



Staff Director's Committee Meeting

Date: Thursday, June 07, 2018
Time: Noon – 2:30 p.m.
Location: Hyatt Place Orlando/Lake Buena Vista
8688 Palm Parkway, Orlando, FL 32836

Greg Stuart, Presiding

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- 1. Call to Order & Pledge of Allegiance**
 - 2. Approval of Minutes: February 01, 2018 Meeting**
 - 3. Public Comments (non-agenda items)**
 - 4. Executive Director's Report**
 - A. UPWP Report**
 - B. Florida Legislative Summary**
 - 5. Agency Reports**
 - A. Florida Department of Transportation**
 - B. Federal Highway Administration**
 - 6. Business Items & Presentations**
 - A. MPOAC Freight Committee Project Priorities List**
 - B. 2018 MPOAC Meeting Schedule**
 - C. Final MPOAC FY 2019-20 UPWP Approval**
 - D. Disabled Veterans and Florida Tolls**
 - E. AV/CV Market Penetration in MPO LRTPs**
 - F. DBE Database and MPO participation**
 - G. TRAC-N-Rides Program Update**
 - 7. Communications**
 - 8. Member Comments**
 - 9. Adjournment**

Any person who desires or decides to appeal any decision made by this Council with respect to any matter considered at this meeting will need a record of the proceedings. For such purposes, such person may need to ensure that a verbatim record of the proceedings is made which record includes testimony and evidence upon which appeal is to be based.

The needs of hearing or visually impaired persons shall be met by contacting the Council sponsoring such meeting at least 48 hours prior to the meeting. Please contact Brigitte Messina at (850) 414-4037 or by email to brigitte.messina@mpoac.org.

Item Number 1

Call to Order & Pledge of Allegiance

DISCUSSION:

The Chair will open the meeting and quorum will be determined. All are asked to rise for the Pledge of Allegiance.

REQUESTED ACTION:

None

ATTACHMENTS:

None

Item Number 2

Approval of Minutes: February 01, 2018

DISCUSSION:

Review and comments from members.

REQUESTED ACTION:

Approval of Meeting Minutes from the February 01, 2018 Meeting of the Staff Directors' Committee.

ATTACHMENT:

February 01, 2018 MPOAC Staff Directors' Committee Meeting Minutes.

**Florida MPO Advisory Council
Meeting of the Staff Directors
February 1, 2018
West Palm Beach, Florida
Draft Meeting Minutes**

STAFF DIRECTORS IN ATTENDANCE:

Peter Buchwald, Chair, St. Lucie TPO
Greg Stuart, Vice Chair, Broward MPO
Mary Beth Washnock, Bay County TPO, Florida-Alabama TPO, Okaloosa-Walton TPO
Gary Harrell, Charlotte County-Punta Gorda MPO
Anne McLaughlin, Collier MPO
Whit Blanton, Forward Pinellas
Michael Escalante, Gainesville MTPO
Beth Alden, Hillsborough MPO
Steve Diez, Hernando/Citrus MPO
Michael Woods, Lake-Sumter MPO
Ron Gogoi, Lee MPO
Bolivar Gomez, Martin MPO
Harold Barley, MetroPlan Orlando
Carlos Roa, Miami-Dade TPO
Denise Bunnewith, North Florida TPO
Nick Uhren, Palm Beach TPA
Michael Daniels, Ocala/Marion County TPO
Lois Bollenback, River to Sea TPO
David Hutchinson, Sarasota/Manatee MPO
Bob Kamm, Space Coast TPO

OTHERS IN ATTENDANCE:

Carl Mikyska, MPOAC
Brigitte Messina, MPOAC
Jeff Kramer, Center for Urban Transportation Research
Paul Gougelman, MPOAC General Council
Paul Calvaresi, Broward MPO
Bill Cross, Broward MPO
Paul Flavien, Broward MPO
Daniel Knickelbein, Broward MPO
Karen Brunelle, Federal Highway Administration
Lee Ann Jacobs, Federal Highway Administration
Christine Fasiska, Florida Department of Transportation, Office of Planning and Environmental Management

Mayur Patel, Florida Department of Transportation, Office of Planning and Environmental Management
Mira Skoroden, Florida Department of Transportation, Office of Planning and Environmental Management
Arlene Tanis, Florida Department of Transportation, Office of Planning and Environmental Management
Carmen Monroy, Florida Department of Transportation, Office of Policy Planning
Mark Reichert, Florida Department of Transportation, Office of Policy Planning
Victoria Williams, Florida's Turnpike
Mike Neidhart, Gannet Fleming
Juan Flores, JACOBS
Jessica Cosden, Lee County MPO
Gary Huttman, MetroPlan Orlando
John Dohm, Miami-Dade FTAC, Broward FTAC, Florida FAC
Elizabeth De Jesus, North Florida TPO
Renee Cross, Palm Beach TPA
Susan Haynie, Palm Beach TPA
Margarita Pierce, Palm Beach TPA
Rocky Randels, Space Coast TPO
Georgeanna Gillete, Space Coast TPO
Vikas Jain, T.Y.Lin International

• **CALL TO ORDER**

Peter Buchwald, Chair, St. Lucie TPO, called the meeting to order at 1:18 p.m. All stood for the Pledge of Allegiance. The Chair thanked the Palm Beach TPA for arranging the accommodations. He welcomed representatives from FDOT District Four and introduced Mr. Mayur Patel.

Mayur Patel, Planning and Environmental Management Office District Manager, welcomed attendees to Southeast Florida and introduced Mr. Mark Plass, Acting Director of Transportation Development.

Mark Plass provided a brief background of his credentials and collaboration between the department and MPOAC. Mr. Plass commented on the need for partnership to manage capacity more effectively, implement Complete Streets, and the need for open mobility options.

• **PUBLIC COMMENTS**

No public comments were made.

- **INFORMATIONAL ITEMS**

- A. REVIEW OF PERFORMANCE MEASURES LANGUAGE IN TRANSPORTATION IMPROVEMENT PROGRAMS

Carl Mikyska, MPOAC Executive Director, presented the draft review of performance measures language in the MPO Transportation Improvement Programs (TIP). Mr. Mikyska noted this item is to provide explanation for MPOs supporting the safety performance targets through their TIP and that sample language which MPOs may use in their TIPs is included in the agenda package.

Peter Buchwald, Chair, St. Lucie TPO, asked if there is an expectation for the next round of TIPs to have this language included and for all MPOs adopt the same language. Mr. Mikyska stated that the expectation is to include the language in the TIPs, and noted the language provided is an outline that can be adjusted to meet each individual MPO's safety target.

A discussion took place about other issues related to safety performance measurement and if the state reviewed the language provided in the agenda package. Ms. Denise Bunnewith, North Florida TPO, requested for language from the state on the process of programming and utilizing funds to improve safety to be included in her TIP.

- **ACTION ITEMS FOR THE MPOAC STAFF DIRECTORS**

- A. APPROVAL OF MINUTES: OCTOBER 12, 2017 MEETING

Mr. Greg Stuart, Vice Chair, Broward MPO, moved to approve the minutes of the October 12, 2017 Staff Directors' Advisory Committee meeting. Mr. David Hutchinson, Sarasota/Manatee MPO, seconded. The motion carried unanimously.

- B. 2018 MPOAC MEETING SCHEDULE

Carl Mikyska, MPOAC Executive Director, noted that the MPOAC Governing Board had already had an opportunity to review the proposed 2018 MPOAC meeting schedule at their November 7, 2017 meeting, but that they had not been able to take action on it due to the lack of a quorum. The input provided from the Governing Board members at that time was to have both meetings (Governing Board and Staff Directors) on a single day, that the meeting occur on the first Thursday of the month, that it be held in Orlando (with some exceptions), and that the meeting format be altered to reduce the length of time.

A discussion took place about the seating arrangements that will accompany this change and it was noted the Governing Board members would sit at the table with the Staff Directors sitting along the wall to reduce interruption. Mr. David Hutchinson, Sarasota/Manatee MPO, noted that AMPOs annual conference dates have been published and are the last week of September and that the recommended change would not conflict.

Mr. Mikyska noted that Florida is honored to host the National Association of Regional Councils (NARC) in Orlando on the first week of June in 2018, and requested that the members consider moving the MPOAC meeting in the second quarter to follow the NARC conference.

A discussion took place on the recommended meeting dates with members noting potential meeting conflicts with their specific MPOs.

Mr. Harold Barley, MetroPlan Orlando, moved to approve the 2018 MPOAC meeting schedule as June 7, August 2, and November 1, 2018. Mr. Whit Blanton, Forward Pinellas, seconded. The motion carried unanimously.

C. APPROVAL OF LEGAL SERVICES CONTRACT FOR MPOAC GENERAL COUNSEL

Carl Mikyska, MPOAC Executive Director, presented the proposed Legal Services Agreement for Mr. Paul Gougelman. Mr. Gougelman currently serves as the legal counsel to the MPOAC.

Mr. David Hutchinson, Sarasota/Manatee MPO, moved to approve the Legal Services Contract for MPOAC General Counsel. Mr. Greg Stuart, Vice Chair, Broward MPO, seconded. The motion carried unanimously.

D. FREIGHT COMMITTEE PROJECT PRIORITIZATION PROCESS

Greg Stuart, Vice Chair, Broward MPO, provided an introduction to this item. This is a statewide consolidated wish list which would be provided to the Florida Department of Transportation (FDOT) on significant freight projects, and it was noted the list of projects being presented is not prioritized.

Michael Williamson, Cambridge Systematics, Inc., reviewed the purpose of the prioritization process is to ensure that MPOs have an opportunity to identify high priority freight projects on an annual basis, and that the MPOAC, as the association representing all MPOs in Florida, has the opportunity to promote and endorse these priorities on behalf of its members, for consideration by FDOT.

A discussion took place over the exclusion of rail projects in the first iteration of the list, and projects that were included/excluded that were in the environmental phase of project development (PD&E process).

Mr. Williamson reviewed the process used by the MPOAC Freight Committee to establish the list, what considerations were taken into account to reach the recommendation being brought before the committee, as well as sample projects. The next steps to move this item forward are receiving the Staff Directors' Advisory Committee approval, Governing Board approval, and then discussing further steps for 2018 to roll out with the MPOAC Freight Committee.

A discussion took place on the need to have recommendations submitted to FDOT Central Office in July for consideration as part of work program development, lack of representation for rail projects and the need for an additional category for rail projects, alignment with Federal Highway Administration (FHWA) planning requirements, and performance measures.

Mr. Harold Barley, MetroPlan Orlando, moved to approve the Freight Committee Project Prioritization Process. Ms. Denise Bunnewith, North Florida TPO, seconded. The motion carried unanimously.

E. APPROVAL OF PERFORMANCE MEASURES RESPONSIBILITIES AGREEMENT

Carl Mikyska, MPOAC Executive Director, presented the proposed performance measures responsibilities and roles document as an informational item instead of as an action item as was originally indicated in the agenda package. Recent federal transportation performance management rulemaking requires that States and MPOs define their respective roles and responsibilities in carrying out the requirements of the final rules. The draft document was presented on December 1, 2017 at the Florida Metropolitan Planning Partnership (FMPP) meeting in Orlando, FL. Direction was provided at the FMPP meeting to keep the content of the document simple and to avoid complications.

Mr. Mikyska reviewed a handout provided to members of the Transportation Performance Measures (TPM) Roles and Responsibilities.

A discussion took place on inclusion of the federal regulations to establish DOT's targets in the document and to add a reference for MPOs to work individually with their transit providers. Ms. Karen Brunelle, Federal Highway Administration (FHWA), noted they are still reviewing the document and there is a potential this cannot be a one-step process. Mr. Mark Reichert, FDOT Office of Policy Planning, stated there is still time to review the document and provide feedback.

Further discussion took place on the need to provide a name for the document distributed to properly reference, suggestion to include this document in the Transit Development Plans (TDP) and as an appendix in the Unified Planning Work Programs (UPWPs), and clarification on item 5 of the document related to the collection of data for the State asset management plan.

Mr. David Hutchinson, Sarasota/Manatee MPO, moved to recommend a single unified document that incorporates asset management planning refinements to be carried through the policy subcommittee. Ms. Denise Bunnewith, North Florida TPO, seconded.

A discussion took place on the motion moving forward today and the responsibilities of the Staff Directors following the meeting. Mr. Paul Gougelman, MPOAC General Council, suggested to have the authority delegated to the MPOAC Executive Board to approve the final document.

The motion to recommend this item to the MPOAC Governing Board today was called to a vote and carried unanimously.

F. ELECTION OF OFFICERS

Peter Buchwald, current chair of the Staff Directors' Advisory Committee, relinquished the Chair position to Mr. Mikyska, MPOAC Executive Director, who introduced the election of officers – Chair and Vice Chair – for the MPOAC Staff Directors' Advisory Committee. Mr. Mikyska noted for the record that the election was for a one-year term to begin immediately.

David Hutchinson, Sarasota/Manatee MPO, nominated Greg Stuart, Broward MPO, to serve as Chair. Mr. Harold Barley, MetroPlan Orlando, seconded. Mr. Mikyska closed the nominations and called the question by unanimous acclamation.

Anne McLaughlin, Collier MPO, nominated Lois Bollenback, River to Sea TPO, to serve as Vice Chair. Mr. Harold Barley, MetroPlan Orlando, seconded. Mr. Mikyska closed the nominations and called the question by unanimous acclamation.

Bob Kamm, Space Coast TPO, thanked Mr. Buchwald on his service as Chair for three-years. Mr. Buchwald highlighted the accomplishments during his tenure and expressed his gratitude to those present.

MEMBER COMMENTS

Denise Bunnewith, North Florida TPO, inquired what MPO the Beshears' bill related to MPO Governing Board structures is addressing. Mr. Mikyska noted this item would be discussed during the forthcoming MPOAC Governing Board meeting.

Nick Uhren, Palm Beach TPA, stated he is very happy to host the MPOAC and any that there will be a happy hour reception held at Restoration Hardware for any that are interested. He also noted that Safe Streets Summit events will be ongoing all day the following day.

Greg Stuart, Chair, Broward MPO, noted he would be asking for Ms. Bollenback and Mr. Buchwald to join him on the Executive Committee to bring consistency among all 27 MPOs and all DOT districts to further the state's goals.

Bob Kamm, Space Coast TPO, announced that he will be retiring at the end of August 2018 which coincidentally will be the same time Mr. Harold Barley will be retiring, he introduced his successor, Georganna Gillette.

• **ADJOURNMENT**

The meeting was adjourned at 2:53 p.m. The next meeting of the MPOAC Staff Directors will be held on June 7, 2018 in Orlando, FL.

Item Number 3

Public Comments

DISCUSSION:

Recommendations or comments by the public.

REQUESTED ACTION:

As may be desired.

ATTACHMENTS:

None

Item Number 4A

Executive Director's Report UPWP Report

DISCUSSION:

Mr. Carl Mikyska, MPOAC Executive Director, will be presenting the UPWP Report for the current fiscal year through March 31, 2018 timeframe and a list of activities of the Executive Director from January through May of 2018.

MPOAC is on track to finish the year at or under budget.

REQUESTED ACTION:

None requested. For discussion and action as may be desired.

ATTACHMENTS:

1. UPWP Activities Report – January through May 2018
2. MPOAC Budget Report – Expenditures for the first three quarters of State Fiscal Year 2018

MPOAC Quarterly UPWP Report

January 2018 – May 2018

Task 1.1 – Development of UPWP

- Assembled the Draft MPOAC UPWP for State Fiscal Years 2019-2020 using a new format as directed by MPOAC Leadership.

Task 1.2 – Quarterly Reports

- Quarterly reports are on track.

Task 1.3 – Research and Support Services

- Reviewed and advised the Executive Director on correspondence.
- Advised the Executive Director in the development of MPOAC meeting content and materials.
- Prepared meeting minutes of the February MPOAC Governing Board and Staff Director's Committee Meetings.

Task 1.4 – Legal Services

- Represented MPOAC at the February quarterly meeting of the MPOAC Governing Board and Staff Director's Committee Meetings.
- Working with the Executive Director, researched and prepared a resolution related to Tolls in Florida and Disabled Veterans.

Task 1.5 – Membership Dues

- All State Fiscal Year 2018 dues are paid.

Task 1.6 – MPOAC Administration

- Ongoing task, payment of invoices, requisitions, travel vouchers and expenses of MPOAC – occurring quarterly.
- Began the annual contracting process for CUTR and Legal Services.

Task 2.1 – Intergovernmental and Regional Coordination

- Participated in the Quarterly Florida Public Transportation Association Meeting.
- Participated in the MPOAC Leadership meeting.
- Participated in the Florida Greenways and Trails Foundation Meetings.
- Presented at TRB about the partnership of the Florida MPOs and Florida DOT to implement the Federal Transportation Performance Measures.
- Coordinated with FHWA, FDOT and the Florida MPOs on the LRTP Expectations Letter which was finalized this quarter.
- Represented the Florida MPOs in the development of the Transportation Asset Management Plan for Transportation Performance Measures.
- Working with Florida DOT, assisted in developing example language for Florida MPOs to use in their LRTPs and TIPs related to Performance Measures.

- Coordinated with FHWA and FDOT to hold voluntary Statewide MPO training on Title VI and an MPO roundtable discussion of Title VI issues.

Task 2.2 – MPOAC Agenda Packages & Meetings

- Hosted the February 01, 2018 meetings of the MPOAC Freight Committee, Complete Streets Working Group, Noteworthy Practices Working Group, Staff Director's Committee and the MPOAC Governing Board meetings.
- Produced the agenda packages for the February 01, 2018 MPOAC Staff Director's Committee and Governing Board meetings.
- Produced the agenda packages for the June 07, 2018 MPOAC Staff Director's and Governing Board meetings.

Task 2.3 – MPOAC Policy and Technical Committee

- Produced an agenda and started assembling meeting materials for the July 16, 2018 Policy and Technical Committee meeting.

Task 2.4 – MPOAC Freight Committee

- Produced the MPO Freight Project Priorities list for approval by the MPOAC Staff Directors' Committee and Governing Board.

Task 3.1 – MPOAC Policy Positions

- Produced and distributed weekly MPOAC Legislative Update Newsletters during the 2018 Florida Legislative Session.
- Met with Florida Legislators who have introduced legislation to make texting and driving a primary offense. Advocated in Committee Meetings and to individual members for the 2018 Texting While Driving Bill.
- Actively lobbied against the MPO bill and anti-MPO language added to the general transportation bill. Partnered with other lobbyists who were also opposed to the MPO bill language introduced by Representative Beshears.
- Met with Florida Legislators about other MPO related bills.
- Partnered with the FL DNT TXT N DRV Coalition, participated in their conference calls and distributed information through the coalition to their members.
- Met with Florida House Transportation & Infrastructure Committee Staff to discuss legislation as well as MPOAC Policy Positions.
- Met with Florida Senate Transportation Committee Staff to discuss legislation as well as MPOAC Policy Positions.
- Coordinated legislative activities with representatives of Florida MPOs, Florida League of Cities, Florida Public Transportation Association, Florida Association of Counties, individual staff members of Florida MPOs and their lobbyists.
- Participated in ad hoc phone and email discussions with NARC and AMPO on proposed pieces of federal legislation.
- Attended the AMPO Spring Policy Committee meeting and met with staff of various Senate and House committees.
- Participated in the development of NARC Policy Positions.

Task 3.2 – MPOAC Website

- Maintained and updated as necessary the MPOAC.org website.

Task 3.3 – MPOAC Institute Training Activities

- Conducted the April 27-29 training in Orlando.
- Prepared the materials, registered participants and finalized training location details for the June 01-03 training in Tampa.

Task 4.1 – Assessment of Documents, Regulations, Policies and Legislation

- Worked extensively with Florida DOT and MPOs to produce the “Roles and Responsibilities” document. Copied FHWA on emails to the MPOs related to this topic.
- Have regularly met with, and coordinated with, the Florida DOT Forecasting and Trends Office regarding MPO customized performance measures.
- Coordinated with several offices in FDOT, AMPO, NARC and Florida MPOs on the Federal Register Notice of Agency Information Collection Activities: Request for Comments for a New Information Collection which was noticed in the May 09, 2018 Federal Register.

Task 4.5 – MPOAC Strategic Plan and Implementation

- Produced the agenda packages and hosted the February 01, 2018 and June 07, 2018 meetings of the Noteworthy Practices Committee.
- Produced the agenda packages and hosted the February 01, 2018 meeting of the Complete Streets Committee.

**Florida Metropolitan Planning Organization Advisory Council
FY 201/2018 Budget
July 1, 2017 to June 30, 2018**

Category	Annual Allocation	1st Qtr Expenditures 7/1/17-9/30/17	2nd Qtr Expenditures 10/1/17-12/31/17	3rd Qtr Expenditures 1/1/18-3/31/18	4th Quarter Expenditures 4/1/18-6/30/18	Expenditures to Date	Remaining Balance
Salaries/Benefits	\$ 175,000	\$ 43,220	\$ 46,932	\$ 45,535		\$ 135,687	\$ 39,313
Expense	\$ 45,807						
Travel	\$ 20,000	\$ 5,693	\$ 4,525	\$ 2,208		\$ 12,426	\$ 7,574
Meetings	\$ 18,000	\$ 3,767	\$ 4,535	\$ 8,439		\$ 16,741	\$ 1,259
Administrative	\$ 5,887	\$ 832	\$ 602	\$ 226		\$ 1,660	\$ 4,227
Membership Dues *	\$ 1,920	\$ 1,000	\$ 500	\$ -		\$ 1,500	\$ 420
Contracted Services							
General Counsel	\$ 22,000	\$ 984	\$ 3,922	\$ 6,680		\$ 11,586	\$ 10,414
Transportation Planning							
Univ. South FL (CUTR)	\$ 92,500	\$ 13,750	\$ 13,750	\$ 32,500		\$ 60,000	\$ 32,500
MPOAC Institute	\$ 85,000	\$ 12,750	\$ 12,750	\$ 17,000		\$ 42,500	\$ 42,500
Strategic Plan							
Florida State University	\$ 5,000	\$ -	\$ -	\$ -		\$ -	\$ 5,000
Total Federal Funds	\$ 471,114	\$ 81,996	\$ 87,516	\$ 112,588		\$ 282,100	\$ 143,207
Advocacy Activities Local Funds	\$ 10,000	\$ -	\$ 1,810	\$ 6,807		\$ 8,617	\$ 1,383
Total Budget	\$ 481,114	\$ 81,996	\$ 89,326	\$ 119,395		\$ 290,717	\$ 144,590

* FBT, FPTA, ITSFL

Item Number 4B

Executive Director's Report Florida Legislative Update

DISCUSSION:

Mr. Carl Mikyska, MPOAC Executive Director, will be presenting an overview of the completed 2018 Florida legislative session.

Please note that MPOAC Policy and Technical Committee will conduct a more exhaustive review of the 2018 Florida Legislative Session and transportation related issues. The results of their meeting/workshop will be reported to the MPOAC Staff Directors Committee and Governing Board at their August 01, 2018 meetings.

