



The Florida Metropolitan Planning Organization Advisory Council

Commissioner Mayra Uribe
Chair

Meeting of the MPOAC Staff Directors' Advisory Committee

Date: Thursday, October 24, 2024

Time: 9:30 a.m.-12:30 p.m.

Location: Florida Hotel
1500 Sand Lake Road
Legends 2&3 Meeting Room
Orlando, FL 32809

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Staff Directors Chair Dave Hutchinson, Presiding

Strategic Goals	Item #	Subject	Presenter
	1	Call to Order/Pledge of Allegiance	Chair Hutchinson
	2	Introductions	Chair Hutchinson
	3	Public Comments	Chair Hutchinson
	4	Action Items: <ul style="list-style-type: none"> Approval of Minutes: July 24, 2024 Strategic Directions Plan final approval 	Chair Hutchinson
Goal 3	5	Freight and Rail Committee Report	Johnny Wong, Hillsborough TPO
Goals 1, 2, and 3	6	Executive Directors Report <ul style="list-style-type: none"> MPOAC Budget Report AMPO/NARC Conference Summary 	Mark Reichert, MPOAC

Mark Reichert, Executive Director

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		<ul style="list-style-type: none"> • MPOAC Annual Report • Results of MPOAC Survey • Plan for LRTP Reviews of Contiguous MPOs 	
Goal 1	7	Agency Reports <ul style="list-style-type: none"> • Florida Department of Transportation <ul style="list-style-type: none"> ○ FDOT Report: List of Project Priorities (LOPP) Process • Federal Highway Administration 	Jennifer Fortunas, FDOT, Director, Office of Policy Planning Donna Green, FDOT, Statewide MPO Administrator Ronnique Bishop, FHWA, Planning Team Leader Curlene Thomas, FHWA, Senior Planner
Goal 2	8	Research Project: List of Project Priorities Development Practices in Florida	Jeff Kramer, Principal Investigator, CUTR
Goals 1 and 2	9	SIS Cost Feasible Plan	Gerald Goosby, FDOT, Systems Implementation Office
Goal 3	10	MPO/TPO Open Mic	MPO Staff Directors
	11	Member Comments	Members
	12	Adjournment	Chair Hutchinson

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 Lisa Stone at (850) 414-4037 or by email to lisa.o.stone@dot.state.fl.us.

MPOAC Strategic Directions Plan Goals:

- Goal 1: Represent the interests and priorities of MPOs with FDOT, federal partners, and other organizations to ensure policies and programs encompass MPOs' needs and perspectives.
- Goal 2: Enhance knowledge and capacity to aid decision-making and strengthen the understanding of metropolitan planning practices.
- Goal 3: Lead and support collaboration, innovation, and knowledge sharing among MPOs for continuous improvement of transportation planning products.

Item Number 1

Call to Order & Pledge of Allegiance

DISCUSSION:

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

REQUESTED ACTION:

None requested.

ATTACHMENT:

None.

Item Number 2

Introductions

DISCUSSION:

Self-introductions of members in the room will be followed by a reading of virtual attendees.

REQUESTED ACTION:

None.

ATTACHMENT:

None.

Item Number 3

Public Comments (non-agenda items)

DISCUSSION:

Recommendations or comments by the public.

REQUESTED ACTION:

As may be desired.

ATTACHMENT:

None.

Item Number 4

MPOAC Staff Directors' Advisory Committee Action Items

DISCUSSION:

Minutes from the July 24, 2025, Joint Meeting of the MPOAC Governing Board and Staff Directors' Advisory Committee were circulated for review as well as the final draft of the MPOAC Strategic Directions Plan.

REQUESTED ACTION:

Approval of Meeting Minutes from the July 24, 2024, meeting of the Joint MPOAC Governing Board and Staff Directors' Advisory Committee Meeting. Final approval of the MPOAC Strategic Directions Plan.

ATTACHMENTS:

Draft July 24, 2024, Joint MPOAC Staff Directors' Advisory Committee/Governing Board Meeting Minutes
Final MPOAC Strategic Directions Plan

Florida Metropolitan Planning Organization Advisory Council

MPOAC Joint Staff Directors' & Governing Board Meeting

July 24, 2024

PGA National Resort - Palm Beach Gardens, Florida

(in coordination with the Floridians for Better Transportation Summer Camp)

ATTENDEES

GOVERNING BOARD

IN-PERSON:

Chelsea Reed, Palm Beach TPA
Dick Rynearson, Okaloosa-Walton TPO
Fred Forbes, Lee County MPO
Joseph Nuender, Sarasota/Manatee MPO
Joseph Tiseo, Charlotte County-Punta Gorda MPO
Maria Marino, Palm Beach TPA (Alternate)
Mayra Uribe, MetroPlan Orlando
Nick Maddox, Capital Region TPA
Sara Roberts McCarley, Polk TPO
Tim Stanley, Heartland Regional TPO
William (Bill) Dozier, Bay County TPO
William (Bill) McDaniel, Collier MPO
Yvette Colbourne, Broward MPO

VIRTUAL:

Jim Hilty, Ocala/Marion County TPO

STAFF DIRECTORS

IN-PERSON (STAFF DIRECTORS):

Aileen Bouclé, Miami-Dade TPO
Austin Mount, Florida/Alabama TPO
Brian Freeman, Indian River County MPO
D'Juan Harris, Charlotte County-Punta Gorda MPO
Gary Huttman, MetroPlan Orlando
Georganna Gillette, Space Coast TPO
Greg Stuart, Broward MPO
Marybeth Soderstrom, Heartland Regional TPO
Mike Woods, Lake-Sumter MPO
Paul Calvaresi, Broward MPO (Alternate)
Peter Buchwald, St. Lucie TPO
Ryan Brown, Sarasota/Manatee MPO (Alternate)
Ryan Kordek, Polk TPO
Tania Gorman, Pasco County MPO
Valerie Neilson, Palm Beach TPA
Whit Blanton, Forward Pinellas

VIRTUAL:

Alex Trauger, MetroPlan Orlando (Alternate)
Bill Partington, River to Sea MPO (Alternate)
Chelsea Favero, Forward Pinellas (Alternate)
Chris Rosenberg, Miami-Dade TPO (Alternate)
Colleen Nicoulin, River to Sea MPO
Elizabeth Watkins, Hillsborough County TPO (Alternate)
Laura Carter, Space Coast TPO (Alternate)
Rob Balmes, Ocala/Marion County TPO
Ron Gogoi, Lee County MPO (Alternate)
Scott Ferry, Pasco County MPO (Alternate)
Scott Koons, Gainesville MTPO
Zainab Salim, Miami-Dade TPO (Alternate)

OTHERS

IN-PERSON:

Cathy Kendall, FHWA
Donna Green, FDOT
Gina Babcock, Target Zero
Karen Brunelle, FHWA
Kim Holland, FDOT
Lisa Stone, MPOAC
Marci Larson, North Florida TPO
Mark Reichert, MPOAC
Melissa Wandall, Target Zero Speaker
Nicole Estevez, Renaissance Planning
Paul Gougelman, MPOAC General Counsel
Romero Dill, FDOT
Ysela Llort, Renaissance Planning

VIRTUAL:

Angela Kaufman
Huiwei Shen, FDOT
Jeff Kramer, CUTR
Jill Nobels, Emerald Coast Regional Council
Laurie Schaediger, Pasco County MPO
Ronnique Bishop, FHWA

CALL TO ORDER & PLEDGE OF ALLEGIANCE – GOVERNING BOARD & STAFF DIRECTORS

Chair Uribe requested a roll call to establish a quorum. There was a quorum for the Governing Board and the Staff Directors Advisory Committee. Chair Uribe called the meeting to order at 9:00 a.m. All in attendance rose for the pledge of allegiance. A motion passed unanimously to allow online attendees to participate.

APPROVAL OF MINUTES: APRIL 25, 2024

The members reviewed the meeting minutes from the April 25, 2024 meeting. Gary Huttman motioned to approve the minutes; Aileen Bouclé seconded the motion. The minutes were approved unanimously by the Staff Directors' Advisory Committee.

Commissioner Sara Roberts McCarley motioned to approve the minutes; Commissioner Bill McDaniel seconded the motion.

WELCOME REMARKS – MAYOR REED AND COMMISSIONER COUNTY VICE MAYOR MARIA MARINO

Mayor Chelsea Reed and Commissioner/County Vice Mayor Maria Marino delivered welcoming remarks.

PUBLIC COMMENTS

No public comments.

MPOAC STRATEGIC DIRECTIONS PLAN

Ysela Llorca, Managing Principal at Renaissance Planning, delivered the presentation. Ms. Llorca presented the intent of the Strategic Directions Plan, the engagement activities, and the plan's contents. Ms. Llorca highlighted the Strategic Directions Plan as a living document that provides a framework and aims to drive organizational progress and encourage stakeholder participation.

Discussion and Feedback:

1. Comments from Attendees:

- Various members emphasized the need for the strategic plan to include measurable metrics and continuous evaluation. Members acknowledged that tracking progress would be a tactic staff would implement in organizing meetings and presentations.
 1. Suggestions for regular updates at quarterly meetings to track progress and ensure alignment with the plan's goals.
 2. Suggestions were made to include clear references to the strategic plan in meeting agendas to ensure continuous focus and accountability.
- Incorporate the organizational restructuring of the MPOAC and its meeting structures. There was a desire to consider the potential efficiencies and costs of traveling to MPOAC meetings, like incorporating virtual meetings.
- Highlight the importance of funding and not just identifying funding opportunities but also assist in maximizing opportunities through partnerships with state and federal partners.

Peter Buchwald made a motion that the staff directors recommend adopting the Strategic Directions Plan with conditions for the plan to incorporate additional language to reflect the continuous

evaluation of the implementation of the plan and include language to ensure the evaluation of the organizational structures of the MPOAC. The motion also includes authorizing the Executive Director to make necessary clarifying edits to the plan and develop a one-page summary document. Greg Slay seconded the motion. The motion passed unanimously.

Commissioner Sarah Roberts McCarley approved the motion for the Governing Board; Commissioner Bill McDaniel seconded. The motion passed unanimously.

ADDRESS FROM ASSISTANT SECRETARY HOLLAND

FDOT Assistant Secretary Kim Holland addressed the meeting participants. She emphasized the importance of community-centered decisions in transportation planning, providing updates on the SIS cost-feasible plan, which includes 233 projects totaling \$20.35 billion. She introduced the 2055 Florida Transportation Plan, a comprehensive blueprint for the state's 30-year transportation future, highlighting the collaboration with MPOs through focus groups and public participation. Holland reinforced FDOT's commitment to open communication and collaboration with all 27 MPOs, ensuring Florida remains a leader in transportation initiatives.

A POWERFUL PARTNERSHIP: TARGET ZERO, VISION ZERO AND YOU!

Melissa Wandall, Target Zero Florida Ambassador, emphasized the collaborative efforts of Target Zero and Vision Zero to eliminate traffic fatalities and serious injuries on Florida's roadways. She detailed how both initiatives share a holistic, data-driven approach involving public awareness, policy changes, and infrastructure improvements. Melissa shared her personal tragedy of losing her husband in a traffic crash, which fueled her advocacy, leading to the Mark Wandall Traffic Safety Act. She urged attendees to join traffic safety coalitions and engage with Target Zero resources, stressing that achieving zero traffic deaths requires collective action and continuous community involvement.

EXECUTIVE DIRECTORS REPORT

MPOAC BUDGET

Mark Reichert reported that the MPOAC managed its budget effectively, leaving approximately \$36,000 in unexpended funds as of June 30, primarily from the salaries and benefits column. The budget for the current fiscal year is \$800,000, subject to state legislature allocations.

PREPARING FOR THE 2025 LEGISLATIVE SESSION

During the 2024 Legislative Session, proposed House and Senate bills threatened MPO independence and recommended abolishing the MPOAC. Although these bills did not pass, similar legislation is anticipated to be introduced in 2025. The Session highlighted concerns about the number of MPOs in Florida, the need to cut bureaucracy, and the belief that the MPOAC's funding was a drain on the department. No specifics were provided regarding underperforming MPOs, making it challenging to address these concerns directly.

Alternative scenarios for the MPOAC:

Mark Reichert presented various scenarios for the MPOAC if the legislature passed a bill to abolish it. The following is a description of the scenarios.

- Scenario 1: MPOAC hosted by an MPO: This would involve the MPOAC becoming employees of a host MPO but remaining independent through an interlocal or staff services agreement. This model received limited support from MPO staff directors.
- Scenario 2: North Carolina AMPO Model: This model involves no dedicated staff, with the MPO staff directors rotating leadership annually. This model does not include elected officials.
- Scenario 3: New York State Association of MPOs Model: This model uses consultant contracts for administration and coordination. It does not exist as a legal entity or include elected officials.
- Scenario 4: Florida Public Transit Association Model: This involves forming a 501(c)(6) corporation, allowing for tax exemption and lobbying. Membership would include various dues levels, and the organization would operate independently.
- Scenario 5: No Build Option: If the MPOAC is abolished, the functions will revert to being managed by the Florida Department of Transportation (FDOT).

Discussions and conversations followed regarding the scenarios, legal and funding considerations, lobbying, and elected officials' roles. These discussions resulted in the following next steps:

- There was a consensus on surveying members to gauge the priorities and preferences for key functions of the MPOAC (e.g., lobbying, be a liaison with FDOT). Mark Reichert was tasked with drafting and surveying the MPOs to capture their preferences and priorities.
- There is a need for detailed discussions between the Executive Committee and FDOT to understand the implications and possibilities of the different models.
- Further evaluation of the different organizational models and their funding structures is needed.

The October 24, 2024, quarterly meeting will be a key opportunity to review findings and determine the best path forward for the MPOAC.

AGENCY REPORTS

FDOT

Donna Green from FDOT provided an update on the apportionment plans and UPWPs, the Florida Transportation Plan (FTP), the Federal Planning Findings, and the MPO Transportation Improvement Programs. The following captures a summary of these updates:

- Apportionment Plans and UPWP Approvals: FDOT is awaiting approval of apportionment plans. Notifications will be sent out promptly once approvals are received.
- Florida Transportation Plan (FTP):

- Engagement with MPOs: FDOT plans to visit all 27 MPOs in different phases. Contact will be made to schedule meetings and gather input for the FTP process, an 18-month endeavor aimed for completion by November 2025.
- Statewide Survey: Encouraged MPO staff and board members to participate in a statewide survey on the FTP homepage to provide public feedback.
- Project Prioritization Process:
 - Workshops and Interviews: FDOT conducted a workshop in January and received feedback from MPOs. Follow-up interviews are ongoing, with 11 out of 12 completed. The final interview will be with Broward on July 29.
 - Future Updates: FDOT will summarize the feedback received and discuss best practices and next steps at the October MPOAC meeting.
- Federal Planning Findings:
 - Meeting Recap: On May 30, FDOT held a federal planning findings meeting with 24 out of 27 MPOs present. The best practices were shared, and FDOT is awaiting feedback from Federal Highway.
 - Next Steps: Once feedback is received, it will be shared at FMPP meetings and monthly meetings with FDOT liaisons.
- Transportation Improvement Programs (TIP):
 - Submission and Review: All 27 MPOs submitted their TIPs by July 15, which have been placed in GAP. FDOT is in the process of getting these certified, with signatures expected from the secretary by August 1.
 - Upcoming Dates and Events:
- FTP Regional Workshops: Information on these workshops and webinars can be found on the FTP website.
 - FMPP Meeting: Scheduled for October 23 in Daytona Beach, focusing on bringing together key topics and participation from MPO staff.

FEDERAL HIGHWAY ADMINISTRATION

Cathy Kendall and Karen Brunelle provided an agency report on behalf of FHWA. The following is a summary of key points:

- Statewide Planning Finding:
 - Successful completion of the final report expected in September.
 - Acknowledgment of MPO participation.
- FY 24 Program Accountability and Results Review (PAR) Reports:
 - Positive outcomes with no negative findings.
 - Reviewed MPOs: Hernando/Citrus and Okaloosa-Walton.
- Long Range Transportation Plan (LRTP) Expectations Letter:
 - Progress is ongoing, with a focus on housing and employment connections.
 - Anticipated completion by fall.

- Notices of Funding Opportunities (NOFOs):
 - Upcoming NOFOs include programs like Advanced Digital Construction Management, Bridge Investment, Charging and Fueling Infrastructure, Wildlife Crossings, and National Culvert Removal.
 - Points of contact for each NOFO are available in the presentation material.
- Staff Announcements:
 - Kathy Kendall was promoted to Director of Technical Services for the Florida Division Office.
 - Ongoing process to fill her former position, with an acting team leader to be announced by August.
- Grant Awards:
 - Safe Streets for All (SS4A) grants awarded to the University of Florida and the City of Boca Raton.
 - Raise grants awarded to the City of Tampa, City of Pensacola, City of Lake Wales, and Alachua County.
 - Large bridge award to Miami-Dade County for the Venetian Causeway project.
- Regulatory Updates:
 - Joint final rule on Transportation Performance Measure Safety Targets.
 - Updates to the Uniform Relocation Act.
 - Phase two revisions to NEPA regulations.
- TMA Certification Reviews Feedback:
 - Positive feedback on the risk-based approach and pre-site visit coordination.
 - Optional field visits and more face-to-face interactions are requested.
 - Need for more training and better communication on training opportunities.
- MPO Billing Review Process:
 - Joint review with Federal Highway planning and financial staff.
 - Pilot review starting with Capital Region TPA.
 - Detailed review schedule and future plans for 2024-2028 provided in the presentation materials.

ADJOURNMENT

The next meeting of the MPOAC Governing Board and Staff Directors' Advisory Committee will be on October 24, 2024 in Orlando. The meeting was adjourned at 12:00 p.m.

MPOAC

**STRATEGIC
DIRECTIONS
PLAN 2024**



Florida Metropolitan Planning Organization Advisory Council (MPOAC)

605 Suwannee Street, MS 28B
Tallahassee, FL 32399-0450
www.mpoac.org

Introduction

The Metropolitan Planning Organization Advisory Council (MPOAC) is committed to advancing transportation planning across Florida by serving as a unifying voice for the state's metropolitan planning organizations (MPOs). The 2024 Strategic Directions Plan represents our roadmap for the future, guiding our efforts to enhance transportation policies, planning practices, and educational initiatives.

This plan is a **living document** designed to adapt to the ever-changing transportation needs and challenges. It is built upon the collective insights and experiences of our members, stakeholders, and partners. The Strategic Directions Plan reflects our mission to improve transportation planning and education and serves as **a call to action**, urging collaboration and innovation across the state.

As we move forward, this plan will focus on key goals and strategies for fostering an environment that prioritizes the needs and perspectives of our members, enhancing knowledge and capacity, and encouraging collaboration.

We invite our members to contribute to its implementation and join us in our mission to improve transportation planning and deliver results throughout our state.

MPOAC Mission

The MPOAC improves transportation planning and education by engaging and equipping its members to deliver results through shared innovations, best practices, enhanced coordination, communication, and advocacy.

Strategic Plan Framework and Implementation

The Strategic Directions Plan is crafted to lead the MPOAC in fulfilling its mission of advancing transportation planning across Florida. This plan provides clarity and focus, aligning with the MPOAC's current needs and long-term vision. The structure of this plan is organized around guiding principles, overarching goals, strategies, and actionable steps, all of which are supported by an Annual Work Plan to ensure implementation.

Guiding Principles: At the core of this plan are the guiding principles that steer the overall direction of the MPOAC. These principles serve as the enduring values and standards by which all activities and decisions are measured. Despite the evolving landscape of transportation planning, the MPOAC membership has determined that these principles, initially established in the 2016 Strategic Plan, remain relevant. They reflect the organization's commitment to maximizing its role in transportation policy, serving as a state leader and agent of positive change, and empowering individual MPOs to perform effectively.

Goals: Building upon the guiding principles, the Strategic Directions Plan articulates high-level goals that represent the key objectives the MPOAC seeks to achieve. These goals are broad in scope, providing a vision of what the organization aims to accomplish over the plan's duration.

Strategies: Each goal is supported by specific strategies that define the approach the MPOAC will take to achieve the desired outcomes. These strategies act as a bridge between the broad goals and the practical steps required for implementation. They are carefully crafted to align with the guiding principles, ensuring that all actions align with the organization's core values.

Actions: The strategies are further broken down into detailed implementation actions. These actions outline the specific, time-bound steps that need to be taken to execute the strategies successfully. Each action is assigned to responsible parties, with clear measures of success established to monitor progress and ensure accountability.

Annual Work Plan: To ensure the effective implementation of the Strategic Directions Plan, the MPOAC Executive Director will develop and maintain an Annual Work Plan. This plan will outline the specific initiatives and timelines required to carry out the strategies and actions identified in the Strategic Directions Plan. The Annual Work Plan will serve as a living document, reviewed and updated regularly to reflect progress, changes in priorities, and new legislative developments. It will be a key tool in translating the strategic goals into tangible outcomes, ensuring that the MPOAC's efforts are focused and adaptable.

This structured approach ensures that the MPOAC's goals are not only aspirational but also achievable. By clearly defining strategies and actions under each goal, supported by an Annual Work

Plan, the plan provides a practical guide for implementation, helping to focus efforts on the most critical areas and fostering a culture of continuous improvement.

Integration of Strategic Direction and Legislative Framework

The MPOAC was created by the 1984 Florida Legislature pursuant to Section 339.175(11), Florida Statutes. This legislation establishes and shapes the responsibilities and activities of the MPOAC. As a statutory organization, the MPOAC must adapt to legislative changes that redefine its duties, areas of focus, and operational scope. Any adjustments to 339.175 directly influence the MPOAC's strategic priorities and, consequently, its approach to implementing its Strategic Plan. Therefore, while the Strategic Plan sets the direction, it does so in alignment with the current legislative framework and with the flexibility to ensure that the MPOAC's efforts remain responsive to statutory mandates and policy developments from the Florida Legislature.

Administrative Responsibilities

In addition to the strategic initiatives outlined in this plan, the MPOAC carries out a range of essential administrative responsibilities supporting its core operations and ensuring smooth organizational functioning. These duties include but are not limited to preparing the Unified Planning Work Program, organizing quarterly meetings, preparing and tracking organizational budgets, and managing other day-to-day administrative tasks. While these activities are crucial for operating the MPOAC and ensuring compliance with statutory requirements, they are considered part of the organization's routine functions and are not explicitly included as strategic initiatives in this plan. The focus of the Strategic Directions Plan is to guide the MPOAC's long-term vision and targeted efforts. At the same time, these administrative tasks provide the necessary foundation to support its overall mission and goals.

Process for Developing the Strategic Directions Plan

The development of the MPOAC Strategic Directions Plan was a collaborative and iterative process that engaged MPOAC members, committees, and partners. The goal was to ensure that the plan reflects the collective insights, priorities, and experiences of those involved in metropolitan transportation planning across Florida. The following key meetings and workshops served a critical role in shaping the Strategic Directions Plan:

1. In-Person Workshop (October 26, 2023)

- This workshop was the initial step in gathering input from MPOAC members. Participants shared their insights on the MPOAC's priorities and strategies that set the foundation for the Strategic Directions Plan.

2. Executive Committee Meetings & Workshops (January through April 2024)

- Over a series of meetings and workshops, the Executive Committee engaged in in-depth discussions to refine the plan's framework, strategies, and implementation actions. This process allowed for a thorough review of key concepts and ensured alignment with the MPOAC's mission and guiding principles.

3. Governing Board Meeting (January 25, 2024)

- The first Governing Board meeting focused on presenting the initial draft of the Strategic Directions Plan, gathering feedback from board members, and identifying areas for further development.

4. Governing Board Meeting (April 25, 2024)

- The April Governing Board meeting provided an opportunity to present a revised version of the plan, incorporating feedback from previous sessions. Members reviewed the updated goals, strategies, and actions, leading to additional refinements to enhance the plan's clarity and focus.

5. Policy and Technical Committee Meeting (June 12, 2024)

- During this meeting, the Policy and Technical Committee evaluated the strategic initiatives outlined in the plan and provided technical insights to ensure that the proposed actions were practical and achievable.

6. Virtual Workshop (July 16, 2024)

- The virtual workshop brought together a broader group of members and partners to review the near-final draft of the Strategic Directions Plan. Participants offered valuable feedback on the proposed strategies, implementation actions, and measures of success, ensuring that the plan was comprehensive and responsive to the needs of MPOs.

This process of collaboration and engagement ensured that the MPOAC Strategic Directions Plan is a well-rounded and dynamic document built upon the collective expertise and input of its members and partners.

Guiding Principles

The MPOAC is guided by a set of enduring principles that form the cornerstone of its strategic direction. These principles were originally established in the 2016 Strategic Plan and have been reaffirmed by the MPOAC membership as being relevant and crucial to the organization's mission. As the transportation landscape evolves, these guiding principles remain the touchstone for all MPOAC activities, ensuring that the organization remains focused on its core values while adapting to new challenges and opportunities.

- 1. Maximize the role of the MPOAC in transportation policy, planning, and education.**
- 2. Serve as a state transportation leader and agent of positive change.**
- 3. Empower and enable individual M/TPOs to do their jobs better.**
- 4. Provide opportunities for MPOAC members (MPO elected officials and staff) to participate in committee and workgroup efforts to enhance the organization's mission and impact.**

Goals

As the MPOAC continues to lead and support Florida's metropolitan planning organizations (MPOs), it is essential to establish clear and actionable goals that guide our collective efforts. This Strategic Directions Plan sets forth three goals designed to enhance the effectiveness of the MPOAC and the collaboration efforts among MPOs and its partners.

The following states the three primary goals of the Strategic Directions Plan. These goals serve as the foundation for our initiatives and activities:

Goal 1: Represent the interests and priorities of MPOs with FDOT, federal partners, and other organizations to ensure policies and programs encompass MPOs' needs and perspectives.

Goal 2: Enhance knowledge and capacity to aid decision-making and strengthen the understanding of metropolitan planning practices.

Goal 3: Lead and support collaboration, innovation, and knowledge sharing among MPOs for continuous improvement of transportation planning products.

Implementation Actions

The success of the Strategic Directions Plan hinges on translating high-level goals into concrete, actionable steps. To achieve this, each goal outlined in the plan is supported by targeted strategies, which in turn are broken down into specific implementation actions. These actions provide a clear roadmap for how the MPOAC will execute its strategic objectives, ensuring its efforts are focused, measurable, and aligned with its guiding principles.

In this section, we present each of the Strategic Directions Plan's goals, followed by the strategies that will guide the MPOAC in achieving these goals. For each strategy, detailed implementation actions are outlined, specifying the steps that need to be taken, the parties responsible, timelines for completion, and the measures of success. This structured approach ensures that every aspect of the plan is actionable and that progress can be tracked and evaluated over time.

By breaking down the goals into strategies and actionable steps, the MPOAC clarifies its path forward and fosters accountability and continuous improvement. These implementation actions are designed to be dynamic, allowing adjustments to respond to changing circumstances while keeping the organization on course to achieve its mission.

Goal 1: Represent the interests and priorities of MPOs with FDOT, federal and state partners, and other organizations to ensure policies and programs encompass MPOs' needs and perspectives.

Strategy 1.1: Confirm the needs of MPOs.

To effectively represent the interests of the MPOs and ensure that their priorities are reflected in state and federal policies, it is essential first to understand MPOs' specific needs and concerns. Strategy 1.1 aims to create a structured approach to consistently gather and prioritize these needs through direct communication and engagement with MPOs. By regularly polling the MPOs and organizing their inputs, the MPOAC can strategically align its efforts to advocate for these priorities during engagements with key partners, such as FDOT and federal agencies. This strategy ensures that the collective voice of the MPOs remains central to policy discussions and program development.

