



HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION

UNIFIED PLANNING WORK PROGRAM (UPWP)

STATE FISCAL YEARS 2026/2027 – 2027/2028

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Statement of Non-Discrimination

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

“No persons in the United States shall, on the grounds of race, color, national origin, age, sex, disability, or family status, or place of origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal, financial assistance.”

UPWP FY2026/2027-FY2027/2028 – Revision History

Date	Revision #	Change Type	Explanation of the change

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SECTION 1 - COST ANALYSIS CERTIFICATION

[This page reserved for FDOT Cost Certification Form.]

SECTION 2 - INTRODUCTION

Definition and Purpose of the UPWP

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

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

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

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

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

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

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

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

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

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

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

The 2050 LRTP's goal is:

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

The LRTP's objectives are:

Safety: Increase safety of the counties' transportation system

Economy: Support economic development and tourism

Mobility: Provide for the mobility needs of the community

Intermodal: Maintain existing transportation system

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

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

Implementation: Ensure effective execution of improvements and maintenance

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

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

Long-Range Transportation Plan

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

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

Transportation Improvement Program

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

Unified Planning Work Program

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

Public Participation Plan

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

Transportation Disadvantaged Local Coordinating Board

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

Special Projects and Studies

Special projects and activities that are non-recurring, such as planning studies and research in support of federal and state planning emphasis areas and MPO planning priorities, are contained in Task 5 of the UPWP. Projects in Task 5 include: congestion management, safety planning implementation and performance measurement, an ACES (Automated, Connected, Electric, Shared-Use) Vehicles Study, and transportation/corridor studies.

Statement of Consolidated Grant Program Participation

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

Definition of Soft Match

Section 120 of Title 23, USC permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23 (except Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, USC. This is, in essence, a "soft match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. The "soft match" amount utilized to match the FHWA funding in the FY 2026/2027-2027/2028 UPWP is 18.07% of FHWA program funds for a total of \$364,244.

Public Involvement Process for the UPWP

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

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

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

The Federal Planning Factors

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

[See Federal Planning Factors Matrix on next page.]

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

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

- Improving Safety

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

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

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

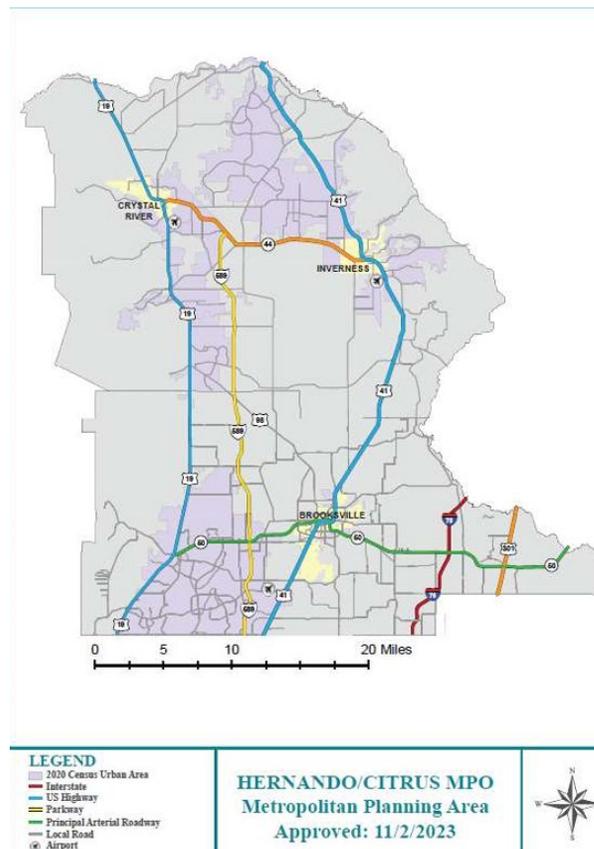
Attainment Statement

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

SECTION 3 - MPO ORGANIZATION AND MANAGEMENT

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

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



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

Metropolitan Planning Organization (MPO) Board

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

Hernando County, Florida

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

Citrus County, Florida

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

City of Brooksville in Hernando County, Florida

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

City of Crystal River in Citrus County, Florida

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

City of Inverness in Citrus County, Florida

Council Member Gene Davis
Council Member Tom Craig, Alternate

Hernando/Citrus MPO Executive Director

Robert M. Esposito

Florida Department of Transportation, Nonvoting Advisor

Justin Hall, District Secretary
Elisa Joyner
Suzanne Ziegler
Brian Hunter

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

MPO Agreements

The Hernando/Citrus MPO maintains the following agreements:

- Interlocal Agreement for Creation of the MPO; No Expiration-Review Every 5 Years
Agreement between Hernando County, Citrus County, City of Brooksville, City of Crystal River, City of Inverness, and the Florida Department of Transportation to create the MPO (Approved 6/18/2014)

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

Operational Procedures and Bylaws

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

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

Indirect Cost Rates

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

SECTION 4 - UPWP PLANNING TASKS

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

- Task 1: 2055 Long-Range Transportation Plan**
Includes work related to the development and maintenance of the LRTP, performance management, as well as the Efficient Transportation Decision Making Process (ETDM).
- Task 2: Transportation Improvement Program**
Includes development of the annual TIP and Priority Project development process and reviews of impacts to the transportation system.
- Task 3: Administration**
Identifies all administrative functions to carry out the continuous, cooperative, and comprehensive transportation planning process for the MPO area.
- Task 4: Data Development and Management**
Includes the collection and analysis of socioeconomic, traffic, crash, land use, and other transportation related data on a continuing basis to document changes within the MPO transportation area.
- Task 5: Special Projects & Studies**
Identifies all short-term projects and/or planning studies deemed reasonable and necessary for the MPO for state and federal consistency in preparation of its plans and in support of the goals and objectives of its plans.
- Task 6: Regional Coordination**
Identifies the funds allocated for staff and consultants to participate and coordinate regional transportation planning activities.
- Task 7: SCTPA Support & Shared Task**
Identifies the funds allocated to Forward Pinellas in support of the SCTPA for regional planning activities.

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

- A. Personnel Salaries and fringe benefits. Fringe benefits include retirement, FICA, health insurance, workers compensation, and life insurance.
- B. Consultant Costs for services in support of MPO planning activities.
- C. Costs for travel related to MPO activities including local, state, and regional meetings, workshops, and training activities.
- D. Direct Expenses - Costs for public notices, office/operating supplies, computer software/hardware equipment, copier lease/printing, postage, organizational professional dues, insurance, and other related office expenses deemed necessary and reasonable in the performance of the MPO. *Note: Any equipment purchase that is equal to or greater than \$5,000 must require the pre-approval of FDOT and FHWA per Section 200 of Title 2, USC.*

Task 1: 2055 Long Range Transportation Plan (LRTP)

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

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

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

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

TABLE 1: TASK 1 ACTIVITIES

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

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

TABLE 2: TASK 1 FUNDING SOURCES

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

TABLE 3: TASK 1 SUMMARY BUDGET

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

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

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

Task 2: Transportation Improvement Program (TIP)

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

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

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

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

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

TABLE 4: TASK 2 ACTIVITIES

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

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

TABLE 5: TASK 2 FUNDING SOURCES

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

TABLE 6: TASK 2 SUMMARY BUDGET

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

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

Task 3: Administration

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

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

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

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

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

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

Task 3: Administration

TABLE 7: TASK 3 ACTIVITIES

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

Task 3 Activities	End Product	Completion Date
Perform annual joint MPO Certification with FDOT in 2028.	Annual Certification	June 2028
Annually update the MPO's Continuity of Operations Planning (COOP) for 2027.	Updated COOP	June 2027
Annually update the MPO's COOP for 2028.	Updated COOP	June 2028
Execute, review, and administer program grants, contracts, and agreements annually which include the Transportation Disadvantaged contracts for Citrus and Hernando Counties Consultant services may be utilized.	Executed Contracts and Grants	June 2028
Monitor Notices of Funding Opportunities in order to pursue new grant opportunities to support transportation and related planning projects. Consultant services may be utilized.	Grant Applications	June 2028
Examine and modify/update committee bylaws, as needed.	By-laws are Updated	June 2028
Maintain/upgrade software and office equipment less than \$5,000 and supplies, including identification materials (signs, display materials, etc.).	Office Equipment and Supplies	June 2028
Equipment lease/rental (copier) including black/white and color printing.	Required Production of Documents	June 2028
Attorney services for the MPO including the review of MPO Board agendas, legal documents and associated assistance pursuant to the Staff Services Agreement.	Legal Consistency with Required Regulations	June 2028
Monthly rental/lease expense for MPO's office space.	MPO Office Space & Public Meeting Venue	June 2028
Speak at public engagements on the transportation planning processes and activities.	Public Engagement	June 2028
Update, enhance, and maintain the MPO website. Consultant Services may be utilized.	Public Engagement	June 2028
Review and extend the general planning consultant contracts for Benesch & Associates and Kimley-Horn & Associates by exercising contract option.	Extended Consultant Contracts	June 2028
Annually evaluate and update as necessary the Public Participation Plan (PPP). Consultant Services may be utilized.	Public Engagement	June 2028

