

Unified Planning Work Program

FY 2027 & FY 2028

Draft: March 13, 2026

Scheduled for Adoption: April 22, 2026

FM#: 439329-5-14-01

FAP#: 0457-062-M

Code of Federal Domestic Assistance Numbers:

20.205 – Highway Planning and Construction



Unified Planning Work Program

Fiscal Years 2027 and 2028

Periods of July 1, 2026 to June 30, 2027 and July 1, 2027 to June 30, 2028

Approval by the Lake-Sumter MPO Governing Board is scheduled for April 22, 2026.

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

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status

FDOT Cost Analysis Certification will be inserted on this page following final approval by the Lake-Sumter MPO Board and FDOT's evaluation of the FY 2026/27 and FY 2027/28 UPWP

Table of Contents

Introduction	7
Definition and Purpose of the UPWP	7
Overview of MPO Comprehensive Transportation Planning Activities	8
Completed Planning Studies in the Lake~Sumter MPO Planning Area During the Prior UPWP Period (FY 2024-25 to 2025-26).....	9
Ongoing and Future Planning Studies in the Lake~Sumter MPO Planning Area.....	10
Planning Priorities and Factors	11
Local and Regional Planning Priorities	13
Does Air Quality Impact the MPO’s Planning?.....	13
What are the Planning Tasks in the UPWP?	13
Public Participation Process.....	14
Financial Considerations	14
Organization and Management	15
Identification of Participants	15
Lake~Sumter MPO Mission Statement	15
Lake~Sumter MPO Board Membership.....	15
Advisory Committees	16
MPO Staff	17
MPO Agreements	19
Operational Procedures and Bylaws.....	20
Indirect Cost Rate.....	21
Planning Tasks Overview for FY 2026/27 -2027/28.....	22
Task 1 – Administration and Management.....	25
Task 2 – Data Development and Management.....	29
Task 3 – Short Range Planning.....	31
Task 4 – Long Range Planning.....	33
Task 5 – Special Studies.....	35

Task 6 – Public Involvement.....	38
Task 7 – MPO Regional Activities.....	40
Funding Summaries.....	42
Federal Metropolitan Planning Funds and Soft Match.....	42
Indirect Cost Rate.....	42
Summary Budget Tables.....	42

List of Figures

Figure 1: LSMPO Planning Area.....	7
Figure 2: Lake~Sumter MPO Organization Chart.....	18

List of Tables

Table 1: Lake~Sumter MPO Completed Planning Studies.....	9
Table 2: FDOT District Five Completed Planning Studies.....	9
Table 3: Other Local Government Completed Planning Studies.....	9
Table 4: Lake~Sumter MPO Ongoing Planning Studies.....	10
Table 5: FDOT District Five Ongoing Planning Studies.....	10
Table 6: Other Local Government Ongoing Planning Studies.....	10
Table 7: Federal Planning Factors Matrix.....	12
Table 8: Task 1 Activities for Fiscal Years 2027 and 2028.....	25
Table 9: Task 1 Budget Tables for Fiscal Years 2027 and 2028.....	27
Table 10: Task 2 Activities for Fiscal Years 2027 and 2028.....	29
Table 11: Task 2 Budget Tables for Fiscal Years 2027 and 2028.....	30
Table 12: Task 3 Activities for Fiscal Years 2027 and 2028.....	31
Table 13: Task 3 Budget Tables for Fiscal Years 2027 and 2028.....	32
Table 14: Task 4 Activities for Fiscal Years 2027 and 2028.....	33
Table 15: Task 4 Budget Tables for Fiscal Years 2027 and 2028.....	34
Table 16: Task 5 Activities for Fiscal Years 2027 and 2028.....	35
Table 17: Task 5 Budget Tables for Fiscal Years 2027 and 2028.....	37

Table 18: Task 6 Activities for Fiscal Years 2027 and 2028.....	38
Table 19: Task 6 Budget Tables for Fiscal Years 2027 and 2028.....	39
Table 20: Task 7 Activities for Fiscal Years 2027 and 2028.....	40
Table 21: Task 7 Budget Tables for Fiscal Years 2027 and 2028.....	41
Table 22: UPWP Soft Match to Federal Funds	42
Table 23: FY 2027 and FY 2028 – Funding Sources.....	43
Table 24: FY 2027 and FY 2028 – Agency Participation.....	44

Appendices

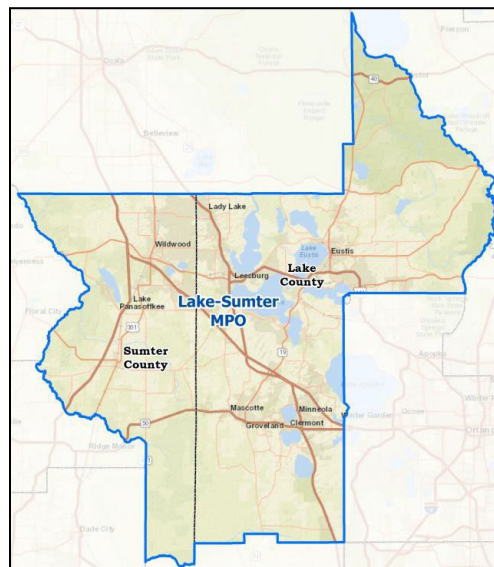
- Appendix A - Definitions and Acronyms
- Appendix B - Resolution Adopting the UPWP
- Appendix C - FDOT District Planning Activities
- Appendix D - FDOT MPO Joint Certification Package
- Appendix E - Lake~Sumter MPO Travel Policy
- Appendix F - Consultant Scope of Work Examples
- Appendix G - CFMPOA Interlocal Agreement
- Appendix H - UPWP Checklist, Agency Comments and Responses

Introduction

Definition and Purpose of the UPWP

The Lake-Sumter Metropolitan Planning Organization (MPO) is the designated agency responsible for transportation planning and programming of federal transportation funds within Lake and Sumter counties. The MPO is tasked with effectively identifying the public's transportation needs. The extent of the MPO's metropolitan planning area is shown in **Figure 1**. Development in the MPO's planning area remains robust, as Lake and Sumter continue to be among the nation's fastest growing counties. With this growing population comes an increased demand on transportation infrastructure and the need for effective, transparent, and innovative planning processes to prioritize and develop the transportation solutions appropriate for the region's unique context.

Figure 1: LSMPO Planning Area



The UPWP describes the transportation planning projects to be performed within the MPO's planning area. The UPWP:

- Summarizes planning tasks to be completed by the MPO
- Defines work products and timeline for major activities
- Proposes budgets using federal and other funds for planning
- Estimates costs for each task

This UPWP complies with all federal and state requirements. All MPO work products, including the Transportation Improvement Program (TIP), planning concepts, and planning factors adhere to applicable federal and state guidelines. The MPO complies with Title VI of the Civil Rights Act of 1964, which specifically prohibits discrimination on the basis of race, color, national origin, age, disability, religion, or sex. This applies to all aspects of the MPO's work, including administration, decision making, and purchasing processes.

The MPO's plans and programs are designed to address the current and future transportation needs of Lake and Sumter counties. Pursuant to Titles 23 and 49, Code of Federal Regulations (CFR), Chapter 339.175, Florida Statutes (F.S.), and the Federal Transit Act, the Lake~Sumter MPO's Fiscal Year 2026/27 – 2027/28 UPWP is the basis for allocating federal, state, and local funds to transportation planning in Lake and Sumter counties. The UPWP documents all planning tasks and activities carried out by the MPO and related agencies for the period of July 1, 2026 through June 30, 2028.

Appendix A provides a glossary listing all acronyms found in this document along with their definitions.

Overview of MPO Comprehensive Transportation Planning Activities

The Lake~Sumter MPO's ongoing planning activities over the course of the previous UPWP are listed below. These planning activities are continuing, comprehensive, and cooperative - ranging from the continuation of previous efforts to the development and adoption of key MPO planning documents.

- 2050 Long Range Transportation Plan (LRTP) – Adopted on December 3, 2025, the LRTP is one of the MPO's most critical planning initiatives, which establishes current and future transportation needs, as well as producing a cost feasible list of projects that are affordable based on projected revenues. The 2050 LRTP also includes the following technical reports/modal elements:
 - Resiliency Element
 - Corridor Improvements Element
 - Vision Zero Safety Element
 - Active Transportation Element
 - TSMO & ITS Element
 - Freight and Rail Element
- SR 50 Clermont Operational Improvement Study (Ongoing)
- Transportation Improvement Program (TIP) - FY 2025/26-2029/30 and FY 2026/27–2030/31
- List of Priority Projects (LOPP) – 2025 and 2026
- Unified Planning Work Program - FY 2024/25 through FY 2025/26
- Ongoing cooperation with a range of local, regional, state, and federal partner agencies, including but not limited to: FDOT, FHWA, East Central Florida Regional Planning Council, Florida MPO Advisory Council (MPOAC), Central Florida MPO Alliance (CFMPOA), Lake County, Sumter County, Lake and Sumter municipalities, LakeXpress, Sumter County Transit, Lake and Sumter Transportation Disadvantaged Coordinating Boards (TDCB), University of Central Florida, and private business organizations.

Appendix C includes more detail on the planning activities undertaken by FDOT District Five.

Completed Planning Studies in the Lake~Sumter MPO Planning Area During the Prior UPWP Period (FY 2024-25 to 2025-26)

Planning studies completed in the regional planning area by the MPO, FDOT, Lake County, and Sumter County during the last UPWP period include:

Table 1: Lake~Sumter MPO Completed Planning Studies

Name and Study Description	Lead Agency	Fiscal Year Initiated	Cost	Source of Funds
Complete Streets Planning Element	LSMPO	2025-2026	\$15,000	PL & 5305D
Active Transportation Planning Element	LSMPO	2025-2026	\$10,000	PL & 5305D
Safety & Vision Zero Planning Element	LSMPO	2025-2026	\$80,025	SS4A Grant
Resiliency Planning Element	LSMPO	2025-2026	\$40,000	PL & 5305D
TSMO & ITS Planning Element	LSMPO	2025-2026	\$50,090	PL & 5305D

Table 2: FDOT District Five Completed Planning Studies

Name and Study Description	Lead Agency	Fiscal Year Initiated	Cost	Source of Funds
None Identified				

Table 3: Other Local Government Completed Planning Studies

Name and Study Description	Lead Agency	Fiscal Year Initiated	Cost	Source of Funds
None Identified				

Ongoing and Future Planning Studies in the Lake~Sumter MPO Planning Area

Districtwide studies must be identified as an informational item in the UPWP if they are within the MPO’s planning area. Below are studies underway or planned by the Lake~Sumter MPO, FDOT District Five and the counties within the MPO boundaries.

Table 4: Lake~Sumter MPO Ongoing Planning Studies

Name and Study Description	Lead Agency	Fiscal Year Initiated	Cost	Source of Funds
SR 50 (Clermont) Operational Improvements Study	LSMPO	2025-2026	\$500,000	SA

Table 5: FDOT District Five Ongoing Planning Studies

Name and Study Description	Lead Agency	Fiscal Year Initiated	Cost	Source of Funds
None Identified				

Table 6: Other Local Government Ongoing Planning Studies

Name and Study Description	Lead Agency	Fiscal Year Initiated	Cost	Source of Funds
North Lake Trail Phases 1&2 Feasibility Study	Lake County	2025-2026	\$102,000	Local Funds

Planning Priorities and Factors

The development of the UPWP is guided by federal, state, regional, and local priorities. The combination of these priorities provides the foundation for the development of a comprehensive planning process. An overview of the Federal Planning Factors are provided below. Lake~Sumter MPO will continue to monitor guidelines from FDOT and FHWA regarding the federal planning factors.

Federal Planning Factors

Pursuant to 23 CFR 450.306(b), the metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following Federal Planning Factors:

1. Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the **safety** of 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** of people and for freight;
5. Protect and enhance the **environment**, promote energy conservation, improve the **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**;
8. Emphasize the **preservation** of the existing transportation system;
9. Improve the **resiliency** and **reliability** of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance **travel** and **tourism**.

Table 7 on the following page illustrates the relationship of UPWP Tasks to the Federal Planning Factors.

Table 7: Federal Planning Factors Matrix

UPWP Tasks	Federal Planning Factors									
	Support Economic Vitality	Increase Safety	Increase Security	Increase Accessibility	Protect Environment	Enhance Connectivity	Promote Efficient Operation	Emphasize System Preservation	Improve Resiliency /Reliability	Enhance Travel Tourism
Administration and Management	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Data Development and Management	✓	✓	✓	✓		✓	✓	✓	✓	
Transportation Improvement Program	✓	✓		✓		✓	✓	✓		
Long Range Transportation Plan	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Special Studies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Public Outreach	✓			✓	✓				✓	✓
MPO Regional Activities	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

Performance-Based Planning

Pursuant to federal requirements, state departments of transportation and MPOs must apply a transportation performance management approach in carrying out their federally required transportation planning and programming activities. The process requires the establishment and use of a coordinated, performance-based approach to transportation decision-making to support national goals for the federal-aid highway and public transportation programs. This process is incorporated into multiple planning activities, with a particular focus on the TIP and LRTP.

FDOT is required to establish statewide targets for the required performance targets, and MPOs have the option to support the statewide targets or adopt their own. Based on this information, the Lake-Sumter MPO has adopted FDOT’s performance measure targets. The MPO adopted the Transit Asset Management Plan (TAMP) developed by Lake County Transit at the September 2018 Governing Board meeting. The MPO adopted the Transit Safety Performance Measure Target developed in the Public Transportation Agency Safety Action Plan (PTASP) for Lake County Transit at the February 24, 2021 Governing Board meeting.

Local and Regional Planning Priorities

The UPWP's planning activities reflect the MPO's planning priorities which are defined through the following goals outlined in the 2050 Long Range Transportation Plan:

Economy. Support economic development and tourism.

Safety. Increase safety of the counties' transportation system.

Mobility. Provide for mobility needs of the community.

Intermodal. Maintain existing transportation system.

Livability. Preserve, and where possible, enhance social, cultural, physical and natural environmental values.