REQUESTED ACTION:

None requested. For discussion and action as may be desired.

ATTACHMENTS:

Summary of Transportation related legislation enacted by the 2018 Florida Legislature

FLORIDA DEPARTMENT OF TRANSPORTATION

**SUMMARY OF
TRANSPORTATION-RELATED
LEGISLATION ENACTED BY THE
2018 LEGISLATURE**

Regular Session

APRIL 2018

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SUMMARY OF LEGISLATION OF INTEREST

Readers are encouraged to consult information provided by the Department's Budget Office regarding HB 5001, the General Appropriations Act, and HB 5003, Implementing the 2018-2019 General Appropriations Act, for transportation-related funding impacts. Further, a review for necessary details of any bill contained herein is recommended, and links to each bill are provided. Lastly, this document is intended to provide information on transportation-related bills and other bills of interest that were passed by the 2018 Legislature.

Relating to Transportation

HB 141 by Representative Harrison

Amends and creates various statutes

The bill includes a comprehensive collection of transportation issues. A summary of issues included are below:

- **Alligator Alley:** The bill extends the Department's existing obligation to reimburse Collier County for the direct actual costs of operating the fire station at mile marker 63 on Alligator Alley for one year, through no later than June 30, 2019.
- **Toll Exemptions:** Revises existing statutory exemptions from the payment of tolls for use of toll facilities within the State.
- **Transfer of Department Facilities:** The bill revises current provisions and allows, but does not require, the Department to contract with local entities for the transfer, purchase, sale, acquisition, or other conveyance of the ownership, operation, or maintenance of any turnpike project approved by the Legislature. Local entities are authorized to negotiate and contract with the Department for the same purposes.
- **Miami Dade Expressway Authority:** The bill requires that by October 1, 2018 the Miami-Dade County Expressway Authority (MDX) must submit to the Governor information regarding its compliance with an existing provision of law. MDX is currently required to provide a minimum five-percent reduction in tolls charged for SunPass users of MDX facilities at the time the toll is incurred.

If compliance has not been reached by October 31, 2018 the bill requires that a new board be appointed and sets selection criteria. The bill excludes the Department's district secretary ex-officio voting seat from this section.

Relating to Motor Vehicles

HB 215 by Representative Payne

Amends and creates various statutes

The bill is a comprehensive collection of transportation issues. A summary of the issues included are below:

- **Autocycles:** The bill defines the term “autocycle,” includes an autocycle under the statutory definitions of a motorcycle, and requires autocycle occupants to wear safety belts. The bill also exempts drivers of autocycles from motorcycle endorsement or motorcycle license requirements, meaning drivers are not required to complete motorcycle knowledge and skills testing to operate an autocycle.
- **Mobile Carriers:** The bill defines the term “mobile carrier” and provides regulations for such devices. The bill provides a mobile carrier is not considered a vehicle, motor vehicle, or a personal delivery device, and is not required to be registered or insured to operate within the state pursuant to s. 320.02, F.S. The bill authorizes a mobile carrier to be operated on sidewalks and crosswalks within a county or municipality when such use is permissible under federal law, but does not restrict a county or municipality from adopting regulations for the safe operation of mobile carriers.
- **State University Ingress and Egress:** The bill prohibits a local governmental entity from preventing motor vehicle use on or access to an existing transportation facility or corridor if that facility or corridor is the only point, or only one of two.

Relating to State Investments

HB 359 by Representative Nunez

Amends s. 215.471 and s. 215.472, F.S.

- In recent years, the federal government has imposed various sanctions on the government of Venezuela. Sanctions increased in August of 2017 following the filing of Executive Order 13808 that prohibits United States persons and entities from engaging in certain financial transactions with the government of Venezuela.
- The bill requires the State Board of Administration to divest any investment in stocks, securities, or other obligations of any institution or company domiciled in the U.S., or foreign subsidiary of a company domiciled in the U.S., doing business in or with the government of Venezuela, or with any agency or instrumentality thereof, in violation of federal law. The bill also prohibits the SBA from investing in such stocks, securities, or other obligations.
- The bill prohibits a state agency from investing in any financial institution or company domiciled in the U.S., or foreign subsidiary of a company domiciled in the U.S. which, directly or through the U.S. foreign subsidiary, extends credit of any kind or character, advances funds in any manner, or purchases or trades any goods or services with the

government of Venezuela, or any company doing business in or with the government of Venezuela, in violation of federal law.

- The Revenue Estimating Conference has not evaluated the bill for potential revenue impacts. However, the bill does not appear to impact state or local government revenues. The bill may have an insignificant negative impact on state government expenditures.

Relating to Transportation Facility Designations

SB 382 by Representative Book

Establishes provisions for the 2018 Laws of Florida and amends the 2017 Laws of Florida

- The bill creates 39 honorary designations of transportation facilities around the state and directs the Department to erect suitable markers designating the transportation facilities. The bill also updates a provision for a designation passed during the 2017 Regular Session.
- A list of the designations can be found in Appendix A.

Relating to Linear Facilities

HB 405 by Representative Williamson

Amends and creates various statutes

- The Florida Electrical Power Plant Siting Act (PPSA) and the Florida Electric Transmission Line Siting Act (TLSA) establish centrally coordinated review processes for state and local permitting of certain electrical power plants and transmission lines. Under the PPSA, an application for certification of a site for a power plant and associated facilities must include a statement on the consistency of the site, and any associated facilities that constitute “development,” with existing land use plans and zoning ordinances. Certain activities are excluded from the definition of development. Further, the PPSA and the TLSA authorize the establishment of conditions in an order granting certification, though both state that they do not affect in any way the ratemaking powers of the Public Service Commission (PSC).
- In 2016, the Third District Court of Appeal (Court) determined that transmission lines associated with a proposed power plant under the PPSA constitute “development” and, thus, require review for consistency with existing local land use plans and zoning ordinances. This decision conflicts with the historical interpretation and application of the PPSA by administrative tribunals in Florida. Further, the Court determined that the siting board empowered by the PPSA would not infringe on the PSC’s exclusive ratemaking jurisdiction if the siting board were to require, as a condition of certification, that a utility install such transmission lines underground at its own expense.

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- The bill appears to make the law consistent with the historical interpretation of the PPSA by amending two of the items excluded from the definition of “development” in relation to the PPSA:
 - The bill provides that the exclusion for work done on established rights-of-way applies to established rights-of-way and corridors and to rights-of-way and corridors to be established.
 - The bill provides that the exclusion for the creation of specified types of property rights applies to creation of distribution and transmission corridors.
 - The bill also establishes the standard to be used in authorizing variances in a site certification under the PPSA and under the TLSA. Further, the bill provides that the PPSA and the TLSA do not affect in any way the PSC’s exclusive jurisdiction to require transmission lines to be located underground.
 - The bill does not appear to impact state or local government revenues or expenditures.

Relating to Trespass on Airport Property

HB 523 by Representative Payne

Amends s. 810.09, F.S.

- The bill increases criminal penalties from a first degree misdemeanor to a third degree felony where an offender trespasses on the operational area of an airport with the intent to:
 - Injure another person;
 - Damage property; or
 - Impede the operation or use of an aircraft, runway, taxiway, ramp or apron area.
- The bill defines “operational area of an airport” as any portion of an airport to which access by the public is prohibited by fences or appropriate signs and includes runways, taxiways, ramps, apron areas, aircraft parking and storage areas, fuel storage areas, maintenances areas, and any other area of an airport used or intended to be used for landing, takeoff, or surface maneuvering of aircraft.
- The bill requires that a sign with language similar to the following be posted in order for a trespasser to be prosecuted: “This area is a designated operational area of an airport and anyone who trespasses on this property commits a felony.”

Relating to Prohibition Against Contracting with Certain Companies

HB 545 by Representative Fine

Amends s. 287.135, F.S.

- Current law prohibits a company that is on the Scrutinized Companies that Boycott Israel List (Israel List) or that is engaged in a boycott of Israel from bidding on, submitting a

proposal for, or entering into or renewing a contract with an agency or local governmental entity for goods or services of \$1 million or more. A company that submits a bid or proposal for or enters into or renews such a contract must certify that the company is not participating in a boycott of Israel.

- The bill amends the provision prohibiting agencies and local governmental entities from contracting with companies on the Israel List or that boycott Israel to apply the prohibition to contracts for goods or services of any amount, rather than only contracts of \$1 million or more. The bill requires a contract with an agency or local governmental entity for goods or services of any amount entered into or renewed on or after July 1, 2018, to contain a provision that allows for the termination of the contract at the option of the awarding body if the company has been placed on the Israel List or is engaged in a boycott of Israel.
- An agency or local governmental entity is authorized to make a case-by-case exception to the contracting prohibition for a company on the Israel List based on the same conditions currently applicable to contracts of \$1 million or more.

Relating to Department of Agriculture and Consumer Services

SB 740 by Senator Stargel

Amends and creates various statutes

- CS/CS/SB 740 addresses various issues related to agriculture and certain powers and duties of the Department of Agriculture and Consumer Services (department).
 - As it relates to the Department, the bill updates provisions related to the issuance of permits for agriculture vehicles during emergencies.
- Currently, s. 316.565, F.S. authorizes the Governor to declare an emergency when a breakdown occurs in the normal public transportation facilities necessary in moving perishable food crops grown in this state. The Department may establish weight loads during such emergency for hauling perishable foods over the highways from the fields or packinghouses to the nearest available public transportation facility as circumstances demand. The Department is required to designate special highway routes, excluding the interstate highway system, to facilitate the trucking and render any other assistance needed to expedite moving the perishables.
- The bill authorizes the Department to issue, and any law enforcement office authorized to enforce the traffic laws must accept, electronic verification of permits during such emergency. The bill allows the Department to issue permits for up to 60 days; however, the validity of the permit may not exceed the period of the declared state of emergency or any extension thereof.

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- The legislative intent is also revised to supersede any existing laws when necessary to protect and save agricultural products, rather than to protect and save any perishable food crops grown in the state.

Relating to Development of Regional Impact

HB 1151 by Representative La Rosa

Amends and creates various statutes

- The bill eliminates state and regional review of existing Developments of Regional Impact (DRIs), eliminates the Florida Quality Development (FQD) program, and transfers the responsibility for implementation of, and amendments to, DRI and FQD development orders to the local governments in which the developments are located.
- The bill preserves existing DRI letters, development orders, agreements, and vested rights.
- The bill transfers the DRI exemptions and partial exemptions currently found in s. 380.06, F.S., to s. 380.0651, F.S., which contains the statewide guidelines and standards for determining whether a proposed development is a DRI-sized development subject to state coordinated review.
- The bill deletes the criteria for determining when two or more developments must be “aggregated” and treated as a single development for the purposes of DRI review and deletes the substantial deviation criteria for development order changes.
- The bill ends all DRI appeals to the Florida Land and Water Adjudicatory Commission except for decisions by local governments to abandon an approved DRI. However, no changes are made regarding the authority of the Commission to review development orders in areas of critical state concern.
- The bill repeals the Department of Economic Opportunity’s DRI and FQD rules in Chapter 73C-40, F.A.C., and Administration Commission rules related to DRI aggregation.

Relating to Relief/Estate of Dr. Sherrill Lynn Aversa/Department of Transportation

HB 6535- by Representative Newton

Claims Bill

- The bill provides for compensation to the personal representative of the Estate of Dr. Sherrill Lynn Aversa. The bill:

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- Appropriates \$650,000 from the State Transportation Trust Fund to the Department of Transportation and directs the Chief Financial Officer to draw warrants upon the funds of the Department of Transportation in the State Treasury not otherwise appropriated, payable to the Estate of Dr. Sherrill Lynn Aversa.
 - Provides that the amount paid by the Department pursuant to s. 768.28, F.S., and the amount awarded in the bill are intended to provide the sole compensation for all present and future claims arising out of the incident that resulted in the death of Dr. Sherrill Lynn Aversa. The total amount paid for attorney fees, lobbying fees, costs, and other similar expenses relating to this claim may not exceed 25 percent of the amount awarded.

Relating to Taxation

HB 7087 by Representative Renner

Amends and creates various statutes

The bill contains provisions for tax relief and changes to tax policy. An overview of those provisions is below:

- Specific temporary tax relief for hurricane recovery include:
 - Sales tax exemptions for farms damaged by 2017 hurricanes for certain materials;
 - Refund of taxes on fuel used for agricultural shipments post Hurricane Irma;
 - Assessment of citrus processing and packing equipment not being used at salvage value for 2018 property tax;
 - Hurricane-damaged agricultural parcels taken out of production can retain their agricultural classification for five years.;
 - Residential homestead property damaged by the Hurricane is eligible for tax relief;
 - Documentary stamp tax exemption for emergency loans; and
 - Temporary sales tax exemption for emergency generators purchased by nursing homes and assisted living facilities.
- Specific sales tax holidays include:
 - 7-day disaster preparedness holiday in June; and
 - 3-day back to school sales tax holiday in August.
- Sales tax provisions include:
 - Reduction of the business rent tax from 5.8 percent to 5.7 percent;

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- Exempts industrial machinery and equipment, and electricity, purchased by aquaculture operations;
 - Exempts electricity and roll off containers used by recyclers; and
 - It revises the list of public facilities that can be funded with the local option infrastructure surtax to include facilities that are necessary to carry out governmental purposes, such as fire stations, general governmental buildings, and animal shelters, and adds instructional technology used in school district classrooms.
 - Traffic fines reductions include:
 - Reduces the civil traffic penalty by nine percent if the driver cited elects to participate in traffic school.
 - Fuel tax provisions include:
 - Exempts motor fuel purchased by a terminal supplier who resells the fuel to an exporter;
 - Extends the natural gas tax exemption until 2024; and
 - Reduces the aviation fuel tax rate for air carriers who conduct scheduled operations or all-cargo operations.
 - Other relevant Transportation related provisions:
 - Changes mileage restrictions for certain registrations with reduced fees on trucks used to haul forestry products and agricultural products;
 - Authorizes additional uses of Tourist Development Tax revenue for certain water-related improvements, and for infrastructure to support tourism businesses; and
 - Prohibits a local government from requiring a communications services tax dealer that occupies its roads or rights-of-way to pay into a security fund.

SUMMARY OF APPROPRIATION RELATED BILLS

The FY 2018-2019 Department budget was signed into law by Governor Scott on March 16, 2018. The budget, totaling \$10.8 billion, includes a \$9.8 billion work program and fully funds multiple operating issues including the Work Program Integration Initiative (WPPII).

HB 5001 - Relating to the General Appropriations Act (GAA)

HB 5001 provides monies for Fiscal Year 2018-2019 which begins July 1, 2018 and ends June 30, 2019. The bill appropriates over \$10.8 billion to the Department and becomes effective July 1, 2018, or upon becoming law for specific sections. The funding is broken down into four categories:

- Work Program: \$9.8 billion
- Operating: \$779.8 million
- Fixed Capital Outlay: \$2.1 million
- Debt Service: \$209 million

Proviso Overview

Provisions retained from the 2017 GAA require the Department to submit quarterly reports on all travel related to training, seminars, workshops, conferences, or similarly purposed travel that was completed by senior management employees and division or program directors. Each quarterly report shall include the following information: (a) employee name, (b) position title, (c) purpose of travel, (d) dates and location of travel, (e) confirmation of agency head authorization and (f) total travel cost. The report shall be submitted to the chair of the Senate Committee on Appropriations, the chair of the House of Representatives Appropriations Committee, and the Executive Office of the Governor. The first report is due on July 13, 2018, for the period of April 1, 2018, through June 30, 2018, and shall be submitted on a quarterly basis thereafter.

New provisions include language that allows the Department to utilize STTF funds for payments issued by the Florida Department of Transportation Financing Corporation (FINC), for the I-95/I-595 project. The proviso also sets a debt cap of \$500 million for the project.

Provisions also include an increase in Small County Outreach- Rural Area of Opportunity (SCOP RAO) funding for this cycle, appropriating \$15,000,000 for the program.

Back of Bill Overview

-Section 77/Hurricane Evacuations: requires the Department to complete (3) contraflow exceptional operation model exercises on limited access facilities. **This language and its corresponding appropriation were vetoed by the Governor.**

-Section 78/WPPII: allows for the reversion and re-appropriation of unused WPPII funds from FY 2017-2018. These funds will supplement the \$11 Million in funds authorized under the 2018 GAA.

-Section 79/Local Transportation Projects: allows for the reversion and re-appropriation of unused funds for the Underline, a specific local transportation project in Miami-Dade County.

Local Transportation Projects

The 2018 GAA includes approximately \$162 million in legislative earmarks following the Governor's vetoes. Of these, \$87 million are included as local transportation projects and are being incorporated into the Work Program.

Operating Issues

The Department's operating issues were funded at the following levels:

- \$11 million- Work Program Integration Initiative
- \$7.6 million- Tolling Operation Efficiency
- \$2.2 million- Communication Hardware Upgrades
- \$1.9 million- Materials Equipment Testing
- \$1.9 million- Turnpike Expressway Authority Payments
- \$1.8 million- Alligator Alley
- \$1.6 million- FCO: Code Corrections
- \$1.4 million- Construction Management System Updates
- \$1.0 million- Secure Access Management
- \$904,000 - Transportation Disadvantaged AOR
- \$525,000 - FCO: Environmental Restoration
- \$464,000 - Secure Video Conference Equipment
- \$445,000 - District Five RTMC Operating Costs
- \$335,000 - Secure Enterprise Server Consolidation
- \$200,000 - Ladders of Opportunity

Employee Related Items included in HB 5001

State Health Insurance Plans and Benefits

Employee Paid Premiums: The GAA allows for the current health insurance premium plan to remain in effect through the 2018 benefit year. Beginning in 2019, the GAA allows for the following:

- Employee premiums shall be established pursuant to Section 87 of HB 5003. Such premiums shall be established to reflect the relative difference in costs to the program for each of the health options provided in the state group insurance program and will be calculated in a manner that is actuarially neutral, in total funds generated, to the employee premiums currently in effect. Please see additional comments found in the HB 5003 analysis.

HB 5003 – Relating to Implementing the 2018-2019 General Appropriations Act

HB 5003 provides implementation requirements for the funds appropriated in the GAA. An overview of specific sections that may impact the Department or Employees are included below.

- **Section 47/Tenant Broker Services:** Requires the Department of Management Services (DMS) and agencies to utilize a tenant broker to renegotiate or procure private lease agreements, in excess of 2,000 square feet, expiring between July 1, 2019 and June 30, 2021, in order to reduce costs in the future.

- **Section 48/Online Procurement Transaction Fees:** Sets the transaction fee for the use of the online procurement system at 7/10th of 1 percent for FY 2018-19.

- **Section 50/Data Processing Assessment-AST Category:** The Executive Office of the Governor may transfer funds appropriated in “Data Processing Assessment-Agency for State Technology” category between Departments to align the budget authority granted based on the estimated billing cycle and methodology used by the Agency for State Technology for data processing services provided.

- **Section 51/Special Categories-Risk Management:** The Executive Office of the Governor may transfer funds appropriated in that category between Departments to align budget authority granted with the premiums paid by each Department for risk management insurance.

- **Section 54/Agency for State Technology (AST):** All powers, duties, functions, records, personnel, property, pending issues and existing contracts, administrative authority, and administrative rules of the Budget and Policy Section of the Cost Recovery and Billing Section within AST are transferred to DMS.

- **Section 55/Recovery of Administrative and Data Costs:** Creates the method for developing and implementing cost-recovery mechanisms for administrative and data costs of services through agency assessments.

- **Section 56/Geospatial Data:** Provides that the Department of Environmental Protection (DEP) shall be the lead agency of the executive branch for the development and review of policies, practices, and standards related to geospatial data. DEP shall coordinate and promote geospatial data sharing throughout state government and serve as the primary point of contact for statewide geographical information systems, projects, grants and resources.

- **Section 62/Statewide Travel Management System:** Implements the statewide travel management system ordered under the 2017 GAA to the DMS.

- **Section 73/Transportation Disadvantaged:** Amends s. 427.013, F.S., to authorize the Commission for the Transportation Disadvantaged during the 2018-2019 fiscal year to make:

- Distributions to community transportation coordinators who operate in counties that do not receive federal Urbanized Area Formula Funds to provide transportation disadvantaged services; and
- Competitive grants to community transportation coordinators to support transportation projects that enhance access to specified activities, assist in development of transportation systems in nonurbanized areas, promote efficient coordination of services, support inner-city bus transportation, and encourage private transportation providers to participate.

- **Section 77/Adoption of the Work Program:** Provides intent that the Department maintain fiscal solvency and minimize any project, or a phase thereof, from being deferred within the Work Program. Further intent directs the Department, to the maximum extent feasible, reduce financial projects not programmed for contract letting as identified with a Work Program contract class code 8 and the box code RV to add projects to the 2018-2019 Work Program which are identified by a

specific appropriation in the 2018-2019 General Appropriations Act. For Fiscal Year 2018-2019 only, the Department is authorized to realign budget authority among appropriation categories to support the implementation of the 2018-2019 General Appropriations Act without having to seek Legislative Budget Commission approval and must be supported by documented production and financial goals within the parameters of finance, available cash, and total authorized budget. This only applies when projects, or a phase(s), are not deferred or deleted from the Work Program.

If the realignment causes projects or phase to be deferred or deleted, the Department is subject to approval by the Legislative Budget Commission. The Department shall provide to the Legislative Budget Commission a proposed cash forecast; an adopted finance plan as of 7/1/18; an adopted cash forecast as of 7/1/18; a complete list of projects, or phases deferred or deleted from the impact of the projects identified by specific appropriations in the 2018-2019 GAA for the 2018-2019 through 2022-2023 Work Program; the Department's methodology for identifying projects, or phases, deferral or deletion for the 2018-2019 through 2022-2023 Work Program; a letter of concurrence or nonconcurrent from the affected MPO or nonmetropolitan areas, the county commissioners with the impacted project selections; and complete list of financial projects not programmed for contract letting as identified with a Work Program contract letting in the reserves for the 2018-2019 through 2022-2023 Work Program.

In addition, any Work Program amendment submitted to the Legislative Budget Commission which results in a reduced project commitment level for the 2018-2019 fiscal year the above documents must also be attached.

- **Section 79/Competitive Solicitation Funded from Expense or Contracted Services:** Prohibits an agency from engaging in competitive solicitation using Expenses, Contracted Services or other special categories if the solicitation would require a law change or require a change in the agency's budget other than in the 5% provisions. The section does not apply in emergency situations.

- **Section 84/State Employee Travel:** Requires state employee travel to be limited to being mission critical to the agency's mission. Prohibits the use of funds for travel to foreign countries, other states, conferences, staff training activities, or other administrative functions unless approved by the agency head. This section does not apply to travel for law enforcement purposes, military purposes, emergency management activities, or public health activities.

