

CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

CHARLOTTE COUNTY – PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION

Tel: (941) 883-3535 Email: office@ccpgmpo.gov

AGENDA

1:30 P.M., Wednesday, July 15, 2026
1050 Loveland Blvd., Box C
Port Charlotte, FL 33980

1. Call to Order & Roll Call
2. Pledge of Allegiance
3. Public Comments on Agenda Items
4. **Reports:**
 - A. Chair's Report
 - B. City of Punta Gorda Report
 - C. Charlotte County Report
 - D. Sheriff's Report
5. **Florida Department of Transportation (FDOT) Report**
6. **Consent Agenda:**
 - A. **Approval of Minutes: Joint Citizens' Advisory Committee (CAC)/Technical Advisory Committee (TAC)/Bicycle/Pedestrian Advisory Committee (BPAC) – April 23, 2026, Minutes**
7. **2026-2031 General Planning Consultant Services/ Selection Committee - Recommendation**
8. **Citizens' Advisory Committee (CAC) Bylaws Amendment**
9. **Charlotte-Collier-Lee Consolidation Study - Status Update**
10. **Transportation Disadvantaged Service Plan/Coordinated Public Transit – Human Services Transportation Plan (TDSP/CPT-HSTP) – Update**

CITIZENS ADVISORY COMMITTEE (CAC) MEETING

CHARLOTTE COUNTY – PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION
1:30 p.m., Wednesday, July 15, 2026

11. Public Comments

12. Staff Comments

13. Member Comments

14. Adjournment (Next CAC Meeting – September 16, 2026)



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 5:00 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 Mark Yaxis at (941) 883-3535 or by writing to 1050 Loveland Blvd, Box C, Port Charlotte, FL 33980.

CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION

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JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

AGENDA ITEM # 4 - REPORTS

- 4-A. CAC CHAIR'S REPORT**
- 4-B. City of Punta Gorda Report**
- 4-C. Charlotte County Report**
- 4-D. Sheriff's Report**

JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

AGENDA ITEM # 5
FDOT REPORT



JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING



CONSENT AGENDA # 6

JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

AGENDA ITEM # 6-A

**APPROVAL OF MINUTES: APRIL 23, 2026, JOINT TECHNICAL ADVISORY
COMMITTEE (TAC) CITIZENS' ADVISORY COMMITTEE (CAC)
BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING**

Purpose: To review and approve the Minutes of the Joint Technical Advisory Committee (TAC), Citizens' Advisory Committee (CAC), Bicycle/Pedestrian Advisory Committee (BPAC) Meeting on April 23, 2026.

Presented by: MPO Staff

Discussion: To Be Determined

Recommendation: Motion to approve the Minutes of the Joint Technical Advisory Committee (TAC), Citizens' Advisory Committee (CAC), Bicycle/Pedestrian Advisory Committee (BPAC) April 23, 2026, Meeting.

Attachment: [Draft Minutes of the Joint Technical Advisory Committee \(TAC\), Citizens' Advisory Committee \(CAC\), Bicycle/Pedestrian Advisory Committee \(BPAC\) Meeting on April 23, 2026](#)





**CHARLOTTE COUNTY - PUNTA GORDA
METROPOLITAN PLANNING ORGANIZATION
MINUTES OF APRIL 23, 2026
JOINT MEETING OF THE
TECHNICAL ADVISORY COMMITTEE (TAC)
CITIZENS' ADVISORY COMMITTEE (CAC)
BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC)**

MEMBERS PARTICIPATING (IN PERSON)

TAC

Robert Fakhri, TAC Chair, Charlotte County Public Works
Carl Benge, City of Punta Gorda Urban Design
Heidi Maddox, Charlotte County Transit
Louis Long III, Charlotte County Public Schools (Alternate)
Glenn DiSabatino, Punta Gorda Airport Authority
Sgt. Dustin Paille, Charlotte County Sheriff's Office
Shaun Cullinan, Charlotte County Community Development
Don Scott, Lee County MPO

CAC

Diane Quilty, CAC Chair, Mid County
Jill Hartman, CAC Vice-Chair, West County
Pauline Klein, At-Large
Priya Ahluwalia, South County
Richard Russell, At-Large
Stephen Rabinowitz, Mid County

BPAC

James Stein, West County
Pauline Klein, At-Large
Jan Dick, South County

MEMBERS ABSENT

TAC

Kay Tracy, Charlotte County Economic Development Office
Bryon Clemens, City of Punta Gorda Public Works
Anthony Friedman, City of North Port Planning and Zoning

Patrick Fuller, Charlotte County Emergency Management
Misty Servia, DeSoto County

CAC

Sam Besase, West County (Excused)
Steve Schoff, West County (Excused)
Dr. Mary Ellen Kiss, South County
James Kunard, South County (Excused)
Steve Hurt, Mid County (Excused)

BPAC

Laura Rossi, BPAC Chair, Mid County (Excused)
Brian Blankinship, BPAC Vice-Chair, South County (Excused)
David Cormier, West County
Phillip Pfaeffli, Bicycle Business (Excused)

OTHERS PARTICIPATING IN PERSON**

Lakshmi N. Gurram, MPO Director
Mark Yaxis, MPO Multimodal Planner
Bekie Leslie, MPO Administrative Assistant Supervisor
Donnie Werden, Charlotte County School Transportation
Norma Garcia, Charlotte County School Transportation
Tanya Merkle, FDOT, Bicycle/Pedestrian Coordinator
David Scarpelli, FDOT, Community Liaison

**This meeting took place on “Bring Your Child to Work Day”. A child accompanied one attendee as part of this event; they were not included as a participant in this meeting.

1. Call to Order & Roll Call

MPO Director, Lakshmi N. Gurram, called the Joint Committee Meeting to order at **10:02 am**. Members introduced themselves. A quorum was present for each of the three committees. Mr. Gurram indicated that the BPAC Chair and Vice Chair were both excused from this joint meeting, and as stated in the BPAC bylaws MPO Director or Staff Designee would preside over the meeting as the BPAC Chair.

2. Election of Chair for Joint TAC/CAC/BPAC Meeting

Mr. Gurram noted that the BPAC Chair and Vice Chair were excused, and with TAC Chair Robert Fakhri would need to leave at noon due to prior commitment. He informed the committees that CAC Chair Diane Quilty was the preferred choice to chair the joint meeting and opened the floor for nominations.

Don Scott made a motion to nominate Diane Quilty to chair the Joint Meeting. ***Shaun Cullinan*** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.

Jill Hartman made a motion to nominate Diane Quilty to chair the Joint Meeting. **Stephen Rabinowitz** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.

Pauline Klein made a motion to nominate Diane Quilty to chair the Joint Meeting. **Jan Dick** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.

3. Pledge of Allegiance

The pledge of allegiance was recited.