Preservation. Preserve and maintain a resilient transportation infrastructure and transit assets.

Implementation. Effectively execute strategies and actions to achieve the county's transportation system goals, ensuring measurable progress and adaptability

Does Air Quality Impact the MPO's Planning?

The MPO is currently in an attainment area for all National Ambient Air Quality Standards (NAAQS). The MPO will monitor this status and engage in future planning activities as appropriate.

What are the Planning Tasks in the UPWP?

The purpose of Metropolitan Planning funds is to provide for a Continuing, Comprehensive, and Cooperative (3-C) metropolitan transportation planning process. Planning tasks are performed with funds under Title 23 Sections 134 (Metropolitan Transportation Planning), 135 (Statewide Transportation Planning), and Title 49 Chapter 53 (Public Transportation). The task areas that form the framework for this UPWP are:

- Task 1: Administration and Management
- Task 2: Data Development and Management
- Task 3: Short Range Planning
- Task 4: Long Range Planning
- Task 5: Special Studies
- Task 6: Public Outreach
- Task 7: MPO Regional Activities

The *Planning Tasks Overview for FY 2026/27-2027/28* section provides a complete breakdown of activities and budget for each respective task area.

Public Participation Process

Adoption of, or amendments to the UPWP, will be complete after the public has been notified of intent to amend the plan, and only after the public has had 21 days to review and comment on the proposed changes. In accordance with the MPO's adopted Public Participation Plan, the public was provided with many opportunities to provide feedback on the FY 2026/27–2027/28 UPWP. This includes, but is not limited to, the following:

- 21-day comment period on the draft FY 2026/27-2027/28 UPWP
- Public meetings on specific transportation projects including the UPWP
- MPO Website: www.LakeSumterMPO.com where the draft UPWP document is available for viewing and/or download
- MPO Governing Board and Committee meetings (Technical Advisory Committee (TAC), Community Advisory Committee (CAC), Transportation Disadvantaged Coordinating Board (TDCB))
- The MPO also provides updates and notifications through its mailing list which includes civic associations, clubs, municipal governments, newspapers, and concerned residents.

The approval and adoption of the UPWP followed the schedule below:

- April 1, 2026 - TAC/CAC Agendas Posted and 21-day public review period is initiated
- April 8, 2026 – Approved draft UPWP at TAC and CAC meetings
- April 22, 2026 - Adopted UPWP at the Governing Board meeting

Financial Considerations

Statement of Consolidated Planning Grant Participation

The FDOT and the Lake~Sumter MPO participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that the FHWA Florida Division administers. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT, utilizing formulas approved by the MPO, FDOT, FHWA, and FTA as outlined in 23 CFR 420.109 and 49 USC 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D.

FDOT Soft Match

Section 120 of Title 23, USC, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by 23 USC 120 (except Emergency Relief Programs) and for transit programs authorized by 49 USC 53. This "soft match" provision allows the federal share to be increased up to 100% to the extent credits are available. This soft match is not required to be programmed. It will not be shown in the budget tables throughout this UPWP; however, it should be known that the "soft match" amounts shown in Section 4.1 are being utilized to match the FHWA funding in this UPWP.

Organization and Management

Identification of Participants

The Lake~Sumter Metropolitan Planning Organization (MPO) was established on February 25, 2004, after the 2000 U.S. Census determined the urbanized areas around Leesburg, Eustis and Lady Lake had exceeded a population of 50,000. In 2010, Governor Crist approved the MPO's Re-designation Plan to include all of Sumter County creating the current MPO planning area. Tasked with effectively identifying the public's transportation needs is the Lake~Sumter MPO Board. The Board consists of elected officials representing all of the local governments in the region, including municipal and county entities. The names and roles of key participants in the UPWP planning process include Michael Woods, MPO Executive Director and Sandy Gamble, MPO Board Chairperson.

Lake~Sumter MPO Mission Statement

The mission of the Lake~Sumter Metropolitan Planning Organization is to provide the local governments, agencies and residents of Lake and Sumter counties a forum for addressing growth and transportation issues, with an emphasis on:

1. Planning a regional, multi-modal transportation network that balances accessibility and mobility
2. Incorporating the visions of the member governments into a cohesive regional approach; and
3. Coordinating with regional partners and state and federal agencies to meet the needs of the public.

Lake~Sumter MPO Board Membership

Representatives of Lake County and Sumter County governments, the 14 municipalities of Lake County, the five municipalities in Sumter County, the Lake County School Board, the Sumter County School Board, Florida Central Railroad (FCEN), the Central Florida Expressway Authority (CFX), FDOT and the U.S. Department of Transportation (USDOT) are involved in the transportation planning process for the Lake~Sumter MPO.

- A. Voting Members:** The MPO Governing Board includes elected representatives from Lake and Sumter counties, two county commissioners from Sumter County and all five county commissioners from Lake County. In addition, there are seven voting members from municipalities with representatives from: Clermont, Eustis, Groveland, Lady Lake, Leesburg, Mount Dora and Tavares. There is one additional at-large voting member that annually rotates from the following cities: Astatula, Fruitland Park, Howey-in-the-Hills, Mascotte, Minneola, Montverde and Umatilla. There is one additional at-large voting member from the following cities: Bushnell, Center Hill, Coleman, Webster, and Wildwood that is determined by interlocal agreement between the cities.
- B. Other Entities/Non-voting:** Ex-officio members include Florida Central Railroad, added as ex-officio members in 2006, both counties' school districts, approved as ex-officio members in 2008, and CFX, added in 2015. A chart depicting these members is shown in **Figure 2**.

Advisory Committees

The Lake~Sumter MPO Governing Board receives recommendations from four advisory committees. The MPO has also convened task forces to address specific areas or issues.

Executive Committee

The purpose of the Executive Committee is to efficiently address matters not feasible to be heard by the full MPO Board in a timely fashion. The MPO Board may refer items to the Executive Committee for action or recommendation.

Technical Advisory Committee (TAC)

The Technical Advisory Committee (TAC) consists of planners and engineers representing the various local governments that make up the MPO. The input provided by the TAC is of a very technical nature and may include making technical design recommendations and verifying that all documents conform to the appropriate standards.

Community Advisory Committee (CAC)

The CAC ensures the public has the opportunity to review and evaluate proposed transportation plans and programs. The committee membership includes multimodal transportation advocates, representatives from underserved communities, and business stakeholders. This structure supports obtaining a broad cross-section of perspectives across geographic, demographic, and transportation modes.

Transportation Disadvantaged Coordinating Boards (TDCB)

There are two TDCBs in the MPO Area - one for Lake County and one for Sumter County. The primary purpose of each TDCB is to assist the MPO in identifying local service needs and to provide information, guidance, and direction to the Community Transportation Coordinators (CTCs) in each respective county.

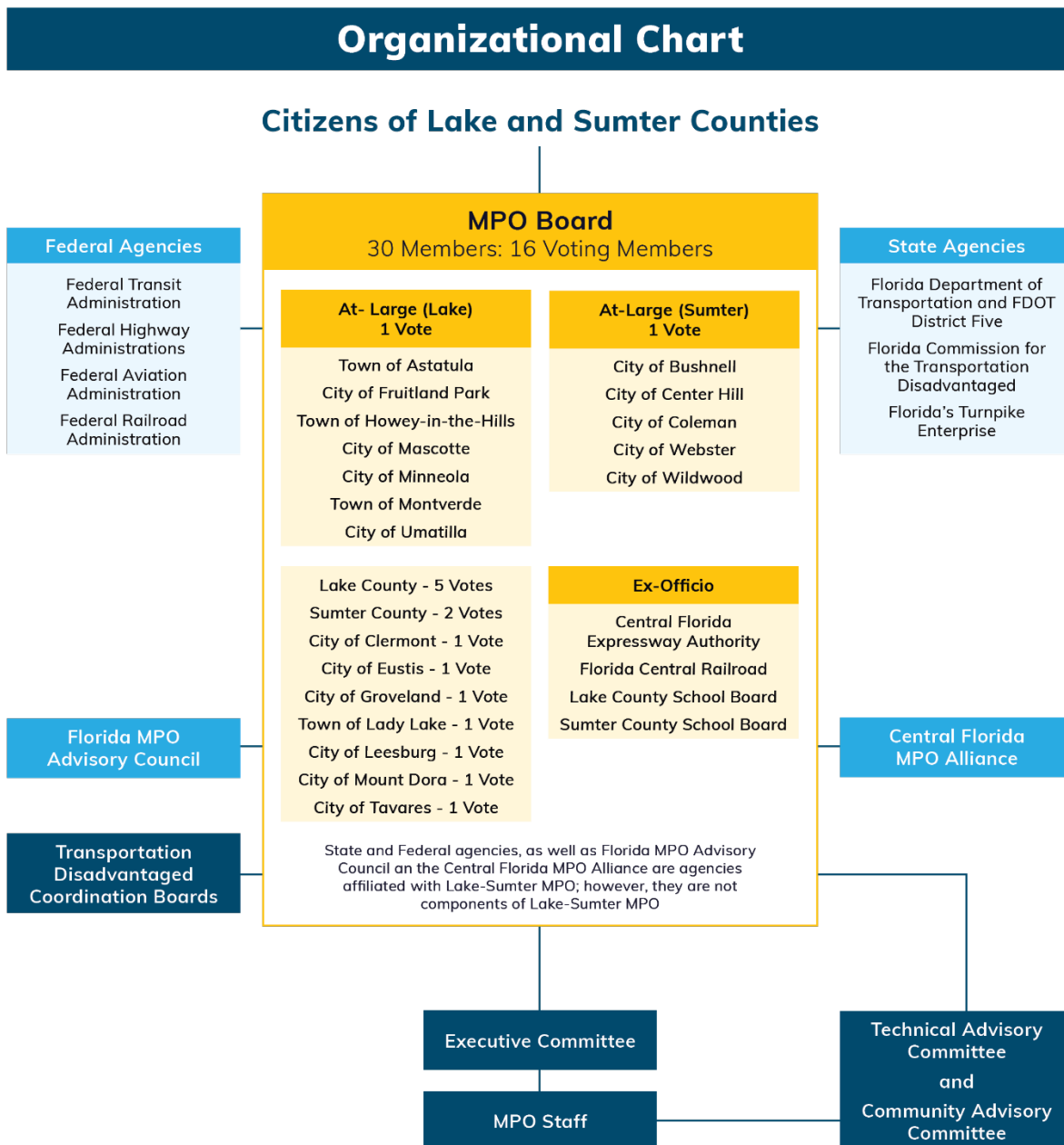
MPO Staff

The MPO Staff is responsible for collecting and disseminating all information from the transportation planning process to the general public. The work effort required to support the planning process is administered by the MPO staff in cooperation with local governments and 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, US Forest Service (for Federal Land Management Areas (FLMA) coordination), and the Water Management District (WMD) Offices (St. Johns River WMD and Southwest Florida WMD).

MPO staffing consists of two positions: 1) the Executive Director (ED) and 2) Financial Coordinator (FC). The ED manages all aspects of planning for the MPO and oversees the operations and management of the agency. The FC is responsible for all accounting, invoicing, and budget development for the MPO. The MPO utilizes the General Planning Consultant (GPC) and single source contracts to execute the metropolitan transportation planning process and fulfill the required work products of the MPO.

Each of the seven UPWP Tasks are accomplished with consultant support through the GPC contract and contracted services managed by the ED and FC through the Work Order process. All Work Orders are reviewed and approved by FHWA and FDOT before Notice to Proceed is issued for any consultant services. The MPO is an independent agency with a Lake County Staff Services Agreement to provide certain services such as Human Resources, Procurement, Accounting, Legal, and IT.

Figure 2: Lake~Sumter MPO Organization Chart



MPO Agreements

The Lake~Sumter MPO has executed the following required agreements to facilitate the metropolitan transportation planning process:

- **Metropolitan Planning Organization Agreement:** This agreement provides federal transportation planning funds from FHWA to the MPO, through FDOT, for the completion of transportation related planning activities set forth in the MPO's UPWP. *Biennial (every two years) agreement. July 1, 2026 – June 30, 2028.*
- **Transportation Disadvantaged (TD) Planning Grant Agreement:** This agreement provides state planning funds to coordinate the Transportation Disadvantaged Services in Lake County and Sumter County. *Annual application July 1, 2026 thru June 30, 2027 and July 1, 2027 thru June 30, 2028.*
- **Interlocal Agreement for the Creation of the Metropolitan Planning Organization:** This agreement is between Florida Department of Transportation (FDOT), the County of Lake, the County of Sumter, Town of Astatula, City of Bushnell, City of Center Hill, City of Clermont, City of Coleman, City of Eustis, City of Fruitland Park, City of Groveland, Town of Howey-in-the-Hills, Town of Lady Lake, City of Leesburg, City of Mascotte, City of Minneola, Town of Montverde, City of Mount Dora, City of Tavares, City of Umatilla, City of Webster, City of Wildwood, Florida Central Railroad, Lake County School Board, Sumter County School Board, and the Central Florida Expressway Authority. *Updated October 28, 2015. Will be updated in 2026.*
- **Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement:** This is an interlocal agreement between the FDOT, Lake~Sumter MPO, East Central Florida Regional Planning Council, Lake County Community Transportation Coordinator, and the Sumter County Community Transportation Coordinator to coordinate planning efforts. *Updated August 26, 2015 and is currently under review for reapproval in 2026.*
- The Lake~Sumter MPO is a party to an interlocal agreement among the six MPOs that are members of the **Central Florida Metropolitan Planning Organization Alliance (CFMPOA)**. The purpose of the agreement among the CFMPOA members is enhanced regional transportation planning. The CFMPOA also executed the FDOT agreement with the **Regional Intergovernmental Coordination and Review (ICAR)** agencies serving the metropolitan area created under Section 186.504, F.S. The agreement describes 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. The MPO took the lead in introducing interlocal agreements to two neighboring MPOs with which the Lake~Sumter MPO shares urbanized areas. The proposed interlocal agreements would further reinforce the planning roles of each MPO. The agreement stipulates planning coordination on projects and on plans and programs such as the Transportation Improvement Program and the Long Range Transportation Plan.