- **Section 85/State Employee Travel Lodging:** State employee travel costs for lodging associated with a meeting, conference, or convention organized or sponsored in whole or in part by a state agency or the judicial branch may not exceed \$150 per day. An employee may expend his or her own funds for any lodging expenses in excess of \$150 per day. For purposes of this section, a meeting does not include travel activities for conducting an audit, examination, inspection, or investigation or travel activities related to a litigation or emergency response.

- **Section 86/Non-Disclosure Clauses in Contracts:** Prohibits a state agency from using Expenses, Contracted Services or other special categories to enter into a contract containing a nondisclosure clause that prohibits the contractor from disclosing information relevant to the performance of the contract to members or staff of the Senate or the House of Representatives.

- **Section 87/Health Insurance Premiums:** Requires the Department of Management Services (DMS) to develop and establish the enrollee premium rates for the 2019 plan year for the State Employee Health Insurance Program. The rates must be calculated within certain parameters. The Department must establish the rates no later than August 15, 2018, and the Legislature may object to such rates by August 31, 2018.

SUMMARY OF EMPLOYEE RELATED BILLS

Beyond the General Appropriations Act, the Legislature also passed multiple bills that may impact Department Employees. An overview of the legislation is below:

Relating to Prescription Drug Pricing Transparency

HB 351 by Representative Santiago

Amends and creates various statutes

- Health insurers increasingly rely on pharmacy benefit managers (PBMs) to provide a range of specified services related to the acquisition and distribution of prescription drugs. PBMs negotiate with pharmaceutical manufacturers to acquire drugs at the lowest possible price. PBMs also negotiate with pharmacies to develop reliable distribution networks for those drugs. These services are provided on behalf of a PBM's client.
- The bill requires that a contract between a PBM and a health plan include prohibitions on certain practices that limit patient access to pricing information. The bill specifies that a contract must require the PBM to update maximum allowable cost pricing information at least once every seven days. This requirement was previously in the Pharmacy Practice Act; the bill moves this language to the Insurance Code, which gives OIR enforcement authority. The bill also requires a contract to limit patient cost sharing for a drug to the lesser of the applicable cost sharing amount, the total submitted charges, or the retail price.
- The bill creates an affirmative duty for a pharmacist to communicate to a patient the availability of a lower cost, generically equivalent drug if one exists and whether the patient's cost sharing obligation exceeds the retail price of a drug in the absence of prescription drug coverage.
- The bill applies to contracts entered into or renewed on or after July 1, 2018.

Relating to State Employment

HB 651 by Representative Yarborough

Repeals s. 110.181, F.S and creates s. 110.182, F.S.

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- Current law establishes the Florida State Employees' Charitable Campaign ("FSECC"), which is an annual charitable fundraising drive administered by the Department of Management Services. It is the only authorized charitable fundraising drive directed toward state employees within work areas during work hours, and for which the state will provide a payroll deduction. State officer and employee participation is voluntary. A state officer or employee choosing to donate during an FSECC fundraising drive must specifically designate a participating organization as the recipient of the officer's or employee's contribution. Participation in the FSECC is limited to nonprofit charitable organizations that meet certain criteria.
 - In December 2016, the secretary of DMS notified state agencies that the campaign was being suspended.
 - The bill eliminates the FSECC and provides that no organization, entity, or person may intentionally solicit a state employee through any means for fundraising or business purposes within work areas during work hours.
 - However, the bill does not prohibit state-approved communications by entities that the state has contracted to provide employee benefits or services, non-coercive voluntary communications between state employees in workplace areas, and activities at authorized public events occurring in non-work areas of state owned or leased facilities.

Relating to Collective Bargaining

HB 5005 by Representative Trujillo

Establishes provisions for the 2018 Laws of Florida

- The bill resolves the collective bargaining issues at impasse between the State of Florida and the bargaining representatives for state employees for Fiscal Year 2018-2019 that have not been resolved in the General Appropriations Act or other legislation.

Relating to State-Administered Retirement Systems

HB 5007 by Representative Yarborough

Amends s. 121.71, F.S.

- Current law requires an annual actuarial valuation of the Florida Retirement System (FRS) be provided by the administrator of DMS and for the results to be reported to the Legislature by December 31 of each year. Thereafter, the Legislature uses the results of the actuarial valuation to establish uniform employer contribution rates during the next Legislative Session to ensure the FRS is funded in a sound actuarial manner.
- Effective July 1, 2018, the bill revises the employer contribution rates for the FRS based on the 2017 Actuarial Valuation.

Appendix A: Roadway Designations passed during the 2018 Session

SB0382 – Senator Book			
Designation	Description	County	District
“Deputy Ryan Seguin Memorial Highway.”	That portion of I-595 between S.W. 136th Avenue and S.R. 823/Flamingo Road.	Broward	4
“Trooper Stephen G. Rouse Memorial Highway.”	That portion of I-75/Alligator Alley between mile marker 24 and mile marker 26.	Broward	4
“Tera Ross Memorial Interchange.”	The Minneola interchange on S.R. 91/Florida’s Turnpike at N. Hancock Road.	Lake	5
“Deputy Christopher Smith Memorial Highway.”	That portion of U.S. 90/S.R. 10 between Chaires Cross Road and S.R. 59.	Leon & Jefferson	3
“Elias ‘Rico’ Piccard Memorial Overpass.”	The pedestrian bridge over S.R. 436/Semorán Boulevard (75003000) at Abercorn Drive.	Orange	5
“Fortune Taylor Bridge.”	Bridge number 105503 on W. Laurel Street over the Hillsborough River.	Hillsborough	7
“Patricia Angella Barrett Lewis and Charlton Pernell Lewis Avenue.”	That portion of N.W. 133rd Avenue between N.W. 11th Street and N.W. 12th Street.	Broward	4
“Joseph Emmanuel ‘Manno’ Charlemagne Street.”	That portion of 5th Street between Euclid Avenue and Lenox Avenue.	Miami-Dade	6
“Richard Jason Randolph Memorial Bridge.”	The bridge on Peninsula Corp Drive over I-95.	Palm Beach	4
“Submarine Veterans Memorial Highway.”	That portion of I-75/S.R. 93 (03175000) between mile marker 110 and the Broward County line.	Collier	1
“Senator Greg Evers Memorial Highway.”	That portion of S.R. 4 between Munson Highway and S.R. 189.	Santa Rosa & Okaloosa	3
“Lieutenant Ewart T. Sconiers Highway.”	That portion of U.S. 90/S.R. 10 between S.R. 285 and N. 9th Street/S.R. 83 N.	Walton	3
“Steve Mainster Memorial Drive.”	That portion of S.R. 9336/S.W. 344th Street/W. Palm Drive between S.W. 192nd Avenue/Tower Road and S.W. 177th Avenue/S. Krome Avenue	Miami-Dade	6

“Harold Haynes Memorial Pedestrian Bridge.”	Upon completion of construction, the pedestrian bridge over S.R. 390 at Kentucky Avenue and Mowat School Road.	Bay	3
“Jim Tullis Memorial Boulevard.”	That portion of S.R. 109/University Boulevard between Clifton Avenue and Fort Caroline Road.	Duval	2
“Dr. R.C. Sproul Way.”	That portion of S.R. 46 between International Parkway and S.R. 431/Orange Boulevard.	Seminole	5
“John B. Arnold, Jr., Memorial Highway.”	That portion of S.R. 190/Valparaiso Parkway between S.R. 85/Government Avenue and S.R. 397/John Sims Parkway.	Okaloosa	3
“Deputies Tony Forgione and Bill Myers Memorial Bridge.”	Bridge number 570018 on S.R. 85/Eglin Parkway over Garnier Bayou.	Okaloosa	3
“SFC William Kelly Lacey Memorial Highway.”	That portion of S.R. 85 between College Boulevard and Colonel Greg Malloy Road.	Okaloosa	3
“Deputy Matt Miller Memorial Boulevard.”	That portion of S.R. 414/Maitland Boulevard between Magnolia Homes Road and S.R. 434/Forest City Road.	Seminole	5
“Nelle W. Needham Memorial Highway.”	That portion of S.R. 464/Maricamp Road between S.E. 25th Avenue and S.E. 24th Street.	Marion	5
“Gold Star Family Memorial Bridge, dedicated to U.S. Army CPL Frank R. Gross.”	Bridge numbers 150202 and 150203 on S.R. 580/Main Street.	Pinellas	7
“Amos Walter Atchley Memorial Highway.”	That portion of U.S. 17-92 between Wisconsin Avenue and Saxon Boulevard.	Volusia	5
“David G. Ledgerwood Memorial Highway.”	That portion of S.R. 415 between Acorn Lake Road and Reed Ellis Road.	Volusia	5
“Nick Capitano Memorial Road.”	That portion of E. 9th Avenue between N. 13th Street and N. 14th Street.	Hillsborough	7
“Gonzmart Memorial Road.”	That portion of C.R. 574/7th Avenue between N. 20th Street and 22nd Street.	Hillsborough	7
“Pepin Memorial Road.”	That portion of S.R. 583/56th Street between S.R. 574/E. Dr. Martin Luther King, Jr., Boulevard and Harney Road.	Hillsborough	7
“Barkett Memorial Road.”	That portion of Port Avenue between McCloskey Boulevard and Shoreline Avenue.	Hillsborough	7
“Jim Holmes Memorial Road.”	That portion of N. MacDill Avenue between W. Woodlawn Avenue and S.R. 574.	Hillsborough	7

“Nona and Popa Road.”	That portion of the San Juan Street Extension in Anastasia State Park between Santander Street and Anastasia Park Road.	St. Johns	2
“Lance Corporal Clemon ‘Clyde’ Alexander Memorial Drive.”	That portion of U.S. 90 between Main Avenue and Martin Luther King, Jr., Avenue.	Jefferson	3
“Benolken Parkway.”	That portion of S.R. 115/Southside Boulevard between Geiger Road and Leahy Road.	Duval	2
“Deputies Skip York and Burt Lopez Memorial Highway.”	That portion of U.S. 90 between the Shoal River Bridge and the Walton County line.	Okaloosa	3
“Sheriff Chris Daniels Memorial Highway.”	That portion of S.R. 19 between Lane Park Cutoff Road and U.S. 441.	Lake	5
“Officer Matthew Baxter and Sergeant Richard Sam Howard, III Boulevard.”	That portion of Hoagland Boulevard between Old Tampa Highway and Pershing Street.	Osceola	5
“Stevie LaDue Giving Hope Highway.”	That portion of Bruce B. Downs Boulevard between Cypress Preserve Drive and Amberly Drive.	Hillsborough	7
“John J. Brunetti, Sr., Avenue.”	That portion of E. 4th Avenue between 21st Street and 25th Street.	Miami-Dade	6
“CK Steele Memorial Highway.”	That portion of State Road 371/373/Orange Avenue between State Road 263/Capital Circle Southwest and State Road 61/Monroe Street.	Leon	3
2017 Laws of Florida Updates			
“The Hope and Healing Highway.”	Notwithstanding s. 334.071(3), that portion of U.S. 1 142 between Broward Boulevard and Sunrise Boulevard	Broward	4

Item Number 5A

Agency Reports – Florida Department of Transportation

DISCUSSION:

Mr. Mark Reichert, Administrator, Metropolitan Planning will update the members on the activities of FDOT and bring forward information on the following topics:

- Transportation Performance Targets and Data Sharing
- MPOAC Leadership Meeting
- Consolidated Grant Program
- Recap of Annual Joint Certification Process
- LRTP Revenue Forecast Schedule
- Status of Various Research Efforts

REQUESTED ACTION:

None requested. For discussion and action as may be desired.

ATTACHMENT:

None

Item Number 5B

Agency Reports – Florida Division of Federal Highway Administration

DISCUSSION:

Ms. Karen Brunelle, Director, Office of Project Development and Ms. Stacie Blizzard of the Planning Team will bring forward information on the following topics:

- Announcements
- Florida TMA Certification Process Update
- Funding Opportunities
- Transportation Performance Measures Updates

REQUESTED ACTION:

None requested. For discussion and action as may be desired.

ATTACHMENTS:

Florida TMA Certification Process Update Power Point
Transportation Performance Measures Update Power Point

FL TMA Certification Risk Assessment Process for 2018

AN ADAPTATION OF FHWA'S RISK BASED STEWARDSHIP AND OVERSIGHT IMPLEMENTATION GUIDANCE

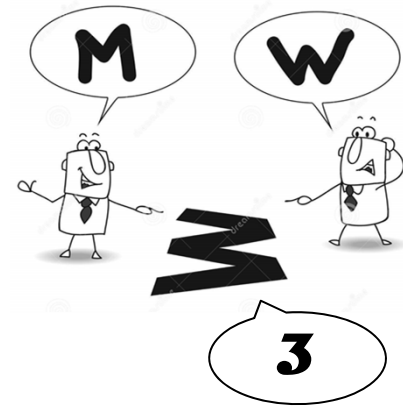
Risk Based Stewardship and Oversight (RBSO)

- ▶ FHWA Florida Has Been Using Risk in Construction Project Oversight for Over 10 years
- ▶ Formalized Business Practices Through Internal Division Procedures and 2014 FHWA RBSO Implementation Memo
- ▶ RBSO Applied at the Project level
- ▶ Manifested through:
 - ▶ Review of projects by location/funding level
 - ▶ Review of a topic area for selected projects through the state
 - ▶ PoDIs and PoCIs (Projects of Division or Corporate Interest)

Who's Risk is Being Assessed?

- ▶ Depends on Perspective
 - ▶ Risk to Each Agency
 - ▶ Shared Risks

- ▶ FL TMA Certification Risk Assessment focuses on the Federal Risk



FL TMA Certification Risk Assessment

- ▶ Addresses Risk at the Program Level vs Project Level
- ▶ Individualizes Certification Reviews vs One Size Fits All
- ▶ Shapes the Way FHWA Approaches Responsibilities
- ▶ Consistent Approach to Risk Tolerance
- ▶ Works With Traditional Stewardship and Oversight Practices
- ▶ Still Providing Technical Assistance, Required Approvals

What Changes Will the MPOs See?

- ▶ Invisible:
 - ▶ Several Internal FHWA Changes

- ▶ Visible:
 - ▶ New Appendix in the Certification Report
 - ▶ Certification Report Sections Streamlined
 - ▶ Timing and Quantity of Certification Review Questions
 - ▶ Anticipating Shortened Site Visits

What Changes Will the MPOs See?

Florida TMA Certification Review Risk Assessment

MPO: XYZ
 Date of Assessment: Feb 2018
 Cert Review Report Date: Oct 2018

New Appendix

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	Yes
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	Yes
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	Yes
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	Yes
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	Yes
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	Yes
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	Yes
Interested Parties (23 CFR 450.316) - Tribal Coordination	Yes
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	Yes
Linking Planning and NEPA (23 CFR 450.318)	No
Long Range Transportation Plan (23 CFR 450.324)	No
Long Range Transportation Plan (23 CFR 450.324) - Travel Demand Modeling/Data	Yes
Long Range Transportation Plan (23 CFR 450.324) - Financial Plan/Fiscal Constraint	Yes
Congestion Management Process (23 CFR 450.322)	No
Transportation Improvement Program (23 CFR 450.324, 326, 328, 330, 332)	Yes
Regional Coordination	Yes

What Changes Will the MPOs See?

► New Report Language

- General: As a part of the TMA Certification Process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after taking into account the risk factors.

- Section: This topic area was not selected for additional review based on the results of the risk assessment process.

What Changes Will the MPOs See?

Current Process

Activity	Timeline
Send TMA Certification Questionnaire	2 Months plus 2 weeks Before Site Visit
Receive TMA Certification Questionnaire Responses/ Supporting Material	MPO has 6 Weeks to Complete Questionnaire; Receive 1 Month Before Site Visit
DESK AUDIT: Review TMA Certification Questionnaire Responses/Supporting Material	Six Week Duration - Start Two Months Before Site Visit
Conduct Site Visit	Site Visit



2018 Process

Activity	Timeline
Complete TMA Risk Assessment	4 Week Duration - Start 5 Months Before Site Visit
DESK AUDIT: Review TMA Supporting Material	4 Week Duration - Start 4 Months Before Site Visit
Send TMA Certification Questionnaire	2 Months and 2 Weeks Before Site Visit
Receive TMA Certification Questionnaire Responses/ Supporting Material	MPO has 4 Weeks to Complete Questionnaire (Optional to Complete); Receive 6 Weeks Before Site Visit
Review Questionnaire Responses/Supporting Materials.	Two Week Duration
Conduct Site Visit	Site Visit

2018 Activities

- ▶ Lee County
- ▶ Space Coast
- ▶ Florida-Alabama
- ▶ Reassess and Modify for New Regulations and Enhancements for 2019


Questions?



Transportation Performance Measurement

Updates


June 2018



U.S. Department of Transportation
Federal Highway Administration

Recent Milestones

- FHWA Approved FDOT Freight Plan: Feb 12
- MPOs Set Safety 2018 Target: Feb 27
- FDOT Initial Asset Management Plan: Apr 30
- FDOT Set Bridge, Pavement and System Performance Targets: May 18
- Planning Rule Effective: May 27
 - All LRTP & S/TIP Amendments Address Safety TPM
 - Underlying Planning Requirements Addressed



U.S. Department of Transportation
Federal Highway Administration

What's New for FL?

- Updates to FL Division Website
 - Summary of Requirements As They Apply to FDOT
 - » Safety Measures (PM1)
 - » Bridge Measures (PM2)
 - » Pavement Measures (PM2)
 - » Asset Management
 - Q&A from MPO One on One
<https://www.fhwa.dot.gov/fldiv/tpm.cfm>



What's New Nationally?

- Performance Management Form (PMF)
 - New Electronic Reporting Tool
 - FDOT Enters Data for all targets except Safety
 - Due Oct 1, 2018 and every 2 years after
 - Khoa Nguyen, Director of Tech Services, is FL Division POC
- State 2017 Safety Targets Published:
https://safety.fhwa.dot.gov/hsip/spm/state_safety_targets/



What's New in Guidance?

- HSIP Implementation Plan Guidance – March 2018
 - For States that do not meet or make significant progress towards their safety performance targets
- Bridge Measures – Computation for determining Significant Progress – April 2018
- Pavement Measures - Computation for determining Significant Progress – April 2018
- Average Vehicle Occupancy Factors for Computing Travel Time Reliability Measures and Total Peak Hour Excessive Delay Metrics – April 2018
- System Performance Measures - Computation for determining Significant Progress – May 2018
 - Travel Time Based and Percent Non-Single Occupancy Vehicle Measures

<https://www.fhwa.dot.gov/tpm/guidance/>



Transportation Asset Management Plan (TAMP) Clarifications

- TAMP – required by Asset Rule 23 CFR 515
- Pavement/Bridge Measures and Targets – PM2 Rule – 23 CFR 490 – due May 20, 2018
- TAMP uses targets to manage assets and address 515 requirements



Transportation Asset Management Plan (TAMP) Clarifications

- Initial TAMP: Apr 30, 2018
 - Optional to have targets identified
 - FDOT chose not to so as to not start the MPO's 180-day clock
- Final TAMP: June 30, 2019
 - Must include measures, targets, and analyses



Transportation Asset Management Plan (TAMP) Clarifications

- FDOT has chosen to only include pavement and bridges.
 - No other measures/targets for MPO to address in LRTPs/TIPs
 - TAMP won't be a source for establishing targets;
 - Integrate goals/objectives from TAMP (pg 2-1) directly or by reference in LRTPs adopted/amended after Apr 30, 2018.
- If FDOT has not developed/implemented TAMP and not established NHS Pavement and Bridge targets by Nov 20, 2018, FHWA will not approve NHPP funded projects (per 23 CFR 515) until FDOT has TAMP and targets in place.



October 2018 TIPs

- Address Safety Measures/Targets
 - Designed the TIP to achieve targets
 - Describe how MPO/FDOT linked project selections and investments to anticipate target achievement
- No targets in FDOT Freight Plan
- No targets in Asset Management Plan
- Bridge, Pavement and System Performance targets not required to be addressed
- Underlying Planning Processes Addressed
 - Coordination Documentation
 - New Public Participation Entities
 - Planning Factors



Future TIPs

- In subsequent TIPs:
 - Explain how the program of projects from the prior TIP achieved results; OR
 - what progress was made if results were not achieved



On the Horizon



- June 15:
 - FDOT HPMS Submittal for new PM3 travel time metrics
 - FDOT Submits Urbanized Area Boundaries if setting PM3 urbanized targets
- Aug 31: FDOT Sets Safety 2019 Target
- Oct 1:
 - S/TIP with Safety Targets Addressed
 - FDOT request for Using FDOT/MPO equivalent data sources (PM3)
 - FDOT to Report BR/Pvmt/Sys Perf Targets to FHWA
 - Baseline Reports for BR/Pvmt/Sys Perf (Interstate only)
- ~~Nov 16~~ Nov 14: MPO Sets Bridge, Pavement and System Performance Targets



For Additional Information



- Danielle Blackshear – Districts 1, 3 – danielle.blackshear@dot.gov
- Teresa Parker – Districts 2, 5, 7 - teresa.parker@dot.gov
- Stacie Blizzard – Districts 4, 6 – stacie.blizzard@dot.gov
- FHWA FL Division Website: www.fhwa.dot.gov/fldiv/tpm.cfm



Item Number 6A

Business Items & Presentations MPOAC Freight Committee Project Priorities List

DISCUSSION:

Since 2013, the MPOAC Freight Committee has met 15 times. The Freight Committee worked with the 27 Florida MPOs to develop a process whereby MPOs can submit their highest priority freight-related transportation projects to MPOAC who in turn assembled a statewide MPO priority list which will be shared with Florida DOT. All projects have been screened by the Freight Committee to insure the projects support the agreed upon intent of the program. This list of projects is intended to assist Florida DOT in their project programming efforts.

Projects are listed in alphabetical order and then by MPO name. Each project has the same priority.

REQUESTED ACTIONS:

Recommend to the MPOAC Governing Board approval of the attached list of 2018 MPOAC Freight Priority Projects for transmittal to Florida DOT.

ATTACHMENTS:

List of MPOAC Freight Project Priorities
Map showing location of MPOAC Freight Project Priorities (2)



The Florida Metropolitan Planning Organization Advisory Council

Freight Subcommittee

2018 Freight Priorities Program

Program Overview

The Metropolitan Planning Organization Advisory Council (MPOAC) Freight Committee developed the *Freight Prioritization Program* (FPP) to identify and promote high priority freight projects within the planning boundaries of Florida's Metropolitan Planning Organizations¹ for consideration in FDOT's 5-Year Work Program and other potential funding sources. The FPP's objective is to foster collaboration among MPOAC members and to develop a comprehensive list of projects that represents the unified input of the MPOAC. The MPOAC will update and endorse the FPP's project list on an annual basis.