Actions:

1. Poll the MPOs on their current and upcoming interests, ideas, concerns, and/or initiatives.
2. Organize and prioritize the MPO interests and needs.
3. Integrate priorities into engagement efforts with FDOT and federal partners, like the FMPP meetings.

Responsibility:

- MPOAC Staff
- MPOAC Governing Board
- MPOAC Executive Committee
- MPO Staff Directors

Timeline:

Annually: Polling; Ongoing: Engagement

Measures:

- Percentage of actions implemented to respond to MPO needs and be reported on at the respective quarterly meeting
- Goal 1: Represent the interests and priorities of MPOs with FDOT, federal partners, and other organizations to ensure policies and programs encompass MPOs' needs and perspectives.

Strategy 1.2: Continue to engage state and federal partners.

Maintaining strong, consistent relationships with state and federal partners is crucial for ensuring that the perspectives and priorities of MPOs are effectively represented in transportation policies and programs. Strategy 1.2 focuses on maintaining and enhancing these relationships by engaging in regular dialogue, inviting partners to participate in MPOAC Quarterly Meetings, and exploring new opportunities for collaboration. By sharing MPO insights and identifying funding opportunities, this strategy aims to strengthen partnerships supporting MPO goals and driving progress on shared transportation initiatives.

Actions:

1. Schedule periodic updates or briefings to share MPO perspectives and interests with partner agencies.
2. Continue to include state and federal partners in MPOAC Quarterly Meetings.
3. Identify other opportunities, as needed, for engaging state and federal partners with MPOs.
4. Identify transportation funding opportunities for MPOs.

Responsibility:

- MPOAC Governing Board and Staff
- MPO representatives
- State and federal agencies

Timeline:

Quarterly

Measures:

- Effectiveness of collaborative initiatives of MPOAC and state and federal agencies that support and advance MPO interests through a post-meeting evaluation. The post-meeting evaluation to be reported on at the respective quarterly meeting.

Strategy 1.3: Engage national and statewide organizations and associations.

Building connections with national and statewide organizations and associations is vital for enhancing the influence of MPOs and advancing transportation policy and planning efforts. Strategy 1.3 focuses on identifying key entities that align with MPO interests and goals, facilitating

collaboration and information exchange opportunities. Through participation in events, sharing best practices, and exchanging resources, this strategy seeks to create partnerships that strengthen the MPOAC's role in driving meaningful progress for MPOs and the broader transportation community.

Actions:

1. Identify key organizations and associations that align with the interests and goals of MPOs.
2. Explore opportunities for collaboration, partnership, information exchange, and to inform on MPOs and the MPOAC.
3. Identify ways the MPOAC and the organizations can participate in each other's events, conferences, and forums. In addition to sharing best practices, resources, and relevant updates.

Responsibility:

- MPOAC Governing Board and Staff
- MPO representatives
- Identified organizations and associations

Timeline:

Quarter 1: identify organizations and explore opportunities; Ongoing: Collaboration

Measures:

- Effectiveness and satisfaction of collaborative initiatives that support and advance MPO interests through a post-engagement evaluation.

Goal 2: Enhance knowledge and capacity to aid decision-making and strengthen the understanding of metropolitan planning practices.

Strategy 2.1: Continue to offer the MPOAC Weekend Institute to elected officials.

Strategy 2.1 focuses on maintaining the MPOAC Weekend Institute as a cornerstone educational initiative to enhance the knowledge and capacity of elected officials and other MPO governing board members involved in metropolitan planning. This program offers in-person training sessions designed to deepen officials' understanding of transportation planning and equip them with the tools needed for informed decision-making. By providing these learning opportunities up to two times per year, the MPOAC aims to strengthen the skills and knowledge base of those guiding the future of metropolitan transportation planning.

Actions:

1. Continue to offer in-person Weekend Institute sessions for elected officials.

Responsibility:

- MPOAC Governing Board and Staff

Timeline:

Sessions are provided up to two times per year.

Measures:

- Number of participants
- Post-training participant evaluation score to be shared at the respective quarterly meeting

Strategy 2.2: Offer training on advanced or specialized topics.

To further develop the skills and expertise of individuals involved in metropolitan planning, Strategy 2.2 focuses on providing training on advanced or specialized topics. This approach involves identifying relevant subjects that address emerging trends and complex aspects of transportation planning. By offering these training opportunities virtually and on-demand, the MPOAC aims to make learning accessible year-round, allowing participants to expand their knowledge and stay current with best practices in the field.

Actions:

1. Identify other training topics that offer advanced topics or specialized topics.
2. Provide virtual training opportunities for identified topics.

Responsibility:

- MPOAC Executive Director
- MPOAC Governing Board Members

Timeline:

Training will be available on-demand year-round, as needed.

Measures:

- Number of virtual participants that complete the online training.
- Post-training participant evaluation score to be shared at the respective quarterly meeting

Strategy 2.3: Offer training opportunities to MPO staff.

Strengthening the capabilities of MPO staff is essential for advancing metropolitan planning practices and achieving organizational goals. Strategy 2.3 focuses on assessing the specific training needs of MPO staff and developing tailored programs that address their technical and professional development. By offering these training opportunities in various formats—such as workshops, webinars, and on-demand modules—the MPOAC aims to provide flexible learning options that enhance the knowledge and skills of MPO staff, fostering a more effective and well-equipped workforce.

Actions:

1. Conduct a thorough assessment of the training needs and skill gaps among MPO staff through surveys and consultations.
2. Develop specialized training programs and courses that address MPO staff's technical and professional development needs.

3. Deliver training sessions through various formats, including in-person workshops, webinars, and on-demand modules.

Responsibility:

- MPOAC Governing Board and Staff
- MPO representatives

Timeline:

Annually, or as needed.

Measures:

- Number of training opportunities offered
- MPO participation rates and attendance in training sessions.
- Post-training participant evaluation score to be shared at the respective quarterly meeting.

Strategy 2.4: Collaborate with other partners, agencies, and educational institutions to expand training resources and opportunities.

Strategy 2.4 emphasizes the importance of collaboration with external partners, agencies, and educational institutions to maximize training resources and enhance learning opportunities. By establishing strategic partnerships and sharing training materials, courses, and expertise, the MPOAC aims to broaden the scope of available training for MPO staff and stakeholders. This strategy promotes cross-training, knowledge exchange, and hosting joint training events to create a richer learning environment that supports the continuous professional growth of those involved in metropolitan planning.

Actions:

1. Establish partnerships with organizations and associations to access additional training resources.
2. Share training materials, courses, and expertise to broaden the range of available training.
3. Promote cross-training and knowledge exchange.
4. Host joint training events and workshops.

Responsibility:

- MPOAC Executive Director, Executive Committee, Governing Board, and Staff Directors
- Partners, agencies, educational institutions

Timeline:

Ongoing

Measures:

- Number of partnerships established with organizations
- MPO participation in joint training initiatives
- Post-training participant evaluation score

Goal 3: Lead and support collaboration, innovation, and knowledge sharing among MPOs for continuous improvement of transportation planning products.

Strategy 3.1: Maintain a webpage to share best practices and resources.

Strategy 3.1 focuses on creating and maintaining a dedicated online resource for MPOs to promote continuous improvement and innovation in metropolitan transportation planning. This webpage will serve as a centralized hub where MPOs can access best practices, templates, guides, and case studies from both local and national sources. By making these resources easily accessible, the MPOAC aims to facilitate knowledge sharing and provide MPOs with the tools they need to develop effective planning products.

Actions:

1. Maintain a dedicated webpage for MPOs to access best practices, resources, templates, and guides by topic area.
2. Populate the webpage with relevant content, including best practice guides and case studies. Content could include local and national best practices.
3. Provide training and support to MPOs for using the webpage effectively.

Responsibility:

- MPOAC Governing Board and Staff
- MPO representatives

Timeline:

Ongoing

Measures:

- Number of downloaded resources from webpage
- Number of visits to the webpage

Strategy 3.2: Host knowledge-sharing webinars and workshops.

Creating opportunities for MPOs to learn from each other and share innovative ideas is essential for advancing the field of metropolitan transportation planning. Strategy 3.2 aims to foster collaboration and knowledge sharing by organizing regular webinars and workshops focused on topics of interest to MPOs. These events will provide a platform for exchanging insights, discussing best practices, and distributing relevant materials, helping MPOs stay informed and continuously improving their planning efforts.

Actions:

1. Plan and organize regular webinars or workshops that address a topic of interest.
2. Distribute relevant presentations, guides, and any other information post-meeting.
3. Poll participants about the effectiveness of webinars and workshops after each event.

Responsibility:

- MPOAC Governing Board and Staff
- MPO representatives

Timeline:

Semiannual

Measures:

- Number of hosted webinars or workshops.
- MPO participation in webinars or workshops.
- Effectiveness of webinars and workshops based on participant evaluation.

Annual Work Plan

The successful execution of the Strategic Directions Plan requires a detailed and actionable work plan that translates the overarching goals and strategies into specific tasks, timelines, and responsibilities. This work plan will serve as a roadmap for implementing the strategies outlined in the Strategic Directions Plan, ensuring that the MPOAC remains focused, accountable, and aligned with its guiding principles. The MPOAC Executive Director will create a quarterly-based annual work plan, detailing specific actions for each calendar year to guide the implementation of the Strategic Directions Plan.

The work plan intends to provide a structured approach to achieving the MPOAC's goals. It will detail the specific actions required to advance each strategy, along with the timelines, responsible parties, and measures of success. This plan also incorporates feedback from MPOAC membership to enhance its effectiveness. The work plan is designed to be dynamic, allowing for adjustments as necessary to respond to evolving conditions and opportunities. By setting clear expectations and regularly measuring progress, the MPOAC can ensure that it is continuously moving toward its strategic objectives. The work plan will also support transparency and communication within the organization, with regular updates provided at quarterly meetings to keep all members informed of progress.

Below is a demonstration/draft of an annual work plan detailing specific actions by quarter:

Q1: January - March 2025

- **Strategy 1.1: Confirm the Needs of MPOs**
 - Conduct an annual survey to gather input on MPO interests.
 - Organize and prioritize survey results by the end of Q1.
- **Strategy 1.2: Continue to Engage State and Federal Partners**
 - Begin scheduling regular briefings and include partners in quarterly meetings.
- **Strategy 1.3: Engage National and Statewide Organizations and Associations**
 - Identify key organizations for collaboration.
- **Strategy 2.3: Offer Training Opportunities to MPO Staff**
 - Assess training needs and skill gaps.
- **Strategy 2.4: Collaborate with Other Partners to Expand Training Resources**
 - Continuation and expansion of partnerships with organizations and educational institutions.

- **Strategy 3.1: Maintain a Webpage to Share Best Practices and Resources**
 - Launch the dedicated webpage by the end of Q1.

Q2: April - June 2025

- **Strategy 1.3: Engage National and Statewide Organizations and Associations**
 - Establish partnerships with identified organizations.
- **Strategy 2.3: Offer Training Opportunities to MPO Staff**
 - Develop specialized training programs based on the needs assessment.
- **Strategy 3.1: Maintain a Webpage to Share Best Practices and Resources**
 - Start updating and maintaining the webpage content.

Q3: July - September 2025

- **Strategy 2.3: Offer Training Opportunities to MPO Staff**
 - Begin delivering the developed training programs.
- **Strategy 3.2: Host Knowledge-Sharing Webinars and Workshops**
 - Continue hosting regular webinars and workshops.

Q4: October - December 2025

- **Strategy 1.2: Continue to Engage State and Federal Partners**
 - Continue engaging partners and reporting on the effectiveness of collaborations.
- **Strategy 2.1: Continue to Offer the MPOAC Weekend Institute**
 - Host any remaining Weekend Institute sessions and report on evaluation scores.
- **Strategy 3.2: Host Knowledge-Sharing Webinars and Workshops**
 - Plan and execute final webinars and workshops for the year.

Continuous Monitoring and Reporting

Effective implementation of the MPOAC Strategic Directions Plan requires ongoing monitoring and regular reporting to ensure that all strategic initiatives are progressing.

- **Regular Updates:** The MPOAC Executive Director will provide regular updates on progress at each quarterly meeting, highlighting successes, areas for improvement, and any adjustments to the work plan based on emerging needs or legislative changes.

- **Adaptability:** The work plan is designed to be flexible, allowing for revisions to address evolving conditions, feedback from MPOAC membership, and new opportunities that arise throughout the year.
- **Transparency:** All progress reports, including measures of success and feedback from training evaluations, will be shared with MPOAC members to ensure transparency and collective input in decision-making.

Item Number 5

Freight and Rail Committee Report

DISCUSSION:

Johnny Wong, Hillsborough TPO Staff Director and Vice Chair of the MPOAC Freight and Rail Committee, will provide an overview of the Freight and Rail Committee meeting that met earlier in the morning.

REQUESTED ACTION:

For discussion and possible action to adopt the Plan as presented.

ATTACHMENTS:

None.

Item Number 6

Executive Director's Business Items

DISCUSSION:

Mark Reichert, MPOAC Executive Director, will be presenting the MPOAC budget report, a summary of the recent AMPO and NARC conferences, the MPOAC Annual Report, a summary of the MPOAC survey, and the Plan for LRTP Reviews of Contiguous MPOs.

REQUESTED ACTION:

As may be desired.

ATTACHMENTS:

MPOAC Budget Report
Draft MPOAC Annual Report
Summary document of the MPOAC Survey
Plan for the Review of LRTPs of MPOs within Contiguous Urbanized Areas

**Florida Metropolitan Planning Organization Advisory Council
FY 2024/2025 Budget
July 1, 2024 to June 30, 2025**

Category	Annual Allocation (100% PL Funds)	1st Qtr Expenditures 7/1/24-9/30/24	2nd Qtr Expenditures 10/1/24-12/31/24	3rd Qtr Expenditures 1/1/25-3/31/25	4th Quarter Expenditures 4/1/25-6/30/25	Expenditures to Date	Percent of Budget Expended	Remaining Balance
Operating Budget (PL Funds)								
Salaries/Benefits	\$264,000.00	\$52,153.10				\$52,153.10	19.75%	\$211,846.90
Expenses	\$58,500.00	\$9,901.75	\$0.00	\$0.00	\$0.00	\$9,901.75	16.93%	\$48,598.25
Travel		\$5,896.58				\$5,896.58		
Supplies		\$41.23				\$41.23		
Communications		\$133.41				\$133.41		
Property Rental						\$0.00		
Equipment Rental		\$1,677.50				\$1,677.50		
Subscriptions/Registration/Training		\$2,153.03				\$2,153.03		
Contracted Services	\$27,500.00	\$2,992.45	\$0.00	\$0.00	\$0.00	\$2,992.45	10.88%	\$24,507.55
General Counsel	\$27,000.00	\$2,925.39				\$2,925.39		\$24,074.61
Public Service (Meeting) Notices	\$500.00	\$67.06				\$67.06		\$432.94
Total Operating Budget	\$350,000.00	\$65,047.30	\$0.00	\$0.00	\$0.00	\$65,047.30	18.58%	\$284,952.70
Work Program Budget (PL Funds)								
Consultant Services	\$250,000.00	\$0.00				\$0.00	0.00%	\$250,000.00
Renaissance Planning Group		\$0.00						
MPOAC Membership Dues	\$200,000.00	\$194,063.10	\$0.00	\$0.00	\$0.00	\$194,063.10	97.03%	\$5,936.90
AMPO	\$113,563.10	\$113,563.10				\$113,563.10		\$0.00
NARC	\$80,000.00	\$80,000.00				\$80,000.00		\$0.00
FBT	\$1,000.00					\$0.00		\$1,000.00
ITS Florida	\$500.00					\$0.00		\$500.00
FPTA	\$500.00	\$500.00				\$500.00		\$0.00
Total Work Program Budget	\$450,000.00	\$194,063.10	\$0.00	\$0.00	\$0.00	\$194,063.10	43.13%	\$255,936.90
Total Budget	\$800,000.00	\$259,110.40	\$0.00	\$0.00	\$0.00	\$259,110.40	32.39%	\$540,889.60



MPOAC 2024 ANNUAL REPORT

Florida Metropolitan Planning Organization Advisory Council (MPOAC)

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Tallahassee, FL 32399-0450
www.mpoac.org
850-414-4037

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ABOUT THE MPOAC

The Florida Metropolitan Planning Organization Advisory Council (MPOAC) represents the collective interests of Florida's 27 MPOs and assists the MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion.

The MPOAC was created by the Florida Legislature pursuant to Section 339.175, Florida Statutes, to augment and not supplant the role of the individual MPOs in the cooperative transportation planning process.

The MPOAC comprises a 27-member Governing Board consisting of locally elected officials from each MPO and a Staff Directors' Advisory Committee of the staff directors from each MPO. The MPOAC works with national and statewide organizations and other stakeholder groups to help shape state and national policy regarding metropolitan transportation issues.

MISSION

The MPOAC improves transportation planning and education by engaging and equipping its members to deliver results through shared innovations, best practices, enhanced coordination, communication, and advocacy.

MESSAGE FROM THE CHAIR



Reflecting on this past year, we are at a crossroads of significant challenges and remarkable resilience within the MPOAC. We have continued to work diligently, responding to changes in the ever-increasing, complex, and evolving landscape of urban areas in Florida. This includes adapting to the 2020 Census apportionments in cooperation with FDOT and supported by the Governor, as we spoke with one voice.

Our commitment to representing the needs and interests of Florida's 27 metropolitan planning organizations (MPOs) has never been stronger. Our efforts have underscored the importance of our mission and fortified our resolve. We have forged ahead with key initiatives and collaborations, showcasing our organization's resilience and adaptability.

This Annual Report is a testament to our dedication to fostering stronger partnerships, implementing best practices, and enhancing coordination. As we look to the future, I am filled with optimism about our ability to navigate these challenges and continue to improve transportation planning and advance the delivery of critical infrastructure programs in Florida. We are prepared to meet the increasing needs of regional coordination, training, and best practices.

Leading statewide coordination and staying abreast of national developments will be key as we look to the future. Thank you for your continued support and commitment to our mission.

Commissioner Mayra Uribe
Governing Board Chair, MPOAC

MPOAC EXECUTIVE COMMITTEE



**Commissioner
Mayra Uribe**
Governing Board Chair
MetroPlan



**Mayor
Dick Rynearson**
Governing Board
Vice-Chair
Okaloosa-Walton TPO



**Councilmember
Andrea Young**
At-Large Member
Space Coast TPO



Dave Hutchinson
Staff Director Chair
Sarasota Manatee MPO



Kandase Lee
Staff Director
Vice-Chair
Florida-Alabama TPO

OPERATIONS

Over the past year, the MPOAC focused on strengthening internal processes and enhancing collaboration with FDOT. Key operational activities centered on improving efficiency, transparency, and responsiveness to better serve Florida's 27 MPOs. The following section highlights our major operational efforts and achievements during the past year.

CONTINUED COORDINATION AND COLLABORATION WITH FDOT

The MPOAC continued biweekly meetings with Huiwei Shen, Chief Planner of the FDOT. These regular interactions enable the organizations to align goals, exchange valuable insights, and effectively work together to address MPOs' transportation challenges. This partnership is instrumental in achieving the MPOAC mission of improving transportation planning and education.

UPDATED THE STRATEGIC DIRECTIONS PLAN

In 2024, the MPOAC successfully updated its Strategic Directions Plan, the first revision since 2016. This critical update aligns our goals with the evolving needs of Florida's MPOs, ensuring that we remain responsive to the state's rapid growth and complexities. The plan defines three goals and associated strategies that serve as a framework for future MPOAC initiatives and focus on achieving results.

BUILDING STRONGER RELATIONSHIPS WITH TRANSPORTATION INTEREST GROUPS

Floridians for Better Transportation
Florida Public Transit Agency
AMPO
NARC
ITS Florida
Florida Association of Counties
Florida League of Cities



LEGISLATIVE SESSION MONITORING

During the 2024 legislative session, the MPOAC actively tracked proposed legislation aimed at eliminating the organization and altering MPOs operations. The MPOAC Executive Committee held numerous meetings with FDOT leadership and monitored legislative updates in an effort to keep our members informed.

MPOAC WEBSITE REDESIGN

In 2024, the MPOAC completed a full redesign of its website, enhancing its functionality and user experience. The updated site features a more intuitive layout, improved accessibility to information, and streamlined navigation, making it easier for users to access key resources. The MPOAC will continue to update the website to support greater engagement with MPO members.

KEY EFFORTS

Weekend Institute 2024



February 2024



March 2024



May 2024



Noteworthy Practices Portal

To effectively recognize best practices across all MPOs, the Noteworthy Practices Group agreed to develop an online portal for noteworthy practice submissions and virtual presentations.

The purpose of the Noteworthy Practices Portal is to highlight the good work of the MPOs in Florida, allow members of the MPOAC to learn from each other, and elevate the state of the practice of metropolitan transportation planning across the state. Selected practices will be shared in a webinar series, providing a platform for detailed discussion and Q&A sessions. The frequency of these webinars will depend on the volume of submissions received. The North Florida TPO hosts the Noteworthy Practices Portal and webinars. **The first webinar, hosted on July 15, 2024, highlighted the following noteworthy practices:**



Seven-layer Cake
Emerald Coast Regional Council



Developing Strong Media Relations
Space Coast TPO



Scheduling Reports & Project Status
Palm Beach TPA

KEY EFFORTS

Research and Technical Assistance

Research and technical support efforts are the backbone of our mission. The MPOAC took on several initiatives to help improve transportation planning in our state. These initiatives help us stay informed, collaborate effectively, and find innovative solutions to transportation challenges.

The MPOAC is collaborating with the University of South Florida's Center for Urban Transportation Research on the following research initiatives:

Noteworthy Practices Performing MPO Administrative Functions

This research project aims to identify and document noteworthy practices in MPO administrative functions across Florida. By studying current methods used by Florida's 27 MPOs, the project seeks to provide recommendations for improving efficiency in federal reimbursement, grant management, and personnel management. The outcomes of this research can assist MPOs in adopting best practices, helping them save time and resources while enhancing administrative effectiveness. This research will be completed by August 2025.

MPO List of Project Priorities (LOPP) Development Practices

The MPO LOPP Development Practices is a synthesis of how MPOs across Florida develop their List of Project Priorities (LOPP) and communicate these priorities to FDOT District Offices. The research identifies best practices that ensure clarity and effectiveness in project prioritization through surveys and detailed assessments.

The results can help MPOs improve their communication and coordination with FDOT, ultimately leading to better alignment of regional transportation needs with the state's work program.

OUTREACH, ENGAGEMENT, AND PARTNERSHIPS

At the heart of the MPOAC's mission lies a fundamental commitment to outreach, engagement, and building partnerships. These endeavors are the cornerstones of our ability to effectively serve MPOs and address the intricate challenges of transportation planning. This section summarizes pivotal activities to our success and how they play a vital role in connecting with stakeholders and fostering collaboration.

Member Highlights

Several of the Staff Directors and MPO staff serve a leadership role on national organizations. The following members serve on the National Association of Regional Councils' (NARC) Executive Directors Council:

**Aileen Bouclé, Second Vice Chair NARC
Executive Directors Council,
Miami-Dade TPO**

**Gary Huttman, Regional Representative
for District V (GA, FL),
MetroPlan Orlando**

**Gregory Stuart, Regional Representative
for District V (GA, FL),
Broward MPO**

The following members serve in various capacities on the Association of Metropolitan Planning Organizations (AMPO) Boards and Committees:

**Gary Huttman, Committee Member for
the AMPO Policy Committee,
MetroPlan Orlando**

**Gregory Stuart, Treasurer for the AMPO
Board of Directors,
Broward MPO**

**Mark Reichert, Committee Member for
the AMPO Policy Committee and
Emerging Technologies Interest Group,
MPOAC**

**Paul Calvaresi, Committee Member for
the AMPO Policy Committee,
Broward MPO**

Florida Association of Counties Podcast

Commissioner Mayra Uribe, Chair of the MPOAC, and Mark Reichert, MPOAC Executive Director, were guest speakers on the County Conversations Podcast hosted by Eric Poole, the Executive Director for the Institute for County Government. The podcast focused on the role of MPOs in Florida's transportation planning process. The podcast was published on May 02, 2024 and is available on Studio 67's County Conversations podcast webpage.

MPO Finance Workshop

The Palm Beach TPA and FDOT hosted a training workshop on MPO finance processes and requirements, including the UPWP, Federal grants, reimbursements, invoicing, and other financial topics applicable to Florida MPOs. The workshop was held on Monday, December 18, 2023, for all MPOs in Florida and FDOT staff. The workshop was broadcast virtually to facilitate participation across the state. A session was held on Tuesday, December 19, 2023 for District 4 MPOs and FDOT Staff. Presentations are available on the Palm Beach TPA website.

OUTREACH, ENGAGEMENT, AND PARTNERSHIPS

Florida Transportation Commission Annual Presentation

In compliance with new requirements under House Bill 425, the MPOAC has strengthened its coordination with the Florida Transportation Commission (FTC). The Executive Director, Mark Reichert, presented to the FTC on February 22, 2024, ensuring alignment between MPOs' long-range and the Florida Transportation Plan. Mr. Reichert will present annually to the FTC during their November meetings.

Space Florida Presentation

To meet new legislative requirements under house Bill 7041, the MPOAC appointed Georganna Gillete, Space Coast TPO Executive Director, as the MPOAC's liaison with Space Florida. This liaison role facilitates a partnership between space Florida and the MPOAC to coordinate and specify how aerospace planning and programming will be part of the state's cooperative transportation planning. Space Florida presented at the January 25, 2024, MPOAC Quarterly Meeting, providing insights into its planning initiatives and future outlook.

The MPOAC membership toured the Suntrax Facility as part of it's October 2023 Quarterly Meetings.

Suntrax Facility Tour

The MPOAC hosted its October 2023 Quarterly Meetings at the SunTrax Facility in Auburndale, FL. The meeting included a tour of the SunTrax Facility. SunTrax is a large-scale, innovative facility developed by Florida's Turnpike Enterprise (part of the Florida Department of Transportation), dedicated to the research, development, and testing of emerging transportation technologies in safe and controlled environments.