- In addition, the Lake~Sumter MPO is a party to the **Florida Metropolitan Planning Organization Advisory Council (MPOAC)**. The Florida MPOAC is a statewide transportation planning and policy organization created by the Florida Legislature pursuant to Section 339.175(12), Florida Statutes, to augment the role of individual MPOs in the cooperative transportation planning process. The MPOAC assists MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion. The MPOAC is made up of a Governing Board (27 members) consisting of local elected officials from each MPO and a Staff Directors' Advisory Committee consisting of the staff directors from each of the MPOs. The MPOAC also includes a Policy and Technical Subcommittee, a Freight and Rail Committee, and other committees as assigned by the Governing Board. The Policy and Technical Subcommittee annually prepares legislative policy positions and develops initiatives to be advanced during Florida's legislative session. The MPOAC actively participates in the activities of the National Association of Metropolitan Planning Organizations (AMPO) and the National Association of Regional Councils (NARC) in Washington, DC, and collaborates with other stakeholder groups to inform state and national policy on metropolitan transportation issues. Current initiatives include the Noteworthy Practices Working Group tasked with developing guidance documents detailing best practices for MPO planning activities.
- **MPO Staff Services Agreement:** This agreement provides staff for carrying out MPO activities. Updated April 17, 2024.

All agency plans and programs comply with the public involvement provisions of Title VI which states: "No person in the United States shall, on grounds of race, color, sex, age, disability/handicap, income level 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 MPO Governing Board adopted a formal plan covering Title VI issues in July 2007 and updated the approved the Title VI Program in 2024.

Operational Procedures and Bylaws

The MPO will monitor the transportation planning process to ensure that it is conducted in a manner consistent with requirements of the applicable state and federal laws and regulations. The intent of the MPO's bylaws and operating procedures is to provide rules and procedures to assure the orderly function of the urban transportation planning process for Lake and Sumter counties.

Lake~Sumter MPO has also adopted a Continuity of Operations Plan (COOP) to provide guidance to MPO staff on the policies and procedures to follow in the event of an interruption of services due to a natural disaster or other emergency. The primary goal of the COOP is to allow the MPO to resume its normal operations and functions as quickly and completely as possible after the interruption of services. The COOP is routinely updated. The MPO's most recent COOP was adopted on February 26, 2020 (Resolution 2020-3).

Bylaws of the Metropolitan Planning Organization (MPO)

The Bylaws of the MPO serve to guide the proper functioning of the Urban Transportation Planning Process for the Lake~Sumter MPO. The intent is to provide procedures and policies for the MPO Governing Board and MPO Committees for fulfilling the requirements of the Federal Highway Act of 1962, Federal Highway Act of 1974, Section 339.175, Florida Statutes, and will operate under the provisions of Section 163.01, Florida Statutes, as amended, and subsequent laws setting forth requirements for transportation planning for all modes of travel and to insure the accomplishment of the planning tasks within a cooperative framework properly related to comprehensive planning on a continuous basis. Full text of the current MPO Bylaws can be found at this website link: [Lake~Sumter MPO Bylaws - Amended December 2023](#).

Required Forms, Certifications, and Assurances

The most current Joint Certification review was completed in January 2026 (Joint Certification Statement signed by the MPO on February 5, 2026 and FDOT on February 10, 2026). A copy of the Joint Certification package is included in **Appendix D**.

Indirect Cost Rate

The MPO does not utilize an indirect cost rate.

Planning Tasks Overview for FY 2026/27 -2027/28

This section of the UPWP documents each specific transportation planning task to be undertaken during fiscal years, 2026/27-2027/28, including the purpose of the Task, previous work accomplished, proposed required activities to accomplish tasks, responsible agencies, cost estimates, and proposed funding sources. The UPWP is organized into seven (7) major activity categories. The final section of the UPWP contains the appropriate tables, including a task element index, a summary of estimated expenditures, and a summary of proposed expenditures by responsible and participating agencies and funding sources. The MPO will conduct the metropolitan planning process in conformance with the applicable federal (23 CFR 450) and state statutes and ensure the maintenance of a continuing, cooperative, and comprehensive transportation planning process for the Lake-Sumter MPO Planning Area.

Task 1 – Administration and Management

This task includes providing the staff with the necessary resources to conduct a successful Continuing, Comprehensive, and Cooperative (3-C) transportation planning process. This includes monitoring and managing local planning tasks to ensure that the planning process complies with all state and federal requirements. Also critical is the maintenance and periodic update of the Continuity of Operations Plan (COOP) to provide clear direction in the event of an interruption of services due to a natural disaster or other emergency.

Task 2 – Data Development and Management

This task includes the collection, analysis, and monitoring of the transportation characteristics of the MPO's planning area, which includes, but is not limited to, socioeconomic data, demographics, land use data, traffic data, travel patterns, transit data, crash/safety data, roadway conditions, and human-environmental concerns and issues. This information and data is for use in the MPO's Geographic Information Systems (GIS) database; performance-based project prioritization and Performance Measure monitoring and reporting; collection and maintenance of data utilized for MPO's Congestion Management Process (CMP); the analysis and planning purposes by member local governments; and in developing other MPO studies.

Task 3 – Short Range Planning

This task includes the development of the Transportation Improvement Program (TIP) and coordination with the Florida Department of Transportation (FDOT) to develop the FDOT Work Program. The five-year TIP is required by state and federal laws and is developed annually and amended as necessary to ensure consistency with the FDOT Work Program. Responsibilities also include the reporting, tracking, and documentation of performance measures and targets. Additionally, this task involves reporting and analysis to ensure adherence to and compliance with the MPO's Public Participation Plan (PPP) and associated plans/activities.

The development of the MPO's annual List of Priority Projects, a critical component in shaping both the FDOT Five-Year Work Program and the TIP, is also included in this task.

Performance Measurement (PM)

Performance Measurement (PM) standards have been integrated into the metropolitan transportation planning process to ensure all safety, mobility, environmental, and financial goals are achieved within their allocated timeframe. This Task includes fully meeting the requirements for integration of PM into the TIP including target setting, progress reports toward achieving targets, and data sharing and coordination with FDOT and transit providers.

Task 4 – Long Range Planning

This task primarily involves the implementation of any major updates or amendments to the MPO's 2050 Long Range Transportation Plan (LRTP) which was adopted on December 3, 2025. Work also includes ensuring consistency between the MPO's transportation plan and local government comprehensive plans. This section also includes utilizing FDOT's Efficient Transportation Decision Making (ETDM) planning screen process for projects identified in the LRTP. The MPO's 2050 LRTP included the development of following elements and mode-specific plans which may also be updated or amended under this task:

- Resiliency Element
- Complete Streets Element
- Vision Zero Safety Element
- Active Transportation Element
- TSMO & ITS Element
- Freight and Rail Element

Task 5 – Special Studies

This Task includes non-recurring planning projects or activities that may not clearly fit into other categories, as well as the MPO's Congestion Management Process.

Multimodal Planning

Activities may include plans addressing transit; vulnerable roadways users; bicycle/pedestrian improvements; context-based; corridor studies; feasibility studies; safety studies and improvements; small area studies, freight studies; traffic impact analysis (TIA) reviews; transportation systems management & operations (TSM&O) and/or ITS planning and studies; CMAQ Planning, Transportation Alternative Program (TAP) planning, cost-effectiveness analyses, and system planning.

Public Transportation and Transportation Disadvantaged

Includes all activities related to the Transportation Disadvantaged (TD) Program and public transportation in Lake and Sumter counties.

Congestion Management Process (CMP)

The Congestion Management Process (CMP) is a management system and process conducted to improve the safety and reliability of traffic operations by providing strategies to reduce travel demand on the roadway network or providing improvements to the overall transportation network.

Task 6 – Public Involvement

This Task includes three main elements:

- Continued support of the MPO's Public Participation Plan and associated plans for the MPO's outreach efforts.
- Reporting, tracking, and documentation of performance measures and targets for the PPP and associated plans. Also included in this element is the annual MPO staff training for public participation, reporting, and compliance.
- Activities and costs associated with the development, printing, and distribution of MPO plans, reports, and MPO publications. The MPO's website also serves as the major information portal for all planning efforts. All information, including workshop videos, presentations, and technical documents, is made available via the MPO's website. Advertisements for public meetings and workshops are posted online and on social media platforms.

The MPO's Public Participation Plan (PPP) was prepared in accordance with Title 23 Code of Federal Regulations, Section 450.316(b)(1). The PPP provides a process that ensures opportunities for the public to be involved in all phases of the planning process. The MPO adopted its updated PPP and associated plans at its April 2018 meeting, which have been subsequently updated in 2020 and 2024.

Task 7 – MPO Regional Activities

This Task includes the regional visioning and planning initiatives occurring in Central Florida. This Task also includes participation in the Florida MPO Advisory Council (MPOAC) and the Central Florida Metropolitan Planning Organization Alliance (CFMPOA). Activities include coordination with state and regional agencies on special planning efforts and statewide visioning and planning initiatives. Also included are the monitoring of federal and state legislative issues and the development of MPO Board policy, positions, and priorities.

Task 1 – Administration and Management

Table 8: Task 1 Activities for Fiscal Years 2027 and 2028

Purpose:	
To conduct the metropolitan planning processes in conformance with applicable federal (23 CFR 450) and state statutes and to ensure the maintenance of a successful 3-C (continuing, comprehensive and cooperative) transportation planning process for the Lake~Sumter MPO Planning Area.	
Previous Work Completed:	
Administration, preparation and distribution of planning documents, technical assistance, and documents for MPO Board and Committee meetings. Coordination with federal, state, and local partners. Preparation of contracts and agreements. Preparation of certification documents. Attendance at workshops and training sessions.	
Required Activities:	
<ul style="list-style-type: none"> • Staffing and management recruitment • Perform financial tasks, budget management, financial record keeping, preparation of invoices, and personnel services • Maintenance of prior years' grants, contracts, and agreements • Continued program of upgrading computers and other office equipment to meet evolving technology needs • Prepare annual audit • Administer and support MPO Governing Board and Advisory Committees • Monitor the two-year UPWP, coordinate tasks with participating agencies, submit progress reports and invoices to FDOT • Amend and modify FY 2026/27 – 2027/28 UPWP 	<ul style="list-style-type: none"> • Complete and adopt FY 2028/29 – 2029/30 UPWP • Monitor, review, and update MPO Continuity of Operations Plan (COOP). Review and coordinate plans for transportation services following natural or man-made emergencies. • Maintain and update MPO agreements, Board and Committee bylaws • Staff Services Agreement with Lake County • Participate in state certification review • Legal services • Select consultants and manage consultant support • Management, maintenance, and operations of the MPO office complex • Travel and training for MPO staff
End Product:	Completion Date:
Budgets, contracts, financial records, FDOT audits, invoices	Ongoing
Revised or updated contracts or agreements	Ongoing
Computer and other office equipment	Ongoing
Audit Report	Annually

End Product:	Completion Date:
Board/Committee meetings and associated materials, minutes, and notifications	Monthly
Progress Reports*	Monthly
Updated FY 2027-2028 UPWP*	As Needed
FY 2029-2030 UPWP*	May 2028
Updated COOP*	As Needed
Revised agreements and bylaws	As Needed
Renewed Staff Services Agreement	As Needed
Responses to certification questions and updates to the Board	Annually as directed by FDOT
Contracts, resolutions, documents, procedures approved for legal sufficiency	As Needed
Advertising, selection, and award of consultant contracts, project RFP contracts, and other consulting services as needed. Review and submittal of consultant invoices and project status reports.	As Needed
Lease payment, office maintenance, safety, and security of personnel, MPO signage, cleaning of MPO utilized facilities. Purchases including supplies and capital and lease of equipment. Website hosting, webmaster services, and updates.**	Ongoing
Necessary travel and related costs for attendance at trainings and industry conferences/workshops to ensure that the MPO staff are current on state of the practice.	Ongoing
Responsible Agency: Lake~Sumter MPO, unless otherwise noted.	

Consultant-supported activities are denoted by *. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed. Scopes of Service for consultant supported activities are included in **Appendix F**.

** Please note: Lake~Sumter MPO understands that any equipment purchases equal to or over \$5,000 (for a single unit) included in the Direct Expenses category in the budget tables on the following pages will require FHWA approval.

