

September 16, 2025



AGENDA ITEM 8 D

CRTPA FEDERAL CERTIFICATION

TYPE OF ITEM: Action

Federal Highway Administration (FHWA) staff will provide information related to the recent Transportation Management Area (TMA) Certification of the CRTPA.

As a TMA (defined in federal legislation as an urbanized area with 200,000 or more in population), the Capital Region Transportation Planning Agency is subject to a review of operations and organization by the FHWA and Federal Transit Administration (FTA). Specifically, federal law requires both agencies to jointly review and certify the metropolitan transportation planning process for TMAs every four years.

The 2025 review of the CRTPA's planning process was conducted on February 19 and included representatives from the FHWA and the FTA. A public meeting to receive input on the CRTPA's was also conducted on February 19.

Subsequent to the review, the FHWA produced a TMA Certification Report (included as **Attachment 1**) that was provided to the CRTPA on June 30, 2025.

ATTACHMENTS

Attachment 1: TMA Certification Letter and Report



Federal Highway Administration

Florida Division Office
3500 Financial Plaza, Suite 400
Tallahassee, Florida 32312
(850) 553-2201
www.fhwa.dot.gov/fldiv

Federal Transit Administration

Region 4 Office
230 Peachtree St, NW, Suite 1400
Atlanta, Georgia 30303
(404) 865-5600

June 30, 2025

Commissioner Dianne Williams-Cox, Chair
Capital Region Transportation Planning Agency
300 S. Adams Street, A-19
Tallahassee, FL 32301

Dear Commissioner Williams-Cox:

Federal law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly review and certify the metropolitan transportation planning process for each Transportation Management Area (TMA) every four years. A Metropolitan Planning Organization (MPO) with an urbanized area of 200,000 or more in population is referred to, in federal legislation, as a TMA. We recently conducted a review of the Tallahassee TMA, more commonly referred to as the Capital Region Transportation Planning Agency (CRTPA).

As a part of the TMA certification review process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, as well as the degree of technical assistance needed to enhance the effectiveness of the planning process. This certification review was conducted to highlight best practices, identify opportunities for improvements, and ensure compliance with regulatory requirements.

The review of CRTPA's planning process included a site visit, conducted by representatives from the FHWA and the FTA on February 19, 2025. During the site visit, time was spent with the MPO staff, the Florida Department of Transportation, and the transit agency to discuss the status of the MPO's "3-C" planning process. Throughout the site visit, opportunities were afforded to local elected/appointed officials and the general public to provide their insights on the CRTPA's planning process. In addition to assessing the MPO's progress in addressing the findings from the previous certification review, the MPO's current and/or future implementation of the metropolitan transportation planning requirements was also considered.


Enclosed for your consideration is the final *TMA Certification Review Report* for the Tallahassee TMA, which includes documentation of the various components of the FHWA/FTA certification review of the CRTPA. The report provides an overview of the TMA certification review process, summarizes the various discussions from the recent site visit, provides a series of review findings, and issues the FHWA/FTA certification action. In general, the review determined the existence of a “3-C” metropolitan transportation planning process that satisfies the provisions of 23 U.S.C. 134, 49 U.S.C. 5303/5305, and associated Federal requirements. The Federal Review Team identified three (3) noteworthy practices, no corrective actions, and two (2) recommendations to improve the current planning process of the CRTPA.

Based on the overall findings, the FHWA and the FTA jointly certify that the transportation planning process of the Tallahassee TMA, which is comprised entirely by the CRTPA, substantially meets the federal planning requirements in 23 CFR 450 Subpart C. This certification will remain in effect until **June 2029**.

If you have any questions regarding the certification review process and/or the *TMA Certification Review Report*, please contact Dana Knox at (850) 553-2246 or by email at dana.knox@dot.gov

Sincerely,

FOR: Jamie Christian, P.E.
Division Administrator
Federal Highway Administration


Yvette G. Taylor, PhD
Regional Administrator
Federal Transit Administration

Enclosure:
Final TMA Certification Review Report

cc: Greg Slay, CRTPA
Dana Knox, FHWA
Karen Brunelle, FHWA
Teresa Parker, FHWA
Aviance Webb, FTA, Region 4
Dana Reiding, FDOT
Donna Green, FDOT
Bryant Paulk, FDOT, District 3
Amanda Carpenter, MPOAC



2025 Certification Report

**Tallahassee Transportation
Management Area**

Capital Region TPA

Prepared by:

Federal Highway Administration

Florida Division

Federal Transit Administration

Region 4

June 2025

This Page Intentionally Left Blank

Executive Summary

Federal Law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation planning processes of Transportation Management Areas (TMAs) at least every four years (a TMA is an urbanized area, as defined by the US Census, with a population over 200,000). A certification review generally consists of four primary activities: a site visit, a review of planning documents (in advance of the site visit), the development and issuance of a FHWA/FTA certification report and a certification review closeout presentation to the Metropolitan Planning Organization (MPO) governing board.

As a part of the TMA certification review process, FHWA and FTA utilize a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is only one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. This certification review was conducted to highlight best practices, identify opportunities for improvements, and ensure compliance with regulatory requirements.

Transportation planning for the Tallahassee Transportation Management Area is conducted by the Capital Region Transportation Planning Agency. The last certification review was completed in 2021. The Federal Review Team conducted a site visit for the current review of the Tallahassee Transportation Management Area on February 19, 2025. The Federal Review Team recognizes three (3) noteworthy practices, identifies no corrective actions, and offers two (2) recommendations the MPO should consider for improving their planning processes. More information related to these findings can be found in the Findings/Conclusions section of this report.

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Tallahassee Transportation Management Area, which is comprised entirely by the Capital Region Transportation Planning Agency, substantially meets the federal planning requirements in 23 CFR 450 Subpart C. This certification will remain in effect until **June 2029**.

This Page Intentionally Left Blank

Table of Contents

Capital Region Transportation Planning Agency

Section I. Overview of the Certification Process.....	2
Section II. Boundaries and Organization (23CFR 450.310, 312, 314).....	3
A. Description of Planning Area	3
B. Metropolitan Planning Organization Structure	4
C. Agreements	5
Section III. Transportation Performance Planning (23 CFR 450.306(a), 306(d), 314(h), 324(f), 326(c), 326(d)).....	5
Section IV. Scope of the Planning Process (23 CFR 450.306).....	5
A. Transportation Planning Factors.....	5
B. Air Quality	5
C. Bicycle and Pedestrian Planning Activities	5
D. Transit.....	6
E. Intelligent Transportation Systems (ITS).....	6
F. Freight Planning.....	6
G. Security Considerations in the Planning Process	7
H. Safety Considerations in the Planning Process	7
Section V. Unified Planning Work Program (23 CFR 450.308).....	7
Section VI. Interested Parties (23 CFR 450.316).....	7
A. Outreach and Public Participation.....	7
B. Tribal Coordination.....	8
C. Title VI and Related Requirements	8
Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g)).....	8
Section VIII. Congestion Management Process (CMP) (23 CFR 450.322).....	9
Section IX. Long Range Transportation Plan (23 CFR 450.324)	9
A. Scope of LRTP	9
B. Travel Demand Modeling/Data	9
C. Financial Plan/Fiscal Constraint.....	9
Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334)	10
Section XI. Findings/Conclusions	10
A. Noteworthy Practices.....	10
B. Corrective Actions.....	11
C. Recommendations.....	11
D. Training/Technical Assistance	12
E. Conclusion.....	12
 Appendices	
Appendix A. Summary of Risk Assessment	13
Appendix B. Site Visit Participants.....	14
Appendix C. TMA Certification Site Visit Agenda	16
Appendix D. Public Engagement Notice	18
Appendix E. Summary of Public Feedback.....	21
Appendix F. Status of Previous Certification Findings	26
Appendix G. Acronym List	28

Capital Region Transportation Planning Agency (CRTPA) Metropolitan Planning Organization

Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.336(b) and 49 CFR 613.100, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years.” This four-year cycle runs from the date of issuance of the previous joint certification report.

