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A photograph of a sunny street scene in a coastal town. In the foreground, there are wooden outdoor cafe chairs and tables on a sidewalk. A woman with long brown hair, wearing a blue long-sleeved shirt and red shorts, is sitting on one of the chairs, looking away from the camera. To her left, a black SUV is parked on the street. Further down the street, a white car is visible. The background features palm trees, other buildings, and a clear blue sky. A black lamppost with a hanging planter is also visible. The overall atmosphere is bright and pleasant.

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Appendix

A

Federal/State Requirements Checklist

L RTP Review Checklist

Section A- Federal Requirements		Where and How Addressed
<u>23 C.F.R. Part 450 - Planning Assistance and Standards</u>		
A-1	Does the plan cover a 20-year horizon from the date of adoption? 23 C.F.R. 450.324(a)	Chapter 1 and entirety of the document.
A-2	Does the plan address the planning factors described in 23 C.F.R. 450.306(b)? 23 C.F.R. 450.324(a)	Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-83). Federal, State, and Regional Goals (pages 84-85). Goals, Objectives, Targets & Planning Factors (pages 86-87)
A-3	Does the plan include both long-range and short-range strategies/actions that provide for the development of an integrated multimodal transportation system (including accessible pedestrian walkways and bicycle transportation facilities) to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand? 23 C.F.R. 450.324(b)	Chapter 3 under Multimodal Forecast (pages 94-109) and Desired Projects & Costs (pages 112-129). Chapter 4 under Cost Feasible Plan (pages 145-157).
A-4	Was the requirement to update the plan at least every five years met? 23 C.F.R. 450.324(c)	The 2045 LRTP was due for adoption by October 17, 2019 while final adoption took place on December 12, 2019. However, valuable input during LRTP development justified the additional time to ensure the plan is the product of a continuous, cooperative and comprehensive planning process. The TPA Board felt the minor delay of less than 60 days before adopting the LRTP was worthwhile to ensure this 25 year plan best reflects the needs of the public, communities and stakeholders in the planning area.
A-5	Did the MPO coordinate the development of the metropolitan transportation plan with the process for developing transportation control measures (TCMs) in a State Implementation Plan (SIP)? 23 C.F.R. 450.324(d)	Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87).
A-6	Was the plan updated based on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity? 23 C.F.R. 450.324(e)	Chapter 2 under Population and Employment (pages 19-23) and Community Health (pages 26-27). Chapter 3 under Expected Growth (pages 88-93), Multimodal Forecast (pages 94-109), and Roadway Analysis (pages 110-111).

L RTP Review Checklist

Section A- Federal Requirements		Where and How Addressed
A-7	<p>Does the plan include the current and projected transportation demand of persons and goods in the metropolitan planning area over the period of the plan?</p> <p>23 C.F.R. 450.324(f)(1)</p>	<p>Chapter 2 under Population and Employment (pages 19-21).</p> <p>Chapter 3 under Expected Growth (pages 88–93).</p>
A-8	<p>Does the plan include existing and proposed transportation facilities (including major roadways, public transportation facilities, intercity bus facilities, multimodal and intermodal facilities, nonmotorized transportation facilities, and intermodal connectors that should function as an integrated metropolitan transportation system, giving emphasis to those facilities that serve important national and regional transportation functions over the period of the transportation plan?</p> <p>23 C.F.R. 450.324(f)(2)</p>	<p>Chapters 2 under Infrastructure (pages 30-55).</p> <p>Chapter 3 under Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>
A-9	<p>Does the plan include a description of the performance measures and performance targets used in assessing the performance of the transportation system in accordance with §450.306(d)?</p> <p>23 C.F.R. 450.324(f)(3)</p>	<p>Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87).</p>
A-10	<p>Does the plan include a system performance report and subsequent updates evaluating the condition and performance of the transportation system with respect to the performance targets described in §450.306(d), including progress achieved by the metropolitan planning organization in meeting the performance targets in comparison with system performance recorded in previous reports, including baseline data?</p> <p>23 C.F.R. 450.324(f)(4)(i)</p>	<p>Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87). The Goals, Objectives, and Targets table include the 2014-2018 baselines (page 82-83).</p>

L RTP Review Checklist

Section A- Federal Requirements	Where and How Addressed
<p>Did the MPO integrate in the metropolitan transportation planning process, directly or by reference, the goals, objectives, performance measures, and targets described in other State transportation plans and transportation processes, as well as any plans developed under 49 U.S.C. chapter 53 by providers of public transportation, required as part of a performance-based program including:</p> <p>(i) The State asset management plan for the NHS, as defined in 23 U.S.C. 119(e) and the Transit Asset Management Plan, as discussed in 49 U.S.C. 5326;</p> <p>(ii) Applicable portions of the HSIP, including the SHSP, as specified in 23 U.S.C. 148;</p> <p>(iii) The Public Transportation Agency Safety Plan in 49 U.S.C. 5329(d);</p> <p>A-11 (iv) Other safety and security planning and review processes, plans, and programs, as appropriate;</p> <p>(v) The Congestion Mitigation and Air Quality Improvement Program performance plan in 23 U.S.C. 149(l), as applicable;</p> <p>(vi) Appropriate (metropolitan) portions of the State Freight Plan (MAP-21 section 1118);</p> <p>(vii) The congestion management process, as defined in 23 CFR 450.322, if applicable; and</p> <p>(viii) Other State transportation plans and transportation processes required as part of a performance-based program.</p> <p>23 C.F.R. 450.306 (d)(4)</p>	<p>Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87). Federal, State, and Regional Goals (pages 84-85). Goals, Objectives, Targets and Planning Factors (pages 86-87).</p>
<p>A-12 Does the plan include operational and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods?</p> <p>23 C.F.R. 450.324(f)(5)</p>	<p>Chapter 3 under Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157), Scenario Planning for Funding Policies (pages 158-160), and Implementation (pages 161-165).</p>

LRTP Review Checklist

Section A- Federal Requirements		Where and How Addressed
A-13	<p>Does the plan include consideration of the results of the congestion management process in TMAs, including the identification of SOV projects that result from a congestion management process in TMAs that are nonattainment for ozone or carbon monoxide?</p> <p>23 C.F.R. 450.324(f)(6)</p>	Chapter 4 under Cost Feasible Plan (pages 145-157), and Implementation (pages 161-165).
A-14	<p>Does the plan include assessment of capital investment and other strategies to preserve the existing and projected future metropolitan transportation infrastructure, provide for multimodal capacity increases based on regional priorities and needs, and reduce the vulnerability of the existing transportation infrastructure to natural disasters?</p> <p>23 C.F.R. 450.324(f)(7)</p>	Chapter 4 under Cost Feasible Plan (pages 145-157), and Implementation (pages 161-165).
A-15	<p>Does the plan include transportation and transit enhancement activities, including consideration of the role that intercity buses may play in reducing congestion, pollution, and energy consumption in a cost-effective manner and strategies and investments that preserve and enhance intercity bus systems, including systems that are privately owned and operated, and including transportation alternatives, as defined in 23 U.S.C. 101(a), and associated transit improvements, as described in 49 U.S.C. 5302(a)?</p> <p>23 C.F.R. 450.324(f)(8)</p>	<p>Chapter 3 under Multimodal Forecast: Transit Modal Analysis (pages 104-109) and Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157), and Implementation (pages 161-165).</p>
A-16	<p>Does the plan describe all proposed improvements in sufficient detail to develop cost estimates?</p> <p>23 C.F.R. 450.324(f)(9)</p>	<p>Chapter 3 under Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>
A-17	<p>Does the plan include a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan?</p> <p>23 C.F.R. 450.324(f)(10)</p>	Appendix H - Environment/Climate Vulnerabilities.
A-18	<p>Does the plan include a financial plan that demonstrates how the adopted transportation plan can be implemented?</p> <p>23 C.F.R. 450.324(f)(11)</p>	Chapter 4 under Cost Feasible Plan (pages 145-157).

L RTP Review Checklist

Section A- Federal Requirements		Where and How Addressed
A-19	Does the plan include system-level estimates of costs and revenue sources to adequately operate and maintain Federal-aid highways and public transportation? 23 C.F.R. 450.324(f)(11)(i)	Chapter 4 under Financial Resources (page 140) and Cost Feasible Plan (page 145).
A-20	Did the MPO, public transportation operator(s), and State cooperatively develop estimates of funds that will be available to support metropolitan transportation plan implementation, as required under §450.314(a)? 23 C.F.R. 450.324(f)(11)(ii)	Chapter 4 under Financial Resources (page 140), Cost Feasible Plan (page 145), Scenario Planning for Funding Policies (pages 158-160), and Implementation (pages 161-165).
A-21	Does the financial plan include recommendations on additional financing strategies to fund projects and programs included in the plan, and, in the case of new funding sources, identify strategies for ensuring their availability? 23 C.F.R. 450.324(f)(11)(iii)	Chapter 4 under Scenario Planning for Funding Policies (pages 158-160).
A-22	Does the plan's revenue and cost estimates use inflation rates that reflect year of expenditure dollars, based on reasonable financial principles and information, developed cooperatively by the MPO, State(s), and public transportation operator(s)? 23 C.F.R. 450.324(f)(11)(iv)	Chapter 4 under Financial Resources (page 140), Cost Feasible Plan (pages 145-157). Inflation rates determined by FDOT Revenue Forecasting Guidebook and FDOT practice. Only construction phases are inflated.
A-23	Does the financial plan address the specific financial strategies required to ensure the implementation of TCMs in the applicable SIP? 23 C.F.R. 450.324(f)(11)(vi)	Not applicable.
A-24	Does the plan include pedestrian walkway and bicycle transportation facilities in accordance with 23 U.S.C.17(g)? 23 C.F.R. 450.324(f)(12)	Chapter 2 under Infrastructure (pages 30-36). Chapter 3 under Desired Projects & Costs (pages 112-129). Chapter 4 under Cost Feasible Plan (pages 145-157) and Implementation (pages 161-165).
A-25	Does the plan integrate the priorities, goals, countermeasures, strategies, or projects for the metropolitan planning area contained in the HSIP, including the SHSP, the Public Transportation Agency Safety Plan, or an Interim Agency Safety Plan? 23 C.F.R. 450.324(h)	Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87). Federal and state goals are specifically referenced on pages 84-85.

L RTP Review Checklist

Section A- Federal Requirements		Where and How Addressed
A-26	<p>Does the plan identify the current and projected transportation demand of persons and goods in the metropolitan planning area over the period of the plan?</p> <p>23 C.F.R. 450.324(g)(1)</p>	<p>Chapter 2 under Population and Employment (pages 19-21).</p> <p>Chapter 3 under Expected Growth (pages 88–93) and under Multimodal Forecast (pages 94-111).</p>
A-27	<p>Did the MPO provide individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cashout program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with a reasonable opportunity to comment on the transportation plan using the participation plan developed under §450.316(a)?</p> <p>23 C.F.R. 450.324(j)</p>	<p>Chapter 3 under Public Input and Participation (pages 57-69).</p>
A-28	<p>Did the MPO publish or otherwise make readily available the metropolitan transportation plan for public review, including (to the maximum extent practicable) in electronically accessible formats and means, such as the World Wide Web?</p> <p>23 C.F.R. 450.324(k), 23 C.F.R. 450.316(a)(1)(iv)</p>	<p>Chapter 3 under Public Input and Participation (pages 68-69).</p>
A-29	<p>Did the MPO provide adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan?</p> <p>23 C.F.R. 450.316(a)(1)(i)</p>	<p>Chapter 3 under Public Input and Participation (pages 68-69).</p>
A-30	<p>In developing the plan, did the MPO seek out and consider the needs of those traditionally underserved by existing transportation systems such as low-income and minority households?</p> <p>23 C.F.R. 450.316(a)(1)(vii)</p>	<p>Chapter 3 under Public Input and Participation (pages 57-69).</p>

L RTP Review Checklist

Section A- Federal Requirements		Where and How Addressed
A-31	<p>Has the MPO demonstrated explicit consideration of and response to public input received during development of the plan? If significant written and oral comments were received on the draft plan, is a summary, analysis, and report on the disposition of the comments part of the final plan?</p> <p>23 C.F.R. 450.316(a)(1)(vi) & 23 C.F.R. 450.316(a)(2)</p>	Appendix C - Public Survey and Appendix D - Public Comment.
A-32	<p>Did the MPO provide an additional opportunity for public comment if the final plan differs significantly from the version that was made available for public comment and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts?</p> <p>23 C.F.R 450.316(a)(1)(viii)</p>	Yes. A draft of the LRTP was posted for review on the TPA's website in September 2019. Public comments were incorporated and a revised draft of the LRTP was also posted on the TPA's website in November 2019.
A-33	<p>Did the MPO consult with agencies and officials responsible for other planning activities within the MPO planning area that are affected by transportation, or coordinate its planning process (to the maximum extent practicable) with such planning activities?</p> <p>23 C.F.R. 450.316(b)</p>	<p>Chapter 3 under Public Input and Participation (pages 57-69).</p> <p>TPA coordinated with regional partners, FDOT, Palm Beach County, and the various municipalities within the county.</p>
A-34	<p>If the MPO planning area includes Indian Tribal lands, did the MPO appropriately involve the Indian Tribal government(s) in the development of the plan?</p> <p>23 C.F.R 450.316(c)</p>	Appendix I - Federal Lands and Indian Reservation. Not applicable.
A-35	<p>If the MPO planning area includes Federal public lands, did the MPO appropriately involve Federal land management agencies in the development of the plan?</p> <p>23 C.F.R 450.316(d)</p>	Chapter 3 under Public Input and Participation (pages 57-69).
A-36	<p>In urbanized areas that are served by more than one MPO, is there written agreement among the MPOs, the State, and public transportation operator(s) describing how the metropolitan transportation planning processes will be coordinated to assure the development of consistent plans across the planning area boundaries, particularly in cases in which a proposed transportation investment extends across those boundaries?</p> <p>23 C.F.R. 450.314(e)</p>	<p>Chapter 1 (pages 9-11).</p> <p>The TPA formally coordinates with the regional agency partners of South Florida Regional Transportation Authority (SFRTA) and Southeast Florida Transportation Council (SEFTC) that covers the Miami-Urbanized area.</p>

L RTP Review Checklist

Section B- State Requirements		Where and How Addressed
<u>Florida Statutes: Title XXVI - Public Transportation, Chapter 339, Section 175</u>		
B-1	<p>Are the prevailing principles in s. 334.046(1), F.S. - preserving the existing transportation infrastructure, enhancing Florida's economic competitiveness, and improving travel choices to ensure mobility - reflected in the plan?</p> <p>ss.339.175(1), (5) and (7), F.S.</p>	<p>Chapter 1 under Introduction (pages 7-17).</p> <p>Chapter 3 under Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>
B-2	<p>Does the plan give emphasis to facilities that serve important national, state, and regional transportation functions, including SIS and TRIP facilities?</p> <p>ss.339.175(1) and (7)(a), F.S.</p>	<p>Chapter 2 under Infrastructure (pages 30-55).</p> <p>Chapter 3 under Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>
B-3	<p>Is the plan consistent, to the maximum extent feasible, with future land use elements and the goals, objectives, and policies of the approved comprehensive plans for local governments in the MPO's metropolitan planning area?</p> <p>ss.339.175(5) and (7), F.S.</p>	<p>Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87) and Expected Growth (pages 88-93).</p> <p>The projected growth considered future generalize land uses that are consistent with local planning.</p> <p>Coordination with local jurisdictions also provided review of consistency with local plans.</p>
B-4	<p>Did the MPO consider strategies that integrate transportation and land use planning to provide for sustainable development and reduce greenhouse gas emissions?</p> <p>ss.339.175(1) and (7) F.S.</p>	<p>Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87) and Expected Growth (pages 88-93).</p> <p>The projected growth considered future generalize land uses that are consistent with local planning.</p>
B-5	<p>Were the goals and objectives identified in the Florida Transportation Plan considered?</p> <p>s.339.175(7)(a), F.S.</p>	<p>Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87). Federal and state goals are specifically referenced on pages 84-85.</p>
B-6	<p>Does the plan assess capital investment and other measures necessary to 1) ensure the preservation of the existing metropolitan transportation system, including requirements for the operation, resurfacing, restoration, and rehabilitation of major roadways and requirements for the operation, maintenance, modernization, and rehabilitation of public transportation facilities; and 2) make the most efficient use of existing transportation facilities to relieve vehicular congestion and maximize the mobility of people and goods?</p> <p>s.339.175(7)(c), F.S.</p>	<p>Chapter 3 under Multimodal Forecast (pages 94-111) and Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>

L RTP Review Checklist

Section B- State Requirements		Where and How Addressed
B-7	Does the plan indicate, as appropriate, proposed transportation enhancement activities, including, but not limited to, pedestrian and bicycle facilities, scenic easements, landscaping, historic preservation, mitigation of water pollution due to highway runoff, and control of outdoor advertising? s.339.175(7)(d), F.S.	Chapter 3 under Multimodal Forecast (pages 94-111) and Desired Projects & Costs (pages 112-129). Chapter 4 under Cost Feasible Plan (pages 145-157) and specifically under the Palm Beach TPA Projects for the State Roadway Enhancements and Modifications (STREAM) Program, Local Initiatives, and Transportation Alternatives program.
B-8	Was the plan approved on a recorded roll call vote or hand-counted vote of the majority of the membership present? s.339.175(13) F.S.	The plan was adopted 12-5 by roll call vote on December 12, 2019 at the regularly scheduled TPA Governing Board meeting.

