

Hernando/Citrus Metropolitan Planning Organization

UNIFIED PLANNING WORK PROGRAM
FISCAL YEARS: 2023 through 2024
(July 1, 2022 - June 30, 2024)

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- 20.205 Highway Planning Construction Grant Federal Highway Administration
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- Florida Department of Transportation (FDOT)
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The MPO's 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 2023-2024 – REVISION HISTORY

Date	Revision #	Change Type	Explanation of the change
07/15/22	1	Modification	Expanded activities in Tasks 3, 4 and 5 specifying use of consultant services for clarification. There are no changes to the budget tables required.
6/1/2023	2	Amended	<p>Increased FY 2024 Budget by 1) recognizing \$227,174 of remaining close-out balance from FY 2021-2022, and 2) increasing by \$1,610 of additional PL funds from FTA allocation for FY 2024. Total increase = \$228,784. <u>Tasks 1-5 reflect the additional funding.</u></p> <p><u>Personnel Costs for FY2023 for Task 3 were increased by \$70,000 by reducing Personnel Costs in Task 1 by \$45,000 and Personnel Costs in Task 5 by \$25,000; a net zero sum change.</u></p> <p>Added language to the task budget tables allowing for consultant assignment of tasks if necessary.</p> <p>Removed local funding in the amount of \$450 each for FY 2023 and FY 2024.</p> <p>Identified the contracts for CTD funding and their FY 2024 amounts.</p>

Table of Contents

INTRODUCTION	7
UNIFIED PLANNING WORK PROGRAM	7
OVERVIEW OF TRANSPORTATION PLANNING ACTIVITIES	7
Unified Planning Work Program (UPWP)	7
Long Range Transportation Plan (LRTP).....	7
Transportation Improvement Program (TIP).....	8
Public Participation Process (PPP)	8
LOCAL AND REGIONAL PLANNING PRIORITIES.....	9
STATEMENT OF CONSOLIDATED PLANNING GRANT (CPG)	
PARTICIPATION	10
SOFT MATCH.....	10
PUBLIC PARTICIPATION PROCESS	10
FEDERAL PLANNING FACTORS.....	11
STATE AND FEDERAL PLANNING EMPHASIS AREAS.....	14
Florida Planning Emphasis Areas 2021	14
Federal Planning Emphasis Areas 2021	16
ATTAINMENT STATEMENT.....	20
METROPOLITAN PLANNING ORGANIZATION (MPO) BOARD	21
Citrus County	21
Hernando County.....	21
City of Brooksville	21
City of Inverness	21
City of Crystal River.....	21
Florida Department of Transportation (Non-Voting Advisor).....	21
MPO AGREEMENTS.....	22
OPERATIONAL PROCEDURES AND BYLAWS	23
CERTIFICATIONS AND ASSURANCES	23
INDIRECT RATE	23
UPWP PLANNING TASKS.....	24
WORK PROGRAM.....	25
TASK 1: LONG-RANGE TRANSPORTATION PLAN (LRTP)	25

Purpose	25
Previous Work	25
Required Activities for Task 1 - FY 2023 and FY 2024	25
TASK 2 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	27
Purpose	27
Previous Work	27
Required Activities Task 2 - FY 2023 and FY 2024	27
TASK 3 ADMINISTRATION	29
3.1: General Administration	29
3.2: Public Outreach/Participation	32
TASK 4: DATA COLLECTION	35
4.1 Highway System Performance Surveillance	35
4.2: Land Use and Socio-Economic Activities	37
TASK 5: PROJECT PLANNING	38
5.1: Mass Transit Planning	38
5.2: Transportation Disadvantaged Coordination	41
5.3: Short Range Planning	43
5.4: Bicycle/Pedestrian Planning Program	45
5.5: Special Projects	47
5.6: Congestion Management Process (CMP)	49
TASK 6: REGIONAL COORDINATION	51
Purpose	51
Previous Work	51
Required Activities for Task 6 - FY 2023 and FY 2024	51
TASK 7: SCTPA SUPPORT AND SHARED TASK – INCLUDES SHARED OR TRANSFERRED FUNDS AND AGREEMENTS/MOU	53
Purpose	53
Previous Work	53
Ongoing Activities for Task 7 FY 2023 and FY 2024	53
Required Activities for Task 7 - FY 2023 and FY 2024	53
SUMMARY BUDGET TABLES	54
BUDGET TABLES BY TASK	54
Task 1 Budget Table: LRTP 2050	54

Task 2 Budget Table: TIP	54
Task 3 Budget Table: Administration	56
Task 4 Budget Table: Data Collection	56
Task 5 Budget Table: Project Planning	58
Task 6 Budget Table: Regional Coordination	58
Task 7 Budget Table: SCTPA Support and Shared Task – includes shared or transferred funds and MOU	60
TABLE FUNDING SOURCE: . HERNANDO/CITRUS MPO FUNDING SOURCE 	
FY 2023 & FY 2024	61
TABLE SUMMARY BUDGET:..HERNANDO/CITRUS MPO SUMMARY BUDGET 	
TABLE FY 2023 & 2024	63
APPENDIX A: GLOSSARY	65
APPENDIX B: MAP OF HERNANDO/CITRUS URBANIZED AREA	73
APPENDIX C: CERTIFICATIONS AND ASSURANCES	75
APPENDIX D: ADOPTION RESOLUTION, AUTHENTICATION	
AUTHENTICATION	
MPO ADOPTION RESOLUTION 2022-03	
DBE RESOLUTION 2022-04	
APPENDIX E: FDOT DISTRICT 7 ACTIVITIES	
APPENDIX F: FLORIDA TPM CONSENSUS PLANNING AGREEMENT	
APPENDIX G: FDOT AND FHWA COMMENTS	
FHWA COMMENTS	
FHWA COMMENTS ADDRESSED	
FDOT COMMENTS	
FDOT COMMENTS ADDRESSED	
FDOT SECOND REVIEW COMMENTS	
FDOT SECOND REVIEW COMMENTS ADDRESSED	

INTRODUCTION

UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) describes the transportation planning projects to be performed within the Hernando/Citrus Metropolitan Planning Organization (MPO) study area which includes planning activities for both the Spring Hill Urbanized Area in Hernando County and the Homosassa Springs – Beverly Hills – Citrus Springs Urbanized Area in Citrus County. The UPWP includes work during the timeframe from July 1, 2022, through June 30, 2024.

Pursuant to Titles 23 and 49, Code of Federal Regulations (CFR), Chapter 339.175, Florida Statutes (F.S.), and the Federal Transit Act, the Fiscal Year (FY) 2023-2024 UPWP is the basis for allocating federal, state, and local funds for transportation planning purposes. The UPWP documents all planning tasks and related activities developed by the MPO and other transportation planning processes.

OVERVIEW OF TRANSPORTATION PLANNING ACTIVITIES

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.

Unified Planning Work Program (UPWP)

This UPWP identifies all transportation and related planning activities within the Hernando/Citrus Metropolitan Planning Area during the fiscal years 2023 and ending fiscal year 2024. This UPWP program was developed to serve these specific objectives:

1. Define transportation planning activities to meet the transportation needs of local, state, and federal agencies.
2. Identify funding sources for planning studies.
3. Coordinate transportation planning activities and relationships (both internal and external).
4. Promote the efficient and effective use of public resources through sound decision-making and interagency coordination.

Long Range Transportation Plan (LRTP)

The LRTP is one of the most important projects that the MPO undertakes. It addresses the state and federal planning requirements that are the MPO's responsibility to carry out a long-range and comprehensive planning process. The 2045 LRTP was adopted by the MPO Board on December 4, 2019. In the development of the 2045 LRTP, the MPO participated in the FDOT District 7 Regional Transportation Analysis (RTA) through its Technical Review Team (TRT). The Fixing America's Surface Transportation Act (FAST-Act) compliant Public Participation Plan (PPP) was updated in 2018. The LRTP is implemented through adoption of the Transportation Improvement Program.

Transportation Improvement Program (TIP)

The MPO produces the five-year TIP and ensures coordination between the MPO's LRTP, FDOT Work Program and the Capital Improvement Program (CIP) of the respective county and city governments in the MPO area. The TIP is updated on an annual basis and allocates funding to projects by fiscal year (FY).

Public Participation Process (PPP)

The MPO has a continuing commitment to an enhanced PPP to better serve the citizens in the Study Area, consistent with Title VI of the Civil Rights Act and Environmental Justice Orders. The FAST-Act replaced the Moving Ahead for Progress in the 21st Century Act (MAP-21) as the current funding and authorizing legislation to govern federal surface transportation spending that was signed into law on December 4, 2015. Consistent with the FAST-Act, the MPO's updated PPP provides the framework for public input at all stages of the planning process.

The MPO has three standing advisory committees: the Technical Advisory Committee (TAC), the Citizens Advisory Committee (CAC), and the Bicycle/Pedestrian Advisory Committee (BPAC). The TAC and CAC will meet a minimum of four times per year. The BPAC routinely meets on a quarterly basis as well. Each committee has its own set of bylaws and reviews and makes recommendations on programs and plans work tasks prior to the MPO Board.

The Hernando/Citrus MPO is also the designated planning agency to receive Transportation Disadvantaged (TD) Trust Funds utilized for planning activities of the Transportation Disadvantaged program. The MPO provides support for both the Transportation Disadvantaged Local Coordinating Boards, one for Hernando County (TDLCB), and one for Citrus County (LCB).

LOCAL AND REGIONAL PLANNING PRIORITIES

This UPWP addresses the priorities of the Hernando/Citrus MPO, FHWA, FTA and the FDOT. The long-range transportation planning process has led the Hernando/Citrus MPO to broaden the scope of focus of its work program. In addition to traditional large capacity improvement projects for automobiles, improvements, for small scale projects including, bicycle, pedestrian, and transit will be developed. MPO staff will support partnering cities in various efforts related to trails/sidewalk projects, Safe Routes to Schools (SRTS), Transportation Alternatives (TA), and Corridor Improvement Studies and Activities.

The level of planning effort identified in this UPWP is tied to changing needs in Hernando and Citrus Counties based on development trends and institutional relationships among the existing transportation planning entities. Significant growth is expected in both Hernando and Citrus counties over the next 25 years. The population and employment forecasts, developed for the LRTP, estimate that Hernando County will have a population increase of 52% by 2045 and an employment increase of 50%. Citrus County's population is expected to increase by 41% by 2045 with an employment increase of 35%.

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.

