



CHARLOTTE COUNTY – PUNTA GORDA METROPOLITAN PLANNING
ORGANIZATION

TECHNICAL ADVISORY COMMITTEE (TAC)
MEETING AGENDA

9:30 a.m., Wednesday, September 27, 2023

Charlotte Community Foundation
227 Sullivan Street
Punta Gorda, FL 33950

- 1. Call to Order & Roll Call**
- 2. Public Comments on Agenda Items**
- 3. Chairs Report**
- 4. Florida Department of Transportation (FDOT) Report**
- 5. Consent Agenda:**
 - A. Approval of Minutes: June 28, 2023, Meeting**
 - B. Draft MPO Board and Advisory Committees Meeting Schedule for Calendar Year 2024**
- 6. FY 2023/2024 Unified Planning Work Program (UPWP)/MPO Agreement Amendment**
- 7. 2023 Transportation Improvement Program (TIP) Roll Forward Amendment**
- 8. 2050 Socio-Economic (SE) Data Update**
- 9. Safe Streets and Roads for All – Comprehensive Safety Action Plan Scope Review**
- 10. Reapportionment Plan Update**
- 11. Charlotte County Economic Development Overview**

TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

CHARLOTTE COUNTY – PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION
9:30 a.m., Wednesday, September 27, 2023

- 12. Project Priority Mapping Tool Presentation**
- 13. Public Comments**
- 14. Staff Comments**
- 15. Member Comments**
- 16. Adjournment (Next TAC Meeting – November 8, 2023)**

No stenographic record by a certified court reporter is made of these meetings. Accordingly, anyone seeking to appeal any decisions involving the matters herein will be responsible for making a verbatim record of the meeting/testimony and evidence upon which any appeal is to be based. (F.S. 286.0105)

IN ACCORDANCE WITH THE AMERICANS WITH DISABILITIES ACT AND CHAPTER 286.26 FLORIDA STATUTES, PERSONS NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THIS PROCEEDING SHOULD CONTACT THE CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE MEETING. CALL (941) 883-3535 BETWEEN 8:00 A.M. AND 4:00 P.M., MONDAY THROUGH FRIDAY.

The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and related statutes. Any person or beneficiary who believes he or she has been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Charlotte County-Punta Gorda MPO Title VI Coordinator Wendy W. Scott at (941) 883-3535 or by writing her at 18500 Murdock Circle, Building B, Suite 200, Port Charlotte, FL 33948.

CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION
18500 Murdock Circle, Building B, Suite 200, Port Charlotte, FL 33948 Telephone: (941) 883-3535 Fax: (941) 883-3534

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

AGENDA ITEM # 4
FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)
REPORT

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

CONSENT AGENDA # 5

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

AGENDA ITEM # 5-A
APPROVAL OF MINUTES: JUNE 28, 2023, MEETING

- Purpose:** To review and approve the minutes of the previous Technical Advisory Committee Meeting (TAC)
- Agenda Item Presented by:** MPO Staff
- Discussion:** To Be Determined
- Recommendation:** Motion to approve the minutes of the TAC Meeting of June 28, 2023.
- Attachment:** Minutes of the June 28, 2023, TAC Meeting.



**CHARLOTTE COUNTY - PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION
MINUTES OF THE JUNE 28, 2023
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING
Charlotte Community Foundation
227 Sullivan Street
Punta Gorda, FL 33950**

MEMBERS PARTICIPATING

Mitchell Austin, City of Punta Gorda, TAC Chair
Robert Fakhri, Charlotte County Public Works
Brett White, Charlotte County Airport Authority
Don Scott, Lee County MPO
Shirley Ciampi, Charlotte County Transit Division
Shaun Cullinan, Charlotte County Community Development
Joshua Hudson, Charlotte County Economic Development (Virtual)
Patrick Fuller, Charlotte County Emergency Management (Virtual)

OTHERS PARTICIPATING

D’Juan Harris, MPO Director
Lakshmi N. Gurram, MPO Principal Planner
Betty-Ann Sherer, MPO Planner
Wendy Scott, MPO Planner (Virtual)
Bekie Leslie, MPO Administrative Services Coordinator (Virtual)
April Santos, Charlotte County Public Works
Rich Lisenbee, Charlotte County Signal System Specialist
Jody Mansell, Charlotte County Lighting District Superintendent
Pamela Barr, FDOT District One
Brett Kamm, Kimley-Horn
Babuji Ambikapathy, VHB (Virtual)
Katherine Tellez, Fehr & Peers (Virtual)

MEMBERS ABSENT

Tony Conte, Charlotte County Public Schools
June Fisher, DeSoto County
Carl Benge, City of North Port

1. Call to Order & Roll Call

TAC Chair Mitchell Austin called the meeting to order at 9:30 A.M. The roll call was taken; a quorum was present.

2. Public Comments on Agenda Items

There were no public comments.

3. Consent Agenda:

A. [Approval of Minutes: April 26, 2023, Meeting](#)

Brett White made a motion to approve the Consent Agenda. *Shaun Cullinan* seconded the motion, and it was passed unanimously.

4. Chairs Report

The Chair had nothing specific to report at this time.

5. Florida Department of Transportation (FDOT) Report

Pam Barr informed members: FDOT is preparing to work on the upcoming Work Program cycle for FY 2025 through FY 2029. Ms. Barr indicated that the Public Hearing is anticipated to occur in October/November of this year.

At the previous committee meeting, a member inquired about the missing and damaged signage due to Hurricane Ian along US 41. She indicated that the materials have been ordered and FDOT is now awaiting an installation schedule from the contractor.

6. [FY 2023/2024 Unified Planning Work Program \(UPWP\)/MPO Agreement Amendments](#)

Director Harris briefly summarized the purpose of the UPWP and outlined the following revisions/amendments being proposed in this amendment:

- Moving \$20,000 from Task 2 - Data Collection & Analysis Planning salary line into its consultant line
- Adding in Task 4 - Long Range Transportation Plan (LRTP) including \$31,469 SL dollars under the consultant line. This funding will be utilized for the development of the 2050 LRTP Update
- Adding in Task 6 - Special Project Planning the new language for Safe Street for All and adding funding under Task 6 - Special Project consultant account the federal grant funding amount of \$249,500 and local share is \$62,500
- Add additional allocation for FTA 5305(d) in the amount of \$1,192 to Task 8 – Transit and Transportation Disadvantaged (TD) Planning
- Adding additional funding allocation in Task 8 – Transit and Transportation Disadvantaged (TD) Planning for TD Planning in the amount of \$1,237

- Updating FY 2024 all FY 2024 Statements and Assurances form
- Amending the MPO Agreement to reflect all new funding allocations.

Budgeted Action:

Funding Source	Source Level	Previous FY 2024 UPWP Allocation	New FY 2024 UPWP Allocation	UPWP FY 2024 Increase
5305(d)	PL	\$86,491	\$87,683	\$1,192
TD	State	\$23,887	\$25,124	\$1,237
SL	PL	New	\$31,469	\$31,469
SS4A	Federal	New	\$249,500	\$249,500
	Local	New	\$62,500	\$62,500

*Shaun Cullinan made a Motion to recommend the MPO Board amend the FY 2024 Unified Planning Work Program (UPWP) to include the following updates: (1) Safe Streets and Roads for All grant award to Task 6 – Special Project Planning in the amount of \$312,000 (includes federal and local share), (2) add verbiage to Task 6 to include Development of SS4A Comprehensive Safety Action Plan Activities, (3) SL funds in the amount of \$31,469 to Task 4 – Long Range Transportation Plan (LRTP), and (4) FTA Section 5305(d) funds in the amount of \$1,192 to Task 8 Transit, and (5) Transportation Disadvantaged (TD) funds in the amount of \$1,237 to Task 8 – TD Planning. This Motion allows for the transmittal of the amendments to the MPO Agreement, FY 2024 updated Statements and Assurances forms and the FDOT Cost Analysis Certification form. These revisions will allow staff to make minor non-financial changes and adjustments based upon input received from FDOT. **Brett White** seconded the motion, and it was passed unanimously.*

7. Safe Streets and Roads for All (SS4A) Federal Grant Agreement

Director Harris gave a brief background on the Safe Streets and Roads for All federal grant funding awarded to the Charlotte County-Punta Gorda MPO to develop a Comprehensive Safety Action Plan.

The Comprehensive Safety Action Plan will provide an in-depth analysis of roadway crash data in Charlotte County and strategically identify project priority recommendations to countermeasure the incidence of crashes in Charlotte County based on the Federal Highway Administration’s (FHWA) Safe System Approach. Development of the plan is anticipated to take up to one year, as noted in the timeline located in the TAC meeting packet. Once the plan is adopted, local jurisdictions within Charlotte County will be eligible to apply for SS4A Project Implementation funding for transportation safety improvements of up to \$50,000,000 per project. The goal is to identify and implement short-term, mid-term and ultimate transportation solutions that will reduce or eliminate serious injuries and fatal crashes on public roadways.

The federal grant award amount is \$249,500. The required local match will be provided by Charlotte County in the amount \$62,500, yielding a total project budget of \$312,000. A resolution authorizing the execution of the SS4A Grant Agreement with the US DOT has been reviewed by the MPO Board Legal Counsel and was placed in the TAC meeting packet.

Shaun Cullinan made a Motion to recommend MPO Board approval of Resolution 2023-02 for signature by the MPO Chair and to authorize the MPO Director to execute the Charlotte County-Punta Gorda MPO's Safe Streets and Roads for All Planning Grant Agreement with the United States Department of Transportation (including making minor adjustments as required). **Don Scott** seconded the motion, and it was passed unanimously.

8. Safe Streets and Roads for All (SS4A) Consultant Selection

Director Harris – reviewed the SS4A consultant selection process which took place on June 14, 2023, the SS4A consultant selection committee held in-person presentations amongst the three responding GPC consultants vying for the opportunity to develop the Charlotte County-Punta Gorda Comprehensive Safety Action Plan. The SS4A selection committee ranked the consultants based on the criteria below:

SS4A Selection Committee Scoring Criteria	Possible Score
Understanding of Safe Systems Approach and Pragmatic Examples of Application of Principles	20
Experience Developing Vision Zero / Comprehensive Safety Action Plans	20
Implementation Strategies to Address Issues along High Injury Network (Can be proposed or based on previous case studies)	20
Public Engagement / Public Involvement Strategy / Stakeholder Considerations	15
Innovative Utilization of Technology	15
Response to Questions	10

Upon tallying the scoring criteria, the SS4A selection committee unanimously recommended VHB as the consultant to develop the Charlotte County-Punta Gorda Comprehensive Safety Action Plan.

D’Juan Harris informed that once approved by the MPO Board, MPO Staff will negotiate a Scope of Services for development of the Comprehensive Safety Action Plan.

Robert Fakhri inquired if the Draft High Injury Network is the primary focus of the study. D’Juan Harris responded that other areas of concern will be analyzed during the study. The High Injury Network will identify problem crash areas and the study will provide countermeasure project recommendations to mitigate the occurrence of serious injuries and fatalities on public roadways.

Shaun Cullinan made a Motion to recommend MPO Board approval of the SS4A selection committee's consultant recommendation: to authorize the MPO Staff to develop a Work

*Assignment Order and Scope of Services with the selected consultant; and to authorize the MPO Chair to sign the Work Assignment Order. **Brett White** seconded the motion, and it was passed unanimously.*

9. 2050 Socioeconomic Data development update

Laks Gurram introduced Brett Kamm of Kimley Horn & Associates who briefed the Committee on the status of the 2050 Long Range Transportation Plan (LRTP) 2020 Data Needs for the Model Validation.

Brett Kamm reviewed a PowerPoint presentation which provided updates on the following topics:

- 1) Forecasting Process
- 2) Population and Employment Control Totals
- 3) Outstanding Data Needs
- 4) Next Steps

He informed that the University of Florida Bureau of Business and Economic Research (BEER) average of medium and high population projections may still be considered low.

Mitchell Austin noted in both the city and the county, there has recently been greater interest in infill and redevelopment of existing sites. Mr. Austin inquired if this is taken into account during data collection?

Brett Kamm responded that this plan currently does not take redevelopment into account, however it will be considered for the future forecast.

Shaun Cullinan noted that Charlotte County Community Development is currently doing some population projections with Metro-Forecasting. It is the general perception that the current population of Charlotte County is over 200,000.

10. Sun Trail Projects - Discussion

Laks Gurram informed that the **Florida Greenways and Trails Council (FGTC)** serves as an extension to advise the Florida Department of Environmental Protection on Greenways and Trails related issues.

He informed that the MPO Staff had an opportunity to attend the council meeting that was held on April 13th & 14th of 2023 in Tallahassee. Proposed changes to the SUN Trail alignment maps were discussed for their approval at this meeting. The changes were presented to this committee back at the November 30, 2022, meeting.

He informed the committee about the additional changes proposed to the existing route in downtown Punta Gorda. The proposed modified alignment would take the route from Cooper Street to Taylor Road. One goal is to strategically align these Shared Use Pathways

away from motor vehicle traffic to allow for safer travel of pedestrians and cyclists. SUN Trail Shared Use Pathways are the gold standard for trail development and the MPO is striving to attain as many SUN Trail Pathways as feasible within Charlotte County.

The status of the SUN Trail funded projects in Charlotte County for FY 2024 through FY 2028 Draft Tentative Work Program are listed below:

- > Cape Haze Pioneer Trail (SR 776) from US 41 to Gillot Blvd; PE- \$468,000 (FY 2024)
- > Cape Haze Pioneer Trail (SR 776) from Gillot Blvd to Myakka State Forrest; PE \$189,019 (FY 2024)
- > US 41 (SR 45) at South Fork Alligator Creek; PE \$290,000 (FY 2025)

Chair Austin noted the current SUN Trail alignment within the city, goes down US41, and the corridor is constrained from the Charlotte Harbor down to Airport Road. The City of Punta Gorda's ultimate goal is to have loops around the city; from Cooper Street to Taylor Road and the south to US 41 Northbound. This approach provides a much safer route. The city supports this realignment.

11. Public Comments

There were no public comments.

12. Staff Comments

Director Harris noted he was appreciative to have a quorum for this meeting. He noted if there were any topics anyone would like to discuss at a future committee meeting, please forward them to MPO staff.

13. Member Comments

There were no public comments.

14. Adjournment

There being no further business, the meeting was adjourned at 10:21 A.M. The next regularly scheduled TAC meeting will be held on Wednesday, September 27, 2023, both virtually and in-person at the Charlotte County Community Foundation 227 Sullivan Street, Punta Gorda, Florida 33950 at 9:30 a.m.

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

AGENDA ITEM # 5-B
MPO BOARD AND ADVISORY COMMITTEES MEETING SCHEDULE FOR
CALENDAR YEAR 2024

Purpose: To establish a 2024 Meeting Schedule for the MPO Board, its standing committees, and the Charlotte County Technical Advisory Committee (TAC)

Agenda Item Presented by: MPO Staff

Discussion:

The MPO staff has prepared a draft Meeting Schedule for the MPO Board, its standing committees, and the TAC for calendar year 2024. This draft meeting schedule is being presented for consideration.

Recommendation: Motion to recommend approval of the 2024 Meeting Schedule

Attachment: 2024 Meeting Schedule (Draft)



Draft 2024 Meeting Schedule

Charlotte County-Punta Gorda MPO
 18500 Murdock Circle, Building B, Rm. 200
 Port Charlotte, FL 33948
www.ccmpto.com | 941-883-3535

STRIKETHROUGH = CANCELLED MEETING OR CHANGES TO MEETING DATE

Metropolitan Planning Organization (MPO) Board Meeting – 2:00 p.m. Charlotte County Administration Center, Room #119, 18500 Murdock Circle, Port Charlotte, Florida 33948		
*Monday, January 29, 2024	**Friday, February 16, 2024	Monday, March 18, 2024
Monday, May 20, 2024	Monday, July 15, 2024	Monday, October 21, 2024
Monday, December 16, 2024		
*11:00 a.m. JOINT MEETING with SARASOTA/MANATEE MPO – Venice Community Center, 326 Nokomis Avenue S, Venice, FL		
**9:30 a.m. JOINT MEETING with LEE MPO – Burnt Store Road Presbyterian Church, Stewart Hall, 11330 Burnt Store Road, Punta Gorda, Florida 33955		

Technical Advisory Committee (TAC) Meeting – 9:30 a.m. Charlotte Community Foundation, 227 Sullivan Street, Punta Gorda, Florida 33950		
Wednesday, March 6, 2024	Wednesday, April 24, 2024	Wednesday, June 19, 2024
Wednesday, September 25, 2024	Wednesday, November 20, 2024	

Citizens' Advisory Committee (CAC) Meeting – 1:30 p.m. Charlotte Community Foundation, 227 Sullivan Street, Punta Gorda, Florida 33950		
Wednesday, March 6, 2024	Wednesday, April 24, 2024	Wednesday, June 19, 2024
Wednesday, September 25, 2024	Wednesday, November 20, 2024	

Bicycle/Pedestrian Advisory Committee (BPAC) Meeting – 2:00 p.m. Charlotte County Transit Facility 545 Theresa Boulevard, Port Charlotte, Florida 33954		
Thursday, March 7, 2024	Thursday, April 25, 2024	Thursday, June 27, 2024
Thursday, October 3, 2024	Thursday, November 14, 2024	

Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) – 10:00 a.m. Charlotte County Transit Facility 545 Theresa Boulevard, Port Charlotte, Florida 33954	
Thursday, January 3, 2024	Thursday, May 2, 2024
Thursday, September 5, 2024	Thursday, November 7, 2024

AGENDA ITEM # 6
FISCAL YEAR (FY) 2024 UNIFIED PLANNING WORK PROGRAM (UPWP)
AMENDMENTS/MPO AGREEMENT

Purpose: Recommend MPO Board approval of an amendment to the FY 2023 through FY 2024 Unified Planning Work Program (UPWP). This amendment will add closeout funding from FY 2021/2022 to the specified tasks in the FY 2023 to FY 2024 UPWP. The UPWP amendment will also require an amendment to the MPO Agreement to synchronize all corresponding funding changes.