Table 9: Task 1 Budget Tables for Fiscal Years 2027 and 2028

Task 1 - Administration and Management		
2027		
Funding Source	FHWA	FY 2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)		
MPO Staff Salaries	\$287,125	\$287,125
Personnel (salary and benefits) Subtotal	\$287,125	\$287,125
Consultant		
Consultant	\$97,500	\$ 97,500
Accounting/Financial	\$75,000	\$75,000
Consultant Subtotal	\$172,500	\$172,500
Travel		
Travel	\$6,000	\$ 6,000
Travel Subtotal	\$6,000	\$6,000
Direct Expenses		
Annual Audit	\$16,500	\$16,500
Telecommunications	\$5,000	\$5,000
Freight and Postage	\$200	\$200
Office Lease	\$37,100	\$37,100
Insurance	\$4,000	\$ 4,000
LC Document Services	\$1,000	\$1,000
Support Services by LC	\$31,000	\$31,000
Office Supplies	\$11,053	\$11,053
Info Tech Supplies	\$5,000	\$5,000
Janitorial Services	\$4,000	\$4,000
Direct Expenses Subtotal	\$114,853	\$114,853
Total	\$580,479	\$580,479

Task 1 - Administration and Management		
2028		
Funding Source	FHWA	FY 2028 Total
Contract Number		
Source	PL	
Personnel (salary and benefits)		
MPO Staff Salaries	\$321,580	\$321,580
Personnel (salary and benefits) Subtotal	\$321,580	\$321,580
Consultant		
Consultant	\$32,500	\$32,500
Accounting/Financial	\$75,000	\$75,000
Consultant Subtotal	\$107,500	\$107,500
Travel		
Travel	\$6,000	\$6,000
Travel Subtotal	\$6,000	\$6,000
Direct Expenses		
Annual Audit	\$17,000	\$17,000
Telecommunications	\$5,000	\$5,000
Freight and Postage	\$200	\$200
Office Lease	\$38,200	\$38,200
Insurance	\$4,000	\$4,000
LC Document Services	\$1,000	\$1,000
Support Services by LC	\$31,000	\$31,000
Office Supplies	\$11,408	\$11,408
Info Tech Supplies	\$5,000	\$5,000
Janitorial Services	\$4,000	\$4,000
Direct Expenses Subtotal	\$116,808	\$116,808
Total	\$551,888	\$551,888

Task 2 – Data Development and Management

Table 10: Task 2 Activities for Fiscal Years 2027 and 2028

Purpose:	
<p>The collection, analysis, and monitoring of the transportation characteristics of the MPO's planning area, which includes, but is not limited to, socioeconomic data, demographics, land use data, traffic data, travel patterns, transit data, crash/safety data, roadway conditions, and human-environmental concerns and issues. This information and data is for use in the MPO's Geographic Information Systems (GIS) database; performance-based project prioritization and Performance Measure monitoring and reporting; collection and maintenance of data utilized for MPO's Congestion Management Process (CMP); the analysis and planning purposes by member local governments; and in developing other MPO studies.</p>	
Previous Work Completed:	
<p>Collection, analysis, and maintenance of data. Provision of customized datasets and reporting for the MPO's planning area. Development of interactive online maps and dashboards for the MPO website. Updates and maintenance of the MPO's GIS database. Data collection in support of the CMP and other MPO planning projects and initiatives.</p>	
Required Activities:	
<ul style="list-style-type: none"> • Collect, analyze, and maintain data on the transportation characteristics of the MPO planning area • GIS and map development in support of transportation planning activities and projects • Development of interactive maps/dashboards on MPO website 	
End Product:	Completion Date:
New and/or updated datasets*	Ongoing
Updated GIS data*	Ongoing
Interactive online maps and dashboards on the MPO website	Ongoing
Responsible Agency: Lake~Sumter MPO, unless otherwise noted.	

Consultant-supported activities are denoted by *. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed. Scopes of Service for consultant supported activities are included in **Appendix F**.

Table 11: Task 2 Budget Tables for Fiscal Years 2027 and 2028

Task 2 – Data Development and Management		
2027		
Funding Source	FHWA	FY 2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$9,537	\$9,537
Consultant	\$36,000	\$36,000
2027 Totals	\$45,537	\$45,537
2028		
Funding Source	FHWA	FY 2028 Total
Contract Number		
Source	PL	
Personnel (salary and benefits)	\$10,319	\$10,319
Consultant	\$36,000	\$36,000
2028 Totals	\$46,319	\$46,319

Task 3 – Short Range Planning

Table 12: Task 3 Activities for Fiscal Years 2027 and 2028

Purpose:	
To update the five-year Transportation Improvement Program (TIP) annually and amend as needed, consistent with federal and state requirements. Maintain data, provide transportation planning services, and perform annual reporting on TIP State of the System and Performance Measures targets. Conduct strategic planning efforts consistent with the LRTP. Coordinate planning efforts with FDOT. Maintain, annually update, and publish the List of Priority Projects.	
Previous Work Completed:	
Development and management of the FY 2025/26-29/30 TIP and the FY 2026/27-30/31 TIP and all required amendments. Development and adopted LOPP (June 2025, June 2026)	
Required Activities:	
<ul style="list-style-type: none"> Develop and publish the annual TIP utilizing web-based interactive TIP and mapping application Maintenance of prior years' grants, contracts, and agreements Amendments and updates to the TIP, STIP and online maps Analysis and report performance of the TIP Performance Measure (PM) targets annually and with all amendments, including PM target setting and data sharing & coordination with FDOT 	<ul style="list-style-type: none"> Provide quantitative technical support for performance-based planning and prioritization Data collection, analysis, and reporting for all federally required performance measures Annual listing of Federally obligated projects Develop, update, and publish the List of Priority Projects (LOPP) and annual LOPP fiscal and programmatic effectiveness analysis. Manage consultant support
End Product:	Completion Date:
FY 2027/28–31/32 and FY 2028/29-32/33 TIP*	June 2027 and June 2028
Updated TIP, STIP, and online maps*	As Needed
TIP Performance Measures Annual Report*	Annually and as needed
TIP Performance-Based project prioritization*	Annual update June 2027 & June 2028
Performance measures report*	Annually or as needed
Annual Obligation Report	Annually and as needed
LOPP document and annual LOPP fiscal and programmatic effectiveness report.*	June 2027 and June 2028
Manage consultant project teams; review and approve consultant invoices, project reports, and project documents.	As Needed
Responsible Agency: Lake-Sumter MPO, unless otherwise noted.	

Consultant-supported activities are denoted by *. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed. Scopes of Service for consultant supported activities are included in **Appendix F**.

Table 13: Task 3 Budget Tables for Fiscal Years 2027 and 2028

Task 3 – Transportation Improvement Program		
2027		
Funding Source	FHWA	FY 2027 Total
Contract Number		
Source Level	PL*	
Personnel (salary and benefits)	\$36,824	\$36,824
Consultant	\$139,000	\$139,000
2027 Totals	\$175,824	\$175,824
2028		
Funding Source	FHWA	FY 2028 Total
Contract Number		
Source	PL*	
Personnel (salary and benefits)	\$39,844	\$39,844
Consultant	\$139,000	\$139,000
2028 Totals	\$178,844	\$178,844

*These funds satisfy the requirements for the 2.5% PL set aside in § 11201; 23 U.S.C. 134. 2.5% of the total PL allocation for fiscal year 2026/27 is \$26,755 of \$1,070,188, and for fiscal year 2027/28, is \$26,755 of \$1,070,188.

Task 4 – Long Range Planning

Table 14: Task 4 Activities for Fiscal Years 2027 and 2028

Purpose:	
To maintain, update, and implement the MPO's 2050 LRTP and associated technical reports/modal elements. Conduct additional long-range transportation planning efforts consistent with the 2050 LRTP, including transportation studies and the Efficient Transportation Decision Making process.	
Previous Work Completed:	
Maintenance and implementation of the 2045 LRTP; Processing of LRTP amendments as needed; Incorporation of federal and state performance measures; LRTP policy development; Development of the 2050 LRTP including data collection, needs assessment, public participation/stakeholder outreach, and maps/data visualization; Completion of 2050 LRTP technical reports and modal elements.	
Required Activities:	
<ul style="list-style-type: none"> • Maintain, modify, and amend the 2050 LRTP • Coordination and support of the FDOT Central Florida Regional Planning Model (CFRPM) • ETDM and environmental screening in support of the 2050 LRTP 	<ul style="list-style-type: none"> • Develop, measure, and report LRTP performance measures criteria based on federal regulations and timelines • Monitoring, collecting, and analyzing relevant data in support of long-range planning activities • Manage consultant support
End Product:	Completion Date:
Updated/amended 2050 LRTP and component documentation*	Ongoing and As Needed
Updated 2050 LRTP Data	Ongoing and As Needed
Updated information for Central Florida Regional Planning Model (CFRPM)*	Ongoing and As Needed
Environmental Screening Documentation*	Ongoing and As Needed
Manage consultant project teams; review and approve consultant invoices, project reports, and project documents.	As Needed
Responsible Agency: Lake~Sumter MPO, unless otherwise noted.	

Consultant-supported activities are denoted by *. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed. Scopes of Service for consultant supported activities are included in **Appendix F**.

Table 15: Task 4 Budget Tables for Fiscal Years 2027 and 2028

Task 4 - Long Range Transportation Plan		
2027		
Funding Source	FHWA	FY 2027 Total
Contract Number		
Source Level	PL*	
Personnel (salary and benefits)	\$10,994	\$10,994
Consultant	\$41,500	\$41,500
2027 Totals	\$52,494	\$52,494
2028		
Funding Source	FHWA	FY 2028 Total
Contract Number		
Source	PL*	
Personnel (salary and benefits)	\$12,183	\$12,183
Consultant	\$42,500	\$42,500
2028 Totals	\$54,683	\$54,683

*These funds satisfy the requirements for the 2.5% PL set aside in § 11201; 23 U.S.C. 134. 2.5% of the total PL allocation for fiscal year 2026/27 is \$26,755 of \$1,070,188, and for fiscal year 2027/28, is \$26,755 of \$1,070,188.

Task 5 – Special Studies

Table 16: Task 5 Activities for Fiscal Years 2027 and 2028

Purpose:	
To conduct planning activities that across various transportation modes and systems that may not fit in other categories. These activities multimodal, safety, operations, bicycle and pedestrian, TSM&O, ITS, and freight planning. This task also address public transportation, transportation disadvantaged, and the MPO's Congestion Management Process.	
Previous Work Completed:	
Support and administration for Lake County and Sumter County TDCBs; Transit Development Plan Updates; Transportation Disadvantaged Service Plan (TDSP) updates for Sumter County and Lake County; Recommendation of CTCs for Lake County and Sumter County; bicycle and pedestrian planning; identified congested roadways and areas of safety concerns; managed ITS Study; context-based corridor planning; Freight Evaluation Summary Report and Subarea Assessment; assessment of projects for grant and discretionary funding eligibility and implementation strategies; Congestion Management Process updates.	
Required Activities:	
<ul style="list-style-type: none"> • Conduct multimodal planning, feasibility, and safety studies in support of MPO programs and in coordination with local partners • Public transportation planning and studies, including fixed-route transit and para-transit planning • Staff support, administration, and oversight for the Lake County TDCB and the Sumter County TDCB • Facilitate the TDLCB annual evaluation of the CTC • Coordinate process for annual minor updates to Lake County and Sumter County TDSPs 	<ul style="list-style-type: none"> • Coordination with Public Transportation Agency Safety Plan (PTASP) target-setting • Complete annual updates of Transit Asset Management (TAM) Plan and PTASP • Assessment of projects for grant/discretionary funding eligibility and project implementation strategies; grant application support • Completion of Congestion Management Plan (CMP) Annual Update • Manage consultant support
End Product:	Completion Date:
SR 50 Operational Improvements Study*	June 2027
Updated Vision Zero Safety Action Plan*	Biannually
Planning and Feasibility Studies*	As Needed and Identified
Public Transportation Studies*	As Needed and Identified
Meetings and associated materials, minutes, and notifications	Quarterly
Annual review of Lake County and Sumter County CTCs*	June 30, 2027, and June 30, 2028
Updated Lake and Sumter TDSPs*	June 2027 and June 2028
PTASP Targets*	Annually

End Product:	Completion Date:
Updated PTASP and TAM Plan*	June 2027 and June 2028
Assessment of projects for grant/discretionary funding opportunities and other implementation strategies; grant applications*	As Needed
Updated CMP*	Biannually
Manage consultant project teams; review and approve consultant invoices, project reports, and project documents.	As Needed
Responsible Agency: Lake~Sumter MPO, unless otherwise noted.	

Consultant-supported activities are denoted by *. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed. Scopes of Service for consultant supported activities are included in **Appendix F**.

Table 17: Task 5 Budget Tables for Fiscal Years 2027 and 2028

Task 5 - Special Studies					
2027					
Funding Source	FHWA		CTD		FY 2027 Total
Contract Number					
Source Level	PL*	Total	State	Total	
Personnel (salary and benefits)	\$31,790	\$31,790	\$ -	\$ -	\$31,790
Consultant	\$63,957	\$63,957	\$56,043	\$56,043	\$120,000
2027 Totals	\$95,747	\$95,747	\$56,043	\$56,043	\$151,790
2028					
Funding Source	FHWA		CTD		FY 2028 Total
Contract Number					
Source	PL*	Total	State	Total	
Personnel (salary and benefits)	\$50,164	\$50,164	\$ -	\$ -	\$50,164
Consultant	\$118,957	\$118,957	\$56,043	\$56,043	\$175,000
2028 Totals	\$169,121	\$169,121	\$56,043	\$56,043	\$225,164

*These funds satisfy the requirements for the 2.5% PL set aside in § 11201; 23 U.S.C. 134. 2.5% of the total PL allocation for fiscal year 2026/27 is \$26,755 of \$1,070,188, and for fiscal year 2027/28, is \$26,755 of \$1,070,188.

Task 6 – Public Involvement

Table 18: Task 6 Activities for Fiscal Years 2027 and 2028

Purpose:	
To provide the requested information to the public, government agencies, and elected officials; to increase public awareness of the MPO, its role, and initiatives; to increase the opportunities for public participation consistent with federal and state requirements. This task includes required activities, tracking, and monitoring for applicable public outreach programs.	
Previous Work Completed:	
Provided active outreach to local communities through presentations and workshops associated with the 2050 Long Range Transportation Plan, Vision Zero Safety Action Plan, and other studies. Provided information to the public through the MPO website, updated printed materials, and social media resources.	
Required Activities:	
<ul style="list-style-type: none"> Review, evaluate, and update the Public Participation Plan (PPP) and associated plans Maintenance and updates to MPO website and MPO project-specific websites Outreach through MPO social media platforms ADA compliance for the MPO website and all Documents Promote MPO planning activities and initiatives 	<ul style="list-style-type: none"> Develop and distribute surveys to obtain public and stakeholder feedback on MPO projects or initiatives Facilitate in-person or virtual public meetings or workshops related to planning activities or projects Manage consultant support
End Product:	Completion Date:
Updated Public Participation Plan and associated plans/activities*	As Needed
Updated MPO website*	Ongoing
Postings to MPO social media platforms*	Ongoing
ADA-compliant website and documents*	Ongoing
Production and updates to public information materials*	As Needed
Online survey and in-person survey reporting	As Needed
Public meetings and workshops*	As Needed
Manage consultant project teams; review and approve consultant invoices, progress reports, and project documents.	As Needed
Responsible Agency: Lake Sumter MPO, unless otherwise noted.	

Consultant-supported activities are denoted by *. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed. Scopes of Service for consultant supported activities are included in **Appendix F**.