Section C- Proactive Recommendations		Where and How Addressed
C-1	Does the plan attempt to improve the resilience and reliability of the transportation system or mitigate the impacts of stormwater on surface transportation? 23 C.F.R 450.306(b)(9)	Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87). Chapter 4 under Cost Feasible Plan (pages 145-157) and specifically under the Palm Beach TPA Projects for the State Roadway Enhancements and Modifications (STREAM) Program.
C-2	Does the plan proactively identify climate adaptation strategies including—but not limited to—assessing specific areas of vulnerability, identifying strategies to reduce emissions by promoting alternative modes of transportation, or devising specific climate adaptation policies to reduce vulnerability?	Chapter 3 under Goals, Objectives, Performance Measures and Targets (pages 70-87). Appendix H - Environment/Climate Vulnerabilities.
C-3	Do the plan consider the transportation system's accessibility, mobility, and availability to better serve an aging population?	Chapter 2 under Population and Employment (pages 19-25) and Community Health (pages 26-29). Chapter 3 under Desired Projects & Costs (pages 112-129). Chapter 4 under Cost Feasible Plan (pages 145-157) and Implementation (pages 161-165).

L RTP Review Checklist

Section C- Proactive Recommendations		Where and How Addressed
C-4	Does the plan consider strategies to promote inter-regional connectivity to accommodate both current and future mobility needs?	<p>Chapter 2 under Infrastructure (pages 30-55).</p> <p>Chapter 3 under Multimodal Forecast (pages 94-111) and Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>
C-5	Is the MPO considering the short- and long-term effects of population growth and or shifts on the transportation network?	<p>Chapter 3 under Expected Growth (pages 88-93), Multimodal Forecast (94-111), and Desired Projects & Costs (pages 112-129).</p> <p>Chapter 4 under Cost Feasible Plan (pages 145-157).</p>



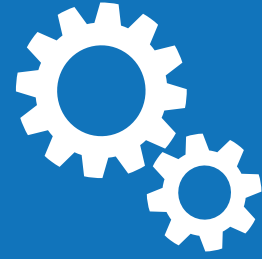
Appendix

Public Participation Plan

B

Palm Beach TPA

Public Participation Plan



October 2017
PalmBeachTPA.org



PALM BEACH
Transportation
Planning Agency

2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411

Phone: 561.684.4170



PALM BEACH **Transportation** **Planning Agency**

Adopted October 19, 2017

by the

Governing Board

Palm Beach Metropolitan Planning Organization

Mayor Susan Haynie

MPO Governing Board Chair

The Palm Beach Metropolitan Planning Organization began doing business as the Palm Beach Transportation Planning Agency (TPA) in December 2017

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Hearing impaired individuals are requested to telephone the Florida Relay System at #711. For complaints, questions, or concerns about civil rights or nondiscrimination; to request special accommodations under the Americans with Disabilities Act (ADA); or to request translation services at least five business days prior to a meeting (free of charge), please contact:

Malissa S. Booth
Public Relations Manager
Title VI and ADA Officer

Email: MBooth@PalmBeachTPA.org
Call: 561-684-4143

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INTRODUCTION

WHAT IS THE PALM BEACH TPA?

The Palm Beach Metropolitan Planning Organization (MPO) began doing business as the Palm Beach Transportation Planning Agency (TPA) in December 2017. The Palm Beach TPA continues to serve as the designated metropolitan planning organization (MPO) for Palm Beach County, Florida. MPOs are government organizations mandated by the Federal Highway Act of 1973, to provide a cooperative, comprehensive, and continuing transportation planning and decision-making process. MPOs act as liaisons between local governments, communities, residents, and state and federal Departments of Transportation (DOTs). MPOs currently operate under the U.S. DOT's FAST Act (Fixing America's Surface Transportation Act) and Florida Statute (339.175)¹.

WHAT DOES THE PALM BEACH TPA DO?

The Palm Beach TPA, created in 1977, plans, prioritizes and funds transportation projects and programs. The TPA's vision is for a safe, efficient, and connected multimodal transportation system. The Palm Beach TPA serves all of Palm Beach County, Florida, which is considered a part of the Miami Urbanized Area.

The Palm Beach TPA is responsible for providing overall policy direction and oversight in the planning of short-term and long-range improvements to the transportation system for Palm Beach County, with open and fair participation from the public.



WHY HAVE A PUBLIC PARTICIPATION PLAN?

The Palm Beach TPA is committed to meaningful public participation in the local and regional transportation planning process for Palm Beach County and southeast Florida. The purpose of this Public Participation Plan is to document multi-media strategies to be used by the TPA, and to provide a basis to evaluate the effectiveness of those strategies.

This Public Participation Plan serves two main purposes. The first is to provide the public with a guidebook for how and when they can participate in local and regional transportation planning and decision-making. Secondly, it outlines the policies and procedures for public engagement committed to by the Palm Beach TPA. The TPA's goals for public participation include:

- Provide information on how the TPA actively engages the public in the transportation planning process.
- Provide the public with reasonable access to key decision points during the development of TPA plans and programs.
- Ensure full and fair participation in the TPA's transportation decision-making process.
- Provide timely notice to the public about meetings and other participation opportunities.
- Seek out and involve traditionally underrepresented populations in the transportation planning process, including low-income, minority, elderly, transportation disadvantaged, and those with limited English proficiency.

To ensure a full and open participation process, the TPA will periodically review the effectiveness of the Public Participation Plan and public engagement efforts.

1 Title 23 USC and Florida Statutes 339.175

PARTICIPANTS IN TRANSPORTATION PLANNING

PALM BEACH TPA PARTICIPANTS

The Palm Beach TPA serves as the transportation coordinating agency, working in conjunction with various federal, state, and local agencies. Stakeholders include the Florida Department of Transportation (FDOT), Palm Beach County (county government), municipalities located within Palm Beach County, transportation system providers, and members of the public.

Participants in Palm Beach TPA transportation planning include the following:

TPA GOVERNING BOARD

The Palm Beach TPA Governing Board is comprised of locally elected officials who are appointed by their local government or agency plus one non-voting representative of the FDOT. This body has final decision-making authority for all plans and programs prepared by the TPA. The number and balance of positions on the TPA Governing Board are determined by federal regulation and Florida Statute and are updated, as needed, based on U.S. Census data².

Additional information including bylaws and a list of current TPA Governing Board members can be found on the TPA website: www.PalmBeachTPA.org/Board



TPA GOVERNING BOARD MEETINGS: Meetings are scheduled for the third Thursday of most months and begin at 9:00 AM. Check the website calendar (www.PalmBeachTPA.org/calendar) and the meeting links (www.PalmBeachTPA.org/meeting) for the current meeting schedule and locations. Agendas and backup information are posted in advance of each meeting.

ADVISORY COMMITTEES

The Palm Beach TPA has established three standing committees to provide focused input to the TPA Governing Board. These committees meet regularly throughout the year to advise the TPA based on their expertise, knowledge and perspective.

All meetings and official activities of the TPA are held in buildings and locations that comply with accessibility standards according to the Americans with Disabilities Act (ADA).

Check the website calendar and the meeting page for the current meeting schedules. Meeting agendas and backup information are posted in advance of each meeting.
www.PalmBeachTPA.org/meeting

2 Title 23 USC and Title 49 and Section 339.175, Florida Statutes

Technical Advisory Committee (TAC)

The TAC reviews and evaluates all technical work and findings of each transportation-related plan and program and makes recommendations to be presented to the TPA Governing Board.

The TAC is comprised of professional technical staff members - primarily planners and engineers - representing various local governments and other agencies within Palm Beach County. Additional information including bylaws and a list of current TAC members can be found on the TPA's website: www.PalmBeachTPA.org/TAC.



TAC Meetings: Meetings are scheduled for the first Wednesday of most months at 9:00 AM. Check the website calendar (www.PalmBeachTPA.org/calendar) and the meeting links (www.PalmBeachTPA.org/meeting) for the current meeting schedule and locations. Agendas and backup information are posted in advance of each meeting.

Citizens Advisory Committee (CAC)

The CAC provides comments and recommendations to the TPA Governing Board with respect to draft transportation plans and concerns of various segments of the community. The Governing Board seeks to ensure representation on the CAC for minorities, the elderly and the handicapped. Additionally, members are sought to represent environmental issues, business interests, the construction and development industry, the freight and goods movement industry, and private transportation providers, as well as the general public. Additional information including bylaws and a list of current CAC members can be found on the TPA's website: www.PalmBeachTPA.org/CAC.



CAC Meetings: Meetings are scheduled for the first Wednesday of most months at 1:30 PM. Check the website calendar (www.PalmBeachTPA.org/calendar) and the meeting links at (www.PalmBeachTPA.org/meeting) for the current meeting schedule and locations. Agendas and backup information are posted in advance of each meeting.

Bicycle-Trailways-Pedestrian Advisory Committee (BTPAC)

The BTPAC is responsible for providing technical review, comments and recommendations on specific transportation plans, programs, studies, and other appropriate documents and transportation issues. This committee's focus is on non-motorized modes of travel such as walking and bicycling, plus greenways and blueways travel facilities, and their interface with other modes of transportation. BTPAC members represent local governments, Palm Beach County's Florida Department of Health, the School District of Palm Beach County, law enforcement, bicycle advocacy groups and other entities as deemed appropriate by the TPA Governing Board. Additional information including bylaws and a list of current BTPAC members can be found on the TPA's website: www.PalmBeachTPA.org/BTPAC.



BTPAC Meetings: Meetings are scheduled for the first Thursday of most months at 9:07 AM. Check the website calendar (www.PalmBeachTPA.org/calendar) and the meeting links (www.PalmBeachTPA.org/meeting) for the current meeting schedule and locations. Agendas and backup information are posted in advance of each meeting.

NON-ADVISORY BOARD

Transportation Disadvantaged Local Coordinating Board (LCB)

The LCB focuses on the needs of Palm Beach County's transportation disadvantaged population, specifically older adults, persons with disabilities, persons of low income and children at-risk. The primary responsibilities of the LCB are to plan for and evaluate the paratransit service provided by Palm Tran, the local Community Transportation Coordinator (CTC) for Palm Beach County. The TPA seeks members who are users of these services, citizen advocates, and representatives of the agencies providing services to the transportation disadvantaged to serve on the LCB.

LCB meetings will be advertised by the TPA in local English and Spanish newspapers. See committee bylaws for more information. www.PalmBeachTPA.org/LCB. All members of the public including transportation disadvantaged system users and caregivers are encouraged to attend LCB meetings and will be provided an opportunity on the agenda to offer public comments.



LCB Meetings: Meetings are scheduled quarterly and begin at 2:00 PM. Check the website calendar (www.PalmBeachTPA.org/calendar) and the meeting links (www.PalmBeachTPA.org/meeting) for the current meeting schedule and locations. Agendas and backup information are posted in advance of each meeting.

PUBLIC PARTICIPANTS

All members of the public are encouraged and welcome to participate in any public meetings or events hosted by the TPA.

Federal regulations³ related to planning, environmental justice and civil rights cite specific “interested parties” that are to be consulted and engaged in the metropolitan transportation planning process.

These groups and/or advocates may include but are not limited to:

- Persons with limited English proficiency
- Representatives of the disabled
- Representatives of public transportation users
- Representatives of pedestrian facility users
- Representatives of bicycle facility users
- Representatives of low-income communities
- Representatives of minority communities
- Freight shippers and haulers
- Private providers of transportation
- Representatives of affected public agencies

3 Title 23 USC



We
have an interest in
transportation planning.
The TPA
offers many ways to get
involved.



Transportation Language

The Palm Beach TPA strives to replace biased terms commonly used in transportation language with objective terms in its work products and public outreach. This is in recognition that many terms indicate a pro-automobile bias that may be inconsistent with the TPA's intent to be inclusive of all constituents and transportation modes. To eliminate indicating favoritism of one group or mode at the expense of another, the TPA encourages the use of objective terms such as "widening" or "modification" vs. "improvement" or "enhancement".

Underrepresented Communities

The TPA recognizes and values the diversity within the region as well as the importance of full and fair participation in the transportation decision-making process by those individuals and groups who have been traditionally underrepresented. The TPA routinely goes beyond the statutory requirements to engage and inform underserved populations including the following:

- Produce language translations for public notices
- Purchase Spanish newspaper advertising to provide public notice
- Use public libraries as venues for the posting of public notices
- Use of media and venues in geographic locations to target underrepresented communities

Online Access

In an effort to make information on the TPA's website accessible to as many people as possible, an online translation tool has been incorporated into the TPA's website. Google Translate allows users to choose from over 60 languages and is available on each page of the website.

The TPA's website also allows for font size adjustments to accommodate the visually impaired.

Equity and Nondiscrimination in Public Participation

The Palm Beach TPA solicits public participation without regard to race, color, national origin, age, sex, religion, disability or family status.

The TPA has adopted a Limited English Proficiency (LEP) Plan to be inclusive of those who have difficulty or are unable to read, write or speak English, and a Title VI and ADA Nondiscrimination Policy and Plan. A Title VI complaint form in English and Spanish is included.

