



Hernando-Citrus

Metropolitan Planning Organization

Brooksville City Hall Council Chambers
201 Howell Avenue
Brooksville, FL 34601

Agenda

Thursday, May 7, 2026 - 1:30 P.M.

PUBLIC PARTICIPATION IS SOLICITED WITHOUT REGARD TO RACE, COLOR, NATIONAL ORIGIN, AGE, SEX, RELIGION, DISABILITY, OR FAMILY STATUS. IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT (ADA), PERSONS WITH DISABILITIES NEEDING A SPECIAL ACCOMMODATION TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE ADA COORDINATOR AT 352-540-3810 NO LATER THAN 48 HOURS IN ADVANCE OF THE MEETING. PERSONS WHO ARE HEARING IMPAIRED, CONTACT FLORIDA RELAY AT 1-800-676-3777.

IF A PERSON DECIDES TO APPEAL ANY QUASI-JUDICIAL DECISION MADE BY THE HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION WITH RESPECT TO ANY MATTER CONSIDERED AT SUCH HEARING OR MEETING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDING, AND THAT, FOR SUCH PURPOSE, HE OR SHE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

PLEASE NOTE THAT ONLY PUBLIC HEARING ITEMS WILL BE HEARD AT THEIR SCHEDULED TIMES. ALL OTHER ITEM TIMES NOTED ON THE AGENDA ARE ESTIMATED AND MAY BE HEARD EARLIER OR LATER THAN SCHEDULED.

A. CALL TO ORDER

1. Invocation
2. Pledge of Allegiance
3. MPO Board & Staff Introductions
4. Please Silence Electronic Devices
5. Enter Proof of Publication into the Record

B. APPROVAL/MODIFICATION OF AGENDA (Limited to Board and Staff)

C. CONSENT ITEMS

1. Review and Approval of the February 5, 2026, Meeting Minutes of the Hernando-Citrus Metropolitan Planning Organization (MPO) Board

- 2. Annual Joint Certification of the Hernando-Citrus MPO by the Florida Department of Transportation (FDOT)
- 3. Approval of Resolutions 2026-2 and 2026-3, and Authorization for MPO Executive Director to Execute Fiscal Year 2027 Grant Award Agreements for Citrus and Hernando Counties from the Florida Commission for the Transportation Disadvantaged

D. ACTION ITEMS

- 1. Review and adoption of the Unified Planning Work Program (UPWP) for Fiscal Year 2027 - Fiscal Year 2028 by Resolution 2026-1 and Approval of the Florida Department of Transportation/ Metropolitan Planning Organization Agreement
- 2. Discussion of the Bicycle/Pedestrian Advisory Committee (BPAC)

E. PRESENTATION

Presentation by the Center for Urban Transportation Research (CUTR) on the Annual Update for the Hernando County (TheBus) FY2025-FY2034 Transit Development Plan (TDP)

F. CITIZENS COMMENTS

G. MPO DIRECTOR COMMENTS

H. BOARD COMMENTS

I. ADJOURNMENT

UPCOMING MEETING:

The next regular meeting of the Hernando-Citrus Metropolitan Planning Organization is tentatively scheduled for Thursday, June 4, 2026, beginning at 1:30 pm, in the Brooksville City Hall Council Chambers, 201 Howell Avenue, Brooksville, Florida.

The meeting agenda and back-up material are available online at www.hernandocounty.us



Metropolitan Planning Organization

AGENDA ITEM

Meeting: 05/07/2026
Department: MPO
Prepared By: Joy Turner
Initiator: Robert Esposito
DOC ID: 17406
Legal Request Number:
Bid/Contract Number:

TITLE

Review and Approval of the February 5, 2026, Meeting Minutes of the Hernando-Citrus Metropolitan Planning Organization (MPO) Board

BRIEF OVERVIEW

The previous meeting of the Hernando-Citrus MPO Board was conducted on February 5, 2026. Attached for approval are the Minutes of the February 5, 2026, meeting of the Hernando-Citrus MPO Board.

FINANCIAL IMPACT

N/A

LEGAL NOTE

Pursuant to Chapter 339.175, Florida Statutes, the Hernando-Citrus MPO Board has the authority to take the recommended action.

RECOMMENDATION

It is recommended the Hernando-Citrus MPO Board review and approve the Minutes of the February 5, 2026, meeting.



Hernando-Citrus Metropolitan Planning Organization

Minutes - Draft

February 5, 2026

CALL TO ORDER

MPO Board Chair, Rebecca Bays, called the meeting to order at 1:30 p.m. on Thursday, February 5, 2026, at the Brooksville City Hall Council Chambers, 201 Howell Avenue, Brooksville, Florida. The meeting was publicly noticed on the Hernando County, Citrus County, and Hernando-Citrus MPO websites.

MEMBERS PRESENT

Rebecca Bays, Citrus County Commissioner
Diana Finegan, Citrus County Commissioner
John Allocco, Hernando County Commissioner
Steve Champion, Hernando County Commissioner
Jerry Campbell, Hernando County Commissioner
Ryan Amsler, MPO Board Alternate Member, Hernando County Commissioner
Gene Davis, Councilman, City of Inverness
Joe Meek, Mayor, City of Crystal River
Louis Hallal, Brooksville City Council
Elisa Joyner, Non-Voting Advisor, Florida Department of Transportation, District 7

MEMBERS ABSENT

Brian Hawkins, MPO Vice Chair, Hernando County Commissioner

OTHERS PRESENT

Mary Elwin, MPO Coordinator
Joy Turner, MPO Executive Assistant
Suzanne Ziegler, Florida Department of Transportation, District 7
Loren Hughes, Florida Turnpike Enterprise

Invocation

Pledge of Allegiance

MPO Board & Staff Introductions

The Pledge of Allegiance and the introductions of the Board and staff followed the Invocation.

Enter Proof of Publication into the Record

A quorum was declared, and Ms. Turner noted for the record that the public notice for the meeting was posted in accordance with the adopted policies.

APPROVAL/MODIFICATION OF AGENDA (Limited to Board and Staff)

Motion

A motion was made by Commissioner Amsler to approve the agenda. The motion was seconded by Mayor Meek and the motion passed 9-0.

RESULT:	ADOPTED
MOVER:	Ryan Amsler
SECONDER:	Joe Meek
AYES:	Rebecca Bays, Jerry Campbell, Steve Champion, Joe Meek, Ryan Amsler, John Allocco, Louis Hallal, Diana Finegan, and Gene Davis
ABSENT:	Brian Hawkins

ANNUAL ELECTION OF MPO OFFICERS AND APPOINTMENTS

Annual Election of the 2026 Officers and Appointments for the Hernando-Citrus Metropolitan Planning Organization (MPO) Board

[16974](#)

Hernando/Citrus MPO Board

Motion: A motion was made by Commissioner Champion to elect Commissioner Allocco as the Hernando-Citrus MPO Board Chair for 2026. The motion was seconded by Commissioner Finegan and the motion passed 9-0.

Motion: A motion was made by Councilman Davis to elect Commissioner Bays as the Hernando-Citrus MPO Board Vice Chair for 2026. The motion was seconded by Commissioner Finegan and the motion passed 9-0.

MPO Committee Appointments

Sun Coast Transportation Planning Alliance (SCTPA) Chairs Coordinating Committee (CCC)

Per the Chairs Coordinating Committee (CCC) agreement, the MPO Chair will serve as the SCTPA representative. Commissioner Allocco, as the MPO Chair for 2026, will be the SCTPA representative.

Motion: Commissioner Bays moved to serve as the 1st Alternate SCTPA Representative for 2026. The motion was seconded by Commissioner Champion and the motion passed 9-0.

Motion: A motion was made by Commissioner Campbell to ratify the Hernando County Board of County Commissioners' November 18, 2025, appointment of all five (5) commissioners as alternate liaisons to the SCTPA; and to ratify the Brooksville City Council's September 4, 2025, appointment of all five council members as alternate liaisons to the SCTPA. The motion was seconded by Commissioner Bays and the motion passed 9-0.

Transportation Management Area (TMA) Leadership Group

Motion: A motion was made by Commissioner Bays to elect Bob Esposito as representative for the TMA Leadership Group for 2026. The motion was seconded by Councilman Hallal and the motion passed 9-0.

Florida MPO Advisory Council (MPOAC)

Motion: A motion was made by Commissioner Champion to elect Commissioner Hawkins as the representative for MPOAC for 2026. The motion was seconded by Commissioner Amsler and the motion passed 9-0.

Motion: A motion was made by Mayor Meek to elect Commissioner Bays as the 1st Alternate MPOAC Representative for 2026. The motion was seconded by Commissioner Finegan and the motion passed 9-0.

Motion: A motion was made by Commissioner Champion to ratify the Hernando County Board of County Commissioners' November 18, 2025, appointment of all five (5) commissioners as alternate liaisons to the MPOAC. The motion was seconded by Commissioner Campbell and the motion passed 9-0.

Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) and Citrus County Transportation Disadvantaged Local Coordinating Board (LCB)

The Hernando County Board of County Commissioners proffered John Allocco as Chair of the Hernando County Transportation Disadvantaged Local Coordinating Board for 2026.

Motion: A motion was made by Commissioner Finegan to ratify Commissioner Allocco as TDLCB Chair for 2026. The motion was seconded by Commissioner Champion and the motion passed 9-0.

The Citrus County Commission proffered Janet Barek as the Chair for the Citrus County Transportation Disadvantaged Local Coordinating Board for 2026.

Motion: A motion was made by Commissioner Finegan to ratify Commissioner Barek as LCB Chair for 2026. The motion was seconded by Commissioner Bays and the motion passed 9-0.

APPROVAL OF MINUTES

Review and Approval of the November 6, 2025, Meeting Minutes of the [16968](#) Hernando-Citrus Metropolitan Planning Organization (MPO) Board

Motion

A motion was made by Mayor Meek to approve the November 6, 2025, meeting Minutes. The motion was seconded by Commissioner Amsler and the motion passed 9-0.

RESULT:	ADOPTED
MOVER:	Joe Meek
SECONDER:	Ryan Amsler
AYES:	Rebecca Bays, Jerry Campbell, Steve Champion, Joe Meek, Ryan Amsler, John Allocco, Louis Hallal, Diana Finegan, and Gene Davis
ABSENT:	Brian Hawkins

CORRESPONDENCE TO NOTE/INFORMATIONAL ITEMS

Correspondence to Note Items

[16990](#)

Ms. Elwin provided an overview of the Correspondence to Note and Informational Items. Regarding Informational Item #2, the transfer of the “One-Way Pairs” roadway from the Florida Department of Transportation to the City of Brooksville, Commissioner Allocco sought confirmation that the intent remains to eliminate the one-way pairs and restore the roads to two-way, bidirectional traffic. Ms. Elwin confirmed that this is still moving forward.

ACTION ITEMS

Adoption of the Annual Safety Performance Measures Targets (Highway Safety, PM-1)

[16975](#)

Ms. Elwin reviewed the agenda item and the staff recommendation. Chair Allocco noted that counties with higher congestion and larger populations often have lower fatality numbers. He requested information on the speeds involved in fatalities in Hernando and Citrus counties, as both counties rank at the top despite having comparatively lower populations. Commissioner Champion agreed and discussed the positive role of roundabouts or crossovers when navigating four to six lanes of traffic.

Chair Allocco expressed interest in reviewing before-and-after crash data for the intersection of US 50/Cortez Boulevard and Evergreen Woods Trail following the installation of a traffic signal, as well as data for Culbreath Road and Ayers Road after the addition of a roundabout.

Commissioner Finnegan asked about the requirements for requesting a traffic signal at the intersection originally identified as West Oak Park Boulevard and US 98/W. Ponce de Leon Boulevard. *[After the meeting, it was determined that the location in question was S. Oak Village Boulevard and US 98, not West Oak Park Boulevard. Additionally, in a response received from FDOT on February 11, 2026, the intersection was reviewed and previously completed studies and crash data didn't indicate any increase in crashes or risk of crashes. Previous studies showed that a signal wasn't warranted based on volume or crashes. The area will be continually monitored for any crashes or volume increases.]*

Commissioner Bays inquired about the cost difference between a roundabout and a traffic signal. Chair Allocco explained that the cost varies depending on factors such as right-of-way ownership and utility locations, but that mechanically, a roundabout is significantly less expensive. A typical traffic signal costs approximately \$1,000,000. He added that in

higher-speed areas, a roundabout slows traffic and continues to operate during power outages. Mr. Champion felt the best option is to install right-turn only at the intersections. Ms. Elwin noted that the operational and maintenance costs of roundabouts are significantly less than traffic signals especially after weather events.

Motion

A motion was made by Commissioner Finegan to support the State’s Vision Zero safety targets but adopt the projected 2026 figures based upon a 1% reduction methodology from the prior five-year rolling average. The motion was seconded by Commissioner Champion and the motion passed 9-0.

RESULT:	ADOPTED
MOVER:	Diana Finegan
SECONDER:	Steve Champion
AYES:	Rebecca Bays, Jerry Campbell, Steve Champion, Joe Meek, Ryan Amsler, John Allocco, Louis Hallal, Diana Finegan, and Gene Davis
ABSENT:	Brian Hawkins

Reappointment of Member to the Bicycle/Pedestrian Advisory Committee (BPAC)

[16972](#)

Motion

A motion was made by Commissioner Bays to reappoint Jim McLean to serve on the Bicycle/Pedestrian Advisory Committee in the Citrus County Citizen-at-Large position for a period of two (2) years (February 5, 2026, through February 4, 2028). The motion was seconded by Mayor Meek and the motion passed 9-0.

RESULT:	ADOPTED
MOVER:	Rebecca Bays
SECONDER:	Joe Meek
AYES:	Rebecca Bays, Jerry Campbell, Steve Champion, Joe Meek, Ryan Amsler, John Allocco, Louis Hallal, Diana Finegan, and Gene Davis
ABSENT:	Brian Hawkins

Reappointment of Member to the Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB)

[17085](#)

Motion

A motion was made by Commissioner Campbell to reappoint Gerry Whitted to serve on the Hernando County Transportation Disadvantaged Local Coordinating Board (TDLCB) in the Citizen Advocate-Transit User as Primary Means position for a period of three (3) years (February 5, 2026, through February 4, 2029). The motion was seconded by Commissioner Champion and the motion passed 9-0.

RESULT:	ADOPTED
MOVER:	Jerry Campbell
SECONDER:	Steve Champion
AYES:	Rebecca Bays, Jerry Campbell, Steve Champion, Joe Meek, Ryan Amsler, John Allocco, Louis Hallal, Diana Finegan, and Gene Davis
ABSENT:	Brian Hawkins

CITIZENS COMMENTS

Based on his experience as a driver in Oregon and using multi-lane roundabouts, Mr. Mike Casey of Hernando County cautioned the Board about implementing multi-lane roundabouts in heavily congested traffic areas.

[It is noted for the record that MPO Board member, Citrus Commissioner Bays, stepped out of the meeting.]

MPO DIRECTOR COMMENTS

Ms. Elwin shared the following updates:

- The Board has been provided with a copy of the May 1, 2025, current adopted List of Priority Projects (LOPP). Work to review and update the 2026 LOPP is underway and will be sent to the MPO committees. The MPO is proposing the following approach:
 - Maintain the current list without expanding it, while identifying cost-feasible, smaller-scale improvements that can be advanced (e.g., turn signals, adding turn lanes, intersection improvements).
 - Move some larger, locally focused projects to a secondary list to position them for potential advancement if local and state funding becomes available.
 - Reduce the number of projects on the Transportation Alternative (TA) list by removing items that will unlikely be able to receive TA funding.

Chair Allocco asked whether there is a way to differentiate between non-motorized vehicle needs (such as trails) and sidewalks, particularly sidewalks leading to schools, in order to make the information more transparent to the public and easier to understand.

- The Hernando County Attorney is reviewing a draft Letter of Understanding (LOU) provided by the Florida Department of Transportation (FDOT) for County Line Road. The LOU will be presented to the Hernando County Board of County Commissioners. Chair Allocco asked whether there would be a point at which the MPO Board would need to approve the LOU, and Ms. Elwin confirmed that no MPO action is required because the LOU is strictly between Hernando County and FDOT. She added that if anything changes, MPO staff will update the MPO Board. Chair Allocco also reiterated the need for improvements along County Line Road, noting significant issues and failing conditions west of Mariner Road, which are not included in the current LOU, and emphasized the importance of getting that segment on everyone's radar.
- Ms. Elwin stated that Mr. Esposito would like to request that the reimbursement process for use of his personal vehicle be updated from the current "per-trip" method to a monthly submission process. At present, each trip (whether in a county vehicle or my

personal vehicle) requires a Travel Authorization form for the Chair's signature prior to travel, followed by an individual Voucher for Reimbursement of Travel Expenses. The use of the County vehicle is reimbursed at the same rate and in the same manner as a personal vehicle.

Mr. Esposito proposed to seek advance approval of the MPO Board to utilize his personal vehicle in lieu of the County vehicle for meetings, trips, or conferences when such use is efficient in time and cost for the MPO. Then on a monthly basis, the required Voucher for Reimbursement of Travel Expenses would be completed and accompanied by the supporting documents for the trips for meetings, conferences, etc. As customary, the Chair's signature is required prior to submitting the Voucher for Reimbursement form to the Hernando County Clerk for reimbursement.

The consensus of the Board was to place this matter as a separate agenda item at the next meeting and to have a Resolution reviewed by the County Attorney. The Board also requested clarification regarding any insurance implications should an accident occur while using a personal vehicle for official business, as compared to using a county vehicle.

- Work has begun on the new two-year Unified Planning Work Program (UPWP), which will outline MPO projects and activities for FY2027-FY2028.
- Traffic counts and level-of-service analysis for both Citrus and Hernando are in progress.
- Mr. Esposito attended the Metropolitan Planning Organization Advisory Council (MPOAC) meeting on Wednesday, January 28, in Orlando.
- Ms. Elwin and Mr. Esposito participated in the Florida Metropolitan Planning Partnership (FMPP) meeting on Thursday, January 29, in Orlando, which was well attended by Florida MPOs.
- The Centralia Road Interchange Study being conducted by Florida Turnpike Enterprises is expected to be available at the end of April.

BOARD COMMENTS

- Councilman Hallal shared constituent concerns from Southern Hills regarding truck traffic exiting the community onto US 41 and crossing multiple lanes of traffic to make a left turn. He asked whether large truck traffic could be required to turn right onto US 41 and use a more appropriate U-turn location farther down the roadway. Because Southern Hills is located within the City of Brooksville, it was suggested that Councilman Hallal consult with the City Attorney regarding the legality of imposing such a restriction specifically on large trucks.
- Mayor Meek reported that the City of Crystal River will be working with Citrus County on intersection improvements at N Turkey Oak Drive and CR 495/N Citrus Avenue. He noted that the City may seek assistance and guidance from the MPO Board and the Florida Turnpike Enterprise (FTE), particularly as the Suncoast Parkway is adding an exit at CR 495 within the next two to three years. As plans progress, Mayor Meek will provide updates to the MPO Board.

UPCOMING MEETING:

The next regular meeting of the Metropolitan Planning Organization Board is scheduled for Thursday, March 5, 2026, beginning at 1:30 pm, in the Brooksville City Hall Council

Chambers, 201 Howell Avenue, Brooksville, Florida.

ADJOURNMENT

Chair Allocco adjourned the meeting at 2:26 p.m.



AGENDA ITEM

TITLE

Annual Joint Certification of the Hernando-Citrus MPO by the Florida Department of Transportation (FDOT)

BRIEF OVERVIEW

The Federal Highway Administration (FHWA), with the assistance of the FDOT, annually certifies Metropolitan Planning Organizations. The annual review for the Hernando-Citrus MPO's Joint FDOT/MPO Certification for the period January 1, 2025, to December 31, 2025, was conducted on February 10, 2026. The annual review is required by federal guidelines to assess the MPO's compliance with the federal transportation planning process and applicable state laws. The Hernando-Citrus MPO was found to be in compliance with federal and state guidelines for metropolitan transportation planning. The Florida Department of Transportation (FDOT) is recommending actions to the MPO as follows:

- The MPO should develop a methodology to assist with ranking projects on the MPO's Priority Lists.
- The MPO should coordinate with local agencies to ensure prioritized projects are still needed and to identify low-cost solutions to transportation challenges.
- The MPO should implement procedures for tracking board member requests and resolving them internally.

The MPO Joint Certification also contains the noteworthy accomplishments of the MPO.

The Joint Certification Statement is no longer required to be signed by the MPO Chair. The Florida Department of Transportation (FDOT) has updated its process, and the signature page included in the FDOT MPO Joint Certification package (page 3), which requires the MPO Executive Director's signature, now fulfills this requirement.

FINANCIAL IMPACT

N/A

LEGAL NOTE

Pursuant to Chapter 339.175, Florida Statutes and 49 USC, Chapter 53, the MPO Board has the authority to take the recommended action.

RECOMMENDATION

It is recommended that the MPO Board acknowledge the Joint Certification results for the Hernando-Citrus MPO and provide any comments as desired.

FDOT MPO Joint Certification

MPO Name: Hernando/Citrus 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: Robert M. Esposito

Name: Robert M. Esposito

Title: MPO Executive Director

Date: Select Date

FDOT Transportation Development Director Signature: _____

Name: Insert name

Title: Insert title

Date: Select Date

Section 1.2: Noteworthy Achievements and Practices

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

Month	Year	Noteworthy Achievement or Practice
10	2024	Adoption of the 2050 LRTP
Qtrly	2025	Regional Coordination with Lake-Sumter MPO and Ocala-Marion TPO
Qtrly	2025	Coordination on major projects with FDOT and Pasco County on County Line Road

Section 1.3: MPO Comments

List items that require follow-up or action.

Once adopted, implementation of the 2050 LRTP continues. The MPO continually follows-up on activities and projects with its jurisdictions and District 7 FDOT.

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	10/3/2024	10/3/2029	12/19/2024	Yes
TIP	6/5/2025	6/30/2026	6/10/2025	Yes
UPWP	5/2/2024	6/30/2026	5/10/2024	Yes
CMP	5/2022	N/A		Yes
PPP	9/30/2014	N/A		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.

Please describe the MPO's process and timeline for early coordination with local jurisdictions ahead of the annual TIP and LOPP refresh, including any formal meetings held to align board-approved priorities and local priorities, project schedules, and funding expectations.

Proposed updates to the List of Priority Projects (LOPP) were discussed with FDOT D7 in April of 2025. The draft LOPP was then presented to the Technical Advisory Committee, Citizens Advisory Committee, and the Bicycle/Pedestrian Advisory Committee on April 24, 2025, and then to the MPO Board for review and approval on May 1, 2025. In early February-April 2025, requests were made from jurisdictions for their capital improvement lists, project schedules, and funding expectations which are then included in the TIP in its appendices. Representatives of the jurisdictions are members of the Technical Advisory Committee.

What processes does the MPO use to document and apply lessons learned and best practices following updates to major planning documents (e.g., LRTP, TIP, UPWP) or after complex or controversial board decisions?

The Hernando-Citrus MPO has had the benefit of having consensus with its decision-making bodies to date. However, best practices would include documenting the issues and ensuring timeliness in providing information.

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
The MPO should consider developing a methodology to assist with ranking projects on the MPO's Priority Lists.	Ongoing
The MPO should communicate challenges, questions, and concerns to FDOT Liaison staff directly to facilitate appropriate resolution.	
The MPO should continue to coordinate with local governments to identify low-cost solutions to transportation challenges.	Ongoing

Current Recommendation(s) for this Certification Cycle

The MPO should develop a methodology to assist with ranking projects on the MPO's Priority Lists.

The MPO should coordinate with local agencies to ensure prioritized projects are still needed and to identify low-cost solutions to transportation challenges.

The MPO should implement procedures for tracking board member requests and resolving them internally.

Current Corrective Action(s) for this Certification Cycle

N/A



AGENDA ITEM

TITLE

Approval of Resolutions 2026-2 and 2026-3, and Authorization for MPO Executive Director to Execute Fiscal Year 2027 Grant Award Agreements for Citrus and Hernando Counties from the Florida Commission for the Transportation Disadvantaged

BRIEF OVERVIEW

The Florida Commission for the Transportation Disadvantaged (CTD) provides annual planning grants to local agencies in support of statutorily mandated administrative and planning activities related to the Transportation Disadvantaged (TD) Program. The MPO Board, in their official capacity is the Designated Official Planning Agency (DOPA) for both Hernando and Citrus counties, oversees the program. The activities supported by the grants are consistent with the Unified Planning Work Program (UPWP) FY 2027 - FY 2028 which will be adopted by the MPO Board on May 7, 2026. The CTD has allocated for FY 2027 for Citrus County the tentative amount of \$26,982 and \$28,012 for Hernando County. There is no local match required. Funds are reimbursed upon furnishing invoices consistent with the agreements for the completion of prescribed activities and documents to the State.

The Florida Commission for the Transportation Disadvantaged has not yet transmitted the Grant Award Agreements to the agencies as they are awaiting finalization of the State's budget process. Given that the MPO Board is not scheduled to conduct a meeting in July, and the next meeting is in August, it is requested the MPO Board authorize by resolution the MPO Executive Director's execution and administration of the grant agreements which typically commence July 1 of the State's fiscal year. Attached are resolutions presented in format from the CTD providing for an authorized agent for administrative purposes.

FINANCIAL IMPACT

Funds recognizing the State grant awards are programmed into the MPO Fund B 136 of the Hernando County's budgets for the fourth quarter of County FY 2026 and for FY 2027.

LEGAL NOTE

Pursuant to Chapter 339.175 and Chapter 427, Florida Statutes, the MPO Board has the authority to take the recommended action. The County Attorney's office has stamped Resolutions 2026-2 and 2026-3 for execution. Once the grant agreements are received from the State, the County Attorney's office will review them for form and legal sufficiency prior to execution by the Executive Director.

RECOMMENDATION

It is recommended the MPO Board approve the Chair's signature upon Resolution 2026-2 (Citrus County) and Resolution 2026-3 (Hernando County) authorizing the MPO Executive Director to execute the grant award agreements pursuant to legal review and administer the awards for transportation disadvantaged funding.

HERNANDO-CITRUS MPO BOARD
Transportation Disadvantaged Planning Grant (Citrus County)
Resolution 2026-2

A RESOLUTION of the (Hernando-Citrus MPO Board), hereinafter BOARD, hereby authorizes the filing and execution of a Transportation Disadvantaged Planning Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD is eligible to receive a Transportation Disadvantaged Planning Grant and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to enter into this grant agreement.
2. The BOARD authorizes (Robert Esposito, MPO Executive Director) to execute the grant agreement, amendments, warranties, certifications and any other documents which may be required in connection with the agreement with the Florida Commission for the Transportation Disadvantaged on behalf of the Hernando-Citrus Metropolitan Planning Organization Board for State Fiscal Year 2027.
3. The BOARD'S Registered Agent in Florida is Robert Esposito, MPO Executive Director. The Registered Agent's address is 789 Providence Boulevard, Brooksville, Florida 34601.

DULY PASSED AND ADOPTED THIS 7th DAY OF May, 2026.

HERNANDO-CITRUS MPO BOARD

(Signature of Chairperson)

Rebecca Bays, Vice Chair
(Typed name of Chairperson)

ATTEST:

Signature_____

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: Melissa Tartaglia
County Attorney's Office



Transportation Disadvantaged Planning Grant Recipient Information

Legal Name	Hernando-Citrus Metropolitan Planning Organization		
Federal Employer Identification Number	591155275		
Registered Address	789 Providence Blvd.		
City and State	Brooksville	Zip Code	34601
Contact Person for this Grant	Robert Esposito, MPO Executive Director	Phone Number Format 111-111-1111	352-754-4082
E-Mail Address [Required]	resposito@co.hernando.fl.us		
Project Location [County(ies)]	Citrus County		
Budget Allocation			
	Grant Amount Requested		\$26,982.00
		<i>Total Project Amount</i>	\$26,982.00

I, the authorized Grant Recipient Representative, hereby certify that the information herein is true and accurate and is submitted in accordance with the 2026-27 Program Manual and Instructions for the Planning Grant.

Signature of Grant Recipient Representative

Date

Name: Robert Esposito

Title: MPO Executive Director

HERNANDO-CITRUS MPO BOARD
Transportation Disadvantaged Planning Grant (Hernando County)
Resolution 2026-3

A RESOLUTION of the (Hernando-Citrus MPO Board), hereinafter BOARD, hereby authorizes the filing and execution of a Transportation Disadvantaged Planning Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD is eligible to receive a Transportation Disadvantaged Planning Grant and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to enter into this grant agreement.
2. The BOARD authorizes (Robert Esposito, MPO Executive Director) to execute the grant agreement, amendments, warranties, certifications and any other documents which may be required in connection with the agreement with the Florida Commission for the Transportation Disadvantaged on behalf of the Hernando-Citrus Metropolitan Planning Organization Board for State Fiscal Year 2027.
3. The BOARD'S Registered Agent in Florida is Robert Esposito, MPO Executive Director. The Registered Agent's address is 789 Providence Boulevard, Brooksville, Florida 34601.