4. Public Comments on Agenda Items

No members of the public were present at the meeting.

5. Consent Agenda

A. Approval of Minutes: Technical Advisory Committee (TAC) – March 4, 2026 Meeting

Shaun Cullinan made a motion to approve the Consent Agenda. **Carl Bengel** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.

B. Approval of Minutes: Citizens' Advisory Committee (CAC) – March 4, 2026 Meeting

Mr. Russell indicated that further discussion of the bylaws of the Citizens' Advisory Committee is needed, noting an issue with one section of the bylaws update from the previous meeting. Mr. Gurram clarified the latest guidance received from MPO legal counsel indicating that citizenship is not required to serve on the committee. He also noted that during the March 4, 2026 CAC meeting, members made a motion to table this item for further discussion at the July 15, 2026 meeting to incorporate the changes outlined at the March 4th meeting.

Stephen Rabinowitz made a motion to approve the Consent Agenda. **Priya Ahluwalia** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.

C. Approval of Minutes: Bicycle/Pedestrian Advisory Committee (BPAC) – March 12, 2026 Meeting

Pauline Klein made a motion to approve the Consent Agenda. **Jan Dick** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.

6. Chair's Reports

A. CAC Chair's Report

Ms. Quilty reported for the CAC, reflecting on what was discussed at the MPO Board meeting on March 30, 2026. Mentioned by Ms. Quilty was updates on various projects throughout Charlotte County and the City of Punta Gorda as well as discussion that occurred on agenda items that the CAC had recommended the MPO Board approve.

B. TAC Chair's Report

Mr. Fakhri had nothing new to report for the TAC

C. BPAC Chair's Report

Mr. Gurram, presiding as BPAC Chair for this meeting, had nothing to report.

D. City of Punta Gorda Report

Mr. Bengé had nothing to report from the City of Punta Gorda that was not outlined in Ms. Quilty's report. Mr. Bengé confirmed that the Splash Pad project is complete at Laishley Park, the pickle ball court resurfacing would be complete soon, and the new structure on the bay front would be moving ahead as planned.

In response to a question from Pauline Klein regarding the purpose of the new building, Mr. Bengé clarified that the structure will be a pavilion.

E. Charlotte County Report

Mr. Fakhri had nothing to report on from Charlotte County.

F. Charlotte County Sheriff's Office Report

Sgt. Paille had nothing to report on from the Sheriff's Office.

7. FDOT Report

David Scarpelli took the moment to introduce himself to the committees as the new FDOT District One Community Liaison.

Tanya Merkle reported that Charlotte County has received funding for three SUN Trails projects and are in the review and approval process. The LAP agreement for each is currently being reviewed. The three projects are Cape Haze Pioneer Trail, Myakka State Forest to US 41, and South Fork Alligator Creek Bridge.

She also reported that the Florida Green Book is undergoing an update. Several chapters are being revised to incorporate new information, updated standards, and enhanced guidance for roadway design and related practices.

8. 2026 Final Draft Project Priorities

Mr. Gurram introduced the item. It was explained that this final draft varies slightly from the original draft brought to the March 4, 2026 TAC and CAC meetings as well as the March 12, 2026 BPAC meetings. Minor revisions are outlined below:

- A. FDOT/MPO staff recommend segmenting the Sun Trail project on SR 776 from Gillot Blvd to US 41 to provide a more feasible financial path.
- B. Staff updated Highway Project Priorities to reflect the current status as shown in Charlotte County's project updates.
- C. Projects have been reorganized based on applications received and uploaded into FDOT's GAP System.
- D. TSMO project comment section has been updated to identify improvements recommended in previous studies.

Mr. Gurram outlined the project lists as well as introduced the new draft TRIP project priority list with Heartland Regional TPO. He explained that the Draft list will be presented at the Joint Regional meeting between Charlotte County – Punta Gorda MPO and Heartland Regional TPO on May 6, 2026 for approval and then to the MPO Board meeting on May 18, 2026 for final approval.

Ms. Quilty asked for clarification on the dark blue color for some projects. Mr. Gurram indicated that these projects have been programmed. Ms. Quilty also asked for a list of all projects which Mr. Gurram indicated he would send to her and any other members interested.

Mr. Stein asked whether the proposed Buc-ee's would fund improvements through impact fees, particularly along Harborview Road. Mr. Fakhri stated that only improvements necessary for the development would be required, including widened interstate ramps, added turn lanes, and a roundabout at the entrance. Ms. Klein expressed concerns about potential impacts on water quality, the watershed, and quality of life in Deep Creek and Harbor Heights.

Mr. Russell asked whether one or two roundabouts were planned for the project. Mr. Fakhri confirmed only one roundabout is proposed at the main entrance. Mr. Russell also asked about the project timeline. Mr. Cullinan said an estimate is not required at this stage, but he noted similar projects are typically completed within a year of permit approval and construction start. He added that state law requires developers to mitigate only direct impacts and limits the County's ability to impose additional requirements.

Shaun Cullinan made a motion to recommend the MPO Board to approve the 2026 Project Priorities for the upcoming FDOT Draft Tentative Work Program cycle, FY 2028-FY 2032. **Carl Benge** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.

Priya Ahluwalia made a motion to recommend the MPO Board to approve the 2026 Project Priorities for the upcoming FDOT Draft Tentative Work Program cycle, FY 2028-FY 2032.

Jill Hartman seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.

Pauline Klein made a motion to recommend the MPO Board to approve the 2026 Project Priorities for the upcoming FDOT Draft Tentative Work Program cycle, FY 2028-FY 2032. **Jan Dick** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.

9. Final Draft FY 2026/2027 – FY 2027/2028 Unified Planning Work Program (UPWP)

Mr. Gurram introduced the item, noting that the document is the final draft of the FY 2027–2028 Unified Planning Work Program (UPWP), which establishes the MPO budget for July 1, 2026, through June 30, 2028. He explained that funding is organized by task, with each task allocated a set amount for completion. UPWP funds are used exclusively for MPO staff salaries and fringe benefits and outline the work to be completed within the timeframe.

Mr. Gurram explained the following changes since the previous Draft UPWP that was presented to the committees in March, 2026.

1. Task 8 A – Updated TD funding for supporting Transit in planning activities
2. Task 1 and Task 6 - De-obligated funds from current UPWP are included in this future UPWP.
3. Cost Analysis Certificate (Attachment 2)

The following tasks were updated after the meeting materials were printed and are not included in the distributed copy. They will be included in the MPO Board materials for the May 18, 2026 meeting or provided upon request.