Project Selection Overview

The 2018 FPP Project List contains all project submissions that passed the agreed upon vetting process. The vetting process reviewed each project submission for program eligibility by verifying project information and whether each project was ready for construction funding. Key activities included:

1. The 2018 Call for Projects was distributed via email to each MPO on March 12th. The request included a program fact sheet, instructions, and a check list template.
2. Training webinars were scheduled and conducted on March 16th and March 19th to provide technical assistance to MPO staff. One-on-one phone calls were also conducted to answer specific questions.
3. MPOs were asked to complete and submit check lists for up-to-3 eligible projects. Project check lists were reviewed for completeness. Requests for additional information were submitted to each MPO.
4. Final checklists were reviewed and used to develop the 2018 Freight Priorities Program Project List.

Summary of 2018 FPP Project List

Highlights for the 2018 project list include:

- 16 of Florida's 27 MPOs participated by submitting a total of 37 projects.
- Projects were provided by MPOs for all 7 FDOT Districts.
- 100% of projects submitted have a PD&E completed, underway, or planned.
- 33 of 37 projects are on designated SIS roadways, 10 are on the NHFN, and 24 are on regionally significant roadways.
- 19 of 37 projects are in a regional freight plan, all were in LRTPs, 30 in TIPs, and 31 in FDOT's Work Program.
- 19 projects increase capacity and 10 improve operations.
- All projects support at least 2 FTP goals with the majority supporting 3 or more.

¹ "Metropolitan Planning Organizations" is not an exclusive term. It also encompasses Transportation Planning Organizations (TPO) and Transportation Planning Agencies (TPA).

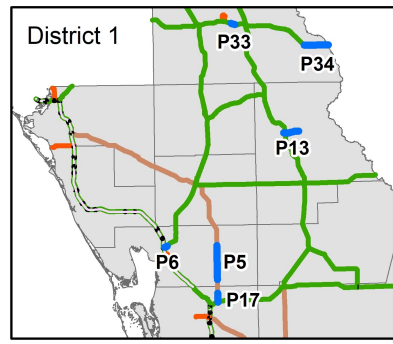
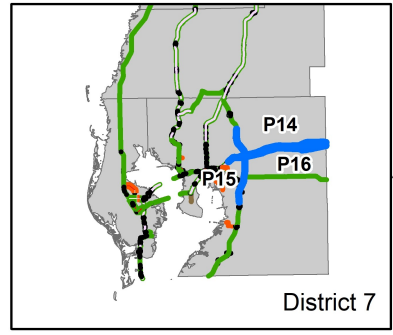
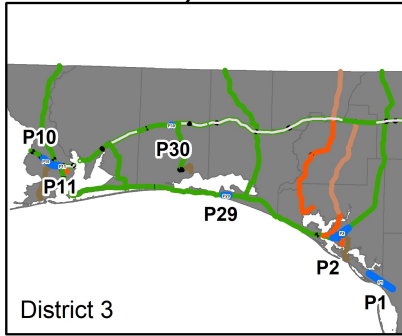
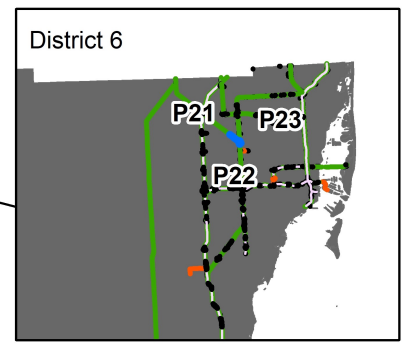
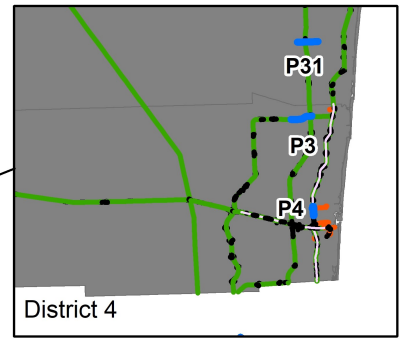
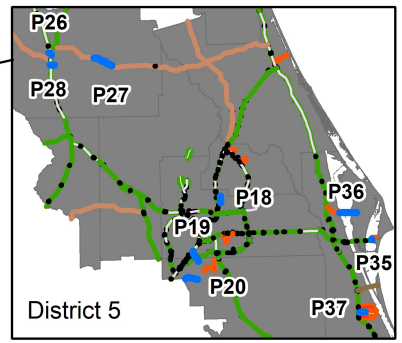
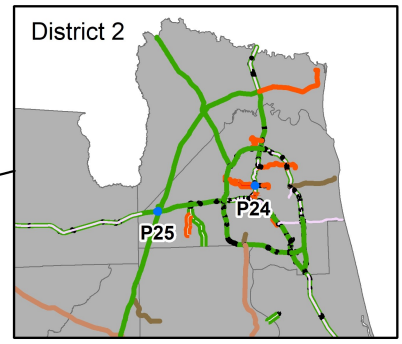
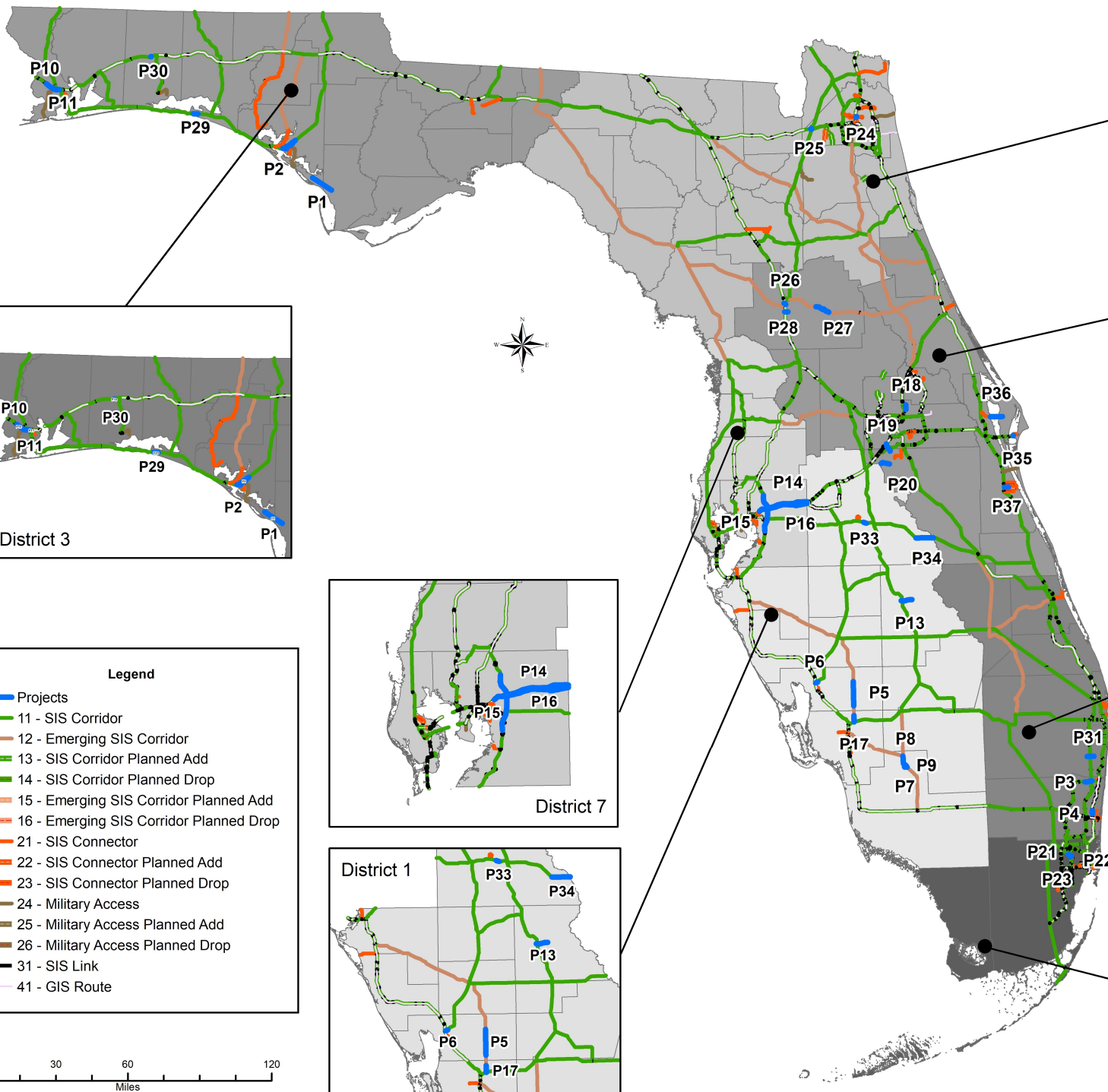
2018 Freight Priorities Program Projects List

Map ID	Name	From	To	Project Type	Description	Project Number	Year Requested
Bay County TPO							
P1	Gulf to Bay Highway	SR 30 (US 98)	Bay/Gulf County Line	Roadway	New Project	4109813	2023
P2	SR 75 (US 231)	SR 30A (US 98)	South of Pipe Line Rd.	Roadway	Increases Capacity	2179104	2023
Broward MPO							
P3	Sawgrass Expressway/SR 869	SR 7	Powerline Rd.	Roadway	Increases Capacity	4372241	2022
P4	SR-9/I-95 @ SR-842/Broward Blvd.	N/A	N/A	Interchange	Improves Operations	4355131	2023
Charlotte County Punta-Gorda MPO							
P5	SR 31	Cook Brown Rd.	CR 74	Roadway	Increases Capacity	N/A	2025
P6	SR 35 (US 17)	Copley Ave.	CR 74	Roadway	Increases Capacity	N/A	2021
Collier MPO							
P7	SR 29	CR 846 E	N of New Market Rd.	Roadway	Increases Capacity	4175405	2024
P8	SR 29	N of New Market Rd.	SR 82	Roadway	Increases Capacity	4175406	2024
P9	SR 29 Bypass	New Market/Airport Rd.	North of Westclox	Roadway	New Project	N/A	2024
Florida Alabama TPO							
P10	SR 8 (I-10)	SR 10 (US 90A) Nine Mile Rd.	W OF SR 95 (US 29)	Roadway	Increases Capacity	4379051	2024
P11	SR 95 (US 29) Interchange	I-10	US 29	Interchange	Improves Operations	2224761	2020
Heartland TPO							
P12	SR 710	US 441/SR 15	Martin County line (CR 714)	Roadway	Increases Capacity	4193442; 4193443; 4193444; 4193445.	2022
P13	US 98/SR 700	US 27/SR 25	Airport Rd.	Roadway	Increases Capacity	4145111; 4145112.	2024
Hillsborough MPO							
P14	I-4	Selmon Connector	East of Branch Forbes Rd.	Roadway	Improves Operations	4317461	2031
P15	I-75	South of US 301	North of Fletcher Ave.	Roadway	Improves Operations	4192353	N/A
P16	US 92 (SR 600)	US 301/I-4 to CR 579	County Line	Roadway	Increases Capacity	4357491	2021
Lee MPO							
P17	SR 31	SR 80	SR 78	Roadway	Increases Capacity	4419421	2022

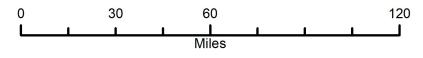
Map ID	Name	From	To	Project Type	Description	Project Number	Year Requested
MetroPlan Orlando							
P18	SR 15/600 US 17/92	Norfolk Ave.	Monroe St	Roadway	Improves Operations	4084291	2019
P19	SR 535	I-4	US 192	Roadway	Improves Operations	4371741; 4371751.	2022
P20	SR 600/US 17/92	Polk/Osceola County Line	West of Poinciana Blvd.	Roadway	Increases Capacity	4372001	2022
Miami-Dade TPO							
P21	SR 25/Okeechobee Rd.	East of NW 87 Ave.	NW 79 Ave.	Roadway	Increases Capacity	4232513	2023
P22	SR 25/Okeechobee Rd. & SR 826/Palmetto Expressway	N/A	N/A	Interchange	Improves Operations	4365651	2023
P23	SR 25/Okeechobee Rd. & SR 826/Palmetto Expressway	N/A	N/A	Interchange	New Project	4365652	2023
North Florida TPO							
P24	I-95 (SR 5) @ Martin Luther King Expressway	N/A	N/A	Interchange	Improves Operations	4338992	2023
P25	US 301 @ I-10	N/A	N/A	Interchange	Improves Operations	4288652	2020
Ocala/Marion County TPO							
P26	NW 49th St. Interchange	NW 49th St.	NW 35th St.	Roadway & Interchange	New Project	4352091	2023
P27	SR 40	CR 314	CR 314A	Roadway	Increases Capacity	4106743	2022
P28	SR 40/I-75 Interchange and Corridor Project	SW 40th Ave.	SW 27th Ave.	Roadway & Interchange	Improves Operations	4336521	2023
Okaloosa Walton TPO							
P29	SR 30 (US 98)	Mack Bayou Blvd.	30 A West	Roadway	Increases Capacity	4141326	2022
P30	SR 8 (I-10) @ CR 4 Antioch Rd. Interchange	I-10	CR 4	Interchange	New Project	4079183	2021
Palm Beach TPA							
P31	Atlantic Ave.	W of Lyons Rd.	Jog Rd.	Roadway	Increases Capacity	440575	2020
Polk TPO							
P32	I-4 @ SR 33 Interchange Modification	N/A	N/A	Interchange	Increases Capacity	4301853, 4301855.	2024
P33	SR 60	SR 60	CSX Railroad	Roadway	Grade Separation	4365591	2023
P34	SR 60	CR 630	East of Kissimmee River Bridge	Roadway	Increases Capacity	4338562, 4338563.	2023

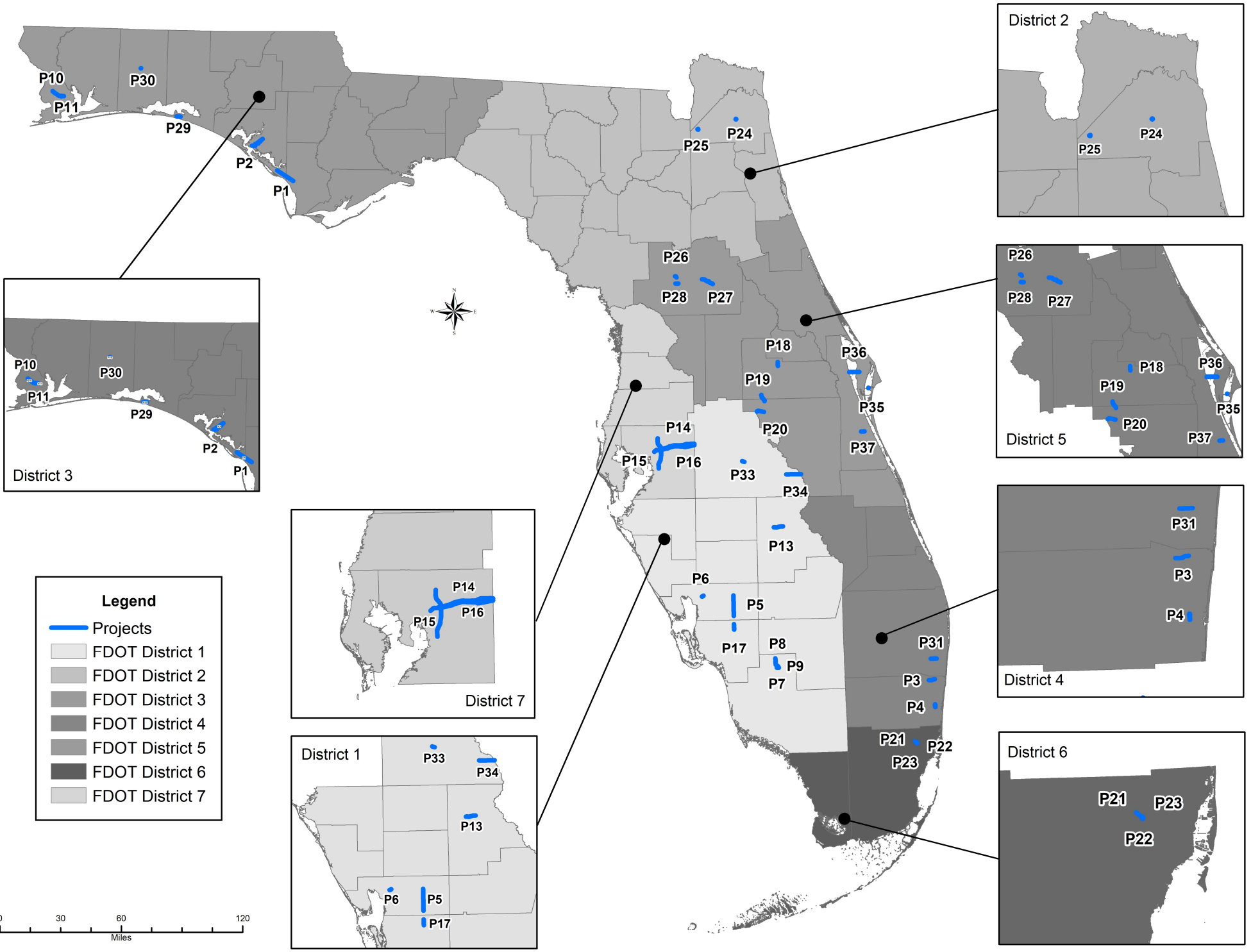
Map ID	Name	From	To	Project Type	Description	Project Number	Year Requested
Space Coast TPO							
P35	SR 401 Bridges	SR 401/SR 528 Interchange	Cape Canaveral Air Force Station	Bridge	Bridge Replacement	N/A	2021
P36	SR 405/NASA Causeway Bridges	West Roadway Approach	East Roadway Approach	Bridge	Bridge Replacement	4404241	2021
P37	St. Johns Heritage Parkway/Ellis Rd.	John Rhodes Blvd.	Just West of Wickham Rd.	Roadway	Increases Capacity	4269054	2024

DRAFT



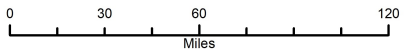
- Legend**
- Projects
 - 11 - SIS Corridor
 - 12 - Emerging SIS Corridor
 - - - 13 - SIS Corridor Planned Add
 - - - 14 - SIS Corridor Planned Drop
 - - - 15 - Emerging SIS Corridor Planned Add
 - - - 16 - Emerging SIS Corridor Planned Drop
 - 21 - SIS Connector
 - - - 22 - SIS Connector Planned Add
 - - - 23 - SIS Connector Planned Drop
 - 24 - Military Access
 - - - 25 - Military Access Planned Add
 - - - 26 - Military Access Planned Drop
 - - - 31 - SIS Link
 - - - 41 - GIS Route





Legend

- Projects
- FDOT District 1
- FDOT District 2
- FDOT District 3
- FDOT District 4
- FDOT District 5
- FDOT District 6
- FDOT District 7



Item Number 6B

Business Items & Presentations 2018 MPOAC Meeting Schedule

DISCUSSION:

At the February 01, 2018 MPOAC Governing Board Meeting direction was given to MPOAC Staff to conduct a survey of the 27 MPOs and determine what days of the month MPOAC could meet without conflicting with one of the MPO's Board meetings. Understanding that the day before a Board meeting is also a busy day for MPO Staff, attempts were made to avoid those days as well.

The objective of the study is to set a standard meeting schedule and have MPOAC Staff set meeting dates at least three years in advance. This is helpful for MPOs that do not have a set methodology for setting meeting dates, those MPOs would be able to see the MPOAC meeting dates and avoid them when setting their calendars for the coming year.

REQUESTED ACTIONS:

Selection of a standardized meeting day of month and direction to MPOAC Staff to set meeting dates for the coming three years. Recommendation to the MPOAC Governing Board for their approval.

ATTACHMENTS:

Meeting date survey summary document

MPOAC Scheduling Survey



2018-2021



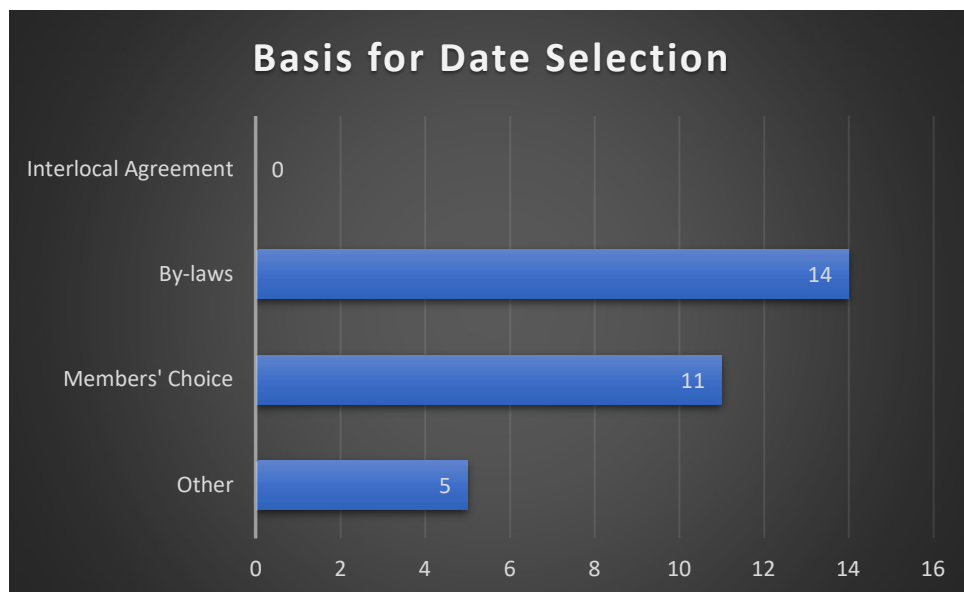
Table of Contents

How are your meeting dates determined? Choose all that apply.....	3
Does your Governing Board meet on a regular schedule?.....	4
How often does your Governing Board meet?.....	5
If you selected “Monthly with Exceptions,” which months are the exceptions?.....	6
During which week of the month are your meetings held?.....	8
On which day of the week do you typically hold meetings?	9
Meeting Schedule by MPO	10
2018-2021 Calendars of Available Meeting Dates	11

MPOAC Scheduling Survey

The Center for Urban Transportation Research (CUTR) at the University of South Florida (USF) was tasked with conducting a survey regarding MPO Governing Board meeting dates at the direction of the MPOAC Executive Director. The survey asked when MPO Governing Boards meet and what methods were used to determine meeting dates. The survey was administered electronically using the survey program Qualtrics. An individual link was generated for each of the 27 MPOs and sent to the appropriate MPO via email during April 2018. The survey contained 14 possible questions, consisting of multiple choice and short-answer style items, as well as an interactive 2018 calendar that allowed respondents to select the dates for their Governing Board meetings for the entire year. The information collected from this survey will be used to create the 2019 MPOAC calendar, as well as future years' calendars, in a manner that avoids scheduling conflicts to the maximum extent feasible.