DULY PASSED AND ADOPTED THIS 7th DAY OF May, 2026.

HERNANDO-CITRUS MPO BOARD

(Signature of Chairperson)

Rebecca Bays, Vice Chair
(Typed name of Chairperson)

ATTEST:

Signature_____

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

By: Melissa Tartaglia
County Attorney's Office



Transportation Disadvantaged Planning Grant Recipient Information

Legal Name	Hernando-Citrus Metropolitan Planning Organization		
Federal Employer Identification Number	591155275		
Registered Address	789 Providence Blvd.		
City and State	Brooksville	Zip Code	34601
Contact Person for this Grant	Robert Esposito, MPO Executive Director	Phone Number Format 111-111-1111	352-754-4082
E-Mail Address [Required]	resposito@co.hernando.fl.us		
Project Location [County(ies)]	Hernando County		
Budget Allocation			
	Grant Amount Requested		\$28,012.00
		<i>Total Project Amount</i>	\$28,012.00

I, the authorized Grant Recipient Representative, hereby certify that the information herein is true and accurate and is submitted in accordance with the 2026-27 Program Manual and Instructions for the Planning Grant.

Signature of Grant Recipient Representative

Date

Name: Robert Esposito

Title: MPO Executive Director



AGENDA ITEM

TITLE

Review and adoption of the Unified Planning Work Program (UPWP) for Fiscal Year 2027 - Fiscal Year 2028 by Resolution 2026-1 and Approval of the Florida Department of Transportation/ Metropolitan Planning Organization Agreement

BRIEF OVERVIEW

Attached is Resolution 2026-1 to adopt the Unified Planning Work Program (UPWP) for July 1, 2026, through June 30, 2028 (Fiscal Year 2027 through Fiscal Year 2028). Additionally, attached as provided by the Florida Department of Transportation (FDOT), is the associated FDOT/Metropolitan Planning Organization Agreement between FDOT and the Hernando-Citrus MPO. The contract number and federal aid number will be added after the MPO Board signs the agreement and before being fully executed.

As required by the Federal Highway Administration (FHWA) and the Florida Department of Transportation (FDOT), the UPWP document is created every two years, updated in the second year and modified or amended as needed pursuant to the Public Participation Plan. The UPWP defines work tasks of the Metropolitan Planning Organization's (MPO) transportation planning efforts for each of the two years including the proposed budget expenditures and revenue sources.

The total budget for the two-year program is required to be prepared without reflecting carry-forward that will be available in the 2nd year from remaining funds from Fiscal Year 2026. The two-year program is reflecting the funding allocation from the FDOT for "PL" funding in the amounts of \$825,748 for FY 2027 and \$825,748 for FY 2028, for a total two-year program in the amount of \$1,651,496. Through the use of transportation development credits also known as transportation development/toll revenue credits, the FDOT 'soft matches' the federal allocation in the amount of \$364,244.

Hernando County Transit (TheBus) advised the MPO of their desire to utilize Section 5307 Metropolitan Planning Funds in their transit grant applications. The \$375,000 requested for inclusion into the UPWP is required for TheBus to apply for Federal Transit Administration funding. It has been reflected in Task 5 Special Projects for this purpose. Section 5307 requires a match for the use of the funds. The match is \$93,750 and will utilize transportation development/toll revenue credits. The Citrus County Transit system did not request the use of Section 5307 Metropolitan Planning Funds in their Section 5307 applications.

Additionally, in accordance with the federal requirements, MPOs are required to set aside 2.5% of its planning agreement allocation for Complete Streets planning. A minimum of \$41,287 has been set aside by the MPO for this purpose.

The funding amounts reflected for Transportation Disadvantaged planning grants are estimates. Hernando County's allocation for FY 2027 is \$27,440 and Citrus County's allocation for FY 2027 is \$26,447. Once the agreements are approved by the Florida

Commission for the Transportation Disadvantaged, the amounts will be updated in a future amendment of the UPWP. The same amounts are reflected to conservatively estimate the FY 2028 budgets for Transportation Disadvantaged planning services, respectively.

Pursuant to federal and state requirements, a draft UPWP for FY 2027-FY 2028 was submitted to the FDOT on March 13, 2026, for review by FDOT, Federal Highway Administration, and the Federal Transit Administration. Agency review comments are contained in Appendix I of the attached draft. Comments have been addressed and incorporated into the draft UPWP.

Pursuant to the Public Participation Plan a 30-day public review period is required. The public review period began April 3, 2026, and the draft UPWP is available online at: www.hernandocitrusmpo.us <<http://www.hernandocitrusmpo.us>>.

On April 23, 2026, the MPO's Technical Advisory Committee, Citizens Advisory Committee, and Bicycle Pedestrian Advisory Committee conducted public meetings and voted to recommend the MPO Board approve the FY 2027-FY 2028 UPWP.

FINANCIAL IMPACT

The UPWP is funded via federal and state grants. The eligible expenses are approved and budgeted in the Hernando County budget in the MPO's Fund #B136. Each quarter invoices are sent to FDOT and the CTD for reimbursement of eligible expenses at 100%. There is no local match for eligible expenses related to the grant funding due to the 'soft match' provided by the FDOT.

LEGAL NOTE

Pursuant to Chapter 339, Florida Statutes, the MPO Board has the authority to take the recommended action.

RECOMMENDATION

It is recommended the Hernando-Citrus Metropolitan Planning Organization (MPO) Board:

- adopt the Unified Planning Work Program for FY 2027-FY 2028,
- authorize the MPO Chair or Vice Chair to execute the associated Resolution 2026-1,
- authorize the MPO's Chair or Vice Chair and the MPO Executive Director to execute the FDOT/Metropolitan Planning Organization Agreement in the amount of \$1,651,496,
- and authorize the transmittal of the documents to the Florida Department of Transportation for execution.

RESOLUTION 2026-1

**A RESOLUTION OF THE HERNANDO-CITRUS
METROPOLITAN PLANNING ORGANIZATION
ADOPTING THE FISCAL YEAR 2026/2027 AND FISCAL YEAR 2027/2028
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Florida Department of Transportation (FDOT), in conjunction with the Hernando-Citrus Metropolitan Planning Organization (MPO) requires the development of a Unified Planning Work Program (UPWP); and,

WHEREAS, pursuant to Titles 23 and 49, Code of Federal Regulations (CFR) and Chapter 339.175, Florida Statutes, the UPWP is intended to document the transportation planning activities that will occur during Fiscal Year 2026/2027 and Fiscal Year 2027/2028; and,

WHEREAS, adoption of the UPWP must be accompanied by a resolution and/or minutes documenting the Hernando-Citrus MPO action and forwarded to the FDOT.

NOW, THEREFORE, BE IT RESOLVED, that the Hernando-Citrus Metropolitan Planning Organization (MPO) duly assembled in regular session this 7th day of May 2026, formally adopts the Unified Planning Work Program for Fiscal Year 2026/2027 and Fiscal Year 2027/2028 by this Resolution and authorizes submittal to State and Federal Agencies as required.

**HERNANDO-CITRUS
METROPOLITAN PLANNING ORGANIZATION**

Attest:

(SEAL)

John Allocco, MPO Chair

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

BY Natasha López Perez
MPO Attorney

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FDOT/METROPOLITAN PLANNING ORGANIZATION AGREEMENT

Financial Project No.: <u>439335-6-14-01</u> (item segment phase sequence)	Fund: <u>PL</u> <hr/> Function: <u>215</u> <hr/> Federal Award Identification No. (FAIN): <u>0412-062-M</u> <hr/> MPO Unique Entity Identifier (UEI) No.: <u>D7K5UNB7JKF5</u>	FLAIR Approp.: <u>088854</u> <hr/> FLAIR Obj.: <u>780000</u> <hr/> Org. Code: <u>55072010730</u> <hr/> Vendor No.: <u>F591155275017</u>
CFDA Number & Title: <u>20.205 Highway Planning & Construction</u>		

THIS FDOT/METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Agreement) is made and entered into on this ____ day of _____, 20____, by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, 11201 N McKinley Dr, Tampa FL 33612 and the Hernando-Citrus MPO (MPO), whose address is 789 Providence Blvd, Brooksville FL 34601, and whose Unique Entity Identifier (UEI) assigned by the System for Award Management (SAM.gov) is: D7K5UNB7JKF5 (collectively the “Parties”).

NOW, THEREFORE, in consideration of the mutual covenants, promises, and representation herein, the Parties desiring to be legally bound, do agree as follows:

1. **Authority:** The MPO and the Department have authority to enter into this Agreement pursuant to 23 U.S.C. 134, 23 Code of Federal Regulations (CFR) § 450 and Section 339.175, Florida Statutes (F.S.), which, require the Department and the MPO to clearly identify the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) components of the Metropolitan Planning Process and accomplish the transportation planning requirements of state and federal law.

2. **Purpose of the Agreement:** The purpose of this Agreement is for the Department to provide Federal financial assistance to the MPO in the form of FHWA funds to support transportation planning activities identified in the MPO’s Unified Planning Work Program (UPWP). This Agreement sets forth the terms and conditions under which FHWA funds will be provided and outlines the manner in which work tasks and subtasks in the UPWP will be undertaken and completed. The work to be performed by the MPO is fully described in the UPWP, which is attached and incorporated into this Agreement as Exhibit “A.”

3. **Consolidated Planning Grant (CPG):** The Department began participating in the Consolidated Planning Grant (CPG) program with the State fiscal year (FY) 2022/23 – 2023/24 UPWP cycle. The Department designated FHWA to serve as the CPG lead grant agency in accordance with FTA Circular 8100.D. Under the CPG, FHWA and FTA annually deliver lump sum appropriations to the Department for allocation to MPOs for metropolitan planning activities. The federal funds are provided to the Department as FHWA Planning (PL) and FTA 5305(d) funds. The Department uses the CPG to combine the FHWA PL and FTA 5305(d) MPO allocations into a single grant administered by FHWA. The Department continues to calculate annual MPO funding allocations using the approved FHWA PL and FTA 5305(d) allocation formulas.

4. **Scope of Work:** The UPWP, Exhibit “A”, constitutes the Scope of Work for this Agreement, including the Statement of Assurances, which are legally binding under this Agreement.

5. **Budgetary Ceiling:** The total budgetary ceiling for the UPWP is \$1,651,496. The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit “A”. The budget may be modified by mutual agreement as provided for in paragraph 9, Amendments.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FDOT/METROPOLITAN PLANNING ORGANIZATION AGREEMENT

The Department’s performance and obligation to pay under this Agreement is contingent upon an annual appropriation by the Legislature. No work shall begin before the Agreement is fully executed and a "Letter of Authorization" is issued by the Department. The total of all authorizations shall not exceed the budgetary ceiling established for this Agreement and shall be completed within the term of this Agreement:

Financial Project No.	Amount
439335-6-14-01 (PL Funds)	1,651,496

6. **Non-federal Share:** It is the policy of the Department to fulfill the non-federal share or “soft match” with toll credits as authorized by Title 23 U.S.C. § 120 conditional on funding availability. The MPO must identify and describe the soft match in its 2-year UPWP introduction and show the total amount of toll credits used to match the FHWA funds in the UPWP Summary Budget Tables.

7. **Term of Agreement:** This Agreement shall have a term of two (2) years. This Agreement shall begin on the later of July 1, 2026, or the date the Agreement is fully executed, whichever is later, and expire on June 30, 2028. If the Agreement is fully executed after July 1, 2026, then the term of the Agreement shall be less than two (2) years and the Agreement shall expire on June 30, 2028. Expiration of this Agreement will be considered termination of the UPWP. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.

8. **Renewals and Extensions:** This Agreement shall not be renewed or extended.

9. **Amendments:** Amendments may be made during the term of this Agreement. Any Amendment must be in writing and signed by the Parties with the same formalities as the original Agreement.
 - A. **Amendments and Modifications to the UPWP:** Revisions to the UPWP shall require either an Amendment or a Modification. Such revisions may be budgetary and/or programmatic in nature and may be either major or minor in scale. Minor revisions shall be processed by the MPO as a Modification, whereas major revisions shall be processed by the MPO as an Amendment. A major revision shall be defined as an alteration to the UPWP that materially impacts its original intent or anticipated outcomes. The following section further clarifies the actions necessitating UPWP Amendments and Modifications.
 - i. **Amendments to the UPWP**
 UPWP Amendments are required for actions described in 2 CFR 200.308 and 29 CFR 1470.30, as referenced in the MPO Program Management Handbook, FHWA technical memorandums and guidance, FDOT Technical memorandums and guidance, as well as other federal regulations.
 In addition, a change in the MPO’s staff director, organizational name, or voting structure requires a UPWP Amendment.

 - ii. **Modifications to the UPWP**
 UPWP changes that do not require an Amendment may be processed as a UPWP Modification.

 - iii. If the MPO makes a modification to the UPWP budget, then the MPO shall immediately send any such modifications to the Department. Amendments to the UPWP must be approved by FHWA. Proposed amendments to the UPWP shall be filed with the Department. Within a reasonable amount of time, the Department shall review and transmit the proposed UPWP amendment and supporting documents to the FHWA with a recommendation for approval or denial. Transmittal of the proposed UPWP amendment and supporting documents to FHWA may be delayed by the Department due to the MPO failing to include all documentation required

for the UPWP Amendment. The Department shall immediately forward to the MPO all correspondence that the Department receives from FHWA regarding the proposed UPWP amendment. If FHWA approves the amendment to the UPWP then this Agreement and supporting documentation must be amended immediately following such approval.

10. General Requirements:

- A.** The MPO shall complete the UPWP with all practical dispatch in a sound, economical, and efficient manner, and in accordance with the provisions in this Agreement, the Interlocal Agreement establishing the MPO, and all applicable laws.
- B.** Federal-aid funds shall not participate in any cost which is not incurred in conformity with applicable Federal and State laws, the regulations in 23 CFR and 49 CFR, and policies and procedures prescribed by the Division Administrator of FHWA. If FHWA or the Department determines that any amount claimed is not eligible, federal participation may be approved in the amount determined to be adequately supported and the Department shall notify the MPO in writing citing the reasons why items and amounts are not eligible for federal participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, Federal funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA or the Department may deny participation in UPWP costs in part or in total. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 15 of this Agreement.
- C.** The MPO's financial management system must comply with the requirements set forth in 2 CFR § 200.302, specifically:
 - i.** Identification, in its accounts, of all Federal awards received and expended and the Federal programs under which they were received.
 - ii.** Accurate, current, and complete disclosure of the financial results of each Federal award or program in accordance with the reporting requirements set forth in § 200.327 Financial reporting and § 200.328 Monitoring and reporting program performance.
 - iii.** Records that identify adequately the source and application of funds for federally-funded activities. These records must contain information pertaining to Federal awards, authorizations, obligations, unobligated balances, assets, expenditures, income and interest and be supported by source documentation.
 - iv.** Effective control over, and accountability for, all funds, property, and other assets.
 - v.** Comparison of expenditures with budget amounts for each Federal award.
 - vi.** Written procedures to implement the requirements of § 200.305 Payment.
 - vii.** Written procedures for determining the allowability of costs in accordance with Subpart E— Cost Principles and the terms and conditions of the Federal award.

11. Compensation and Payment:

- A.** The Department shall reimburse the MPO for costs incurred to perform services satisfactorily during a monthly or quarterly period in accordance with the UPWP, Exhibit "A". Reimbursement is limited to the maximum amount authorized by the Department. The MPO shall submit a request for reimbursement to the Department on a quarterly or monthly basis. Requests for reimbursement by the MPO shall include an invoice, an itemized expenditure report, and progress report for the period of services being billed that are acceptable to the Department. The MPO shall use the format for the invoice, itemized expenditure report and progress report that is approved by the Department. The MPO shall provide

any other data required by FHWA or the Department to justify and support the payment requested.

- B.** Pursuant to Section 287.058, F.S., the MPO shall provide quantifiable, measurable, and verifiable units of deliverables. Each deliverable must specify the required minimum level of service to be performed and the criteria for evaluating successful completion. The UPWP and the quantifiable, measurable, and verifiable units of deliverables are described in Exhibit “A”.
- C.** Invoices shall be submitted by the MPO in detail sufficient for a proper pre-audit and post-audit based on the quantifiable, measurable and verifiable units of deliverables as established in Exhibit “A”. Deliverables must be received and accepted in writing by the Department’s Grant Manager prior to payments.
- D.** The Department will honor requests for reimbursement to the MPO for eligible costs in the amount of FHWA funds approved for reimbursement in the UPWP and made available by FHWA. The Department may suspend or terminate payment for that portion of the UPWP which FHWA, or the Department acting in lieu of FHWA, may designate as ineligible for federal-aid. Regarding eligible costs, whichever requirement is stricter between federal and State of Florida requirements shall control. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 15 of this Agreement.
- E.** Supporting documentation must establish that the deliverables were received and accepted in writing by the MPO and must also establish that the required minimum level of service to be performed based on the criteria for evaluating successful completion as specified in the UPWP, Exhibit “A”, was met. All costs charged to the UPWP, including any approved services contributed by the MPO or others, shall be supported by properly executed payrolls, time records, invoices, contracts or vouchers evidencing in proper detail the nature and propriety of the charges. See Exhibit “D” for Contract Payment Requirements.
- F.** Bills for travel expenses specifically authorized in this Agreement shall be documented on the Department’s Contractor Travel Form No. 300-000-06 or on a form that was previously submitted to the Department’s Comptroller and approved by the Department of Financial Services. Bills for travel expenses specifically authorized in this Agreement will be paid in accordance with Section 112.061, F.S.
- G.** Payment shall be made only after receipt and approval of goods and services unless advance payments are authorized by the Chief Financial Officer of the State of Florida under Chapters 215 and 216, F.S. If the Department determines that the performance of the MPO fails to meet minimum performance levels, the Department shall notify the MPO of the deficiency to be corrected, which correction shall be made within a time-frame to be specified by the Department. The MPO shall, within sixty (60) days after notice from the Department, provide the Department with a corrective action plan describing how the MPO will address all issues of contract non-performance, unacceptable performance, failure to meet the minimum performance levels, deliverable deficiencies, or contract non-compliance. If the corrective action plan is unacceptable to the Department, the MPO shall be assessed a non-performance retainage equivalent to 10% of the total invoice amount. The retainage shall be applied to the invoice for the then- current billing period. The retainage shall be withheld until the MPO resolves the deficiency. If the deficiency is subsequently resolved, the MPO may bill the Department for the retained amount during the next billing period. If the MPO is unable to resolve the deficiency, the funds retained may be forfeited at the end of the Agreement’s term.
- H.** An invoice submitted to the Department involving the expenditure of metropolitan planning funds (“PL funds”) is required by Federal law to be reviewed by the Department and issued a payment by the Department of Financial Services within 15 business days of receipt by the Department for review. If the invoice is not complete or lacks information necessary for processing, it will be returned to the MPO, and the 15-business day timeframe for processing will start over upon receipt of the resubmitted invoice by the Department. If there is a case of a bona fide dispute, the invoice recorded in the financial system of the Department shall contain a statement of the dispute and authorize payment only in the amount not

disputed. If an item is disputed and is not paid, a separate invoice could be submitted requesting reimbursement, or the disputed item/amount could be included/added to a subsequent invoice.

- I. Records of costs incurred under the terms of this Agreement shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for five years after final payment is made. Copies of these documents and records shall be furnished to the Department upon request. Records of costs incurred include the MPO's general accounting records and the UPWP records, together with supporting documents and records, of the consultant and all subconsultants performing work on the UPWP, and all other records of the Consultants and subconsultants considered necessary by the Department for a proper audit of costs.
- J. The MPO must timely submit invoices and documents necessary for the close out of the UPWP. Within 90 days of the expiration or termination of the grant of FHWA funds for the UPWP, the MPO shall submit the final invoice and all financial, performance, and related reports consistent with 2 CFR § 200.
- K. The Department's performance and obligation to pay under this Agreement is also contingent upon FHWA making funds available and approving the expenditure of such funds.
- L. In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), F.S., are hereby incorporated:

"The Department, during any fiscal year, shall not expend money, incur any liability, or enter into any contract which, by its terms, involves the expenditure of money in excess of the amounts budgeted as available for expenditure during such fiscal year. Any contract, verbal or written, made in violation of this subsection is null and void, and no money may be paid on such contract. The Department shall require a statement from the comptroller of the Department that funds are available prior to entering into any such contract or other binding commitment of funds. Nothing herein contained shall prevent the making of contracts for periods exceeding 1 year, but any contract so made shall be executory only for the value of the services to be rendered or agreed to be paid for in succeeding fiscal years, and this paragraph shall be incorporated verbatim in all contracts of the Department which are for an amount in excess of \$25,000 and which have a term for a period of more than 1 year."

- M. **Disallowed Costs:** In determining the amount of the payment, the Department will exclude all UPWP costs incurred by the MPO prior to the effective date of this Agreement, costs incurred by the MPO which are not provided for in the latest approved budget for the UPWP, and costs attributable to goods or services received under a contract or other arrangements which have not been approved in writing by the Department. It is agreed by the MPO that where official audits by the federal agencies or monitoring by the Department discloses that the MPO has been reimbursed by the Department for ineligible work, under applicable federal and state regulations, that the value of such ineligible items may be deducted by the Department from subsequent reimbursement requests following determination of ineligibility. Upon receipt of a notice of ineligible items the MPO may present evidence supporting the propriety of the questioned reimbursements. Such evidence will be evaluated by the Department, and the MPO will be given final notification of the amounts, if any, to be deducted from subsequent reimbursement requests.

In addition, the MPO agrees to promptly reimburse the Department for any and all amounts for which the Department has made payment to the MPO if such amounts become ineligible, disqualified, or disallowed for federal reimbursement due to any act, error, omission, or negligence of the MPO. This includes omission or deficient documentation of costs and charges, untimely, incomplete, or insufficient submittals, or any other reason declared by the applicable Federal Agency.

Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 16 of this Agreement.

- N. If, after UPWP completion, any claim is made by the Department resulting from an audit or for work or

services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the MPO owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 16 of this Agreement.

- O. Indirect Costs:** A state or federally approved indirect cost rate may be applied to the Agreement. If the MPO does not have a federally approved indirect cost rate, a rate up to the de minimis indirect cost rate of 15% of modified total direct costs may be applied. The MPO may opt to request no indirect cost rate, even if it has a federally approved indirect cost rate.

12. Procurement and Contracts of the MPO:

- A.** The procurement, use, and disposition of real property, equipment and supplies shall be consistent with the approved UPWP and in accordance with the requirements of 2 CFR § 200.
- B.** It is understood and agreed by the Parties that participation by the Department in a project as part of the UPWP with the MPO, where said project involves a consultant contract for engineering, architecture or surveying services, is contingent on the MPO's complying in full with provisions of Section 287.055, F.S., Consultants' Competitive Negotiation Act, the federal Brooks Act, 23 CFR 172, and 23 U.S.C. 112. At the discretion of the Department, the MPO will involve the Department, to an extent to be determined by the Department, in the consultant selection process for all projects funded under this Agreement. In all cases, the MPO shall certify to the Department that selection has been accomplished in compliance with the Consultants' Competitive Negotiation Act and the federal Brooks Act.
- C.** The MPO shall comply with and require its consultants and contractors to comply with applicable federal law pertaining to the use of federal-aid funds.

13. Audit Reports: The administration of resources awarded through the Department to the MPO by this Agreement may be subject to audits and/or monitoring by the Department. The following requirements do not limit the authority of the Department to conduct or arrange for the conduct of additional audits or evaluations of Federal awards or limit the authority of any State agency inspector general, the State of Florida Auditor General or any other State official. The MPO shall comply with all audit and audit reporting requirements as specified below.

- A.** In addition to reviews of audits conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, monitoring procedures may include but not be limited to on-site visits by Department staff and/or other procedures including, reviewing any required performance and financial reports, following up, ensuring corrective action, and issuing management decisions on weaknesses found through audits when those findings pertain to Federal awards provided through the Department by this Agreement. By entering into this Agreement, the MPO agrees to comply and cooperate fully with any monitoring procedures/processes deemed appropriate by the Department. The MPO further agrees to comply and cooperate with any inspections, reviews, investigations or audits deemed necessary by the Department, State of Florida Chief Financial Officer (CFO) or State of Florida Auditor General.
- B.** The MPO, a non-Federal entity as defined by 2 CFR Part 200.1, as a subrecipient of a Federal award awarded by the Department through this Agreement is subject to the following requirements:
 - i.** In the event the MPO expends a total amount of Federal awards equal to or in excess of the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, the MPO must have a Federal single or program-specific audit for such fiscal year conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements. Exhibit "B", Federal Financial Assistance (Single Audit Act), to this Agreement provides the required Federal award identification information needed by the MPO to further comply with the requirements of 2 CFR Part 200, Subpart F – Audit Requirements. In determining Federal awards expended in a fiscal

year, the MPO must consider all sources of Federal awards based on when the activity related to the Federal award occurs, including the Federal award provided through the Department by this Agreement. The determination of amounts of Federal awards expended should be in accordance with the guidelines established by 2 CFR Part 200, Subpart F – Audit Requirements. An audit conducted by the State of Florida Auditor General in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, will meet the requirements of this paragraph.

- ii. In connection with the audit requirements, the MPO shall fulfill the requirements relative to the auditee responsibilities as provided in 2 CFR Part 200, Subpart F – Audit Requirements.
- iii. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards, the MPO is exempt from Federal audit requirements for that fiscal year. However, the MPO must provide a single audit exemption statement to the Department at FDOTSingleAudit@dot.state.fl.us no later than nine months after the end of the MPO's audit period for each applicable audit year. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, the cost of the audit must be paid from non-Federal resources (*i.e.*, the cost of such an audit must be paid from the MPO's resources obtained from other than Federal entities).
- iv. The MPO must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F – Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F – Audit Requirements, and this Agreement. However, the Department requires a copy of the audit reporting package also be submitted to FDOTSingleAudit@dot.state.fl.us within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F – Audit Requirements.
- v. Within six months of acceptance of the audit report by the FAC, the Department will review the MPO's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this Agreement. If the MPO fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:
 1. Temporarily withhold cash payments pending correction of the deficiency by the MPO or more severe enforcement action by the Department;
 2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
 3. Wholly or partly suspend or terminate the Federal award;
 4. Initiate suspension or debarment proceedings as authorized under 2 CFR Part 180 and 1200 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
 5. Withhold further Federal awards for the UPWP or program;
 6. Take other remedies that may be legally available.
- vi. As a condition of receiving this Federal award, the MPO shall permit the Department, or its designee, the CFO or State of Florida Auditor General access to the MPO's records including financial statements, the independent auditor's working papers and UPWP records as

necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.

vii. The Department's contact information for requirements under this Section is as follows:

Office of Comptroller
605 Suwannee Street, MS 24
Tallahassee, Florida 32399-0450
FDOTSingleAudit@dot.state.fl.us

- C.** The MPO shall retain sufficient records demonstrating its compliance with the terms of this Agreement for a period of five years from the date the audit report is issued and shall allow the Department, or its designee, the CFO or State of Florida Auditor General access to such records upon request. The MPO shall ensure that the audit working papers are made available to the Department, or its designee, the CFO, or State of Florida Auditor General upon request for a period of five years from the date the audit report is issued unless extended in writing by the Department.

14. Termination or Suspension: The Department may, by written notice to the MPO, suspend any or all of the MPO's obligations under this Agreement for the MPO's failure to comply with applicable law or the terms of this Agreement until such time as the event or condition resulting in such suspension has ceased or been corrected. The Department will provide written notice outlining the particulars of suspension.

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

The Parties may terminate this Agreement when its continuation would not produce beneficial results commensurate with the further expenditure of funds. In this event, the Parties shall agree upon the termination conditions.

Upon termination of this Agreement, whether for cause or at the convenience of the Parties, all finished or unfinished documents, data, studies, surveys, reports, maps, drawings, models, photographs, etc., prepared by the MPO shall, at the option of the Department, be delivered to the Department.

The Department shall reimburse the MPO for those eligible expenses incurred during the Agreement period that are directly attributable to the completed portion of the work covered by this Agreement, provided that the work has been completed in a manner satisfactory and acceptable to the Department. The MPO shall not incur new obligations for the terminated portion after the effective date of termination.

The Department reserves the right to unilaterally cancel this Agreement for refusal by the MPO or any consultant, sub-consultant or materials vendor to allow public access to all documents, papers, letters or other material subject to the provisions of Chapter 119, F.S., and made or received in conjunction with this Agreement unless the records are confidential or exempt.

The conflict and dispute resolution process set forth in Section 16 of this Agreement shall not delay or stop the Parties' rights to terminate the Agreement.

15. Remedies: Violation or breach of Agreement terms by the MPO shall be grounds for termination of the Agreement. Any costs incurred by the Department arising from the termination of this Agreement shall be paid by the MPO.

This Agreement shall not be considered as specifying the exclusive remedy for any dispute, but all remedies existing at law and in equity may be availed of by either party and shall be cumulative.

