

# “Exhibit A” to the MPO Agreement

# Unified Planning Work Program

**Contact:**

Lakshmi N. Gurram, MPO Director, [gurram@ccpgmpo.gov](mailto:gurram@ccpgmpo.gov)  
Charlotte County-Punta Gorda Metropolitan Planning Organization  
1050 Loveland Blvd., Box C, Port Charlotte, FL 33980  
941-883-3535 (Phone)  
[www.ccpmpo.gov](http://www.ccpmpo.gov) (Website)



**DRAFT FY 2026/2027 – FY 2027/2028  
(July 1, 2026, through June 30, 2028)**

Draft: March 30, 2026

CFDA 20.205: Highway Planning & Construction  
CFDA 20.505: Federal Transit Technical Studies Grant  
Federal Aid Project (FAP): PL-0408-063-M  
FDOT Financial Project Number – 439316-6-14-01 PL Funds  
Transportation Disadvantaged Trust Fund (TD) Planning Funds

The MPO does not discriminate against anyone on the basis of race, color, national origin, sex, age, disability, religion, or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit [www.ccpmpo.gov](http://www.ccpmpo.gov) or contact Mark Yaxis with the Charlotte County-Punta Gorda MPO at 941-883-3535 or by email at [yaxis@ccpgmpo.gov](mailto:yaxis@ccpgmpo.gov)

Funding for this document was provided by the U.S. Department of Transportation Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), the State of Florida Department of Transportation (FDOT), Florida Commission for the Transportation Disadvantaged (FCTD) and Charlotte County.

This document was prepared by the staff of the Charlotte County-Punta Gorda Metropolitan Planning Organization in cooperation with the Florida Department of Transportation (FDOT) and local government agencies.

## Table of Contents

Cost Analysis Certification .....	3
Introduction .....	4
Soft Match Definition .....	6
Local & MPO Planning Priorities .....	6
Air Quality Planning Activities .....	6
Transit Planning.....	7
Public Participation including Title VI and Title VIII .....	7
Organization & Management .....	8
MPO Agreements.....	10
Operational Procedures and Bylaws.....	11
Task 1 Administration .....	12
Task 1: Estimated Budget Detail For “Planning Task 1” .....	15
Task 2 Data Collection, Analysis & Mapping.....	18
Task 2: Estimated Budget Detail For “Planning Task 2” .....	21
Task 3 Public Participation Plan .....	22
Task 3: Estimated Budget Detail For “Planning Task 3” .....	24
Task 4 Long Range Transportation Plan (LRTP) .....	25
Task 4: Estimated Budget Detail For “Planning Task 4” .....	27
Task 5 Transportation Improvement Program (TIP) .....	28
Task 5: Estimated Budget Detail For “Planning Task 5” .....	31
Task 6 Special Project Planning.....	32
Task 6: Estimated Budget Detail For “Planning Task 6” .....	35
Task 7 Regional Planning and Coordination .....	36
Task 7: Estimated Budget Detail For “Planning Task 7” .....	39
Task 8 Transit & Transportation Disadvantaged (TD) Planning.....	40
Task 8: Estimated Budget Detail For “Planning Task 8” .....	43
Task 9 Agency Expenditures Using Local Funds .....	45
Task 9: Estimated Budget Detail For “Planning Task 9” .....	46
Table 1: Agency Funding Source FY 2027- FY 2028.....	48
Table 2: Agency Participation Table FY 2027 – FY 2028 .....	49
Appendices .....	50
Appendix A - State, Federal and FTA Planning Emphasis Area Matrix.....	51
Appendix B - FY 2026 State Planning Factors Emphasis Areas .....	52
Appendix C - Planning Studies for Agencies in MPO Planning Areas .....	53
Appendix D – Acronyms .....	58
Appendix E - Resolution .....	61
Appendix F - FY 2026/2027 – FY 2027/2028 UPWP Comments received from FDOT, FHWA .....	63
Appendix G – Long Range Transportation Plan (LRTP) – Scope of Service.....	64
Appendix H - MPO/FDOT Agreement, Statements & Assurances .....	65



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.  
SECRETARY

**Cost Analysis Certification**

**Charlotte County-Punta Gorda MPO**

**Unified Planning Work Program Fiscal Year - FY 2026/27-FY 2027/28**

**UPWP Status:** Adopted, 5/18/2026

**UPWP Revision Number:** Initial Adoption

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.

**FDOT District Representative:** Kristi Smith

**Title and District:** Community Liaison Manager, District One

**Date:** \_\_\_\_\_

**Signature**

## Introduction

### Definition of the MPO Unified Planning Work Program

This Unified Planning Work Program (UPWP) describes the transportation planning projects to be performed within the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) study area.



**MPO Planning Area Boundary**

This Work Program is consistent with all federal and state requirements. All product updates including the Transportation Improvement Program (TIP) and planning concepts and factors follow Federal and State guidelines. The MPO is complying with Title VI of the Civil Rights Act of 1964. Title VI specifically prohibits discrimination on the basis of race, color, national origin, age, disability, religion or sex. This applies in any and all applications of work by the MPO, including its administration, decision making and purchasing options.

The FY 2027– FY 2028 UPWP for the Charlotte County-Punta Gorda MPO is prepared in accordance with the Florida Department of Transportation (FDOT) *MPO Program Management Handbook*. The UPWP is approved by the MPO Board and the appropriate state and federal agencies. All tasks performed in this document are conducted in accordance with *Title 23 U.S.C.*, *Title 49 U.S.C.* and the *Federal Transit Act*.

### Comprehensive Transportation Planning Activities

The MPO adopted its 2050 LRTP on October 2, 2025. The MPO will emphasize the requirements of current and future transportation legislative initiatives. The MPO will continually maintain and update the Transportation Improvement Program (TIP) to ensure all projects within the metropolitan area leveraged with federal, state and or local funding is reflected accurately for public transparency. The MPO has an adopted Public Participation Plan (PPP) which has been updated to include Limited English Proficiency (LEP) provisions, demographic data collection, and transit-related public participation requirements. The PPP will continue to be reviewed periodically for all necessary updates as required. In addition to all federal requirements, the MPO includes other relevant considerations pertinent to intermodal connectivity such as, land use planning, citizen input, Efficient Transportation Decision

Making (ETDM), Intelligent Transportation Systems Planning (ITS) and all factors essential for efficient transit service within Charlotte County.

The highway projects that garnered public interest include improvements to the Burnt Store Road corridor. The unfinished portion of Burnt Store Road Phase at the county line is the last segment of the road improvements. Additionally, the Harbor View Road widening project is currently undergoing Right of Way (ROW) phase and the Construction (CST) is scheduled to commence in 2026. The Transportation Alternatives Program (TAP) has projects of significant interest that will progress improvements along the US 41 corridor in Charlotte County per FDOT design standards. These projects include implementation of multi-use sidewalks on both sides of the US 41 corridor. FDOT's District One Planning Studio recently completed a visioning study for the US 41 Corridor to align future improvements with local stakeholder needs in Charlotte County. FDOT also conducted visioning studies for SR 776 and Veterans Boulevard, completed in 2021, which identified several countywide improvements... This strategic approach to collaborative planning for roadways in District One, solidifies transportation planning partnerships and proactively identifies community concerns before project priorities enter the production pipeline.

The Interlocal Agreement with the Sarasota/Manatee MPO was rewritten and adopted at the May 20, 2024 Charlotte County-Punta Gorda & Sarasota/Manatee MPO Joint Regional Meeting. Other products finalized in previous years include a Joint Regional Roadway Network, a Joint Transportation Regional Incentive Program (TRIP) and Joint Regional Transportation Alternatives (RTAP) Project Priority Lists. Regional coordination for the Long-Range Transportation Plan (LRTP) is on-going during the LRTP Update phase of the plans and continues between Plan adoptions. A Joint Charlotte County- Punta Gorda and Sarasota/Manatee MPO Board Meeting is held annually.

A formal Interlocal Agreement with the Lee County MPO was adopted on May 20, 2024. The directors of these MPOs attend each other's TAC meetings, and a joint Charlotte County-Punta Gorda and Lee County MPO Board Meeting is held annually. Products finalized include Joint Transportation Regional Incentive Program (TRIP) Project Priority Lists.

The MPO participates in a quarterly FDOT/Charlotte County/City of Punta Gorda coordination meeting. These meetings provide the MPO additional insight, understanding, and concerns of federal, state and local planning agencies.

The MPO continues to coordinate with the Charlotte County Transit Division, the Transportation Disadvantaged Local Coordinating Board (LCB), Sarasota County Area Transit (SCAT) and Lee County's Lee-Tran to address the viability of additional transportation services in Charlotte County.

The Continuity of Operations Plan (COOP) is reviewed annually to ensure it remains effective and responsive to changing circumstances.

The planning activities of the Charlotte County-Punta Gorda MPO are consistent with Federal Planning Factors, the Florida Transportation Plan (FTP) and the Charlotte County and City of Punta Gorda Comprehensive Plans.

## **Statement of CPG Participation**

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

## Soft Match Definition

Section 120 of Title 23, U.S.C., permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA PL funding in the UPWP is **18.07%** of FHWA program funds for a total of \$276,356 (FY 2027 & FY 2028).

## Local and MPO Planning Priorities

The needs and level of planning of the Charlotte County-Punta Gorda MPO area are reflected in this UPWP. The objectives of this UPWP are to address the planning priorities of the Charlotte County-Punta Gorda MPO as described below:

- Provide socio-economic, educational, and technical input for the planning and development of the MPO area's transportation network
- Continue to facilitate educational opportunities for the MPO Board and its advisory committees to enhance and reinforce their understanding of transportation planning decision making and the MPO process
- Utilize, evaluate, and continually improve public participation and ensure public input in the transportation planning proposals and goals at both the local and regional scale
- Monitor the current Transit Development Plan (TDP) and continually assist the Charlotte County Transit to gather public input and area transit needs information for the development of TDP progress reports
- Participate in the development of the Florida Strategic Intermodal System (SIS) plan
- Revalidate the Interlocal Agreements with the Sarasota/Manatee MPO, Lee County MPO and Heartland TPO
- Develop and maintain a physical inventory of property obtained through federal funding, its maintenance and a final disposal procedure that meets FDOT and Federal Highway Administration (FHWA) regulations
- Update as required the 2050 LRTP ensuring regional coordination with neighboring MPOs
- Maintain and update the annual Transportation Improvement Program (TIP) seeking creative, supportable project priorities that meet community needs
- Revise 2018 Bicycle Pedestrian Master Plan
- Revise current Congestion Management Plan (CMP)
- Continue to work towards receiving enhanced TRIP and regional project funding for the MPO

## Air Quality Planning Activities

In the 2050 LRTP Update, the MPO adopted policies to protect existing air quality. Projected emissions are included in traffic model evaluation reports. These projections are used by the MPO and by local governments to help make road network and land use decisions. The MPO monitors all related air quality information collected in assessing transportation impacts on overall Air Quality.

## Transit Planning

Transit planning tasks are performed with funds under Titles 23 and 49, U.S.C. through the activities in Task 8: Transit and Transportation Disadvantaged Planning, as well as possible activity under Task 8 General Planning Consultant line. The Charlotte County Transit Division's significant role in providing transportation to Charlotte County residents continues to grow and evolve to meet demand at peak times with a paratransit-only system. The long-term efforts to clarify future spending for paratransit will continue. As evidenced in the Charlotte County Transit Development Plan (TDP), transit planning remains at the forefront of the MPO's efforts to expand citizens' mobility options both within the urbanized area of the County and across County lines. Development of the next TDP is due to FDOT in July 2030. The MPO works continually and cooperatively with the staff of the Charlotte County Transit Division, the Members of the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) and representatives of adjoining County transit systems and MPOs to address current and emerging transit issues.

### Public Participation including Title VI and Title VIII

The MPO's first Public Participation Plan (PPP) was adopted in 1994, while the most recent updated PPP was adopted by the MPO Board on December 15, 2022. It is consistent with Florida State Rule 14-73.001.

MPO staff continues to revise the informational brochure detailing the history, purpose and mission of the MPO. The brochure encourages public involvement and meeting participation. Meeting agenda packets for the MPO Board and its Committee meetings are displayed in local government offices, all County library branches and other accessible locations for review by the public. Additionally, the MPO developed a citizens' transportation planning award in August 2009 named for a long-serving LCB and CAC member. The Peggy Walters Citizens Mobility Award was established to recognize achievement by an individual or group who through their efforts and accomplishments has made significant and noteworthy contributions to transportation planning in the area.

