



CRTPA BOARD

MEETING OF TUESDAY, MAY 17, 2022 AT 1:30 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

MISSION STATEMENT

"The mission of the CRTPA is to act as the principal forum for collective transportation policy discussions that results in the development of a long range transportation plan which creates an integrated regional multimodal transportation network that supports sustainable development patterns and promotes economic growth."

FINAL AGENDA

Citizens wishing to provide input at the CRTPA meeting may:

- (1) Provide comments in person at the meeting. Speakers are requested to limit their comments to three (3) minutes; or
- (2) Submit written comments prior to the meeting at <http://crtpa.org/contact-us/> by providing comments in the "Email Us" portion of the page before 5:00 p.m. on May 16. This will allow time for comments to be provided to CRTPA members in advance of the meeting. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting; or
- (3) Provide live comments during the meeting virtually by registering before 5:00 p.m. on May 16 at <http://crtpa.org/contact-us/> and noting your desire to provide comments via video in the "Email Us" portion of the page along with the agenda item or issue you wish to discuss. You will be contacted by CRTPA staff and provided with a link to virtually access the meeting and provide your comment during the meeting. Speakers are requested to limit their comments to three (3) minutes.

The public is invited to view the meeting's live broadcast on <https://www.talgov.com/cotnews/wcot.aspx> or Comcast Channel 13 (WCOT-13).

If you have a disability requiring accommodations, please contact the Capital Region Transportation Planning Agency at (850) 891-8630. The telephone number of the Florida Relay TDD Service is # 711.

1. CALL TO ORDER AND ROLL CALL**2. AGENDA MODIFICATIONS****3. PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**

This portion of the agenda is provided to allow for public input on general CRTPA issues that are not included on the meeting's agenda. Speakers are requested to limit their comments to three (3) minutes. See the above for ways to provide public comment at this meeting.

4. CONSENT AGENDA

- A. Minutes of the March 15 CRTPA Meeting
- B. Unified Planning Work Program (UPWP)
- C. FDOT Annual Certification
- D. Executive Director's Quarterly Timesheet Approval

5. CONSENT ITEMS PULLED FOR DISCUSSION**6. ROLL CALL VOTE AGENDA ITEMS****A. FY 2023– FY 2027 Transportation Improvement Program (TIP) Adoption**

The FY 2023 – FY 2027 TIP reflecting the projects that have received funding in the Florida Department of Transportation Work Program has been developed for Board adoption.

B. FY 2022– FY 2026 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2022 – FY 2026 TIP is proposed to be amended to reflect the addition of the following projects:

- CR 260 Silver Lake Rd from NFR-358 to SR 20 Blountstown Hwy (Project 444030-1): (Leon County) Provide construction funding in FY 22 for a signing/paving project.

"Public Participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans With Disabilities Act, or persons who require translation services (free of charge) should contact the CRTPA Title VI Coordinator, Suzanne Lex, four days in advance of the meeting at 850-891-8627 (Suzanne.Lex@crtpa.org) and for the hearing impaired, telephone 711 or 800-955-8771 (TDY)."

"La participación pública se solicita sin distinción de raza, color, nacionalidad, edad, sexo, religión, discapacidad o estado familiar. Las personas que requieran adaptaciones especiales en virtud de la Ley de Americanos con Discapacidades, o las personas que requieran servicios de traducción (sin cargo) deben comunicarse con Suzanne Lex, CRTPA Coordinadora del Título VI, al 850-891-8627 (Suzanne.lex@crtpa.org) y para las personas con discapacidad auditiva, teléfono 711 o 800-955-8771 (TDY) cuatro días antes de la reunión."

7. **CRTPA ACTION**

The public is welcome to comment on any discussion item after a motion has been made and seconded. Each member of the public is provided three (3) minutes to address the CRTPA.

A. Fiscal Year (FY) 2024 – FY 2028 Project Priority Lists (PPLs)

The Draft FY 2024 – 2028 Project Priority Lists has been developed. The following lists have been developed for Board approval:

1. Regional Mobility Plan (RMP) Roadways Project Priority List
2. Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List
3. Regional Trails Project Priority List
4. StarMetro Project Priority List
5. Transportation Systems Management (TSM) and Safety Project Priority List
6. Intelligent Transportation Systems (ITS) Project Priority List
7. Tallahassee International Airport Project Priority List
8. Transportation Alternatives (TA) Project Priority List

B. US 90 Multi-Use Trail Feasibility Study

The US 90 Multi-Use Trail Feasibility Study has been developed for Board adoption.

8. **FLORIDA DEPARTMENT OF TRANSPORTATION REPORT**

9. **EXECUTIVE DIRECTOR'S REPORT**

A status report on CRTPA activities will be provided.

10. **CRTPA INFORMATION**

A. Future Meeting Dates

B. Committee Actions (Citizen's Multimodal Advisory Committee & Technical Advisory Committee)

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- C. Correspondence
- D. Quarterly Budget Reports
- E. FDEP Florida Greenways & Trails System Land Trails Map Update

11. ITEMS FROM CRTPA BOARD MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss and request action on items and issues relevant to the CRTPA, as appropriate.

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May 17, 2022

AGENDA ITEM 1

CALL TO ORDER AND ROLL CALL



May 17, 2022

AGENDA ITEM 3

PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA

Comments may be provided in the following manner:

- (1) Provide comments in person at the meeting. Speakers are requested to limit their comments to three (3) minutes; or
- (2) Submit written comments prior to the meeting at <http://crtpa.org/contact-us/> by providing comments in the "Email Us" portion of the page before 5:00 p.m. on May 16. This will allow time for comments to be provided to CRTPA members in advance of the meeting. Comments submitted after this time (up to the time of the meeting) will be accepted and included in the official record of the meeting; or
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May 17, 2022

AGENDA ITEM 4 A

MINUTES

TYPE OF ITEM: Consent

The minutes from the March 15 CRTPA Meeting are provided as ***Attachment 1***.

RECOMMENDED ACTION

Option 1: Approve the minutes of the March 15, 2022, CRTPA Meeting.

ATTACHMENT

Attachment 1: Minutes of the March 15, 2022, CRTPA Meeting



CRTPA BOARD

MEETING OF TUESDAY, MARCH 15, 2022 AT 1:30 PM

CITY OF TALLAHASSEE COMMISSION CHAMBERS
300 S. ADAMS STREET
TALLAHASSEE, FL 32301

Members Present:

Commissioner Barfield, Vice-Chair, Jefferson County
Commissioner Messersmith, Wakulla County
Commissioner Viegbesie, Gadsden County
Commissioner Allen, Gadsden Municipalities
Commissioner Williams-Cox, City of Tallahassee
Commissioner Richardson, City of Tallahassee
Commissioner Minor, Leon County

Staff Present: Greg Slay, CRTPA Executive Director; Jack Kostrzewa, CRTPA; Greg Burke, CRTPA; Suzanne Lex, CRTPA; Yulonda Mitchell, CRTPA

1. **CALL TO ORDER AND ROLL CALL**
2. **AGENDA MODIFICATIONS**
3. **PUBLIC COMMENT ON ITEMS NOT APPEARING ON THE AGENDA**

Mr. Stanley Sims, 1320 Avondale Way, discussed economic development including ways to build a Regional Economic Development team that includes Leon, Gadsden, Wakulla counties.

4. **CONSENT AGENDA**
 - A. Minutes of the January 31 and February 21 CRTPA Meeting
 - B. Draft Fiscal Years 23 & 24 Unified Planning Work Program (UPWP)

Board Action: Commissioner Richardson made a motion to accept the consent agenda as presented by staff. Commissioner Viegbesie seconded the motion. The motion was unanimously passed.

5. **CONSENT ITEMS PULLED FOR DISCUSSION**

6. ROLL CALL VOTE AGENDA ITEMS

A. FY 2022– FY 2026 Transportation Improvement Program (TIP) Amendment

The CRTPA FY 2022 – FY 2026 TIP is proposed to be amended to reflect the addition of the following projects:

- SR 61 Thomasville Road from Betton Rd. to Metropolitan Blvd. (Project 448868-1): (Leon County) Provide design funding in FY 22 for the Thomasville Road Multi-Use Path.

Mr. Slay noted this item was pulled from the last agenda. He stated that in the previous agenda item the cost shown for the listed phase of the project was \$585,000 and noted that just prior to the meeting the CRTPA received correspondence from FDOT noting the estimated cost of the phase of the project had been increased to \$850,000. Due to CRTPA staff not fully knowing the reason for the increase, the director pulled the agenda item with noted that it would be brought back with more information. Mr. Slay stated the first estimate did not include the project's full limits to Betton Road, the cost of curb relocation nor the additional sidewalk that was approved by the Board. These changes increased the total to \$1,250,000. Mr. Slay stated that today's request was to approve the TIP amendment to include the design phase of the project totaling \$1,250,000.

Commissioner Minor stated for all the reasons noted at the last meeting, he would be voting no on the TIP amendment.

Bob Guido, 1328 Peacefield Place, stated that he has worked on multiuse trails similar to this proposed project. He noted his concerns regarding the project were safety, trees being removed, and the increase in the original design cost, noting that it had increased by 112%. Mr. Guido also noted his concerns related to the construction estimate of the project and noted that those funds could be better used on the tier 1 projects. He stated this project should have a unanimous vote and noted that there were 3 commissioners that voted against the project. Mr. Guido expressed the need to keep bicycle lanes for the cyclists and sidewalks for pedestrians and spread the wealth to the entire community.

Board Action: Commissioner Richardson made a motion to FY 2022– FY 2026 Transportation Improvement Program (TIP) Amendment. Commissioner Williams-Cox seconded the motion. The motion was passed with Commissioner Minor voting in opposition.

7. CRTPA ACTION

A. Stadium Drive at Lake Bradford Road Intersection

This item will provide information related to the recent Stadium Drive at Lake Bradford Intersection Study by the project consultant.

Mr. Slay stated that there was no requested action to be taken at the meeting. Moving forward with the project, the alternatives would be presented to the Board in the future. Mr. Slay noted there would be ongoing conversation with FDOT regarding the alternatives and wanted to provide an update to the Board.

Mr. Kostrzewa introduced the consultant Brian Powers, RSH, to present the information on the Stadium Drive at Lake Bradford Road Intersection Study. He stated this intersection has been studied before and those results were incorporated into the current study. Mr. Kostrzewa stated that in this area there were many opportunities to improve the intersection improvements for cyclist and pedestrians. He stated that the project was initiated about a year and a half ago.

Mr. Powers, RS&H presented information on the intersection study for Stadium and Lake Bradford intersection noting that the four named roads that tie into the intersection were Gaines, Stadium, Lake Bradford and Varsity streets. For ease of conversation, it will be referred as Stadium and Lake Bradford.

Mr. Powers stated the project goal was to identify roadway improvement alternatives for the Stadium/Lake Bradford and adjacent intersections to improve safety for pedestrians and vehicles. Mr. Powers outlined the project steps related to identifying existing conditions including safety, congestion, cyclist and pedestrian movements and current land uses. Also discussed was the development of future conditions including future traffic volumes and alternatives.

Mr. Powers discussed the pedestrian data for Lake Bradford Road and Stadium Drive and noted that most of the travel was east/west directional traffic. He also noted there was one pedestrian crash over the past 5-year period and a cyclist collision occurred during the project. Mr. Powers provided additional information on crashes in the Lake Bradford Road and Stadium Drive area and existing traffic conditions.

Mr. Powers discussed the build alternatives for the study area. He discussed the following options:

- **Alternative 1 - No Build**

This option would make no changes to the intersection at Stadium Drive and Lake Bradford Road with the exception of potentially removing the Lake Bradford Road northbound right-hand slip lane and moving it to the intersection to improve the pedestrian island and reduce the conflicts with pedestrians and vehicles at the intersection.

- **Alternative 2A - Eppes Extension**

This option (2A) is one of two Eppes Extension alternatives and would create a southbound movement through the intersection at Jackson Bluff Road and Hendry Street including the potential business removal on the south side of the intersection.

- **Alternative 2B - Eppes Extension**

This option (2B) is one of two Eppes Extension alternatives and would improve both the existing Hendry Street at Jackson Bluff Road intersection as well as the intersection of Eppes

Drive and Jackson Bluff Road. This option would not require the removal of the business on the south side of the Hendry Street and Jackson Bluff Road intersection but rely on the existing system to be improved upon. This option would include improved crosswalks and an area for sidewalks/trails and would also require culverts be installed to accommodate the improvements to the intersection.

- **Alternative 3 - Quadrant System**

This option removes northbound west movements and eastbound south movements at Stadium Drive and Lake Bradford Road. This option would make improvements to all the intersections and will reduce the crossing distance at Stadium Drive/Lake Bradford Road while including additional area for sidewalks.

- **Alternative 4 - East-West Overpass**

Would provide an east-west overpass which would allow for the east/west traffic to move smoothly through the area and allow for all other movements to happen under the overpass. This would also have improved crossing area with updated crosswalks and pedestrian islands while reducing the pedestrian crossing distance in the intersection.

- **Alternative 5 – Build-Out**

This alternative would include improved crosswalks to allow for improved safety to accommodate the increased lanes at the intersection Stadium Drive and Lake Bradford Road. Additionally, this option also would include a two-stage bike box for cyclists.

- **Alternative 6 – Roundabout**

This alternative would provide continuous flow of traffic but this option may dissuade cyclist and pedestrians due to the movements and potentially being unsafe. This option also includes multiple pedestrian islands to assist pedestrians with crossing safely.

- **Alternative 7 - Realignment**

Includes a curved northern section to reduce the complexity at the intersection at Stadium Drive and Lake Bradford Road as well as reducing the size of the intersection. Additionally, this option brings the stop bar up (headed east) and include a bike box for cyclist and multiple pedestrian islands to improve pedestrian safety in the area.

- **Alternative 8A - Eppes Extension and Quadrant Build-Out (Full)**

This is a hybrid option which includes the Eppes Drive Extension while closing down the northbound to west and eastbound to south movements at the Stadium Drive at Lake Bradford Road intersection. This would also include improvements to pedestrian islands in the area reducing conflict points at the intersection.

- **Alternative 8B - Eppes Extension and Quadrant (Reduced)**

Similar to 8A, this alternative would improve pedestrian islands and reduce conflict points but does not fully build out the Jackson Bluff Road at Lake Bradford Road intersection.

Commissioner Barfield asked what takes priority when considering improvements to the intersection, pedestrian/cyclist safety or moving traffic? Mr. Powers stated both are considered but safety is always the top priority. For instance, the first step was always a safety analysis of the area.

Mr. Powers summarized the options by discussing the level of services (LOS) for each of the alternatives. He stated the alternatives were compared against each other and assigned metrics and points. He summarized the results of the comparison and noted the top three

alternatives were: 1. (Tie) Quadrant and Eppes Extension/Quadrant Hybrids; 2. Slip lane removal; and 3. (Tie) Overpass and realignment.

Commissioner Minor asked if the construction complexity was correlated to the cost. Mr. Powers stated the ranking was based on a number of factors including the number of roadways needed to be closed to construct the project. He stated cost was considered but the cost was not the defining factor in the alternatives ranking. Mr. Powers noted, most cost were estimated at 4 million or less with the exception of the overpass alternative, which was estimated at \$10 million.

Mr. Powers outlined the next steps, stating report development, public engagement, development of recommendations, and finalize the report.

Mr. Kostrzewa stated staff has coordinated with Blueprint Intergovernmental Agency, City of Tallahassee, FSU and other partners on the alternatives. Mr. Slay noted staff would be seeking direction from the Board in the fall on these alternatives and that some of the alternatives will not move forward.

Commissioner Williams-Cox discussed the issue of roundabouts and noted her concerns with the Jim Lee Road/Orange Avenue location. She noted she believes this area is unsafe with inexperienced drivers from the nearby high school. Commissioner Viegbesie also expressed concerns with the roundabouts and noted that he agreed with previous statements. Commissioner Richardson noted the driving factor should be pedestrian safety for this study. Mr. Slay noted the vehicular traffic was secondary, the main goal was to improve bicycle and pedestrian safety.

Board Action: This item was information only, therefore, no action was taken.

8. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

Mr. Bryant Paulk stated there will be a Project Development and Environment Study on the Pensacola Street corridor beginning soon. This section was from Capital Circle to Appleyard Drive and will include a bridge improvement/replacement with four lanes of capacity.

9. EXECUTIVE DIRECTOR'S REPORT

A status report on C RTPA activities will be provided.

10. C RTPA INFORMATION

A. Future Meeting Dates

B. Committee Actions (Citizen's Multimodal Advisory Committee & Technical Advisory Committee)

11. ITEMS FROM CRTPA BOARD MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss and request action on items and issues relevant to the CRTPA, as appropriate.

Commissioner Barfield stated there would be a presentation on eBikes for the board in May.

12. ADJOURNMENT

The meeting was adjourned at 2:35 pm.



AGENDA ITEM 4 B

**FINAL UNIFIED PLANNING WORK PROGRAM FISCAL YEARS 2022/23-2023/24
AND FDOT CONSOLIDATED PLANNING GRANT AGREEMENT (Contract No. ____)**

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

The CRTPA's final Unified Planning Work Program (UPWP) for Fiscal Year (FY) 2022/23 – FY 2023/24 and the Consolidated Planning Grant Agreement (CPGA) (**Attachment 1**) with the Florida Department of Transportation, is presented for final consideration and approval (pending final legal review). The FY 2022/23 – FY 2023/24 UPWP may be viewed on the [CRTPA's website](#).

RECOMMENDED ACTION

Option 1: Adopt Resolution 2022-05-4B (**Attachment 2**) approving the CPGA Contract No. _____ with FDOT and Exhibit A, the CRTPA's final Unified Planning Work Program for FY 2022/23 - FY 2023/24; and, authorizing the Chairman to execute all required forms and assurances; and the CRTPA Executive Director to file and execute all related grant applications and invoices. (Pending final legal review.)

BACKGROUND

The UPWP describes the planning tasks and activities to be carried out by the CRTPA. Additionally, the UPWP sets forth the schedule for completion of work, the budget and funding sources, the final work products and who will perform the work. At the March 15, 2022 CRTPA Board Meeting the Draft FY 2022/23 – FY 2023/24 was presented to the Board and submitted for review to FDOT and the Federal Highway Administration and Federal Transit Administration. The UPWP was revised in response to the agencies' comments and is presented for final consideration and approval.

OPTIONS

Option 1: Adopt Resolution 2022-05-4B approving the CPGA Contract No. _____ with FDOT and Exhibit A, the CRTPA's final Unified Planning Work Program for FY 2022/23 - FY 2023/24; and, authorizing the Chairman to execute all required forms and assurances; and the CRTPA Executive Director to file and execute all related grant applications and invoices. (Pending final legal review)

Option 2: CRTPA Board Discretion.

ATTACHMENT

Attachment 1: Contract _____ and link to [Exhibit A - CRTPA UPWP for FY 2022/23 - 2023/24](#).

Attachment 2: Resolution 2022-05-4B

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
METROPOLITAN PLANNING ORGANIZATION AGREEMENT

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Financial Project No.: _____439323-4-14-01 (PL), -02 (SU), -03 (CM), (item-segment-phase-sequence) Contract No.: <u>20.205</u> CFDA Number & Title: _____	Fund: <u>PL, SU, CM</u> Function: _____ Federal Award Identification No. (FAIN): <u>0220-060-M</u> MPO SAM No.: _____	FLAIR Approp.: _____ FLAIR Obj.: _____ Org. Code: _____ Vendor No.: _____
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THIS METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Agreement) is made and entered into on this [enter date] day of [enter month] [enter year], by and between the STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION (Department), an agency of the State of Florida, whose address is Office of the District Secretary, [enter address] and the [enter name of Metropolitan Planning Organization (MPO)] (MPO), whose address is [enter address], and whose System for Award Management (SAM) Number is: [enter address] (collectively the "parties").

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

1. **Authority:** The MPO and the Department have authority to enter into this Agreement pursuant to 23 U.S.C. 134, 23 Code of Federal Regulations (CFR or C.F.R.) §450 and Section 339.175, Florida Statutes (F.S.), which, require the Department and the MPO to clearly identify the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) components of the Metropolitan Planning Process and accomplish the transportation planning requirements of state and federal law.
2. **Purpose of the Agreement:** The purpose of this Agreement is to pass financial assistance through the Department in the form of FHWA funds to the MPO for the completion of transportation related planning activities set forth in the Unified Planning Work Program (UPWP) of the MPO (Project), state the terms and conditions upon which FHWA funds will be provided, and set forth the manner in which work tasks and subtasks within the UPWP will be undertaken and completed. The Project is more fully described in the UPWP, which is attached and incorporated into this Agreement as Exhibit "A".
3. **Consolidated Planning Grant (CPG):** The Department is electing to participate in the Consolidated Planning Grant (CPG) program starting with the State fiscal year (FY) 22/23 – 23/24 two-year UPWP cycle. The Department is selecting FHWA to serve as the CPG lead grant agency in accordance with FTA Circular 8100.D. Under the CPG, the FTA and FHWA annually deliver lump sum appropriations to the Department to allocate to MPOs for the metropolitan planning activities. The federal funds are delivered to the Department in the form of FTA 5305(d) and FHWA planning (PL). The Department will utilize the CPG to combine the FTA 5305(d) and FHWA PL MPO allocations into a single grant that is administered by FHWA. The Department calculates annual MPO funding allocations using the approved FTA 5305(d) and FHWA allocation formulas.
4. **Scope of Work:** The UPWP, Exhibit "A", constitutes the Scope of Work for this Agreement.
5. **Project Cost:** The total budgetary ceiling for the Project is \$4,242,626. The budget, including tasks, is summarized below and detailed in the UPWP, Exhibit "A". The budget may be modified by mutual agreement as provided for in paragraph 9, Amendments.