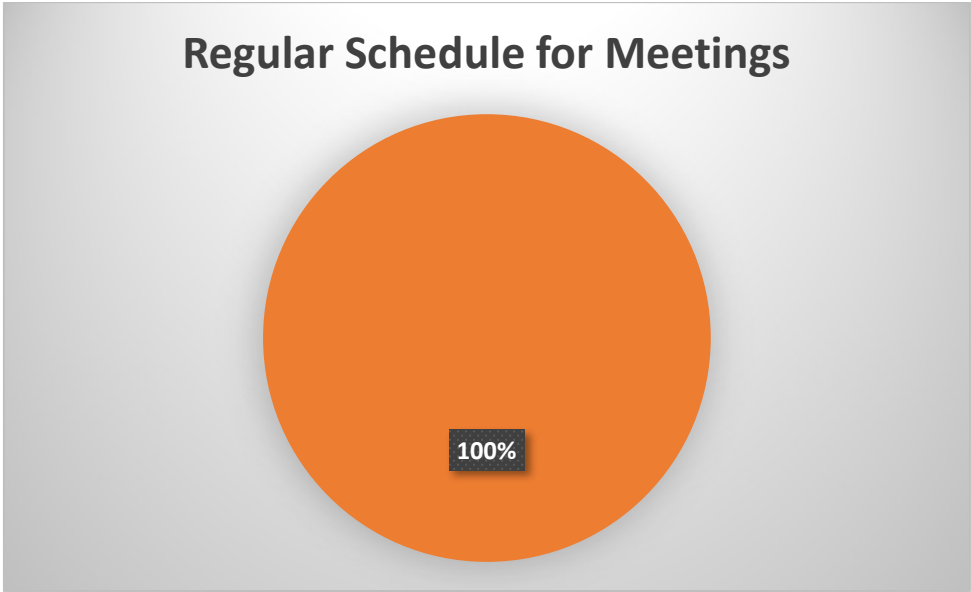
How are your meeting dates determined? Choose all that apply.



The majority of meeting dates were determined by either the organization's by-laws or the Governing Board members' choice. Some MPOs chose more than one answer for this question, bringing the total number of responses to 30. Multiple responses or responses recorded as "Other" were further explained as follows:

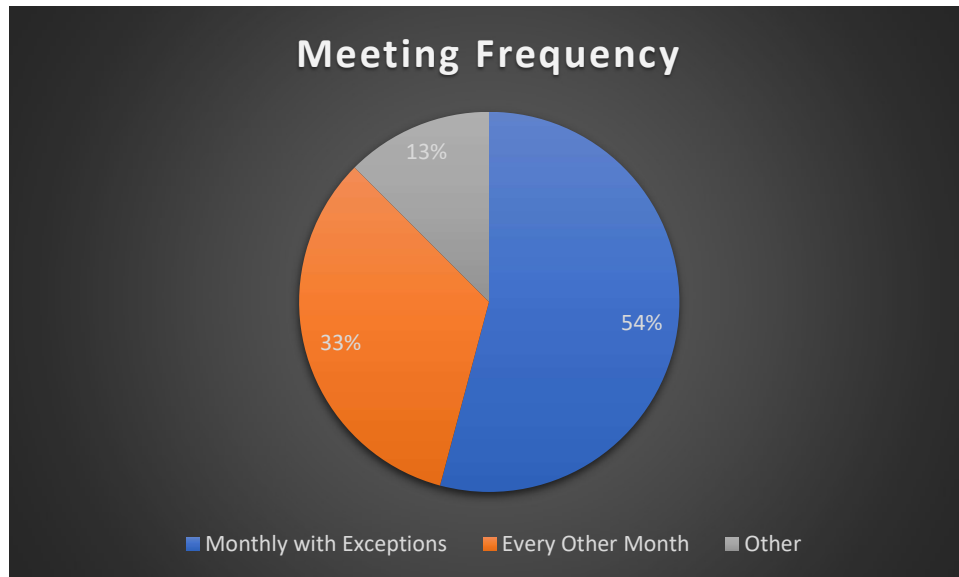
- ⇒ "Staff decision based on work product and annual due dates."
- ⇒ "The Board has met the second Thursday of the month for 30 or more years"
- ⇒ "Based on when the UPWP tasks and activities are to be completed"
- ⇒ "Each year a draft Board meeting schedule is distributed in the last quarter for the next calendar year, and adjusted based on any Board member comments received. That schedule is then presented to the Board and published for the upcoming year."
- ⇒ "Normally the first or second Monday of designated months. But meeting days are adjusted for availability of the ... County Commissioners Meeting Room. We use that as it is set up for live broadcast and recording of our meetings."

Does your Governing Board meet on a regular schedule?



Every MPO reported that they meet on a regular schedule.

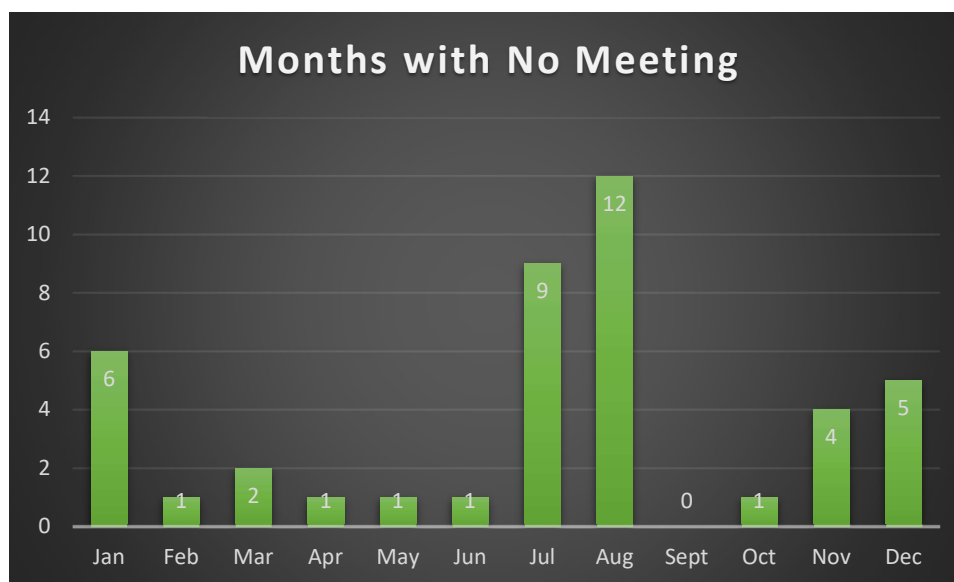
How often does your Governing Board meet?



Choices for this question included: Quarterly, Monthly, Monthly with Exceptions, and Other. No MPO reported meeting on a quarterly basis. While "Every Other Month" was not listed as a multiple choice option, 8 organizations were found to meet on an every other month schedule based on their answers listed under "Other." This category comprises a third of all MPOs and should be added to future surveys. MPOs who answered "Other" but did not meet every other month explained the frequency of their meetings as follows:

- ⇒ "Typically, the ... MPO Board meets 6 times per year: every other year a 7th meeting has been added when the Legislature meets in January; no meetings in July and August; and meetings are held in April, May and June in order to review documents and meet deadlines before the end of the fiscal year."
- ⇒ "Regular meetings are five times/year corresponding to required Board actions [or] for MPO business."
- ⇒ "Executive Committee meets first Thursday and Full Board on second Thursday."

If you selected “Monthly with Exceptions,” which months are the exceptions?



Any organization that reported meeting “Monthly with Exceptions” was asked to clarify which months were exceptions to their regular schedule and why these were left out. Three MPOs reported meeting monthly without exceptions, but it was noted on their calendar responses that they did skip certain months of the year in 2018. September was the only month in which no MPO reported an exception; July and August saw the highest amount of reported exceptions at 9 and 12 MPOs skipping these months, respectively. Explanations for months with no meeting were given as follows:

- ⇒ “Because Christmas and New Year's/vacations it is too difficult to get agenda packages prepared and distributed for a January Meeting. We do not meet in July because it is difficult to get a quorum due to summer vacations.”
- ⇒ “The Counties and the cities take off in July and August and in addition the Board recently discussed cutting down the number of meetings and that is why December came out as well.”
- ⇒ “Not needed to conduct business”
- ⇒ “August is traditionally skipped for vacations. December is a more recent change to balance work load, but contingent on hurricane season.”
- ⇒ “Meetings are held in February and August but later in the month due to MPO Board members having conflicting meetings. Usually our meetings are held on the second Thursday of the month outlined in the MPO Board Bylaws.”
- ⇒ “expected lack of attendance”
- ⇒ “expected lack of attendance due to summer vacations and holiday vacations”
- ⇒ “These meetings are not necessary to comply with all requirements in the business cycle.”
- ⇒ “Schedules are developed based MPO product due dates and on anticipated Board actions such as adoption of UPWP, Priorities, TIP, Performance Measure targets, LRTP,

amendments, etc., and on local jurisdiction preference, such as some of our jurisdictions recess (do not meet) in July and/or August and members requested that the MPO Board not meet in those months.”

⇒ “January - agenda package has to be prepared over Christmas. Problem for staff
June - County Commission vacation month.”

August - Conflict with League of Cities annual meeting”

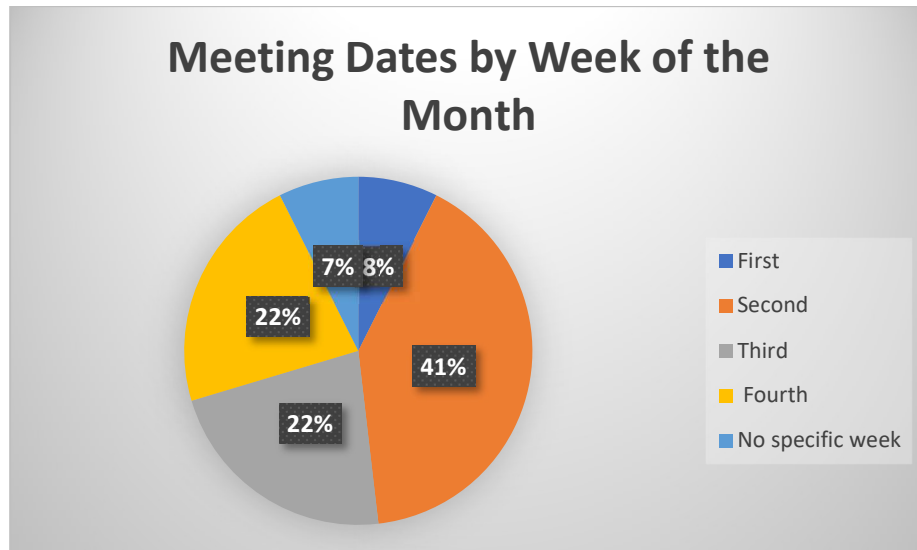
⇒ “In January our TPA attends the regional Safe Streets Summit that rotates locations between Broward, Miami-Dade and Palm Beach.

In August and November we do not hold meetings as these months usually have lower attendance due to vacations.”

⇒ “Expected lack of attendance. Also, meetings that are held typically correspond to the Federal and State Deadline Calendar (i.e. Priorities are due in September; the UPWP is due in May; the TWP is typically reviewed in October or November); etc.”

⇒ “July, August - Summer break for the City of ... and ... County board members
December – holidays”

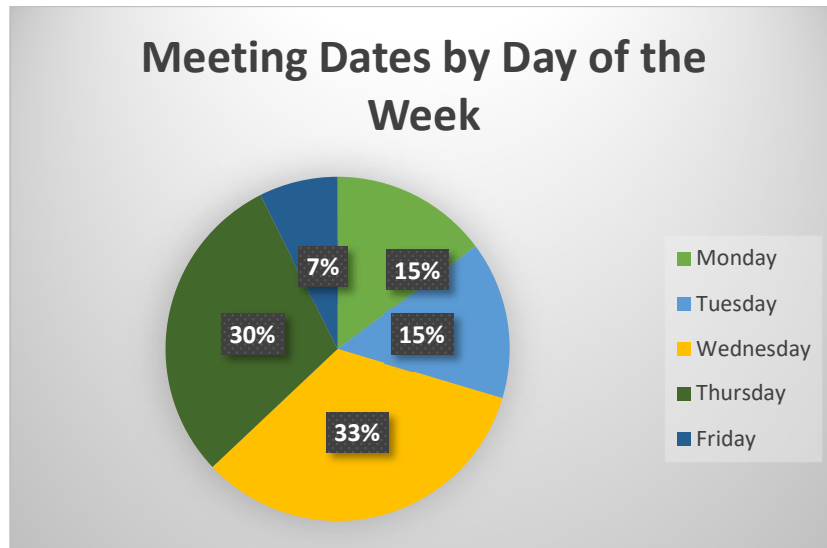
During which week of the month are your meetings held?



The most common week of the month for MPO Governing Board meetings was the second, used by 41% of MPOs surveyed, with the third and fourth weeks combined making up another 44% of all respondents. 7% did report that, although they met regularly, they did not have a specific week during the month that remained constant for their meetings dates. Explanations for this answer choice were as follows:

- ⇒ "Typically, the Board meets on the third Monday of the month unless it conflicts with a holiday (Presidents' Day) or is considered too close to a holiday (Christmas) or there is a deadline that needs to be accommodated (UPWP/May 15th every other year)."
- ⇒ "The Governing Board usually meets on the third or fourth week. However, in the month of December they will meet the 1st Thursday of the month."

On which day of the week do you typically hold meetings?



A third of MPOs meet on Wednesday, and roughly another third meet on Thursday. Friday is the least common day for Governing Board meetings, with only two organizations (7%) choosing to meet on a Friday. Respondents were given an option for "No specific day," but none chose this answer.

Meeting Schedule by MPO

Bay County	4th	W	Every other Month (EOM) (beginning Feb)
Broward	2 nd	Th	
Capital Region	3 rd	T	Except Jul/Aug/Dec
Charlotte County-Punta Gorda	2 nd	M	
Collier	2 nd	F	Except Jan/Jul/Aug
Florida-Alabama	2 nd	W	EOM (beginning Feb)
Forward Pinellas	2 nd	W	Except Jul/Dec
Gainesville	4 th	M	EOM (beginning Jan)
Heartland	3 rd	W	EOM (beginning Jan), except Jul
Hernando-Citrus	3 rd	T	EOM (beginning Jan)
Hillsborough	1 st	T	
Indian River County	2 nd	W	Except Jan/Jul/Aug
Lake-Sumter	4 th	W	Except Mar/Jul/Nov
Lee County	3 rd	F	Except Jul/Aug/Dec
Martin	No specific	M	
MetroPlan Orlando	2 nd	W	Except Jan/Apr/Aug/Oct
Miami-Dade	No specific	Th	
North Florida	2 nd	Th	Except Jan/Jul
Ocala-Marion	4 th	T	
Okaloosa-Walton	3 rd	Th	EOM (beginning Feb)
Palm Beach	3 rd	Th	Except Jan/Aug/Nov
Pasco County	2 nd	Th	Except Feb/Aug
Polk	2 nd	Th	EOM (beginning Jan)
River to Sea	4 th	W	Except Jul/Dec
St. Lucie	1 st	W	EOM (beginning Feb)
Sarasota/Manatee	4 th	M	Except Mar/May/Jul/Aug/Nov
Space Coast	2 nd	Th	Except Jan/Jan/Aug

Only the first and fourth Thursday of each month will be consistently available for MPOAC meetings, so as to avoid meeting on the day before an MPO governing board is scheduled to convene.

2018-2021 Calendars of Available Meeting Dates

Calendars begin on the following page; available days for MPOAC meetings are highlighted in green. 2018 dates reflect actual meetings scheduled, while the following three years have been marked according to the rules of each MPO as reported in the survey questions.

YEAR 2018

MPOAC Meeting Dates

JANUARY

31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	1	2	3
4	5	6	7	8	9	10

FEBRUARY

28	29	30	31	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	1	2	3
4	5	6	7	8	9	10

MARCH

25	26	27	28	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
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APRIL

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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5
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MAY

29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31	1	2
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JUNE

27	28	29	30	31	1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
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JULY

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8	9	10	11	12	13	14
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22	23	24	25	26	27	28
29	30	31	1	2	3	4
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AUGUST

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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
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SEPTEMBER

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OCTOBER

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NOVEMBER

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18	19	20	21	22	23	24
25	26	27	28	29	30	1
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DECEMBER

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16	17	18	19	20	21	22
23	24	25	26	27	28	29
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YEAR 2019

MPOAC Meeting Dates

JANUARY

30	31	1	2	3	4	5
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13	14	15	16	17	18	19
20	21	22	23	24	25	26
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FEBRUARY

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	1	2
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MARCH

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APRIL

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MAY

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19	20	21	22	23	24	25
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JUNE

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JULY

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AUGUST

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SEPTEMBER

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OCTOBER

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20	21	22	23	24	25	26
27	28	29	30	31	1	2
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NOVEMBER

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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
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DECEMBER

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22	23	24	25	26	27	28
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YEAR 2020

MPOAC Meeting Dates

JANUARY

29	30	31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	1
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FEBRUARY

26	27	28	29	30	31	1
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9	10	11	12	13	14	15
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MARCH

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APRIL

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MAY

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JUNE

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JULY

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AUGUST

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OCTOBER

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NOVEMBER

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DECEMBER

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YEAR 2021

MPOAC Meeting Dates

JANUARY

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AUGUST

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SEPTEMBER

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OCTOBER

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NOVEMBER

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7	8	9	10	11	12	13
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28	29	30	1	2	3	4
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DECEMBER

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19	20	21	22	23	24	25
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Item Number 6C

Business Items & Presentations Final MPOAC FY 2019-20 UPWP Approval

DISCUSSION:

The MPOAC Draft UPWP has been developed by MPOAC Staff. The draft UPWP was distributed to FDOT, FHWA and FTA. The draft was also distributed to the 27 Florida MPOs and the MPOAC email contact list for comments. The draft was available on the MPOAC website with a request for comments for 21 days. All comments received have been addressed.

REQUESTED ACTIONS:

Recommend to the Governing Board approval of the draft MPOAC FY 2019-20 UPWP as presented and allow MPOAC Staff to make any changes as necessary and requested by approving agencies.

ATTACHMENTS:

Draft MPOAC FY 2019-20 UPWP

Fiscal Years 2019 – 2020

Unified Planning Work Program

Florida Metropolitan Planning Organization Advisory Council

Prepared By:
Florida Metropolitan Planning
Organization Advisory Council

605 Suwannee Street, MS 28B
Tallahassee, FL 32399-0450
Telephone: (850) 414-4037
www.mpoac.org



Federal Aid Project Number: 00AC-054-M
FM Numbers: 439339-1-11-01 & 439339-1-12-01 & 439339-1-12-02



MPOAC Resolution 2018-01

A RESOLUTION OF THE FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL (MPOAC) ADOPTING THE MPOAC UNIFIED PLANNING WORK PROGRAM FOR STATE FISCAL YEARS 2018/2019 – 2019/2020.

Whereas, The MPOAC is established by Florida Law pursuant to Section 339.175 F.S. to assist Florida’s MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion;

Whereas, The MPOAC adopts a Unified Planning Work Program for two fiscal years that describes the various tasks to be accomplished by the MPOAC in the performance of its duties;

Whereas, The MPOAC adopts the Unified Planning Work Program with the concurrence of the Federal Highway Administration, the Federal Transit Administration and the Florida Department of Transportation and in compliance with all comments received from those same agencies; and

Whereas, The MPOAC Governing Board authorized Chair _____ to approve the Unified Planning Work Program prior to July 01, 2018

NOW THEREFORE BE IT RESOLVED THIS SEVENTH DAY OF JUNE 2018 THAT THE FLORIDA METROPOLITAN PLANNING ORGANIZATION ADVISORY COUNCIL HEREBY ADOPTS ITS UNIFIED PLANNING WORK PROGRAM FOR STATE FISCAL YEARS 2018/2019 – 2019/2020.

PASSED AND DULY ADOPTED this seventh day of June 2018.

MPOAC Governing Board Chair

Attested to:

Carl Mikyska, Executive Director

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FLORIDA DEPARTMENT OF TRANSPORTATION
**UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES**

525-010-08
POLICY PLANNING
05/18

DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Governmentwide Debarment and Suspension at 49 CFR 29.510

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

Name:
Title: MPOAC Governing Board Chair

June 07, 2018

Date

FLORIDA DEPARTMENT OF TRANSPORTATION
**UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES**

525-010-08
POLICY PLANNING
05/18

LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Florida MPOAC that:

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

Name:
Title: MPOAC Governing Board Chair

June 07, 2018
Date

FLORIDA DEPARTMENT OF TRANSPORTATION
**UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES**

525-010-08
POLICY PLANNING
05/18

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Florida MPOAC that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

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

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

Name:
Title: MPOAC Governing Board Chair

June 07, 2018
Date

FLORIDA DEPARTMENT OF TRANSPORTATION
**UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES**

525-010-08
POLICY PLANNING
05/18

TITLE VI/ NONDISCRIMINATION ASSURANCE

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

The Florida MPOAC further assures FDOT that it will undertake the following with respect to its programs and activities:

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

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

Name:
Title: MPOAC Governing Board Chair

June 07, 2018
Date

FLORIDA DEPARTMENT OF TRANSPORTATION
**UNIFIED PLANNING WORK PROGRAM (UPWP)
STATEMENTS AND ASSURANCES**

525-010-08
POLICY PLANNING
05/18

APPENDICES A and E

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

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

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- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

Introduction

The Unified Planning Work Program (UPWP) has been prepared to define the tasks to be undertaken and the anticipated funding requirements of the Florida Metropolitan Planning Organization Advisory Council (MPOAC) for fiscal years 2018/2019 – 2019/2020 covering the period from July 1, 2018 through June 30, 2020.

The UPWP provides the basis for funding of the transportation planning activities to be undertaken with Federal Highway Administration (FHWA) planning funds (PL) and Federal Transit Administration (FTA) Section 5305(d) metropolitan planning funds to support the activities of the MPOAC.

The MPOAC utilizes soft matches for its federal funding sources. These soft matches include toll revenues as a credit toward the non-federal matching share of all programs authorized by Title 23 and for transit programs authorized by Chapter 53 of Title 49, U.S.C. The soft match provision allows the federal share to be increased to 100% to the extent credits are available. The soft match to federal dollars is calculated to an 80%/20% ratio as required. For both Fiscal Years 2018/2019 and 2019/2020, there are \$498,548 of federal PL dollars and these funds are soft matched by \$124,637 of toll credits.

Following this introduction is a discussion of the organization and management of the MPOAC. The specific transportation planning activities to be undertaken these two fiscal years by the MPOAC staff are organized into four major sections, each of which comprises a number of individual tasks:

- 1) Administration: This section includes those functions required to manage the transportation planning process on a continual basis, including program administration, development, review and reporting, as well as such activities as intergovernmental coordination, public information and notice, and training.
- 2) Forum for Cooperative Decision-Making: This section includes those functions necessary to establish a forum for cooperative decision-making among Florida's MPOs, and with other public and private partners who participate in the cooperative, comprehensive, and continuing transportation planning process.
- 3) Dissemination of MPOAC Information: This section includes those functions necessary to develop, reach consensus on, and distribute MPOAC information that can both educate and assist policy makers at the various levels of government. Also included in this section are those tasks of the MPOAC which are used to cross organizational lines to involve the many diverse participants of the transportation planning process.
- 4) Project Planning and Reports: This section includes those functions which are necessary in order to prepare certain project studies, reports and correspondence. These activities often result in specific work products that are initiated and endorsed by the MPOAC.