The MPO website is updated regularly to include current MPO, LCB and Advisory Committee meeting agendas. The website also provides direction to all MPO planning documents. The website includes a text box under the "Contact Us" tab to aid citizens visiting the MPO site to easily comment on MPO plans and documents. The website also provides information and links to the local jurisdictions and other pertinent websites.

In recent years, consistent with federal requirements, the MPO has increased its emphasis on public involvement. The MPO ensures that Title VI policy is followed by conducting outreach to the county's traditionally underserved populations. Our primary strategy for engaging the community in transportation decision-making includes participating through the Citizens' Advisory Committee (CAC) and the Transportation Disadvantaged Local Coordinating Board (LCB).

The MPO also uses various studies and planning tools such as the Transit Development Plan (TDP), Transportation Disadvantaged Service Plan (TDSP), and PD&E studies as part of the public involvement process. Through the "Efficient Transportation Decision Making" (ETDM) process, the MPO incorporates public comments and ideas. For major plan updates, including the LRTP Update, public workshops are held to build consensus on transportation priorities and project ranking.

Citizens are encouraged to comment on all content within this UPWP. The draft UPWP is distributed to all Charlotte County libraries and posted on the MPO website at [www.ccpmpo.gov](http://www.ccpmpo.gov). It is also included as an agenda item at MPO Board, TAC, CAC, and BPAC meetings. In addition, the draft UPWP is sent to federal, state and local

government agencies for review and comments. The MPO adopts the final UPWP only after all comments have been addressed and, when appropriate, incorporated into the Work Program.

The final adopted UPWP is available in hard copies at the MPO offices or can be requested electronically.

## Organization & Management

The MPO Board Membership:

<u>Agency</u>	<u>Representative</u>
Charlotte County Government	Commissioner Christopher G. Constance, MD, Chairman Commissioner Joseph Tiseo, Vice Chair Commissioner Kenneth Doherty
City of Punta Gorda	Vice Mayor Jeannine Polk
Charlotte County Airport Authority	Commissioner Thomas “T.J.” Thornberry
 <u>Non-Voting Advisory Member</u>	
Florida Department of Transportation	Jamie Driggers – Interim District One Secretary

The Charlotte County-Punta Gorda MPO is the primary agency responsible for transportation planning in Charlotte County. The MPO Board consists of five voting members: three county commissioners, one representative from the City of Punta Gorda, and one representative from the Punta Gorda Airport and one non-voting advisor from FDOT. The MPO is a legislative body with the power to develop policy and adopt plans, to manage priorities for the programming of improvements to the transportation system, and to program and administer federal and state planning grants.

The MPO Board appoints members to the Citizens’ Advisory Committee (CAC), composed of eleven voting citizen representatives of the general population of the community. They are chosen to provide a diverse cross section of the population, representing three geographical areas (West-County, Mid-County, and South-County). Two (2) At-Large members are also included in the membership. The Committee is governed by Bylaws and is responsible for providing the MPO and its staff with public participation in the transportation planning process.

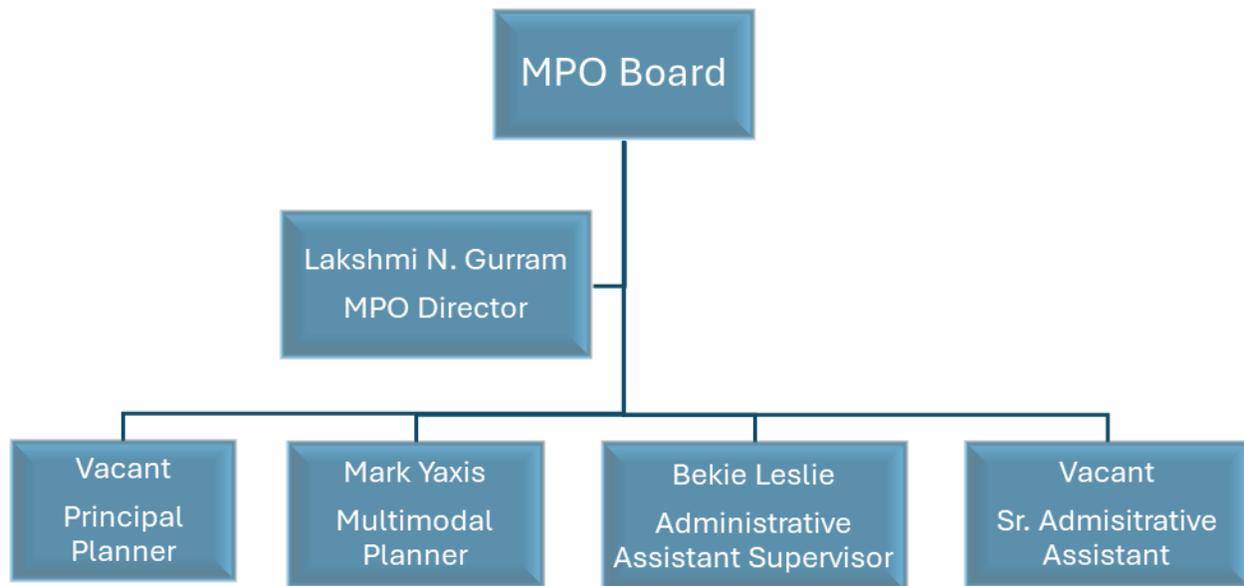
The Bicycle Pedestrian Advisory Committee (BPAC) is appointed by the MPO Board and is composed of bicycle advocates from the South, Mid and West County geographical areas, bicycle shop owners, bicycle club members, and a Historical, Cultural and Environmental representative. This Committee provides recommendations on bicycle and pedestrian plans and projects.

The MPO Board’s Technical Advisory Committee (TAC) is composed of 13 voting members who are technically qualified representatives of agencies responsible for maintaining, controlling, developing and improving the transportation system within the Charlotte County-Punta Gorda Urbanized area. This committee includes representatives from the City of North Port and a small portion of DeSoto County. The representatives from DeSoto County, City of North Port and the Director of the Lee County MPO are voting members on the TAC. The Committee’s

responsibilities include coordination of transportation plans and programs and ensure consistency among the transportation technical studies and report.

The MPO is the official planning agency to receive Transportation Disadvantaged (TD) trust funds for planning activities of the TD program in Charlotte County. The MPO staffs the Transportation Disadvantaged Local Coordinating Board (LCB), which is chaired by an elected official from the Charlotte County area.

The MPO Board directs the staff in managing MPO operations through a director. The staff coordinates all planning projects and activities and administers all tasks to assure proper fulfillment of State and Federal requirements. The staff works with the TAC, BPAC and the CAC, as well as other committees or groups involved with transportation issues. They serve as the primary local liaison to FDOT, the FHWA, and the FTA, as well as other agencies; and works with the staffs of local agencies and neighboring jurisdictions on transportation projects. The MPO has a total of five staff positions: a director, principal planner, one multi-modal planner, administrative assistant supervisor and senior administrative assistant.



## MPO Agreements

The MPO has several agreements with other public agencies to promote a Comprehensive, Continuing and Cooperative (3-C) planning process:

Agreements	Agency	Date
Staff Services Agreement/*Partnership Agreement between Budget & Administrative Services Department/Fiscal Services Division and MPO	Charlotte County	7/27/2010/*9/10/2018
Interlocal Agreement for Joint Regional Transportation Planning	Sarasota/Manatee MPO	1/22/2018 currently revised 5/20/24
Interlocal Agreement for Joint Regional Transportation Planning	Lee County MPO	12/13/2013 currently revised 5/20/24
Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR)	FDOT CCAA SWFRPC CC (Transit Division)	2/22/2006, currently under revision
The State of Florida Department of Transportation Metropolitan Planning Organization Agreement	FDOT	07/1/2022 thru 06/30/2024
Interlocal Agreement for Creation of the MPO	FDOT City of Punta Gorda Charlotte County Punta Gorda Airport	2/22/2006
Interlocal Agreement for The Creation of a Regional Transportation Forum between the Heartland Regional Transportation Planning Organization (TPO) and the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO)	Charlotte County-Punta Gorda MPO/Heartland Regional TPO	May 19, 2025

## Operational Procedures and Bylaws

The Charlotte County-Punta Gorda Metropolitan Planning Organization (CC-PG MPO) is an independent, separate legal entity authorized pursuant to Florida Law and operates under a duly adopted set of bylaws. In addition to MPO Staff, Charlotte County Government provides administrative, legal, financial, purchasing, and personnel support services.

The MPO Board is composed of local elected officials representing the County, City and Airport Authority. This Board meets a minimum of five times per year to establish transportation policies and evaluate and review transportation needs within the MPO's Urbanized Area. The MPO Board operates in accordance with its formally adopted bylaws.

The MPO has three standing advisory committees: the Technical Advisory Committee (TAC), the Citizens' Advisory Committee (CAC), and the Bicycle/Pedestrian Advisory Committee (BPAC). The TAC and CAC meet five times per year, while the BPAC meets quarterly.

The MPO serves as the Official Planning Agency for the receipt of Transportation Disadvantaged (TD) Trust Funds utilized for planning activities of the TD program in urbanized areas. The MPO staffs the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB), which meets quarterly and operates under a duly adopted set of bylaws.

Official Records are maintained at:

Charlotte County-Punta Gorda Metropolitan Planning Organization  
1050 Loveland Blvd., Box C  
Port Charlotte, Florida 33980  
Tel: (941) 883-3535  
Website: [www.ccpmpo.gov](http://www.ccpmpo.gov)  
Email: [office@ccpgmpo.gov](mailto:office@ccpgmpo.gov)

All MPO records are available for public inspection during regular business hours (Monday through Friday, 8:00 a.m. to 5:00 p.m., except holidays). The Charlotte County-Punta Gorda MPO fully complies with the Public Records Laws and the Sunshine Laws of the State of Florida.

## 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 2024 – FY 2026 UPWP in May 2024
- Amended the FY 2024 – FY 2026 UPWP as required
- Publicized all meeting information on MPO website, Charlotte County website, local libraries and Charlotte County local newspaper in FY 2024 – FY 2026
- Submitted monthly signed and approved Visa® credit card statements with original receipts to Fiscal Services for final 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 2024 and July 2026
- Updated Continuity of Operations Plan (COOP)
- Maintained 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 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
- Sponsored the Keep Charlotte Beautiful calendar featuring bicycle laws and safety information
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of January 2022

### Required Activities:

- Provide day-to-day oversight of overall agency administration, staff management, graphics production, and resolution of special issues
- 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 daily 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 deadlines - Ongoing
- Submit monthly signed and approved Visa® credit card statements with original receipts to Fiscal Services for final review -Ongoing
- Continue to process all legal advertisements to meet the required deadlines - Ongoing
- Assist local agencies and interested parties in planning for 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
- Attend US DOT and FDOT approved training courses as available
- Prepare and submit invoices per 23 C.F.R. 420.121(c) and 49 C.F.R. (quarterly)
- Update the Staff Services Agreement with Charlotte County as needed
- Develop and update of the Unified Planning Work Program (UPWP) for FY 2027 and FY 2028 by July 1, 2026, and July 1, 2027
- 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 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 capital equipment to maintain service levels; upgrade security software as required by 49 C.F.R.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, recruit and develop General Planning Consultant services as needed
- Complete legislatively complaint Consolidation Feasibility Study for Charlotte County-Punta Gorda, Lee, Collier MPOs

### End Products:

- Developed MPO planning document deliverables as required by Federal and State Statutes
- Developed 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
- USDOT and FDOT approved training courses results in improved technical proficiency, and strengthen support for MPO planning, 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
- Adopted UPWP for FY 2027 and FY 2028 – May 2026 and May 2027
- Annual audit report to the Federal Audit Clearinghouse Database March 2026 and March 2027, if required
- Invoices to FDOT for review following end of each quarter through June 30, 2028 - 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
- Maintained and regularly updated MPO website containing current plans, meeting materials, public notices, required documents, and other information to ensure transparency and accessibility.

