range Transportation Planning: System Level	_____ 24,002
44.23.02	Long Range Transportation Planning: Project Level	_____
44.24.00	Short Range Transportation Planning	_____ 14,401
44.25.00	Transportation Improvement Program	_____
44.26.00	Planning Emphasis Areas	_____
44.26.12	Coordination of Non-Emergency Human Service Transportation	_____
44.26.13	Participation of Transit Operators in Metropolitan Planning	_____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	_____ 19,202
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	_____
44.26.16	Incorporating Safety & Security in Transportation Planning	_____
44.27.00	Other Activities	_____ 38,403
Total Net Project Cost		\$ _____ 96,008

Accounting Classifications

44.30.01	Personnel	\$ _____ 51,653
44.30.02	Fringe Benefits	_____ 17,310
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	_____ 17,444
44.30.07	Other	_____
44.30.08	Indirect Charges	_____ 9,601
Total Net Project Cost		\$ _____ 96,008

Fund Allocations

44.40.01	MPO Activities	\$ _____ 76,806
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	\$ _____ 19,202
Total Net Project Cost		\$ _____ 96,008
Federal Share (80%)		\$ _____ 76,806
Local Share (20%)		\$ _____ 19,202

Accounting Classification	FPC	Description	Amount
91.37.08.8P-2	02	Technical Studies - Planning	\$ _____ 96,008

**Section 5303**  
**GMIS Planning Line Item Codes - FY 2010-2011**  
(FTA Funds Only)

Technical Classifications:

44.21.00	Program Support and Administration	\$ _____
44.22.00	General Development and Comprehensive Planning	_____
44.23.01	Long Range Transportation Planning: System Level	_____ 19,201
44.23.02	Long Range Transportation Planning: Project Level	_____
44.24.00	Short Range Transportation Planning	_____ 11,521
44.25.00	Transportation Improvement Program	_____
44.26.00	Planning Emphasis Areas	_____
44.26.12	Coordination of Non-Emergency Human Service Transportation	_____
44.26.13	Participation of Transit Operators in Metropolitan Planning	_____
44.26.14	Planning for Transit Systems Management/Operations to Increase Ridership	_____ 15,362
44.26.15	Support Transit Capital Investment Decisions through Effective Systems Planning	_____
44.26.16	Incorporating Safety & Security in Transportation Planning	_____
44.27.00	Other Activities	_____ 30,722
Total Net Project Cost		\$ _____ 76,806

Accounting Classifications

44.30.01	Personnel	\$ _____ 45,918
44.30.02	Fringe Benefits	_____ 15,388
44.30.03	Travel	_____
44.30.04	Equipment	_____
44.30.05	Supplies	_____
44.30.06	Contractual	_____ 15,500
44.30.07	Other	_____
44.30.08	Indirect Charges	_____
Total Net Project Cost		\$ _____ 76,806

Fund Allocations

44.40.01	MPO Activities	\$ _____ 76,806
44.40.02	Transit Operator Activities	_____
44.40.03	State and/or Local Agency Activities	_____
Total Net Project Cost		\$ _____ 76,806

Lake~Sumter Metropolitan Planning Organization  
 FY 2010/2011  
 Indirect Cost Allocation Plan  
 Section 5303 Funds

<u>Task</u>	<u>Federal Share</u>	<u>80%</u>	<u>Total Grant</u>	<u>Salary</u>	<u>Fringe</u>	<u>Contractual</u>	<u>Indirect</u>	<u>Verified Total</u>
3.0 Long Range Planning	19,201	80%	24,002	12,913	4,328	4,361	2,400	24,002
4.0 Short Range Planning	11,521	80%	14,401	7,748	2,596	2,616	1,439	14,399
5.0 Public Transportation	15,362	80%	19,202	10,331	3,462	3,490	1,923	19,206
6.0 Public Involvement	19,201	80%	24,002	12,913	4,328	4,361	2,400	24,002
7.0 Special Projects	11,521	80%	14,401	7,748	2,596	2,616	1,439	14,399
<b>Total</b>	76,806	80%	96,008	51,653	17,310	17,444	9,601	96,008

**Indirect Costs:**

The MPO agrees to provide sufficient funds or approved in-kind resources to serve as local match for all federally assisted projects in compliance with 49 U.S.C. Chapter 53. The MPO certifies that it has or will have available the proportionate amount of local share promptly as projects costs are incurred or become due.