LOOKING AHEAD

Reflecting on the achievements and the strides the MPOAC has made this past year, it's equally crucial to set sights on the horizon. This section unveils the journey ahead for the MPOAC's future activities and initiatives: As we reflect on our achievements and the strides we've made this past year, it's equally crucial to set our sights on the horizon. This section unveils the journey ahead for the MPOAC. Here, we outline our future activities and initiatives:



**STRATEGIC DIRECTIONS PLAN 2024
IMPLEMENTATION**



**CONTINUE TO BUILD ON OUR POSITIVE
RELATIONSHIP WITH FDOT**



**MPOAC'S REVIEW OF LRTPS ALIGNMENT WITH THE
FLORIDA TRANSPORTATION PLAN**



WEEKEND INSTITUTE SESSIONS



**ENHANCING PARTNERSHIPS WITH OTHER INTEREST
GROUPS AND ASSOCIATIONS ON THE IMPORTANT
ROLES OF MPOS IN TRANSPORTATION PLANNING**



DEVELOP STAFF TRAININGS

Mark Reichert
MPOAC Executive Director

GOVERNING BOARD

Commissioner Mayra Uribe
Chair
MetroPlan Orlando

Mayor Dick Ryneason
Vice-Chair
Okaloosa-Walton TPO

Councilmember Andrea Young
At-Large Member
Space Coast TPO

Commissioner William Dozier
Bay County TPO

Commissioner Tim Stanley
Heartland Regional TPO

Commissioner Christian Whitehurst
North Florida TPO

Commissioner Yvette Colbourne
Broward MPO

Commissioner Steve Champion
Hernando/Citrus MPO

Commissioner Jim Hilty
Ocala/Marion County TPO

Commissioner Nick Maddox
Capital Region TPA

Commissioner Gwen Myers
Hillsborough TPO

Mayor Chelsea Reed
Palm Beach TPA

Commissioner Joseph Tiseo
Charlotte County-Punta Gorda MPO

Commissioner Susan Adams
Indian River County MPO

Councilmember Matt Murphy
Pasco County MPO

Commissioner William McDaniel Jr.
Collier MPO

Commissioner Cal Rolfson
Lake-Sumter MPO

Commissioner Sara Roberts McCarley
Polk TPO

Commissioner Colten Wright
Florida-Alabama TPO

Councilmember Fred Forbes
Lee County MPO

Vice-Mayor Eric Sander
River to Sea TPO

Commissioner David Eggers
Forward Pinellas

Commissioner Troy McDonald
Martin MPO

Commissioner Joe Neunder
Sarasota/Manatee MPO

Commissioner Marihelen Wheeler
Gainesville MTPO

Rodolfo Pages
Miami-Dade TPO

Councilmember Stephanie Morgan
St. Lucie TPO

Governing Board Membership as of October 2024

STAFF DIRECTORS' ADVISORY COMMITTEE

David Hutchinson
Chair
 Sarasota/Manatee MPO

Kandase Lee
Vice-Chair
 Florida-Alabama TPO

Kandase Lee *(Interim)*
 Bay County TPO

Greg Stuart
 Broward MPO

Greg Slay
 Capital Region TPA

D'Juan Harris
 Charlotte County-Punta Gorda
 MPO

Anne McLaughlin
 Collier MPO

Whit Blanton
 Forward Pinellas

Scott Koons
 Gainesville MTPO

Marybeth Soderstrom
 Heartland Regional TPO

Robert Esposito
 Hernando/Citrus MPO

Johnny Wong
 Hillsborough TPO

Brian Freeman
 Indian River County MPO

Michael Woods
 Lake-Sumter MPO

Donald Scott
 Lee County MPO

Beth Beltran
 Martin MPO

Gary Huttman
 MetroPlan Orlando

Aileen Bouclé
 Miami-Dade TPO

Jeff Sheffield
 North Florida TPO

Rob Balmes
 Ocala/Marion County TPO

Dawn Schwartz
 Okaloosa-Walton TPO

Valerie Neilson
 Palm Beach TPA

Tania Gorman
 Pasco County MPO

Ryan Kordek
 Polk TPO

Colleen Nicoulin
 River to Sea TPO

Georganna Gillette
 Space Coast TPO

Peter Buchwald
 St. Lucie TPO

Staff Directors' Advisory Committee Membership as of August 2024

MEMORANDUM

TO: MPOAC Executive Committee

FROM: Mark Reichert, Executive Director

DATE: September 10, 2024

SUBJECT: Summary of Survey on MPOAC Reorganization Features

Summary

The MPOAC surveyed Governing Board Members and Staff Directors on key features of a potential reorganization. The survey revealed a consensus on the importance of the MPOAC having predictable and stable funding, decision-driven and topically focused meetings, and effective coordination with FDOT. However, there were notable differences in how the two groups prioritized certain aspects. Governing Board Members emphasized strategic priorities like informing legislators and maintaining a Governing Board of Elected Officials. Staff Directors emphasized the operational aspects, such as the importance of topically focused and decision-driven meetings and coordination with FDOT on legislative and program decisions. These findings offer valuable guidance for a reorganization plan.

Introduction

During the July 24, 2024, Quarterly Meeting, the MPOAC Governing Board Members discussed the necessity of evaluating potential reorganization plans for the MPOAC. A survey was conducted to better understand its members' preferences and priorities. The survey aimed to identify the key features that members consider essential for a successfully reorganized MPOAC.

The survey was distributed to Governing Board Members and Staff Directors between August 15 and August 30, 2024. The survey consisted of four questions (two of which were optional) and received 36 responses.

This memo summarizes the survey results, including a breakdown of priority ratings, a review of the comments provided by respondents, and a comparison between the priorities of the Staff Directors and Governing Board Members.

Respondent Distribution

- **Governing Board Members:** 52.78% (19 of 36 responses)
- **Staff Directors:** 47.22% (17 of 36 responses)

Priority Ratings

The table below summarizes the priority ratings assigned to each proposed feature of the MPOAC reorganization, ordered by the weighted average, from lowest to highest. A low weighted average means the feature is a higher-priority item, and a higher weighted average means the feature is of low priority among respondents.

<i>Feature Description</i>	High Priority (%)	Medium Priority (%)	Low Priority (%)	Weighted Average
<i>The MPOAC has dedicated staff to implement activities guided by the Strategic Directions Plan and UPWP.</i>	77.14%	20.00%	2.86%	1.26
<i>The MPOAC coordinates with FDOT on legislative and program decisions.</i>	75.00%	16.67%	8.33%	1.33
<i>The MPOAC has representation from USDOT and FDOT.</i>	72.22%	22.22%	5.56%	1.33
<i>The MPOAC in-person meetings are topically focused and are decision-driven.</i>	69.44%	27.78%	2.78%	1.33
<i>The MPOAC informs legislators on the work of the MPOs and the MPOAC as needed.</i>	75.00%	13.89%	11.11%	1.36
<i>The MPOAC has stable and predictable funding.</i>	72.22%	19.44%	8.33%	1.36
<i>The MPOAC informs partners of MPOs' requirements and preferences.</i>	63.89%	33.33%	2.78%	1.39
<i>The MPOAC creates opportunities for sharing information virtually.</i>	63.89%	30.56%	5.56%	1.42
<i>The MPOAC has a Staff Directors Committee that supports the Governing Board.</i>	63.89%	27.78%	8.33%	1.44
<i>The MPOAC provides education and training to local elected officials and MPO staff.</i>	63.89%	27.78%	8.33%	1.44
<i>The MPOAC has a Governing Board of Elected Officials that provides organizational direction.</i>	58.33%	22.22%	19.44%	1.61
<i>The MPOAC's office is located within an FDOT facility.</i>	11.11%	33.33%	55.56%	2.44

Comparison Between Governing Board Members and Staff Directors

The survey results reveal areas of consensus and differences in the Governing Board Members and Staff Directors prioritize key features of the MPOAC reorganization. For a detailed breakdown of how each group rated the features, please refer to **Appendix A**, which includes the filtered responses from the Governing Board Members and Staff Directors.

Both groups agreed on the importance of stable and predictable funding, decision-driven and topically focused in-person meetings, and coordination with FDOT. In addition, the location of the MPOAC office within an FDOT facility was rated low priority by both groups.

Governing Board Members prioritized the MPOAC's role in informing legislators, providing education and training, representation from USDOT and FDOT, and maintaining a Governing Board of Elected Officials. The Staff Directors rated these items as a lower priority than the Governing Board. This difference could reflect how each group views the purpose of the MPOAC and its role within it.

Summary of Respondent Comments

Respondents provided various comments that offer additional insights into their priorities, concerns, and ideas regarding the MPOAC's reorganization:

- **Independence from FDOT:** Several respondents emphasized the importance of maintaining or enhancing the MPOAC's independence from FDOT. They expressed concerns that being too closely tied to FDOT could limit the MPOAC's effectiveness and autonomy. While coordination with FDOT was generally seen as positive, respondents stressed that this relationship should not impede the MPOAC's ability to advocate independently for MPOs. In addition, there were mixed opinions regarding the MPOAC's office location within an FDOT facility. While one respondent noted the practicality of low or free rent, another felt it could compromise the perception of the MPOAC's independence.
- **Funding and Budget Considerations:** Comments highlighted the critical need for stable and predictable funding, like continuing to fund the MPOAC through PL funds. Another suggested that the MPOAC's budget should be sourced from multiple entities to ensure financial sustainability and reduce dependency on a single source.
- **Organizational Structure:** Suggestions include adopting an organizational structure that mirrors successful models in other states or regions, like the Florida Public Transportation Association, with a clear and effective structure that supports the Governing Board and the Staff Directors.
- **Importance of In-Person Meetings:** Respondents valued the role of in-person meetings fostering direct communication and collaboration but saw the opportunity for sharing information virtually. A respondent expressed interest in allowing virtual participation in business meetings, particularly to improve time management and accommodate travel constraints.
- **Long-term Strategy and Value:** A comment suggested the importance of developing a clear vision or strategy for the MPOAC's future, ensuring that any reorganization aligns with long-term goals. Respondents highlighted the vital role the MPOAC plays in bringing together individual MPOs to facilitate learning (training), sharing ideas, and providing a platform for discussions. Two comments emphasized the MPOAC's key role in brokering information and facilitating communication between MPOs and state and federal agencies. They also highlighted the importance of helping legislators understand MPO perspectives and experiences.

These comments reflect a strong desire among respondents for an MPOAC that remains independent, is well-funded, and has a clear organizational structure that supports its mission and value.

Additional Insights from the Survey

In addition to the specific priority rankings and comments provided by respondents, several overarching themes emerged from the survey data that highlight areas of alignment and inform the direction of the MPOAC's reorganization efforts.

- **Consensus on Core Priorities:** Both groups strongly agreed on the importance of having dedicated staff, representation from key agencies like USDOT and FDOT, and the need for effective coordination with FDOT. This consensus suggests that these areas should be central to any reorganization efforts.
- **Strategic vs. Operational Focus:** Governing Board Members seemed to prioritize more strategic aspects, such as informing legislators and maintaining a Governing Board of Elected Officials. In contrast, Staff Directors emphasized operational details like the practicality and frequency of meetings. This difference in focus could be important when considering the structure and communication strategies within the MPOAC.
- **Importance of Independence:** The low priority assigned by both groups to the MPOAC office being within an FDOT facility suggests a strong desire for organizational independence. This could reflect a broader concern about maintaining autonomy and avoiding perceptions of bias or undue influence.
- **Alignment with Long-Term Goals:** Highlighting how the survey results align with the MPOAC's long-term strategic goals could strengthen the case for specific changes. This ensures that the reorganization responds to immediate needs and is a step towards achieving broader objectives.

Conclusion

The survey results provide a comprehensive understanding of the priorities and concerns of both Governing Board Members and Staff Directors regarding the MPOAC's reorganization. While there is strong alignment on several key features, the differences in emphasis highlight the need for a balanced approach that addresses strategic and operational needs. As the MPOAC considers reorganization options and alternatives, these findings should serve as a critical guide, ensuring that the final plan is robust, responsive to member input, and aligned with the organization's long-term objectives.

Appendix A

The following two tables present a filtered breakdown of the survey responses regarding the prioritized features of the MPOAC reorganization to highlight the distinct perspectives of the Governing Board Members and the Staff Directors. For each table, the features are ordered by the weighted average, from lowest to highest. A low weighted average means the feature is a higher-priority item, and a higher weighted average means the feature is of low priority among respondents.

Table A.1 Governing Board Members' Prioritization of Features

Governing Board Members' Prioritization of Features	<i>High Priority</i>	<i>Medium Priority</i>	<i>Low Priority</i>	<i>Weighted Average</i>
<i>The MPOAC has dedicated staff to implement activities guided by the Strategic Directions Plan and UPWP.</i>	89.47%	10.53%	0.00%	1.11
<i>The MPOAC informs legislators on the work of the MPOs and the MPOAC as needed.</i>	89.47%	5.26%	5.26%	1.16
<i>The MPOAC has representation from USDOT and FDOT.</i>	84.21%	15.79%	0.00%	1.16
<i>The MPOAC provides education and training to local elected officials and MPO staff.</i>	78.95%	21.05%	0.00%	1.21
<i>The MPOAC coordinates with FDOT on legislative and program decisions.</i>	84.21%	5.26%	10.53%	1.26
<i>The MPOAC has a Governing Board of Elected Officials that provides organizational direction.</i>	78.95%	15.79%	5.26%	1.26
<i>The MPOAC in-person meetings are topically focused and are decision-driven.</i>	73.68%	21.05%	5.26%	1.32
<i>The MPOAC has a Staff Directors Committee that supports the Governing Board.</i>	68.42%	31.58%	0.00%	1.32
<i>The MPOAC informs partners of MPOs' requirements and preferences.</i>	68.42%	31.58%	0.00%	1.32
<i>The MPOAC has stable and predictable funding.</i>	73.68%	15.79%	10.53%	1.37
<i>The MPOAC creates opportunities for sharing information virtually.</i>	63.16%	36.84%	0.00%	1.37
<i>The MPOAC's office is located within an FDOT facility.</i>	21.05%	47.37%	31.58%	2.11

Table A.2 Governing Board Members' Prioritization of Features

Staff Directors' Prioritization of Features	<i>High Priority</i>	<i>Medium Priority</i>	<i>Low Priority</i>	<i>Weighted Average</i>
<i>The MPOAC has stable and predictable funding.</i>	70.59%	23.53%	5.88%	1.35
<i>The MPOAC in-person meetings are topically focused and are decision-driven.</i>	64.71%	35.29%	0.00%	1.35
<i>The MPOAC coordinates with FDOT on legislative and program decisions.</i>	64.71%	29.41%	5.88%	1.41
<i>The MPOAC has dedicated staff to implement activities guided by the Strategic Directions Plan and UPWP.</i>	62.50%	31.25%	6.25%	1.44
<i>The MPOAC creates opportunities for sharing information virtually.</i>	64.71%	23.53%	11.76%	1.47
<i>The MPOAC informs partners of MPOs' requirements and preferences.</i>	58.82%	35.29%	5.88%	1.47
<i>The MPOAC has representation from USDOT and FDOT.</i>	58.82%	29.41%	11.76%	1.53
<i>The MPOAC has a Staff Directors Committee that supports the Governing Board.</i>	58.82%	23.53%	17.65%	1.59
<i>The MPOAC informs legislators on the work of the MPOs and the MPOAC as needed.</i>	58.82%	23.53%	17.65%	1.59
<i>The MPOAC provides education and training to local elected officials and MPO staff.</i>	47.06%	35.29%	17.65%	1.71
<i>The MPOAC has a Governing Board of Elected Officials that provides organizational direction.</i>	35.29%	29.41%	35.29%	2.00
<i>The MPOAC's office is located within an FDOT facility.</i>	0.00%	17.65%	82.35%	2.82

MPOAC Review of LRTPs and Review of Coordination and Data Consistency Efforts by MPOs within Contiguous Urbanized Areas

Introduction

The Metropolitan Planning Organization Advisory Council (MPOAC) is tasked with new responsibilities under HB 425, which include evaluating the consistency of MPOs' Long-Range Transportation Plans (LRTPs) with the Florida Transportation Plan (FTP) and ensuring effective coordination among MPOs within contiguous urbanized areas. In addition, the MPOAC is tasked with annually reporting to the Florida Transportation Commission (FTC) on the alignment of MPOs' LRTPs with the FTP.

In addition, MPOs within contiguous urbanized areas must ensure the consistency of data used in the planning process, while it is not a direct responsibility of the MPOAC to ensure data consistency, it is tied to ensuring effective coordination and alignment of LRTPs among MPOs within a contiguous urbanized area. This proposal outlines the framework and structure for the MPOAC to meet these responsibilities effectively.

HB 425 established the following responsibilities:

- Multiple MPO's within a contiguous urbanized area must coordinate the development of long-range transportation plans to be reviewed by the Metropolitan Planning Organization Advisory Council.
- The council must also report annually to the Florida Transportation Commission on the alignment of MPO long-range transportation plans with the Florida Transportation Plan.
- Multiple MPO's within a contiguous urbanized area must ensure, to the maximum extent possible, the consistency of data used in the planning process.

The information below details the MPOAC's efforts for meeting these responsibilities, it includes identifying MPOs within a contiguous urbanized area, developing the evaluation methods and tools for ensuring MPOs' LRTP alignment with the FTP and MPOs' coordination in developing the LRTP and using consistent data. It also includes a draft survey and a schedule for conducting the reviews and reporting to the FTC annually.

Task 1 Identifying MPOs within a Contiguous Urbanized Area

MPOs within contiguous urbanized areas must ensure their LRTPs are consistent with each other's plans and their use of data is consistent in the planning process. The MPOAC will evaluate the coordination and consistency efforts among MPOs within contiguous urbanized areas. HB 425 does not define the term "contiguous urbanized areas." Thus, the MPOAC will first identify which MPOs are within a contiguous urbanized area by considering

the following criteria: MPOs with established regional councils or coordination groups, geographic proximity, shared transportation corridors, population density, urban spread, and economic interdependence. This analysis will also include forecasting future contiguous urbanized areas based on historical growth patterns. The MPOAC will document existing regional councils or MPO alliances within the state, use GIS tools to map MPO boundaries and 2020 US Census urban areas, and collect data on population density and economic interdependence to identify MPOs within contiguous urbanized areas.

The MPOAC will complete this task by the end of January 2025.

Task 2 Evaluation of MPOs' alignment with the FTP and MPOs' coordination in LRTPs and data consistency

The MPOAC is charged with annually reporting the alignment of MPOs' LRTPs with the FTP to the FTC. The MPOAC must also review the coordination efforts of MPOs within a contiguous urbanized area in the development of their LRTPs.

The MPOAC will survey each MPO to request information on how the MPO's LRTP meets the seven 2045 FTP goals. The MPOAC will develop the survey using online software, like SurveyMonkey, to collect information. The survey will request the MPO to specifically identify the goals, objectives, and strategies from its LRTP that align with each of the seven FTP goals. After the MPOs submit the survey, the MPOAC will review and confirm the responses and quantify the alignment of MPOs LRTP with the FTP to best report to the FTC.

The MPOAC will send the survey to the MPOs based on their deadline for completing their LRTP. The MPOAC may conduct initial and follow-up calls with the MPO-designated LRTP coordinator to orient them to the survey, inform them of the intent, and request any clarifications and additional information as needed.

To satisfy other responsibilities, the survey will also request information on how the MPO coordinated with other MPOs within the contiguous urbanized area in developing their LRTP and in the data used for its planning efforts. The MPOAC will seek specific details and information on coordination activities, like technical committees, interlocal agreements, shared datasets, and data sources to meet this item.

Task 3 Reporting Annually to the FTC

The MPOAC will prepare an annual report and presentation on the alignment of MPOs' LRTPs with the FTP and the coordination efforts among MPOs within contiguous urbanized areas. The report will include an executive summary, a summary of the MPOAC's review of how MPOs align with the FTP goals and their coordination efforts, and highlight best practices. If needed, the appendices will contain survey responses and relevant documentation provided by the MPOs. The MPOAC will report to the FTC during the FTC's November meetings each year.

Draft Survey for Evaluating MPOs' Alignment with the FTP and Coordination in LRTPs

Introduction: The MPOAC is conducting this survey to gather information on how each Metropolitan Planning Organization's (MPO) Long-Range Transportation Plan (LRTP) aligns with the 2045 Florida Transportation Plan (FTP) goals. This survey also seeks to understand the level of coordination among MPOs within contiguous urbanized areas, particularly in data consistency and planning efforts. Your responses will be used to support the MPOAC's annual reporting to the Florida Transportation Commission (FTC).

Section 1: General Information

1. **MPO Name:**
2. **Name and Title of Respondent:**
3. **Contact Information:**
 - Email:
 - Phone Number:
4. **Date of LRTP Adoption:**
5. **MPO's Designated LRTP Coordinator:**
 - Name:
 - Title:
 - Contact Information:

Section 2: Alignment with the Florida Transportation Plan (FTP) Goals

Please identify how your MPO's LRTP aligns with each of the 2045 FTP goals. For each goal, list specific objectives and strategies from your LRTP that support the FTP goal.

1. Safety and Security for Residents, Visitors, and Businesses

- **FTP Goal:** Focus on 4Es (engineering, education, enforcement, emergency services) of traffic safety to reduce fatalities and injuries.
- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

2. Agile, Resilient, and Quality Transportation Infrastructure

- **FTP Goal:** Maintain existing facilities in a state of good repair and evaluate and adapt infrastructure to become more resilient.

- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

3. Connected, Efficient, and Reliable Mobility for People and Freight

- **FTP Goal:** Increase system efficiency and prioritize the movement of people and freight.
- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

4. Transportation Choices That Improve Accessibility and Equity

- **FTP Goal:** Enhance access for all Floridians to jobs, education, health care, and other services, especially for those who need it most.
- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

5. Transportation Solutions That Strengthen Florida's Economy

- **FTP Goal:** Support regional and local job creation, investment, and global commerce.
- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

6. Transportation Systems That Enhance Florida's Communities

- **FTP Goal:** Support quality places that reflect community visions and values.
- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

7. Transportation Solutions That Enhance Florida's Environment

- **FTP Goal:** Minimize impacts of transportation on the environment and enhance natural systems.
- **LRTP Alignment:** (Please provide specific objectives and strategies from your LRTP)

Section 3: Coordination with Other MPOs in Contiguous Urbanized Areas

1. Identification of Contiguous Urbanized Areas:

- **Did the MPOAC identify your MPO as part of a contiguous urbanized area with one or more other MPOs?**
 - Yes
 - No
- **If yes, please list the other MPOs identified by the MPOAC to be within your contiguous urbanized area.**
- **If no, please describe your MPO's interagency coordination efforts in developing its LRTP.**

2. Coordination Activities:

- Describe any formal or informal coordination efforts with other MPOs in your contiguous urbanized area during the development of your LRTP.
- Did you participate in regional councils, working groups, alliances, or other groups to facilitate this coordination?
 - Yes
 - No
- If yes, please provide details on these groups' purpose and the MPOs involved.
- Compared to the last LRTP cycle, were there any differences in your coordination efforts with other MPOs in your contiguous urbanized area?
- Based on the forecasted growth, in future LRTP cycles do you anticipate changes in your coordination efforts with other MPOs in your contiguous urbanized area? Please explain and provide details.

3. Data Consistency:

- Did your MPO coordinate with other MPOs to ensure consistency in the data used for developing the LRTP?
 - Yes
 - No
- If yes, please provide specific details on the data sets and sources used in collaboration.
- Were there any challenges in achieving data consistency? How were these challenges addressed?

Section 4: Additional Comments and Clarifications

1. Please provide any additional comments or clarifications regarding your MPO's LRTP alignment with the FTP goals or your coordination efforts with other MPOs.

2. Are there any best practices or lessons learned that you would like to share with the MPOAC?

Conclusion:

Thank you for your time and effort in completing this survey. Your responses are crucial in helping the MPOAC fulfill its responsibilities under HB 425 and in supporting the continuous improvement of transportation planning across Florida.

DRAFT

[Submit Survey Button]

DRAFT

Draft Schedule

The following tables indicate the review for each MPO and the annual FTC reporting schedules by calendar year.

A couple of notes to consider:

** FTC Report Submission Date is to be determined. The FTC and the MPOAC agreed to report each year during the FTC’s November meeting; however, the exact date has not been determined.*

*** This date or period is within seven days of a holiday or includes a holiday and is subject to change based on holiday schedules. Specific deadlines will be determined with each MPO closer to these dates.*

2024 Reporting Schedule

During the November 2024 FTC Meeting, the MPOAC will report the methodology and reporting schedule to the FTC.

2025 Reporting Schedule

MPO	L RTP Adoption Date	Survey Issuance	Survey Response Deadline	MPOAC Assessment Period	FTC Report Submission
<i>Miami-Dade TPO</i>	September 26, 2024	October 10, 2024	November 8, 2024	November 9 - December 8, 2024**	November 2025*
<i>Hillsborough TPO</i>	November 5, 2024	November 18, 2024	December 16, 2024**	December 17, 2024 - January 17, 2025**	November 2025*
<i>Forward Pinellas</i>	November 13, 2024	November 25, 2024	December 23, 2024**	December 26, 2024 - January 26, 2025**	November 2025*
<i>North Florida TPO</i>	November 14, 2024	November 28, 2024**	December 23, 2024**	December 26, 2024 - January 26, 2025**	November 2025*
<i>Hernando/Citrus MPO</i>	December 4, 2024	December 16, 2024**	January 13, 2025	January 14 - February 13, 2025	November 2025*
<i>Pasco County MPO</i>	December 11, 2024	December 23, 2024**	January 23, 2025	January 24 - February 24, 2025	November 2025*
<i>Broward MPO</i>	December 12, 2024	December 26, 2024**	January 23, 2025	January 24 - February 24, 2025	November 2025*

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<i>Palm Beach TPA</i>	December 12, 2024	December 26, 2024**	January 23, 2025	January 24 - February 24, 2025	November 2025*
<i>Gainesville MTPO</i>	August 26, 2025	September 9, 2025	October 7, 2025	October 8 - November 7, 2025	November 2025*
<i>Space Coast TPO</i>	September 10, 2025	September 24, 2025	October 22, 2025**	October 23 - November 22, 2025**	November 2025*

2026 Reporting Schedule

MPO	L RTP Adoption Date	Survey Issuance	Survey Response Deadline	MPOAC Assessment Period	FTC Report Submission
<i>River to Sea TPO</i>	September 23, 2025	October 7, 2025	November 4, 2025	November 5 - December 4, 2025**	November 2026*
<i>Charlotte/Punta Gorda MPO</i>	October 5, 2025	October 19, 2025	November 16, 2025	November 17 - December 16, 2025**	November 2026*
<i>Florida/Alabama TPO</i>	October 14, 2025	October 28, 2025	November 25, 2025**	November 26 - December 26, 2025**	November 2026*
<i>Martin County MPO</i>	October 19, 2025	November 2, 2025	November 30, 2025	December 1 - December 31, 2025**	November 2026*
<i>Sarasota/Manatee MPO</i>	October 26, 2025	November 9, 2025	December 7, 2025**	December 8, 2025 - January 7, 2026**	November 2026*
<i>Capital Region TPA</i>	November 23, 2025	December 7, 2025**	January 4, 2026	January 5 - February 4, 2026**	November 2026*
<i>Ocala/Marion TPO</i>	November 24, 2025	December 8, 2025**	January 5, 2026	January 6 - February 5, 2026**	November 2026*
<i>Indian River County MPO</i>	December 9, 2025	December 23, 2025**	January 20, 2026	January 21 - February 20, 2026**	November 2026*
<i>Lake/Sumter MPO</i>	December 9, 2025	December 23, 2025**	January 20, 2026	January 21 - February 20, 2026**	November 2026*

MPO	L RTP Adoption Date	Survey Issuance	Survey Response Deadline	MPOAC Assessment Period	FTC Report Submission
<i>MetroPlan Orlando</i>	December 9, 2025	December 23, 2025**	January 20, 2026	January 21 - February 20, 2026**	November 2026*
<i>Polk TPO</i>	December 10, 2025	December 24, 2025**	January 21, 2026**	January 22 - February 21, 2026**	November 2026*
<i>Collier County MPO</i>	December 11, 2025	December 26, 2025**	January 23, 2026	January 24 - February 23, 2026**	November 2026*
<i>Lee County MPO</i>	December 18, 2025	January 2, 2026**	January 30, 2026	January 31 - February 29, 2026**	November 2026*
<i>St. Lucie County TPO</i>	February 3, 2026	February 17, 2026	March 17, 2026	March 18 - April 17, 2026	November 2026*
<i>Heartland Regional TPO</i>	March 10, 2026	March 24, 2026	April 21, 2026	April 22 - May 21, 2026	November 2026*
<i>Bay County TPO</i>	June 16, 2026	June 30, 2026	July 28, 2026	July 29 - August 28, 2026	November 2026*

2027 Reporting Schedule

MPO	L RTP Adoption Date	Survey Issuance	Survey Response Deadline	MPOAC Assessment Period	FTC Report Submission
<i>Okaloosa/Walton TPO</i>	December 9, 2026	December 23, 2026**	January 20, 2027	January 21 - February 20, 2027**	November 2027*

Additional Background Information

Florida Statute 330.155 requires MPOs to be consistent with the transportation goals and policies of the metropolitan planning organization and the Florida Transportation Plan to the maximum extent feasible. The purpose of the FTP is to establish and define the state’s long-range transportation goals and objectives to be accomplished for at least 20 years within the context of the State Comprehensive Plan and any other statutory mandates and authorizations and based upon the prevailing principles of Preserving the existing transportation infrastructure; Enhancing Florida’s economic competitiveness; Improving travel choices to ensure mobility; and, Expanding the state’s role as a hub for trade and investment.