Each of these documents is reviewed annually and updated as needed. The latest adopted versions are incorporated by reference as appendices to this Public Participation Plan.

Requests for Special Accommodations, Public Records Requests, Complaints Procedure

Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

For complaints, questions, or concerns about civil rights or nondiscrimination; to file a public records request⁴; to request special accommodations under the Americans with Disabilities Act (ADA) or to request translation services at least five business days prior to a meeting (free of charge), please contact Malissa S. Booth, Public Relations Manager, Title VI and ADA Officer, by email at MBooth@PalmBeachTPA.org or by calling 561.684.4143.

Any complaints received by the TPA Public Relations Office are to receive a prompt response, typically within seven days. They may be referred to the complaint form available in both English and Spanish in the TPA's Title VI and ADA Nondiscrimination Policy and Plan where deemed appropriate by TPA staff.

4 Florida Statute 119.01

HOW-TO GUIDE FOR ADDRESSING THE TPA

Members of the public have opportunities to provide comments at each regular meeting of the Palm Beach Transportation Planning Agency (TPA) Governing Board, TPA advisory committees, or the Transportation Disadvantaged Local Coordinating Board (LCB). Those wishing to speak are requested to complete and provide to TPA staff a public comment card at the beginning of the meeting. Comments may be made under the General Comments section on the agenda, and/or on specific agenda items. This can be a very important opportunity to influence the decisions of TPA Governing Board members, advisory committee members, or LCB members.

This guide provides a series of questions that will help determine if making comments at one of these meetings is the most effective strategy for the greatest impact. Think through these questions, and consider discussing them with other interested individuals or groups. Feel free to contact the TPA's Public Relations Manager to discuss them by phone, email or in person. Contact information can be found on the TPA's website, PalmBeachTPA.org and on [page 2](#) of this document.

1. WHAT DO YOU WANT TO ACCOMPLISH?

I want to share information with the TPA. Before doing this, you should determine if the members are already aware of your information. If so, do they need to hear it again? There may be value in repeating information to emphasize a position or opinion, but it may be repetitive and unnecessary.

There's an action I want the TPA to take. This is likely to be the most effective use of this opportunity. For example, if you want the TPA to include or remove a particular project from a Plan or Program, or you want them to hear a new idea or concept.

I want to discuss an issue. The format for public comments at TPA meetings is more of a formal structure than an informal dialogue. Members will hear public comments, but are unlikely to engage in much discussion.

2. BE SURE TO TALK TO THE RIGHT PEOPLE. DOES THE TPA HAVE THE AUTHORITY TO DO WHAT YOU'RE ASKING?

Yes. For example, you want the TPA to consider your comments on a Long-Range Transportation Plan (LRTP) or a Transportation Improvement Program (TIP) project.

No. For example, you may be concerned about a change in transit service, frustrated by the timing of a traffic signal, or wanting to report a cracked sidewalk. Please be aware that the TPA is not responsible for the day-to-day operation of any transportation services or maintenance of any facilities. The TPA staff will be happy to provide guidance to locate an appropriate contact for your issue.

3. ARE THERE OTHER STRATEGIES TO ACCOMPLISH YOUR PURPOSE?

Yes, I can talk with TPA Governing Board or advisory committee members on a one-to-one basis. Taking advantage of informal opportunities for discussing issues can be very effective. Discussing issues on an informal basis with TPA Governing Board members can effectively lay the groundwork for any formal comments you intend to provide at a future meeting.

Yes, I can participate in open working groups or provide public comments at advisory committee meetings. A great deal of work that supports the TPA's decisions goes on at the various advisory committee meetings. Observing those meetings, asking questions and making comments can be a good way to advance ideas.

Yes, I can submit written comments. Written comments allow public input to become a part of the record.

IF THE PUBLIC PARTICIPATION OPPORTUNITY AT THE TPA MEETINGS IS TRULY THE BEST STRATEGY FOR YOU, MAKE SURE YOU CONSIDER THESE GUIDELINES:



Figure out what you want the TPA to do

Have something specific in mind. If you don't, your comments may have less impact.



Use the public participation opportunity wisely

Make sure you are making comments at times when they will have the most impact.



Do your own evaluation

If you have presented comments a number of times, review the impact you may have made. If it's difficult to figure out, ask one or more TPA staff or members when your comments had the greatest impact.



Be creative

Reading from a sheet of paper is a standard way to present comments. Consider also showing maps, providing a report that supports your position, or passing around photos of a problem area or service. Be prepared to pass around 25 copies of any handouts.



Understand the power of numbers

An individual authorized to speak on behalf of an organization will carry the weight of that organization. If you don't belong to an organization, bring others who support your position to speak as well.



Be succinct and to the point

Be respectful of the time limit allotted for public speakers, typically three minutes.



Check in with public involvement staff members at the TPA

If you are unsure what you want the TPA to do or how best to present your information, check in with the TPA Public Relations Manager who can give you some tips.



SUBSCRIBE TO TPA NOTICES!

Sign up for the updates on the latest TPA happenings!

www.PalmBeachTPA.org/newsletter

PLANS AND PROGRAMS

THE TRANSPORTATION PLANNING PROCESS

The Palm Beach TPA is responsible for preparing and adopting the following plans and programs according to the listed schedules for each. It is the TPA's goal that these plans are developed to include executive summaries and graphics where appropriate to help communicate plans to the public.

The official form of public notification of a draft document available for review and comment is the TPA website: www.PalmBeachTPA.org.

Additionally, the Palm Beach TPA typically supplements public notification with purchases of newspaper ads in the Palm Beach Post (a daily print and online publication with the widest circulation in Palm Beach County) and el Latino Semanal (a free weekly newspaper published in Spanish).

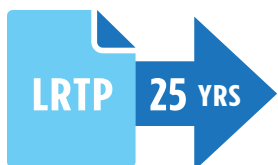
Availability of draft documents and public comment periods is enhanced through notifications in TPA social media and in the TPA [e-newsletter](#).

Options for providing public comments:

- Complete an online comment form before the posted deadline
- Mail or deliver comments to the Palm Beach TPA office before the posted deadline
- Speak at the appropriate place on the agenda at any meeting of the TPA Governing Board or its advisory committees. Complete a public comment card at the beginning of the meeting and provide it to TPA staff to indicate the agenda item(s) on which the commenter wishes to speak.

Options for viewing draft and adopted documents:

- View the TPA website at www.PalmBeachTPA.org on a personal or public computer such as at a public library
- Come to the TPA office during business hours to view a printed copy.



LONG RANGE TRANSPORTATION PLAN

The Long Range Transportation Plan (LRTP) is a federal requirement⁵ to address future transportation needs within the Palm Beach TPA area for a minimum of 20 years (Palm Beach TPA typically plans for 25 years). The purpose is to plan a transportation system that safely and effectively connects communities and port facilities (air, rail, and sea) within Palm Beach County to other regions, other states, and the global economy. The LRTP is updated every five years to confirm the validity of the transportation plan, ensure consistency with current and predicted transportation funding levels and land uses, and to reflect the changing public and political sentiment.

The Palm Beach TPA uses the LRTP to:

- estimate future needs and identify improvements in the pedestrian, bicycle, transit, highway, and freight movement networks
- guide the expenditure of transportation funds
- ensure new transportation improvements meet community values
- prioritize transportation projects
- promote safe and efficient transportation services

The success of the LRTP is dependent upon an effective public outreach effort that fosters community interaction and informs the decision-making process. That process is guided by public sentiment about long-term transportation investments to achieve the best possible mobility connections. The outcome is expanded public awareness of, and support for, the resulting plan.

The TPA will provide a summary, analysis and report on significant comments received in response to the draft/proposed LRTP as an appendix to the Final LRTP. Comments received in response to draft/proposed LRTP amendments will be handled in the same manner.

If the Palm Beach TPA Governing Board adopts an LRTP that includes the addition of a project that did not appear in the draft made available for public review, the project that was added will be listed as a separate item on the agenda for the following meeting. This will allow for a supplemental public comment opportunity and for potential action by the Governing Board.

LONG RANGE TRANSPORTATION PLAN DETAILS

Updated:	Every 5 years
Outlook:	Minimum of 20 years, typically 25 years
Next Update:	Fall 2019
Adoption Process	Recommendations by TAC, BTPAC, and CAC; adoption by TPA Governing Board
Public Review and Comment Period:	30 days
Administrative Modifications:	Minor changes to project/project phase costs, funding sources of previously included projects, and/or project/project phase initiation dates that do not require public review and comment per 23 CFR 450.104 are posted to TPA website
Amendments:	Adoption Process: Recommendations by TAC, BTPAC, and CAC; adoption by TPA Governing Board Public Review and Comment Period: 14 days

5 Title 23 and Title 49 US Code



LIST OF PRIORITY PROJECTS

Florida Statute⁶ requires the TPA to annually adopt a list of transportation system priority projects for use in developing the FDOT Five-Year Work Program and the next TIP. These projects are consistent with the TPA's adopted LRTP and further the TPA vision of creating a safe, efficient, and connected multimodal transportation system.

LIST OF PRIORITY PROJECTS DETAILS

Updated:	Annually
Outlook:	Five years
Next Update:	By August 1 or October 1 depending on State Legislature
Adoption Process:	Recommendations by TAC, BTPAC, and CAC; adoption by TPA Governing Board
Public Review and Comment Period:	14 days
Amendments:	Adoption Process: Recommendations by TAC, and CAC; adoption by TPA Governing Board Public Review and Comment Period: 14 days



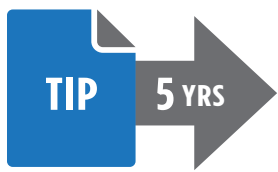
FDOT FIVE YEAR WORK PROGRAM

The Florida Department of Transportation (FDOT) presents the work program to the TPA to determine the necessity of making any changes to projects and to hear requests for new projects to be added to, or existing projects to be deleted from the program. The development of this Work Program involves coordination with local governments, including TPAs and other city and county officials. Public hearings are held in each of the seven transportation districts, and a statewide public hearing is held by the Florida Transportation Commission. All public participation efforts and requirements for the work program are the responsibility of FDOT.

The work program is a five-year plan developed and maintained to maximize the Florida Department of Transportation's production and service capabilities. The work program capitalizes on the innovative use of resources, increased productivity, reduced cost, and strengthened organizational effectiveness and efficiency.

Adopted Work Program - The five-year plan approved by the Secretary of Transportation on July 1 of each year. Certain project changes (additions, deletions, deferrals, etc.) within the first year of the adopted work program require approval by the Executive Office of the Governor (EOG) via an EOG Work Program Amendment request.

6 Florida Statute 339.175(8)



TRANSPORTATION IMPROVEMENT PROGRAM

The Transportation Improvement Program (TIP) is a federal⁷ and state⁸ requirement that contains all regionally significant transportation improvements to all modes of travel in Palm Beach County, programmed for the upcoming five years, plus many locally funded transportation projects for informational purposes. It is updated each year to incorporate those projects in the List of Priority Projects having the highest priority and an ability to be funded within the next five-year period. Projects are organized by project type. Each project includes a description, funding source, and programmed funds for each project phase. From a policy perspective, the TIP is particularly important because it establishes the priorities for scheduling improvements to the state, county, and municipal transportation systems.

The TPA will provide a summary, analysis and report on significant comments received in response to the draft/proposed TIP as an appendix to the final TIP. Comments received in response to draft/proposed TIP amendments will be handled in the same manner.

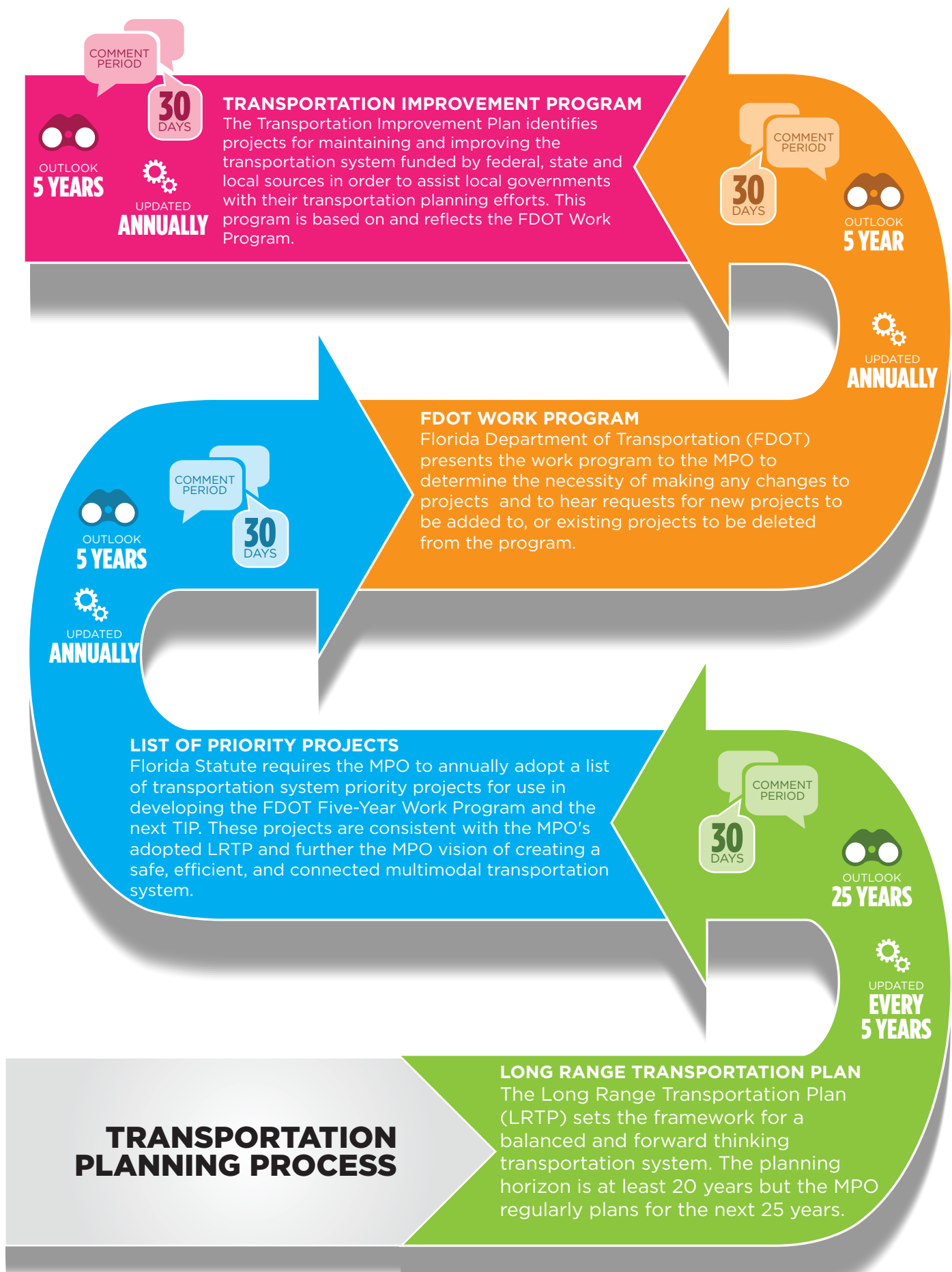
If the Palm Beach TPA Governing Board adopts a TIP that includes the addition of a project that did not appear in the draft made available for public review, the project that was added will be listed as a separate item on the agenda for the following meeting. This will allow for a supplemental public comment opportunity and for potential action by the Governing Board.