16. Conflict and Dispute Resolution Process: This section shall apply to conflicts and disputes relating to matters

subject to this Agreement, or conflicts arising from the performance of this Agreement. If possible, the Parties shall attempt to resolve any dispute or conflict within thirty (30) days of a determination of a dispute or conflict. This section shall not delay or stop the Parties' rights to terminate the Agreement. In addition, notwithstanding that a conflict or dispute may be pending resolution, this section shall not delay or stop the Department from performing the following actions pursuant to its rights under this Agreement: deny payments; disallow costs; deduct the value of ineligible work from subsequent reimbursement requests, or; offset pursuant to Section 11.N of this Agreement.

- A. Initial Resolution:** The affected Parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials: for the Department - the Intermodal Systems Development Manager; and for the MPO - the Staff Director.
- B. Resolution by Senior Agency Official:** If the conflict remains unresolved, the conflict shall be resolved by the following officials: for the Department - the District Secretary; and for the Hernando-Citrus Metropolitan Planning Organization (MPO) - the Chairperson of the MPO.
- C. Resolution of Conflict by the Agency Secretary:** If the conflict is not resolved through conflict resolution pursuant to the provisions, "Initial Resolution" and "Resolution by Senior Agency Official" above, the conflict shall be resolved by the Secretary for the Department of Transportation or their delegate. If the MPO does not agree with the resolution provided by the Secretary for the Department of Transportation, the Parties may pursue any other remedies set forth in this Agreement or provided by law.

17. Compliance with 49 CFR Part 26: To the extent required by law, comply, and have your consultants and subconsultants comply, with the provisions of 49 CFR Part 26, as amended.

18. Compliance with Laws and Regulations:

- A.** The MPO shall comply and require its consultants and subconsultants to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this UPWP. Execution of this Agreement constitutes a certification that the MPO is in compliance with, and will require its consultants and subconsultants to comply with, all requirements imposed by applicable federal, state, and local laws and regulations.
- B.** The MPO shall comply with the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," as set forth in 2 CFR Part 180 and 1200, attached and incorporated into this Agreement in Exhibit "E", and when applicable the MPO shall include Exhibit "E" required provisions in all contracts and subcontracts entered into pursuant to this Agreement.
- C. Title VI Assurances:** The MPO will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation (USDOT) issued thereunder, and the assurance by the MPO pursuant thereto, including but not limited to the requirements set forth in Exhibit "C", Title VI Assurances. The MPO shall include the attached Exhibit "C", Title VI Assurances, in all contracts with consultants and contractors performing work as part of the UPWP to ensure compliance with Title VI of the Civil Rights Act of 1964, 49 CFR Part 21, and related statutes and regulations.
- D. Restrictions on Lobbying** The MPO agrees that to no federally-appropriated funds have been paid, or will be paid by or on behalf of the MPO, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement. If any funds other than federally-appropriated funds have been paid by the MPO to any person for influencing or attempting to influence an officer or

employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The MPO shall require that the language of Exhibit "F" be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.

E. The MPO must comply with FHWA's Conflicts of Interest requirements set forth in 23 CFR § 1.33.

19. Restrictions, Prohibitions, Controls, and Labor Provisions: During the performance of this Agreement, the MPO agrees as follows, and shall require the following provisions to be included in each contract and subcontract entered into pursuant to this Agreement:

- A. A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, F.S., for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list.
- B. In accordance with Section 287.134, F.S., an entity or affiliate who has been placed on the Discriminatory Vendor List, kept by the Florida Department of Management Services, may not submit a bid on a contract to provide goods or services to a public entity; may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor or consultant under a contract with any public entity; and may not transact business with any public entity.
- C. An entity or affiliate who has had its Certificate of Qualification suspended, revoked, denied or have further been determined by the Department to be a non-responsible contractor may not submit a bid or perform work for the construction or repair of a public building or public work on a contract with the MPO.
- D. Neither the MPO nor any of its contractors and consultants or their subcontractors and subconsultants shall enter into any contract, subcontract or arrangement in connection with the UPWP or any property included or planned to be included in the UPWP in which any member, officer or employee of the MPO or the entities that are part of the MPO during tenure or for 2 years thereafter has any interest, direct or indirect. If any such present or former member, officer or employee involuntarily acquires or had acquired prior to the beginning of tenure any such interest, and if such interest is immediately disclosed to the MPO, the MPO, with prior approval of the Department, may waive the prohibition contained in this paragraph provided that any such present member, officer or employee shall not participate in any action by the MPO or the locality relating to such contract, subcontract or arrangement. The MPO shall insert in all contracts entered into in connection with the UPWP or any property included or planned to be included in any UPWP, and shall require its contractors and consultants to insert in each of their subcontracts, the following provision:

"No member, officer or employee of the MPO or of the locality during his or her tenure or for 2 years thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof."

The provisions of this paragraph shall not be applicable to any agreement between the MPO and its fiscal depositories or to any agreement for utility services the rates for which are fixed or controlled by a governmental agency.

- E. No member or delegate to the Congress of the United States shall be admitted to any share or part of this Agreement or any benefit arising therefrom.

20. Miscellaneous Provisions:

A. Public Records:

- i. The MPO shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, F.S., and made or received by the MPO in conjunction with this Agreement, unless such documents are exempt from public access or are confidential pursuant to state and federal law. Failure by the MPO to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department.

- ii. In addition, the MPO shall comply with the requirements of Section 119.0701, F.S.

- B. It is specifically agreed between the Parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the provisions of this Agreement.

- C. In no event shall the making by the Department of any payment to the MPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MPO and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.

- D. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.

- E. By execution of the Agreement, the MPO represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.

- F. Nothing in the Agreement shall require the MPO to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the MPO will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the MPO to the end that the MPO may proceed as soon as possible with the UPWP.

- G. The MPO shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the MPO and FHWA requires reimbursement of the funds, the MPO will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.

H. The MPO:

- i. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by MPO during the term of the contract; and
- ii. shall expressly require any contractor, consultant, subcontractors and subconsultants performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor or subconsultant during the contract term.

- I. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
FDOT/METROPOLITAN PLANNING ORGANIZATION AGREEMENT

this Agreement with a signature on behalf of a party will be legal and binding on such party.

- J. The Parties agree to comply with s.20.055(5), F.S., and to incorporate in all subcontracts the obligation to comply with s.20.055(5), F.S.
- K. This Agreement and any claims arising out of this Agreement shall be governed by the laws of the United States and the State of Florida.

21. Exhibits: The following Exhibits are attached and incorporated into this Agreement:

- A. Exhibit "A", UPWP
- B. Exhibit "B", Federal Financial Assistance (Single Audit Act)
- C. Exhibit "C", Title VI/Nondiscrimination Assurances
- D. Exhibit "D", Contract Payment Requirements
- E. Exhibit "E", Debarment and Suspension Certification
- F. Exhibit "F", Lobbying Certification for Grants, Loans, and Cooperative Agreements

IN WITNESS WHEREOF, the undersigned Parties have executed this Agreement on the day, month and year set forth above.

MPO Name
Hernando-Citrus MPO

Florida Department of Transportation

MPO Executive Director Name
Robert Esposito

District Secretary or Designee Name
Justin Hall

MPO Executive Director Signature

District Secretary or Designee Signature

MPO Chairperson or Designee Name
John Allocco

FDOT Legal Reviewer Name & Title
Martin Hernandez

MPO Chairperson or Designee Signature

FDOT Legal Reviewer Signature

MPO Legal Reviewer Name & Title
Natasha Lopez Perez, Assistant County Attorney for
Hernando County

Natasha López Perez

MPO Legal Reviewer Signature

EXHIBIT “A”
UPWP

EXHIBIT “B”

FEDERAL FINANCIAL ASSISTANCE (SINGLE AUDIT ACT)

FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

CFDA No.: [20.205](#)
CFDA Title: HIGHWAY PLANNING AND CONSTRUCTION
Federal-Aid Highway Program, Federal Lands Highway Program
***Award Amount:** \$1,651,496
Awarding Agency: Florida Department of Transportation
Indirect Cost Rate: N/A
****Award is for R&D:** No

*The federal award amount may change with supplemental agreements

**Research and Development as defined at 2 CFR § 200.87

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE SUBJECT TO THE FOLLOWING
AUDIT REQUIREMENTS:**

2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles & Audit Requirements for Federal Awards

www.ecfr.gov

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT MAY ALSO BE SUBJECT TO
THE FOLLOWING:**

Title 23 – Highways, United States Code

<http://uscode.house.gov/browse.xhtml>

Title 49 – Transportation, United States Code

<http://uscode.house.gov/browse.xhtml>

Federal Highway Administration – Florida Division

www.fhwa.dot.gov/fldiv

Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)

www.fsr.gov

EXHIBIT “C”

TITLE VI/NONDISCRIMINATION ASSURANCES

Pursuant to Section 9 of US DOT Order 1050.2A, the Hernando-Citrus MPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Hernando-Citrus MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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

APPENDICES A and E

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

- (1.) **Compliance with REGULATIONS:** The contractor shall comply with the Acts and Regulations relative to nondiscrimination in federally-assisted programs of the USDOT Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, hereinafter referred to as the “Regulations”, which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The contractor, with regard to the work performed during this Agreement, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of sub-contractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the Agreement covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Sub-contractors, including Procurements of Materials and Equipment:** In all solicitations,

either by competitive bidding or negotiation made by the contractor for work to be performed under sub-contract, including procurements of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this Agreement and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.

- (4.) **Information and Reports:** The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Department or FHWA, FTA, Federal Aviation Administration (FAA), and Federal Motor Carrier Safety Administration (FMCSA) to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the Department, or FHWA, FTA, FAA, or FMCSA as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this Agreement, the Department shall impose such contract sanctions as it or FHWA, FTA, FAA, or FMCSA may determine to be appropriate, including, but not limited to:
- a. withholding of payments to the contractor under the Agreement until the contractor complies, and/or
 - b. cancellation, termination or suspension of the Agreement, in whole or in part.
- (6.) **Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (7) in every sub- contract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contract or procurement as the Department or FHWA, FTA, FAA, or FMCSA may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request the Department to enter into such litigation to protect the interests of the Department, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal- aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 U.S.C. § 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-259), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by USDOT regulations at 49 CFR parts 37 and 38; Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

EXHIBIT “D”
CONTRACT PAYMENT REQUIREMENTS
Florida Department of Financial Services, Reference Guide for State Expenditures
Cost Reimbursement Contracts

Invoices for cost reimbursement contracts must be supported by an itemized listing of expenditures by category (salary, travel, expenses, etc.). Supporting documentation shall be submitted for each amount for which reimbursement is being claimed, indicating that the item has been paid. Documentation for each amount for which reimbursement is being claimed must indicate that the item has been paid. Check numbers may be provided in lieu of copies of actual checks. Each piece of documentation should clearly reflect the dates of service. Only expenditures for categories in the approved agreement budget may be reimbursed. These expenditures must be allowable (pursuant to law) and directly related to the services being provided.

Listed below are types and examples of supporting documentation for cost reimbursement agreements:

Salaries: Timesheets that support the hours worked on the UPWP or activity must be kept. A payroll register, or similar documentation should be maintained. The payroll register should show gross salary charges, fringe benefits, other deductions and net pay. If an individual for whom reimbursement is being claimed is paid by the hour, a document reflecting the hours worked times the rate of pay will be acceptable.

Fringe benefits: Fringe benefits should be supported by invoices showing the amount paid on behalf of the employee, e.g., insurance premiums paid. If the contract specifically states that fringe benefits will be based on a specified percentage rather than the actual cost of fringe benefits, then the calculation for the fringe benefits amount must be shown. Exception: Governmental entities are not required to provide check numbers or copies of checks for fringe benefits.

Travel: Reimbursement for travel must be in accordance with s. 112.061, F.S., which includes submission of the claim on the approved state travel voucher along with supporting receipts and invoices.

Other direct costs: Reimbursement will be made based on paid invoices/receipts and proof of payment processing (cancelled/processed checks and bank statements). If nonexpendable property is purchased using state funds, the contract should include a provision for the transfer of the property to the State when services are terminated. Documentation must be provided to show compliance with DMS Rule 60A-1.017, F.A.C., regarding the requirements for contracts which include services and that provide for the contractor to purchase tangible personal property as defined in s. 273.02, F.S., for subsequent transfer to the State.

Indirect costs: If the contract stipulates that indirect costs will be paid based on a specified rate, then the calculation should be shown. Indirect costs must be in the approved agreement budget, and the entity must be able to demonstrate that the costs are not duplicated elsewhere as direct costs. All indirect cost rates must be evaluated for reasonableness and for allowability and must be allocated consistently.

Contracts between state agencies may submit alternative documentation to substantiate the reimbursement request, which may be in the form of FLAIR reports or other detailed reports.

The Florida Department of Financial Services, online Reference Guide for State Expenditures can be found at this web address <https://www.myfloridacfo.com/Division/AA/Manuals/documents/ReferenceGuideforStateExpenditures.pdf>.

EXHIBIT “E”
DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulations on Governmentwide Debarment and Suspension at 2 CFR Part 180 and 1200:

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

EXHIBIT “F”

LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Hernando-Citrus MPO that:

- (1.)** No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Hernando-Citrus MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2.)** If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- (3.)** The Hernando-Citrus MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4.)** This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

Joy Turner

From: Joyner, Elisa <Elisa.Joyner@dot.state.fl.us>
Sent: Wednesday, April 1, 2026 3:16 PM
To: Bob Esposito; Mary Elwin; Joy Turner
Cc: Ziegler, Suzanne
Subject: New MPO Agreement
Attachments: 525-010-02 FDOT-MPO Agreement_4.1.26.pdf

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Please find the MPO Agreement that will go with the FY27-28 UPWP for review and adoption attached. We will not have the contract number and federal aid number until after the MPO Board signs the agreement. We will ensure that it is added before being fully executed.

Let me know if you have any questions.

Thank you!

Elisa Joyner
Government Liaison
Florida Department of Transportation, District 7
11201 N. McKinley Drive, Tampa, FL 33612
Office - (813) 975-6449



HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION

UNIFIED PLANNING WORK PROGRAM (UPWP)

STATE FISCAL YEARS 2026/2027 – 2027/2028

Effective: July 1, 2026 - June 30, 2028

Adopted May 7, 2026
(Draft: April 24, 2026)

The UPWP was prepared by:
Hernando/Citrus Metropolitan Planning Organization
789 Providence Boulevard
Brooksville, Florida 34601
Telephone: 352-754-4082
Email: MPO@hernandocounty.us
Website: www.hernandocitrusmpo.us

Catalogue of Federal Domestic Assistance (CFDA) Numbers:
20.205 Highway Planning Construction Grant Federal Highway Administration
20.505 Federal Transit Technical Studies Grant (Metropolitan Planning)
FHWA Federal Aid Number: FAP 0412-062-M, Contract #xxxxx
Financial Project Number (FPN): 439335-6-14-01
Catalogue of State Financial Assistance (CSFA) Number: 55.001
FTA Federal Award Identification Numbers (FAIN): FL-2024-045, FL-2854-2025-2

Funded Jointly By:
Federal Highway Administration (FHWA)
Federal Transit Administration (FTA)
Florida Department of Transportation (FDOT)
Hernando County Board of County Commissioners
Citrus County Board of County Commissioners

The preparation of this report has been financed in part through grants from the Federal Highway Administration and Federal Transit Administration, and U.S. Department of Transportation under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program] Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views of the U.S. Department of Transportation

Statement of Non-Discrimination

The Hernando/Citrus Metropolitan Planning Organization processes, programs and plans comply with the public involvement procedures of Title VI and subsequent directives which state:

“No persons in the United States shall, on the grounds of race, color, national origin, age, sex, disability, or family status, or place of 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.”

UPWP FY2026/2027-FY2027/2028 – Revision History

Date	Revision #	Change Type	Explanation of the change

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SECTION 1 - COST ANALYSIS CERTIFICATION

[This page reserved for FDOT Cost Certification Form.]

SECTION 2 - INTRODUCTION

Definition and Purpose of the UPWP

The Unified Planning Work Program (UPWP) is a statement of work identifying the planning priorities and activities to be conducted within a metropolitan planning area. The UPWP, at a minimum, includes a description of the planning work and resulting products, who will perform the work, timeframes for completing the work, and the source(s) of funds (23 Code of Federal Regulations (CFR) 450.104).

The UPWP is required as a basis and condition for federal funding assistance by the planning regulations of the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The planning activities in the UPWP must also follow a **C**ontinuing, **C**ooperative and **C**omprehensive (3C) transportation process and be in full compliance with Title 23 United States Code (USC), Sections 134 (Metropolitan Transportation Planning), 135 (Statewide Transportation Planning), Title 49 (Public Transportation) Chapter 53, and Florida Statutes (F.S.) Chapter 339.175(9).

Overview of the Metropolitan Planning Organization's Comprehensive Transportation Planning Activities

The U.S. Department of Transportation (USDOT) requires the Metropolitan Planning Organization (MPO) to carry out the 3C transportation planning process.

Continuing: Planning must be maintained as an ongoing activity and addresses both short-term needs and a long-term vision,

Cooperative: The process must include the entire region and all partners through a public participation process, and

Comprehensive: The process must cover all modes of transportation and consistent with local plans and priorities.

A summary of planning activities, budget, and matching funds for the two-year period are provided within this document. The UPWP encompasses the transportation planning projects to be performed within the Hernando/Citrus MPO study area which includes the Spring Hill Urban Area and Brooksville Urban Area in Hernando County and the Beverly Hills – Homosassa Springs - Pine Ridge Urban Area, Crystal River Urban Area, and Sugarmill Woods Urban Area in Citrus County. The UPWP includes work during the timeframe of July 1, 2026 (Fiscal Year (FY) 2027), through June 30, 2028 (FY 2028).

Significant growth is expected in both Hernando and Citrus counties over the next 20 years. The population and employment forecasts developed for the 2050 Long Range Transportation Plan (LRTP) estimated that Hernando County will have a population and employment increase of 40% by 2050. Citrus County's population and employment are expected to increase by 36% by 2050.

While the population and employment will be growing, the MPO faces declining transportation revenue from state and federal sources, which is a trend that is likely to continue. Anticipated revenue shortfalls will present challenges in the programming and implementation of needed transportation projects.

The Hernando/Citrus MPO has established a set of goals, objectives, and performance measures within the LRTP to provide a basis for performance-based planning that will best serve the community and environment currently and for the future.

The 2050 LRTP's goal is:

To provide a safe and efficient transportation system that addresses the priorities of the community.

The LRTP's objectives are:

Safety: Increase safety of the counties' transportation system

Economy: Support economic development and tourism

Mobility: Provide for the 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: Ensure effective execution of improvements and maintenance

The UPWP provides a description and estimated budget for specific planning tasks to be undertaken by the MPO. Planning tasks programmed in the UPWP reflect the services anticipated to meet local priorities and be consistent with the requirements of FHWA, FTA and the Florida Department of Transportation (FDOT).

The federal and state governments provide funding to support the MPO through FDOT and the Florida Commission for Transportation Disadvantaged (CTD), including the following primary funding sources: FHWA (Combined Planning (PL) and FTA Section 5305(d) funds), and the CTD Transportation Disadvantaged grant. FDOT is fulfilling the required 18.07% non-federal share (also known as a soft match) in the combined FHWA/FTA grant by using Transportation Development Credits as permitted by 23 CFR 120(i) and FTA C 8100.1D.

Long-Range Transportation Plan

The LRTP is one of the most important projects that the MPO undertakes. It addresses the state and federal regulations that require MPOs to carry-out a long-range and comprehensive planning process.

The MPO's 2050 LRTP was adopted on October 3, 2024, and involved a range of stakeholder and community engagement. Development of the 2055 LRTP is slated to begin within the next two fiscal years. Funding for 2055 LRTP development is reflected in Task 1 of this UPWP.

Transportation Improvement Program

The MPO produces the five-year Transportation Improvement Program (TIP) and ensures coordination between the FDOT Work Program, the MPO's LRTP, and the Hernando and Citrus transit agencies for reflecting capital improvement programs (CIP) of the respective county and transit systems and city governments in the MPO area. The TIP is updated on an annual basis and allocates funding to projects. The List of Priority Projects (LOPP) is reflected in the TIP. Funding is contained in the budget tables under Task 2 to reflect the activities associated with the development of the annual TIP.

Unified Planning Work Program

A summary of planning activities, budget and matching funds for the two-year period are provided within this UPWP. The UPWP encompasses the transportation planning projects to be performed within the Hernando/Citrus MPO study area for the Spring Hill Urban Area and Brooksville Urban Area in Hernando County and the Beverly Hills – Homosassa Springs - Pine Ridge Urban Area, Crystal River Urban Area, and Sugarmill Woods Urban Area in Citrus County. The UPWP includes work during the timeframe of July 1, 2026 (FY 2027), through June 30, 2028 (FY 2028). Work involved in the development, amending, or modifying the UPWP is contained in Task 3.

Public Participation Plan

The Hernando/Citrus MPO Public Participation Plan (PPP) was adopted on December 7, 2023, and last updated on May 1, 2025. The plan is periodically reviewed to ensure consistency with applicable regulations and changes are made when necessary. The Hernando/Citrus MPO encourages participation by the public in the transportation planning and decision-making processes. The MPO makes every effort to ensure plans and programs are easy to understand and available for public review and participation in the processes and at meetings. Documents are available on its website. The PPP provides the citizens, public agencies, transportation related entities, and interested parties with a reasonable opportunity to comment on the LRTP, TIP, Transportation Disadvantaged Service Plan (TDSP), UPWP, and transportation related planning and programming documents and processes. Work activities involving updating the PPP are contained in Task 5 of the UPWP.

Transportation Disadvantaged Local Coordinating Board

The Transportation Disadvantaged Local Coordinating Boards (TDLCB) oversee the activities of the Community Transportation Coordinators (CTC) that provide services to the transportation disadvantaged pursuant to Chapter 427, Florida Statutes. The CTC for Hernando County is Mid Florida Community Services doing business as You Thrive Florida. The CTC for Citrus County is the Citrus County Board of County Commissioners. Hernando County and Citrus County each have a TDLCB. The MPO Board serves as the Designated Official Planning Agency (DOPA) for both Hernando County and Citrus County. The Chairs of the Transportation Disadvantaged Local Coordinating Boards are members of the County Commissions in which they serve. The TDLCB Board member positions are established by Florida Administrative Code, Rule 41-2. The TDLCB Boards are comprised of citizen and agency representatives. Funding for activities associated with the Transportation Disadvantaged Program is provided by the Florida Commission of Transportation Disadvantaged and is reflected in Tasks 3 and 5 of the UPWP.

Special Projects and Studies

Special projects and activities that are non-recurring, such as planning studies and research in support of federal and state planning emphasis areas and MPO planning priorities, are contained in Task 5 of the UPWP. Projects in Task 5 include: congestion management, safety planning implementation and performance measurement, an ACES (Automated, Connected, Electric, Shared-Use) Vehicles Study, and transportation/corridor studies. Additionally, the table on the next page identifies special projects and studies to be conducted using FHWA/FTA funds by other agencies and entities within the MPO's boundaries:

Project or Study	FAIN Number	Lead Agency	Completion Date	Cost	Funding Source
Professional planning, engineering, and design services to support the continued expansion and enhancement of public transportation within Hernando County, including route development, transit infrastructure improvements, bus stop and shelter design, accessibility upgrades, and long-range transit service planning.	FL-2024-045	Hernando County Transit (TheBus)	June 2027	\$200,000	FTA 5307
Professional planning services to support the continued expansion and enhancement of public transportation within Hernando County, including route development, transit infrastructure improvements, accessibility upgrades, and long-range transit service planning.	FL-2854-2025-2	Hernando County Transit (TheBus)	June 2027	\$175,000	FTA 5307

Statement of Consolidated Grant Program Participation

The FDOT and the Hernando/Citrus MPO participate in the Consolidated Grant Program (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA PL and FTA Section 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. 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, in accordance with 23 CFR 420.109 and 49 USC Chapter 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.

Definition of 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 Title 23 (except Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, USC. 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 utilized to match the FHWA funding in the FY 2026/2027-2027/2028 UPWP is 18.07% of FHWA program funds for a total of \$364,244.

Public Involvement Process for the UPWP

The development of the UPWP is consistent with the MPO's adopted PPP discussed on the previous page. Pursuant to the PPP, the UPWP is reviewed by the MPO's Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), and the Bicycle/Pedestrian Advisory Committee (BPAC), volunteer bodies meeting in public forums representing both a technical perspective and a citizen involvement component working together on the programming of projects.

MPO staff will respond in writing to input and comments received from the public. All comments received, including from FHWA, FTA, and FDOT, will be addressed and incorporated into the final document.

Citizens are also encouraged to contact the MPO directly to express concerns for information or provide input through the following means: telephone: 352-754-4082, email: mpo@hernandocounty.us, website: www.HernandoCitrusMPO.us or in writing at Hernando/Citrus MPO, 789 Providence Boulevard, Brooksville, Florida 34601.

The Federal Planning Factors

In December 2015, the Fixing America's Surface Transportation (FAST) Act was signed into law. The FAST Act identified the following ten planning factors which have been incorporated into the MPO Planning Process and this UPWP. A matrix of the Federal Planning Factors and how they are incorporated in the UPWP are identified in the following table.

Federal Planning Factors		Task 1: 2055 LRTP	Task 2: TIP	Task 3: Admin	Task 4: Development & Management	Task 5: Special Projects & Studies	Task 6: Regional Coordination	Task 7: Support & Shared Task
1	Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	X	X	X	X	X	X	X
2	Increase the safety of the transportation system for motorized and non-motorized users	X	X	X	X	X	X	X
3	Increase the security of the transportation system for motorized and non-motorized users	X	X	X	X	X	X	X
4	Increase accessibility and mobility of people and freight	X	X		X	X	X	X
5	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvement and state and local planned growth and economic development patterns	X	X		X	X	X	X
6	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	X	X		X	X	X	X
7	Promote efficient system management and operation	X	X	X	X	X	X	
8	Emphasize the preservation of the existing transportation system	X	X	X	X	X	X	X
9	Improve the resilience and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	X	X		X	X	X	
10	Enhance travel and tourism	X	X	X	X	X	X	X

In addition to the planning factors mentioned above, the Moving Ahead for Progress in the 21st Century Act (MAP-21) required that State DOTs and MPOs conduct performance-based planning by tracking performance measures and setting data-driven targets to improve those measures. Performance-based planning ensures the most efficient investment of federal transportation funds by increasing accountability and transparency, and providing for better investment decisions that focus on key outcomes related to national goals which include:

- Improving Safety
- Maintaining Infrastructure Condition
- Reducing Traffic Congestion
- Improving the Efficiency of the System and Freight Movement
- Protecting the Environment
- Reducing Delays in Project Delivery

The FAST Act supplemented the MAP-21 legislation by establishing timelines for State DOTs and MPOs to comply with the requirements of MAP-21. State DOTs are required to establish statewide targets and MPOs have the option to support the statewide targets or adopt their own.

On November 15, 2021, the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This legislation carries forward the policies, programs, and initiatives established by preceding legislation (FAST Act and MAP-21) to maintain and improve the nation's surface transportation system. The IIJA carries forward and expands on these policies and introduces new policies and programs that address emerging issues that face the nation's transportation system. These issues include mitigating impacts to existing infrastructure, developing and maintaining system resiliency, researching and deploying new technologies, and improving safety for all users.

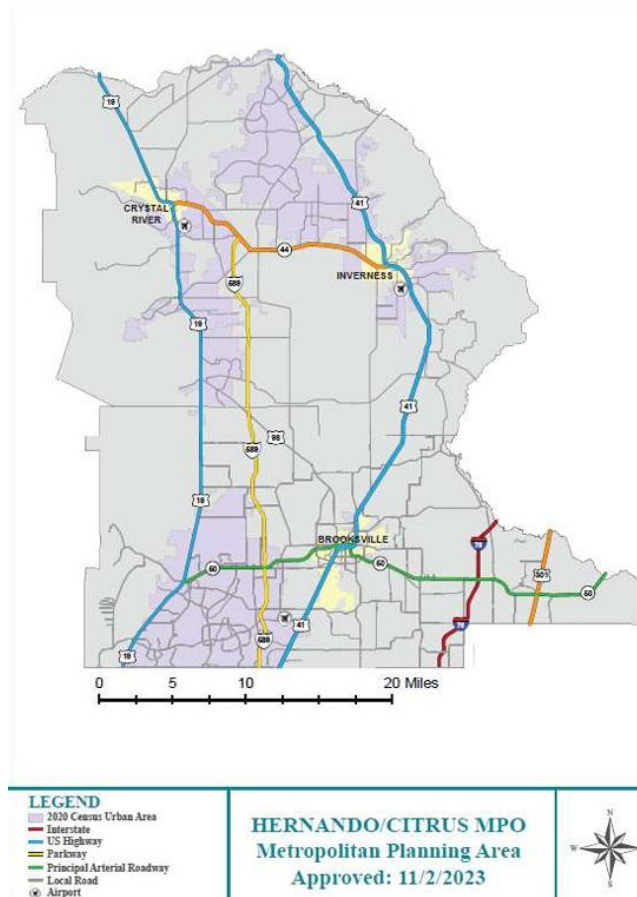
Attainment Statement

The Hernando/Citrus MPO is in attainment for air quality.