The Policy Element of the 2045 FTP is the core document and guides state, regional, and local transportation partners in making transportation decisions. The FTP Policy Element includes seven adopted goals and approaches to reach these goals, the following table summarizes the goals and approach:

Goals	Approach: Where we are today	Approach: Where we are headed
Safety And Security for Residents, Visitors, And Businesses	Focus on 4Es (engineering, education, enforcement, emergency services) of traffic safety to reduce fatalities and injuries	Use emerging technologies and address land use and socioeconomic factors to improve safety and security for all modes
Agile, Resilient, and Quality Transportation Infrastructure	Maintain existing facilities in a state of good repair; focus on physical infrastructure	Evaluate and adapt infrastructure to become more resilient to risks and take advantage of innovations; expand the definition of infrastructure to include technology
Connected, Efficient, And Reliable Mobility for People and Freight	Focus on increasing system efficiency and reducing delay	Prioritize the movement of people and freight; accelerate new technologies and options to increase reliability and service
Transportation Choices That Improve Accessibility and Equity	Expand transportation choices	Enhance access for all Floridians to jobs, education, health care, and other services, especially for those who need it most
Transportation Solutions That Strengthen Florida’s Economy	Emphasize global competitiveness and trade	Support regional and local job creation and investment as well as global commerce; support a more resilient and diverse economy

Transportation Systems That Enhance Florida's Communities	Support quality places	Reflect community visions and values
Transportation Solutions That Enhance Florida's Environment	Minimize impacts of transportation on the environment	Proactively enhance and restore natural systems for future generations

DRAFT

Item Number 7a

Agency Reports – Florida Department of Transportation

DISCUSSION:

Jennifer Fortunas, FDOT, Director, Office of Policy Planning, and Donna Green, FDOT, Statewide MPO Administrator, will present information on the Apportionment Plans, Unified Planning Work Program, Transportation Improvement Program, and Collaborative Workshop among other items as well as the results of their review of the LOPP process.

REQUESTED ACTION:

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

ATTACHMENT:

FDOT Presentation Slides



FDOT Agency Report

October 24, 2024

Agenda

- **MPOAC Coordination Workshop**
 - **MPO Interviews**
 - **Best Practices & Next Steps**
- **Florida Transportation Plan (FTP)**
- **Questions & Answers**

MPO Interviews

Donna M. Green, Statewide MPO Administrator

Office of Policy Planning



Overview

January MPOAC

- FDOT and MPOs discussed how to enhance coordination and collaboration
- 1-hour workshop on project prioritization and programming

April MPOAC

- Recapped January MPOAC workshop
- Announced follow-up interviews with MPOs

October MPOAC

TODAY

- Recap MPO interviews
- Discuss best practices & next steps

About the Interviews



May – June 2024



12 MPO Executive Directors & Staff

- At least one MPO per District
- MPOs varied in size

Thank you for participating!



Question 1 Responses



Where are the opportunities for improvement in the project prioritization process with the District?



More frequent communication from FDOT



Clarification on the process and MPO/District roles and responsibilities



More information on funding availability



More draft documents during programming

Question 2 Responses



Have you seen improvements to the communication or process for project prioritization in recent years?

If so, what has improved recently, and what led to that change?



MPO meetings with MPO Liaison and local partners



Better understanding of Work Program because their staff come to meetings



Increased frequency and trust in communication with FDOT



More transparency

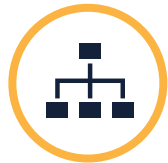


More positive relationship with MPO Liaison

Question 3 Responses



How and when can communication be improved between MPO and the Department's MPO Liaisons?



Include District Work Program, Central Office, and local partners in communication to increase transparency while prioritizing projects



Provide clarification for project selection



Consistent communication with MPOs



Threshold or milestones that trigger a meeting or notification during the process

Question 4 Responses



How do you feel about the programming process?

Which step in the process do you agree with or have questions about?



Acceptable but can be enhanced



Consider adjusting timeframes to better meet MPO needs



Need to

- *Increase transparency*
- *Develop framework for formal and informal communication*



Question 5 Responses



Would you be in favor of FDOT providing a funding workshop during MPOAC? (Process, allocation of funds, education about process, distribution of funds)



All MPOs were in favor of a workshop



Request to tailor workshops to the Districts to accommodate local partners



FMPP is the most appropriate meeting



Consider making the workshop a recurring event



Share topics early so MPOs can identify appropriate staff

Question 6 Responses



How do you feel about the MPO's role with FTP?

Do you feel it beneficial to update the MPO Board, Technical Committee and Citizens Committee as the plan is updated?



Many MPOs have representation in steering committee/focus groups



Regular updates and opportunities to provide input are appreciated



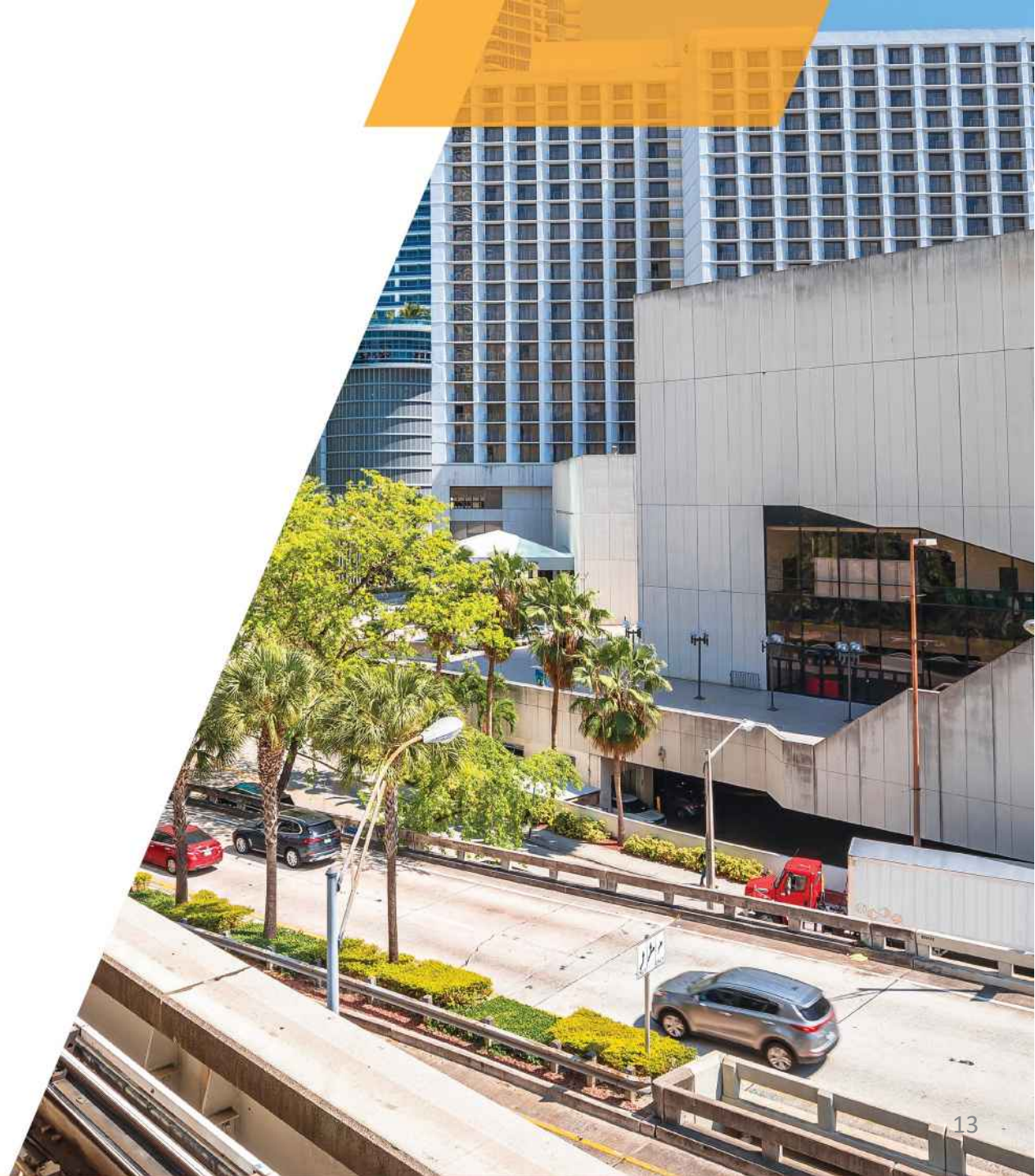
Mixed opinions on presenting to boards/committees



Support a regional approach

Best Practices & Next Steps

Jennifer Fortunas, PE, Director
Office of Policy Planning



CUTR LOPP Development Practices in Florida Report

Similarities with MPO Interviews

- Effective & continuous communication between MPOs/District is essential for aligning priorities
- Regular communication throughout the development of the LOPP and Tentative Work Program (TWP)
 - Meetings, discussions, and feedback sessions
 - District MPO Liaisons, District WP staff, & MPOs
- Coordination varies and is tailored to the needs of the MPO/District

Common Themes

Communication and collaboration have improved recently

- Regular/more frequent meetings
- Increased trust and more positive relationships

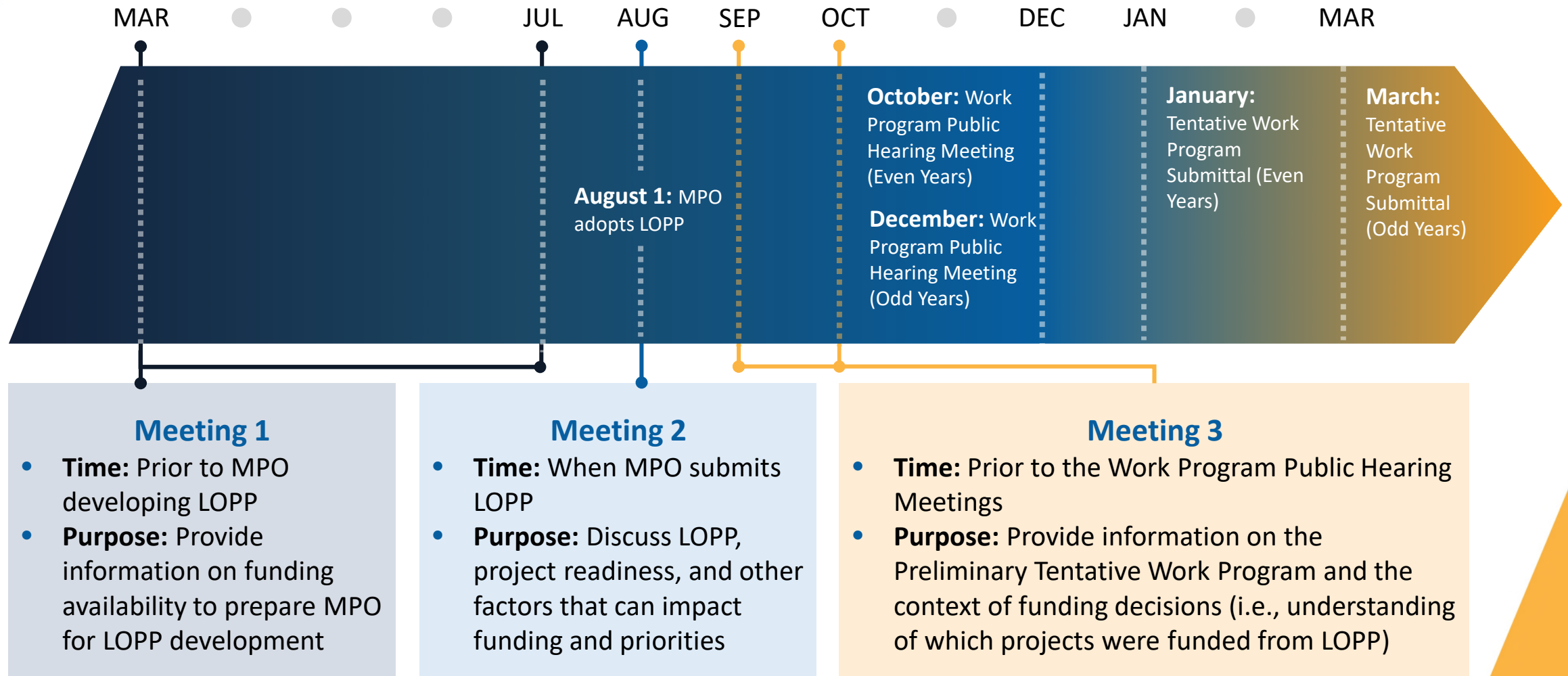
Best Practices

- Continue communicating with the District
- Include District Work Program staff in discussions
- Encourage and facilitate relationship-building

Opportunities for Enhancement

- Training on the Work Program process and other relevant topics
- Clarify roles and responsibilities, where needed
- Increase transparency through increased communication, coordination, and a better understanding of project selection

Best Practices for Communication



Poll Everywhere



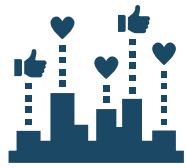
Go to PollEv.com/fdotopp449

-or-

Join by Text by sending
fdotopp449 to **22333**



Next Steps



Share best practices with MPOs,
MPO Liaisons, and Districts



Schedule training



Spring MPOAC: Follow up to track progress in
improved collaboration



2055 Florida Transportation Plan

MPOAC

October 24, 2024



2055 Florida Transportation Plan Update



SINGLE, OVERARCHING **PLAN**



GUIDES FLORIDA'S TRANSPORTATION **FUTURE**



FOUNDATION FOR FLORIDA'S WORK PROGRAM



UPDATED EVERY **5 YEARS**



COLLABORATIVE EFFORT WITH **PUBLIC AND PRIVATE PARTNERS**

2055 FTP Approach



Unique Communities

The FTP will recognize the uniqueness of communities across Florida's regions and include goals and objectives.



Key Elements of the FTP



 The FTP guides our transportation future, but it is *not* a list of projects

Development of Draft Goals



SAFETY & SECURITY

Advance Safer and More Secure Travel for All Users



MULTIMODAL OPTIONS

Provide Efficient and Reliable Multimodal Transportation Options



COMMUNITY & ENVIRONMENT

Preserve Florida's Natural Resources and Quality of Life



RESILIENT INFRASTRUCTURE

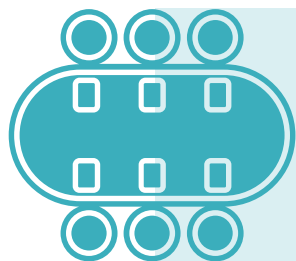
Provide Agile and Resilient Transportation Infrastructure



ECONOMIC COMPETITIVENESS

Support Florida's Economic Competitiveness through Transportation Investments

Opportunities for Engagement



Steering Committee

16 key partners and stakeholders who provide input and guide the 2055 FTP



Statewide Webinars

Community webinars structured to receive public and partner feedback



Focus Groups

5 Focus Groups will provide input to the Steering Committee at key milestones

Safety, Resilient Infrastructure, Economic Development/Supply Chain, Technology, & Workforce Development



Regional Workshops + Virtual Open Houses

In-person and online open houses structured to receive regionally-focused public and partner feedback

Visioning

Goals & Objectives

Call to Action/Plan Development

Regional Visioning Sessions

Regional Workshops + Virtual Open House

Public Comment

Final Adoption



Statewide Webinar



Statewide Webinar + Virtual Open House



2024

April

May

June

July

Aug

Sept

Oct

Nov

Dec

2025

Jan

Feb

Mar

April

May

June

July

Aug

Sept

Oct

Nov

Dec



Steering Committee



Steering Committee



Steering Committee



Steering Committee



Steering Committee



Steering Committee



Focus Groups



Focus Groups



Focus Groups

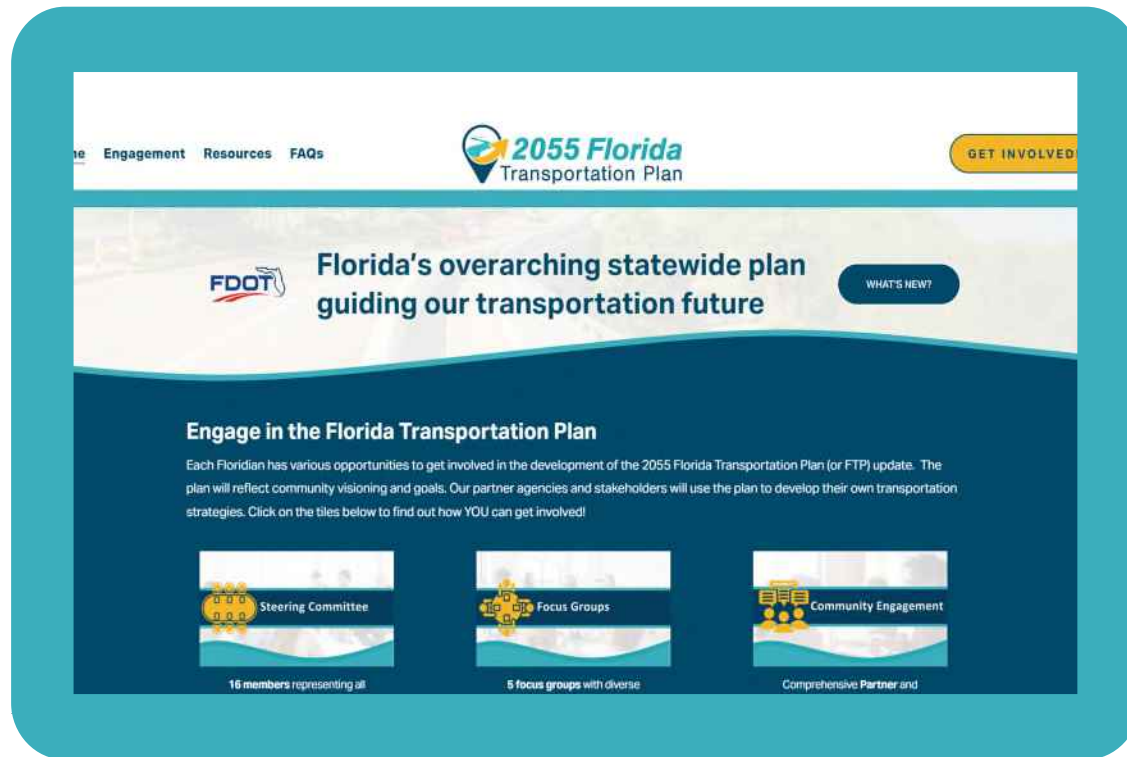


Optional Focus Groups

Partner Engagement

Local/Regional Outreach

Get Engaged Today!



Scan to
learn more!

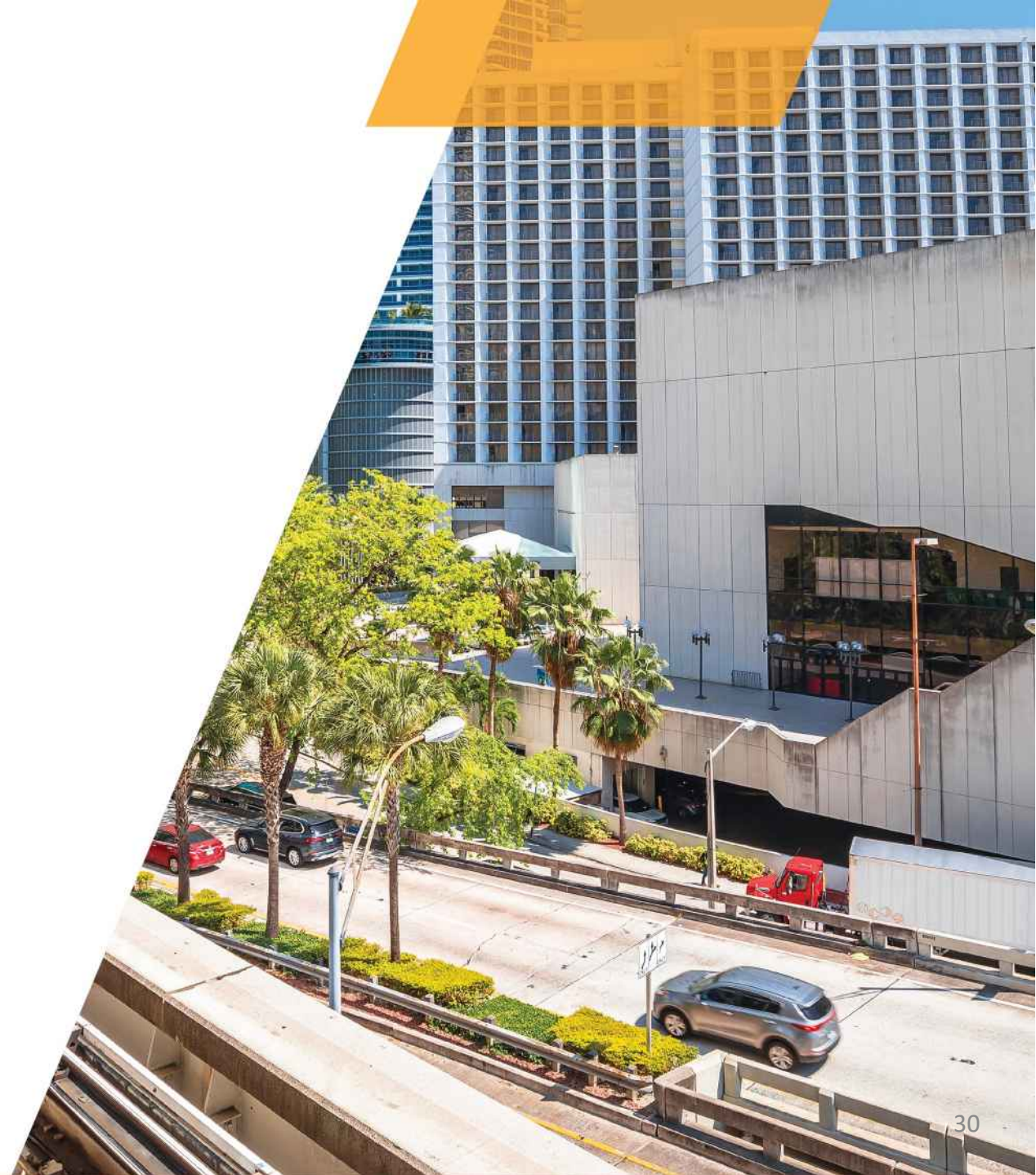




Jennifer Fortunas, PE, Director

Donna M. Green, Statewide MPO
Administrator

Office of Policy Planning



Thank you!



Jennifer Fortunas, PE

Director, Office of Policy Planning

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Item Number 7b

Agency Reports – Federal Highway Administration

DISCUSSION:

Ronnique Bishop, Acting Planning Team Leader and Curlene Thomas, Senior Planner, will provide general announcements, upcoming funding opportunities, and FY 2025 STIP Approval and Planning Findings.

REQUESTED ACTION:

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

ATTACHMENT:

FHWA presentation slides



Updates

MPO Advisory Council

October 2024

FLORIDA DIVISION





FY 2025 STIP Approval & Planning Findings

- Statewide Assessment Meeting - May 30, 2024
- Findings
 - No Corrective Actions
 - 3 Noteworthy Practices
 - 6 Recommendations



FY 2025 STIP Approval & Planning Findings

Noteworthy Practices

1. Opting out of Complete Streets Planning Requirements for FY24
2. Performance Data Integration Space
3. MPOAC Noteworthy Practice Portal

FLORIDA DIVISION





FY 2025 STIP Approval & Planning Findings Recommendations

1. STIP Documentation with Sufficient Descriptive Materials*
2. STIP Documentation of Flex Funds
3. Timely Submittal of STIP Related Documentation for Statewide Planning Finding*
4. Transparency and Consistency in the Programming of MPO Federal Funds*
5. Metropolitan Planning Areas Boundary Maps Update
6. Nonmetropolitan/Rural Planning Process

* *Recommendation modified and carried forward from FY24 approval.*



2025 TMA Certification Review Site Visits

- Hillsborough TPO – 1/21/2025
- Pasco MPO – 1/28/2025
- Forward Pinellas MPO – 1/30/2025
- Capital Region TPA – 2/12/2025
- Martin MPO – 3/5/2025
- St Lucie TPO – 4/1/2025
- Sarasota Manatee MPO – 7/ 24/2025



Upcoming Key Notices of Funding Opportunity (USDOT)

Program	Closing Date	Division POC	Link
Planning and Other Bridge Projects	Bridge: Nov 1, 2024	Rafiq Darji/ Hector Laureano	https://www.grants.gov/search-results-detail/351567
Low Carbon Transportation Materials (LCTM)	Nov 25, 2024	Erika Thompson/ Joseph Sullivan	https://grants.gov/search-results-detail/356233
National Scenic Byways	Dec 16, 2024	Sarah Boggs	https://grants.gov/search-results-detail/356324

Division Grants Coordinator

Xiomara Nunez, xiomara.nunez@dot.gov

<https://www.transportation.gov/bipartisan-infrastructure-law/key-notices-funding-opportunity>

FLORIDA DIVISION





U.S. Department
of Transportation
**Federal Highway
Administration**

FLORIDA DIVISION

- Public Service
- Integrity
- Family and Work-Life Balance
- Respect
- Personal Development
- Diversity
- Collaboration

MISSION STATEMENT



The Florida Division inspires transportation solutions in collaboration with our stakeholders to address community needs.