4. Task 8 – FTA comment to identify 80/20 match.
5. Appendix H – Amendment to MPO Agreement from FDOT

Shaun Cullinan made a motion to recommend the MPO Board adopt the Final Draft FY 2027 – FY 2028 UPWP/FDOT MPO Agreement and authorize MPO Board Chairman to sign all required documents. The motion should allow for transmittal of the document to FDOT and required agencies, including the ability for staff to make minor changes and adjustments based on comments and input received. **Heidi Maddox** seconded the motion, and it was approved unanimously by the Technical Advisory Committee

Stephen Rabinowitz made a motion to recommend the MPO Board adopt the Final Draft FY 2027 – FY 2028 UPWP/FDOT MPO Agreement and authorize MPO Board Chairman to sign all required documents. The motion should allow for transmittal of the document to FDOT and required agencies, including the ability for staff to make minor changes and adjustments based

*on comments and input received. **Priya Ahluwalia** seconded the motion, and it was approved unanimously by the Citizens' Committee*

***Jan Dick** made a motion to recommend the MPO Board adopt the Final Draft FY 2027 – FY 2028 UPWP/FDOT MPO Agreement and authorize MPO Board Chairman to sign all required documents. The motion should allow for transmittal of the document to FDOT and required agencies, including the ability for staff to make minor changes and adjustments based on comments and input received. **Pauline Klein** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee*

10. FY 2025/2026 – FY 2029/2030 Transportation Improvement Program (TIP) Amendment

Mr. Gurram introduced the item, noting that FDOT requested MPO approval of a TIP amendment to the FY 2025/2026–FY 2029/2030 TIP at the May 18, 2026 Board meeting. Amendments are required for major project changes, including additions, deletions, significant cost changes, schedule shifts, or changes in design concept or scope.

The amendment adds a \$63,467 Section 5310 grant for Hope Hospice to support transportation services for seniors and individuals with disabilities. Mr. Gurram noted that TIP amendments require a public review period, financial constraint verification, and, if applicable, a conformity determination.

***Shaun Cullinan** made a motion to recommend the MPO Board approve the amendment to the Charlotte County – Punta Gorda MPO's TIP for FY 2025/2026 – FY 2029/2030 Transportation Improvement Program. **Carl Benge** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.*

***Stephen Rabinowitz** made a motion to recommend the MPO Board approve the amendment to the Charlotte County – Punta Gorda MPO's TIP for FY 2025/2026 – FY 2029/2030 Transportation Improvement Program. **Jill Hartman** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.*

***Pauline Klein** made a motion to recommend the MPO Board approve the amendment to the Charlotte County – Punta Gorda MPO's TIP for FY 2025/2026 – FY 2029/2030 Transportation Improvement Program. **Jan Dick** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.*

11. Final Draft FY 2026/2027 – FY 2030/2031 Transportation Improvement Program (TIP)

Mr. Gurram introduced the item. It was explained that the Transportation Improvement Program identifies all federally funded, state funded, and regionally significant local projects scheduled for implementation over the next five fiscal years. The TIP is developed in coordination with the Florida Department of Transportation, local governments, transit

providers, and the public and must be consistent with the MPO's Long Range Transportation Plan (LRTP) and the State Transportation Improvement Program (STIP).

Mr. Gurram explained the following changes since the previous draft TIP was presented at the March, 2026 committee meetings:

1. Table of Contents – Update page numbering
2. Section 2 – Financial Plan – Revisions to cost tables based on April 7, 2026 snapshot (Tables 4.1 through 4.6.3).
3. Section 3 – Federal Obligations – Inclusion of FTA federal obligations as required.
4. Public Comments – The review period for this TIP is from March 4, 2026 through May 18, 2026 when the MPO will adopt the TIP.

Ms. Quilty asked where the document is available for the public to review and provide comments. Mr. Gurram indicated that the document is available online and the public may also submit comments online. Ms. Leslie stated that the link on the website is working and that the document is quite large, so viewers should be patient while the document is loaded.

Heidi Maddox made a motion to recommend the MPO Board adopt the Final Draft FY 2026/2027 – FY 2030/2031 Transportation Improvement Program. **Shaun Cullinan** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.

Jill Hartman made a motion to recommend the MPO Board adopt the Final Draft FY 2026/2027 – FY 2030/2031 Transportation Improvement Program. **Stephen Rabinowitz** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.

Pauline Klein made a motion to recommend the MPO Board adopt the Final Draft FY 2026/2027 – FY 2030/2031 Transportation Improvement Program. **James Stein** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.

12. Public Participation Plan (PPP) Update

Mr. Yaxis introduced the item. It was explained that federal law governs the MPO planning process and establishes the requirement of public participation. The Public Participation Plan is designed to provide a proactive and inclusive framework for engaging the public throughout all stages of the transportation planning process. Though federal law does not offer insight into or require a timeline of Public Participation Plan updates, periodic review and revision are necessary to maintain an effective, transparent, and responsive public involvement process. It was stated that the last revision took place in 2025.

Mark Yaxis described the changes as being minor in nature and not a complete overhaul of the document, with much of the original content remaining intact. Changes included updating MPO contact information to the new MPO office, updating the MPO organizational chart after a minor restructuring of positions, including Heartland Regional TPO as a regional partner, and

minor spelling and grammatical changes and fixes as well as updating graphics for clarity and consistency.

He also described changes made in response to updates in federal law and adjustments to the MPO planning process. To ensure compliance with these federal requirements, several elements were removed from the Public Participation Plan, including references to Limited English Proficiency requirements, Environmental Justice, air quality standards, and language related to equity and diversity within the planning process.

Mr. Russell asked whether these changes would affect Transit's ability to provide rides for veterans to medical appointments within and outside the County. Ms. Maddox confirmed that Charlotte County Transit will continue providing services to veterans and all residents and is coordinating with Sarasota and Lee counties to maintain connections to centralized locations.

Shaun Cullinan made a motion to recommend the MPO board adopt the revised Public Participation Plan Update. **Heidi Maddox** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.

Richard Russell made a motion to recommend the MPO board adopt the revised Public Participation Plan Update. **Stephen Rabinowitz** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.

Jan Dick made a motion to recommend the MPO board adopt the revised Public Participation Plan Update. **Pauline Klein** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.

13. 2026-2031 General Planning Consultant Services/Selection Committee

Mr. Yaxis introduced the item, noting that the Charlotte County–Punta Gorda MPO issued a Request for Proposals (RFP) on March 27, 2026, with responses due May 8, 2026. The RFP is for General Planning Consulting Services over a five-year period, including support for key plans such as the LRTP, UPWP, Bicycle/Pedestrian Master Plan, and other MPO planning activities. Contracts with selected firms are expected to be presented for approval at the October 5, 2026 MPO Board meeting with at least one selection committee meeting scheduled for the beginning of June, 2026 to shortlist proposers should more than three be submitted.