TABLE 8: TASK 3 FUNDING SOURCES

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

TABLE 9: TASK 3 SUMMARY BUDGET

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

Notes: No funding was de-obligated from UPWP FY 2025 - FY 2026.
 Any equipment purchase that is equal to or greater than \$5,000 must require the pre-approval of FDOT and the Federal Highway Administration per Section 200 of Title 2, USC.

Task 4: Data Development and Management

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

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

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

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

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

TABLE 10: TASK 4 ACTIVITIES

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

TABLE 11: TASK 4 FUNDING SOURCES

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

TABLE 12: TASK 4 SUMMARY BUDGET

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

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

Task 5: Special Projects and Studies

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

Provide planning, technical, and grant administrative assistance for the operation of fixed-route and deviated fixed-route transit. Perform major Transit Development Plan (TDP) updates in accordance with state guidelines. Incorporate TDP analysis results into the MPO's transit operations and long-range transportation process.

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

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

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

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

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

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

[Task 5 is continued on the next page.]

Task 5: Special Projects and Studies (Continued)

TABLE 13: TASK 5 ACTIVITIES

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

TABLE 14: TASK 5 FUNDING SOURCES

Task 5: Special Projects and Studies				
Year 1: 2026/2027				
Funding Source	FHWA	State	State	FY 2026/2027 Total
Contract Number		GC27XX	GH27XX	
Source Level	PL	TD Citrus	TD Hernando	
Personnel (salary and benefits)	\$4,937	\$18,257	\$18,305	\$41,499
Consultant	\$144,104	-	-	\$144,104
Total	\$149,041	\$18,257	\$18,305	\$185,603
Year 2: 2027/2028				
Category	FHWA	State	State	FY 2027/2028 Total
Contract Number		GC28XX	GH28XX	
Source Level	PL	TD Citrus	TD Hernando	
Personnel (salary and benefits)	\$4,859	\$18,257	\$18,305	\$41,421
Consultant	\$50,252	-	-	\$50,252
Total	\$55,111	\$18,257	\$18,305	\$91,673

TABLE 15: TASK 5 SUMMARY BUDGET

Fund Use	FY 2026/2027 and FY 2027/2028 Total
Personnel (salary and benefits)	\$82,920
Consultant	\$194,356
Travel	-
Direct Expenses	-
Supplies	-
Equipment	-
Total	\$277,276

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

Task 6: Regional Coordination

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

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

Responsible Agency(s) and Completion of Work:

Hernando/Citrus MPO Staff

TABLE 16: TASK 6 ACTIVITIES

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

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

TABLE 17: TASK 6 FUNDING SOURCES

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

TABLE 18: TASK 6 SUMMARY BUDGET

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

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

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

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

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

Responsible Agency(s) and Completion of Work:

Lead Agency: Forward Pinellas

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

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

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

TABLE 19: TASK 7 ACTIVITIES

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

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

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

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

TABLE 20: TASK 7 FUNDING SOURCES

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

TABLE 21: TASK 7 SUMMARY BUDGET

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

TABLE 22: TASK 7 PARTICIPATING AGENCIES

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

APPENDIX A - FUNDING SOURCE TABLE

Contract	Funding Source	Source Level			FY 2027 Funding Source			FY 2028 Funding Source		
			2027	2028	Soft Match	Federal	State	Soft Match	Federal	State
GC27XX	CTD	State	\$ 26,447	\$ -	\$ -	\$ -	\$ 26,447	\$ -	\$ -	\$ -
		CTD GC27XX TOTAL	\$ 26,447	\$ -	\$ -	\$ -	\$ 26,447	\$ -	\$ -	\$ -
GC28XX	CTD	State	\$ -	\$ 26,447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,447
		CTD GC28XX TOTAL	\$ -	\$ 26,447	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 26,447
GH27XX	CTD	State	\$ 27,440	\$ -	\$ -	\$ -	\$ 27,440	\$ -	\$ -	\$ -
		CTD GH27XX TOTAL	\$ 27,440	\$ -	\$ -	\$ -	\$ 27,440	\$ -	\$ -	\$ -
GH28XX	CTD	State	\$ -	\$ 27,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,440
		CTD GH28XX TOTAL	\$ -	\$ 27,440	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 27,440
TBD	FHWA	PL	\$ 825,748	\$ 825,748	\$ 182,122	\$ 825,748	\$ -	\$ 182,122	\$ 825,748	\$ -
		FHWA TBD TOTAL	\$ 825,748	\$ 825,748	\$ 182,122	\$ 825,748	\$ -	\$ 182,122	\$ 825,748	\$ -
TOTAL			\$ 879,635	\$ 879,635	\$ 182,122	\$ 825,748	\$ 53,887	\$ 182,122	\$ 825,748	\$ 53,887

APPENDIX B - SUMMARY BUDGET BY AGENCY PARTICIPATION TABLE

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

APPENDIX C - GLOSSARY OF TERMS & ACRONYMS

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

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

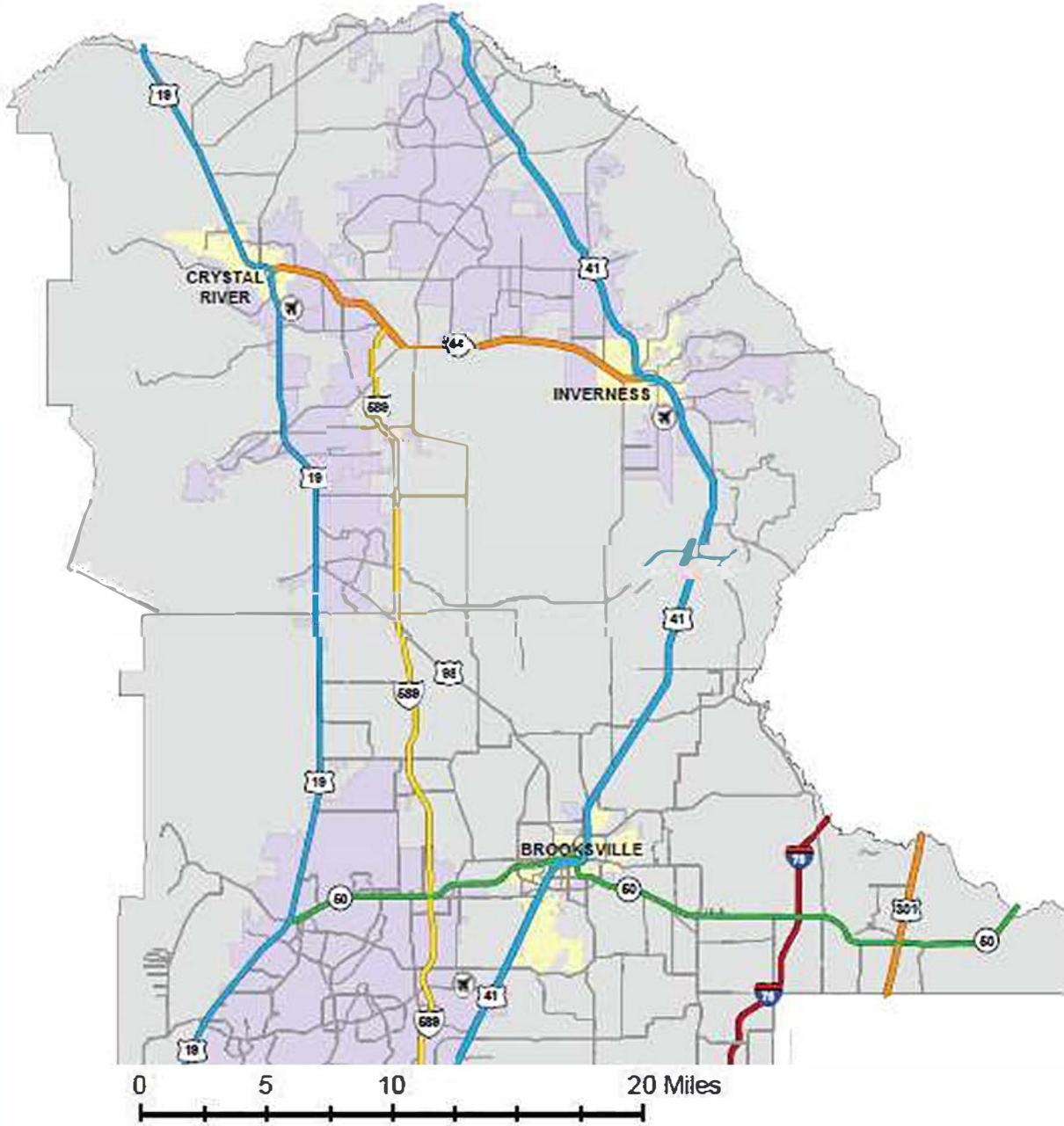
USC	United States Code
USDOT	United States Department of Transportation
3C	Continuing, Cooperative, and Comprehensive
ACES	Automated, Connected, Electric, Shared-Use
ADA	Americans with Disabilities Act
BCA	Benefit Cost Analysis
BOCC	Board of County Commissioners
BPAC	Bicycle/Pedestrian Advisory Committee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