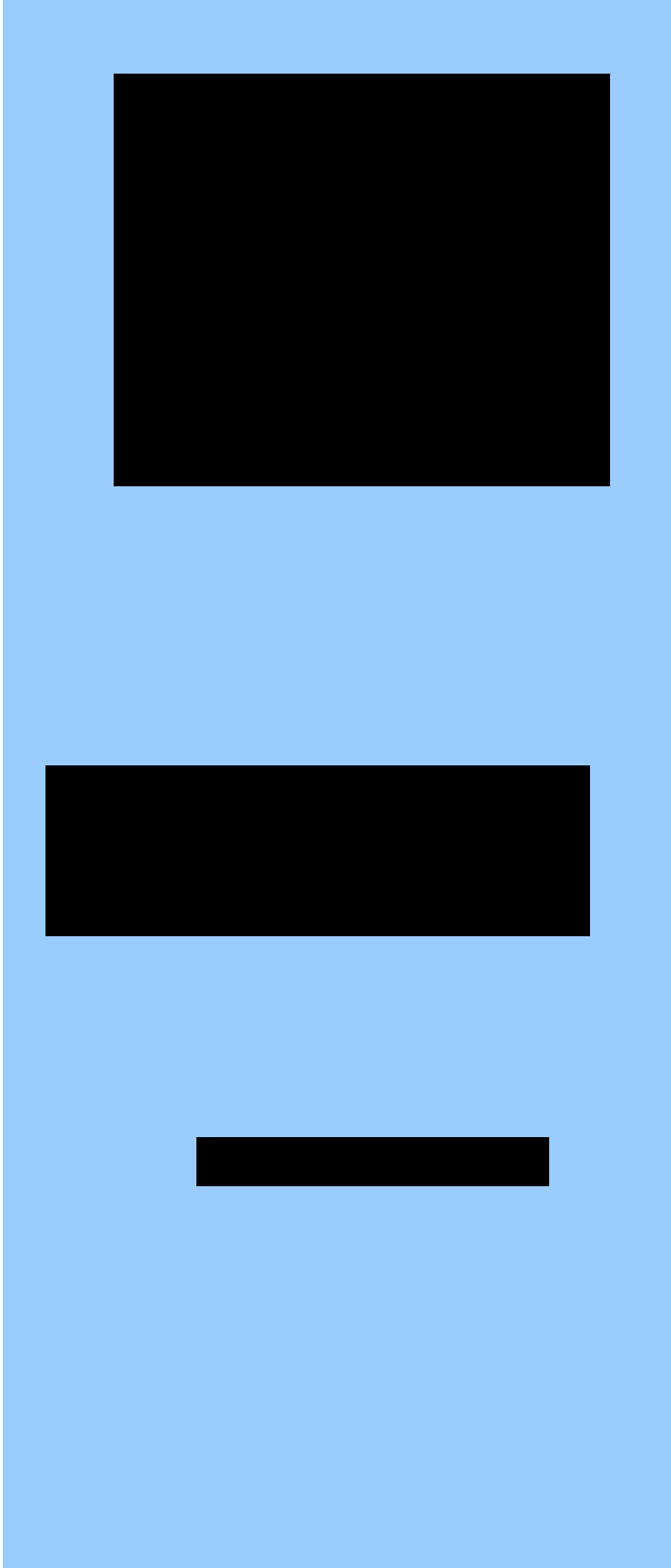
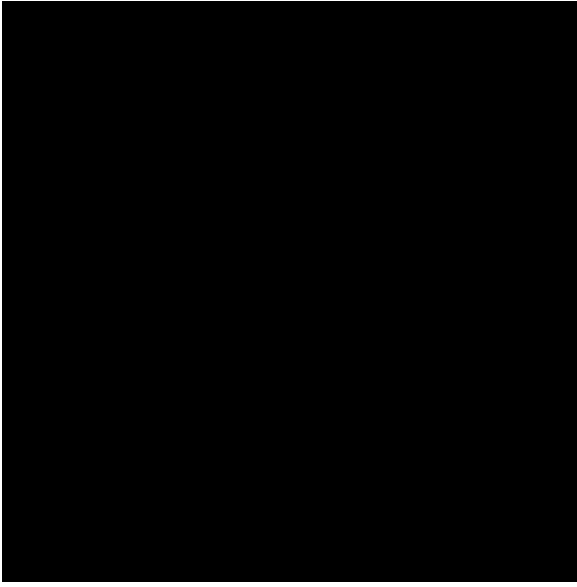


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I. BACKGROUND

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have joint stewardship responsibilities to ensure that both the statewide and metropolitan transportation planning processes satisfy the requirements of 23 U.S.C. 134 and 135, 49 U.S.C. 5303-5305, 23 CFR Part 450 and 500, and 49 CFR Part 613. From a statewide planning perspective, the State certifies the process through the submittal of the Statewide Transportation Improvement Program (STIP), while Metropolitan Planning Organizations (MPOs) and the State jointly certify the metropolitan transportation planning processes through the submittal of the MPOs' Transportation Improvement Programs (TIPs). Based on our review of the STIP, TIPs, our annual program and risk assessments, and our day-to-day stewardship and oversight activities, FHWA and FTA are responsible for issuing the following types of planning findings and approvals:

- A. *Metropolitan planning findings based on review of MPO TIPs and certification statements.* Pursuant to 23 CFR 450.328(a), the FHWA/FTA must jointly find that each metropolitan TIP is based on a "3-C" (continuing, comprehensive, and cooperative) planning process by the MPO, State Department of Transportation, and transit service provider(s). In Florida, this finding primarily has been based on the annual MPO/Florida Department of Transportation (FDOT) joint certification statements on the respective metropolitan planning processes. Information collected from the quadrennial FHWA/FTA certification reviews of the planning processes in Florida's Transportation Management Areas (TMAs), pursuant to 23 CFR 450.334(b), also has provided substantial input for FHWA/FTA to issue these annual "3-C" planning findings.
- B. *FHWA/FTA review of the statewide planning process and issuance of a related statewide planning finding to support FHWA/FTA approval of the STIP.* As outlined under 23 CFR 450.218, the FHWA/FTA statewide planning finding, made in conjunction with the FHWA/FTA approval of the STIP, ensures, at a minimum, that the process from which the STIP was developed is consistent with the provisions of 23 U.S.C. 134 and 135 and 49 U.S.C. 5303-5305. A joint FHWA/FTA planning finding accompanies the annual FHWA/FTA approval of Florida's STIP. In Florida, this process was formerly known as the "annual assessment" of the statewide planning process. It is now known officially as the "Federal Planning Finding" to better align with the regulatory responsibilities.

The primary objective of this report is to substantiate the issuance of the FHWA/FTA Statewide Planning Finding for supporting FHWA/FTA approval of Florida's Fiscal Year (FY) 2024/25 - 2027/2028 STIP.

II. FORMAT

The findings in this report are based in part on the information received during the annual statewide assessment meeting held on May 30, 2024, with the FDOT staff responsible for the topic area activities. The numerous topics discussed are related to FDOT's statewide planning process and are listed in the Meeting Agenda, shown in Appendix A. A summary of the information conveyed during and after the meeting is provided in Appendix B. The list of meeting attendees is provided in Appendix C. Documentation received from FDOT on the topics covered during the Statewide Assessment Review process meeting was used to support the findings and is on file at the FHWA Division Office.

III. TOPICS OF INTEREST

A. Status of Recommendations from 2023 Statewide Annual Assessment Findings

Provided below are the overall findings from the 2023 Annual Assessment Report, and the status of the recommendations. There were no corrective actions in the 2023 Annual Assessment Report.

1. Tracking of Available Funds for Planning

Observation: For the past several years, FDOT worked with FHWA and FTA to implement processes for tracking Federal Planning funds. In the last year, data sources for the Monthly TIP/STIP Alignment Table were introduced. Despite the multiple internal FDOT tools established and the incremental progress made in tracking available funds, there are areas which still need to be addressed. A gap continues to exist in regard to MPOs having an accurate status of funds available to program their planning activities. The status is also not regularly shared with the Federal team and MPOs; in particular, with sharing the current status for the FDOT 80/20 Rule, deobligation of funds, BIL 2.5% PL set aside for Complete Streets Planning, and non-PL federal funds used for planning.

Recommendation: The Federal Review Team recommends FDOT continue to work with the Federal partners and MPOs to explore tools which will refine and enhance tracking federal funds used for planning and provide to the Federal Agencies and MPOs regular and accurate status information on all federal funds used for planning, including non-PL funds, the FDOT 80/20 rule, and the BIL 2.5% PL set aside for Complete Streets Planning. The Federal Review Team encourages FDOT to comprehensively track these funds and their de-obligations to ensure that relevant and reliable information is provided to the Federal Agencies and MPOs to support the federal UPWP approval.

Status: FDOT prepared Unified Planning Work Program (UPWP) guidance to enhance understanding and tracking of federal funds subject to the 2.5% Complete

Streets set aside. The guidance includes suggested template language for MPOs to use in the development of the fiscal year (FY) 24/25 - FY 25/26 UPWP. FDOT Office of Policy Planning (OPP) reviewed this guidance with FHWA and later shared the guidance with the MPOs.

FDOT Office of Work Program and Budget (OWPB) provided information to FHWA and MPOs on FDOT's "80/20 Rule". Information included a Work Program Development & MPO Planning Cycle Overview (2-year UPWP) timeline, sharing a sample snapshot of PL balances for compliance with the "80/20 Rule", and clarifying the schedule for distributing the updated report for 80/20 compliance to the District MPO liaisons and MPOs. OWPB also provided an update on the "80/20 rule" to the District MPO Liaisons. The report is distributed in January following close out of the prior UPWP and is based on remaining SU and PL balances from the prior UPWP. FDOT's policy indicates for MPOs that are listed in the report as not meeting the 80/20 rule, they will not be able to use their SU funds for planning activities in the current UPWPs until their PL balance has been spent down.

2. STIP Documentation with Sufficient Descriptive Material

Observation: Similar to previous years, there appear to be inconsistencies with how STIP information is presented statewide, resulting in insufficient descriptive material. There are instances where capital and operating assistance activities are unclear, such as operating assistance included in a "capital" line item. Other observed inconsistencies include not including the urbanized area for which FTA funds are apportioned to, not including the FTA funding program, as well as inaccurately or insufficiently describing proposed activities. While FTA acknowledges and appreciates FDOT's work program efforts, improvements associated with past recommendations do not appear to be reflected in the STIP.

Recommendation: The Federal Review Team recommends that FDOT should continue to work with FTA to ensure sufficient coordination and information exchange between FDOT, MPOs and transit agencies so that activities are correctly recorded and reflected in the STIP and TIPs.

Status: FDOT Office of Work Program and Budget (OWPB) updated PART III CH. 21 – MODAL DEVELOPMENT of the Work Program Instructions (WPI) to address capital and operating activities, using guidance provided by FTA. The WPI includes clarification on capital and operating activities and description of those activities. It also addresses inclusion of urbanized areas for which FTA funds are apportioned.

3. Timely Submittal of STIP Documentation for the Statewide Planning Finding

Observation: Each year the Federal Review Team coordinates with FDOT on a schedule for the STIP and Statewide Planning Finding Review. The Federal Review Team works with FDOT on an agreed upon schedule. The FY 2024 STIP was

submitted by FDOT ahead of the established due date. However, required supporting materials needed for review of the STIP, such as Annual Planning Finding meeting presentations and notes, STIP PAR rollup, and FDOT Annual Joint Certifications of the MPOs' planning process, were not submitted in a timely manner.

Recommendation: The Federal Review Team recommends that FDOT continue to coordinate internally to ensure submittals of supporting information are in accordance with the agreed upon schedule. The Federal Review Team also recommends that FDOT and the Federal Agencies establish a meeting on a Monthly basis, beginning in January 2024, to solely focus on submittals of required deliverables to ensure thorough and timely Federal review and approval of the STIP.

Status: FHWA and FDOT met several times throughout the year to agree upon a realistic schedule for submitting supporting documentation to approve the STIP. As a result of the effective communication and collaboration, the site visit was moved from July to May and supporting materials were submitted timely.

4. UPWP Scope Review Process

Observation: In 2022, the Federal Agencies modified the process for the submittal of UPWP scopes. During the assessment meeting, FDOT facilitated a vibrant group discussion to gain feedback with the level of detail included in UPWPs and how the revised process was working. Virtual meeting participants were able to share their comments through Mural, a collaborative online platform that allows users to post comments and offer feedback. This very engaging activity had participants discussing various aspects of the UPWP scope development and review process.

Recommendation: The Federal Review Team recommends FDOT review the feedback provided and develop an action plan to address the input received on the challenges of UPWP scope development and review. The Federal Review Team also recommends FDOT consider conducting workshop(s) to clarify the level of detail for UPWP task scopes before the UPWP cycle kicks off to assess the MPOs' readiness for the upcoming FY2024/2025 UPWPs. This interactive activity would minimize scope related UPWP Amendments and ensure timely federal UPWP review and approval.

Status: FHWA provided clarification that this issue is specific to instances where a general planning contract is listed as a planning activity in the UPWP and the tasks within that contract are not adequately summarized so the Federal Review Team has enough information to determine if the tasks are eligible for planning activities. Examples were provided to demonstrate showing the who, what, where, when, why, and funding amounts for different task descriptions. FDOT updated the UPWP Chapter of the MPO Handbook to provide guidance on the level of detail needed for describing UPWP planning tasks. This update was presented at the January FMPP meeting. FDOT also discussed the level of detail needed for UPWP scope descriptions at a MPO workshop held in FDOT District 2 and also at a Monthly FDOT MPO Liaison Meeting.

5. Transparency and Consistency in the Programming of MPO Federal Funds

Observation: During the Annual Planning Finding meeting FDOT facilitated a robust discussion among the participants regarding the lack of consistent application in the coordination between MPOs and FDOT OPP and OWPB with regards to programming MPO federal funds such as SU, PROTECT, and Carbon Reduction. Concerns were raised that the MPOs' priorities which were submitted to FDOT Districts were not programmed as the MPO thought they should be. Virtual meeting participants shared their comments through Mural, a collaborative online platform that allows users to post comments and offer feedback. Commenters responded to questions on the needs and benefits of additional coordination. Feedback ranged from, "FDOT should communicate programming decisions to MPOs and get consensus" to "MPOs should provide compelling supporting documentation to show the needs, demands, and community support for projects". Overall, the comments indicated that the programming of the federal funds needed more transparency, communication, and consistency in implementation.

Recommendation: Since the 23 CFR 450.322 project selection process from the TIPs hasn't been reviewed in several years, the Federal Review Team recommends FDOT conduct follow-up coordination session(s) with the MPOs to determine what parts of the existing collaborative process for selecting projects is still working and what areas could be enhanced. This activity will reinforce that a successful, transparent, and consistent 3-C process is being implemented that not only meets the MPOs', FDOT's, and rural communities' needs, but also facilitates solutions that will achieve Florida's transportation vision and goals.

Status: FDOT OPP, in partnership with the Metropolitan Planning Organization Advisory Council (MPOAC) Leadership Team hosted a one-hour project prioritization and programming activity at the January 2024 MPOAC meeting. Feedback from the activity indicated that some of the MPOs and District staff engage in effective coordination. However, there appears to be room for improvement, as some MPOs expressed their concerns about the availability of funds. A summary of the feedback received was shared at the April 2024, FMPP meeting. OPP conducted interviews with 13 MPOs between April and July 2024. These follow-up interviews focused on evaluating the current process and potential enhancements, identifying the need for additional coordination that could benefit the process and support the federal requirements. The MPOs which were scheduled for follow-up interviews, initially provided suggestions to explore ideas for enhancement of existing successful practices between some MPOs and their FDOT Districts. At the October MPOAC meeting, FDOT OPP plans to present the summarized results of the MPO interviews. Additionally, FDOT aims to develop guiding principles and best practices using information gathered from the various activities conducted.

B. FY 2025 - FY 2028 Statewide Transportation Improvement Program

Title 23 U.S.C. requires the State to develop a STIP. The portion of the Program that is urbanized must be developed in cooperation with the MPOs. The State must also have a process for developing priorities with local officials in the rural areas. The STIP is a list of priority projects for the next four fiscal years. The projects are expected to be consistent with the Florida Transportation Plan (FTP), which serves as the statewide plan, and to incorporate the TIPs as adopted from within each metropolitan area. The STIP document has been submitted in Adobe PDF format and is available on the FDOT website at: <https://www.fdot.gov/workprogram/Federal/STIP-ProjectDetailListing.shtm>. STIP modifications are also captured daily and displayed in the current STIP document as noted online.

Before the STIP was required under the Intermodal Surface Transportation Efficiency Act, the state of Florida had developed a process for having a statewide improvement program. This document is the Five-Year Work Program and essentially serves as the STIP. Section 339.135, Florida Statutes, authorizes and sets the guidelines for the FDOT to develop a State Transportation Five-Year Work Program. It is the State's project-specific list of transportation activities and improvements that meets the goals and objectives of the FTP. Although FDOT's Five-Year Work Program serves as the basis for creating the STIP, it is important to note that FHWA and FTA only recognize the four-year element of the STIP, which is derived from FDOT's Work Program, for the purposes of programming federal funds.

Since the FDOT Work Program serves as the basis for creating the STIP, FHWA, and FTA look to the FDOT's Work Program development process to ensure compliance with Federal law. There are summary documents that clarify how the Work Program is developed and financed. Additionally, more detailed documents and procedures provide specific instructions for Work Program development. Some of these documents are located on FDOT's website: <https://www.fdot.gov/workprogram/WorkProgramResources.shtm>. Other resources are also available upon request from FDOT's Work Program Office.

Public participation is also a major component in the development of the STIP. The Work Program is developed by the Districts and Central Office, working with the MPOs and local governments. Input on the Work Program is also included from the Legislature, Governor's office, and public hearings. More detailed information related to the Public Involvement Process, utilized by FDOT to develop the Work Program and the STIP, can be found in the STIP Public Involvement Process pdf found at: <https://www.fdot.gov/workprogram/Federal/stip.shtm>.

In December 2020, FDOT adopted the new Florida Transportation Plan (FTP). The FTP included a Performance Element that shows how the transportation system performs on key measures of safety, asset condition, and mobility. This Performance Element had been previously coordinated with the FHWA and FTA prior to its adoption. The development of the next FTP began in June 2024 with an anticipated adoption by December 2025 ([2055 Florida Transportation Plan \(floridafdot.com\)](https://www.floridafdot.com/2055-Florida-Transportation-Plan)).

On April 15, 2024, FHWA notified FDOT that they did not meet the Transportation Performance Management (TPM) safety targets for 2022. As such, prior to the August 31, 2024, deadline, FDOT submitted an implementation plan that addressed the use of Highway Safety Improvement Program (HSIP) funds to meet or better the baseline data for the 5 safety targets which is currently under review by FHWA. In August 2024, FDOT also established their PM1 safety targets.

On April 14, 2023, FHWA determined that FDOT made significant progress towards the achievement of each 4-year (2018-2022) target for the National Highway Performance Program and National Highway Freight Program Measures (PM2 and PM3). On July 22, 2024, FHWA also provided a positive consistency determination to FDOT on their TAMP Implementation Documentation. The next four-year TPM performance period for PM2 and PM3 is from January 2022 to January 2026. The mid-point Performance Progress Report is due on October 1, 2024, and the Full Performance Report is due on October 1, 2026.

As part of FHWA's routine oversight activities for the statewide planning process, and in accordance with the Division's Standard Operating Procedure for the STIP, the planning unit conducts both an overall checklist review of the STIP and a spot check review of at least two randomly selected projects from each of the 27 MPO areas to assess the consistency in project information between the STIP, TIP, and LRTP planning documents. The preliminary results of this year's review indicate that emphasis is still needed in this area to ensure that projects are accurately reflected in both the TIP and STIP and that these projects are flowing from the MPO's LRTP. Consistency between the TIP and STIP was noted in 63% of the projects reviewed, which is about the same consistency from the previous year. Identifying and locating an LRTP project or phase associated with a particular STIP project or project phase with adequate funding for that phase also continues to be a challenge, in that only 69% of the projects reviewed were deemed consistent with the LRTP. It is important to note that all the inconsistencies identified were found in all seven Districts. FHWA has shared the preliminary information with the FDOT.

FTA is responsible for federal review and oversight of transit-related activities and also reviews the STIP to ensure regulatory compliance in partnership with FHWA. The results of FTA's STIP review are reflected in the appropriate areas of Section IV.

The FY 2024/25-2027/28 STIP needs to be fiscally constrained by year. To demonstrate how much funding is available for projects, FDOT developed a process and summary table to show the available funds including balance forward, estimated new funds, and the programmed projects. The STIP Production Accomplishment Report (PAR) is

developed annually by FDOT to demonstrate financial constraint for the new STIP. Ending balances in each of the major categories are positive in each year of the STIP. The summary is located in the STIP PAR Rollup table at the end of this section.

FDOT notes the following points regarding these summaries:

- The FY2025 Statewide Transportation Improvement Program (STIP) is based on the Adopted Work Program as of July 1, 2024.
- Net allocations available are presented as net of any Formula Obligation Authority (FOA) Constraints, where applicable. FDOT did not apply any OA constraint to the Electric Vehicle (GFEV) program or the Bridge Formula Program (GFBR) as neither of those new programs are subject to annual obligation limitation. FDOT also did not apply any constraint against Highway Safety Program funds as that is their highest priority. Finally, FDOT did not apply any constraints against funds suballocated for use in urban areas.
- Included is a breakout, by major fund rollup category, of the estimated Advanced Construction (AC) conversions anticipated to be done each year to fully consume the annual obligation limitation subject to lapse at each fiscal year end.

For the FY2023/2024 state fiscal year, FDOT AC converted \$2.71 B of AC to federal funds, which is reasonably consistent with the \$1.98 B that was planned for AC conversions at the beginning of FY2023/2024. Last year, FDOT estimated an AC conversion amount of \$1,981,512,107 during State fiscal year 2023/2024. This includes variables such as a \$425M August redistribution that were unknown at the time FDOT estimated the AC conversions for the year.

Summary of AC Conversions in State fiscal year 2024 (7/1/2023 through 6/30/2024)	
AC Conversions using FOA	Sum of Conversions to Formula Obligation Authority
Formula Obligation Authority	2,713,140,487
Grand Total	2,713,140,487

2025 STIP P.A.R. Rollups; FL Dept. of Transportation

	Fiscal Years			
	2025	2026	2027	2028
Congestion Mitigation/Air Quality Program, Carbon Reduction, & Promoting Resilience Programs				
Balance Forward from Prior Year	174,137,162	61,908,637	60,631,884	38,076,500
Net Annual Allocations Available	132,163,369	169,108,522	134,806,639	134,806,639
Less: Program of Projects	(119,391,894)	(65,385,275)	(57,362,023)	(66,517,744)
Funds Available before AC conversions	186,908,637	165,631,884	138,076,500	106,365,395
Planned AC Conversions	(125,000,000)	(105,000,000)	(100,000,000)	(100,000,000)
Balance Forward to Next Year	61,908,637	60,631,884	38,076,500	6,365,395
Discretionary/Earmarks, Highway Infrastructure Program, Bridge Formula Program, & Electric Vehicle Infrastructure				
Balance Forward from Prior Year	286,781,449	74,493,713	1,376,059	1,376,059
Net Annual Allocations Available	118,583,881	100,583,881	100,583,881	100,583,881
Less: Program of Projects	(330,871,817)	(173,701,535)	(100,583,881)	(100,583,881)
Balance Forward to Next Year	74,493,713	1,376,059	1,376,059	1,376,059
National Freight Program				
Balance Forward from Prior Year	149,291,691	66,168,815	183,778,700	121,663,997
Net Annual Allocations Available	62,843,658	245,220,948	64,047,421	65,178,061
Less: Program of Projects	(95,966,534)	(62,611,063)	(61,162,124)	(62,197,759)
Funds Available before AC conversions	116,168,815	248,778,700	186,663,997	124,644,299
Planned AC Conversions	(50,000,000)	(65,000,000)	(65,000,000)	(65,000,000)
Balance Forward to Next Year	66,168,815	183,778,700	121,663,997	59,644,299
National Highway System Performance Program				
Balance Forward from Prior Year	722,560,178	295,603,613	58,064,072	36,270,203
Net Annual Allocations Available	1,363,838,323	1,385,810,201	1,428,206,131	1,420,344,782
Less: Program of Projects	(40,794,888)	(23,349,742)	-	-
Funds Available before AC conversions	2,045,603,613	1,658,064,072	1,486,270,203	1,456,614,985
Planned AC Conversions	(1,750,000,000)	(1,600,000,000)	(1,450,000,000)	(1,450,000,000)
Balance Forward to Next Year	295,603,613	58,064,072	36,270,203	6,614,985
Planning and Research Programs				
Balance Forward from Prior Year	59,018,360	11,013,934	6,061,619	6,061,619
Net Annual Allocations Available	78,689,446	91,441,524	91,441,523	91,441,523
Less: Program of Projects	(126,693,872)	(96,393,839)	(91,441,523)	(91,441,523)
Balance Forward to Next Year	11,013,934	6,061,619	6,061,619	6,061,619
Safety Programs				
Balance Forward from Prior Year	157,835,011	96,800,149	54,968,074	4,117,220
Net Annual Allocations Available	167,684,301	171,153,264	171,153,265	171,153,265
Less: Program of Projects	(53,719,163)	(27,985,339)	(27,004,119)	(27,004,119)
Funds Available before AC conversions	271,800,149	239,968,074	199,117,220	148,266,366
Planned AC Conversions	(175,000,000)	(185,000,000)	(195,000,000)	(145,000,000)
Balance Forward to Next Year	96,800,149	54,968,074	4,117,220	3,266,366
Surface Transportation Block Grant Program				
Balance Forward from Prior Year	411,440,012	124,085,715	13,859,492	719,814
Net Annual Allocations Available	686,276,975	705,913,749	699,717,220	705,735,605
Less: Program of Projects	(788,631,272)	(651,139,972)	(558,856,898)	(394,986,327)
Funds Available before AC conversions	309,085,715	178,859,492	154,719,814	311,469,092
Planned AC Conversions	(185,000,000)	(165,000,000)	(154,000,000)	(195,000,000)
Balance Forward to Next Year	124,085,715	13,859,492	719,814	116,469,092
Grand Totals - All Programs				
Balance Forward from Prior Year	1,961,063,863	730,074,576	378,739,900	208,285,412
Net Annual Allocations Available	2,610,079,953	2,889,232,089	2,689,956,080	2,689,243,756
Less: Program of Projects	(1,677,350,077)	(1,257,581,426)	(1,064,406,449)	(860,727,234)
Funds Available before AC conversions	3,015,074,576	2,498,739,900	2,172,285,412	2,154,797,815
Less: AC Conversions	(2,285,000,000)	(2,120,000,000)	(1,964,000,000)	(1,955,000,000)
Balance Forward to Next Year	730,074,576	378,739,900	208,285,412	199,797,815

C. Summary of the FY 2024 Annual MPO Certifications by FDOT

Each FDOT District and MPO must jointly certify annually that the transportation planning process is addressing the major issues facing the metropolitan area. The purpose of the MPO certification review is to establish that the MPO's planning process is being conducted in accordance with 23 CFR 450.334. The reviews also provide the opportunity to recognize noteworthy practices, provide recommendations for consideration, and identify corrective actions needing resolution within the timeframe specified in the Certification Report. Many of the joint certification statements listed findings, such as noteworthy achievements and areas for future emphasis. A general compilation of the topic areas from the FDOT/MPO certification reviews conducted this year are noted and do not necessarily apply to every MPO. The following are the findings from the 2024 Certifications for the 2023 MPO planning processes.

All MPOs, with the exception of Palm Beach TPA are identified as a low risk, Palm Beach TPA is at an elevated risk. Risk Assessment Trends included invoices being submitted in a timely manner and reducing invoicing errors. Palm Beach's elevated risk is due to delayed invoice submission.