TRANSPORTATION IMPROVEMENT PLAN DETAILS

Updated:	Annually
Outlook:	Five years
Next Update:	Annually in June
Adoption Process	Recommendations by TAC, BTPAC, and CAC; adoption by TPA Governing Board
Public Review and Comment Period:	30 days
Administrative Modifications:	Minor changes to project/project phase costs, funding sources of previously included projects, and/or project/project phase initiation dates that do not require public review and comment per 23 CFR 450.104 are posted to TPA website. Changes to locally funded projects are considered administrative modifications.
Amendments:	<p>Amendments to the TIP per 23 CFR 450.104 and 23 CFR 450.328</p> <p>Adoption Process: Recommendations by TAC, BTPAC, and CAC; adoption by TPA Governing Board</p> <p>Public Review and Comment Period: 14 days</p>

⁷ Title 23 and Title 49 US Code

⁸ Florida Statute 339.175(6)(a)



ADMINISTRATIVE PLANS

Administrative plans are prepared by the Palm Beach TPA as guidance for how the organization operates. Some of these plans are required by Federal Regulation or State Statute, and others are produced at the option of the TPA to provide clarity of purpose and a sense of priority to responsibilities and actions.



UNIFIED PLANNING WORK PROGRAM

The Unified Planning Work Program (UPWP) is a federal requirement⁹ that serves as the budget and business plan for the TPA, and sets forth planned activities and programs to accomplish the TPAs goals.

UNIFIED PLANNING WORK PROGRAM DETAILS	
Updated:	Every two years
Outlook:	Two years
Next Update:	July 15th in even years
Adoption Process:	Recommendations by TAC, and CAC; adoption by TPA Governing Board
Public Review and Comment Period:	30 days
Administrative Modifications	Changes that do not change the approved FHWA and FTA budget, or do not change the scope of the FHWA and FTA funded work task(s) or do not add or delete a work task(s) are posted to TPA Website
Amendments:	Adoption Process: Recommendations by TAC, and CAC; adoption by TPA Governing Board Public Review and Comment Period: 14 days



PUBLIC PARTICIPATION PLAN

Providing opportunities for public participation in transportation planning is a federal requirement established through various transportation bills passed by the US Congress and signed into law by the president.¹⁰ TPAs are required to develop a Public Participation Plan (PPP). This PPP outlines strategies anticipated to be used by the Palm Beach TPA to enhance public participation in its transportation planning. This document assists the TPA in carrying out its mission in an open process that provides complete information, timely public notice, full public access and input to key decisions, and support for early and continued public participation.

9 Title 23 and Title 49 US Code
10 Fixing America’s Surface Transportation Act (FAST)

PUBLIC PARTICIPATION PLAN DETAILS

Update:	As needed
Outlook:	No expiration date
Adoption Process:	Recommendations by TAC and CAC; adopted by TPA Governing Board
Public Review and Comment Period:	45 days ⁷
Administrative Modifications as determined by TPA staff:	Posted to TPA Website
Amendments of updates that propose policy or substantive changes:	Adoption Process: Recommendations by TAC and CAC; adoption by TPA Governing Board Public Review and Comment Period: 45 days



STRATEGIC PLAN

The Palm Beach TPA established its first 5-Year Strategic Plan in 2016 to clarify its mission and vision and to set a guide to measure progress toward achieving its short-term goals and objectives. The vision of a safe, efficient, and connected multimodal transportation system inspires the TPA's mission to collaboratively plan, prioritize, and fund the transportation system. The 5-Year Strategic Plan defines specific, incremental steps (strategies) that will be initiated, monitored for progress, and annually reported to the TPA Governing Board and the public.

Several benefits are derived from developing and implementing the Strategic Plan. TPA Governing Board priorities are clearly communicated for the TPA Executive Director and staff to follow. Metrics are established for measuring progress on each priority to achieve the strategic objectives in an efficient and cost-effective manner. Transparency and accountability are provided to the public, the partnering organizations, and the member agencies of the TPA.

STRATEGIC PLAN DETAILS

Next Update:	Annually
Outlook:	Five years
Next Update:	Annually in July
Adoption Process:	Adoption by TPA Governing Board
Public Review and Comment Period:	No official public review period, but public comment is continuously accepted
Administrative Modifications:	Posted to TPA Website
Amendments:	Adoption Process: Adoption by TPA Governing Board Public Review and Comment Period: Continuous comments are accepted



TRANSPORTATION DISADVANTAGED SERVICE PLAN

The Transportation Disadvantaged Service Plan (TDSP) is required by state statute¹² as a collaborative effort between the TPA or Designated Official Planning Agency (DOPA) and the TPA-designated Community Transportation Coordinator (CTC). The TDSP is developed in accordance with state legislative requirements and criteria established by the Florida Commission for the Transportation Disadvantaged (CTD).

It is updated annually and is a tactical plan containing development, service, and quality assurance components.

The mission of the CTD is to ensure the availability of efficient, cost-effective, and quality transportation services for transportation disadvantaged persons. “Transportation disadvantaged” means those persons who because of physical or mental disability, income status or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk.

The TPA jointly updates the TDSP with the CTC and LCB. The TPA is responsible for ensuring the TDSP is completed, updated annually, and approved by the LCB.

TRANSPORTATION DISADVANTAGED SERVICE PLAN DETAILS

Updated:	Annually
Outlook:	Five Years
Next Update:	Annually in June
Adoption Process:	Approved by the Local Coordinating Board (LCB)
Public Review and Comment Period:	7 days
Administrative Modifications:	Posted to TPA website
Amendments:	Adoption Process: Action by the Local Coordinating Board (LCB) Public Review and Comment Period: 7 days

12 Florida Statute 427.011-427.017



SPECIAL STUDIES

From time to time, the TPA will lead a special study, authorized through the UPWP, to develop a greater understanding of transportation needs and public desires for a specific area or corridor, and to propose improvements. Each study provides a unique opportunity for public participation in discussing the issues, conceiving potential improvements, and commenting on any final recommendations that may result.

SPECIAL STUDIES DETAILS

Occurrence: As needed

Time Frame: Schedules tailored for the needs of the study and key participants

Public Review and Comment Period: Public comment is accepted throughout each study



LIMITED ENGLISH PROFICIENCY (LEP) PLAN

The Limited English Proficiency (LEP) Plan references multiple federal requirements to ensure individuals with limited English proficiency have meaningful access to the transportation planning process. Those are individuals for whom English is not their primary language and who have a limited ability to read, speak, write or understand English. The Palm Beach TPA's LEP Plan defines a limited English proficient person and describes the process for determining the need to provide LEP services. The most recently adopted LEP Plan shall be included as an appendix to the TPA's Public Participation Plan (PPP), even if the LEP Plan is more recently adopted.

A current copy of the TPA's LEP can be found in [Appendix B](#).

LIMITED ENGLISH PROFICIENCY (LEP) PLAN DETAILS

Updated: As needed

Outlook: No expiration date

Adoption Process: Recommendations by CAC; adoption by TPA Governing Board

Public Review and Comment Period: None



TITLE VI AND ADA NONDISCRIMINATION POLICY AND PLAN

The Title VI and ADA Nondiscrimination Policy and Plan references multiple federal requirements to outline the policies and processes used by the Palm Beach TPA to prevent discrimination against individuals or populations in the transportation planning process and to describe the TPA's complaint procedures for persons with Limited English Proficiency and persons with disabilities. The most recently adopted Title VI and ADA Nondiscrimination Policy and Plan shall be included as an appendix to the TPA's Public Participation Plan (PPP), even if the Policy and Plan is more recently adopted.

A current copy of the TPA's Title VI and ADA Nondiscrimination Policy and Plan can be found in [Appendix C](#).

TITLE VI AND ADA NONDISCRIMINATION POLICY AND PLAN DETAILS

Updated:	As needed
Outlook:	No expiration date
Adoption Process:	Recommendations by CAC; adoption by TPA Governing Board
Public Review and Comment Period:	None

OBJECTIVES AND STRATEGIES

PUBLIC PARTICIPATION GOAL

The TPA's goal for public participation is to **enable and encourage public awareness and input into the transportation planning and project prioritization process**. This section lays out measures and targets to achieve this goal. These will be periodically reviewed for effectiveness.

OBJECTIVE 1	TPA MEETINGS - Use regularly scheduled meetings of the TPA Governing Board, advisory committees (including sub or ad hoc committees) and the Local Coordinating Board as opportunities to inform, involve, and seek input from the public. Provide comprehensive coverage of business conducted at meetings.	
	Measures	Targets
	1.A Post advance notice of regularly scheduled meetings	30 days min.
	1.B Post advance notice of special meetings, retreats, workshops, subcommittee or ad hoc committee meetings	7 days min.
	1.C Post agendas and background information in advance of meetings	7 days min.
	1.D Strive to fill Governing Board and advisory committee vacancies	2 mo. max.

OBJECTIVE 2	PUBLIC PARTICIPATION STRATEGIES - Use an array of strategies to engage the community, focusing on geographic and demographic diversity, and inclusion of minority and traditionally underrepresented populations. These strategies will be evaluated for effectiveness. Strategies that best increase public outreach, education, and participation are continued. Those that do not, are modified or discontinued.	
	Measures	Targets
2.A	Website - average monthly users per year	1,000
2.B	E-newsletter - design and distribute e-newsletter issues	24 issues/yr.
2.C	E-newsletter direct recipients	500
2.D	Social media followers	1,500
2.E	Presentations - engage various agencies, organizations, communities, etc.	10 /yr.
2.F	Conferences and special events - participate as host, partner, exhibitor	10 /yr.
OBJECTIVE 3	TPA PLANS AND DOCUMENTS - Provide notice and opportunities for public understanding and review of TPA draft documents and proposed amendments. Provide and promote multiple opportunities for public comment.	
	Measures	Targets
3.A	Notice of TPA documents that require public review and comment	Every draft document
3.B	Intuitive web, mobile and paper comment form	Form approval by CAC

OBJECTIVE 4	NONDISCRIMINATION AND EQUITY ASSURANCE - Promote and ensure access to traditionally underrepresented groups and communities.
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Measures		Targets
4.A	Review access provided to language translations for the TPA website, E-newsletter, and Title VI complaint forms	Annually
4.B	Purchase Spanish-translated newspaper advertising	When Public Notice is Required
4.C	Provide opportunities to request free translation assistance or ADA accommodations for TPA meetings	Each TPA Public Meeting
4.D	Review and update social, demographic, and economic data (income, ethnicity, education, etc.)	Annually

OBJECTIVE 5	REGIONAL PUBLIC PARTICIPATION - Plan, promote and support public participation in the planning and prioritizing of transportation plans and issues concerning Palm Beach County and neighboring southeast Florida counties.
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Measures		Targets
5.A	Public Participation Subcommittee (PPS) - actively participate in PPS activities and products	Participate in all PPS meetings
5.B	Promote public participation in regional surveys, events and campaigns of the Southeast Florida Transportation Council (SEFTC) and within the region with TPAs and FDOT	Promote and support all SEFTC efforts

APPENDIX A

GLOSSARY OF TERMS

List of Acronyms Used In Transportation Planning

AASHTO	American Association of State Highway and Transportation Officials	CTD	Florida Commission for the Transportation Disadvantaged
ADA	Americans with Disabilities Act	DBE.....	Disadvantaged Business Enterprise
ADT.....	Average Daily Traffic	DDE	District Design Engineer
AHCA	Florida Agency for Health Care Administration	DDR.....	District Dedicated Revenue
APBP.....	Association of Pedestrian and Bicycle Professionals	DMS	Dynamic Message Signs
APTA.....	American Public Transportation Association	DOPA	Designated Official Planning Agency
ASCE	American Society of Civil Engineers	DOT	Department of Transportation
ATMS.....	Advanced Traffic Management System	DSB.....	Design Build
BCT	Broward County Transit	ENV	Environmental
BPAC.....	Bicycle Pedestrian Advisory Committee	EPA.....	Environmental Protection Agency
BTPAC	Bicycle-Trailways-Pedestrian Advisory Committee	ERC.....	Electronic Review Comments
CAC.....	Citizens' Advisory Committee	ERM.....	Environmental Research Management
CAP	Capital	ETDM	Efficient Transportation Decision Making
CBO.....	Congressional Budget Office	FAST Act	Fixing America's Surface Transportation Act
CDC.....	Centers for Disease Control	FAV.....	Florida Automated Vehicles
CFP	Cost Feasible Plan	FDEP.....	Florida Department of Environmental Protection
CFR	Code of Federal Regulations	FDM	FDOT Design Manual
CHSTP	Coordinated Public Transit - Human Services Transportation Plan	FDOH.....	Florida Department of Health
CIP	Capital Improvement Plan	FDOT	Florida Department of Transportation
CMAQ.....	Congestion Mitigation and Air Quality	FEC	Florida East Coast
CMP.....	Congestion Management Process	FHWA.....	Federal Highway Administration
CST.....	Construction Scheduled	FLL.....	Fort Lauderdale-Hollywood International Airport
CTC	Community Transportation Coordinator	FPTC.....	Florida Perishables Trade Coalition
		FRATIS	Freight Advanced Traveler Information System

FTA	Federal Transit Administration	MPOAC.....	Metropolitan Planning Organization Advisory Council
FTE.....	Florida's Turnpike Enterprise	MSA.....	Metropolitan Statistical Area
GOMs	Goals, Objectives and Measures	MSC.....	Miscellaneous Construction Scheduled
GOVs.....	Goals, Objectives and Values	MUTCD.....	Manual on Uniform Traffic Control Devices
GPS	Global Positioning System	NACTO.....	National Association of City Transportation Officials
GRP.....	Gross Regional Product	NCSC	National Complete Streets Coalition
HAWK	High-intensity Activated CrossWalk signal, also known as the Pedestrian Hybrid Beacon.	NEPA	National Environmental Policy Act
HSIP	Highway Safety Improvement Program	NHPP	National Highway Performance Program
HTF	Highway Trust Fund	NHS	National Highway System
ILC.....	Intermodal Logistics Centers	NHTSA	National Highway Traffic Safety Administration
INC.....	Contract Incentives	NHTSA	National Highway Traffic Safety Administration
ITE.....	Institute of Transportation Engineers	O&M	Operations and Maintenance
ITS.....	Intelligent Transportation Systems	O-D.....	Origin-destination
LEP.....	Limited English Proficiency	OPS.....	Operations
LOGT.....	Local Option Gas Tax	P3s	Public Private Partnerships
LOS	Level of Service	PBC.....	Palm Beach County
L RTP	Long Range Transportation Plan	PBIA.....	Palm Beach International Airport
MAP-21	21st Century Act	PD&E	Project Development and Environment
MDT.....	Miami-Dade Transit	PDE.....	Project Development and Environmental
MDX.....	Miami-Dade Expressway Authority	PE	Preliminary Engineering Scheduled
MIA.....	Miami International Airport	PEAs	Planning Emphasis Areas
MIC.....	Miami Intermodal Center	PHB	Pedestrian Hybrid Beacon, also known as a "HAWK".
MNT.....	Maintenance	PLN.....	Planning Scheduled
MP	Milepost		
MPM.....	Mobility Performance Measures		
MPO	Metropolitan Planning Organizations		