- Amendment/revision/modification of the UPWP as needed
- Renovated and modified MPO office for increased security and improve operational efficiency as needed
- Revised and adopted 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 2026 and March 2027
- Published Keep Charlotte Beautiful calendar featuring bicycle laws and safety information – July 2026 and July 2027
- Executed and maintained General Planning Consultant contracts to support MPO planning needs
- Completed legislatively complaint Consolidation Feasibility Study for Charlotte County-Punta Gorda, Lee, Collier MPOs – December 2026

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 - FY 2027	FHWA (PL) <u>\$376,643</u>
		<b>TOTAL \$376,643</b>
	Year 2 – FY 2028	FHWA (PL) <u>\$376,643</u>
		<b>TOTAL \$376,643</b>



Task 1 ADMINISTRATION			
2027			
Funding Source	FHWA		FY 2027 Total
Contract Number	G2WXX		
Source Level	PL	Total	
MPO Budget Reference			
Lookup Name	2027 FHWA G2WXX (PL)	FHWA G2WXX (Total)	
Personnel (salary and benefits)			
Employees Salaries, Benefits and other deductions.	\$ 298,343	-	\$ 298,343
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 298,343</b>	<b>\$ 298,343</b>	<b>\$ 298,343</b>
Travel			
MPO staff travel on MPO business including conferences, seminars, public meetings, MPOAC meetings, FMPP, and other required events. This also includes in-county and out-county mileage and registration for meeting.	\$ 3,500	-	\$ 3,500
MPO Board Members may travel on MPO business to attend MPOAC meetings, MPOAC Weekend Insitute, or any other MPO Board related meetings when their participation is required.	\$ 2,000	-	\$ 2,000
<b>Travel Subtotal</b>	<b>\$ 5,500</b>	<b>\$ 5,500</b>	<b>\$ 5,500</b>
Direct Expenses			
Governmental Costs: These costs include attorney services, IT support, People Operation, Fleet Mangement, Facilities, Fiscal services, Purchasing, CCTV & other adminsitrative or support services provided by Charlotte County provide to the MPO.	\$ 51,848	-	\$ 51,848
MPO Self Insurance Costs	\$ 1,172	-	\$ 1,172
Subscription/renewal/maintenance - newspapers, website updates, website hosting, animaker video,	\$ 3,700		\$ 3,700
Advertising-MPO Board, Joint Regional Meetings, Committees, PPP, LRTP, Public Hearing, job vacancies, etc.	\$ 3,500		\$ 3,500
Postage and Freight Costs	\$ 1,000		\$ 1,000
Printing and Binding/Other Charges & Obligation, meeting room rental	\$ 900		\$ 900
Gas.Oil/Lube	\$ 600		\$ 600
Repair/Maintenance - Building	\$ 1,000	-	\$ 1,000
Communication -Cell Phone	\$ 800	-	\$ 800
Educational Expenses - staff training, sponsorship, registration, continue education, training	\$ 1,480		\$ 1,480
Equipment rental & Lease/overage costs ( i.e. JM Todd, pitney bowes)	\$ 4,000	-	\$ 4,000
		-	\$ -
<b>Direct Expenses Subtotal</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
Supplies			
Departmental/Office Supplies	\$ 1,800	-	\$ 1,800
<b>Supplies Subtotal</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>
Equipment			
Peripherals Equipment	\$ 1,000	-	\$ 1,000
<b>Equipment Subtotal</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Total</b>	<b>\$ 376,643</b>	<b>\$ 376,643</b>	<b>\$ 376,643</b>

2028			
Funding Source	FHWA		FY 2028 Total
Contract Number	G2WXX		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2028 FHWA G2WXX (PL)	FHWA G2WXX (Total)	
<b>Personnel (salary and benefits)</b>			
Employees Salaries, Benefits and other deductions.	\$ 298,343	-	\$ 298,343
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 298,343</b>	<b>\$ 298,343</b>	<b>\$ 298,343</b>
<b>Travel</b>			
MPO staff travel on MPO business including conferences, seminars, public meetings, MPOAC meetings, FMPP, and other required events. This also includes in-county and out-county mileage and registration for meeting.	\$ 3,500	-	\$ 3,500
MPO Board Members may travel on MPO business to attend MPOAC meetings , MPOAC Weekend Insititute, or any other MPO Board related meetings when their participation is required.	\$ 2,000	-	\$ 2,000
<b>Travel Subtotal</b>	<b>\$ 5,500</b>	<b>\$ 5,500</b>	<b>\$ 5,500</b>
<b>Direct Expenses</b>			
Governmental Costs: These costs include attorney services, IT support, People Operation, Fleet Management, Facilities, Fiscal services, Purchasing, CCTV & other adminisitrative or support services provided by Charlotte County provide to the MPO.	\$ 51,848	-	\$ 51,848
MPO Self Insurance Costs	\$ 1,172	-	\$ 1,172
Subcription/renewal/maintenance - newspapers, website updates, website hosting, animaker video,	\$ 3,700		\$ 3,700
Advertisings-MPO Board meetings, Joint Regional Meetings, Advisory Committee Meetings, PPP, LRTP, Public Hearings, job vacancies, etc.	\$ 3,500		\$ 3,500
Postage and Freight Costs	\$ 1,000		\$ 1,000
Printing and Binding/Other Charges & Obligation, meeting room rental	\$ 900		\$ 900
Gas, Oil/Lube	\$ 600		\$ 1,000
Repair/Maintenance - Building	\$ 1,000		\$ 1,000
Communication -Cell Phone	\$ 800		\$ 800
Educational Expenses - staff training, sponsorship, registration, continue education, training	\$ 1,480	-	\$ 1,480
Equipment rental & Lease/overage costs ( i.e. JM Todd, pitney bowes)	\$ 4,000	-	\$ 4,000
<b>Direct Expenses Subtotal</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>	<b>\$ 70,000</b>
<b>Supplies</b>			
Departmental/Office Supplies	\$ 1,800	-	\$ 1,800
<b>Supplies Subtotal</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>	<b>\$ 1,800</b>
<b>Equipment</b>			
Peripherals Equipment	\$ 1,000	-	\$ 1,000
<b>Equipment Subtotal</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>	<b>\$ 1,000</b>
<b>Total</b>	<b>\$ 376,643</b>	<b>\$ 376,643</b>	<b>\$ 376,643</b>

## Task 2 Data Collection, Analysis & Mapping

### Purpose:

- Monitor and analyze regional travel characteristics including socio-economic and land use patterns, transportation system performance data, and environmental factors
- Support informed decision-making by maintaining up-to-date mapping and data resources
- Continue participation and training in facilitating the Efficient Transportation Decision Making (ETDM) process
- Continue participation and training in the latest travel demand modeling software and attend Model Task Force Meetings to maintain proficiency.
- Continue professional development in the training in PTV Visum software
- Manage and oversee the executed General Planning Consultant Services contract with three consultants for FY 2025- 2028
- Executed contract for 2050 Socio Economic Data Development Consultant

### Previous Work:

- Continued coordination with Florida Department of Transportation (FDOT) in the implementation of the ETDM process through analysis of work projects in FY 2026/2027 and FY 2028/2029
- Analyzed crash and congestion data for the safety management system,
- Participated with the Community Traffic Safety Team (CTST) to identify and propose projects for safety and enhancement funds
- Analyzed traffic crash data using Signal Four Analytics and organize crash data for implementing the Congestion Management Process (CMP) to prioritize transportation projects
- Utilized 2019 Districtwide Regional Planning Model (D1RPM) for transportation analysis
- Utilized 2019 D1RPM for transportation analysis and providing Traffic volumes data to member jurisdictions as needed.
- Validated Socio-economic data completed in December 2023
- Validated 2019 District One Regional Planning Model (D1RPM) completed in December 2025.
- Attended webinars and training related to PTV Visum modeling software
- Analyzed, downloaded, and modified Signal Four analytics crash data reports for presentations at the Board and committee meetings

### Required Activities:

- Utilize the Travel Demand Model to analyze the existing network and to develop alternative planning scenarios with PTV Visum as needed
- Use the General Planning Consultant services to support development of socio-economic data for development of 2050 travel demand model
- Update 2019 travel demand model data for the development of 2050 socio economic data
- Update 2020 validated base year model data to 2050 Future year socio economic data
- Utilize 2019 District One Regional Planning Model (D1RPM) for regional transportation modeling as needed
- PTV Visum transportation model scenarios as required throughout FY 2024 and FY 2025
- Prioritize congestion management in 2024 and 2025, target completion July 2024 and July 2025

- Update data related 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 from 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), law enforcement agencies to update the travel demand model as needed
- Continue updating maps of multimodal facilities, crash data and traffic volumes
- Continue analyzing crash and congestion data for the safety management system
- Participate with the Community Traffic Safety Team (CTST) to identify and propose projects for safety and enhancement funds (quarterly)
- 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 to support data development and planning activities
- Continue to use Signal Four data for analysis
- Continue participation in PTV Visum software updates and training activities
- Attend trainings, conferences including MPOAC and Model Task Force meetings

**End Products:**

- PTV Visum transportation model scenarios as required throughout FY 2024 and FY 2026 target completion September 2025
- Prioritize lists of congestion management projects in 2024 and 2025, target completion July 2024 and July 2025
- Provide input into bi-monthly Community Traffic Safety Team (CTST) meetings (quarterly) – Ongoing
- Reviewed databases supporting prioritization of safety, highway, congestion management, and enhancement related projects throughout 2024 and 2025 snapshot adoption date – October 2025 (Ongoing)
- Refined and enhanced GIS data for MPO plans and projects programs throughout FY 2024 and FY 2025 – snapshot adoption date – October 2025 (Ongoing)
- Three signed GPC contracts
- Familiarity with the new PTV modeling software and other model related activities
- Validated 2019 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

<b>Funding Sources:</b>	Year 1 – FY 2027	FHWA (PL)	<u>\$45,000</u>
		<b>TOTAL</b>	<b>\$45,000</b>
	Year 2 – FY 2028	FHWA (PL)	<u>\$45,000</u>
		<b>TOTAL</b>	<b>\$45,000</b>

## Task 2: Estimated Budget Detail For “Planning Task”

Task 2 DATA COLLECTION, ANALYSIS AND MAPPING			
2027			
Funding Source	FHWA		FY 2027 Total
Contract Number	G2WXX		
Source Level	PL	Total	
MPO Budget Reference			
Lookup Name	2027 FHWA G2WXX (PL)	FHWA G2WXX (Total)	
Personnel (salary and benefits)			
MPO Staff salaries, benefits and other deductions	\$ 45,000	-	\$ 45,000
<b>Personnel (salary and benefits) Subtotal</b>	\$ 45,000	\$ -	\$ 45,000
<b>Total</b>	\$ 45,000	\$ -	\$ 45,000
2028			
Funding Source	FHWA		FY 2028 Total
Contract Number	G2WXX		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2028 FHWA G2WXX (PL)	FHWA G2WXX (Total)	
Personnel (salary and benefits)			
MPO Staff salaries, benefits and other deductions	\$ 45,000	-	\$ 45,000
<b>Personnel (salary and benefits) Subtotal</b>	\$ 45,000	\$ -	\$ 45,000
<b>Total</b>	\$ 45,000	\$ -	\$ 45,000

	FY 2027 & 2028 TOTAL
Personnel (salary and benefits)	\$ 90,000
<b>Total</b>	\$ 90,000

## Task 3 Public Participation Plan

### Purpose:

- To provide opportunities for meaningful public participation are provided throughout the MPO process, in full compliance with applicable Federal and State requirements.