SECTION 3 - MPO ORGANIZATION AND MANAGEMENT

The Hernando County MPO was formed in 1992 following the designation of the Spring Hill Urbanized Area. In 2014, the newly created Homosassa Springs – Beverly Hills – Citrus Springs Urbanized Area was included in the redesignated, reapportioned, and renamed Hernando/Citrus MPO. The MPO study area includes the jurisdictional boundaries of both Hernando County and Citrus County. On November 2, 2023, pursuant to the 2020 Census, the Hernando/Citrus MPO Apportionment Plan was adopted by the MPO Board. The urban area boundary lines were adjusted based upon the 2020 Census, but the MPO Board structure remains the same as changes were not necessary.

Hernando and Citrus counties are in the central part of Florida on the west coast, an area commonly known as the Nature Coast. A map of the metropolitan planning boundary area is shown below.



Participants and their role in the development of the UPWP are reflected below.

Metropolitan Planning Organization (MPO) Board

The MPO Board consists of nine (9) voting members representing five (5) local governments and one non-voting representative from FDOT. The Board is comprised of local elected officials and has the responsibility to develop and adopt plans, and to recommend improvement priorities for the transportation system. As of February 5, 2026, the MPO Board includes the following representatives of the member jurisdictions:

Hernando County, Florida

Commissioner John Allocco, Chair
Commissioner Brian Hawkins
Commissioner Steve Champion
Commissioner Jerry Campbell
Commissioner Ryan Amsler, Alternate

Citrus County, Florida

Commissioner Rebecca Bays, Vice Chair
Commissioner Diana Finegan
Commissioner Jeff Kinnard, Alternate

City of Brooksville in Hernando County, Florida

Council Member Louis Hallal
Council Member Betty Erhard, Alternate
Mayor Christa Tanner, Alternate
Vice Mayor Thomas Bronson, Alternate
Council Member John "JW" McKethan, Alternate

City of Crystal River in Citrus County, Florida

Mayor Joe Meek
Council Member Robert Holmes, Alternate
Council Member Chris Ensing, Alternate

City of Inverness in Citrus County, Florida

Council Member Gene Davis
Council Member Tom Craig, Alternate

Hernando/Citrus MPO Executive Director

Robert M. Esposito, Executive Director
Mary Elwin, MPO Coordinator
Joy Turner, Executive Assistant

Florida Department of Transportation, Nonvoting Advisor

Justin Hall, District Secretary
Elisa Joyner
Suzanne Ziegler
Brian Hunter

The MPO staff consists of an Executive Director, MPO Coordinator, and an Executive Assistant. General planning consultants serve as an extension of staff by contract.

MPO Agreements

The Hernando/Citrus MPO maintains the following agreements:

- FDOT/MPO Agreement
The FDOT/MPO Agreement is the standard contract between FDOT and the MPO to undertake FHWA planning studies and activities listed in the UPWP (Executed XX 2026).
- Interlocal Agreement for Creation of the MPO; No Expiration-Review Every 5 Years
Agreement between Hernando County, Citrus County, City of Brooksville, City of Crystal River, City of Inverness, and the Florida Department of Transportation to create the MPO (Approved 6/18/2014).
- Intergovernmental Coordination and Review, and Public Transportation Coordination Agreement (ICAR); No Expiration, Period Reviews
An intergovernmental agreement with the Florida Department of Transportation, the Hernando/Citrus MPO, the Tampa Bay Area Regional Planning Council, the Hernando County Board of County Commissioners, and the Citrus County Board of County Commissioners (Approved 2/10/25).
- Interlocal Agreement for Local Agency Planning; Expires February 24, 2030
Interlocal Agreement between Hernando County, City of Brooksville, and the MPO regarding Local Agency Program (LAP) funding program application authority and administration. Hernando County is the LAP Administrator (Approved 2/25/25).
- Fifth Amended and Restated Interlocal Agreement for Regional Transportation Planning in West Central Florida; No Expiration Date
Agreement created by the West Central Florida Metropolitan Planning Organizations Chairs Coordinating Committee, now known as Sun Coast Transportation Planning Alliance (SCTPA); (Approved 2/13/20).
- Administrative Services Agreement with Hernando County, Florida - No Expiration
An interlocal agreement between the MPO and the Hernando County Board of County Commissioners (BOCC) for the provision of professional, technical, administrative, fiscal management and clerical support services, and supplies, equipment, and office space (Approved 7/22/14).
- Agreement Between Citrus County, Hernando County, and the Hernando/Citrus Metropolitan Planning Organization - No Expiration
An interlocal funding agreement to provide the MPO with funds to help manage the continuous, cooperative, and comprehensive metropolitan planning process (Approved 8/19/2021).
- Planning Activities for Administering the Transportation Disadvantaged Local Coordinating Program for Hernando County for Fiscal Year 2025/26 (Contract Expires 6/30/26)
- Planning Activities Contract for Administering the Transportation Disadvantaged Local Coordinating Program for Citrus County for Fiscal Year 2025/26 (Contract Expires 6/30/2026)
- Consolidated Planning Grant FY 2024-FY 2026 (Contract #G2V07); Expires June 30, 2026

Operational Procedures and Bylaws

The Hernando/Citrus MPO is an independent, separate legal entity authorized pursuant to Florida Statutes, Chapter 339. The MPO Board conducts itself pursuant to Chapter 139, F.S., and by-laws that were adopted on July 15, 2014, and amended on February 21, 2024.

The MPO has a Continuity of Operations Plan (COOP) which is reviewed and updated annually at the end of each state fiscal year. The COOP was developed to implement and maintain continuity of operations upon an adverse condition impeding otherwise normal operations. The COOP complies with applicable internal agency policy, local and state regulations, and supports recommendations provided in the Federal Emergency Management Agency's (FEMA) Federal Preparedness Circular 65.

Indirect Cost Rates

The Hernando/Citrus MPO does not utilize an indirect cost rate.

SECTION 4 - UPWP PLANNING TASKS

To facilitate the activities and continue to conduct a successful 3C transportation planning process, the following work tasks have been included in this UPWP.

Task 1: 2055 Long-Range Transportation Plan

Includes work related to the development and maintenance of the LRTP, performance management, as well as the Efficient Transportation Decision Making Process (ETDM).

Task 2: Transportation Improvement Program

Includes development of the annual TIP and Priority Project development process and reviews of impacts to the transportation system.

Task 3: Administration

Identifies all administrative functions to carry out the continuous, cooperative, and comprehensive transportation planning process for the MPO area.

Task 4: Data Development and Management

Includes the collection and analysis of socioeconomic, traffic, crash, land use, and other transportation related data on a continuing basis to document changes within the MPO transportation area.

Task 5: Special Projects & Studies

Identifies all short-term projects and/or planning studies deemed reasonable and necessary for the MPO for state and federal consistency in preparation of its plans and in support of the goals and objectives of its plans.

Task 6: Regional Coordination

Identifies the funds allocated for staff and consultants to participate and coordinate regional transportation planning activities.

Task 7: SCTPA Support & Shared Task

Identifies the funds allocated to Forward Pinellas in support of the SCTPA for regional planning activities.

Each task is contained in its own section beginning on the next page. Additionally, a budget estimate is included in each task that identifies the level of work by the following types:

- A. Personnel Salaries and fringe benefits. Fringe benefits include retirement, FICA, health insurance, workers compensation, and life insurance.
- B. Consultant Costs for services in support of MPO planning activities.
- C. Costs for travel related to MPO activities including local, state, and regional meetings, workshops, and training activities.
- D. Direct Expenses - Costs for public notices, office/operating supplies, computer software/hardware equipment, copier lease/printing, postage, organizational professional dues, insurance, and other related office expenses deemed necessary and reasonable in the performance of the MPO. *Note: Per 2 CFR 200.439, capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of FHWA or FDOT.*

Task 1: 2055 Long Range Transportation Plan (LRTP)

Purpose - The LRTP establishes the MPO’s transportation vision, goals, and investment priorities over a 20-year planning horizon. The LRTP includes a financial plan that demonstrates how the plan can be implemented and assesses capital improvements necessary to preserve the existing metropolitan transportation system and make efficient use of existing transportation facilities and indicates proposed transportation activities, all as required by Title 23 USC §134(i), Title 49 USC §5303/5305, Title 23 CFR §450.322, and Section 339.175(7), Florida Statutes. The 2055 LRTP will be adopted prior to October 2029.

Previous Work - Development of the 2050 LRTP began in late 2022 and included performance measures and safety target development and public outreach. Final adoption of the 2050 LRTP occurred on October 3, 2024. The MPO’s Congestion Management Plan was also updated to provide current information on congestion mitigation strategies. The Context Based Solutions Update occurred in FY 26. Additionally, the MPO updated the Citrus County 2026 – 2035 Transit Development Plan to help guide the county’s long-term transit vision.

Responsible Agency(s) and Completion of Work: Hernando/Citrus MPO

Consultants will assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (lobbying is an ineligible expense for federal funds). All projects are consistent with federal and state regulations and detailed in invoices submitted to the FDOT for reimbursement.

TASK 1 ACTIVITIES

Task 1 Activities	End Product	Completion Date
Begin the 2055 Long Range Transportation Plan (LRTP) development process, including, but not limited to data collection and analysis; development of goals, objectives, regional needs assessment, and performance measures; environmental coordination; transportation projects to be included for partner agencies; public involvement; creation of Geographic Information System (GIS) layers; and coordination with the Florida Department of Transportation (FDOT) and member jurisdictions. The 2055 LRTP will be adopted prior to October 2029. Consultant services will be utilized.	Development of 2055 LRTP Draft Year 1 Activities	June 2028
Process amendments and/or modifications to the current LRTP. Consultant services will be utilized.	LRTP Amendments	June 2028
Participate with the Sun Coast Transportation Planning Alliance (SCTPA) in the Regional Transportation Analysis (RTA) process, Transportation Management Area (TMA) meetings, and the Transportation Review Team (TRT) activities associated with the long-range transportation plan. Consultant services will be utilized.	Regional Coordination through Meeting Attendance & Participation in Activities	June 2028

Task 1 Activities	End Product	Completion Date
Coordinate with funding and implementing agencies regarding the LRTP's congestion management and Intelligent Transportation Systems (ITS) improvements for consistency with the adopted regional architecture. Consultant services will be utilized.	Regional Coordination through Meeting Attendance & Participation in Activities	June 2028
Participate in the review of enhancements to the Tampa Bay Regional Planning Model as part of the Metropolitan Planning Organization's (MPO) TRT responsibilities. Consultant services will be utilized.	Consistency in Regional Data in Plans and Programs	June 2028
Attend Efficient Transportation Decision Making (ETDM) forums.	Efficient Decision Making	June 2028
Perform bicycle/pedestrian master plan update. Consultant services will be utilized.	Updated Master Plans	June 2028
Conduct Automated, Connected, Electric, Shared-Use (ACES) Vehicles Study for the MPO area. Consultant services will be utilized.	ACES Study	June 2028
Environmental coordination as part of the LRTP amendment process. Consultant services will be utilized.	LRTP Consistency	June 2028
Continue to update and implement the Congestion Management Strategies. Consultant services will be utilized.	Implementation of Congestion Management Strategies in Planning Documents	June 2028
Corridor Studies, as needed.	Completed Corridor Studies	June 2028

TASK 1 FUNDING SOURCES

Task 1: 2055 Long Range Transportation Plan		
Year 1: 2026/2027		
Funding Source	FHWA	FY 2026/2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$4,313	\$4,313
Consultant	\$45,644	\$45,644
Total	\$49,957	\$49,957
Year 2: 2027/2028		
Category	FHWA	FY 2027/2028 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$4,245	\$4,245
Consultant	\$120,644	\$120,644
Total	\$124,889	\$124,889

TASK 1 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$8,558
Consultant	\$166,288
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$174,846

Note: No funding was de-obligated from UPWP FY 2024/2025-FY 2025/2026.

These PL funds satisfy the requirements for the 2.5% PL set aside. [Section 11206 (b)]. The total amount of PL set aside funds used by the MPO for FY 2026/2027 is \$20,644 of \$825,748 and for FY 2027/2028 is \$20,644 of \$825,748. Updates to Hernando/Citrus MPO’s bicycle/pedestrian master plan, Congestion Management Strategies, and corridor studies achieve the PL set aside requirements as described in Section 11206 Increasing Safe and Accessible Transportation Options of the IJJA. [Section 11206]

Task 2: Transportation Improvement Program (TIP)

Purpose - The TIP is the staged multi-year program of transportation improvement projects developed by a metropolitan planning organization consistent with the LRTP, and pursuant to Titles 23 USC §134(j), 49 USC §5303/5305, 23 CFR §450.324 and Section 339.175(8), F.S. Amendments and modifications to the TIP are performed as needed or required.

Previous Work – The MPO reviewed and approved the FY 2024/2025 and FY 2025/2026 LOPP. Additionally, the TIP for FY 2025/2026 – FY 2029/2030 was adopted on June 5, 2025, and subsequently amended on September 4, 2025, and modified on September 16 and November 6, 2025. Development of the FY 2026/2027 – FY 2030/2031 TIP was also completed. The TIP reflects programmed projects for Hernando and Citrus counties and includes the LOPP, capital improvement projects, Transportation Disadvantaged programs, and transit-related projects.

The MPO adopted the FY 2025 and FY 2026 Annual Safety Performance Measures (PM1). Additionally, the MPO adopted FDOT’s FY 2025 Updated Targets for System Performance for Pavement and Bridge Conditions (PM2) and System Performance Travel Time Reliability (PM3).

Responsible Agency(s) and Completion of Work: Hernando/Citrus MPO

Consultants will assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (lobbying is an ineligible expense for federal funds). All projects are consistent with federal and state regulations and detailed in invoices submitted to the FDOT for reimbursement.

TASK 2 ACTIVITIES

Task 2 Activities	End Product	Completion Date
Prepare the Fiscal Year (FY) 2027/2028 – 2031/2032 Transportation Improvement Plan (TIP) including the List of Priority Projects (LOPP). Consultant services will be utilized.	Adopted TIP	July 2027
Prepare the FY 2028/2029 – 2032/2033 TIP including the LOPP. Consultant services will be utilized.	Adopted TIP	June 2028
Prepare the FY 2029/2030 – 2033/2034 TIP including the LOPP. Consultant services will be utilized.	Adopted TIP	June 2028
Review FDOT Five-Year Work Program for consistency with the Long-Range Transportation Plan (LRTP) and adopted priorities of the Metropolitan Planning Organization (MPO) Board. Consultant services will be utilized.	5-Year Work Program Consistent with LRTP	June 2028
Participate in regional air quality planning activities. Consultant services will be utilized.	Ensuring Air Quality Standards are Being Met	June 2028
Participate with local and regional aviation & seaport planning activities, including attending meetings and providing input on plans. Consultant services will be utilized.	Master Plan Consistency with the LRTP	June 2028
Intelligent Transportation Systems (ITS) coordination with member jurisdictions and the	Regional Intelligent Transportation System	June 2028

Task 2 Activities	End Product	Completion Date
Florida Department of Transportation (FDOT). Consultant services will be utilized.	Architecture (RITSA) Data Updated	
Manage TIP project priorities with FDOT District 7 and the Sun Coast Transportation Planning Alliance (SCTPA) coordination process.	Regional TIP Priority Project Consistency	June 2028
Amendments to TIPs as needed. Consultant services will be utilized.	Amended TIPs	June 2028
Annually Update the LOPP using the Efficient Transportation Decision Making (ETDM) principles.	Updated Annual LOPP	June 2028
Annually update data pertaining to performance measures including safety. Consultants will be utilized.	Adopted Performance Measures	June 2028

TASK 2 FUNDING SOURCES

Task 2: Transportation Improvement Plan		
Year 1: 2026/2027		
Funding Source	FHWA	FY 2026/2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$13,254	\$13,254
Consultant	\$70,000	\$70,000
Total	\$83,254	\$83,254
Year 2: 2027/2028		
Category	FHWA	FY 2027/2028 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$13,045	\$13,045
Consultant	\$60,000	\$60,000
Total	\$73,045	\$73,045

TASK 2 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$26,299
Consultant	\$130,000
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$156,299

Note: No funding was de-obligated from UPWP FY 2025 - FY 2026.

Task 3: Administration

Purpose - To responsibly manage and carry out the continuous, cooperative, and comprehensive metropolitan transportation planning process for the MPO. This task includes public involvement activities and administrative support for MPO planning and programs in general and for the MPO Board and its committees, and its federal, state, and local partners, as needed.

Previous Work - Staff performed required and necessary administrative activities for the MPO, the MPO Board, and its advisory committees [TAC, CAC, and BPAC]; participated in required audits; submitted invoices and reports; executed required statements of certification and agreements; pursued new grant opportunities; administered grants and grant applications; amended and updated the prior UPWP; developed the MPO budget for inclusion in the Hernando County budgets; and updated the MPO's COOP at the end of FY 2025/2026. Additionally, the MPO completed the annual FDOT Certification process.

Federal, state, and local partners were included in the appropriate planning projects such as the LRTP, the TIP, and special projects involving traffic counts and analysis. Staff attended meetings of the Florida Metropolitan Planning Partnership (FMPP), Metropolitan Planning Organization Advisory Council (MPOAC), and SCTPA, and participated in the planning and administrative meetings involving the MPO's programs. More information concerning the SCTPA can be found in Tasks 6 and 7.

Resources were provided to recruit and engage the public in an open, cooperative, and collaborative process to provide opportunities for participation in the project prioritization process in accordance with the adopted PPP, which includes compliance with the Americans with Disabilities Act (ADA). The PPP was approved by the MPO Board on December 7, 2023, and updated on May 1, 2025. The Title VI Policy and Limited English Proficiency Plan (LEP) were adopted in on December 15, 2022, and contact information was updated on February 6, 2024. The LEP is developed to identify reasonable steps for the MPO to take to provide language assistance for those who do not speak English as a primary language and have limited ability to read, speak, write, or understand English.

Responsible Agency(s) and Completion of Work: Hernando/Citrus MPO

Consultants will assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (lobbying is an ineligible expense for federal funds). All projects are consistent with federal and state regulations and detailed in invoices submitted to the FDOT for reimbursement.

[Task 3 is continued on the next page.]

TASK 3 ACTIVITIES

Task 3 Activities	End Product	Completion Date
Process Amendments and Modifications to the Fiscal Year (FY) 2027 - FY 2028 adopted Unified Planning Work Program (UPWP). Consultant services may be utilized.	Amended UPWP	June 2028
Develop the FY 2029 - FY 2030 UPWP. Consultant services may be utilized.	Adopted UPWP	June 2028
Performing financial activities including reconciliation of ledgers, project/time tracking, Single Audit Act/audit reports, UPWP and County budgetary preparation, financial and fiscal recordkeeping, preparation of grant invoices, processing, and reporting, procurement of goods and services, insurance, professional services, legal counsel, travel, communication (computers, wireless, cell phone, internet), postage, rentals/lease of buildings and equipment (copier), printing costs, software licensing, public notice ads, procurement and replacement of non-capital equipment including audio/visual, or electronic items, organizational dues/memberships (no memberships for an individual), educational/training activities, contract monitoring, payment of invoices, personnel services, and coordination of activities pursuant to the Staff Services Agreement.	Progress Reports and Invoices for MPO Operating in Conformance with Local, State, and Federal Requirements	June 2028
Attend workshops, seminars, and other meetings sponsored by the Federal Highway Administration (FHWA), the Florida Department of Transportation (FDOT), the Federal Transit Agency (FTA), the Florida Metropolitan Planning Partnership (FMPP), the Metropolitan Planning Organization Advisory Council (MPOAC), the Sun Coast Transportation Planning Alliance (SCTPA) and other transportation planning partners.	Consistent MPO Management	June 2028
Perform administration functions for the Metropolitan Planning Organization (MPO), MPO Board and its advisory committees including the scheduling of meetings, creation of agendas and meeting packets, preparation of agenda materials, public notice, and the necessary post-meeting follow-up activities to ensure consistency with state and federal requirements. Consultant services may be utilized.	Public Engagement in MPO Meetings	June 2028
Perform annual joint MPO Certification with FDOT in 2027.	Annual Certification	June 2027
Perform annual joint MPO Certification with FDOT in 2028.	Annual Certification	June 2028

Task 3 Activities	End Product	Completion Date
Annually update the MPO's Continuity of Operations Planning (COOP) for 2027.	Updated COOP	June 2027
Annually update the MPO's COOP for 2028.	Updated COOP	June 2028
Execute, review, and administer program grants, contracts, and agreements annually which include the Transportation Disadvantaged contracts for Citrus and Hernando Counties Consultant services may be utilized.	Executed Contracts and Grants	June 2028
Monitor Notices of Funding Opportunities in order to pursue new grant opportunities to support transportation and related planning projects. Consultant services may be utilized.	Grant Applications	June 2028
Examine and modify/update committee bylaws, as needed.	By-laws are Updated	June 2028
Maintain/upgrade software and office equipment less than \$10,000 and supplies, including identification materials (signs, display materials, etc.).	Office Equipment and Supplies	June 2028
Equipment lease/rental (copier) including black/white and color printing.	Required Production of Documents	June 2028
Attorney services for the MPO including the review of MPO Board agendas, legal documents and associated assistance pursuant to the Staff Services Agreement.	Legal Consistency with Required Regulations	June 2028
Monthly rental/lease expense for MPO's office space.	MPO Office Space & Public Meeting Venue	June 2028
Speak at public engagements on the transportation planning processes and activities.	Public Engagement	June 2028
Update, enhance, and maintain the MPO website. Consultant Services may be utilized.	Public Engagement	June 2028
Review and extend the general planning consultant contracts for Benesch & Associates and Kimley-Horn & Associates by exercising contract option.	Extended Consultant Contracts	June 2028
Annually evaluate and update as necessary the Public Participation Plan (PPP). Consultant Services may be utilized.	Public Engagement	June 2028
Replacement of four laptops, three docking stations, and six monitors (two for each workstation) for MPO personnel.	Updated and efficient technology	June 2027

Note: Per 2 CFR 200.439, capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the FHWA or FDOT.

TASK 3 FUNDING SOURCES

Task 3: Administration				
Year 1: 2026/2027				
Funding Source	FHWA	State	State	FY 2026/2027 Total
Contract Number		GC27XX	GH27XX	
Source Level	PL	TD Citrus	TD Hernando	
Personnel (salary and benefits)	\$430,786	\$6,955	\$7,900	\$445,641
Consultant	\$25,000	-	-	\$25,000
Travel	\$4,376	\$400	\$400	\$5,176
Direct Expenses	\$42,559	\$835	\$835	\$44,229
Supplies	\$1,750	-	-	\$1,750
Equipment	\$14,000	-	-	\$14,000
Total	\$518,471	\$8,190	\$9,135	\$535,796
Year 2: 2027/2028				
Category	FHWA	State	State	FY 2027/2028 Total
Contract Number		GC28XX	GH28XX	
Source Level	PL	TD Citrus	TD Hernando	
Personnel (salary and benefits)	\$423,989	\$6,955	\$7,900	\$438,844
Consultant	\$25,000	-	-	\$25,000
Travel	\$3,594	\$400	\$400	\$4,394
Direct Expenses	\$43,616	\$835	\$835	\$45,286
Supplies	\$1,796	-	-	\$1,796
Total	\$497,995	\$8,190	\$9,135	\$515,320

TASK 3 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$884,485
Consultant	\$50,000
Travel	\$9,570
Direct Expenses	\$89,515
Supplies	\$3,546
Equipment	\$14,000
Total	\$1,051,116

Note: No funding was de-obligated from UPWP FY 2025 - FY 2026.

Note: Per 2 CFR 200.439, capital expenditures for special purpose equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the FHWA or FDOT.

Task 4: Data Development and Management

Purpose - To provide the necessary data and analysis tools to support and perform the multimodal planning processes for the MPO area. Data development and management include evaluation of the condition of the transportation network, as well as transportation related socio-economic and land use data.

Previous Work – The MPO monitored traffic volume data, including link volumes and counts at major intersections. This information is used to evaluate the operating efficiency and condition of the existing classified transportation network, including the local and state-maintained systems.

The MPO assisted in a Truck Route Study in Citrus County to evaluate options on County Road (CR) 48 linking US 41 and I-75. Additionally, the MPO conducted Level of Service analysis and traffic counts in both Citrus and Hernando County. Traffic studies were conducted on State Road (SR) 200 in Citrus County and County Line Road in Hernando County.

Responsible Agency(s) and Completion of Work: Hernando/Citrus MPO

Consultants will assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (lobbying is an ineligible expense for federal funds). All projects are consistent with federal and state regulations and detailed in invoices submitted to the FDOT for reimbursement.

TASK 4 ACTIVITIES

Task 4 Activities	End Product	Completion Date
Develop, maintain, and/or manage data for the transportation planning processes. Consultants will be utilized.	Current Data	June 2028
Coordinate with Hernando and Citrus counties to perform traffic counts for the Metropolitan Planning Organization (MPO) study areas. Consultant services will be utilized.	Updated Traffic Counts	June 2028
Develop Geographic Information System (GIS) Layers and maps related to existing and future roadway levels of service, conduct traffic counts, evaluate the performance measures for roadways and transit programs; identify needed improvement areas and congested corridors. Consultant services will be utilized.	Updated GIS Layers, Maps, and Resources	June 2028

TASK 4 FUNDING SOURCES

Task 4: Data Management and Development		
Year 1: 2026/2027		
Funding Source	FHWA	FY 2026/2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$1,062	\$1,062
Total	\$1,062	\$1,062
Year 2: 2027/2028		
Category	FHWA	FY 2027/2028 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$1,045	\$1,045
Consultant	\$50,000	\$50,000
Total	\$51,045	\$51,045

TASK 4 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$2,107
Consultant	\$50,000
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$52,107

Note: No funding was de-obligated from UPWP FY 2025 - FY 2026.

Task 5: Special Projects and Studies

Purpose - To provide planning and evaluation of activities to support a secure, safe, accessible, and context sensitive multimodal transportation network for all users of the system. Project planning efforts include mass transit, Transportation Disadvantaged services, short range planning, bicycle/pedestrian planning, and traffic analysis.

Provide planning, technical, and grant administrative assistance for the operation of fixed-route and deviated fixed-route transit. Perform major Transit Development Plan (TDP) updates in accordance with state guidelines. Incorporate TDP analysis results into the MPO's transit operations and long-range transportation process. Support Hernando County Transit (TheBus) in completing triennial reviews, safety plans and procedures, maintenance practices and procedures, Title VI planning, procurement procedures, requests for proposals (RFP), and transit asset management; service planning, technical assistance, and performance analysis; comprehensive route and system analysis, demand response analysis, and assessment of new services such as on-demand/micro-transit services.

Previous Work - The MPO Board serves as the DOPA for the Transportation Disadvantaged (TD) Programs for Hernando and Citrus Counties. The MPO assists the Florida CTD, the TDLCB, and the CTC by optimizing services to the elderly, handicapped, and those who qualify under the ADA and any other transportation disadvantaged individuals.

TD Planning Grants for the Hernando and Citrus TD programs were coordinated and administered by the DOPA. Included Transportation Disadvantaged Elements in the Transportation Improvement Program. Staff participated in annual training opportunities provided by the CTD. MPO staff coordinated selection of CTC for Hernando County and completed the evaluations of the Community Transportation Coordinators.

Continuous transportation disadvantaged coordination occurred between the MPO, the Local Coordinating Boards for Hernando and Citrus Counties, and the CTC for each county. The MPO staff provided administrative support for the annual public workshops and the quarterly meetings of the Hernando County and Citrus County Local Coordinating Boards. A video demonstration for the public was created utilizing the members of the TDLCBs to demonstrate the boarding and off-boarding on vehicles. These videos are featured on the MPO's website and well-received by the public.

Work was completed on the Context Based Solutions Implementation Plan. Additionally, the MPO conducted Level of Service analysis and traffic counts in both Citrus and Hernando County.

Responsible Agency(s) and Completion of Work: Hernando/Citrus MPO

Consultants will assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (lobbying is an ineligible expense for federal funds). All projects are consistent with federal and state regulations and detailed in invoices submitted to the FDOT for reimbursement.

[Task 5 is continued on the next page.]