These goals are:

1. **Economy:** Support Economic Development.
2. **Intermodal:** Maintain existing transportation system.
3. **Livability:** Preserve, and where possible, enhance social, cultural, physical, and environmental values.
4. **Mobility:** Provide for the multi-modal mobility needs of the community.
5. **Preservation:** Preserve and maintain transportation infrastructure and transit assets.
6. **Safety:** Increase safety for the users of the counties' transportation system.

STATEMENT OF CONSOLIDATED PLANNING GRANT (CPG) PARTICIPATION

The FDOT and the Hernando/Citrus MPO participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the recipient and allocated to the MPO by FDOT utilizing formulas coordinated by the MPOs, FDOT, and FHWA in accordance with 23 CFR 420.109 and 49, U.S.C. Chapter 53. The FDOT is fulfilling the required 18.07% non-federal share (match) using Toll Revenue Expenditures as credits for a soft match as permitted by 23 CFR 120(j) and FTA C 8100.1D.

SOFT MATCH

Section 120 of Title 23, U.S.C., permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (except for Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the Federal Highway Administration (FHWA) funding in the UPWP is 18.07% of FHWA program funds for a total of \$248,061 FY23 and \$150,908 in FY24.

PUBLIC PARTICIPATION PROCESS

The Hernando/Citrus MPO's Public Participation Plan (PPP) guides the process for review and approval of the UPWP. The PPP requires a 30-day public review and comment period prior to adoption of the UPWP.

The UPWP is developed in cooperation with federal, state and regional transportation agencies and other local agencies. The UPWP development process follows the PPP and is reviewed by the Technical Advisory Committee, Citizen's Advisory Committee (CAC) and the Bicycle/Pedestrian Advisory Committee (BPAC) prior to adoption by the Metropolitan Planning Organization Board.

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

Citizens are also encouraged to contact the MPO directly to express concerns through the following means:

- Telephone contact at: 352-754-4082
- Email contact at: mpo@hernandocounty.us
- MPO website contacts listed at: www.HernandoCitrusMPO.us

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.

1. **Support** the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism

In addition to the planning factors noted above, 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, transparency, and providing for better investment decisions that focus on key outcomes related to seven national goals which include:

1. Improving Safety;
2. Maintaining Infrastructure Condition;

3. Reducing Traffic Congestion;
4. Improving the Efficiency of the System and Freight Movement;
5. Protecting the Environment; and,
6. 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 new and emerging issues that face the nation's transportation system. 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.

Table 1: Compliance with Federal Planning Factors, and Hernando/Citrus MPO Tasks

Federal Planning Factors	Task 1: LRTP 2050	Task 2: TIP	Task 3: Administration	Task 4: Data Collection	Task 5: Project Planning	Task 6: Regional Coordination	Task 7: SCTPA Support
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

Federal Planning Factors	Task 1: LRTP 2050	Task 2: TIP	Task 3: Administration	Task 4: Data Collection	Task 5: Project Planning	Task 6: Regional Coordination	Task 7: SCTPA Support
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 improvements 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; and	x	x		x	x	x	
10. Enhance travel and tourism.	x	x	x	x	x	x	

STATE AND FEDERAL PLANNING EMPHASIS AREAS

Florida Planning Emphasis Areas 2021

The FDOT Office of Policy Planning develops *Planning Emphasis Areas* on a two-year cycle in coordination with the development of Metropolitan Planning Organizations' respective unified planning work programs. Emphasis areas set planning priorities, support the Florida Transportation Plan (FTP), and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the FTP requires embracing innovation; extensive collaboration across jurisdictions, modes, and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

- **Safety:** The Florida Transportation Plan and the State's Strategic Highway Safety Plan place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the MPOs must show how their Long Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.
- **Equity:** Executive Order 14008 Tackling the Climate Crisis at Home and Abroad, created the "Justice40 Initiative" that aims to deliver 40 percent of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, outlines federal policy and defines equity as the consistent and systematic fair, just and impartial treatment of individuals. The Florida Transportation Plan seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities throughout underserved communities. The MPOs are key to identifying and implementing improvements based on data-driven project prioritization that considers not only impacts of transportation projects on a community, but also benefits of projects that can enhance opportunities for a community. The UPWP should address approaches to furthering transportation equity.
- **Resilience:** With the passage of the FAST Act, resilience was introduced as a federal planning factor: "Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation." Resilience is defined as the ability to adapt to changing

conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these documents focus primarily on the development of MPO LRTPs and TIPs, addressing resilience should be a consideration within every planning document prepared by an MPO. MPOs should place a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, MPOs should consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resilience planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

- **Emerging Mobility:** Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility to flying cars and space travel. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. Implementation of all seven goals of the Florida Transportation Plan can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility.

The UPWP recognizes the important influence of emerging mobility of the multi-modal transportation system and include related planning studies, collaboration efforts, research or other activities.

Table 2: Florida Planning Emphasis Areas and Hernando/Citrus MPO Tasks

State of Florida Planning Emphasis Areas	Task 1: LRTP 2050	Task 2: TIP	Task 3: Administration	Task 4: Data Collection	Task 5: Project Planning	Task 6: Regional Coordination	Task 7: SCTPA Support
Safety	x	x		x	x	x	x
Equity	x	x	x	x	x	x	x
Resilience	x	x		x	x	x	x
Emerging Mobility	x	x		x	x	x	x

Federal Planning Emphasis Areas 2021

For 2021, the FHWA and FTA issued new Planning Emphasis Areas (PEA). They actively encourage MPOs and the states to develop and identify work tasks associated with the PEAs in their UPWP's. The Federal Planning Emphasis Areas are as follows:

1. **Tackling the Climate Crisis – Transition to a Clean Energy Resilient Future:** Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions.

2. **Equity and Justice in Transportation Planning:** FHWA division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities.

Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities.

Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities.

3. **Complete Streets:** FHWA division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed

management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

4. **Public Involvement:** Early, effective, and continuous public involvement brings diverse viewpoints into the decision-making process. FHWA and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision-making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.
5. **Strategic Highway Network (STRAHNET)/UD Department of Defense (DOD) Coordination:** FHWA and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than two-hundred (200) military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry

points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies. These can be a useful resource in the State and MPO areas covered by these route analyses.

6. **Federal Land Management Agency (FLMA) Coordination:** FHWA division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPO's must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).
7. **Planning and Environmental Linkages (PEL):** FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision-making that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs

more effectively while avoiding and minimizing the impacts on human and natural resources.

8. **Data in Transportation Planning:** To address the emerging topic areas of data sharing, needs, and analytics, FHWA and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision-making at the State, MPO, regional, and local levels for all parties.

ATTAINMENT STATEMENT

The MPO area is in attainment.

ORGANIZATION AND MANAGEMENT

METROPOLITAN PLANNING ORGANIZATION (MPO) BOARD

As of ~~May 5~~February 2, 202~~23~~3, the Board membership includes the following:

Citrus County

- Ruthie Davis Schlabach, MPO ~~Vice~~ Chairman
- Jeff Kinnard, Commissioner
 - ~~Scott Carnahan~~Rebecca Bays, Alternate
 - ~~Holly Davis~~, Alternate

Hernando County

- Elizabeth Narverud, ~~MPO Chairman~~Commissioner
- John Allocco, Commissioner
- Steve Champion, Commissioner
- ~~Jeff Holcomb~~Jerry Campbell, ~~Commissioner~~MPO Vice Chair
 - ~~Wayne Dukes~~Brian Hawkins, Commissioner - Alternate

City of Brooksville

- ~~Blake Bell~~, ~~Vice~~ Mayor
 - Christa Tanner, Vice Mayor, Alternate

City of Inverness

- Cabot McBride, Council Member
 - Jacquie Hepfer, Council Member – Alternate

City of Crystal River

- Pat Fitzpatrick, Council Member
 - Joe Meek, Mayor – Alternate

Florida Department of Transportation (Non-Voting Advisor)

- David Gwynn, P.E. District Seven Secretary

MPO AGREEMENTS

Agreement	Status	Description
Interlocal Agreement for Creation of the MPO	No Expiration review every 5 years	Interlocal 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)
Transportation Interlocal Agreement	Expires 3/12/2025	Interlocal Agreement between Hernando County, City of Brooksville, and the MPO regarding LAP funding program application authority and administration. Hernando County is the LAP agency. (Approved 3/12/20)
G1W20	Expires 6/30/2022 <u>23</u>	FTA 5305(d) Public Transportation Grant Agreement (PTGA) FY 2021. An extension is being requested for this grant which will change the expiration date to 6/30/2023
G2249	Expires 6/30/2023	FTA 5305(d) Public Transportation Grant Agreement (PTGA) FY 2022
CPG -G2774	Expires Pending <u>6/30/2024</u>	Consolidated Planning Grant FY 2023- <u>FY 2024</u>
ICAR	No Expiration periodic review	Intergovernmental Coordination and Review, and Public Transportation Coordination Agreement (PTCA) with MPO, the Tampa Bay Area Regional Transit Authority (TBARTA), the RPC, Hernando BCC, Citrus BCC (Approved 7/15/14)
Interlocal Agreement	No Expiration	Fifth Amended and Restated Interlocal Agreement for Regional Transportation Planning in West Central FL which created the West Central Florida Metropolitan Planning Organizations Chairs Coordinating Committee (now known as Sun Coast Transportation Planning Alliance) (approved 2/13/20)
Staff Services Agreement	No expiration	The MPO has an interlocal agreement with Hernando County for the provision of professional, technical, administrative, fiscal management and clerical support services, and supplies, equipment, and office space. (Approved 7/22/14)
CTD-Grant <u>CTD G2946</u>	Pending <u>Expires 6/30/2023</u>	Hernando County Grant for Planning Activities Associated with administering the Transportation Disadvantaged Program (FY 2022/2023)

CTD Grant <u>G2924</u>	Pending <u>Expires 6/30/2023</u>	Citrus County Grant for Planning Activities Associated with administering the Transportation Disadvantaged Program (FY 2022/2023)
<u>CTD G2I90</u>	<u>Expires 6/30/2024</u>	<u>Hernando County Grant for Planning Activities Associated with administering the Transportation Disadvantaged Program (FY 2024)</u>
<u>CTD G2I76</u>	<u>Expires 6/30/2024</u>	<u>Citrus County Grant for Planning Activities Associated with administering the Transportation Disadvantaged Program (FY 2024)</u>

OPERATIONAL PROCEDURES AND BYLAWS

The Hernando/Citrus MPO is an independent, separate legal entity authorized pursuant to Florida Law. The MPO operates under a set of bylaws adopted on July 15, 2014. MPO staff as well as Hernando County, per the staff services agreement, provides administrative, legal, financial, purchasing, and human resources support. The MPO Board consists of nine (9) voting members representing five (5) local governments and one non-voting representative from the 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.