Presented by: D’Juan Harris

Discussion:

This amendment will add \$168,258 from FY 2021/2022 funding that was not expended by the end of FY 2022. These closeout funds are being added to tasks in the current FY2023/2024 UPWP (see summary of task additions below). These revisions will also require an amendment to the MPO’s agreement to harmonize all corresponding funding changes. After advisory committee review, this amendment request will be presented at the October 26, 2023, MPO Board Meeting for final approval.

The revisions/amendments include:

- Adding \$36,112 in Task 1 – Administration in salaries and benefits account line from FY 2021/2022 closeout
- Adding \$20,519 in Task 2 – Data Collection, Analysis & Mapping salaries/benefits account line from FY 2021/2022 closeout
- Adding \$111,627 in Task 4 – Long Range Transportation Plan (LRTP) consultant account line from FY 2021/2022 closeout
- Moving \$39,048.14 from FY 2023 Task 2 - Data Collection, Analysis & Mapping consultant account line adding \$20,000 in salaries and benefits and \$19,048.14 in consultant line for FY 2024 Task 2 - Data Collection, Analysis & Mapping
- Moving \$1,000 from FY 2024 Task 1 - Administration Building Lease - Rent/Storage account line and add \$500 into Subscriptions and \$500 into Repair and Maintenance (R/M) for MPO Equipment & Vehicle

Budgeted Action:

Funding Sources	FY 2021/2022 PL Closeout	FY 2024 UPWP Adopted Allocation	FY 2024 UPWP Proposed Allocation	FY 2024 PL Budget Increase
Federal	\$ 168,258	\$601,911	\$770,169	\$168,258
Total	\$ 168,258	\$601,911	\$770,169	\$168,258

Recommendations:

Motion to recommend the MPO Board approve proposed amendment to the FY 2024 Unified Planning Work Program (UPWP) to include the following updates:

- Adding \$36,112 in Task 1 – Administration in salaries and benefits account line from FY 2021/2022 closeout
- Adding \$20,519 in Task 2 – Data Collection, Analysis & Mapping salaries/benefits account line from FY 2021/2022 closeout
- Adding \$111,627 in Task 4 – Long Range Transportation Plan (LRTP) consultant account line from FY 2021/2022 closeout
- Moving \$39,048.14 from FY 2023 Task 2- Data Collection, Analysis & Mapping consultant account line adding \$20,000 in salaries and benefits and \$19,048.14 in consultant line for FY 2024 Task 2- Data Collection, Analysis & Mapping
- Moving \$1,000 from FY 2024 Task 1 - Administration Building Lease-Rent/Storage account line and add \$500 into Subscriptions and \$500 into R/M Equipment/Vehicle

This motion allows for transmittal of the amendments to the MPO Agreement and FDOT Cost Analysis Certification form. These revisions will allow staff to make minor non-financial changes and adjustments based upon input received from FDOT.

Attachments:

1. UPWP FY 2024 Planning Task Sheets, Planning Agency Participation and Funding Source Tables
2. Amendment to the MPO Agreement
3. FDOT Cost Analysis Certification form
4. UPWP Revision form

TASK 1 ADMINISTRATION

Purpose: Properly manage the transportation planning process in the Charlotte County-Punta Gorda area that responds to the needs of the community. This includes the monitoring and managing of local planning tasks to ensure that the local planning process complies with all state and federal requirements utilizing consultant services as needed.

Previous Work:

- Provided staff support and assistance to the MPO Board and its advisory committees
- Adopted the FY 2021 – FY 2022 UPWP in May 2020
- Amended the FY 2021 – FY 2022 UPWP as required
- Publicized all meeting information on MPO website, Charlotte County website and the Charlotte County local newspaper in FY 2021 – FY 2022
- Submitted monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet purchasing deadlines-ongoing
- Submitted all required MPO resolutions to MPO legal counsel for review
- Awarded the “Peggy Walters” Citizen Mobility Award to a citizen who made significant contributions to transportation planning within Charlotte County – July 2021
- Updated Continuity of Operations Plan (COOP)
- Continued maintenance and uploaded all MPO required documents on MPO Web Site
- Prepared and submitted invoices per standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R
- Completed the Joint FDOT/MPO Annual Certification reviews
- Produced board and advisory committee’s agenda packets, meeting minutes, and records of committee proceedings as scheduled
- Keep Charlotte Beautiful Calendar providing bicycle laws and safety information
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of January 2022.

Required Activities: MPO staff will provide the following services:

- Provide day-to-day oversight of overall agency administrative activities and staff management including graphics production, evaluation and resolution of any special issues which may arise
- Provide oversight for development and update of MPO planning document deliverables such as the LRTP, TIP, PPP, etc.
- Provide oversight for Regional Transportation Studies affecting the MPO Planning Area
- Continue to coordinate with Charlotte County Purchasing, and Fiscal Services to maintain invoices for monthly office equipment rental, utilities, office supplies & materials - Ongoing
- Approve invoices on a daily basis and submit for payment through the County’s Invoicing process - Ongoing
- Continue to process various travel arrangements and reimbursement claims according to local and State requirements for MPO staff - ongoing
- Prepare and submit payroll based on bi-weekly timesheets to Clerk Payroll within the designated deadlines - Ongoing

- Submit monthly signed and approved Visa® credit card statements along with original receipts to Fiscal Services for final review based on monthly deadline provided to allow for Fiscal review and to meet Purchasing deadlines-ongoing
- Continue to process all legal advertising to meet the required deadlines - Ongoing
- Assist local agencies and interested parties on planning increased security and safety of the transportation system, including airport, rail and transit modes (daily)
- Distribute agenda packets for all MPO Board and advisory committee meetings to members, adjacent county MPOs, local media and government sponsored information outlets as needed
- Provide orientation, training and staff support to the MPO Board and its advisory committees as needed
- Provide training and support by attending US DOT and FDOT approved training courses as available
- Prepare and submit invoices per the standards required by 23 C.F.R. 420.121(c) and performed in accordance with 49 C.F.R. (quarterly)
- Update as needed the Staff Services Agreement with Charlotte County
- Development and update of the Unified Planning Work Program (UPWP) for FY 2023 and FY 2024 by July 1, 2022, and July 1, 2023
- Participate in FDOT/Charlotte County Public Works/Punta Gorda Public Works Coordination Meetings - quarterly
- Continue maintenance on MPO Web Site (ongoing)
- Continue software update and selected peripheral equipment purchases with county IT Department and other Federal, State, and local government Planning Agencies as needed
- Seek justification from FDOT for Capital Purchases exceeding budget estimates as needed
- Procure and or replace the necessary capital equipment to maintain the same level of service as is currently available at the MPO, and security (anti-virus) software will continue to be upgraded as required by 49 CFR. as needed
- MPO Office renovations and modifications to enhance security and improve operations as needed
- Maintain financial records for an annual audit, if required
- Review and revise MPO/TAC/CAC/BPAC Bylaws to reflect the use of telephone and video teleconferencing devices and applications when health and physical emergencies preclude meeting physically as needed
- Sponsor Charlotte County safety programs in Keep Charlotte beautiful calendar - annually
- Utilize General Planning Consultant services as needed

End Products:

- Develop MPO planning document deliverables as required by Federal and State Statutes
- Develop Budgets, contracts and financial records reviewed and submitted to FDOT quarterly - ongoing
- Board and advisory committee's agenda packets, meeting minutes, and records of committee proceedings as scheduled
- Training, workshop of the MPO Board, MPO Advisory Committees and MPO Staff to enhance understanding of the MPO Process and transportation decision making as needed
- Physical inventory to safeguard equipment and maintenance that meets the requirements of Federal Highway Administration (FHWA) Regulation 49 C.F.R. 18.32(d)(3) and (4) annually
- Disposal of equipment purchased with planning funds consistent with state law and FHWA Regulation 49 C.F.R. Part 18.32(e) updated as needed
- Developed UPWP for FY 2023 and FY 2024 – May 2022 and May 2023
- Annual audit report to the Federal Audit Clearinghouse Database March 2023 and March 2024, if

required

- Invoices to FDOT for review following end of each quarter through June 30, 2024 - quarterly
- Updated documents to reflect the possible reapportionment of the MPO Planning area as needed
- Computer, hardware and software upgrades as needed
- Maintain office supplies to support and execute everyday business – as needed
- Financial tasks including grant reimbursements, audit reports, budget, grant reconciliations, timekeeping, inventory, invoice payment, various resolutions, travel processing, meeting/public meetings - ongoing
- MPO website updated and improved on a continuous basis
- Amendment/revision/modification of the UPWP/Section 5305 (d) as needed
- Renovation and rearrangement of MPO office for increased security and efficient operations if needed
- Revise and adopt amended MPO/TAC/CAC/BPAC Bylaws to allow utilization of meeting audio graphic or web teleconferencing methods - as needed
- Joint FDOT/MPO annual certification reviews - Annually by March 2023 and March 2024
- Keep Charlotte Beautiful safety programs calendar sponsorship – July 2023 and July 2024
- Three signed GPC contracts

Responsible Agency: Charlotte County-Punta Gorda MPO

Funding Sources:	Year 1 - FY 2023	FHWA (PL) <u>\$ 321,228</u>	
		TOTAL	\$ 321,228
	Year 2 – FY 2024	FHWA (PL) <u>\$ 291,228</u>	<u>\$329,228</u>
		TOTAL	\$ 291,228 \$329,228

10-16-23 amendment adding \$36,112 of FY 2021/FY2022 closeout in Task 1 - salaries/benefits. Moving from FY 2024 Task 1- Administration \$1,000 Building/Lease account line moving \$500 in subscriptions account line and \$500 R/M Equipment/vehicle .

Task 1 ADMINISTRATION			
2023			
Funding Source	FHWA		FY 2023 Total
Contract Number	G2813		
Source Level	PL	Total	
MPO Budget Reference			
Lookup Name	2023 FHWA G2813 (PL)	2023 FHWA G2813 (Total)	
Personnel (salary and benefits)	\$ 230,132	\$ 230,132	\$ 230,132
Consultant	\$ -	\$ -	\$ -
Travel	\$ 5,500	\$ 5,500	\$ 5,500
Direct Expenses	\$ 82,469	\$ 82,469	\$ 82,469
Indirect Expenses	\$ -	\$ -	\$ -
Supplies	\$ 2,627	\$ 2,627	\$ 2,627
Equipment	\$ 500	\$ 500	\$ 500
2023 Totals	\$ 321,228	\$ 321,228	\$ 321,228
2024			
Funding Source	FHWA		FY 2024 Total
Contract Number	G2813		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2024 FHWA G2813 (PL)	2024 FHWA G2813 (Total)	
Personnel (salary and benefits)	\$ 220,132	\$ 220,132	\$ 220,132
Travel	\$ 5,500	\$ 5,500	\$ 5,500
Direct Expenses	\$ 100,469	\$ 100,469	\$ 100,469
Supplies	\$ 2,627	\$ 2,627	\$ 2,627
Equipment	\$ 500	\$ 500	\$ 500
2024 Totals	\$ 329,228	\$ 329,228	\$ 329,228
	FY 2023 & 2024		
Personnel (salary and benefits)	\$ 450,264		
Consultant	\$ -		
Travel	\$ 11,000		
Direct Expenses	\$ 182,938		
Indirect Expenses	\$ -		
Supplies	\$ 5,254		
Equipment	\$ 1,000		
Total	\$ 650,456		

Task 1 ADMINISTRATION			
2023			
Funding Source	FHWA		FY 2023 Total
Contract Number	G2813		
Source Level	PL	Total	
MPO Budget Reference			
Lookup Name	2023 FHWA G2813 (PL)	FHWA G2813 (Total)	
Personnel (salary and benefits)			
Salaries, Benefits and other deduction	\$ 230,132	-	\$ 230,132
Personnel (salary and benefits)	\$ 230,132	\$ 230,132	\$ 230,132
Travel			
Employees and MPO Board Members travel on Charlotte County business including conferences, seminars, public meetings, MPOAC meetings, etc. as well as any in county and outside the County mileage	\$ 4,000	-	\$ 4,000
MPO Board and Committees costs related to MPO meeting travels	\$ 1,500	-	\$ 1,500
Travel Subtotal	\$ 5,500	\$ 5,500	\$ 5,500
Direct Expenses			
Governmental Indirect Cost: These services include Attorney Services, IT Support, HR, Fleet services, Finance, Fiscal Purchasing & other support services provided by Charlotte County for Charlotte MPO	\$ 44,847	-	\$ 44,847
MPO Self Insurance Costs	\$ 1,172	-	\$ 1,172
Building Lease-Rent/Storage Cost	\$ 15,000	-	\$ 15,000
Subscriptions - newspapers, MPO website updates, improvements/maintenance, books & publication	\$ 3,000	-	\$ 3,000
Advertising Costs-Boards, Committee meetings, committee vacancies, PPP, LRTP, TIP, job vacancies, etc.	\$ 4,000	-	\$ 4,000
Postage and Freight Costs	\$ 2,500	-	\$ 2,500
Janitorial Cleaning Services Costs	\$ 850	-	\$ 850
Printing and Binding /Other	\$ 900	-	\$ 900
Equipment Leases/overage costs	\$ 5,500	-	\$ 5,500
Gas/Oil/Lubricants	\$ 750	-	\$ 750
Repair/Maintenance -Building	\$ 400	-	\$ 400
Educational Expenses-staff training, sponsorship, training registration, continue education	\$ 2,500	-	\$ 2,500
Communication -cell phone	\$ 300	-	\$ 300
R/M Equipment/vehicle	\$ 750	-	\$ 750
Direct Expenses Subtotal	\$ 82,469	\$ 82,469	\$ 82,469
Supplies			
Departmental/Office Supplies	\$ 2,627	-	\$ 2,627
Supplies Subtotal	\$ 2,627	\$ 2,627	\$ 2,627
Equipment			
Peripherals Equipment	\$ 500	-	\$ 500
Equipment Subtotal	\$ 500	\$ 500	\$ 500
Total	\$ 321,228	\$ 321,228	\$ 321,228

UPWP Modification: 4-7-23 adding \$30,000 from Task 8 salaries and benefits into Task 1 salary and benefits.

2024			
Funding Source	FHWA		FY 2024 Total
Contract Number	G2813		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	
Personnel (salary and benefits)			
Salaries, Benefits and other deduction	\$ 238,244	-	\$ 238,244
Personnel (salary and benefits)	\$ 238,244	\$ 238,244	\$ 238,244
Travel			
Employees and MPO Board Members travel on Charlotte County business including conferences, seminars, public meetings, MPOAC meetings, etc. as well as any in county and outside the County mileage	\$ 4,000	-	\$ 4,000
MPO Board and Committees costs related to MPO meeting travels	\$ 1,500	-	\$ 1,500
Travel Subtotal	\$ 5,500	\$ 5,500	\$ 5,500
Direct Expenses			
Governmental Indirect Cost: These services include Attorney Services, IT Support,HR, Fleet services, Finance, Fiscal Purchasing & other support services provided by Charlotte County for Charlotte MPO	\$ 44,847	-	\$ 44,847
MPO Self Insurance Costs	\$ 1,172	-	\$ 1,172
Building Lease-Rent/Storage Cost	\$ 11,000		\$ 11,000
Subscriptions - newspapers, MPO website updates, improvements/maintenance, books & publication	\$ 3,000		\$ 3,000
Advertising Costs-Boards, Committee meetings, committee vacancies, PPP, LRTP, TIP, job vacancies,etc.	\$ 4,000		\$ 4,000
Postage and Freight Costs	\$ 2,500		\$ 2,500
Janitorial Cleaning Services Costs	\$ 850		\$ 850
Printing and Binding /Other Charges & Obligation	\$ 800		\$ 800
Equipment Leases/overage costs for copier	\$ 5,500		
Gas/Oil/Lubricants	\$ 750		\$ 750
Repair/Maintenance -Building	\$ 400		\$ 400
Educational Expenses-staff training, sponsorship, training registration, continue education	\$ 2,500		\$ 2,500
Communication -cell phone	\$ 900		\$ 900
R/M Equipment/vehicle	\$ 2,450	-	\$ 2,450
Direct Expenses Subtotal	\$ 80,669	\$ 80,669	\$ 80,669
Supplies			
Departmental/Office Supplies	\$ 2,427	-	\$ 2,427
Supplies Subtotal	\$ 2,427	\$ 2,427	\$ 2,427
Equipment			
Peripherals Equipment	\$ 500	-	\$ 500
Equipment Subtotal	\$ 500	\$ 500	\$ 500
Total	\$ 327,340	\$ 327,340	\$ 327,340
<p>10-16-23 amendment adding \$36,112 of FY 2021/FY2022 closeout in Task 1 - salaries/benefits. Moving from FY 2024 Task 1- Administration \$1,000 Building/Lease account line moving \$500 in subscriptions account line and \$500 R/M Equipment/vehicle .</p>			

TASK 2 DATA COLLECTION, ANALYSIS AND MAPPING

Purpose:

- Monitor and map area travel characteristics and impacting factors such as socio-economic and land use data, transportation system data, and natural, physical, and human environment information
- Continue participation and training in facilitating the Efficient Transportation Decision Making (ETDM) process
- Continue participation and training in Cube Voyager modeling software and Model Task Force Meetings
- Continue training as the modeling software transition from Cube Voyager to Visum software.
- Collaborate with FDOT District One to choose a PTV Visum software platform and develop a schedule for model conversions from Cube Voyager
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022

Previous Work:

- Continued coordination with Florida Department of Transportation (FDOT) in the implementation of the ETDM process through analysis of work projects in FY 2019/2020 and FY 2020/2021
- Analyzed accident and congestion data for the safety management system, and participated with the Community Traffic Safety Team (CTST) to identify and propose projects for safety and enhancement funds
- Analyzed traffic data using Cartography Asset Management System (CAMS) and organize crash data for implementing the Congestion Management Process (CMP) to prioritize transportation projects
- Updated Cube Voyager modeling software for use in regional Transportation Model
- Utilized 2010 DIRPM for transportation analysis.
- Utilized 2015 D1RPM for transportation analysis and providing Traffic volumes data to member entities.
- Validated Socio-economic data completed in November 2019
- Validated 2015 District One Regional Planning Model (DIRPM) completed in January 2020.
- Attended webinars and training related to download, install and familiar to PTV Visum modeling software
- Analyzed, downloaded, and modified Signal Four crash data reports for presentations at the Board and committee meetings

Required Activities:

- Utilize the Travel Demand Model for analysis of existing network and to develop alternative planning scenarios with Cube Voyager as needed
- Utilize the General Planning Consultant services as needed in the development of socio-economic data for development of 2050 travel demand model
- Update 2015 travel demand model data to 2020 base line data for the development socio economic data.
- Update 2020 validated base year model data to 2050 Future year socio economic data.
- Utilize 2015 District One Regional Planning Model (D1RPM) for regional transportation modeling as

needed.