The primary purpose of a certification review is to formalize the continuing oversight and evaluation of the planning process. The FHWA and the FTA work cooperatively with the TMA planning staff on a regular basis. By reviewing and approving planning products, providing technical assistance, and promoting best practices, the formal assessment involved in a certification review provides an external view of the TMA’s transportation planning process.

A certification review generally consists of four primary activities. These activities include: 1) a “desk audit” which is a review of the TMA’s planning documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP); 2) a “site visit” with staff from the TMA’s various transportation planning partners (e.g. the Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; 3) a Certification Report, which the Federal Review Team prepares, to document the results of the review process; and, 4) a formal presentation of the review findings at a future Capital Region Transportation Planning Agency (CRTPA) Board Policy meeting.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in metropolitan areas. The certification review also helps ensure that the major issues facing a metropolitan area are being addressed. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Since 2018, to initiate the TMA certification review process, the Federal Review Team has utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. **Appendix A** summarizes the risk evaluation, and the report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after considering the risk factors.

The review for the Capital Region Transportation Planning Agency was held February 19th. During this site visit, the Federal Review Team met with the staff of the CRTPA, FDOT, StarMetro staff, committee representatives, other partnering agencies, and the

public. See **Appendix B** for a list of review team members and site visit participants, and **Appendix C** for the TMA Certification Meeting Agenda.

The purpose of the public engagement process is to inform the public of the Federal transportation planning requirements and allow the public an opportunity to provide input on the transportation planning process to the Federal Review Team. A public meeting for this certification review was held on February 19th, 2025. Public feedback and engagement on the MPO's planning process was also obtained through the CRTPA website and Facebook page, the Wakulla County BOCC website and Facebook page, and the Gadsden County Facebook page, following the initial announcement on February 13, 2025. For those that could not attend the public meeting or who did not want to speak or post publicly, contact information for the Federal Review Team was provided. Members of the public were given 30 days from the February 19th public meeting date/site visit date to mail, fax or email their comments and/or request a copy of the certification review report. No additional comments were received by FHWA and FTA during the 30-day comment period.

A copy of the public engagement notices can be found in **Appendix D**. Screenshots of public input, minutes from the public meeting, including a listing of commenters and a summary of the public comments is provided in **Appendix E**.

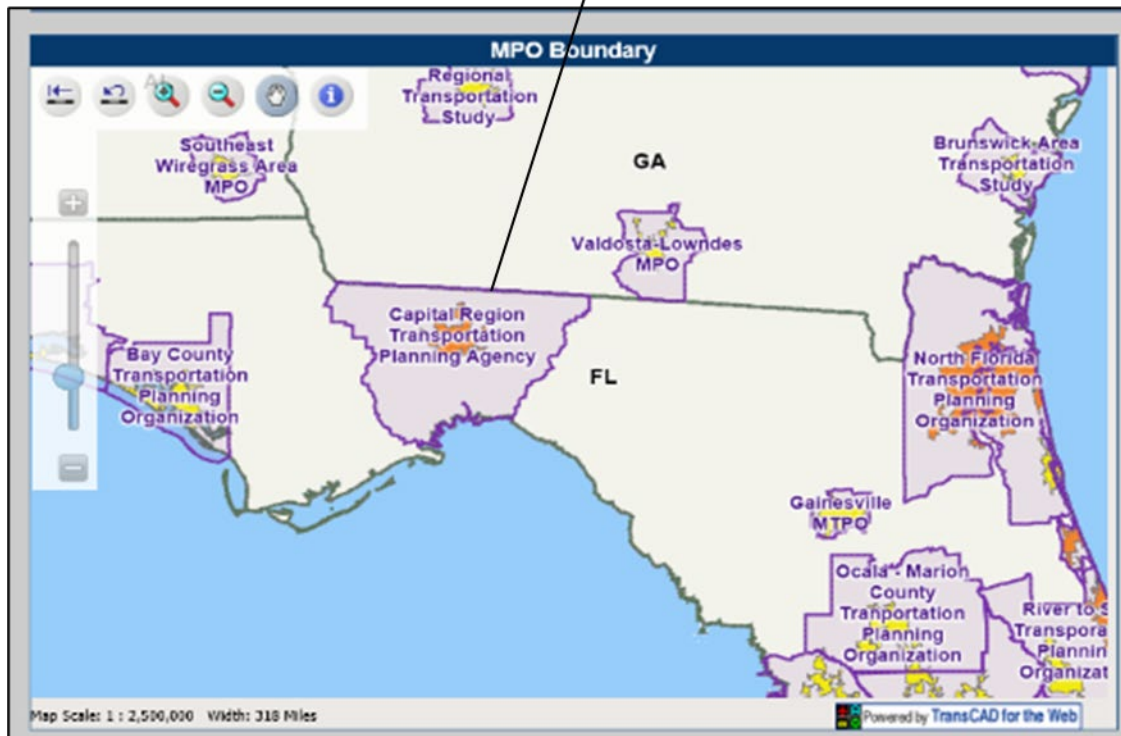
A summary of the 2021 corrective actions and recommendations and their status can be found in **Appendix F**.

An explanation of planning acronyms can be found in **Appendix G**.

Section II. Boundaries and Organization (23CFR 450.310, 312, 314)

A. Description of Planning Area

Observations: The CRTPA is located in north Florida. The planning area boundary includes all of Leon, Wakulla, Gadsden and Jefferson Counties and the cities of Tallahassee, Quincy, Monticello, Sopchoppy, and St. Marks. The planning area is bounded on the south by the Gulf of Mexico, the Apalachicola River to the west, and by the State border with Georgia to the north. The CRTPA planning boundary is visually depicted in the CRTPA Planning Area map.



B. Metropolitan Planning Organization Structure

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

Finding: The MPO's boundaries and organization substantially satisfy the federal requirements as outlined in 23 CFR 450.310 and 312.

C. Agreements

Current Agreements:

Interlocal Agreement, March 2014

Intergovernmental Coordination and Review and Public Transportation Coordination

Joint Participation Agreement, October 2020

CRTPA Apportionment Plan, September 2023

Staff Services Agreement, June 2021

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

Finding: The MPO's agreements substantially satisfy the federal requirements as outlined in 23 CFR 450.314.

Section III. Transportation Performance Planning (23 CFR 450.306(a), 306(d), 314(h), 324(f), 326(c), 326(d))

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

Finding: The MPO's transportation performance planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 314, 324, and 326.

Section IV. Scope of the Planning Process (23 CFR 450.306)

A. Transportation Planning Factors

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

Finding: The MPO's planning process substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b).

B. Air Quality

Finding: The CRTPA is currently designated as an attainment area for all National Ambient Air Quality Standards (NAAQS).

C. Bicycle and Pedestrian Planning Activities

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

Finding: The MPO's bicycle and pedestrian planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b), 324(f), and 326.

D. Transit

Observations: Transit service in the CRTPA is provided by StarMetro. StarMetro is organized in the following manner: StarMetro is the transit division of the City of Tallahassee and is governed by the City Commission. StarMetro operates fixed route bus and demand response service with both traditional vehicles and taxis throughout Leon County. Per the 2023 National Transit Database report, StarMetro operates 55 fixed route buses, 20 demand response vehicles and 20 demand response-taxi vehicles in maximum service. Average daily weekday unlinked trips were 11,820 with an annual 2,588,477 unlinked trips on 10,140,885 passenger miles.

StarMetro's hub -and-spoke network model currently includes the following services: Fifteen weekday fixed routes, Twelve Saturday fixed routes, Four Night and Sunday fixed routes, Eight Florida State University (FSU) Campus routes, Two FLEX routes, Dial-A-Ride service (ADA complementary paratransit), and three intercity routes (provided by Big Bend Transit).

Through the MPO agreements, cooperative development of the planning products, coordination activities, and implementation of transit projects, particularly in the development and implementation of the Transit Development Plan, several transportation studies, and prioritized projects. StarMetro and the MPO continues with a joint planning effort for operational analysis, ensuring StarMetro is a full partner in this MPO's planning process.

StarMetro receives formula funding through FTA's 5307 Urbanized Formula Program, 5310 Enhanced Mobility of Seniors and Individuals with Disabilities as well as the 5339 Bus and Bus Facilities Formula Program.