### Previous Work:

- Prepared MPO Public Participation Plan (PPP) Annual Evaluation/Summary for current and future calendar years
- Revised PPP Plan and Title VI Program (Ongoing)
- Coordinated with CCTV 20 production staff on scripting, development, and video recording of selected MPO, CAC, BPAC, LCB and the Punta Gorda Airport leading to the completion of an MPOs2045 LRTP information video. This video was shown at all the workshops, MPO Committee and Board meetings and on CCTV 20
- Prepared outline and content for 2045 and 2050 LRTP Public Participation Survey in 2025
- Aided in preparation of 2045 LRTP Workshop materials including “Route to 2045” branded brochure
- Aided in the preparation of 2050 LRTP Workshop materials including “Moving Charlotte Forward” branded brochure
- Conducted public workshops in February, April, May, June and July 2025 in support of the 2050 LRTP Needs Plan and Cost Feasible Plan
- Revised, compiled, and analyzed data received from the MPO’s Evaluation/Comment survey. This survey was conducted as a standalone survey and also part of the, April, May, June and July 2025 workshops held to solicit public opinion and comment on the 2050 LRTP
- Awarded the Citizens Transportation Mobility Award in 2024 and 2025
- Quarterly updates and revisions to the MPO informational brochure
- Attended civic and non-profit organization meetings throughout FY 2023/2024 and FY 2024/2025 to discuss MPO planning, public involvement opportunities, and future planning ideas
- Actively participated in Association of Metropolitan Planning Organizations (AMPO) FHWA, USDOT and FDOT public participation-based webinars and local training programs
- Engaged in ongoing discourse and discussion with other Florida MPOs concerning effective public involvement techniques and programs

### Required Activities:

- Conduct annual review and update of the Public Participation Plan (PPP) as needed
- Provide public participation opportunities for all MPO related transportation plans, hearings, workshops and events as needed
- Solicit citizen volunteers for the MPO Advisory Committees.
- Provide timely notification to the public of all MPO related meetings, hearings, workshops, special and joint meetings, and plan reviews using electronic, print, audio, and video as needed

- Prepare MPO Public Participation element and Public Participation Plan for the 2050 Long Range Transportation Plan
- Continue to respond to citizen, agency, and media queries on all MPO related topics and plans as needed
- Continue to attend civic, non-profit, professional, and business group meetings and forums when available
- Continue to review and improve the MPO website including ADA compliance and 2050 LRTP additions as needed Continue to solicit nominees and award a Citizens Transportation Mobility Award in 2026 and 2027
- Continue to implement creative electronic, print, or visual techniques and methods to provide citizens with information (Ongoing)
- Continual review and update of the MPO informational brochure as needed.
- Continue to solicit citizen input on methods to improve roadway safety and, potential bicycle and pedestrian improvements (Ongoing)
- Continue to develop relationships with traditionally underserved populations. MPO has worked with FHWA and FDOT staff to review and solicit comments on underserved populations aspects of the 2050 LRTP (Ongoing)
- Continue to work with MPO Advisory Committee members in developing their roles as MPO information conduits to their constituents, clients, and friends (Ongoing)
- Utilize a General Planning Consultant services as needed
- Utilize the MPO website for improved public outreach and participation as needed
- Prepare an MPO Evaluation/Comment Survey, disseminate at all MPO public participation events (live and virtual) and compile survey responses

**End Products**

- Inclusion of all public surveys, interactive mapping tools, verbal and written public comment and opinion in the MPO process and all planning documents
- Public participation workshops and public involvement events in support of the 2050 Long Range Transportation Plan
- Annual Public Participation Summary and Evaluation Report in FY 2024 and FY 2025
- Updated MPO brochure, website, and future technological improvements to enhance public involvement. Citizen Transportation Mobility Award July 2024 and July 2025
- Public Participation Plan (PPP) amendment/revisions as needed
- 2050 LRTP with all required public participation opportunities and guidelines met
- Citizen volunteers for various MPO Advisory Committees
- Evaluation/Comment Survey for all public involvement events, including participant demographic and meeting logistic/venue feedback

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 – FY 2027	FHWA (PL)	<u>\$20,000</u>
		<b>TOTAL</b>	<b>\$20,000</b>
	Year 2 – FY 2028	FHWA (PL)	<u>\$ 20,000</u>
		<b>TOTAL</b>	<b>\$ 20,000</b>

### Task 3: Estimated Budget Detail For “Planning Task”

Task 3 PUBLIC PARTICIPATION PLAN (PPP)			
2027			
Funding Source	FHWA		FY 2027 Total
Contract Number	G2WXX		
Source Level	PL	Total	
MPO Budget Reference			
Lookup Name	2027 FHWA G2WXX (PL)	FHWA G2WXX	
Personnel (salary and benefits)			
MPO Staff salaries, benefits & Other deductions	\$ 20,000	-	\$ 20,000
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
2028			
Funding Source	FHWA		FY 2028 Total
Contract Number	G2WXX		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2028 FHWA G2WXX (PL)	FHWA G2WXX	
Personnel (salary and benefits)			
MPO Staff salaries, benefits & Other deductions	\$ 20,000	-	\$ 20,000
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>

	FY 2027 & 2028 TOTAL
Personnel (salary and benefits)	\$ 40,000
<b>Total</b>	<b>\$ 40,000</b>

## Task 4 Long Range Transportation Plan (LRTP)

### Purpose:

- Apply Florida Standard Urban Transportation Model Structure (FSUTMS) for the management system projects
- Continue participation in the statewide Model Task Force technical meetings.
- Support utilization of FSUTMS 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
- Develop the 2050 Long Range Transportation Plan (LRTP) Update with adoption date on - October 5<sup>th</sup>, 2025
- Executed General Planning Consultant Services contract with three consultants for FY 2021- 2024 as of Jan 2022

### Previous Work:

- Adopted 2050 Long Range Transportation Plan (LRTP) Update October 2025
- Endorsed Model Validation (Spring 2019)
- Endorsed Goals, Objectives and Socio-Economic Data for 2045,2050 LRTP
- Hazard Mitigation planning element documentation included in the 2040 LRTP Update
- Adopted FDOT District One Regional Planning Model (D1RPM)
- Adopted 2050 LRTP Socio-Economic Data and endorsed 2019 Model Validation Data
- Refined 2045 Socio-Economics Data control totals completed in December 2019
- Refined 2050 D1RPM Model September 2025
- Adopted 2050 Socio-Economics Data by the MPO Board in December 2023
- Validated 2019 District One Regional Planning Model (DIRPM) – November 2023
- Three signed GPC contracts
- Amendments to the 2045 LRTP as needed
- Adopt 2045 LRTP - October 2020
- Coordinate the FDOT District One Consultant to update and validate the 2019 DIRPM model as needed
- Adopt 2050 LRTP by October 2, 2025
- Updated 2050 computerized transportation planning model (FSUTMS) for traffic impact and alternative analysis
- Adopted 2025 and 2026 FDOTs Vision Zero safety performance targets
- Refine 2050 LRTP with updated Transportation Performance Measures October 2025
- Refine 2045 LRTP with updated Autonomous, Connected Electric, and Shared (ACES) – October 2020

### Required Activities:

- Updated FSUTMS model Incorporating the 2020 Validated Network and Socio-Economic Data
- Utilize 2050 D1RPM for traffic impact and alternative analysis of the existing network as needed
- Continued staff participation in FSUTMS, Cube and PTV Visum software updates
- Incorporate the Federal Requirements regarding Congestion Management Process as needed
- Year of Expenditure (YOE) and Present-Day Cost (PDC) calculations and supporting documentation for all LRTP projects planning

- Utilize summarizing the integration of Autonomous, Connected, Electric, and Shared (ACES) vehicle research into LRTP analysis Utilize the guidelines in 2021 Florida Strategic Highway Safety Plan (SHSP) to focus on accomplishing the vision of eliminating fatalities and reducing serious injuries on all public roads
- Adoption and documentation of federally required safety performance targets for the 2025 and 2026
- 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 2026 safety targets, which set the target at “0” for each performance measures
- Establish performance-based planning documentation update consistent to Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America’s Surface Transportation (FAST) Act
- Execute General Planning Consultant Services contract with three consultants for FY 2026- 2029 as of July 2026
- Utilize General Planning Consultant services. - (See Appendix I)

**End Products:**

- Inclusion of the ETDM process into the overall planning process (On-going)
- Adopted 2050 LRTP
- Updated FSUTMS model incorporating the 2020 validated network and socio-economic data
- Adopted MPO 2026 Safety Targets based FDOT’s five safety-related performance measures
- Executed General Planning Consultant contracts
- Performance-based planning documentation consistent with MAP-21 and FAST Act requirements
- Adopted Public Participation Element for 2050 LRTP
- Adopted 2050 Goals and Objectives, Needs Plan, Cost Feasible Plan and Executive Summary
- Updated and validated 2019 DIRPM model completed in coordination with the FDOT District One consultant
- Traffic impact and alternative analysis results using the 2050 D1RPM as needed

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 - FY 2027	FHWA (PL)	<u>\$30,000</u>
		<b>TOTAL</b>	<b>\$30,000</b>
	Year 2 - FY 2028	FHWA (PL)	<u>\$30,000</u>
		<b>TOTAL</b>	<b>\$30,000</b>

### Task 4: Estimated Budget Detail For “Planning Task”

Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP)			
2027			
Funding Source	FHWA		FY 2027 Total
Contract Number	G2WXX		
Source Level	PL	Total	
MPO Budget Reference			
Lookup Name	2027 FHWA G2WXX (PL)	FHWA G2WXX	
Personnel (salary and benefits)			
MPO Staff salaries, benefits and other deductions	\$ 30,000	-	\$ 30,000
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
2028			
Funding Source	FHWA		FY 2028 Total
Contract Number	G2WXX		
Source	PL	Total	
MPO Budget Reference			
Lookup Name	2028 FHWA G2WXX (PL)	FHWA G2WXX	
Personnel (salary and benefits)			
MPO Staff salaries, benefits and other deductions	\$ 30,000	-	\$ 30,000
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
<b>Total</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>

	FY 2027 & 2028 TOTAL	
Personnel (salary and benefits)	\$	60,000
<b>Total</b>	<b>\$</b>	<b>60,000</b>

## Task 5 Transportation Improvement Program (TIP)

### Purpose:

Develop Transportation Improvement Programs (TIP) for FY 2026/2027 and 2027/2028 that identifies all federal, state and locally funded transportation improvements.

### Previous Work:

- Adopted the FY 2024/2025 – FY 2028/2029 TIP in cooperation with FDOT and local government agencies in May 2014
- Adopted the FY 2025/2026 – FY 2029/2030 TIP in cooperation with FDOT and local government agencies in May 2025
- Adopted the TIP in cooperation with FDOT and local government agencies
- Coordinated regional highway, transportation alternatives, Transportation Regional Incentive Program (TRIP) and congestion management transportation project priorities in May 2019 and May 2020
- Reviewed FDOT Draft Tentative Work Program for FY 2020/2021 through FY 2024/2025
- Coordinated with the City of Punta Gorda and Charlotte County to incorporate Capital Improvements Program into adopted TIPs
- Adopted FDOTs statewide Highway Safety Improvement Program (HSIP) interim safety performance measures and FDOT's 2018 safety targets as MPOs vision zero targets
- Project Priorities Lists for FY 2024 and 2025 in May 2024 and May 2025 respectively
- FDOT Tentative Work Programs for FY 2025/2030 and FY 2026/2031 to be reviewed by MPO Board by December 2024 and December 2025 respectively
- Amendments to the 2024 Transportation Improvement Program (TIP) as needed
- Incorporated performance-based planning into the TIP in accordance with MAP-21 and the FAST Act, adopted in May 2024 and May 2025
- Updated FDOT performance measures and safety targets in FY 2024/2025 through 2025/2026 TIP and FY 2025/2026 through 2028/2029 TIP adopted by May 2024 and May 2025 respectively

### Required Activities:

- Coordinate input from the City of Punta Gorda, Charlotte County and the Charlotte County Airport Authority (CCAA) for establishing project priorities (annually)
- Review project priorities with FDOT, TAC, CAC and BPAC while obtaining public input and ideas through the Committee process (annually)
- Ensure project priorities are consistent with the Long-Range Transportation Plan (LRTP) Updates as needed
- Ensure documentation on project priority methodology is included within the Transportation Improvement Program (TIP) (annually)
- Establish performance-based planning in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act.
- Develop Transportation Improvement Program (TIP)
- Coordinate TIP Amendments with FDOT, the City of Punta Gorda and Charlotte County, as required
- Review recommended TIP Amendments with FDOT, TAC, CAC and BPAC while obtaining public input through the Committee process as needed
- Coordinate with Charlotte County and City of Punta Gorda in developing 2024 and 2025 Project Priorities

- Ensure all amendments are consistent with the adopted LRTP Update as needed
- Review the FDOT Draft Tentative Work Programs with FDOT, TAC, CAC and BPAC (annually)
- Assist FDOT in implementing its Adopted Work Program by notifying sponsors whose projects have moved into the first year of the MPO TIP (annually)
- Coordinate with Sarasota/Manatee MPO to identify regional projects for inclusion in the TIP
- Collaborate with Sarasota/Manatee and Lee County MPOs in establishing Transportation Regional Incentive Program (TRIP) and Regional Transportation Alternative project priorities, as required
- Implement the MPO's Congestion Management Process (CMP) incorporated in the 2050 LRTP Update as needed
- Maintain the Congestion Management System (CMS) per Federal transportation legislation, FDOT and local agency requirements (annually)
- Utilize the guidelines in 2021 Florida Strategic Highway Safety Plan (SHSP) to focus on accomplishing the vision of eliminating fatalities and reducing serious injuries on all public roads
- 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
- Utilize General Planning Consultant services as needed