The MPO has a Continuity of Operations Plan (COOP) which was updated in June 2021 and is reviewed by the staff annually. The COOP was prepared by the to develop, implement, and maintain viable COOP capability. 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.

CERTIFICATIONS AND ASSURANCES

The required Certifications and Assurances can be found in Appendix C: Certifications and Assurances of this document.

INDIRECT RATE

An indirect rate is not used by the Hernando Citrus MPO.

UPWP PLANNING TASKS

To facilitate the activities and continue to conduct a successful 3-C (Comprehensive, Cooperative and Continuing) transportation process, the following work tasks have been included in this UPWP:

- Task 1: Long-Range Transportation Plan 2050 (LRTP)
- Task 2: Transportation Improvement Program (TIP)
- Task 3: Administration (3.1 and 3.2)
- Task 4: Data Collection (4.1-4.2)
- Task 5: Project Planning (5.1-5.6)
- Task 6: Regional Coordination
- Task 7: SCTPA Support and Shared Task

WORK PROGRAM

TASK 1: LONG-RANGE TRANSPORTATION PLAN (LRTP)

Purpose

To create and maintain the MPO's LRTP in accordance with the requirements of applicable Federal and State guidance. Monitor potential changes to the air shed conformity status and applicable Federal and State guidance.

Previous Work

Developed and adopted the Metropolitan Planning Organization's 2045 LRTP which included participation in the TRT, continued refinement of data in support of the plan, coordination with FDOT and consultants to provide updated information for the plan and, performed public outreach activities. Developed and adopted performance (including safety) measures and targets. Public outreach activities performed during these activities were consistent with the requirements outlined in the PPP.

Required Activities for Task 1 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Process Amendments to the LRTP (<i>Consultant services will be utilized</i>)	Amendments	June 2024
Develop the 2050 LRTP, including, but not limited to: <ul style="list-style-type: none"> • Data collection and analysis • Update goals, objectives, and performance measures • Coordinate review and inclusion of transportation projects from partner agencies • Public engagement/LRTP project website • Coordination with committees and partner agencies • Creation of GIS Layers (<i>Consultant services will be utilized</i>)	Goals, Objectives and Performance Measures, Needs Plan, Cost Feasible Plan, 2050 LRTP document	December 2024
Coordinate with FDOT and other partners to incorporate performance measures into planning projects. (<i>Consultant services will be utilized</i>)	Coordination activities	June 2024

Activity	Deliverable	Completion Date
Continue to promote and enhance sustainable planning activities such as those related to Efficient Transportation Decision Making (ETDM) and Environmental Justice	Training, meeting participation activities	June 2024
Participate in air quality review and monitoring	Monitoring, meeting attendance	June 2024
Participate in the Regional Transportation Analysis (RTA) process, the Transportation Management Area (TMA) and the Transportation Modeling Team (TMT) activities associated with the long range transportation planning through the Sun Coast Transportation Planning Alliance (SCTPA)	Meeting attendance & participation activities	June 2024
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.	Meeting attendance and participation in activities	June 2024
	Provision of data to FDOT	June 2024
Participate in the review of enhancements to the Tampa Bay Regional Planning Model as part of the MPO's TRT responsibilities.	Attendance in the TRT meetings and provide information and feedback as requested	June 2024
Continue to coordinate with FDOT regarding the ITS regional architecture, congestion management, and the ETDM process as part of the short-range element of the LRTP.	Provision of information or feedback as requested	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

TASK 2 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Purpose

Provide the staff and necessary resources to develop, maintain and amend a TIP pursuant to federal and state requirements while ensuring consistency with the LRTP, local comprehensive plans, and the priorities of the Hernando/Citrus MPO.

Previous Work

Developed and adopted the FY 2021-2025 and FY 2022-2026 TIPs with associated annual List of Priority Projects (LOPPs). Processed amendments and modifications to the TIP as needed/requested.

Required Activities Task 2 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Monitor air quality	Meeting activities, monitoring	June 2024
Monitor aviation and seaport planning activities and coordinate with aviation and seaport providers regarding master plan updates	Coordination	June 2024
Develop the LOPP identifying the unfunded highway, transit, bicycle, and pedestrian projects that have been prioritized for funding by the MPO	LOPP, LOPP applications	June 2024
Review FDOT Five-Year Work Program for consistency with the LRTP and adopted priorities of the MPO Board	Coordination with FDOT, MPO Board and Committees	June 2024
Prepare and adopt the TIP, including processing required amendments	Transportation Improvement Program document	June 2024
	Amendments	June 2024
Participate in regional air quality planning activities	Meeting attendance and participation in activities	June 2024
Participate with local and regional aviation & seaport planning activities, including attending meetings and providing input on plans.	Meeting attendance and participation in activities	June 2024

Activity	Deliverable	Completion Date
Consultant services may be used for activity.		
Intelligent Transportation System coordination with member localities and FDOT	Local ITS information provided to FDOT for the RITSA database	June 2024
Manage TIP project priorities with FDOT District 7 and the Tampa Bay MPO coordination process	Meeting attendance & participation activities	June 2024
Prepare the FY2023-2027 TIP Prepare the FY2024-2028 TIP	New TIPs	July 2023 July 2024
Amendments to TIPs	TIP amendments and supporting documentation	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

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 all public involvement activities and administrative support for MPO planning and programs in general, including assistance to Federal, State, and local agency staff, as needed.

3.1: General Administration

Purpose

This task provides for the administration of the area-wide multimodal transportation planning process in accordance with Federal and State requirements, and for the technical management over each project included in the UPWP.

Previous Work

Staff performed required on-going administrative activities for the MPO, the MPO Board and the advisory committees (TAC, CAC and BPAC); participated in required audits, submitted invoices and reports; executed all required statements of certification and agreements; pursued new grant opportunities; administered grants and grant applications; updated the UPWP FY 2021-FY 2022; prepared the annual TIP FY 2022-FY 2026 and developed the MPO budget for inclusion in the overall Hernando County budget.

Consultant activities were coordinated and managed. The MPO's Continuity of Operations Plan (COOP) was updated in June 2021.

Local, state, and federal partners were included in the appropriate planning projects. Long range planning documents, such as the 2045 LRTP, were developed, amended, and distributed.

Staff traveled to and attended workshops, training sessions, seminars, and other meetings to keep current on planning and administrative changes to the MPO programs.

Required Activities Task 3.1 - FY 2023 and FY 2024

Note: Any single equipment purchases over \$5k, will require pre-approval from FHWA (per 2 CFR 200)

Activity	Deliverable	Completion Date
Coordinate with Hernando County regarding all financial tasks including audit report, budget, financial record keeping, preparation of invoices, grant reconciliation, purchasing, personnel services, etc. pursuant to the Staff Services Agreement	Progress reports and invoices UPWP FY2023-FY2024 update	June 2024 June 2024
Maintain and update planning documents	Amendments	June 2024
Attend workshops, seminars and other meetings sponsored by FHWA, FDOT, FTA, TBARTA, MPOAC and other transportation planning partners	Meeting attendance	June 2024
Perform administration functions for the MPO, MPO Board and all advisory committees	Schedule meetings, create agendas, minutes, presentations, advertisements, etc. Executed certifications, statements, and agreements	June 2024 June 2024
Coordinate annual agency audit in accordance with Single Audit Act (SAA)	Audit report	June 2024
Perform annual joint MPO Certification with FDOT	Responses to certification questions, executed certification	June 2024
<u>Begin Work on Updating Population/Program Boundaries Based Upon 2020 Census Data.</u>	<u>Updated MPO Boundaries/Apportionment</u>	<u>November 2024</u>
Update the MPO's Continuity of Operations Plan (COOP)	Updated COOP	June 2024
Execute, review, and administer program grants, contracts, and agreements	Executed contracts and grants	June 2024
Pursue new grant opportunities to support transportation and related planning projects	Grant applications	June 2024

Activity	Deliverable	Completion Date
Examine and modify/update (if needed) committee bylaws	Revised by-laws	June 2024
Maintain/upgrade/purchase office equipment and supplies, including identification materials (signs, display materials, etc.)	Office equipment and supplies	June 2024
Purchase new equipment (laptops and tablets) for the MPO Staff, Board and Committees	Office equipment, software, tablets	June 2024
Assist in the planning of appropriate locations of bus stops, signs, benches, and shelters for the transit systems and in compliance with the ADA transition plan, etc.	Planning Assistance	June 2024
Equipment lease/rental (copier)	Office equipment	June 2024
Purchase non-motorized traffic count systems to be placed on trails in Citrus County. This includes software training and physical equipment.	Trail Counters	June 2024
Cell/SIM card service for non-motorized trail counters in Hernando and Citrus Counties to acquire data	Service	June 2024
American Institute of Certified Planners (AICP) annual certification (local funds will be used)	Certification	June 2023 June 2024
Broadcasting services for MPO Meetings pursuant to Staff Services Agreement	Video services for MPO meetings	June 2023 June 2024
Legal services for review of MPO Agendas and associated assistance pursuant to the Staff Services Agreement	MPO Agenda Review	June 2023 June 2024
Lease for MPO Office Space	MPO Office Space	June 2023 June 2024

Responsible Agency: Hernando/Citrus MPO, Hernando County

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

3.2: Public Outreach/Participation

Purpose

Provide staff and necessary resources to actively involve all affected parties in an open, cooperative, and collaborative process that provides opportunities to participate in transportation planning and project prioritization process in accordance with the adopted PPP which includes compliance with the American Disability Act (ADA).

Previous Work

Amendment of the 2045 LRTP, preparation of the 2020-2029 Hernando County Transit Development Plan, the 2021-2030 Citrus County Transit Development Plan, annual TIP updates, and UPWP amendments following the MPO's adopted PPP. With the development of each TDP the MPO conducted several off-site workshops for the public to participate. The MPO website and other social media platforms have been enhanced to facilitate communication and increase public participation. Compliance with the Disadvantaged Business Enterprise (DBE) Policy, Title VI Policy and Limited English Proficiency Plan (LEP).