Finding: The MPO's transit activities substantially satisfy the federal requirements as outlined in 49 CFR 613.100 as well as the transit supportive elements outlined in 23 CFR 450.

Noteworthy Practice: The Federal Review Team recognizes one noteworthy practice regarding Transit. For more details about this noteworthy practice, please see Section XI.

E. Intelligent Transportation Systems (ITS)

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

Finding: The MPO's ITS activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322, and 23 CFR 940.

F. Freight Planning

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

Finding: The MPO's freight planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 316, 324, and 326.

G. Security Considerations in the Planning Process

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

Finding: The MPO's security planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(f), 324(h), and 326.

H. Safety Considerations in the Planning Process

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

Finding: The MPO's safety planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(h), and 326.

Noteworthy Practice: The Federal Review Team recognizes one noteworthy practice regarding Safety Considerations in the Planning Process. For more details about this noteworthy practice, please see Section XI.

Section V. Unified Planning Work Program (23 CFR 450.308)

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

Finding: The MPO's UPWP substantially satisfies the federal requirements as outlined in 23 CFR 450.308.

Section VI. Interested Parties (23 CFR 450.316)

A. Outreach and Public Participation

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

Finding: The MPO's outreach and public participation activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316.

Recommendation: The Federal Review Team offers one recommendation regarding Outreach and Public Participation. For more details about this recommendation, please see Section XI.

B. Tribal Coordination

Finding: There are no tribal lands within the MPO's planning boundaries requiring the MPO to provide tribal coordination.

C. Title VI and Related Requirements

Document Title: C RTPA Title VI Plan and Grievance Procedure

Date Adopted: January 21, 2025

Observations: The MPO has a coordinator assigned to Public Involvement and Title VI, who has direct, independent access to the MPO Executive Director. The MPO has developed a nondiscrimination policy, executed an assurance, and posted a complaint filing procedure and 4-factor Limited English Proficiency (LEP) Plan, all of which are broad enough to cover Title VI classifications and those defined by other federal and state authorities. The MPO reviews its plans, programs, and services at least triennially to determine nondiscrimination and assess the benefits and burdens of its transportation decisions on impacted communities. The MPO is currently identifying and analyzing demographic data necessary to update its existing LEP Plan and Community Characteristics Inventory, expecting completion of both by June 30, 2025.

The MPO provides reasonable accommodation under the Americans with Disabilities Act (ADA) in providing access to its plans, programs, and services. The MPO-posted nondiscrimination policies and complaint filing procedures specifically enumerate disability as a protected classification and identify a coordinator by name who is responsible for administration of the ADA program. The MPO ensures that its plans and activities include input by and consideration of those with disabilities or their service providers. The MPO is part of a local government agency that has a transition plan as described by 28 CFR 35.150(d), covering both program access and pedestrian facilities. The plan is updated annually, and the results are made available for public inspection.

Finding: The MPO's Title VI and related activities substantially satisfy the federal requirements as outlined in 49 CFR 21, 49 CFR 27, 23 CFR 200, 23 CFR 450.316 and 336(a).

Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))

Observations: A review based on the 2018 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The MPO's linking planning and NEPA activities substantially satisfy the federal requirements as outlined in 23 CFR 450.318, 320, 324(f)(10), and 324(g).

Section VIII. Congestion Management Process (CMP) (23 CFR 450.322)

Current Document Title: CRTPA Congestion Management Plan

Date Adopted: March 2024

In accordance with 23 CFR 450.322(h), the CRTPA developed a congestion management plan (CMP) that includes projects and strategies that are incorporated into the TIP and consists of regional goals to reduce Vehicle Miles Traveled (VMT) during peak commuting times in densely populated areas; identifies transportation services that support access to jobs in the region; and identifies future projects and programs to reduce congestion and increased access to job opportunities.

Finding: The MPO's congestion management process substantially satisfies the federal requirements as outlined in 23 CFR 450.322.

Noteworthy Practice and Recommendation: The Federal Review Team recognizes one noteworthy practice and offers one recommendation regarding the Congestion Management Process. For more details about this noteworthy practice and recommendation, please see Section XI.

Section IX. Long Range Transportation Plan (23 CFR 450.324)

Current Document Title: Connections 2045 Regional Mobility Plan

Date Adopted: November 23, 2020

A. Scope of LRTP

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

Finding: The general scope of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324.

B. Travel Demand Modeling/Data

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

Finding: The MPO's travel demand modeling processes substantially satisfy the federal requirements as outlined in 23 CFR 450.324(e).

C. Financial Plan/Fiscal Constraint

Observations: FDOT provides an estimate of federal and state revenue available over the life of the plan, as well as an estimate of administrative, operations and maintenance costs over the life of the plan for the MPO to use. For the adopted LRTP, the revenue estimates are included in an appendix to the plan. Fiscal constraint is demonstrated using Appendix G: Cost Feasible Plan of the CRTPA 2045 Regional

Mobility Plan (Connection 2045 RMP). The plan identifies funding revenue sources, project costs and project phases for projects from the effective date of the plan through the plan's horizon year. Year of Expenditure costs are used in the plan. The LRTP is fiscally constrained.

The Cost Feasible Plan of the Path Forward 2050 was under development during the certification review and no draft documents were reviewed by the Federal Review Team. The next LRTP needs to be adopted by November 23, 2025, and CRTPA is expected to adopt the LRTP by that date.

Finding: The financial plan/fiscal constraint of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324(f)(11).

Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334)

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

Finding: The MPO's TIP substantially satisfies the federal requirements as outlined in 23 CFR 450.326, 328, 330, 332, and 334.

Section XI. Findings/Conclusions

The following items represent a compilation of the findings that are included in this 2025 certification review report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the CRTPA's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in this TMA. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks and are intended to assist the CRTPA in improving the planning process. Noteworthy practices highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

A. Noteworthy Practices

1. **Transit:** The Federal Review Team recognizes Star Metro's continued efforts to demonstrate commitment to the community by moving transit forward in applying for and securing multiple competitive grants from the Federal Transit Administration. A recent example being the ongoing Southside Facility Project,

which highlights the StarMetro Teams' dedication to innovation and excellence in public transportation.

2. **Safety Considerations in the Planning Process:** The Federal Review Team is impressed with C RTPA's efforts to better understand and use crash data to enhance selection and prioritization of safety projects. Recognizing the limitations of crash reporting, the MPO worked with law enforcement partners to examine individual incidents, identifying corridors or intersections with similar events, and separating them from crashes that, however serious, were standalone or did not otherwise fit observed trends. As the Executive Director emphasized to the Federal Review Team, it's essential to thoroughly analyze crash reports to understand the circumstances and those involved. This insight drives the most effective responses. The results are readily apparent, with significant investment in safety projects that benefit the area's most vulnerable communities. The emphasis on crash reporting has enabled the MPO to gain a deeper appreciation of the community's needs and travel behaviors. For example, a concentration of high injury pedestrian crashes aligned with homeless encampments near North Monroe and West Tennessee Streets, suggesting a need to prioritize pedestrian and street safety improvement projects. In another instance, age demographics coupled with the injuries sustained in crashes informed Safe Route to School project selection and the MPO's bicycle helmet fitting initiative.
3. **Congestion Management Process:** The Federal Review Team commends the C RTPA for undertaking and completing a study on the traffic impacts of teleworking. As the region's largest collective workforce is employed by Florida State agencies, the MPO reasoned that traffic congestion might be measurably swayed by whether state employees worked from home often, occasionally, or not at all. The data showed that robust telework during the pandemic led to a reduction in congestion along key commuter corridors by as much as 20%. This insight provides a valuable foundation for CMP activities and targeted outreach, particularly with state agencies and other large employers. While the MPO is not currently taking steps to expand on the study or act on recommendations, the data remains useful for the general public, area businesses, and perhaps, in future, the MPO.

B. Corrective Actions

No corrective actions have been identified.