- Utilize 2020 District One Regional Planning Model (D1RPM) for regional transportation modeling as needed.
- Update data efforts relating to public transportation and multimodal considerations to be done in support of and in conjunction with Task #8 as needed
- Collect primary and secondary data for analysis including the Census Bureau, Bureau of Economic and Business Research (BEBR), County and City Geographic Information Systems (GIS), County and City Public Works Departments, County and City Community Development Departments, Southwest Florida Regional Planning Council (SWFRPC), Sheriff and Police Departments and State agencies to update the travel demand model as needed.
- Continue to update maps of multimodal facilities, crash data and traffic volumes
- Continue to analyze accident and congestion data for the safety management system, and participate with the Community Traffic Safety Team (CTST) to identify and propose projects for safety and enhancement funds (quarterly)
- Continue to enhance the integration and connectivity of the regional transportation system through increased data collection and analysis, including map enhancement as needed
- Continue to identify and catalog information to be placed in a central database for use in the Efficient Transportation Decision Making (ETDM) process, as well as public transportation and multi-modal considerations, including ITS as needed
- Utilize General Planning Consultant services as needed.
- Continue to use Signal Four data for analysis.
- Continue participation in PTV Visum software updates and training activities
- Participation at trainings, conferences including MPOAC and Model Task Force meetings.

End Products:

- Cube Voyager and PTV Visum transportation model scenarios as required throughout FY 2022 and FY 2023 target completion September 2023
- Prioritize lists of projects addressing congestion management in 2022 and 2023, target completion July 2022 and July 2023
- Provide input into bi-monthly Community Traffic Safety Team (CTST) meetings (quarterly) - Ongoing
- Review of databases to assist in prioritizing safety, highway, congestion management, and enhancement related projects throughout 2022 and 2023 snapshot adoption date – October 2025 (Ongoing)
- Refine and enhance GIS data for MPO plans and projects programs throughout FY 2022 and FY 2023 – snapshot adoption date – October 2025 (Ongoing)
- Three signed GPC contracts
- Familiarity with the new PTV modeling software and other model related activities
- Validated 2020 base year socio economic data
- Validated 2050 Future year socio economic data
- Completion of mapping crashes, traffic volumes, multimodal network features, and other needs as determined

Responsible Agency: Charlotte County-Punta Gorda MPO

Funding Sources:	Year 1 – FY 2023	FHWA (PL)	\$ 85,000	\$45,951.86
		TOTAL	\$ 85,000	\$45,951.86
	Year 2 – FY 2024	FHWA (PL)	\$ 35,000	\$94,567
		TOTAL	\$ 35,000	\$94,567

10-16-23 amendment: Moving from FY 23 consultant line \$39,048.14 adding it into FY 2024 Task 2 - \$20,000 in salaries and benefits and \$19,048.14 into consultant line. Also added \$20,519 of FY 2022 closeout into Task 2 - Data Collection, Analysis & Mapping salaries & benefits account line.

Task 2 DATA COLLECTION, ANALYSIS AND MAPPING			
2023			
Funding Source	FHWA		FY 2023 Total
Contract Number	G2813		
Source Level	PL	Total	
Lookup Name	2023 FHWA G2813 (PL)	FHWA G2813 (Total)	
Personnel (salary and benefits)			
Salaries, benefits and other deductions	\$ 35,000	-	\$ 35,000
Personnel (salary and benefits)	\$ 35,000	\$ 35,000	\$ 35,000
Consultant			
2050 Socioeconomic (SE) Data	\$ 10,951.86	-	\$ 10,952
Consultant Subtotal	\$ 10,951.86	\$ 10,952	\$ 10,952
Total	\$ 45,951.86	\$ 45,952	\$ 45,952
2024			
Funding Source	FHWA		FY 2024 Total
Contract Number	G2813		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	
Personnel (salary and benefits)			
Salaries, benefits and other deductions	\$ 55,519	-	\$ 55,519
Personnel (salary and benefits) Subtotal	\$ 55,519	\$ 55,519	\$ 55,519
Consultant			
2050 Socioeconomic (SE) Data Development	\$ 39,048.14	-	\$ 39,048.14
Consultant Subtotal	\$ 39,048.14	\$ 39,048	\$ 39,048.14
Total	\$ 94,567.14	\$ 94,567	\$ 94,567.14
<p>10-16-23 amendment: Adding \$20,519 in salaries/benefits from FY 2021- FY2022 closeout in Task 2-Data Collection, Analysis & Mapping. Moving from FY 2023 \$39,048.14 consultant line adding FY 2024 \$20,000 in Task 2 - salaries/benefits and \$19,048.14 in Task 2 - Consultant line.</p>			

TASK 4 LONG RANGE TRANSPORTATION PLANNING (LRTP)

Purpose:

- Apply Florida Standard Urban Transportation Model Structure (FSUTMS) for the management system projects
- Continue participating in the statewide Model Task Force technical meetings leading to conversion of FSUTMS from Cube Voyager to the new Statewide PTV Visum model software
- Routinely evaluate and update the MPO's 2045 Long Range Transportation Plan as needed
- Implement MPO's Long Range Transportation Plan Amendment Procedures as needed
- Utilize 2021-2024 General Planning Consultant services as needed
- Participation in the development of D1RPM update for 2050 LRTP.
- Development of 2050 Long Range Transportation Plan (LRTP) Update with adoption date on - October 5th, 2025.
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022.

Previous Work:

- Adopted 2040 Long Range Transportation Plan (LRTP) Update October 2015
- Endorsed Model Validation (Spring 2015)
- Endorsed Goals, Objectives and Socio-Economic Data for 2045 LRTP
- Hazard Mitigation planning element documentation included in the 2040 LRTP Update
- Adopted FDOT District One Regional Planning Model (D1RPM)
- Adopted 2045 LRTP Socio-Economic Data and endorsed 2015 Model Validation Data
- Refined 2045 Socio-Economics Data control totals completed in December 2019
- Refined 2045 D1RPM Model March 2020
- Validated 2015 District One Regional Planning Model (DIRPM) – November 2020
- Three signed GPC contracts.
- Amendments to the 2045 LRTP as needed
- Adopt 2045 LRTP - October 2020.
- Updated 2045 computerized transportation planning model (FSUTMS) for traffic impact and alternative analysis.
- Adopted 2020 FDOTs Vision Zero safety performance targets.

Required Activities:

- Incorporate the 2020 Validated Network and Socio-Economic Data into the FSUTMS models
- Utilize 2050 D1RPM for traffic impact and alternative analysis as needed
- Continue to attend training courses on FSUTMS, Cube and transition from Cube to PTV Visum when available

- Incorporate the Federal Requirements regarding Congestion Management Process as needed
- Analyze and implement Year of Expenditure (YOE) and Present-Day Costs (PDC) as needed
- Include analysis from Autonomous, Connected Electric, and Shared (ACES) vehicle research provided by FDOT
- Utilize the guidelines in 2016 Florida Strategic Highway Safety Plan (SHSP) to focus on accomplishing the vision of eliminating fatalities and reducing serious injuries on all public roads
- Incorporate federally required safety performance targets for the 2021 and 2022.
- Utilize the FDOTs safety- related performance measures targets and report progress for all five performance measures targets
- Continue to support FDOT statewide Highway Safety Improvement Program (HSIP) interim safety performance measures and FDOT’s 2020 safety targets, which set the target at “0” for each performance measure
- Establish performance-based planning in accordance with the Moving Ahead for Progress in the 21st Century (MAP-21) Federal Transportation Act/Fixing America’s Surface Transportation (FAST) Act
- Utilize the FDOT District One model for analysis of the existing network as needed
- Coordinate the FDOT District One Consultant to update and validate the 2015 DIRPM model as needed
- Adopt 2050 LRTP by October 3, 2025
- Adopt 2050 Goals and Objectives, Needs Plan and Cost Feasible Plan
- Utilize General Planning Consultant services. - (See Appendix H)

End Products:

- Inclusion of the ETDM process into the overall planning process (Ongoing)
- Refine 2045 LRTP with updated Transportation Performance Measures October 2020
- Refine 2045 LRTP with updated Autonomous, Connected Electric, and Shared (ACES) – October 2020
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022.
- Adopted 2050 LRTP
- Adopted 2050 Goals and Objectives, Needs Plan and Cost Feasible Plan
- 2050 travel demand model.
- Federal Safety Performance targets.

Responsible Agency: Charlotte County-Punta Gorda MPO

Funding Sources:	Year 1 - FY 2023	FHWA (PL)	\$ 98,904	\$40,000
		TOTAL	\$ 98,904	\$40,000
	Year 2 - FY 2024	FHWA (PL)	\$108,000	\$219,627
		FHWA (SL)	\$ 31,469	
		TOTAL	\$ 139,469	\$251,096

October 16, 2023 Amendment: adding from FY 2023 consultant line \$58,904 in FY 2024 consultant line; \$109,739 of FY 2022 closeout into the Consultant line for Task 4- Long Range Transportation Plan (LRTP) to assist with the development of the 2050 LRTP Update.

Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP)					
2023					
Funding Source	FHWA		FHWA		FY 2023 Total
Contract Number	G2813		G2813		
Source Level	PL	Total		Total	
Lookup Name	2023 FHWA G2813 (PL)	FHWA G2813 (Total)		FHWA (Total)	
Personnel (salary and benefits)					
Salaries, Benefits and other deductions	\$ 40,000	-		-	\$ 40,000
Personnel (salary and benefits)	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
Consultant					
2050 LRTP Update	\$ 58,904	-		-	\$ 58,904
Consultant Subtotal	\$ 58,904	\$ 58,904	\$ -	\$ -	\$ 58,904
Total	\$ 98,904	\$ 98,904	\$ -	\$ -	\$ 98,904
2024					
Funding Source	FHWA		FHWA		FY 2024 Total
Contract Number	G2813		G2813		
Source	PL	Total	SL	Total	
Lookup Name	2024 FHWA G2813 (PL)	FHWA G2813 (Total)	2024 FHWA G2813 (SL)	FHWA G2813 (Total)	
Personnel (salary and benefits)					
Salaries, Benefits and other	\$ 40,000	-		-	\$ 40,000
Personnel (salary and benefits)	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
Consultant					
2050 LRTP Update	\$ 179,627	-	\$ 31,469	-	\$ 211,096
Consultant Subtotal	\$ 179,627	\$ 179,627	\$ 31,469	\$ 31,469	\$ 211,096
Total	\$ 219,627	\$ 219,627	\$ 31,469	\$ 31,469	\$ 251,096
Adding \$111,627 from FY 2021 - FY 2022 closeout adding it in FY 2024 Task 4-Long Range Transportation Plan (LRTP) consultant account line.					

	FY 2023 & 2024 TOTAL
Personnel (salary and benefits)	\$ 80,000
Consultant	\$ 270,000
Total	\$ 350,000

Funding Source
July 18, 2022

Contract	Funding Source	Source Level			FY 2023 Funding Source				FY 2024 Funding Source				
			2023	2024	Soft Match	Federal	State	Local	Soft Match	Federal	State	Local	
G2923	CTD	State	\$ 23,887	\$ 25,124	\$ -	\$ -	\$ 23,887	\$ -	\$ -	\$ -	\$ -	\$ 25,124	\$ -
		CTD G2923 TOTAL	\$ 23,887	\$ 25,124	\$ -	\$ -	\$ 23,887	\$ -	\$ -	\$ -	\$ -	\$ 25,124	\$ -
	Federal Other	Federal	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,500.00	\$ -	\$ -	\$ -
		Federal Other TOTAL	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 249,500	\$ -	\$ -	\$ -
G2446	FFY 21 FTA 5305(d)	Federal	\$ 48,836	\$ -	\$ 12,209	\$ 48,836.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		FFY 21 FTA 5305(d) G2446 TOTAL	\$ 48,836	\$ -	\$ 12,209	\$ 48,836	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
G2813	FHWA	PL	\$ 602,575	\$ 809,217.14	\$ 132,900.37	\$ 602,574.86	\$ -	\$ -	\$ 178,476.18	\$ 809,217.14	\$ -	\$ -	
		SL	\$ -	\$ 31,469	\$ -	\$ -	\$ -	\$ -	\$ 6,940.62	\$ 31,469.00	\$ -	\$ -	
		FHWA G2813 TOTAL	\$ 602,575	\$ 840,686.14	\$ 132,900	\$ 602,575	\$ -	\$ -	\$ 185,417	\$ 840,686	\$ -	\$ -	
	FHWA		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
		FHWA TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	FTA 5307	Federal	\$ 39,418	\$ 300,000	\$ -	\$ 39,418.00	\$ -	\$ -	\$ -	\$ 300,000.00	\$ -	\$ -	
		FTA 5307 TOTAL	\$ 39,418	\$ 300,000	\$ -	\$ 39,418	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	
	Local	Local	\$ 12,717	\$ 75,217	\$ -	\$ -	\$ -	\$ 12,717.00	\$ -	\$ -	\$ -	\$ 75,217	
		Local TOTAL	\$ 12,717	\$ 75,217	\$ -	\$ -	\$ -	\$ 12,717	\$ -	\$ -	\$ -	\$ 75,217	

			TOTAL	\$ 727,433	\$ 1,490,527.14	\$ 145,109	\$ 690,829	\$ 23,887	\$ 12,717	\$ 185,417	\$ 1,390,186.14	\$ 25,124	\$ 75,217
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10-16-23 Amendment includes adding FY 2021/2022 UPWP closeout into FY 2024 in the amount of \$168,258 which will be distributed into the following tasks: Task 1 - Administration \$36,112 in salary/benefits line; Task 2- Data Collection , Analysis and Mapping in the amount of \$20,519 in Sal/benefits account line and Task 4 - Long Range Transportation Plan (LRTP) in the amount of \$111,627 in the consultant line. Moving from FY 2023 task 2 consultant line \$39,048.14 adding it in FY 2024 Task 2 \$20,000 in sal/benefits line and \$19,048.14 in the consultant line. Moving \$1,000 from FY 2024 Task 1 - Administration - Building Lease account line, adding \$500 in subscriptions account line and \$500 in R/M Equipment/vehicle.

Agency Participation
July 18, 2022

Funding Source	CTD		Federal Other	21 FTA 5305	FHWA		FTA 5307		Local	
	G2923				G2446	G2813				
Contract										
Fiscal Year	2023	2024	2024	2023	2023	2024	2023	2024	2023	2024
Total Budget	\$ 23,887	\$ 25,124	\$ 249,500	\$ 48,836	\$ 602,575	\$ 840,686	\$ 39,418	\$ 300,000	\$ 12,717	\$ 75,217
Task 1 ADMINISTRATION										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 230,132	\$ 238,244	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ 5,500	\$ 5,500	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ 82,469	\$ 80,669	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ 2,627	\$ 2,427	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 321,228	\$ 327,340	\$ -	\$ -	\$ -	\$ -
Task 2 DATA COLLECTION, ANALYSIS AND MAPPING										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 55,519	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 10,952	\$ 39,048.14	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 45,952	\$ 94,567.14	\$ -	\$ -	\$ -	\$ -
Task 3 PUBLIC PARTICIPATION PLAN (PPP)										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ -	\$ -	\$ -	\$ -
Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP)										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 58,904	\$ 179,627	\$ -	\$ -	\$ -	\$ -
SL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,469	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 98,904	\$ 251,096	\$ -	\$ -	\$ -	\$ -
Task 5 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Task 6 SPECIAL PROJECT PLANNING										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 249,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 62,500
Sub Total	\$ -	\$ -	\$ 249,500	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ -	\$ -	\$ 62,500
Task 7 REGIONAL PLANNING AND COORDINATION										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 12,000	\$ 12,000	\$ -	\$ -	\$ -	\$ -
Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING										
Personnel (salary and benefits)	\$ 23,887	\$ 25,124	\$ -	\$ 46,806	\$ 52,691	\$ 84,183	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 39,418	\$ 300,000	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ 1,080	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ 950	\$ 2,300	\$ 2,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 23,887	\$ 25,124	\$ -	\$ 48,836	\$ 56,491	\$ 87,683	\$ 39,418	\$ 300,000	\$ -	\$ -
Task 9 AGENCY EXPENDITURE USING LOCAL FUNDS										
Personnel (salary and benefits)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,667	\$ 10,667
Consultant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 700	\$ 700
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,350	\$ 1,350
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,717	\$ 12,717
TOTAL PROGRAMMED	\$ 23,887	\$ 25,124	\$ 249,500	\$ 48,836	\$ 602,575	\$ 840,686.14	\$ 39,418	\$ 300,000	\$ 12,717	\$ 75,217

10-16-23 Amendment includes adding FY 2021/2022 UPWP closeout into FY 2024 in the amount of \$168,258 which will be distributed into the following tasks: Task 1 - Administration \$36,112 in salary/benefits line; Task 2 - Data Collection , Analysis and Mapping in the amount of \$20,519 in Sal/benefits account line and Task 4 - Long Range Transportation Plan (LRTP) in the amount of \$111,627 in the consultant line. Moving from FY 2023 task 2 consultant line \$39,048.14 adding it in FY 2024 Task 2 \$20,000 in sal/benefits line and \$19,048.14 in the consultant line. Moving \$1,000 from FY 2024 Task 1 - Administration - Building Lease account line, adding \$500 in subscriptions account

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**AMENDMENT TO THE
 METROPOLITAN PLANNING ORGANIZATION AGREEMENT**

Financial Project No.: <u>439316-4-14-01</u> <u>and 439316-4-14-02</u> (item-segment-phase-sequence) Contract No.: <u>G2813</u> CFDA Number & Title: <u>20.205 Highway Planning and Construction</u>	Fund: <u>PL and SL</u> Function: <u>215 and 615</u> Federal Award Project No.: <u>0408-060- M</u> MPO SAM No.: <u>CAF5J662SND5</u>	FLAIR Approp.: <u>088854</u> FLAIR Obj.: <u>780000</u> Org. Code: <u>55012010130</u> Vendor No.: <u>F596000541056</u>
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THIS AMENDMENT TO THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT (Amendment) is made and entered into on this day of , 2023 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, 801 North Broadway Avenue, Bartow, Florida 33830 and the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO), whose address is 25550 Harbor View Road, Suite 4, Port Charlotte FL 33980 and whose System for Award Management (SAM) Number is: CAF5J662SND5 (collectively the “parties”).