Broadcasted MPO meetings on the government television channel and the Hernando County website. A semi-annual newsletter was produced and distributed

Required Activities for Task 3.2 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Coordinate with the CAC, TAC and BPAC for review of MPO work efforts prior to MPO Board action	Development of committee schedule and MPO agendas	June 2024
	Social media posts	June 2024
Speak at public engagements for community organizations and contacting the traditionally underserved communities	Presentations	June 2024
Develop and publish Newsletters	Newsletter published electronically	June 2024

Activity	Deliverable	Completion Date
Utilize visualization techniques during public meetings and increase use on the MPO website and other social media platforms	Visualization materials incorporated into agendas, presentations and posted to social media as applicable	June 2024
Write and publish public meeting/hearing announcements and distribution of public service announcements to the press	Advertisements, social media postings	June 2024
Evaluate and update the PPP to enhance its effectiveness, assuring low-income and minority populations are proactively and effectively included in the planning process	PPP Evaluation Update	June 2024 June 2024
Active recruitment of members to the CAC, BPAC and Transportation Disadvantaged LCBs	Website posting, press releases, email contact	June 2024
Continue to follow ETDM process for project analysis to identify community impacts.	Project assessments and mitigation as appropriate	June 2024
Continue to follow the environmental justice guidelines in the MPO planning process to address project impacts on low income and minority groups	Public Meetings and coordination with plan development	June 2024
Continue to implement the LEP	Implementation of the LEP	June 2024
Review and Update the LEP Plan as appropriate.	LEP Plan	September 2022
Review and Update the Title VI Plan as appropriate	Title VI Plan	September 2022
Maintain the application of Title VI policies and regulations	Adherence to Title VI policies and regulations	June 2024
Maintain an interactive website that is accessible to the visually impaired and LEP individuals	Website	June 2024

Activity	Deliverable	Completion Date
Assist in the development of a GIS LRTP/TIP Interface for MPO Maps (<i>Consultant services will be utilized for this task</i>) (7/15/22 Modification)	Dynamic map available through the website	June 2024
Engage Committees (TAC, CAC and BPAC) with surveys (<i>Consultant services will be utilized for this task</i>) (7/15/22 Modification)	Surveys with result report	June 2024

Responsible Agency: *Hernando/Citrus MPO*

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

TASK 4: DATA COLLECTION

Purpose

To provide the necessary data and analysis tools to support and perform the multimodal planning processes for the MPO area. Data collection includes evaluation of the condition of the transportation network, as well as transportation related socio-economic and land use data. This task includes two (2) subtasks as described below:

4.1 Highway System Performance Surveillance

Purpose

To monitor 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.

Previous Work

Previous work includes data collection activities related to the development of the Long Range Transportation Plan 2045 which included updates to the Congestion Management Process (CMP) and coordination with FDOT regarding District 7's activities with the Highway Performance Measuring System (HPMS). Traffic count data for Hernando and Citrus Counties was updated in 2021.

Required Activities for Task 4.1 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Process amendments to the adopted LRTP as needed, (Consultants will be utilized for this task)	Amendments	June 2024
Update Highway Safety Improvement Program (HSIP) performance measures	Adopted performance measures	June 2023 & June 2024
Attend Efficient Transportation Decision Making (ETDM) training	Meeting attendance training	June 2024
Update the List of Priority Projects (LOPP) using the ETDM principles	2023 and 2024 LOPP	June 2023 & June 2024

Activity	Deliverable	Completion Date
Coordinate data gathering activities regarding the acquisition and analysis of traffic, public transit, and multi-modal forms of transportation	Statistical database	June 2024
Coordinate with Hernando and Citrus Counties to perform traffic counts for the MPO study areas. (Consultant services will be used for this task) (7/15/22 Modification)	Traffic count reports and spreadsheet	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

4.2: Land Use and Socio-Economic Activities

Purpose

To monitor and update, on a continuing basis, transportation related socio-economic and land use data.

Previous Work

Updated socio-economic data within the Hernando/Citrus MPO Study Area.

Participated in the TRT by providing information about land use policies needed for the calibration and validation of the Tampa Bay Regional Planning Model. Reviewed more than thirty land use/zoning cases for Hernando County for consistency or provided relevant information with regards to the LRTP.

Required Activities for Task 4.2 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Review zoning cases and comprehensive plan amendments within the MPO study area	Comments	June 2024
Support the RTA survey activities	Data collection/ emails, meeting attendance	June 2024
Provide transportation data support to other agencies and their consultants	Requested information	June 2024
Monitor and prepare for the release of the 2020 US Census results.	Update MPO plans and programs accordingly	June 2023

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

TASK 5: PROJECT PLANNING

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 have been assigned to subtasks which include mass transit, transportation disadvantaged services, short range planning, bicycle/pedestrian planning, development of the TIP, special projects, development of the LRTP, and a CMP.

5.1: Mass Transit Planning

Purpose

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.

Previous Work

Public involvement activities were conducted through an active CAC, community outreach, on-board and online surveys. Completed work associated with the Citrus County TDP Major Update (covering FY 2021-2030). Submission and administration of Section 5305(d) grants were facilitated. Initiated a Comprehensive Operational Analysis for Citrus County in FY 2022.

Required Activities for Task 5.1 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Assist with performance monitoring	Hernando TDP progress report	June 2023 and 2024
	Citrus TDP progress report	June 2023 & June 2024
	National Transit Database (NTD) Reporting	Annually
Participate/coordinate in the refinement of the Operating and Routing Plan	Progress report	June 2023 & June 2024

Activity	Deliverable	Completion Date
Perform program management activities including coordination of planning tasks with public transit operators	Coordination, monitoring and participation activities	June 2024
Evaluate revenue assumptions in the current TDPs	Progress reports	June 2023 & June 2024
Promote public involvement which will include a focus on Environmental Justice (EJ) and community outreach in accordance with the PPP	Social media posts, website listings, and other products as required in the PPP	June 2024
Coordinate mass transit activities with the Counties Transportation Disadvantaged (TD) Program	Coordination Activities	June 2024
Coordinate long range transit planning efforts with County and regional transit operators, and TBARTA	Coordination, monitoring and participation activities	June 2024
Develop Phase II of the Comprehensive Operational Analysis for Citrus County <i>(Consultant services will be utilized for this task)</i>	Comprehensive Operational Analysis Report	June 2023
Enhance the quality, usability and value of data by continuing to coordinate regional performance measures among MPOs and FDOT. Begin creating a unified set of regional spatial and tabular data formats and metadata standards. Continue coordination efforts to develop a consistent approach to the sharing and use of data	Performance measure development and monitoring	June 2024
Major Transit Development Plan (TDP) update for Hernando County <i>(Consultant services will be utilized for this task)</i> (7/15/22 Modification)	Completed Major TDP update	September 2024

Responsible Agency: *Hernando/Citrus MPO*

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

5.2: Transportation Disadvantaged Coordination

Purpose

Serve as the Designated Official Planning Agency (DOPA) for the Transportation Disadvantaged (TD) Programs for Hernando and Citrus Counties. The MPO assists the Commission for the Transportation Disadvantaged (CTD), the Transportation Disadvantaged Local Coordinating Boards (LCB), and the Community Transportation Coordinator (CTC) by optimizing services to the elderly, handicapped, and those who qualify under the Americans with Disabilities Act (ADA) and any other transportation disadvantaged individuals.

Previous Work

Continuous transportation disadvantaged coordination between the MPO, the respective LCBs for Hernando and Citrus Counties, and the CTC for each county. Staffed and provided administrative support for quarterly meetings of the LCBs for Hernando and Citrus Counties. TD Planning Grants for the Hernando and Citrus TD programs were coordinated and administered by the DOPA. Included Transportation Disadvantaged Elements in the FY 2022-2026 Transportation Improvement Program. Staff participated in annual Training opportunities provided by the CTD. MPO staff coordinated selection of CTC for Citrus County.

Required Activities for Task 5.2 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Monitor and evaluate the performance of the CTC for both Hernando and Citrus Counties	CTC evaluation	June 2023 & June 2024
Coordinate with the CTD in the CTC selection process for Hernando County	CTC Selection	June 2023
Support the CTCs in developing funding applications	CTC funding applications	June 2024
Coordinate with the LCBs in the review and update of the Transportation Disadvantaged Service Plans (TDSP)	TDSP Update	June 2023 & June 2024
Attend and participate in meetings, seminars, and workshops sponsored by the CTD and FDOT	Attendance & participation activities	June 2024

Activity	Deliverable	Completion Date
Provide staff support to the LCBs, Policy and Procedures Subcommittee and Grievance Committees	Processed grievance procedures and support activities	June 2024
Coordinate TD planning with Hernando and Citrus Counties as part of the TDP review process	Coordination activities	June 2023 & June 2024
Prepare LCB agendas for both Hernando and Citrus Counties to address planning grant requirements, and overall TD coordination	Agenda packets and meeting coordination	Quarterly
Coordinate LCB Board membership for both Hernando and Citrus Counties with the MPO	Member appointments	June 2024
Develop/manage the development of progress reports to the CTD for Hernando and Citrus Counties pursuant to TD Planning Grant	Progress report	Quarterly
Perform administration functions for the Hernando County TDLCB and the Citrus County TDLCB (referred to as the "LCB")	Meeting schedule, agendas, minutes, presentations, advertisements, etc.	June 2024
Prepare Transportation Disadvantaged (TD) element in the TIP	Adopted TIP	June 2023 & June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

5.3: Short Range Planning

Purpose

Review, maintain, and update scheduling of land use and transportation infrastructure improvements and to ensure consistency between the MPO's Congestion Management Process (CMP), Transportation Improvement Program (TIP) and the Capital Improvement Program (CIP) for the City of Brooksville, City of Crystal River, City of Inverness, Hernando County, Citrus County, the FDOT, and Florida's Turnpike Enterprise (FTE).

Previous Work

The MPO reviewed member localities CIPs and coordinated implementation of the FDOT Five-Year Work Program through development of the TIP. Analyzed selected transportation network improvements within the 2045 LRTP planning development process through consultants.