Each committee was asked to nominate one member to serve on the selection committee, which will be responsible for reviewing proposals and attending at least one presentation meeting. Ms. Quilty, serving as CAC Chair, and Mr. Fakhri, serving as TAC Chair, both expressed their willingness to participate. Mr. Gurram also noted that Ms. Rossi, the BPAC Chair, had confirmed her ability to serve as well.

Shaun Cullinan made a motion to appoint TAC Chair, Robert Fakhri, to serve on the General Planning Consultant Services Selection Committee. **Don Scott** seconded the motion, and it was approved unanimously by the Technical Advisory Committee.

Shaun Cullinan made a motion to review and provide comments on the Draft General Planning Consultant (GPC) Package. **Don Scott** seconded the motion, and it was approved unanimously by the Technical Advisory Committee

Priya Ahluwalia made a motion to appoint CAC Chair, Diane Quilty, to serve on the General Planning Consultant Services Selection Committee. **Stephen Rabinowitz** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee.

Stephen Rabinowitz made a motion to review and provide comments on the Draft General Planning Consultant (GPC) Package. **Jill Hartman** seconded the motion, and it was approved unanimously by the Citizens' Advisory Committee

Pauline Klein made a motion to appoint BPAC Chair, Laura Rossi, to serve on the General Planning Consultant Services Selection Committee. **Jan Dick** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee.

Pauline Klein made a motion to review and provide comments on the Draft General Planning Consultant (GPC) Package. **James Stein** seconded the motion, and it was approved unanimously by the Bicycle/Pedestrian Advisory Committee

14. Public Comments

No members of the public were present to provide comments.

15. Staff Comments

Mr. Gurram provided the following staff comments.

- **Peggy Walters Citizen Award:** Staff are seeking nominations for the Peggy Walters Citizen Award, which recognizes individuals or groups who have made meaningful contributions to improving mobility in Charlotte County. Award guidelines and nomination information are available on the MPO website.
- **Updated Bike–Pedestrian Map:** The updated Bike–Pedestrian Map is in its final QA/QC phase. It will be published online once complete, with a limited number of printed copies available before transitioning away from hard-copy distribution. The final draft expected for printing was shared with committee members.
- **Public Outreach Video:** Staff partnered with Charlotte County TV (CCTV) to produce a public outreach video explaining the role of the MPO and outlining its responsibilities within the transportation planning process. The video was presented to the committees.
- **Upcoming Joint MPO Board Meeting:** A joint MPO Board Meeting with the Heartland Regional TPO is scheduled for 10:00 a.m. on May 6, 2026, at 2150 NE Roan Street, Arcadia, Florida 34266.

16. Member Comments

Priya Ahluwalia asked Mr. Long from Charlotte County Public Schools about a recent article she saw that explained that free school lunches would no longer be funded. She requested more information on this. Mr. Long stated that during the pandemic schools had received funding to provide free school lunches for all students. Recently, this funding has changed to only provide free lunches for students who qualify through low income or other means. Mr. Long explained that students that qualify will still be provided the free lunches, and they may apply to receive these.

Don Scott took the opportunity to thank Mr. Gurram for attending the Lee County MPO Joint Certification Meeting with FDOT.

17. Adjournment (Next TAC/CAC Meeting – July 15, 2026 Next BPAC Meeting – July 16, 2026)

There being no further business, the meeting was adjourned at **11:18** a.m.

JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (TAC) MEETING

AGENDA ITEM # 7
2026-2031 GENERAL PLANNING CONSULTANT SERVICES/ SELECTION
COMMITTEE - RECOMMENDATION

Purpose: To review and comment on the Review Committee's recommendations and to make a recommendation to the MPO Board regarding approval of the General Planning Consultant (GPC) selections.

Agenda Item Presented by: MPO Staff

Discussion:

The Charlotte County–Punta Gorda MPO may require the services of General Planning Consultants (GPCs) to support transportation planning activities outlined in the Unified Planning Work Program (UPWP). The GPC contracts will have a term limit of five (5) years. Consultant support may be utilized on a task-order basis for the development of the 2055 Long Range Transportation Plan (LRTP) and other MPO planning initiatives as directed by the MPO Board. Tasks may include technical analysis, public engagement support, GIS services, scenario planning, transit planning, Intelligent Transportation Systems (ITS) planning, and other activities consistent with the UPWP. Individual task scopes may be completed under one or more of the GPC contracts.

A Review Committee, comprised of the Chairs of the TAC, CAC, and BPAC, along with two MPO staff members, evaluated the four consultant proposals received. The evaluation criteria included:

- Firm Credentials – 20 points
- Qualifications of Firm & Key Personnel – 25 points
- Related Technical Experience – 20 points
- Ability to Complete Assignments on Time and Within Budget – 10 points
- Past Performance – 15 points
- Current/Planned Workload – 10 points
- Quality Assurance/Quality Control Program – 10 points
- Innovation – 10 points

All consultants are pre-qualified to conduct business in the State of Florida.

The Review Committee met on June 3, 2026, to review and discuss the proposals submitted. Following their discussion, the Committee unanimously agreed that all four firms are equally qualified to perform the required work. As such, they recommended

that the MPO Staff forward the results to the TAC, CAC and BPAC for review of the selection process.

The four firms recommended by the Review Committee, listed in numerical order, are as follows:

1. Kimley-Horn & Associates
2. Fehr & Peers
3. Corradino Group
4. Kittelson & Associates, Inc.

Recommendation: Motion to recommend that the MPO Board endorse the four professional consulting firms, allow staff to enter contract negotiation with the four firms, and authorize the MPO Chair to execute GPC contracts with the selected consultants.

Attachment: None

JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

AGENDA ITEM # 8
CITIZENS' ADVISORY COMMITTEE (CAC) BYLAWS AMENDMENT

Purpose: To recommend MPO Board approval of the MPOs Citizens' Advisory Committee (CAC) Bylaws

Presented by: MPO Staff

Discussion: MPO staff have completed a comprehensive review of the existing CAC Bylaws to ensure they remain fully consistent with current MPO policies, as well as applicable federal and state requirements. The review also focused on ensuring the bylaws continue to meet the operational needs of the Committee and support effective public involvement.

The proposed revisions were first presented to CAC members at the March 4, 2026, meeting, where the Committee had a detailed discussion. Following that discussion, members voted unanimously to table the bylaws until today's meeting and requested that staff provide additional clarification regarding eligibility requirements for serving as a committee member, an area where members felt further legal interpretation would be helpful.

In response to this request, County Legal Counsel conducted a targeted review of the relevant statutes, policies, and bylaw language. Their findings and guidance have been compiled and are included in **Attachment 2** for the Committee's reference. This information is intended to assist members in evaluating the proposed revisions and determining whether any further adjustments are required before moving forward.