RECITALS

WHEREAS, the Department and the MPO on May 16, 2022 entered into a Metropolitan Planning Organization Agreement (Agreement), whereby the Department passed through Federal funds to the MPO to assist the MPO in performing transportation planning activities set forth in its Unified Planning Work Program (UPWP).

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. Paragraph 4 of the Agreement is amended to reflect:

Project Cost: The total budgetary ceiling for the Project is \$1,443,261.00. 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 7, 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
439316-4-14-01 FY2023 PL	\$641,623.00
439316-4-14-01 FY2024 PL	\$770,169.00
439316-4-14-02 FY2024 SL	\$31,469.00

- Exhibit A (Scope of Work) of the Agreement is amended as follows: Add \$168,258 of FY2021/2022 Closeout Funds that were not used at the end of that fiscal year. These funds are being added in FY2023/2024 UPWP - PL Funds -Task 1- Administration - \$36,112; Task 2 -Data Collection, Analysis & Mapping - \$20,519 Sal/benefits line and Tasks 4- Long Range Transportation Plan (LRTP) \$111,627 in consultant line. The MPO is amending its FY 2023 - FY 2024 Unified Planning Work Program (UPWP)/Amended MPO Agreement. This document is the MPO’s budget. This will be taken for approval at the October 16, 2023 MPO Board Meeting. This amendment is more fully described in the attached UPWP Revision Form #3.

Except as modified, amended, or changed by this Amendment, all of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

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

MPO

Florida Department of Transportation

Charlotte County-Punta Gorda Metropolitan Planning
Organization

MPO Name

Christopher G. Constance, MD

Signatory (Printed or Typed)

Department of Transportation

Signature

Signature

MPO Chairman

Title

Title



Legal Review

MPO

Legal Review

Department of Transportation



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

KEVIN J. THIBAUT, P.E.
SECRETARY

Cost Analysis Certification

Charlotte County-Punta Gorda MPO

Unified Planning Work Program - FY 2023-FY2024

Modified 10/16/2023

Revision Number: Revision 3

I hereby certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary, as required by [Section 216.3475, F.S.](#) Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Pamela Barr

Planning Specialist III, District One

Title and District

Pamela Barr

10/16/2023

Signature



UPWP REVISION FORM

FLORIDA DEPARTMENT OF TRANSPORTATION

Last updated: 09/09/2022

MPO:

Revision #:

Reason:

Fiscal Year: Contract #: Fund: Form: of:

FUNDING CHANGES		Part of a De-Ob:	Revision Type:	
Task #	Task Name	Original \$	Proposed \$	Difference
TOTAL FUNDING CHANGE				
Total Budget Amount for FY				

OTHER UPWP CHANGES (NON-FINANCIAL)

Task #	Task Name	Amendment Type

- Modification Required Documentation (to be appended with UPWP Revision Signature Form)**
- Task Pages (including task budget tables)-Current & Proposed
 - Signed Cost Certification
 - Agency Participation Budget Table-Current & Proposed
 - Fund Summary Budget Table-Current & Proposed
- Amendment Required Documentation (to be appended with UPWP Revision Signature Form)**
- Task Pages (including task budget tables)-Current & Proposed
 - Signed Cost Certification
 - TIP Modification
 - Agency Participation Budget Table-Current & Proposed
 - MPO Meeting Agenda
 - Amended Agreement
 - Fund Summary Budget Table-Current & Proposed
- Non-Financial Amendment Required Documentation (to be appended with UPWP Revision Signature Form)**
- Task Pages (if a change occurs) - Current & Proposed

Reviewing Action

FDOT	Reviewer: <input type="text"/>	Comments: <input type="text"/>
	Action: <input type="text"/>	
FHWA	Reviewer: <input type="text"/>	Comments: <input type="text"/>
	Action: <input type="text"/>	
FTA	Reviewer: <input type="text"/>	Comments: <input type="text"/>
	Action: <input type="text"/>	



FLORIDA DEPARTMENT OF TRANSPORTATION

Last updated: 09/09/2022

MPO: [] Revision #: []

Reason: []

Fiscal Year: [] Contract #: [] Fund: [] Form: [] of: []

FUNDING CHANGES		Part of a De-Ob:	Revision Type:	
Task #	Task Name	Original \$	Proposed \$	Difference
TOTAL FUNDING CHANGE				
Total Budget Amount for FY				

OTHER UPWP CHANGES (NON-FINANCIAL)

Task #	Task Name	Amendment Type

Modification Required Documentation (to be appended with UPWP Revision Signature Form)

- Task Pages (including task budget tables)-Current & Proposed
- Agency Participation Budget Table-Current & Proposed
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- Fund Summary Budget Table-Current & Proposed

Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- Task Pages (including task budget tables)-Current & Proposed
- Agency Participation Budget Table-Current & Proposed
- Fund Summary Budget Table-Current & Proposed
- Signed Cost Certification
- MPO Meeting Agenda
- TIP Modification
- Amended Agreement

Non-Financial Amendment Required Documentation (to be appended with UPWP Revision Signature Form)

- Task Pages (if a change occurs) - Current & Proposed

Reviewing Action

FDOT	Reviewer:	[]	Comments:	[]
	Action:	[]		
FHWA	Reviewer:	[]	Comments:	[]
	Action:	[]		
FTA	Reviewer:	[]	Comments:	[]
	Action:	[]		

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE MEETING

AGENDA ITEM # 7
REVIEW AND APPROVAL OF THE TRANSPORTATION IMPROVEMENT
PROGRAM ROLL FORWARD AMENDMENT FOR FY 2023/2024 THROUGH
FY 2027/2028

Purpose: To review and recommend MPO Board approval of an amendment to the FY 2024 through FY 2028 Transportation Improvement Program (TIP) to add the roll forward report projects

Agenda Item Presented by: Lakshmi N. Gurram

Discussion:

The Florida Department of Transportation (FDOT) annually provides the MPO with a roll forward report that includes projects in the previous state fiscal year that were not commenced, have uncommitted portions of projects that have started and or have funds remaining on completed projects. These projects automatically roll forward in FDOT's Work Program and need to be accounted for in the MPO's new TIP. This amendment is required to account for these projects (Attachment 1) in the FY 2024 through FY 2028 TIP.

Recommendation: Motion to recommend MPO Board approval of an amendment to the FY 2024 through FY 2028 Transportation Improvement Program (TIP) to add the roll forward report projects

Attachments: 1. FDOT Charlotte County MPO Roll Forward Report

FLORIDA DEPARTMENT OF TRANSPORTATION
OFFICE OF WORK PROGRAM
MPO ROLLFORWARD REPORT
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CHARLOTTE-PUNTA GORDA MPO

HIGHWAYS
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ITEM NUMBER:431219 1		PROJECT DESCRIPTION:US 41 (SR 45) AT HANCOCK AVENUE						*NON-SIS*	
DISTRICT:01		COUNTY:CHARLOTTE						TYPE OF WORK:INTERSECTION IMPROVEMENT	
ROADWAY ID:01010000		PROJECT LENGTH: .272MI						LANES EXIST/IMPROVED/ADDED: 6/ 6/ 0	
FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS	
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT									
DIH	91,066		0	0	0	0	0	0	91,066
DS	86,849		0	0	0	0	0	0	86,849
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT									
ACSL	43,632	6,789		0	0	0	0	0	50,421
DS	67,866		0	0	0	0	0	0	67,866
SL	774,120		0	0	0	0	0	0	774,120
TOTAL 431219 1	1,063,533	6,789	0	0	0	0	0	0	1,070,322
TOTAL PROJECT:	1,063,533	6,789	0	0	0	0	0	0	1,070,322

ITEM NUMBER:434965 1		PROJECT DESCRIPTION:HARBORVIEW ROAD FROM MELBOURNE ST TO I-75						*NON-SIS*	
DISTRICT:01		COUNTY:CHARLOTTE						TYPE OF WORK:PD&E/EMO STUDY	
ROADWAY ID:01560000		PROJECT LENGTH: .135MI						LANES EXIST/IMPROVED/ADDED: 4/ 2/ 2	
FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS	
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT									
ACCM	272	4,400		0	0	0	0	0	4,672
CM	812,460		2	0	0	0	0	0	812,462
TOTAL 434965 1	812,732	4,402	0	0	0	0	0	0	817,134

ITEM NUMBER:434965 5		PROJECT DESCRIPTION:HARBORVIEW ROAD FROM MELBOURNE ST TO I-75						*NON-SIS*	
DISTRICT:01		COUNTY:CHARLOTTE						TYPE OF WORK:ADD LANES & RECONSTRUCT	
ROADWAY ID:01560000		PROJECT LENGTH: 3.246MI						LANES EXIST/IMPROVED/ADDED: 2/ 2/ 2	
FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS	
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY CHARLOTTE COUNTY BOCC									
ACSA	0	333,733		0	0	0	0	0	333,733
CM	0	1,661,904		0	0	0	0	0	1,661,904
SA	0	5,688,363		0	0	0	0	0	5,688,363
SM	0	1,544,000		0	0	0	0	0	1,544,000
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT									
LF	0	3,750,000		0	0	0	0	0	3,750,000
TOTAL 434965 5	0	12,978,000	0	0	0	0	0	0	12,978,000
TOTAL PROJECT:	812,732	12,982,402	0	0	0	0	0	0	13,795,134

ITEM NUMBER:435105 2		PROJECT DESCRIPTION:CR 765A (TAYLOR RD) FROM N JONES LOOP TO AIRPORT RD PHASE I						*NON-SIS*	
DISTRICT:01		COUNTY:CHARLOTTE						TYPE OF WORK:BIKE PATH/TRAIL	
ROADWAY ID:01530000		PROJECT LENGTH: 2.046MI						LANES EXIST/IMPROVED/ADDED: 1/ 1/ 0	
FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS	
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT									
CARM	0	191,866		0	0	0	0	0	191,866
TALM	0	458,134		0	0	0	0	0	458,134

FLORIDA DEPARTMENT OF TRANSPORTATION
 OFFICE OF WORK PROGRAM
 MPO ROLLFORWARD REPORT
 =====
 HIGHWAYS
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CHARLOTTE-PUNTA GORDA MPO

DS	1,859	872,765	0	0	0	0	0	874,624
LF	0	650,962	0	0	0	0	0	650,962
SA	0	596,666	0	0	0	0	0	596,666
SM	0	102,800	0	0	0	0	0	102,800
PHASE: ENVIRONMENTAL / RESPONSIBLE AGENCY: MANAGED BY FDOT								
TALT	20,000	50,000	0	0	0	0	0	70,000
TOTAL 441524 1	1,969,694	7,575,587	0	0	0	0	0	9,545,281

ITEM NUMBER:441524 1 PROJECT DESCRIPTION:TAMIAMI TRAIL (SR 45) FROM WILLIAM ST TO PEACE RIVER BRIDGE *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:PD&E/EMO STUDY
 ROADWAY ID:01010000 PROJECT LENGTH: .910MI LANES EXIST/IMPROVED/ADDED: 4/ 4/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: P D & E / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DIH	2,530	2,470	0	0	0	0	0	5,000
TOTAL 441524 2	2,530	2,470	0	0	0	0	0	5,000
TOTAL PROJECT:	1,972,224	7,578,057	0	0	0	0	0	9,550,281

ITEM NUMBER:441929 1 PROJECT DESCRIPTION:I-75 (SR 93) AT TUCKER'S GRADE INTERCHANGE *SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:LANDSCAPING
 ROADWAY ID:01075000 PROJECT LENGTH: 1.224MI LANES EXIST/IMPROVED/ADDED: 3/ 3/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	174,931	0	0	0	0	0	0	174,931
DIH	54,910	3,032	0	0	0	0	0	57,942
DS	5,241	0	0	0	0	0	0	5,241
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	808,907	0	0	0	0	0	0	808,907
DIH	1,602	3,528	0	0	0	0	0	5,130
DS	214	0	0	0	0	0	0	214
TOTAL 441929 1	1,045,805	6,560	0	0	0	0	0	1,052,365
TOTAL PROJECT:	1,045,805	6,560	0	0	0	0	0	1,052,365

ITEM NUMBER:441950 1 PROJECT DESCRIPTION:SR 31 FROM CR 74 TO CR 74 *SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:ROUNDBOUT
 ROADWAY ID:01030000 PROJECT LENGTH: .641MI LANES EXIST/IMPROVED/ADDED: 2/ 2/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DDR	8,578	0	0	0	0	0	0	8,578
DIH	24,324	416	0	0	0	0	0	24,740
DS	1,908	0	0	0	0	0	0	1,908
GFSN	218,016	0	0	0	0	0	0	218,016
SA	18,263	0	0	0	0	0	0	18,263
SN	981,984	0	0	0	0	0	0	981,984
PHASE: RIGHT OF WAY / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACSN	433,913	413,807	0	0	0	0	0	847,720
DDR	65,910	26,800	0	0	0	0	0	92,710
DIH	37,141	7,893	0	0	0	0	0	45,034
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
DI	0	500,000	0	0	0	0	0	500,000

FLORIDA DEPARTMENT OF TRANSPORTATION
 OFFICE OF WORK PROGRAM
 MPO ROLLFORWARD REPORT
 =====
HIGHWAYS
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CHARLOTTE-PUNTA GORDA MPO

DIH	2,360	4,640	0	0	0	0	0	7,000
DS	1,665,566	40,866	0	0	0	0	0	1,706,432
TOTAL 445475 1	4,189,181	118,098	0	0	0	0	0	4,307,279
TOTAL PROJECT:	4,189,181	118,098	0	0	0	0	0	4,307,279

ITEM NUMBER:447852 1 PROJECT DESCRIPTION:STRUCTURAL STEEL BRIDGE PAINTING AT VARIOUS LOCATIONS *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:BRIDGE-REPAIR/REHABILITATION
 EX DESC:BRIDGE #S 010065, 010066, 010075 - OVERPASS BRIDGES ON I-75

ROADWAY ID:01000004 PROJECT LENGTH: .182MI LANES EXIST/IMPROVED/ADDED: 2/ 0/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
BRRP	113,700	0	0	0	0	0	0	113,700
DIH	3,937	6,063	0	0	0	0	0	10,000
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
BRRP	1,405,067	871,227	0	0	0	0	0	2,276,294
DIH	24,028	4,923	0	0	0	0	0	28,951
TOTAL 447852 1	1,546,732	882,213	0	0	0	0	0	2,428,945
TOTAL PROJECT:	1,546,732	882,213	0	0	0	0	0	2,428,945

ITEM NUMBER:451358 1 PROJECT DESCRIPTION:US 41 AT MIDWAY BLVD *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:INTERSECTION IMPROVEMENT
 ROADWAY ID:01010000 PROJECT LENGTH: .148MI LANES EXIST/IMPROVED/ADDED: 6/ 6/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACSS	253,100	5,000	0	0	0	0	0	258,100
DDR	372	0	0	0	0	0	0	372
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACSS	0	0	0	0	1,292,633	0	0	1,292,633
TOTAL 451358 1	253,472	5,000	0	0	1,292,633	0	0	1,551,105
TOTAL PROJECT:	253,472	5,000	0	0	1,292,633	0	0	1,551,105

ITEM NUMBER:452154 1 PROJECT DESCRIPTION:1-75 @ JONES LOOP TRUCK PARKING *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:REST AREA
 ROADWAY ID:01000000 PROJECT LENGTH: .100MI LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACFP	0	1,750,000	0	0	0	0	0	1,750,000
ACSA	0	500	0	0	0	0	0	500
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACFP	0	0	0	0	0	17,829,291	0	17,829,291
TOTAL 452154 1	0	1,750,500	0	0	0	17,829,291	0	19,579,791
TOTAL PROJECT:	0	1,750,500	0	0	0	17,829,291	0	19,579,791

FLORIDA DEPARTMENT OF TRANSPORTATION
 OFFICE OF WORK PROGRAM
 MPO ROLLFORWARD REPORT
 =====
HIGHWAYS
 =====

ITEM NUMBER:452893 3 PROJECT DESCRIPTION:RAILROAD SIGNAL EQUIPMENT REPLACEMENT - CROSSING 643799V *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:RAILROAD CROSSING
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACER	0	41,781	0	0	0	0	0	41,781
TOTAL 452893 3	0	41,781	0	0	0	0	0	41,781

ITEM NUMBER:452893 4 PROJECT DESCRIPTION:RAILROAD SIGNAL EQUIPMENT REPLACEMENT - CROSSING 623234A *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:RAILROAD CROSSING
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: RAILROAD & UTILITIES / RESPONSIBLE AGENCY: MANAGED BY FDOT								
ACER	0	19,558	0	0	0	0	0	19,558
TOTAL 452893 4	0	19,558	0	0	0	0	0	19,558
TOTAL PROJECT:	0	198,699	0	0	0	0	0	198,699