Required Activities for Task 5.3 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Perform updates to planning documents in the MPO study area (Consultant services will be utilized for this task) (7/15/22 Modification)	Amendments to existing planning documents	June 2024
Perform ETDM Related Activities	Training, ETDM analysis of projects, meeting attendance	June 2024
Update and coordinate the LOPP	LOPP	June 2024
Attend meetings, seminars, and workshop sponsored by Local, Regional, State and Federal as well as Professional Organizations to maintain currency and professional competency	Meeting attendance & participation activities	June 2024
Analyze network improvements, consistent with the plans and programs of any impacted jurisdictions (Consultant services will be utilized for this task) (7/15/22 Modification)	Analysis Reports	June 2024

Activity	Deliverable	Completion Date
Upgrade computers and software with available technology to include highway, bicycle, pedestrian, and transit capacity	Current and relevant software /hardware	June 2024
Monitor the effectiveness of the federally required performance measures outlined in the LRTP.	Monitoring activities	June 2024
Participate in the West Central Florida Community Traffic Safety Team (CTST) to coordinate regarding safety deficiencies	Meeting attendance & participation activities	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

5.4: Bicycle/Pedestrian Planning Program

Purpose

To maintain and update the bicycle and pedestrian components of the LRTP, the Comprehensive Plans for Hernando County and Citrus County, and to promote and implement non-motorized transportation projects for the member localities' Capital Improvement Program (CIP).

Previous Work

Coast-to-Coast Coordination. Performed the annual update of the Transportation Alternative list of Priority Projects. Developed the Complete Streets implementation plan and process. Began data collection efforts through installation of non-motorized trail counters along the Suncoast Parkway in Hernando County. Submitted TA applications into the GAP system. MPO approved agreement for data share of non-motorized vehicle counts with FDOT.

Required Activities Task 5.4 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Proceed with efforts to implement the Complete Streets (CS) program.	Coordination activities	June 2024
Collaborate with the local governments, FDOT and other agencies to identify and fund enforcement and education programs throughout both counties.	Coordination activities and education sponsorship	June 2024
Coordinate with member local government staff to ensure that whenever possible the most appropriate bicycle and pedestrian facilities are incorporated into all upcoming county resurfacing and reconstruction projects.	Coordination activities and education sponsorship	June 2024
Assist in the preparation and update of Transportation Alternatives (TA) applications	TA applications	June 2024
Update of TA priority list	TA priority list	
Coordinate with Rails to Trails Withlacoochee Regional Multi-Use Trail Committee, and Coast to Coast Trail Stakeholders	Coordination activities	June 2024

Activity	Deliverable	Completion Date
Coordination with Suncoast Trail Advisory Group	Coordination activities	June 2024
Promote and advocate for non-motorized/multi-use facilities	Coordination activities	June 2024
Coordinate with local law enforcement in safety training exercises, bike rodeos, etc.	Coordination activities	June 2024
Provide support and administrative services for the BPAC	Meeting schedule, agendas, minutes, presentations, advertisements, etc.	June 2024
Perform Bicycle/Pedestrian Master Plan Updates and Amendments	Amendments and updates	June 2024
Trail counter data collection, which is to be shared with the public and FDOT	Trail count data provided to FDOT on a monthly basis	June 2024
	Trail count data uploaded to the MPO website on a monthly basis	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

5.5: Special Projects

Purpose

To review and respond to current, non-routine transportation related issues consistent with long and short-range planning goals.

Previous Work

Reviewed and provided comments on development proposals. Participated in regional and local congestion management activities. Prepared and presented visualization materials for technical and policy meetings.

Required Activities Task 5.5 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Conduct or manage special sub-area, corridor studies (Consultant services will be utilized for this task)	Corridor studies	June 2024
Prepare, present, and develop visualization materials for technical and policy meetings	Presentations and participation activities	June 2024
Monitor performance measures including Level of Service (LOS)	Monitoring activities	June 2024
Monitor and Provide input on future right-of-way requirements on the transportation network	Monitoring activities and comments	June 2024
Promote and incorporate health, sustainability, and resilience related planning efforts.	Monitoring & planning related activities	June 2024
Support those current transportation issues not listed under other tasks and/or are non-routine in nature	Documents, data, and meeting participation	June 2024

Activity	Deliverable	Completion Date
Incorporate climate change best planning practices into planning activities and policies	Comments, documents, data, and meeting participation. Inclusion of climate change best practices in plans and programs.	June 2024
Explore the application of new and evolving technology through webinars, training opportunities and other related activities	Meeting attendance and participation activities	June 2024
Continue the integration of context sensitive policies into the transportation planning process	Policies and planning related activities	June 2024
Conduct Resilience Study for the MPO area (Consultant services will be utilized for this task) (7/15/22 Modification)	Completed Resilience Study	June 2024
Conduct Automated, Connected, Electric, Shared (ACES) Study for the MPO area (Consultant services will be utilized for this task) (7/15/22 Modification)	Completed ACES Study	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

5.6: Congestion Management Process (CMP)

Purpose

Maintain a CMP. The intent of the CMP is to address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system.

Previous Work

The CMP was updated in 2022. Established performance measures, participated in local, regional, state, and federal trainings and meetings. Performance measures and congestion management tools were adopted in the 2045 LRTP. Initiated the Crystal River Bypass Study to analyze impacts associated with the interim termination of the Suncoast Parkway at SR 44. Continued work toward completion of Complete Streets Implementation plan in 2022.

Required Activities Task 5.6 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Coordinate with transit agencies to promote congestion management policies and plans	Coordination activities	June 2024
Conduct or manage special sub-area, corridor studies consistent with the CMP	Corridor Studies	June 2024
Continue with phase II of the Crystal River Bypass Study (<i>Consultant services will be utilized for this task</i>)	Crystal River Bypass Study	June 2023
Support other tasks that involve multi-modal policies and practices relating to Congestion Management	Administrative activities and other project support	June 2024
Strive to implement the suggestions and recommendations outlined in the Complete Streets Plan	Coordination with local jurisdictions in the MPO study area	June 2024
Follow the ETDM process for project analysis to identify community impacts	Project assessments and mitigation	June 2024

Revise the Tier 1 Spreadsheet used by the Hernando County Planning Department and the Hernando County Department of Public works for evaluation of concurrency application <i>(Consultants services will be utilized for this task)</i> (7/15/22 Modification)	Tier 1 Spreadsheet	June 2024
Develop GIS Layers and maps related to existing and future roadway LOS, traffic counts, and crashes; evaluate the performance measures for roadways and transit programs; identification of problem areas and potentially congested corridors <i>(Consultant services will be utilized for this task)</i> (7/15/22 Modification)	Interactive database presented in a web-based GIS format that can be used by the public	June 2024

Responsible Agency: *Hernando/Citrus MPO*

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

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 regional in nature and do not involve the transfer of funds between MPOs.

Previous Work

Participated in meetings of the Metropolitan Planning Organization Advisory Council (MPOAC), MPOs West Central Florida MPO Chairs Coordinating Committee (CCC), Tampa Bay Area Regional Transit Authority (TBARTA), Regional Transportation Interagency Exchange (RTIE), Multi-use Corridors of Regional Economic Significance (M-CORES), and Office of Greenways and Trails.

Required Activities for Task 6 - FY 2023 and FY 2024

Activity	Deliverable	Completion Date
Participate in the Florida MPO Advisory Council activities and meetings to share best practices, conduct statewide research tasks and stay abreast of statewide policy changes	Meeting attendance and participation activities	June 2024
Review Transportation Regional Incentive Program (TRIP) and regional multiuse trail priorities. Prioritize candidate projects and make recommendation to the SCTPA.	Review and prioritization of projects	June 2024
Support regional transit planning through TBARTA, FDOT and local transit agencies	Meeting attendance and participation activities	June 2024
Perform tasks in support of the regional congestion management processes and/or regional performance measures	Meeting attendance and participation activities	June 2024
Work with regional agencies to develop and refine regional priority lists for major projects as appropriate	Meeting attendance and participation activities	June 2024

Activity	Deliverable	Completion Date
Continue coordination with FDOT Regional Goods Movement Advisory Committee regarding Tampa Bay Regional Strategic Freight Plan	Meeting attendance and participation activities	June 2024
Provide input on the Florida Strategic Intermodal System (SIS) and FTP	Comments and meeting attendance	June 2024
Interagency coordination for air quality. Support air quality planning process and monitor mobile source emissions	Monitoring and participation activities	June 2024
Coordinate regional rideshare and vanpool program planning with TBARTA and Transportation Management Organizations	Meeting attendance and participation activities	June 2024
Participate in the TRT for the Tampa Bay Regional Planning Model	Meeting attendance and participation activities	June 2024
Participate in the Florida Model Task Force for consistent travel demand analysis methods and technical advances statewide	Meeting attendance and participation activities	June 2024
Maintain regional multi-use trail mapping and priorities including Coast to Coast, and SUNTrail Program.	Monitoring, coordination and support	June 2024
Integrate regional perspectives within MPO presentations to the local community	Meeting attendance and participation activities	June 2024

Responsible Agency: Hernando/Citrus MPO

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks. Projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

TASK 7: SCTPA SUPPORT AND SHARED TASK – INCLUDES SHARED OR TRANSFERRED FUNDS AND AGREEMENTS/MOU

Purpose

Multi-county collaborative transportation planning requiring interlocal agreements and transfer of funds to further regional and statewide planning activities.

Previous Work

Regional Long Range Transportation Plan Summary Publication.

Ongoing Activities for Task 7 FY 2023 and FY 2024

Ongoing Activities
Develop Regional UPWP Task
Participate in Sun Coast Transportation Planning Alliance (SCTPA)

Required Activities for Task 7 - FY 2023 and FY 2024

Required Activities	End Products
Regional LRTP	
Conduct a regional assessment of mobility, safety, and resilience needs, in advance or the development of the 2050 Long Range Transportation Plans.	Regional Needs Assessment (June 2024)
Produce and create content materials, presentations, website, graphics and assist in administration of SCTPA.	Social Media content production, website maintenance and creation (ongoing through June 2024)

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 FDOT for reimbursement.

Responsible Agencies:

Lead Agency: Forward Pinellas.

Responsible Agencies: Hillsborough TPO, Pasco MPO, Hernando/Citrus MPO, Sarasota/Manatee MPO, and Polk TPO.