TASK 5 ACTIVITIES

Task 5 Activities	End Product	Completion Date
Promote public involvement which will include a focus on community outreach in accordance with the Public Participation Plan (PPP). Consultant services will be utilized.	Public Engagement	June 2028
Annually monitor and evaluate the performance of the Community Transportation Coordinators (CTC) for Hernando and Citrus counties. Consultant services will be utilized.	CTC Evaluations Completed	June 2027, June 2028
Annually perform necessary grant-related support of the Transportation Disadvantaged (TD) program, meeting support, attendance at meetings, review and update of the Transportation Disadvantaged Service Plan (TDSP), Grievance Processes, training, etc. Consultant services will be utilized.	Compliance with TD Grants	June 2028
Analyze roadway improvements consistent with the plans and programs including the analysis and preparation of support materials necessary for funding. Consultant services will be utilized.	Improved Roadways	June 2028
Participate in the West Central Florida Community Traffic Safety Team (CTST) regarding safety related activities.	Safety Improvements	June 2028
Pursue, apply, and administer funding sources to educate and promote transportation safety initiatives. Consultant services may be utilized.	Promotion of Education & Safety Initiatives	June 2028
Assist in the preparation and update of Transportation Alternatives (TA) applications. Consultant services will be utilized.	TA Applications	June 2028
Annually evaluate and update as necessary the PPP. Consultant Services may be utilized.	Public Engagement	June 2028
Professional planning, engineering, and design services to support the continued expansion and enhancement of public transportation within Hernando County, including route development, transit infrastructure improvements, bus stop and shelter design, accessibility upgrades, and long-range transit service planning. Consultant services will be used for this activity by Hernando County Transit (TheBus).	Improved transit service and operations	June 2027
Professional planning services to support the continued expansion and enhancement of public transportation within Hernando County, including route development, transit infrastructure improvements, accessibility upgrades, and long-range transit service planning. Consultant services will be used for this activity by Hernando County Transit (TheBus).	Improved transit service and operations	June 2027

TASK 5 FUNDING SOURCES

Task 5: Special Projects and Studies					
Year 1: 2026/2027					
Funding Source	FHWA	FTA	State	State	FY 2026/2027 Total
Contract Number			GC27XX	GH27XX	
Source Level	PL	Federal	TD Citrus	TD Hernando	
Personnel (salary and benefits)	\$4,937	-	\$18,257	\$18,305	\$41,499
Consultant	\$144,104	\$375,000	-	-	\$519,104
Total	\$149,041	\$375,000	\$18,257	\$18,305	\$560,603
Year 2: 2027/2028					
Category	FHWA	FTA	State	State	FY 2027/2028 Total
Contract Number			GC28XX	GH28XX	
Source Level	PL	Federal	TD Citrus	TD Hernando	
Personnel (salary and benefits)	\$4,859	-	\$18,257	\$18,305	\$41,421
Consultant	\$50,252	-	-	-	\$50,252
Total	\$55,111	-	\$18,257	\$18,305	\$91,673

TASK 5 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$82,920
Consultant	\$569,356
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$652,276

Note: No funding was de-obligated from UPWP FY 2025 - FY 2026.

Task 6: Regional Coordination

Purpose - Maintain and enhance the ongoing multi-county collaborative transportation planning process. Participate in regional and statewide planning activities and organizations that have an impact on the regional multimodal system. Activities in this task are district, regional, and statewide in nature and do not involve the transfer of funds between MPOs.

Previous Work - Participated in the meetings of the MPOAC, SCTPA, and Regional Transportation Interagency Exchange (RTIE). SCTPA meetings are hosted on a rotating basis among the member jurisdictions. Coordinated and collaborated with Pasco County MPO, Lake-Sumter MPO, and Ocala-Marion TPO on transportation-related programs, plans, priorities, and strategies.

Responsible Agency(s) and Completion of Work:

Hernando/Citrus MPO Staff

TASK 6 ACTIVITIES

Task 6 Activities	End Product	Completion Date
Participate in the Florida Metropolitan Planning Organization Advisory Council (MPOAC) activities and meetings to share best practices, conduct statewide research tasks, and stay abreast of statewide policy changes.	Consistency in Planning Practices & Programs	June 2028
Coordinate and collaborate with other Metropolitan Planning Organizations (MPOs)/Transportation Planning Organizations (TPOs) such as Pasco County MPO, Lake-Sumter MPO, and Ocala-Marion TPO on transportation-related programs, plans, priorities, and strategies.	Consistency in Regional Programs, Priorities & Documents, Strategies	June 2028
Review Transportation Regional Incentive Program (TRIP) and regional multiuse trail priorities. Prioritize candidate projects and make recommendations to the Sun Coast Transportation Planning Alliance (SCTPA).	Consistency in Regional Programs, Priorities & Documents	June 2028
Support regional transit planning through SCTPA, the Florida Department of Transportation (FDOT), and local agencies.	Consistency in Regional Programs, Priorities & Documents	June 2028
Perform tasks in support of the regional congestion management processes and/or regional performance measures.	Consistency in Regional Programs, Priorities & Documents	June 2028
Work with District 7 regional agencies to develop and refine regional priority lists for major projects as appropriate.	Consistency in Regional Programs, Priorities & Documents	June 2028
Participate in the Transportation Review Team (TRT) for the Tampa Bay Regional Planning Model similar travel demand models.	Consistency in Regional Programs, Priorities & Documents	June 2028

Task 6 Activities	End Product	Completion Date
Participate with the Florida Model Task Force on consistent travel demand analysis methods and technical advances statewide.	Consistency in Statewide/Regional Programs, Data & Documents	June 2028
Maintain regional multi-use trail mapping and priorities including Coast to Coast, and Shared-Use Non-motorized (SUN) Trail Program.	Consistency in Regional Programs, Priorities & Documents	June 2028
Participation in the regional Transportation Systems Management and Operations (TSM&O) work group.	Consistency in Regional Programs, Priorities & Documents	June 2028

TASK 6 FUNDING SOURCES

Task 6: Regional Coordination		
Year 1: 2026/2027		
Funding Source	FHWA	FY 2026/2027 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$18,963	\$18,963
Total	\$18,963	\$18,963
Year 2: 2027/2028		
Category	FHWA	FY 2027/2028 Total
Contract Number		
Source Level	PL	
Personnel (salary and benefits)	\$18,663	\$18,663
Total	\$18,663	\$18,663

TASK 6 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$37,626
Consultant	-
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$37,626

Note: No funding was de-obligated from UPWP FY 2025 - FY 2026.

Task 7: SCTPA Support and Shared Task - Includes Shared or Transferred Funds and Agreements/Memoranda of Understanding

Purpose - Multi-county collaborative transportation planning requiring interlocal agreements and transfer of funds to further regional and statewide planning activities. Maintain and enhance ongoing multi-county collaborative transportation planning while also working together and participating in regional and statewide planning activities.

Previous Work – In FYs 2025 and 2026, the MPO participated in updates of major regional priority projects, project priorities for TRIP funding, the development of a Regional Long Range Transportation Plan, the development of a Regional Benefit Cost Analysis Tool and provided regional support to the SCTPA and its committees.

Responsible Agency(s) and Completion of Work:

Lead Agency: Forward Pinellas

Responsible agencies: Hernando/Citrus MPO, Hillsborough TPO, Pasco County MPO, Sarasota/Manatee MPO, and Polk County TPO

Stakeholders: Tampa Bay Regional Planning Council (TBRPC), FDOT, and Other Regional/Statewide Partners

Consultants will assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (lobbying is an ineligible expense for federal funds). All projects are consistent with federal and state regulations and detailed in invoices submitted to the FDOT for reimbursement.

TASK 7 ACTIVITIES

Task 7 Activities	End Product	Completion Date
Participate in the Florida Metropolitan Planning Organization Advisory Council (MPOAC) activities and meetings to share best practices, conduct statewide research tasks and stay abreast of statewide policy changes.	MPOAC Meetings	Ongoing through FY 28
Provide input to the Florida Transportation Commission on issues affecting the West Central Florida area	Comments to the FTC	Ongoing through FY 28
Provide support for the Sun Coast Transportation Planning Alliance (SCTPA) and the Transportation Management Area (TMA) Leadership Group; review and refine the Transportation Regional Incentive Program (TRIP) priorities, regional multiuse trail priorities, and major regional priorities while working together to ensure coordination of plans and priorities throughout the region. Consultant Services may be utilized.	Regional TRIP Priorities	Annually in FY 27 and FY 28
	Regional Multiuse Trail Priorities	Annually in FY 27 and FY 28
	Major Regional Projects Priorities	Annually in FY 27 and FY 28
	Interlocal Agreement for Regional Planning & Coordination in West Central Florida	Ongoing through FY 28
	SCTPA operating procedures	Ongoing through FY 28

Task 7 Activities	End Product	Completion Date
	SCTPA conflict resolution process	Ongoing through FY 28
	Quarterly meetings of the TMA and biannual meetings of the SCTPA, including public notice, virtual and in-person access, minutes and video archive.	Ongoing through FY 28
Enhance the quality, usability and value of data by continuing to coordinate regional performance measures and related data gathering among Metropolitan Planning Organizations (MPOs) and with the Florida Department of Transportation (FDOT), supporting and enhancing the FDOT Suncoast Mobility Data Hub project. Consultant Services may be utilized.	Regional data sharing portal	Ongoing through FY 28
Coordinate project implementation phasing during development of the State Tentative Work Programs and the individual MPO Transportation Improvement Programs (TIPs) to ensure progress toward implementation of the Regional Long Range Transportation Plan (LRTP). Consultant Services may be utilized.	Coordinated regional transportation projects	FY 27 and FY 28
Coordinate with the MPOs of the SCTPA region to implement the 2050 regional LRTP, highlighting the major planned transportation projects for the region. Consultant Services may be utilized.	Regional LRTP	Ongoing through FY 28
Coordinate with the MPOs of the SCTPA region to maintain and keep up to date a regional cloud-based document repository. Consultant Services may be utilized.	Regional Cloud-Based Document Repository Site	Ongoing through FY 28
Provide input on and coordination with regional and statewide partners on planning efforts, including the Florida Strategic Intermodal System (SIS), the Florida Transportation Plan, the Regional Transit Development Plan, tourism and freight planning activities.	Consistency in regional, statewide and local plans	Ongoing through FY 28
Participate in the Scenic Highway Corridor Management entities for the Courtney Campbell Causeway and Suncoast Parkway.	Meetings of the Scenic Highway Corridor Management entities	Ongoing through FY 28
Develop an interagency coordination agreement for air quality planning as/if required by nonattainment airshed designation(s) or other federal regulations and support the air quality planning process and monitoring of mobile source emissions. Consultant Services may be utilized.	Interagency Coordination Agreement for air quality planning	Ongoing through FY 28

Task 7 Activities	End Product	Completion Date
Support regional bicycle and pedestrian planning, including access to regional facilities and participation in and support for the Regional Multiuse Trails committee and tri-county meetings. Consultant Services may be utilized.	Tri-county and eight-county bicycle and pedestrian planning	Ongoing through FY 28
	Maintenance of MUT Map	Ongoing through FY 28
Participate in regional and statewide modeling efforts including the Technical Review Team (TRT) for the Tampa Bay Regional Planning Model and the Florida Transportation and Forecasting Forum.	Regional and statewide modeling	Ongoing through FY 28
Maintain the SCTPA website and social media pages, including the development of graphics and content, along with the coordination of message dissemination through social and media platforms. Improve transparency in the regional decision-making process with access to adopted priority lists, planning documents and public meeting materials. Consultant Services may be utilized.	SCTPA Website and Social Media Accounts	Ongoing through FY 28
Update and reprint publications as needed, such as the Regional Multi-Use Trails brochure, Tri-County Ride Guide, or Regional Plan Executive Summary. The cost of printing a document may be shared among MPOs to achieve economies of scale, and funds may be transferred between MPOs for this purpose. Consultant Services may be utilized.	Printed/digital (online) Publications	Ongoing through FY 28
Provide a forum to ensure products, processes and activities are consistent with and among coordinating MPOs, and corresponding support for these efforts. Consultant Services may be utilized.	Consistent planning products and processes	Ongoing through FY28
Develop and support regional Unified Planning Work Program (UPWP) tasks.	Regional UPWP task(s)	Ongoing through FY 28
Provide financial support to Forward Pinellas for specific regional planning tasks to be conducted pursuant to the SCTPA Interlocal Agreement that are above and beyond regularly recurring administrative and coordinating responsibilities. Each of the six member MPOs/Transportation Planning Organizations (TPOs) will be allocating \$5,000 annually in their budget tables. A different MPO may take responsibility for conducting such tasks in future years, subject to a modification of the UPWP. Consultant Services may be utilized.	SCTPA regional planning task	FY 27 and FY 28
Participate in and support regional transportation systems management and operations planning. Consultant Services may be utilized.	Regional TSMO planning projects	Ongoing through FY 28

Task 7 Activities	End Product	Completion Date
Participate in the Prioritization Process Pilot Program grant activities to consider the streamlining of prioritization processes across the MPOs in the region (for TMA MPOs only). Consultant Services may be utilized.	Regionally consistent project prioritization process.	Ongoing through FY 28
Evaluate TIP processes for additional coordination opportunities (for TMA MPOs only). Consultant Services may be utilized.	Regionally consistent TIP process.	Ongoing through FY 29
Utilize the Regional Benefit Coast Analysis (BCA) tool to assist in the prioritization of transportation projects. Consultant Services may be utilized.	Regionally consistent use of the BCA tool.	Ongoing through FY 30
Attendance, registration, organizational membership and travel costs related to professional development, seminars, meetings, workshops and conferences.	Staff development and coordination activities	Ongoing through FY 28
Develop Regional UPWP Task. Consultant Services will be utilized.	Development of the Regional UPWP Task	Ongoing through FY 28
Participate in SCTPA. Consultant Services will be utilized.	Participation in SCTPA meetings	Ongoing through FY 28
Produce regionally-coordinated planning studies in support of the Regional Long Range Transportation Plan. Consultant Services will be utilized.	Regional Transportation Planning Studies	Ongoing through FY 28
Produce and create content materials, presentations, websites, and graphics for the SCTPA in support of the Regional LRTP. Consultant Services will be utilized.	Social Media content production, website maintenance and creation	Ongoing through FY 28

TASK 7 FUNDING SOURCES

Task 7: SCTPA Support and Shared Task		
Year 1: 2026/2027		
Funding Source	FHWA	FY 2026/2027 Total
Contract Number		
Source Level	PL	
Forward Pinellas for SCTPA and Regional Coordination	\$5,000	\$5,000
Total	\$5,000	\$5,000
Year 2: 2027/2028		
Category	FHWA	FY 2027/2028 Total
Contract Number		
Source Level	PL	
Forward Pinellas for SCTPA and Regional Coordination	\$5,000	\$5,000
Total	\$5,000	\$5,000

TASK 7 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	-
Consultant	\$10,000
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$10,000

TASK 7 PARTICIPATING AGENCIES

Task 7 Detailed Breakdown		
Year 1: 2026/2027		
Funding Source	Transfer From	FHWA
Source Level		PL
Lead Agency	Forward Pinellas	\$5,000
Other Contributing Agencies:	Hillsborough TPO	\$5,000
	Pasco County MPO	\$5,000
	Polk TPO	\$5,000
	Sarasota/Manatee MPO	\$5,000
	Hernando/Citrus MPO	\$5,000
Total		\$30,000
Year 2: 2027/2028		
Category	Transfer From	FHWA
Source Level		PL
Lead Agency	Forward Pinellas	\$5,000
Other Contributing Agencies	Hillsborough TPO	\$5,000
	Pasco County MPO	\$5,000
	Polk TPO	\$5,000
	Sarasota/Manatee MPO	\$5,000
	Hernando/Citrus MPO	\$5,000
Total		\$30,000

APPENDIX A - FUNDING SOURCE TABLE

Contract	Funding Source	Source Level	2027	2028	FY 2027 Funding Source			FY 2028 Funding Source		
					Soft Match	Federal	State	Soft Match	Federal	State
GC27XX	CTD	State	\$ 26,447	\$ -	\$ -	\$ -	\$ 26,447	\$ -	\$ -	\$ -
		CTD GC27XX TOTAL	\$ 26,447	\$ -	\$ -	\$ -	\$ 26,447	\$ -	\$ -	\$ -
GC28XX	CTD	State	\$ -	\$ 26,447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,447.00
		CTD GC28XX TOTAL	\$ -	\$ 26,447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,447
GH27XX	CTD	State	\$ 27,440	\$ -	\$ -	\$ -	\$ 27,440	\$ -	\$ -	\$ -
		CTD GH27XX TOTAL	\$ 27,440	\$ -	\$ -	\$ -	\$ 27,440	\$ -	\$ -	\$ -
GH28XX	CTD	State	\$ -	\$ 27,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,440.00
		CTD GH28XX TOTAL	\$ -	\$ 27,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,440
TBD	FHWA	PL	\$ 825,748	\$ 825,748	\$ 182,122.13	\$ 825,748.00	\$ -	\$ 182,122.13	\$ 825,748.00	\$ -
		FHWA TBD TOTAL	\$ 825,748	\$ 825,748	\$ 182,122	\$ 825,748	\$ -	\$ 182,122	\$ 825,748	\$ -
2854-2025-2	FTA 5307	Federal	\$ 175,000	\$ -	\$ 43,750.00	\$ 175,000.00	\$ -	\$ -	\$ -	\$ -
		FTA 5307 2854-2025-2 TOTAL	\$ 175,000	\$ -	\$ 43,750	\$ 175,000	\$ -	\$ -	\$ -	\$ -
FL-2024-045	FTA 5307	Federal	\$ 200,000	\$ -	\$ 50,000.00	\$ 200,000.00	\$ -	\$ -	\$ -	\$ -
		FTA 5307 FL-2024-045 TOTAL	\$ 200,000	\$ -	\$ 50,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -
TOTAL			\$ 1,254,635	\$ 879,635	\$ 275,872	\$ 1,200,748	\$ 53,887	\$ 182,122	\$ 825,748	\$ 53,887

APPENDIX B - SUMMARY BUDGET BY AGENCY PARTICIPATION TABLE

Funding Source Contract	CTD	CTD	CTD	CTD	FHWA		FTA 5307		FTA 5307	
	GC27XX	GC28XX	GH27XX	GH28XX	TBD		2854-2025-2		FL-2024-045	
Fiscal Year	2027	2028	2027	2028	2027	2028	2027	2028	2027	2028
Total Budget	\$ 26,447	\$ 26,447	\$ 27,440	\$ 27,440	\$ 825,748	\$ 825,748	\$ 175,000	\$ -	\$ 200,000	\$ -
Task 1 2055 Long Range Transportation Plan (LRTP)										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 4,313	\$ 4,245	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 45,644	\$ 120,644	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 49,957	\$ 124,889	\$ -	\$ -	\$ -	\$ -
Task 2 Transportation Improvement Plan (TIP)										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 13,254	\$ 13,045	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 83,254	\$ 73,045	\$ -	\$ -	\$ -	\$ -
Task 3 Administration										
Personnel (salary and benefits)	\$ 6,955	\$ 6,955	\$ 7,900	\$ 7,900	\$ 430,786	\$ 423,989	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Travel	\$ 400	\$ 400	\$ 400	\$ 400	\$ 4,376	\$ 3,594	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 835	\$ 835	\$ 835	\$ 835	\$ 42,559	\$ 43,616	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ 1,750	\$ 1,796	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 8,190	\$ 8,190	\$ 9,135	\$ 9,135	\$ 518,471	\$ 497,995	\$ -	\$ -	\$ -	\$ -
Task 4 Data Development and Management										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 1,062	\$ 1,045	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 1,062	\$ 51,045	\$ -	\$ -	\$ -	\$ -
Task 5 Special Projects and Studies										
Personnel (salary and benefits)	\$ 18,257	\$ 18,257	\$ 18,305	\$ 18,305	\$ 4,937	\$ 4,859	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 144,104	\$ 50,252	\$ 175,000	\$ -	\$ 200,000	\$ -
Sub Total	\$ 18,257	\$ 18,257	\$ 18,305	\$ 18,305	\$ 149,041	\$ 55,111	\$ 175,000	\$ -	\$ 200,000	\$ -
Task 6 Regional Coordination										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 18,963	\$ 18,663	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 18,963	\$ 18,663	\$ -	\$ -	\$ -	\$ -
Task 7 SCTPA Support and Shared Task										
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -	\$ -	\$ -	\$ -
TOTAL PROGRAMMED	\$ 26,447	\$ 26,447	\$ 27,440	\$ 27,440	\$ 825,748	\$ 825,748	\$ 175,000	\$ -	\$ 200,000	\$ -

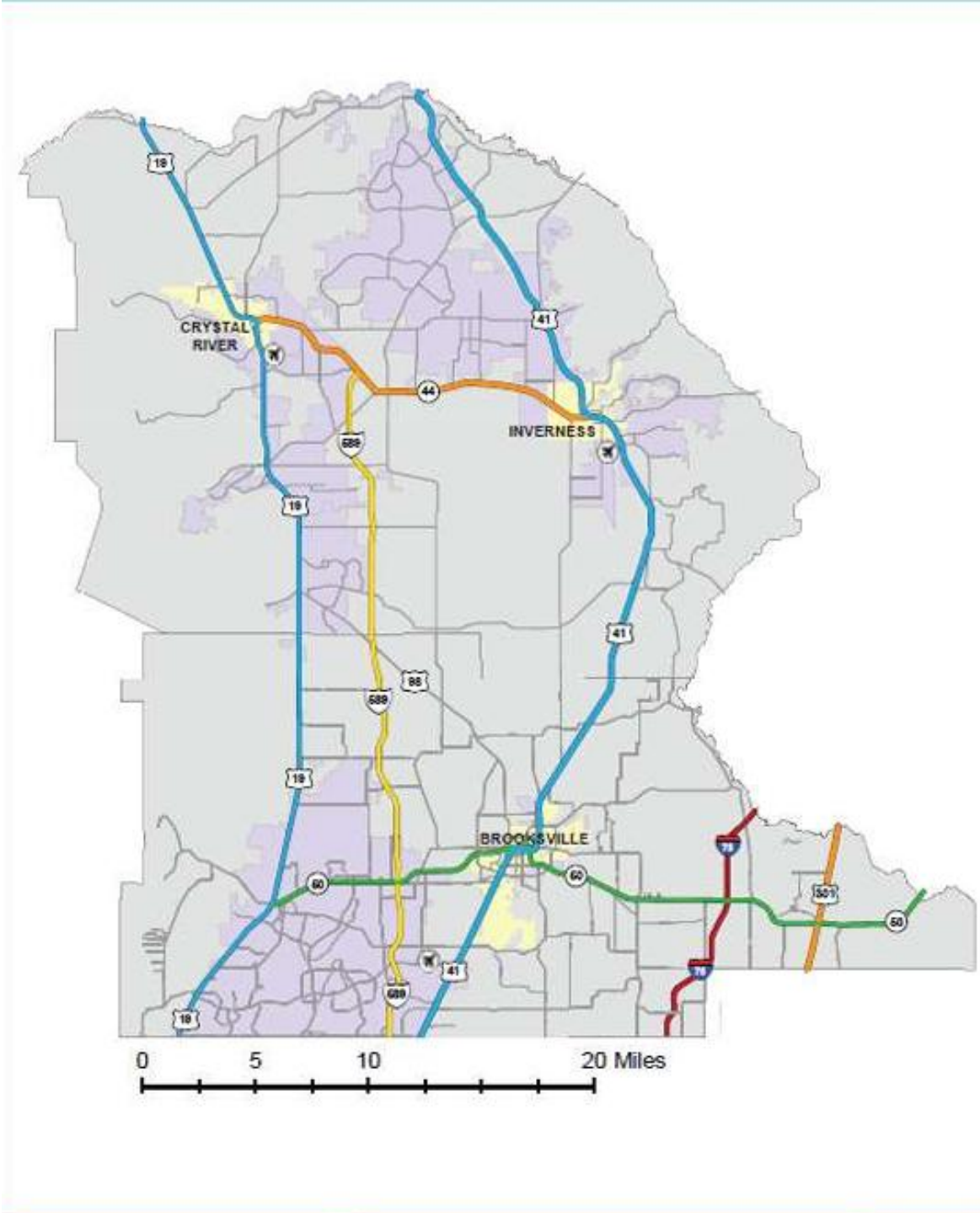
APPENDIX C - GLOSSARY OF TERMS & ACRONYMS

Acronym	Definition
3C	Continuing, Cooperative, and Comprehensive
ACES	Automated, Connected, Electric, Shared-Use
ADA	Americans with Disabilities Act
BCA	Benefit Cost Analysis
BOCC	Board of County Commissioners
BPAC	Bicycle/Pedestrian Advisory Committee
CAC	Citizens Advisory Committee
CFR	Code of Federal Regulations
CIP	Capital Improvement Programs
COOP	Continuity of Operations Plan
CPG	Consolidated Grant Program
CR	County Road
CTC	Community Transportation Coordinators
CTD	Commission for Transportation Disadvantaged
DOPA	Designated Official Planning Agency
ETDM	Efficient Transportation Decision Making Process
FAIN	Federal Award Identification Number
FAST Act	Fixing America's Surface Transportation Act
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FICA	Federal Insurance Contributions Act
FMPP	Florida Metropolitan Planning Partnership
FS	Florida Statutes
FTA	Federal Transit Administration
FTP	Florida Transportation Plan
FY	Fiscal Year
GIS	Geographic Information Systems
ICAR	Intergovernmental Coordination and Review

Acronym	Definition
IIJA	Infrastructure Investment and Jobs Act
ITS	Intelligent Transportation Systems
LAP	Local Agency Program
LEP	Limited English Proficiency
LOPP	List of Priority Projects
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Program in the 21st Century Act
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
PL	Planning Funds
PM1	Annual Safety Performance Measures
PM2	Updated Targets for System Performance for Pavement and Bridge Conditions
PM3	System Performance Travel Time Reliability
PPP	Public Participation Plan
RITSA	Regional Intelligent Transportation System Architecture
RTA	Regional Transportation Analysis
RTIE	Regional Transportation Interagency Exchange
SCTPA	Sun Coast Transportation Planning Alliance
SIS	Strategic Intermodal System
SR	State Road
SUN Trail	Shared-Use Non-motorized Trail
TAC	Technical Advisory Committee
TBRPC	Tampa Bay Regional Planning Council
TD	Transportation Disadvantaged
TDLCB	Transportation Disadvantaged Local Coordinating Board
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TRIP	Transportation Regional Incentive Program
TRT	Transportation Review Team

Acronym	Definition
TSM&O	Transportation Systems Management and Operations
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation

APPENDIX D – MAP OF HERNANDO/CITRUS URBANIZED AREA



LEGEND

- 2020 Census: Urban Area
- Interstate
- US Highway
- Parkway
- Principal Arterial Roadway
- Local Road
- Airport

HERNANDO/CITRUS MPO
Metropolitan Planning Area
Approved: 11/2/2023



APPENDIX E – ADOPTION RESOLUTION, AUTHENTICATION, AND TRAVEL POLICY

APPENDIX F– FDOT DISTRICT 7 ACTIVITIES



Florida Department of Transportation
District Seven

PLANNING ACTIVITIES

Access Management

Assist in reviewing and commenting on driveway access as it relates to local government planning initiatives, Project Development and Environment (PD&E) Studies, corridor studies, access management plans, zoning requirements, development agreements, Work Program and Developer projects along State Highway System (SHS) facilities and access management standards.

Bicycle and Pedestrian Activities

Maintain a comprehensive database of bicycle and pedestrian facilities on the State Road system. Assist in review and commenting on bicycle, pedestrian, and transit plans. Identify gaps and list possible improvements. Evaluate potential corridors and the adaptability for bike lanes.

Community/Government Liaison

Provide policy, technical advice, administrative support, overall coordination, cooperation and assistance to District Seven MPO staffs, MPO Boards, local governments, and community; including full participation in technical and staff support for advisory committees. Assist MPOs in conducting effective on-going transportation planning programs and processes, developing, maintaining and implementing plans and programs which meet State and Federal requirements, and promote coordination, cooperation, and consistency among their planning processes and programs. Major programs include the Unified Planning Work Program, Transportation Improvement Priorities and Transportation Improvement Program, Long Range Transportation Plans, Public Participation Plan, and Congestion Management Process. Conduct annual Joint Certification with the MPOs. Coordinate and facilitate implementation of various federal and state funded programs -Surface Transportation Block Grant Program, Transportation Alternatives Program, Transportation Regional Incentive Program, Small County Outreach Program, County Incentive Grant Program, and SUNTrail Program.

Corridor Planning Studies

Conduct studies of major corridors to identify and evaluate travel issues, and determine the effectiveness and impacts of proposed alternatives to address those issues. The results may range from a set of recommended improvements that address specific problems to a comprehensive action plan for improving the corridor.

On the Strategic Intermodal System (SIS) and SHS, these studies include the development of strategies and plans for implementing and maintaining SIS and SHS standards such as those for level of service, interchange spacing and access management. This may include preparation of action plans, master plans, corridor studies, and others as identified.

Design Traffic Forecast

Develop and update traffic projections for state highway corridors and supporting regional roadways. These traffic projections are necessary to support the road design for capacity and operational improvements and the pavement design for resurfacing.

Development of Regional Impact (DRI)

Assist in reviewing, monitoring, updating and providing support for DRI. The District will review DRIs pursuant to Rule 73C-40, Florida Administrative Code, and Sub-DRIs to ensure that developer proportionate share mitigation or proportionate fair share mitigation is requested to offset impacts to the roadway network as related to the SIS and SHS. In all of these areas, the District typically coordinates the review process as needed with the Department of Economic Opportunity (DEO), the Regional Planning Councils (RPC), local governments, and with the Florida Department of Transportation (FDOT) Central Office staff, if necessary.