Public Involvement

Development of the UPWP included various public involvement opportunities. The Florida Department of Transportation (FDOT), FHWA, FTA and each MPO were provided a copy of the draft UPWP via the internet with a request to submit comments over a two-week period. The draft UPWP was also displayed on the MPOAC website for a similar period of time and was included in the June 2018 MPOAC meeting agenda package. The MPOAC website is updated and maintained by the MPOAC staff and is accessed by the public and MPOAC partner organizations on a regular basis.

Organization and Management

The Metropolitan Planning Organization Advisory Council (MPOAC) was created by the 1984 Florida Legislature pursuant to Section 339.175(11), Florida Statutes. The MPOAC was created with the primary purpose and duty to:

“Assist MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law” and

“To serve as a clearinghouse for review and comment by MPOs on the Florida Transportation Plan and on other issues required to comply with federal or state law in carrying out the urbanized transportation planning processes.”

The 1993 Florida Legislature expanded the authority of the MPOAC and allowed the Council to “employ an executive director and such other staff as necessary to perform adequately the functions of the council, within budgetary limitations.” The legislation assigned the MPOAC to the Florida Department of Transportation (FDOT), Office of the Secretary for fiscal and accountability purposes, but specified that the MPOAC “shall otherwise function independently of the control and direction of the Department.”

The MPOAC bylaws were updated and adopted at the January 2017 meeting of the MPOAC and are available on the MPOAC website. The MPOAC bylaws define the roles and responsibilities of the Governing Board, the Staff Directors’ Advisory Committee and the Executive Committee and outline the operational procedures of the MPOAC.

The organization of the MPOAC consists of a 27 member Governing Board and a 27 member Staff Directors’ Advisory Committee.

Governing Board

The MPOAC Governing Board consists of one representative and one alternate representative from each of the following metropolitan planning organizations (MPOs), sometimes known as Transportation Planning Organizations (TPOs), Metropolitan Transportation Planning Organizations (MTPOs) and Transportation Planning Agencies (TPAs):

Bay County TPO	Martin MPO
Broward MPO	MetroPlan Orlando
Capital Region TPA	Miami-Dade TPO
Charlotte County-Punta Gorda MPO	North Florida TPO
Collier MPO	Ocala/Marion County TPO
Florida-Alabama TPO	Okaloosa-Walton TPO
Forward Pinellas	Palm Beach TPA
Gainesville MTPO	Pasco County MPO
Heartland Regional TPO	Polk TPO
Hernando/Citrus MPO	River to Sea TPO
Hillsborough MPO	Sarasota/Manatee MPO
Indian River County MPO	Space Coast TPO
Lake-Sumter MPO	St. Lucie TPO
Lee County MPO	

The powers and duties of the Governing Board include: entering into contracts with individuals, private corporations, and public agencies; acquiring, owning, operating, maintaining, selling, or leasing personal property essential for the conduct of business; accepting funds, grants, assistance, gifts, or bequests from private, local, state, or federal sources; establishing bylaws and making rules to effectuate its powers, responsibilities, and obligations; assisting metropolitan planning organizations in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law; and serving as a clearinghouse for review and comment by metropolitan planning organizations on the Florida Transportation Plan (FTP) and on other issues required to comply with federal or state law in carrying out the urbanized area transportation and systematic planning instituted pursuant to statute.

Staff Directors' Advisory Committee

The MPOAC Staff Directors' Advisory Committee consists of one representative and one alternate representative from each of the following metropolitan planning organizations:

Bay County TPO
Broward MPO
Capital Region TPA
Charlotte County-Punta Gorda MPO
Collier MPO
Florida-Alabama TPO
Forward Pinellas
Gainesville MTPO
Heartland Regional TPO
Hernando/Citrus MPO
Hillsborough MPO
Indian River County MPO
Lake-Sumter MPO
Lee County MPO
Martin MPO
MetroPlan Orlando
Miami-Dade TPO
North Florida TPO
Ocala/Marion County TPO
Okaloosa-Walton TPO
Palm Beach TPA
Pasco County MPO
Polk TPO
River to Sea TPO
Sarasota/Manatee MPO
Space Coast TPO
St. Lucie TPO

The Staff Directors' Advisory Committee is responsible for providing guidance to the MPOAC regarding transportation issues that may come before the MPOAC Governing Board for action. The Staff Directors' Advisory Committee serves as a forum for the discussion and formulation of recommendations to the Governing Board, which will later be forwarded to appropriate governmental bodies or other individuals. Recommendations are related to statewide concerns regarding all transportation-related issues.

Executive Committee

The Executive Committee consists of the MPOAC Governing Board Chair and Vice-Chair, a member of the Governing Board serving at-large, and the Staff Directors' Advisory Committee Chair and Vice-Chair. The Executive Committee provides policy direction for the MPOAC between Governing Board meetings and provides an annual evaluation of the MPOAC Executive Director.

Policy and Technical Committee

The Policy and Technical Committee consists of any individuals or designees who serve on the MPOAC Governing Board or Staff Directors' Advisory Committee and wish to participate. Representatives from the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are also invited to participate on the Committee. The Committee meets in order to identify issues for future action by the MPOAC Staff Directors' Advisory Committee and Governing Board.

Freight Committee

The MPOAC Freight Committee serves as a clearinghouse of actionable ideas that allow Florida's MPOs to foster and support sound freight planning and freight initiatives. The Freight Committee seeks to understand the economic effects of proposed freight-supportive projects; foster relationships between public agencies with responsibilities for freight movement and private freight interests; and reduce policy barriers to goods movement to, from, and within Florida. The Freight Committee meets as necessary throughout the year in concert with the statewide meetings of the MPOAC.

Strategic Plan Working Groups

The MPOAC adopted the MPOAC Strategic Directions Plan in April 2016. The Strategic Directions Plan provides the agency with a mission and guiding principles and a set of goals. In order to achieve those goals, the Strategic Directions Plan envisioned the establishment of several working groups. The working groups, "to determine how best to share information on best practices and innovations with members and other interested parties." In 2016, the MPOAC established the Best Practices Working Group (now called the Noteworthy Practices Working Group) and the Bike and Pedestrian Working Group (now called the Complete Streets Working Group). In 2018, the MPOAC expects to establish the Training Working Group to focus on MPO member and staff training and education strategies. The Working Groups meet as necessary throughout the year in concert with the statewide meetings of the MPOAC.

MPOAC Staff

The staff of the MPOAC consists of an Executive Director and an Administrative Assistant. The MPOAC also employs a General Counsel under a legal services contract and contracts for research and staff support with the Center for Urban Transportation Research at the University of South Florida. FDOT assists in the operation of the MPOAC by providing office space and other related services. Pursuant to Florida law, the MPOAC is assigned to the Office of the Secretary of FDOT for fiscal and accountability purposes, but otherwise functions independently of the control and direction of FDOT.

1.0 ADMINISTRATION

This section includes those functions required to manage the transportation planning process on a continual basis, including program administration, UPWP development, reporting, legal and planning consulting services and membership dues.

Administration Tasks include:

- Task 1.1 – MPOAC Administration

Task 1.1 – MPOAC Administration

Purpose

Work and products within this task are recurring and predictable by their nature. Those efforts include financing and managing the daily operation of the Metropolitan Planning Organization Advisory Council (MPOAC) in a manner that is necessary to perform its duties. This includes the purchase or leasing of capital equipment, maintaining legal services for MPOAC operations and meetings, arranging for and holding quarterly meetings of the MPOAC Governing Board, the MPOAC Staff Directors Committee, the MPOAC Freight Committee, meetings of the Policy and Technical Committee, maintaining the MPOAC.org website, the payment and processing of invoices and requisitions, the administration of travel funds, conducting personnel actions and evaluations, and all other administrative actions. To maintain memberships with partner organizations in Florida, namely ITSFL, FPTA and FBT. To retain legal services and contract for research and support services to the Metropolitan Planning Organization Advisory Council (MPOAC) in order to prepare the necessary work products and services.

MPOAC Policy and Technical Committee - To identify and propose issues for future action by the Staff Directors' Advisory Committee and Governing Board.

MPOAC Freight Committee - To identify and investigate state and MPO freight related planning and policy issues. To also propose actions by the Staff Directors' Advisory Committee and Governing Board to address freight issues of significant relevance to MPO planning and programming activities.

Previous Work Completed

The MPOAC complied with all federal and state standards in the payment and processing of invoices and requisitions and all personnel actions during the past two years. Travel to meetings and conferences were conducted according to all federal and state travel provisions and the purchase of capital equipment followed appropriate procedures. Annual memberships were maintained in ITSFL, FPTA and FBT and legal counsel was provided as needed and at meetings of both the MPOAC Staff Directors and Governing Board. Production of the 2016-18 UPWP and tracking of expenditures was accomplished during the past two years. Legal services have been provided by a contractual employee of MPOAC who attends meetings of the MPOAC Governing Board, MPOAC Staff Directors Committee and the MPOAC Policy and Technical Committee. Legal advice is sought on an as-needed basis.

MPOAC Website - This task is for hosting, maintaining, upgrading and owning the MPOAC.org website which includes the annual fee to register the domain. CUTR has maintained the MPOAC.org website by keeping membership information updated, posting updated MPOAC meeting agendas, draft meeting minutes, an annual meeting calendar, MPO employment opportunities and refreshing other website content as necessary. Internet searches have been continuously conducted to identify relevant national and state news articles for posting to the website.

MPOAC Policy and Technical Committee - The Metropolitan Planning Organization Advisory Council (MPOAC) Policy and Technical Committee met multiple times in FY 2016/2017 and FY 2017/2018 in Orlando. The agenda items from the meetings included, but were not limited to, the MPOAC Strategic Directions Plan, proposed federal rules on MPO Coordination and Planning Area Reform, the PL funding and statewide distribution formula, federal infrastructure legislation, performance measurement goals and targets, financial guidelines for MPO long-range transportation plans (LRTPs), automated vehicles in MPO LRTPs, public

involvement, MPOAC meeting calendars, and the 2017 and 2018 legislative initiatives and policy positions. In addition to the MPO staff directors who serve on the committee, representatives of the Federal Highway Administration (FHWA), FDOT, NARC, and the Florida Transportation Commission were also in attendance.

MPOAC Freight Committee - The MPOAC Freight Committee meets as needed in association with the Metropolitan Planning Organization Advisory Council (MPOAC) Governing Board meeting. The MPOAC Freight Committee met multiple times during FY 2016/2017 and FY 2017/2018 to discuss items of relevance to freight movement within and through Florida's metropolitan areas.

The MPO Advisory Council (MPOAC) staff has developed and distributed agenda packages and arranged meeting locations during four agreed upon meeting dates and times. The agenda packages contain minutes of the previous meetings, old and new business agenda items, back-up material and other handouts for distribution at the meetings. Agenda packages and other MPOAC meeting information are posted to the MPOAC website to provide easy access to information by MPOAC members and the public.

Since 1994 the MPOAC has had no more than two staff positions, an Executive Director and an Administrative Assistant. The MPOAC provides research and other practical support to Florida's 27 MPOs, monitors legislative and regulatory proposals at both the federal and state level, participates in the policy development activities of various federal and state transportation and related initiatives, and provides its membership continuing education opportunities. In an effort to supplement the existing MPOAC staff effort, the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF) has provided a variety of needed transportation services and expertise to the MPOAC through a transportation planning services agreement that has been in place since Fiscal Year 2001/2002.

Proposed Methodology

Continue to process all invoices and requisitions and expend travel funds in a manner consistent with state and federal provisions relating to the expenditure of federal planning funds (PL) from the Federal Highway Administration (FHWA) and Section 5305(d) funds from the Federal Transit Administration (FTA). Research and support staff (identified in Task 1.3) assists in the development of MPOAC meeting minutes, agenda item materials, PowerPoint presentations and other related activities. Continue annual memberships in ITSFL, FPTA and FBT. Continue to maintain legal counsel as needed and at meetings of both the MPOAC Staff Directors and Governing Board. Produce a new UPWP for fiscal years 2020-22 and track the expenditures within the 2018-20 UPWP. Advertise meetings in the Florida Administrative Register as required by Florida's Sunshine Law.

MPOAC Website - This task is for hosting, maintaining, upgrading and owning the MPOAC.org website which includes the annual fee to register the domain. CUTR staff will continue to maintain the MPOAC website with information from the Staff Directors' Advisory Committee, Governing Board, Policy and Technical Committee, MPOAC Freight Committee, MPOAC Strategic Directions Plan Working Groups FDOT, FHWA and the FTA. The transportation news sections of the website will continue to be updated with fresh information of national and state significance. Additionally, MPO and Census Urbanized Area boundary maps will continue to be updated for inclusion on the website using an automated GIS based software package. The MPOAC will provide management and oversight responsibilities for website content and functionality and provide CUTR with new and updated information.

MPOAC Policy and Technical Committee - Staff will conduct MPOAC Policy and Technical Committee meetings that will address complex issues for subsequent decisions by the Governing Board and Staff Directors' Advisory Committee. MPOAC staff will develop, prepare and distribute MPOAC Policy and Technical Committee meeting materials. The funding includes travel costs related to the performance of this task.

MPOAC Freight Committee - Staff will participate in MPOAC Freight Committee meetings, which will address complex freight planning, and policy issues for subsequent decisions by the Governing Board and Staff Directors' Advisory Committee. MPOAC staff (with consultant support provided by the Broward MPO) will help develop, prepare and distribute MPOAC Freight Committee meeting materials. The funding includes travel costs related to the performance of this task.

MPOAC Staff Directors and Governing Board Meetings – Staff will develop agendas and meeting materials for four annual meetings at dates and locations recommended by the Staff Directors Committee and approved by the MPOAC Governing Board. The agenda packages will contain minutes of the previous meetings, old and new business agenda items, back-up material and other handouts for distribution at the meetings. Agenda packages and other MPOAC meeting information will be posted to the MPOAC website to provide easy access to information by MPOAC members and the public.

The MPOAC proposes to contract directly with CUTR to receive the services of CUTR employee(s) who would be assigned to work for and be supervised by the MPOAC Executive Director. The employee(s) will be located at the CUTR building on the USF campus in Tampa, but be available to complete agreed upon tasks, including attending meetings and conferences, wherever needed.

Included in the financial tables is the State of Florida provided office space. The rate for state office space has been determined by the State of Florida, Department of Management Services to be \$17.00 per square foot per month. This includes all services such as janitorial, printing (in-house only), security, information technology support, postage, utilities, printer paper, common areas, small meeting rooms, communications and communications technology, etc. MPOAC occupies 342 square feet of office space. Because MPOAC does not pay rent, however the State of Florida does incur an expense by hosting MPOAC, this expense is shown as an in-kind match.

Work Products

Meet federal and state requirements in the processing of invoices, requisitions, travel and capital expenditures, personnel actions and evaluations, and other related activities. No capital equipment purchases over \$5,000 are anticipated during this period. Continue annual memberships in ITSFL, FPTA and FBT. Produce a new UPWP for fiscal years 2020-22 and track the expenditures within the 2018-20 UPWP. Retain legal counsel for projects and research as needed as well as at meetings of both the MPOAC Staff Directors as well as the MPOAC Governing Board. Advertise meetings in the Florida Administrative Register as required by Florida's Sunshine Law.

Maintain and perform minor updates to the MPOAC website (www.mpoac.org) through Fiscal Years 2018/2019 and 2019/2020. While the tasks described above are performed by the CUTR Principal Investigator, it is done under the direction of the MPOAC Executive Director.

MPOAC Policy and Technical Committee - Conduct MPOAC Policy and Technical Committee meetings, as necessary, in a central location between regularly scheduled full MPOAC meetings in order to identify issues for future action by the MPOAC Staff Directors' Advisory Committee and Governing Board. The MPOAC Policy and Technical Committee meetings will be advertised in the Florida Administrative Weekly and posted on the MPOAC website. This task includes both staff time and travel expenses.

MPOAC Freight Committee - MPOAC Freight Committee meetings will be scheduled, as desired by the committee membership, in concert with regularly scheduled MPOAC meetings in order to identify issues for future action by the MPOAC Staff Directors' Advisory Committee and Governing Board. The Freight Committee

meetings will be noticed in the Florida Administrative Weekly and posted on the MPOAC website. The funding includes travel costs related to the performance of this task.

MPOAC Staff Directors and Governing Board Meetings – MPOAC will hold four quarterly meetings at dates and locations recommended by the Staff Directors and selected by the Governing Board. Meeting packages will be distributed at least seven days prior to the meetings.

The MPOAC contract with CUTR to receive the services of CUTR employee(s) who would be assigned to work for and be supervised by the MPOAC Executive Director will allow the completion of developing research reports and studies on subjects of relevance to ongoing and future MPO activities. Preparing best practices reports using examples of excellence developed and implemented by Florida's MPOs as well as other MPOs nationally and national associations such as the Association of MPOs (AMPO) and the National Association of Regional Councils (NARC). Reviewing, analyzing and developing transportation policy statements, letters and papers. Attending and monitoring transportation related meetings, workshops and public hearings conducted by federal, state and local agencies, the Florida Legislature, as well as statewide and national associations, authorities and commissions on behalf of the Florida MPOAC. Conducting analysis on existing and proposed legislation and other regulatory activities and initiatives related to transportation planning, urban development and land use, the delivery and expansion of transit services, global climate change and air quality, and other issues relevant to MPOs. Particular attention will be paid to federal transportation authorization implementation proposals, including further integrating non-SOV modes (transit, pedestrian and bicycle) as viable options in statewide and metropolitan transportation systems and addressing the unfunded transportation shortfall in the state's metropolitan areas. Advising and assisting the Executive Director in the development of MPOAC meeting content and materials. Assisting the MPOAC Executive Director in the development of the MPOAC Unified Planning Work Program (UPWP). Preparing minutes of MPOAC Staff Directors' Advisory Committee and Governing Board quarterly meetings. Participating in the update and implementation processes of various statewide transportation plans and planning efforts. Participate in the development of State and MPO performance measurement targets in compliance with federal requirements. The specific deliverables and/or services to be provided under this task will be agreed upon by the MPOAC Executive Director and the CUTR Principal Investigator on an as-needed basis depending upon the immediate transportation planning requirements of the MPOAC. While the tasks described above are performed by the CUTR Principal Investigator, it is done in partnership with the MPOAC Executive Director and under the direction of the MPOAC Executive Director.

Milestones

Ongoing – operation of MPOAC.org, operation of MPOAC, processing of invoices, requisitions, travel funds and compliance with various fiscal and operational systems in place at Florida DOT (the host agency). Ongoing – Hold MPOAC Policy and Technical Committee meetings as needed throughout FY 2019 and FY 2020. Produce a draft and final 2020-22 UPWP. Membership in ITSFL, FPTA and FBT. Four quarterly meetings of both the Staff Directors and MPOAC Governing Board.

End Products

Ongoing – operation of the MPOAC.org website, the operation of MPOAC, processing of invoices, requisitions, travel funds and compliance with various fiscal and operational systems in place at Florida DOT (the host agency) and Federal agencies. Track expenditures and accomplishments of MPOAC during each fiscal year and report quarterly, maintain membership in partner organizations such as NARC, AMPO, ITSFL, FPTA and FBT. Production of a final 2020-22 UPWP. Written legal opinions and advice as needed. Research and support services producing reports, comments in response to state or federal announcements, requests for information, or publications as needed. Participation in statewide and national transportation plans and planning efforts, report development, performance

measures development and implementation, and involvement in issues impacting transportation. Four quarterly meetings of both the Staff Directors Committee, Freight Committee, and MPOAC Governing Board. MPOAC Policy and Technical Meetings will be held as needed, typically twice a year. MPOAC will also pay to advertise meetings in the Florida Administrative Register as required by Florida's Sunshine Law.

Funding Source

FY 2018/19		FHWA (PL)	Federal Soft Match	State In Kind Match	Local Funds	FTA 5303d	FTA State Match
Task 1.1	MPOAC Administration						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$160,258	\$40,065			\$5,200	\$1,300
Consultant Services							
		\$50,000	\$12,500			\$17,600	\$4,400
Travel							
	Travel Expenses	\$22,000	\$5,500				
Other Direct Expenses							
	Office Supplies	\$516	\$129				
	Memberships	\$1,920	\$480				
	Copier Rent	\$1,905	\$476				
	Advertising	\$319	\$80				
	Rent					\$69,768	
	Legal Services	\$22,000	\$5,500				
	Website Hosting Services	\$500	\$125				
Totals		\$259,418	\$64,855	\$69,768		\$22,800	\$5,700

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 1.1	MPOAC Administration						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$160,758	\$40,190			\$5,200	\$1,300
Consultant Services							
		\$50,000	\$12,500			\$17,600	\$4,400
Travel							
	Travel Expenses	\$22,000	\$5,500				
Other Direct Expenses							
	Office Supplies	\$516	\$129				
	Memberships	\$1,920	\$480				
	Copier Rent	\$1,905	\$476				
	Advertising	\$319	\$80				
	Rent			\$69,768			
	Legal Services	\$22,000	\$5,500				
	Website Hosting Services	\$500	\$125				
Totals		\$259,418	\$64,855	\$69,768		\$22,800	\$5,700

2.0 REGIONAL COOPERATION AND INFORMATION DISSEMINATION

This section includes those functions necessary to develop, reach consensus and distribute Metropolitan Planning Organization Advisory Council (MPOAC) information that can both educate and assist policy makers at the various levels of government. Also included in this section are those tasks of the MPOAC that are used to cross organizational lines to involve the many diverse participants of the transportation planning process.

Dissemination of MPOAC Information Tasks include:

- Task 2.1 – MPOAC Policy Positions
- Task 2.2 – MPOAC Institute Training Activities

Task 2.1 – MPOAC Policy Positions

Purpose

To disseminate information to elected officials regarding issues of importance to metropolitan planning organizations (MPOs), including recommendations on how best to coordinate and integrate federal and state transportation planning requirements. All time charged to this task will be paid for with local funds only, no federal funds shall be used on this task and these types of activities per Federal Regulations 2 CFR 200.450.

Previous Work Completed

The Metropolitan Planning Organization Advisory Council (MPOAC) Policy and Technical Committee met multiple times in 2016 and 2017 to discuss legislative policy positions and a variety of other statewide policy issues. Upon adoption, the MPOAC distributed its adopted policy positions to affected parties in February 2017 and December 2017.

On October 16, 2003, the MPOAC Governing Board approved a motion to annually request that each MPO in the state contribute \$500 or more of non-federal local funds to the MPOAC to support and fund legislative advocacy and other related activities. The Governing Board has adopted a budget of \$7,500 in non-federal local funds for this activity in each subsequent fiscal year. The MPOAC has used non-federal local funds for advocacy activities such as legislative initiatives that the MPOAC wished to have advanced during Florida's previous legislative sessions. The MPOAC also distributes a weekly legislative newsletter at the end of weeks the legislature meets. The newsletter is distributed to the MPOAC membership and to several partner organizations.