**End Products:**

- Adopted FY 2024/2025 through 2028/2029 Transportation Improvement Programs (TIP) adopted by May 2023
- Adopted FY 2025/2026 through 2029/2030 Transportation Improvement Programs (TIP) adopted by May 2024
- Project Priorities Lists for FY 2026/2027 and FY 2028/2029 in May 2026 and May 2027 respectively
- FDOT Tentative Work Programs for FY 2025/2026 and FY 2026/2027 to be reviewed by MPO Board by December 2025 and December 2026 respectively.
- Adopted Regional priorities with Sarasota Manatee MPO and Lee MPO annually
- Amendments to the 2024 Transportation Improvement Program (TIP) as needed
- Performance based planning incorporated in TIP in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America's Surface Transportation (FAST) Act adopted by May 2025 and May 2026 respectively
- Update FDOT performance measures and safety targets in FY 2025/2026 through 2029/2030 TIP and FY 2026/2027 through 2030/2031 TIP adopted by May 2025 and May 2026 respectively.
- Regional project lists for inclusion in the TIP, developed in coordination with the Sarasota/Manatee MPO
- General Planning Consultant (GPC) work products supporting MPO planning tasks, prepared as needed

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 – FY 2027	FHWA (PL) <u>\$ 30,000</u>
		<b>TOTAL \$ 30,000</b>
	Year 2 – FY 2028	FHWA (PL) <u>\$ 30,000</u>
		<b>TOTAL \$ 30,000</b>



## Task 6 Special Project Planning

### Purpose:

Complete various recurring and non-recurring planning projects

### Previous Work:

- Supported and provided input for funding the City of Punta Gorda and Charlotte County projects in December 2024 and 2025 (Ongoing)
- Participated in the Efficient Transportation Decision Making (ETDM) process during the 2050 LRTP development and in the MPO's overall planning process
- Participated in Traffic Incident Management (TIM) Team for Charlotte, Sarasota, Manatee, Collier and Lee Counties (Ongoing)
- Monitored activities of the Continuing Florida Aviation System Planning Process (CFASPP)
- Attended, Punta Gorda Airport Authority meetings when possible
- Attended, City of Punta Gorda council meetings, when possible
- Worked with Charlotte County with the development of a Bicycle/Pedestrian Master Plan
- Coordinated the MPO Bicycle/Pedestrian Committee in the development a Charlotte County Bicycle/Pedestrian map for 2019
- Coordinated and distributed Charlotte County Bicycle/Pedestrian Maps with local Bicycle shop owners, Visitor Information Centers and Chambers of Commerce throughout Charlotte County
- Assisted Charlotte County Division of Parks and Recreation in securing SUN Trail grants for trail projects
- Organized and participated on the Community Traffic Safety Team (CTST) Assisted in the participation, discussion, and approval of the SUN Trail Feasibility Study at the BPAC, CAC, TAC and MPO Board meetings
- Coordinated with FDOT on adding North Jones Loop Road (I-75 to Piper Road) and Piper Road (North Jones Loop Road to US 17) as NHS projects
- Supported the Punta Gorda Airport Authority, as an emerging SIS facility
- Adopted the Charlotte County Comprehensive Safety Action Plan using Safe Streets and Roads for All (SS4A) grant award

### Required Activities:

- Represent the MPO at bi-monthly TIM Team and CTST meetings
- Review roadway design plans and proposed developments for appropriate incorporation of bicycle and pedestrian improvements as needed
- Lead coordination efforts for Charlotte County and the City of Punta Gorda for review and updating of Bicycle/Pedestrian Master Plans
- Coordinate with local entities regarding the latest developments and its impacts on transportation projects
- Work with Government agencies, citizens' groups involved in alternate transportation projects
- Coordinate Safe Routes to Schools (SRTS) initiatives
- Coordinate with the Florida Office of Greenways and Trails and regional organizations for SUN Trail and opportunity trail projects
- Update and produce a Charlotte County Bicycle/Pedestrian map for 2026
- Continued support of the CRAs of Charlotte County (ongoing)
- Continue to coordinate the MPO Bicycle/Pedestrian Committee meetings(quarterly)

- Continue monitoring appropriate discretionary grant programs and apply for funding as appropriate
- Develop planning documents as required in provisions listed in discretionary grant's Notice of Funding Opportunity (NOFO)
- Coordinate with Southwest Florida MPOs on the passenger rail Initiative to secure funding for multi-county Passenger Rail Feasibility Study
- Coordination with Charlotte County Utilities Department regarding planned transportation projects
- Execute General Planning Consultant Services contract with three consultants for FY 2026- 2029

### **Complete Streets**

The Charlotte County-Punta Gorda MPO is required to allocate 2.5% of its PL funding toward Complete Streets (CS). The MPO will incorporate CS principles throughout its planning activities to ensure that transportation projects are developed in a manner that is compatible with community values, environmental considerations, and multimodal mobility needs. The MPO and its consultants will undertake the following efforts in support of CS:

- Coordinate with Florida Department of Transportation (FDOT), City of Punta Gorda, Airport Authority and Charlotte County to ensure that project priorities reflect CS principles that support multi-modal transportation options.
- Participate in community events that promote bicycle/pedestrian activities and safety awareness and public education.
- Participate in meetings/workshops pertaining to CS and multi-modal transportation initiatives including events hosted by Bicycle Pedestrian Advisory Committee, FDOT, FHWA, Local Technical Assistance Program (LTAP).
- Prepare additional planning documents to fulfill eligibility requirements for the following initiatives:
  - Complete Streets
  - Resiliency
  - Vision Zero – Comprehensive Safety Action Plan
- Ensure all MPO tasks and activities pertaining to CS will be used to increase safe, multi-modal, and accessible travel options for persons of all abilities.

### **End Products:**

- Annual listing of multi-modal transportation project priorities developed in coordination with Charlotte County, the City of Punta Gorda, and the Punta Gorda Airport Authority
- Updated Transportation Improvement Program (TIP), including project priority methodology and all required amendments.
- Updated Charlotte County Bicycle/Pedestrian Map (2026) and related GIS shapefiles, as needed. Updated SUN Trail network maps and shapefiles as needed
- Traffic Incident management (TIM) Team and CTST participation, (quarterly)
- DRI reviews of proposed large developments, as needed
- BPAC coordination and participation (quarterly)
- Work products developed under the General Planning Consultant (GPC) services contract Final report for the Charlotte County Comprehensive Safety Action Plan – March 2025
- Planning documents prepared to meet eligibility requirements for the following initiatives:
  - Complete Streets
  - Resiliency
  - Vision Zero – Comprehensive Safety Action Plan

**Responsible Agency:** Charlotte County- Punta Gorda MPO/Charlotte County Government

<b>Funding Sources:</b>	Year 1 – FY 2027	FHWA (PL)	\$25,000
	Year 1 – FY 2027	PL CS*	<u>\$15,663</u>
		<b>TOTAL</b>	<b>\$40,663</b>
	Year 2 – FY 2028	FHWA (PL)	\$ 25,000
	Year 2 – FY 2028	PL CS*	<u>\$ 15,663</u>
		<b>TOTAL</b>	<b>\$ 40,663</b>

[§ 11206(b)] 2.5% of the total PL allocation for FY 2026/2027 is \$15,663 and for FY 2027/2028 is \$15,663. These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets.



## Task 7 Regional Planning and Coordination

### Purpose:

This task provides for coordinated planning efforts between regional entities, i.e., other MPOs, Transportation Planning Organizations (TPOs), and regional transportation planning agencies.

### Previous Work:

- Participated in joint MPO Board meetings with Lee County and Sarasota/Manatee MPOs
- Coordinated with the Lee County MPO to attend each other's respective Technical Advisory Committee (TAC) meetings
- Adopted the Interlocal Agreement for Joint Regional Transportation Planning and Coordination with Lee County MPO
- Adopted the Revised Interlocal Agreement for Joint Regional Transportation Planning and Coordination with Sarasota/Manatee MPO January 2024
- Coordinated with Lee County MPO on the development of transportation system serving Babcock Ranch
- Continued coordination with the Lee County MPO on proposed improvements along the Burnt Store Road Corridor
- Participated in the Coordinated Urban Transportation Studies (CUTS) Committee of FDOT District One MPOs on a quarterly basis
- Negotiated the Joint Transportation Regional Incentive Program projects list developed with the Sarasota/Manatee MPO and Lee MPO
- Discussed improvements to Englewood Interstate Corridor and improved access to I-75 with Sarasota/Manatee MPO
- Participated in the Statewide Metropolitan Planning Organization Advisory Council (MPOAC) on a quarterly basis
- Participated in Florida Metropolitan Planning Partnership Statewide Collaboration Meeting, November 2023
- Participated with Tampa Bay Area Regional Transportation Authority (TBARTA) in the organization of the Southwest Coastal Regional Trail initiative
- Served on the MPOAC Freight Committee
- Attended Lee TAC and BPAC meetings when possible
- Attend Sarasota Manatee MPO TAC and BPAC meetings when possible

### Required Activities:

- Continue implementing the procedures identified in the Joint Regional Transportation Planning and Coordination Interlocal Agreements with Sarasota/Manatee MPO and Lee County MPO (ongoing)
- Execute procedures identified in the adopted MPO Public Participation Plan for regional issues, as needed
- Continue to coordinate with Lee County and the Southwest Florida Regional Planning Council (SWFRPC) on providing input and analysis for the Development of Regional Impact (DRI) (ongoing)

- Continue to coordinate with Sarasota/Manatee and Lee County MPOs in setting Regional Project Priorities (annually)
- Continue to coordinate with Sarasota/Manatee and Lee County MPOs to enhance the integration and connectivity of the transportation system (ongoing)
- Support and participate in the CUTS Committee of FDOT District One MPOs (quarterly)
- Participation in the Statewide Metropolitan Planning Organization Advisory Council (MPOAC) and associated subcommittees (quarterly)
- Participation in FDOT/City/County Coordination Meetings, (quarterly)
- Participate in Florida Metropolitan Planning Partnership Statewide Collaboration Meeting, (annually)
- Prepare and submit the MPO annual Certification responses for FDOT
- Utilize a General Planning Consultant services to support regional planning activities as needed
- Attend TAC and BPAC meetings of the Lee County MPO and the Sarasota/Manatee MPO when possible

**End Products:**

- Implementation of the Joint Regional Transportation Planning and Coordination Interlocal Agreements with the Sarasota/Manatee MPO and the Lee County MPO (annually)
- Assessments of the effectiveness of all regional public involvement techniques for additions and improvements as needed
- Coordination efforts with Sarasota/Manatee, Lee, Collier MPOs and Heartland TPO (ongoing)
- Update Regional Roadways Network through coordination with Sarasota/Manatee and Lee County MPOs, as required
- Summaries related to Developments of Regional Impact (DRIs), prepared in collaboration with Lee County and the Southwest Florida Regional Planning Council (SWFRPC)
- Adopted annual Regional Project Priority Lists developed jointly with the Sarasota/Manatee MPO and the Lee County MPO
- Demonstrated efforts to enhance regional transportation system integration and connectivity
- Participation in the Coordinated Urban Transportation Studies (CUTS) of FDOT District One MPOs (quarterly)
- Participation in the Statewide Metropolitan Planning Organization Advisory Council (MPOAC) (quarterly)
- Participation in FDOT/City/County Coordination Meetings, (quarterly)
- Participation in Florida Metropolitan Planning Partnership Statewide Collaboration Meeting, (annually)
- Completed MPO Annual Certification responses submitted to FDOT (annually)
- Work products developed through the General Planning Consultant (GPC) contract, as needed.
- Participation in Lee County TAC and BPAC meetings of the Lee County MPO and the Sarasota/Manatee MPO.
- Records supporting regional coordination activities conducted in accordance with the MPO Public Participation Plan

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 – FY 2027	FHWA (PL)	<u>\$ 19,000</u>
		<b>TOTAL</b>	<b>\$ 19,000</b>
	Year 2 – FY 2028	FHWA (PL)	<u>\$19,000</u>
		<b>TOTAL</b>	<b>\$19,000</b>



## Task 8 Transit & Transportation Disadvantaged (TD) Planning

### Purpose:

Support existing transit programs and assist Charlotte County Transit in implementing recommendations of the Transit Development Plan (TDP) and the Transportation Disadvantaged Service Plan (TDSP), as well as utilize staff /consultant services in the development of the 2055 Long Range Transportation Plan (LRTP) to integrate transit priorities with roadway

### Previous Work:

- Assisted with annual progress reports for the *Charlotte Rides* 2024 Transit Development Plan (TDP) (utilizing only the County's FTA Section 5307 funds)
- Support the development of the next TDP document
- Provided staffing of the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) quarterly
- Training of LCB membership in January 2025
- Attended the annual Commission for the Transportation Disadvantaged (CTD TD) planner training on September 3, 2025, at the Florida Public Transit Association Conference
- Assisted with Charlotte Transit marketing and planning activities
- Adopted new TDSP in September 2021 and amended as required
- Assisted with the LCB's annual evaluation of the CTC in May 2025
- Appointment of Charlotte County Board of County Commissioner (BCC) to continue as the Community Transportation Coordinator (CTC) for Charlotte County in April 2021 for next five-year period
- Developed LCB Bylaws – September 2025
- Developed LCB Grievance Procedures – November 2025
- Recommended the CTC for the next five-year period and coordinated agenda items for Charlotte County BCC, LCB and MPO Board.
- In conjunction with the Charlotte County Transit Division and the LCB, developed the next Memorandum of Agreement between Charlotte County and the Florida Commission for the Transportation Disadvantaged prior to July 1, 2026.