Efficient Transportation Decision Making (ETDM) Process

The ETDM process was designed to accomplish the streamlining objectives that were identified in Moving Ahead for Progress in the 21st Century Act (MAP-21). The District will implement the ETDM process in a five-county area. The District ETDM Coordinator will coordinate training and provide guidance to the MPOs and District staff on the implementation of the ETDM process. Each MPO will designate an MPO ETDM Coordinator to work closely with the District ETDM Coordinator and Environmental Technical Advisory Team agency representatives so that the MPO can fully participate in all aspects of ETDM.

Comprehensive Plan Amendments

The District will review amendments made to local government comprehensive plans and comment on their potential impact to transportation facilities of state importance in accordance with Chapter 163.3184, Florida Statutes, which may include the SIS and the SHS. The District typically coordinates the review process as needed with the Department of Economic Opportunity (DEO), the Regional Planning Councils (RPC), local governments, and with FDOT Central Office staff if necessary.

Intelligent Transportation Systems (ITS) Planning

The Department will support the MPO's efforts to plan the ITS program and to structure ITS into their respective organizations. These ITS planning activities include developing an ITS Management Plan and Program Plan for each county, developing the MPO's capability to manage the Regional ITS Architecture and developing ITS programs and projects for the MPO's Long Range Transportation Plan and Transportation Improvement Program. Further, this support includes integrating intra-regional ITS deployment and operations, as well as assuring that intra-regional and inter-regional operations are coordinated.

Interchange Analysis

Conduct analysis of interchanges to identify and evaluate travel issues, and determine the effectiveness and impacts of proposed alternatives to address those issues. The results may range from a set of recommended improvements that address specific problems to a comprehensive rebuild of the interchange for improving the safety and operation of the ramps and the entire interchange. Provide coordination with the Federal Highway Administration and Central Office and provide technical support and review for interchange operations, interchange modification, and new interchanges.

Level of Service (LOS)

Identify roadways that have a deficient LOS for existing and future conditions; determine level of need and determine timing of improvements. Assist Citrus, Hillsborough, Hernando, Pasco and Pinellas County staff in the update of their Level-of-Service analysis to current conditions and with Level-of-Service issues and training. Review and participate in the development of Action Plans/Corridor Studies on Level-of-Service issues. Advise and assist the Metropolitan Planning Organization(s), the Regional Planning Council and Local Government Staff. Apply LOS for Transportation Concurrency, where it is utilized, and Comprehensive Plan Amendment reviews. Update the database, charts and maps.

Long Range Transportation Plan (LRTP) Update and Maintenance

Provide technical and policy advisory assistance to the District MPOs in developing, updating and maintaining their LRTP through a coordinated and consistent effort using a single regional travel demand forecasting model, a single regional planning database and a mutually agreed upon set of modeling and planning assumptions. Provide State and Federal revenue forecasts and District transportation costs.

Conduct corridor studies, sub-area studies, and special transportation studies to support the on-going maintenance, update and implementation of the MPOs adopted LRTPs. This includes modeling support and other technical assistance, as needed, for Project Development and Environment (PD&E) and other special studies.

Develop, validate and maintain a set of systems planning models, land use allocation models and other analytical tools needed by the Department and MPOs to maintain their LRTPs and other planning studies and analysis. Models are used to validate the Tampa Bay Regional Planning Model and Tampa Bay Regional Land Use Allocation Model, including initial design and development of enhancements and initial testing of model performance and also validate special modeling techniques and analysis methodologies, as needed, for corridor, sub-area and special transportation studies.

Review the overall performance of the Tampa Bay Regional Planning Model and the Tampa Bay Regional Land Use Allocation Model in the maintenance of the MPOs LRTP and in the conduct of corridor and sub-area transportation studies to identify needed model enhancements and refinements.

Assist the MPOs with developing their long-range transportation plan by integrating the Strategic Intermodal System Second Five-Year Work Program and Cost Feasible Plan.

Mapping/Database Development

Create maps of the District's multi-modal facilities using GIS and ArcMap®. This includes maps of the FDOT Five-Year Work Program showing capacity projects, resurfacing projects, public transit and other special areas. For each Legislative District in District 7, capacity and resurfacing project maps are produced. Maps of existing bicycle and pedestrian facilities are also produced. GIS maps of all past PD&E Studies, with a summary of the recommended improvements are maintained by the District. Provides technical support to other FDOT disciplines and areas as requested.

Modal Development

Modal Development Systems is the conduit that provides research and technical assistance to District agencies and MPOs concerning guidance and administration of State and Federal grants with the purpose of presenting economic growth through various multi-modal opportunities. Monitor and provide input on proposed and adopted State and Federal legislative issues related to transportation programs. Review and analyze availability of innovative financing methods and techniques for agency use. Participate in agencies' planning activities and coordinate agencies' planned freight movement and public transportation improvements with the Department's roadway improvement projects. Coordinate and participate in the development and implementation of the Strategic Intermodal System.

Multi-Modal Transportation Studies

Conduct or provide technical assistance for Multi-Modal transportation studies and other special transportation analysis and interactive transit/technology application research studies when those opportunities become available. The specific studies will be identified as needs arise.

Regional Transportation Planning Coordination

Support and participate in all levels of regional coordination and proposed activities among District MPOs including the Sun Coast Transportation Planning Alliance (SCTPA) (broad level policy direction for development of the regional transportation system); and the Tampa Bay Regional Planning Model Technical Review Team (coordination of the development and update of the MPOs Long Range Transportation Plans).

Provide on-going technical and policy advisory assistance to the MPOs in the development of regional planning products, including the Tampa Bay Regional Profile, the Tampa Bay Regional Roadways Strategic Plan and the Tampa Bay Regional Congestion Management System Plan.

Maintain a database of existing (2020) socioeconomic and travel characteristics for District MPOs, including information on population, dwelling units, hotel/motel units, school enrollment, current land uses, traffic counts, transit usage, special generators activity, and other variables essential to the validation and operation of the Tampa Bay Regional Planning Model.

Travel Characteristics

Prepare and conduct surveys and analysis to maintain a current set of travel characteristics of the Tampa Bay area needed to validate planning models and provide needed data for plan updates, corridor and sub-area studies and special transportation studies.

Consultants may assist with tasks listed.

APPENDIX G – FLORIDA TPM CONSENSUS PLANNING AGREEMENT



Transportation Performance Measures Consensus Planning Document

Purpose and Authority

This document has been cooperatively developed by the Florida Department of Transportation (FDOT) and Florida's 27 Metropolitan Planning Organizations (MPOs) through the Florida Metropolitan Planning Organization Advisory Council (MPOAC), and, by representation on the MPO boards and committees, the providers of public transportation in the MPO planning areas.

The purpose of the document is to outline the minimum roles of FDOT, the MPOs, and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450, 490, 625, and 673 of the *Code of Federal Regulations* (23 CFR). Specifically:

- 23 CFR 450.314(h)(1) requires that “The MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written procedures for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS).”
- 23 CFR 450.314(h)(2) allows for these provisions to be “Documented in some other means outside the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.”

Section 339.175(11), Florida Statutes creates the MPOAC to “Assist MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law” and to “Serve as a clearinghouse for review and comment by MPOs on the Florida Transportation Plan and on other issues required to comply with federal or state law in carrying out the urbanized transportation planning processes.” The MPOAC Governing Board membership includes one representative of each MPO in Florida.

This document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the MPOAC Governing Board. Each MPO will adopt this document by incorporation in its annual Transportation Improvement Program (TIP) or by separate board action as documented in a resolution or meeting minutes, which will serve as documentation of agreement by the MPO and the provider(s) of public transportation in the MPO planning area to carry out their roles and responsibilities as described in this general document.

Roles and Responsibilities

This document describes the general processes through which FDOT, the MPOs, and the providers of public transportation in MPO planning areas will cooperatively develop and share information related to transportation performance management.

Email communications will be considered written notice for all portions of this document. Communication with FDOT related to transportation performance management generally will occur through the Administrator for Metropolitan Planning in the Office of Policy Planning. Communications with the MPOAC related to transportation performance management generally will occur through the Executive Director of the MPOAC.

1. Transportation performance data:

- a) FDOT will collect and maintain data, perform calculations of performance metrics and measures, and provide to each MPO the results of the calculations used to develop statewide targets for all applicable federally required performance measures. FDOT also will provide to each MPO the results of calculations for each applicable performance measure for the MPO planning area, and the county or counties included in the MPO planning area.¹² FDOT and the MPOAC agree to use the National Performance Management Research Data Set as the source of travel time data and the defined reporting segments of the Interstate System and non-Interstate National Highway System for the purposes of calculating the travel time-based measures specified in 23 CFR 490.507, 490.607, and 490.707, as applicable.
- b) Each MPO will share with FDOT any locally generated data that pertains to the federally required performance measures, if applicable, such as any supplemental data the MPO uses to develop its own targets for any measure.
- c) Each provider of public transportation is responsible for collecting performance data in the MPO planning area for the transit asset management measures as specified in 49 CFR 625.43 and the public transportation safety measures as specified in the National Public Transportation Safety Plan. The providers of public transportation will provide to FDOT and the appropriate MPO(s) the transit performance data used to support these measures.

2. Selection of performance targets:

FDOT, the MPOs, and providers of public transportation will select their respective performance targets in coordination with one another. Selecting targets generally refers to the processes used to identify, evaluate, and make decisions about potential targets prior to action to formally establish the targets. Coordination will include as many of the following opportunities as deemed appropriate for each measure: in-person meetings, webinars, conferences calls, and email/written communication. Coordination will include timely

¹ When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, FDOT will collect and provide data for the Florida portion of the planning area.

² If any Florida urbanized area becomes nonattainment for the National Ambient Air Quality Standards, FDOT also will provide appropriate data at the urbanized area level for the specific urbanized area that is designated.

sharing of information on proposed targets and opportunities to provide comment prior to establishing final comments for each measure.

The primary forum for coordination between FDOT and the MPOs on selecting performance targets and related policy issues is the regular meetings of the MPOAC. The primary forum for coordination between MPOs and providers of public transportation on selecting transit performance targets is the TIP development process.

Once targets are selected, each agency will take action to formally establish the targets in its area of responsibility.

- a) FDOT will select and establish a statewide target for each applicable federally required performance measure.
 - i. To the maximum extent practicable, FDOT will share proposed statewide targets at the MPOAC meeting scheduled in the calendar quarter prior to the dates required for establishing the target under federal rule. FDOT will work through the MPOAC to provide email communication on the proposed targets to the MPOs not in attendance at this meeting. The MPOAC as a whole, and individual MPOs as appropriate, will provide comments to FDOT on the proposed statewide targets within sixty (60) days of the MPOAC meeting. FDOT will provide an update to the MPOAC at its subsequent meeting on the final proposed targets, how the comments received from the MPOAC and any individual MPOs were considered, and the anticipated date when FDOT will establish final targets.
 - ii. FDOT will provide written notice to the MPOAC and individual MPOs within two (2) business days of when FDOT establishes final targets. This notice will provide the relevant targets and the date FDOT established the targets, which will begin the 180-day time-period during which each MPO must establish the corresponding performance targets for its planning area.
- b) Each MPO will select and establish a target for each applicable federally required performance measure. To the extent practicable, MPOs will propose, seek comment on, and establish their targets through existing processes such as the annual TIP update. For each performance measure, an MPO will have the option of either³:
 - i. Choosing to support the statewide target established by FDOT, and providing documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) to FDOT that the MPO agrees to plan and program projects so that they contribute toward the accomplishments of FDOT's statewide targets for that performance measure.
 - ii. Choosing to establish its own target, using a quantifiable methodology for its MPO planning area. If the MPO chooses to establish its own target, the MPO will coordinate with FDOT and, as applicable, providers of public transportation regarding the approach used to develop the target and the proposed target prior to

³ When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, that MPO will be responsible for coordinating with each state DOT in setting and reporting targets and associated data.

establishment of a final target. The MPO will provide FDOT and, as applicable, providers of public transportation, documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date when the targets were established .

- c) The providers of public transportation in MPO planning areas will select and establish performance targets annually to meet the federal performance management requirements for transit asset management and transit safety under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d).
 - i. The Tier I providers of public transportation will establish performance targets to meet the federal performance management requirements for transit asset management. Each Tier I provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date when the targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier I provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
 - ii. FDOT is the sponsor of a Group Transit Asset Management plan for subrecipients of Section 5311 and 5310 grant funds. The Tier II providers of public transportation may choose to participate in FDOT's group plan or to establish their own targets. FDOT will notify MPOs and those participating Tier II providers following of establishment of transit-related targets. Each Tier II provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier II provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
 - iii. FDOT will draft and certify a Public Transportation Agency Safety Plan for any small public transportation providers (defined as those who are recipients or subrecipients of federal financial assistance under 49 U.S.C. 5307, have one hundred (100) or fewer vehicles in peak revenue service, and do not operate a rail fixed guideway public transportation system). FDOT will coordinate with small public transportation providers on selecting statewide public transportation safety performance targets, with the exception of any small operator that notifies FDOT that it will draft its own plan.
 - iv. All other public transportation service providers that receive funding under 49 U.S. Code Chapter 53 (excluding sole recipients of sections 5310 and/or 5311 funds) will provide written notice to the appropriate MPO and FDOT when they establish public transportation safety performance targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit safety

performance targets. MPOs may choose to update their targets when the provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

- v. If the MPO chooses to support the asset management and safety targets established by the provider of public transportation, the MPO will provide to FDOT and the provider of public transportation documentation that the MPO agrees to plan and program MPO projects so that they contribute toward achievement of the statewide or public transportation provider targets. If the MPO chooses to establish its own targets, the MPO will develop the target in coordination with FDOT and the providers of public transportation. The MPO will provide FDOT and the providers of public transportation documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date the final targets were established. In cases where two or more providers operate in an MPO planning area and establish different targets for a given measure, the MPO has the options of coordinating with the providers to establish a single target for the MPO planning area, or establishing a set of targets for the MPO planning area.

3. Reporting performance targets:

- a) Reporting targets generally refers to the process used to report targets, progress achieved in meeting targets, and the linkage between targets and decision making processes FDOT will report its final statewide performance targets to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as mandated by the federal requirements.
 - i. FDOT will include in future updates or amendments of the statewide long-range transportation plan a description of all applicable performance measures and targets and a system performance report, including progress achieved in meeting the performance targets, in accordance with 23 CFR 450.216(f).
 - ii. FDOT will include in future updates or amendments of the statewide transportation improvement program a discussion of the anticipated effect of the program toward achieving the state's performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.218 (q).
 - iii. FDOT will report targets and performance data for each applicable highway performance measure to FHWA, in accordance with the reporting timelines and requirements established by 23 CFR 490; and for each applicable public transit measure to FTA, in accordance with the reporting timelines and requirements established by 49 CFR 625 and 40 CFR 673.
- b) Each MPO will report its final performance targets as mandated by federal requirements to FDOT. To the extent practicable, MPOs will report final targets through the TIP update or other existing documents.
 - i. Each MPO will include in future updates or amendments of its metropolitan long-range transportation plan a description of all applicable performance measures

and targets and a system performance report, including progress achieved by the MPO in meeting the performance targets, in accordance with 23 CFR 450.324(f)(3-4).

- ii. Each MPO will include in future updates or amendments of its TIP a discussion of the anticipated effect of the TIP toward achieving the applicable performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.326(d).
 - iii. Each MPO will report target-related status information to FDOT upon request to support FDOT's reporting requirements to FHWA.
- c) Providers of public transportation in MPO planning areas will report all established transit asset management targets to the FTA National Transit Database (NTD) consistent with FTA's deadlines based upon the provider's fiscal year and in accordance with 49 CFR Parts 625 and 630, and 49 CFR Part 673.
4. Reporting performance to be used in tracking progress toward attainment of performance targets for the MPO planning area:
- a) FDOT will report to FHWA or FTA as designated, and share with each MPO and provider of public transportation, transportation performance for the state showing the progress being made towards attainment of each target established by FDOT, in a format to be mutually agreed upon by FDOT and the MPOAC.
 - b) If an MPO establishes its own targets, the MPO will report to FDOT on an annual basis transportation performance for the MPO area showing the progress being made towards attainment of each target established by the MPO, in a format to be mutually agreed upon by FDOT and the MPOAC. To the extent practicable, MPOs will report progress through existing processes including, but not limited to, the annual TIP update.
 - c) Each provider of public transportation will report transit performance annually to the MPO(s) covering the provider's service area, showing the progress made toward attainment of each target established by the provider.
5. Collection of data for the State asset management plans for the National Highway System (NHS):
- a) FDOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS. This includes NHS roads that are not on the State highway system but instead are under the ownership of local jurisdictions, if such roads exist.

For more information, contact:

Alison Stettner, Director, Office of Policy Planning, Florida Department of Transportation, 850-414-4800, alison.stettner@dot.state.fl.us

Mark Reichert, Executive Director, MPOAC, 850-414-4062, mark.reichert@dot.state.fl.us

APPENDIX H – AGREEMENT FOR REGIONAL COORDINATION

**FIFTH AMENDED AND RESTATED INTERLOCAL AGREEMENT FOR
REGIONAL TRANSPORTATION PLANNING AND COORDINATION
IN WEST CENTRAL FLORIDA**

This FIFTH AMENDED AND RESTATED INTERLOCAL AGREEMENT (herein the "Agreement") is made and entered into by and between the Hernando/Citrus Metropolitan Planning Organization, an entity created and operated pursuant to Interlocal Agreement and Section 339.175, Florida Statutes (herein, the Hernando/Citrus MPO); the Hillsborough County Metropolitan Planning Organization, an entity created and operated pursuant to Interlocal Agreement and Section 339.175, Florida Statutes (herein, the Hillsborough MPO); the Pasco County Metropolitan Planning Organization, an entity created and operated pursuant to Interlocal Agreement and Section 339.175, Florida Statutes (herein, the Pasco MPO); the Pinellas County Metropolitan Planning Organization, an entity created and operated pursuant to Interlocal Agreement and Section 339.175, Florida Statutes (herein, Forward Pinellas); the Polk Transportation Planning Organization, an entity created and operated pursuant to Interlocal Agreement and Section 339.175 Florida Statutes (herein the Polk TPO); and, the Sarasota/Manatee Metropolitan Planning Organization, an entity created and operated pursuant to Interlocal Agreement and Section 339.175, Florida Statutes (herein, the Sarasota/Manatee MPO).

WHEREAS, the Hernando/Citrus MPO, the Hillsborough MPO, the Pasco MPO, the Pinellas MPO, the Polk TPO, and the Sarasota/Manatee MPO entered into an agreement to form a regional entity, the West Central Florida MPO Chairs Coordinating Committee (herein, the CCC), to coordinate transportation planning activities in the urbanized areas of Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk, and Sarasota Counties, such original agreement having been signed on March 17, 2004; and hereinafter referred to as the "Agreement"; and,

WHEREAS, in 2005 the Florida legislature created the Transportation Regional Incentive Program (TRIP) for the purpose of providing funds to improve regionally significant transportation facilities in regional transportation areas created pursuant to s. 339.155(4); and

WHEREAS, the CCC on June 9, 2006 executed Amendment No. 1 to amend the original March 17, 2004 Agreement, by allowing Citrus County a voting membership for the purposes of participating in TRIP and to incorporate the adopted CCC Conflict Resolution Process in the Agreement, and

WHEREAS, after the initial 5-year term the parties to the original Agreement and Citrus County examined the terms of the original Agreement, as amended, and agreed to amend the provisions of the original Agreement, as amended, consistent with Section 10 of the original Agreement; and

WHEREAS, on July 8, 2010 the Citrus County TPO was created by virtue of an interlocal agreement between the Florida Department of Transportation, Citrus County, the

City of Inverness, and the City of Crystal River to participate in a coordinated and comprehensive transportation planning process; and

WHEREAS, the CCC on July 12, 2011 executed Amendment No. 2 to remove the Citrus County Board of County Commissioners from limited CCC membership and to accept the Citrus County TPO into the West Central Florida MPO Chairs Coordinating Committee with full member rights in an effort to further regional transportation planning; and

WHEREAS, the Citrus County TPO and the Hernando MPO have been merged, with the approval of the Governor and created pursuant to an Interlocal Agreement and Section 339.175, Florida Statutes to form the Hernando/Citrus MPO; and

WHEREAS, the CCC on December 13, 2013 voted to merge into and consolidate its transportation planning activities with those of the Tampa Bay Area Regional Transportation Authority, for a streamlined and unified regional planning process; and

WHEREAS, on July 1, 2016, pursuant to Section 339.175(6)(i), Florida Statutes, the West Central Florida MPO Chairs Coordinating Committee was renamed the Tampa Bay Area Regional Transportation Authority MPO Chairs Coordinating Committee; and

WHEREAS, on July 1, 2017, pursuant to Section 343.92, Florida Statutes, the Tampa Bay Area Regional Transportation Authority (herein, the TBARTA) was renamed the Tampa Bay Area Regional Transit Authority, and the TBARTA MPO Chairs Coordinating Committee similarly renamed pursuant to Section 339.175(6)(i); and

WHEREAS, the renaming of TBARTA shrank its geographic area and established its focus on transit as a transportation mode, while MPOs' service areas are unchanged and conduct planning for all modes of surface transportation; and

WHEREAS, pursuant to Section 343.92, Florida Statutes, TBARTA shall coordinate plans and projects with the CCC, to the extent practicable, and participate in the regional M.P.O planning process to ensure regional comprehension of TBARTA's mission, goals, and objectives;

WHEREAS this Fifth Amended and Restated Agreement, once effective, supersedes the Fourth Amended and Restated Agreement which would have automatically renewed but for the Parties entering into this Agreement.

NOW, THEREFORE, in consideration of the covenants made to by each Party to the other and of the mutual advantages to be realized by the Parties hereto, the Hernando/Citrus MPO, the Hillsborough MPO, the Pasco MPO, the Forward Pinellas, the Polk TPO, and the Sarasota/Manatee MPO agree as follows:

Section 1. Authority – This Interlocal Agreement is entered into pursuant to the general authority of Sections 339.175, 339.155 and 163.01, Florida Statutes, relating to Interlocal Agreements.

Section 2. Purpose – The purpose of this Agreement is to provide a forum for continuing coordination and communication among the member Metropolitan Planning Organizations, District One and District Seven Offices of the Florida Department of Transportation, the Florida Turnpike Enterprise, the Tampa Bay Area Regional Transit Authority (TBARTA), and the affected Regional Planning Councils and to address those tasks necessary to conduct an ongoing regional transportation planning process in accordance with Sections 339.175, 339.155 and 339.2819, Florida Statutes, and in accordance with the requirements under the Fixing America's Surface Transportation (FAST) Act, or successor legislation.

Pursuant to the language of Section 339.175 (6) (i), Florida Statutes, the powers and duties of the MPO Chairs Coordinating Committee are to coordinate transportation projects deemed to be regionally significant by the Committee, review the impact of regionally significant land use decisions on the region, review all proposed regionally significant transportation projects in the respective transportation improvement programs which affect more than one of the MPOs represented on the Committee, and institute a conflict resolution process to address any conflict that may arise in the planning and programming of such regionally significant projects.

Pursuant to the language of Section 339.2819, Florida Statutes there is created within the Florida Department of Transportation a Transportation Regional Incentive Program for the purpose of providing funds to improve regionally significant transportation facilities in regional areas created pursuant to Section 339.155(4), Florida Statutes. This Interlocal Agreement meets the requirements of Section 163.01, Florida Statutes.

Section 3. Name of Entity – The entity created pursuant to this Interlocal Agreement shall be called the Metropolitan Planning Organization Chairs Coordinating Committee (herein the CCC) and may elect to do business under a fictitious name as determined by the voting members.

Section 4. Organization and Membership

(a) Voting Members: The voting membership of the CCC shall consist of the Chair of each of the six member Metropolitan Planning Organizations. An alternate, who is an elected official, may represent the respective Metropolitan Planning Organization member if so designated by the respective Metropolitan Planning Organization. Each member shall have one vote. Except as indicated in Sections 11 and 12, a simple majority of the voting membership shall be required to pass motions.

(b) Nonvoting Advisors: The Secretaries for Districts One and Seven of the Florida Department of Transportation; representatives of the Florida Turnpike Enterprise and of the Tampa Bay Area Regional Transit Authority; and Chairs (or designees) of the Tampa

Bay, Southwest Florida, and Central Florida Regional Planning Councils shall be nonvoting advisors of the CCC.

(c) Standing Committees. The CCC shall have the ability to establish committees, identifying the purpose and membership of the committee, to accomplish tasks identified by the CCC voting members. Committees may include but are not limited to the MPO Staff Directors Team, the Tampa Bay Transportation Management Area (TMA) Leadership Group, the Regional Multi-Use Trails Team, and the Transportation Regional Incentive Program Team, as described in the CCC Operating Procedures.

Section 5. Conduct of Meetings – Meetings of the CCC shall be held at least annually on a rotating basis with the meeting Host rotating each year among the CCC voting members. The order of rotation shall be the Hernando/Citrus MPO, the Pasco MPO, the Hillsborough MPO, the Polk TPO, the Sarasota/Manatee MPO, and Forward Pinellas. Responsibility for serving as the Chair of each meeting shall alternate among the CCC members. The Chair of the meeting shall conduct the meetings but have no extraordinary membership powers or responsibilities. At the last meeting of the calendar year, meeting date(s) shall be approved for the following year. Meeting dates shall be posted on TBARTA's website. Special meetings may be called by a majority of the members. The Host for all special meetings will follow the rotational order. Reasonable notice must be provided to all members for special meetings. The Host member shall be responsible for ensuring that notice requirements of §286.011 have been met, and that meetings are held in a facility accessible to persons with disabilities in compliance with Title II of the Americans with Disabilities Act.

Meetings of the CCC and its committees shall be conducted pursuant first to any applicable statute, then to any procedural rules adopted by the CCC, then finally to the most recent edition of Robert's Rules of Order.

As an alternative to the provisions of this Section, a Party or Parties may enter into an agreement with TBARTA to provide professional services and organizational and meeting support that is at a minimum consistent with this Section. In such an event, a lead member of said Party shall be designated each year to administer such an agreement with TBARTA.

Section 6. Staffing, Professional Services and Financial Support of Entity – The Parties agree that the Directors and Managers of the CCC members will be responsible for carrying out the regional work programs and coordinating process as directed by the CCC, provided, however, that should a direction of the CCC directly conflict with the officially-adopted policy direction of a CCC member, staff of that member may ask that the work in question be performed by staff of some other member. Expenses concerning projects assigned to a lead CCC member may be paid by the regional set-aside as specified in its Unified Planning Work Program. The provision of professional services to the administrative entity, including legal review, shall be as agreed by the CCC members from time to time, with the exception that no legal counsel shall be required to render advice to the entity or representation to the members thereof absent each individual member's waiver of any conflict and authorization of joint representation, as provided for by Florida Bar Rule 4-

1.7. Notwithstanding the foregoing, the CCC members do not authorize this administrative entity to incur for itself any cost or expense, nor to obtain or retain funds from any source. The entity created by this Agreement is not authorized to conduct any banking or other financial transactions of any kind, nor to receive or disburse any funds. Instead, all financial support for this entity, including the payment of costs and expenses related to its operation, shall be borne by CCC members, on an equitable basis taking into account the relative size of the member as measured by budget and population. The voting Members of the CCC may, as authorized by each member or agencies' governing board, adopt more specific financial support allocation methods as may be deemed necessary, and may appoint a lead member to receive and administer funds for the entity. Specifically, one member or partner agency of the CCC may take the lead on a portion of any projects and programs of the CCC and be reimbursed by another member or partner agency of the CCC without creation and execution of a new Interlocal Agreement consistent with approval by each respective member or agencies governing board and MPOs Unified Planning Work Program (UPWP) authorization. Such governing board approval shall be deemed an addendum to this agreement, which shall be a financial obligation of the member enforceable by the lead member. The CCC members agree to work together to seek new sources of funding to assist the members with the added costs and expenses associated with the operations of this administrative entity.

Section 7. Record Keeping – Staff of the host CCC member shall provide a recording secretary for public meetings. Record keeping and other clerical responsibilities shall be the duty of the host member staff consistent with the rotation for hosting the meeting. All minutes shall be distributed to members prior to the next meeting. Records shall be maintained in accordance with the public records law, Chapter 119, Florida Statutes.

Section 8. Conflict Resolution – A conflict resolution process is adopted which will be used to resolve disagreements regarding interpretation of the interlocal agreement or disputes relating to the development or content of the regional plan. If the Parties to this Agreement fail to resolve any conflicts related to issues covered in the Agreement, such dispute will be resolved in accordance with the "West Central Florida Metropolitan Planning Organizations Memorandum of Understanding for a Conflict Resolution Process (June 2001)."