Proposed Methodology

The MPOAC will develop and distribute MPOAC resolutions, policy positions, legislative recommendations and correspondence that are endorsed by the MPOAC Governing Board and presented to other policy and decision-makers at the state and federal government. The MPOAC Policy and Technical Committee will seek the participation of the Florida Department of Transportation, the Florida League of Cities, the Florida Association of Counties, the Florida Public Transportation Association, and other stakeholders to establish policies that enhance the cooperative, comprehensive, and continuing transportation planning process. The MPOAC will also produce and distribute a weekly legislative newsletter at the end of weeks which the legislature has met.

Work Products

Adopt and distribute before the annual session of the Florida Legislature, the MPOAC's Legislative Priorities and Policy Positions to the Governor, the Florida Legislature, MPOAC members, Florida Department of Transportation, Florida Division of the Federal Highway Administration, Region 4 of the Federal Transit Administration, Florida Association of Counties, Florida League of Cities, Florida Transportation Commission, Florida Public Transportation Association and other stakeholders. The MPOAC will also produce and distribute a weekly newsletter at the conclusion of each week the legislature meets.

The MPOAC will use non-federal local funds for advocacy activities such as legislative initiatives to be advanced during Florida’s legislative session. These funds may be used for travel expenses if needed.

Milestones

Fall 2018 through Spring 2019 and Fall 2019 through Spring 2020 – Development of MPOAC policy positions for use during the 2019 and 2020 Florida Legislative Sessions. Production of a weekly legislative newsletter at the end of weeks the Florida legislature meets.

End Products

Spring 2019 and Spring 2020 – Florida MPOAC Policy Positions, weekly legislative newsletters.

Funding Source

FY 2018/19		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 2.1	MPOAC Policy Positions						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits				\$6,900		
Printing							
					\$600		
Totals		\$0	\$0	\$0	\$7,500	\$0	\$0

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 2.1	MPOAC Policy Positions						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits				\$6,900		
Printing					\$600		
Totals		\$0	\$0	\$0	\$7,500	\$0	\$0

Task 2.2 – MPOAC Institute Training Activities

Purpose

To provide on-going training to metropolitan planning organization (MPO) officials in the many activities that encompasses the MPO planning process.

Previous Work Completed

During fiscal years 2003 through 2006, the Florida Metropolitan Planning Organization Advisory Council (MPOAC) funded a training feasibility study and the development of MPOAC Institute training materials. In fiscal year 2006/2007, the MPOAC launched the MPOAC Institute, providing training at workshops and at the Weekend Institute for Elected Officials. In fiscal year 2008/2009, the MPOAC added an extra Weekend Institute for Elected Officials (raising the number to two a year) due to high demand and agreed to provide the transportation module as part of the Florida Association of Counties (FAC) County Commissioner Voluntary Certification program. Throughout the years, the MPOAC Institute training materials have been updated on an annual basis to reflect changes in transportation policy, laws and practices and have been made available to MPOs across the state for their use.

As of January 2018, the MPOAC Weekend Institute has been held 22 times (twice by special request) since 2007, with a total attendance of 321 MPO Governing Board members coming from all of Florida's 27 MPOs (MPOAC Institutes were held in April and June 2018, but attendance figures were not available at the time this Task was prepared). Additionally, MPOAC Institute workshops have been held many times during the past several fiscal years, providing MPO-related training to several hundred local elected officials, county and municipal officials and MPO staff and committee members.

Proposed Methodology

The MPOAC will actively manage the delivery of MPO-related training opportunities through the MPOAC Institute initiative. The primary training venue will be at two weekend training institutes. The training will be delivered in a retreat environment where MPO elected officials can concentrate on learning the basics of MPO practices and processes away from the normal interruptions and demands placed on local elected officials. Training will also be delivered as part of the FAC County Commissioner Voluntary Certification program. Training dates are anticipated to be in the spring of 2019 and 2020. All training materials will be continuously updated to reflect any changes in federal or state laws, regulations and guidance and be made available to Florida MPOs for their use on the MPOAC website.

Work Products:

The MPOAC Institute will provide MPO-related training in a variety of venues including two weekend training institutes and a training workshop held as part of the FAC County Commissioner Voluntary Certification program. All training materials will be made available to Florida MPOs, the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for their use. All training materials will be updated to reflect current federal and state laws, regulations and guidance. The MPOAC Executive Director and Administrative Assistant will supervise the activities of the MPOAC Institute and review and approve MPOAC Institute related materials, invoices and progress reports to ensure that the project continues as anticipated.

A fee is charged to each participant who attends the MPOAC Weekend Institute. This fee is not intended to cover the cost of the weekend institute, but instead is used to cover the cost of food and refreshments provided during the weekend institute. The fee is currently \$300 per participant but may change if needed to cover the costs incurred to provide food and refreshments.

While the tasks described above are performed by the CUTR Principal Investigator, it is done in partnership with the MPOAC Executive Director and under the direction of the MPOAC Executive Director. A portion of the budget is set-aside for the time of the MPOAC Executive Director and Administrative Assistant to participate in the work products and overall direction of this task.

Milestones

The MPOAC updates the training materials used in the Weekend Institute each year and in preparation for the training, staff arranges for printing of training materials, training facilities and conducts two training sessions per year.

End Products

Four total training sessions. MPOAC Weekend Institutes will be held twice between March and June in 2019 and in 2020.

Funding Source

FY 2018/19		FHWA (PL)	Federal Soft Match	State In Kind Match	Local Funds	FTA 5303d	FTA State Match
Task 2.2	MPOAC Institute Training Activities						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$10,660	\$2,665				
Consultant Services							
		\$85,000	\$21,250				
Totals		\$95,660	\$23,915	\$0		\$0	\$0

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft	In Kind	Funds	5303d	State
			Match	Match			Match
Task 2.2	MPOAC Institute Training Activities						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$10,660	\$2,665				
Consultant Services		\$85,000	\$21,250				
Totals		\$95,660	\$23,915	\$0		\$0	\$0

3.0 PROJECT PLANNING AND REPORTS

This section includes those functions that are necessary in order to prepare certain project studies, reports and correspondence. These actions often result in specific work products that are initiated and endorsed by the Metropolitan Planning Organization Advisory Council (MPOAC).

Project Planning and Reports Tasks include:

- Task 3.1 – Assessment of Documents, Regulations, Policies and Legislation
- Task 3.2 – Performance Measures Implementation
- Task 3.3 – Public Transportation, Environment & Community Planning
- Task 3.4 – Safety, Operations and Management
- Task 3.5 – MPOAC Strategic Plan Implementation

Task 3.1 – Assessment of Documents, Regulations, Policies and Legislation

Purpose

To review proposed documents, regulations, policies, and legislation (federal and state) in order to provide substantive and technical comments that represent the collective interest of Florida’s Metropolitan Planning Organizations (MPOs). In addition, the Florida Metropolitan Planning Organization Advisory Council (MPOAC) staff will conduct statewide and national research, as needed, to provide Florida MPOs with information regarding industry practices and standards.

Previous Work Completed

The Metropolitan Planning Organization Advisory Council (MPOAC) distributed to its members periodic updates as well as an overview of legislation enacted during the prior Legislative sessions that pertains to metropolitan planning organizations.

The MPOAC during the previous two fiscal years reviewed and provided detailed comments as they relate to MPOs on various state and federal documents and reports. For example, detailed summaries of state legislation have been submitted to the members in 2016 and 2017. Additionally, the MPOAC submitted comments to appropriate officials on various proposed rules and guidance documents including, but not limited to, the Notice of Proposed Rulemaking (NPRM) for National Performance Management Measures, Statewide and Nonmetropolitan Transportation Planning and Metropolitan Transportation Planning, and MPO Coordination and Planning Area Reform.

Proposed Methodology

Compile and review proposed and adopted documents, regulations, policies, and legislation in a format that is clearly presented and useful to each MPO. The funds associated with this task are for MPOAC staff time. In addition, MPOAC staff will conduct national and statewide research to collect data pertaining to industry practices and standards, including conducting a survey on MPO staff salaries.

Work Products

Following the 2019 and 2020 Florida legislative sessions, the MPOAC will distribute to the MPOAC membership a summary of approved state legislation of interest to metropolitan planning organizations. The MPOAC will provide review comments on documents, regulations policies and legislation relating to issues of interest to metropolitan planning organizations.

Milestones

This is an ongoing activity that is performed on an as-needed basis.

End Products

MPOAC submittal of comments on proposed federal rules, participation in efforts to craft new policies and to educate MPOs in Florida about proposed legislation, policies, regulations or documents when they are produced.

Funding Source

FY 2018/19		FHWA (PL)	Federal Soft Match	State In Kind Match	Local Funds	FTA 5303d	FTA State Match
Task 3.1	Assessment of Documents, Regulations, Policies and Legislation						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$44,774	\$11,194				
Consultant Services							
Totals		\$44,774	\$11,194	\$0		\$0	\$0

FY 2019/20		FHWA (PL)	Federal Soft Match	State In Kind Match	Local Funds	FTA 5303d	FTA State Match
Task 3.1	Assessment of Documents, Regulations, Policies and Legislation						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$44,774	\$11,194				
Consultant Services							
Totals		\$44,774	\$11,194	\$0		\$0	\$0

Task 3.2 – Statewide Plans, Programs, and Performance Measures Implementation

Purpose

To participate and assist in the implementation of statewide plans and programs (the Florida Transportation Plan (FTP), the Florida Strategic Highway Safety Plan (SHSP), the Florida Highway Safety Implementation Plan, the Florida Freight Mobility and Trade Plan, the Strategic Intermodal System (SIS) Plan, etc.). The Florida Metropolitan Planning Organization Advisory Council (MPOAC) will promote coordination between statewide planning and programming with metropolitan planning organization (MPO) planning activities. To participate and assist Florida's 27 MPOs, in partnership with the Florida DOT, to implement the Federal Transportation Performance Management Measures while maintaining consistency in the data sets used and information shared with the public.

Previous Work Completed

The MPOAC participated in the policy and technical committees organized by the FDOT to develop the 2060 FTP and the SIS Plan. Also, the MPOAC provided detailed comments to USDOT on the NPRMs for performance measures and worked closely with Florida DOT staff to begin the implementation of the early federal transportation performance measures.

Proposed Methodology

The MPOAC will participate in the review of the SIS facility eligibility requirements serve as a member of appropriate working groups or steering committees. The MPOAC will facilitate coordination between the implementation efforts for statewide plans/programs and MPO planning activities by providing a forum for education and discussion between the MPOAC membership, the FDOT and representatives of MPOAC partner organizations.

The MPOAC will coordinate and collaborate with the Florida DOT and the Florida MPOs so that the federal transportation performance management measures are presented using an identical data set, format and manner which is expected to reduce confusion and increase credibility among the public, elected officials and the press.

Work Products

Develop the necessary reports, documents and guidance to coordinate the implementation of statewide plans/programs and MPO planning activities. Work with the 27 MPOs, through the MPOAC, to incorporate the performance management measures into MPO plans and programs. This task will consist of staff time and may involve travel, as needed.

Milestones

This is an ongoing activity as the FDOT implements statewide plans/programs and performance management measurement. It is expected that during the timeframe of this UPWP, the USDOT may issue guidance related to performance management measurement and further define how information is to be displayed and used by MPOs. Should this occur, the MPOAC will provide written comments if the opportunity is made available.

End Products

Ongoing planning and programming activity.

Funding Source

FY 2018/19		FHWA (PL)	Federal Soft Match	State In Kind Match	Local Funds	FTA 5303d	FTA State Match
Task 3.2	Performance Measures Implementation						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$30,459	\$7,615				
Consultant Services							
Totals		\$30,459	\$7,615	\$0		\$0	\$0

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 3.2	Performance Measures Implementation						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$30,459	\$7,615				
Consultant Services							
Totals		\$30,459	\$7,615	\$0		\$0	\$0

Task 3.3 – Public Transportation, Environment & Community Planning

Purpose

Integrate and promote public transportation, environmental, climate change, sea-level rise, air quality and community planning issues into the metropolitan transportation planning process. This task will expand the role of the Florida Metropolitan Planning Organization Advisory Council (MPOAC) in working with state, regional and local organizations that provide public transportation options and promote environmental streamlining, livable communities and sound community planning practices in order to enhance the overall MPO planning process.

Previous Work Completed

The MPOAC worked with the Florida Department of Transportation (FDOT) Transit Office to incorporate transit issues into the MPO planning process, the FDOT Systems Planning Office to implement the SUNTrail program, and the FDOT Environmental Management Office (EMO) to implement state assumption of federal environmental review responsibilities. The MPOAC also worked with the Florida Department of Economic Opportunity (DEO), the Florida Department of Environmental Protection (DEP), Florida Commission for the Transportation Disadvantaged, and other local, regional, and state organizations that promote environmental, community planning and sustainable development objectives and transportation options.

Proposed Methodology

Continue to work with FDOT, DEO, the Florida Transportation Commission (FTC), Florida Commission for the Transportation Disadvantaged, Florida Public Transportation Association, Florida Greenways and Trails Foundation and the Florida Regional Councils Association to expand the participation of the MPOAC in working with other partners and stakeholders to advance public transportation, efficient transportation decision-making and community planning objectives. Additionally, the MPOAC will work with 1,000 Friends of Florida, the Governor's staff, DEP and other partner organizations to advance transportation system resiliency, sea-level rise, sustainable development, and air quality considerations in state, metropolitan and local planning activities and processes. The MPOAC Executive Director will serve as an ex-officio non-voting member of the Florida Public Transportation Association (FPTA).

Work Products

The MPOAC will provide a forum for public and private organizations to present programs and issues that lead to better integration of public transportation, environmental, climate change, sea-level rise, air quality and community planning issues within the MPO planning process. As a follow-up, the MPOAC will continue to work with such organizations to update planning guidelines, manuals and other related reports and documents that are used to implement these activities.

The tasks described above are performed by the CUTR Principal Investigator and the MPOAC Executive Director. These tasks are performed under the direction of the MPOAC Executive Director. The funds shown for the CUTR Principal Investigator are to assist and support the MPOAC Executive Director in any aspect of this task as needed under the planning contract the MPOAC has with the University of South Florida, Center for Urban Transportation Research.

Milestones

This is an ongoing activity. Presentations at Quarterly meetings of the MPOAC and at Technical and Policy Committee meetings will take place as needed or requested by MPOAC membership.

End Products

This is an ongoing activity. Presentations at Quarterly meetings of the MPOAC and at Technical and Policy Committee meetings will take place as needed or requested by MPOAC membership.

Funding Source

FY 2018/19		FHWA (PL)	Federal Soft Match	State In Kind Match	Local Funds	FTA 5303d	FTA State Match
Task 3.3	Public Transportation, Environment & Community Planning						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$18,293	\$4,573				
Consultant Services						\$7,200	\$1,800
Totals		\$18,293	\$4,573	\$0		\$7,200	\$1,800

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 3.3	Public Transportation, Environment & Community Planning						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$18,293	\$4,573				
Consultant Services						\$7,200	\$1,800
Totals		\$18,293	\$4,573	\$0		\$7,200	\$1,800

Task 3.4 – Safety, Operations and Management

Purpose

To identify and present information related to transportation operations, management & safety that will assist individual metropolitan planning organizations (MPOs) in their development of long range transportation plans, transportation improvement programs, and other planning work products.

Previous Work Completed

Previous work under this task includes transmitting Intelligent Transportation System (ITS), autonomous vehicle, and safety information to MPOs and participating on the Florida Department of Transportation (FDOT) Strategic Highway Safety Plan Steering and Executive Committees, the Transportation Asset Management Plan Steering Committee, the Bicycle and Pedestrian Partnership Council, and the FDOT's Safe Mobility for Life Coalition and initiatives. The MPOAC Executive Director is a member of the Intelligent Transportation Society of Florida and was a participant in the Safe Streets Summit, the Annual Florida Automated Vehicles Summit, the Florida Metropolitan Planning Partnership, the MPO Leadership meetings, and the FDOT Freight Leadership Forum.

Proposed Methodology

Given the recent implementation of the federal safety performance management measures which will bring focus to this topic, MPOAC staff expects to work with MPOs, the Florida DOT Safety Office and the Office of Policy Planning in this area. MPOAC staff will work with FDOT, Federal Highway Administration (FHWA) and other partners to bring before the MPOAC the latest information regarding transportation safety, automated/connected vehicles, operations and management that can be used by MPOs in support of the urbanized transportation planning process. The MPOAC will work with the FDOT Safety Office to amend the Strategic Highway Safety Plan, as needed, and integrate the goals of the plan into the MPO planning process. Additionally, the MPOAC will work with the Transportation Research Board (TRB), FHWA, the Federal Transit Administration (FTA), and other partner organizations to address the issues facing older road users and other mobility concerns facing a growing senior population.

Work Products

Presentations, workshops and the dissemination of information regarding transportation operations, management, automated/connected vehicles, and safety. Participation on various committees supporting improved safety, operations and maintenance on Florida's multi-modal transportation system, including the Strategic Highway Safety Plan Steering Committee, the Safe Mobility for Life Coalition, and other committees and boards as requested. This task consists of staff time and may include travel expenses as necessary.

Milestones

This is an ongoing activity. Presentations at Quarterly meetings of the MPOAC and at Technical and Policy Committee meetings will take place as needed or requested by MPOAC membership.

End Products

This is an ongoing activity. Presentations at Quarterly meetings of the MPOAC and at Technical and Policy Committee meetings will take place as needed or requested by MPOAC membership.

Funding Source

FY 2018/19		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 3.4	Safety, Operations and Management						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$14,022	\$3,506				
Consultant Services							
Totals		\$14,022	\$3,506	\$0		\$0	\$0

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 3.4	Safety, Operations and Management						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$14,022	\$3,506				
Consultant Services							
Totals		\$14,022	\$3,506	\$0		\$0	\$0

Task 3.5 – MPOAC Strategic Plan Implementation and Working Groups

Purpose

To carry out the action items contained in the MPOAC Strategic Directions Plan and update the newly adopted vision statement, guiding principles and goals if needed. The MPOAC Strategic Directions Plan identified several working groups which will increase the value of MPOAC to Florida DOT, the MPOs and the citizens of Florida. These working groups are topic area specific and are intended to address areas which can benefit from the statewide collective forum provided by the MPOAC.

Previous Work Completed

During FY 2015/16, the MPOAC conducted a strategic planning process in an effort to ensure organizational effectiveness in meeting member needs and expectations. The process, guided by the Strategic Directions Advisory Committee (SDAC) and conducted by the Florida CRC Consensus Center, concluded in 2016 and resulted in the completion of the MPOAC Strategic Directions Plan and an associated Implementation Action Plan. The MPOAC identified four working groups to implement over the following four years. The Noteworthy Practices and Complete Streets Working Groups have been formed and are working towards the goals and objectives in the Strategic Directions Plan. The Noteworthy Practices Working Group has assembled a Share Point site for use by the membership. The purpose of this site is to hold and maintain innovative planning practices for the MPO community to draw from and improve the overall state of planning in Florida.

Proposed Methodology

Staff anticipates launching the Training and Communications working groups during the timeframe of this UPWP. The Noteworthy Practices working group is likely to continue to meet, however it may not as frequently as in previous years. The Complete Streets working group will be wrapping up their planned work and will evaluate if there is additional work to undertake or to reduce their meeting frequency over the next two years. Much of the staffing work is provided by member organizations. The final products of the working groups, along with potential changes in federal or state laws and rules, may result in the necessity to modify or amend the existing MPOAC Strategic Directions Plan. Additionally, the deliberations of the working groups may result in the development of new work products (reports, brochures, etc.).

Work Product

Each working group will produce a product or products depending on the nature of their work. The Complete Streets working group is producing a final report which should be available at the beginning of State Fiscal Year 2019 and the Noteworthy Practices Working Group has launched a Share Point site where members may contribute examples of their plans, programs, and other work products for others to learn from and to improve the state of transportation planning among the Florida MPOs. The MPOAC will be required to participate in the cost of these work products. Additionally, the existing MPOAC Strategic Directions Plan may, for a variety of reasons, require modifications or amendments that will require the expenditure of MPOAC resources.

Milestones

Quarterly meetings during Fiscal Years 2018/2019 and 2019/2020 or as needed – Meeting agendas sent out in advance of meetings and the hosting of quarterly meetings.

The Working Groups will periodically report out to the Staff Directors’ Advisory Committee and produce reports, websites, and products that may be used by MPOs and require financial expenditure by the MPOAC. Amendments and modifications to the existing MPOAC Strategic Directions Plan may be required during Fiscal Years 2018/2019 and/or FY 2019/2020.

End Products

Quarterly meetings during Fiscal Years 2018/2019 and 2019/2020 or as needed – Meetings of the MPOAC Strategic Plan working groups. The deliberations of the Working Groups may result in work products requiring financial expenditure by the MPOAC. Amendments and modifications to the existing MPOAC Strategic Directions Plan may be required during Fiscal Years 2018/2019 and/or FY 2019/2020. A final report of the Complete Streets Working Group will be available at the beginning of State Fiscal Year 2019.