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

FINANCIAL PROJECT NO.	AMOUNT
<u>439323-4-14-01 (PL),</u>	<u>1,633,739</u>
<u>439323-4-14-02 (SU),</u>	<u>2,022,007</u>
<u>439323-4-14-03 (CM,</u>	<u>586,880</u>

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
METROPOLITAN PLANNING ORGANIZATION AGREEMENT

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6. **Non-federal Share:** PL & Surface Transportation Block Grant (STBG) Funds (FHWA Section 112): The Department uses the U.S. Department of Transportation sliding scale federal/non-federal match ratio for metropolitan planning funds. This ratio is 81.93 percent federal and 18.07 percent non-federal. It is the policy of the Department to fulfill the non-federal share or “soft match” with toll credits as authorized by Title 23 U.S.C. § 120 conditional on funding availability. The MPO must identify and describe the soft match in its 2-year UPWP introduction and show the total amount of toll credits used to match the FHWA funds in the UPWP Summary Budget Tables.
7. **Term of Agreement:** This Agreement shall have a term of two (2) years. This Agreement shall begin on the later of July 1, [enter year] or the date the Agreement is fully executed, whichever is later, and expire on June 30, [enter year]. If the Agreement is fully executed after July 1, [enter year], then the term of the Agreement shall be less than two (2) years and the Agreement shall expire on June 30, [enter year]. Expiration of this Agreement will be considered termination of the Project. The cost of any work performed after the expiration date of this Agreement will not be reimbursed by the Department.
8. **Renewals and Extensions:** This Agreement shall not be renewed or extended.
9. **Amendments:** Amendments may be made during the term of this Agreement. Any Amendment must be in writing and signed by both parties with the same formalities as the original Agreement.
 - A. **Amendments and Modifications to the UPWP:** Revisions to the UPWP require an Amendment or Modification. Revisions may be budgetary and/or programmatic; and may be major or minor in scale. Minor UPWP revisions are processed by the MPO as a Modification, whereas more significant or major UPWP revisions are processed by the MPO as an Amendment. A significant change is defined as a change to the UPWP that alters the original intent of the Project or the intended Project outcome. MPO's shall process UPWP Modifications or Amendments as needed.

The following section further clarifies the actions necessitating UPWP Amendments and Modifications, which are thereby defined as significant changes.

i. Amendments to the UPWP

UPWP Amendments are required for the following actions per 2 CFR 200.308 and 49 CFR 18.30:

- a. Any revision resulting in the need to increase the UPWP budget ceiling by adding new funding or reducing overall approved funding;
- b. Adding new or deleting tasks/subtasks;
- c. Change in the scope or objective of the program/task even if there is no associated budget revision (this also applies to when a task scope changes);
- d. A transfer between tasks/sub-tasks that exceeds a combined amount equal or greater than \$100,000 OR 10% of the total budget, whichever is more restrictive;
- e. Reducing the budget of a task/sub-task more than 50 percent, or to the point a task/sub-task could not be accomplished as it was originally approved;
- f. Change in key person*;
- g. Extending the period of performance past the approved work program period (i.e., no-cost time extension);
- h. Sub awarding, transferring, or contracting out any of the activities in the UPWP;
- i. The disengagement from a project for more than 3 months, or a 25 percent reduction in time devoted to the project by the approved project director or principal investigator,
- j. The inclusion of costs that require prior approval (e.g. capital and equipment purchases \$5,000 and above per unit cost).

ii. Modifications to the UPWP

UPWP changes that do not fall into the above categories may be processed as a Modification.

* A key person is specified in the application or federal award. For the UPWP, the key person is the MPO's staff director.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
METROPOLITAN PLANNING ORGANIZATION AGREEMENT

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

10. General Requirements:

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

11. Compensation and Payment:

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

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by FHWA or the Department to justify and support the payment requested.

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

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request. Records of costs incurred include the MPO's general accounting records and the Project records, together with supporting documents and records, of the consultant and all subconsultants performing work on the Project, and all other records of the Consultants and subconsultants considered necessary by the Department for a proper audit of costs.

- J. The MPO must timely submit invoices and documents necessary for the close out of the Project. Within 90 days of the expiration or termination of the grant of FHWA funds for the UPWP, the MPO shall submit the final invoice and all financial, performance, and related reports consistent with 2 CFR §200.
- K. The Department's performance and obligation to pay under this Agreement is also contingent upon FHWA making funds available and approving the expenditure of such funds.
- L. In the event this Agreement is in excess of \$25,000 and has a term for a period of more than one year, the provisions of Section 339.135(6)(a), Florida Statutes, are hereby incorporated:

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

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

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

Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 15 of this Agreement.

- N. If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the MPO owing such amount if, upon demand, payment of the amount is not made within 60 days to the Department. Offsetting any amount pursuant to this paragraph shall not be considered a breach of contract by the Department. Any determination by the Department made pursuant to this section of the Agreement is subject to the conflict and dispute resolution process set forth in Section 16 of this Agreement.
- O. **Indirect Costs:** A state or federally approved indirect cost rate may be applied to the Agreement. If the MPO does not have a federally approved indirect cost rate, a rate up to the de minimis indirect cost rate of

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10% of modified total direct costs may be applied. The MPO may opt to request no indirect cost rate, even if it has a federally approved indirect cost rate.

12. Procurement and Contracts of the MPO:

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

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

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

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that fiscal year. However, the MPO must provide a single audit exemption statement to the Department at FDOTSingleAudit@dot.state.fl.us no later than nine months after the end of the MPO's audit period for each applicable audit year. In the event the MPO expends less than the threshold established by 2 CFR Part 200, Subpart F – Audit Requirements, in Federal awards in a fiscal year and elects to have an audit conducted in accordance with the provisions of 2 CFR Part 200, Subpart F – Audit Requirements, the cost of the audit must be paid from non-Federal resources (*i.e.*, the cost of such an audit must be paid from the MPO's resources obtained from other than Federal entities).

- iv. The MPO must electronically submit to the Federal Audit Clearinghouse (FAC) at <https://harvester.census.gov/facweb/> the audit reporting package as required by 2 CFR Part 200, Subpart F – Audit Requirements, within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period. The FAC is the repository of record for audits required by 2 CFR Part 200, Subpart F – Audit Requirements, and this Agreement. However, the Department requires a copy of the audit reporting package also be submitted to FDOTSingleAudit@dot.state.fl.us within the earlier of 30 calendar days after receipt of the auditor's report(s) or nine months after the end of the audit period as required by 2 CFR Part 200, Subpart F – Audit Requirements.
- v. Within six months of acceptance of the audit report by the FAC, the Department will review the MPO's audit reporting package, including corrective action plans and management letters, to the extent necessary to determine whether timely and appropriate action on all deficiencies has been taken pertaining to the Federal award provided through the Department by this Agreement. If the MPO fails to have an audit conducted in accordance with 2 CFR Part 200, Subpart F – Audit Requirements, the Department may impose additional conditions to remedy noncompliance. If the Department determines that noncompliance cannot be remedied by imposing additional conditions, the Department may take appropriate actions to enforce compliance, which actions may include but not be limited to the following:
 - 1. Temporarily withhold cash payments pending correction of the deficiency by the MPO or more severe enforcement action by the Department;
 - 2. Disallow (deny both use of funds and any applicable matching credit for) all or part of the cost of the activity or action not in compliance;
 - 3. Wholly or partly suspend or terminate the Federal award;
 - 4. Initiate suspension or debarment proceedings as authorized under 2 C.F.R. Part 180 and Federal awarding agency regulations (or in the case of the Department, recommend such a proceeding be initiated by the Federal awarding agency);
 - 5. Withhold further Federal awards for the Project or program;
 - 6. Take other remedies that may be legally available.
- vi. As a condition of receiving this Federal award, the MPO shall permit the Department, or its designee, the CFO or State of Florida Auditor General access to the MPO's records including financial statements, the independent auditor's working papers and Project records as necessary. Records related to unresolved audit findings, appeals or litigation shall be retained until the action is complete or the dispute is resolved.
- vii. The Department's contact information for requirements under this part is as follows:

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

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

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

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

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

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

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

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

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

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

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

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

- A. **Initial Resolution:** The affected parties to this Agreement shall, at a minimum, ensure the attempted early resolution of conflicts relating to such matters. Early resolution shall be handled by direct discussion between the following officials: for the Department - the Intermodal Systems Development Manager; and for the MPO - the Staff Director.

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- B. Resolution by Senior Agency Official:** If the conflict remains unresolved, the conflict shall be resolved by the following officials: for the Department - the District Secretary; and for the [enter name of MPO] - the Chairperson of the MPO.
- C. Resolution of Conflict by the Agency Secretary:** If the conflict is not resolved through conflict resolution pursuant to the provisions, "Initial Resolution" and "Resolution by Senior Agency Official" above, the conflict shall be resolved by the Secretary for the Department of Transportation or their delegate. If the MPO does not agree with the resolution provided by the Secretary for the Department of Transportation, the parties may pursue any other remedies set forth in this Agreement or provided by law.

- 17. Disadvantaged Business Enterprise (DBE) Policy and Obligation:** It is the policy of the Department that DBE's, as defined in 49 C.F.R. Part 26, as amended, shall have the opportunity to participate in the performance of contracts financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state laws and regulations apply to this Agreement.

The MPO and its contractors and consultants agree to ensure that DBE's have the opportunity to participate in the performance of this Agreement. In this regard, all recipients and contractors shall take all necessary and reasonable steps in accordance with applicable federal and state laws and regulations to ensure that the DBE's have the opportunity to compete for and perform contracts. The MPO and its contractors, consultants, subcontractors and subconsultants shall not discriminate on the basis of race, color, national origin or sex in the award and performance of contracts, entered pursuant to this Agreement.

18. Compliance with Federal Conditions and Laws:

- A.** The MPO shall comply and require its consultants and subconsultants to comply with all terms and conditions of this Agreement and all federal, state, and local laws and regulations applicable to this Project. Execution of this Agreement constitutes a certification that the MPO is in compliance with, and will require its consultants and subconsultants to comply with, all requirements imposed by applicable federal, state, and local laws and regulations.
- B.** The MPO shall comply with the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions," in 49 C.F.R. Part 29, and 2 C.F.R. Part 200 when applicable and include applicable required provisions in all contracts and subcontracts entered into pursuant to this Agreement.
- C. Title VI Assurances:** The MPO will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964, the regulations of the U.S. Department of Transportation issued thereunder, and the assurance by the MPO pursuant thereto, including but not limited to the requirements set forth in Exhibit "C", Title VI Assurances. The MPO shall include the attached Exhibit "C", Title VI Assurances, in all contracts with consultants and contractors performing work on the Project that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R. Part 21, and related statutes and regulations.
- D. Restrictions on Lobbying** The MPO agrees that to no federally-appropriated funds have been paid, or will be paid by or on behalf of the MPO, to any person for influencing or attempting to influence any officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement. If any funds other than federally-appropriated funds have been paid by the MPO to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress in connection with this Agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions. The MPO shall require that the language of this paragraph be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. No funds received pursuant to this Agreement may be expended for lobbying the Legislature, the judicial branch or a state agency.
- E.** The MPO must comply with FHWA's Conflicts of Interest requirements set forth in 23 CFR §1.33.

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

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

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

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

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

20. Miscellaneous Provisions:

A. Public Records:

- i.** The MPO shall allow public access to all documents, papers, letters, or other material subject to the provisions of Chapter 119, Florida Statutes, and made or received by the MPO in conjunction with this Agreement, unless such documents are exempt from public access or are confidential pursuant to state and federal law. Failure by the MPO to grant such public access shall be grounds for immediate unilateral cancellation of this Agreement by the Department.
- ii.** In addition, the MPO shall comply with the requirements of section 119.0701, Florida Statutes.

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- B. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of the Agreement to create in the public or any member thereof, a third party beneficiary hereunder, or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the provisions of this Agreement..
- C. In no event shall the making by the Department of any payment to the MPO constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the MPO and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.
- D. If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance, the remainder would then continue to conform to the terms and requirements of applicable law.
- E. By execution of the Agreement, the MPO represents that it has not paid and, also agrees not to pay, any bonus or commission for the purpose of obtaining an approval of its application for the financing hereunder.
- F. Nothing in the Agreement shall require the MPO to observe or enforce compliance with any provision or perform any act or do any other thing in contravention of any applicable state law. If any of the provisions of the Agreement violate any applicable state law, the MPO will at once notify the Department in writing in order that appropriate changes and modifications may be made by the Department and the MPO to the end that the MPO may proceed as soon as possible with the Project.
- G. The MPO shall comply with all applicable federal guidelines, procedures, and regulations. If at any time a review conducted by Department and or FHWA reveals that the applicable federal guidelines, procedures, and regulations were not followed by the MPO and FHWA requires reimbursement of the funds, the MPO will be responsible for repayment to the Department of all funds awarded under the terms of this Agreement.
- H. The MPO:
 - i. shall utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by MPO during the term of the contract; and
 - ii. shall expressly require any contractor, consultant, subcontractors and subconsultants performing work or providing services pursuant to the state contract to likewise utilize the U.S. Department of Homeland Security's E-Verify system to verify the employment eligibility of all new employees hired by the subcontractor or subconsultant during the contract term.
- I. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute the same Agreement. A facsimile or electronic transmission of this Agreement with a signature on behalf of a party will be legal and binding on such party.
- J. The parties agree to comply with s.20.055(5), Florida Statutes, and to incorporate in all subcontracts the obligation to comply with s.20.055(5), Florida Statutes.
- K. This Agreement and any claims arising out of this Agreement shall be governed by the laws of the United States and the State of Florida.

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

- A. Exhibit "A", UPWP
- B. Exhibit "B", Federal Financial Assistance (Single Audit Act)
- C. Exhibit "C", Title VI Assurances
- D. Exhibit "D", Contract Payment Requirements

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

MPO

Florida Department of Transportation

Capital Region Transportation Planning Agency

Kristin Dozier

Department of Transportation

Signature

Signature

Chair

Title

Legal Review
MPO

Legal Review
Department of Transportation



UNIFIED PLANNING WORK PROGRAM

Effective Date: July 1, 2022—June 30, 2024

Draft Version March 15, 2022

Adoption Date: May 17, 2022

*Prepared by the Capital Region Transportation Planning Agency
300 South Adams Street
Tallahassee, FL 32301
(850) 891-8630
www.crtpa.org*

*Federal Aid ID Nos. **0220-060-M**
FDOT Financial Project Numbers:
439323-4-14-01 (PL), -02 (SU), -03 (CM), 421716-2-14-31 (5305d)*

*Code of Federal Domestic Assistance Numbers
20.205 - Highway Planning and Construction
20.505 - Federal Transit Technical Studies Grant (Metropolitan Planning)*

**This report was financed in part by the Federal Highway Administration,
Federal Transit Administration, Florida Department of Transportation
and participating local governments.**

Public Participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans With Disabilities Act, or persons who require translation services (free of charge) should contact the CRTPA Title VI Coordinator, Suzanne Lex, four days in advance of the meeting at 850-891-8627 (Suzanne.Lex@crtpa.org) and for the hearing impaired, telephone 711 or 800-955-8771 (TDY)."

"La participación pública se solicita sin distinción de raza, color, nacionalidad, edad, sexo, religión, discapacidad o estado familiar. Las personas que requieran adaptaciones especiales en virtud de la Ley de Americanos con Discapacidades, o las personas que requieran servicios de traducción (sin cargo) deben comunicarse con Suzanne Lex, CRTPA Coordinadora del Título VI, al 850-891-8627 (Suzanne.lex@crtpa.org) y para las personas con discapacidad auditiva, teléfono 711 o 800-955-8771 (TDY) cuatro días antes de la reunión.

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EXHIBIT “B”

FEDERAL FINANCIAL ASSISTANCE (SINGLE AUDIT ACT)

FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:

CFDA No.: [20.205](#)

CFDA Title: HIGHWAY PLANNING AND CONSTRUCTION
Federal-Aid Highway Program, Federal Lands Highway Program

***Award Amount:** \$

Awarding Agency: Florida Department of Transportation

Indirect Cost Rate:

****Award is for R&D:** No

*The federal award amount may change with supplemental agreements

**Research and Development as defined at §200.87, 2 CFR Part 200

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

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

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

Title 23 – Highways, United States Code
<http://uscode.house.gov/browse.xhtml>

Title 49 – Transportation, United States Code
<http://uscode.house.gov/browse.xhtml>

MAP-21 – Moving Ahead for Progress in the 21st Century, P.L. 112-141
www.dot.gov/map21

Federal Highway Administration – Florida Division
www.fhwa.dot.gov/fldiv

Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)
www.fsrs.gov

Exhibit "C"
TITLE VI ASSURANCES

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

- (1.) Compliance with REGULATIONS:** The contractor shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") ***Title 49, Code of Federal Regulations, Part 21***, as they may be amended from time to time, (hereinafter referred to as the **REGULATIONS**), which are herein incorporated by reference and made a part of this contract.
- (2.) Nondiscrimination:** The contractor, with regard to the work performed by it during the contract, shall not discriminate on the basis of race, color, national origin, or sex in the selection and retention of sub-contractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by **Section 21.5** of the **REGULATIONS**, including employment practices when the contract covers a program set forth in **Appendix B** of the **REGULATIONS**.
- (3.) Solicitations for Sub-contractors, including Procurements of Materials and Equipment:** In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under sub-contract, including procurements of materials or leases of equipment, each potential sub-contractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the **REGULATIONS** relative to nondiscrimination on the basis of race, color, national origin, or sex.
- (4.) Information and Reports:** The contractor shall provide all information and reports required by the **REGULATIONS** or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation* or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such **REGULATIONS**, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the *Florida Department of Transportation*, or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) Sanctions for Noncompliance:** In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Florida Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the contractor under the contract until the contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) Incorporation of Provisions:** The contractor shall include the provisions of paragraphs (1) through (7) in every sub-contract, including procurements of materials and leases of equipment, unless exempt by the **REGULATIONS**, or directives issued pursuant thereto. The contractor shall take such action with respect to any sub-contract or procurement as the *Florida Department of Transportation* or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, or Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the contractor may request the *Florida Department of Transportation* to enter into such litigation to protect the interests of the *Florida Department of Transportation*, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7.) Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits

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discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

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

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

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

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

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

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

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

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

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

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

Resolution 2022-05-4B

A RESOLUTION APPROVING THE FISCAL YEAR (FY) 2022/23 – FY 2023/24 UNIFIED PLANNING WORK PROGRAM FOR THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA); AUTHORIZING THE CHAIRMAN TO EXECUTE ALL REQUIRED FORMS AND ASSURANCES; AUTHORIZING THE EXECUTIVE DIRECTOR TO EXECUTE ALL SUBSEQUENT GRANT APPLICATIONS, AND INVOICES.

Whereas, the CRTPA is the designated and constituted body responsible for the urban transportation planning and programming process; and

Whereas, the CRTPA is the authorized recipient of the United States Department of Transportation's planning funds; and

Whereas, the CRTPA prepared and submitted a Fiscal Year (FY) 2022/2023 and FY 2023/2024 Unified Planning Work Program; and

Whereas, comments from reviewing agencies have been received and addressed; and

Whereas, minor adjustments were made along with textual clarifications requested by the reviewing agencies; and

Whereas, a final Unified Planning Work Program reflecting agency comments has been prepared.

NOW THEREFORE BE IT RESOLVED that the CRTPA:

1. Adopts the Final Unified Planning Work Program for FY 2022/23 and FY 2023/24; and
2. Authorizes the Chairman to execute all required forms and assurances; and
3. Authorizes the CRTPA Executive Director to file and execute all related grant applications and invoices for the Unified Planning Work Program.

DONE, ORDERED, AND ADOPTED THIS 17th DAY OF MAY 2022

CAPITAL REGION TRANSPORTATION PLANNING AGENCY

Kristin Dozier, Chair

ATTEST:

Greg Slay, Executive Director

May 17, 2022



AGENDA ITEM 4 C

FDOT 2021 JOINT CERTIFICATION OF THE CRTPA

STATEMENT OF ISSUE

This item is seeking CRTPA approval of the agency's annual joint certification by the Florida Department of Transportation (FDOT).

RECOMMENDED ACTION

Option 1: Approve the annual Joint Certification Statement of the CRTPA by the FDOT for the calendar year 2021.

BACKGROUND

Annually, the Florida Department of Transportation conducts a certification review of the planning process to certify that the CRTPA complies with state and federal planning requirements. This year's review occurred in conjunction with the federal quadrennial certification. In February, staff met with the FDOT to finalize the certification. In a letter dated March 31, 2022, the FDOT certified the CRTPA's planning process.

Associated with the certification is a Joint Certification Statement (*Attachment 1*) that was signed by the CRTPA Executive Director and FDOT District Three Director of Transportation Development.

OPTIONS

Option 1: Approve the annual Joint Certification Statement of the CRTPA by the FDOT for the calendar year 2021.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 1: Joint Certification Letter & Statement



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 SUWANNEE STREET
TALLAHASSEE, FL 32399-0450

March 31, 2022

Mr. Greg Slay, AICP
Executive Director
Capital Region Transportation Planning Agency (CRTPA)
300 S. Adams Street, A-19
Tallahassee, FL 32301

RE: FDOT Joint Certification Calendar Year 2021

Dear Mr. Slay:

The Capital Region Transportation Planning Agency (CRTPA) is the transportation planning agency tasked with the development of the Metropolitan Planning Organization (MPO) process in the Gadsden, Jefferson, Leon and Wakulla county area. As such, the CRTPA is responsible for coordinating transportation planning within Florida's Capital Region. Annually, the Florida Department of Transportation (Department), conducts a certification review of the planning process to certify that the TPO complies with state and federal planning requirements.

The Department continues to encourage the TPO to consistently submit quarterly invoices and status reports. Based on the guidance set forth in Section 7.6 of the MPO Program Management Handbook, intended to satisfy the Risk Assessment requirements described in 2 CFR §200.331, the TPO's Risk Level is Low. Invoices dated July 1, 2022, through June 30, 2023 will be monitored on an annual basis.

The CRTPA is commended for successful implementation of various non-traditional public involvement outreach intended to increase public participation during the pandemic.

Thank you for your proactive involvement in transportation planning and your ongoing commitment to the practice of comprehensive transportation planning. The Department looks forward to working with the CRTPA in the upcoming year on implementation of planning projects.

Greg Slay
Page 2
March 31, 2022

The Department has completed the joint certification of the CRTPA. The CRTPA planning process is hereby certified. A copy of the signed Joint Certification letter is attached.

Should you have any questions, please feel free to contact me at (850) 330-1488.