C. Recommendations

1. **Outreach and Public Participation:** C RTPA has a compliant PPP that substantially addresses regulatory requirements. To better understand the needs and values of its communities, the Federal Review Team recommends the C RTPA consider layering demographic maps over its priorities. This activity

will help the MPO with targeting the nature and locations of its outreach and activities.

2. **Congestion Management Process:** The Federal Review Team recommends that freight-related intermodal connectors be accounted for as part of the development of congestion management processes to ensure improved system-wide linkages via operations and management within the metropolitan planning area.

D. Training/Technical Assistance

At the conclusion of the site visit, the Federal Review Team asked the MPO staff if they had any training or technical assistance needs. The CRTPA identified technical assistance requests for the following topical areas: LRTP development in consideration of material costs increases. The MPO is interested in seeing examples of best practices from other MPOs and States. FHWA and FTA will work with the MPO to provide resources in these areas.

E. Conclusion

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Tallahassee Transportation Management Area, which is comprised entirely by the Capital Region Transportation Planning Agency, substantially meets the federal planning requirements in 23 CFR 450 Subpart C. This certification will remain in effect until **June 2029**.

Appendix A. Summary of Risk Assessment

Florida TMA Certification Review Risk Assessment

MPO: CRTPA
Date of Assessment: November 2024
Cert Review Report Date: June 2025

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d))	No
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	No
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	No
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))	No
Congestion Management Process (23 CFR 450.322)	No
Long Range Transportation Plan (23 CFR 450.324)	No
Long Range Transportation Plan (23 CFR 450.324) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.324) - Financial Plan/Fiscal Constraint	No
Transportation Improvement Program (23 CFR 450.326, 328, 330, 332, 334)	No

*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed.

The additional areas are: Interested Parties- Title VI and related requirements, Congestion Management Process, and Long Range Transportation Plan - Financial Plan/Fiscal Constraint

Appendix B. Site Visit Participants

CRTPA - Tallahassee Metropolitan Planning Organization TMA Certification Review February 19, 2025

Name	Email Address	Phone
Greg Burla	CRTPA	
JODY-Ann OVERSEW	FHWA	
Joseph Sullivan	FHWA	850 553 2218
STEFAN Kulakowski	FDOT	850-284-2977
CAREY Shepherd	FHWA FL/PR	850-553-2206
Dana Knox	dana.knox@dot.gov	
Ariana Webb	ariana.webb@dot.gov ariana.webb@dot.gov	404-865-5489
Sulan Lee	CRTPA	
BRYANT PAULX	FDOT	
Kaylor Collins	FDOT	

Additional In-Person Attendee

Greg Slay

Virtual Meeting Attendees

Donna Green, FDOT Statewide MPO Administrator

Romero Dill, FDOT Statewide MPO Coordinator

Amanda Lanphere, FDOT Statewide Federal Grant Coordinator

Dean Rogers, FDOT Statewide SIS Coordinator

Carsherah Jackson, FDOT Office of Work Program and Budget

Aldrin Sanders, Civil Rights Program Manager at Florida Department of Transportation Erika

Thompson, FHWA Transportation Planner

Zach Funkhouser, Urban SDK Client Liaison

CRTPA/FHWA/FTA Quadrennial Certification
PUBLIC MEETING
February 19, 2025

Name	Email Address	Phone
Kaizsa Threatt	kaizsa.threatt@madd.org	9046275093
JODY ANN OVESEN	FHWA	—
Dana Knox	FHWA	
Mary Kay Falconer	marykayfalconer39@gmail.com	
Curtis Richardson	curtis.richardson@tal.gov.com	850 508-7752
Joseph Sullivan	Joseph.Sullivan@dot.gov	850 553 2248
Kaylon Collins	kaylon.collins@dot.state.fl.us	850 - 330 - 1488
STEFAN KULAKOWSKI	STEFAN.KULAKOWSKI@DOT.STATE.FL.US	850-414-4723
Aviance Webb	aviance.webb@dot.gov	404 - 865-5489
Alexander Delgado	alexander.delgado@blueprintia.org	850 - 644-7711

Additional In-Person Attendee
Greg Slay

Appendix C. TMA Certification Site Visit Agenda

CRTPA - Tallahassee Metropolitan Planning Organization
TMA Certification Review
 February 19, 2025

CRTPA Quadrennial Certification Meeting
300 South Adams Street
Tallahassee City Hall
Second Floor, Tallahassee Room / Florida Room
Tallahassee, FL 32308

AGENDA

	February 19, 2025	
Federal Certification Team Members	<ul style="list-style-type: none"> ➤ Joseph Sullivan (FHWA) ➤ Dana Knox (FHWA) ➤ Aviance Web (FTA) ➤ Carey Shepherd (FHWA) 	
Time	Item	Lead
3:30 p.m.	Public Meeting	Federal Team

Wednesday	February 19, 2025	
Time	Item	Lead
9:00 a.m.	Welcome / Introductions <ul style="list-style-type: none"> ➤ Roles/Responsibilities/Key Activities of MPO and Transit Agency Staff 	Federal Team, MPO, Transit, FDOT
9:15 a.m.	Site Visit Overview <ul style="list-style-type: none"> ➤ Purpose of the Certification Process ➤ Discussion of Risk Assessment ➤ Review schedule and close-out process 	Federal Team
9:30 a.m.	Discussion of Previous Review Findings <ul style="list-style-type: none"> ➤ Federal TMA Certification ➤ State/MPO Annual 	Federal Team, MPO, Transit, FDOT
9:45 a.m.	MPO Overview including changes within MPO since last TMA Certification <ul style="list-style-type: none"> ➤ Demographics ➤ Boundaries ➤ Political ➤ Process Changes Share Best Practices and Lessons Learned	Federal Team, MPO, Transit, FDOT

	<p>➤ What is the MPO most proud of over the last four years?</p> <p>What challenges have you encountered and addressed?</p>	
10:00 a.m.	Break	
10:15 a.m.	Technical Topic: Interested Parties, Title VI and Related Requirements	Federal Team, MPO, Transit, FDOT
10:30 a.m.	Technical Topic: Congestion Management Process	Federal Team, MPO, Transit, FDOT
10:45 p.m.	Technical Topic: Financial Plan/Fiscal Constraint	Federal Team, MPO, Transit, FDOT
11:00 p.m.	Technical Topic: Opportunity for FTA or open discussion	Federal Team, MPO, Transit, FDOT
11:45 a.m.	Break for Lunch	
1:00 p.m.	<p>Technical Assistance & Training</p> <p>➤ Future Needs</p> <p>Additional Questions</p> <p>Anything else the MPO would like to share with the Federal Team that hasn't been discussed?</p>	Federal Team, MPO, Transit, FDOT
1:30 p.m.	Break	Federal Team, MPO, Transit, FDOT
2:00 p.m.	Preliminary Findings Discussion Among Federal Team	Federal Team
2:30 p.m.	Preliminary Findings Discussion with MPO staff	Federal Team, MPO, Transit, FDOT
3:00 p.m.	Break – prepare for public meeting	
3:30 p.m.	Public meeting	
4:30 p.m.	Adjourn Site Visit	

Appendix D. Public Engagement Notice

Public Meeting on the CRTPA's Planning Process – February 19 at 3:30 p.m.



The CRTPA invites you participate in a public meeting on **Wednesday, February 19, 2025 from 3:30 p.m. to 4:30 p.m. EST** as part of the Quadrennial Certification Review conducted by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The review is intended to improve the overall quality of the CRTPA's transportation planning process.

Participants wishing to provide feedback to the Federal Review Team can do so starting at 3:30 p.m.

There are four (4) ways for the public to participate:

1. Virtually through Teams at this [Meeting Link](#).
2. In-person at Tallahassee City Hall, Tallahassee Room, 2nd Floor, 300 South Adams Street, Tallahassee, FL 32301.
3. Call-in by telephone to provide comments. **Telephone Number +1 850-792-4991** Phone conference ID: **191 757 552#**
4. Email Suzanne Lex at the email address below; or write to the CRTPA at 300 South Adams Street, Mailbox A15, Tallahassee, FL 32308.