### Required Activities:

- Assist with a marketing plan for Charlotte County Transit, as well as FTA Section 5310 and 5311 programs review (On going)
- Coordinate with the LCB in planning for TD services with the cooperation of the CTC, including the planning and review of transit operations (ongoing)
- Advise on improved security, safety, and accessibility issues with the Charlotte County Transit Division (On going)
- Coordinate and assist considering regional transit routes with Sarasota, DeSoto and Lee Counties (On going)
- Develop the Transportation Disadvantaged Service Plan (TDSP)/Coordinated Public Transit — Human Services Transportation Plan (CPT-HSTP) by September 2026 in cooperation with the Charlotte County Transit

- Recommend the CTC for the next five-year period and coordinate agenda items for Charlotte County BCC, LCB and MPO Board. In conjunction with the Charlotte County Transit Division and the LCB – September 2027
- Procure for consulting services to prepare a cost analysis study for Charlotte County Transit. Target completion date: September 2027
- Procure for consulting services to prepare a Charlotte County Transit Efficiency Study – September 2027 & 2028
- Procure marketing services for Charlotte County Transit to promote transit services, target marketing and assess trends in ridership - September 2026 – October 2027
- Develop the next Memorandum of Agreement between Charlotte County and the Florida Commission for the Transportation Disadvantaged July 1, 2026.
- Execute FTA Section 5305 (d) Consolidated Planning Grant (CPG) FY 2027 – FY 2028
- Utilize General Planning Consultant services as needed i.e., 2055 Long Range Transportation Plan (LRTP) or any other transit-related studies (See Appendix I)
- Establish performance-based planning in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America’s Surface Transportation (FAST) and subsequent federal transportation – (On going)
- Transit Development Plan update annually
- Review Charlotte County Transit Public Transportation Agency Safety Plan (PTASP) as needed
- Review Charlotte County Transit Asset Management (TAM) targets as needed
- Develop LCB Bylaws – September 2026 and September 2027
- Develop LCB Grievance Procedures – November 2026 and November 2027

**End Products:**

- FY 2027 – FY 2028 FTA Section 5305 (d) Consolidated Planning Grant (CPG) including FTA Section 5310 and 5311
- Attendance at USDOT, FDOT and Florida Commission for the Transportation Disadvantaged (CTD) approved training courses, and the procurement of educational materials as provided
- CTC Evaluation May 2027
- Adopt new TDSP in September 2026 and amend it May 2027 with new rate model calculations
- Updated TDSP/CPT-HSTP Annual Updates in September 2026
- Regional transit coordination summaries when available with Sarasota, DeSoto, and Lee Counties, documenting potential route planning and service integration (Ongoing)
- Coordinate with Charlotte County Transit on new Charlotte County TDP (target date: March 2030) and any subsequent annual progress report as required
- Procurement for consulting services to prepare a cost analysis study for Charlotte County Transit. Target completion date: September 2027
- Procurement for consulting services to prepare a Charlotte County Transit Efficiency Study – September 2027 & 2028
- Procured marketing services for Charlotte County Transit to promote transit services, target marketing and assess trends in ridership – September 2026 – October 2027
- Deliverables supporting the 2055 Long Range Transportation Plan (LRTP) and other transit-related studies
- MPO Board review of the TDP Annual Updates

- Updated LCB Bylaws – September 2026 and September 2027
- Updated LCB Grievance Procedures – November 2026 and November 2027
- General Planning consultant services to initiate 2055 Long Range Transportation Plan (LRTP) Update and for the adoption date – October 2030
- Other special transportation planning studies, as needed

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 – FY 2027	FHWA (PL)	\$ 65,200
	Year 1 – FY 2027	TD Planning Grant	\$ 27,291
	Year 1 – FY 2027	FTA Section 5307 (County)	<u>\$ 298,096</u>
		<b>TOTAL</b>	<b>\$390,587</b>
	Year 2 – FY 2028	FHWA (PL)	\$ 65,200
	Year 2 – FY 2028	TD Planning Grant	\$ 27,291
	Year 2 – FY 2028	FTA Section 5307 (County)	<u>\$ 148,096</u>
		<b>TOTAL</b>	<b>\$ 240,587</b>

# Task 8: Estimated Budget Detail For “Planning Task”

**Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING**

2027							
Funding Source	FHWA		CTD		FTA 5307		FY 2027 Total
Contract Number	G2WXX		G3XXX		XXXXX		
Source Level	PL	Total	State	Total	Federal	Total	
MPO Budget Reference							
Lookup Name	2027 FHWA G2WXX (PL)	2027 FHWA G2WXX (Total)	2027 CTD G3XXX (State)	2027 CTD G3XXX (Total)	2027 FTA 5307 XXXXX (Federal)	2027 FTA 5307 XXXXX (Total)	
Personnel (salary and benefits)	\$ 61,910	\$ 61,910	\$ 27,291	\$ 27,291	\$ -	\$ -	\$ 89,201
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 298,096	\$ 298,096	\$ 298,096
Travel	\$ 1,200	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Direct Expenses	\$ 2,090	\$ 2,090	\$ -	\$ -	\$ -	\$ -	\$ 2,090
<b>2027 Totals</b>	<b>\$ 65,200</b>	<b>\$ 65,200</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ 298,096</b>	<b>\$ 298,096</b>	<b>\$ 390,587</b>

2028							
Funding Source	FHWA		CTD		FTA 5307		FY 2028 Total
Contract Number	G2WXX		G3XXX		XXXXX		
Source	PL	Total	State	Total	Federal	Total	
MPO Budget Reference							
Lookup Name	2028 FHWA G2WXX (PL)	2028 FHWA G2WXX (Total)	2028 CTD G3XXX (State)	2028 CTD G3XXX (Total)	2028 FTA 5307 XXXXX (Federal)	2028 FTA 5307 XXXXX (Total)	
Personnel (salary and benefits)	\$ 61,910	\$ 61,910	\$ 27,291	\$ 27,291	\$ -	\$ -	\$ 89,201
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 148,096	\$ 148,096	\$ 148,096
Travel	\$ 1,200	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 1,200
Direct Expenses	\$ 2,090	\$ 2,090	\$ -	\$ -	\$ -	\$ -	\$ 2,090
<b>2028 Totals</b>	<b>\$ 65,200</b>	<b>\$ 65,200</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ 148,096</b>	<b>\$ 148,096</b>	<b>\$ 240,587</b>

	FY 2027 & 2028 TOTAL
Personnel (salary and benefits)	\$ 178,402
Consultant	\$ 446,192
Travel	\$ 2,400
Direct Expenses	\$ 4,180
<b>Total</b>	<b>\$ 631,174</b>

Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING							
2027							
Funding Source	FHWA		CTD		FTA 5307		FY 2027 Total
Contract Number	G2WXX		G3XXX		XXXXX		
Source Level	PL	Total	State	Total	Federal	Total	
MPO Budget Reference							
Lookup Name	2027 FHWA G2WXX (PL)	FHWA G2WXX (Total)	2027 CTD G3XXX (State)	CTD G3XXX (Total)	2027 FTA 5307 XXXXX (Federal)	FTA 5307 XXXXX (Total)	
Personnel (salary and benefits)							
MPO Staff Salaries & Other deductions	\$ 61,910	-	\$ 27,291	-	\$ -	-	\$ 89,201
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 61,910</b>	<b>\$ 61,910</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,201</b>
Consultant							
Charlotte County Transit TDP Progress Report & other Transit related Studies		-		-	\$ 298,096	-	\$ 298,096
<b>Consultant Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 298,096</b>	<b>\$ 298,096</b>	<b>\$ 298,096</b>
Travel							
Travel for Staff and LCB /CTD Board Member attend tranings, meetings and conference	\$ 1,200	-		-		-	\$ 1,200
<b>Travel Subtotal</b>	<b>\$ 1,200</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200</b>
Direct Expenses							
Advertising Costs for LCB Ads, Job posting and any related and required public meeting for TD Planning	\$ 1,000	-		-		-	\$ 1,000
Registration, training, conference, subscriptions	\$ 1,000	-		-		-	\$ 1,000
animaker video subscription	\$ 90	-		-		-	\$ 90
<b>Direct Expenses Subtotal</b>	<b>\$ 2,090</b>	<b>\$ 2,090</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,090</b>
<b>Total</b>	<b>\$ 65,200</b>	<b>\$ 65,200</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ 298,096</b>	<b>\$ 298,096</b>	<b>\$ 390,587</b>
2028							
Funding Source	FHWA		CTD		FTA 5307		FY 2028 Total
Contract Number	G2WXX		G3XXX		XXXXX		
Source	PL	Total	State	Total	Federal	Total	
MPO Budget Reference							
Lookup Name	2028 FHWA G2WXX (PL)	FHWA G2WXX (Total)	2028 CTD G3XXX (State)	CTD G3XXX (Total)	2028 FTA 5307 XXXXX (Federal)	FTA 5307 XXXXX (Total)	
Personnel (salary and benefits)							
MPO Staff Salaries & Other deductions	\$ 61,910	-	\$ 27,291	-	\$ -	-	\$ 89,201
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 61,910</b>	<b>\$ 61,910</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 89,201</b>
Consultant							
Charlotte County Transit TDP Progress Report & other Transit related Studies		-		-	\$ 148,096	-	\$ 148,096
<b>Consultant Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 148,096</b>	<b>\$ 148,096</b>	<b>\$ 148,096</b>
Travel							
Travel for Staff and LCB Board Member attend tranings, meetings and conference	\$ 1,200	-		-		-	\$ 1,200
<b>Travel Subtotal</b>	<b>\$ 1,200</b>	<b>\$ 1,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,200</b>
Direct Expenses							
Advertising Costs for LCB Ads, Job posting and any related and required public meeting for TD Planning	\$ 1,000	-		-		-	\$ 1,000
Registration, training, conference, subscriptions	\$ 1,000	-		-		-	\$ 1,000
animaker video subscription	\$ 90	-		-		-	\$ 90
<b>Direct Expenses Subtotal</b>	<b>\$ 2,090</b>	<b>\$ 2,090</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,090</b>
<b>Total</b>	<b>\$ 65,200</b>	<b>\$ 65,200</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ 148,096</b>	<b>\$ 148,096</b>	<b>\$ 240,587</b>

## Task 9 Agency Expenditures Using Local Funds

**Purpose:**

To support activities and informational discussions related to legislative Delegation meetings on issues that affect the operations and functions of the MPO. The task as include the use of local funds for eligible expenditures that are not reimbursable through state and federal grant sources.