Sincerely,



Donna M. Green, Urban Liaison

Attachment:

CC: Abra Horne or Interim, Metropolitan Programs Administrator, FDOT Office of
 Policy Planning
 Erika Thompson, Statewide Metropolitan Planning Coordinator, FDOT Office of
 Policy Planning
 Carlos A. Gonzalez, Transportation Planning Specialist, Federal Highway
 Administration, Florida Division
 Cathy Kendall, Planning Team Leader, Federal Highway Administration, Florida
 Division

FLORIDA DEPARTMENT OF TRANSPORTATION
MPO JOINT CERTIFICATION STATEMENT525-010-05c
POLICY PLANNING
02/18

Pursuant to the requirements of 23 U.S.C. 134(k)(5) and 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Capital Region TPA with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST Act and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on February 10, 2022.

Based on a joint review and evaluation, the Florida Department of Transportation and the Capital Region TPA recommend that the Metropolitan Planning Process for the Capital Region TPA be certified.

DocuSigned by:



Name: Tim Smith, P.E.

Title: Transportation Development Director

3/29/2022 | 4:35 PM EDT

Date

DocuSigned by:



Name: Greg Slay, AICP

Title: CRTPA Executive Director

3/28/2022 | 1:22 PM EDT

Date



Capital Region TPA
Joint Certification 2021
2/10/2022

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Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT's [MPO Joint Certification Statement](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

Part 1

Part 1 of the Joint Certification is to be completed by the MPO.

Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement; and any other applicable agreements? Please list all agreements and dates that they need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

3. How does the MPOs planning process consider the 10 Federal Planning Factors ([23 CFR § 450.306](#))?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

5. When was the MPOs Congestion Management Process last updated?

Please Check: Yes ☐ No ☐ N/A ☐

PLEASE EXPLAIN

6. Has the MPO recently reviewed and/or updated its Public Participation Plan (PPPs)? If so, when? For guidance on PPPs, see the Federal Highway Administration (FHWA) checklist in the [Partner Library](#) on the MPO Partner Site.

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

7. Was the Public Participation Plan made available for public review for at least 45 days before adoption?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

PLEASE EXPLAIN

2. How often does the MPO submit invoices to the District for review and reimbursement?

PLEASE EXPLAIN

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

PLEASE EXPLAIN

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

PLEASE EXPLAIN

5. How does the MPO ensure records of costs incurred under the terms of the MPO Agreement maintained and readily available upon request by FDOT at all times during the period of the MPO Agreement, and for five years after final payment is made?

PLEASE EXPLAIN

6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

PLEASE EXPLAIN

7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds and applicable State laws?

PLEASE EXPLAIN

8. Does the MPO have an existing negotiated indirect cost rate from the Federal government or use the de minimis rate (currently set at 10% of modified total direct costs which may be used indefinitely [\(2 C.F.R. 200.414\(f\)\)](#)?

In general, only those MPOs that are hosted by agencies that receive direct Federal funding in some form (not necessarily transportation) will have available a Federally approved indirect cost rate. If the MPO has a staffing services agreement or the host agency requires the MPO to pay a monthly fee, the MPO may be reimbursed for indirect costs.

Please Check: Indirect Rate ☐ De Minimis Rate ☐ N/A ☐

- a. If the MPO has an existing negotiated indirect cost rate, did the MPO submit a cost allocation plan?

PLEASE EXPLAIN

Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints, and does this procedure comply with FDOT's procedure?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

4. Does the MPO collect demographic data to document nondiscrimination and equity in its plans, programs, services, and activities?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

5. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

6. Does the MPO keep on file for five years all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises

1. Is the MPO using a qualifications based selection process that is consistent with [2 C.F.R. 200.320 \(a-c\)](#), [Appendix II to Part 200 - Contract Provision](#), and [23 C.F.R. 172](#), and Florida statute as applicable?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

2. Does the MPO maintain sufficient records to detail the history of procurement, management, and administration of the contract? These records will include but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract, progress reports, and invoices.

Note: this documentation is required by [2 C.F.R. 200.325](#) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

3. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

4. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

5. Does the MPO's contracts include all required federal and state language from the MPO Agreement?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

6. Does the MPO follow the FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

7. Does the MPO use the Equal Opportunity Compliance (EOC) system to ensure that consultants are entering bidders opportunity list information, as well as accurately and regularly accept DBE commitments and payments?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

8. The MPO must be prepared to use the Grant Application Process (GAP) to record their professional services contract information starting on July 1, 2022. Has the MPO staff been trained on the GAP system? If yes, please provide the date of training. If no, please provide the date by when training will be complete (Recordings are available on the FDOT Local Programs [webpage](#)).

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

9. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

Please Check: Yes ☐ No ☐

PLEASE EXPLAIN

10. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

Please Check: Yes ☐ No ☐ N/A ☐

11. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

Please Check: Yes ☐ No ☐ N/A ☐

12. Please identify all locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid solicitations and contract.

- a) ☐ Minority business
- b) ☐ Local business
- c) ☐ Disadvantaged business
- d) ☐ Small business
- e) ☐ Location (physical location in proximity to the jurisdiction)
- f) ☐ Materials purchasing (physical location or supplier)
- g) ☐ Locally adopted wage rates
- h) ☐ Other: _____

13. Do the MPO contracts only permit the use of the approved FDOT race-neutral program?

Please Check: Yes ☐ No ☐ N/A ☐

14. Do the MPO contracts specify the race neutral or 'aspirational' goal of 10.65%?

Please Check: Yes ☐ No ☐ N/A ☐

15. Are the MPO contracts free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

Please Check: Yes ☐ No ☐ N/A ☐

16. Do the MPO contracts contain required civil rights clauses, including:

- a. Nondiscrimination in contracting statement (49 CFR 26.13)
- b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
- c. FDOT DBE specifications

Please Check: Yes ☐ No ☐ N/A ☐

Part 1 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPOs noteworthy practices and achievements below.

PLEASE EXPLAIN

Part 1 Section 6: MPO Comments

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

Insert Comments



Capital Region TPA
Joint Certification 2021
2/10/2022

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Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The Certification Package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

Certification Process

Please read and answer each question within this document.

Since all of Florida's MPOs adopt a new Transportation Improvement Program (TIP) annually, many of the questions related to the TIP adoption process have been removed from this certification, as these questions have been addressed during review of the draft TIP and after adoption of the final TIP.

As with the TIP, many of the questions related to the Unified Planning Work Program (UPWP) and Long-Range Transportation Plan (LRTP) have been removed from this certification document, as these questions are included in the process of reviewing and adopting the UPWP and LRTP.

Note: This certification has been designed as an entirely electronic document and includes interactive form fields. Part 2 Section 9: Attachments allows you to embed any attachments to the certification, including the [MPO Joint Certification Statement](#) document that must accompany the completed certification report. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and attach it to the completed certification in Part 2 Section 9: Attachments.

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

The final Certification Package should include Part 1, Part 2, and any required attachments and be transmitted to Central Office no later than June 1 of each year.

Risk Assessment Process

Part 2 Section 1: Risk Assessment evaluates the requirements described in [2 CFR §200.332 \(b\)-\(e\)](#), also expressed below. It is important to note that FDOT is the recipient and the MPOs are the subrecipient, meaning that FDOT, as the recipient of Federal-aid funds for the State, is responsible for ensuring that Federal-aid funds are expended in accordance with applicable laws and regulations.

(b) Evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring described in paragraphs (d) and (e) of this section, which may include consideration of such factors as:

- (1) The subrecipient's prior experience with the same or similar subawards;*
- (2) The results of previous audits including whether the subrecipient receives a Single Audit in accordance with Subpart F—Audit Requirements of this part, and the extent to which the same or similar subaward has been audited as a major program;***
- (3) Whether the subrecipient has new personnel or new or substantially changed systems; and***
- (4) The extent and results of Federal awarding agency monitoring (e.g., if the subrecipient also receives Federal awards directly from a Federal awarding agency).*

(c) Consider imposing specific subaward conditions upon a subrecipient if appropriate as described in §200.208.

(d) Monitor the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that subaward performance goals are achieved. Pass-through entity monitoring of the subrecipient must include:

- (1) Reviewing financial and performance reports required by the pass-through entity.*
- (2) Following-up and ensuring that the subrecipient takes timely and appropriate action on all deficiencies pertaining to the Federal award provided to the subrecipient from the pass-through entity detected through audits, on-site reviews, and written confirmation from the*

subrecipient, highlighting the status of actions planned or taken to address Single Audit findings related to the particular subaward.

(3) Issuing a management decision for audit findings pertaining to the Federal award provided to the subrecipient from the pass-through entity as required by §200.521.

(4) The pass-through entity is responsible for resolving audit findings specifically related to the subaward and not responsible for resolving crosscutting findings. If a subrecipient has a current Single Audit report posted in the Federal Audit Clearinghouse and has not otherwise been excluded from receipt of Federal funding (e.g., has been debarred or suspended), the pass-through entity may rely on the subrecipient's cognizant audit agency or cognizant oversight agency to perform audit follow-up and make management decisions related to cross-cutting findings in accordance with section §200.513(a)(3)(vii). Such reliance does not eliminate the responsibility of the pass-through entity to issue subawards that conform to agency and award-specific requirements, to manage risk through ongoing subaward monitoring, and to monitor the status of the findings that are specifically related to the subaward.

(e) Depending upon the pass-through entity's assessment of risk posed by the subrecipient (as described in paragraph (b) of this section), the following monitoring tools may be useful for the pass-through entity to ensure proper accountability and compliance with program requirements and achievement of performance goals:

(1) Providing subrecipients with training and technical assistance on program-related matters; and

(2) Performing on-site reviews of the subrecipient's program operations;

(3) Arranging for agreed-upon-procedures engagements as described in §200.425.

If an MPO receives a Management Decision as a result of the Single Audit, the MPO may be assigned the high-risk level.

After coordination with the Office of Policy Planning, any of the considerations in 2 CFR §200.331 (b) may result in an MPO being assigned the high-risk level.

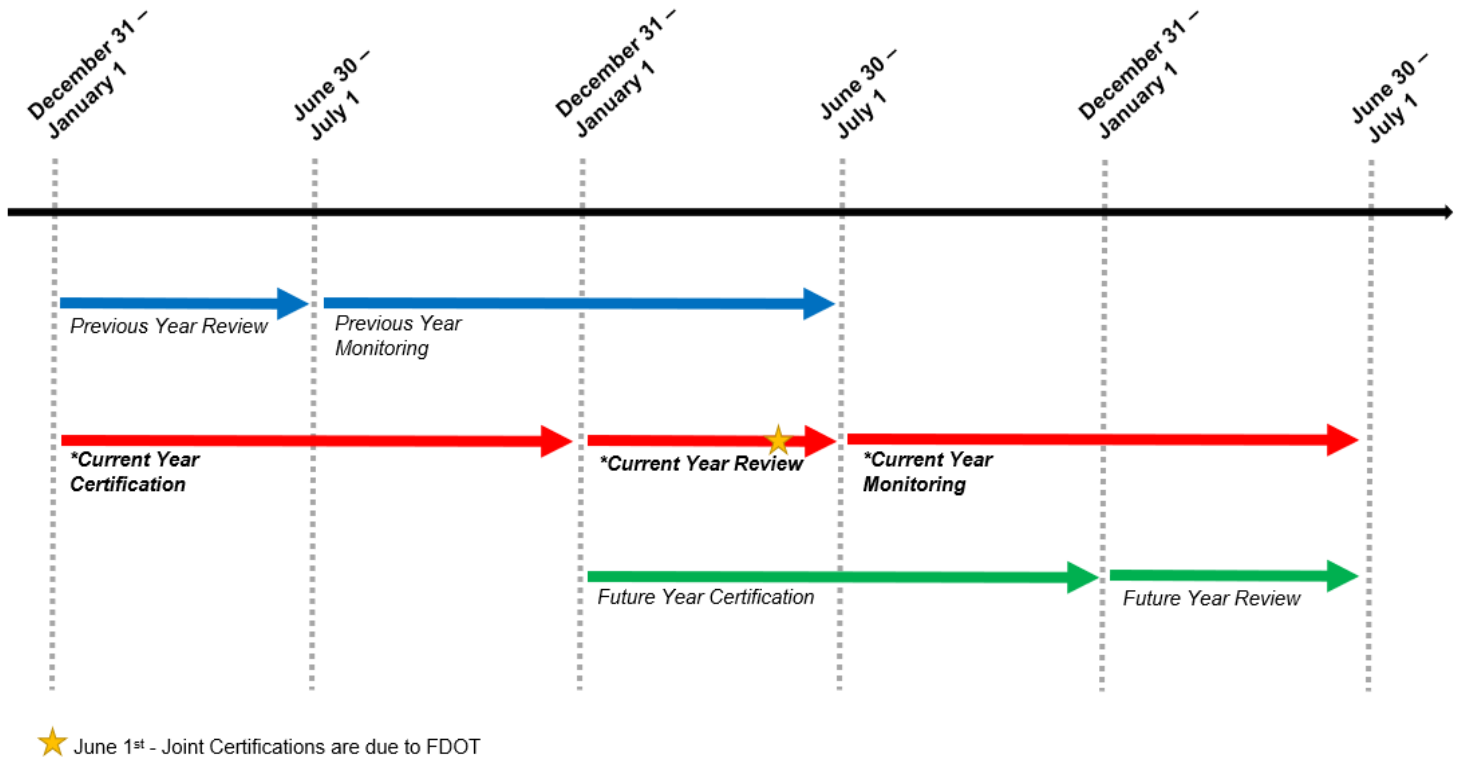
The questions in Part 2 Section 1: Risk Assessment are quantified and scored to assign a level of risk for each MPO, which will be updated annually during the joint certification process. The results of the Risk Assessment determine the minimum frequency by which the MPO's supporting documentation for their invoices is reviewed by FDOT MPO Liaisons for the upcoming year. The frequency of review is based on the level of risk in **Table 1**.

Table 1. Risk Assessment Scoring

Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

The Risk Assessment that is part of this joint certification has two main components – the Certification phase and the Monitoring phase – and involves regular reviewing, checking, and surveillance. The first step is to complete this Risk Assessment during the joint certification for the current year (*The red line in **Figure 1***). The current year runs for a 12-month period from January 1 to December 31 of the same year (**Example: January 1, 2018 through December 31, 2018**). There is a 6-month period when the joint certification for the current year is reviewed before the Risk Assessment enters the Monitoring phase. The joint certification review runs from January 1 to June 30 (**Example: January 1, 2019 through June 30, 2019**). After the review has been completed, the Risk Assessment enters the Monitoring phase, where the MPO is monitored for a 12-month period (**Example: July 1, 2019 to June 30, 2020**). The entire Risk Assessment runs for a total of 30-months. However, there will always be an overlapping of previous year, current year, and future year Risk Assessments. **Figure 1** shows the timeline of Risk Assessment phases and how Risk Assessments can overlap from year to year.

Figure 1. Risk Assessment: Certification Year vs. Monitoring



Part 2

Part 2 of the Joint Certification is to be completed by the District MPO Liaison.

Part 2 Section 1: Risk Assessment

MPO Invoice Submittal

List all invoices and the dates that the invoices were submitted for reimbursement during the certification period in **Table 2** below.

Table 2. MPO Invoice Submittal Summary

Invoice #	Invoice Period	Date the Invoice was Forwarded to FDOT for Payment	Was the Invoice Submitted More than 90 days After the End of the Invoice Period? (Yes or No)
PL-2	10/01/20 – 12/30/20	03/31/21	No
PL-3	01/01/21- 03/31/21	06/22/01	No
PL-4	04/10/21- 06/30/21	09/30/21	No
SU-2	10/01/20 – 12/30/20	03/08/21	No
SU-2.1	10/01/20 – 12/30/20	03/31/21	No
SU3	01/01/21- 03/31/21	06/23/21	No
SU-4	04/10/21- 06/30/21	09/30/21	No
PL-5	07/1/21-09/30/21	12/31/21	No
MPO Invoice Submittal Total			
Total Number of Invoices that were Submitted on Time			8

Total Number of Invoices Submitted	8
---	----------

MPO Invoice Review Checklist

List all MPO Invoice Review Checklists that were completed in the certification period in **Table 3** and attach the checklists to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Invoice Review Checklist (i.e. checked yes). The MPO Invoice Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting unallowable, unreasonable or unnecessary expenses or corrections that affect the total amounts for paying out.
- Exceeding allocation or task budget.
- Submitting an invoice that is not reflected in the UPWP.
- Submitting an invoice that is out of the project scope.
- Submitting an invoice that is outside of the agreement period.
- Documenting budget status incorrectly.

Corrections or findings that are not considered materially significant do not warrant elevation of MPO risk. Examples of corrections or findings that are not considered materially significant include:

- Typos.
- Incorrect UPWP revision number.
- Incorrect invoice number.

Table 3. MPO Invoice Review Checklist Summary

MPO Invoice Review Checklist	Number of Correct Materially Significant Finding Questions
<i>8 Invoice Review Checklist were submitted</i>	56

MPO Invoice Review Checklist Total	
Total Number of Materially Significant Finding Questions that were Correct	56

**Note: There are 7 materially significant questions per MPO Invoice Review Checklist.*

MPO Supporting Documentation Review Checklist

List all MPO Supporting Documentation Review Checklists that were completed in the certification period in **Table 4** and attach the checklists and supporting documentation to this risk assessment. Identify the total number of materially significant finding questions that were correct on each MPO Supporting Documentation Review Checklist (i.e. checked yes). The MPO Supporting Documentation Review Checklist identifies questions that are considered materially significant with a red asterisk. Examples of materially significant findings include:

- Submitting an invoice with charges that are not on the Itemized Expenditure Detail Report.
- Submitting an invoice with an expense that is not allowable.
- Failing to submit supporting documentation, such as documentation that shows the invoice was paid.
- Submitting travel charges that do not comply with the MPO's travel policy.

Table 4. MPO Supporting Documentation Review Checklist Summary

MPO Supporting Documentation Review Checklist	Number of Correct Materially Significant Finding Questions
<i>None, Monitoring is Annual</i>	

MPO Supporting Documentation Review Checklist Total	
Total Number of Materially Significant Finding Questions that were Correct	

**Note: There are 25 materially significant questions per MPO Supporting Documentation Review Checklist.*

Technical Memorandum 19-04: Incurred Cost and Invoicing Practices

Were incurred costs billed appropriately at the end of the contract period?

Please Check: Yes ☐ No ☐ N/A ☒

Risk Assessment Score

Please use the Risk Assessment worksheet to calculate the MPO's risk score. Use **Table 5** as a guide for the selecting the MPO's risk level.

Table 5. Risk Assessment Scoring

Score	Risk Level	Frequency of Monitoring
> 85 percent	Low	Annual
68 to < 84 percent	Moderate	Bi-annual
52 to < 68 percent	Elevated	Tri-annual
< 52 percent	High	Quarterly

Risk Assessment Percentage: 100

Level of Risk: **Low**

Part 2 Section 2: Long-Range Transportation Plan (LRTP)

Did the MPO adopt a new LRTP in the year that this certification is addressing?

Please Check: Yes ☐ No ☒

If yes, please ensure any correspondence or comments related to the draft and final LRTP and the LRTP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

--

Part 2 Section 3: Transportation Improvement Program (TIP)

Did the MPO update their TIP in the year that this certification is addressing?

Please Check: Yes ☒ No ☐

If yes, please ensure any correspondence or comments related to the draft and final TIP and the TIP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

Provided as requested

Part 2 Section 4: Unified Planning Work Program (UPWP)

Did the MPO adopt a new UPWP in the year that this certification is addressing?

Please Check: Yes ☐ No ☒

If yes, please ensure any correspondence or comments related to the draft and final UPWP and the UPWP checklist used by Central Office and the District are in the [MPO Document Portal](#) or attach it to Part 2 Section 9: Attachments. List the titles and dates of attachments uploaded to the MPO Document Portal below.

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

UPWP was modified for year 2 December 2021.

Part 2 Section 5: Clean Air Act

The requirements of [Sections 174](#) and [176 \(c\) and \(d\)](#) of the Clean Air Act.

The Clean Air Act requirements affecting transportation only applies to areas designated nonattainment and maintenance for the National Ambient Air Quality Standards (NAAQS). Florida currently is attaining all NAAQS. No certification questions are required at this time. In the event the Environmental Protection Agency issues revised NAAQS, this section may require revision.

Title(s) of Attachment(s)

N/A

Part 2 Section 6: Technical Memorandum 19-03REV: Documentation of FHWA PL and Non-PL Funding

Did the MPO identify all FHWA Planning Funds (PL and non-PL) in the TIP?

Please Check: Yes ☒ No ☐ N/A ☐

Part 2 Section 7: MPO Procurement and Contract Review

To evaluate existing DBE reporting requirements, choose one professional services procurement package and contract between the MPO and a third party to answer the following questions. If the answer to any of the questions is no, there is no penalty to the MPO. FDOT is using this information to determine technical support and training for the MPOs. Any new procurements after July 1, 2022 must be compliant with the existing DBE reporting requirements.

1. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

Please Check: Yes ☐ No ☐ N/A ☐

2. Are the procurement package (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contract free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

Please Check: Yes ☐ No ☐ N/A ☐

3. Does the contract only permit the use of the approved FDOT race-neutral program?

Please Check: Yes ☐ No ☐ N/A ☐

4. Does the contract specify the race neutral or 'aspirational' goal of 10.65%?

Please Check: Yes ☐ No ☐ N/A ☐

5. Is the contract free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

Please Check: Yes ☐ No ☐ N/A ☐

6. Does the contract contain required civil rights clauses, including:
- a. Nondiscrimination in contracting statement (49 CFR 26.13)
 - b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
 - c. FDOT DBE specifications

Please Check: Yes ☐ No ☐ N/A ☐

Part 2 Section 8: District Questions

The District may ask up to five questions at their own discretion based on experience interacting with the MPO that were not included in the sections above. Please fill in the question, and the response in the blanks below. This section is optional and may cover any topic area of which the District would like more information.

1. Question

PLEASE EXPLAIN

2. Question

PLEASE EXPLAIN

3. Question

PLEASE EXPLAIN

4. Question

PLEASE EXPLAIN

5. Question

PLEASE EXPLAIN

Part 2 Section 9: Recommendations and Corrective Actions

Please note that the District shall report the identification of and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board. The District may identify recommendations and corrective actions based on the information in this review, any critical comments, or to ensure compliance with federal regulation. The corrective action should include a date by which the problem must be corrected by the MPO.