*As per the MPO Staff Services Agreement with the County the Indirect Cost is the Local Share of 10% provided by the County as cash or in-kind services for the required match for Federal Funds from the Federal Highway Administration (FHWA) and the Federal Transit Association (FTA).*

APPENDIX A

**FEDERAL FISCAL YEAR 2009 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 Organization

**The Applicant agrees to comply with applicable provisions of Categories 01 – 24.      X**

OR

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

<u>Category</u>	<u>Description</u>	
01.	Assurances Required For Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement Compliance.	_____
04.	Protections for Private Providers of Public Transportation.	_____
05.	Public Hearing.	_____
06.	Acquisition of Rolling Stock for Use in Revenue Service.	_____
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 for States.	_____
19.	Job Access and Reverse Commute Program.	_____
20.	New Freedom Program.	_____
21.	Paul S. Sarbanes Transit in Parks Program.	_____
22.	Tribal Transit Program.	_____
23.	Infrastructure Finance Projects.	_____
24.	Deposits of Federal Financial Assistance to a State Infrastructure Banks.	_____

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

**APPENDIX D**



U.S. Department  
of Transportation

**Federal Highway  
Administration**

Florida Division

545 John Knox Road, Suite 200  
Tallahassee, Florida 32303

Phone: (850) 942-9650  
Fax: (850) 942-9691 / 942-8308

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

April 21, 2010

In Reply Refer To:  
HPR-FL

Mr. David Marsh  
MPO Liaison  
Florida Department of Transportation  
133 S. Semoran Blvd.  
Orlando, Florida 32807

Dear Mr. Marsh,

The following is in response to your March 16, 2010 letter which transmitted the Lake-Sumter Metropolitan Planning Organization's (MPO's) Fiscal Year (FY) 2011-2012 Draft Unified Planning Work Program (UPWP) for our review. The following comments are provided by the Federal Highway Administration (FHWA) for the MPO's consideration in developing the Final UPWP:

#### **General Comments**

- For the Final UPWP, the MPO should consult the most current funding tables from the Florida Department of Transportation (FDOT) to verify the total Planning (PL) fund projection is equal or less than the estimated available funding for the subject MPO area.
- All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI agreements and DBE statements should be signed, dated, and included in the final document.
- Air Quality. The UPWP should include a discussion of the pending activities of the USEPA and the current monitor readings with Lake County. Sumter County does not have a monitor currently. The monitor in Lake County which measures ground level ozone for the 8 hour standard has a three year average of 70 parts per billion. USEPA determines attainment status on a three year averaging of the fourth highest reading. USEPA is currently reviewing the standard and has announced that by August 2010 they will set a new standard that will be between 60 and 70 parts per billion. The new standard may cause the Lake-Sumter MPO to become non-attainment. Because we are still awaiting monitor readings for the coming season and an announcement from USEPA, it would be difficult for the Lake-Sumter MPO to place a task and budget into the pending UPWP. It would be prudent to have a discussion in the front of the



Mr. David Marsh  
April 21, 2010

3

Sincerely,

A handwritten signature in black ink, appearing to read "Martin C. Knopp". The signature is fluid and cursive, with a large initial "M" and "K".

For: Martin C. Knopp, P. E.  
Division Administrator

cc: Mr. TJ Fish, Lake-Sumter MPO  
Ms. Susan Sadighi, FDOT D-5  
Ms. Mary Schoelzel, FDOT D-5  
Ms. Yvonne Arens, FDOT (MS-28)  
Ms. Iman Ameen, FDOT (MS-21)



U.S. Department  
of Transportation

**Federal Highway  
Administration**

Florida Division

545 John Knox Road, Suite 200  
Tallahassee, Florida 32303

Phone: (850) 942-9650  
Fax: (850) 942-9691 / 942-8308

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

April 21, 2010

In Reply Refer To:  
HPR-FL

Mr. David Marsh  
Florida Department of Transportation  
133 S. Semoran Blvd  
Orlando, FL 32807

Dear Mr. Marsh,

The following is in response to your March 16, 2010 letter which transmitted for our review a request from the Lake-Sumter Metropolitan Planning Organization (MPO), to amend its Fiscal Year (FY) 2008/09-2009/10 Unified Planning Work Program (UPWP). This amendment was approved by the Lake-Sumter MPO Board at its February 22, 2010 Board Meeting. The proposed amendment requests to de-obligate \$24,170 from the current UPWP, which MPO staff would like to be available in FY10/11.

Based on our review and the Department's recommendation, we hereby approve the above request.

If you have any questions, please do not hesitate to contact Mr. Carl Mikyska at (850) 942-9650, extension 3010 or email [carl.mikyska@dot.gov](mailto:carl.mikyska@dot.gov).