POPB.....	Port of Palm Beach	SIS	Strategic Intermodal System
PPM	Plans Preparation Manual, includes design standards for use on the State Highway System.	SLR	Sea Level Rise
PPS.....	Project for Public Spaces	SOV	Single Occupancy Vehicle
PPS.....	Public Participation Subcommittee	STP	Surface Transportation Program
PTAC.....	Planning Technical Advisory Committee	STTF.....	State Transportation Trust Fund
RFE.....	Request for Experimentation	SU.....	Surface Transportation Program
ROW	Right-of-Way	SUN	Shared-Use Nonmotorized
RPC	Regional Planning Councils	TA.....	Transportation Alternatives
RRFB	Rectangular Rapid Flashing Beacon	TAC	Technical Advisory Committee
RRR.....	Resurfacing, Restoration, and Rehabilitation project	TALU.....	Transportation Alternatives Funds
RRU.....	Railroad & Utilities	TCRPC.....	Treasure Coast Regional Planning Council
RTP	Regional Transpiration Plan	TDLCB	Transportation Disadvantaged Local Coordinating Board
RTTAC.....	Regional Transportation Technical Advisory Committee	TDM	Transportation Demand Management
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act	TDP.....	Transportation Development Plan
SCFE.....	South Central Florida Express	TDSP	Transportation Disadvantaged Service Plan
SEFTC.....	Southeast Florida Transportation Council	THT.....	Transportation and Health Tool
SERPM	Southeast (Florida) Regional Planning Model	TIGER.....	Transportation Investment Generating Economic Recovery
SERPM	Southeast Florida Regional Planning Model	TND	Traditional Neighborhood Development
SFCS.....	South Florida Commuter Services	TIP	Transportation Improvement Program
SFRC.....	South Florida Rail Corridor	TMA	Transportation Management Area
SFRTA	South Florida Regional Transportation Authority	TMC.....	Traffic Management Centers
SHS	State Highway System	TOC	Transit Oriented Corridor
SIB	State Infrastructure Banks	TOD	Transit Oriented Development
		TRIP	Transportation Regional Incentive Program
		TSM&O.....	Transportation System Management and Operations

TSP.....Transit Signal Priority

UPWPUnified Planning Work Program

USDOTUnited States Department of
Transportation

VFN.....South Florida Virtual Freight Network

VHT.....Vehicle Hours Traveled

VMT.....Vehicle Miles Traveled

VPD.....Vehicles per day

WPB.....West Palm Beach

VPHPDVehicles per hour per direction

APPENDIX B

TPA LIMITED ENGLISH PROFICIENCY (LEP) PLAN

This appendix shall include/reference the current version of this document

Limited English Proficiency (LEP) Plan

February 2018



PALM BEACH
Transportation
Planning Agency

2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411
Phone: 561.684.4170

www.PalmBeachTPA.org

Limited English Proficiency (LEP) Plan



PALM BEACH
Transportation
Planning Agency

Adopted February 15, 2018

by the

Governing Board

Palm Beach Transportation Planning Agency

Mayor Susan Haynie

TPA Governing Board Chair

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Hearing impaired individuals are requested to telephone the Florida Relay System at #711. For complaints, questions, or concerns about civil rights or nondiscrimination; to request special accommodations under the Americans with Disabilities Act (ADA); or to request translation services at least five business days prior to a meeting (free of charge), please contact:

Malissa S. Booth
Public Relations Manager
Title VI & ADA Officer

Email: MBooth@PalmBeachTPA.org
Call: 561-684-4143

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Introduction

The Palm Beach Transportation Planning Organization (TPA) is a transportation policy-making board responsible for planning and prioritizing transportation projects and funding allocations in Palm Beach County, Florida, and serves as the designated metropolitan planning organization. The TPA works with the public, planning organizations, government agencies, elected officials and community groups to develop transportation plans and programs through a continuing, cooperative, and comprehensive planning process. This planning process guides the use of federal and state dollars spent on existing and future transportation projects and programs. The Limited English Proficiency (LEP) Plan plays an important part in that process. It ensures individuals with limited English proficiency have meaningful access to the transportation planning process.

Background

The **Limited English Proficiency (LEP) Plan** addresses **Title VI of the Civil Rights Act of 1964**, which prohibits discrimination based on race, color or national origin. In 1974, the US Supreme Court affirmed that the failure to ensure a meaningful opportunity for national origin minorities, with limited-English proficiency, to participate in a federally funded program violates Title VI (Federal-Aid Recipient Programs & Activities) regulations. Additionally, requirements are outlined in **Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency** signed on August 11, 2000. Its purpose is to ensure accessibility to programs and services to eligible persons who have limited proficiency in the English language.

Furthermore, the US Department of Transportation (DOT) published **Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Persons** in the December 14, 2005 Federal Register Volume 70; Number 239. The guidance explicitly identifies Metropolitan Planning Organizations (MPOs) as organizations that must follow this guidance. The **Limited English Proficiency (LEP) Plan** must be consistent with the fundamental mission of the organization, though not unduly burdening the organization.

Who is a Limited English Proficient Person?

Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English are considered limited English proficient, or "LEP." The US Census Bureau does not define limited English proficiency or non-limited English proficient populations. It reports data based on the four categories of English speaking ability: very well, well, not well, and not at all.

Determining the Need for Limited English Proficiency Services

As a recipient of federal funds, the TPA must take reasonable steps to ensure meaningful access to the information and services it provides. As noted in the Federal Register, Volume 70; Number 239 on December 14, 2005, there are four factors to consider when determining "reasonable steps." This is known as "the four-factor analysis" and is outlined as follows:

- **Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the TPA's programs, services or activities.**
- **Factor 2: The frequency with which LEP individuals come in contact with these programs, services or activities.**
- **Factor 3: The nature and importance of the program, service or activity to people's lives.**
- **Factor 4: The resources available and the overall cost to the TPA.**

The Department of Transportation (DOT) policy guidance gives recipients of federal funds substantial flexibility in determining what language assistance is appropriate based on a local assessment of the four factors listed above. Below is a self-assessment of needs in Palm Beach County in relation to the four factors and the transportation planning process.

Limited English Proficiency Self Assessment

The Palm Beach TPA has assessed its programs and services using the following four-factor analysis:

Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the TPA's programs, services or activities.



The first step was to collect demographic data on the number of LEP persons in Palm Beach County who are eligible to be served, likely to be served, or likely to be encountered by the TPA through participation in the transportation planning process.

Table 1 below is derived from the US Census Bureau's 2012-2016 American Community Survey, the most current data available regarding languages spoken at home and the ability to speak English. This table shows the number and percent of LEP persons, (defined as those who speak English "less than very well" or "not at all") 5 years and over, in total and by the top languages in Palm Beach County other than English.

Table 1: Top Languages Spoken at Home in Palm Beach County, FL by LEP Persons who speak English "not well" or "not at all" Source: US Census Bureau's 2012-2016 American Community Survey						
Population 5 Years and Over	Number of LEP Persons	Percentage of LEP Persons	LEP Persons who speak Spanish		LEP Persons who speak Indo-European Languages	
Total	Total	Percent	Total	Percent	Total	Percent
1,326,541	86,251	6.50%	61,282	4.62%	19,649	1.48%

Table 1 shows that of the LEP persons in Palm Beach County, 6.50% speak Spanish at home and define their ability to speak English as "not well" or "not at all," making this the most significant language group as a percentage of population. At a distant second, the next language group at 1.48% of the county's LEP population speaks Indo-European languages. All remaining LEP population groups total less than 1% each. The TPA will monitor the release of more current data as it becomes available from the US Census Bureau, and will adjust the implementation of this plan as needed.



Factor 2: The frequency with which LEP individuals come in contact with these programs, services or activities.

The first factor identified Spanish as the most significant language spoken by the LEP population in Palm Beach County, FL, the area covered by the Palm Beach TPA. To date, no requests for language assistance services have been made by LEP individuals or groups. Any requests for language assistance will be monitored and considered in the TPA's outreach to these populations.

The TPA conducts regular Governing Board meetings, advisory committee meetings and other meetings and events throughout the year. The TPA's website and community outreach are the main sources of potential contact between the TPA and LEP persons. As a result, the frequency of contact is difficult to anticipate and monitor. The TPA's Public Participation Plan highlights the need for outreach opportunities that engage populations that have traditionally been underserved and lacked involvement in the transportation planning process.



Factor 3: The nature and importance of the program, service or activity to people's lives.

The TPA programs use federal funds to plan for future transportation projects and programs. The TPA does not provide any direct services or programs that require vital, immediate or emergency assistance, such as medical treatment or services for basic needs like food or shelter. Further, the TPA does not conduct activities such as applications or interviews prior to participation in its programs or events. Participation with the TPA in any manner is voluntary.

However, the TPA must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the transportation planning process to be consistent with the goal of the Federal Environmental Justice program and the policy of the TPA.

The impact of proposed transportation investments on underserved and underrepresented population groups is part of the evaluation process in use of federal funds in three major areas for the TPA. These three areas are deemed to have the most widespread impact on the lives of people in Palm Beach County:

- **The Unified Planning Work Program (UPWP)**, a biennial business plan.
- **The Transportation Improvement Program (TIP)**, a 5-year staged program of funded projects for all modes of travel. The TIP is based on and reflects the Florida Department of Transportation's 5-year Work Program, and Palm Beach County's 5-year Road Program.
- **The Long Range Transportation Plan (LRTP)**, a minimum 20-year forecast of multimodal transportation needs. The LRTP includes goals, objectives and performance measures that lead the development of a safe, efficient, connected and multimodal transportation system. The LRTP identifies timeframes and costs for transportation projects to be implemented during the LRTP's timeframe.

Inclusive public participation is a priority consideration in other TPA plans, studies and programs as well. The impacts of transportation projects resulting from these planning activities have an effect on area residents. The TPA will place greatest emphasis on language assistance for educational materials and public input related to the three major programs and plans identified above. Related materials are often helpful with outreach for other TPA projects and studies.



Factor 4: The resources available and the overall cost to the TPA.

The TPA seeks input from all stakeholders, and makes every effort to ensure that the planning process is as inclusive as possible of LEP individuals and populations. The TPA considers the relatively small size of Palm Beach County's LEP population, which is primarily Spanish, and its available resources to responsibly allocate investments in outreach to LEP populations.

Meeting the Requirements and Implementation

Identifying LEP Individuals Who Need Language Assistance

When first encountering a LEP individual in a face-to-face situation, the TPA staff has made available Language Identification Flashcards developed by the US Census Bureau. These cards have the phrase, "Mark this box if you read or speak 'name of language'," translated into 38 languages. They were designed for use by government and non-government agencies to identify the primary language of LEP individuals during face-to-face contacts. The Census Bureau's Language Identification Flashcard can be downloaded for free at LEP.gov/ISpeakCards2004.pdf. The TPA has made them available at the front desk of the TPA offices and for TPA public meetings. Once a language is identified, the Title VI - LEP Officer or relevant point of contact will be notified to assess feasible translation or oral interpretation assistance.

Language Assistance and Translation of Materials

Assistance will be provided for LEP individuals through language translations and/or oral interpretations of some key materials, upon request or as deemed necessary for effective outreach.

Following are highlights of past and ongoing measures by the TPA to conduct outreach to LEP populations:

- Website: The 2015 redesign of the TPA's website, PalmBeachTPA.org, included the addition of the Google Translate feature, making written language translations of text into a wide variety of languages available at no cost, significantly expanding the ability for use of the TPA website by LEP individuals. The TPA also added the Google Translate feature to its SafeStreetsSummit.org website. Although an imperfect system, Google Translate can provide enough information for an LEP individual or group to gain some understanding of the TPA and to initiate contact.
- Telephone: TPA staff members including those primarily responsible for answering the main office telephone line are multi-lingual, and the TPA voicemail recording includes a greeting and instructions for Spanish speakers.
- Funding Programs: The TPA considers the impacts of proposed projects on LEP populations in its evaluation of competitive funding program applications.
- Events and activities: The TPA seeks to participate in outreach events and activities that typically attract LEP populations.
- Newspaper advertising: The TPA plans to continue its longstanding practice of purchasing translated ads in Spanish newspapers to provide notice of the availability of draft documents during public comment periods, as well as for important public meetings and activities.
- Translated print materials:
 - 2040 Long Range Transportation Plan (LRTP): The TPA distributed both Spanish and French Creole translated brochures seeking public input, and made the print version of its public survey available in Spanish. Similarly, the TPA is committed to public outreach to LEP populations for its 2045 LRTP.

- 2040 Regional Transportation Plan (RTP): Working as regional partners of the Southeast Florida Transportation Council (SEFTC), the Palm Beach TPA joined the Broward MPO and Miami-Dade TPO to produce and distribute Spanish and French Creole translated outreach materials. Similarly, outreach will be conducted to southeast Florida's LEP populations for the 2045 RTP.
- US One Multimodal Corridor Study: The TPA provided both Spanish and French Creole translated flyers to promote participation by LEP persons.
- Transportation document translations: Given the relatively small size of Palm Beach County's LEP population and current financial constraints, full language translations of complete transportation plan documents and maps is not considered warranted or cost feasible at this time. However, use of the Google Translate feature on the TPA website can adequately inform LEP users about the nature and purpose of each program, plan or study and seek their input which can be provided to the TPA in many forms and in any language.
- Translated materials from other agencies: The TPA will continue to seek to identify and distribute appropriate translated materials from sources such as federal, state and local transportation agencies that can be used effectively to communicate with LEP populations.
- Meeting translations: The TPA includes and widely distributes a statement on its website, in all newspaper ads, and on all meeting agendas to inform the public of the opportunity to request a free language translation in advance of any TPA public meeting.

Providing Notice to LEP Persons

It is important to notify LEP persons of services available free of charge in a language that would be understood. Where appropriate and feasible, the TPA will include the following language in English and Spanish, on meeting notifications and other information materials:

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge) should contact Malissa Booth at 561.684.4143 or MBooth@PalmBeachTPA.org at least five (5) business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

Se solicita La participación del público, sin importar la raza, color, nacionalidad, edad, sexo, religión, incapacidad o estado familiar. Personas que requieran facilidades especiales bajo el Acta de Americanos con Discapacidad (Americans with Disabilities Act) o personas que requieren servicios de traducción (sin cargo alguno) deben contactar a Malissa Booth al teléfono 561-684-4143 o MBooth@PalmBeachTPA.org por lo menos cinco días antes de la reunión. Si tiene problemas de audición, llamar al teléfono 711.

Staff Training

In order to establish meaningful access to information and services for all, TPA staff members will be trained annually to assist LEP individuals in person and/or by telephone.

LEP Updates

The TPA will consider its most recently adopted LEP Plan as an appendix to its most recently adopted Public Participation Plan (PPP). The TPA understands that its community profile continues to change and that the four-factor analysis may reveal the need for additional or modified LEP services in the future. As such, the TPA will annually examine its LEP Plan to ensure that it remains responsive to the community's needs.

Administrative updates may be made annually or as needed without Governing Board approval if they do not alter the commitments of the TPA's LEP Plan in any meaningful way.