Status of Recommendations and/or Corrective Actions from Prior Certifications

PLEASE EXPLAIN

Recommendations

PLEASE EXPLAIN

Corrective Actions

PLEASE EXPLAIN

Part 2 Section 10: Attachments

Please attach any documents required from the sections above or other certification related documents here or through the [MPO Document Portal](#). Please also sign and attached the [MPO Joint Certification Statement](#).

Title(s) and Date(s) of Attachment(s) in the MPO Document Portal

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May 17, 2022



AGENDA ITEM 4 D

EXECUTIVE DIRECTOR'S QUARTERLY TIMESHEETS APPROVAL

TYPE OF ITEM: Consent

STATEMENT OF ISSUE

This item seeks Board approval of the Executive Director's timesheets for the most recent fiscal quarter (January 1, 2022 to March 31, 2022).

RECOMMENDED ACTION

Option 1: Approve Executive Director's timesheets for the period of January 1, 2022 to March 31, 2022.

BACKGROUND

The Florida Department of Transportation (FDOT) annually evaluates and certifies the CRTPA program activities. A component of the certification review is monitoring fiscal records and procedures. One monitoring item requested is documentation that the Board or the Executive Committee has approved the Executive Director's timesheets.

As a result, staff is seeking Board approval of Greg Slay's timesheets for the most recent fiscal quarter (January 1, 2022 to March 31, 2022).


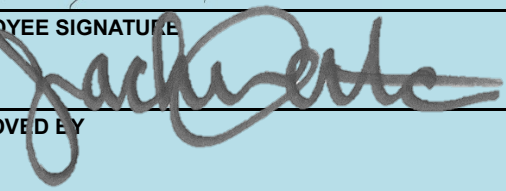
OPTIONS

Option 1: Approve Executive Director's timesheets for the period of January 1, 2022 to March 31, 2022. (Recommended)

Option 2: CRTPA Board Discretion.

ATTACHMENTS

Attachment 1: Greg Slay Timesheets for 1/1/22 – 3/31/22 (Pay period dates 1/3/22 – 4/8/22)

EMP NAME: Greg Slay		PAYROLL DATE: 1/21/22																	
EMP #	DATE RANGE: 1/3/22		1/14/22																
DEPT: 460101																			
CRTPA EMPLOYEE TIME SHEET																			
DAY	DATE	VACATION HOURS	SICK HOURS																
Mon	1/3/22																		
Tues	1/4/22																		
Wed	1/5/22																		
Thurs	1/6/22																		
Fri	1/7/22																		
Mon	1/10/22																		
Tues	1/11/22																		
Wed	1/12/22																		
Thurs	1/13/22																		
Fri	1/14/22																		
Comments:																			
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  EMPLOYEE SIGNATURE </div> <div style="text-align: right;"> January 14, 2022 DATE </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div style="text-align: center;">  APPROVED BY </div> <div style="text-align: right;"> January 14 2022 DATE </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end; margin-top: 10px;"> <div>PAYROLL CLERKS SIGNATURE</div> <div>DATE</div> </div>																			
<p>For Payroll Clerks Use Only:</p> <table style="width: 100%;"> <tr> <td>Paid Holiday</td> <td>_____</td> </tr> <tr> <td>Personal Leave</td> <td>_____</td> </tr> <tr> <td>Sick Leave</td> <td>_____</td> </tr> <tr> <td>Administrative Leave</td> <td>_____</td> </tr> <tr> <td>Catastrophic Leave</td> <td>_____</td> </tr> <tr> <td>Wellness Leave</td> <td>_____</td> </tr> <tr> <td>Floating Holiday</td> <td>_____</td> </tr> <tr> <td>Personal Day</td> <td>_____</td> </tr> </table> <p style="margin-top: 20px;">TOTAL _____</p> <p style="font-size: small; margin-top: 20px;">This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				Paid Holiday	_____	Personal Leave	_____	Sick Leave	_____	Administrative Leave	_____	Catastrophic Leave	_____	Wellness Leave	_____	Floating Holiday	_____	Personal Day	_____
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Catastrophic Leave	_____																		
Wellness Leave	_____																		
Floating Holiday	_____																		
Personal Day	_____																		



**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *01/21/22*
Payroll Range *01/03/22 thru 01/14/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	01/03/22	2			2	2		2
Tues	01/04/22	5		1	1			1
Wed	01/05/22	2			1	2	1	2
Thurs	01/06/22	5	1			2		
Fri	01/07/22	2				4		2
Mon	01/10/22	2	2	1		2		1
Tues	01/11/22	2		2		2	1	1
Wed	01/12/22	2		1	1	2	2	
Thurs	01/13/22	3		1	1			3
Fri	01/14/22	2	2			2	2	

Hours

8 Admin, UPWP, Thomasville Rd, US 90, Stadium/LB
8 Committees, admin, US 90
8 Admin, TIP, CMP, US 90
8 FMPP, GPC contract, Safety PM
8 Admin, staff meeting, Safety PM, COA, Stadium/LB
8 Audit, GPC contract, crash data, RMP, Safety PMs, US 90
8 GPC contract, legislative review, bike/ped, safety PMs, PIP, Stadium/LB
8 Budget, PIP, Thomasville Rd Path
8 Admin, CMAC interview, GPC, US 90
8 Admin, staff meeting, crash data, Safety PM, PIP

EMP NAME: Greg Slay		PAYROLL DATE: 2/4/22																					
EMP #	DATE RANGE: 1/17/22		1/28/22																				
DEPT: 460101																							
CRTPA EMPLOYEE TIME SHEET																							
DAY	DATE	VACATION HOURS	SICK HOURS																				
			OTHER LEAVE																				
Mon	1/17/22		8 - Holiday																				
Tues	1/18/22																						
Wed	1/19/22																						
Thurs	1/20/22	3																					
Fri	1/21/22																						
Mon	1/24/22																						
Tues	1/25/22																						
Wed	1/26/22																						
Thurs	1/27/22																						
Fri	1/28/22																						
Comments:																							
<p>By signing below the employee indicates that the foregoing are the hours of leave taken during the payroll period and that aside from such leave time, the employee has worked during the payroll period in accordance with his/her job requirements.</p> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  EMPLOYEE SIGNATURE </div> <div style="text-align: right;"> January 26, 2022 DATE </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;">  APPROVED BY </div> <div style="text-align: right;"> January 28, 2022 DATE </div> </div> <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div>PAYROLL CLERKS SIGNATURE</div> <div>DATE</div> </div>																							
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Administrative Leave	_____																						
Catastrophic Leave	_____																						
Wellness Leave	_____																						
Floating Holiday	_____																						
Personal Day	_____																						
TOTAL	_____																						

**CRTPA TASK SHEET
FY 2017/18**



Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *02/04/22*
Payroll Range *01/17/22* *thru* *01/28/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	01/17/22	8						
Tues	01/18/22	2			2	1		3
Wed	01/19/22		2	1	2	2		1
Thurs	01/20/22	4				2		2
Fri	01/21/22	4	2			2		
Mon	01/24/22	4				4		
Tues	01/25/22	2			1	3	2	
Wed	01/26/22	3				4		1
Thurs	01/27/22	8						
Fri	01/28/22	8						

Hours

8 MLK Day
8 Admin, PPLs, CMP, Stadium/LB, US 90
8 CTST, Legislative review, Thomasville Rd Path, Stadium/LB
8 Admin, personal leave, CMP, Thomasville Rd Path, Stadium/LB
8 Staff meeting, Briefing - Dozier, crash data, Safety PMs

8 Briefings - Messersmith, Richardson, W-C, Thomasville Road Path, Safety PMs
8 GPC contract, PPLs, Thomasville Rd Path, Safety PMs,
8 Briefing - Minor, Admin, CMP, T'ville Path
8 MPOAC
8 MPOAC

EMP NAME: Greg Slay		PAYROLL DATE: 2/18/22																		
EMP #		DATE RANGE: 1/31/22 2/11/22																		
DEPT: 460101																				
CRTPA EMPLOYEE TIME SHEET																				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE																
Mon	1/31/22																			
Tues	2/1/22																			
Wed	2/2/22																			
Thurs	2/3/22																			
Fri	2/4/22																			
Mon	2/7/22																			
Tues	2/8/22																			
Wed	2/9/22																			
Thurs	2/10/22																			
Fri	2/11/22																			
Comments:																				
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Paid Holiday	_____																			
Personal Leave	_____																			
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**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *02/18/22*
Payroll Range *01/31/22* *thru* *02/11/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	01/31/22	5	1			2		
Tues	02/01/22	4	1		1			2
Wed	02/02/22	2	2		1	1	1	1
Thurs	02/03/22	3		1		1	1	2
Fri	02/04/22	3	1		1	1	1	1
Mon	02/07/22	2		1	1	3		1
Tues	02/08/22	2	1	1		3		1
Wed	02/09/22	2	2		1	2		1
Thurs	02/10/22	4		1	2	1		
Fri	02/11/22			2		2	2	2

Hours

8 Admin, CRTPA meeting, crash data, Thomasville Rd Path
8 Admin, committee meetings, crash data, US 90
8 Wejo demo, Wakulla TA, PPLs, website US 90
8 Admin, office reno, PPLs, ABC 27, US 90
8 Staff meeting, GPC contract, crash data, Nims, Thomasville Rd safety, US 90
8 Admin, GPC contract, legislative review, CMP, Thomasville Rd Path, US 90
8 Admin, crash data, Safety Targets, CMP, US 90
8 Certification, Nims Middle, TA/TRIP, CMP, Thomasville Rd Path, US 90
8 Admin, certification, staff meeting, RMP, legislative review, CMP
8 COA, Thomasville Rd Path, website, PIP, Sodium/LB

EMP NAME: Greg Slay		PAYROLL DATE: 3/4/22																						
EMP #		DATE RANGE: 2/14/22		2/25/22																				
DEPT: 460101																								
C RTPA EMPLOYEE TIME SHEET																								
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE																				
Mon	2/14/22																							
Tues	2/15/22																							
Wed	2/16/22																							
Thurs	2/17/22																							
Fri	2/18/22	4																						
Mon	2/21/22																							
Tues	2/22/22																							
Wed	2/23/22																							
Thurs	2/24/22			8 - personal day																				
Fri	2/25/22			8 - personal day																				
Comments:																								
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Paid Holiday	_____																							
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Sick Leave	_____																							
Administrative Leave	_____																							
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Wellness Leave	_____																							
Floating Holiday	_____																							
Personal Day	_____																							
TOTAL	_____																							

**CRTPA TASK SHEET
FY 2017/18**


Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *03/04/22*
Payroll Range *02/14/22* *thru* *02/25/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	02/14/22	2		1	2	2		1
Tues	02/15/22	2			2	2	1	1
Wed	02/16/22	2	1	2	1			2
Thurs	02/17/22	4	1			1		2
Fri	02/18/22	6				1		1
Mon	02/21/22	5		1	1	1		
Tues	02/22/22	2		2				4
Wed	02/23/22		1	1	2	2		2
Thurs	02/24/22	8						
Fri	02/25/22	8						

Hours

8 Admin, GPC contract, legislative review, CMP, ITS,US 90
8 MPOAC, TIP/PPLs, CMP, Stadium/LB
8 Starmetro MOU, Nims Middle, Monroe Placemaking, Welaunee TRIP app, US 90,
8 Admin, UPWP, Starmetro MOU, Nims Middle,
8 Briefing - Minor, staff meeting, personal leave, Stadium/LB

8 Admin, Board meeting, Thomasville Rd Path,
8 UPWP budget, Joint/city county workshop, US 90
8 Legislative review, CMP, Stadium/LB
8 Personal day
8 Personal day

EMP NAME: Greg Slay		PAYROLL DATE: 3/18/22																	
EMP #		DATE RANGE: 2/28/22 3/11/22																	
DEPT: 460101																			
CRTPA EMPLOYEE TIME SHEET																			
DAY	DATE	VACATION HOURS	SICK HOURS																
Mon	2/28/22																		
Tues	3/1/22																		
Wed	3/2/22																		
Thurs	3/3/22																		
Fri	3/4/22																		
Mon	3/7/22																		
Tues	3/8/22																		
Wed	3/9/22																		
Thurs	3/10/22																		
Fri	3/11/22	4																	
Comments:																			
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EMPLOYEE SIGNATURE			DATE																
APPROVED BY			DATE																
PAYROLL CLERKS SIGNATURE			DATE																
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Paid Holiday	_____																		
Personal Leave	_____																		
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Administrative Leave	_____																		
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**CRTPA TASK SHEET
FY 2017/18**


Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *03/18/22*
Payroll Range *02/28/22* *thru* *03/11/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	02/28/22	2		2	2	2		
Tues	03/01/22	6						2
Wed	03/02/22	2		1		2		3
Thurs	03/03/22	2	2		2			2
Fri	03/04/22	5						3
Mon	03/07/22	2		1	2	1		2
Tues	03/08/22	4			2	1	1	
Wed	03/09/22	4	1			1		2
Thurs	03/10/22	2		2	1	2		1
Fri	03/11/22	6				1		1

Hours

8 Admin, legislative review, PPLs,
8 Admin, committees, US 90
8 FHWA TMA Risk Assessment, CMP, US 90, Stadium/LB
8 Admin, UPWP, crash data, US 90
8 Staff meeting, agreements, US 90, Stadium/LB

8 Admin, legislative review, PPLs, Thomasville Rd, US 90
8 Admin, SU funding, UPWP, Functional class/US webinar, Thomasville Rd, website
8 SU, UPWP, Thomasville Rd, US 90
8 Admin, UPWP, CMP, US 90
8 Personal leave, Staff meeting, Briefing - Minor, CMP, US 90

EMP NAME: Greg Slay		PAYROLL DATE: 4/1/22		
EMP #		DATE RANGE: 3/14/22		3/25/22
DEPT: 460101				
C RTPA EMPLOYEE TIME SHEET				
DAY	DATE	VACATION HOURS	SICK HOURS	OTHER LEAVE
Mon	3/14/22			
Tues	3/15/22			
Wed	3/16/22			
Thurs	3/17/22			
Fri	3/18/22			
Mon	3/21/22	3		
Tues	3/22/22	3		
Wed	3/23/22			
Thurs	3/24/22			
Fri	3/25/22			
Comments:				
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EMPLOYEE SIGNATURE			DATE	
APPROVED BY			DATE	
PAYROLL CLERKS SIGNATURE			DATE	
<p>For Payroll Clerks Use Only:</p> <p>Paid Holiday _____</p> <p>Personal Leave _____</p> <p>Sick Leave _____</p> <p>Administrative Leave _____</p> <p>Catastrophic Leave _____</p> <p>Wellness Leave _____</p> <p>Floating Holiday _____</p> <p>Personal Day _____</p> <p>TOTAL _____</p> <p>This record is maintained for administrative purposes only and does not in any way impact the employees wages or exempt status.</p>				


**CRTPA TASK SHEET
FY 2017/18**

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *04/01/22*
Payroll Range *03/14/22* *thru* *03/25/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	03/14/22	2		1	1	1		3
Tues	03/15/22	5			1	1		1
Wed	03/16/22			3	2	1		2
Thurs	03/17/22	2		1	1	1		3
Fri	03/18/22	2		1	1	2		2
Mon	03/21/22	4		1	1	1	1	
Tues	03/22/22	5				1		2
Wed	03/23/22	1	1	2	2	1		1
Thurs	03/24/22	2		4	1		1	
Fri	03/25/22	2		1	1	3		1

Hours

8 Admin, legislative review, Thomasville Rd Path, US 90
8 Admin, Board meeting, Thomasville Rd Path, US 90
8 Functional classification, Infrastructure bill webinar, Thomasville Rd Path, US 90
8 Admin, budget, US 90, Stadium/LB
8 Admin, UPWP, Budget, StarMetro, US 90, Stadium/LB
8 Admin, Personal leave, RMP, PPL, Thomasville Rd
8 Admin, Personal leave, ITS, US 90
8 Admin, CTST, Legislative review webinar, StarMetro, US 90
8 Admin, ARPC meeting, TA, website
8 Admin, staff meeting, PPL, Iron Bridge Rd Trail, SR 267 Trail, US 90

EMP NAME: Greg Slay		PAYROLL DATE: 4/15/22	
EMP #		DATE RANGE: 3/28/22 4/8/22	
DEPT: 460101			
CRTPA EMPLOYEE TIME SHEET			
DAY	DATE	VACATION HOURS	SICK HOURS
			OTHER LEAVE
Mon	3/28/22		
Tues	3/29/22		
Wed	3/30/22		
Thurs	3/31/22	8	
Fri	4/1/22	8	
Mon	4/4/22		
Tues	4/5/22		
Wed	4/6/22		
Thurs	4/7/22		
Fri	4/8/22		
Comments:			
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EMPLOYEE SIGNATURE		DATE	
APPROVED BY		DATE	
PAYROLL CLERKS SIGNATURE		DATE	
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CRTPA TASK SHEET FY 2017/18

Employee Name *Greg Slay*
Employee Number *14156*
Department *CRTPA* **VACATION, SICK, HOLIDAY OR OTHER TIME SHOULD BE LISTED UNDER THE ADMIN TASK**
Payroll Date *04/15/22*
Payroll Range *03/28/22 thru 04/08/22*

		Task 1.0 Admin	Task 2.0 Data Collection	Task 3.0 LRP	Task 4.0 SRP	Task 5.0 Mobility Planning	Task 6.0 Public Inv.	Task 7.0 Special Projects
Day	Date	701	989	703	990	706	705	995
Mon	03/28/22	2		1	1	2	1	1
Tues	03/29/22	2	1	1	1	1		2
Wed	03/30/22	2		1	2	1	1	1
Thurs	03/31/22	8						
Fri	04/01/22	8						
Mon	04/04/22	3		1	1	1	1	1
Tues	04/05/22	2		2	1	1	1	1
Wed	04/06/22	3		2	1	1		1
Thurs	04/07/22	1	1	2	1	1		2
Fri	04/08/22	3	1		1	2		1

Hours

8 Admin, Mahan@CC, PPLs, COA, CMP, US 90 Trail
8 Admin, Crash data, Thomasville Rd Path, US 90 Trail
8 Invoices, UPWP, Kenyata Lee - CO, CMP, website, Stadium/LB
8 Personal leave
8 Personal leave
8 Admin, FMPP, County Eng - INFRA, SR2S, US 90
8 Admin, invoices, fed. Legislation, COA, J.Bennitt email, US 90
8 AMPO federal webinar, UPWP, I-10 @ Thomasville Rd, PPLs, US 90
8 Admin, crash data - SR 267/St. Amrks Trail, MPO Revenue Forecast, PPLs, US 90
8 Admin, Staff meeting, UPWP, crash data - US 27/Wacissa Hyw, PPLs, CMP,



May 17, 2022

AGENDA ITEM 5

CONSENT ITEMS PULLED FOR DISCUSSION



May 3, 2022

COMMITTEE AGENDA ITEM 6 A

FISCAL YEAR 2023 – FY 2027

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

ADOPTION

TYPE OF ITEM: Roll Call

STATEMENT OF ISSUE

The CRTPA Fiscal Year (FY) FY 2023– FY 2027 Transportation Improvement Program (TIP) has been developed for the Capital Region Transportation Planning Agency (CRTPA) Board adoption. The FY 2023– FY 2027 TIP is **Attachment 1** and can be viewed on the [CRTPA's website](#).

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2023– FY 2027 Transportation Improvement Program.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of (FY) FY 2023– FY 2027 Transportation Improvement Program.

RECOMMENDED ACTION

Option 1: Approve Resolution 2022-05-6A (**Attachment 2**) adopting the CRTPA FY 2023 – FY 2027 Transportation Improvement Program.

BACKGROUND

The CRTPA Transportation Improvement Program identifies regional transportation projects (roadway, bicycle and pedestrian, transportation systems management, transportation enhancement, public transportation, aviation, resurfacing and bridge projects) that have received funding in the Florida Department of Transportation's (FDOT) Draft Five-Year Work Program. The TIP is developed in accordance with 23 U.S.C. 134(h), 23 CFR 450 and Chapter 339.175(7), F.S., and is one of the annual requirements of the metropolitan transportation planning process for the CRTPA.

The purpose of the TIP is to inform the public and governmental agencies of transportation projects (planning through construction) that have received funding during the next five-year period (FY 2023 – FY 2027) within our region (Gadsden, Jefferson, Leon and Wakulla counties). Projects contained within the FY 2023 – FY 2027 TIP are consistent with the Draft Five-Year Work Program presented to the CRTPA at its January 31, 2022 Board Meeting by the FDOT District 3 Liaison.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) has scheduled a virtual meeting and three in-person public meetings to present the CRTPA's Draft FY 2023 – FY 2027 TIP. These meetings provide the public an opportunity to learn about the CRTPA's programs and plans. The Draft FY 2023 – FY 2027 TIP will be presented in conjunction with the Project Priority Lists (PPLs). Comment is solicited for both the TIP and PPLs. An advertisement was placed in the local paper of circulation for each county, as well as posting the notice on the CRTPA website.

NEXT STEP

After CRTPA Board adoption of the TIP, staff will transmit the document to state and federal review agencies.

RECOMMENDED ACTION

Option 1: Approve Resolution 2022 – 05 – 06A adopting the FY 2023 – FY 2027 Transportation Improvement Program.
(Recommended)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: [Link to Draft CRTPA FY 2023 – FY 2027 Transportation Improvement Program](#)

Attachment 2: Resolution 2022-05-6A



[ATTACHMENT 1
LINK](#)

An artistic rendering of a street improvement project. It shows a white car driving on a road with double yellow lines. To the right of the road is a sidewalk with a person walking. Further right is a landscaped area with palm trees, pink flowers, and green shrubs. In the background, there is a building with large windows and a red roof.