Recommendation: Recommend the MPO Board approve the revised CAC Bylaws

Attachments:

1. [CAC Bylaws](#)
2. [Email from Attorney's Office](#)



**BYLAWS
OF THE
CITIZENS' ADVISORY
COMMITTEE
TO THE
CHARLOTTE COUNTY-PUNTA GORDA
METROPOLITAN PLANNING
ORGANIZATION**

As Amended: March 30, 2026 ~~August 27, 2014~~

Section 1 **Authority Creation and Name**

A Citizens' Advisory Committee (CAC) for the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) is composed of citizens serving as an advisory board to the MPO in the transportation planning process. Section 339.175, Florida Statutes (F.S.), and ~~23CFR Part 450, Section 450.316 (b)~~ 23 CFR Part 450, Section 450.316(b) establishes Florida's MPOs, which includes, but is not limited, to the appointment of a Citizens' Advisory Committee (CAC) to ~~insure~~ ensure and aid in the transportation planning process.

Section 2 **Purpose and Function**

It shall be the purpose of the CAC, as representatives of the citizens of Charlotte County, to assist the MPO in the formulation of goals and objectives for improving transportation, soliciting public opinion on transportation issues and programs, and providing comment on transportation planning issues and needs.

It shall be the function of the CAC to:

- Advise and make recommendations to the MPO on the development, refinement and implementation of goals, objectives and policies for improving the transportation system of Charlotte County and the surrounding region.
- Assist the MPO in identifying needs and safety concerns of the citizens of Charlotte County.
- Solicit public information from citizens on the transportation planning process and the setting of planning priorities.
- Provide input on transit and paratransit planning issues and identify areas of improved service, and funding sources, including alternative modes of transportation.
- Assist the MPO in other transportation planning issues as requested.
- Inform citizens of actions and policies taken by the MPO Board.

Section 3 Responsibilities

1. CAC members should solicit and familiarize themselves with the entire range of public opinion and discourse on transportation planning and policy issues that affect Charlotte County.
2. CAC members should seek to represent the overall public sentiment of the community they represent in their role as an MPO advisory body.
3. CAC members shall familiarize themselves with the overall transportation planning process, including the Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), Public Involvement Plan (PIP) and the items included in the meeting agenda packets.

4. The CAC ~~shall allow for the consideration of all transportation issues brought before it~~ shall consider all transportation issues brought before it by its members, the public, MPO staff and other MPO sanctioned organizations. Open discussion, discourse, and rendered advisory opinions shall be free from bias, personal reaction, or personal gain.
5. CAC members are encouraged to volunteer to serve on subcommittees, joint task forces with representatives of other CACs or, as necessary, serve on other committees concerning procedural, administrative, and planning issues.

Section 4 Membership and Attendance

The members of the CAC shall represent a broad cross section of Charlotte County residents with an interest in the development of an efficient, safe, and cost-effective transportation system. ~~Minorities, the elderly and persons with disabilities~~ Historically underrepresented persons must be adequately represented on the CAC.

The CAC shall be composed of voting members apportioned as follows:

- West County.....3
- Mid County 3
- South County3
- At Large 2

1. CAC Members:

- A. Shall be ~~American citizens and fulltime~~ residents of Charlotte County.
- B. Cannot hold public office.
- C. Cannot be employees of any government agency represented by the MPO.

If the status of any CAC member should change as outlined above, his or her membership shall immediately terminate.

2. When vacancies occur, nominees will be chosen from applicants on file, or from ~~respondents~~ individuals responding to media advertisements announcing CAC member vacancies.
3. A candidate CAC member is required to contact the MPO office indicating his/her desire for CAC member appointment or reappointment.
4. All appointments to the CAC are subject to ratification by a simple majority of members of the MPO Board at a regular MPO Board meeting at which a quorum is present. The CAC members shall serve three-year terms commencing from the date of MPO Board approval.

5. Each approved member of the CAC is relied upon to provide active, constructive participation and take part in meeting discussions, deliberations, and ultimately offer advice to the MPO. Hence, meeting attendance is strongly encouraged, and foreseen meeting absence should be made known to the MPO.
6. The CAC Chair will advise the MPO Director ~~of~~ when any CAC member ~~who~~ has three unexcused consecutive absences within the calendar year. A letter from the CAC Chair will then be prepared requesting that the MPO remove such member for lack of participation.

Section 5 Officers, Duties, and Terms of Office

1. At the last regularly scheduled meeting of the calendar year, the CAC will nominate and elect the offices of Chair and Vice Chair to serve for the next calendar year.
2. Officers shall be elected by a majority vote of a quorum (a majority of CAC members on the active roster at the time of the meeting) at the last meeting of the CAC for the calendar year.
3. Each officer so elected shall serve for one (1) year. ~~The term of office of the Chair and Vice Chair shall be limited to three (3) consecutive one (1) year terms.~~
4. Newly elected CAC officers shall be declared installed following their election at the last calendar year meeting.
5. The Chair shall preside at all meetings, call special meetings as necessary, appoint committees and subcommittees and act as liaison and lead contact with the MPO staff, other MPO staffed committees and elected government officials.
6. The Vice Chair shall, during the absences of the Chair or the Chair's inability to serve, have and exercise all of the duties and powers of the Chair.
7. In the event of a vacancy in the office of Chair, the Vice Chair shall automatically assume the office of Chair for the remainder of the expired term. In the event the Vice Chair is unable to serve out his/her term, a new Vice Chair shall be elected by simple majority at the next meeting of the CAC to serve the remainder of the unexpired term.
8. In the event that neither the Chair nor Vice Chair is able to attend a meeting, ~~the Committee will elect an interim Chair from the members in attendance at that meeting.~~ the meeting shall be chaired by the MPO Director or an MPO staff designee, who shall not vote.

Section 6 **Meetings**

1. There shall be a minimum of one CAC meeting per quarter. Additional meetings may be called by the MPO Board, the MPO Director, and the CAC Chair.
2. A quorum shall consist of a majority of six (6) ~~the of~~ CAC members present. “A quorum of six (6) active CAC members is required to conduct a meeting. If vacancies exist at the time of the meeting, a simple majority of the remaining active members shall constitute a quorum.” A quorum will be required to conduct business at all meetings. A majority of the quorum will be required to decide an issue before the CAC.
3. Minutes shall be kept at all meetings. With meeting summaries and agenda provided by MPO staff for comment and review at the next regularly scheduled meeting.
4. The public shall have the opportunity to comment on agenda items prior to discussion and decision by the CAC.
5. *Robert’s Rules of Order* shall be followed at all meetings.
6. The CAC in all its proceedings shall be governed by the Florida Sunshine Law, Chapter 286, Florida Statutes and the Florida Public Records Law, Chapter 119, Florida Statutes.

Section 7 **Adoption and Amendments**

1. These Bylaws may be amended by the affirmative vote of two-thirds of the members. A ~~B~~ proposed bylaw amendment will be sent to every CAC member at least ten (10) working days prior to members voting upon it. Written proxy votes ~~will be accepted by~~ from excused ~~absence~~ members will be accepted until the final vote is taken. All affirmative vote amendments will become effective after ratification by the MPO Board.