ITEM NUMBER:452967 1 PROJECT DESCRIPTION:CR-775 OVER OYSTER CREEK - BRIDGE NO 010063 *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:EMERGENCY OPERATIONS
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE								
ACER	0	28,704	0	0	0	0	0	28,704
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE								
ACER	0	321,475	0	0	0	0	0	321,475
TOTAL 452967 1	0	350,179	0	0	0	0	0	350,179
TOTAL PROJECT:	0	350,179	0	0	0	0	0	350,179

ITEM NUMBER:453062 1 PROJECT DESCRIPTION:GILLOT BLVD REPAIRS NORTH OF BLITMAN ST *NON-SIS*
 DISTRICT:01 COUNTY:CHARLOTTE TYPE OF WORK:EMERGENCY OPERATIONS
 ROADWAY ID: PROJECT LENGTH: .000 LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0

FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE								
ACER	0	67,091	0	0	0	0	0	67,091
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: RESPONSIBLE AGENCY NOT AVAILABLE								
ACER	0	751,420	0	0	0	0	0	751,420
TOTAL 453062 1	0	818,511	0	0	0	0	0	818,511
TOTAL PROJECT:	0	818,511	0	0	0	0	0	818,511
TOTAL DIST: 01	23,093,162	42,078,464	51,058	300,000	1,292,633	17,829,291	0	84,644,608
TOTAL HIGHWAYS	23,093,162	42,078,464	51,058	300,000	1,292,633	17,829,291	0	84,644,608

FLORIDA DEPARTMENT OF TRANSPORTATION
 OFFICE OF WORK PROGRAM
 MPO ROLLFORWARD REPORT
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MISCELLANEOUS
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CHARLOTTE-PUNTA GORDA MPO

ITEM NUMBER:438261 1	PROJECT DESCRIPTION:CHARLOTTE COUNTY ATMS/ITS COUNTY WIDE						*NON-SIS*		
DISTRICT:01	COUNTY:CHARLOTTE						TYPE OF WORK:ITS COMMUNICATION SYSTEM		
ROADWAY ID:	PROJECT LENGTH: .000						LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0		
	FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT									
	SA	42	958	0	0	0	0	0	1,000
	SL	479,289	20,711	0	0	0	0	0	500,000
TOTAL 438261 1		479,331	21,669	0	0	0	0	0	501,000
TOTAL PROJECT:		479,331	21,669	0	0	0	0	0	501,000

ITEM NUMBER:451804 1	PROJECT DESCRIPTION:HURRICANE IAN DISASTER RECOVERY - CHARLOTTE COUNTY						*NON-SIS*		
DISTRICT:01	COUNTY:CHARLOTTE						TYPE OF WORK:EMERGENCY OPERATIONS		
ROADWAY ID:	PROJECT LENGTH: .000						LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0		
	FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT									
	ACER	14,035	0	0	0	0	0	0	14,035
	D	1,419,162	50,000	0	0	0	0	0	1,469,162
	DER	235,965	50,000	0	0	0	0	0	285,965
PHASE: MISCELLANEOUS / RESPONSIBLE AGENCY: MANAGED BY FDOT									
	ACER	116,954	0	0	0	0	0	0	116,954
	D	1,018,533	18,907	0	0	0	0	0	1,037,440
	DER	398,910	2,000	0	0	0	0	0	400,910
	FEMA	8,263,864	1,368,558	0	0	0	0	0	9,632,422
TOTAL 451804 1		11,467,423	1,489,465	0	0	0	0	0	12,956,888
TOTAL PROJECT:		11,467,423	1,489,465	0	0	0	0	0	12,956,888

ITEM NUMBER:452523 1	PROJECT DESCRIPTION:HURRICANE IAN PERMANENT LIGHTING REPAIR						*NON-SIS*		
DISTRICT:01	COUNTY:CHARLOTTE						TYPE OF WORK:EMERGENCY OPERATIONS		
ROADWAY ID:	PROJECT LENGTH: .000						LANES EXIST/IMPROVED/ADDED: 0/ 0/ 0		
	FUND CODE	LESS THAN 2024	2024	2025	2026	2027	2028	GREATER THAN 2028	ALL YEARS
PHASE: PRELIMINARY ENGINEERING / RESPONSIBLE AGENCY: MANAGED BY FDOT									
	ACER	104,679	0	0	0	0	0	0	104,679
	DER	0	10,000	0	0	0	0	0	10,000
PHASE: CONSTRUCTION / RESPONSIBLE AGENCY: MANAGED BY FDOT									
	ACER	0	110,000	0	0	0	0	0	110,000
	DER	0	35,000	0	0	0	0	0	35,000
TOTAL 452523 1		104,679	155,000	0	0	0	0	0	259,679
TOTAL PROJECT:		104,679	155,000	0	0	0	0	0	259,679
TOTAL DIST: 01		12,051,433	1,666,134	0	0	0	0	0	13,717,567
TOTAL MISCELLANEOUS		12,051,433	1,666,134	0	0	0	0	0	13,717,567

GRAND TOTAL		35,144,595	43,744,598	51,058	300,000	1,292,633	17,829,291	0	98,362,175
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SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE MEETING

AGENDA ITEM #8
2050 SOCIOECONOMIC DATA UPDATE

Purpose: To brief the committee on the status of the DRAFT - 2050 Long Range Transportation Plan (LRTP) Forecast 2050 Socioeconomic Data for use with the Regional Travel Demand Model

Agenda Item Presented by: Kimley Horn & Associates

Discussion:

On June 28, 2023, Kimley Horn & Associates briefed the advisory committee members on the 2050 socioeconomic data development process (population and employment). The committee was informed about control totals and the phases involved in the development of the forecast.

Consultant met with the MPO and local jurisdiction staff on September 21, 2023, to identify the growth in the county at the TAZ levels and address any discrepancies in the forecast for 2050. The data will be revised based on comments received. A final presentation will be provided to this committee at the November 8, 2023, meeting. The project is scheduled to be completed by December 2023.

Recommendation: Review and comment

Attachments: Draft 2050 SE data forecast maps and tables will be provided at meeting

AGENDA ITEM # 9
REVIEW AND APPROVAL OF THE SAFE STREETS AND ROADS FOR ALL
(SS4A) COMPREHENSIVE SAFETY ACTION PLAN SCOPE

Purpose: To review and recommend MPO Board approval of the Safe Streets and Roads for All – Comprehensive Safety Action Plan Scope

Agenda Item Presented by: D’Juan Harris

Discussion:

The Charlotte County-Punta Gorda Metropolitan Planning Organization was awarded \$249,500 in federal grant funding to develop a Comprehensive Safety Action (SS4A) Plan. A local match amount of \$62,500 will be provided by Charlotte County for a total budget amount of \$312,000 to develop the action plan.

The action plan will be based on the United States Department of Transportation Federal Highway Administration’s Safe Systems approach. The action plan will identify the High Injury Network based upon existing crash data and provide recommendations to implement countermeasures to reduce the prevalence of serious injuries and fatalities along these high crash corridors within Charlotte County.

Recommendation: Motion to recommend MPO Board approve the scope of services for the development of the Safe Streets and Roads for All Comprehensive Safety Action Plan

Attachments:

1. Safe Streets and Roads for All Comprehensive Safety Action Plan Draft Scope of Services
2. Draft Schedule

Charlotte County – Punta Gorda Metropolitan Planning Organization Comprehensive Safety Action Plan Preliminary Scope of Services

This document outlines the preliminary scope of services to develop a Comprehensive Safety Action Plan for the Charlotte County – Punta Gorda Metropolitan Planning area. The action plan will be based on the United States Department of Transportation Federal Highway Administration’s Safe Systems approach. The action plan will identify the High Injury Network in Charlotte County and provide recommendations to equitably implement countermeasures to significantly reduce the prevalence of serious injuries and fatalities along high crash corridors within Charlotte County. The intent of this document is to serve as a guide for proposed consultant services. Upon selection, consultant will develop a final detailed scope of services with the MPO Project Manager.

Charlotte County Comprehensive Safety Action Plan Tasks

Task 1: General Project Management

The selected consultant team will finalize a scope of work and schedule for the completion of the Comprehensive Safety Action Plan. Charlotte County-Punta Gorda Metropolitan Planning Organization (herein referenced as “MPO”) staff will approve the scope of work. Expectations for the project’s scope of work, goals, schedule, and communication channels will be established at the kick-off meeting.

Task 1 will also include work related to project management: invoices, progress reports, and periodic check-ins. Bi- weekly virtual check-ins with the MPO Project Manager (PM) and staff will be held to provide status updates on work activities, deliverables, and upcoming meetings. The Consultant Team will also establish a shared folder on either a Teams or OneDrive platform to share and distribute project materials.

Task 1 Deliverables:

- Agenda, presentation, and meeting minutes for two (2) Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan kick-off meetings
- Ongoing project management, consisting of organization oversight of scope, schedule adherence, and quality control
- Submittal of monthly invoices and progress reports
- One (1) shared folder on an agreed upon platform by the MPO

Task 1 Meetings:

- One (1) virtual internal kick-off meeting to include the consultant team
- One (1) in-person external kick-off meeting with MPO, Charlotte County and City of Punta Gorda Staff, with up to three (3) consultant staff members in attendance
- Virtual check-in meetings with MPO staff (45-minute Teams calls) every three (3) weeks including periodic calls with Charlotte County and City of Punta Gorda Staff, with up to three (3) consultant staff members in attendance

Task 2: Charlotte County Comprehensive Safety Action Plan Task Force

A core component of development of a Comprehensive Safety Action Plans is creating and engaging a task force committee, implementation group or similar body with representative stakeholders from the corresponding community. The task force is charged with oversight of the action plan development and to help to engage key stakeholders that represent different communities and interests. To the greatest extent possible, the task force should incorporate coordination and collaboration with MPO Staff, Charlotte County Staff, City of Punta Gorda Staff, FDOT District 1 Staff, Department of Health, Charlotte County Public Schools, Punta Gorda Chamber of Commerce, Law Enforcement, first responders and emergency medical staff, Punta Gorda Airport, Florida Highway Patrol, homeowners associations, bike/walk advocacy groups and all other relevant stakeholders to help guide strategic, data-backed solutions to pervasive safety issues in corresponding communities. A membership list will be formalized prior to the kick-off meeting with MPO,

Charlotte County, and City of Punta Gorda Staff for review, as well as to develop an outline of meeting dates to help maintain project momentum and schedule. The Consultant Team will establish a notification process to contact Task Force members via email, and if needed, by phone to increase attendance.

This approach will aid in mitigating public contention and could aid in overall buy-in of recommendations from the Action Plan. The first three (3) virtual Task Force Meetings should cover the topics below to be determined in the routine PM meetings, including, but not limited to:

- Project Kick-Off, Public Engagement Strategies
- Comprehensive Action Planning, Vision Zero and Safe Systems Overview
- Regional Crash Profiles (Baseline Data), High Injury Network, Crash Hot Spots by Mode
- Engineering Countermeasures
- Non-Engineering Countermeasures
- Policy Assessment/Draft Resolutions
- Discussion on Community Outreach Best Practices and Scripts to Support Communication Materials
- Develop Priority List of projects based on crash data and equity factors and consensus building
- Assessment of Performance Measures (Safety Dashboard)

An important part of building Task Force members' commitment in the Action Plan will be to conduct a consensus building workshop to build buy-in on the common goal for forthcoming safety work. As such, upon completion of the draft Comprehensive Safety Action Plan, the Consultant Team will host one final workshop with the Task Force to discuss communitywide goals and future steps. The development of the Comprehensive Safety Action Plan will outline guidance on the implementation and monitoring role of the Task Force, which may be established through the development of a new MPO Committee (including a chairperson) or through the incorporation of the responsibility into an existing committee, such as the Citizens' Advisory Committee, Bicycle Pedestrian Advisory Committee or Technical Advisory Committee.

Task 2 Deliverables:

- Agenda, presentation, and meeting minutes to support Charlotte County's Comprehensive Safety Action Plan Task Force engagement
- One (1) draft and one (1) final list of Task Force members

Task 2 Meetings:

- Four (4) virtual 60- to 90-minute Task Force Meetings, with up to three (3) consultant staff members in attendance.

Task 3: Comprehensive Safety Action Plan Brand and Communication Materials

Vision Zero requires a visual brand and public engagement materials that can help build a culture of safety and the safe use of the transportation system by the public. It is critical for communities to participate in formulating goals and strategies to reach the desired results. The Consultant Team will assist MPO staff with the development of a branding package including the development of a unique logo to the Comprehensive Safety Action Plan and complementary PowerPoint template and title block for engagement materials to help bring recognition to the transportation safety program.

In addition to the branding package, the Consultant Team will prepare written and graphic content for distribution online or in person to raise awareness of the Comprehensive Safety Action Plan planning process. It is anticipated up to eight (8) infographics or graphic elements (relevant to Charlotte County) that depict progress in achieving the MPO's Comprehensive Safety Action Plan goals will be required. One (1) of these graphic elements will be a standard flyer with QR code providing notification of the Task 4 Public Engagement and Public Workshop needs, which can be distributed to strategic destinations in the community such as community centers, libraries, and senior centers to help grow attendance at public workshops; additionally one (1) of these graphics will be a postcard with QR code to distribute to the community to support engagement with the public survey. The Consultant Team will also prepare up to four (4) short fact sheets to support the MPO's communications on the Comprehensive Safety Action Plan and grow public interest in community engagement needs. These sheets will be developed in coordination with MPO staff and the Task Force. Example sheets

from other successful transportation safety programs have included quotes from health care professionals and/or law enforcement officers that serve on the Task Force on the importance of transportation safety; common safety language prepared as comic strips to share with local youth; or written testimonials from the community on how local people have been impacted by transportation crashes that result in fatal or serious injury crashes. If needed, the Consultant Team will host materials on the Comprehensive Safety Action Plan Dashboard and provide the County a link that can be shared on its website.

The MPO will be responsible for distributing communication materials across their communications outlets.

Task 3 Deliverables:

- Up to four (4) draft Vision Zero logos and development of one (1) final logo
- One (1) MPO Comprehensive Safety Action Plan PowerPoint template
- Up to eight (8) infographics: one (1) will be a Community Workshop Flyer; one (1) will be a Public Survey Postcard
- Up to four (4) written fact sheets to support County communications by MPO, Charlotte County, and City of Punta Gorda regarding the Comprehensive Safety Action Plan

Task 3 Meetings:

- Discussion on needs for the Vision Zero brand will occur as a recurring agenda item in scheduled PM meetings

Task 4: Public Engagement / Public Workshops

The demographic of the Charlotte County-Punta Gorda Metropolitan Planning Area is unique in relation to our regional neighboring counties, in that there is a high percentile of persons over the age of 64 living here. The ideal approach, for education of this contingent of the public is to provide dedicated staff at workshops to clearly demonstrate effective proven safety countermeasures and explain them clearly and concisely in simple language that anyone can understand. Toward this end, the Consultant Team will facilitate four (4) in-person county-wide public workshops to bring residents together to learn about the Vision Zero and Safe System approaches as well as to host a series of interactive activities to gain feedback from the community about crash trends and their transportation safety concerns and needs. This will start with the development of a Public Engagement Strategy in consult with MPO staff, in recognition that the MPO is managing and facilitating all public engagement activities of this plan on behalf of Charlotte County and the City of Punta Gorda

As a part of public engagement, the Consultant Team will prepare one (1) public survey for distribution to gain feedback on the community's top transportation safety concerns and to identify locations of these concerns. The Consultant Team will prepare one (1) draft and one (1) final public survey for public distribution. The MPO will be responsible for distributing public survey announcements across their communications outlets. Following the close-out of the survey, the Consultant Team will prepare one (1) presentation of survey results and brief memorandum to provide a summary of the results.

In addition to the four public workshops, two (2) members of the Consultant Team will attend up to two (2) pop-up events, as identified by MPO staff. Discussion on pop-up event opportunities will be discussed in one of the three Task Force Workshops in Task 2 to identify joint partnership opportunities among the Task Force members. At these events, people will get to learn about the public workshops

Engagement activities will be developed in review and in synergy with the MPO's Public Participation Plan. Utilizing materials prepared in Task 3 and Task 5, the Consultant Team will prepare engagement materials needed for the public workshops. The MPO will be responsible for distributing workshop announcements across their communications outlets and securing appropriate meeting space for all four workshops. As to accommodate reasonable accessibility for the public to attend in person, the MPO staff will identify and reserve up to four (4) locations in the County to host the public workshops. MPO staff will strategically organize public workshop meetings as to support meeting attendance and accommodate accessibility through the County. As such, it is envisioned that a workshop will be held in the four geographic locations of Charlotte County (West, East, South and Mid); at least one (1) of the public workshops will be a joint workshop hosted with the Lee County MPO in February 2024, as requested by the MPO. Up to four (4) consultant

team members will attend these workshops, with staff support from the MPO, Charlotte County, and the City of Punta Gorda.

Task 4 Deliverables:

- One (1) draft and one (1) final public engagement strategy, outlining activities and material needs for up to four (4) hands-on interactive workshops and two (2) pop-up events to educate the general public on the High Injury Network, crash trends, FHWA's proven safety countermeasures, and draft Comprehensive Safety Action Plan
- One (1) draft and one (1) final public survey
- One (1) presentation of public survey results and one (1) 3-page summary of survey results prepared in a technical memorandum

Task 4 Meetings:

- Four (4) public meetings with various stakeholders (combination of virtual and in-person assumed), with up to four (4) consultant staff members in attendance
- Two (2) pop-up events with up to two (2) consultant staff members in attendance
- Discussion on the Public Engagement Strategy and community outreach needs will occur as a recurring agenda item in scheduled PM meetings

Task 5: Develop High Injury Network

Charlotte County – Punta Gorda MPO's Comprehensive Action Plan will require the Consultant to develop the framework and identify the High Injury Network within the Charlotte County-Punta Gorda MPO Planning area.