Table 19: Task 6 Budget Tables for Fiscal Years 2027 and 2028

Task 6 - Public Outreach		
2027		
Funding Source	FHWA	FY 2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$19,869	\$19,869
Consultant	\$75,000	\$75,000
2027 Totals	\$94,869	\$94,869
2028		
Funding Source	FHWA	FY 2028 Total
Contract Number		
Source	PL	
Personnel (salary and benefits)	\$12,899	\$12,899
Consultant	\$45,000	\$45,000
2028 Totals	\$57,899	\$57,899


Task 7 – MPO Regional Activities

Table 20: Task 7 Activities for Fiscal Years 2027 and 2028

Purpose:	
<p>To coordinate with and assist those local agencies conducting studies of interest to Lake~Sumter MPO and the area-wide transportation planning process and stay current with local government comprehensive planning. This task is also used to promote and enhance interregional transportation planning and coordination with neighboring MPOs by supporting coming interests through the Central Florida MPO Alliance (CFMPOA). An interlocal agreement can be found in Appendix G describing rules and activities of the CFMPOA. Participating agencies of CFMPOA include Lake~Sumter MPO, MetroPlan Orlando, Ocala-Marion TPO, Polk TPO, River to Sea TPO, and Space Coast TPO.</p>	
Previous Work Completed:	
<p>Staff participation in technical advisory committees as requested by partner agencies; staff attendance at monthly meetings of partner agencies (CFX Board, LYNX Board, GOAA Board, Community Traffic Safety Teams (CTST) & Safety Groups); participation in local agency partnering meetings with FDOT; staff participation on Project Advisory Committees or Groups with FDOT, Florida's Turnpike Enterprise, Central Florida Expressway Authority, and LYNX; participation in Statewide MPO Advisory Council (MPOAC); participation in Statewide Model Task Force (MTF); CFMPOA Regional priority project list; CFMPOA Quarterly meetings; CFMPOA Annual joint meeting with Sun Coast Transportation Planning Alliance (SCTPA).</p>	
Required Activities:	
<ul style="list-style-type: none"> • Serve on Project Advisory Committees for partner agencies • Attend meetings of local partners' governing boards and advisory committees • Attendance and coordination with local government partners and FDOT • Attendance at meetings of other MPO/TPO Boards in the region 	<ul style="list-style-type: none"> • Attendance of State groups and committees (model task force, metropolitan planning partnership, MPO Advisory Council, etc.) • Attendance and participation with national groups and committees (TRB, NCHRP, AMPO, NARC, etc.)
End Product:	Completion Date:
CFMPOA Regional Priority Project List	July 2026; July 2027
CFMPOA Regional Indicators Report	April 2026; April 2027
Continued CFMPOA coordination amongst regional MPO partners	Quarterly meetings/Ongoing
Responsible Agencies: Lake~Sumter MPO, MetroPlan Orlando, Ocala-Marion TPO, Polk TPO, River to Sea TPO, and Space Coast TPO	

Table 21: Task 7 Budget Tables for Fiscal Years 2027 and 2028

Task 7 - MPO Regional Activities		
2027		
Funding Source	FHWA	FY 2027 Total
Contract Number		
Source Level	PL	
Detail		
Personnel (salary and benefits)		
MPO Staff Salaries	\$4,239	\$4,239
Personnel (salary and benefits) Subtotal	\$4,239	\$4,239
Consultant		
CFMPOA (Transfer to MetroPlan Orlando)	\$5,000	\$5,000
Consultant	\$16,000	\$16,000
Consultant Subtotal	\$21,000	\$21,000
Total	\$25,239	\$25,239
2028		
Funding Source	FHWA	FY 2028 Total
Contract Number		
Source Level	PL	
Detail		
Personnel (salary and benefits)		
MPO Staff Salaries	\$1,433	\$1,433
Personnel (salary and benefits) Subtotal	\$1,433	\$1,433
Consultant		
CFMPOA (Transfer to MetroPlan Orlando)	\$5,000	\$5,000
Consultant	\$5,000	\$5,000
Consultant Subtotal	\$10,000	\$10,000
Total	\$11,433	\$11,433

 Orange formatting indicates outgoing funds.

Funding Summaries

Federal Metropolitan Planning Funds and Soft Match

Federal funds authorized by Title 23 U.S.C. generally require a non-federal match at the ratio of 80 (federal) to 20 (local). However, this is subject to a sliding scale adjustment, which is a 1.93% additive for Florida, for a total federal share of 81.93%. Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a “soft-match” provision that allows the federal share to be increased up to 100% to the extent credits are available. The “soft match” amount being utilized to match the FHWA funding in the UPWP is 18.07% of FHWA program funds for a total of \$472,068.

Table 22: UPWP Soft Match to Federal Funds

	FY 2026-27	FY 2027-28	Total
Federal Funds Soft Match	\$236,034	\$236,034	\$472,068

Indirect Cost Rate

The MPO does not utilize an indirect cost rate.

Summary Budget Tables

The budget tables that summarize the funds expended are found on the following pages.

- Funding Source FY 2027 and FY 2028 – Table 23 on pg. 43
- Agency Participation FY 2027 and FY 2028 – Table 24 on pg. 44

Table 23: FY 2027 and FY 2028 – Funding Sources

												Funding Source	
Contract	Funding Source	Source Level	2027	2028	FY 2027 Funding Source				FY 2028 Funding Source				
					Soft Match	Federal	State	Local	Soft Match	Federal	State	Local	
					G25	CTD	State	\$ 56,043	\$ 56,043	\$ -	\$ -	\$ 56,043.00	\$ -
		CTD G25 TOTAL	\$ 56,043	\$ 56,043	\$ -	\$ -	\$ 56,043	\$ -	\$ -	\$ -	\$ 56,043	\$ -	
G2V34	FHWA	PL	\$ 1,070,188	\$ 1,070,188	\$ 236,034.38	\$1,070,188.00	\$ -	\$ -	\$ 236,034.38	\$1,070,188.00	\$ -	\$ -	
		FHWA G2V34 TOTAL	\$ 1,070,188	\$ 1,070,188	\$ 236,034	\$ 1,070,188	\$ -	\$ -	\$ 236,034	\$ 1,070,188	\$ -	\$ -	
		TOTAL	\$ 1,126,231	\$ 1,126,231	\$ 236,034	\$ 1,070,188	\$ 56,043	\$ -	\$ 236,034	\$ 1,070,188	\$ 56,043	\$ -	

Table 24: FY 2027 and FY 2028 – Agency Participation

Agency Participation		CTD		FHWA	
Funding Source	GXX		GXXXX		
Contract	GXX		GXXXX		
Fiscal Year	2027	2028	2027	2028	
Total Budget	\$ 56,043	\$ 56,043	\$ 1,070,188	\$ 1,070,188	
Task 1 – Administration and Management					
Personnel (salary and benefits)	\$ -	\$ -	\$ 287,125	\$ 321,580	
Consultant	\$ -	\$ -	\$ 172,500	\$ 107,500	
Travel	\$ -	\$ -	\$ 6,000	\$ 6,000	
Direct Expenses	\$ -	\$ -	\$ 114,853	\$ 116,808	
Sub Total	\$ -	\$ -	\$ 580,479	\$ 551,888	
Task 2 – Data Development and Management					
Personnel (salary and benefits)	\$ -	\$ -	\$ 9,537	\$ 10,319	
Consultant	\$ -	\$ -	\$ 36,000	\$ 36,000	
Sub Total	\$ -	\$ -	\$ 45,537	\$ 46,319	
Task 3 – Transportation Improvement Program					
Personnel (salary and benefits)	\$ -	\$ -	\$ 36,824	\$ 39,844	
Consultant	\$ -	\$ -	\$ 139,000	\$ 139,000	
Sub Total	\$ -	\$ -	\$ 175,824	\$ 178,844	
Task 4 – Long Range Transportation Plan					
Personnel (salary and benefits)	\$ -	\$ -	\$ 10,994	\$ 12,183	
Consultant	\$ 56,043	\$ 56,043	\$ 41,500	\$ 42,500	
Sub Total	\$ 56,043	\$ 56,043	\$ 52,494	\$ 54,683	
Task 5 - Special Studies					
Personnel (salary and benefits)	\$ -	\$ -	\$ 31,790	\$ 50,164	
Consultant	\$ -	\$ -	\$ 63,957	\$ 118,957	
Sub Total	\$ -	\$ -	\$ 95,747	\$ 169,121	
Task 6 – Public Outreach					
Personnel (salary and benefits)	\$ -	\$ -	\$ 19,869	\$ 12,899	
Consultant	\$ -	\$ -	\$ 75,000	\$ 45,000	
Sub Total	\$ -	\$ -	\$ 94,869	\$ 57,899	
Task 7 - MPO Regional Activities					
Personnel (salary and benefits)	\$ -	\$ -	\$ 4,239	\$ 1,433	
Consultant	\$ -	\$ -	\$ 21,000	\$ 10,000	
Sub Total	\$ -	\$ -	\$ 25,239	\$ 11,433	
Sub-Total (less the de-obligated funds)		\$ 112,086		\$ 2,140,376	
Total De-ob. Funds (PL)		\$ -		\$ -	
Total De-ob. (Other Source)		\$ -		\$ -	
TOTAL PROGRAMMED	\$ 56,043	\$ 56,043	\$ 1,070,188	\$ 1,070,188	

Appendix A

Definitions and Acronyms

(3-C) Continuing, Comprehensive, and Cooperative Planning Process: Transportation planning for the safe and efficient movement of people and goods consistent with the region's overall economic, social and environmental goals.

(ADA) Americans with Disabilities Act of 1990: A Federal law that requires public facilities, including transportation services, to be accessible to persons with disabilities, including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

(AMPO) Association of Metropolitan Planning Organizations: A national nonprofit membership organization serving the interests of metropolitan planning organizations nationwide.

(CAC) Citizens' Advisory Committee: Advisory committee utilized by most metropolitan planning organizations (MPOs) for citizen input into the transportation planning process.

(CFMPOA) Central Florida MPO Alliance: A coalition of transportation and government organizations committed to addressing transportation challenges on a regional basis. The alliance is comprised of representatives from the Brevard MPO, the MetroPlan Orlando, the Volusia County TPO, the Polk TPO, the Ocala/Marion TPO, and the Lake~Sumter MPO.

(CFR) Code of Federal Regulations: The codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government.

(CFX) Central Florida Expressway Authority: The Central Florida Expressway Authority (CFX) was established in 2014 as the regional toll road authority with an expanded mandate to build and maintain a regional transportation network that connects Brevard, Lake, Orange, Osceola and Seminole counties. CFX is responsible for the construction, maintenance and operation of a limited-access expressway system.

(CMP) Congestion Management Process: A planning process required by Federal law, which is a systematic approach to managing new and existing transportation systems for relieving congestion and maximizing the safety and mobility of people and goods.

(CR) County Road: A roadway that is operated and maintained by a local county government.

(CTCs) Community Transportation Coordinators: People contracted by the Transportation Disadvantaged Commission to provide complete, cost-effective and efficient transportation services to transportation disadvantaged (TD) persons.

(CTD) Commission for Transportation Disadvantaged: An independent commission housed administratively within the Florida Department of Transportation. Our mission is to insure the availability of efficient, cost-effective, and quality Transportation services for transportation disadvantaged persons.

(EPA) Environmental Protection Agency: Protects human health and the environment. Since 1970, EPA has been working for a cleaner, healthier environment for the American people.

(EDTM) Efficient Transportation Decision Making: Creates a linkage between land use, transportation and environmental resource planning initiatives through early, interactive agency and public involvement.

(FCEN) Florida Central Railroad: The Florida Central Railroad was established in 1986 and expanded in 1990 as part of the Pinsky Railroad Company. The FCRR operates 68 miles of track and directly serves industries in downtown Orlando, Apopka, Zellwood, Mt. Dora, Tavares, Eustis, Umatilla, Ocoee, and Winter Garden, Florida. All interchanges are made with CSXT in Orlando, Florida. The Florida Midland Railroad was acquired from CSXT in 1987.

(FHWA) Federal Highway Administration: Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs.

(FDOT) Florida Department of Transportation: State agency responsible for transportation issues in Florida.

(FY) Fiscal Year: A budget year; runs from July 1 through June 30 for the State of Florida; and from October 1 through September 30 for the federal government.

(F.S.) Florida Statutes: Documents in which Florida's laws are found.

(FTA) Federal Transit Administration: Federal entity responsible for transit planning and programs.

(GIS) Geographic Information Systems: A technology that integrates the collection, management and analysis of geographic data. This can be used to display the results of data queries as maps and analyze spatial distribution of data.

(ICAR) Intergovernmental Coordination and Review: The process for state and local review, coordination and comment on proposed federal financial assistance applications and project activities.

(IIJA) Infrastructure and Investment Jobs Act: Federal law that includes the transportation reauthorization which replaces the FAST Act. Enacted in November of 2021.

(ITS) Intelligent Transportation System: Use of computer and communications technology to facilitate the flow of information between travelers and system operators to improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve resources and reduce adverse environmental effects; includes concepts such as "freeway management systems," "automated fare collection" and "transit info kiosks".

(JPA) Joint Participation Agreement: Legal instrument describing intergovernmental tasks to be accomplished and/or funds to be paid between government agencies.

(LOPP) List of Priority Projects: Pursuant to s. 339.175(8), Florida Statutes, MPOs must annually adopt a list of transportation system priority projects and transmit the list to FDOT for use in developing the next draft Five-Year Work Program and Transportation Improvement Program (TIP).

(LRTP) Long Range Transportation Plan: A 20-year forecast plan required of state planning agencies and MPOs; must consider a wide range of social, environmental, and economic factors in

determining overall regional goals and consider how transportation can best meet these goals discussion; created by law to assist the MPOs in carrying out the urbanized area transportation planning process.

(MPO) Metropolitan Planning Organization: The forum for cooperative transportation decision-making; required for urbanized areas with populations over 50,000. 2018 Unified Planning Work Program 81

(MPOAC) Metropolitan Planning Organization Advisory Council: A statewide advisory council (consisting of one member from each MPO) that serves Florida's 25 MPOs as the principal forum for collective policy.