Stakeholders: TBRPC, FDOT, and other regional/statewide partners

SUMMARY BUDGET

BUDGET TABLES BY TASK

Task 1 Budget Table: L RTP 2050

Adopted May 5, 2022; Amended 6/1/2023

Task 1 Long Range Transportation Plan (LRTP 2050)				
2023				
Funding Source	FHWA	FY 21 FTA 5305(d)	FY 22 FTA 5305(d)	FY 2023 Total
Contract Number	G2774	G1W20	G2249	
Source Level	PL	Federal	Federal	
Personnel (salary and benefits)	\$84,589 \$39,589	\$0	\$0	\$84,589 \$39,589
Consultant	\$205,470	\$7,319	\$87,211	\$300,000
2023 Totals	\$290,059 \$245,059	\$7,319	\$87,211	\$384,589 \$339,589
2024				
Funding Source	FHWA	FY 21 FTA 5305(d)	FY 22 FTA 5305(d)	FY 2024 Total
Contract Number	G2774	G1W20	G2249	
Source	PL	Federal	Federal	
Personnel (salary and benefits)	\$88,817	\$0	\$0	\$88,817
Consultant	\$144,289 \$199,289	\$0	\$0	\$144,289 \$199,289
2024 Totals	\$233,106 \$288,106	\$0	\$0	\$233,106 \$288,106

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Task 2 Budget Table: TIP

Adopted May 5, 2022; Amended 6/1/2023

Task 2 Transportation Improvement Program (TIP)		
2023		
Funding Source	FHWA	FY 2023 Total
Contract Number	G2774	
Source Level	PL	
Personnel (salary and benefits)	\$23,184	\$23,184
2023 Totals	\$23,184	\$23,184
2024		

Funding Source	FHWA	FY 2024 Total
Contract Number	G2774	
Source	PL	
Personnel (salary and benefits)	\$24,343	\$24,343
Consultant	\$5,000	\$5,000
	\$24,343	\$24,343
2024 Totals	\$29,343	\$29,343

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Task 3 Budget Table: Administration

Adopted May 5, 2022; Amended 6/1/2023

Task 3 Administration			
2023			
Funding Source	FHWA	Local	FY 2023 Total
Contract Number	G2774	Hernando	
Source Level	PL	Local	
Personnel (salary and benefits)	\$279,553 \$349,553	\$0	\$279,553 \$349,553
Consultant	\$34,030	\$0	\$34,030
Travel	\$1,000	\$0	\$1,000
Direct Expenses	\$72,176	\$450 \$0	\$72,626 \$72,176
Equipment	\$32,000	\$0	\$32,000
2023 Totals	\$418,759 \$488,759	\$450 \$0	\$419,209 \$488,759
2024			
Funding Source	FHWA	Local	FY 2024 Total
Contract Number	G2774	Hernando	
Source	PL	Local	
Personnel (salary and benefits)	\$293,531	\$0	\$293,531
Consultant	\$143,284	\$0	\$143,284
Travel	\$2,500	\$0	\$2,500
Direct Expenses	\$43,646	\$450 \$0	\$44,096 \$43,646
2024 Totals	\$339,677 \$482,961	\$45 \$0	\$340,127 \$482,961

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Task 4 Budget Table: Data Collection

Adopted May 5, 2022; Amended 6/1/2023

Task 4 Data Collection		
2023		
Funding Source	FHWA	FY 2023 Total
Contract Number	G2774	
Source Level	PL	
Personnel (salary and benefits)	\$5,465	\$5,465
Consultant	\$40,000	\$40,000
2023 Totals	\$45,465	\$45,465
2024		
Funding Source	FHWA	FY 2024 Total

Contract Number	G2774	
Source	PL	
Personnel (salary and benefits)	\$5,738	\$5,738
Consultant	\$10,000	\$10,000
	\$5,738	\$5,738
2024 Totals	\$15,738	\$15,738

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Task 5 Budget Table: Project Planning

Adopted May 5, 2022; Amended 6/1/2023

Task 5 Project Planning				
2023				
Funding Source	FHWA	CTD	CTD	FY 2023 Total
Contract Number	G2774	TDCitrus	TDHern	
Source Level	PL	State	State	
Personnel (salary and benefits)	\$58,835 \$33,835	\$22,126	\$23,004	\$103,965 \$78,965
Consultant	\$264,529	\$0	\$0	\$264,529
Travel	\$0	\$500	\$500	\$1,000
Direct Expenses	\$0	\$462	\$483	\$945
2023 Totals	\$323,364 \$298,364	\$23,088	\$23,987	\$370,439 \$345,439
2024				
Funding Source	FHWA	CTD	CTD	FY 2024 Total
Contract Number	G2774	TDCitrus	TDHern	
Source	PL	State	State	
Personnel (salary and benefits)	\$61,777	\$22,126 \$23,436	\$23,004 \$24,302	\$106,907 \$109,515
Consultant	\$0 \$15,500	\$0	\$0	\$0 \$15,500
Travel	\$0	\$500	\$500	\$1,000
Direct Expenses	\$0	\$462	\$483	\$945
2024 Totals	\$61,777 \$77,277	\$23,088 \$24,398	\$23,987 \$25,285	\$108,852 \$126,960

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Task 6 Budget Table: Regional Coordination

Adopted May 5, 2022

Task 6 Regional Coordination		
2023		
Funding Source	FHWA	FY 2023 Total
Contract Number	G2774	
Source Level	PL	
Personnel (salary and benefits)	\$13,885	\$13,885
2023 Totals	\$13,885	\$13,885
2024		
Funding Source	FHWA	FY 2024 Total
Contract Number	G2774	
Source	PL	
Personnel (salary and benefits)	\$14,579	\$14,579

2024 Totals	\$14,579	\$14,579
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Task 7 Budget Table: SCTPA Support and Shared Task – includes shared or transferred funds and MOU

Adopted May 5, 2022

7 SCTPA Support and Shared Task - Includes shared or transferred funds and MOU Detailed Breakdown				
2023				
Funding Source		Transfer	FHWA	FY 2023
Source Level		from	PL	Total
Regional LRTP				
Lead Agency:	Forward Pinellas	No	\$10,000	\$10,000
(Other contributing Agencies)	Hillsborough TPO	Yes	\$10,000	\$10,000
	Pasco County MPO	Yes	\$10,000	\$10,000
	Polk TPO	Yes	\$10,000	\$10,000
	Sarasota/Manatee MPO	Yes	\$10,000	\$10,000
	Hernando/Citrus MPO	Yes	\$10,000	\$10,000
Regional LRTP Subtotal			\$60,000	\$60,000
Total			\$60,000	\$60,000
2024				
Funding Source		Transfer	FHWA	FY 2024
Source Level		from	PL	Total
Regional LRTP				
Lead Agency:	Forward Pinellas	No	\$5,000	\$5,000
(Other contributing Agencies)	Hillsborough TPO	Yes	\$5,000	\$5,000
	Pasco County MPO	Yes	\$5,000	\$5,000
	Polk TPO	Yes	\$5,000	\$5,000
	Sarasota/Manatee MPO	Yes	\$5,000	\$5,000
	Hernando/Citrus MPO	Yes	\$5,000	\$5,000
Subtotal			\$30,000	\$30,000
Total			\$30,000	\$30,000

TABLE FUNDING SOURCE: HERNANDO/CITRUS MPO FUNDING SOURCE - FY 2023 & FY 2024

Adopted May 5, 2022; Amended 6/1/2023

Adopted May 5, 2022; Amended 6/1/2023

Funding Source 4/20/2022												
Contract	Funding Source	Source Level	2023	2024	FY 2023 Funding Source				FY 2024 Funding Source			
					Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
TDCitrus	CTD	State	\$23,088	\$23,088 \$24,398	\$0	\$0	\$23,088	\$0	\$0	\$0	\$23,088 \$24,398	\$0
		CTD TDCitrus TOTAL	\$23,088	\$23,088 \$24,398	\$0	\$0	\$23,088	\$0	\$0	\$0	\$23,088 \$24,398	\$0
TDHern	CTD	State	\$23,987	\$23,987 \$25,285	\$0	\$0	\$23,987	\$0	\$0	\$0	\$23,987 \$25,285	\$0
		CTD TDHern TOTAL	\$23,987	\$23,987 \$25,285	\$0	\$0	\$23,987	\$0	\$0	\$0	\$23,987 \$25,285	\$0
G2774	FHWA	PL	\$1,124,716	\$684,220 \$913,004	\$248,061	\$1,124,716	\$0	\$0	\$150,908 \$200,860	\$684,220 \$913,004	\$0	\$0
		FHWA G2774 TOTAL	\$1,124,716	\$684,220 \$913,004	\$248,061	\$1,124,716	\$0	\$0	\$150,908 \$200,860	\$684,220 \$913,004	\$0	\$0
G1W20	FY 21 FTA 5305(d)	Federal	\$7,319	\$0	\$1,830	\$7,319	\$0	\$0	\$0	\$0	\$0	\$0
		FY 21 FTA 5305(d) G1W20 TOTAL	\$7,319	\$0	\$1,830	\$7,319	\$0	\$0	\$0	\$0	\$0	\$0
G2249	FY 22 FTA 5305(d)	Federal	\$87,211	\$0	\$21,803	\$87,211	\$0	\$0	\$0	\$0	\$0	\$0
		FY 22 FTA 5305(d) G2249 TOTAL	\$87,211	\$0	\$21,803	\$87,211	\$0	\$0	\$0	\$0	\$0	\$0
Hernando	Local	Local	\$450 \$0	\$450 \$0	\$0	\$0	\$0	\$450 \$0	\$0	\$0	\$0	\$450 \$0

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		Local Hernando TOTAL	\$450 <u>\$0</u>	\$450 <u>\$0</u>	\$0	\$0	\$0	\$450 <u>\$0</u>	\$0	\$0	\$0	\$450 <u>\$0</u>	Formatted: Strikethrough
			\$1,266,771	\$731,745				\$450	\$150,908	\$684,220	\$47,075	\$450	Formatted: Strikethrough
		TOTAL	<u>\$1,266,321</u>	<u>\$962,687</u>	\$271,693	\$1,219,246	\$47,075	<u>\$0</u>	<u>\$200,860</u>	<u>\$913,004</u>	<u>\$49,683</u>	<u>\$0</u>	Formatted: Not Strikethrough
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TABLE SUMMARY BUDGET:HERNANDO/CITRUS MPO SUMMARY BUDGET TABLE FY 2023 & 2024