These Bylaws for the Citizens' Advisory Committee of the Charlotte County-Punta Gorda MPO are hereby endorsed on ~~July 16, 2014~~ March 4, 2026 by the Citizens' Advisory Committee and then, ratified by the Charlotte County-Punta Gorda Metropolitan Planning Organization Board on ~~August 27, 2014~~ March 30, 2026 and supersede any prior versions.



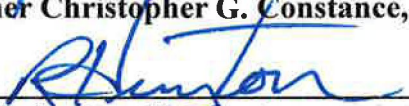
S

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**~~CHARLOTTE COUNTY PUNTA GORDA METROPOLITAN PLANNING~~
~~ORGANIZATION~~**



Commissioner Christopher G. Constance, MPO Chair

Attested by 

Robert M. Herrington, MPO Director

5

CITIZENS' ADVISORY COMMITTEE

CAC Chair

METROPOLITAN PLANNING ORGANIZATION

By: _____
Christopher G. Constance
MPO Chairman

ATTESTED BY: _____
Lakshmi N. Gurram
MPO Director

Dated this 30th day of March, 2026.

From: [Walker, Kimlyn](#)
To: [Moscoso, David](#); [Gurram, Lakshmi N](#)
Cc: [Leslie, Bekie](#); [Carr, Kimberley](#)
Subject: RE: LR26-0131 and LR26-0132
Date: Thursday, March 12, 2026 11:46:58 AM
Attachments: [image002.png](#)
[image003.png](#)

Laks,

I agree with David concerning the requirement that the CAC members be residents of Charlotte County. I believe all of the advisory boards follow that guideline.

Respectfully,



Kimlyn M. Walker | Assistant County Attorney
OFFICE OF THE COUNTY ATTORNEY
18500 Murdock Circle, Port Charlotte, FL 33948
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941.743.1550 fax
CharlotteCountyFL.gov
Delivering Exceptional Service

From: Moscoso, David <David.Moscoso@charlottecountyfl.gov>
Sent: Thursday, March 12, 2026 11:44 AM
To: Gurram, Lakshmi N <Gurram@ccpgmpo.gov>
Cc: Walker, Kimlyn <Kimlyn.Walker@charlottecountyfl.gov>; Leslie, Bekie <Bekie@ccpgmpo.gov>; Carr, Kimberley <Kimberley.Carr@charlottecountyfl.gov>
Subject: RE: LR26-0131 and LR26-0132

Good afternoon Laks,

Thank you for the update. I reviewed the sections you mentioned again.

With respect to the eligibility language in Section 4, there is no legal requirement that CAC members be American citizens. The MPO statutes and federal planning regulations simply require public participation and do not impose citizenship restrictions. Because the CAC serves in an advisory capacity, the primary objective is ensuring that members represent the local community.

To address the concerns raised at the meeting while still broadening eligibility, I recommend revising the sentence to focus on residency rather than citizenship. A

possible revision would read:

“CAC members must be residents of Charlotte County and maintain their primary residence within the County during their term of service.”

This removes the citizenship restriction while still ensuring that the committee reflects the interests of County residents.

Regarding Section 6, the current proposed language mixes a fixed quorum number with a majority-of-members standard, which could create confusion if vacancies occur. A clearer approach would be:

“A majority of the active members of the CAC shall constitute a quorum. If vacancies exist, the quorum shall be calculated based on the number of currently appointed members.”

This keeps the rule straightforward and avoids quorum problems if seats are unfilled.

Please see the attached, wherein I have marked these edits directly in the document.

.

Best,

David



David Moscoso | Assistant County Attorney

Office of the County Attorney

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From: Gurram, Lakshmi N <Gurram@ccpgmpo.gov>

Sent: Thursday, March 5, 2026 4:10 PM

To: Moscoso, David <David.Moscoso@charlottecountyfl.gov>

Cc: Walker, Kimlyn <Kimlyn.Walker@charlottecountyfl.gov>; Leslie, Bekie <Bekie@ccpgmpo.gov>; Baez, Amanda <Amanda.Baez@charlottecountyfl.gov>; Carr, Kimberley <Kimberley.Carr@charlottecountyfl.gov>

Subject: RE: LR26-0131 and LR26-0132

Good afternoon David, I hope all is well.

We held our CAC meeting yesterday, and one of the agenda items was the proposed

amendments to the CAC Bylaws. A question came up regarding eligibility to serve on the CAC. As currently written, the bylaws state that American citizens and full-time residents of Charlotte County shall serve. After reviewing the committee's roles and responsibilities, as well as the Sunshine Law requirements, staff felt these criteria may not be necessary. The proposed revision changes the language to simply require that members be residents of Charlotte County. Staff believes removing the more restrictive language would allow a broader range of Charlotte County residents the opportunity to serve.

Some CAC members disagreed with the change and recommended tabling this section for further discussion at the July CAC meeting. Because of this, we are seeking your guidance and assistance in rewording the sentence so that it better aligns with the needs and intent of the committee. In addition, staff made revisions to Section 6-2 related to quorum requirements. Could you please review these sections once more and share your comments? I'm happy to discuss further if needed to ensure clarity. Thank you, and have a great day.

Lakshmi N. Gurram
MPO Director
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Port Charlotte, FL 33980
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Office : 941 883 3535
Cell : 941 370 4835
[Charlotte County-Punta Gorda Metropolitan Planning Organization](#)

From: Moscoso, David <David.Moscoso@charlottecountyfl.gov>
Sent: Tuesday, January 27, 2026 10:47 AM
To: Gurram, Lakshmi N <Gurram@ccpgmpo.gov>
Cc: Walker, Kimlyn <Kimlyn.Walker@charlottecountyfl.gov>; Baez, Amanda <Amanda.Baez@charlottecountyfl.gov>; Leslie, Bekie <Bekie@ccpgmpo.gov>; Baez, Amanda <Amanda.Baez@charlottecountyfl.gov>; Carr, Kimberley <Kimberley.Carr@charlottecountyfl.gov>
Subject: RE: LR26-0131 and LR26-0132

Hey Laks!

Please see the attached. I preserved the redlines as they were presented to me since it will be easiest to see all of the proposed changes, and only made minor edits to each.