CONTACT INFORMATION

The TPA does not intend that its LEP Plan exclude anyone requiring language assistance and will make every reasonable effort to accommodate requests. Anyone who requires special language services should contact the following TPA staff member:

Malissa S. Booth
Public Relations Manager/ Title VI & ADA Officer
Palm Beach Transportation Planning Agency (TPA)
2300 N. Jog Road, 4th Floor
West Palm Beach, FL 33411
Telephone: 561.684.4143
Email: MBooth@PalmBeachTPA.org

Website: PalmBeachTPA.org

Note: Deaf, Hard of Hearing, Deaf/Blind or Speech Impaired (English/ Spanish):
Please contact the Palm Beach TPA by calling toll-free to the Florida Relay Service, 7-1-1.



PALM BEACH
Transportation
Planning Agency

2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411
Phone: 561.684.4170

www.PalmBeachTPA.org

APPENDIX C
TPA TITLE VI AND ADA NONDISCRIMINATION
POLICY AND PLAN

This appendix shall include/reference the current version of this document

Title VI and ADA Nondiscrimination Policy and Plan

Contains Official Complaint Form

February 2018



2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411
Phone: 561.684.4170

www.PalmBeachTPA.org

Title VI and ADA Nondiscrimination Policy and Plan



PALM BEACH
Transportation
Planning Agency

Adopted February 15, 2018

by the

Governing Board

Palm Beach Transportation Planning Agency

Mayor Susan Haynie

TPA Governing Board Chair

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Malissa S. Booth
Public Relations Manager
Title VI & ADA Officer

Email: MBooth@PalmBeachTPA.org
Call: 561-684-4143

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Designation of a Palm Beach TPA Title VI & ADA Officer

The Palm Beach Transportation Planning Agency (TPA) hereby designates its Public Relations Manager, Malissa S. Booth, to serve as its Title VI & ADA Officer. The following name and contact information will be widely disseminated to the public through the TPA website, publications and other means:

Malissa S. Booth
Public Relations Manager/ Title VI & ADA Officer
Palm Beach Transportation Planning Agency (TPA)
2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411
Telephone: 561.684.4143
Email: MBooth@PalmBeachTPA.org
Website: PalmBeachTPA.org

Note: Deaf, Hard of Hearing, Deaf/Blind or Speech Impaired (English, Spanish or French Creole): Please contact the Palm Beach TPA by calling toll-free to the Florida Relay Service, 7-1-1.

Nondiscrimination Policy Statement

The Palm Beach Transportation Planning Agency (TPA) values diversity and both welcomes and actively seeks input from all interested parties, regardless of cultural identity, background or income level. Moreover, the TPA does not tolerate discrimination in any of its programs, services or activities. The TPA will not exclude participation in, deny the benefits of, or discrimination against anyone on the grounds of race, color, national origin, sex, age, disability, religion, income, or family status. Additionally, the TPA extends these same assurances to any protected class as recognized by any of the local governments within its service area. The TPA will actively work to ensure inclusion of everyone in our community so that our programs, services and activities represent the diversity we enjoy.

The purpose of the TPA Title VI program is to establish and implement procedures that comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (ADA), as well as other related federal and state statutes and regulations. These procedures have been adopted to conform to Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) regulations, as well to Florida Department of Transportation (FDOT) guidelines.

Statement of Commitment to Serve Persons With Limited English Proficiency (LEP)

Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from the US Department of Justice (DOJ) and US Department of Transportation (DOT) require federal aid recipients to take reasonable steps to ensure meaningful access to programs, services and activities

by those who do not speak English proficiently. In adherence with these regulations, the TPA makes reasonable efforts to ensure its programs, services and activities are meaningfully accessible to those who do not speak English proficiently. The TPA has developed a Limited English Proficiency (LEP) Plan to assess the need and address the resources for oral interpretation and translation of program documents into alternate languages to ensure meaningful access. In developing the LEP Plan, the TPA has assessed its programs and services to determine the extent to which LEP services are required and in which languages, by conducting an analysis of the following four factors:

- **Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by the TPA's programs, services or activities.**
- **Factor 2: The frequency with which LEP individuals come in contact with these programs, services or activities.**
- **Factor 3: The nature and importance of the program, service or activity to people's lives.**
- **Factor 4: The resources available and the overall cost to the TPA.**

The TPA's Limited English Proficiency (LEP) Plan will be periodically updated as needed and will be considered an appendix to the most currently adopted Public Participation Plan (PPP).

The TPA does not intend that its Limited English Proficiency (LEP) Plan exclude anyone requiring language assistance and will attempt to accommodate requests. Anyone who requires special language services is requested to contact the TPA's Title VI Officer.

Statement of Commitment to Serve Persons with Disabilities

Section 504 of the Rehabilitation Act of 1973 (Section 504), the Americans with Disabilities Act of 1990 (ADA) and related federal and state laws and regulations forbid discrimination against those who have disabilities. Furthermore, these laws require federal aid recipients and other government entities to take affirmative steps to reasonably accommodate the disabled and ensure that their needs are equitably represented in the transportation planning process.

The TPA endeavors to ensure that its facilities, programs, services, and activities are available to those with disabilities in accordance with the Americans with Disabilities Act (ADA). The TPA also actively seeks out disabled communities and service groups to ensure their input into the TPA's programs, services and activities. The TPA will make every effort to ensure that its advisory committees and public participation activities include representation by the disabled community and disability service groups. The TPA will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. The TPA encourages the public to report any facility, program, service or activity within the county that appears inaccessible to the disabled. Furthermore, the TPA will provide reasonable accommodation to disabled individuals who wish to participate in meetings, public participation activities, or other events or programs of the TPA, or who require special assistance to access TPA facilities, programs, services or activities. Because providing reasonable accommodation may require outside assistance, organizations or resources, the TPA asks that requests be made at least five (5) business days prior to the need for accommodation.

Questions, concerns, comments or requests for accommodation should be made to the TPA's ADA Officer.

Document Updates

The TPA will consider its most recently adopted Title VI & ADA Nondiscrimination Policy and Plan as an appendix to its most recently adopted Public Participation Plan (PPP). The TPA will annually examine its Title VI & ADA Nondiscrimination Policy and Plan to determine any updates that may be needed. Administrative updates may be made annually or as needed without Governing Board approval if they do not alter the document in any meaningful way.

Staff Trainings

The designated TPA Title VI & ADA Officer has received multiple trainings on Title VI, ADA, civil rights, nondiscrimination, and environmental justice and will continue to participate in trainings as opportunities become available. Together, the TPA Executive Director and the Title VI & ADA Officer will coordinate periodic training for other TPA staff members, Governing Board members and/ or advisory committee members as deemed necessary.

Complaint Procedures

The Palm Beach Transportation Planning Agency (TPA) has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discriminatory actions. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability, income, family status, or as a member of any protected class as designated by a local government within the TPA service area, may file a complaint with the TPA's Title VI Officer.

If possible, the complaint should be submitted in writing and contain the identity of the complainant; the basis for the allegations (i.e., race, color, national origin, sex, religion, age, disability, income or family status); and a description of the alleged discrimination with the date of occurrence. If the complaint cannot be submitted in writing, the complainant should contact the TPA's Title VI Officer for assistance.

The Title VI Officer will respond to the complaint within thirty (30) days and will take reasonable steps to resolve the matter. Should the TPA be unable to satisfactorily resolve the complaint, the Title VI Officer will forward the complaint, along with a record of its disposition, to the Florida Department of Transportation (FDOT), Equal Opportunity Office, Statewide Title VI Coordinator. FDOT will assume jurisdiction over the complaint for continued processing.

Filing Complaints of Discrimination

Filing of Title VI Complaints of Discrimination

1. Any person who feels that he/she has been subjected to race, color, or national origin discrimination under Title VI of the Civil Rights Act of 1964, or other forms of discrimination based upon sex, age, disability, religion, family or income status discrimination under related nondiscrimination laws and regulations may file a complaint with the TPA.
2. A complaint must be filed within one hundred eighty (180) days after the date of the alleged discrimination, unless the time for filing is extended by the FTA, FHWA or other federal authorities.
3. Complaints should be in writing, signed by the complainant or his/her representative(s), and must include the complainant(s) name, address, and telephone number. Allegations of discrimination received via e-mail will be acknowledged and processed. Allegations received by telephone will be documented in writing and provided to the complainant(s) for review before processing. The complaint form can be accessed on the website: PalmBeachTPA.org or you may call Malissa Booth at (561) 684-4143 (call Florida Relay 7-1-1 if hearing impaired) or e-mail MBooth@PalmBeachTPA.org.

Complaint forms should be submitted to the attention of:

Malissa S. Booth
Public Relations Manager/ Title VI & ADA Officer
Palm Beach Transportation Planning Agency (TPA)
2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411

Complaint Investigation

1. Upon receipt of a complaint, the TPA Executive Director or his/her designee will, within five (5) working days, provide the complainant or his/her representative with a written acknowledgment of the complaint.
2. TPA staff will conduct a preliminary inquiry into the complaint to determine whether the complaint has sufficient merit to warrant an investigation. Should TPA staff determine that the evidence presented is not sufficient to proceed, the complaint will be closed and the complainant or his/her representative will be notified in writing of the decision within fifteen (15) working days. This notification shall specifically state the reason(s) for the decision.
3. Should TPA staff determine that a full investigation is necessary, the complainant or his/her representative will be notified that an investigation will take place and additional information will be requested, if necessary. The investigation should last no more than forty-five (45) working days.
4. Should a complainant fail to provide additional information within the prescribed timeframe, this may be considered as a failure to cooperate with the investigation, and the complaint will be administratively closed.

Disposition

1. Upon completion of the investigation, a written notification of disposition will be sent by certified mail to the complainant or his/her representative within sixty (60) working days of filing the complaint.
2. If the complainant disagrees with the decision rendered by the TPA, he/she will be notified of the right to request reconsideration with thirty (30) days, or to file a complaint with the FTA or FHWA Offices of Civil Rights, as applicable, at the following addresses:

Federal Transit Administration, Region IV
Office of Civil Rights
61 Forsyth Street, S.W.
Suite 17T50
Atlanta, GA 30303-8917
Telephone: (404) 562-3500

Federal Highway Administration
Office of Civil Rights - Investigations and Adjudications
HCR-40, Room E81-328
1200 New Jersey Avenue, SE
Washington, DC 20590

Retaliation

Retaliation is prohibited under Title VI of the Civil Rights Act of 1964 and related federal and state nondiscrimination authorities. It is the policy of the TPA that persons filing a complaint of discrimination should have the right to do so without interference, intimidation, coercion, or fear of reprisal. Anyone who feels he/she has been subjected to retaliation should report such incident to the TPA Executive Director.

COMPLAINT OF TITLE VI DISCRIMINATION

Formulario de queja de discriminación por el Título VI

**The TPA, as a recipient of federal financial assistance, is required to ensure
that its services and related benefits are distributed in a manner
consistent with Title VI of the Civil Rights Acts of 1964, as amended.**

Any person who believes that he or she, individually or as a member of any specific class of persons, has been subjected to discrimination under Title VI, on the basis of race, color, or national origin, may file a written complaint with the TPA.

We are asking for the following information to assist us in processing your complaint. If you need help in completing this form, please let us know.

La Agencia de Planificación de Transporte de Palm Beach, como recipiente de ayuda financiera federal, es requerida a asegurar que el servicio de transporte público y sus servicios relacionados son distribuidos de una manera consistente con el Título VI del Acta de Derechos Civiles del 1964, con sus enmiendas.

Si usted cree que, individualmente o como parte de una clase específica de personas, ha sido discriminado bajo el Título VI, basado en su raza, color, o nacionalidad, puede presentar una queja por escrito al Palm Beach TPA.

Le pedimos la siguiente información para poder tramitar su queja. Si necesita ayuda para llenar este formulario, póngase en contacto con el Palm Beach TPA.

1. Complainant

Reclamante

Name: _____

Nombre:

Street Address: _____

Dirección:

City, State, Zip Code: _____

Ciudad, estado, código postal:

Telephone: _____

Número de teléfono:

E-mail Address: _____

Dirección de Correo Electrónico:

2. Person discriminated against (if someone other than the complainant):

Persona que fue discriminada, si no es la misma que el reclamante:

Name: _____

Nombre:

Street Address: _____

Dirección:

City, State, Zip Code: _____

Ciudad, estado, código postal:

Tel. Home Number: _____ Bus. Number _____

Número de teléfono:

Domicilio: Trabajo:

E-mail Address: _____

Dirección de Correo Electrónico:

3. Are you represented by an attorney for this complaint?

¿Tiene usted representación de un(a) abogado(a) con relación al asunto de su queja?

Yes _____ No _____

Sí No

If yes, please complete the following:

Si tiene abogado(a), provea la siguiente información:

Attorney's Name: _____

Nombre del abogado(a):

Street Address: _____

Dirección:

City, State, Zip Code: _____

Ciudad, estado, código postal:

Telephone Number: _____

Número de teléfono:

4. Which of the following best describes the reason you believe the discrimination took place:

Según lo que cree usted, ¿en qué se basaron esas acciones discriminatorias?

Race _____ Color _____ National Origin _____

Raza

Color

Nacionalidad

Sex _____ Disability _____ Sexual Orientation _____

Sexo

Incapacidad/impedimento

Orientación sexual

Political Affiliation _____ Marital Status _____

Afiliación política

Estado civil

5. Date of the alleged discrimination: _____
Fecha de la supuesta discriminación:

6. In the space below, please describe the alleged discrimination. Explain what happened and who you believe was responsible.

Por favor describa abajo el supuesto acto de discriminación. Explique lo más claro posible lo que pasó y quien usted piensa es el responsable por el supuesto acto.

7. Have you filed a complaint of the alleged discrimination with a federal, state or local agency; or with a state or federal court?

¿Ha presentado usted (o la persona que fue discriminada) la queja ante una agencia del gobierno federal, estatal o local? ¿O ante la corte estatal o federal?

Yes _____ No _____
Sí _____ No _____

If yes, check all that apply:

Si es así, indique a qué agencia, departamento o programa fue presentada la queja. Incluya todos los que apliquen:

Federal _____ Federal Court _____
Federal _____ La corte federal _____

State _____ State Court _____
Estatal _____ La corte estatal _____

Local _____
Local _____

Please provide the name of the Agency where you filed your complaint.

¿Ante qué agencia usted presentó la queja?

Name: _____
Nombre:

Contact Person: _____
Nombre del investigador o representante:

Please sign below. You may attach any additional information you think is relevant to your complaint.

Por favor, firme el formulario. Adjunte cualquier información adicional usted cree que es pertinente con su queja.

Signature of Complainant
Firma del reclamante

Date
Fecha

Submit your signed complaint and any attachments to:
Entregue el formulario con su firma y páginas adicionales a:

Malissa S. Booth
Public Relations Manager/ Title VI & ADA Officer
Palm Beach Transportation Planning Agency (TPA)
2300 N. Jog Road, 4th Floor
West Palm Beach, FL 33411

Telephone: 561.684.4143

Email: MBooth@PalmBeachTPA.org

Website: PalmBeachTPA.org

Note: Deaf, Hard of Hearing, Deaf/Blind or Speech Impaired (English, Spanish or French Creole): Please contact the Palm Beach TPA by calling toll-free to the Florida Relay Service, 7-1-1.