We are requesting you join us and please take the opportunity to provide comments to FHWA and FTA regarding the CRTPA planning program and activities over the past four years. As part of the certification the CRTPA will be highlighting our efforts on safety and the key partnerships within our region, including transportation providers, law enforcement, Community Traffic Safety Teams and state and local governments.

PLEASE CONTACT SUZANNE LEX PRIOR TO 5PM MONDAY FEBRUARY 17, 2025 IF YOU HAVE ANY QUESTIONS.

Suzanne K. Lex, AICP
Desk (850) 891-8627
Suzanne.Lex@crtpa.org

Non-discrimination Statement

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. "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 (TDD)."






Declaración de no discriminación

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 (TDD) cuatro días antes de la reunión.

 Public Meeting on the CRTPA's Planning Process – February 19 at 3:30 p.m.

[Download QR](#)

Quick Links

-  [Meetings](#)
-  [Projects](#)
-  [Documents](#)
-  [Our Board](#)
-  [Links](#)

Upcoming Meetings

[April 15, 2025 CRTPA Meeting](#)

Meeting Type: CRTPA Board Meetings

Date and Time: April 15, 2025 1:30 pm

Location: City Of Tallahassee Commission Chambers

[May 6, 2025 TAC Meeting](#)

Meeting Type: TAC Meetings

Date and Time: May 6, 2025 9:00 am

Location: City Of Tallahassee Commission Chambers

[May 6, 2025 CMAC Meeting](#)

Meeting Type: CMAC Meetings

Date and Time: May 6, 2025 11:30 am

Location: City of Tallahassee City Hall, Tallahassee Room (2nd Floor)

Recent Meetings

[April 1, 2025 CMAC Meeting](#)

Meeting Type: CMAC Meetings

Date and Time: April 1, 2025 11:30 am

Location: Renaissance Building

Documents: CMAC April 2025

[Agenda Package](#)

[April 1, 2025 TAC Meeting](#)

Meeting Type: TAC Meetings

Date and Time: April 1, 2025 9:00 am

Location: Renaissance Building

Documents: TAC April 2025

[Agenda Package](#)

[March 17, 2025 CRTPA Meeting \(MEETING CANCELLED\)](#)

Meeting Type: CRTPA Board Meetings

Date and Time: March 17, 2025 1:30 pm

Location: City Of Tallahassee Commission Chambers

This email message will be sent to about 121 recipients.

We've found some ways to make your message more accessible. [Review accessibility issues](#)

Attendee responses: 27 accepted, 7 tentatively accepted, 5 declined.

Send Update

Title

Public Meeting with CRTP, FTA, FHWA and FDOT (In-Person or via Teams)

Required

John.Kostrzewa@crtpa.org

Greg.Slay@crtpa.org

City Hall Tallahassee Room

Burke, Greg

Mitchell, Yolonda

Knox, Dana (FHWA) <Dana.Knox@dot.gov>

Sullivan, Joseph (FHWA) <Joseph.Sullivan@dot.gov>

bryant.paulk@dot.state.fl.us

Optional

Adams, Robert

Kristen.Allen@madd.org

Michael Wallace

Biriel, Elizabeth

Sara Bourdeau

Sally Davis

MaryKay.Falconer39@gmail.com

Fortunas, Jacob

gregory1143@yahoo.com

info@fiteersafedriver.org

Harris, James

Zeke.Hayes@dot.state.fl.us

Hollingsworth, Joshua

PatriciaJefferson-Shaw@flhsmv.gov

JohnsonF@leonschools.net

Kearney, Cassidy

Michael.Lewis@dot.state.fl.us

McNeely, Laura

Dukens Methellus

Chris Muehleman

+92 others

Start time

Wed 2/19/2025

3:30 PM

Eastern Time (US & Cana)

☐ All day

☒ Time zones

End time

Wed 2/19/2025

4:30 PM

Eastern Time (US & Cana)

[Make Recurring](#)

Location

Microsoft Teams Meeting: 300 South Adams St. Tallahassee City Hall, City Hall Tallahassee Room

[Room Finder](#)

The CRTPA is conducting a public meeting as part of our Federal Quadrennial Certification. We are requesting you join us and please take the opportunity to provide feedback to FHWA and FTA regarding the CRTPA planning program and activities over the past four years. As part of the certification the CRTPA will be highlighting our efforts on safety and the key partnerships within our region, including transportation providers, law enforcement, Community Traffic Safety Teams and state and local governments.

Please reach out to me if you have any questions. Thank you and we look forward to seeing you on February 19th.

Kind Regards,
Suzanne

Suzanne K. Lex, AICP
Desk (850) 891-8627
Suzanne.Lex@crtpa.org

CRTPA Vision Statement *“Create an integrated regional multimodal transportation network that provides the most options for moving people and goods economically, effectively and safely while protecting the environment, promoting economic development and maintaining a*

From: [Mitchell, Yulonda](#)
Bcc: [chanson@pewtrusts.org](#); [Realestatepro2008@gmail.com](#); [RogerSunbeam66@yahoo.com](#); [johanyantol@yahoo.com](#); [vantol@magnet.fsu.edu](#); [dimkbikes@hotmail.com](#); [dbeaty@hnhb.com](#); [dunnet@talstar.com](#); [Marcus.thompkins1@gmail.com](#); [Longstreet35@hotmail.com](#); [C.hale@halecontracting.net](#); [esgreenfl@outlook.com](#); [Kearney, Cassidy](#); [kaylor.collins@dot.state.fl.us](#); [Thomas Thompson](#); [tilewis@gadsdencountyfl.gov](#); [Pingree, Ben](#); [Autumn.calden@Blueprintia.org](#); [Megan.Doherty@Blueprintia.org](#); [Shafer, Steve](#); [Justin.Baldwin@FloridaDEP.gov](#); [brocmeier5@leoncountyfl.gov](#); [Burnsed, Keith](#); [Ryan Guffey](#); [KEastberg@theapc.com](#); [Ken Morris](#); [Chris Muehleman](#); [lcruz@mywakulla.com](#); [Bryant.Paulk@dot.state.fl.us](#); [christy.johnson@dot.state.fl.us](#); [Pollard, David](#); [Rosser, Andrea](#); [Shafer, Steve](#); [Charles Wu](#); [Burke, Greg](#); [Slay, Greg](#); [Lex, Suzanne](#); [Kostrzewa, Jack](#); [Houge, Eric](#); [smetty@jeffersoncountyfl.gov](#); [spell@mywakulla.com](#); [keastberg@theapc.com](#); [Hollingsworth, Joshua](#); [Mary O'Brien](#); [Elnemr, Beshoy](#); [Secreast, Allen](#); [Gooch, Eric](#); [jared.kirkland@dot.state.fl.us](#); [mmetcalf@mywakulla.com](#); [Mitchell, Yulonda](#); [jfaris@kjppartners.com](#); [Burke, Greg](#); [Slay, Greg](#); [Kostrzewa, Jack](#); [Lex, Suzanne](#); [Clark, Michael](#); [bryant.paulk@dot.state.fl.us](#); [jared.kirkland@dot.state.fl.us](#); [kaylor.collins@dot.state.fl.us](#); [christy.johnson@dot.state.fl.us](#); [Sullivan, Joseph\(FHWA\)](#); [Thomas, Curlene \(FHWA\)](#); [hugh@theaarons.com](#); [jfaris@kjppartners.com](#)
Subject: FW: CRTPA/FHWA/FTA Quadrennial Certification Review
Date: Thursday, February 13, 2025 4:48:00 PM
Attachments: CRTPAFHWAFTA Quadrennial Certification Review .msq
[2025 CRTPA MPO Site Visit Agenda_Final.pdf](#)

The information for the CRTPA/FHWA/FTA Quadrennial Certification Review is attached.
The TEAMS link for the meeting is in the attachment.

QUADRENNIAL CERTIFICATION REVIEW

9:00 AM TO 3:00 PM

The public is welcome to attend the meeting either in-person or via Teams.

Schedule for the day's events. See attached agenda for details of the Certification Review.