Best,
David

David Moscoso | Assistant County Attorney
Office of the County Attorney



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From: Gurram, Lakshmi N <Gurram@ccpgmpo.gov>
Sent: Tuesday, January 27, 2026 10:20 AM
To: Moscoso, David <David.Moscoso@charlottecountyfl.gov>
Cc: Walker, Kimlyn <Kimlyn.Walker@charlottecountyfl.gov>; Baez, Amanda <Amanda.Baez@charlottecountyfl.gov>; Leslie, Bekie <Bekie@ccpgmpo.gov>
Subject: RE: LR26-0130 [AGR] Bicycle Pedestrian Advisory Committee (BPAC) Bylaws

David, Good morning, Just wanted to remind about the TAC/CAC bylaws as well. Please email us once reviewed. Thanks

Lakshmi N. Gurram
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Office : 941 883 3535
Cell : 941 370 4835
[Charlotte County-Punta Gorda Metropolitan Planning Organization](http://CharlotteCounty-PuntaGordaMetropolitanPlanningOrganization)

From: Moscoso, David <David.Moscoso@charlottecountyfl.gov>
Sent: Tuesday, January 20, 2026 4:15 PM
To: Gurram, Lakshmi N <Gurram@ccpgmpo.gov>
Cc: Walker, Kimlyn <Kimlyn.Walker@charlottecountyfl.gov>; Baez, Amanda <Amanda.Baez@charlottecountyfl.gov>
Subject: LR26-0130 [AGR] Bicycle Pedestrian Advisory Committee (BPAC) Bylaws

Good afternoon Laks,

Please see attached my edits of the BPAC bylaws (DM Edits).

Best,
David



David Moscoso | Assistant County Attorney

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JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

AGENDA ITEM # 9
CHARLOTTE-COLLIER-LEE CONSOLIDATION STUDY - STATUS UPDATE

Purpose: To evaluate whether consolidating the three MPOs is feasible and whether it would provide any measurable advantages.

Agenda Item Presented by: MPO Staff

Discussion: As part of the General Appropriations Act (HB 5001E), the Charlotte County–Punta Gorda, Collier, and Lee MPOs are required to prepare and submit a consolidation feasibility report to the Governor and Legislature by December 31, 2026. This directive establishes an accelerated timeline but is intended solely to gather objective information; it does not mandate consolidation or initiate any structural changes.

The study will evaluate whether consolidating the three MPOs is feasible and whether consolidation could offer measurable advantages. It will examine opportunities, challenges, costs, benefits, risks, operational impacts, and long-term implications to determine whether a compelling business case exists—without recommending a specific path forward. The findings are meant to support future policy discussions should any MPO Board choose to revisit the issue later.

Two alternatives will be analyzed:

1. maintaining three independent MPOs or
2. consolidating into a single regional MPO.

The evaluation will compare these options across governance and representation, organizational structure, funding and resource distribution, regional coordination and planning outcomes, and implementation considerations, ensuring a comprehensive understanding of the potential impacts of each alternative. This item is informational only.

Recommendation: None

- Attachments:**
1. [Feasibility Report Outline](#)
 2. [MPO Consolidation Feasibility Report: CCPGMPO](#)
 3. [Key MPO Dates](#)

Feasibility Report Outline

Executive Summary

- Legislative direction and statutory requirements (federal and state)
- Regional context
 - Population projections, travel patterns, economic trends, etc.
 - Governance and representation
 - Regional coordination
- Key findings and best outcome

Alternatives (Benefits, Costs, and Process)

- Summarize benefits and costs associated with two alternatives: do not consolidate v. consolidate MPOs: Charlotte County-Punta Gorda MPO, Lee County MPO, and Collier MPO
- Outline process for consolidation and coordination requirements should the MPOs not consolidate

Conclusion

- Key findings
- Next steps

Attachments

- Examples include:
 - Population data and maps
 - Travel patterns
 - Political boundaries

Feasibility Report Approach

Regional Context and Transportation System

- Assess regional context and transportation system. Potential data include:
- Regional demographic and economic profile
 - Existing and projected population
 - Employment centers and workforce distribution
 - Economic development trends
 - Freight and logistics activity
 - Regional growth and land use patterns
- Regional travel patterns and networks
 - Commuting patterns and travel sheds
 - Origin-destination travel flows
 - Freight movement patterns
 - Transit connectivity
 - Major regional transportation corridors & modes (interstate and SIS, transit providers, airports, seaports, etc.)
- Existing regional coordination
 - Existing regional planning and coordination efforts; agreements
 - Joint studies, plans, and initiatives
 - Current collaboration among MPOs, FDOT, transit agencies, and local governments
- Transportation Management Areas (TMA)
 - Existing TMA boundaries and urban areas
 - TMA requirements and consolidation implications (example: required coordination when TMA boundaries cross MPOs)
 - Federal certification implications (example: 1 TMA certification v 2)
- Key Questions
 - Does the region function as a single transportation market?
 - Are transportation challenges increasingly regional rather than jurisdictional?
 - Would a regional MPO better address cross-county mobility needs?

Governance and Representation

- Assess current MPO responsibilities, governance structures, and representation
- Existing governance structure

- MPO governance and committee structures
 - State representation (state house and senate boundaries)
- Current MPO representation (table with percents and counts for each MPO)
 - Current MPO board composition and voting structure
 - Representation by county and municipality
 - Transit agency and FDOT participation
- Key Question
 - Can local representation be maintained under consolidation?

Business Case and Feasibility

Alternatives

- Compare alternatives: do not consolidate v. consolidate three MPOs
- Assess the following for the alternatives:
 - Transportation planning and project delivery
 - Core planning functions (LRTP, TIP, UPWP, PPP, CMP, TPM, etc.)
 - Regional project implementation and local government coordination
 - Project prioritization
 - Existing approaches
 - Alignment of regional investments and priorities
 - Local priority preservation
 - Funding and fiscal implications
 - Costs associated with each alternative
 - Funding source impacts (PL, STBG, FTA, state funds, local funds, etc.)
 - Funding distribution impacts
 - Formula allocation changes (example: PL base allocation)
 - Grant funding opportunities and competitiveness
 - Governance structure and feasibility (table)
 - Required agreements
 - Voting structure and board composition (consider 25-person cap)
 - Advisory committees
- Key Questions:
 - Would consolidation increase or decrease available planning resources?
 - Would consolidation improve transportation planning and project delivery?
 - Would regional decision-making lead to better transportation outcomes?
 - Can local priorities be safeguarded and proportional representation maintained?

Benefits and Costs

- Compare benefits and costs for alternatives
- Potential benefits for consolidation
 - A unified regional transportation vision
 - Stronger regional advocacy
 - Improved regional coordination
 - More efficient planning processes
 - Reduced duplication of effort
 - Coordination and decision-making effectiveness
 - Enhanced technical capacity
- Costs
 - Cost savings for consolidation
 - Administrative efficiencies & potential administrative savings
 - Procurement efficiencies
 - Document reduction
 - Implementation costs for consolidation
 - Start-up costs
 - Transition costs
 - Long-term operating costs
- Key Questions:
 - Does consolidation provide a clear and defensible business case?
 - What are the financial benefits and costs of consolidation?
 - Are potential savings sufficient to justify implementation?
 - What conditions are necessary for successful implementation?