Funding Source

FY 2018/19		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 3.5	MPOAC Strategic Plan Implementation						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$35,922	\$8,981				
Consultant Services							
Totals		\$35,922	\$8,981	\$0		\$0	\$0

FY 2019/20		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303d	State Match
Task 3.5	MPOAC Strategic Plan Implementation						
Personnel Services							
	MPOAC Staff Salaries and Fringe Benefits	\$35,922	\$8,981				
Consultant Services							
Totals		\$35,922	\$8,981	\$0		\$0	\$0

Table 1: FY 2019 Funding Sources

FY 2018/19 Summary Table		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303D	State Match
Task 1.1	MPOAC Administration	\$259,418	\$64,855	\$69,768	\$0	\$22,800	\$5,700
Task 2.1	MPOAC Policy Positions	\$0	\$0	\$0	\$7,500	\$0	\$0
Task 2.2	MPOAC Institute Training Activities	\$95,660	\$23,915	\$0	\$0	\$0	\$0
Task 3.1	Assessment of Documents, Regulations, Policies and Legislation	\$44,774	\$11,194	\$0	\$0	\$0	\$0
Task 3.2	Performance Measures Implementation	\$30,459	\$7,615	\$0	\$0	\$0	\$0
Task 3.3	Public Transportation, Environment & Community Planning	\$18,293	\$4,573	\$0	\$0	\$7,200	\$1,800
Task 3.4	Safety, Operations and Management	\$14,022	\$3,506	\$0	\$0	\$0	\$0
Task 3.5	MPOAC Strategic Plan Implementation	\$35,922	\$8,981	\$0	\$0	\$0	\$0
Totals		\$498,548	\$124,637	\$69,768	\$7,500	\$30,000	\$7,500
Grand Total of all Columns		\$737,953					

Table 2: FY 2020 Funding Sources

FY 2019/20 Summary Table		FHWA	Federal	State	Local	FTA	FTA
		(PL)	Soft Match	In Kind Match	Funds	5303D	State Match
Task 1.1	MPOAC Administration	\$259,418	\$64,855	\$69,768	\$0	\$22,800	\$5,700
Task 2.1	MPOAC Policy Positions	\$0	\$0	\$0	\$7,500	\$0	\$0
Task 2.2	MPOAC Institute Training Activities	\$95,660	\$23,915	\$0	\$0	\$0	\$0
Task 3.1	Assessment of Documents, Regulations, Policies and Legislation	\$44,774	\$11,194	\$0	\$0	\$0	\$0
Task 3.2	Performance Measures Implementation	\$30,459	\$7,615	\$0	\$0	\$0	\$0
Task 3.3	Public Transportation, Environment & Community Planning	\$18,293	\$4,573	\$0	\$0	\$7,200	\$1,800
Task 3.4	Safety, Operations and Management	\$14,022	\$3,506	\$0	\$0	\$0	\$0
Task 3.5	MPOAC Strategic Plan Implementation	\$35,922	\$8,981	\$0	\$0	\$0	\$0
Totals		\$498,548	\$124,637	\$69,768	\$7,500	\$30,000	\$7,500
Grand Total of all Columns		\$737,953					

Table 3: Relationship of UPWP Tasks to Federal Planning Factors

FEDERAL PLANNING FACTORS	Task 1.1	Task 2.1	Task 2.2	Task 3.1	Task 3.2	Task 3.3	Task 3.4	Task 3.5
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.	X	X	X		X			X
Increase the safety of transportation system for motorized and non-motorized users.	X	X	X		X		X	X
Increase the security of transportation system for motorized and non-motorized users.	X	X	X		X		X	X
Increase the accessibility and mobility of people and for freight.	X	X	X		X			X
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		X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X	X	X	X		X
Promote efficient system management and operation.	X	X	X		X		X	X

Emphasize the preservation of the existing transportation system.	X	X	X		X		X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.	X	X	X		X	X		X
Enhance travel and tourism.	X	X			X	X		X

MPOAC Responses to Federal Comments

The Draft UPWP was available for public comment for 21 days, beginning on April 28, 2018. To solicit comments, the Draft UPWP was published on the MPOAC website and was emailed as an attachment to the email distribution lists of MPOAC. The following comments were received:

Florida Department of Transportation: Please use the official FDOT UPWP Statements and Assurances, available at the following link: <https://fms.fdot.gov/Anonymous/SendDocumentToClient?documentId=1795>

MPOAC response: Agreed, Thank you. The updated FDOT UPWP Statements and Assurances documents were incorporated into the Final UPWP.

Florida Division of Federal Highway Administration: General Comment - Please review the document and edit to either spell out the first use of acronyms or perhaps include a glossary of acronyms as an appendix in the Unified Planning Work Program (UPWP).

MPOAC response: Agreed, Thank you. The document has been reviewed and the first use of acronyms has been spelled out.

Florida Division of Federal Highway Administration: General Comment – Tasks that involve consultant participation should provide enough detail (such as project scope, work to be accomplished by the consultant for each project, anticipated completion dates and project costs) about what the consultant responsibilities are concerning the activities to be undertaken using federal-aid funds. If that is not possible at this time, prior to the Metropolitan Planning Organization Advisory Council's (MPOAC) use of PL funds for these types of planning projects or activities, the District shall forward a copy of the scope of services, the anticipated cost and completion date to FHWA for review and approve. It will continue to be the responsibility of the Central Office and the MPOAC to ensure that all activities undertaken as part of these tasks are eligible and are allowable costs.

MPOAC response: Agreed, Thank you. MPOAC will work with FHWA to insure work and tasks performed by consultants are adequately detailed in the UPWP or in a scope of services approved by FHWA.

Florida Division of Federal Highway Administration: General Comment – Please ensure that all required Agreements or Certifications are signed and included in the final UPWP and are consistent with the forms used by all the MPOs in the state.

MPOAC response: Agreed, Thank you. The updated UPWP Statements and Assurances documents were incorporated into the Final UPWP.

Florida Division of Federal Highway Administration: General Comment – Please edit for consistency in use of “27 MPOs” versus “twenty-seven MPOs” specifically in Task 3.2 both are used.

MPOAC response: Agreed, Thank you. A review of the draft UPWP located any instances of “twenty-seven” used in the document and they have been changed to “27”.

Florida Division of Federal Highway Administration: Task 1.1 – Perhaps I missed the reference in the body of the task, but ensure the Methodology section identifies what advertising costs are being paid for that are included in the budget tables. This is necessary to ensure adherence to 2 Code of Federal Regulations (CFR) 200.421 Advertising and Public Relations.

MPOAC response: Agreed, Thank you. Language has been added to the Proposed Methodology, Work Products and End Products stating that MPOAC will advertise it’s meetings in the Florida Administrative Register as required by Florida’s Sunshine Law.

Florida Division of Federal Highway Administration: Task 2.1 - Is travel ever required for this effort, such as to Association of Metropolitan Planning Organizations (AMPO) and other venues when representing the MPOs’ positions on legislation? If so, a budget estimate for it as a line item should be included in the task.

MPOAC response: Agreed, Thank you. When attending AMPO or other similar venues the primary purpose is attendance at a conference and any discussion related to policy positions or proposed legislation is minimal and secondary. The travel, and associated expense, to the conference would have occurred as part of attending the conference which is the primary and majority reason for the travel. When participating in meetings whose sole purpose is to discuss legislative policy, MPOAC’s participation has been via phone and is expected to continue this manner of participation during the course of this UPWP.

Florida Division of Federal Highway Administration: Task 3.1 – One of the products under the Milestones section is a weekly informational, update on legislative activity – is this the same product as the weekly legislative newsletter identified in Task 2.1?

MPOAC response: Yes, this is the same product. Because the primary purpose of this newsletter is based upon legislative activity it seems most appropriate to have it shown in Task 2.1 only. It will be removed from Task 3.1. The weekly legislative newsletter is primarily an informational piece to keep MPOAC members and partners informed about what is transpiring during the legislative session. The primary purpose is to inform and educate.

Florida Division of Federal Highway Administration: Task 3.1 - Please note, in the End Products section participation in efforts to represent the MPOs in Florida in regards to legislation should be carefully reviewed to ensure that activities using federal funds are deemed allowable and in full compliance with 2 CFR 200.450 Lobbying.

MPOAC response: Agreed, Thank you. It has been removed and is detailed in Task 2.1.

Florida Division of Federal Highway Administration: Task 3.4 – Since travel expenses may be necessary to perform some of the activities in this task, it is suggested that a line item for travel be included in the task budget tables.

MPOAC response: Any travel required for Task 3.4 would be in conjunction with attendance at other MPOAC meetings which are listed in Task 1.1. The primary purpose of the travel is contained in Task 1.1 and it seems appropriate to show the travel for a trip with the Task that is covering the majority of the travel purpose. MPOAC is asking to show the travel in only Task 1.1 to avoid double counting of travel costs.

Florida Division of Federal Highway Administration: Task 3.5 – The Work Product section identifies a final report from the Complete Streets Group. When is this final report anticipated? This section also identifies a SharePoint site launched by the Noteworthy Practices Working Group. Is this information about the SharePoint site more appropriate for the Previous Work Completed Section?

MPOAC response: Agreed, Thank you. These additional details and clarifications have been added to Task 3.5. The Complete Streets Working Group final report is expected to be presented at the beginning of State Fiscal Year 2019. The SharePoint has been added to the Previous Accomplishments.

Florida Division of Federal Highway Administration: Task 3.5 - It appears that staff time and fringe benefits expenses for work coordinating the Strategic Plan Working Groups is being double counted since these efforts are also described in Task 1.1 MPO Administration. Please review these two tasks and adjust the anticipated expenditures and section narration appropriately.

MPOAC response: Agreed, thank you. The references to staffing and conducting MPOAC Strategic Plan Working Groups was removed from Task 1.1 to avoid double counting. These meetings were not intended to be in Task 1.1 and were inadvertently included in the draft of Task 1.1

Item Number 6D

Business Items & Presentations Disabled Veterans and Florida Tolls

DISCUSSION:

At the February 01, 2018 MPOAC Governing Board Meeting, MPOAC Staff was directed to craft a resolution which would request that Disabled Veterans be exempted from tolls on Florida's toll facilities. MPOAC Staff produced a resolution addressing the direction given by the MPOAC Governing Board and clarified that the exemption from tolls would apply only to Florida residents who are disabled veterans.

REQUESTED ACTIONS:

Recommend to the MPOAC Governing Board approval of the attached resolution.

ATTACHMENTS:

1. Memo explaining the purpose and reason for the resolution
2. Resolution asking that Florida residents who are disabled veterans be exempt from tolls on Florida's toll facilities.

To: Chair and Members of Governing Board

From: Carl Mikyska, Executive Director and
Paul Gougelman, General Counsel

Date: April 10, 2018

Re: SunPass® and Disabled Veterans

At the January, 2018, meeting of the MPOAC Governing Board, Council Member Bryan Caletka asked for a resolution calling for implementation of a program to provide that Disabled Veterans may use SunPass® and E-Pass¹ and travel for free through SunPass® and E-Pass toll facilities. E-Pass and SunPass® work on toll roads in Florida. Wherever you see the E-Pass sign, SunPass® works. And, wherever you see the SunPass®, sign, E-Pass works. They have the same micro-chip technology.

Before discussing the resolution, it is important to understand certain terms.

1) Where did SunPass® come from, and what facilities use SunPass®? SunPass® was created by the Florida Department of Transportation in 1999. It is available on many toll roads in Florida, Georgia, and North Carolina. Participating roadway systems include the Florida Turnpike, Miami-Dade Expressway Authority, Bay Harbor Island, Florida, Miami-Dade County and the Venetian and Rickenbacker Causeways, the Garcon Point Bridge and the Santa Rosa Bay Bridge Authority, LeeWay, the Tampa-Hillsborough Expressway Authority, the Central Florida Expressway Authority, NC QuickPass, Peach Pass, and the Bob Sikes Bridge in Escambia County, among others. SunPass® is not only available on various toll road facilities, but it can be used for parking at Palm Beach International Airport, Tampa International Airport, Orlando International Airport, Miami International Airport, Fort Lauderdale-Hollywood International Airport, and the Hard Rock Football Stadium in Miami, among others.² It operates on a portable transponder system which collects tolls automatically when a vehicle with a transponder passes an electronic receptor.

¹ E-Pass and EZ-Pass are two toll revenue collection systems using transponders in much the same manner as SunPass®. The names may sound similar, but the systems are not compatible. EZ-Pass is used in many Northeastern and Midwestern States and is not compatible with the E-Pass or the SunPass® systems.

² See SunPass® web-site at www.sunpass.com.

2) Where did E-Pass come from, and what facilities use E-Pass? E-Pass was created by the Central Florida Expressway Authority (“CFX”) in 1994. It was Florida’s first electronic toll revenue system. E-PASS is CFX’s electronic toll-collection system. It allows customers to automatically pay tolls at a discount with a free E-PASS Sticker or a Portable transponder, without stopping. Each time an E-PASS customer passes through a toll point where E-PASS is accepted, an antenna electronically deducts the toll from the motorist’s E-PASS account. A record of all transactions is included in the customer’s monthly statements and is available. E-PASS is accepted on all toll roads and most bridges in Florida, Georgia and North Carolina. You also can use E-PASS to pay for parking at Orlando International Airport.³

3) What is a “Disabled Veteran”? Most people believe that a “disabled veteran” is someone who served in the armed forces and became physically or mentally disabled, but that is not always the applicable definition, especially when talking about benefits afforded by the State of Florida.

The term “disabled veteran” is defined by federal law as “an individual who has served on active duty in the armed forces, has been separated therefrom under honorable conditions, and had established the present existence of a service-connected disability or is receiving compensation, disability retirement benefits, or pension because of a public statute administered by the Department of Veterans Affairs or a military department.” See 5 USCS § 2108. Based on your disability rating, you are entitled to monetary and other benefits, usually ranging from \$136/month to as high as \$3400/month.⁴

However, a “disabled veteran” in Florida is defined differently based on the statute and benefit. For example, an ex-service member who is a resident of the state, who was discharged under honorable conditions, and who has been disabled to a degree of 10 percent or more by misfortune or while serving during a period of wartime service is a “disabled veteran” entitled an *ad valorem* tax exemption in the amount of \$5,000. The unremarried surviving spouse of the disabled veteran who, on the date of the disabled veteran’s death, had been married to the disabled veterans for at least 5 years is also entitled to the exemption. See §3(b), Art. VII, Fla.Const. of 1968; §194.24(1), Fla.Stat.

³ See Central Florida Expressway Authority web-site at “E-Pass”. <https://www.cfxway.com/e-pass/about-e-pass/>

⁴ See Military Disability Compensation. <https://www.military.com>

On the other hand, a disabled veteran may obtain a free Florida driver's license; provided, that the veteran is honorably discharged from the Armed Forces, has been issued a valid identification card by the Florida Department of Veterans' Affairs, and has been determined by the U.S. Department of Veterans Affairs or its predecessor to have **a 100-percent total and permanent service-connected disability rating** for compensation. §322.21(7), Fla.Stat.

Disabled veterans are entitled to a lifetime *family* annual pass to all state parks if the veteran is both honorably discharged with a "service-connected disability" of any type or degree. §258.0145(2), Fla.Stat. Disabled veterans are entitled to a hunting or fishing license if they have a valid identification card from the Florida Department of Veterans' Affairs and are totally and permanently disabled. §379.353(1), Fla.Stat.

Impact of an Exemption: What impact affording an exemption to disabled veterans on SunPass revenues is unclear. However, currently there are 129,151 disabled veterans statewide for *ad valorem* tax purposes, according to the Florida Department of Revenue.⁵ SunPass revenue (which do not include LeeWay or E-Pass revenues) generate roughly \$1.5 billion per year in revenues, according to Florida Turnpike authorities.

Proposed Resolution: The proposed resolution assumes a MPOAC preference for according disabled veterans who qualify for an *ad valorem* tax exemption as the benchmark for affording an exemption from SunPass facilities.

PRG/ns

⁵ E-mail from Lizette Kelly, PTO Research & Analysis, Florida Dept. of Revenue (Mar. 1, 2018); Lizette.Kelly@Floridarevenue.com.

47 **WHEREAS**, many Florida Veterans are regarded as Disabled Veterans;
48 and

49
50 **WHEREAS**, the Florida Department of Veterans' Affairs advises that
51 Florida is the most veterans' friendly state in the nation; and

52
53 **WHEREAS**, the Florida Metropolitan Planning Organization Advisory
54 Council ("MPOAC"), as a statewide transportation planning agency, finds that
55 Florida Disabled Veterans should be further recognized and honored by being
56 afford the right to use Florida's toll roads for free as a way of honoring their
57 sacrifice and as an additional way of saying "thank you"; and

58
59 **WHEREAS**, the MPOAC Governing Board finds that this position is in the
60 public interest,

61
62 **NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the
63 Florida Metropolitan Planning Organization Advisory Council, that the following
64 be and the same is hereby adopted:

65
66 SECTION 1. Each and all of the foregoing recitals be and the same are
67 hereby incorporated herein.

68
69 SECTION 2. For purposes of this Resolution, the following terms used in
70 this Resolution are defined as follows:

71
72 (a) "Disabled Veteran" is defined as any Veteran who is a *bona*
73 *fide* resident of the State of Florida, who was discharged under honorable
74 conditions, and who has been disabled to a degree of ten percent (10%) or more
75 by misfortune or while serving during a period of Wartime Service. See
76 §196.24(1), Florida Statutes.

77
78 (b) "Veteran" means a person who served in the active U.S.
79 military, naval, or air service, or the Florida National Guard and who was
80 discharged or released under honorable conditions only or who later received an
81 upgraded discharge under honorable conditions, notwithstanding any action by
82 the United States Department of Veterans Affairs on individuals discharged or
83 released with other than honorable discharges. See §1.01(14), Florida Statutes.

84
85 (c) "Wartime Service" means a Veteran who served in a
86 campaign or expedition for which a campaign badge has been authorized or
87 during one of the following periods of Wartime Service:

88 (1) Spanish-American War: April 21, 1898, to July 4, 1902,
89 and including the Philippine Insurrection and the Boxer Rebellion.

90 (2) Mexican Border Period: May 9, 1916, to April 5, 1917,
91 in the case of a veteran who during such period served in Mexico, on the borders
92 of, or in the waters adjacent to Mexico.

93 (3) World War I: April 6, 1917, to November 11, 1918;
94 extended to April 1, 1920, for those veterans who served in Russia; also
95 extended through July 1, 1921, for those veterans who served after November
96 11, 1918, and before July 2, 1921, provided such veterans had at least 1 day of
97 service between April 5, 1917, and November 12, 1918.

98 (4) World War II: December 7, 1941, to December 31,
99 1946.

100 (5) Korean War: June 27, 1950, to January 31, 1955.

101 (6) Vietnam War: February 28, 1961, to May 7, 1975.

102 (7) Persian Gulf War: August 2, 1990, to January 2, 1992.

103 (8) Operation Enduring Freedom: October 7, 2001, and
104 ending on the date thereafter prescribed by presidential proclamation or by law.

105 (d) (9) Operation Iraqi Freedom: March 19, 2003, and ending
106 on the date thereafter prescribed by presidential proclamation or by law. See
107 §1.01(14), Florida Statutes.

108
109 SECTION 3. Disabled Veterans should be honored for their service and
110 their continuing and ongoing sacrifice to our State and to our Nation given their
111 disability. The Governor of the State of Florida, Florida Legislature, Florida
112 Department of Veterans Affairs, the Florida Department of Transportation, and
113 various Florida bridge and expressway authorities should implement a program
114 by which Disabled Veterans, who are users of SunPass®, the Florida Turnpike
115 System, and various Florida toll bridges and expressways, should not have to
116 pay a toll for use of parking facilities subject to SunPass® or toll roads. The
117 unmarried surviving spouse of such a Disabled Veteran, who, on the date of
118 the Disabled Veteran's death, had been married to the Disabled Veteran for at
119 least five (5) years should also be entitled to the exemption.

120
121 SECTION 4. The Governing Board hereby directs the MPOAC Agency
122 Clerk to forward copies of this Resolution to: the Governor of the State of
123 Florida; the Florida Senate President; the Speaker of the Florida House of
124 Representatives; the Chairman of the Florida Senate Transportation Committee;
125 the Chairman of the Florida House of Representatives Government
126 Accountability Committee and the Transportation & Infrastructure Subcommittee;
127 the Florida Department of Veterans' Affairs; the Secretary of the Florida
128 Department of Transportation; the Florida Turnpike Headquarters; the SunPass®
129 Prepaid Toll Program headquarters; Miami-Dade Expressway Authority in Miami;
130 the Town of Bay Harbor Islands; Miami-Dade County as the authority for the
131 Rickenbacker Causeway and the Venetian Causeway; the Santa Rosa Bridge
132 Authority as the authority for the Garcon Point Bridge; the Mid-Bay Bridge
133 Authority; the LeeWay Service Center; the Tampa-Hillsborough Expressway
134 Authority; the Central Florida Expressway Authority; and the First Coast
135 Expressway Authority.

136
137 SECTION 5. This Resolution is effective upon adoption.
138

139 **PASSED AND ADOPTED** by the Florida Metropolitan Planning Organization
140 Advisory Council at a regular meeting this 7th day of June 2018.

141

142

143

144

MPOAC Chair

145

146 ATTEST:

(AGENCY SEAL)

147

148

149 Carl Mikyska,
150 Agency Clerk

Item Number 6E

Business Items & Presentations AV/CV Market Penetration in MPO LRTPs

DISCUSSION:

The purpose of this study is to provide guidance to MPOs regarding the potential effects Automated Vehicles (AV) and Connected Vehicles (CV) may have on Long Range Transportation Plans. The project analyzes different scenarios for AV/CV integration into the vehicle fleets and their impact on transportation demand. The second component of the project is MPO coordination through the MPOAC and Florida Model Task Force on other AV/CV planning considerations such as impacts to socio-economic assumptions, infrastructure plans such as vehicle charging stations, and traffic operations planning. One product of this effort is the development of an MPO Planning Guide to assist MPOs during LRTP updates on potential considerations of AV and CV in the future years.

REQUESTED ACTIONS:

None requested. For discussion and action as may be desired.

ATTACHMENTS:

None

Item Number 6F

Business Items & Presentations DBE Database and MPO Participation

DISCUSSION:

An enhancement to the Equal Opportunity Compliance (EOC) system is in development. The EOC system is the sole repository for contractors and consultants to capture DBE commitments and payments that are further reported to the Federal Highway Administration, which is a requirement in order to receive federal funding. This enhancement allows for the capture of MPO projects in the LAPIT and EOC system. Currently, these projects are not housed in any system, therefore, LAPIT and EOC will need to be enhanced to accommodate these phase "14" contracts. These agreements need to be inputted into the LAPIT system to allow for the MPOs to report their DBE participation in the EOC system.

REQUESTED ACTIONS:

None requested. For discussion and action as may be desired.

ATTACHMENTS:

None

Item Number 6G

Business Items & Presentations TRAC-N-Rides Program Update

DISCUSSION:

TRAC (TRANsportation and Civil engineering) & Rides (Roadways into Developing Elementary Students) is a STEM focused, transportation based curriculum that can be used in place of science, math and social studies courses or as a supplement to any STEM curriculum.

- The elementary/middle school module, Rides, aligns with the national common core curriculum. The TRAC high school modules cover subjects ranging from bridge building (algebra) to magnetic levitation (physics) to SimCity (social science). They are consistent with the national high school standards for math and science.
- With TRAC & Rides, students learn STEM concepts through reasoning and application, not memorization. The tools at the student's disposal are the same used by the industry to plan, design, construct and maintain our transportation systems.

Broward MPO is the only MPO to take advantage of this program to date. FDOT may not continue to fund the annual participation fee if other MPOs are not willing to participate in the program.

REQUESTED ACTIONS:

None requested. For discussion and action as may be desired.

ATTACHMENTS:

None

Item Number 7
Communications

DISCUSSION:

Comments or recommendations by MPOAC members.

REQUESTED ACTION:

As may be desired.

ATTACHMENTS:

None

Item Number 8

Member Comments

DISCUSSION:

Comments or recommendations by MPOAC members.

REQUESTED ACTION:

As may be desired.

ATTACHMENTS:

None

Item Number 9

Adjournment

The next meeting of the MPOAC Staff Director's Advisory Committee will be held on August 02, 2018 at the Orlando Airport Marriot Lakeside, 7499 Augusta National Drive, Orlando, FL 32822. MPOAC has reserved a block of rooms for \$145 per night for the nights of August 1st and 2nd. The Marriot's phone number is 407/851-9000.