- 8:30 - 9:00 AM: Continental Breakfast
- 9:00 - 11:45 AM: Certification Review
- 11:45 - 1:00 PM: Break for Lunch
- 1:00 - 3:00 PM: Certification Review

3:00 PM Break to set up for Public Meeting at 3:30 PM

Parking is available in Kleman Plaza behind City Hall. Bring your parking ticket for validation.

300 South Adams Street
City of Tallahassee, City Hall
Second Floor, Florida Room
Tallahassee, FL 32308

At the Certification Review Public Meeting, scheduled from 3:30 to 4:30 PM, the public will have the opportunity to provide comment/feedback to the Certification Review team.

Follow the [link](#) to the CRTPA website for details on the 3:30 PM Certification Review Public Meeting and ways to participate and comment.

Appendix E. Summary of Public Feedback

FHWA and FTA would like to thank everyone who participated in and contributed comments for the CRTPA TMA Certification Review. Public comments are a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area. Comments were received through Facebook and the public meeting on February 19, 2025. One “Like” comment was received from Facebook. Comments from the participants at the public meeting included numerous commendations lauding the continued coordination efforts by the MPO staff to meet safety and public needs and staff’s technical support of local government’s transportation efforts. No additional comments were received by FHWA, FTA, or the MPO during the 30-day public comment period following the public meeting. We have reviewed all comments and have taken them into consideration throughout the writing of this report. The public meeting minutes and the public comment received begin below.

Comments received via February 19, 2025, Public Meeting

Attendees

SUMMARY OF ATTENDEES, *AGENCIES, AND COMMENTS FROM CRTPA- FHWA-FTA QUADRENNIAL CERTIFICATION MEETING			
Meeting title: CRTPA Quadrennial Certification Public Meeting			
Attended participants: 27 Virtual and 4 In-Person			
Meeting duration: 1h 32m 22s			
NAME	VIRTUAL PARTICIPANT	ROLE	ADDITIONAL INFORMATION ON PARTICIPANT AND SUMMARY OF COMMENTS
Mitchell, Yulonda	Yulonda.Mitchell@talgov.com	Organizer	CRTPA
Green, Donna	Donna.Green@dot.state.fl.us	Attendee	Florida Department of Transportation (FDOT) Metropolitan Planning Administrator.
Frizzell, Kathryn	Kathryn.Frizzell@talgov.com	Attendee	Star Metro Community Involvement Coordinator
Sisk, Joe	Joe.Sisk@talgov.com	Attendee	COT Safe Routes to School Coordinator
Brandon Geiger	BGeiger@mywakulla.com	Attendee	Wakulla County Assistant Planning Director
Lewis, Michael	Michael.Lewis@dot.state.fl.us	Attendee	FDOT D3 Safety Engineer - Comments supportive of CRTPA planning & coordination on safety initiatives & CTST.
TJ Lewis	TJLewis@gadsdencountyfl.gov	Attendee	Gadsden County Economic Director, provided comments related to the CRTPA & grants program.
Mike Wallace, LCSO	wallacem@leoncountyfl.gov	Attendee	CTST representative for the Leon County Sheriff's Office.
Melissa Corbett	mcorbett@mywakulla.com	Attendee	Wakulla County TAC representative. Comments CRTPA coordination with the local government & planning program.
Webb, Alaina	Alaina.Webb@dot.state.fl.us	Attendee	FDOT Assistant Traffic Operations Engineer
Rosser, Andrea	Andrea.Rosser@talgov.com	Attendee	Star Metro TAC representative. Comments CRTPA coordination with the transit agency. Assisted in joint planning program.
Peoples, Gretchen	Gretchen.Peoples@dot.state.fl.us	Attendee	FDOT D3 Safety Office
Dr. Gabrielle K. Gabrielli, PhD, CGMP	gabrielle@gabrielleconsulting.com	Attendee	Citizen
Harris, James	James.Harris@talgov.com	Attendee	COT Police Department & Urban SDK User

NAME	VIRTUAL PARTICIPANT	ROLE	ADDITIONAL INFORMATION ON PARTICIPANT, *AGENCY AND SUMMARY OF COMMENTS
Mary O'Brien	mobrien@arpc.org	Attendee	TAC representative for the ARPC. Comments supportive of CRTPA planning efforts
White, Andrew	Andrew.White@dot.state.fl.us	Attendee	FDOT D3 Safety Office
Toole, Kimberly	Kimberly.Toole@dot.state.fl.us	Attendee	FDOT D3 Traffic Operations Engineer
Birriel, Elizabeth	Elizabeth.Birriel@talgov.com	Attendee	COT Traffic Studies Engineer
Thomas Thompson	tthompson@arpc.org	Attendee	RideOn Commuter Services Coordinator with the Apalachee Regional Planning Council.
Kwentin Eastberg	KEastberg@arpc.org	Attendee	Deputy Director for the Apalachee Regional Planning Council. Comments supportive of CRTPA planning efforts
Thomas Thompson	tthompson@arpc.org	Attendee	RideOn Coordinator with the Apalachee Regional Planning Council.
Madison Evans	EvansMad@leoncountyfl.gov	Attendee	Leon County Sheriff's Office Data Analyst & Urban SDK User
Charles Wu	WuC@leoncountyfl.gov	Attendee	Dir. Leon Co. Eng. Services, TAC & CTST member of the TAC. Comment on ongoing coordination with Leon Co & on safety initiatives.
Hans van Tol	vantol@magnet.fsu.edu	Attendee	Citizen attendee & member of the CRTPA CMAC. Representative for the Capital City Cyclist. Comments in support of safety initiatives.
Lindsay Slautterback	Lindsay.Slautterback@kimley-horn.com	Attendee	Citizen Attendee & CRTPA GPC Consultant
Mary Anne Koos	mkoosfl@aol.com	Attendee	Citizen Attendee
*Agencies <ul style="list-style-type: none"> + TAC (CRTPA Technical Advisory Committee) + CMAC (CRTPA Citizens Multimodal Advisory Committee) + CTST (Community Traffic Safety Teams) + FHWA (Federal Highway Administration) + FTA (Federal Transit Administration) + FDOT (Florida Department of Transportation) + ARPC (Apalachee Regional Planning Council) 			

IN-PERSON PARTICIPANTS			
NAME	IN-PERSON PARTICIPANT	ROLE	ADDITIONAL INFORMATION ON PARTICIPANT AND SUMMARY OF COMMENTS
Commissioner Curtis Richardson	Curtis.Richardson@talgov.com	Board	Long-standing Board Member representing the COT. Comments in support of the safety initiatives & implementation of safety projects.
Mary Kay Falconer	marykayfalconer39@gmail.com	Attendee	Citizen attendee & CRTPA CMAC member. Represents the cycling community. Commented on the CRTPA's efforts for safety & trails
Kazia Threatt	Kaiza.Threatt@madd.org	Attendee	Mothers Against Drunk Drivers & member of the Community Traffic Safety Team.
Kaylor Collins	kaylor.collins@fdot.state.fl.us	Staff	FDOT D3 Urban Liaison
Carey Shephard	Carey.Shepherd@dot.gov	Staff	FHWA Civil Rights Officer
Dana Knox	Dana.Knox@dot.gov	Staff	FHWA Transportation Planning Specialist
Joseph Sullivan	Joseph.Sullivan@dot.gov	Presenter	FHWA Transportation/Environmental Planner--Presentation to participants; provided an overview of the Quadrennial certification process.
Aviance Webb	aviance.webb@dot.gov	Staff	FTA Community Planner
Stefan Kulakowski	Stefan.Kulakowski@dot.state.fl.us	Staff	State Title VI Coordinator
Greg Burke	Greg.Burke@crtpa.org	Staff	CRTPA Planning Manager
Greg Slay	greg.slay@crtpa.org	Staff	CRTPA Executive Director,
Jody-Ann Oveson	jody-ann.ovesen@dot.gov	Staff	FHWA Civil Rights Specialist
Lex, Suzanne	Suzanne.Lex@talgov.com	Organizer	CRTPA Programs Manager-Organized meeting & served as facilitator.
Alexander Delgado	Alexander.Delgado@blueprintia.org	Attendee	Transportation Planner
Threatt, Dante	Dante.Threatt@talgov.com	Tech	COT technical support for the TEAMS meeting.
Unable to Access the Public Meeting due to Technical Difficulties			
Carolyn Cohen	CarolynTCohen@hotmail.com	Citizen	Citizen & active member of the Tallahassee Senior Center.