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

APPENDIX D – MAP OF HERNANDO/CITRUS URBANIZED AREA



HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION



LEGEND

- 2010 Census Urban Area
- Interstate
- US Highway
- Parkway
- Principal Arterial Roadway
- Local Road
- Airport

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



APPENDIX E– ADOPTION RESOLUTION, AUTHENTICATION, AND TRAVEL POLICY



HERNANDO COUNTY
Board of County Commissioners

Policy Title: Travel	Effective Date:	July 1, 2000
	Revision Date(s):	September 3, 2002 October 20, 2004 December 15, 2006 May 9, 2013 August 7, 2013 September 6, 2013 October 6, 2015
	Latest Review:	February 1, 2007 May 9, 2013 August 7, 2013 September 6, 2013 October 6, 2015

Policy Statement:

It is the intent of the county to establish guidelines on employee business related travel. This policy references the authority of Resolution 2013-85 and the Florida Statutes Chapter 112.

Procedure

A. Types of Authorized Travel

1. Class A Travel - Continuous travel of twenty-four (24) hours or more away from official headquarters (Note: Official headquarters shall be defined as the city or town that the public officer or employee is assigned). The travel day for Class A travel shall be a calendar day (midnight to midnight). Class A travel shall include any assignments on official business outside of the regular office hours and away from regular places of employment when it is considered reasonable and necessary to stay overnight and for which travel expenses are approved (FS 112.061 (5) (a)) as provided within this policy.
2. Class B Travel - Continuous travel of less than twenty-four (24) hours which involves overnight absences from official headquarters. The travel day for Class B travel shall begin at the same time as the travel period. Class B travel shall include any assignments on official business outside of the regular office hours and away from regular places of employment when it is considered reasonable and necessary to stay overnight and for which travel expenses are approved (FS 112.061 (5) (a)) as provided within this policy.
3. Class C Travel - Travel for short or day trips where the traveler is not away from the official headquarters overnight. Class C travel can receive subsistence as provided in this policy. Class C travel will receive allowance for meals as provided in Section C, 4, a. of this policy found on page 4-05.4.

B. Travel Authorization

1. Travel will be authorized for official County business purposes only.
2. All travel subject to reimbursement must be approved in advance by the Department Manager of the department to which the travel is to be charged; this will include Class A, Class B and Class C Travel.
3. Authorization for Class A and B travel for Department Managers should be approved by the County Administrator or designee in advance.
4. Travel out of the State of Florida, for all employees, must be approved by the County Administrator. Request for out of State travel should be made by the employee's Department Manager directly to the County Administrator, at least two (2) weeks prior to travel. Request should be made on the "Travel Authorization Form". This form can be found on EICE. The request must include name of employee(s) to travel, purpose of travel, period of travel, cost of travel, and

necessity of travel.

5. Class A and Class B travel overnight within the State of Florida will not normally be authorized for locations less than sixty (60) miles (based on State of Florida Official Highway Mileage map) from official headquarters. Under special circumstances, e.g. events/activities after 5 p.m., required preparation work after 5 p.m., when through normal travel employees cannot return to official headquarters by 7:00 p.m. etc., department managers may request authorization through the County Administrator. Request must be made by the Department Manager directly to the County Administrator, in writing in advance. Request should be made on the "Travel Authorization Form". The request must include the name of employee(s) to travel, purpose of the travel, period of travel, costs of travel, and necessity of travel, and need to stay overnight.