MPO Identified Best Practices/Noteworthy Achievement Areas

- Enhanced Public Involvement
 - Hybrid Meeting Process
 - Go-To-Webinar Platform
 - QR Codes for mobile access
 - Project Landing Pages
 - Podcasts
 - Virtual meetings
 - Pop-Up events
- Online Academy for internal MPO staff
- Virtual Orientation for TPO/CAC/TCC members
- Rural Regional Transportation Plan
 - Unification of partnerships
 - Coordination with local governments to develop the Rural Transportation Plans
- Off-System Roadway Safety Audit (RSA) Framework
 - Analyze and identify safety countermeasures for crash hotspots
- Resiliency
 - Created Transportation Resiliency Master Plan
 - Educational component for board members and locals
 - Extensive stakeholder, holistic approach to address resiliency vulnerabilities
- Complete Streets Initiatives and Education
 - Studies
 - Educational Initiatives
- Regional planning

- Technology Usage
 - Use of Drone technology for data collection
 - AI Analysis of Truck Parking Conditions on US 301 at I-10
 - Aerial Vision Mapping for D2 Straight Line Diagram (SLD) Process
 - Early Train Detectors Pilot in FDOT District 2
 - Drone Bridge Inspection Pilot Project
- Safety
 - Comprehensive Safety Action Plan
 - Implemented Crosswalk Markings Visibility Study
 - Quiet Zone Safety Program
 - Ad campaign to educate on railway safety
 - Quiet Work Zone Areas
- Collaboration & Communication
 - Monthly Coordination meetings with Liaisons and MPOs to resolve technical and regional issues
 - Meet with municipal governments to align Comprehensive Plans with LRTP goals and objectives
 - Operational and feasibility studies with innovative engagement

FDOT Identified Corrective Actions

There were no corrective actions issued during the 2023 annual joint FDOT/MPO certification process.

FDOT Identified Recommendations

Monthly Coordination Meetings between MPO and District – MPOs should continue to participate in Monthly Coordination Meetings to collaborate on addressing their needs, share information with FDOT, and provide feedback on improvements to the coordination process.

Website Updates and Maintenance – MPO Website should be up-to-date and documents should be uploaded promptly after board approval for public viewing and consumption. Additionally, links to all documents on the MPO’s website should be functional.

Metropolitan Planning Organization Agreement - New agreements should include all terms and conditions of the agreement.

D. Summary of the 2023 FHWA/FTA Certification Reviews of the Transportation Management Areas

During calendar year 2023, FHWA/FTA conducted TMA Certification Reviews for the Metroplan Orlando, Miami-Dade TPO, Palm Beach TPA, Broward MPO, River to Sea TPO, and Polk TPO. The results of these FHWA/FTA TMA certifications were summarized at the 2024 Florida Federal Planning Certification (Statewide Annual Assessment) Meeting. There were no corrective actions identified during these six 2023 certifications.

E. Fiscal Year 2024 Program Accountability Review Results

For Fiscal Year (FY) 2024, the Florida Division Planning staff conducted (3) Program Accountability Results (PAR) reviews on three of the State's non-Transportation Management Area (TMA) Metropolitan Planning Organizations (MPOs). The purpose of these reviews is to assess fiscal constraint of the Long-Range Transportation Plans (LRTPs) and determine their compliance with 23 CFR 450.324. This review was conducted as a risk response mitigation strategy to address the Division's 6th risk statement for FY21. The risk statement indicates that if MPOs do not include all regionally significant projects within an LRTP, then LRTPs will not be fiscally constrained and projects may be advanced that do not come from the MPO planning process. This year's review effort concludes the assessment of all nine non-TMA MPOs in Florida conducted over a three-year period. The non-TMA MPOs selected for review this FY were Bay, Hernando-Citrus, and Okaloosa-Walton MPO. As a result of this review and the input provided, no recommendations have been identified.

F. Training/Technical Assistance Needs

During the certification review site visits conducted in calendar year 2023, the following technical assistance/training needs were identified:

- MPO mentoring program
- Housing criteria and how to integrate it into long range planning.
- Air quality criteria for MPOs in nonattainment areas.
- Financial management systems as a follow-up from the July Peer Exchange. FHWA funded a July peer exchange where some MPOs went to Kansas City to learn more about financial management. They will share this knowledge with other MPOs.

The following training was offered to the MPOs this past year based on previous FDOT and MPO requests:

- Performance management: This training was provided at FMPP this year. FHWA has also provided training on this topic.
- Procurement and contracts: FDOT provided training this year.

At the conclusion of the Statewide Planning Finding meeting, FHWA summarized the above MPO training requests for FDOT. FHWA and FTA will continue to work with the MPOs to provide resources in these areas.

IV. 2024 FINDINGS AND RECOMMENDATIONS

The following items represent a compilation of the findings that are included in this 2024 Planning Finding report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the Florida's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in Florida. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks and are intended to assist FDOT in improving the planning process. Noteworthy activities highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

A. FHWA/FTA highlight the following **Noteworthy Activities** underway by FDOT this year:

- 1. Opting out of Complete Streets Planning Requirements for FY25:** FDOT coordinated with FHWA in submitting a request to opt out of the BIL Complete Streets planning requirements. The Federal Review Team commends FDOT for its continued efforts to incorporate Complete Streets principles and projects within its transportation investment decision-making processes and practices, including the development of its new FFY 2024-2025 Complete Streets Prioritization Plan as part of the TIP/STIP development process. The submitted opt-out request was approved by FHWA, making FDOT the first State DOT to be approved to opt out of the Complete Streets planning activities requirement described in BIL § 11206(e) for FY25. FHWA Florida Division is committed to working with FDOT to further describe how its Complete Streets Program is integrated and practicably applied within the Florida Transportation Plan (FTP) and STIP documents. Additionally, FHWA and FTA will coordinate with FDOT to address administrative aspects of this approval. Note that if FDOT desires to opt out for FY26, then another opt-out request must be submitted next year.
- 2. Performance Data Integration Space:** FDOT provided an update on their new Performance Data Integration Space (PDIS), an information hub available to FDOT stakeholders, to be used for data-driven transportation decisions. The MPOs can use this repository during performance target setting, by accessing and downloading performance data. PDIS also provides resources on grants information, Vulnerable Road User (VRU), and Signal4 (S4) Analytics. Additionally, it is linked to the performance fact sheet, safety data forecast, LRTP and TIP templates. The data is also connected to the FDOT Sourcebook, a tool with a comprehensive, interactive dashboard used for monitoring the performance of Florida's multimodal transportation system and for calculating mobility measures.

3. MPOAC Noteworthy Practice Portal: The MPOAC recently established a Noteworthy Practices Portal which was developed in collaboration with the North Florida TPO. This portal is hosted on the MPOAC's website and allows MPOs to submit best practices via the portal. Submittals considered noteworthy are added to the website and shared with transportation professionals across the state in a webinar series, providing a process for knowledge sharing, ensuring participation from MPOs of all sizes, and encouraging adoption by other organizations. The portal can be found here: <https://publicinput.com/mpoac>.

B. The following **Corrective Actions** require action for compliance with the federal planning regulations and must be completed within the timeframes noted:

No corrective actions have been identified.

C. FHWA/FTA offer the following **Recommendations** to continue implementing improvements to the transportation planning process within the State of Florida:

1. STIP Documentation with Sufficient Descriptive Material

Observation: FTA and FDOT are working together to address this recommendation. In the last year, FDOT updated the Work Program instructions to clarify what is needed for the STIP documentation. However, there are inconsistencies with how STIP information is presented statewide, resulting in insufficient descriptive material. Observed inconsistencies include no clear delineation between capital and operating assistance activities, inaccurately or insufficiently describing proposed activities, and no references to the urbanized area FTA funds are apportioned to or the FTA funding program. While FTA acknowledges and appreciates FDOT's work program efforts, improvements associated with past recommendations do not appear to be reflected in the STIP.

Recommendation: The Federal Review Team recommends that FDOT continue to work with FTA to ensure sufficient coordination and information exchange between FDOT, MPOs and transit agencies so that activities are correctly recorded and reflected in the STIP and TIPs.

2. STIP Documentation of Flex Funds

Observation: Recent discussions have been held with FDOT regarding flex transfers. The Federal Review Team observed activities supported with flex funds were removed from the STIP prior to obligation. Although flex funds may be successfully transferred between FHWA and FTA or vice versa, the transfer process does not obligate funds.

Recommendation: The Federal Review Team recommends FDOT collaborate with the MPOs and transit agencies to develop a process to monitor the obligation

status of flex funds to confirm when to remove activities from the STIP. The defined process should support FDOT and the MPOs' efforts in accurately recording activities to maintain consistency between the STIP and TIP.

3. Timely Submittal of STIP Related Documentation for the Statewide Planning Finding

Observation: FHWA and FDOT met several times throughout the year to agree upon a realistic schedule for submitting supporting documentation to approve the STIP. As a result of the effective communication and collaboration, the site visit was moved from July to May and supporting materials were submitted timely.

Recommendation: The Federal Review Team recommends that FDOT continue to coordinate internally to ensure submittals of supporting information are in accordance with the agreed upon schedule. The Federal Review Team also recommends that FDOT and the Federal Agencies continue to meet on a monthly basis to solely focus on submittals of required deliverables, decide if the timing of the Statewide Assessment meeting in May worked and should continue, and agree upon the milestones for the 2025 submittals thus ensuring thorough and timely Federal review and approval of the STIP.

4. Transparency and Consistency in the Programming of MPO Federal Funds

Observation: The Federal Review Team acknowledges the strides taken by FDOT in utilizing applicable tools and forums to address this recommendation as noted in Section III.A.5 of this report. Efforts made include robust discussions on the topic at MPOAC Meetings and FDOT workshops with MPO Liaisons. Additionally, FDOT plans to present the summarized results of the MPO interviews at the October MPOAC meeting. FDOT noted that their goal is to develop guiding principles and best practices from information gathered from all interactive engagements with FDOT and the MPOs on prioritizing and programming of the MPO Federal Funds.

Recommendation: The Federal Review Team recommends that FDOT continue its efforts in implementing the planned activities in fulfilling this recommendation. Ultimately, incorporating the feedback received into the process and providing clear documentation on the mutually agreeable process that can be used collaboratively by all MPOs and FDOT Districts as a blueprint for prioritizing and programming of MPO Federal funds. This will ensure a successful, transparent, and consistent 3-C process is being implemented that not only meets the MPOs', FDOT's, and rural communities' needs, but also facilitates solutions that will achieve Florida's transportation vision and goals.

5. Urban Area Boundary Maps Update

Observation: FHWA has been collaborating with FDOT to conduct review and submittal of the updates to the Urban Area Boundary (UAB) Maps based on the results of the 2020 Census. The submittal includes the uploading of all Geographic Information System (GIS) data sets and maps. Both agencies have been meeting regularly to review the adjustments to the maps. The collaboration has increased recently to ensure completion by the December 2024 submittal due date.

Recommendation: The Federal Review Team encourages the continued collaboration between FDOT and FHWA to ensure a timely submittal of all Urban Area Boundary Maps.

6. Rural Planning

Observation: Federal regulations establish that at least once every five years, each state is required to review and update its process for cooperating with nonmetropolitan local officials during the development of its long-range statewide transportation plan and the STIP. This process is also referred to as the Nonmetropolitan Transportation Planning Process or the Rural Planning Process. FDOT completed the most recent update of this process and submitted a Plan to FHWA and FTA for informational purposes in June 2019. In 2024, FDOT reached out to nearly 500 local government elected and administrative officials to obtain feedback on their satisfaction with FDOT communications. However, the response was minimal. FDOT extended their outreach methods to gain additional feedback which is due to be completed by October 2024. Additionally, based on a recent status update provided by FDOT, the 2024 Nonmetropolitan Transportation Planning comment process, which was due in June 2024, is behind schedule.

Recommendation: The Federal Review Team recommends that FDOT updates the Nonmetropolitan Transportation Planning Process by October 2024. The Team also recommends that FDOT establish a realistic functional development schedule to ensure that all activities and reviews are completed timely to facilitate delivery of future updates. This may involve beginning the update process earlier and discuss effective outreach methods with stakeholders to ensure feedback is captured in the plan. FDOT should continue to explore additional innovative approaches to coordinating with rural communities.

Conclusions

Based on routine coordination throughout the year with the various statewide planning participants, discussions at the “annual assessment” meeting, the review of statewide summary and planning documents provided by participating and affected offices, and the status of past “annual assessment” recommendations, FDOT continues to demonstrate that they address federal questions/concerns, as such concerns are identified.

Therefore, it is hereby determined that Florida’s statewide and metropolitan transportation planning processes continue to substantially satisfy the requirements of 23 U.S.C. 134 and 135, 49 U.S.C. 5303-5305, 23 CFR Part 450 and 500, and 49 CFR Part 613. FHWA and FTA will continue working with Florida’s various planning partners (e.g., FDOT, the 27 MPOs, local /regional transit service providers, local governments, State/local resource agencies, and the public) to further address and complete the activities and commitments contained in this report.

Appendix A – Meeting Agenda



Federal Planning Findings Meeting Agenda

Location: CO-Burns Building Executive Conference Room, Microsoft Teams

Date: Thursday, May 30, 2024

10:00 am – 10:15 am	Welcome & Introductions <ul style="list-style-type: none">• Jennifer Fortunas, PE• Karen Brunelle, PE• Rob Sachnin, AICP
10:15 am – 10:30 am	Status of 2023 Statewide Annual Assessment <ul style="list-style-type: none">• Jennifer Fortunas, PE• Donna Green
10:30 am – 10:45 am	FDOT Office of Inspector General Planning Audits <ul style="list-style-type: none">• Barbara Brown-Walton, CIGA, CSM
10:45 am – 11:00 am	Annual Joint Certification <ul style="list-style-type: none">• Romero Dill
11:00 am – 11:15 am	Rural Planning Process, Apportionment Plans, & MPA Boundary Map Update <ul style="list-style-type: none">• Jennifer Carver, AICP• Mike Neidhart, AICP
11:15 am – 11:30 am	Office of Work Program & Budget Update <ul style="list-style-type: none">• Julie Adamson, CPA
11:30 am – 11:45 am	Funding LOPP <ul style="list-style-type: none">• Jennifer Fortunas, PE
11:45 am – 12:00 pm	MPOAC Updates <ul style="list-style-type: none">• Mark Reichert



12:00 pm – 1:00 pm	<i>BREAK</i>
1:00 pm – 1:15 pm	Transit Update / 2020 Census <ul style="list-style-type: none">• Chris Wiglesworth
1:15 pm – 1:30 pm	FTA Topics <ul style="list-style-type: none">• Aries Little
1:30 pm – 1:45 pm	FHWA Topics <ul style="list-style-type: none">• Karen Brunelle, PE• Cathy Kendall, AICP
1:45 pm – 2:00 pm	Current Topics <ul style="list-style-type: none">• Jennifer Fortunas, PE
2:00 pm – 2:15 pm	Trainings <ul style="list-style-type: none">• Cathy Kendall, AICP• Jennifer Fortunas, PE
2:15 pm – 2:30 pm	Facilitated Discussion – UPWP and Related Topics <ul style="list-style-type: none">• Donna Green
2:30 pm – 2:50 pm	Federal Partners Wrap Up <ul style="list-style-type: none">• FTA• FHWA
2:50 pm – 3:00 pm	FDOT Wrap Up <ul style="list-style-type: none">• Donna Green
3:00 pm	Adjourn

Appendix B - Summary of Discussions that Supported the 2024 Planning Findings

2024 Federal Planning Finding Meeting

Thursday, May 30, 2024

10:00 am – 3:00 pm

Subject: 2024 Federal Planning Findings Meeting

Meeting Goal: The Federal Highway Administration (FHWA) and Federal Transit Agency (FTA) have joint stewardship responsibilities to ensure that the statewide and metropolitan planning processes satisfy the federal planning requirements. This Federal Planning Certification is required to approve the State Transportation Improvement Program (STIP) by FHWA and FTA.

MEETING NOTES

Welcome and Introductions

Jennifer Fortunas, Professional Engineer (PE), from the Florida Department of Transportation (FDOT) Office of Policy Planning (OPP) welcomed everyone to the Federal Planning Findings Meeting.

- Jennifer introduced Karen Brunelle, PE, from FHWA, and Rob Sachnin, American Institute of Certified Planners (AICP), from FTA.
- Attendees from FHWA, FTA, FDOT, and the metropolitan planning organizations (MPOs) introduced themselves.
- Cathy Kendall, AICP, from FHWA, announced that she will be moving to a new position as the Director of the Office of office Technical Services.
- Jennifer introduced new OPP staff:
 - **Donna M. Green** – Metropolitan Planning Administrator
 - **Allison Beaty** – Statewide Planning Analyst
 - **Amanda Lanphere** – Statewide Federal Grants Coordinator
 - **Amanda Carpenter** – Community Planning Administrator

The group participated in a Mentimeter activity where attendees responded to the following questions:

How would you describe the MPO/FDOT District MPO Liaison relationship?

- Most respondents replied with Excellent (33) or Good (29). 9 replied with Fair and 4 replied with Needs Improvement.
- When asked why they feel this way, the respondents provided the following main takeaways:
 - Communication is key in the relationships between the MPOs and District MPO Liaison.
 - District MPO Liaisons are responsive and helpful to the MPOs.
 - There is a lot of turnover at the District MPO Liaison position.
 - MPOs and District MPO Liaisons can have different priorities, but collaboration can help the agencies see eye to eye on these differences.

How would you rate the transparency of your FDOT District when it comes to funding MPO priority projects?

- 18 respondents replied Excellent, 25 replied Good, 14 replied Fair, and 6 replied Needs Improvement.
- When asked why they feel this way, the respondents provided the following main takeaways:
 - There is a lack of coordination and transparency between FDOT District Staff and the MPO.
 - It is difficult to prioritize and get funding for smaller projects.

How would you describe your understanding of the Federal Requirements for the MPO process?

- 17 respondents replied that they are proficient, and they do not require training.
- 30 respondents replied that they have some level of understanding.
- 5 respondents replied that they need further training.
- 10 respondents replied that they are new to the process and need training.
- When asked why they feel this way, the respondents provided the following main takeaways:
 - Federal Requirements change frequently and can be difficult to keep track of. Training can help with understanding new requirements.
 - It would be helpful if FHWA engaged more frequently with the MPOs.
 - Keeping the MPO Handbook up to date with Federal requirements is helpful.

Status of 2023 Statewide Annual Assessment

An overview of the corrective actions and recommendations from 2023 Florida Federal Planning Findings and the responses by FDOT was provided:

- There were no corrective actions for 2023.

The following noteworthy practices implemented by FDOT in 2023-2024 were discussed:

Rural Planning and Engagement

- FDOT partnered with Emerald Coast Regional Council (ECRC) on the Regional Rural Transportation Plan Pilot Project. The project includes [an online GIS mapping application](#) that identifies projects that could be included in the FDOT Work Program.
- District 3 expanded this program to include the Apalachee Regional Planning Council (ARPC) to develop a Regional Rural Transportation Plan.
- FDOT is partnered with Florida State University (FSU) to assist with rural transportation planning in several counties in District 2 and to research rural community engagement techniques for local governments and interest groups to identify projects and priorities for rural and non-metropolitan areas.

Resiliency

- The Resilience Action Plan (RAP) was finalized in June 2023 and includes an assessment of the potential impacts of flooding, storms, and sea level rise on the State Highway System.

- A Resilience Chapter for the Project Development and Engineering (PD&E) Manual is currently being developed.
- The Resilience Quick Guide (updated April 2023) outlines how MPOs can incorporate resilience into their Long Range Transportation Plan (LRTP).
- FDOT enhanced the Sea Level Scenario Sketch Planning Tool and created the Environmental Screening Tool Area of Interest (AOI) Tool Resilience Report.
- FDOT conducted training for users on the AOI Tool Resilience Report which provides information on roadway impacts for a range of hazards and flooding scenarios and supports a risk-based assessment of vulnerabilities of transportation system.

Stakeholder Involvement in Planning Finding Process

- FDOT has ensured that the Florida MPOs and District MPO Liaisons are actively involved with the Florida Metropolitan Planning Process (FMPP) meetings and the Federal Planning Findings annual meeting.
- FDOT provided outreach resulting in more than sixty stakeholders participating each day of the two-day Fiscal Year (FY) 2023 Annual Planning Findings Meeting.
 - This Annual meeting serves as a forum for discussions, reporting and documentation of issues, activities and efforts included in this Federal Planning Findings report.
 - During the meeting, FDOT hosted two vibrant and robust collaboration sessions to gain feedback on focused areas of the statewide planning process.

FDOT Infrastructure Investment and Jobs Act (IIJA) Resources and Florida Grant Dashboard

- FDOT Office of Policy Planning monitors Notice of Funding Opportunities (NOFOs) for IIJA federal discretionary grant opportunities.
- FDOT has designated District Grant Coordinators for each District and provides technical assistance for management of the grants.
- FDOT established the [Florida Discretionary Federal Grants Awards Dashboard](#). The interactive dashboard tracks capital and planning grants by type, program, and applicant, as well as by award total and project cost.

Recommendations from the 2023 Florida Federal Planning Findings meeting were reviewed. Discussion was minimal due to the collaboration between FHWA and FDOT during monthly meetings leading to the 2024 Federal Planning Findings meeting.

2023 Recommendation 1: Tracking of Available Funds

Recommendation: The Federal Review Team recommends FDOT continue to work with the Federal partners and MPOs to explore tools which will refine and enhance tracking federal funds used for planning and provide to the Federal Agencies and MPOs regular and accurate status information on all federal funds used for planning (PL), including non-PL funds, the FDOT 80/20 rule, and the IIJA 2.5% PL set aside for Complete Streets Planning. The Federal Review Team encourages FDOT to comprehensively track these funds and their deobligations to ensure that relevant and reliable information is provided to the Federal Agencies and MPOs to support the federal Unified Planning Work Program (UPWP) approval.

Progress:

- OPP prepared UPWP guidance on 2.5% Complete Streets set aside. This guidance included template language for UPWPs.
- FDOT Office of Work Program and Budget (OWPB) provided FHWA with the Work Program Development Cycle & MPO Planning Cycle Overview.
- OWPB updated the District MPO Liaisons on the 80/20 rule on 5/1.

Recommendation 2: STIP Documentation with Sufficient Descriptive Material

Recommendation: The Federal Review Team recommends that FDOT should continue to work with FTA to ensure sufficient coordination and information exchange between FDOT, MPOs and transit agencies so that activities are correctly recorded and reflected in the STIP and TIPs.

Progress:

- Chapter 21 of the [Work Program Instructions \(WPI\)](#) was updated to reflect capital and operating activities.
- The FDOT Transit Office has coordinated with FTA on providing descriptive language in the STIP.

Comments and discussion:

- Has the Transit Office formulated any updates or examples over time?
 - The Transit Office has not yet created any examples. The current TIP includes information on urban areas and capital and operating expenses. The Transit Office can work more with the Districts and review the current TIP to see if there is any progress on providing more descriptive language.
 - The Transit Office will continue to work with FTA staff on this recommendation.

Recommendation 3: Timely Submittal of STIP Documentation

Recommendation: The Federal Review Team recommends that FDOT continue to coordinate internally to ensure submittals of supporting information are in accordance with the agreed upon schedule. The Federal Review Team also recommends that FDOT and the Federal Agencies establish a meeting on a Monthly basis, beginning in January 2024, to solely focus on submittals of required deliverables to ensure thorough and timely Federal review and approval of the STIP.

Progress:

- FDOT coordinated internally to meet the STIP/TIP schedule set by FHWA.
- FDOT requested FHWA extend the deadline of PAR Roll-Up to August 15. FHWA agreed to this new deadline.

Recommendation 4: UPWP Scope Review Process

Recommendation: The Federal Review Team recommends FDOT review the feedback provided and develop an action plan to address the input received on the challenges of UPWP scope development and review. The Federal Review Team also recommends FDOT consider conducting workshop(s) to clarify the level of detail for UPWP task scopes before the UPWP cycle kicks off to assess the MPOs' readiness for the upcoming

FY2024/2025 UPWPs. This interactive activity would minimize scope related UPWP Amendments and ensure timely federal UPWP review and approval.

Progress:

- FDOT updated the UPWP Chapter of [MPO Handbook](#) and provided guidance on UPWP task details. This was presented at the January FMPP meeting.
- FDOT discussed UPWP scope details at the District 2 MPO workshop in March. This included providing examples of showing who, what, where, when, why, and funding amounts for task descriptions.

Recommendation 5: Transparency and Consistency in the Programming of MPO Federal Funds

Recommendation: Since the 23 CFR 450.322 project selection process from the TIPs hasn't been reviewed in several years, the Federal Review Team recommends FDOT conduct follow-up coordination session(s) with the MPOs to determine what parts of the existing collaborative process for selecting projects is still working and what areas could be enhanced. This activity will reinforce that a successful, transparent, and consistent 3-C process is being implemented that not only meets the MPOs', FDOT's, and rural communities' needs, but also facilitates solutions that will achieve Florida's transportation vision and goals.

Progress:

- January 2024 MPO Advisory Council (MPOAC): OPP hosted a project prioritization and programming activity with the MPOs and District MPO Liaisons.
- April 2024 FMPP: OPP provided a recap of the January MPOAC activity.
- June – July 2024: OPP is interviewing select MPO Executive Directors on project prioritization and coordination with FDOT.
- October MPOAC: OPP will provide a recap of these interviews.

Comments and discussion:

- How did OPP determine which MPOs to interview?
 - A survey was provided at the January MPOAC activity. OPP offered to interview any MPOs that shared interest in participating in follow up discussions. OPP also looked to interview MPOs of different sizes.
- FHWA commented on the benefits of the monthly coordination meetings between FHWA and FDOT. These meetings allowed for the agencies to discuss the recommendations in detail and has allowed FHWA to build relationships with OPP, OWPB, and the Transit Office.
 - FHWA would like to continue these monthly meetings.

FDOT Office of Inspector General (OIG) Planning Audits

The audits of the Collier MPO and the River to Sea TPO were presented by the Office of Inspector General.

- Collier MPO – Finding 1
 - Objective: Determine if the Collier MPO's written accounting policies and financial management procedures and processes are in accordance with:
 - Federal Regulations

- Florida Statutes
 - FDOT/MPO Agreement
 - Memorandum of Understanding (MOU)
 - MPO Handbook
 - Finding: The Collier MPO's policies and procedures provide sufficient controls and oversight structure.
- Collier MPO – Finding 2
 - Objective: Determine whether the Collier MPO's invoices and expenses are in accordance with:
 - Federal Regulations
 - Florida Statutes
 - FDOT/MPO Agreement G2821
 - MOU
 - MPO Handbook
 - Finding: For Invoices FHWA-G2821, Invoices 1 – 4 were allowable, necessary, reasonable, and allocable.
- River to Sea TPO – Finding 1
 - Objective: Determine if the River to Sea TPO's written accounting policies and financial management procedures and processes are in accordance with:
 - Federal Regulations
 - Florida Statutes
 - FDOT/MPO Agreement
 - MOU
 - MPO Handbook
 - Finding: The River to Sea TPO policies and procedures provide sufficient controls and oversight structure.
- River to Sea TPO – Finding 2
 - Objective: Determine whether the River to Sea TPO's invoices and expenses are in accordance with:
 - Federal Regulations
 - Florida Statutes
 - FDOT/MPO Agreement G2798
 - MOU
 - MPO Handbook
 - Finding: For Invoices FHWA-G2798, Invoices 1 – 9 were allowable, necessary, reasonable, and allocable.
 - District 5's MPO Liaison issued a Specific Conditions letter to the River to Sea TPO for the following reasons:
 - Vacancy on the executive committee and leadership team
 - Relocation of offices due to two hurricanes
 - Amendment process for Long Range Transportation Plan (LRTP)

- FDOT has seen high levels of staff turnover without people passing down knowledge. It is best practice that multiple people assume responsibility of tasks.
 - OIG has seen a lot of cutting and pasting in spreadsheets that have been sent to them for review in the invoice cover page. Mistakes can easily occur when information is cut and pasted.
- When reviewing FDOT/MPO Agreements, OIG looks at the frequency in which invoice checks are conducted.
 - Required supporting documentation must be consistent with what is in the FDOT/MPO Agreement.
- OIG provides a [link](#) to OIG products where people can see OIG processes from start to finish.