(NAAQS) National Ambient Air Quality Standards: The U.S. National Ambient Air Quality Standards are limits on atmospheric concentration of six pollutants that cause smog, acid rain, and other health hazards. Established by the United States Environmental Protection Agency (EPA) under authority of the Clean Air Act.

(NARC) National Association of Regional Councils: Serves as the national voice for regions by advocating for regional cooperation as the most effective way to address a variety of community planning and development opportunities and issues.

(NCHRP) National Cooperative Highway Research Program: The National Cooperative Highway Research Program conducts research in problem areas that affect highway planning, design, construction, operation, and maintenance in the United States.

(NHS) National Highway System: The National Highway System is a network of strategic highways within the United States, including the Interstate Highway System and other roads serving major airports, ports, rail or truck terminals, railway stations, pipeline terminals and other strategic transport facilities.

(PL) Planning Funds: Federal Highway Administration planning funds, also called Section 112 funds.

(PPP) Public Participation Plan: A written plan of public involvement strategies and activities for a specific transportation plan or project. The PPP provides a systematic approach to how the results and outcomes of public involvement activities are integrated into the decision-making process.

(RFP) Request for Proposals: A document advertising opportunities to submit bids for a particular purchase or service contract.

(SIS) Strategic Intermodal System: A transportation system comprised of facilities and 2018 Unified Planning Work Program 83 services for statewide and interregional significance, including appropriate components of all modes.

(STIP) State Transportation Improvement Program: The FDOT five-year work program as prescribed by federal law.

(TAC) Technical Advisory Committee: A standing committee of most metropolitan organizations (MPOs); function is to provide advice on plans or actions of the MPO from planners, engineers and other staff members (not general citizens).

(TAP) Transportation Alternative Program: Set-aside funds within the Surface Transportation Block Grant Program (STBG) for on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, and other related programs.

(TD) Transportation Disadvantaged: People who are unable to transport themselves or to purchase transportation due to disability, income status or age.

(TDCB) Transportation Disadvantaged Coordinating Board: This committee is responsible for defining transportation disadvantaged-related goals and objectives, preparing a service plan, and ensuring that the needs of the transportation disadvantaged citizens are being met.

(TDM) Transportation Demand Management: A transportation planning process that is aimed at relieving congestion on highways by the following types of actions: (1) actions that promote alternatives to automobile use; (2) actions that encourage more efficient use of alternative transport systems; and (3) actions that discourage automobile use.

(TDP) Transit Development Plan: An intermediate-range transit plan (usually five years) that examines service, markets, and funding to make specific recommendations for transit improvements.

(TDSP) Transportation Disadvantaged Service Plan: A tactical plan with Development, Service, Quality Assurance and Cost/Revenue Allocation and Rate Structure Justification components. The TDSP contains goals which the CTC plans to achieve, and the means by which they intend to achieve them.

(TPO) Transportation Planning Organization: A synonym for a Metropolitan Planning Organization (MPO), responsible for transportation planning and is mandated by state and federal agencies.

(TRB) Transportation Research Board: A unit of the National Research Council whose purpose is to advance knowledge about transportation systems; publishes the Highway Capacity Manual.

(TIP) Transportation Improvement Program: A priority list of transportation projects developed by a metropolitan planning organization that is to be carried out within the five (5) year period following its adoption; must include documentation of federal and state funding sources for each project and be consistent with adopted MPO long range transportation plans and local government comprehensive plans. Federal regulations pertaining to statewide and metropolitan transportation Part 450 planning: (a) Sets forth the national policy that the MPO designated for each urbanized area is to carry out a continuing, cooperative, and comprehensive multimodal transportation planning process, including the development of a metropolitan transportation plan and a transportation improvement program (TIP), that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight (including accessible pedestrian walkways and bicycle transportation facilities) and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution; and (b) Encourages continued development and improvement of metropolitan transportation planning processes guided by the Federal Planning Factors set forth in 23 U.S.C. 134(h) and 49 U.S.C. 5303(h).

(TRIP) Transportation Regional Incentive Program: TRIP was created to improve 2018 Unified Planning Work Program 85 regionally significant transportation facilities in "regional transportation

areas". State funds are available throughout Florida to provide incentives for local governments and the private sector to help pay for critically needed projects that benefit regional travel and commerce. The Florida Department of Transportation (FDOT) will pay for 50 percent of project costs, or up to 50 percent of the nonfederal share of project costs for public transportation facility projects.

(TSM&O) Transportation Systems Management: Strategies to improve the efficiency of the transportation system through operational improvements such as the use of bus priority or reserved lanes, signalization, access management, turn restrictions, etc. by multiplying the number of vehicles by the hours traveled in a given area or on a given highway during the time period. In transit, it is calculated by multiplying the number of vehicles by the hours traveled on a given area or on a different route, line, or network during the time period.

(UA) Urbanized Area: The US Census Bureau defines an urbanized area as: "Core census block groups or blocks that have a population density of at least 1,000 people per square mile (386 per square kilometer) and surrounding census blocks that have an overall density of at least 500 people per square mile (193 per square kilometer)".

(UPWP) Unified Planning Work Program: Developed by Metropolitan Planning Organization (MPOs); identifies all transportation and transportation air quality tasks and activities anticipated within the next one to two years, including a schedule for the completion of the identified tasks and activities.

(USC) United States Code: The United States Code is the codification by subject matter of the general and permanent laws of the United States. It is divided by broad subjects into 50 titles and published by the Office of the Law Revision Counsel of the U.S. House of Representatives. Since 1926, the United States Code has been published every six years. In between editions, annual cumulative supplements are published in order to present the most current information.

(USDOT) United States Department of Transportation: Established by an act of Congress on October 15, 1966, the Department's first official day of operation was April 1, 1967. The mission of the Department is to: Serve the United States by ensuring a fast, safe, efficient, accessible and convenient transportation system that meets our vital national interests and enhances the quality of life of the American people, today and into the future.

(WMD) Water Management District: Florida's Water Management Districts The districts administer flood protection programs and perform technical investigations into water resources. They also develop water management plans for water shortages in times of drought and acquire and manage lands for water management purposes.

Appendix B

Resolution Adopting the UPWP

Appendix C

FDOT District Planning Activities

FLORIDA DEPARTMENT OF TRANSPORTATION

DISTRICT 5

Planning Activities

FDOT Mission

The mission of the Florida Department of Transportation (FDOT) is to provide a safe, statewide transportation system that promotes the efficient movement of people and goods, supports the state's economic competitiveness, prioritizes Florida's environment and natural resources, and preserves the quality of life and connectedness of the state's communities.

FDOT Vision

As One FDOT Team, we serve the people of Florida by providing a transportation network that is well planned, supports economic growth, and has the goal of being congestion and fatality free.

FDOT COMPASS Framework

To achieve FDOT's mission and remain one of the nation's leading DOTs, FDOT Secretary Jared W. Perdue, P.E. implemented the FDOT COMPASS, with safety as true north and communities at the center of five strategic pillars:

- Safety
- Resiliency
- Supply Chain
- Technology
- Workforce Development

These focus areas guide FDOT District Five's planning, programming, and project delivery efforts as we serve residents and visitors in Central Florida.

Safety

Safety is embedded in all FDOT activities, with the goal of zero fatalities and serious injuries on all roadways. In accordance with federal requirements, FDOT uses performance-based planning to track system performance and establish data-driven targets related to roadway safety, bridge and pavement condition, and overall system performance. FDOT collaborates with MPOs, local governments, and other partners to integrate safety into planning activities, corridor studies, and bicycle and pedestrian plans and projects.

Resiliency

FDOT is focused on strengthening the resiliency of Florida's transportation system. The Resilience Action Plan (RAP) assesses risks to the State Highway System and helps to guide investment decisions. FDOT plans to expand RAP to the National Highway System, address additional hazards, and accelerate projects that protect vulnerable transportation infrastructure, particularly in coastal areas.

Supply Chain

Florida continues to experience increased freight activity driven by population growth, e-commerce, expanded manufacturing, and a strong economy. District Five works with regional

partners to minimize unnecessary delays across the transportation network and pursue strategic investments that enhance the efficiency, resiliency, and coordination of Florida's supply chain.

Technology

Technology and innovation play a key role in Central Florida's transportation future. FDOT is advancing aviation innovation, evaluating strategies for the integration of connected and automated vehicles (CAV), and enhancing Transportation Systems Management and Operations (TSM&O) using existing infrastructure. Florida has also led efforts to implement the work zone lane closure notification system, providing real-time construction data to third-party users and improving operational decision-making.

Workforce Development

Achieving Florida's long-term transportation objectives depends on a skilled and diverse workforce. FDOT supports workforce development through the Statewide Workforce Development Program, the Florida Transportation Academy, and the Florida Transportation Research Institute. Through these and other partnerships, FDOT continues to accomplish the following:

- Identify workforce skill gaps
- Develop, attract, and retain talent in construction, maintenance, and logistics
- Advance Florida's leadership in emerging transportation technologies
- Conduct workforce assessments, training, and student engagement activities

Application of the COMPASS

FDOT's application of the COMPASS framework has been strategic in realizing and maintaining clear direction and accountability of Florida's Transportation System. These accomplishments are enhanced by FDOT's continuing efforts to ensure delivery of vital transportation projects and services to the communities. To achieve this, FDOT has implemented a data-driven approach to determine and prioritize projects to address the transportation needs of the communities.

The Strategic Intermodal System (SIS) funding strategy is among the programs which benefit from this data driven approach, with consideration given to factors such as delay and connectivity. FDOT utilizes tools and weighs costs when ranking projects to ensure that the limited available funds are invested in the most effective manner.

Additional data-driven tools include:

- FDOT GIS Dashboard: A centralized platform for accessing and sharing geospatial data across FDOT districts
- Roadway Characteristics Inventory (RCI): Supports risk-based analysis to identify roadway characteristics associated with fatal and serious injury crashes and inform deployment of proven safety countermeasures

MPO / TPO Program Management

FDOT supports the administration of the Metropolitan Planning Organization (MPO) and Transportation Planning Organization (TPO) programs at both the state and district levels. In



Central Florida, FDOT District Five works collaboratively with MPOs and TPOs to support regional transportation planning.

District Five activities include:

- Oversight of MPO/TPO plans, programs, and federal planning funds to ensure compliance with federal requirements
- Liaison support to MPOs, TPOs, and local government agencies
- Technical assistance for core planning products, including:
 - Unified Planning Work Programs (UPWP)
 - Long Range Transportation Plans (LRTP/MTP)
 - Transportation Improvement Programs (TIP)
 - Local agreements
- Manage the annual MPO/TPO Joint Certification Review

Regional Planning

- Coordination on regional planning issues, including:
 - Freight and goods movement (including truck parking)
 - Expansion of transportation options and facilities
 - Coordination of MPO/TPO regional project priorities

Transportation Options and Other Strategic Initiatives

Aviation Activities

FDOT Aviation Office is actively involved in various aviation planning activities to ensure that Florida's aviation system meets the needs of its residents and visitors. These activities include Aviation System Plan, Statewide Aviation Economic Impact Study, and Airport Master Planning Guidance.

Seaport Activities

FDOT Seaport Office is responsible for statewide seaport system planning and coordination with state and districts freight planning, project management, and coordinating seaport infrastructure projects with Florida's 16 publicly owned seaports.

Space Activities

FDOT Spaceport Office develops and administers the Spaceport Improvement Program (SIP). Funding capital infrastructure projects and generating jobs which contribute to Florida's economy. More than 33% (this percentage is for global launches, however for the United States launches, Florida would be over 60%) of all global space flights are launched from Florida pads, exceeding the number of launches of every nation on earth.

Transit Activities

The FDOT Transit Office administers federal and state transit programs by awarding funding agreements to eligible transportation providers. The office monitors compliance with state and federal transit regulations and provides planning, procurement, and technical assistance to Central Florida transit agencies, local governments, and nonprofit organizations that deliver transportation services.

Environmental Management Activities

FDOT's environmental management activities ensure the effective implementation of state environmental policies, procedures, and practices. District Five evaluates potential environmental impacts during project development and coordinates with regulatory agencies to ensure compliance and responsible decision-making. These efforts support the efficient delivery of projects that are environmentally compliant.

Conclusion

FDOT District Five will continue to collaborate with MPOs and regional partners to advance transportation planning efforts. Through strategic analysis, stakeholder engagement, and data-driven decision-making, District Five remains committed to enhancing **connectivity, safety, resiliency, and accessibility** while addressing future transportation challenges and opportunities for residents, businesses, and visitors.

Appendix D

FDOT MPO Joint Certification Package



FDOT MPO Joint Certification

MPO Name: Lake-Sumter MPO

Calendar Year of Review Period: January 1, 2025, through December 31, 2025

Date Completed: 2/10/2026

Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) jointly certify the metropolitan transportation planning process, as described in [23 Code of Federal Regulations \(CFR\) 450.336](#). The FDOT MPO Joint Certification includes confirmation of the metropolitan transportation planning process, a summary of the MPO's noteworthy achievements, and, if applicable, a list of recommendations and/or corrective actions. The District must report corrective actions and how they were resolved by the MPO directly to the MPO Board.

The MPO completes Part 1, while the FDOT District completes Part 2. Please read and answer each question in the document. The FDOT MPO Joint Certification must be submitted to the Office of Policy Planning (OPP) by **June 1**.

Part 1: MPO

The MPO completes Part 1 of the Joint Certification.

Section 1.1: Statement of Compliance

The MPO Executive Director must review and sign the statement below to certify compliance with federal and state requirements.

I acknowledge and confirm that the MPO (check all):

- Incorporates the 10 Federal Planning Factors [[23 CFR 450.306](#)] into its planning process.
- Develops transportation plans and programs through a continuing, comprehensive, and cooperative process [[23 CFR 450.306\(b\)](#)].
- Ensures that federal-aid funds are expended in conformity with applicable federal and state laws, including [23 United States Code \(USC\) 134](#), [49 USC 5303](#), [2 CFR 200](#), and [s.339.175, Florida Statutes \(FS\)](#) and policies and procedures prescribed by FDOT and FHWA.