TRANSPORTATION IMPROVEMENT PROGRAM

DRAFT FISCAL YEAR 2023 – FISCAL YEAR 2027

ADOPTED: MAY 17, 2022
AMENDED:

CRTPA RESOLUTION 2022-05-6A**A RESOLUTION OF THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) ENDORSING
THE FY 2023 – FY 2027 TRANSPORTATION IMPROVEMENT PROGRAM**

Whereas, the Capital Region Transportation Planning Agency (CRTPA) is the organization designated by the Governor of Florida on August 17, 2004 together with the State of Florida, for carrying out provisions of 23 U.S.C. 134 (h) and (i)(2), (3) and (4); CFR 450.324, 326, 328, 330, and 332; and FS 339.175 (5) and (7); and

Whereas, the Transportation Improvement Program (TIP) shall be endorsed annually by the CRTPA and submitted to the Governor of the State of Florida, to the Federal Transit Administration, and to the Federal Highway Administration, through the State of Florida;

NOW, THEREFORE LET IT BE RESOLVED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) THAT:

1. The Fiscal Year 2023 through Fiscal Year 2027 Transportation Improvement Program is hereby endorsed as an accurate representation of the region's transportation effort as developed through a continuing, cooperative, and comprehensive process that provided consideration to all transportation modes in accordance with the metropolitan planning provisions of U.S.C. 134;
2. The CRTPA authorizes the Chair to sign the State of Florida certification statement, which must be submitted annually with the TIP;
3. In order to expedite amendments to the TIP, the CRTPA authorizes the Executive Director to administratively approve airport project amendments which do not materially affect surface transportation traffic volumes or traffic distribution in the vicinity of the subject airport;
4. The CRTPA also authorizes the Executive Director to administratively approve project amendments to the TIP which do not meet any of the four criteria which require a formal tip amendment listed in Chapter 5, Section 8 of the Florida Department of Transportation's Metropolitan Planning Organization Program Management Handbook; and
5. The CRTPA requires the Executive Director to inform the CRTPA of all TIP amendments approved under these authorizations quarterly.

Passed and duly adopted by the Capital Region Transportation Planning Agency (CRTPA) on this 17th day of May 2022.

Capital Region Transportation Planning Agency

Attest:

By: _____
Kristin Dozier, Chair

Greg Slay, Executive Director

May 17, 2022



AGENDA ITEM 6 B
FISCAL YEAR 2022 – FISCAL YEAR 2026
TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

TYPE OF ITEM: Roll Call

STATEMENT OF ISSUE

The purpose of this item is to amend the CRTPA Fiscal Year (FY) 2022 – FY 2026 Transportation Improvement Program (TIP) to revise Project No. 444030-1 in the adopted FY 2022 – FY 2026 TIP.

- CR 260 Silver Lake Rd from NFR-358 to SR 20 Blountstown Hwy (Project 444030-1): (Leon County) Increase project length from 2.32 to 3.18 miles and revise limits of the project. The new limits are from NFR 358 to SR 20 Blountstown Hwy. (**Attachment 1**)

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended approval of the amendment to the CRTPA FY 2022 – FY 2026 TIP.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend recommended approval of the amendment to the CRTPA FY 2022 – FY 2026 TIP.

RECOMMENDED ACTION

Option 1: Approve Resolution No. 2022-5-6B (**Attachment 2**) amending the FY 2022 – FY 2026 Transportation Improvement Program to reflect the revision to Project No. 444030-1 in the adopted TIP as follows:

- CR 260 Silver Lake Rd from NFR-358 to SR 20 Blountstown Hwy (Project 444030-1): (Leon County) Increase project length from 2.32 to 3.18 miles and revise limits of the project. The new limits are from NFR 358 to SR 20 Blountstown Hwy.

BACKGROUND

Adopted annually, the CRTPA's Transportation Improvement Program reflects those projects in the region that have received state and federal funding in the Florida Department of Transportation Five-year Work Program. After adoption, the TIP is occasionally amended to reflect project changes such as the addition or deletion of a project.

Recently, the CRTPA was contacted by the Florida Department of Transportation to amend the CRTPA's adopted FY 2022 – FY 2026 TIP. The requested amendment revises the length of Project No. 444030-1 in the adopted FY 2022 – FY 2026 TIP. This safety project includes installing speed limit signs and raised pavement markers and upgrading the centerline markings to thermoplastic. After Board approval, the FY 2022– FY 2026 TIP will be updated to reflect the revised length and limits for this project.

NEXT STEP

After CRTPA Board approval of the TIP Amendment, staff will transmit the document to state and federal review agencies.

RECOMMENDED ACTION

Option 1: Approve Resolution No. 2022-5-6B (***Attachment 2***) amending the FY 2022 – FY 2026 Transportation Improvement Program to reflect the revision to Project No. 444030-1 in the adopted TIP as follows:

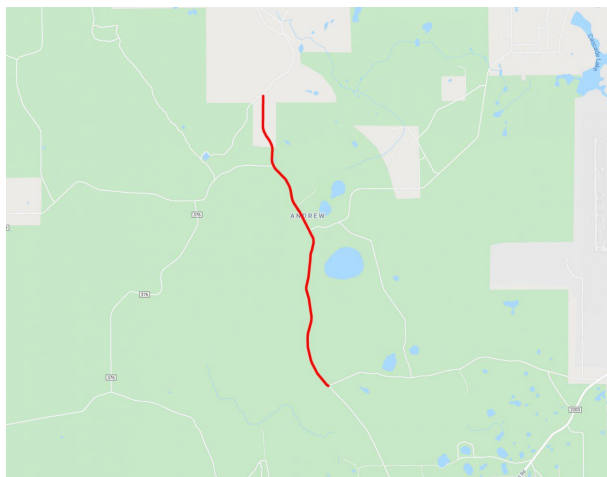
- CR 260 Silver Lake Rd from NFR-358 to SR 20 Blountstown Hwy (Project 444030-1): (Leon County) Increase project length from 2.32 to 3.18 miles and revise limits of the project. The new limits are from NFR 358 to SR 20 Blountstown Hwy. (Recommended)

Option 2: Provide other direction.

ATTACHMENTS

Attachment 1: CRTPA FY 2022 – FY 2026 Amended TIP Project No. 444030-1 Page

Attachment 2: Resolution No. 2022-5-6B

CR 260 SILVER LAKE RD FROM NFR 358 TO SR 20 BLOUNTSTOWN HWY**4440301 Non-SIS****Project Description:** SIGNING/PAVEMENT MARKINGS**Lead Agency:** MANAGED BY BOARD OF COUNTY COMMISSIONERS LEON**From:** NFR 358**To:** SR 20 Blountstown Hwy.**County:** LEON**Length:** 3.18**Phase Group:** CONSTRUCTION

Phase	Fund Code	2022	2023	2024	2025	2026	Total
CST	ACSS	0	89,001	0	0	0	89,001
			89,001				89,001

Prior Year Cost: 127,831**Future Year Cost: 0****Total Project Cost: 216,832****LRTP: 2045 RMP Table 5-1 - Page 5-2**

CRTPA RESOLUTION 2022-05-6B**A RESOLUTION OF THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) BOARD AMENDING
THE FY 2022 – FY 2026 TRANSPORTATION IMPROVEMENT PROGRAM**

Whereas, the Capital Region Transportation Planning Agency (CRTPA) is the organization designated by the Governor of Florida on August 17, 2004 together with the State of Florida, for carrying out provisions of 23 U.S.C. 134 (h) and (i)(2), (3) and (4); CFR 450.324, 326, 328, 330, and 332; and FS 339.175 (5) and (7); and

Whereas, the Transportation Improvement Program (TIP) shall be endorsed annually by the CRTPA and submitted to the Governor of the State of Florida, to the Federal Transit Administration, and to the Federal Highway Administration, through the State of Florida;

Whereas, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program, and;

Whereas, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the CRTPA's TIP;

NOW, THEREFORE LET IT BE RESOLVED BY THE CAPITAL REGION TRANSPORTATION PLANNING AGENCY (CRTPA) THAT:

The CRTPA amends the FY 2022 – FY 2026 Transportation Improvement Program to reflect the revision to Project No. 444030-1 in the adopted TIP as follows:

- CR 260 Silver Lake Rd from NFR-358 to SR 20 Blountstown Hwy (Project 444030-1): (Leon County) Increase project length from 2.32 to 3.18 miles and revise limits of the project. The new limits are from NFR 358 to SR 20 Blountstown Hwy.

Passed and duly adopted by the Capital Region Transportation Planning Agency on this 17th day of May 2022.

Capital Region Transportation Planning Agency

By: _____

Kristin Dozier, Chair

Attest

Greg Slay, Executive Director

May 17, 2022



AGENDA ITEM 7 A.1

**CRTPA FISCAL YEAR (FY) 2024 – FY 2028
REGIONAL MOBILITY PLAN ROADWAYS
PROJECT PRIORITY LIST**

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 Regional Mobility Plan (RMP) Roadways Project Priority List (PPL), provided as ***Attachment 1***.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 RMP Roadways Project Priority List PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the 2024 – FY 2028 RMP Roadways Project Priority List PPL.

RECOMMENDED ACTION

Option 1: Recommend the CRTPA Board adopt the FY 2024 – FY 2028 Regional Mobility Plan Roadways Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

Changes to the Roadway PPPL are detailed in ***Attachment 1.1***.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

- Option 1: Recommend the CRTPA Board adopt the FY 2024 – FY 2028 Regional Mobility Plan Roadways Project Priority List.
(Recommended)
- Option 2: Provide other direction.

ATTACHMENT

- Attachment 1: DRAFT FY 2024 – FY 2028 Regional Mobility Plan Regional Roadways PPL.
- Attachment 1.1: Changes to the Regional Mobility Plan Regional Roadways PPL.

Abbreviations & Acronyms²
BPIA - Blueprint intergovernmental Agency
FDOT - Florida Department of Transportation

PRIORITY RANKING	PROJECT NAME/LIMITS	FDOT PROJECT #	Phase	PROGRAMMEND FUNDING					PROJECT/ STRATEGY	LENGTH (Miles)	PHASE ¹ & FUNDING SOUGHT	COUNTY	SUPPORTING DOCUMENTS/INFORMATION
				2023	2024	2025	2026	2027					
9	Lake Bradford Rd/Springhill Rd Capital Circle SW to Gaines St								Corridor Improvements	3.08	PE	Leon	BPIA2 Airport Gateway Project CRTPA SW Area Transportation Plan <i>Part of the BPIA² Airport Gateway Project which includes improving roadways, constructing new sidewalks, trails, and bicycle lanes, and landscaping.</i>
10	SR 369/US 319 Crawfordville Rd Lost Creek Bridge to Wakulla Arran Rd	220495-3							Capacity	2.4	ROW \$22,645,380	Wakulla	<i>This widening project was originally included with the improvement north of Wakulla Arran Road, which is listed as Priority No. 3.</i>
11	SR 369/US 319 Crawfordville Rd N of Alaska Way to Lost Creek Bridge	220495-6							Capacity	2.4	PE	Wakulla	<i>Southernmost segment of Crawfordville Road widening project.</i>
12	Tharpe St Capital Circle NW to Ocala Rd									2.7	PD&E	Leon	BPIA² Northwest Connector Corridor Tharpe Street <i>Widen from 2 to 4 lanes with pedestrian improvements. The Northwest Connector Corridor is a BPIA² sales tax project.</i>
13	Thomasville Rd Bradford/Betton Rd to Seventh Ave								Multi-Modal Improvements	0.9	PE/CST	Leon	CRTPA Midtown Area Transportation Plan <i>Project includes safety improvements & Complete Street enhancements identified in the Midtown Area Plan Transportation Plan and BPIA² Placemaking Project.</i>
13	Bannerman Rd Preservation Rd to Quail Commons Dr								Capacity and Multi-Modal	1.7	CST	Leon	BPIA² NE Connector Corridor Bannerman Rd <i>The BPIA² Bannerman Road project includes widening to four lanes, stormwater and multi-modal improvements, and landscape enhancements.</i>
14	Northeast Gateway Welaunee Blvd Extension Fleischmann Rd to Roberts Rd	444999-1							Capacity and Multi-Modal	4.5	CST	Leon	NE Gateway BPIA² Welaunee Boulevard <i>Construct a new road with a multi-use path, sidewalk and landscaping enhancements. Design is underway by BPIA² and scheduled to be completed by December 2022.</i>
15	Welaunee Blvd I-10 Interchange								New Interchange		IJR ²	Leon	NE Gateway BPIA² Welaunee Boulevard
<div> <div> Fully Funded & Under Construction Capital Circle from Springhill Rd to Orange Avenue FPID No. 415782-9 Length: 4.47 FY 22 Programmed \$65,984,027 </div> <div> Phases of a Project¹ FS - Feasibility Study PD&E - Project Development & Environment Stud ROW - Right-of-Way PE - Design RRU - Railroad and Utilities CST - Construction </div> <div> Abbreviations & Acronyms² BPIA - Blueprint intergovernmental Agency FDOT - Florida Department of Transportation </div> </div>													

There are two changes to the limits of existing projects.

1. On Orange Avenue instead of Lake Bradford Rd. the new termini is Cypress Lake Street.
2. The Crawfordville Rd segment from Lost Creek Bridge to East Ivan is now two separate segments with the new termini of Wakulla Arran Road. The table below provides the revised rankings.

FY 24-28 RANKING	PROJECT NAME/LIMITS	FY 23-27 RANKING
1	SR 363 Woodville Highway <i>Capital Circle SE to Gaile Ave</i> <i>Gaile Ave to Paul Russell Rd</i>	1
2	SR 263 Capital Circle, Southwest <i>Crawfordville Rd to Springhill Rd</i>	2
3	SR 369/US 319 Crawfordville Rd (Part of a segment that was split.) <i>Wakulla Arran Rd to East Ivan Rd</i>	3
4	SR 371/373 Orange Avenue <i>Cypress Lake St to Monroe St</i> <i>Capital Circle SW to Cypress Lake St</i>	5
5	SR 369/US 319 Crawfordville Rd <i>LL Wallace Rd to S of SR61 Intersection</i> <i>Wakulla Co Line to LL Wallace Rd</i>	9
6	SR 61 Thomasville Rd <i>Seventh Ave to Monroe St</i>	6
7	SR10/US 90 Mahan Dr and SR261/US319 Capital Circle NE <i>Intersection Improvement</i>	7
8	SR 366 Pensacola St <i>Capital Circle SW to Appleyard Dr</i>	8
9	Lake Bradford Rd/Springhill Rd <i>Capital Circle SW to Gaines St</i>	10
10	SR 369/US 319 Crawfordville Rd (Part of a segment that was split.) <i>Lost Creek Bridge to Wakulla Arran Rd</i>	3
11	SR 369/US 319 Crawfordville Rd <i>N of Alaska Way to Lost Creek Bridge</i>	4
12	Tharpe St <i>Capital Circle NW to Ocala Rd</i>	11
13	Thomasville Rd <i>Bradford/Betton Rd to Seventh Ave</i>	12
14	Bannerman Rd <i>Preservation Rd to Quail Commons Dr</i>	13
15	Northeast Gateway <i>Welaunee Blvd Extension: Fleischmann Rd to Roberts Rd</i>	14
16	Welaunee Blvd <i>I-10 Interchange</i>	15

With the split of the Crawfordville Road segment the total number of projects is increased to 16.

May 17, 2022



AGENDA ITEM 7 A.2

CRTPA FISCAL YEAR (FY) 2024– FY 2028 REGIONAL MOBILITY PLAN BICYCLE AND PEDESTRIAN PROJECT PRIORITY LIST

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA Fiscal Year (FY) 2024 – FY 2028 Regional Mobility Plan (RMP) Bicycle and Pedestrian Project Priority List (PPL), provided as **Attachment 2**.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 RMP Bicycle and Pedestrian PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 RMP Bicycle and Pedestrian PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA FY 2024 – FY 2028 Regional Mobility Plan Bicycle and Pedestrian Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

Changes reflected on the list this year include the removal of Project Priority No. 1, the Monticello Trail Extension, as this trail is part of the SUNTrail network it was moved to the Regional Trail PPL. New on the list is the St. Augustine Road sidewalk project, which is currently under design by Leon County. **Attachment 2.1** further details the changes to the Draft FY 2024 – FY 2028 RMP PPL.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

Option 1: Adopt the FY 2024 – FY 2028 Regional Mobility Plan Bicycle and Pedestrian Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 2: Draft FY 2024 – FY 2028 Regional Mobility Plan Bicycle and Pedestrian PPL.

PRIORITY RANKING	PROJECT NAME/LIMITS	FDOT PROJECT #	PROGRAMMEND FUNDING					PROJECT/ STRATEGY	LENGTH (Miles)	PHASE ¹ & FUNDING SOUGHT	COUNTY	SUPPORTING DOCUMENTS/INFORMATION
			Phase	2023	2024	2025	2026					
1	Thomasville Road Multi-Use Path Betton Rd to Metropolitan Blvd							Shared-Use Path	2.4	CST \$5.8 M	Leon	CRTPA Thomasville Rd Shared-Use Path Feasibility Study <i>The proposed multi-use path would connect two important Tallahassee destinations, Midtown and the Market District. Design funded in FY 22.</i>
2	N Monroe St Sidewalk John Knox Rd to Lakeshore Dr	445053-1						Sidewalk	0.88	CST \$2.4 M	Leon	Design completed by the FDOT in FY22. <i>Construct a five-foot sidewalk on the west side of N Monroe St (US 27) providing access to adjacent businesses and bus stop improvements.</i>
3	Downtown Sidewalk Improvements Jefferson St to Park Ave							Complete Street	0.2	CST \$1.6M	Leon	CRA Downtown Enhancements (Agenda Item #8) <i>At the October 28, 2021 CRA² Meeting, the Board approved the funding for the Desian phase.</i>
4	Bloxham Cutoff Rd Multi-Use Path Wakulla Springs St Park to St Marks Trail	410172-2	PE			\$630,000		Shared-Use Path	4.78	CST	Wakulla	CRTPA Feasibility Study programmed for FY22. <i>The proposed multi-use path would connect two major recreational amenities, the St. Mark's Trail and Wakulla Springs State Park. Construction in outer years.</i>
5	St. Augustine Sidewalk Lafayette St to Paul Russell Rd							Sidewalk	1.4	CST \$575,000	Leon	Design by Leon County in FY22. <i>Construct a five-foot sidewalk on the south side from Lafayette St to Blairstone Rd. The sidewalk would then continue on the north side to Paul Russell Rd.</i>
6	Apalachee Pkwy Connector Sutor Rd to Conner Blvd							Shared-Use Path	0.6	FS	Wakulla & Jefferson	Tallahassee-Leon County Greenways Master Plan <i>This short segment would connect the south end of the existing Goose Pond Trail to the Southwood Greenway.</i>
7	Oak Ridge Multi-Use Path Crawfordville Rd to Woodville Hwy							Shared-Use Path	5.2	FS	Leon	Tallahassee-Leon County Greenways Master Plan <i>The proposed multi-use path would provide connectivity for the adjacent neighborhoods and between two principal arterial roads, Woodville Hwy and Crawfordville Hwy.</i>
8	Goose Pond Trail Mahan Dr / Ft. Knox to Weems Rd.							Shared-Use Path	1.2	PD&E	Leon	Tallahassee-Leon County Greenways Master Plan <i>This project would connect the existing Goose Pond Trail to the recently completed Weems Rd multi-use path.</i>
			Phases of a Project ¹ FS - Feasibility Study PD&E - Project Development and Environmental ROW - Right-of-Way PE - Design CST - Construction					Abbreviations & Acronyms ² CRA - Community Redevelopment Agency FDOT - Florida Department of Transportation				

Changes to the Bicycle Pedestrian PPL include the removal of previous Project Priority No. 1, the Monticello Trail Extension, as this trail is part of the SUN Trail network it was moved to the Regional Trail PPL. New on the list is the St. Augustine Road sidewalk project, which is currently under design by Leon County. The table below details the changes in ranking. Design is funded for Projects Nos. One to Five. The US 90 Trail from Midway to Quincy is removed. In turn a trail connection from Tallahassee through Havana is proposed.

PRIORITY RANKING FY 24-FY28	PROJECT NAME/LIMITS	PRIORITY RANKING FY 23-FY27
1	Thomasville Road Multi-Use Path <i>Betton Rd to Metropolitan Blvd</i>	2
2	N Monroe St Sidewalk <i>John Knox Rd to Lakeshore Dr</i>	6
3	Downtown Sidewalk Improvements <i>Jefferson St to Park Ave</i>	7
4	Bloxham Cutoff Rd Multi-Use Path <i>Wakulla Springs St Park to St Marks Trail</i>	3
5	St. Augustine Sidewalk <i>Lafayette St to Paul Russell Rd</i>	-
6	Apalachee Pkwy Connector <i>Sutor Rd to Conner Blvd</i>	5
7	Oak Ridge Multi-Use Path <i>Crawfordville Rd to Woodville Hwy</i>	4
8	Goose Pond Trail <i>Mahan Dr / Ft. Knox to Weems Rd.</i>	8

May 17, 2022



AGENDA ITEM 7.A.3

**CRTPA FISCAL YEAR (FY) 2024 – FY 2028
REGIONAL MOBILITY PLAN REGIONAL TRAILS
PROJECT PRIORITY LIST**

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 Regional Mobility Plan (RMP) Regional Trails Project Priority List (PPL), provided as ***Attachment 3***.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 RMP Regional Trails PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 RMP Regional Trails PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA FY 2024 – FY 2028 Regional Mobility Plan Regional Trails Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

Changes to the list reflect the US90 Tallahassee to Monticello Multi-Use Path as one project proposed for construction in two counties, consistent with the Feasibility Study. Previously this project was listed as Priorities No. 1 and No. 2. Moving up in rank is to Priority No. 2, from Priority No. 3, is the Iron Bridge Road Trail. Priority No. 3, the Monticello Trail Extension, was previously ranked as No. 1 on the Bicycle and Pedestrian PPL. As this improvement is a regional connection within the SUN Trails network it moved to the Regional Trails PPL.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

Option 1: Adopt the FY 2024 – FY 2028 Regional Mobility Plan Regional Trails Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 3: DRAFT FY 2024 – FY 2028 Regional Mobility Plan Regional Trails PPL

PRIORITY RANKING	PROJECT NAME/LIMITS	FDOT PROJECT #	PROGRAMMEND FUNDING					PROJECT/ STRATEGY	LENGTH (Miles)	PHASE ¹ & FUNDING SOUGHT	COUNTY	SUPPORTING DOCUMENTS/INFORMATION
			Phase ¹	2023	2024	2025	2026					
1	US 90 Tallahassee to Monticello Pedrick Rd to Leon County Line							Shared-Use Path	21	PD&E \$	Leon Jefferson	CRTPA US 90 FS Project Page
	Jefferson County Line to Monticello Trail (County line at Lake Miccosukee)										FDOT SUN Trail² System	
The proposed multi-use path would connect Tallahassee to Monticello to complete another segment of the statewide SUN Trails ² network.												
2	Tallahassee - Havana Multi-Use Trail Orchard Pond Rd to Havana (US 27)							Shared-Use Path	4.78	PD&E	Leon Gadsden	CRTPA Feasibility Study underway through early FY 23.
											Coordinating with the FDEP ² Office of Greenways and Trails and the FDOT SUN Trails ² program to add this segment to the network.	
3	Monticello Trail Extension Martin Rd to Somerset Academy K-12		401931-3	PE	\$760,000				Shared-Use Path	2.7	CST	Leon
	This multi-use path would complete a regional connector on the statewide SUN Trails ² network. The FDOT ² completed the PD&E ¹ in FY 21.											
4	Forest Trail North Trout Pond to Lake Henrietta								Shared-Use Path	5.1	FS	Leon
	The proposed multi-use path would connect two major recreational amenities, the GF&A ² Trail to the Lake Henrietta Trail.											
5	Nature Coast Trail Lighthouse Rd to Taylor Co Line								Shared-Use Path	14	FS	Wakulla & Jefferson
	The proposed multi-use path would complete a regional connector on the statewide SUN Trails ² network.											