Annual Joint Certifications

Annual Joint Certifications were discussed. Certifications are due to OPP by June 1, immediately following this meeting. An overview of the process and metrics of the assigned risk levels was discussed.

- Risk Assessment results are as follows:
 - 2023: there were 4 moderate risk MPOs and 1 high risk MPO
 - 2024: there was 1 elevated risk MPO
- Risk Assessment Trends:
 - Trends with new low risk MPOs:
 - Invoices submitted on time (less than or equal to 90 days after the end of the invoice period).
 - Reduced materially significant invoice errors.
 - Trends with the one elevated risk MPO:
 - Invoices submitted late (more than 90 days after the end of the invoice period).
- Romero Dill, OPP, reviewed some MPO noteworthy practices demonstrated in the Joint Certifications:
 - Charlotte County-Punta Gorda MPO – Regional Coordination
 - Annual meetings with Sarasota/Manatee MPO and Lee County MPO Boards to discuss projects of regional significance.
 - Last year meeting very well attended, standing room only.
 - In-person staff attendance at MPOAC.
 - MPO/County Transit staff hosted and facilitated public statewide Florida Commission for Transportation Disadvantaged (CTD) Business meeting.
 - Included County’s Transit Facility tour.
 - Spotlighted local area transit services and local economic rebound from Hurricane Ian.
 - Forward Pinellas – Safe Streets Pinellas
 - Encouraged 23 of 25 local government partners to sign resolutions on support for Safe Streets Pinellas and commit to the goal of zero transportation-related deaths on the MPO’s network by 2045.
 - Applied for and received a Safe Streets and Roads for All grant in partnership with six local governments.

- Funding being used in 5 specific locations with transportation safety challenges and identify implementable solutions to improve safety for all users at each site.
 - Each effort includes community engagement through community meetings and walking audits.
 - Indian River County MPO – Long Range Planning Efforts and Visioning
 - Over the last year, the MPO has kicked off multiple planning studies in an effort to begin shaping the 2050 long range transportation plan.
 - These efforts include major updates to the TDP and the Bike Ped/Master Plan. Additionally, the MPO is working together with FDOT District 4, the St. Lucie TPO, and the Martin MPO in the development of the next-generation regional transportation planning model (TCRPM6).
 - These efforts, in combination with the Visioning Study completed in 2022, provide a robust foundation for the 2050 LRTP, which will be commencing this year.
 - North Florida TPO – Implementing New Technologies
 - The North Florida TPO, in partnership with Smart North Florida, continues to expand its efforts to modernize FDOT District 2 processes with new technologies. Specific efforts include the following:
 - Artificial Intelligence (AI) Analysis of Truck Parking Conditions on US 301 at I-10
 - Aerial Vision Mapping for District 2 Straight Line Diagram (SLD) Process
 - Early Train Detectors Pilot in FDOT District 2
 - Drone Bridge Inspection Pilot Project
- Are the Joint Certifications uploaded to the [Liaison Toolkit](#)?
 - Yes, and OPP will pull all Joint Certifications and send to FHWA as the final Joint Certification package.

Nonmetropolitan Planning Process

Jennifer Carver, OPP, provided an update on FDOT’s nonmetropolitan transportation planning process:

- Federal and state law require cooperation with nonmetropolitan local officials in the development of the long range statewide transportation plan, referred to as the Florida Transportation Plan (FTP) and the STIP.
 - Federal law also requires states to review their nonmetropolitan transportation planning process every five years.
- FDOT sent out a survey to nonmetropolitan local officials to solicit their comments on the nonmetropolitan transportation planning process. Responses were documented in the report.
 - The survey was sent to nearly 500 local government elected and administrative officials via the Florida League of Cities, Florida Association of Counties, Small County Coalition, Florida Regional Council Association, and relevant FDOT staff.

- 34 survey responses were returned:
 - 48% of respondents were satisfied with the existing planning process.
 - 52% agreed that local programs grant resources and assistance were readily available.
 - 28% did not know who their FDOT District contact was for transportation planning technical assistance.
- District 3 has been conducting Regional Rural Transportation Planning Pilot Projects (RRTP)
 - The first pilot project was conducted in partnership between FDOT District 3 and the Emerald Coast Regional Council and concluded in February 2023.
 - The project covered nonmetropolitan areas in seven counties in northwest Florida.
 - This project served as a model for other nonmetropolitan areas.
 - Engaged nonmetropolitan areas in a similar method as the urban/metropolitan long range transportation planning process.
 - Established an ongoing cooperative process for nonmetropolitan communities in the area to plan and prioritize transportation improvements.
 - Established a platform for education and assistance on funding processes.
 - Created an interactive online map to assist with data for proposed projects, document local government projects, and educate officials and general public on the status of regional transportation planning.
 - Moving forward, District 3 plans to expand the pilot program to the eastern half of the District and to other nonmetropolitan areas of the state.

The following questions were asked and discussed.

- When will the RRTP be ready?
 - FDOT is conducting an internal review of the drafts now. OPP will finalize the RRTP after this review.
- Did FDOT follow-up with the elected/administrative officials that did not respond to the survey?
 - No, OPP emailed the survey multiple times to respondents and didn't receive any additional feedback and now is ready to move forward with the process. Methods for soliciting more feedback will be a focus of the next review.
- Does FHWA have time to review the nonmetropolitan planning process review report before it is finalized?
 - OPP does not have a specific timeframe for sending out this document and can coordinate with Dana Knox for FHWA's review.
- Will FHWA need to conduct a review?
 - FHWA and OPP will discuss.

Apportionment Plan/Metropolitan Planning Area (MPA) Boundary Map Update

- Apportionment Plan/MPA Boundary Map Process:
 - December 2022: US Census published new urban area boundaries.
 - Early 2023: FDOT developed Guidance document and Template for MPOs.
 - May 2023: FDOT kicked-off Apportionment Plan process.
 - November 2023: MPOs submitted Apportionment Plans to FDOT.
 - January 2024: FDOT submitted Apportionment Plans to the Governor.
 - FDOT is awaiting approval from the Governor.
- Once approved, new members may begin to vote. MPOs can appoint the new members before the Governor signs, they are just unable to be official voting members and cannot file their Amended Interlocal Agreements with the Clerk of Courts until the Apportionment Plans are signed by the Governor.
- Boundary & Membership Status:
 - Amended/updated Interlocal Agreements become effective once they are filed with the Clerk of Courts. The process recommended to the MPOs included:
 - The MPOs obtain all required signatures from their voting member governments/organizations.
 - Then send the signed Agreement or Amendment to the FDOT District Secretary, who will not sign until the Governor has approved the MPO's Apportionment Plan.
 - Upon the Governor's approval of the MPO's Apportionment Plan, the FDOT District Secretary will sign and send the Agreement or Amendment back to the MPO to file with their respective Clerk of Courts Office.
 - FDOT will transmit approved Apportionment Plans with MPA Boundary Maps to FHWA
- 3 MPOs proposed MPA boundary changes, 6 MPOs proposed membership changes, and 2 MPOs proposed boundary and membership changes.
- 8 MPOs will need to amend their Interlocal Agreements for the Creation of the MPO.
- Does OPP have an update on the timeline for the MPA Boundary Maps?
 - FDOT is awaiting the Governor's approval. The MPA Boundary Maps will be sent as soon as the Governor approves.
- FHWA provided information on the Adjusted Urban Area Boundary Maps. Most states have already submitted. Most states submit within a few months of the beginning of the year. FHWA would like for this information to be provided in July at the latest. All Geographic Information System (GIS) data will need to be uploaded.
 - OPP coordinated with the Transportation and Data Analytics (TDA) Office on obtaining this GIS data.
 - FHWA provided a December 29, 2023, deadline for FDOT to approve the Adjusted Urban Area Boundary Maps. FHWA stated that this process does not technically require the Governor's signature.
 - If FDOT intends on updating the Adjusted Urban Area Boundary Maps, FDOT must send FHWA documentation stating that it intends on sending this information to FHWA.

- It was stated that new members cannot vote until the Governor signs off on the Apportionment Plans. Is this correct?
 - Yes, this is correct.

OWPB Update

OWPB discussed key upcoming dates related to Work Program development:

- The fiscal year ends June 30, 2024, and the new fiscal year starts July 1, 2024.
- August 1, 2024: Deadline to receive MPO project/priority lists. FDOT Districts have their own deadlines. MPOs should coordinate with their Districts.
- October 31, 2024: Statewide Programs close.
- December 20, 2024: Public Hearings complete.
- January 14, 2025: Snapshot for draft Tentative Work Program, realignment, and close Tentative Work Program.
- March 4, 2025: Legislature convenes.

OWPB also reviewed key topics related to Work Program:

- Timing with PL funds
 - De-obligated funds will not become available until September/October due to roll-forward.
 - In order to spend de-obligated funds, OWPB needs available funding and budget. Roll-forward gives OWPB a mechanism to budget in order to spend these PL funds.
 - Only 25% of PL is allocated with the first PL authorization in the first year of the UPWP (July-September).
 - The UPWP cycle follows the State FY, which begins July 1. The Federal FY begins October 1. Only 25% of PL funds can be authorized after July 1. The remaining allocation is authorized after October 1.
- 80/20 Rule
 - The calculation of authorized amounts from the prior UPWP (FY 2023/2024) are used to determine compliance with the 80/20 rule.
 - 80/20 is calculated to ensure that remaining PL funds are being spent down before SU funds are used.
- Questions and comments
 - On July 1, are 100% of FTA funds converted to Consolidated Planning Grant (CPG) funds?
 - Once converted, all of these funds become PL.
 - OWPB will discuss this with MPOAC.
 - Does the Work Program process change due to changing the dates of session each year?
 - Yes, FDOT submits the Final Tentative Work Program in January in even years and March in odd years.
 - SU that is used for the LRTP is not considered part of the 80/20 rule.
 - MPOs should use all PL funds first for operations and planning study needs, then use SU later in the UPWP.
 - Is this information available anywhere?

- Yes, this is documented in the MPO Handbook and the WPI.
- OWPB developed a timeline that it can share with the District MPO Liaisons after the Monthly Liaison Meeting.
- OPP will invite OWPB to the July FMPP meeting to provide training. FHWA agrees that this would be helpful.

Funding the List of Priority Projects (LOPP)

- Federal Funds are passed through FDOT Central Office and FDOT Districts, where they are distributed to MPOs and other local agencies based on population, statutory requirements, Transportation Management Areas (TMA) and other factors.
 - SU funds through the District Work Program, while PL funds come from Central Office.
- How do MPO projects get selected by FDOT?
 1. Existing projects are updated to latest engineering/right of way estimates to ensure funding needs are accurate.
 2. The MPO's LOPP is reviewed and integrated into FDOT District priorities based on available funding amounts and sources. The most restrictive funding sources are paired with the most restrictive projects first until all funds are programmed. Projects must be consistent with FDOT policies and guidance, including the Florida Transportation Plan, Highway Safety Improvement Plan, and Strategic Intermodal System (SIS) Policy Plan and SIS Cost Feasible Plan (CFP).
 3. After funds are applied to the first four years of the existing Work Program, projects are added to the new 5th year with any funds remaining.
 - Communication between agencies needs to be frequent.
- Typical MPO considerations for the LOPP include the following:
 - The MPO prioritization process is based on LRTP goals.
 - The project has local support.
 - The project has set engineering cost estimates.
 - The project is Work Program ready.
 - This refers to projects that are programmable. The project is understood well enough that it can move forward.
 - The project is shovel-ready or ready to go to design.
 - The project is scoped enough so that it is an actual project that can be constructed.
- FDOT and MPOs should be coordinating constantly in the prioritization process.
 - Challenges can be mitigated through communication, which creates partnerships through collaboration, makes the prioritization process easier for both the MPO and FDOT, and helps deliver projects that meet the needs of local communities.
 - FDOT and MPOs should have frequent meetings on priority projects.

Open Discussion

- MPOs:
 - It will be interesting to see if intelligent transportation system (ITS) and safety projects are able to compete with corridor projects for prioritization.
 - Broward MPO noted inconsistencies in the prioritization process. FDOT Central Office and the Districts should coordinate to ensure consistency. The MPOs are given guidance from FHWA on funding areas that is different from the single list of priorities that FDOT recommends. It will be helpful if FHWA, FDOT, and the MPOs continue to coordinate on this.
 - Capital Region Transportation Planning Agency (CRTPA) agreed that it is not practical to have a single list. It is easier to tailor projects into different categories rather than creating a single list. Noted that it is difficult for lower cost projects to compete for priority with higher cost projects of regional significance.
 - Space Coast TPO (SCTPO) agreed that the single list makes it difficult to fund smaller projects. The MPO tried doing a single list once and the MPO Board did not agree with this. The MPO now uses different funding categories.
 - North Florida TPO (NFTPO) said that one consolidated project list works well for them. The MPO works with its local counties to establish their priorities. If smaller projects are a priority for the counties, then the MPO will fund them. This works well for NFTPO due to strong connections with local governments and the District MPO Liaison but may not work as well for others.
- District MPO Liaisons:
 - It is difficult for FDOT to manage different priority lists. It all comes down to communication. MPOs and FDOT do not always see eye-to-eye on project prioritization, but Districts try to accommodate to the MPOs as much as possible.
 - District MPO Liaisons work closely with MPOs. More communication has led to more success. This has helped MPOs define projects and prioritize them.

MPOAC Update

- MPOAC is partnering with the Center for Urban Transportation Research (CUTR) on a review of the LOPP process. The goal is to conclude this project in September or October. The final report will be provided at the October MPOAC meeting.

MPOAC Leadership

- The MPOAC Executive Committee consists of the following members:
 - Orange County Commissioner Mayra Uribe (MetroPlan Orlando): Governing Board Chair
 - Mayor Dick Ryneanson (Okaloosa-Walton TPO): Governing Board Vice-Chair
 - Councilmember Andrea Young (Space Coast TPO): At-large Committee Member

- Sarasota/Manatee MPO Staff Director Dave Hutchinson: Staff Directors' Advisory Committee Chair
- Florida-Alabama TPO Staff Director Austin Mount: Staff Directors' Advisory Committee Vice-Chair

PL Formula

- MPOAC reviews the PL formula every ten years.
- Over the course of four meetings and many scenarios, the MPOAC Policy and Technical Subcommittee met to consider different scenarios for distribution of the federal PL Funds. FDOT and FHWA participated in these discussions. After much debate, the Subcommittee determined that the current formula, with the additional PL funds being provided through the IIJA, was most reasonable. The only change being recommended is the off the top amount that is deducted for the MPOAC. The revised distribution formula was presented to the MPOAC Governing Board at its meeting on July 27, 2023, which it unanimously approved. Below is the complete PL Distribution Formula as approved.
 - \$770,000 to the MPOAC, not to exceed the approved operating budget (this covers operating budget, consultant fees and MPOAC/MPO membership dues).
 - \$350,000 base for each MPO.
 - The remainder of funds to be distributed proportionately among each MPO based on its urban area population as a percentage of the statewide urban area population.
 - MPOs that merge retain the \$350,000 base allocation. Not a time limit put on this.

Collaboration Efforts

- Collaboration with FDOT/FHWA and other partners continued throughout the year. Besides the regularly scheduled Quarterly MPOAC meetings, there were frequent Executive Committee meetings and Policy and Technical Subcommittee meetings which included participation from FHWA, FDOT and others. The MPOAC also participated in numerous FMPP meetings, held an MPOAC/FDOT Coordination Workshop in January and the Executive Directors met every other week with the FDOT Planning team to discuss various issues. In addition, there were countless interactions between FDOT Planning Staff and MPOAC Staff throughout the year.

MPOAC Weekend Institute

- The MPOAC Weekend Institute continues to be well received by the participants, continuing to receive 4.5/5 on all sessions in polls. The Institute is provided to MPO Governing Board members to prepare them for their role as an MPO Board member. The MPOAC held three sessions this past year. The third was added at the request of the ECRC to make it easier for their members to travel to the event. The Association of Metropolitan Planning Organizations (AMPO) recently kicked off its training series and modeled them after the MPOAC Weekend Institute. In the

coming year, MPOAC plans to develop a training program for MPO staff members as well.

2024 Legislative Session

- The most challenging issue of the year was addressing an attempt by the Florida Legislature to alter the metropolitan planning process. Both the House and Senate proposed bills that would have impacted the MPOs' ability to follow the Federal Planning process to keep them in compliance to receive federal funding. The legislation had several provisions that were either inconsistent with federal law or federal administrative regulations or yielded a result inconsistent with the concepts inherent in federal law or regulations. The proposed legislation also attempted to abolish the MPOAC. The MPOAC was created by the Florida Legislature in 1984. The Legislature had the foresight at that time to see a need for the MPOs in Florida to have a forum for statewide policy discussions and for FDOT to have a more efficient way of implementing statewide planning policy with the MPOs. There were only 15 MPOs in Florida in 1984. The MPOAC enlisted the help of the MPOs and various transportation partners as well as the Florida Association of Counties and League of Cities to defeat the proposals, which was ultimately successful.
- Both bills died in committee. However, the MPOAC anticipates the Legislature will bring this legislation back next year in some form in next session. MPOAC is making preparations for this. There is a lack of understanding of the planning process by the Legislature. Mostly, there is a lack of understanding on the importance of following Federal requirements in order to receive Federal funds. MPOAC is meeting with legislatures to give them a better understanding of the planning process and reminding them that the Florida transportation system is recognized as one of the best in the country.

Discussion

- Are the noteworthy practices specific to Florida?
 - Yes.
 - Are these shared publicly?
 - Yes, they are available on the [MPOAC website](#).
- How many people have participated in the MPOAC Weekend Institute in 2023 and 2024?
 - Here are the attendance numbers for the MPOAC Institute over the past two years:
 - March 2023 – 18 participants
 - May 2023 – 13 participants
 - February 2024 – 25 participants
 - March 2024 – 9 participants
 - May 2024 – 10 participants

Transit Update / 2020 Census

2020 Decennial Census Changes

- The publication of new area boundaries based on 2020 census data will affect how funding is awarded to grantees beginning in Federal Fiscal Year 2024, which begins October 1, 2023. This includes changes to FTA allocations for urbanized area formula grants (section 5307), formula grants for rural areas (section 5311), as well as other FTA formula-based programs.
- Based on the new changes, FTA has identified the following new large urban area designations. Their documentation has been submitted to FTA:
 - Deltona
 - Navarre
 - Gainesville
- Small urban area designations included:
 - Fernandina Beach-Yulee
 - Four Corners
 - Poinciana

Rule 14-73 Update – Transit Development Plan (TDP)

- The purpose and objectives of the 2024 update was to better update it to reflect current times, align it with the MPO planning process, support transit agency and MPO coordination, and streamline TDP development and the annual reporting process.
- The rule has not been updated in over twenty years.
- TDP Rule Update:
 - Some highlights from the rule update include the requirement that the TDP shall consider and be consistent with key plans such as the FTP, local comprehensive plans, the MPO LRTP, and regional goal and objectives.
 - It requires TDPs to include an assessment of the extent to which the land use and urban design patterns support or hinder transit service. Including identifying efforts that foster a more multi-modal operating environment and identifying priority transit corridors.
 - It seeks to enhance agency coordination including coordination with the MPO and local workforce boards as well as introduces a requirement for public meeting and public comments periods.
 - It will allow agencies to develop a streamlines plan of action with three key elements including a 10-Year Implementation Program, a financial plan as well as a loss of transit priority projects.
- Rulemaking 2015:
 - In 2023, the Professional Development Workshop (PDW) was conducted at the University of South Florida (USF). This workshop focused on updating the rule.
 - Currently, we are in the notice of the proposed rule process. For the new rule to be published, it needs to be signed by the FDOT Secretary, then the Joint Administrative Procedures Committee (JAPC), then will go to public comment.
 - It is anticipated that the rule will change this year.

2020 Planning Finding STIP/TIP Sufficient Descriptive Material

- The Transit Office has made updates to the WPI to include additional programming details including:
 - FTA program number (5310, 5339 etc.)
 - Grantee's name
 - UZA Name
 - Phase
- Central Office will continue to provide recurring communication and technical support to the District Transit and District Work Program staffs on adding additional descriptors within the Project Description in accordance with these new WPI instructions. FDOT will continue to work with the District MPO Liaisons to ensure the Work Program description and programming is consistent with the information in the MPO's TIP.

Questions and Discussion

- Does the Transit Office host trainings with District staff on this information?
 - Yes, the Transit Office meets with each District one-on-one.
- What is some of the missing information you all are not seeing in the STIP/TIP descriptions?
 - Project numbers are not transferred into the TIP. The Transit Office will continue to work with FTA on this.
- With regards to the 2020 Census update, Transit Office stated that the concurrency letters were sent out. Are the agreements still pending approval from the FDOT Secretary?
 - The letters are signed by the Modal Administrator. They do not need to go through the FDOT Secretary.
- FTA has heard that there is an interest in merging MPOs in the Tampa area. If this is the case, how will the merger of MPOs impact transit?
 - The Transit Office does not anticipate any impacts to Florida's transit agencies at this time.
- Who is the transit provider or recipient in the small urban areas?
 - Four Corners and Poinciana are working with their local representatives to determine their transit agency service area split. Fernandina Beach-Yulee is in conversations with the Jacksonville Transit Authority (JTA).
- Adding description to the TIP adds flexibility. Training could be a great resource for keeping the Districts and Central Office on the same page.
- Putting capital and operating expenses in two separate places could trigger amendment thresholds. Coordination can help with this process.
- FHWA and FTA approve the STIP every year. This overrides the previous year rollover. Recipients will try to use the last year STIP rather than the current year STIP. They should be using the current STIP.

- In the past, FHWA has heard that MPOs will fund transit development plans, but we have not seen this.
 - The Transit Office will share the proposed language change. The goal is to improve the overall process. It will be easier for transit agencies to follow rules to receive Federal funds.
 - Transit plans and transit-oriented development (TOD) can be funded through 5307 funds. Those should be programmed in the UPWP.
 - A link to more information about [TOD funding](#) was provided in the chat.
- Planning activities proposed that use funds other than 5305(d) should be programmed in the UPWP.

FTA Topics

Public Transportation Agency Safety Plans (PTASP) – Section 5307 Requirements

- The following requirements have now been added:
 - The Safety Committee or approach to cooperation with frontline transit worker representatives to the Agency’s Safety Management Policy.
 - Consideration of Safety Committee recommendations to the Accountable Executive responsibilities.
 - Transit worker assaults, near-misses, and unsafe acts and conditions to employee safety reporting program as examples of safety concerns.

STIP & Flex Funds

- Flex funds must remain in the STIP until obligated.
- The obligation process can only be initiated once FTA receives the flexed funds. The recipient must apply for the funds via the Transit Award Management System (TrAMS) application process with FTA. Once the application is awarded, then the funds are obligated. The recipient may not apply for funds right away or for the full amount.
- In a previous finding, it was recommended for FDOT to keep flex funds in the STIP until funds are obligated. It is still advised to accommodate this practice going forward.

Participation Opportunities

- FTA 5311 Circular: FTA Seeks Input on Proposed Updates to the Rural Areas Formula Grant Programs Guidance (9040.1) Circular.
 - Comments on the proposed changes to the 5311 Circular are due by June 3rd.
- The remaining circulars are still being updated and will be released Fall 2024.
- FTA Capital Investment Grants (CIG) Guidance is open for public comment on revisions to policy guidance for the CIG program. Comments to the proposed CIG Guidance are due by June 4th in the Federal Register docket.

Questions and Comments

- Is there a slide providing the PTASP information?
 - A link to the [PTASP final rule](#) was provided in the meeting chat.
- Broward MPO is working on including unobligated flexible funds to the TIP. The MPO would like FDOT to collaborate on this in order to improve consistency. Moving forward the MPO will carry these funds to the TIP.
- In the past there was a corrective action in flex funding. FTA is happy that this is no longer a corrective action. Now, the MPO must apply for these funds. Funds are not awarded or obligated until they are approved. These funds need to be applied for by the potential recipient. FDOT has a process on these steps.

FHWA Topics

Transportation Management Area (TMA) Certifications

- FHWA conducted the TMA Certifications for six MPOs in 2023. There were no corrective actions. These MPOs showed the following noteworthy practices:
 - Polk TPO demonstrated transportation for veterans, active-duty military, and elderly populations. The MPO works with Veteran Affairs (VA) and Polk County to provide these services. The MPO gave FHWA a tour on their visit.
 - Broward MPO demonstrated an impressive [tactical urbanism program](#).
 - Miami-Dade TPO displayed its new equity assessment tool.
 - Palm Beach TPA has set up an ArcGIS hub used to identify transportation resources and data.
 - River to Sea TPO enhanced the scope of their Congestion Management Plan (CMP) to include more information on the plan.
 - MetroPlan Orlando expanded their transportation disadvantaged (TD) program.
- Recommendations:
 - FHWA has seen improved fiscal constraint and financial planning. This was improved from a corrective action.
 - MPOs did not all include alternative funding strategies or all sources of revenue in plans.
 - MPOs should coordinate for seamless travel between transit providers. This should be incorporated in transportation safety plans.
 - MPOs should be provided [National Highway Institute \(NHI\) training](#) on grants management, given all of the funding opportunities through IIJA.
- NFTPO and Collier MPO have TMA certifications in 2024.
- The Program Accomplishment Report (PAR), like TMA certifications, have shown fewer issues recently.
- The District MPO Liaisons, MPOs, FHWA, and FDOT Central Office have demonstrated strong collaboration to address any identified issues.
- MPOs would like to see Federal partners outside of the TMA certification reviews. This could help streamline the reviews.
- FHWA appreciates MPOs for working with them and showing an ability to meet process requirements.

Current Topics

Recurring Meetings

- Monthly FHWA Collaboration:
 - OPP has held monthly meetings with FHWA leading up to the Federal Planning Findings Meeting. These meetings have focused on addressing the recommendations from the 2023 Federal Planning Findings.
 - The meetings have been a great way to touch base on recommendations and check in monthly on progress. The agencies collaborate during these meetings to find solutions.
 - Meetings held in 2024 on February 22, March 25, and April 29.
- OPP/OWPB Monthly Meeting:
 - OPP and OWPB meet monthly to discuss outstanding items and upcoming deadlines that require coordination between two offices.