Section 9. Risk of Loss - The Parties acknowledge that as a mere administrative entity, the CCC cannot sue, be sued, nor bear any legal liability. Therefore, the Parties agree that each shall continue to maintain such insurance coverage as may be required to cover the additional risks associated with membership and participation in the CCC entity. Members covered by a self-insurance program shall notify their respective covering-entities of this agreement so that any added risk may be factored. The Parties further agree that under no circumstances shall any member of the CCC seek to recover against any other member for any loss associated with this Agreement or the work of the CCC.

Section 10. Duration of Agreement – This Agreement shall have a term of five years from the effective date and shall automatically renew at the end of said five years for another five-year term and every five years thereafter. At the end of the five-year term and

at least every five years thereafter, the Parties hereto shall examine the terms hereof and agree to amend provisions or reaffirm the same. However, the failure to amend or to reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.

Section 11. Termination – This Agreement shall continue in force until terminated with or without cause by a unanimous vote of the MPOs.

Section 12. Modification – This Agreement may only be modified by a unanimous vote of the MPOs. Amendments or modifications to the Agreement shall not become effective until executed and recorded in the public records of the counties of each participating MPO.

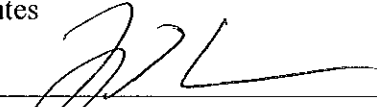
Section 13. Rescission – Any MPO may terminate its participation in this Agreement upon thirty (30) days written notice. Notice of intent to terminate shall be given to the other member agencies. Said notice shall be transmitted to the official office of the member agencies by certified mail, return receipt requested. The 30-day notice requirement shall commence upon giving of the notice.

Section 14. Filing and Recording –As required by §163.01(11), Florida Statutes, this Interlocal Agreement shall be filed with the Clerks of the Circuit Courts of Hernando, Hillsborough, Manatee, Pasco, Pinellas, Polk, and Sarasota and Citrus Counties, Florida.

This Fifth Amended and Restated Agreement does not become effective until recorded in each county and shall continue to be effective thereafter in accordance with Section 10 of this Agreement. Until the Fifth Amended and Restated Agreement becomes effective, the Fourth Amended and Restated Interlocal Agreement shall remain in effect.

IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

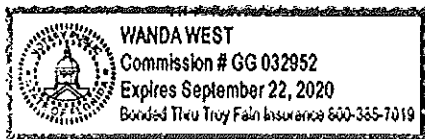
HILLSBOROUGH COUNTY METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By:  _____

Les Miller, Chairperson

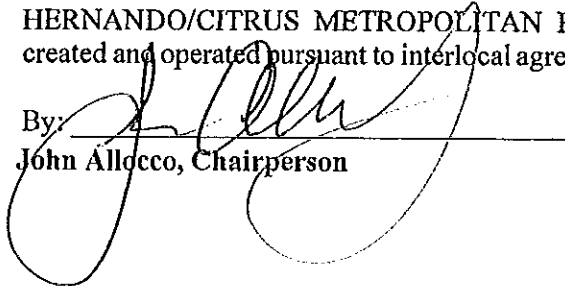
The foregoing instrument was acknowledged before me this 17th day of January, 2020, by Les Miller, as Chairperson of the Hillsborough County Metropolitan Planning Organization, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personally known to me or has produced _____ as identification.





IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

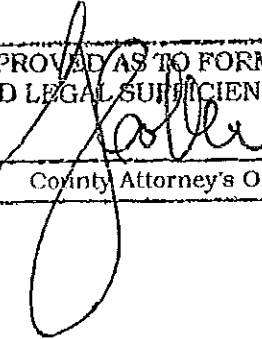
HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By: 
John Allocco, Chairperson

The foregoing instrument was acknowledged before me this 12th day of March, 2020, by John Allocco as Chairperson of the Hernando/Citrus Metropolitan Planning Organization, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personally known to me or has produced _____ as identification.





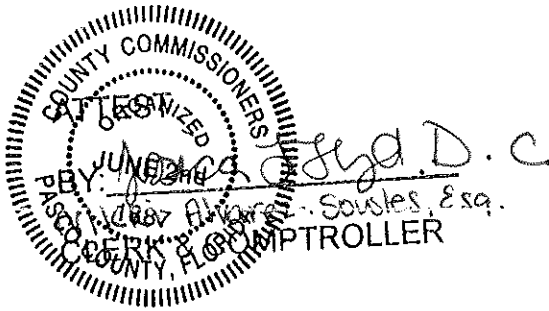
APPROVED AS TO FORM
AND LEGAL SUFFICIENCY
BY 
County Attorney's Office

IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

PASCO COUNTY METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By:  02-13-2020
Jeff Starkey, Chairperson

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by Jeff Starkey, as Chairperson of the Pasco County Metropolitan Planning Organization, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personally known to me or has produced _____ as identification.



IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

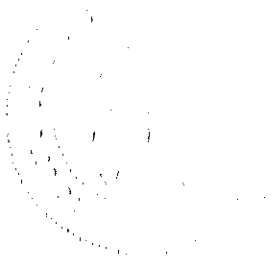
PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By: *Dave Eggers*

Dave Eggers, Chairperson

The foregoing instrument was acknowledged before me this 13 day of January, 2020, by Dave Eggers, as Chairperson of Forward Pinellas, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personally known to me or has produced _____ as identification.

Ma Kelly



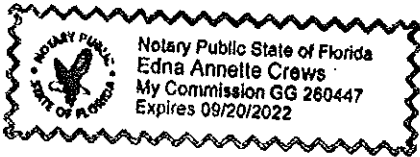
IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

POLK COUNTY TRANSPORTATION PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By: Charles O. Lake

Charles Lake, Chairperson

The foregoing instrument was acknowledged before me this 11th day of April, 2020, by Charles Lake, as Chairperson of the Polk County Transportation Planning Organization, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personally known to me or has produced _____ as identification.



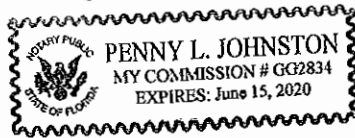
IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

SARASOTA/MANATEE METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175 Florida Statutes

By: Shirley Groover Bryant
Shirley Groover Bryant, MPO Chair

The foregoing instrument was acknowledged before me this 11th day of February, 2020 by Shirley Groover Bryant, as Chair of the Sarasota/Manatee Metropolitan Planning Organization, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personal known to me or has produced _____ as identification.

Penny L. Johnston



APPENDIX I – FDOT, FHWA, AND FTA COMMENTS



UPWP Review Checklist

MPO Name:

Draft or Final UPWP:

UPWP Fiscal Year:

Reviewed by:

UPWP Date:

Date of Review:

Federal and State Requirements

Required Content

See: 2 CFR 200.332, 23 CFR 420.111(b), 23 CFR 450.308(c), s. 339.175(9), FS, and FDOT/MPO Agreement

Does the cover page include:	Response	Page Number(s)	Comments	Comment Type
Catalog of Federal Domestic Assistance (CFDA) number	Yes	Cover	<input type="text" value="Add CSFA 55.001"/>	Critical
Financial Project Number (FPN)	Yes	Cover	<input type="text" value="Add FPID for both FTA 5307 and CTD"/>	Critical
Federal Award Identification Number (FAIN) or Federal Aid Project Number (FAP)	Yes	Cover		
Correct state fiscal years	Yes	Cover		
The agencies providing funds for the UPWP	Yes	Cover	<input type="text" value="Add any local agencies that would contribute to the MPO's activities and/or used to match grants that will be used for planning purposes"/>	Critical
Does the UPWP include:				
	Response	Page Number(s)	Comments	Comment Type
Local and MPO planning priorities	Yes	15, 18, 22, 24, 27,		
A description of work proposed for the next 2 years by major activity or task	Yes	15, 18, 22, 24, 27,	<input type="text" value="Ensure that the FTA planning activities are indicated in the tasks"/>	Critical
Who will perform the work (e.g., MPO, state, public transportation operator, local government, or consultant)	Yes	15, 18, 22, 24, 27,		
A schedule for completing the work	Yes	15, 18, 22, 24, 27,		
The resulting work products	Yes	15, 18, 22, 24, 27,		
The proposed funding or cost estimate by activity or task	Yes	16, 21, 23, 26, 28, 3	<input type="text" value="Add FTA 5307 Funds to budget tables"/>	Critical
A summary of the total amounts and sources of federal and matching funds	Yes	App A and B		
Does the UPWP include a summary that shows:				
	Response	Page Number(s)	Comments	Comment Type
Federal share by type of fund	Yes	App B		
Matching rate by type of fund	Yes	App B		
State and/or local matching share	Yes	App B		
Other state or local funds	Yes	App B	<input type="text" value="Ensure that the FTA 5307 Funds are added to the summary tables"/>	Critical

Transportation Management Areas (TMA)

See: 23 CFR 420.111(e)

	Response	Page Number(s)	Comments	Comment Type
Does the MPO serve a TMA?	No			
If yes, does the UPWP identify and include cost estimates for planning, research, and technology transfer activities funded with other federal, state, or local funds within the MPO area?	N/A			

MPO Agreements

See: 23 USC 134, 23 CFR 450.314, s. 339.175(2) FS, and FDOT/MPO Agreement

Does the UPWP include discussion of the following agreements?	Response	Page Number(s)	Comments	Comment Type
FDOT/MPO Agreement, including date executed	No	10	Doesn't include the date executed. References the current agreement and doesn't include the one that will be executed with this UPWP.	Critical
Signed Interlocal Agreement for the Creation or Redesignation of the MPO, including date executed	Yes	9		
Public Transportation Grant Agreements (PGTA), including date executed (if necessary)	N/A	<input type="text" value="10"/>		

Indirect Costs		See: 2 CFR 200.332, 2 CFR 200.414, 2 CFR 200.416, and FDOT/MPO Agreement			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP identify the indirect cost rate, if applicable?	N/A				
Consolidated Planning Grant		See: 23 USC 120, 23 CFR 450.308(f), and FDOT/MPO Agreement			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP include a statement of participation in the Consolidated Planning Grant? (See the FDOT Guide for UPWP Development for sample statement text.)	Yes	4			
Soft Match		See: 23 USC 120, 49 USC 53, and FDOT/MPO Agreement			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP include the definition of the soft match?	Yes	5			
Does the UPWP identify the total soft match amount used to match FHWA funding?	Yes	5			
Does the Funding Source Budget Table include soft match amounts for Year 1 and Year 2?	Yes	App A			
PL Set Aside		See: § 11201; 23 USC 134			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP identify activities and funds used to meet the requirements of the 2.5% PL set aside in § 11201; 23 USC 134?	Yes	14			
Costs		See: 2 CFR 200.412-414, Florida Department of Financial Services Reference Guide for State Expenditures			
Does the UPWP categorize costs as follows?	Response	Page Number(s)	Comments	Comment Type	
Personnel Services	Yes	16, 21, 23, 26, 28, 3			
Equipment	Yes	16, 21, 23, 26, 28, 3			
Travel	Yes	16, 21, 23, 26, 28, 3			
Supplies	Yes	16, 21, 23, 26, 28, 3			
Direct Expenses	Yes	16, 21, 23, 26, 28, 3			
Indirect Expenses (if the MPO has an approved indirect rate)	N/A				
Annual Audit Expense (if required)	N/A				
Annual Audits		See: 2 CFR 200.412-414, Florida Department of Financial Services Reference Guide for State Expenditures			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP include a line item expense for the Annual Audit?	N/A				
MPO Public Involvement Process		See: 23 CFR 450.210 and 23 CFR 450.316			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP include a description of the public involvement process used to develop the MPO's UPWP?	Yes	5			
Federal Planning Factors		See: 23 CFR 306(b) and 23 CFR 450.308(c)			
	Response	Page Number(s)	Comments	Comment Type	
Does the UPWP include a description of how the activities in the UPWP address the Federal Planning Factors (can be demonstrated using a matrix)?	Yes	5 & 6			
Memberships		See: 2 CFR 200.454			
	Response	Page Number(s)	Comments	Comment Type	
If memberships are listed as an expense, does the UPWP state that the memberships are for organizational memberships, not individual memberships?	Yes	19			

Required Attachments

Are the following attachments included in the final UPWP?

	Response	Page Number(s)	Comments	Comment Type
Signed resolution adopting the UPWP (23 CFR 450.308(b))	No		Please add a placeholder page/reference to the resolution that will be signed at UPWP adoption.	Critical
Signed resolution adopting the travel policy, if the MPO does not use the FDOT policy (s. 112.061(14), FS)	Yes	App E		
Signed Cost Analysis Certification Statement (s. 216.3475, FS)	Yes	1 (Placeholder)		
The Cost Allocation Plan and Certificate of Indirect Cost, if applicable (2 CFR 200.332, 23 CFR 200.414, 23 CFR 200.416)	N/A			

Recommended Content Framework

The following items are recommended for inclusion in the UPWP, in addition to the requirements listed above.

UPWP Cover or Title Page

Does the cover page include:

	Response	Page Number(s)	Comments	Comment Type
MPO name, address, and website?	Yes	Cover		
The UPWP adoption date of the final UPWP?	Yes	Cover		

UPWP Organization and Content

Is the UPWP organized into the following sections?

	Response	Page Number(s)	Comments	Comment Type
Introduction	Yes	2		
Organization and Management	Yes	8		
Planning Tasks	Yes	11		
Funding Summary	Yes	App A and B		
Definitions and Acronyms	Yes	App C		

Does the UPWP introduction include:

	Response	Page Number(s)	Comments	Comment Type
A definition and purpose for the UPWP?	Yes	2		
An overview of the MPO's comprehensive transportation planning activities?	Yes	2		

Do the UPWP Work Elements/Task Sheets include the following:

	Response	Page Number(s)	Comments	Comment Type
Is each Task Sheet in the UPWP named and numbered?	Yes	14-33		
Does the UPWP clearly identify funds de-obligated from the previous UPWP?	Yes	4, 17, 21, 23, 26, 28	No funds were de-obligated from the previous UPWP. Budget table pages include a note confirming that.	
Does the UPWP separately list atypical expenditures, including individual supplies costing more than \$1,000 per item and individual equipment costing more than \$5,000 per item?	Yes	21	Note that references Title 2 Section 200, USC and the need for FDOT and FHWA pre-approval for equipment purchases greater than \$5,000	

UPWP Budget Tables Template

Does the UPWP use the UPWP budget tables template for task tables, summary tables, and regional activities?	Yes	4, 17, 21, 23, 26, 28		
Do the total amounts match across all funding tables?	Yes			

MPO Organization and Management

Does the UPWP include information about the following items:

	Response	Page Number(s)	Comments	Comment Type
Clear identification of the names and roles of key participants in the UPWP planning process, including the MPO Executive/Staff Director, MPO Board Chairperson, and MPO Planning Manager	Yes	9	Add name of MPO Coordinator.	Critical
MPO Continuity of Operations Plan (COOP) or operational procedures	Yes	10		
MPO bylaws	Yes	10		

Does the UPWP discuss the following agreements, including date executed?

	Response	Page Number(s)	Comments	Comment Type
Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR)	Yes	10		
Memorandum of Understanding between MPOs or FDOT if transferring funds to accomplish Regional Activities	Yes	10		

Regional Activities

	Response	Page Number(s)	Comments	Comment Type
Is the MPO receiving or transferring any funds to another agency for a regional project or activity?	Yes	10, 29-33		
If yes, does the UPWP provide information on the other agencies included in the regional activities and the funding amounts being transferred/received?	Yes	29-33		



Federal Highway Administration
 Florida Division Office
 3500 Financial Plaza, Suite 400
 Tallahassee, Florida 32312
 (850) 553-2201
www.fhwa.dot.gov/fldiv

Planning Comments –

Document Name: Hernando/Citrus UPWP FY 2026-2028		MPO: MPO	
Date of Document: March 13, 2026	Date Received: March 16, 2026	Date Reviewed: March 31, 2026	District: 7
Reviewed by Teresa Parker			

COMMENTS:

Page #	Comment Type	Comment Description
	Critical/Enh/Edit	
Page 7	Critical	<p>DELETE This paragraph--These issues include mitigating impacts to existing infrastructure due to climate change, developing and maintaining system resiliency, ensuring equity, researching, and deploying new technologies, and improving safety for all users.</p> <p>Please Update-- These issues include mitigating impacts to existing infrastructure, developing and maintaining system resiliency, researching and deploying new technologies, and improving safety for all users.</p>
Page 11 D.7	Critical	<p>Direct Expenses: Any equipment purchase that is equal to or greater than \$5,000 must require the pre-approval of FDOT and FHWA per Section 200 of Title 2, USC.</p> <p>New Guidance: per 2 CFR 200.439 Equipment and other capital expenditures. Capital expenditures for special purpose</p>

		<p>equipment are allowable as direct costs, provided that items with a unit cost of \$10,000 or more have the prior written approval of the Federal agency or pass-through entity.</p> <p>https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E/subject-group-ECFRed1f39f9b3d4e72/section-200.439</p>
	General	Signed and approved resolution approving the final UPWP
	General	Please note that any equipment purchases equal to or greater than 10,000 must have prior review and approval from FHWA unless the UPWP contains sufficient detailed information for this review. Currently as drafted, this UPWP does not and will require this information to be submitted to FHWA for approval.
	General	When submitting the final UPWP for approval, please include a copy of all the reviewing agencies' comments and how the MPOAC addressed each comment. This can be included as an appendix in the UPWP.
	General	Please ensure that all agreements and certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement are updated, signed and dated, and included in the final version of the document.

Summary of Comments on Pages from Draft UPWP H-C_FTA Comments.pdf

Page: 1


Number: 1 Author: Tameka.Wimberly Subject: Comment on Text Date: 4/6/2026 3:35:58 PM

If there are specific transit plans that either Citrus & Hernando will use 5307 funds for, they need to be listed here.

Currently, Hernando has 2 FTA grant applications in progress that have planning activities included:

1) Professional planning, engineering, and design services to support the continued expansion and enhancement of public transportation within Hernando County, including route development, transit infrastructure improvements, bus stop and shelter design, accessibility upgrades, and long-range transit service planning. \$200,000

2) Professional planning services to support the continued expansion and enhancement of public transportation within Hernando County, including route development, transit infrastructure improvements, accessibility upgrades, and long-range transit service planning. \$175,000

 Number: 1 Author: Tameka.Wimberly Subject: Sticky Note Date: 4/6/2026 3:43:37 PM
update table to include FTA 5307 for activities with Citrus and Hernando.



AGENDA ITEM

TITLE

Discussion of the Bicycle/Pedestrian Advisory Committee (BPAC)

BRIEF OVERVIEW

The Bicycle/Pedestrian Advisory Committee (BPAC) has been a long-standing committee of the MPO Board since its original inception when Hernando County MPO was apportioned in 1992. Although it is not required of the MPO to have a bicycle/pedestrian committee by statute, as is the Technical Advisory Committee and the Citizens Advisory Committee, its purpose has served to provide a forum of public participation by individuals interested and passionate about bicycling and pedestrian modal activities and help to develop plans and programs. The BPAC has served the Hernando-Citrus MPO well in developing its strategies and plans for the communities.

The current committee is composed of nine voting members, each holding one vote, representing:

- City of Brooksville
- City of Crystal River
- City of Inverness
- Hernando County Parks and Recreation
- Citrus County Parks and Recreation
- Four Citizen-at-Large Representatives appointed by the MPO Board (two from Hernando County and two from Citrus County)

Over time, bicycle and pedestrian networks throughout the region have expanded, and additional private-sector bicycle and pedestrian groups have formed. Meanwhile, BPAC membership has declined to four active members. Recruitment efforts for vacant positions have been unsuccessful, and the committee has struggled to achieve quorum to conduct business and vote on action items.

During the April 23, 2026, joint meeting of the CAC and BPAC, both committees reached consensus to modify the CAC structure to include Bicycle/Pedestrian representation and to transition current BPAC members into the CAC. Implementing this change will require updates to the MPO's Public Participation Plan (PPP) and the CAC Bylaws. These proposed revisions are anticipated to be presented to the MPO Board at its August or September 2026 meetings.

FINANCIAL IMPACT

N/A

LEGAL NOTE

Pursuant to Chapter 339.175, Florida Statutes, the Hernando-Citrus MPO Board has the authority to take the recommended action.

RECOMMENDATION

It is recommended the Hernando-Citrus MPO Board support MPO staff efforts to proceed with restructuring the committees allowing for BPAC members to serve on the CAC, preparing the necessary updates to the MPO's Public Participation Plan, and updating CAC Bylaws.

Hernando/Citrus Metropolitan Planning Organization BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEMBERSHIP

(updated 10/23/25)

Member	Representing
Sherry Bechtel, Chair	City of Inverness
Bailey Grzyb, Vice Chair	Hernando County Parks and Recreation
Vacant	City of Brooksville
Vacant	City of Crystal River
Terri Moore Vacant, Alternate	Citrus County Parks and Recreation
Vacant	Citizen-at-Large - Hern County
Vacant	Citizen-at-Large - Hern County
James McLean	Citizen-at-Large - Citrus County
Dennis Reiland	Citizen-at-Large - Citrus County
Suzanne Ziegler, FDOT Advisor Elisa Joyner, FDOT Advisor Brian Hunter, FDOT Advisor	Non-Voting Representative FDOT
Sergeant Matt Lillibridge	Non-Voting Hernando County Sheriff
Deputy Jakob Fischer Deputy S Ruby	Non-Voting Citrus County Sheriff

Hernando/Citrus Metropolitan Planning Organization CITIZENS ADVISORY COMMITTEE (CAC)

(updated 2/26/26)

Member	Representing
Shannon Sokolowski, Ph.D., Chair	Low Income and/or Minority Representative - Hernando County
Ana Arias-Cáseres, Vice Chair	Low Income and/or Minority Representative - Citrus County
Jim Reynold	Citrus County - Unincorporated
Scarlett Sharpe	Hernando County - Unincorporated
Stephen Hohman	Hernando County - Unincorporated
Ronald Lawson	City of Brooksville
Karen Esty	City of Inverness
Vacant	City of Crystal River
Vacant	Citrus County - Unincorporated
Vacant	Citrus County - Unincorporated and/or a Public Transit User
Vacant	Hernando County - Unincorporated and/or a Public Transit User



AGENDA ITEM

TITLE

Presentation by the Center for Urban Transportation Research (CUTR) on the Annual Update for the Hernando County (TheBus) FY2025-FY2034 Transit Development Plan (TDP)

BRIEF OVERVIEW

The Transit Development Plan (TDP) is a 10-year strategic plan required by the Florida Department of Transportation (FDOT) to support the development of an effective, multi-modal transportation system and ensure local, regional, and state alignment. Public transit includes any system that transports people by land or water, locally or regionally, and is available for public use.

The TDP is updated every five years with annual progress reports completed in the interim years. It guides decisions about the types of projects and their priorities in the Hernando-Citrus MPO's Transportation Improvement Program (TIP).

The plan must align with:

- Local government comprehensive plans
- The MPO's Long-Range Transportation Plan (LRTP)

Annual reports must include a progress report on the 10-year implementation program, accomplishments compared to the previous year, and updated financial plans.

The Annual Update was reviewed by the Hernando-Citrus Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), and Bicycle/Pedestrian Advisory Committee (BPAC) on February 26, 2026.

FINANCIAL IMPACT

N/A

LEGAL NOTE

Pursuant to Chapter 339.175, Florida Statutes, the MPO Board has the authority to take the recommended action.

RECOMMENDATION

It is recommended that the MPO Board review the presentation and provide comments or input to the consultant as desired. The annual progress report for FY26 is not required to be adopted by the MPO Board.



Hernando County Transit 2026-35 Transit Development Plan (TDP) Update

May 2026



Hernando County 2026-35 TDP Annual Update

1. What is the Hernando County FY 2026-35 Transit Development Plan (TDP) Annual Update?
2. Hernando County Transit (TheBus) – Updates
3. Transit Projects Implemented in FY 2025
4. New Service and Capital Transit Priorities for FY 2026-35
5. Coordinating with the MPO and FDOT
6. Next Steps

What is the Hernando County Transit FY 2026-35 Transit Development Plan (TDP) Annual Update?

- The first of four Annual Updates to the Hernando County Transit 2025-34 TDP (which was adopted in late 2024).
- Ten-year plan that supports the development of an effective multimodal public transportation system.
- Required by the Florida Department of Transportation (FDOT), guaranteeing the County access to annual State Public Transit Block Grant operating funds.
- Basis for defining current and future public transportation needs in Hernando County.
- Transit provider's planning, development, and operational guidance document: a "strategic blueprint."
- Marketing tool for providing continual community outreach and awareness of public transportation.
- Detailed financial plan and strategies outlining paths to implementing priority service and capital projects in FY 2026-35.

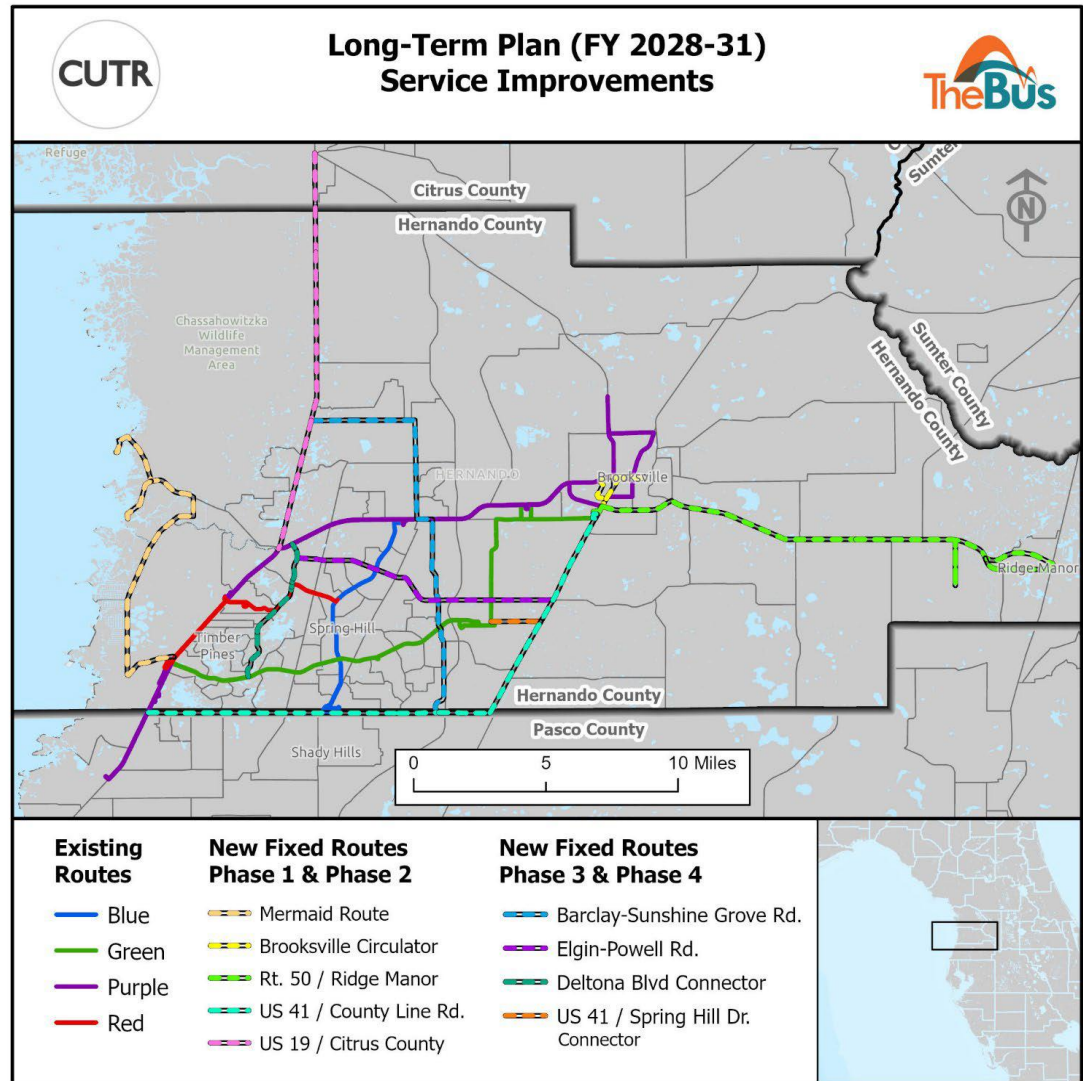
What will the Hernando County Transit FY 2026-35 (TDP) Annual Update Address?

<i>TDP Rule Minimum Requirement</i>	<i>Meets Minimum Requirement</i>	<i>FDOT Comments & Suggestions</i>
Included any updated modifications to the previous year's 10-Year Operating & Capital Program	<input type="checkbox"/>	
Extended the current 10-Year Operating & Capital Program to a new tenth year	<input type="checkbox"/>	
Included tables presenting updated 10-year Schedule of Projects, Financial Plan, and List of Priority Projects	<input type="checkbox"/>	
Presented to the local MPO Board	<input type="checkbox"/>	
Submitted to FDOT by March 1st or a revised date as agreed by FDOT	<input type="checkbox"/>	
Documented progress and achievements on coordination efforts with local MPO, including coordination on UPWP, TIP, and Corridor Development Studies	<input type="checkbox"/>	



Top Service Priorities from the 2025-34 TDP

- New fixed routes identified for a phased implementation.
- Priority corridors (Phase 1-2) for initial implementation included Rt. 50, US 41/County Line Rd, Brooksville area, and Spring Hill to Pine Island.
- Future fixed route corridors (Phase 3-4) to be implemented after Phase 1-2.