May 17, 2022



AGENDA ITEM 7 A.4

**CRTPA FISCAL YEAR (FY) 2024 – FY 2028
STARMETRO TRANSIT
PROJECT PRIORITY LIST**

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 Regional Mobility Plan (RMP) StarMetro Transit Project Priority List (PPL), provided as ***Attachment 4***.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 RMP StarMetro Transit PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 RMP StarMetro Transit PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA FY 2024 – FY 2028 StarMetro Transit Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

Listed projects are consistent with the StarMetro Transit Development Plan. The Bus Signal Prioritization project, previously listed as Priority No. Three, was funded through a grant and is removed from the list. With the removal of this project, the Electric Bus Fleet Charging Infrastructure project priority moved to third in ranking.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

Option 1: Adopt the FY 2024 – FY 2028 StarMetro Transit Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 4: Draft FY 2024 – FY 2028 StarMetro Transit Project Priority List

Fully Funded Priority \$400,00 by a Grant
Bus Signal Prioritization Signal prioritization for transit vehicles to reduce delay if bus is behind schedule.

May 17, 2022



AGENDA ITEM 7 A.5

CRTPA FISCAL YEAR (FY) 2024 – FY 2028 TRANSPORTATION SYSTEM MANAGEMENT AND SAFETY PROJECT PRIORITY LIST

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 Transportation System Management and Safety Project Priority List (PPL), provided as **Attachment 5**.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 Transportation System Management and Safety PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 RMP Transportation System Management and Safety PPL.

RECOMMENDED ACTION

Option 1: Recommend the Board approve the CRTPA FY 2024 – FY 2028 Transportation System Management and Safety Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

The projects and requested funding remain the same, with the addition of the new Project Priority No. 4, Thomasville Road Corridor Study. Some projects rankings are revised. Pensacola Street moved from second to fifth, and the Lake Bradford /Stadium/Gaines/Varsity intersection project moved from fourth to second. The Orange Avenue safety improvements for Nims Middle School and Liberty Park remains the number one priority.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

- Option 1: Adopt the FY 2024 – FY 2028 Transportation System Management and Safety Project Priority List.
(Recommended)
- Option 2: Provide other direction.

ATTACHMENT

- Attachment 5: DRAFT FY 2024 – FY 2028 Transportation System Management and Safety Project Priority List

Abbreviations & Acronyms²

May 17, 2022



AGENDA ITEM 7 A.6

CRTPA FISCAL YEAR (FY) 2024 – FY 2028 INTELLIGENT TRANSPORTATION SYSTEM PROJECT PRIORITY LIST

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 Regional Mobility Plan Intelligent Transportation System Project Priority List (PPL), provided as ***Attachment 6***.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 RMP Intelligent Transportation System PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 RMP Intelligent Transportation System PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA FY 2024 – FY 2028 Intelligent Transportation System Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

The projects and requested funding remain the same, with the addition of the new Project Priority No. 4, Thomasville Road Corridor Study. Some projects rankings are revised. Pensacola Street moved from second to fifth, and the Lake Bradford /Stadium/Gaines/Varsity intersection project moved from fourth to second. The Orange Avenue safety improvements for Nims Middle School and Liberty Park remains the number one priority.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

Option 1: Adopt the FY 2024 – FY 2026 Intelligent Transportation System Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 6: Draft FY 2024 – FY 2028 Intelligent Transportation System PPL

[illegible]

May 17, 2022



AGENDA ITEM 7 A.7

**CRTPA FISCAL YEAR (FY) 2024 – FY 2028
TALLAHASSEE INTERNATIONAL AIRPORT
PROJECT PRIORITY LIST**

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 Tallahassee International Airport Project Priority Project List (PPL), provided as ***Attachment 7***.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 Tallahassee International Airport PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 Tallahassee International Airport PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA FY 2024 – FY 2028 Tallahassee International Airport Project Priority Project List.

BACKGROUND

The CRTPA annually adopts project priority lists that identify the ranked order of projects for which the agency is seeking transportation funding. Projects lists are developed for all modes of transportation and the projects contained on this list are consistent with the CRTPA's Connections 2045 Regional Mobility Plan. Once adopted, the lists are provided to the Florida Department of Transportation (FDOT). When developing the Annual Work Program FDOT consults the CRTPA's adopted PPLs.

Listed projects are consistent with the Tallahassee International Airport Master Plan. The Tallahassee International Airport PPL reflects programmed funding over the next five years and includes the additional funding from the Infrastructure Bill.

PUBLIC INVOLVEMENT

The Capital Region Transportation Planning Agency (CRTPA) hosted four public meetings to present the Draft FY 2024 – FY 2028 RMP PPLs (held in conjunction with the scheduled adoption of the Transportation Improvement Program). In-person meetings were held in the Gadsden, Leon and Wakulla Counties, and a virtual meeting was conducted in the early evening. In addition, notice of the meetings were advertised in the local paper of circulation for each county, as well posting the notice on the CRTPA website.

NEXT STEPS

After Board adoption of the CRTPA FY 2024 – FY 2028 PPLs, the lists are transmitted to FDOT for consideration in the development of the Draft FY 2024 – FY 2028 Five-Year Tentative Work Program. The Draft Tentative Work Program is scheduled to be presented to the CRTPA Board in the Fall of 2022. After the release of the Draft Work Program, CRTPA staff will initiate development of the CRTPA FY 2024 – FY 2028 Transportation Improvement Program incorporating the transportation projects in the CRTPA region that have received state and federal funding.

OPTIONS

Option 1: Adopt the FY 2024 - FY 2028 Tallahassee International Airport Project Priority List.
(Recommended)

Option 2: Provide other direction.

ATTACHMENT

Attachment 7: DRAFT FY 2024 – FY 2028 Tallahassee International Airport Project Priority List.

ATTACHMENT 7

1 Abbreviations & Acronyms

BIL	Bipartisan Infrastructure Law
AIG	Formula Infrastructure Allocations
FAA	Federal Aviation Authority
FDOT	Florida Department of Transportation
WP#	Work Program Number

May 17, 2022



AGENDA ITEM 7A.8

CRTPA FISCAL YEAR (FY) 2024 – FY 2028 TRANSPORTATION ALTERNATIVES PROJECT PRIORITY LIST

TYPE OF ITEM: Action

STATEMENT OF ISSUE

Staff is seeking approval of the CRTPA FY 2024 – FY 2028 CRTPA Transportation Alternatives (TA) Project Priority Project List (PPL), provided as ***Attachment 8***.

CRTPA COMMITTEE ACTIONS

The Technical Advisory Committee (TAC) met on May 2, 2022 and recommended adoption of the FY 2024 – FY 2028 Transportation Alternatives PPL.

The Citizen's Multimodal Advisory Committee (CMAC) met and although a quorum was not present, the consensus of members in attendance was to recommend CRTPA adoption of the FY 2024 – FY 2028 Transportation Alternatives PPL.

RECOMMENDED ACTION

Option 1: Adopt the CRTPA FY 2024 – FY 2028 Transportation Alternatives Project Priority List.

BACKGROUND

The CRTPA annually adopts project priority lists reflecting the agency's priorities for those projects for which funding is being sought. Once adopted, the lists are provided to the Florida Department of Transportation for funding consideration as that agency develops the Annual Work Program.

The CRTPA TA Project Priority List is one of the annual project priority lists adopted by the agency. The TA PPL, however, is somewhat different from the other lists adopted by the CRTPA in that it contains projects that were actively solicited from our transportation partners by the CRTPA associated with the CRTPA Transportation Alternatives Program (TAP).

CRTPA TAP

The CRTPA coordinates the region's solicitation, review and ranking of federally funded TA projects and programs. Transportation Alternatives programs and projects include on- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; safe routes to school projects; and projects for the planning, design or construction of boulevards and other roadways largely in the right-of-way of former Interstate System routes or other divided highways.

Fifty percent (50%) of the TA funding received by each state is to be distributed by population. For those Metropolitan Planning Organizations with a population greater than 200,000 (which includes the CRTPA), the agency must manage the competitive grant process, necessitating the creation of the CRTPA TAP.

The CRTPA receives approximately \$310,000 annually in TA funding explicitly dedicated to the CRTPA region. In addition, other TA funding is available for placement on TA projects within the CRTPA region at the discretion of the Florida Department of Transportation.

The CRTPA'S solicitation of new TA projects occurs every two-years. The projects reflected on this year's Draft TA PPL are those projects that were submitted as a result of the agency's recent solicitation of new project's (initiated in late 2021).

The following provides the schedule associated with development of the DRAFT FY 2024 – FY 2028 TA Project Priority List (more information may be viewed on the [CRTPA's TA Page](#)):

- **November 2, 2021** – CRTPA TA Subcommittee forms for 2021/2022 TA solicitation cycle
- **November 17, 2021** – CRTPA approves capping the maximum of TA funding sought per project at \$650,000
- **November 22, 2021** – CRTPA initiates call for new TA applications for FY 2024 – FY 2028
- **November 30, 2021** – CRTPA TA Subcommittee meeting to discuss CRTPA TA process
- **December 2, 2021** – TA Informational Virtual Public Meeting ([view presentation](#))
- **February 18, 2022** – TA applications DUE
- **March 10, 2022** – TA applicant interviews and scoring meeting with TA Subcommittee ([view agenda](#))
- **March 24, 2022** – Virtual Public Meeting to present the Draft FY 2024 – FY 2028 Transportation Alternatives Project Priority List.
- **May 17, 2022** – CRTPA adopts FY 2024 – FY 2028 Transportation Alternatives Project Priority List

Applications Received

The CRTPA received the following applications associated with the most recent solicitation of TA applications:

- [Paul Russell Road Sidewalk Project](#) (1.2 miles); funding request: \$650,000 (Sponsor: City of Tallahassee)
- [Dr. MLK, Jr. Memorial Blvd. Multi-Use Path](#) (1.11 miles); funding request: \$579,808 (Sponsor: Wakulla County)
- [Spring Creek Multi-Use Path](#) (1.11 miles); funding request: \$ 617,367 (Sponsor: Wakulla County)

CRTPA Transportation Alternatives Program Process

Guiding the CRTPA TAP is the CRTPA TA Subcommittee. The subcommittee, comprised of 6 members (3 from the CRTPA's Citizen's Multimodal Advisory Committee (CMAC) and 3 from the Technical Advisory Committee (TAC)), met on March 10 to hear brief presentations from each of the applicants and, ultimately, provide a recommended score for each of the applications. The Subcommittee members scored each application based upon the agency's adopted evaluation criteria:

ADOPTED CRITERIA

CRTPA TRANSPORTATION ALTERNATIVES EVALUATION CRITERIA*		MAXIMUM POINTS
1	SAFETY (Describe how the project will improve public safety for all transportation users)	20
2	CONNECTIVITY (Describe how the project facilitates or improves multimodal linkages)	20
3	ACCESSIBILITY (Describe how the project contributes to enhanced mobility options for transp. disadvantaged)	20
4	PUBLIC BENEFIT (Describe how the project improves the public travel experience and travel options)	20
5	PROJECT CONSTRUCTABILITY (Describe the project's constructibility related to environmental considerations, etc.)	10
6	REGIONAL PLAN (Describe how the project relates to the adopted plans of the region)	5
7	COMMUNITY SUPPORT	5
Maximum Total Points		100

PUBLIC INVOLVEMENT

A virtual public meeting to present the DRAFT FY 2024 – FY 2028 TA Project Priority List was conducted on March 24 in which staff provided a discussion of the CRTPA TA Program, the draft TA PPL and answered general questions provided by the meeting attendees.

NEXT STEPS

Subsequent to adoption of the CRTPA FY 2024 – FY 2028 TA PPL, the list will be provided to the FDOT for consideration in the development of the FY 2024 – FY 2028 Tentative Work Program.

RECOMMENDED ACTION

Option 1: Adopt the C RTPA FY 2024 – FY 2028 Transportation Alternatives (TA) Project
Priority List.
(Recommended)

Option 2: C RTPA Board Discretion.

ATTACHMENT

Attachment 1: DRAFT FY 2024 – FY 2028 TA Project Priority List

Capital Region Transportation Planning Agency
DRAFT Transportation Alternatives Project Priority List
Fiscal Year (FY) 2024 - FY 2028

Priority	Project Name	Limits	Funding Sought	Phase
1	Paul Russell Road Sidewalk Project Sponsor: City of Tallahassee	Monday Road to Apalachee Parkway (1.2 miles)	\$650,000	Construction & CEI
2	Dr. MLK, Jr. Memorial Boulevard Paved Off Road Multi-Use Path Sponsor: Wakulla County	Rehwinke Road to Mallard Pond Circle (1.11 miles)	\$579,808	Construction & CEI
3	Spring Creek Highway Paved (CR 363) Paved Off Road Multi-Use Path Sponsor: Wakulla County	US 98 to Parkland Drive (1.11 miles)	\$617,367	Construction & CEI



AGENDA ITEM 7 B

US 90 MULTI-USE TRAIL FEASIBILITY STUDY

TYPE OF ITEM: Action

STATEMENT OF ISSUE

This item seeks approval of the [US 90 Multi-Use Trail Feasibility Study](#) which evaluates the opportunity to construct a paved multi-use trail within Florida Department of Transportation (FDOT) right-of-way along US 90 between Pedrick Road in Leon County and the Monticello Bike Trail in Jefferson County.

CRTPA COMMITTEE ACTIONS

The CRTPA Technical Advisory Committee voted to recommend the CRTPA approve the US 90 Multi-Use Trail at their May 3 meeting. The CRTPA's Citizen's Multimodal Advisory Committee did not have a quorum present; however, the consensus of the Committee was to support the CRTPA's approval of the Study.

RECOMMENDED ACTION

Option 1: Approve the US 90 Multi-Use Trail Feasibility Study.

BACKGROUND

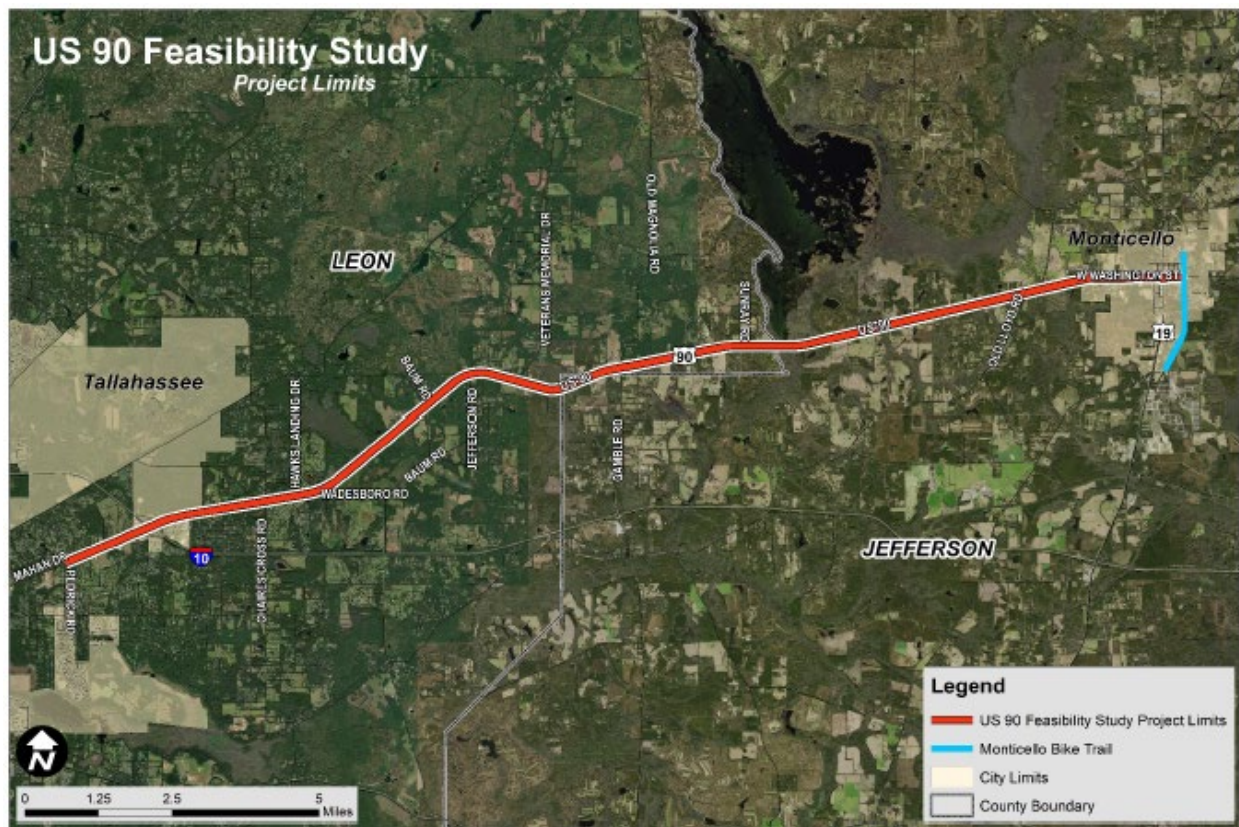
Initiated in late 2019, the US 90 Multi-Use Trail Feasibility Study was developed to evaluate the feasibility of constructing a multi-use to connect Tallahassee to Monticello along US 90 within existing Florida Department of Transportation right-of-way. The project's limits are from Pedrick Road (Leon County) in the west continuing eastwards to the Monticello Bike Trail on the east side of Monticello (Jefferson County), a distance of approximately 21 miles.

The study was developed by the CRTPA's general planning consultant, Kimley Horne and Associates (KHA), includes the following project goals:

- Provide a safe, continuous multimodal facility between Tallahassee and Monticello
- Expand upon the growing SUN Trails Regional Trail Network

- Provide new alternative transportation opportunities for residents, businesses, and visitors along the US 90 corridor
- Spur economic development through expanding regional trail system to attract visitors and residents.

Project Map



PROJECT OUTREACH AND ENGAGEMENT

The project's public outreach included two (2) large public involvement efforts as well as individual meetings with neighborhood groups, business owners and property owners along the corridor (both virtual and in-person).

The following provides more detail on the 2 rounds of public involvement efforts associated with the Study (with the most recent efforts discussed first):

- **January, February, & March 2022** – Public involvement efforts focused on the receipt of public input related to potential trail alignment options that were developed based on data collection, stakeholder input, and public feedback. This round of public involvement included two large in-person meetings (discussed below).

- Live Question & Answer Sessions (conducted virtually with the project team): **January 13** ([meeting transcript](#)) & **February 1** ([meeting transcript](#))
- Jefferson County Open House (In-Person) – **February 22** (5 p.m. – 7:30 p.m.) at Jefferson County Courthouse Annex (435 Walnut Street, Monticello) ([meeting comments](#))
- Leon County Open House (In-Person) – **March 1** (5 p.m. – 7:30 p.m.) at Tallahassee Eastside Branch Library (1583 Pedrick Road, Tallahassee) ([meeting comments](#))
- **April & May 2021** – The project’s first major public involvement efforts were conducted virtually due to safety protocols associated with COVID-19. As a result, in-person meetings were minimized with efforts focused on the creation of a virtual room (open to the public from April 6 to May 7) and related live question and answer sessions conducted on April 8 ([view meeting transcript](#)) & 12, 2021 ([view meeting transcript](#)) virtually.

A summary of public comments received up until May 16, 2022, may be [viewed at this link](#).

FEASIBILITY REPORT

Results detailing the efforts and findings of the Study are detailed in the [Draft Feasibility Report](#) and include the following information:

Existing Conditions

This section details the corridor’s conditions related to the following:

- Transportation and Roadway Characteristics/Provides corridor data by segments including information on the corridor’s posted speed limits and average annual daily traffic (AADT) information.
- *Right-of Way/Provides information related to availability of right-of-way by segment employing property appraiser data from Leon and Jefferson counties as well FDOT right-of-way data. Such data reflects that right-of-way fluctuates along US 90 between approximately 55 feet and 300 feet.
*NOTE: Based upon public involvement efforts conducted in Spring 2022, a refinement of the study’s identified routes and corridor constraints occurred. This included use FDOT right-of-way information that was obtained and reviewed in March 2022.
- Crashes/An analysis of bicycle and pedestrian crashes along the project’s corridor was conducted using Signal Four Analytics.
- Land Use/A land use analysis of existing uses was developed including suburban and rural uses.
- Grade and Elevation/Details the uniqueness of the project’s corridor given its rolling hills.
- Environmental Conditions*/Provides information related to the corridors’ wetlands, trees, and natural areas, including property easements, conservation lands, and lakes are located adjacent to US 90. *Note: If the Study is approved, a more detailed environmental analysis will be conducted in the Project Development & Environment (PD&E) Study phase of the project.