**Required Activities:**

- Monitor all Legislative Delegation meetings that could impact the MPO operations or its overall mission
- Coordinate with the Metropolitan Planning Organization Advisory Council (MPOAC) on statewide legislative matters affecting the MPO
- Provide refreshments at meetings to maximize productivity for Joint Regional MPO Meetings
- Administer and present the Peggy Walters Citizens Transportation Planning Award
- Reimburse staff for Class C related travel that is not covered by State and Federal regulations
- Cover expenses that are not eligible for FHWA reimbursement

**End Products:**

- Attendance at state and local legislative sessions on MPO related issues, as needed
- Provide refreshments at meetings to maximize productivity for Joint Regional MPO Meetings
- Non-reimbursable expenses covered over the years by the County i.e., award plaques, meeting refreshments, operating expenses, other planning /transit activities, membership fees, Class C Meals, salaries and benefits
- Presentation of the Peggy Walters Citizens Transportation Planning Award, accompanied by supporting documents and recognition materials

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b>	Year 1 – FY 2027	<b>*LOCAL FUNDS</b>	<u>\$16,569</u>
		<b>TOTAL</b>	<b>\$16,569</b>
	Year 2 – FY 2028	<b>*LOCAL FUNDS</b>	<u>\$16,569</u>
		<b>TOTAL</b>	<b>\$16,569</b>

\*Local funds are used to cover expenses not eligible for FHWA reimbursement.



Task 9 AGENCY EXPENDITURE USING LOCAL FUNDS			
2027			
Funding Source	Local		FY 2027 Total
Contract Number			
Source Level	Local	Total	
MPO Budget Reference			
Lookup Name	2027 Local (Local)	Local (Total)	
Salaries & Benefits not allowable by State	\$ 2,419	-	\$ 2,419
<b>Personnel (salary and benefits)</b>	<b>\$ 2,419</b>	<b>\$ 2,419</b>	<b>\$ 2,419</b>
Travel			
Travel expenses	\$ 700	-	\$ 700
<b>Travel Subtotal</b>	<b>\$ 700</b>	<b>\$ 700</b>	<b>\$ 700</b>
Direct Expenses			
Local contribution provided to the MPO by County for travel expenses, office expenes, membership, dues, meeting refreshments, promotional items, Peggy Walters Award Plaque and any other expenses not grant eligible	\$ 13,450	-	\$ 13,450
<b>Direct Expenses Subtotal</b>	<b>\$ 13,450</b>	<b>\$ 13,450</b>	<b>\$ 13,450</b>
<b>Total</b>	<b>\$ 16,569</b>	<b>\$ 16,569</b>	<b>\$ 16,569</b>
2028			
Funding Source	Local		FY 2028 Total
Contract Number			
Source	Local	Total	
MPO Budget Reference			
Lookup Name	2028 Local (Local)	Local (Total)	
Personnel (salary and benefits)			
Salaries & Benefits not allowable by State	\$ 2,419	-	\$ 2,419
<b>Personnel (salary and benefits) Subtotal</b>	<b>\$ 2,419</b>	<b>\$ 2,419</b>	<b>\$ 2,419</b>
Travel			
Travel expenses that is not allowable by State/Feds	\$ 700	-	\$ 700
<b>Travel Subtotal</b>	<b>\$ 700</b>	<b>\$ 700</b>	<b>\$ 700</b>
Direct Expenses			
Local contribution provided to the MPO by County for travel expenses, office expenes, membership, dues, meeting refreshments, promotional items, Peggy Walters Award Plaque and any other expenses not grant eligible	\$ 13,450	-	\$ 13,450
<b>Direct Expenses Subtotal</b>	<b>\$ 13,450</b>	<b>\$ 13,450</b>	<b>\$ 13,450</b>
<b>Total</b>	<b>\$ 16,569</b>	<b>\$ 16,569</b>	<b>\$ 16,569</b>

**Table 1: Agency Funding Source Table FY 2027- FY 2028**

Funding Source  
March 30, 2026

Contract	Funding Source	Source Level	2027	2028	FY 2027 Funding Source				FY 2028 Funding Source			
					Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
G3XXX	CTD	State	\$ 27,291	\$ 27,291	\$ -	\$ -	\$ 27,291	\$ -	\$ -	\$ -	\$ 27,291	\$ -
		<b>CTD G3XXX TOTAL</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,291</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 27,291</b>	<b>\$ -</b>
G2WXX	FHWA	PL	\$ 626,506	\$ 626,506	\$ 138,178	\$ 626,506	\$ -	\$ -	\$ 138,178	\$ 626,506	\$ -	\$ -
		<b>FHWA G2WXX TOTAL</b>	<b>\$ 626,506</b>	<b>\$ 626,506</b>	<b>\$ 138,178</b>	<b>\$ 626,506</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 138,178</b>	<b>\$ 626,506</b>	<b>\$ -</b>	<b>\$ -</b>
XXXXX	FTA 5307	Federal	\$ 298,096	\$ 148,096	\$ -	\$ 298,096	\$ -	\$ -	\$ -	\$ 148,096	\$ -	\$ -
		<b>FTA 5307 XXXXX TOTAL</b>	<b>\$ 298,096</b>	<b>\$ 148,096</b>	<b>\$ -</b>	<b>\$ 298,096</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 148,096</b>	<b>\$ -</b>	<b>\$ -</b>
	Local	Local	\$ 16,569	\$ 16,569	\$ -	\$ -	\$ -	\$ 16,569	\$ -	\$ -	\$ -	\$ 16,569
		<b>Local TOTAL</b>	<b>\$ 16,569</b>	<b>\$ 16,569</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,569</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,569</b>
<b>TOTAL</b>			<b>\$ 968,462</b>	<b>\$ 818,462</b>	<b>\$ 138,178</b>	<b>\$ 924,602</b>	<b>\$ 27,291</b>	<b>\$ 16,569</b>	<b>\$ 138,178</b>	<b>\$ 774,602</b>	<b>\$ 27,291</b>	<b>\$ 16,569</b>
<p>[\$ 11206(b)] 2.5% of the total PL allocation for FY 2026/2027 is \$15,663 and for FY 2027/2028 is \$15,663.                  These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets.</p>												

**Table 2: Agency Participation Table FY 2027 - FY2028**

**Agency Participation  
March 30, 2026**

Funding Source Contract	CTD G3XXX		FHWA G2WXX		FTA 5307 XXXXX		Local	
	2027	2028	2027	2028	2027	2028	2027	2028
	Total Budget							
	\$ 27,291	\$ 27,291	\$ 626,506	\$ 626,506	\$ 298,096	\$ 148,096	\$ 16,569	\$ 16,569
<b>Task 1 ADMINISTRATION</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 298,343	\$ 298,343	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ 5,500	\$ 5,500	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 70,000	\$ 70,000	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ 1,800	\$ 1,800	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 376,643	\$ 376,643	\$ -	\$ -	\$ -	\$ -
<b>Task 2 DATA COLLECTION, ANALYSIS AND MAPPING</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 45,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -
<b>Task 3 PUBLIC PARTICIPATION PLAN (PPP)</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
<b>Task 4 LONG RANGE TRANSPORTATION PLAN (LRTP)</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
<b>Task 5 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ -	\$ -	\$ -	\$ -
<b>Task 6 SPECIAL PROJECT PLANNING</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 40,663	\$ 40,663	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 40,663	\$ 40,663	\$ -	\$ -	\$ -	\$ -
<b>Task 7 REGIONAL PLANNING AND COORDINATION</b>								
Personnel (salary and benefits)	\$ -	\$ -	\$ 19,000	\$ 19,000	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 19,000	\$ 19,000	\$ -	\$ -	\$ -	\$ -
<b>Task 8 TRANSIT AND TRANSPORTATION DISADVANTAGED (TD) PLANNING</b>								
Personnel (salary and benefits)	\$ 27,291	\$ 27,291	\$ 61,910	\$ 61,910	\$ -	\$ -	\$ -	\$ -
Consultant	\$ -	\$ -	\$ -	\$ -	\$ 298,096	\$ 148,096	\$ -	\$ -
Travel	\$ -	\$ -	\$ 1,200	\$ 1,200	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 2,090	\$ 2,090	\$ -	\$ -	\$ -	\$ -
Sub Total	\$ 27,291	\$ 27,291	\$ 65,200	\$ 65,200	\$ 298,096	\$ 148,096	\$ -	\$ -
<b>Task 9 AGENCY EXPENDITURE USING LOCAL FUNDS</b>								
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,569	\$ 16,569
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,569	\$ 16,569
<b>TOTAL PROGRAMMED</b>	<b>\$ 27,291</b>	<b>\$ 27,291</b>	<b>\$ 626,506</b>	<b>\$ 626,506</b>	<b>\$ 298,096</b>	<b>\$ 148,096</b>	<b>\$ 16,569</b>	<b>\$ 16,569</b>
[§ 11206(b)] 2.5% of the total PL allocation for FY 2026/2027 is \$15,663 and for FY 2027/2028 is \$15,663								
These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets								

## Appendices

## Appendix A - State, Federal and FTA Planning Emphasis Area Matrix

	Administration	Data Collection, Analysis & Mapping	Public Participation	Long Range Transportation	Transportation Improvement Plan	Special Projects & System Planning	Regional Planning & Coordination	Transit & TD Planning	Agency Expenditures using Local Funds
Safety	X	X	X	X	X	X	X	X	
Equity	X	X	X	X	X	X	X	X	
Resilience	X	X	X	X	X	X	X	X	
Emerging Mobility	X	X	X	X	X	X	X	X	

	Administration	Data Collection, Analysis & Mapping	Public Participation	Long Range Transportation	Transportation Improvement Plan	Special Projects & System Planning	Regional Planning & Coordination	Transit & TD Planning	Agency Expenditures using Local Funds
Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.	X	X	X	X	X	X	X	X	X
Increase the safety of the transportation system for motorized and non-motorized users.	X	X	X	X	X	X	X	X	X
Increase the security of the transportation system for motorized and non-motorized users.	X	X	X	X		X	X	X	X
Increase the accessibility and mobility of people and for freight.	X	X	X	X		X	X	X	X
Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.	X	X	X	X	X	X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.		X	X	X	X	X	X	X	X
Promote efficient system management and operation.	X	X	X	X	X	X	X	X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate Stormwater impacts of transportation	X		X	X	X		X	X	X
Enhance travel and tourism	X		X	X		X	X	X	X
Emphasize the preservation of the existing transportation system.	X	X	X	X	X		X		X

## **Appendix B - State Planning Activities/Contracts**

### **Florida Department of Transportation- District One District Wide Planning Activities/Contracts**

#### **Contract Work**

GIS Application Development and System Maintenance

Systems Planning and Reviews

Interchange Reviews

Travel Demand Model Development

ETDM/Community Impact Assessment

Statistics

Federal Functional Classification

Traffic Counts Program

Modal Development Technical Support

Commuter Services

State Highway System Corridor Studies

Growth Management Technical Support

Freight Mobility Support

Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian

## **Appendix C - Planning Studies for Agencies in MPO Planning Areas**

## City of Punta Gorda Planning Studies

Name of Study/Short Description	Lead Agency/Dept.	FY Project Started	Cost	Source of Funds
Comprehensive Plan Updates	Local/Regional Planning Council	FY2025	\$125,000	Local
Land Development Regulation Updates	Local/Regional Planning Council	FY2025	\$225,000	Local
Boca Grand Stormwater Mitigation Project	Consultant/Local	FY2024/FY2025	\$7,390,673	Local, State Grant, Federal Grant, Other Grant Funds
Annexation Study	Local	FY2026	\$75,000	Local

## **Charlotte County Planning Studies**

**THERE WERE NO PLANNING STUDIES PROGRAMMED FOR  
CHARLOTTE COUNTY FOR FY 2027 – FY 2028**

# Charlotte County Airport Authority Planning Studies

**Planning Studies Charlotte County Airport Authority FY 2026/2027 - FY 2027/2028**

Prepared on 12/4/25

Name of Study	Short Description	Estimated Cost	Source of Funding	FY Project Started	Lead Agency - Study
Master Plan Update	Update the 2019 master plan to reflect current conditions. The project will conduct comprehensive, long-term study that reassesses and guides an airport's future development to meet changing aviation demand and community needs.	\$1,200,000	FAA - \$1,080,000 (90%) FDOT - \$60,000 (5%) LOCAL - \$60,000 (5%)	FY 26 - FY 27	Consultant
Part 150 Noise Study	Update the 2019 noise study information that was included in the 2019 Master Plan. Analyzes airport noise and develops strategies for noise reduction.	\$1,300,000	FAA - \$1,170,000 (90%) FDOT - \$65,000 (5%) LOCAL - \$65,000 (5%)	FY 27 - FY 28	Consultant