Comments

T. J. Lewis – asked, “how does this process tie into the FDOT context classification.” I’ve been involved with this in the past and understand there are different needs for different communities? Shouldn’t there be a guide for context classifications relative to land use? In Gadsden County, when we talk about access to the highway or potential new routes, how do we inform the communities what to expect based on information that’s out there?

Hans Van Tol – I’m also a long-time member of the CMAC at this TPA and one of the things [unintelligible] is a level of service for pedestrians and bicyclists. I would like to know now that we are embarking on the new LRTP, what kind of level of service is there for bike and peds similar to that of roadways?

Melissa Corbett joining from Wakulla county and want to provide feedback on the CRTPA process for transportation planning efforts. I have been an off again and off again participant for 10 or more than years and the process that they utilize through outreach and advertisement to gain public participation. Feels like there is definitely an opportunity to provide that type of feedback and there is an open dialogue. Staff is very open to discussing issues with us and we truly appreciate their assistance and cooperation.

Kwentin Eastberg – with the planning council and finds partnership with CRTPA pretty invaluable. I recently added Greg Slay to our regional board because Tallahassee is the regional economic driver and funneling a lot of workforce through there. Regional cooperation has been great and working with TAC has been great. Over the last four years the partnership with commuter assistance, bike helmet fitting, ebike, etc. It’s been a great relationship but they do a significant amount of work and allow people to have a voice.

Andrea Rosser from Star Metro – we have a great working relationship with MPO staff. We are part of the regional mobility plan and LRTP and they help us make sure grant funding is on the TIP. Incredible working relationship.

Mary Kay Faulkner – I’ve been on the CMAC for several years and I’m very active. As a rep of the public I know that really trying to have meaningful input is challenging. You have to read the documents and attend the meetings and be willing to prepare yourself to participate. It’s hard. We have a lot of opportunity to show the public projects are under way – they are very helpful, but I get concerned that when people attend those meetings they aren’t prepared to attend or understand. My interest is ped and bike infrastructure and the challenges with old infrastructure and supporting efforts to at multimodality. New projects always have these built-in but not so much for the existing infrastructure. It would be helpful to explain to the public so they understand why this is the case. I hope we can continue efforts along that line. Want continued SS4A funds and support so they can do just that. One more comment on safety. The CRTPA has done a lot of statistics and presentations on addressing safety and hopefully that will continue. I definitely tried to be a messenger to some of the organizations.

Mary O’Brien – I am the transportation planning manager at ARPC and serve on the TAC for the TPO. Great opportunity to coordinate with other members and partners throughout the area and one example of that is wrapping a regional world transportation plan and I was able to speak with the members about looking at how transportation planning crosses over into land use planning. I would also like to call out that the MPO has been very responsive and supportive partner. One example is an opportunity for a board member to further their bike ped leadership the CRTPA put together a letter of recommendation for this opportunity. They did it fast and it was instrumental in getting that done. Just a few examples of ways that CRTPA has really served the region and the neighboring regions like ours.

Commissioner Richardson – *Comm Richardson said, “Speaking to safety focus, the middle school kids were crossing Orange Ave to get to school – just a matter of time before there is an accident unless the MPO did something. Got the signalized equipment, Mike Lewis (D3 safety engineer) got the equipment and FDOT D3 installed it.”*

Summary of Public Meeting Via CRTPA

Capital Region Transportation Planning Agency February 19, 2025 TMA Certification Public Meeting

Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) representatives, in cooperation with the CRTPA, held a public meeting as part of the Quadrennial Joint Certification review required for designated Transportation Management Areas. The public meeting was conducted Wednesday, February 19, 2025 at 3:30 p.m. at Tallahassee City Hall in the Tallahassee Room. Additionally, the meeting was conducted virtually using the Microsoft Teams platform.

In advance of the meeting, notices were sent to the CRTPA's Interested Parties Contact List, members of the Technical and Citizen Multimodal Advisory Committees, and Community Traffic Safety Teams. Notice of the meeting was announced on the CRTPA's website "Latest News" page, CRTPA Facebook pages and sent to the outer counties Public Information Officers for posting and distribution. At the January CRTPA Retreat and the February meetings the Executive Director informed the Board and Committees of the upcoming meeting.

The announcement informed the public, interested parties, and partner agencies that FHWA and FTA were soliciting input from the community on the CRTPA's transportation planning process. In addition, the announcement requested public input on the CRTPA's planning program and consideration of public input throughout the process, as well as feedback on the CRTPA's safety initiatives. Lastly, the notice explained how citizens could provide comment, whether in writing via email or postal mail, verbally and/or during the meeting.

Attendees present represented transportation, economic, planning and regional agencies, non-profits, citizens as well as representatives from three of the four member counties. Not including staff, a total of 31 participants, both in-person and via the virtual platform, attended the meeting. After introductions, Federal Highway presented information about the metropolitan transportation planning process, explained the purpose of the certification process and public meeting, and then opened the meeting for public comments.

Comments were received from nine attendees and are noted in the attached list of participants and comments. CRTPA Board member, Commissioner Curtis Richardson, spoke to the CRTPA focus on safety and success in implementing safety improvements. Andrea Rosser, Star Metro Transit, spoke on the excellent coordination and collaboration between Star Metro and the CRTPA. One example mentioned was the agencies partnered on an update to the Transit Development Plan and Comprehensive Operational Analysis. Charles Wu, Leon County Engineering and Public Works, spoke on the coordination between the County and the CRTPA on project development and implementation, as well as on the safety initiatives. Two members from the Apalachee Regional Planning Council, the Deputy Director Kwentin Eastberg and Planning Manager Mary O'Brien, spoke of the excellent coordination between the agencies and support for regional planning efforts. Mike Lewis, P.E. with the FDOT D3 Safety Office also spoke about the ongoing coordination and CRTPA's efforts with safety programs, including the support for the Community Traffic Safety Teams in the Capital Region.

T.J. Lewis, Economic Development Director for Gadsden County, spoke and mentioned possible funding initiatives that may be available. Melissa Corbett, Planner with Wakulla County, recognized the CRTPA's efforts and technical support and input for the local government's transportation projects. Mary Kay Faulkner, a CMAC member, spoke next and recognized the efforts of the CRTPA and success with expanding the regional trail system. Ms. Faulkner also emphasized that participation in the process requires effort and she continuously advocates for community participation. Unfortunately one citizen, Carol Cohen, was unable to access the meeting. Staff has provided her this summary and offered to meet with her if she would like to discuss the CRTPA's role in the transportation planning process. Emails related to this issue have been provided to FHWA and FTA. Hans van Tol, citizen and CRTPA committee member, discussed the CRTPA's efforts with bike safety.

This concluded the public comments. A brief summary of the CRTPA's safety initiatives was then provided. FHWA and the CRTPA staff thanked the audience for attending. Regrettably, no transcript or recording is available as the technical team assisting the CRTPA mistakenly stopped the recording of the meeting.

Comments Received Via Social Media

The screenshot shows a Facebook page for the Capital Region Transportation Planning Agency (CRTPA). The page header includes the agency's name and a search bar. Below the header, there is a post from the agency dated February 12, 2024. The post is titled "JOIN US IN-PERSON OR VIRTUALLY AT THE CRTPA QUADRENNIAL CERTIFICATION PUBLIC MEETING" and contains text about providing feedback to FHWA and FTA. It also includes contact information for Suzanne K. Lex, AICP, and a link to the CRTPA website. Below the post, there is a photo gallery with several images, including a map of the Capital Region and a sign for "Take Our Survey". The page also shows a sidebar with contact information and a "Photos" section. The bottom of the page shows a Windows taskbar with various application icons and a system clock indicating 9:15 AM on 4/24/2024.

Facebook | CRTPA | Capital Region Transportation Planning Agency

facebook.com/CapitalRegTPA/

Imported Planning FDOT-FHWA Env Joe personal ESF MAINE Microsoft Forms Board Foot Calculator DOT Navigator | US...