- Requires its consultants and contractors to comply with applicable federal and state laws pertaining to the use of federal-aid funds.
- Uses a financial management system that complies with the requirements outlined in [2 CFR 200.302](#).
- Ensures records of costs incurred under the terms of the FDOT/MPO Agreement are always maintained and readily available upon request by FDOT during the period of the FDOT/MPO Agreement, as well as for five years after final payment is made.
- Submits supporting documentation in sufficient detail for proper monitoring, when required, to FDOT.
- Maintains and updates required agreements between the MPO and FDOT, other MPOs, and local stakeholders.

Please select options applicable to the MPO:

- The MPO is a standalone entity, a direct recipient of federal funds, and subject to an annual single audit.
- The MPO uses a federal or state-approved indirect cost rate.

If **Yes**, please indicate which indirect cost rate the MPO uses:

- Actual indirect costs (with receipts)
- An approved Indirect Cost Allocation Plan (to be completed by the MPO, submitted to FDOT Office of Comptroller for review and approval PRIOR to contract execution)
- De Minimus Rate: A percentage of Modified Direct Costs (currently, the De Minimus rate is 15%)

If **Yes**, please check the box if the MPO submitted a Cost Allocation Plan.

- The MPO charges all eligible costs as direct costs.
- FDOT and the MPO certify the metropolitan transportation planning process is carried out according to applicable requirements described in 23 CFR 450.336.**



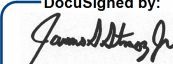
By signing below, I certify the above information is true and accurate.

MPO Executive Director Signature: 

Name: Michael Woods

Title: Executive Director

Date: 2/5/2026

DocuSigned by:

292113AFD861407...

FDOT Transportation Development Director Signature: _____

Name: Jim Stroz, P.E.

Title: Director of Transportation Development

Date: 02/10/2026 | 3:11 PM EST

Section 1.2: Noteworthy Achievements and Practices

List the MPO's noteworthy achievements and practices below by year.

Month	Year	Noteworthy Achievement or Practice
June	2025	Partnering with UCF on the Vision Zero Safety Action Plan
December	2025	Lake Sumter MPO Freight & Rail Element - 2050 LRTP
December	2025	Lake Sumter MPO TSMO & ITS Element - 2050 LRTP

Section 1.3: MPO Comments

List items that require follow-up or action.

NA

Part 2: FDOT District

The FDOT District completes Part 2 of the Joint Certification.

Section 2.1: Risk Assessment

FDOT, as the recipient of federal-aid funds for the State, is responsible for ensuring that these funds are expended in accordance with [2 CFR 200.332\(b\)](#), [s.215.971,FS](#), and [s.216.3475, FS](#). After coordination with the Office of Policy Planning (OPP), any of the considerations in [2 CFR 200.331\(b\)](#) may result in an MPO being assigned the high-risk level.

The questions in this section assign a risk level to each MPO. The risk level determines the minimum frequency with which the District MPO Liaison reviews the MPO’s supporting documentation for invoices for the following year.

Figure 1 shows the risk assessment and monitoring timeline.

Figure 1. Risk Assessment Process



1. MPO Invoice Submittal

How often does the MPO submit invoices to the District for reimbursement?

Quarterly

The MPO must submit invoices within 90 days of the end of the invoice period. An invoice is late if it is submitted after 90 days. How many invoices did the MPO submit late? 0

2. MPO Invoice Review Checklist

The [MPO Invoice Review Checklist](#) identifies significant findings, i.e., items that require correction for the MPO to be reimbursed. How many significant findings did the MPO invoice checklists have in the past year? 0

3. MPO Supporting Documentation Review Checklist

The [MPO Supporting Documentation Review Checklist](#) identifies significant findings, i.e., items that require correction for the MPO to be reimbursed. How many significant findings did the MPO supporting documentation checklists have in the past year? 0



4. Risk Assessment Score

Please use the table below to select the MPO’s risk level.

Total number of late invoices and significant findings: 0

Level of Risk: Low

Total Number of Late Invoices and Significant Findings	Risk Level	Frequency of Monitoring
Less than 10	Low	Annual
10-20	Moderate	Bi-annual
21-30	Elevated	Tri-annual
More than 30	High	Quarterly

Section 2.2: Planning Documents

1. Complete the table below.

Planning Document	Date Adopted	End/Horizon Date	Date Uploaded in GAP (if applicable)	Was the document made available to the public consistent with applicable federal regulations and the procedures identified in the MPOs PPP?
L RTP	12/3/2025	12/3/2030		Yes
TIP	6/18/2025	7/1/2026	7/14/2025	Yes
UPWP	4/24/2024	7/1/2026	5/30/2024	Yes
CMP	10/1/2023	6/30/2026		Yes
PPP	6/19/2024	12/11/2028		Yes

2. Did the MPO identify all FHWA Planning Funds (PL and non-PL) in the TIP?

Yes

3. Was the Public Participation Plan (PPP) made available for public review at least 45 days before adoption?

Yes



Section 2.3: District Questions

List District questions or observations that require follow-up or action.

- What technical training or professional development opportunities could T/MPO Director(s) and staff benefit from that would enhance collaboration with partner agencies and stakeholders?
I believe an in-depth exploration of the complete Metropolitan Transportation Plan (MTP) development process, from initial pre-planning through final adoption and integration with other MPO products would be beneficial.
- What challenges does the T/MPO anticipate during the next UPWP cycle, and what specific assistance or support from FDOT would help address those challenges?
Our required deobligation of Federal Planning Funds (SA) and the three-month (July 1- October 1, 2026) delay in receiving the funds in the new UPWP cycle. The SR 50 Corridor Study will stop for three months with no activity during the Cities' Comprehensive Plan Development period.

Section 2.4: Recommendations and Corrective Actions

Identify any recommendations and corrective actions based on the information in this review below. Corrective actions should include a date by which the MPO must address them. The District must report corrective actions and how they were resolved by the MPO directly to the MPO Board.

Status of Recommendations and Corrective Actions from Prior Certifications

Recommendation/Corrective Action	Applicable Date/Response Date
All prior certification comments have been satisfied.	

Current Recommendation(s) for this Certification Cycle

Currently, we have no recommendations for the MPO

Current Corrective Action(s) for this Certification Cycle

Currently, we have no corrective actions for the MPO

Appendix E

Lake~Sumter MPO Travel Policy



POLICY 2017-2

MPO TRAVEL POLICY

I. PURPOSE AND SCOPE

To establish a policy concerning travel and the reimbursement of travel expenses incurred by employees of the MPO.

II. DEFINITIONS:

- a) Authorized person— A person who is authorized by the MPO head to incur travel expenses in the performance of his/her official duties, or a person who is hired by the MPO to provide services as a consultant or advisor or a person who is a candidate for executive or professional position.
- b) Common carrier—Train, bus, commercial airline operating scheduled flights, or rental cars of an established rental car firm.
- c) Travel day—A period of 24 hours consisting of four quarters of 6 hours each.
- d) Travel period—A period of time between the time of departure and time of return.
- e) Class A travel—Continuous travel of 24 hours or more away from official headquarters.
- f) Class B travel—Continuous travel of less than 24 hours which involves overnight absence from official headquarters.
- g) Class C travel—Travel for short or day trips where the traveler is not away from his or her official headquarters overnight.
- h) Incidental Travel Expenses- The following incidental travel expenses may be reimbursed: taxi fare; bridge; ferry; road and tunnel tolls; storage or parking fees; resort fees; copy charges and fax expenses;
- i) Mileage Reimbursement Rate-- The rate allowed for use of privately owned vehicles for official travel in lieu of publically owned vehicles or common carriers.
- j) Official Headquarters—The office of the Lake~Sumter MPO and all land within a ten (10) mile radius of the office of the Lake~Sumter MPO.

III. REQUIREMENTS

- A. All employees who will be traveling to conduct business (1) overnight, (2) outside of Lake County and Sumter County, Florida, including out of travel and (3) Class A Travel, Class B Travel or Class C Travel must obtain approval from the executive director of the MPO or designee.
- B. Employees are required to complete a Lake County Travel Expense Reimbursement Form in order to claim reimbursement for travel expense and/or to account for travel advances received.

IV. POLICY

A. TRAVEL AUTHORIZATION AND ADVANCES:

Approval for Class A or Class B travelers should be obtained by completing a Lake County Travel Request Form. A copy of the program or agenda of a convention or conference, itemizing registration fees and any meals or lodging included in the fee, shall be attached to the Travel Request Form. Per diem rates for meals must be adjusted for any meals included in the cost of the event.

The employee may also request an advance for expenses expected to be incurred if the total expenses exceed \$25.

Employees with purchasing cards would generally not be eligible for advance travel payments for items that could be paid for with the purchasing card.

After the request has been approved, registration and hotel costs may be paid using a purchasing card, or the employee(s) may request a direct payment to the sponsoring organization for registration and to the hotel for the cost of lodging. It is important to note that when transient rental accommodations are billed directly to and paid directly by a governmental entity, such accommodations are exempt from tax. This rule does not apply if the employee pays for lodging and then is reimbursed by a governmental entity.

Payments for airline tickets may be made upon the approval of the Travel Request Form. Airline reservations should be made by the MPO. A direct pay request may be submitted to the Lake County Finance department for payment, or a purchasing card issued by Lake County may be used.

B. TRAVEL PROCEDURES:

- 1. All travel must be by a usually traveled route. In the case where a person travels by an indirect route for his/her own convenience, any extra costs shall be borne by the traveler. Employees are encouraged to carpool when possible.

2. Travel within an employee's official headquarters shall not be eligible for mileage or per diem reimbursement.
3. For travel outside of an employee's official headquarters, mileage shall be measured from the point of origin to the point of destination, and shall be computed on the basis of odometer readings for the beginning and end of the trip.

Point of origin and point of destination may either be the employee's home or the employee's official headquarters. For example, if an employee's home is in Clermont, and the employee's official headquarters is the MPO office in Leesburg, and he/she is traveling to a meeting in Orlando, mileage should be computed as follows: Home to Orlando to home. However, if the employee returns to his/her office to work for a portion of the day, the mileage should be computed as follows: Home to Orlando to official headquarters.

4. The use of privately owned vehicles for official travel in lieu of publicly owned vehicles or common carrier is authorized. Whenever travel is by privately owned vehicle, the traveler will be reimbursed per mile equal to the standard mileage reimbursement rate for all federal employees as allowed by the IRS regulations. No other expenses related to the operation, maintenance or ownership of a privately owned vehicle are allowed.
5. Employees will be reimbursed for the cost of a rental vehicle at their destination, if public transportation is not available or not practical. The type and size of vehicle should reflect responsible use of MPO funds. A vehicle larger than mid-size should only be used when several people will be transported. A reservation for the rental vehicle should be made in advance, and, if necessary, secured by an employee credit card or by a County purchasing card. An estimate of the expense should be obtained from the rental car company so that a check may be requested to pay for the rental at the destination if so desired by the employee. Any differences between the estimated expense and the actual expense will be reconciled on the reimbursement form. The additional insurance provided by the rental company should be declined.
6. No traveler shall be allowed either mileage or transportation expense when he/she is gratuitously transported by another person or when he/she is transported by another traveler who is entitled to mileage reimbursement.
7. Incidental expenses, as defined above, and hotel accommodations will be reimbursed based upon a receipt.
8. Travel expenses fall in three categories: Class A, B and C travel as defined in

Definitions. Depending upon the class of travel incurred, the employee is allowed per diem at the maximum rate of \$36 per day for meals, computed as follows:

BREAKFAST: \$6.00 - when travel begins before 6:00 a.m. and extends beyond 8:00 a.m.

LUNCH: \$11.00 - when travel begins before 12:00 noon and extends beyond 2:00 p.m.

DINNER: \$19.00 - when travel begins before 6:00 p.m. and extends beyond 8:00 p.m. or when travel occurs during nighttime hours due to special assignment.

ALTERNATIVE PER DIEM RATE: \$80.00 per day, which includes meals and lodging.

9. For each day of authorized travel, the traveler is allowed to claim either:
 - i. Per diem at the alternative rate which includes meals and lodging or
 - ii. If actual expenses exceed the per diem, the amounts permitted above for meals plus actual expenses for lodging. Lodging expenses may be paid directly by the MPO to the hotel.
10. No allowance shall be paid for meals when travel is within Lake County or Sumter County. Class C Travel meals are fully taxable to the employee. Meals that are provided as a part of a conference or meeting registration are not reimbursable to the employee.

C. REIMBURSEMENT FORM

1. All travel must be approved by the MPO Executive Director in accordance with III(A) above.
2. All employees are required to complete a Travel Expense Reimbursement Form in order to claim reimbursement for travel expenses and/or to account for travel advances received. The form should be completed within thirty (30) days of completing the trip.
 - i. Hour of departure and return must be shown for all travel.
 - ii. The business purpose of the trip must be given. A copy of the conference, convention, meeting, or seminar agenda should be attached. If the employee obtained a direct payment to the hotel for the cost of lodging, the employee must obtain a hotel receipt and attach it to the Travel Expense Reimbursement Form.
 - iii. All travel-related purchasing card charges must be accounted for on

the Travel Expense Reimbursement Form. Copies of receipts for all purchasing card charges must be attached. Charges must be reported in detail by type of expense. These expenses must be totaled in the "Advance/Purchasing Card" line and subtracted from the total travel expenses due to the traveler.

3. Any fraudulent claim for mileage, per diem or other travel expense is subject to prosecution and/or corrective action up to and including termination. In addition, the employee will be held personally liable for repayment of funds obtained from filing a false claim.
4. Employees will be reimbursed for taxes paid in connection with lodging and incidental travel expenses.