## Appendix E - Acronyms

## Acronyms Used in this UPWP

<a href="#">AAASWFL</a>	Area Agency on Aging for Southwest Florida	CTPP	Census Transportation Planning Package
AADT	Average Annual Daily Traffic	CTST	Community Traffic Safety Team
<a href="#">AARP</a>	American Association of Retired Persons	<a href="#">CUTR</a>	Center for Urban Transportation Research – University of South Florida
<a href="#">AASHTO</a>	American Association of State Highway and Transportation Officials	CUTS	Coordinated Urban Transportation Studies
<a href="#">ADA</a>	Americans with Disabilities Act	CV	Connected Vehicles
ADS	Autonomous Driving System	<a href="#">D1RPM</a>	(FDOT) District 1 Regional Planning Model
AER	Annual Expenditure Report	DBE	Disadvantaged Business Enterprise
<a href="#">AHCA</a>	Agency for Health Care Administration	<a href="#">DOEA</a>	Department of Elder Affairs
AI	Artificial Intelligence	DRI	Development of Regional Impact
AMPO	Association of Metropolitan Planning Organizations	E+C	Existing plus Committed
APR	Annual Performance Report	EAR	Evaluation and Appraisal Report
<a href="#">APTA</a>	American Public Transit Association	EIC	Englewood Interstate Connector
<a href="#">ARRA</a>	American Recovery and Reinvestment Act of 2009	EIS	Environmental Impact Statement
ATMS	Automatic Traffic Management System	EJ	Environmental Justice
AV	Autonomous Vehicles	EOP	Emergency Operations Plan
<a href="#">BCC</a>	Board of County Commissioners	<a href="#">EPA</a>	Environmental Protection Agency
<a href="#">BEBR</a>	Bureau of Economic and Business Research	ETAT	Environmental Technical Advisory Team
BMS	Bridge Management System	ETDM	Efficient Transportation Decision Making
<a href="#">BPAC</a>	Bicycle/Pedestrian Advisory Committee	EV	Electric Vehicles
<a href="#">CAC</a>	Citizens Advisory Committee	<a href="#">FAA</a>	Federal Aviation Administration
CAMP	Corridor Access Management Plan	<a href="#">FAC</a>	Florida Administrative Code
CAP	Commuter Assistance Program	<a href="#">FACTS</a>	Florida Association of Coordinated Transportation Systems
<a href="#">CCAA</a>	Charlotte County Airport Authority	FAP	Federal Aid Program
CCC	Continuing, Comprehensive and Cooperative Planning Process	<a href="#">FAST ACT</a>	Fixing America’s Surface Transportation Act
CDMS	Crash Data Management System	<a href="#">FDOT</a>	Florida Department of Transportation
<a href="#">CFASPP</a>	Continuing Florida Aviation System Planning Process	<a href="#">FGTS</a>	Florida Greenways and Trails System
<a href="#">CFR</a>	Code of Federal Regulations	<a href="#">FHWA</a>	Federal Highway Administration
CHHT	Charlotte Harbor Heritage Trails Master Plan	FIHS	Florida Intrastate Highway System
<a href="#">CHIP</a>	Community Health Improvement Plan	FM	Financial Management
<a href="#">CIA</a>	Community Impact Assessment	<a href="#">FPTA</a>	Florida Public Transportation Association
CIP	Capital Improvements Program	<a href="#">FS</a>	Florida Statutes
<a href="#">CMAQ</a>	Congestion Mitigation Air Quality	<a href="#">FSUTMS</a>	Florida Standard Urban Transportation Model Structure
<a href="#">CMP</a>	Congestion Management Process	<a href="#">FTA</a>	Federal Transit Administration
CMS	Congestion Management System	<a href="#">FTC</a>	Florida Transportation Commission
COOP	Continuity of Operations Plan	<a href="#">FTP</a>	Florida Transportation Plan
CPG	Consolidated Planning Grant	FY	Fiscal Year
CPT-HSTP	Coordinated Public Transit–Human Services Transportation	GIS	Geographic Information Systems
CRA	Community Redevelopment Agency	GPC	General Planning Consultant
CST	Construction	HOA	Homeowners Association
CTC	Community Transportation Coordinator	HOV	High Occupancy Vehicle Lanes
<a href="#">CTD</a>	Florida Commission for the Transportation Disadvantaged	HP&R/D	Highway Planning and Research/Dept
		HSR	High Speed Rail
		ICAR	Intergovernmental Coordination and Review
		IIJA	Infrastructure Investment and Jobs Act

IMS	Intermodal Management System	<a href="#">SAFETEA-LU</a>	Transportation Equity Act – A Legacy for Users
ISTEA	Intermodal Surface Transportation Efficiency Act	SCAT	Sarasota County Area Transit
IT	Information Technology	SGA	State of Good Repair
ITS	Intelligent Transportation System	SIS	Strategic Intermodal System
IVHS	Intelligent Vehicle Highway Systems	SMS	Safety Management System
JARC	Job Access Reverse Commute	SPR	State Planning and Research
JPA	Joint Participation Agreement	SR	State Route
LAP	Local Area Program	SRTS	Safe Routes to School
<a href="#">LCB</a>	Local Coordinating Board	<a href="#">SS4A</a>	Safe Streets for All
LEP	Limited English Proficiency	STIP	Statewide Transportation Improvement Program
LIDAR	Light Detection and Radar	STP/SL	Surface Transportation Program
LOS	Level of Service	STTF	State Transportation Trust Fund
LRT	Light Rail Transit	<a href="#">SWFRPC</a>	Southwest Florida Regional Planning Council
<a href="#">LRTP</a>	Long Range Transportation Plan	SWFTI	Southwest Florida Transportation Initiative
<a href="#">MAP-21</a>	Moving Ahead for Progress in the 21st Century	T/E	Trip and Equipment
MOA	Memorandum of Agreement	<a href="#">TAC</a>	Technical Advisory Committee
MOE	Measurement of Effectiveness	TAM	Transit Asset Management
MPA	Metropolitan Planning Area	TAMP	Transportation Asset Management Plan
MPM	Mobility Performance Measures	TAZ	Traffic Analysis Zone
<a href="#">MPO</a>	Metropolitan Planning Organization	TD	Transportation Disadvantaged
<a href="#">MPOAC</a>	Metropolitan Planning Organization Advisory Council	TDM	Transportation Demand Management
MSTU	Municipal Service Tax Unit	<a href="#">TDP</a>	Transit Development Plan
<a href="#">MTP</a>	Metropolitan Transportation Plan	<a href="#">TDSP</a>	Transportation Disadvantaged Service Plan
<a href="#">NEPA</a>	National Environmental Policy Act	TE	Transportation Enhancement
NHS	National Highway System	<a href="#">TEA-21</a>	Transportation Equity Act for the 21st Century
<a href="#">NPS</a>	National Park Service	TIGER	Transportation Investment Generating Economic Recovery
<a href="#">NTSB</a>	National Transportation Safety Board	TIM	Traffic Incident Management
OPA	Official Planning Agency	<a href="#">TIP</a>	Transportation Improvement Program
P+R	Park and Ride	TMA	Transportation Management Area
PD&E	Project Development and Environmental Study	TOD	Transit Oriented Development
PE	Preliminary Engineering (Design)	TOP	Transportation Outreach Program
PEA	Planning Emphasis Area	TPM	Transportation Performance Management
PL	FHWA Metropolitan Planning Funds	TPO	Transportation Planning Organization
PMS	Pavement Management System	TRB	Transportation Research Board
PPE	Public Participation Element	<a href="#">TRIP</a>	Transportation Regional Incentive Program
PPP	Public Participation Plan	TSM	Transportation System Management
R/W,	Right of Way	TTF	Transit Task Force
ROW		<a href="#">UPWP</a>	Unified Planning Work Program
RFLI	Request for Letters of Interest	<a href="#">USBC</a>	United States Bureau of the Census
RFP	Request for Proposals	<a href="#">USC</a>	United States Code
RPC	Regional Planning Council	<a href="#">USDOT</a>	United States Department of Transportation
RSF	Regionally Significant Facility	UZA	Urbanized Area
RTAP	Rural Transit Assistance Plan	VMT	Vehicle Miles Traveled
RTCA	Rivers, Trails, and Conservation Assistance Program	VPD	Vehicles per Day
RTP	Regional Transportation Plan		

## **Appendix E - Resolution**



**RESOLUTION  
NUMBER 2026-01**

**A RESOLUTION OF THE CHARLOTTE COUNTY-PUNTA GORDA METROPOLITAN PLANNING ORGANIZATION (MPO) ADOPTING THE UNIFIED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2026/2027 AND FISCAL YEAR 2027/2028**

WHEREAS, the Unified Planning Work Program (UPWP) is the Charlotte County-Punta Gorda Metropolitan Planning Organization's biennial transportation planning work program and serves as the scope of work for the Florida Department of Transportation Metropolitan Planning Organization Agreement in compliance with 215.971 and 216.3475 Florida Statutes.

WHEREAS, the Federal Transit Administration ("FTA") 49 U.S.C. Section 5305(d) Metropolitan Planning Program funds and Federal Highway Administration (FHWA) Metropolitan Planning (PL) funds are the principal federal fund sources annually provided to MPOs to administer and manage metropolitan transportation planning activities; and

WHEREAS, the FTA Circular C 8100.1D and FHWA Order 4551.1 offer state departments of transportation, such as the Florida Department of Transportation (FDOT) the option to participate in the Consolidated Planning Grant ("CPG") program; and

WHEREAS, the CPG allows for FHWA PL and FTA 5305(d) funds to be combined into a single consolidated grant; and

WHEREAS, the FHWA has elected to participate in the CPG program, as the designated recipient of FTA 5305(d) and FHWA PL funds; and

WHEREAS, FDOT selects FHWA to serve as the CPG Administrator; and

WHEREAS, the MPOs are a stakeholder in the implementation of the CPG program in partnership with FDOT, FTA and FHWA.

Now, THEREFORE, BE IT RESOLVED by the Charlotte County-Punta Gorda Metropolitan Planning Organization (MPO) as follows:

- The MPO Board hereby authorizes the MPO Chair and/or the MPO Director, or their designee, to execute amendments, supplemental agreements, administrative documents, contracts, UPWPs and other time sensitive agreements as needed in the future to meet mandatory deadlines.
- The MPO Director is hereby authorized to make administrative modifications to adopted UPWPs by shifting funds among line-item tasks as needed providing that:
  - a) The revision does not increase or decrease the total MPO budget in an adopted UPWP.

b) The revision does not change the scope of the work to be accomplished within any task.

c) The revision does not add or delete a line-item task in a UPWP.

d) All modifications are coordinated with the appropriate funding agencies.

- Copies of the Final FY 2026/2027 and FY 2027/2028 UPWP, Metropolitan Planning Organization Agreement and this Resolution shall be forwarded to the FDOT and FHWA.

CHARLOTTE COUNTY-PUNTA GORDA  
METROPOLITAN PLANNING ORGANIZATION

\_\_\_\_\_  
Christopher G. Constance, MD, Chairman

ATTEST:

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:

By:   
\_\_\_\_\_  
Lakshmi N. Gurram  
Designated Clerk of the MPO Board

By:   
\_\_\_\_\_  
Thomas M. David, County Attorney  
LR26-0151  (GRP)

**Appendix F - FY 2026/FY 2027 – FY2027/FY 2028 UPWP Comments  
received from FDOT, FHWA & FTA**

**Appendix G – 2050 Long Range Transportation Plan (LRTP) –  
Scope of Service**

**AVAILABLE UPON REQUEST**

## **Appendix H – MPO/FDOT Agreement, Statements & Assurances**

- Exhibit A - UPWP
- Exhibit B Federal Financial Assistance (Single Audit Act)
- Exhibit C Title VI Nondiscrimination Assurances
- Exhibit D Contract Payment Requirements
- Exhibit E Debarment & Suspension Certification
- Exhibit F Lobbying Certificate for Grants, Loans, and Cooperative Agreements