Adopted May 5, 2022; Amended 6/1/2023

Agency Participation 4/20/2022

Funding Source	CTD		CTD		FHWA		FY 21 FTA 5305(d)	FY 22 FTA 5305(d)	Local	
Contract	TDCitrus		TDHern		G2774		G1W20	G2249	Hernando	
Fiscal Year	2023	2024	2023	2024	2023	2024	2023	2023	2023	2024
Total Budget	\$23,088	\$23,088 \$24,398	\$23,987	\$23,987 \$25,285	\$1,124,716	\$684,220 \$913,004	\$7,319	\$87,211	\$450 \$0	\$450 \$0
Task 1 Long Range Transportation Plan (LRTP 2050)										
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$84,589 \$39,589	\$88,817	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$205,470	\$144,289 \$199,289	\$7,319	\$87,211	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$290,059 \$245,059	\$233,106 \$288,106	\$7,319	\$87,211	\$0	\$0
Task 2 Transportation Improvement Program (TIP)										
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$23,184	\$24,343	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$0	\$5,000				
Sub Total	\$0	\$0	\$0	\$0	\$23,184	\$24,343 \$29,343	\$0	\$0	\$0	\$0
Task 3 Administration										
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$279,553 \$349,553	\$293,531	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$34,030	\$0 \$143,284	\$0	\$0	\$0	\$0
Travel	\$0	\$0	\$0	\$0	\$1,000	\$2,500	\$0	\$0	\$0	\$0
Direct Expenses	\$0	\$0	\$0	\$0	\$72,176	\$43,646	\$0	\$0	\$450 \$0	\$450 \$0
Equipment	\$0	\$0	\$0	\$0	\$32,000	\$0	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$418,759 \$488,759	\$339,677 \$482,961	\$0	\$0	\$450 \$0	\$450 \$0

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Agency Participation 4/20/2022

Funding Source	CTD		CTD		FHWA		FY 21 FTA 5305(d)	FY 22 FTA 5305(d)	Local	
Contract	TDCitrus		TDHern		G2774		G1W20	G2249	Hernando	
Fiscal Year	2023	2024	2023	2024	2023	2024	2023	2023	2023	2024
Total Budget	\$23,088	\$23,088 \$24,398	\$23,987	\$23,987 \$25,285	\$1,124,716	\$684,220 \$913,004	\$7,319	\$87,211	\$450 \$0	\$450 \$0
Task 4 Data Collection										
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$5,465	\$5,738	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$40,000	\$0 \$10,000	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$45,465	\$5,738 \$15,738	\$0	\$0	\$0	\$0
Task 5 Project Planning										
Personnel (salary and benefits)	\$22,126	\$22,126 \$23,436	\$23,004	\$23,004 \$24,302	\$58,835 \$33,835	\$61,777	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$264,529	\$0 \$15,500	\$0	\$0	\$0	\$0
Travel	\$500	\$500	\$500	\$500	\$0	\$0	\$0	\$0	\$0	\$0
Direct Expenses	\$462	\$462	\$483	\$483	\$0	\$0	\$0	\$0	\$0	\$0
Sub Total	\$23,088	\$23,088 \$24,398	\$23,987	\$23,987 \$25,285	\$323,364 \$298,364	\$61,777 \$77,277	\$0	\$0	\$0	\$0
Task 6 Regional Coordination										
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$13,885	\$14,579	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$13,885	\$14,579	\$0	\$0	\$0	\$0
Task 7 SCTPA Support and Shared Task - Includes shared or transferred funds and MOU										
Personnel (salary and benefits)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Consultant	\$0	\$0	\$0	\$0	\$10,000	\$5,000	\$0	\$0	\$0	\$0
Sub Total	\$0	\$0	\$0	\$0	\$10,000	\$5,000	\$0	\$0	\$0	\$0
TOTAL PROGRAMMED	\$23,088	\$23,088 \$24,398	\$23,987	\$23,987 \$25,285	\$1,124,716	\$684,220 \$913,004	\$7,319	\$87,211	\$450 \$0	\$450 \$0

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APPENDIX A: GLOSSARY

A

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

B

BOCC **Board of County Commissioners.** The Board of County Commissioners is the chief legislative body in a County. Five county commissioners are elected to four-year terms by the voters at large and represent the geographical district in which they reside. The Board approves the budget, adopts local ordinances and resolutions, and establishes policies which govern the County and ensure the health, safety and welfare of the citizens.

BPAC **Bicycle/Pedestrian Advisory Committee.** The BPAC was established to provide a continuing forum with which to analyze and promote bicycle and pedestrian issues and projects as an integral part of a multi-modal transportation planning process. The BPAC initiates updates on the prioritization of transportation enhancement projects. The BPAC meets on a quarterly basis.

C

CAC **Citizens Advisory Committee.** The CAC provides a formal framework for continuing public input on the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), and the Long-Range Transportation Plan (LRTP), as well as other elements of the transportation planning process. The CAC meets on a quarterly basis to provide public input at all stages of the planning process.

CIP **Capital Improvement Program.** The CIP is a multi-year schedule of capital improvement projects, including priorities and cost estimates, budgeted to fit the financial resources of the community. This plan is updated annually and is part of the County's Comprehensive Plan.

CMP **Congestion Management Process.** The CMP is a management system and process conducted by metropolitan planning organizations (MPO), such as the Hernando/Citrus MPO, to improve traffic operations and safety through the use of either strategies that reduce travel demand or the implementation of operational improvements.

COA **Comprehensive Operation Analysis.** The COA is a detailed look at current service performance and operations.

COOP	Continuity of Operations Plan. The COOP establishes policy and guidance to ensure the execution of mission essential functions for the Hernando/Citrus MPO in the event that an emergency in Hernando County threatens or incapacitates operations, and to direct the relocation of selected personnel and resources to an alternate facility capable of supporting operations.
CPG	Consolidated Planning Grant. The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division.
CTC	Community Transportation Coordinator. The CTC is the agency or organization in each county responsible for ensuring that coordinated transportation services are provided to serve the transportation disadvantaged.
CTD	Commission for Transportation Disadvantaged. The CTD is the State-level policy board for the coordination of transportation services for persons who because of disability, age or income are unable to transport themselves. The CTD adheres to the policies and procedures as set out in Chapter 427 F.S. and Rule 41-2, F.A.C.
CTST	Community Traffic Safety Team. The CTST is a locally based group of highway safety advocates who are committed to solving traffic safety problems through a comprehensive,

multi-jurisdictional, multi-disciplinary approach. Members include city, county, state, private industry, and citizens. The common goal of each CTST is to reduce the number and severity of traffic crashes within their community.

D

DBE	Disadvantaged Business Enterprise. The DBE is a for-profit small business concern.
	<ol style="list-style-type: none"> 1. That is at least 51 percent owned by one or more individuals who are both socially and economically disadvantaged or, in the case of a corporation, in which 51 percent of the stock is owned by one or more such individuals; and 2. Whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.
DOPA	Designated Official Planning Agency. The DOPA is the entity responsible for transportation disadvantaged planning in a given area. In the urbanized areas of the state, the planning agencies are metropolitan planning organizations (MPOs).

E

ETDM	Efficient Transportation Decision Making. Florida's ETDM process defines the procedures for planning transportation projects, conducting environmental reviews, and developing and permitting projects.
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F

FAST-Act **Fixing America's Surface Transportation Act.** Signed into law in December of 2015 by President Obama that provided long-term funding for surface transportation and infrastructure, planning and investment.

FDOT **Florida Department of Transportation.** FDOT is the State of Florida's multi-modal transportation agency. Organizationally, it is composed of one Central Office in Tallahassee, seven District Offices, and the Florida's Turnpike Enterprise.

FHWA **Federal Highway Administration.** The FHWA is the Division of the U.S. Department of Transportation responsible for administering federal highway transportation programs under Title 23 U.S.C. and Title 49 U.S.C.

FTA **Federal Transit Administration.** The FTA is the Federal entity responsible for transit planning and programs under Title 49 U.S.C.

FTE **Florida's Turnpike Enterprise.** Florida's Turnpike Enterprise (FTE) manages Florida's Turnpike System and acts as a separate business unit of the Florida Department of Transportation (FDOT). FTE is responsible for all operations on every FDOT-owned and operated toll road and bridge. The FTE five-year work program (2016-2020) contains more than \$3.7 billion in capital improvements, which include widening the mainline roadway, new interchanges, safety improvements,

resurfacing improvements, and maintenance.

FTP **Florida Transportation Plan.** The FTP is the state's long-range plan guiding Florida's transportation future. The FTP is a plan for all of Florida – and affects every resident, business, and visitor.

FY **Fiscal Year.** A fiscal year is used in government accounting, which varies between countries, and for budget purposes. It is also used for financial reporting by businesses and other organizations. Fiscal years for the MPO, State and Federal Governments do not align with the calendar year.

G

GIS **Geographic Information System.** GIS is a framework for gathering, managing, and analyzing data. Rooted in the science of geography, GIS integrates many types of data. It analyzes spatial location and organizes layers of information into visualizations using maps and 3D scenes.

H

[HPMS](#) **Highway Performance Monitoring System.** The primary purpose of the HPMS is to serve data and information needs to reflect the condition and operating characteristics of the nation's highways. HPMS data support the analyses needed for the biennial condition and performance reports to Congress.

I

ICAR **Intergovernmental Coordination and Review and Public Transportation Collaborative Agreement.** The ICAR provides framework for review between MPO and Public Transportation actuals and regional planning councils.

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

J

K

L

LCB **Local Coordinating Board.** The purpose of the coordinating board is to provide advice and direction to the CTC concerning the coordination of transportation services.

LEP **Limited English Proficient.** LEP refers to individuals who do not speak English as their primary language and

who have a limited ability to read, speak, write, or understand English.

LOPP

List of Priority Projects. The LOPP is a list of priority projects developed in coordination with the MPO Board and committees. The MPOs annual LOPPs must be based upon project selection criteria that, at a minimum, consider the following: [\[s.339.175\(8\)\(b\), F.S.\]](#)

- The approved MPO LRTP;
- The Strategic Intermodal System Plan developed under [s.339.64, F.S.](#);
- The Transportation Regional Incentive Program (TRIP) priorities developed pursuant to [s.339.2819\(4\), F.S.](#);
- The results of the transportation management systems; and
- The MPO’s public involvement procedures.

The MPO’s LOPPs is formally reviewed by the technical and citizens’ advisory committees and approved by the MPO before being transmitted to the District. The approved LOPPs are used by the FDOT Planning District in developing the District Work Program and must be used by the MPO in developing its TIP. [\[s.339.175 \(8\)\(b\), F.S.\]](#)

LOS

Level of Service. LOS is a qualitative assessment of a road’s operating condition, generally described using a scale of A (little congestion) to E/F (severe congestion).