PALM BEACH
Transportation
Planning Agency

2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411
Phone: 561.684.4170

www.PalmBeachTPA.org

APPENDIX D FDOT NONDISCRIMINATION ASSURANCE STATEMENT

This appendix shall include/reference the current version of this document

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the **Palm Beach MPO** assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The **Palm Beach MPO** further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated 07/20/17

by  Chief Executive Officer

APPENDICES A and E

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

- (1.) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2.) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3.) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment; each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4.) **Information and Reports:** The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5.) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
 - a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
 - b. cancellation, termination or suspension of the contract, in whole or in part.
- (6.) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the *Florida Department of Transportation* to

enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

- (7.) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

APPENDIX E
REGULATIONS ESTABLISHING AND
GOVERNING AN TPA

Regulations Establishing and Governing an MPO

MPO Formation and Authority

23 U.S.C. 134(d) and (e); 49 U.S.C. 5303(d)(e) (United States Code); 23 C.F.R. 450.310 (Code of Federal Regulations) and 339.175(2), F.S. (Florida Statutes) ; describe the requirements for the designation and redesignation of MPOs.

23 U.S.C. 134(d)(2); 23 C.F.R. 450.310(d); 49 U.S.C. 5303(d)(2); and 339.175 (3) and (4) F.S.; 339.176 F.S.; describes voting membership and membership apportionment of the MPO.

23 U.S.C. 134(e); 49 U.S.C. 5303(e); 23 C.F.R. 450.312; and 339.175(2)(c)(d) F.S. ; outline the requirements and process for the establishment of transportation planning boundaries on an MPO.

23 C.F.R. 450.314; and 339.175(2)(b) and (10) F.S., describe the types of agreements necessary to implement the metropolitan transportation planning process. 339.175(6)(d) and (e), F.S. , specify the establishment of MPO technical and citizens advisory committees.

Federal-Aid Highway Act of 1962

The Federal-Aid Highway Act of 1962 required that after July 1, 1965, all federally aided highway projects in metropolitan areas must be based on a “cooperative, comprehensive, and continuing planning process and required formation of an MPO for any urbanized area (UZA) with a population greater than 50,000.

Federal Regulations Regarding Public Participation

Moving Ahead for Progress in the 21st Century (MAP-21)

The Moving Ahead for progress in the 21st Century (MAP-21) was signed into law on July 6, 2012, and outlines federal requirements regarding public participation processes and procedures. The MAP-21 legislation built previous transportation legislation (ISTEA, TES-21, and SAFETEA-LU) to provide states and MPOs specific direction in conducting and promoting broad-based public participation activities.

MAP-21 Legislation (Public Law 112-141) requires metropolitan planning organizations to provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties with a reasonable opportunity to comment on the transportation plan.

2015 Fixing America's Surface Transportation (FAST) Act

The FAST Act is a fully funded five-year authorization of surface transportation programs. As with prior legislative acts, FAST continues the strong Federal emphasis on public participation. The FAST Act

mandates that the public participation programs of metropolitan planning processes shall include a “proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans and transportation improvement programs (TIPs).”

The FAST Act explicitly adds public ports and certain private providers of transportation, including intercity bus operators and employer-based commuting programs to the list of interested parties that an MPO must provide with reasonable opportunity to comment on the transportation plan. [23 U.S.C. 134(i)(6)(A)]

Federal Code

The public participation process requirements in 23 CFR §450.316, are listed below. These requirements encourage a proactive public participation process and support early and continuing involvement of the public in the planning process.

(a) The MPO shall develop and use a documented participation plan that defines a process for providing individuals, affected public agencies, representatives of public transportation employees, public ports, freight shippers, providers of freight transportation services, private providers of transportation (including intercity bus operators, employer-based commuting programs, such as carpool program, vanpool program, transit benefit program, parking cash-out program, shuttle program, or telework program), representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The MPO shall develop the participation plan in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts;

(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93, subpart A), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, tourism, natural disaster risk reduction, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, the MPO shall develop the metropolitan transportation plans and TIPs with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 201-204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

Other components of the legislation which support the above sections of 23 CFR450 include the following:

- 450.212(a) Public Involvement
- 450.214 Development and content of the long-range statewide transportation plan
- 450.216 Statewide Transportation Improvement Program (STIP)
- 450.318(b) Metropolitan Transportation Planning Process: Major Metropolitan Transportation Investments
- 450.322(c) Metropolitan Planning Process: Transportation Plan
- 450.324(c) Transportation Improvement Program: General

Additional Federal Laws

Americans with Disabilities Act

The Americans with Disabilities Act of 1990 (ADA) is landmark civil rights legislation ensuring equal opportunity for people with disabilities in employment, public accommodations, transportation, state and local government services and communications. The ADA requires coordinating with disabled communities in the development and improvement of transportation services.

Title VI of the Civil Rights Act of 1964

Title VI of the Civil Rights Act of 1964 prohibits discrimination based upon race, color or national origin. Specifically, 42 U.S.C. §2000d states that “No person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Executive Order 12898 to Address Environmental Justice in Minority & Low Income Populations

Executive Order (EO) 12898: Federal Actions to Address Environmental Justice in Minority and Low Income Populations – The EO reinforced the requirements of Title VI of the Civil Rights Act of 1964 and focused federal attention on the environmental and human health conditions in minority and low income communities. Further, recent guidance issued by FHWA and FTA emphasizes the importance of considering and addressing environmental justice in all phases of the transportation planning process.

Environmental Justice is the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income. Along the same lines, transportation equity seeks to ensure that the needs of all communities, particularly low-income and minority communities are addressed in

transportation policy and the transportation planning process. Additionally, transportation investments should work to ensure that both the benefits and impacts are distributed fairly.

Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency (LEP)

People with limited English proficiency are those with a primary or home language other than English. Due to their limited English skills, they must communicate in that primary language if they are to have an equal opportunity to participate effectively in or benefit from any aid, service, or benefit in federally funded programs and activities. EO 13166 requires any agency that receives federal funds to make their activities accessible to non-English speaking individuals.

Florida Regulations Regarding Public Participation

The “Sunshine” Law

Florida Statute 286, referred to as Florida's Government-in-the-Sunshine Law, was enacted in 1967. These statutes establish a basic right of access to most meetings of boards, commissions and other governing bodies of state and local governmental agencies or authorities.

Accessibility of public meetings to the physically handicapped

Florida Statute 286.26 directly addresses accessibility to public meetings for the physically disabled.



October 2017



PALM BEACH
Transportation
Planning Agency

2300 N Jog Road, 4th Floor
West Palm Beach, FL 33411
Phone: 561.684.4170

PalmBeachTPA.org

Cost Feasible Plan
The Cost Feasible Plan programs the available funding to the latest Projects list in the following time bands: FY 2024 (the TWR adopted Transportation Improvement Program (TIP), FY 2025 (the 10-year investment plan that serves as the "pipeline" of projects for the TIP, FY 2026, and FY 2027).



TPA Print Caps

-

Palms Beach Country

- Administered through Beach County's New Program.
- Shows for information planning community purposes.
- The Board can include/exclude from Beach Co. construction by
- 14 new roadway lamp
- 84 roadway widening projects
- 15

Appendix

Public Survey





Greetings!

Please complete this public survey to identify travel patterns and preferences in Palm Beach County. The survey results will assist in the development of transportation plans by the Palm Beach Transportation Planning Agency (TPA).

Your responses are anonymous and you are encouraged to provide honest and detailed feedback. The survey will take less than 10 minutes.

1. What is your primary mode of transportation?

- ☐ Transit (Tri-Rail train, Brightline train, Palm Tran bus, Palm Tran Connection service)
- ☐ Drive alone
- ☐ Carpool or vanpool
- ☐ Taxi, Uber or Lyft
- ☐ Bicycle (*Skip to Q. 3*)
- ☐ Walk (*Skip to Q. 3*)

2. If you had safe and convenient access to pedestrian and bicycle facilities, would you walk or bike as your travel mode of choice?

- ☐ Yes, all or most trips
- ☐ Possibly
- ☐ Unlikely
- ☐ Yes, some trips
- ☐ No

3. If you had safe and convenient access to transit facilities, would you use transit as your travel mode of choice? (*Answer if Q. 1, 'Transit' is not selected*)

- ☐ Yes, all or most trips
- ☐ Possibly
- ☐ Unlikely
- ☐ Yes, some trips
- ☐ No

4. Which best describes your reason not to use transit more frequently? (*Answer if Q. 1, 'Transit' is not selected*)

- ☐ Service is not frequent
- ☐ It takes too long
- ☐ Does not fit my schedule
- ☐ Bus stops/train stations are too far away
- ☐ Does not serve my destinations
- ☐ Bus/train cars and/or stops, shelters, stations are not clean
- ☐ Unsure of the routes
- ☐ Concerned about safety
- ☐ Other (please specify) _____

5. There is a lot of discussion these days about self-driving vehicles. Would you consider traveling in one?

- ☐ Yes
- ☐ Maybe
- ☐ No

6. What are your top concerns about transportation in Palm Beach County?

(Please rank in order: 1=top concern, 4=lowest concern)

- _____ Unsafe walking and biking conditions
- _____ High costs
- _____ Inadequate public transit (i.e. buses, trains)
- _____ Traffic congestion

7. If you had \$100 to spend on transportation projects, how much would you spend on each type of project? (the total of your input must equal \$100)

Pedestrian projects (sidewalks, pathways)	\$ _____
Bicycle projects (bicycle lanes, shared use paths)	\$ _____
Transit projects (new bus service, increased bus frequency, expanded train service)	\$ _____
Roadway capacity projects (road widening, additional turn lanes)	\$ _____
Technology-based projects (synchronized traffic lights)	\$ _____
Total	_____

8. Which of the following transportation funding sources would you support? (select all that apply)

- ☐ Increase Gas Tax
- ☐ Increase Tolls
- ☐ Increase Sales Tax
- ☐ Other (please specify) _____
- ☐ Increase Vehicle Registration Fees
- ☐ Increase Property Tax

9. What is the zip code where you live? _____

10. What city do you travel to most often (can be outside of Palm Beach County)?

11. How often do you travel to Broward and/or Miami-Dade counties?

- ☐ Almost Daily (20+ times per month)
- ☐ Occasionally (1 to 5 times per month)
- ☐ Frequently (11 to 19 times per month)
- ☐ Rarely (fewer than 12 times per year)
- ☐ Regularly (6 to 10 times per month)

12. When traveling to neighboring counties, which are the most important? (choose 2)

- ☐ Improved roadway travel for automobiles, such as I-95 and US-1
- ☐ Improved public transportation
- ☐ Improved travel for pedestrians and bicyclists
- ☐ Improved connections between major regional destinations (airports, seaports, sporting venues, major shopping malls, etc.)

The following questions are being asked to ensure that Palm Beach County's diverse population is adequately represented in the responses.

13. Please indicate your age:

- ☐ Under 18
- ☐ 18-24
- ☐ 25-34
- ☐ 35-44
- ☐ 45-54
- ☐ 55-64
- ☐ 65+
- ☐ Choose not to answer

14. Please indicate your gender:

- ☐ Female
- ☐ Male
- ☐ Choose not to answer

15. What race and ethnic category do you consider yourself to be? (select all that apply)

- ☐ White
- ☐ Black or African American
- ☐ American Indian or Alaska Native
- ☐ Asian
- ☐ Hispanic, Latino or Spanish origin
- ☐ Native Hawaiian
- ☐ Pacific Islander
- ☐ Other (please specify)_____
- _____

16. If you would like to receive Palm Beach TPA e-newsletters, please provide your name and email address:

- ☐ First Name _____
- ☐ Last Name _____
- ☐ Email _____

Thank you for your responses that will help plan the transportation system in Palm Beach County and improve connections to Broward and Miami-Dade counties. To learn more, please go to PalmBeachTPA.org

For questions or comments about the Palm Beach TPA or the survey, please contact Malissa Booth, TPA Public Relations Manager & Title VI / ADA Officer at MBooth@PalmBeachTPA.org, or by phone at 561-684-4143.

Public participation is solicited without regard to race, color, national origin, sex, age, disability, religion, income or family status.



Saludos!

Por favor completar esta encuesta publica para identificar patrones de viajes y preferencias en el condado de Palm Beach. Los resultados de la encuesta ayudaran en el desarrollo de los planes de la Agencia Palm Beach Planificación de Transporte (TPA).

Sus respuestas son anónimas y se le anima a proporcionar comentarios honestos y detallados. La encuesta tomara menos de 10 minutos.

1. Cual es su modo principal de transporte?

- ☐ Transitar (Tri-rail train, Brightline train, Palm Tran Bus, servicios de Palm Tran Connection)
- ☐ Conducir solo
- ☐ El viaje compartido (car pool o vanpool)
- ☐ Taxista, Uber, Lyft
- ☐ En bicicleta (*Saltar a la pregunta 3*)
- ☐ Caminar (*Saltar a la pregunta 3*)

2. Si tuviera acceso seguro y conveniente a las instalaciones para peatones y bicicletas, caminaría o andaría en bicicleta como su modo de elección?

- ☐ Si, todos o la mayoría de los viajes
- ☐ Si, algunos viajes
- ☐ Improbable
- ☐ Posiblemente
- ☐ No

3. Si tuviera acceso seguro y conveniente a las instalaciones de transito, usted usaría el transito como su modo de elección? (Responder a esta pregunta si "Transitar" no está seleccionado en la pregunta 1)

- ☐ Si, todos o la mayoría de los viajes
- ☐ Si, algunos viajes
- ☐ Improbable
- ☐ Posiblemente
- ☐ No

4. Cual de las siguientes opciones describe mejor su razón para no utilizar el transito con mas frecuencia? (Responder a esta pregunta si "Transitar" no está seleccionado en la pregunta 1)

- ☐ El servicio no es frecuente
- ☐ Lleva demasiado tiempo
- ☐ No se ajusta a mi horario
- ☐ Las paradas de autobús/estaciones de tren están demasiado lejos
- ☐ No sirve a mis destinos
- ☐ Autobuses/ vagones y/o paradas, refugios, estaciones no están limpias
- ☐ Inseguro de las rutas
- ☐ Preocupado por la seguridad
- ☐ Otro (por favor especifique)_____

5. En estos días, se debate mucho sobre los vehículos que se conducen solos. Considerarais viajar en uno?

- ☐ Si
- ☐ Quizás
- ☐ No

6. Cuales son SUS principales preocupaciones sobre el transporte en el Condado de Palm Beach?
(Por favor clasifique su 1=preocupación principal, 4=preocupación mas baja)

- _____ Condiciones inseguras para caminar y andar en bicicleta
- _____ Alto costos
- _____ Transporte publico inadecuado (i.e. buses, trenes)
- _____ Congestion de transito

7. Si tuviera acceso seguro y conveniente a las instalaciones de transito, usted usaria el transito como su modo de eleccion?