C. Reimbursement of Travel Expenses

1. Reimbursement of travel expenses will be made in accordance with the most recent U.S. General Services Administration Guidelines for Tampa and the Florida Statutes, Chapter 112.061. Travel expenses of travelers will be limited to those expenses necessarily incurred by them in the performance of a public purpose authorized by law (Florida Statutes 112.061(3)). Reimbursement of travel expenses must be requested on the State of Florida Voucher for Reimbursement for Travel Expenses Form found on EICE.
2. Seminars/Conferences
 - a. Seminars/conferences may be authorized by the department manager of the employee(s) to attend. Seminars/conferences to be attended will be directly related to the training/development of an employee's current position.
 - b. Expenditures for seminar/conference registration fees may be made by the individual's county purchasing card or may be requested through the Finance Office in advance, after proper authorization. Payment of required expenses will be made directly to the vendor. Costs for the registration will be paid by Hernando County at 100%.
 - c. The County recognizes that there are times when seminar/conference fees cannot be paid in advance. When fees are paid at registration by the employee, expenditures can be reimbursed through the Finance Office, with proper approval. An explanation of why fees could not be/was not paid in advance must accompany the request for reimbursement to the Finance Office.

3. Hotel/Motel Accommodations/Lodging
 - a. Expenditures for accommodations/lodging may be made by the individual's county purchasing card or may be requested through the Finance Office in advance, after proper authorization. Payment of required expenses will be made directly to the vendor.
 - b. Accommodations/lodging will be paid for actual expenses at a single occupancy rate to be substantiated by paid bills. The actual receipt/bill will be filed with the Finance Office. The difference in the rate for double occupancy or an up-grade can be paid by the employee.
 - c. When seminars/conferences provide a variety of hotels/motels that can be used, employees should choose the most economical for reservations. Any deviation will require prior approval by the County Administrator, with reasonable explanation. The difference in the rate for more elaborate accommodations/lodging can be paid by the employee.
4. Meals
 - a. Payment for meals will be paid in accordance with the Florida Statutes 112.061 (14) and rates established by U.S. General Services Administration (GSA), based on the following schedule:
 - i. When travel begins before 6 A.M. and extends beyond 8 A.M..
 - ii. When travel begins before 12 noon and extends beyond 2 P.M..
 - iii. When travel begins before 6 P.M. and extends beyond 8 P.M. or when travel occurs during night-time hours due to special assignment.
 - b. No allowance will be made for meals when travel is confined to Hernando County, the official headquarters or immediate vicinity; except assignments of official business outside the traveler's regular place of employment if travel expenses are approved (FS 112.061 (5)(b)).
 - c. No one, whether traveling out of State or in State, will be reimbursed for any meal that is included/provided in a convention, conference or seminar registration fees paid by the County or any other agency/organization.
 - d. No one, whether traveling out of the State or in State, will be reimbursed for any meal that is included/provided in fees/expenses for transportation paid by the County or any other agency/organization, e.g. airline meals, meals on

trains.

- e. An individual's county purchasing card may not be used to purchase meals.

5. Transportation

- a. All travel must be by a usually traveled route. When a person travels by an indirect route for their own convenience, any extra costs will be borne by the traveler; and reimbursement for expenses will be based only on the charges that would be incurred by a usually traveled route (FS 112.061 (7)(a)).
- b. When planning travel, the department manager should designate the most economical method of travel. The following considerations should be given for all trips/travel:
 - i. The nature of the official business.
 - ii. The most efficient and economical means of travel (considering time of the traveler, cost of the transportation, and per diem or subsistence required).
 - iii. The number of persons making the trip and the amount of equipment or material to be transported.
- c. Commercial vehicle/carrier for travel will be made/approved in advance and payment made directly to vendor.
- d. When traveling by vehicle/driving, publicly owned vehicles should be used in lieu of the use of a privately owned vehicle, whenever possible. When travel is authorized by a privately owned vehicle, the employee (driver of private vehicle) will be entitled to a mileage allowance which will be a fixed rate to be determined in accordance with the most recent Internal Revenue Service (IRS) Standard Mileage Rates Guidelines. The new rate will be used when calculating the annual budget. All expenses (including repairs, maintenance, etc.) pertaining to the usage of a privately owned vehicle are included in the mileage reimbursement rate.
- e. Mileage will be reimbursable from the official headquarters to the point of destination unless point of origin is closer. Travel within and outside the State of Florida will be based on current reliable internet mapping using the shortest distance. Vicinity mileage is allowable if it is official business. Proper mileage should be verified that the appropriate map mileage has been used prior to approval of reimbursement.