Policy Approved on:

February 22, 2017

Lake~Sumter Metropolitan Planning Organization



Pat Kelley , Chairman

Approved as to form and legality:



Melanie Marsh, MPO Attorney

Appendix F

Consultant Scope of Work Examples

Appendix G

CFMPOA Interlocal Agreement



APPROVED

CERTIFICATION

10/14/16 *CS*

STATE OF FLORIDA

§

COUNTY OF ORANGE

I HEREBY CERTIFY that the foregoing is a true and correct copy of FIRST AMENDED AND RESTATED INTERLOCAL AGREEMENT CREATING THE CENTRAL FLORIDA MPO ALLIANCE approved in a regular meeting of the Central Florida MPO Alliance on October 14, 2016. The original copy of this document is on file in the Administrative Offices of MetroPlan Orlando, 250 S. Orange Avenue, Suite 200, Orlando, Florida.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal of MetroPlan Orlando on behalf of the Central Florida MPO Alliance, this 14th day of October 2016.

By: *Cathy Goldfarb*
Cathy Goldfarb, Sr. Board Services Coordinator
Board Services and Recording Secretary





**FIRST AMENDED AND RESTATED
INTERLOCAL AGREEMENT
CREATING THE CENTRAL FLORIDA MPO ALLIANCE**

This Interlocal Agreement ("Agreement") is made and entered into this 14th day of October, 2016, by and between the Orlando Urban Area Metropolitan Planning Organization d/b/a MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, the Ocala/Marion County TPO, the Lake-Sumter MPO, and the Polk TPO.

RECITALS

WHEREAS, Central Florida MPO Alliance Resolution No. 2001-01 was adopted by MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, and the Lake County Board of County Commissioners (hereinafter referred to as Lake-Sumter MPO) to create and operate the Central Florida MPO Alliance;

WHEREAS, the service areas for MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, the Ocala/Marion County TPO, the Lake-Sumter MPO and the Polk TPO are as described in each respective organization's Interlocal Agreements.

WHEREAS, Resolution No. 2003-01 was adopted by the Central Florida MPO Alliance adding the Polk Transportation Planning Organization (TPO) to its membership;

WHEREAS, Resolution No. 2004-01 was adopted by the Central Florida MPO Alliance adding the Ocala/Marion County Transportation Planning Organization (TPO) to its membership;

WHEREAS, the 2005 Florida Legislature enacted Chapter 2005-290, Laws of Florida, relating to infrastructure planning and funding (the "Act");

WHEREAS, the Act provides that regional transportation plans may be developed in regional transportation areas in accordance with an Interlocal Agreement entered into pursuant to Section 163.01, Florida Statutes, by two or more contiguous Metropolitan Planning Organizations;

WHEREAS, the parties hereto established the Central Florida MPO Alliance through the Interlocal Agreement dated October 19, 2005;

WHEREAS, the Interlocal Agreement dated October 19, 2005 was amended by Resolution of each member of the Central Florida MPO Alliance In February 2007;

WHEREAS, the Interlocal Agreement dated October 19, 2005 was further amended by Resolution of each member of the Central Florida MPO Alliance in February/March 2012;

WHEREAS, the parties hereto desire to continue the Central Florida MPO Alliance through this First Amended and Restated Interlocal Agreement in order to continue the region's collaborative transportation planning process, to comply with the applicable provisions of Chapter 2005-290, Laws of Florida, with regard to development of a regional transportation plan, and to access funds that are available to encourage regional transportation planning efforts; and

WHEREAS, Section 339.2819, Florida Statutes, creates within the Florida Department of Transportation a Transportation Regional Incentive Program (TRIP) that provides funds to improve regionally significant transportation facilities in regional transportation areas created pursuant to Section 339.155(5), Florida Statutes.

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representations herein, the parties desire to be legally bound and do agree as follows:

1. The Central Florida MPO Alliance (the "Alliance") is hereby formed to:
 - a. Maintain and update a regional transportation plan;
 - b. Pursue funding opportunities to advance regionally significant facilities and services which may include the establishment of regional transportation project priorities for the TRIP;
 - c. Serve as a forum for exchanging information between members, especially on projects of regional significance;
 - d. Coordinate regional transportation planning and policy development with the Florida Department of Transportation;
 - e. Identify regional transportation opportunities;
 - f. Solve regional transportation issues; and
 - g. Establish legislative priorities that will assist in addressing the region's transportation needs.

2. Each of the six organizations comprising the Alliance shall appoint three (3) voting policy Board members to serve on the Alliance. Each of the six organizations may appoint up to three (3) alternate representative who are also policy Board members. Terms of voting and alternate members shall run from the time of appointment by the member policy Board until said members no longer serve on the member MPO Board, or until replaced by the member MPO Board.

3. The Alliance will meet quarterly. Quarterly meetings shall be held at MetroPlan Orlando located at 250 S. Orange Ave, Suite 200, Orlando, FL 32801 or a location designated and approved by the Chairperson of the Alliance. Annually, at least one meeting may be held off-site, at a mutually agreed

upon location, for the purpose of holding a joint meeting with the West Central Florida Chairs Coordinating Committee/TBARTA MPOs Chairs Coordinating Committee.

4. At the last meeting in each calendar year, members of the Alliance shall select one of its members as a Chairperson, another member as Vice-Chairperson, and a third member as Secretary. The three officers shall serve a term of one year or until their successors are selected. In the event an officer is unable to complete the term of his or her office, a successor, from the same jurisdiction, shall be elected to complete the term or the Alliance may also choose the office remain vacant until the time of the next annual elections.

By mutual agreement of the Alliance members, MetroPlan Orlando staff will provide primary administrative support to the Alliance from existing staff. MetroPlan Orlando staff shall be responsible for preparing minutes, placement of advertisements and meeting notices, working with the member Directors to prepare an agenda, preparing and distributing agenda packages to all Alliance members and other interested parties, and providing orientation briefings to incoming Alliance members along with their respective members' staff. Also by mutual agreement, each member shall provide an annual contribution in the amount of five thousand dollars (\$5,000) to MetroPlan Orlando for the purpose of covering expenses included, but not limited to, support staff as noted above, off-site meeting expenses, meeting advertising costs, copying and printing costs, technology costs, cost of postage and/or delivery service, and other publications/reports as approved by the Alliance such as a compilation of member organizations' Long Range Transportation Plans and Prioritized Project Lists into a regional document and compilation and publication of a Regional Indicators report. Other small scale studies may be approved by the Alliance based on funding availability.

5. The Alliance shall utilize the Scott, Foresman *Robert's Rules of Order* Newly Revised (9th ed. 1990), as the official rules of procedure.

6. Quorum. The Alliance shall consist of eighteen (18) members. The presence of ten (10) members at a meeting shall constitute a quorum. Every effort should be made to have at least one representative present from each member organization, however in the event this is unattainable, the Executive Director may act on behalf of their respective organization. No action shall be taken by the Alliance except upon a majority vote of those present and voting. Because the Alliance operates on the basis of consensus, no substantive action shall be adopted by the Alliance on any issue if the majority of the members of any delegation (i.e. MetroPlan Orlando, the River to Sea TPO, the Space Coast TPO, the Lake-Sumter MPO, the Polk TPO, or the Ocala/Marion County TPO) present and voting shall oppose the proposed action.

7. Technical and additional administrative support for the Alliance will be provided by existing staff from the members' respective organizations. All meetings of the Alliance shall be advertised at least three (3) days prior to said meeting by posting a notice at the office of each of the six (6) member organizations comprising the Alliance, setting forth the time, place, and date of said meeting and an agenda of said meeting, to include a notice published on the website of each organization. Further, a notice including the time, place, and date of the meeting shall be advertised in a newspaper of general circulation, as defined by Chapter 50, Florida Statutes, within Central Florida and the Florida Administrative Weekly. Minutes shall be taken at all Alliance meetings, and shall be consistent with the Government-in-the-Sunshine Act, Section 286.011, Florida Statutes. All meetings and other public records shall be maintained at the offices of MetroPlan Orlando, with a true and correct copy provided to each member organization.

8. The organizations comprising the Alliance will maintain control of their respective funding and programming responsibilities, although opportunities may be identified for cooperative ventures such as through the Transportation Regional Incentive Program (TRIP) or other discretionary programs that may be established at the federal or state level.

9. The Alliance is a regional collaborative and has no regulatory power. The Alliance shall take no position, or advocate any position, on any substantive matter, except for the substantive positions advocated by Alliance member organizations. The primary purposes of the Alliance shall be to maintain and update a regional transportation plan, pursue funding opportunities to advance regionally significant facilities and services, act as a clearinghouse with regard to regional transportation issues, and serve as a cooperative forum for member organization fact-finding and advocacy of positions espoused by its member organizations.

10. The Alliance shall compare and review, at least every five (5) years, each member organization's adopted Long Range Transportation Plan for the purpose of identifying any potential planning area conflicts and/or opportunities for further regional coordination to advance projects of mutual interest. For the purposes of this review, the regional transportation area shall be all of Orange County, Seminole County, Osceola County, Volusia County, Brevard County, Lake County, Sumter County, Polk County, and Marion County. Additionally, Beverly Beach, Flagler Beach and portions of the cities of Palm Coast and Bunnell, as well as portions of unincorporated Flagler County are also included pursuant to the designated metropolitan planning area of the River to Sea TPO. This effort will be a collaborative effort involving all members of the Alliance with MetroPlan Orlando serving as the lead agency.

11. Disagreements regarding Interpretation of this Agreement or disputes relating to the development or content of the regional transportation plan shall be resolved by alternate dispute resolution, either through mediation or binding arbitration, as provided in Chapter 44 and Chapter 682, Florida Statutes.

12. Amendments or modifications to this Agreement may only be made by written agreement signed by all parties hereto, with the same formalities as the original agreement.

13. This Agreement shall remain in effect until terminated by the parties to this Agreement, or as otherwise provided by law. Any party may withdraw from this Agreement after presenting in written form to the other parties of this Agreement a notice of Intent to withdraw, at least ninety (90) days prior to the intended date of withdrawal. The withdrawing party and the remaining parties shall execute a memorandum reflecting the legal withdrawal of the party and the alteration of the list of parties that are signatories to this Agreement.

14. Notices. All notices, demands, and correspondence required or provided for under this Agreement shall be in writing and delivered in person or dispatched by certified mail, postage prepaid, return receipt requested. Notice required to be given shall be addressed to each respective MPO as follows:

MetroPlan Orlando: Mr. Harold W. Barley, Executive Director 250 S. Orange Avenue, Suite 200 Orlando, FL 32801	Space Coast TPO: Mr. Bob Kamm, Executive Director 2725 Judge Fran Jamieson Way Bldg. B, MS 82 Viera, FL 32940
Lake-Sumter MPO: Mr. T J Fish, Director 1616 South 14 th Street Leesburg, FL 34748	Polk TPO: Mr. Tom Deardorff, Director Drawer TS-05 P.O. Box 9005 Bartow, FL 33831-9005
River to Sea TPO: Ms. Lois Bollenback, Executive Director 2570 W. International Speedway Blvd Suite 100 Daytona Beach, FL 32114	Ocala/Marion County TPO: Executive Director 121 SE Watula Avenue Ocala, FL 34471

15. Interpretation.

a. Drafters of Agreement. The parties hereto were each represented by or afforded the opportunity for representation by legal counsel and participated in the drafting of this Agreement and in choice of wording. Consequently, no provision hereof should be more strongly construed against any party as drafter of this Agreement.

b. Severability. Invalidation of any one of the provisions of this Agreement or any part, clause, or word hereof, or the application thereof in specific circumstances, by judgment, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect, provided that such remainder would then continue to conform to the terms and requirements of applicable law.

16. Enforcement by Parties Hereto. In the event of any judicial or administrative action to enforce or interpret this Agreement by any party hereto, each party shall bear its own attorney's fees in connection with such proceeding.

17. Agreement Execution; Use of Counterpart Signature Pages. This Agreement, and any amendments hereto, may be simultaneously executed in several counterparts, each of which is executed shall be deemed to be an original, and such counterparts together shall constitute one and the same instrument.

18. Effective Date; Cost of Recordation. This Agreement shall become effective upon its filing in the Office of the Clerk of the Circuit Court of each county in which a party thereto is located. Any amendment hereto shall become effective only upon its filing in the Office of the Clerk of the Circuit Court for each county in which a party hereto is located. The cost of recording shall be at the expense of each party.

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced entities.

Signed, sealed, and delivered in the presence of:

METROPLAN ORLANDO:

BY: [Signature]

TITLE: Chairman

ATTEST: Virginia Purbit

TITLE: Director of Regional Partnerships

SPACE COAST TPO:

BY: [Signature]

TITLE: Chairwoman

ATTEST: Margaret DeCello

TITLE: Transposition Program Manager

LAKE-SUMTER MPO:

BY: [Signature]

TITLE: Chairman

ATTEST: [Signature]

TITLE: Executive Director

POLK TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

RIVER TO SEA TPO:

BY: [Signature]

TITLE: Council Member

ATTEST: [Signature]

TITLE: EXECUTIVE DIRECTOR

OCALA/MARION COUNTY TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced entities.

Signed, sealed, and delivered in the presence of:

METROPLAN ORLANDO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

SPACE COAST TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

LAKE-SUMTER MPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

POLK TPO:

BY: Donald K. Selway

TITLE: Chairman

ATTEST: PT

TITLE: Executive Director

RIVER TO SEA TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

OCALA/MARION COUNTY TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

IN WITNESS WHEREOF, the undersigned parties have executed this Interlocal Agreement on behalf of the referenced entities.

Signed, sealed, and delivered in the presence of:

METROPLAN ORLANDO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

SPACE COAST TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

LAKE-SUMTER MPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

POLK TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

RIVER TO SEA TPO:

BY: _____

TITLE: _____

ATTEST: _____

TITLE: _____

OCALA/MARION COUNTY TPO:

BY: *James Hill*

TITLE: *Marion County Council*

ATTEST: *[Signature]*

TITLE: *TRANSPORTATION PROVIDER*

Appendix H

UPWP Checklist, Agency Comments and Responses

FDOT comments and MPO responses to be inserted in the final document following FDOT's initial review of the draft FY 2026/27 – FY 2027/28 UPWP