- Historic and Cultural Resources/Using data provided by State Historic Preservation Office (SHPO) areas with known historic or culturally significant resources near the corridor were identified.
- Connectivity/Identifies the existing trail networks contained within the City of Tallahassee and the City of Monticello that create opportunities for long-distance trips to other destinations in the region.
- Specific Locations of Note/Provides information on specific identified locations along the corridor that require attention as the project proceeds. Included within this section is a discussion related to the Interstate 10 (I-10) Interchange. This discussion notes that as the Study proceeded, information related to the development of the northwest quadrant of the I-10 interchange at US 90 unfolded. As noted in the study:

“This major development will likely impact traffic volumes and use of this existing interchange, which will influence the placement of this trail and opportunities for reconfiguring the interchange. Further analysis will be required to determine the feasibility of a trail in this area.”

Outreach and Engagement

Details public involvement efforts associated with the Study including key takeaways of such involvement. The identified takeaways are summarized below:

- Support for the project – Many stakeholders and members of the public expressed project support due the potential for a safe multimodal connection between Tallahassee and Monticello.
- Opposition to the project – Some stakeholders and members of the public were opposed to the project. Such reasons included concerns for safety, private property and acquisition, and environmental risks they perceived to be part of this project.
- General Concerns & Recommendations – General comments provided by stakeholders and the public included a desire for a more in-depth consideration of some issues, including protection of crepe myrtles, protection of private property, and concerns related to protection of the environment.

A summary of comment received up until April 25, 2022, may be viewed at the following link.

Route Analysis

Several routes were evaluated related to the potential location of a multi-use trail. Initially, the Study identified four (4) potential routes. Based upon public input received associated with the last round of public involvement efforts (January, February, and March 2022), the routes were refined to reflect citizen input as well as updated right-of-way information provided by the FDOT.

As a result, the feasibility report has evaluated three (3) routes for the location of the multi-use trail based upon data collection, stakeholder input and public feedback. Additionally, a discussion of potential trail options through downtown Monticello is provided. Ultimately, if the Study is approved to move forward, the next phase will identify a preferred route.

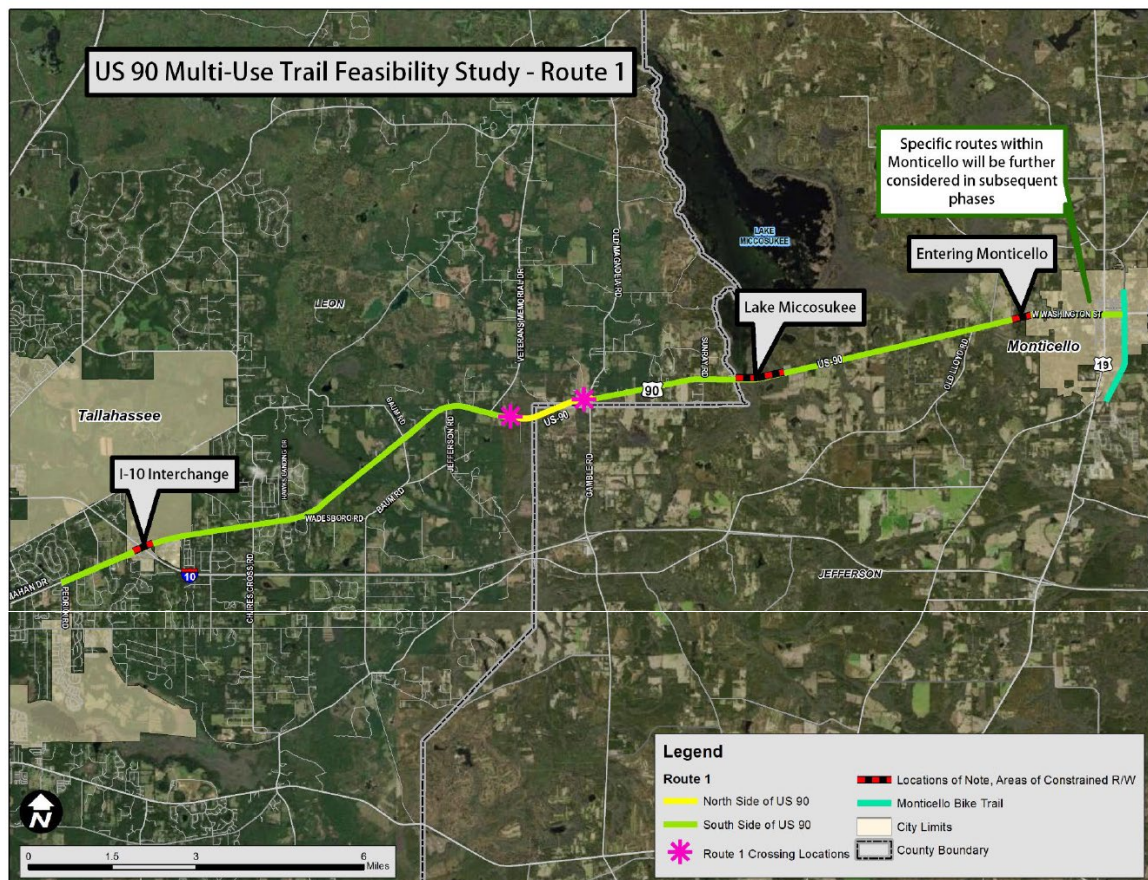
The following provides a discussion of each of the identified routes (Routes 1, 2, & 3):

- Route 1** – This proposed route would begin on the south side of US 90 at Pedrick Road and continue to just west of the Jefferson County line near Still Creek Road. Right-of-way availability on the south side, while somewhat limited east of Wadesboro Road, is sufficient for accommodating a trail and adequate buffer separating trail users from vehicular traffic on US 90. Near Still Creek Road, the trail will cross to the north side of the corridor to avoid any conflict with the Hilltop Country Store, which is located on the south side of the corridor. The trail will then return to the south side of the corridor at Old Magnolia Road/Gamble Road. From there, the trail remains on the south side of the corridor into Monticello.

The following provides a summary and map of Route 1:

Route 1 Summary Statistics	
Side of Corridor	North and South
Number of Crossings on US 90*	2 (Near Still Creek Road, Old Magnolia Road/Gamble Road)
Locations of Note to be Addressed	3 (I-10 Interchange, Lake Miccosukee, Entering Monticello)

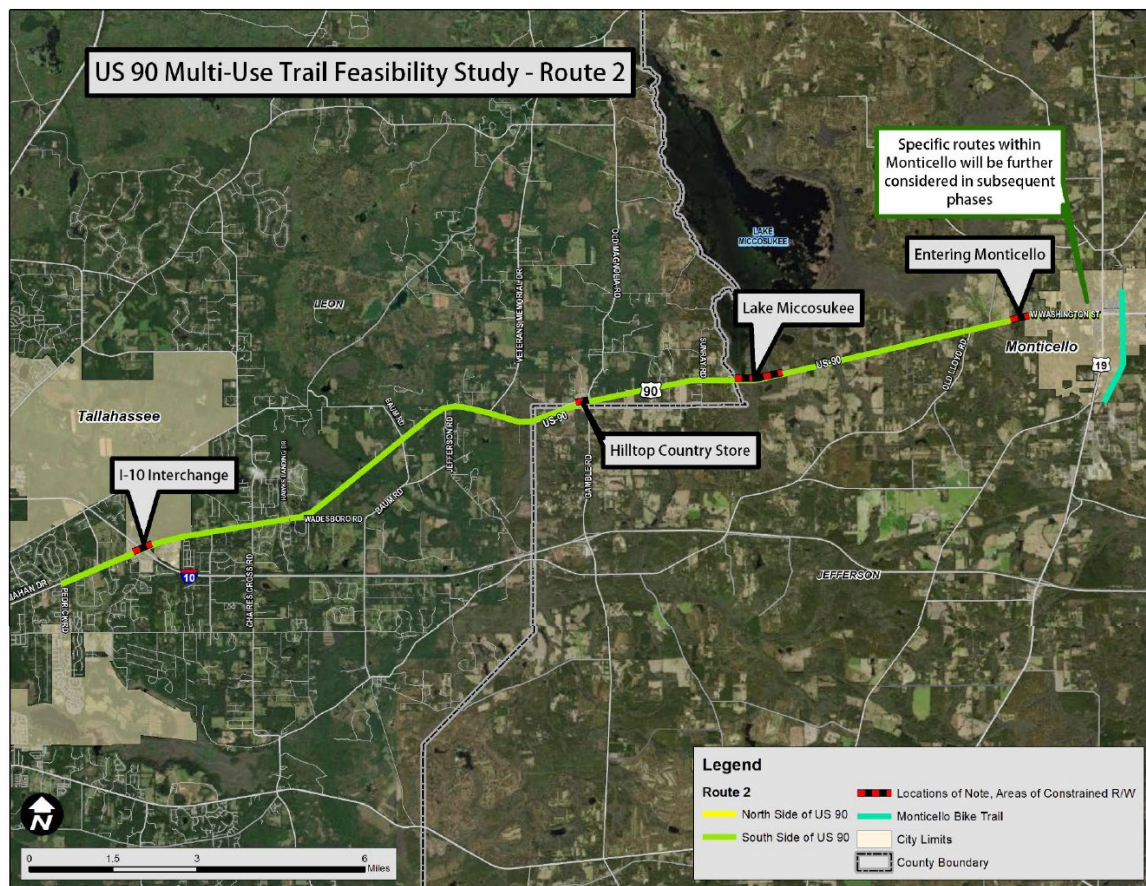
**Crossing locations are preliminary and will be further analyzed through sight distance studies in subsequent project phases.*



- **Route 2** – This proposed route would begin on the south side of US 90 at Pedrick Road and continue through eastern Leon County into Jefferson County. The route remains on the south side of the corridor for its entirety and does not require trail users to cross the US 90 corridor at any point.

The following provides a summary and map of Route 2:

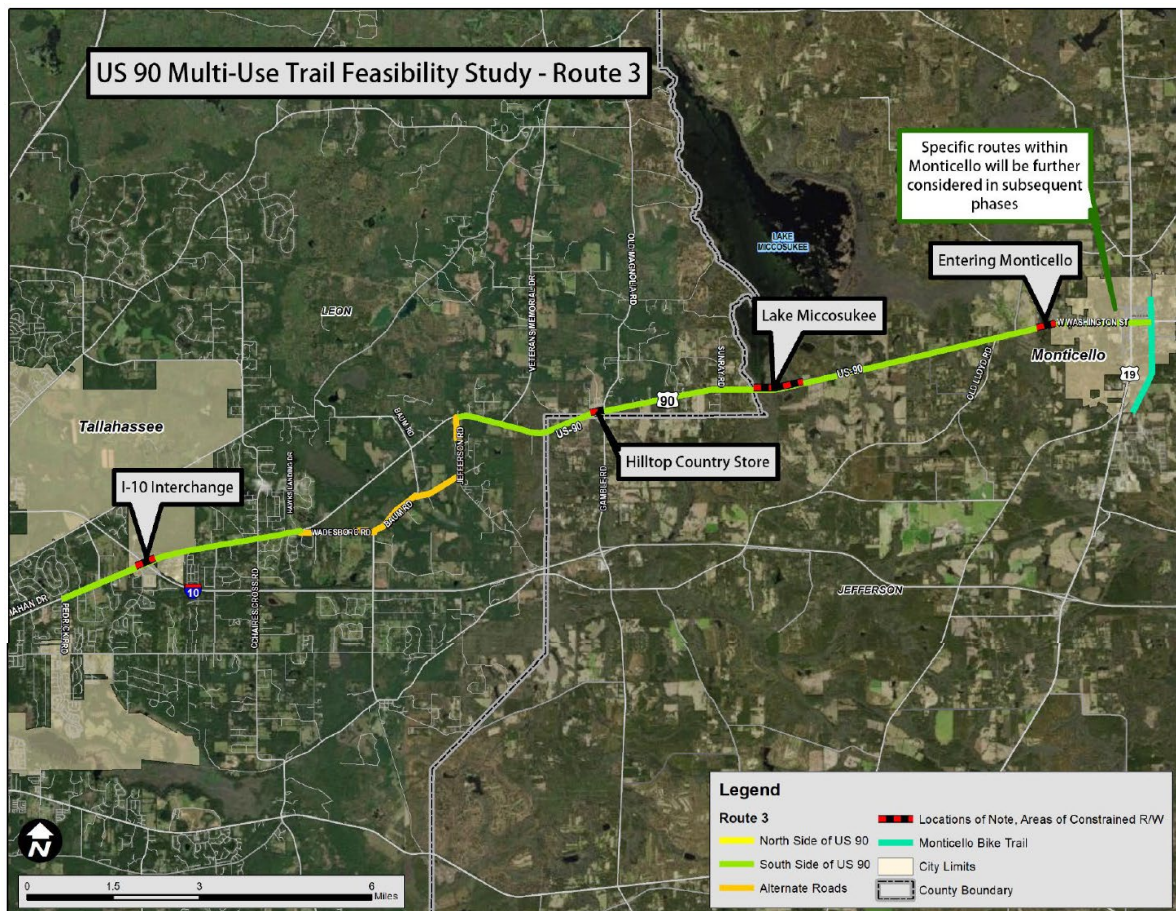
Route 2 Summary Statistics	
Side of Corridor	South
Number of Crossings on US 90	None
Locations of Note to Address	4 (I-10 Interchange, Hilltop Country Store, Lake Miccosukee, Entering Monticello)
*Crossing locations are estimated and will be further analyzed through sight distance studies in subsequent project phases.	



- **Route 3** – This proposed route would begin on the south side of US 90 at Pedrick Road and continue to Wadesboro Road. At Wadesboro Road, as both other routes stay on south side of US 90 here, this route will continue on Wadesboro Road, Baum Road, and Jefferson Road to take users off of US 90 to utilize lower speed roads. Along these corridors, the trail would likely become on-street facilities such as a bicycle lane or sharrows due to limited right-of-way availability. At Jefferson Road, the trail returns to US 90 and remains on the south side of the corridor into Monticello.

The following provides a summary and map of Route 3:

Route 3 Summary Statistics	
Side of Corridor	North and South
Number of Crossings on US 90	None
Locations of Note to Address	4 (I-10 Interchange, Hilltop Country Store, Lake Miccosukee, Entering Monticello)
*Crossing locations are estimated and will be further analyzed through sight distance studies in subsequent project phases.	



- **Downtown Monticello** - The above route options all enter downtown Monticello along US 90 to reach the project's eastern terminus, the Monticello Bike Trail. Due to existing conditions and the limited right-of-way, the study recommends the following treatments within the City of Monticello be further evaluated in subsequent phases of this project:
 - Expansion of existing paved shoulder to accommodate a buffered bicycle lane by reducing travel lanes by 1-2 feet on both sides of the roadway;
 - Addition of roadway sharrows where the speed limit is reduced to 25 miles per hour;
 - Bring the route along low traffic, low volume roads such as Water Street and Dogwood Street to connect with the Monticello Bike Trail and keep users away from busy traffic in the roundabout.

NEXT STEPS

Pursuant to CRTPA approval of the Study, actions to move the project into the next phase, a Project Development & Environment (PD&E) Study, will be initiated. This phase provides a comprehensive study that evaluates social, cultural, economic and environmental effects associated with the proposed transportation improvements. Subsequent phases to the PD&E Study include design and construction. In light of the project's length, funding for future phases will likely be sought through the SUNTrails program and will compete against other such projects throughout the State.

OPTIONS

Option 1: Approve the US 90 Multi-Use Trail Feasibility Study.
(Recommended)

Option 2: CRTPA Board Discretion.

May 17, 2022



AGENDA ITEM 8

FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

TYPE OF ITEM: Information

A status report on the activities of the Florida Department of Transportation will be discussed.

May 17, 2022



AGENDA ITEM 98

EXECUTIVE DIRECTOR'S REPORT

TYPE OF ITEM: Information

A status report on the activities of the Capital Region Transportation Planning Agency (CRTPA) will be provided.



May 17, 2022

AGENDA ITEM 10A

FUTURE MEETINGS

TYPE OF ITEM: CRTPA Information

Meeting Date	Meeting Type	Location
June 20*	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
September 27**	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
October 18	Retreat/Workshop	9:00 AM-1:00 PM Location: TBD
November 15	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm
December 20	Board Meeting	City of Tallahassee, City Hall, Commission Chambers, 2 nd Floor, 1:30 pm – 4:00 pm

*Indicates Monday Meeting

** Moved to address conflicts with Budget Workshop and Public Hearing (Leon County)



AGENDA ITEM 10B

COMMITTEE ACTIONS

(TECHNICAL ADVISORY COMMITTEE & CITIZEN'S MULTIMODAL ADVISORY COMMITTEE)

TYPE OF ITEM: CRTPA Information

STATEMENT OF ISSUE

This item provides information on the activities of the Technical Advisory Committee (TAC) and the Citizens Multimodal Advisory Committee (CMAC) to the Capital Region Transportation Planning Agency (CRTPA).

TAC and CMAC: The committees each met on May 3, 2022, and took action on the following:

- **Minutes of the March 1 Committee Meetings**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** There was no quorum present at the meeting, therefore, minutes will be on the next meeting agenda for approval.
- **Draft Fiscal Year (FY) 2022/23 & 2023/24 Unified Planning Work Program (UPWP)**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** There was no quorum present at the meeting, therefore, no action was recommended by the CMAC.
- **Fiscal Year (FY) 2023– FY 2027 Transportation Improvement Program (TIP)**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** There was no quorum present at the meeting; however, the consensus of the Committee was to support the CRTPA's adoption of the TIP.
- **Fiscal Year (FY) 2023– FY 2027 Transportation Improvement Program (TIP) Amendment**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** There was no quorum present at the meeting; however, the consensus of the Committee was to support the CRTPA's adoption of the TIP Amendment.
- **Fiscal Year (FY) 2024 – FY 2028 Project Priority Lists (PPLs)**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** There was no quorum present at the meeting; however, the consensus of the Committee was to support the CRTPA's adoption of the PPLs.
- **US 90 Multi-use Trail Feasibility Study**
 - **TAC Action:** Recommended approval.
 - **CMAC Action:** There was no quorum present at the meeting; however, the consensus of the Committee was to support the CRTPA's approval of the Study.



May 17, 2022

AGENDA ITEM 10 C

CORRESPONDENCE

TYPE OF ITEM: Information

The following correspondence has been sent or received by the CRTPA subsequent to the last CRTPA meeting:

- Correspondence from Greg Slay, CRTPA Executive Director to Richard Barr, Kimley-Horn & Associates, dated April 7, 2022, regarding additional work associated with the US 90 Multi-Use Trail Feasibility Study (provided as ***Attachment 1***).



April 7, 2022

Mr. Richard Barr, AICP
Kimley-Horn and Associates
2615 Centennial Boulevard, Suite 102
Tallahassee, FL 32308

Subject: Task Work Order KHA-2019-04A
US 90 Tallahassee to Monticello Multiuse Trail Feasibility Study
Additional Work

Dear Mr. Barr:

Per our General Planning Consultant Agreement dated March 21, 2017, you are hereby authorized to conduct the activities listed in the attached scope of services for additional work on the US 90 Multiuse Trail Feasibility Study. The maximum fee for this additional work shall be \$10,590 based on the fee listed in the scope. Any additional work and/or fees will require an addendum to this Task Work Order.

Greg Burke will serve as the Project Manager for this project. We look forward to working with you and your staff on this project. Should you have any questions, please contact Greg or myself at (850)891-8630.

Sincerely,

Greg Slay, AICP
Director

US 90 Feasibility Study – Additional Services Scope

Task: Additional Data Analysis

- *FDOT Right-of-Way Data*
 - KHA will review and analyze newly available FDOT right-of-way information and compare with property appraiser right-of-way information for inconsistencies/differences.
 - Coordination with client on this analysis.

Task: Revised Feasibility Documentation

- *Feasibility Report Documentation*
 - Based on the newly available data, Kimley-Horn will update the feasibility report to reflect how this data has influenced the feasibility of previously identified routes, constrained areas, and locations of note. This will be completed throughout multiple sections of the feasibility report as well as require additional GIS mapping and report formatting.

Task: Update ArcGIS StoryMap

- *Update Information Integration*
 - Based on the newly available data, Kimley-Horn will update the previously created ArcGIS StoryMap to reflect the changes made to right-of-way availability, identified routes, constrained areas, and locations of note.

Amendment to Task Order # 2019-03

Feasibility Study | US 90 Monticello to Tallahassee Multi-Use Trail

Staff Hours and Fee Estimate



Staff Classification & Hourly Rates:	Senior Engineer/ Senior Planner	Project Planner	Administrative/ Clerical Support	KH Labor Total	Expenses	Total Lump Sum Task Fee
Task Description	\$212.00	\$135.00	\$100.00			
Additional Data Analysis	3.0	15.0		\$2,661.00		
Revised Feasibility Documentation	5.0	27.0	1.0	\$4,805.00		
ArcGIS StoryMap Updates	2.0	20.0		\$3,124.00		
Total Hours:	10.0	62.0	1.0	Total Lump Sum Project Budget:		\$10,590.00

From: [Slay, Greg](#)
To: [Widness, Katelyn](#); [Barr, Richard](#)
Cc: [Burke, Greg](#); [Slautterback, Lindsay](#); [Mitchell, Yulonda](#); [Lex, Suzanne](#)
Subject: US 90 Trail - Additional work
Date: Thursday, April 7, 2022 9:35:40 AM
Attachments: [KHA-2019-04 US 90 Tallahassee to Monticello Multiuse Trail - Additional Work.pdf](#)

See attached –

Greg Slay, AICP
Executive Director
Office: (850)891-8630
Mobile: (850)694-1440
www.crtpa.org



From: [Mitchell, Yulonda](#)
To: [Slay, Greg](#)
Cc: [Lex, Suzanne](#)
Subject: RE: US 90 Trail - Additional work_\$10,590.00
Date: Thursday, April 7, 2022 9:54:00 AM

Ok. I will generate the amending request for Phase I and forward it to you for approval.

From: Slay, Greg <Greg.Slay@talgov.com>
Sent: Thursday, April 7, 2022 9:53 AM
To: Mitchell, Yulonda <Yulonda.Mitchell@talgov.com>
Cc: Lex, Suzanne <Suzanne.Lex@talgov.com>
Subject: Re: US 90 Trail - Additional work_\$10,590.00

Actually, we'll need to increase Phase I since that where the work additional work is being done.