Sincerely,

For: Martin C. Knopp, P. E.  
Division Administrator

cc: Mr. TJ Fish, Lake-Sumter MPO  
Ms. Elizabeth Martin, FTA (Region 4)  
Ms. Yvonne Arens, FDOT (MS-28)  
Ms. Iman Ameen, FDOT (MS-21)



From: Fish, TJ

Sent: Monday, April 19, 2010 5:13 PM

To: 'Alisha Sullivan'; King, Amye; 'Barbara Hollerand'; 'Bea Meeks'; 'Bill Wiley'; 'Brad Cornelius'; Sheahan, Brian; 'David Grimm'; 'Dawn McDonald'; 'Deb Barsell'; 'Denise Lee'; 'Dianne Kramer'; 'Frank Watanabe'; Schneider, Fred; 'Jacques Skutt'; 'Jason McHugh'; 'Jim Hitt'; 'Joe Quinn'; 'John Schneiger'; 'Ken Stewart'; 'Mark Reggentin'; 'Richard Hatfield'; 'Stacy Allen'; 'Thad Carroll'; 'Tim Green'; 'Yvette Brandt'

Cc: Lake Sumter MPO

Subject: Final UPWP Changes

---

FHWA after the final version of the MPO was prepared last week. Staff has now addressed the agency comments and inserted the requested language into the UPWP being presented for approval. The changes have been incorporated into the version distributed to the Governing Board and have been included in a version that has now been reposted to the MPO's website. The changes are not extensive and are included below. Committee action to recommend the final UPWP for approval by the Governing Board would need to include the new language. Thank you for your understanding. The summary below should help.

Comment by FHWA pertaining to potential change to air quality standard that could result in Lake County reaching non-attainment status. Agency direction was to include a discussion indicating MPO's monitoring of potential EPA change. Added to Page 28 was the below language.

#### Air Quality

With the new UPWP effective July 1, 2010, the MPO had not yet received formal notification of Lake County's air quality status. Meanwhile, the US Department of Environmental Protection had undertaken a review of air quality monitor readings that could lead to a change in standards that would result in Lake County becoming a non-attainment county in terms of air quality. This specifically pertains to ground level ozone. Currently average at 70 parts-per-billion, the new EPA ruling could place the standard between 60 and 70 ppb, thus triggering new air quality requirements for the Lake~Sumter MPO. The MPO will closely monitor this unfolding scenario and will be prepared to address federal air quality requirements should the standards be adjusted resulting in non-attainment status for Lake County.

Added to the Administration task was the following regarding air quality.

Monitor potential changes to EPA air quality standards regarding ground-level ozone in Lake County and develop strategies to comply with new federal standards should Lake County be designated as a non-attainment area.

Comment by FDOT on behalf of FTA

Identify opportunities to coordinate work and possibly share funding across upcoming transportation, housing and environmental quality work efforts.

Consider "sustainability planning" work activities that are eligible for FTA/FHWA planning funds, and could be included in UPWP's.

Added to Page 29 was the following:

#### Sustainable Community Planning

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

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

Added to the UPWP Task 4

#### SUSTAINABLE COMMUNITIES

The Lake~Sumter MPO will examine strategies to better link transportation planning with efforts to improve access to housing and efforts to improve environmental quality; the MPO will explore opportunities through programs like the federal initiative toward Sustainable Communities. (2011/12).

T.J. Fish, AICP, Executive Director



1616 South 14th Street  
Leesburg, FL 34748

Phone (352) 315-0170  
Fax (352) 315-0993



## Florida Department of Transportation

CHARLIE CRIST  
GOVERNOR

133 S. Semoran Blvd.  
Orlando, Florida 32807

STEPHANIE C. KOPELOUSOS  
SECRETARY

April 13, 2010

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

**Re: Draft Unified Planning Work Program (UPWP) for FY 2010/11 and 2011/12 –  
FDOT Comments**

Dear Mr. Fish:

The Florida Department of Transportation (FDOT) District 5, has reviewed the Draft FY 2010/11 and 2011/12 UPWP for the Lake-Sumter MPO, and has the following comments:

1. Per our recent discussions regarding the FY 2007/2008 “Roll-forward” funding, please correct this document to reflect the expenditure of the \$30,718.00 in FY 2010/2011, rather than in FY 2009/2010, as currently shown. The Resolution and amendments/documentation should correct the applicable Budget Tables and associated Tasks in both the existing and newly approved documents.
2. Regarding your Draft Section 5303 Funding Budget, please expand/clarify what the \$1,154.00 “Other” charge is on line 44.30.07. If this is associated “indirect” costs, it should be reflected on line 44.30.08, and a Cost Allocation Plan will be required (per FTA Circular 5010.1B “Grant Management Guidelines”).

Finally, please consider the following comments which were provided by FTA:

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

Please address the above comments in the final UPWP, which is due to our offices by May 15, 2010. If you have any questions, please call me at (407) 482-7878.

Sincerely,

David Marsh  
MPO Liaison  
District 5 Planning

cc: Jo Santiago, D-5/PT; Carl Mikyska, FHWA; Andres Ramirez, FTA