Task 5.1 – Collision and Contextual Database Development

The Consultant will obtain recent (five-years) fatal and incapacitating/serious injury (KSI) crash data and conduct a detailed analysis to evaluate the locations, causes, and contributing factors for these crashes. This process will start with the download of Signal 4 Analytics (S4) data by the University of Florida, which can be linked to the County roadway network to geo-reference crash locations toward the identification of the High Injury Network and crash trends. In addition to S4 crash data, other readily available data will be combined with the crash data into a GIS database, including roadway characteristics, speed data (e.g., posted speed limits, speed surveys and/or connected vehicle data), context classification, AADT, and active transportation related data. Analysis outputs may describe trends or locations according to the following characteristics:

- Crash severity and trends over time
- Crash type (by roadway user, action/fault reported)
- Person type (i.e., gender, race, age)
- Crash factor (i.e., restraint use, alcohol/ drug use, speeding, etc.)
- Temporal variations (time-of-day, day-of-week, month)
- Roadway type (i.e., number of lanes, AADT, local/FDOT ownership)
- Roadway characteristics (i.e. at intersection, signal, crosswalk, posted speed)
- Network screening (based on crash frequency) and historic crash hot spots

Data needs for the transportation safety data analysis will also include GIS data describing local land use and local points of interest, and the location of areas of the County with more vulnerable roadway users (i.e., persons with disability or households without vehicle) to provide additional insights on underserved communities to capture equity considerations. For this, the Consultant will look to traditional sources, such as Census data related to income level or age of population, or land use data showing the location of schools, assisted living facilities, etc. as provided by Charlotte County. Analysis outputs may describe trends or locations according to the following characteristics:

- Environmental justice communities
- Transportation disadvantaged communities
- Percentage of population below poverty level
- Percentage of minority population
- Percentage of zero-vehicle households

- Percentage of population age 65 or above
- Percentage of population 18 years old or below
- Percentage of population with means of transportation to work other than personal motor vehicle
- Percentage of population with limited English proficiency (LEP)
- Percentage of population with disability
- Percentage of population with underlying high-risk health conditions (i.e., asthma, diabetes, liver disease)
- Land use or development context (i.e. rural/urban, near school/college, shopping center, hospital, schools, community centers, transit route)

Data and data sources will be compiled and organized in a spreadsheet, as well as shared via online webmap for MPO staff review.

Task 5.2 – Identification of High Injury Network

Consultant will coordinate with Charlotte County-Punta Gorda MPO Staff and applicable stakeholders to establish an appropriate methodology and identify a High Injury Network (HIN). The HIN will identify the locations and corridors within the Charlotte County-Punta Gorda MPO Planning area with the highest frequencies of KSI crashes. The Consultant will coordinate with Charlotte County-Punta Gorda MPO Staff and stakeholders to develop an HIN that represents between 40% and 60% of the KSI collisions within the study area. The HIN will provide the framework for recommendations for implementation projects.

The Consultant will create a draft memorandum and GIS-deliverables showing results of network screening and hot spot analysis, and methodology toward the identification of the HIN. The Consultant will respond to one round of comments from Charlotte County-Punta Gorda MPO Staff and applicable stakeholders. Based on the comments received from the reviewers, the Consultant will finalize the HIN and associated deliverables.

Task 5.3 – Crash Analysis and Collision Profiles Technical Memorandum

The Consultant will prepare a technical memorandum summarizing the key findings from the crash analysis, contextual analysis, and HIN. The technical memorandum will include maps, tables, and charts reflecting key takeaways about roadway characteristics, behavioral factors, environmental, and socioeconomic factors that may be contributing to fatalities or seriously injured throughout the transportation system. The crash analysis will highlight and focus on factors and features that appear to be prominent contributing factors in KSI crashes, including, but not limited to, lighting conditions, speed, urban vs. rural, intersection vs. mid-block, number of travel lanes, and roadway type. These will be shared in a series of ten (10) collision profiles that reflect fundamental safety challenges in the region. The Consultant will respond to one round of comments from Charlotte County-Punta Gorda MPO Staff and applicable stakeholders. Maps will be prepared and shared with the MPO in both print and digital formats.

Based on the comments received from the reviewers, the Consultant will finalize the Collision Profiles and associated deliverables.

Task 5 Deliverables:

- Collision database in spreadsheet and GIS format, enhanced with contextual data
- Up to ten (10) maps reflecting the identification of countywide crash patterns, rates, and trends
- Up to ten (10) maps reflecting the High Injury Network
- Up to ten (10) maps reflecting contextual (i.e., built environment, regulatory, or social vulnerability data) overlaid with the HIN
- Up to ten (10) collision profiles that define key factors associated with fatal and severe injuries, including the identification of both focused and systemic issues related to roadway characteristics, land use, and/or other factors indicative of increased crash risk
- One (1) draft and one (1) final High Injury Network Methodology Technical Memorandum
- One (1) draft and one (1) final Crash Analysis and Collision Profile Technical Memorandum

Task 5 Meetings:

- Discussion on the Project Prioritization Criteria and Strategies will occur as a recurring agenda item in scheduled PM meetings

Task 6: Policy Review

Given the structure of this project, the policy review will focus on the integration of MPO, FDOT, City of Punta Gorda, and Charlotte County policies to help remove barriers to future implementation for projects, programs, and strategies. Policy barriers will be an important topic of discussion in Task 2. The Consultant will review and document existing regional transportation and land use policies, plans, guidelines, and standards that could be a barrier to reaching zero serious injuries and fatalities and identify opportunities to integrate data and recommendations into the Action Plan. A summary of each document with recommendations for policy changes will be referenced in the Action Plan. The Consultant expects to review six (6) core documents and several supplemental documents as identified by the MPO staff.

Task 6 Deliverables:

- One (1) draft and one (1) final technical memorandum in review of transportation and land use policies, plans, guidelines, and standards that could be a barrier to reaching zero serious injuries and fatalities.

Task 6 Meetings:

- Discussion on policies will occur in scheduled PM meetings

Task 7: Countermeasure Identification and Comprehensive Safety Action Plan Implementation Guidance

Task 7.1. Project Prioritization Criteria

The Consultant Team will work closely with MPO, County, and the City of Punta Gorda staff, as well as Task Force to develop a set of criteria that will inform prioritization for safety projects, programs, and strategies. The prioritization approach will integrate the equity analysis/Justice40, SS4A, FHWA Safe System, and specific MPO-identified criteria to assess the impacts of proposed projects and strategies, give higher priority to underserved and disadvantaged areas, and give higher priority to projects that would benefit vulnerable roadway users (people outside of vehicles). The criteria may prioritize proven countermeasures that have a low-cost and high benefit, and those that can be implemented quickly.

Task 7.2. Countermeasure Identification and Prioritization

Using the prioritization method and criteria developed in Task 7.1 for the proposed safety projects, the Consultant will develop a spreadsheet-based document with identified criteria and potential strategies for the Comprehensive Safety Action Plan toward establishing a prioritized list of project recommended countermeasures. The criteria may prioritize proven countermeasures that have a low-cost and high benefit, and those that can be implemented quickly.

Building on FHWA's Proven Safety Countermeasures, NHTSA's Countermeasures That Work, data in the Crash Modification Clearing House, FDOTs Speed Management strategies, and local studies on the effectiveness of specific countermeasures in the region, the Consultant Team will identify up to 100 specific countermeasures appropriate for Charlotte County and the specific collision profiles. The countermeasures, strategies, and project recommendations will reflect best practices, emerging technologies, and include engineering and non-engineering measures such as education and enforcement opportunities. Alternatives will be proposed that offer transportation safety improvements along the County's High Injury Network (including corridors and intersections), multi-use trails, or transit facilities, as determined through the data analysis conducted in Task 5.

The spreadsheet-based document will consist of brief descriptions to support the identification of prioritized projects, programs and strategies for the Comprehensive Safety Action Plan. The priority list will categorize the proposed implementation recommendations as near, mid, and long-term solutions for potential advancement into the production pipeline, as outlined in Task 7.3.

Task 7.3. Implementation Plan

After completing prior tasks and collecting feedback from the MPO Board and Staff, County Staff, City of Punta Gorda Staff, the Task Force, the Charlotte County School Board Staff, the community, the Consultant Team, as well as from results of the countermeasures prioritization process, the Consultant Team will create an Implementation Plan for the

strategies identified for inclusion in the Comprehensive Safety Action Plan. For each strategy, the Consultant Team will identify metrics to track performance over time, staff needs, external engagement opportunities, community partners, a high-level cost to complete, and potential funding opportunities for future implementation especially the SS4A implementation grants. Each of these strategies will be aligned with a specified timeline of short-term (1-3 years), mid-term (4-6 years), or long-term (7 years or more) to complete. In certain instances, the Consultant Team will identify opportunities to create incremental progression toward the final installation of safety measures, starting with low-cost solutions that can be implemented in the short-term or mid-term while long-term planning can be allowed to continue. The Implementation Plan will be documented in a technical memorandum that creates alignment with the MPO's mission, responsibilities and procedures, and budget and staffing over a five-year period. This will allow the MPO and local government stakeholders to prioritize projects and programs and create a timeline for implementation.

Task 7.4. Establish Action Plan Vision, Goals and Objectives

A key part of implementing a Comprehensive Safety Action Plan is adopting the Safe Systems approach across the entire transportation system and setting a program mission and specific goals. Based on the findings of previous work efforts, as well as the outcomes of Task 8.2, the Consultant Team will establish Action Plan Vision, Goals and Objectives in collaboration with the Task Force.

Task 7.5. Data Management Plan

A sustainable Vision Zero Program starts with data. With the goal to update a Comprehensive Safety Action Plan Dashboard annually, an ideal standard practice is to organize all associated data and catalog pertinent metadata, including but not limited to: data owner, data source, date, frequency of update, and usage. This Data Management Plan will build off of the spreadsheet established in Task 5.1, and include an outline of standard practices dialog that will allow MPO Staff or consultant support to update the data behind all the applications, that would then automatically update the analytics and visualizations. This guidance will be shared with the extended team and data QA and reviews will be completed upon loading data into the MPO ArcGIS online account.

Task 7 Deliverables

- One (1) Technical Memorandum of Project Prioritization Methodology/Criteria
- One (1) draft and one (1) final spreadsheet-based countermeasure and prioritization method tool, with up to 100 countermeasures and 10 educational strategies
- One (1) draft and one (1) final spreadsheet-based Implementation Plan Outlining Proposed Projects, Programs and Strategies for Implementation
- One (1) draft and (1) one (1) Implementation Plan outlining
- Prioritized Projects, Programs and Strategies in the Comprehensive Safety Action Plan
- Vision, Goals and Objectives
- Near, Mid, and Long- Term (Ultimate) Implementation Actions based on funding
- High-level present day costs estimates for project recommendations

Task 7 Meetings

- Discussion on Implementation Guidance will occur in scheduled PM meetings

Task 8: Comprehensive Safety Action Plan Document

Consultant will develop a Comprehensive Safety Action Plan based on the findings from work conducted under previous tasks. The Action Plan will establish crash trends and emphasize projects that will serve to reduce or eliminate crash statistics within underserved communities, inclusive of guidance that reflects tactical urbanism/low-cost quick build options. To the greatest extent possible, the Consultant will include feedback from all public outreach efforts, MPO Staff and Advisory Committees, the MPO Board, SS4A Task Force, City of Punta Gorda, Charlotte County and all other key stakeholders within the Charlotte County Punta Gorda MPO Planning area.

Task 8 Deliverables:

- Draft Charlotte County Comprehensive Safety Action Plan
- Draft Final Charlotte County Comprehensive Safety Action Plan
- Final Report Charlotte County Comprehensive Safety Action Plan

Task 8 Meetings:

- Discussion on the Comprehensive Safety Action Plan Document will occur in scheduled PM meetings
- Presentation of Draft Charlotte County Comprehensive Safety Action Plan to MPO Board, Bicycle/Pedestrian and Technical and Citizens' Advisory Committee Meetings (4 total), with up to 2 Consultant Staff in Attendance
- Presentation of Draft Final Charlotte County Comprehensive Safety Action Plan to MPO Board, Bicycle Pedestrian and Technical and Citizens' Advisory Committee Meetings (4 total), with up to 2 Consultant Staff in attendance

Task 9: Comprehensive Safety Action Plan Dashboard

Using data and baseline information collected in Task 4, Consultant will develop a Comprehensive Safety Action Plan Dashboard. The Dashboard will be web-based and will incorporate real-time safety data to track and monitor progress of safety data in the Charlotte County-Punta Gorda MPO Planning area. The dashboard will be user-friendly and provide progress tracking and evaluation results of implemented strategies of the Comprehensive Safety Action Plan. As an ESRI business partner, the Consultant Team has a depth of knowledge in relating GIS and spatial data from various data sources and allowing the use of RESTful data services such as ESRI ArcGIS online to quickly bring these disparate data together. Similar to the City of Orlando's Comprehensive Safety Action Plan and dashboard, the Consultant Team will create a dashboard enabled with automated processes to continually collect and provide data on traffic crashes nightly utilizing Florida's Signal Four Analytics. This will provide an application to track metrics on a daily basis including a progress meter displaying the number of fatal and incapacitating crashes in relation to the past year with the ability to view by communities in the County. Adding other input-based metrics such as number of projects and project expenditures by year and by district will allow a quick comparison with the ultimate safety performance measures such as fatalities and serious injuries over time.

In addition to crash data, the Consultant Team will display additional demographic and socioeconomic data to allow users of the dashboard to understand impacts to the community and the County's most vulnerable roadway users. This will provide the County and the City of Punta Gorda with the opportunity to gain a better understanding of socioeconomic factors that contribute to higher incidents of crashes. This dashboard will include an equity friendly focus to allow participation from across the community, presenting opportunities for engagement with stakeholders and the public as a centralized location for the distribution of educational information, announcements, or annual reports.

Development of the dashboard will occur through two strategic meetings with MPO staff, with supplemental conversations to occur in scheduled PM meetings. Meeting content will generally cover the following:

- Meeting 1: Discussion on data sources, graphic materials, and type of interactive mapping to include in the dashboard, at story board development in consideration of dashboard layout
- Meeting 2: Refinement of draft dashboard and review of written content to support navigation of the dashboard and understanding of material

Task 9 Deliverables:

- Web-based Comprehensive Action Plan Safety Dashboard

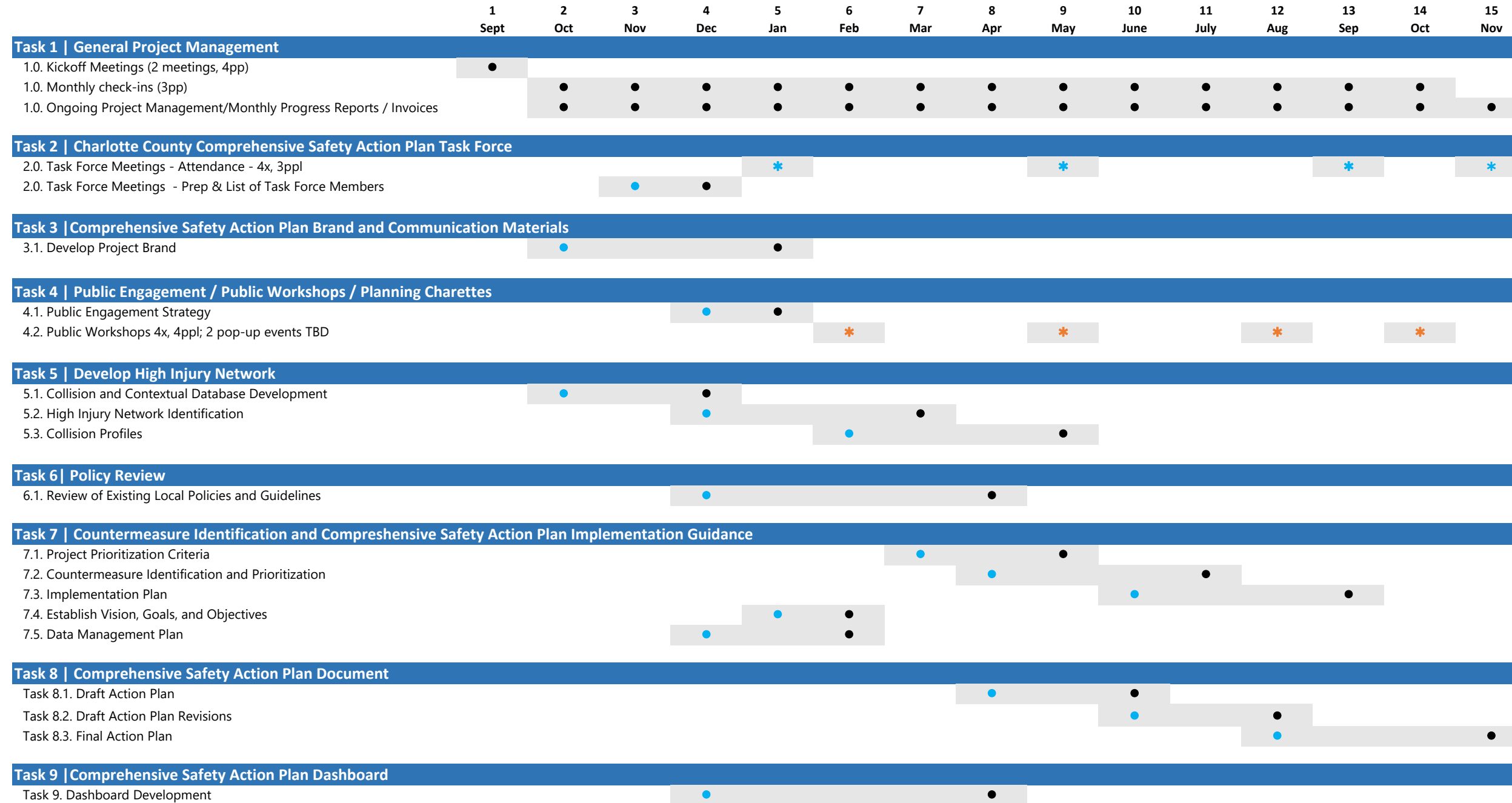
Task 9 Meetings:

- Two (2) meetings with MPO staff and up to two (2) consultant staff

Comprehensive Safety Action Plan Schedule

WPI NO.: N/A
 FINANCIAL ID NO.: N/A
 TYPE PROJECT: Comprehensive Safety Action Plan
 CONTRACT NO.: TBD
 CONSULTANT NAME: VHB
 VHB PROJECT NO.: 84203.23

PROJECT NAME: Charlotte County Comprehensive Safety Action Plan
 Limit - From:
 Limit - To:
 County: Charlotte County-Punta Gorda MPO
 Project Mgr: Katie Shannon, AICP, CNU-a, LEED GA



- Legend**
- Draft Deliverable ●
 - Final Deliverable ●
 - Virtual Stakeholder Meeting/ Community Workshop *
 - In-Person Stakeholder Meeting/ Community Workshop *

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE MEETING

AGENDA ITEM # 10
APPORTIONMENT PLAN UPDATE

Purpose: Review and recommend approval of “Minor - No Change” Apportionment Plan Update

Agenda Item Presented by: MPO Staff Director D’Juan Harris

Discussion:

Federal laws and regulations require metropolitan planning organizations (MPOs) to be designated for each urban area with a population greater than 50,000 people [23 CFR 450.310(a), 23 USC 134(d)]. This designation is accomplished by agreement between the Governor and the affected units of local government. The federal rules allow the states and units of local government to largely determine the specific composition of the MPOs. In Florida, Section 339.175, Florida Statutes, provides the requirements for MPO membership composition and apportionment of the voting membership.