Sent from my iPhone

On Apr 7, 2022, at 9:50 AM, Mitchell, Yulonda <Yulonda.Mitchell@talgov.com> wrote:

Good Moring,
How would you like this handled in the system? Should we do a Phase 3 or add this \$10,590.00 to the project for Phase 2? We will need to increase the Purchase Order after the project total has been increased. Please advise.

Yulonda

From: Slay, Greg <Greg.Slay@talgov.com>
Sent: Thursday, April 7, 2022 9:35 AM
To: Widness, Katelyn <Katelyn.Widness@kimley-horn.com>; Barr, Richard <richard.barr@kimley-horn.com>
Cc: Burke, Greg <Greg.Burke@talgov.com>; Slautterback, Lindsay <Lindsay.Slautterback@kimley-horn.com>; Mitchell, Yulonda <Yulonda.Mitchell@talgov.com>; Lex, Suzanne <Suzanne.Lex@talgov.com>
Subject: US 90 Trail - Additional work

See attached –

Greg Slay, AICP
Executive Director
Office: (850)891-8630
Mobile: (850)694-1440

May 17, 2022



AGENDA ITEM 10D

QUARTERLY BUDGET REPORTS

TYPE OF ITEM: Information

A status report on the Quarter 2 (October - December 2021) Fiscal Year 2022 Unified Planning Work Program budget utilization is provided for the following:

- CRTPA Budget Report PL Funds
- CRTPA Budget Report FTA Funds
- CRTPA Budget Report SU Funds

Contract# G1L15 (PL FUNDS)					
Unified Planning Work Program - Fiscal Years 2020/21-			FPID# 439323-3-14-01		
Invoice #:	PL-6	Invoice	10/01/2021 -		
Task 1.0 - Administration					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (Q6)	2022 FHWA (PL) Remaining Balance	Utilization
Personnel Services					
Salaries and Fringe	\$ 193,000.00	\$ 59,350.51	\$ 35,459.30	\$ 98,190.19	49%
Sub Total:	\$ 193,000.00	\$ 59,350.51	\$ 35,459.30	\$ 98,190.19	49%
Consultant Services					
Contract/Consultant Services					
Audit	\$ 18,000.00	\$ -	\$ -	\$ 18,000.00	0%
Legal	\$ 37,000.00	\$ 9,917.50	\$ 26,842.50	\$ 240.00	99%
Sub Total:	\$ 55,000.00	\$ 9,917.50	\$ 26,842.50	\$ 18,240.00	67%
Other Direct Expenses					
Travel/Training					
*Operating Staff Services	\$ 86,245.00	\$ 21,889.88	\$ 18,771.84	\$ 45,583.28	47%
Office/Administrative Costs	\$ 51,425.00	\$ 1,753.16	\$ 25,838.22	\$ 23,833.62	54%
Sub Total:	\$ 137,670.00	\$ 23,643.04	\$ 44,610.06	\$ 69,416.90	50%
	\$ 385,670.00	\$ 92,911.05	\$ 106,911.86	\$ 185,847.09	52%
*Note: Shifted \$5,000. from Operating to Legal					
Task 2.0 - Data Collection					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (Q6)	2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 10,900.00		\$ 10,900.00	\$ -	
Sub Total:	\$ 10,900.00	\$ -	\$ 10,900.00	\$ -	100%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -		
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 10,900.00	\$ -	\$ 10,900.00	\$ -	100%
Task 3.0 - Long Range Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (Q6)	2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 20,300.00	\$ -	\$ 12,854.16	\$ 7,445.84	
Sub Total:	\$ 20,300.00	\$ -	\$ 12,854.16	\$ 7,445.84	63%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 20,300.00	\$ -	\$ 12,854.16	\$ 7,445.84	63%
Task 4.0 - Short-Range Planning					

Task 4.0 - Short-Range Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (6)	2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 31,375.00		\$ 10,977.15	\$ 20,397.85	
Sub Total:	\$ 31,375.00		\$ 10,977.15	\$ 20,397.85	35%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Other Direct Expenses					
TIP Software	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 31,375.00	\$ -	\$ 10,977.15	\$ 20,397.85	35%
Task 5.0 - Mobility Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (6)	2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 26,700.00	\$ -	\$ 26,700.00	\$ -	100%
Sub Total:	\$ 26,700.00	\$ -	\$ 26,700.00	\$ -	100%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 26,700.00	\$ -	\$ 26,700.00	\$ -	100%
Task 6.0 - Public Involvement					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (Q6)	2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 28,000.00	\$ -	\$ 11,238.18	\$ 16,761.82	40%
Sub Total:	\$ 28,000.00	\$ -	\$ 11,238.18	\$ 16,761.82	40%
Consultant Services					
Contract/Consultant Services	\$ -	\$ -	\$ -	\$ -	
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 28,000.00	\$ -	\$ 11,238.18	\$ 16,761.82	40%
Task 7.0 - Special Projects					
EXPENDITURE CATEGORY AND DESCRIPTION	2022 FHWA (PL) Budgeted Amount	2022 FHWA (PL) Previous Payments	2022 FHWA (PL) Current Cost (Q6)	2022 FHWA (PL) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 17,700.00	\$ -	\$ 7,390.19	\$ -	42%
Sub Total:	\$ 17,700.00	\$ -	\$ 7,390.19	\$ -	42%
Consultant Services					
Contract/Consultant Services					
Sub Total:	\$ -	\$ -	\$ -	\$ -	
Total:	\$ 17,700.00	\$ -	\$ 7,390.19	\$ 10,309.81	42%
PL-5 GRAND TOTAL EXPENDITURE DETAIL :	\$ 520,645.00	\$ 92,911	\$ 186,971.56	\$ 240,762.39	54%

Capital Region Transportation Planning Agency		Contract# G1L 15 (SU FUNDS)		
Unified Planning Work Program -				
Fiscal Years 2020-21/2021-22		FPID# 439323-2-		
SU Invoice #:	SU-6	Invoice Period:	10/01/2021 - 12/31/2021	
Task 1.0 - Administration				Utilization
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance
Personnel Services				
Salaries and Fringe	\$ 24,100.00	\$ 24,100.00		\$ -
Sub Total:	\$ 24,100.00	\$ 24,100.00	\$	\$ -
Consultant Services				
Contract/Consultant Services	\$	\$ -	\$	\$ -
Sub Total:	\$	\$ -	\$	\$ -
Other Direct Expenses				
Audit Fees	\$	\$ -	\$	\$ -
Legal Fees	\$	\$ -	\$	\$ -
Direct/Operating Expenses	\$	\$ -	\$	\$ -
Travel	\$ 12,000.00	\$ 2,864.52	\$ 1,648.35	\$ 7,487.13
Sub Total:	\$ 12,000.00	\$ 2,864.52	\$ 1,648.35	\$ 7,487.13
Total:	\$ 36,100.00	\$ 26,964.52	\$ 1,648.35	\$ 7,487.13
Task 2.0 - Data Collection and Safety				
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance
Personnel Services				
Salaries and Fringe	\$ 21,950.00	\$ 17,661.75	\$ 1,411.73	\$ 2,876.52
Sub Total:	\$ 21,950.00	\$ 17,661.75	\$ 1,411.73	\$ 2,876.52
Consultant Services				
Contract/Consultant Services	\$	\$ -	\$	\$ -
Sub Total:	\$	\$ -	\$	\$ -
Total:	\$ 21,950.00	\$ 17,661.75	\$ 1,411.73	\$ 2,876.52
Task 3.0 - Long Range Planning				
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance
Personnel Services				
Salaries and Fringe	\$ 61,300.00	\$ 41,257.81		\$ 20,042.19
Sub Total:	\$ 61,300.00	\$ 41,257.81	\$	\$ 20,042.19
Consultant Services				
3.0 Planning Support	\$ 30,000.00	\$ -	\$	\$ 30,000.00
3.1 Long Range Transportation Plan (RMP 2045)	\$ 240,650.00	\$ 240,649.50	\$	\$ 0.50
Sub Total:	\$ 270,650.00	\$ 240,649.50	\$	\$ 30,000.50
Total:	\$ 331,950.00	\$ 281,907.31	\$	\$ 50,042.69
Task 4.0 - Short-Range Planning				
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance
Personnel Services				
Salaries and Fringe	\$ 39,250.00	\$ 8,431.36		\$ 30,818.64
Sub Total:	\$ 39,250.00	\$ 8,431.36	\$	\$ 30,818.64
Consultant Services				
4.0 Planning Support	\$ 30,000.00	\$ -	\$	\$ 30,000.00
Sub Total:	\$ 30,000.00	\$ -	\$	\$ 30,000.00
Other Direct Expenses				
TIP Software	\$	\$ -	\$	\$ -
Sub Total:	\$	\$ -	\$	\$ -
Total:	\$ 69,250.00	\$ 8,431.36	\$	\$ 60,818.64

Task 5.0 - Mobility Planning					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 101,250.00	\$ 46,400.66	\$ 7,319.76	\$ 47,529.58	
Sub Total:	\$ 101,250.00	\$ 46,400.66	\$ 7,319.76	\$ 47,529.58	53%
Consultant Services					
5.0 Planning Support Work	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
5.8.1 Thomasville Rd. Path Feasibility Study (FS) Ph. I	\$ 89,955.00	\$ 74,962.50	\$ 11,994.00	\$ 2,998.50	97%
5.8.2 Thomasville Rd. Path FS Ph. II Public Involvement	\$ 82,000.00	\$ 76,064.23	\$ 5,727.27	\$ 208.50	100%
5.9 Wakulla Springs (SR 267) Feasibility Study	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	0%
5.10 Apalachee Pkwy Trail Feasibility Study	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	0%
5.11 Oak Ridge Road Trail Feasibility Study	\$ 75,000.00	\$ -	\$ -	\$ 75,000.00	0%
5.12 Midtown Phase II	\$ 2,500.00	\$ 1,909.50	\$ -	\$ 590.50	76%
5.18 Comprehensive Operational Analysis (Transit)	\$ 250,000.00	\$ 217,491.68	\$ 32,508.32	\$ -	100%
5.19 Regional Transit Study Update	\$ 60,000.00	\$ -	\$ -	\$ 60,000.00	0%
5.25 Congestion Management Plan Process Phase II	\$ 125,000.00	\$ -	\$ -	\$ 125,000.00	0%
5.29 Iron Bridge Road Multi-use Trail Feasibility Study	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	0%
Other Trail Studies/Mobility Projects (TBD)**	\$ 63,290.00	\$ -	\$ -	\$ 63,290.00	0%
Sub Total:	\$ 1,037,745.00	\$ 370,427.91	\$ 50,229.59	\$ 617,087.50	41%
Total:	\$ 1,138,995.00	\$ 416,828.57	\$ 57,549.35	\$ 664,617.08	42%
Task 6.0 - Public Involvement					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 33,000.00	\$ 4,328.64		\$ 28,671.36	
Sub Total:	\$ 33,000.00	\$ 4,328.64	\$ -	\$ 28,671.36	0%
Consultant Services					
6.0 Planning Support	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	
Sub Total:	\$ 30,000.00	\$ -	\$ -	\$ 30,000.00	0%
Total:	\$ 63,000.00	\$ 4,328.64	\$ -	\$ 58,671.36	0%
Task 7.0 - Special Projects					
EXPENDITURE CATEGORY AND DESCRIPTION	2021/2022 FHWA (SU) Budgeted Amount	2021/2022 FHWA (SU) Previous Payments	2021/2022 FHWA (SU) Current Cost	2021/2022 FHWA (SU) Remaining Balance	
Personnel Services					
Salaries and Fringe	\$ 158,107.00	\$ 79,390.16		\$ 78,716.84	
Sub Total:	\$ 158,107.00	\$ 79,390.16	\$ -	\$ 78,716.84	50%
Consultant Services					
7.1.1 US90 Bike/Ped Tr. Feasibility Study (FS) Phase I	\$ 43,754.00	\$ 38,892.00	\$ -	\$ 4,862.00	89%
7.1.2 US90 Bike/Ped Tr. FS Phase II Public Involvement	\$ 100,000.00	\$ 48,623.25	\$ 7,918.30	\$ 43,458.45	57%
7.2 Stadium/Lk. Bradford/Gaines/Varsity Int. Study	\$ 180,575.00	\$ 104,598.96	\$ 43,864.08	\$ 32,111.96	82%
7.3 Other Special Projects/Safety Studies (TBD)**	\$ 125,583.00	\$ -	\$ -	\$ 125,583.00	0%
Corridor/Complete Streets (TBD)**	\$ 59,994.00	\$ -	\$ -	\$ 59,994.00	0%
7.4 Pensacola St./St. Augustine Operational Analysis	\$ 30,000.00	\$ 28,470.00		\$ 1,530.00	95%
Sub Total:	\$ 539,906.00	\$ 220,584.21	\$ 51,782.38	\$ 267,539.41	50%
Total:	\$ 698,013.00	\$ 299,974.37	\$ 51,782.38	\$ 346,256.25	50%
SU -6 GRAND TOTAL CONSULTANT EXPENDITURE DETAIL	\$ 2,359,258.00	\$ 1,056,096.52	\$ 112,391.83	\$ 1,190,769.65	50%
Total adjusted by (.02) to correct for rounding	\$ 2,359,258.00	\$ 1,056,096.52	\$ 112,391.81	\$ 1,190,769.67	50%

Capital Region Transportation Planning Agency FTA - Sec. 5305(d)						
October 1, 2021 - December 31, 2021						
G10X8- 1						
Adopted Budget Amount as Revised June 2021		Previous Payments	Current Costs	Costs to Date	Remaining Balance	Utilization
Task 1.0 - Administration						
Personnel Total	\$64,558.00	\$0.00	\$64,558.00	\$64,558.00	\$0.00	
	\$64,558.00	\$0.00		\$64,558.00	\$0.00	100.00%
Task 2.0 - Data Collection Personnel						
Total	\$8,200.00	\$0.00	\$8,200.00	\$8,200.00	\$0.00	
	\$8,200.00	\$0.00	\$8,200.00	\$8,200.00	\$0.00	100.00%
Task 3.0 - LRP Personnel						
Total	\$7,800.00	\$0.00	\$7,800.00	\$7,800.00	\$0.00	
	\$7,800.00	\$0.00	\$7,800.00	\$7,800.00	\$0.00	100.00%
Task 4.0 - SRP						
Personnel	\$11,000.00	\$0.00	\$11,000.00	\$11,000.00	\$0.00	
TIP Consultant	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	
Total	\$19,000.00	\$0.00	\$11,000.00	\$11,000.00	\$8,000.00	57.89%
Task 5.0 - Mobility Planning Personnel						
Total	\$14,600.00	\$0.00	\$14,600.00	\$14,600.00	\$0.00	
	\$14,600.00	\$0.00	\$14,600.00	\$14,600.00	\$0.00	100.00%
Task 6.0 - Public Involvement Personnel						
Total	\$9,000.00	\$0.00	\$9,000.00	\$9,000.00	\$0.00	
	\$9,000.00	\$0.00	\$9,000.00	\$9,000.00	\$0.00	100.00%
Task 7.0 - Special Projects Personnel						
Total	\$21,020.00	\$0.00	\$21,020.00	\$21,020.00	\$0.00	
	\$21,020.00	\$0.00	\$21,020.00	\$21,020.00	\$0.00	100.00%
TOTAL	\$144,178.00	\$0	\$136,178	\$136,178	\$8,000	94.45%



AGENDA ITEM 10 E

FLORIDA GREENWAYS AND TRAILS OPPORTUNITY TRAIL MAP AND PRIORITY TRAIL MAP UPDATE

TYPE OF ITEM: Information

STATEMENT OF ISSUE

Every five years the Florida Department of Environmental Protection (FDEP) updates the Florida Greenways and Trails Opportunity Trail Map and Priority Trail Map and the associated plans. The information below describes the changes that are being recommended by CRTPA staff in coordination with the City of Tallahassee, Leon County, The Tallahassee-Leon County Planning Department and the Blueprint Intergovernmental Agency (BPIA).

BACKGROUND

The Florida Greenways and Trails System (FGTS) Plan and maps were updated in 2017. The Office of Greenways and Trails (OGT) is reaching out to citizens and others involved in trail planning to receive input on both the Opportunity and Priority land and paddling trail maps for approval in December of 2022. The FGTS Plan ties together the local, regional, and state plans and collaborative efforts for greenways and trails, bicycle and pedestrian, master plans and other plans of communities, agencies and non-profits throughout Florida to create three levels of FGTS maps:

- **Level 1** - The Vision: Land Trail and Paddling Trail Opportunity Maps.
- **Level 2** - Priority Trails Map: The spine of a statewide system identified from the Opportunity Maps and the Florida Ecological Greenways Network Map.
- **Level 3** - Priority Trails Status: Each corridor's status is identified as existing, gap, or programmed/funded. The needs of each segment are identified such as acquisition and maintenance, including repaving.

Regional Trails

The CRTPA, and other partners, have taken on trail projects in both urban and rural settings. The results and experiences learned from these projects have influenced recommended changes to the FDEP Opportunity Trail Map and the Priority Trails Map. These experiences, in conjunction with the expansion of the transportation in Northeast Tallahassee/Leon County, have provided a chance to reassess the regional trail system utilizing the efforts of the CRTPA and our transportation partners.

US 90

The most notable change is the US 90 corridor from Miles Johnson Road to the Quincy Bypass. As the corridor exists today in the FDEP Priority Trails Map and Plan, this corridor would enter the urbanized area with major safety concerns for users of the system and limited right of way for most of the corridor. Therefore, an [alternative corridor](#) was developed that utilizes greenways, paved trails, sharrows and wide shoulders that are in various [stages of development](#) or completed.

Market District/Maclay Road

The second location of change is in the [Market District](#) in response to the BPIA Market District Park and the CRTPA's Thomasville Road Multi-Use Path. These projects together include the deletion of the Powerline Trail and the addition of the Timberlane Road/Martin Hurst Road/Maclay Commerce/Maclay Boulevard route and enhancements by the BPAI and City of Tallahassee. The last change is the addition of Maclay Road West from Meridian Road to Bobbin Brook East, which is a project developed and managed by Leon County.

Other changes

[Smaller changes](#) on Pedrick Road and Hermitage Park Boulevard provide additional routes linking larger trail systems from the St. Marks Trail to US 90. Another change is the addition of Tram Road from South Monroe Street to Capital Circle, Southeast and the removal of the Capital Circle, Southeast Trail from Tram Road to Blair Stone Road.

[Opportunity Trails Map](#) ([Inset Map](#))

The [recommended changes to the Opportunity Trails Map](#) include the following nine (9) conceptual trails for consideration:

- **Edenfield Road** from US 90 to the Miccosukee Greenway.
- **Heritage Park Boulevard** from Connor Boulevard to the Lafayette Heritage Trail.
- **Maclay Road** from Meridian Road to Bobbin Brook East.
- **Market District** (Thomasville Road Multi-Use Path) from Timberlane Road to Maclay Road.
- **Miles Johnson Road** from US 90 to Miccosukee Greenway.
- **Pedrick Road** from Lafayette Heritage Park to Buck Lake Road.
- **Quincy Bypass** from US 90 to State Road 12.
- **Tram Road** from South Monroe Street to Capital Circle, Southeast.
- **US 90** from Quincy Bypass to Edenfield Road.

There are also the following recommended deletions from the Opportunity Trails Map:

- **Market District Powerline** – Timberlane Road to Maclay Road.
- **Quincy Trail** – East Jefferson Street to Quincy Bypass.
- **Thornton Road** – US 90 to Miccosukee Road.

Priority Trails Map (Inset Map)

The recommended changes to the Priority Trails Map ([Capital Circle, Southeast](#) and [US 90](#)) include the following eleven (11) conceptual trails for consideration:

- **9th Avenue (Havana)** from US 27 to Iron Bridge Road.
- **Bannerman Road** from Meridian Road to Thomasville Road.
- **Bradfordville Road** from Thomasville Road to Centerville Road.
- **Edenfield Road** from US 90 to the Miccosukee Greenway.
- **Iron Bridge Road (Gadsden County)** from 9th Avenue to Orchard Pond Greenway.
- **Miles Johnson Road** from US 90 to Miccosukee Greenway.
- **Orchard Pond Greenway** from Old Bainbridge Road to Meridian Road.
- **Quincy Bypass (Gadsden County)** from State Road 12 to US 90.
- **State Road 12** from Quincy Bypass to US 27.
- **Welaunee Trail** from Bradfordville Road to Miccosukee Greenway.
- **Miccosukee Greenway** from Welaunee Trail to Edenfield Road.

There are also the following recommended deletions from the Priority Trails Map:

- **Blair Stone Road** from US 90 to Governor's Park Access Road.
- **Capital Circle, Southeast** from Tram Road to Blair Stone Road.
- **Quincy Trail** – East Jefferson Street to Quincy Bypass.
- **US 90** from Quincy Bypass to Mile Johnson Road.

FDEP Schedule for Recommended Changes to Maps

The schedule for making these recommended changes is as follows:

2021

- July 1 - Begin updates to the Florida Greenways and Trails System Plan and Opportunity/Priority Trail Maps.
- October 1 - Mapping tool will go live for partners and stakeholders to discuss proposed edits to the Priority and Opportunity Maps.
- October 21-22 Florida Greenways and Trails Council meeting - Discuss Goals and objectives and Mapping tool.

2022

- May 31 - Comment period closed for partners and stakeholders.
- June 1 - August 30 - OGT Staff will prepare DRAFT of proposed edits to the Priority and Opportunity Maps.

- September - Public meetings (potentially virtual) throughout state to gather comments on written 5-Year plan and DRAFT of proposed Priority and Opportunity maps.
- November 1 - Close public comments on the written 5-Year plan and DRAFT of proposed Priority and Opportunity maps.
- December - Florida Greenways and Trails Council meeting – exact date and location TBD - Final DRAFT 2023-2027 Florida Greenways and Trails System Plan presented for approval.

2023

- January - Produce and distribute hardcopies of the 2023-2027 Florida Greenways and Trails System Plan.

POST CRTPA MEETING

After the CRTPA Board meeting, staff will be submitting the recommendations to OGT staff for consideration for the Opportunity Trails Map and Priority Trails Map.



May 17, 2022

AGENDA ITEM 11

ITEMS FROM MEMBERS

This portion of the agenda is provided to allow members an opportunity to discuss and request action on items and issues relevant to the CRTPA, as appropriate.