Hernando/Citrus Metropolitan Planning Organization

Resolution 2024-2

A RESOLUTION OF THE HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION (MPO) ESTABLISHING THE MPO TRAVEL RATE POLICY.

WHEREAS, Florida Statutes Section 112.061(14) allows MPOS to establish rates that vary from the standard state per diem rates by enactment of a resolution, and provided that the rates apply uniformity to all travel by that entity,

WHEREAS, the Code of Federal Regulations (2 CFR 200.474), Travel costs, states that such costs are to be: normally allowed in like circumstances for all of the non-federal entity's activities; in accordance with the entity's written travel reimbursement policies; and considered necessary and reasonable, and

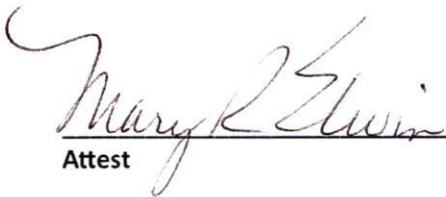
WHEREAS, the Code of Federal Regulations (2 CFR 200, Subpart E-Cost Principles) allows for setting an in-state travel rate and establishes that out-of-state travel should use Federal per diem rates or actual expenses, as justified by the Federal Travel Regulations.

NOW, THEREFORE, BE IT RESOLVED by the Hernando/Citrus Metropolitan Planning Organization as follows:

1. Pursuant to Florida Statute 112.061(14), the MPO has the authority to establish its travel rate structure, which applies to all in-state travel, including federally reimbursed and non-federally funded travel.
2. MPO funded in-state travel is considered necessary and reasonable.
3. MPO funded out-of-state travel shall follow the Federal per diem rates or actual expenses, as justified by the Federal Travel Regulations.
4. The MPO, for in-state travel, shall follow the guidelines for payment and/or reimbursement of travel expenses for Hernando County officers and employees.

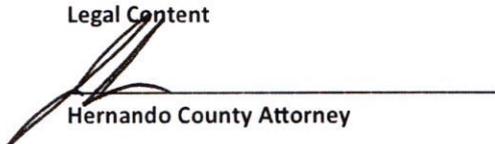
ADOPTED in the regular meeting of the Hernando/Citrus Metropolitan Planning Organization duly assembled on this 4th day of April 2024.

HERNANDO/CITRUS METROPOLITAN ORGANIZATION BOARD


Attest


Jerry Campbell, Chair

Approved as to Form
Legal Content


Hernando County Attorney

APPENDIX F– FDOT DISTRICT 7 ACTIVITIES



Florida Department of Transportation
District Seven

PLANNING ACTIVITIES

Access Management

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

Bicycle and Pedestrian Activities

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

Community/Government Liaison

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

Corridor Planning Studies

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

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

Design Traffic Forecast

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

Development of Regional Impact (DRI)

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

Efficient Transportation Decision Making (ETDM) Process

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

Comprehensive Plan Amendments

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

Intelligent Transportation Systems (ITS) Planning

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

Interchange Analysis

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

Level of Service (LOS)

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

Long Range Transportation Plan (LRTP) Update and Maintenance

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

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

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

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

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

Mapping/Database Development

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

Modal Development

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

Multi-Modal Transportation Studies

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

Regional Transportation Planning Coordination

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

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

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

Travel Characteristics

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

Consultants may assist with tasks listed.