LRTP

Long Range Transportation Plan. The LRTP is a 25-year forecast plan

required of state planning agencies and MPOs, which must consider a wide range of social, environmental, energy, and economic factors in determining overall regional goals and consider how transportation can best meet these goals

M

MAP-21 Moving Ahead for Progress in the 21st Century Act.

MPO Metropolitan Planning Organization. The MPO is the forum for cooperative transportation decision-making, required for urbanized areas with populations over 50,000.

MPOAC Metropolitan Planning Organization Advisory Council. The MPOAC is a statewide transportation planning and policy organization created by the Florida Legislature pursuant to Section 339.175(11), Florida Statutes, to augment the role of individual MPOs in the cooperative transportation planning process. The MPOAC assists MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion.

N

NHS National Highway System. Specific major roads to be designated September 30, 1995; the NHS will consist of 155,000 (plus or minus 15%) miles of road and represents one category of roads eligible for Federal funds under ISTEA.

NTD National Transit Database. In 1974, Congress established the National Transit Database (NTD) program to collect financial, operating, and asset information on transit agencies. Congress based the NTD program on the Uniform Financial Accounting and Reporting Elements (FARE), a project initiated by the transit industry and funded by the UMTA. The NTD has become the Nation's primary source of information on transit agencies.

O

P

PD&E Project Development and Environment. A corridor study to establish conceptual design for a roadway and to determine its compliance with Federal, State, and local environmental permits, as required.

PPP Public Participation Plan. One of the required elements under MAP-21 is that a PPP (i) shall be developed in consultation with all interested parties, and (ii) shall provide that all interested parties have reasonable opportunities to comment on the contents of the transportation plan.

PTGA Public Transportation Grant Agreement. A PTGA is an agreement between an agency and FDOT that establishes a public transportation project and responsibilities related to the project. A PTGA defines the scope, budget, funding source, and any legal provision necessary for the project.

Q**R**

ROW **Right-of-Way.** Real property that is used for transportation purposes, defines the extent of the corridor that can be used for the road and associated drainage.

RTA **Regional Transportation Analysis.** The Regional Transportation Analysis (RTA) promotes transportation planning both within and among the counties that make up the Tampa Bay Region. The RTA provides a forum for the coordination of proposed transportation improvements - both highway and transit - that span multiple jurisdictions. Another important function of the RTA is that it provides for the development of a powerful, regional travel demand-forecasting model, the Tampa Bay Regional Planning Model.

S

SAA **Single Audit Act.** The SAA establishes state audit and accountability requirements for state financial assistance provided to nonstate entities. The intent of the Act is that state audit and accountability requirements, to the extent possible, parallel the federal audit requirements.

SIS **Strategic Intermodal System.** The SIS is a Florida network of high-priority transportation facilities, including the State's largest and most significant commercial service airports, spaceport, deep-water seaports, freight rail terminals,

passenger rail and intercity bus terminals, rail corridors, waterways, and highways.

SCPTA **Sun Coast Planning Transportation Alliance (fka West Central Florida)**

STIP **State Transportation Improvement Program.** The STIP is FDOT's Five-Year Work Program as prescribed by Federal law.

T

TA **Transportation Alternatives.** As defined under 23 U.S.C. 101(a)(29) (MAP-21 1103), these are specific activities which can be funded with Surface Transportation Program (STP) funds; activities include pedestrian/bicycle facilities, recreational trails program, Safe Routes to School (SRTS) activities, railway corridor preservation, construction of turnouts, overlooks and viewing areas, control/removal of outdoor advertising, historic preservation and rehabilitation of historic transportation facilities, invasive species control, archeological activities relating to impacts from eligible transportation projects, mitigation of highway storm water runoff water pollution, and reduce vehicle-caused wildlife mortality, planning, designing and construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

TAC **Technical Advisory Committee.** A standing committee of most MPOs, function is to provide advice on plans

or actions of the MPO from planners, engineers, and other staff members (not general citizens).

TBARTA Tampa Bay Area Regional Transit Authority. TBARTA works to advance regional transportation needs in Hernando, Hillsborough, Manatee, Pasco, and Pinellas counties. Our purpose is to plan, develop, fund, implement, and operate a regional transit system in this area. Our vision is a world-class transit system that connects and moves the Tampa Bay region.

TBRPC Tampa Bay Regional Planning Council. TBRPC brings together governments to coordinate planning for the community's future and provide an opportunity for sharing solutions among the local government jurisdictions in the six-county Tampa Bay region.

TD Transportation Disadvantaged. Those persons who because of physical or mental disability, income, status, or age are unable to transport themselves or purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are disabled or high-risk or at-risk as defined in Section 411.202, Florida Statutes.

TDLCB Transportation Disadvantaged Local Coordinating Board: The Transportation Disadvantaged Local Coordinating Board (TDLCB)s are the technical level review Boards established, consistent with Florida Statute, Chapter 427. The respective

Boards oversee the activities of the Community Transportation Coordinator (CTC) and the overall Transportation Disadvantaged (TD) service program. The MPO serves as the Official Planning Agency (OPA) for the transportation disadvantaged program for both Hernando and Citrus County and functions as the appointing authority for the both Boards, the TDLCBs meet on a quarterly basis.

TDM Transportation Demand Management. Transportation demand management, traffic demand management or travel demand management is the application of strategies and policies to reduce travel demand, or to redistribute this demand in space or in time. In transport, as in any network, managing demand can be a cost-effective alternative to increasing capacity.

TDP Transit Development Plan. The State of Florida Public Transit Block Grant Program was enacted by the Florida Legislature to provide a stable source of funding for public transit. The Block Grant Program requires public transit service providers to develop, adopt, and annually update a 10-Year TDP. Under legislation that became effective February 20, 2007, the TDP must undergo a Major Update every five years. In the interim years, an update is to be submitted in the form of a progress report on the 10-year implementation program of the TDP.

TDSP Transportation Disadvantaged Service Plan. The TDSP is a tactical plan with components of

development, service, and quality assurance. It outlines and evaluates the services provided to the Transportation Disadvantaged population by the CTC. Every five years a new TDSP is developed and updated annually by the CTC, the planning agency and the LCB. Thus, the LCB is able to guide and support the CTC in implementing coordination efforts or locally developed service standards that are consistent with the needs and resources of the community.

TMA **Transportation Management Area.** TMAs are urbanized areas that have an urbanized population greater than 200,000 people as defined by the Census Bureau and designated by the U.S. Department of Transportation.

TIP **Transportation Improvement Program.** A priority list of transportation projects developed by an MPO that is to be carried out within the four-year period following its adoption; must include documentation of Federal and State funding sources for each project and be consistent with adopted MPO Long Range Transportation Plan (LRTP) and local government comprehensive plans

[TRIP](#) **Transportation Regional Incentive Program.** TRIP was created in 2005 to improve regionally significant transportation facilities in "regional transportation areas". State funds are available throughout Florida to provide incentives for local governments and the private sector to help pay for critically needed projects that benefit regional travel and

commerce. The Florida Department of Transportation (FDOT) will pay up to 50 percent of the non-federal share of project costs for public transportation facility projects.

TRT **Technical Review Team**

U

UPWP **Unified Planning Work Program.** A Unified Planning Work Program (UPWP) is an annual or biennial statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

V

W

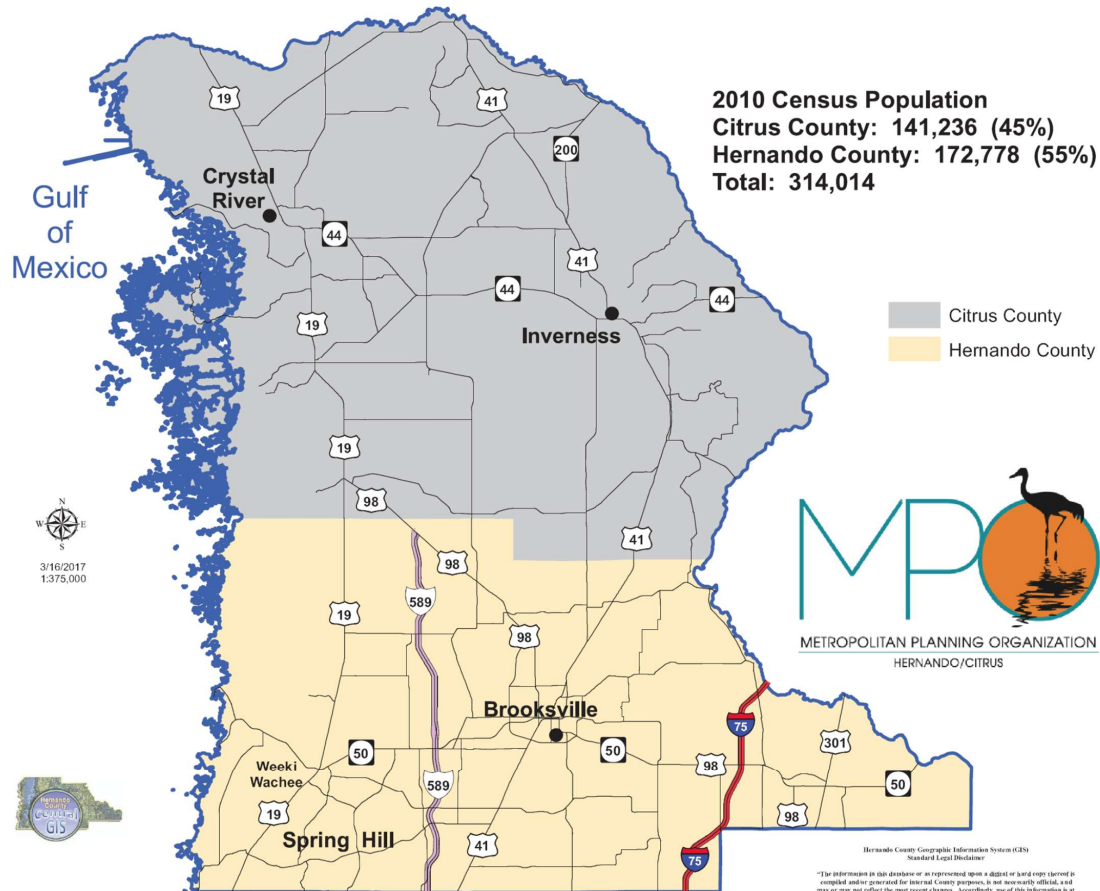
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**APPENDIX B: MAP OF HERNANDO/CITRUS
URBANIZED AREA**

Hernando / Citrus MPO Study Area



APPENDIX C: CERTIFICATIONS AND ASSURANCES