After each decennial census, MPOs must review the composition of their membership and submit an Apportionment Plan to the Florida Department of Transportation (FDOT) Office of Policy Planning and the Florida Governor’s Office to meet state and federal requirements. On May 16, 2023, FDOT announced the start of the MPO Apportionment Plan update process and gave MPOs 180 days to submit their apportionment plans to FDOT. Based on this requirement, all MPOs must submit their Apportionment Plans by **November 14, 2023**.

This apportionment plan update is categorized as a minor “no change” update and the Charlotte County-Punta Gorda MPO Board composition is proposed to remain the same.

However, there is a new 2020 Census-designated urban area that crosses into Lee County MPO’s Metropolitan Planning Area (MPA) from the Sarasota/Manatee MPA. This was discussed amongst all three MPO Directors in Lee, Charlotte County-Punta Gorda and Sarasota/Manatee. The consensus was to add language into the Interlocal Agreement between Sarasota/Manatee and Charlotte County-Punta Gorda MPOs to address how the metropolitan transportation planning processes will be coordinated amongst all three MPOs to ensure the development of consistent plans across all three MPA boundaries. This revised Interlocal Agreement will be available for review at the joint Charlotte County-Punta Gorda and Sarasota/Manatee MPO Board Meeting on January 29, 2024.

Recommendation: Review and recommend approval of “Minor - No Change” Apportionment Plan Update

Attachments: 1. Apportionment Plan & MPO Board Resolution

Charlotte County-Punta Gorda Metropolitan Planning Organization



Membership Apportionment Plan October 2023



Introduction

Federal laws and regulations require metropolitan planning organizations (MPOs) to be designated for each urban area with a population greater than 50,000 people [23 CFR 450.310(a), 23 USC 134(d)]. This designation is accomplished by agreement between the Governor and the affected units of local government. The federal rules allow the states and units of local government to largely determine the specific composition of the MPOs. In Florida, Section 339.175, Florida Statutes, provides the requirements for MPO membership composition and apportionment of the voting membership. Pursuant to these state and federal rules, the Charlotte County – Punta Gorda MPO was created in 1992.

Metropolitan Planning Area Boundary

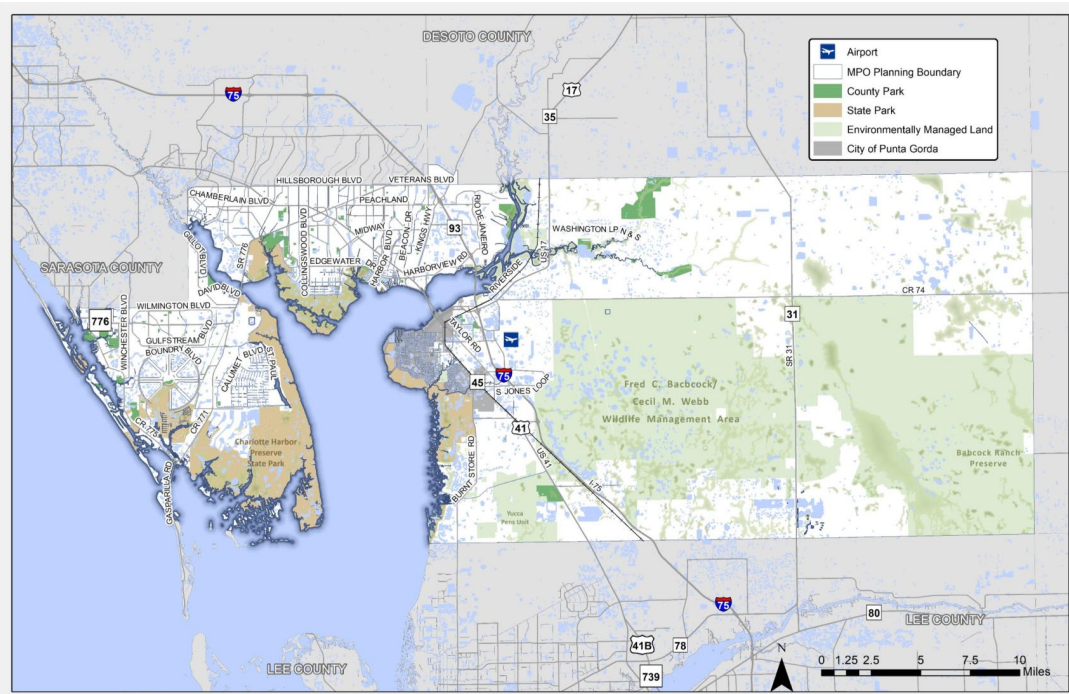
The boundaries of the MPA are determined by agreement between the MPO and the Governor and, at minimum, encompass the entire existing urban area (as defined by the Census Bureau) plus the contiguous area expected to become urban within a 20-year forecast period (23 CFR 450.312).

Charlotte County is located on the Gulf Coast of Southwest Florida. Charlotte County comprised of the City of Punta Gorda, FL Metropolitan Statistical Area, which is included in the North Port-Sarasota, FL Combined Statistical Area.

According to the U.S. Census Bureau, the County has a total area of 858 square miles (2,220 km²), of which 680 square miles (1,800 km²) is land and 178 square miles (460 km²) (20.7%) is water. Charlotte Harbor Estuary is an important natural preserve and one of the most productive in Florida.

A map of the MPO’s planning area boundary is provided below in "Figure 1."

Figure 1: Charlotte County -Punta Gorda Metropolitan Planning Area Boundary Map



Charlotte County-Punta Gorda MPO Population (2010 & 2020)

The table below displays population changes in the Charlotte County-Punta Gorda MPO area between the 2010 Census and the 2020 Census.

Table 1: Charlotte County-Punta Gorda Metropolitan Planning Area Population

	2010	2020
MPA Area	Population	Population
Total	159,978	188,086

Current & Proposed MPO Membership

Currently, the Charlotte County-Punta Gorda MPO Board consists of five voting members, representing the City of Punta Gorda, Charlotte County, the Charlotte County Airport Authority, and one non-voting member from the Florida Department of Transportation (FDOT). This board composition, established in a membership apportionment plan approved by the Governor in 1992, remains unchanged with five voting members and one advisory non-voting member, as summarized in Table 2 below:

Table 2: Current & Proposed MPO Membership

Jurisdiction/Agency/Entity	Current Membership			Proposed Membership		
	Number of Voting Members	Number of Non-Voting Members	Percent of Total Votes	Number of Voting Members	Number of Non-Voting Members	Percent of Total Votes
City of Punta Gorda	1		20%	1		20%
Charlotte County	3		60%	3		60%
Charlotte County Airport Authority	1		20%	1		20%
FDOT		1	0		1	0
Other Agency Rep (i.e., School Board)	N/A	N/A	N/A	N/A	N/A	N/A
Total	5	1	100%	5	1	100%

*No changes are proposed in this apportionment plan membership composition.



**RESOLUTION
NUMBER 2023-03**

**A RESOLUTION OF THE CHARLOTTE COUNTY-PUNTA
GORDA METROPOLITAN PLANNING ORGANIZATION
SUPPORTING THE ADOPTION OF THE MPO
MEMBERSHIP APPORTIONMENT PLAN**

WHEREAS, the Charlotte-County Punta Gorda MPO is the agency designated to conduct a continuing, coordinated, and comprehensive transportation planning process in Charlotte County and the City of Punta Gorda; and

WHEREAS, Section 134 Title 23 of the United States Code requires the designation of MPOs in urban areas, as defined by the United Census Bureau of the Census; and

WHEREAS, the Charlotte-County Punta Gorda MPO met on the 16th day of October 2023 to review its voting composition and agreed on the composition presented herein; and

WHEREAS, Section 339.175(4)(a), Florida Statutes, requires the Governor to review the composition of the Metropolitan Planning Organizations membership in conjunction with the decennial census.

NOW, THEREFORE, BE IT RESOLVED, by the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) that:

1. The MPO approves the submittal of a MPO Membership Apportionment Plan to the Governor's Office.

PASSED AND DULY ADOPTED this 16th day of October 2023.

CHARLOTTE COUNTY-PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION

By: _____
Christopher G. Constance, MD, Chairman

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

ATTEST:

By: _____
D'Juan L. Harris
Designated Clerk of the MPO Board

By: 
Janette S. Knowlton, County Attorney

SEPTEMBER 27, 2023
TECHNICAL ADVISORY COMMITTEE MEETING

AGENDA ITEM # 11
CHARLOTTE COUNTY ECONOMIC DEVELOPMENT OVERVIEW

Purpose: Provide a summary on present and future economic development initiatives in Charlotte County

Agenda Item Presented by: Dave Gammon, Economic Development Director

Discussion:

Transportation and economic development go hand in hand, with transportation systems serving as both catalysts and beneficiaries of robust economic growth. Investments in transportation infrastructure and policies that promote efficient, sustainable, and inclusive transportation networks play a vital role in promoting economic development and improving the quality of life for Charlotte County's residents.

Charlotte County's Economic Development Director, Mr. Dave Gammon will give a brief presentation on the latest activities pertaining to economic development in Charlotte County.

Recommendation: No action required. Informative presentation only

Attachments: 1. Economic Development Presentation

ECAP

Mixed Use

Possible

Opportunities



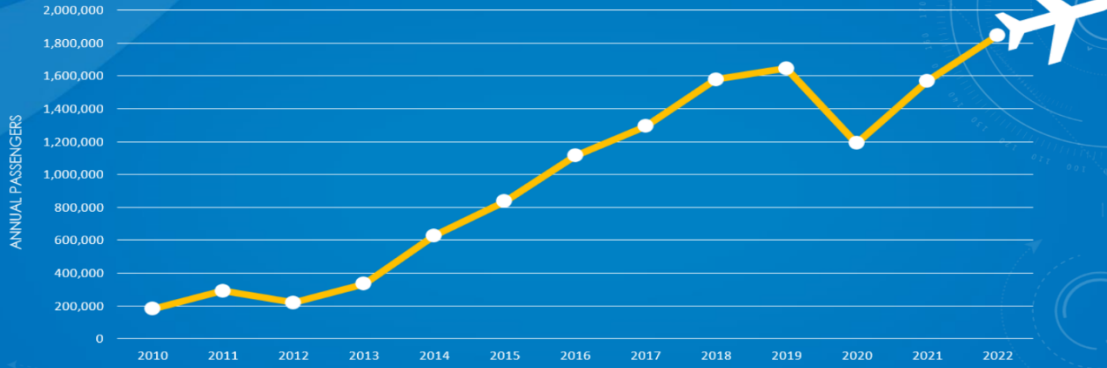
CHARLOTTE COUNTY
ECONOMIC DEVELOPMENT
Your Business. Cleared for Takeoff.

Dave Gammon, Director

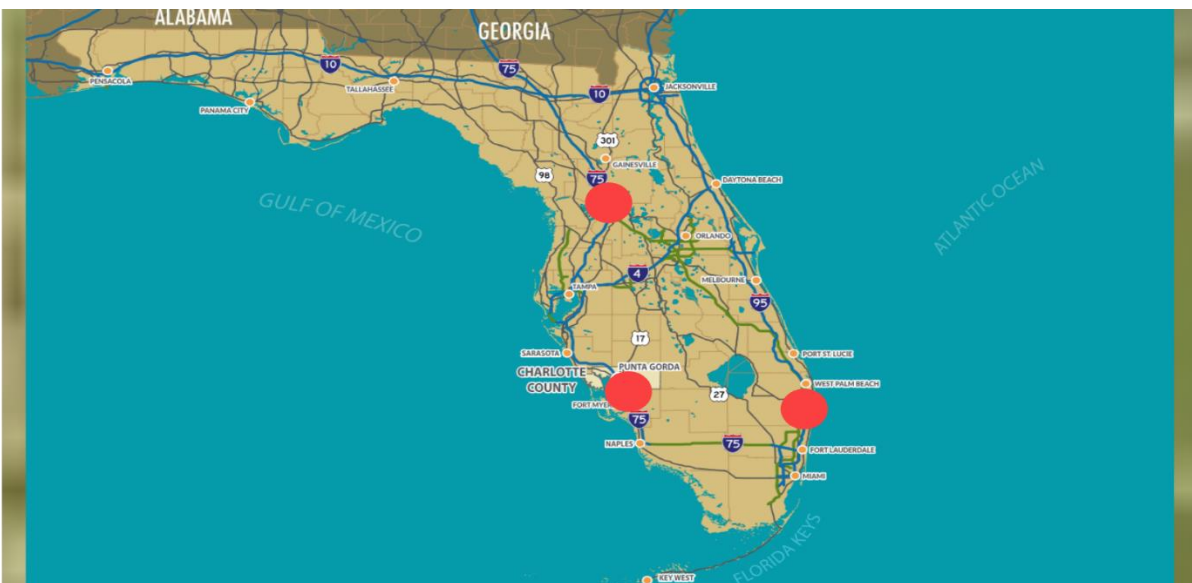
941-764-4942
dave.gammon@charlottecountyfl.gov
www.cleared4takeoff.com



AIRLINE PASSENGER TRAFFIC AT PGD



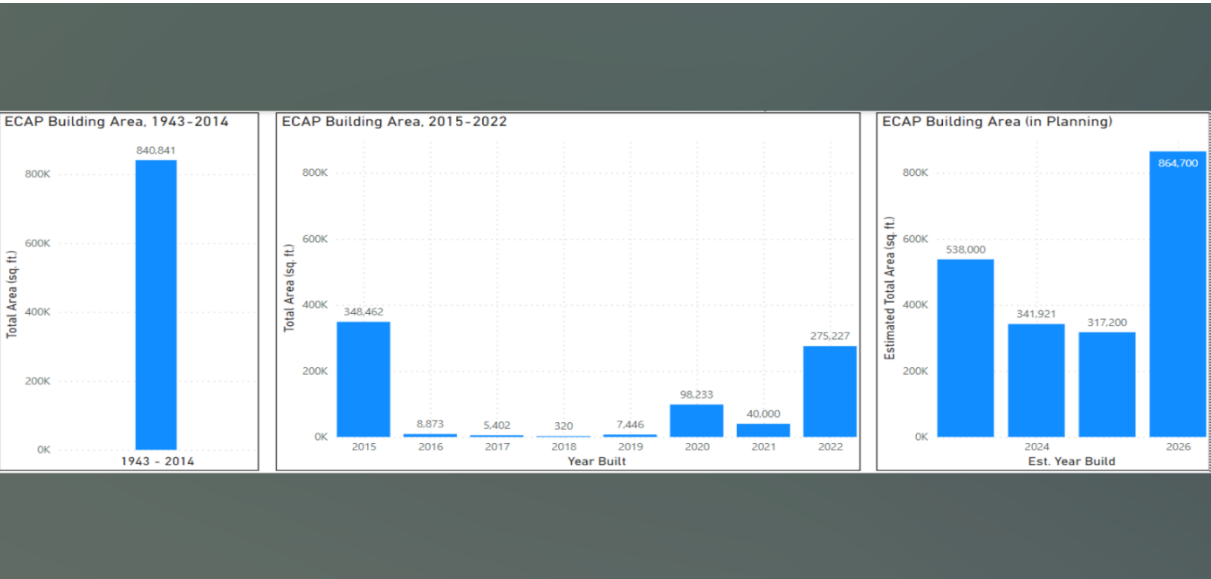
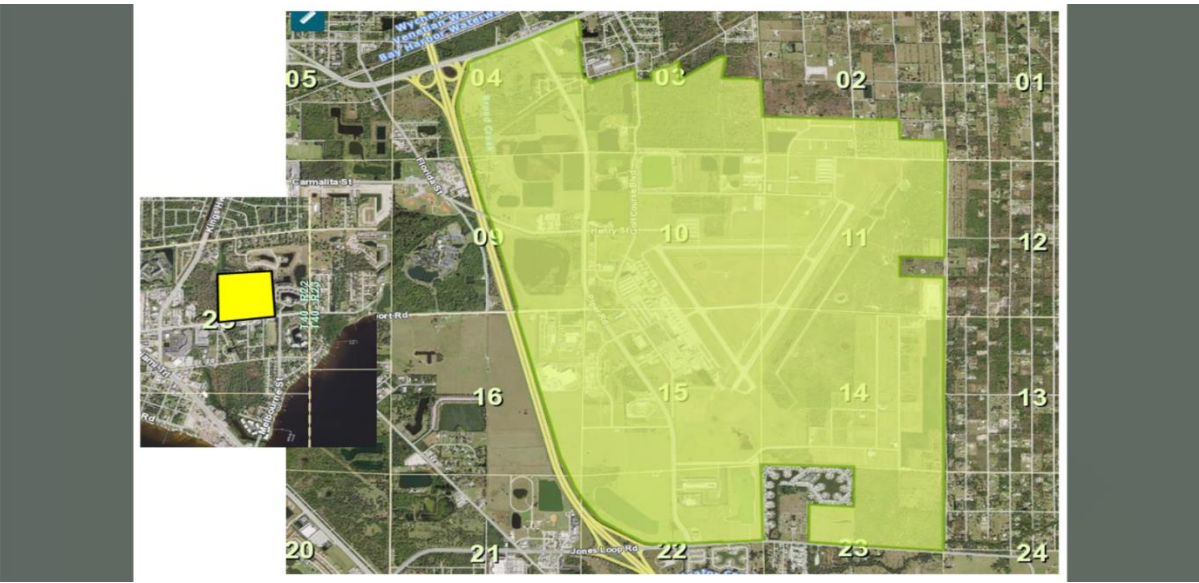
PGD'S 2022 TOTAL PASSENGER COUNT: 1,846,097 (17.6% INCREASE OVER 2021)