Process for Consolidation

- Outline process for alternatives
 - Do not consolidate considerations
 - Consider what needs to occur to achieve a similar level of regional coordination should the MPOs not consolidate
 - Needs for coordinating multiple TMAs and MPOs
 - Agreements, data sharing, etc.
 - Consolidation transition and implementation considerations
 - Transition timeline
 - Required agreements (MOU, interagency agreements)
 - Stakeholder engagement and support
 - Organizational structure

- Staffing approach
 - Internal processes and operational considerations
- Outline risks to mitigate
 - Local representation concerns
 - Governance complexity
 - Transition costs
 - Organizational disruption
 - Staffing considerations

Conclusion

- Regional interdependence
- Business case demonstrated through alternatives analysis
 - Is consolidation feasible? Under what conditions?
 - Governance feasibility
 - Funding impacts
 - Key implementation steps

MPO Consolidation Feasibility Report:

Briefing for MPO Board

Legislative Context and Study Purpose

Legislative Directive

- The General Appropriations Act, [HB 5001E](#), directs the Charlotte County-Punta Gorda MPO, Collier MPO, and Lee County MPO to submit a feasibility report exploring the benefits, costs, and process of consolidation.
- The feasibility report must be submitted to the Governor and Florida Legislature by December 31, 2026, resulting in an expedited study schedule.
- The study is intended to provide objective information to support future decision-making and does not initiate or require consolidation.

Study Purpose

The study will:

- Evaluate the feasibility of consolidating the three MPOs.
- Assess opportunities, challenges, costs, benefits, risks, and organizational implications.
- Determine whether a compelling business case exists for consolidation.
- Document considerations that decision-makers would need to address if consolidation were pursued in the future.

Alternatives Evaluated

The study will evaluate two alternatives:

- Maintain the current structure with three separate MPOs.
- Consolidation into a single MPO.

The analysis will compare the alternatives across governance, organizational structure, funding, regional coordination, and implementation considerations.

What the Study Will Not Include

It is important to emphasize that this study:

- Does not merge the MPOs.

- Does not make recommendations regarding governance structure, staffing, leadership positions, office locations, or organizational structure.
- Does not require any action to consolidate.
- Does not predetermine a preferred alternative.
- Does not make decisions on behalf of the MPO Board.

The purpose of the study is to provide information and analysis.

Previous CUTR Effort

- FDOT has coordinated with CUTR to conclude its previous effort related to MPO consolidation.
- Relevant data, technical information, or background materials developed through the CUTR effort will be reviewed and incorporated into the feasibility report where applicable.
- The new feasibility report will be focused on meeting the legislative requirements and timeline.

Roles and Responsibilities

FDOT Central Office and Consultant Team

- FDOT Central Office will lead and oversee the study.
- Dana Reiding, FDOT Office of Policy Planning Director, will serve as FDOT's Project Manager, with support from Donna Green, Statewide Metropolitan Planning Administrator.
- FDOT is using Kimley-Horn to support the study and prepare the technical analyses and final report.
- The consultant team will conduct data collection, analysis, and report preparation.

MPO Director and Board Chair Role

As the MPO Director, I will be:

- Providing data, organizational, and planning information.
- Identifying local opportunities, concerns, and issues that should be evaluated.
- Reviewing draft findings and technical analyses.
- Leading communication to the MPO Board and subcommittees (e.g., preparing agendas, presenting study findings, etc.).
- Participating in study briefings and discussions.
- Providing feedback throughout the process.

You will not be asked to make decisions regarding consolidation at this stage but will help ensure the Board remains informed throughout the study process.

Schedule and Key Milestones

Because of the legislative deadline, the study will be conducted on an accelerated schedule.

June – August 2026

- Data collection and review.
- Evaluation of existing conditions.
- Review of available information from previous studies, including applicable CUTR materials.
- Development of technical analyses and draft findings.

August – September 2026

- Initial MPO Board briefings.
- Presentation of preliminary findings and observations.
- Collection of MPO Board feedback.

September 2026

- Refinement of analyses and findings.
- Incorporation of comments and feedback.

October – November 2026

- Presentation of final study findings.
- MPO Board consideration of the final feasibility report and any related actions, as appropriate.
- Discussion of next steps and implementation considerations if consolidation is pursued in the future.

December 2026

- Final report submitted to the Governor and Florida Legislature.

MPO Consolidation Feasibility Report: Charlotte County-Punta Gorda MPO, Collier MPO, and Lee County MPO

MPO Key Dates

- **July-September:** Monthly check-ins with MPO Director and FDOT
- **August-September:** First MPO Board Meeting
- **August 4, 2026:** MPO Board Meeting
- **October 5, 2026:** Review Draft Report
- **October-November:** Biweekly check-ins with MPO Director and FDOT
- **November 16, 2026:** Second MPO Board Meeting (Special Meeting)
- **December 7, 2026:** MPO Board meeting
- **December 31, 2026:** Report due to the Florida Legislature

JULY 15, 2026
CITIZENS' ADVISORY COMMITTEE (CAC) MEETING

AGENDA ITEM # 10
TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)/COORDINATED PUBLIC
TRANSIT – HUMAN SERVICES TRANSPORTATION PLAN (CPT-HSTP) UPDATE

Purpose: To review, comment, and provide committee members with information on the TDSP update.

Agenda Item Presented by: MPO Staff & Transit Staff

Discussion: On April 8, 2026, the Florida Commission for the Transportation Disadvantaged (CTD) designated the Charlotte County Board of County Commissioners, through Charlotte County Transit, as the Community Transportation Coordinator (CTC) for Charlotte County for a five-year term beginning July 1, 2026.

As part of this designation a major update to the Transportation Disadvantaged Service Plan (TDSP) is required. The TDSP highlights the transportation coordination services for people with “transportation disadvantages,” particularly seniors and individuals with disabilities who may have difficulty accessing traditional fixed-route transit. TDSP identifies local needs and gaps, sets coordination and service delivery expectations, clarifies roles and responsibilities among the CTC and participating providers/agencies, and establishes priorities and ongoing planning considerations to help keep services effective and accessible. The TDSP also functions as the Coordinated Public Transit–Human Services Transportation Plan (CPT-HSTP), fulfilling federal transportation planning requirements, including those related to FTA Section 5310 funding, which supports enhanced mobility for seniors and individuals with disabilities

The updated TDSP will be presented for formal adoption at the September 3, 2026, Local Coordinating Board (LCB) meeting.

Following adoption of the TDSP/CPT-HSTP at the September 3, 2026, LCB meeting, minor annual updates will be completed to ensure that all information remains current and accurate.

This item is provided for informational purposes only; no action is required.

Recommendation: None

Attachment: None