Search Facebook

Capital Region Transportation Planning Agency

yulonda.mitchell@talgov.com

crtpa.org

Open now

Not yet rated (2 Reviews)

Photos See all photos

Take Our Survey

December 14 Winterfest

December 7 Winter Festival

Help Us Create Transportation Solutions

Shape the Future of Transportation in the Big Bend

Help Us Build Better Transportation in the Big Bend

Capital Region Transportation Planning Agency

February 12

JOIN US IN-PERSON OR VIRTUALLY AT THE CRTPA QUADRENNIAL CERTIFICATION PUBLIC MEETING

The CRTPA is hosting a public meeting to provide the community an opportunity to provide feedback to FHWA and FTA regarding the CRTPA planning program and activities over the past four years. We look forward to your participation! Follow the link to the CRTPA website for more details.

Thank you and see you on February 19th.

If you would like to provide comments in writing, or have any questions, please direct them to Suzanne Lex.

Contact information:
Suzanne K. Lex, AICP
Desk (850) 891-8627
Suzanne.Lex@crtpa.org

Carl Mikyska

Like Comment Send Share

Write a comment...

Capital Region Transportation Planning Agency

December 13, 2024

It's your last chance to help us build a better transportation system! Whether you

Appendix F. Status of Previous Certification Findings

The following is a summary of the previous corrective actions and recommendations made by the Federal Review Team to the CRTPA. The MPO's last certification review report was published in 2021.

A. Corrective Actions

1. **Long-Range Transportation Plan (LRTP) Financial Plan/Fiscal Constraint:** In reviewing the LRTP adopted in November 2020, the Federal Review Team noted a number of critical deficiencies in the document related to fiscal constraint which did not comply with 23 CFR 450.324. Initial observations were conveyed at the site visit and written federal review comments provided to the CRTPA on April 4, 2021. These critical comments included the need for a financial plan that explains how the LRTP can be implemented for the entire planning timeframe, addressing the entire multimodal transportation system network with all revenues and costs consistently identified. **The CRTPA must develop an action plan by July 30, 2021 to demonstrate how the LRTP will be brought into compliance with federal requirements with action time frames agreeable to the federal agencies and implemented accordingly.**

Update: The MPO took necessary actions to resolve the corrective action. FHWA/FTA sent formal correspondence on January 19, 2022, confirming that the corrective action had been satisfied.

2. **Transportation Improvement Program (TIP):** In accordance with 23 CFR 450.326(a),(h), and (i) and as emphasized by the 2012 and 2018 LRTP Expectations letters, each project or project phase included in the TIP must be consistent with the metropolitan transportation plan, and those that are not of an appropriate scale for individual identification may be grouped. **The CRTPA must revise the TIP and/or LRTP by September 30, 2021 to demonstrate that the TIP projects are consistent with the LRTP.**

Update: The MPO took necessary actions to resolve the corrective action. FHWA/FTA sent formal correspondence on January 19, 2022, confirming that the corrective action had been satisfied.

B. Recommendations

1. **UPWP:** The 2017 certification report recommended that the CRTPA review, update and approve new versions of the Internal Controls Guidelines and the Administrative Procedures Manual. This Policy governs financial activities for CRTPA's day-to-day operations. The CRTPA has developed a Finance Policy for Board review and approval. The policy has not yet been finalized and adopted. The Federal Review Team recommends that the CRTPA adopt the Finance Policy to update the internal guidelines and procedures for financial activities.

Update: At the September 13, 2021 CRTPA Meeting, the Board approved the CRTPA's Fiscal Policies and Procedures and Internal Controls Memorandum. In October 2022 the Board approved minor updates to the Fiscal Policy and Procedures, and Memorandum, further refining procurement processes and internal controls. Additionally, the CRTPA adopted a Travel Policy and updated the Resolution 2022-10-7D governing travel in accordance with the requirements of Florida Statute 112.061(14)(a)5.

The Finance Policy establishes procedures for the expenditure of the CRTPA grant funds and the internal operating processes for handling CRTPA funds and vendor payments. Broken into five sections, the attached Finance Policy covers procedures related to Budget; Purchasing; Payroll and Check Distribution; Tangible Property/Assets; and the CRTPA Executive Director Approval Authority. A review of the Fiscal Policies and Procedures in 2024 did not identify any changes necessary at that time.

2. **Outreach and Public Participation:** The TIP & LRTP amendment processes listed in the CRTPA's Public Involvement Process Plan (PIPP) does not indicate the length of time the public has to comment on TIP or LRTP Amendments. The PIPP points the reader to *FDOT's Program Management Handbook Manual* for details on the public-review timeframe for TIP & LRTP Amendments. The Federal Review Team recommends the MPO update the PIPP to specify the length of time the public has to comment on TIP and LRTP Amendments rather than refer the public to a document of another agency. The PIPP does specify public-comment requirements for the TIP and LRTP development, 14-day public review for the TIP and 30 days for the LRTP.

Update: The updated Public Involvement Plan adopted June 2024 includes specific timeframe for the public to comment on amendments to both the TIP and LRTP.

Appendix G. Acronym List

ADA – Americans with Disabilities Act	NTI – National Transit Institute
AQ – Air Quality	PEA – Planning Emphasis Area
CAAA – Clean Air Act Amendments of 1990	PL – Metropolitan Planning Funds
CFP – Cost Feasible Plan (of the LRTP)	PPP – Public Participation Plan
CFR – Code of Federal Regulations	RA – Regional Administrator
CMAQ – Congestion Mitigation and Air Quality	RTIP – Regional Transportation Implementation Plan
CMP – Congestion Management Process	RTP – Regional Transportation Plan
DA – Division Administrator	SAFETEA-LU – Safe, Accountable, Efficient Transportation Equity Act: A Legacy for Users
DBE – Disadvantaged Business Enterprises	RPC – Regional Planning Commission
DHHS – Department of Health and Human Services	SFY – State Fiscal Year
ETDM – Efficient Transportation Decision Making	SHA – State Highway Administration
EPA – Environmental Protection Agency	SHSP – Strategic Highway Safety Plan
FAST Act – Fixing America’s Surface Transportation Act	SIP – State Implementation Plan
FDOT – Florida Department of Transportation	SOP – Standard Operating Procedures
FHWA – Federal Highway Administration	SOV – Single Occupancy Vehicle
FTA – Federal Transit Administration	SPR – State Planning and Research
FY – Federal Fiscal Year	STIP – Statewide Transportation Improvement Program
GIS – Geographic Information Systems	STP – Surface Transportation Program
HSIP – Highway Safety Improvement Program	TAM – Transit Asset Management
HPMS Reviews – Highway Performance Monitoring System	TAMP – Transportation Asset Management Plan
ISTEA – Intermodal Surface Transportation Efficiency Act	TAZ – Transportation Analysis Zone
ITS – Intelligent Transportation Systems	TCM – Transportation Control Measure
LEP – Limited English Proficiency	TDM – Transportation Demand Management
LRTP – Long Range Transportation Plan	TDP – Transit Development Plan
M&O – Management and Operations	TEA-21 – Transportation Equity Act for the 21 st Century
MAP-21 – Moving Ahead for Progress in the 21 st Century	TIP – Transportation Improvement Program
MOA – Memorandum of Agreement	Title VI – Title VI of the 1964 Civil Rights Act
MOU – Memorandum of Understanding	TMA – Transportation Management Area
MPA – Metropolitan Planning Area Boundary	TMIP – Travel Model Improvement Program
MPO – Metropolitan Planning Organization	TPA – Transportation Planning Agency
MPOAC – Metropolitan Planning Organization Advisory Council	TPCB – Transportation Planning Capacity Building Program
NAAQS-National Ambient Air Quality Standards	TPM – Transportation Performance Management
NEPA – National Environmental Policy Act	TPO – Transportation Planning Organization
NHI – National Highway Institute	UAB – Urban Area Boundary
NHS – National Highway System	UPWP – Unified Planning Work Plan
	U.S.C. – United States Code
	UZA – Urbanized Areas
	VMT – Vehicle Miles Traveled