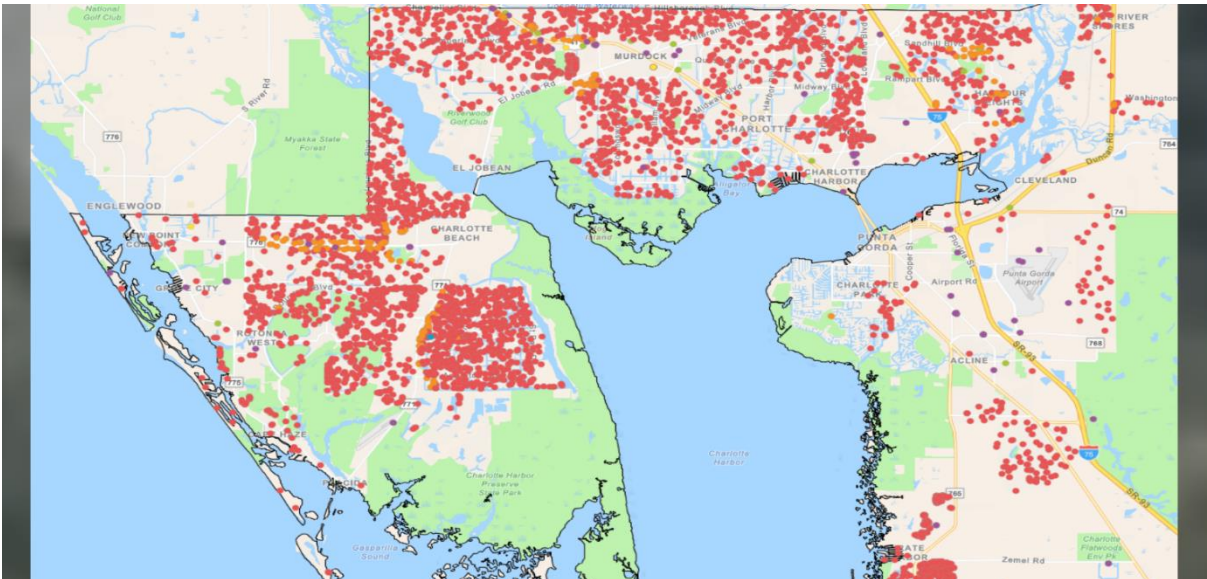
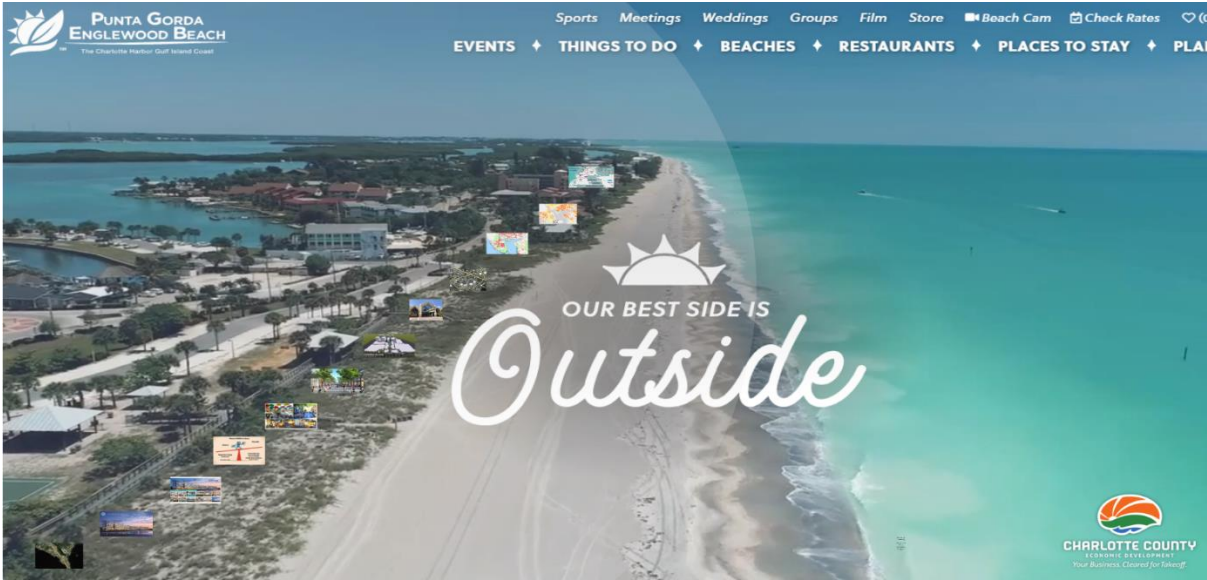
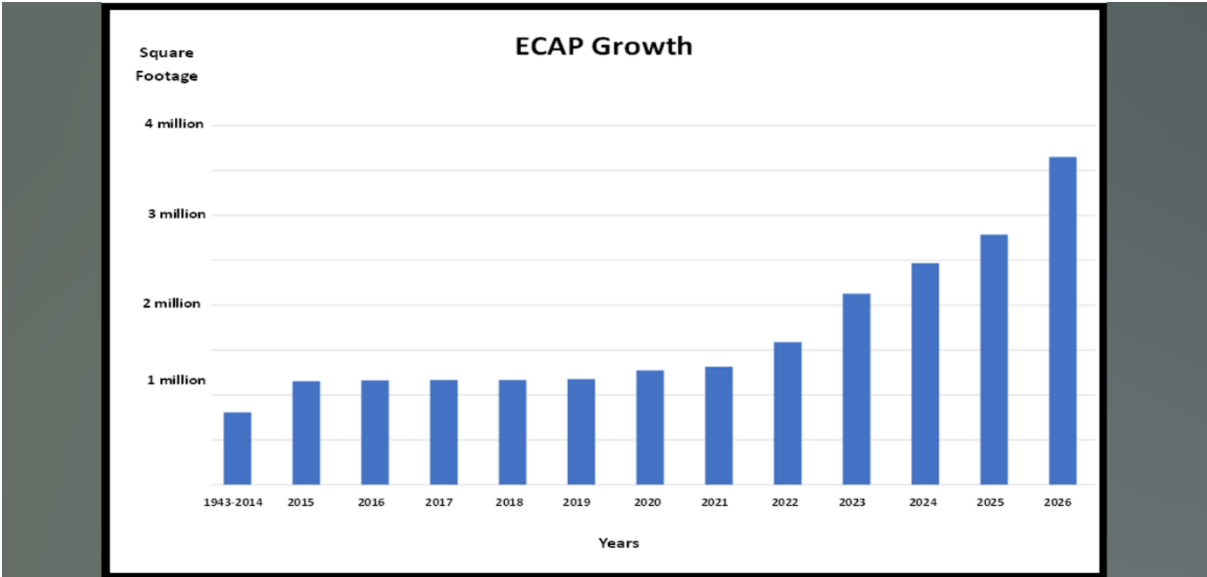


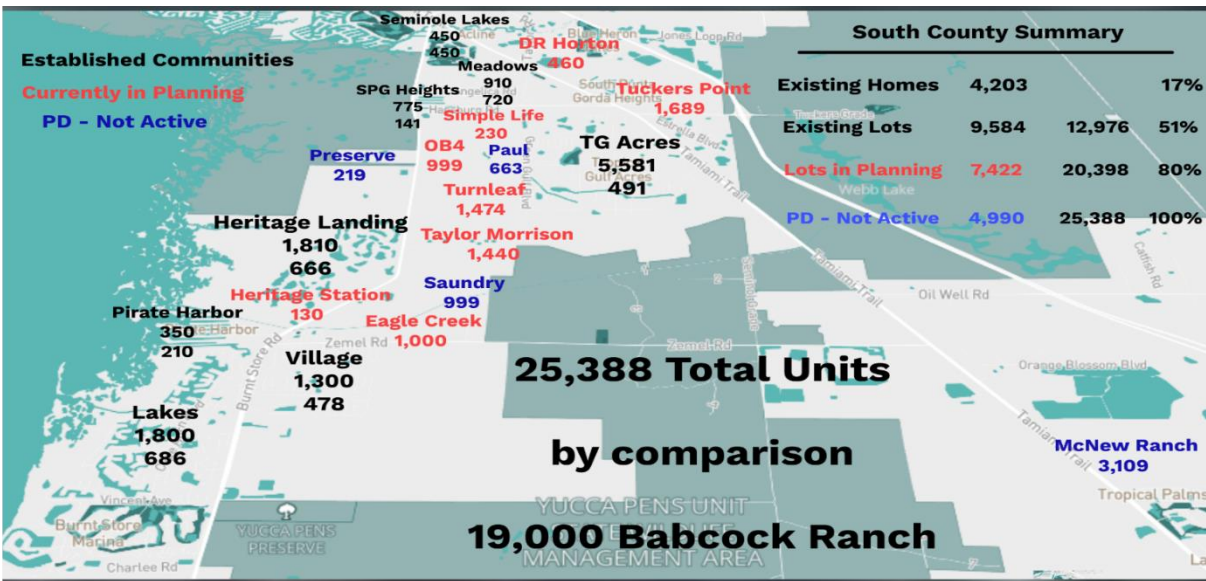
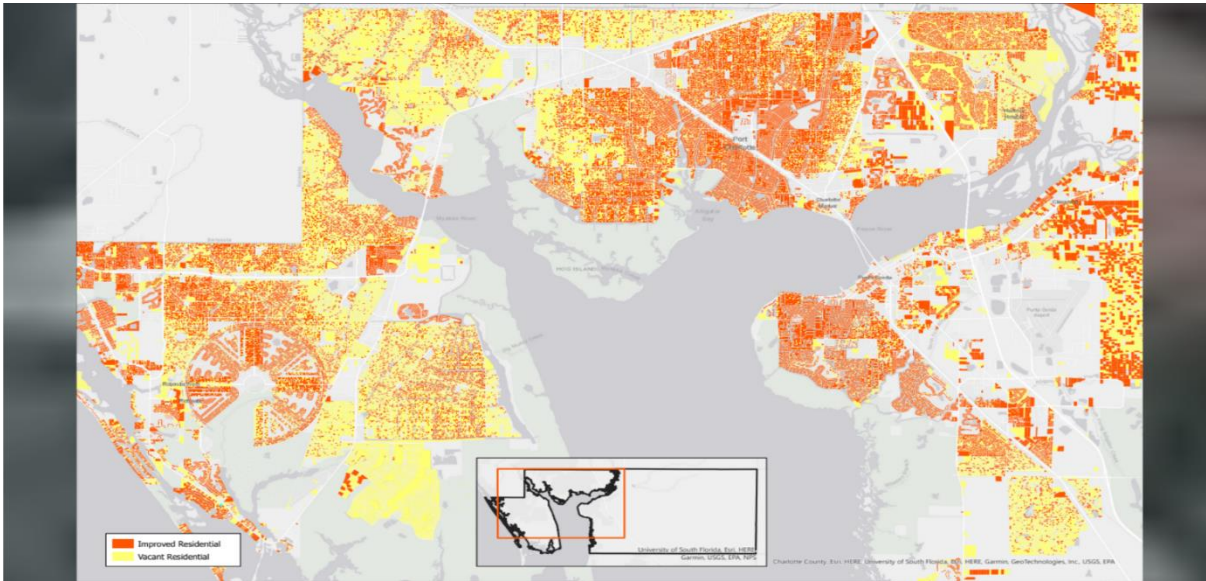


















SUNSEEKER RESORT
Charlotte Harbor

OPENING:
OCTOBER 2023



SUNSEEKER: BY THE NUMBERS

 785 785 Total Rooms & Suites	 189 189 Signature Sunsuites™	 2 2 Unique Pool Experiences	 60,000 60,000+ SF Meeting & Event Space	 3 3 Ideation Rooms	 1,000 1,000 SF Bridal Suite
 20 20 Original F&B Concepts	 25,000 25,000 SF Multi-Dining Experience	 72 72 Par 18-hole Golf Course	 10 10 Spa Treatment Rooms	 7,100 7,100 SF Fitness Center	 8 8 Retail Outlets

“When you have exhausted all possibilities, remember this - you haven’t.”

- Thomas Edison





LIVE LOCAL

SB 102 BY SENATOR CALATAYUD

4



LIVE LOCAL

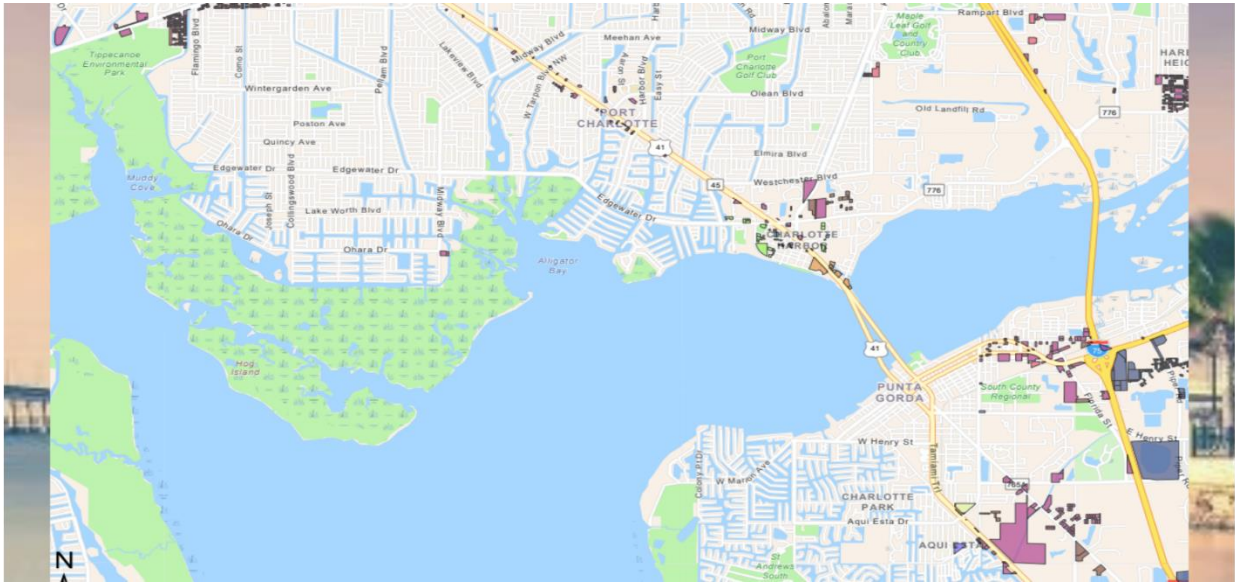
SB 102 BY SENATOR CALATAYUD

- Encourages Affordable / Workforce Housing
- Increases Density (maximum in jurisdiction)
- Increases Height (highest allowable within 1 mile)
- Any Commercial, Industrial or Mixed-Use zoned parcel
 - By-Right—usurps local authority

LIVE LOCAL

SB 102 BY SENATOR CALATAYUD

- 40% of units must be “Affordable”
- Affordable = Rent + Insurance + Utilities < 30% AMI
 - Charlotte County AMI = \$50,800
 - 120% AMI = \$60,960
 - Studio \$1,524
 - One Bedroom \$1,632
 - Two Bedroom \$1,959



AGENDA ITEM # 12
PROJECT PRIORITIES MAP APPLICATION

Purpose: To present and demonstrate an online map application developed in-house by MPO Staff. The application was developed to illustrate and give a brief description of the production status of MPO project priorities from planning through construction phases.

Agenda Item Presented by: MPO Staff

Discussion:

MPO staff developed a Google Maps based interactive mapping tool to provide advisory committee members a visual depiction of MPO project priorities. At this meeting, MPO Staff will provide a demonstration of the mapping tool and provide instructions on how to access the application.

Recommendation: Informational item only. No action required

Attachment: [Project Priority Active Map Link](#)

Charlotte County-Punta Gorda MPO Project Priorities Map

[Click here to access map application](#)

☰
08 2023 CC-PG MPO Proj...
🔍
⋮

▼ This mapping tool is for informational purposes only and may not have been prepared for or be suitable for legal, engineering, or surveying

73 views
Published 2 days ago

SHARE

FUNDED PROJECTS- Projects are consider...

▼ 📍 Harbor View Road Melbourne Street to Date Str...

📍 Melbourne Street proposed Roundabout locati...

📍 SR 776 at Flamingo Boulevard

📍 SR 31 and CR 74

... 5 more

UNFUNDED PROJECTS This includes all pr...

▼ 📍 Harbor View Road from Date Street to I 75

📍 Harbor View Road @ East Port Environmental ...

📍 Harborwalk @ US 41 Northbound

📍 Edgewater Drive / Flamingo Boulevard Extensi...

... 21 more

Feasibility Study

📍 SR 45 (US 41) Kings Highway to Peace River Br...