APPENDIX G – FLORIDA TPM CONSENSUS PLANNING AGREEMENT



Transportation Performance Measures Consensus Planning Document

Purpose and Authority

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

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

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

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

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

Roles and Responsibilities

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

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

1. Transportation performance data:

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

2. Selection of performance targets:

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

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

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

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

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

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

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

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

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

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

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

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

3. Reporting performance targets:

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

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

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

For more information, contact:

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

APPENDIX H – AGREEMENT FOR REGIONAL COORDINATION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Section 4. Organization and Membership

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

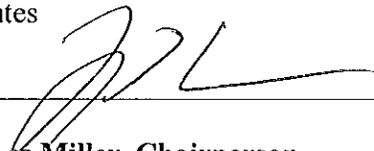
Section 13. Rescission – Any MPO may terminate its participation in this Agreement upon thirty (30) days written notice. Notice of intent to terminate shall be given to the other member agencies. Said notice shall be transmitted to the official office of the member agencies by certified mail, return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

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

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

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

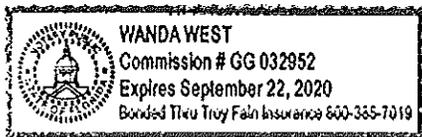
HILLSBOROUGH COUNTY METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By: 

Les Miller, Chairperson

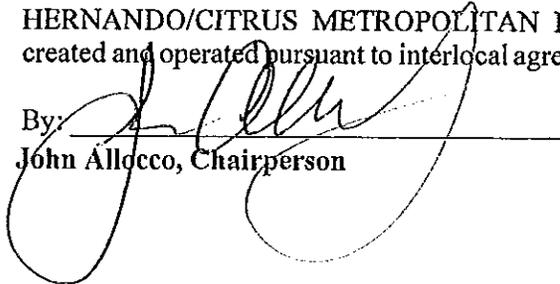
The foregoing instrument was acknowledged before me this 17th day of January, 2020, by Les Miller, as Chairperson of the Hillsborough County Metropolitan Planning Organization, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes, who is personally known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





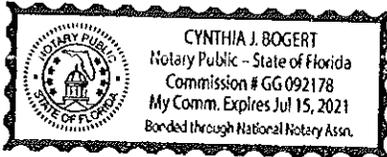
IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

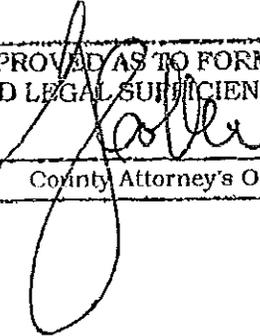
HERNANDO/CITRUS METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By: 
John Allocco, Chairperson

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



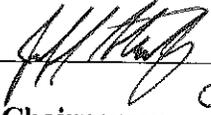


APPROVED AS TO FORM
AND LEGAL SUFFICIENCY
BY 
County Attorney's Office

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

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

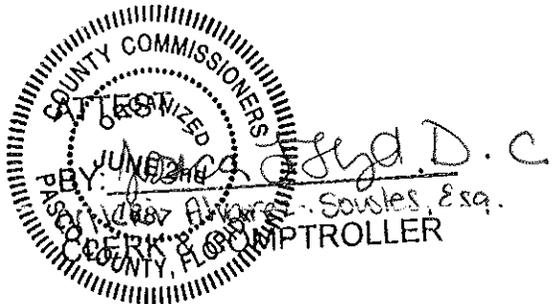
By: _____



02-13-2020

Jeff Starkey, Chairperson

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



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

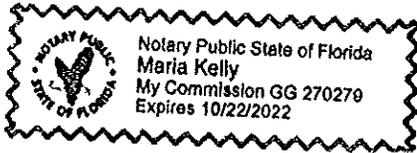
PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION, an entity created and operated pursuant to interlocal agreement and Section 339.175, Florida Statutes

By: *Dave Eggers*

Dave Eggers, Chairperson

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

Ma Kelly



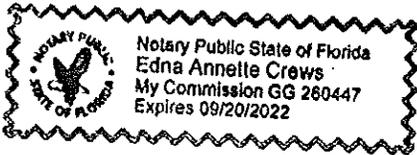
IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

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

By: Charles O. Lake

Charles Lake, Chairperson

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



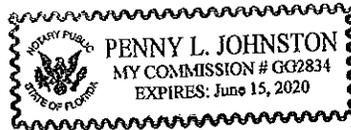
IN WITNESS WHEREOF, the Parties herein have executed this Agreement by their duly authorized officials as of the day and year written.

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

By: Shirley Groover Bryant
Shirley Groover Bryant, MPO Chair

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

Penny L. Johnston



APPENDIX I – FDOT AND FHWA COMMENTS