Trainings and Workshops

- Apportionment Plan Webinar – June 6, 2023
- 2050 Statewide Revenue Forecast – June 8, 2023
 - The FDOT Office of Policy Planning hosted a webinar on the development of the 2050 Revenue Forecast.
- Florida Metropolitan Planning Partnership:
 - February 1, 2023 (in-person @ Florida's Turnpike Enterprise)
 - April 17, 2023 (virtual)
 - July 26, 2023 (in-person @ Florida's Turnpike Enterprise)
 - November 13, 2023 (virtual)
- Palm Beach TPA (PBTPA) Performance Measures Meeting – August 7, 2023
- FDOT/MPO Financial Workshop – December 18 & 19, 2023. This workshop was hosted at PBTPA and covered topics such as:
 - FDOT Financial Overview
 - FDOT Funding for MPOs
 - UPWP Development and Revisions
 - UPWP De-obligations and Closeout
 - Invoicing and Progress Reports
 - MPO Timelines
- District Trainings/Workshops
 - District 2 (March 1, 2024): OPP provided in person training to D2 Liaisons and MPO staff. Topics included:
 - Long Range Transportation Plan
 - Transportation Improvement Plan / Statewide Transportation Improvement Program
 - Unified Planning Work Program (UPWP) – Overview, Revisions, De-obligations, and Closeout
 - Congestion Management Plan/Process
 - Public Participation Plan
 - Transportation Management Area Certification

- District 3 (March 8, 2024): OPP provided training online to District 3 Liaisons and the Emerald Coast Regional Planning Council (ECRC). Topics Included:
 - Unified Planning Work Program: UPWP cycle and De-obligation/Closeouts
 - Invoicing and Progress Reports
- District 5 (April 2, 2024): Provided in person training to District 5 FDOT and MPO employees. Topics included:
 - Long Range Transportation Plan
 - Transportation Improvement Plan / Statewide Transportation Improvement Program
 - List of Priority Projects
 - Unified Planning Work Program (UPWP) – Overview, Revisions, De-obligations and Closeout
 - Threshold and Eligibility of Expenditures
 - DBE Compliance
 - Congestion Management
 - Strategic Intermodal System
 - Statewide Freight and Mobility Trade Plan
- OPP Office Hours are set up at a dedicated timeslot. If questions arise, the District MPO Liaisons can take advantage of this time. Mike Neidhart and Romero Dill have and will be hosting Office Hours for District MPO Liaisons.
- Transportation Planning Exchange
 - Happy to see FHWA there. The MPO OPP team hosted the following facilitated discussions and workshops at the Transportation Planning Exchange meeting in St. Petersburg:
 - Funding the Future (May 7, 2024)
 - FTP Visioning Sessions: Roadmap to 2055 (May 9, 2024)
- OPP will add Training Videos to our training library. The videos are being developed based on YouTube video shorts format. Once completed, they will be housed in the FDOT Learning Curve library and on YouTube.

Resources

- [Grant Application Process \(GAP\) System](#)
 - GAP went officially live on February 1st.
 - OPP provided training on February 5, 2024, to the District MPO Liaisons, MPO staff and FHWA staff.
 - OPP also met with FHWA staff and provided a GAP training to FHWA staff on March 4, 2024.
 - GAP helped with processing of UPWP and has been an improvement from SharePoint.
 - FHWA thanked Romero Dill from OPP for his help with GAP.
- SharePoint Website Update
 - The [MPO Partner SharePoint site](#) update started in 2023 with a concern with user access, accessing document files and users were not able to approve documents in the portal. The site was updated to address these issues. The MPO Partner Site was updated and went live on April 30, 2024.
- MPO Handbook Updates

- Chapters that have been updated:
 - UPWP (published 2/8/2024)
 - TIP (published 4/10/2024)

Trainings

- During TMA certification reviews, FHWA asked MPOs for their training needs.
- River to Sea TPO requested the following trainings:
 - MPO mentoring program: The MPO believed MPOAC would be a good lead for this program.
 - Performance management: This training was provided at FMPP. FHWA has also provided training on this topic.
 - Procurement and contracts: FDOT provided this training.
- MPOs identified additional technical assistance/training needs below:
 - Housing criteria and how to integrate it into long range planning.
 - Air quality criteria for MPOs in nonattainment areas. FHWA has resources that can help with this.
 - More information on financial management systems. FHWA funded the July peer exchange. Some MPOs are going to Kansas City to learn more about financial management. They will share this knowledge with other MPOs.
- Does FDOT have any training requests for FHWA?
 - FDOT does not currently have any requests but will continue to coordinate with District MPO Liaisons and the MPOs on their needs for trainings.
- OPP will provide trainings for new District MPO Liaisons in Districts 1 and 3.
- FHWA will provide training on PL eligibility at the next FMPP meeting.
- The FDOT Equal Opportunity Office (EOO) will provide training at the next monthly liaison meeting on the updated GAP System and using it for contracts and Disadvantaged Business Enterprise (DBE) compliance.
- Transportation performance measures will be discussed at the next FMPP meeting. This discussion will focus on state level targets. A follow up will take place at the October FMPP meeting, which will include discussion on the performance report of the FTP.
 - FDOT will ask MPOs for feedback on their targets.
- Is FDOT considering altering performance targets?
 - This will be discussed in the July FMPP. FDOT may lower the target for bridges in poor condition to 5% or less. Travel time reliability in PM3 may also be adjusted.
- MPOs can email FHWA with any training requests they have.
- District 5 requested training on the Strategic Intermodal System (SIS).

Facilitated Discussion – UPWP and Related Topics

Dana Reiding and Becky Marsey, FTO, provided an update on the [new Performance Data Integration Space \(PDIS\)](#).

- This resource is used as a repository for the MPOs to use during performance target setting.
- PDIS update:
 - Performance data is available for download.

- This source provides resources on grants information, RAP, Vulnerable Road User (VRU), and Signal4 (S4).
- Links to the performance fact sheet, safety data forecast, LRTP and TIP templates, and a link to the FDOT Sourcebook are also available.
- The website provides a [story map](#) that tracks [Florida trends and conditions](#), including demographic and vehicle data.
- Regarding the FDOT Sourcebook, updates will be seen in September/October. What is the lag time on this updated information?
 - The data takes some time to compute. There will be a 4–6-month lag time, depending on data type.
- Will the safety data be provided by August/September?
 - Yes, the safety data forecast pulls the March 1 data. FTO intends on using preliminary data. PM 1, 2, and 3 data will be ready by August 31.
- FHWA has found the FDOT Sourcebook to be a helpful resource. It helps FHWA collect MPO performance targets.
- Will the new site still allow for downloadable models?
 - Yes.

Donna M. Green, OPP, leads a discussion on the UPWP process.

- MPOs/District MPO Liaisons are finishing the UPWP process.
 - MPOs adopted by May 15.
 - Liaisons reviewing and recommending FHWA approval by June 1.
 - FHWA to approve UPWPs by June 30.
- What were some of the MPO challenges or best practices during the UPWP process?
 - The current timeline for receiving final approval from the FHWA on June 30th does not allow the MPO sufficient time to process the document. Would it be possible to aim for a deadline of June 1st next season to ensure that the MPO has ample time to complete their process?
 - Internal procedures have FHWA returning the UPWP to the MPOs and FDOT by June 10. When submitted to FHWA, they have ten days to submit the approval letter.
 - Polk TPO and Miami-Dade TPO stated that their UPWP processes have gone smoothly.
 - MPO Boards usually approve the UPWP in May. The District MPO Liaison sends the official UPWP between June 1-10. Sometimes there is a tendency to do this once it is signed by the director, but it can be sent before this. Coordination with FHWA helps with this process.
 - There was an issue in GAP with notifications not being sent to the MPO when FDOT and FHWA provided comments. This was brought to OPP's attention and OPP is working with the site's developer to get this resolved.
 - FHWA recommends that FTA be sent a copy of the UPWP in a timely manner. GAP does not send a copy to FTA, so it must be emailed to them.
 - FHWA reviews on the UPWP are required for approval. The word courtesy should be removed from this page in GAP.
 - OPP is working with the site developer on this.

- Overall, GAP has been a big upgrade in the UPWP review and approval process.

Federal Partners Wrap Up

- FTA had no comments and thanked FDOT for hosting the meeting.
- FHWA thanked FDOT for being responsive and meeting with them on a monthly basis.
- The high levels of communication between agencies will be reflected in FHWA's findings.
- Can FDOT send FHWA this presentation?
 - Yes, FDOT will email it.

FDOT Wrap Up

- FDOT thanked their staff for their help this year and thanked everyone for attending.
- Upcoming events:
 - OPP Office Hours
 - LRTP GIS Data Guide – May 21 & June 4, 2024
 - GAP – May 28 & June 14, 2024
 - Summer Virtual FMPP – July 17, 2024
 - MPOAC Meeting (In-Person) – July 24, 2024
 - Fall In-Person FMPP (hosted in Orlando) – October 23, 2024
 - MPOAC Meeting (In-Person) – October 24, 2024
 - June – July: OPP will be holding interviews with MPO Executive Directors regarding project prioritization and coordination. Thank you to all MPOs who are participating in these interviews.

Adjourn

- Donna thanked everyone for attending.

ACTION ITEMS:

1. FDOT items:

- OWPB: Share OWPB timeline with the District MPO Liaisons.
- MPOAC: Send FHWA a list of who participated in the MPOAC Weekend Institute this year.
- Transit Office: Review how the merger of MPOs will impact transit and share this information with FTA.
- Transit Office: Share the proposed language change for Rule 14-73.
- OPP: Coordinate with Dana Knox, FHWA, on a timeframe for reviewing the nonmetropolitan planning process review report.
- OPP: Work with GAP developers to ensure MPOs receive all notifications on FDOT and FHWA comments during document review.
- OPP: Work with GAP developers to remove courtesy from FHWA approval of UPWPs.
- OPP: Send the slides from this meeting to FHWA.

- i. OPP: Provide the MPOs with information on whether or not new board members can vote before the Governor signs off on the Apportionment Plans.

Appendix C - Meeting Attendees

Attendee Name	Organization
Julie Adamson	FDOT Office of Work Program and Budget
Tellis Baker	FDOT District 6
Calandra Barraco	Lee MPO
Amy Beckmann	FDOT District 5
Whit Blanton	Forward Pinellas
Lorin Brissett	BCC Engineering
James Brown Jr.	Florida's Turnpike Enterprise
Achaia Brown	FDOT District 2
Ryan Brown	Sarasota/Manatee MPO
Barbara Brown-Walton	FDOT Office of Inspector General
Karen Brunelle	Federal Highway Administration
Kelly Budhu	FDOT District 4
Greg Burke	Capital Region TPA
Larry Burns	FDOT Office of Inspector General
Jennifer Carver	FDOT Office of Policy Planning
Stephanie Certain	FDOT Office of Work Program and Budget
Regina Colson	FDOT Forecasting and Trends Office
Norma Corredor	Broward MPO
John Crocker	Federal Transit Administration
Renee Cross	Broward MPO
Julia Davis	Polk TPO
Romero Dill	FDOT Office of Policy Planning
Yi Ding	St. Lucie TPO
Slade Downs	MetroPlan Orlando
Mary Elwin	Hernando/Citrus MPO
Carl Ema	Broward MPO
Michael Escalante	Gainesville MTPO
Robert Esposito	Hernando/Citrus MPO
Chelsea Favero	Forward Pinellas
Siaosi Fine	Florida's Turnpike Enterprise
Paul Flavien	Broward MPO
Jennifer Fortunas	FDOT Office of Policy Planning
Brian Freeman	Indian River County MPO
Wayne Gaither	FDOT District 1
Harrison Garrett	Kimley-Horn and Associates
Peter Gies	Broward MPO
Georganna Gillette	Space Coast TPO
Ron Gogoi	Lee MPO
Carlos A. Gonzalez	Federal Highway Administration
Donna Green	FDOT Office of Policy Planning
Lakshmi N. Gurram	Charlotte County-Punta Gorda MPO

Attendee Name	Organization
Dusty Hansen	Collier MPO
Stephan Harris	River to Sea TPO
Lindsay Heinrich	Sarasota/Manatee MPO
Gary Huttman	MetroPlan Orlando
Carsherah Jackson	FDOT Office of Work Program and Budget
Ken Jeffries	FDOT District 6
Christy Johnson	FDOT District 3
Elisa Joyner	FDOT District 7
Angela Kaufman	Polk TPO
Cathy Kendall	Federal Highway Administration
Sean Kingston	Collier MPO
Dana Knox	Federal Highway Administration
Scott Koons	Gainesville MTPO
Charles Koppernolle	FDOT District 5
Dasha Kosheleva	Atkins
Jack Kostrzewa	Capital Region TPA
Gary Kramer	Emerald Coast Regional Council
Amanda Lanphere	FDOT Office of Policy Planning
Hillary Laskey	FDOT District 2
Taylor Laurent	MetroPlan Orlando
Clark Letter	North Florida TPO
Suzanne Lex	Capital Region TPA
Aries Little	Federal Transit Administration
Laura Lockwood-Herrscher	Patel, Green and Associates
Jessica Lopez	Miami-Dade TPO
David Machado	Sarasota/Manatee MPO
Carmen Maldonado	FDOT District 1
Jim Mann	Indian River County MPO
Becky Marsey	FDOT Forecasting and Trends Office
Adrian Marquez	Polk TPO
Sean McAuliffe	FDOT Office of Work Program and Budget
Mike McDaniel	Heartland Regional TPO
Harmoni McGee	Hillsborough TPO
Melissa McKinney	FDOT District 5
Anne McLaughlin	Collier MPO
Jason Morgan	Federal Transit Administration
Austin Mount	Emerald Coast Regional Council
Malcolm Moyse Jr.	Miami-Dade TPO
Mike Neidhart	FDOT Office of Policy Planning
Valerie Neilson	Palm Beach TPA
Harrison Nichols	Kimley-Horn and Associates
Colleen Nicoulin	River to Sea TPO

Attendee Name	Organization
Jill Nobles	Emerald Coast Regional Council
Tony Norat	FDOT District 4
Ryan Nuckols	Kimley-Horn and Associates
Kelsey Olinger	FDOT District 7
Brandon Oliver	Federal Transit Administration
Jean Parlow	Federal Highway Administration
Bryant T. Paulk	FDOT District 3
Edith Perez	FDOT District 1
Kia Powell	FDOT District 5
Richard Ranck	Heartland Regional TPO
Mark Reichert	MPOAC
Dana Reiding	FDOT Forecasting and Trends Office
Wade Reynolds	Hillsborough TPO
Adriana Rodriguez	MetroPlan Orlando
Christopher Rosenberg	Miami-Dade TPO
Tina Russo	Pasco County MPO
Robert Sachnin	Federal Transit Administration
Jason Sartorio	MetroPlan Orlando
Jonathan Scarfe	FDOT District 5
Laurie Schaediger	Pasco County MPO
Dawn Schwartz	Emerald Coast Regional Council
Don Scott	Lee MPO
Angela Session	North Florida TPO
Jeff Sheffield	North Florida TPO
Kendra Sheffield	FDOT Office of Work Program and Budget
Huiwei Shen	FDOT Office of Chief Planner
Jennifer Shipley	FDOT District 4
Vishaka Shiva Raman	Hillsborough TPO
Amber Simmons	Hillsborough TPO
Greg Slay	Capital Region TPA
Kristi Smith	FDOT District 1
Marybeth Soderstrom	Heartland Regional TPO
Jill Strickler	Emerald Coast Regional Council
Greg Stuart	Broward MPO
Joseph Sullivan	Federal Highway Administration
Marsha Taylor	FDOT District 4
Curlene Thomas	Federal Highway Administration
Lorenzo Thomas	Polk TPO
Erika Thompson	Federal Highway Administration
Alex Trauger	MetroPlan Orlando
Andrew Uhlir	Palm Beach TPA
Rolando Valdes	FDOT Forecasting and Trends Office

Attendee Name	Organization
Ricardo Vazquez	Martin MPO
Wenonah Venter	Sarasota/Manatee MPO
Mark Vietze	Indian River County MPO
Maria Teresa Vilches	Miami-Dade TPO
Elizabeth Watkins	Hillsborough TPO
Brian Watts	FDOT Office of Policy Planning
Aviance Webb	Federal Transit Administration
Kristina Whitfield	Kimley-Horn and Associates
Chris Wiglesworth	FDOT Transit Office
Cory Wilkinson	HDR
Alexis Willhite	Palm Beach TPA
Victoria Williams	Florida's Turnpike Enterprise
Johnny Wong	Sarasota/Manatee MPO
Michael Woods	Lake-Sumter MPO
Suzanne Ziegler	FDOT District 7

Item Number 8

Presentation – Research Project: List of Project Priorities (LOPP) Development Practices in Florida

DISCUSSION:

Jeff Kramer, AICP, Principal Investigator, Center for Urban Transportation Research, will present the findings and recommendations from the MPOAC/FDOT supported research project looking at the MPO LOPP development practices in Florida.

REQUESTED ACTION:

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

ATTACHMENT:

Research presentation slides

Metropolitan Planning Organization (MPO) List of Project Priorities (LOPP) Development Practices in Florida

Project Manager: Mark Reichert

Principal Investigator: Jeff Kramer

University of South Florida

BED25-977-12

October 2024 | Presentation of Final Report to the Florida MPO Advisory Council

Problem Statement

A lack of standardization and great variability in LOPP development...

- Potentially hinders effective communication of project priorities
- May complicate development of the Tentative Work Program

Methodology

Literature Review

- Academic research articles, government regulations, state and federal guidance documents, and various reports and papers. Primary focus areas: noteworthy practices and emerging trends in project prioritization, particularly those related to safety, cost-effectiveness, and performance outcomes

Survey

- Representatives from each of Florida's 27 MPOs and seven FDOT districts. Questions covered various aspects of LOPP development including prioritization methodologies, coordination efforts, public engagement practices, LOPP format and structure, and communication of project priorities.

Case Example Interviews

- Representatives from four MPOs and their respective districts. Chosen based insights gathered from survey responses, notable elements in their LOPP documents, metropolitan planning area population and geographic location, and representation of MPOs of varying sizes.

Analysis

- Insights from the literature review, survey results, and case examples were combined to discern patterns, shared methodologies, and significant noteworthy practices.

Observations and Noteworthy Practices

- 1 Each MPO and district possesses its own distinctive characteristics, which inevitably shape the collaborative methodologies they cultivate.
- 2 Successful LOPP development involves building strong cross-agency relationships through open communication and mutual respect.
- 3 The LOPP document serves multiple functions beyond its initial purpose.

Observations and Noteworthy Practices

- 4 Different methods of organizing LOPPs offer varying levels of clarity, flexibility, and control, catering to diverse regional needs and stakeholder preferences.
- 5 MPOs and districts vary in their funding allocation strategies.
- 6 MPOs share similar factors when deciding which projects to include in their LOPPs.

Observations and Noteworthy Practices

7

Turnover is seen as manageable—OTJ training, institutional knowledge transfer, and training on fundamentals is used to mitigate effects of turnover on the LOPP development process.

8

Variations exist in LOPP timelines, and these variations may have an impact on planning efficiency.

9

MPOs noted challenges and adjustments related to LOPP development and implementation.

Suggestions for Improved Practice



1 Encourage enhanced communication

2 Encourage and facilitate relationship building

3 Define terminology for clarity and transparency

Suggestions for Improved Practice

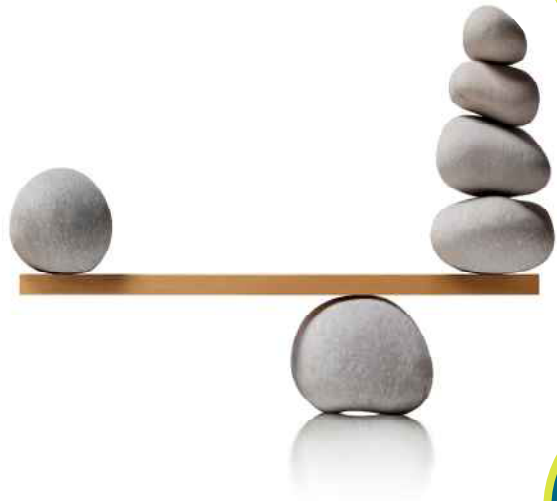


4 Incorporate regional priority lists

5 Integrate prioritization methodology in LOPP

6 Enhance project application quality and program readiness

Suggestions for Improved Practice



7 Enhancing GAP system efficiency

8 Consider reassessing LOPP timelines

9 Enhance project stability and develop a process to address stymied projects

Suggestions for Improved Practice



10 Explore noteworthy strategies to overcome funding challenges

11 Develop and implement training and education programs

12 Consider adding clarity to LOPP ranking structure

Questions?

1 Encourage enhanced communication

2 Encourage and facilitate relationship building

3 Define terminology for clarity and transparency

4 Incorporate regional priority lists

5 Integrate prioritization methodology in LOPP

6 Enhance project application quality and program readiness

7 Enhancing GAP system efficiency

8 Consider reassessing LOPP timelines

9 Enhance project stability and develop a process to address stymied projects

10 Explore noteworthy strategies to overcome funding challenges

11 Develop and implement training and education programs

12 Consider adding clarity to LOPP ranking structure

Item Number 9

Presentation – SIS Cost Feasible Plan

DISCUSSION:

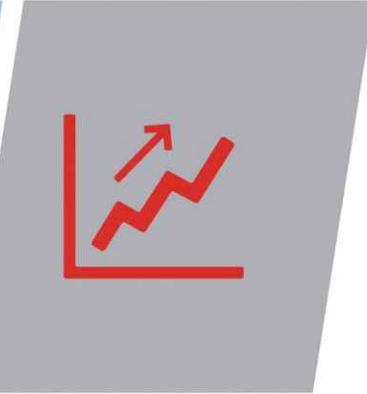
Gerald Goosby, FDOT, Systems Implementation Office, will report on the adopted Strategic Intermodal System (SIS) Cost Feasible Plan.

REQUESTED ACTION:

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

ATTACHMENT:

SIS Cost Feasible Plan presentation



Strategic Intermodal System (SIS)

Cost Feasible Plan

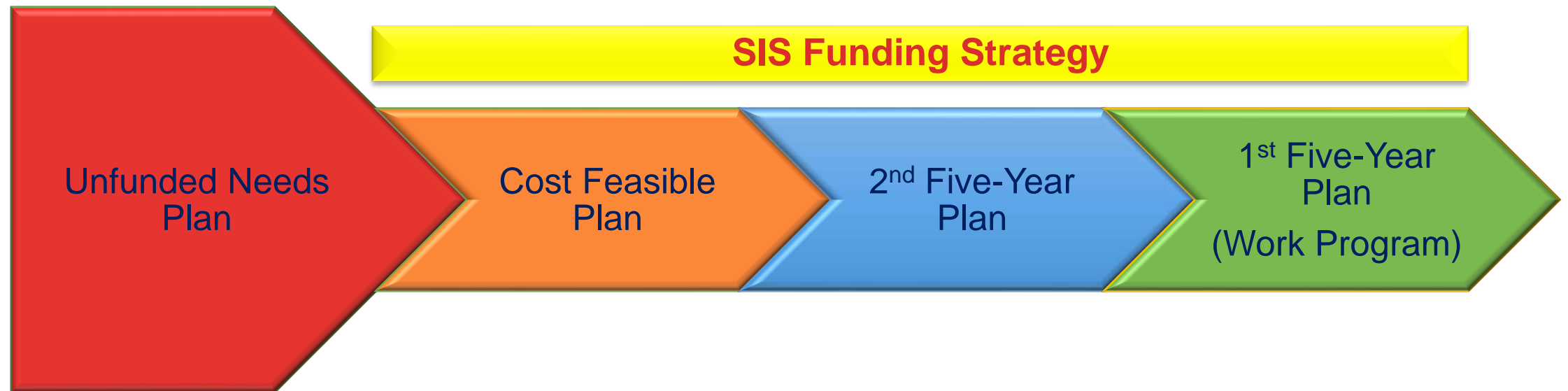


Gerald Goosby, Systems Implementation Office, FDOT



Strategic
development

SIS Planning Process



SIS 2050 Cost Feasible Plan (CFP)

Objective:

Develop a phased plan for capacity improvements to the 2050 Strategic Intermodal System (SIS) utilizing forecasted revenues (\$28.5 billion), guided by objectives set forth in the Florida Transportation Plan (FTP).

Process Overview:

- District SIS staff coordinated with MPOs to provide project information
- Statewide analysis determined network connectivity and priorities
- Projects were shared with district SIS teams and MPOs for review and comment
- Revisions were made based on district recommendations
- Projects were presented to district & central office leadership for concurrence

Modal Reserve

- 20% set-aside for non-highway SIS modes; “modal reserve”
- To be allocated during the 1st Five-Year/SIS Work Program



Aviation



Public Transit



Spaceport



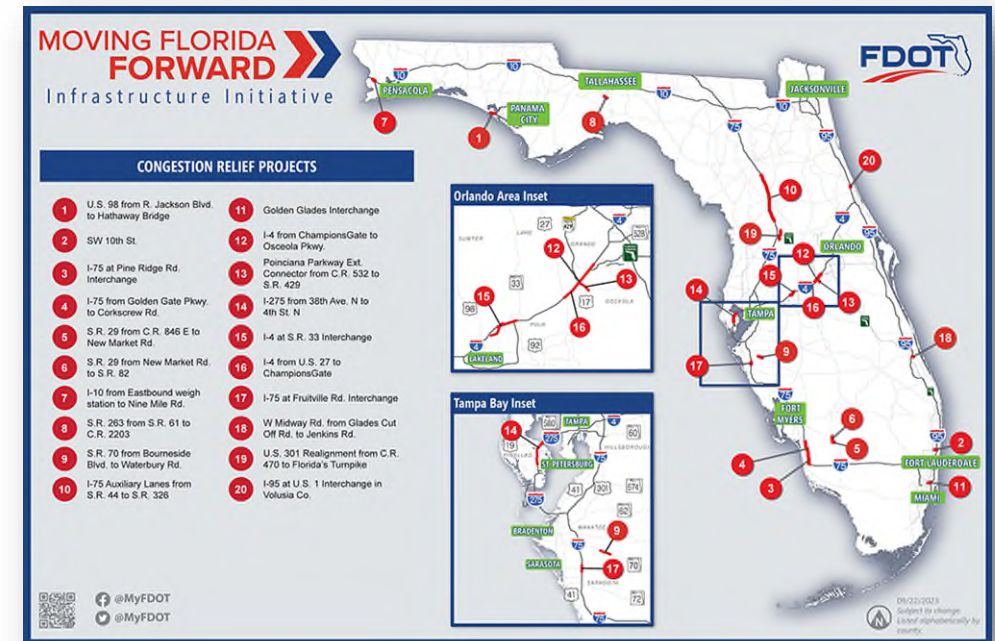
Freight and Rail



Seaport

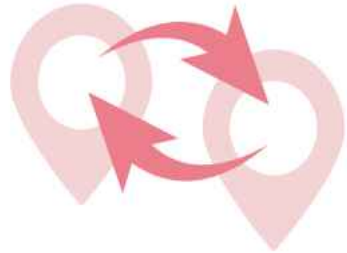
Moving Florida Forward

- Identified projects from the final MFF list to remove from the draft CFP
- Re-allocated funding to other CFP projects
- Additional review and coordination



Next Step: SIS Multi-modal Unfunded Needs Plan

Interegional Connectivity



• Intermodal Connectivity

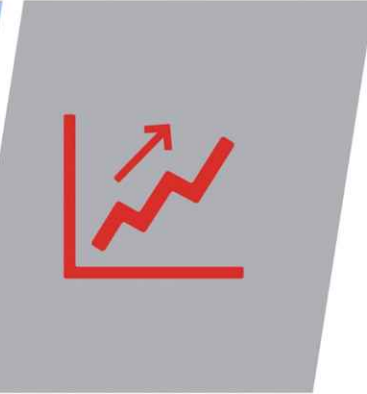


• Economic Development



- Projects not feasible for funding
- SIS multimodal facilities
- Capacity projects

- District and local partner coordination
- Statutorily required



Questions

Gerald Goosby
Systems Implementation Office
Florida Department of Transportation

gerald.goosby@dot.state.fl.us

Strategic
development

Item Number 10
MPO/TPO Open Mic

DISCUSSION:

This will be an open forum for the MPO/TPO representatives to talk about any issues/noteworthy practices/projects/recognitions they may have.

REQUESTED ACTION:

As may be desired.

ATTACHMENT:

None.

Item Number 11
Member Comments

DISCUSSION:

Comments or recommendations by MPOAC members.

REQUESTED ACTION:

As may be desired.

ATTACHMENT:

None.

Item Number 11

Adjournment

The next meeting of the MPOAC Staff Directors' Advisory Committee will be in Orlando on January 23, 2025. Officer elections will take place during this meeting. A meeting notice will be sent approximately one month prior to the meeting date.