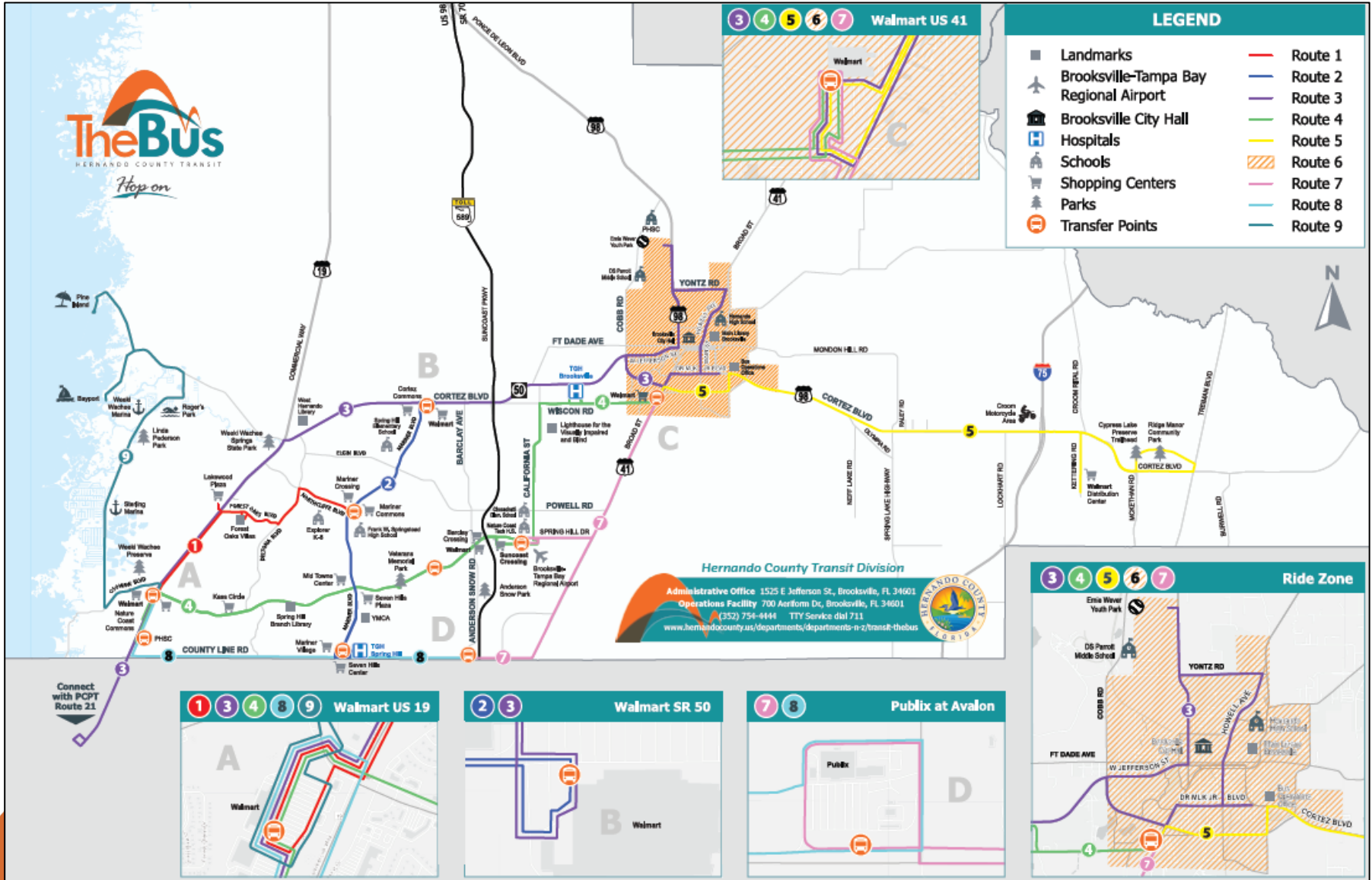
New Hernando County Transit Service Implemented in FY 2025

- Existing services maintained.
- Mermaid Route (Spring Hill to Pine Island)
- Brooksville Connector (zonal on-demand svc.)
- Rt. 50/Ridge Manor
- US 41/County Line Rd.
- Hourly service, M-Sat., Mermaid operates on Sundays.
- From four total routes to nine.

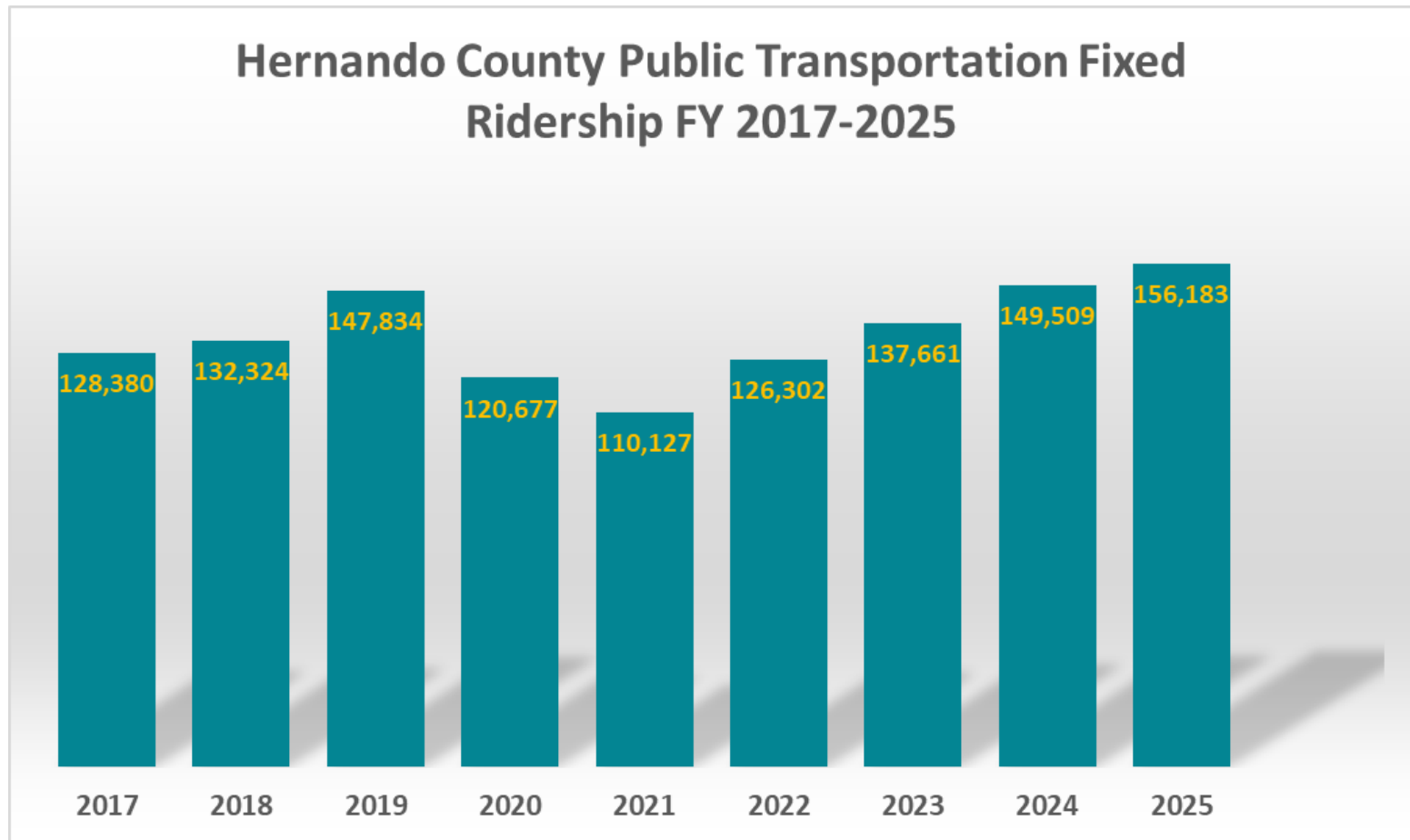
NEED	PLANNED IMPROVEMENT	IMPLEMENTATION YEAR										
		FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	FY 33	FY 34	
SERVICE	MAINTAIN EXISTING SYSTEM											
	Maintain Existing Fixed Route Service	☑										
	Maintain Existing ADA/Paratransit Service	☑										
	EXPAND EXISTING SYSTEM											
	Expand Weekday & Sat. Service on Existing Routes Until 9:00 pm		☑									
	New ADA/Paratransit Service for Existing System Expansion		☑			☑						
	Implement Sunday Service					☑						
	Increase Frequency - Purple Route							☑				
	Increase Frequency - Green Route								☑			
	Increase Frequency - Blue Route									☑		
	Increase Frequency - Red Route										☑	
	NEW FIXED ROUTES											
	Mermaid Route	☑										
	Brooksville Connector	☑										
	Rt. 50/Ridge Manor	☑										
	US 41/County Line Rd.	☑										
	New ADA/Paratransit Service for New Fixed Routes	☑		☑	☑		☑	☑				
	US 19/Citrus County			☑								
Barclay-Sunshine Grove Rd.				☑								
Elgin-Powell Rd.						☑						
Deltona Blvd./Spring Hill Dr. Connector							☑					



Hernando County Transit (TheBus) System FY 2026



Hernando County Transit (TheBus) Ridership



New Hernando County Transit Capital Implemented in FY 2025

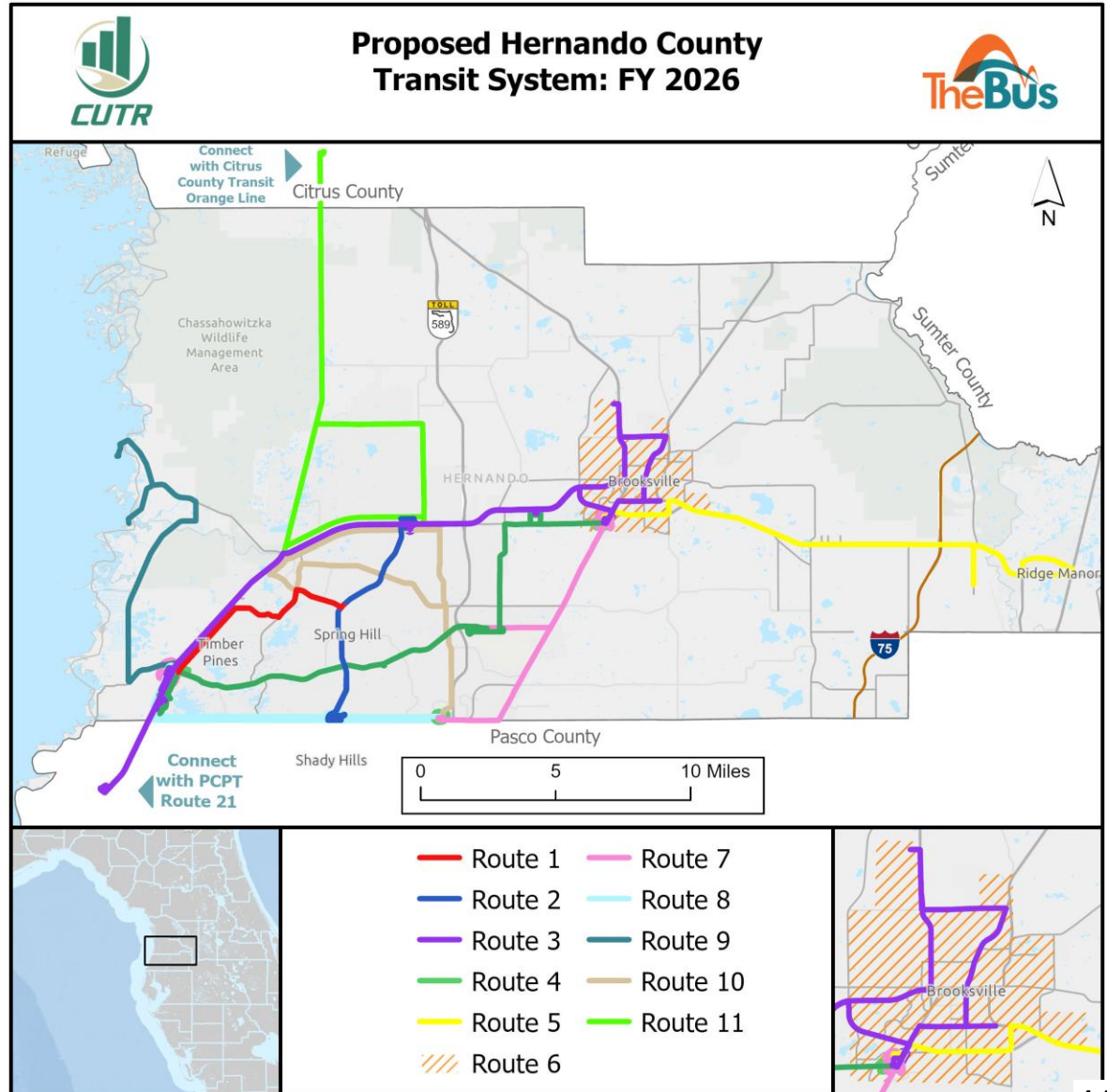
- Existing vehicles replaced on schedule.
- New vehicles purchased for new services.
- Paratransit and Fixed Route transit scheduling and bus tracking systems updated.
- Preliminary planning and design procurement processes started for bus stops/bus shelters, parking lot, and new garage/transfer facility projects.

NEED	PLANNED IMPROVEMENT	IMPLEMENTATION YEAR										
		FY 25	FY 26	FY 27	FY 28	FY 29	FY 30	FY 31	FY 32	FY 33	FY 34	
CAPITAL & INFRASTRUCTURE	FLEET & INFRASTRUCTURE IMPROVEMENTS											
	Replacement Vehicles - Existing Fixed Route Service	☑										
	Replacement Vehicles - Existing ADA/Paratransit Service	☑										
	Bus Stop ADA Improvements	⊘										
	Transit Shelters & Related Amenities	⊘										
	New Transfer Center/Garage/Admin. Facility	⊘										
	New Vehicles - New Fixed Routes & Frequency	☑		☑	☑		☑	☑	☑	☑	☑	☑
	Parking Upgrades to Existing Operational Facility	☑										
	INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY IMPROVEMENTS										
Modernization and Update of Scheduling System		☑						☑				
Installation of on-board infotainment screens/system		☑										
Addition of Automatic Passenger Counters (APCs)			☑									
Same-Day Service Scheduling for Same-Day & On-Demand Service					☑							
Modernization/Update of Vehicle & Facility Security Systems							☑					



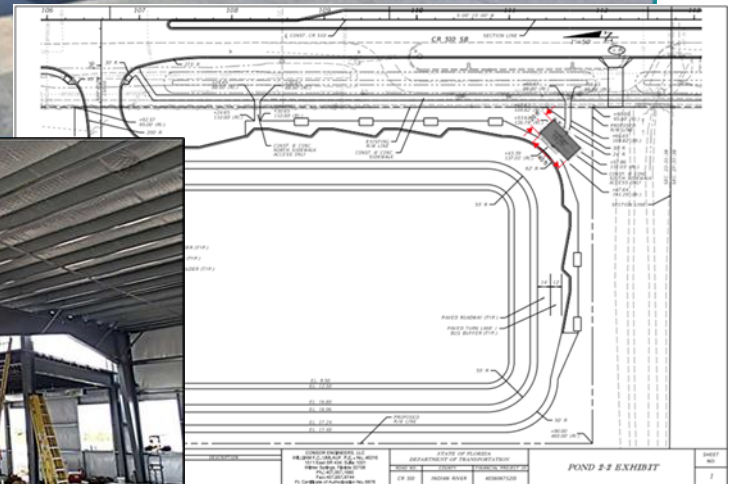
Top Service Priorities for FY 2026-35

- For FY 2026-27, update to the service plan so as to implement fixed routes along remaining corridors in FY 2026:
 - Route 10: Andersen Snow Blvd.-Barclay Ave.-Sunshine Grove Rd.
 - Rt. 11: Elgin-Powell-Deltona
- Additional zonal on-demand service in an area to be determined (FY 2029 or later)



Top Capital Priorities for FY 2026-35

- Continue improvements to existing maintenance and operations facilities.
- Procure design and engineering services to begin construct bus stops improvements and the addition of more bus shelters.
- Purchase additional new and replacement vehicles.
- Begin preliminary planning for new transfer and maintenance facilities.



Additional Initiatives for FY 2026-35

- Update route schedules and system maps.
- Update webpage.
- Increase marketing and public outreach.
- Support all planning, design, and engineering efforts for improved facilities.
- Start planning for a system redesign study that will be needed once new transfer facility site is identified and developed.

BUS FARES		
FIXED ROUTE	Regular	Reduced
1-Way Pass (Cash, Token, or Token App)	\$1.25	\$0.60
1-Day Pass (Token Transit App Only)	\$3.00	\$1.50
7-Day Pass (Token Transit App Only)	\$10.00	\$5.00
31-Day Pass	\$30.00	\$15.00
<i>(Paper Pass from Transit Office or Public Libraries and Token Transit App)</i>		
ADA Eligible		\$0.60
Children (age 6 and under)		Free
DEMAND RESPONSE		
1-Way Fare		\$2.50

REDUCED-FARE PHOTO ID

Riders must show their Reduced-Fare Photo ID to receive reduced fare privileges. The following are links to obtain a Reduced-Fare Photo ID: [TheBus](#) | [Hernando County](#) | [Pasco County](#)

RIDER'S RESPONSIBILITY

TheBus is concerned about the safety and security of its riders and bus operators. All riders are expected to follow the "Rider Protocol Guidelines" and become familiar with the "Rider Code of Conduct" which includes:

- Stand behind the standee line.
- Keep aisles clear at all times.
- Fold strollers and carts before boarding.
- Have no open containers, tobacco products, controlled substance, alcohol beverage or other intoxicants.
- Watch your step.
- Must signal bus operator at least one bus stop prior.
- Wait for the vehicle to come to a complete stop before exiting.
- Limit packages to what will fit in front of you and/or on your lap.
- Alert the bus operator immediately if you see a suspicious item or activity.
- Only bring service animals on board.
- No littering/graffiti on Bus Property.

Please visit our website to view the documents mentioned above.

Spanish: TheBus se preocupa por la seguridad de sus pasajeros y operadores. Se espera que todos los pasajeros sigan las "Guías de Protocolo de Pasajero" y se familiaricen con el "Código de Conducta del Pasajero".


ROUTE 3

BUS ROUTE SCHEDULE

Local Service Monday - Saturday
Effective Date: March 2025

Start-Middle-Finish:
Brooksville City Hall • Cortez Blvd (Hwy 50) • Commercial Way (US 19 Emerald Blvd. Pasco County)

All buses are wheelchair accessible and equipped with bike racks



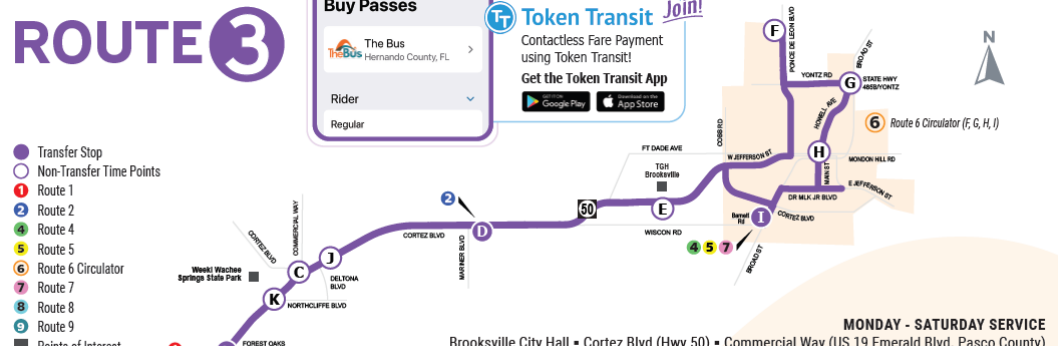
ROUTE 3

Buy Passes

TheBus
Hernando County, FL

Rider
Regular

Token Transit *Join!*
Contactless Fare Payment using Token Transit!
Get the Token Transit App
[Google Play](#) [App Store](#)



MONDAY - SATURDAY SERVICE
Brooksville City Hall • Cortez Blvd (Hwy 50) • Commercial Way (US 19 Emerald Blvd. Pasco County)

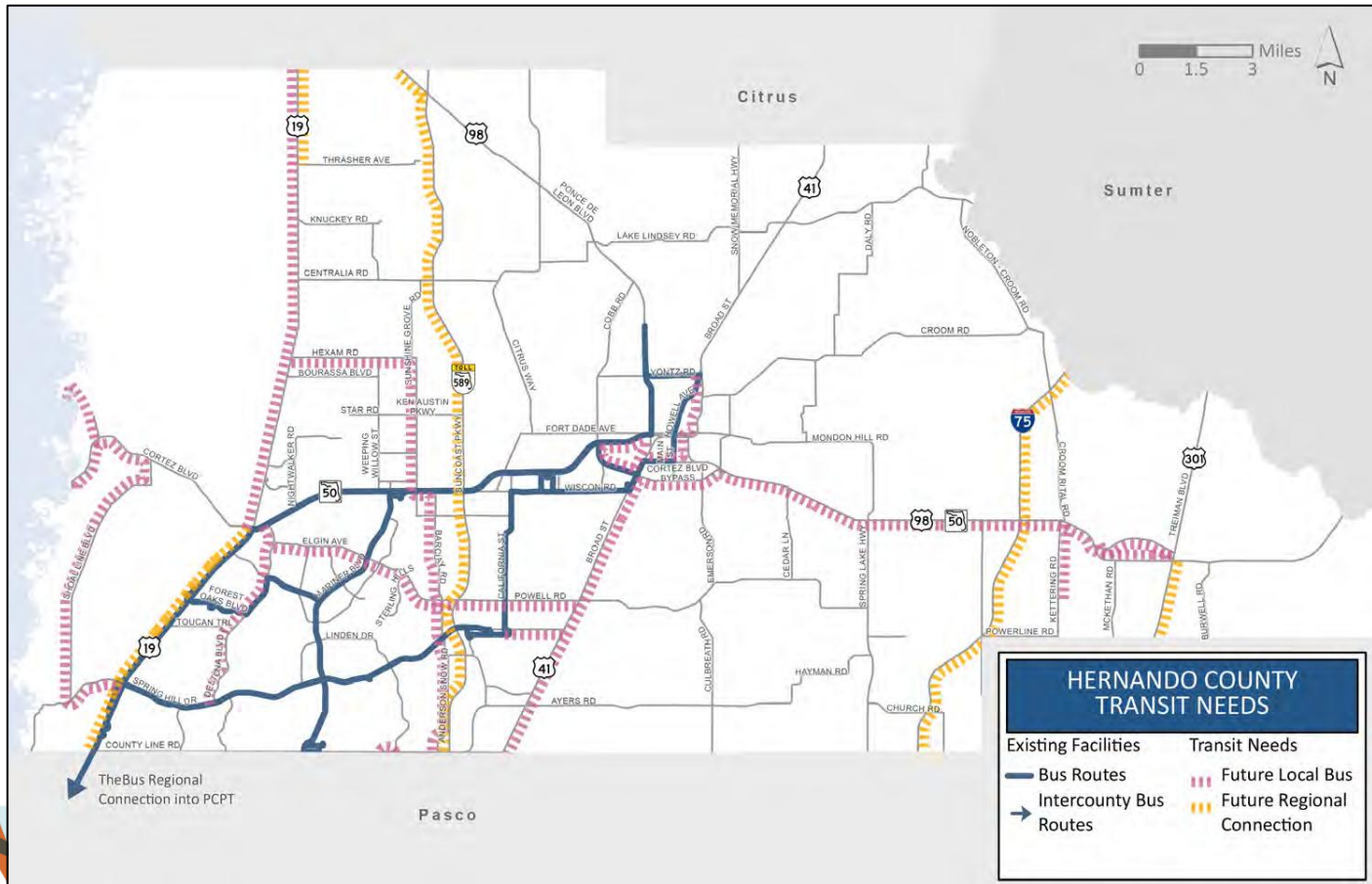
Outbound							Inbound								
A	B	C	D	E	F	G	H	I	D	J	K	L	M	A	
Leave	Leave	Leave	Leave	Leave	Leave	Leave	Arrive	Leave	Leave	Leave	Leave	Leave	Leave	Arrive	
Emerald Blvd. (Pasco County)*	PHSC Spring Hill*	SR 50 & Deltona Blvd	Walmart SR 50*	Tampa General Hospital (TGH Bksville)	PHSC North	Howell Ave & Yontz Rd	Brooksville City Hall	Brooksville City Hall	Walmart US 41*	Walmart SR 50*	Oak Hill Hospital	Weekie Wachee Springs	Lakewood Plaza*	Walmart US 19*	Emerald Blvd. (Pasco County)*
-	-	-	-	-	-	-	-	5:20a	5:40a	6:00a	6:15a	6:20a	6:27a	6:39a	6:50a
5:55a	6:10a	6:26a	6:30a	6:45a	7:00a	7:05a	7:10a	6:20a	6:40a	7:00a	7:15a	7:20a	7:27a	7:39a	7:50a
6:55a	7:10a	7:26a	7:30a	7:45a	8:00a	8:05a	8:10a	7:20a	7:40a	8:00a	8:15a	8:20a	8:27a	8:39a	8:50a
7:55a	8:10a	8:26a	8:30a	8:45a	9:00a	9:05a	9:10a	8:20a	8:40a	9:00a	9:15a	9:20a	9:27a	9:39a	9:50a
8:55a	9:10a	9:26a	9:30a	9:45a	10:00a	10:05a	10:10a	9:20a	9:40a	10:00a	10:15a	10:20a	10:27a	10:39a	10:50a
9:55a	10:10a	10:26a	10:30a	10:45a	11:00a	11:05a	11:10a	10:20a	10:40a	11:00a	11:15a	11:20a	11:27a	11:39a	11:50a
10:55a	11:10a	11:26a	11:30a	11:45a	12:00p	12:05p	12:10p	11:20a	11:40a	12:00p	12:15p	12:20p	12:27p	12:39p	12:50p
11:55p	12:10p	12:26p	12:30p	12:45p	1:00p	1:05p	1:10p	1:20p	1:40p	2:00p	2:15p	2:20p	2:27p	2:39p	2:50p
12:55p	1:10p	1:26p	1:30p	1:45p	2:00p	2:05p	2:10p	2:20p	2:40p	3:00p	3:15p	3:20p	3:27p	3:39p	3:50p
1:55p	2:10p	2:26p	2:30p	2:45p	3:00p	3:05p	3:10p	3:20p	3:40p	4:00p	4:15p	4:20p	4:27p	4:39p	4:50p
2:55p	3:10p	3:26p	3:30p	3:45p	4:00p	4:05p	4:10p	4:20p	4:40p	5:00p	5:15p	5:20p	5:27p	5:39p	5:50p
3:55p	4:10p	4:26p	4:30p	4:45p	5:00p	5:05p	5:10p	5:20p	5:40p	6:00p	6:15p	6:20p	6:27p	6:39p	6:50p
4:55p	5:10p	5:26p	5:30p	5:45p	6:00p	6:05p	6:10p	6:20p	6:40p	7:00p	7:15p	7:20p	7:27p	7:39p	7:50p
5:55p	6:10p	6:26p	6:30p	6:45p	7:00p	7:05p	7:10p	7:20p	7:40p	8:00p	-	-	-	-	-
6:55p	7:10p	7:26p	7:30p	7:45p	8:00p	8:05p	8:10p	-	-	-	-	-	-	-	-

* Denotes a transfer point with another route. SHADED area indicates Saturday Service Hours
TIMES SHOWN ARE SCHEDULED BUT MAY VARY DUE TO TRAFFIC CONDITIONS, WEATHER OR UNFORESEEN EVENTS.



Coordinating with the Hernando/Citrus MPO

- Hernando County Transit will continue to coordinate with the MPO to implement the Cost Feasible and Aspirational transit elements of the 2050 LRTP, Transportation Improvement Plan (TIP), and the Unified Planning Work Program (UPWP).
- Continue coordination with the Florida Department of Transportation (FDOT) District 7.



Next Steps

1. Present the Hernando County FY 2026-35 Transit Development Plan (TDP) Annual Update to the MPO Committees and Board in Feb.-Mar. 2026.
2. Present TDP Annual Update to Hernando County Board of County Commissioners on 3/10/26.
3. Submit final Hernando County FY 2026-35 TDP to FDOT District 7 on 3/10/26.
4. Obtain approval of TDP by FDOT District 7.



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