Proyectos peatonales (aceras, caminos)	\$ _____
Proyectos de bicicletas (carriles para bicicletas, caminos de uso	\$ _____
Proyectos de transito (servicio de autobus ampliado, mayor frecuencia de autobuses, servicio de tren ampliado)	\$ _____
Proyectos de capacidad vial (ampliación de carreteras, carriles de giro	\$ _____
Proyectos basados en tecnología (semáforos sincronizados)	\$ _____
Total	_____

8. Cual de las siguientes fuentes de fondos de transporte apoyaria? (seleccione todas las que correspondan)

- ☐ Aumentar el impuesto al gas
- ☐ Aumentar el impuesto a la propiedad
- ☐ Aumentar el impuesto a las ventas
- ☐ Aumentar peajes
- ☐ Aumentar las tarifas de registro del vehiculo
- ☐ Otro (por favor especifique) _____

9. Cual es su código postal donde vive? _____

10. A que ciudad viajas mas a menudo (puede estar fuera del condado de Palm Beach)?

11. Con que frecuencia viaja a los condados de Broward o Miami-Dade?

- ☐ Casi todos los días (mas de 20 veces por mes)
- ☐ Ocasionalmente (de 1 a 5 veces por mes)
- ☐ Frecuentemente (de 11 a 19 veces por mes)
- ☐ Muy raramente (menos de 12 veces por ano)
- ☐ Regularmente (de 6 a 10 veces por mes)

12. Al viajar a los condados vecinos, cuales son los mas importantes? (elegir 2)

- ☐ Viajes mejorados en carreteras para automóviles, como I-95 y US-1
- ☐ Mejorar el transporte publico
- ☐ Mejorar los viajes para peatones y ciclistas
- ☐ Conexiones mejoradas entre los principales destinos regionales (aeropuertos, puertos marítimos, instalaciones deportivas, centro comerciales, etc.

Las siguiente preguntas son para garantizar que la población diversa del condado de Palm Beach esta adecuadamente representada en las respuestas.

13. Por favor indique su edad:

- ☐ Menores de 18
- ☐ 35-44
- ☐ 65+
- ☐ 18-24
- ☐ 45-54
- ☐ Elija no responder
- ☐ 25-34
- ☐ 55-64

14. Por favor indique su genero:

- ☐ Femenino
- ☐ Masculino
- ☐ Elija no responder

15. Que raza y categoría étnica consideras que eres? (selecciones todas las que correspondan)

- ☐ Blanco
- ☐ Negro o Afroamericano
- ☐ Nativo Americano o nativo de Alaska
- ☐ Asiatico
- ☐ Hispano, Latino, o origen Español
- ☐ Nativo Hawaiano
- ☐ Isleños de Pacífico
- ☐ Otro (por favor especifique)_____

16. Si desea recibir los boletines electrónicos de Palm Beach TPA, por favor proporcione su nombre y correo electrónico:

- ☐ Nombre _____
- ☐ Appellido _____
- ☐ Correo electronico _____

Gracias por sus respuestas que ayudarán a planificar el sistema de transporte en el condado de Palm Beach y a mejorar las conexiones con los condados de Broward y Miami-Dade.

Para obtener más información, visite a PalmBeachTPA.org

Para preguntas o comentarios sobre Palm Beach TPA o la encuesta, por favor contactarse con Malissa Booth, TPA Public Relations Manager & Title VI / ADA Officer a MBooth@PalmBeachTPA.org, o por teléfono al 561-684-4143.

Se solicita la participación del público sin distinción de raza, color, origen nacional, sexo, edad, discapacidad, religión, ingresos o la situación familiar.

Public Engagement Reporting

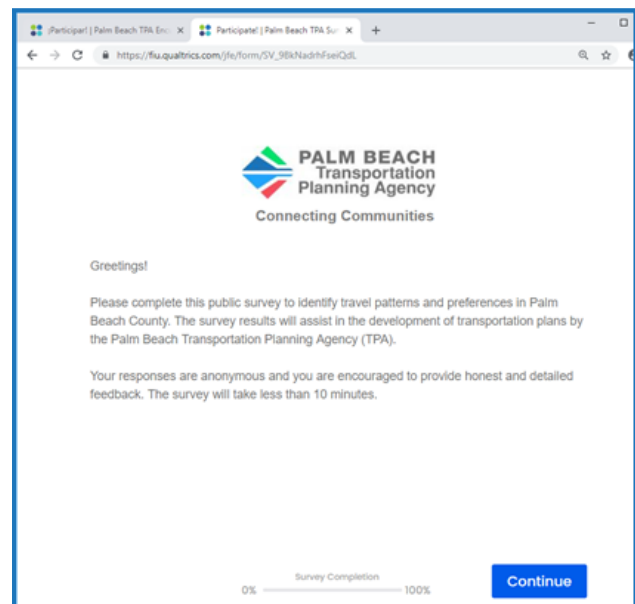
A total of 2,960 survey responses were collected from a wide representation of the county's population. **Appendix A** includes the survey responses. The survey responses will influence the Desires Plan and Cost Feasible Plan list of projects. Responses were collected in the following modes.

- Online solicitation campaign in which potential respondents received an email invitation with the survey link
- Palm Beach Transportation Agency (TPA) website
- In-person/intercept surveys at events

The Florida International University Metropolitan Center (FIU/MC) assisted in the efforts to collect and analyze data collection efforts to ensure residents would provide genuine responses to questions. FIU/MC is an applied research and training institute that provides policy solutions to public, private and non-profit organizations in South Florida.

The development of the survey instrument was a collaborative effort for a consensus-building result. The online survey was distributed in English and Spanish. Each collection medium had a separate link to ensure tracking of responses.

To ensure anonymity of responses, respondents were not asked to provide individually identifiable information. However, residents had the opportunity to provide their contact information if they wanted to be contacted by the Palm Beach TPA with transportation-related announcements.



The survey was open from August through December 2018 and resulted in a very high response rate.

- Total of 2,960 survey responses

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- 1,811 were collected via an email campaign
- 620 used the link provided on the Palm Beach TPA's website
- 529 in person via intercept
 - Intercept surveys were held at special events, transit locations, and community locations utilizing printed and iPad with the emphasis on diversity and reaching the underserved communities.



- 75 respondents replied to the Spanish version

The response rate corresponds to a 99% confidence interval and a +/- 1% margin of error.



Respondent Demographics

The survey respondents are representative of the population of Palm Beach County, with broad representation from all racial and ethnic groups.

The survey asked respondents to self-identify and choose from a list of racial and ethnic groups. Respondents could select more than one category. Based on these self-selections, the distribution is as follows.

- 77.1% White
- 13.4% Hispanic
- 11.9% Black or African American
- 3.0% Asian
- 1.5% Native Hawaiian or Pacific Islander
- 1.5% American Indian or Alaska Native

For comparison, the most recent 2017 U.S. Census Bureau¹ data on Palm Beach County's demographics shows the following.

- 73.5% White
- 22.3% Hispanic or Latino origin
- 19.2% Black

The responses are almost equally distributed between males and females. From those respondents who chose to provide a response on the gender question, 52.2% are male and 47.8% are female.

The respondents represented all age groups in the county, with the largest representation from residents aged 65 and over (31.7%) and the 55 to 64 age group (20.4%). The youngest age groups, 24 and under, had 126 respondents which provides for a large enough sample to conduct cross-generational analysis as shown in **Figure 1**.

¹ 2017 American Community Survey (ACS) 1-Year Estimates

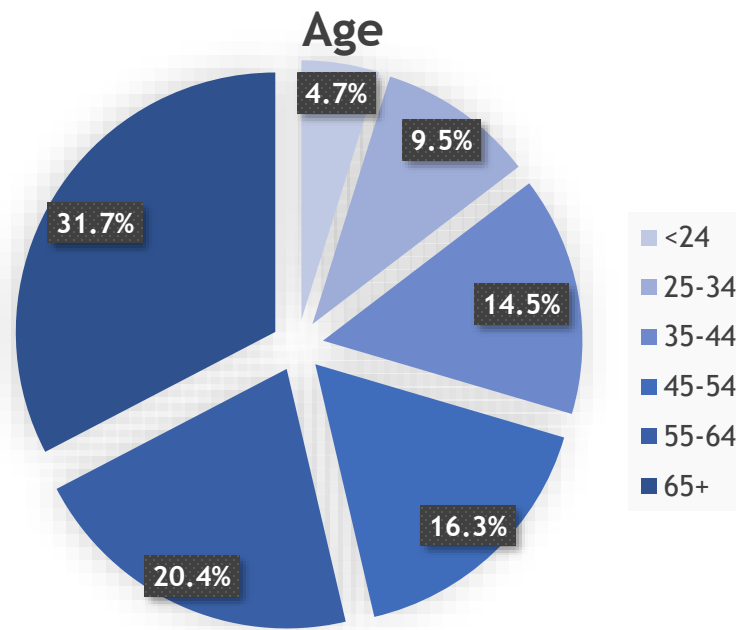


Figure 1. Age Groups

Table 1, Table 2, and Figure 2 shows the broad distribution of respondents by place of residence and by travel destination. Respondents were asked to provide their residence zip code and the name of the cities to which they travel most often.

The 2,502 respondents who provided information were distributed across 50 zip codes in Palm Beach County. The respondents reported they travel to 15 destination cities, with almost half traveling either to Boca Raton or West Palm Beach. These are the two largest cities in Palm Beach County and large employment centers. According to the U.S. Census Bureau, Boca Raton has over 100,000 workers and almost 90 percent of them travel to the city from some other location. West Palm Beach has over 86,000 workers and 87% of them come from other locations². It is also notable that a large percentage of respondents indicated they travel to Miami-Dade or Broward County.

Table 1. Residence Zip Code Distribution

Zip Code	Count	Zip Code	Count
33401	78	33437	83

² U.S. Census Bureau. LEHD Origin-Destination Employment Statistics (2002-2015). Washington, DC: U.S. Census Bureau, Longitudinal-Employer Household Dynamics Program, <https://onthemap.ces.census.gov>

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Zip Code	Count	Zip Code	Count
33403	18	33444	38
33404	50	33445	56
33405	35	33446	48
33406	46	33449	18
33407	54	33458	96
33408	42	33460	52
33409	36	33461	34
33410	69	33462	46
33411	110	33463	60
33412	41	33467	158
33413	16	33470	49
33414	94	33472	80
33415	54	33473	34
33417	37	33476	8
33418	81	33477	53
33426	45	33478	20
33428	46	33480	34
33430	20	33483	23
33431	30	33484	42
33432	53	33486	42
33433	60	33487	57
33434	40	33493	3
33435	56	33496	39
33436	87	33498	31
50 Zip Codes		2,502 Respondents	

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Table 2. Destination Municipality Distribution

Residence	Count	Percent (%)
Boca Raton	901	36.0%
West Palm Beach	317	12.7%
Boynton Beach	264	10.6%
Miami	211	8.4%
Fort Lauderdale	143	5.7%
Jupiter	125	5.0%
Palm Beach Gardens	96	3.8%
North Palm Beach	94	3.8%
Sunrise	94	3.8%
Delray Beach	81	3.2%
Juno Beach	53	2.1%
Belle Glade	46	1.8%
Orlando	40	1.6%
Lake Worth	34	1.4%
Miami Beach	3	0.1%
15 Municipalities	2,502 Respondents	

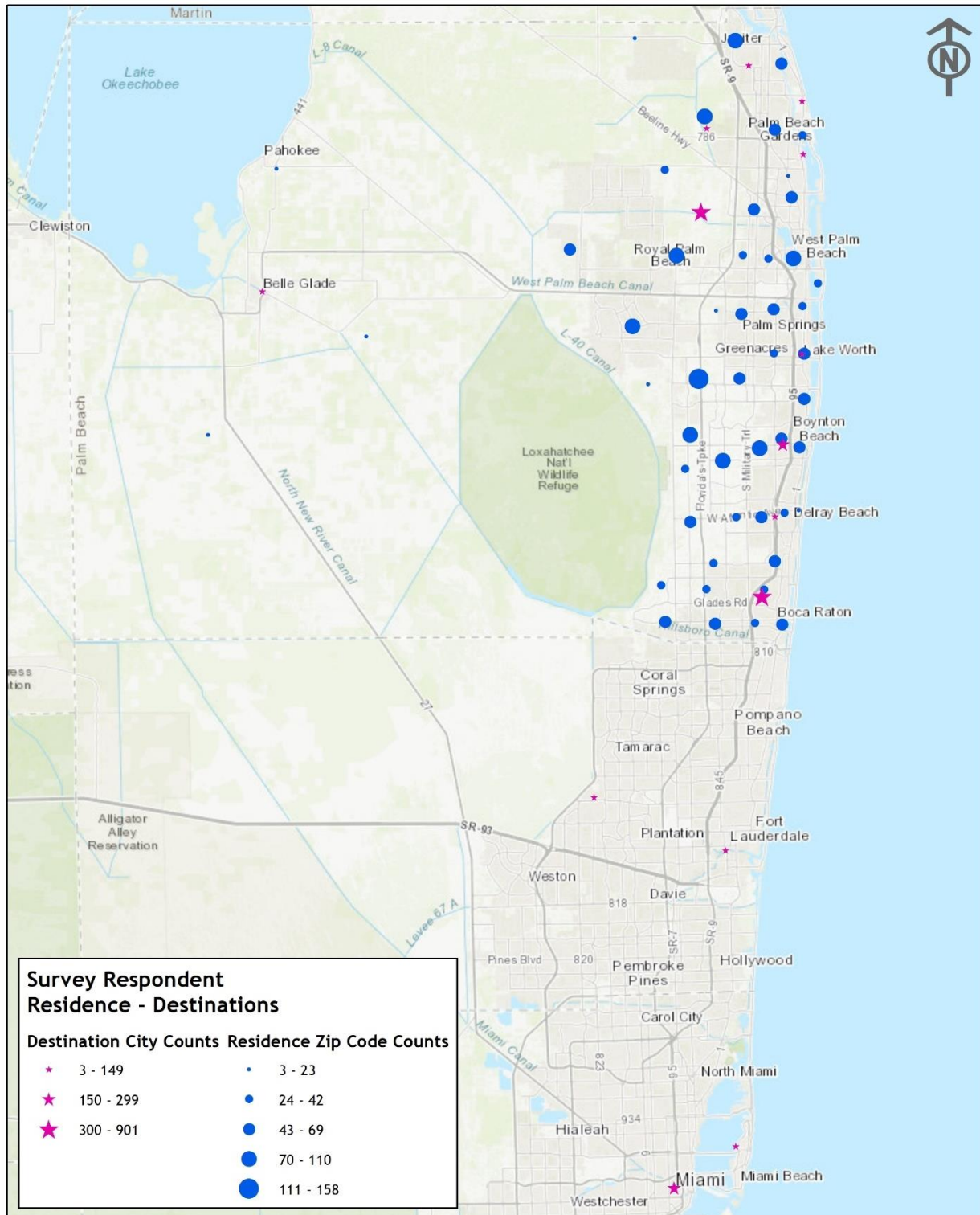


Figure 2. Survey Respondent Residence - Destinations

Transportation Preference & Concerns

When asked about their primary transportation mode, most Palm Beach County residents indicated they drive alone. There was a large percentage of transit users - 6.6% - as a result of the intercept data collection in which respondents were approached at locations frequented by transit users.

The transportation mode preference of survey respondents is in line with the commuting characteristics of county residents. According to the 2017 ACS 1-Year Estimates Means of Transportation to Work, 77.9% drove alone, 10.9% carpooled, and 1.6% used transit.

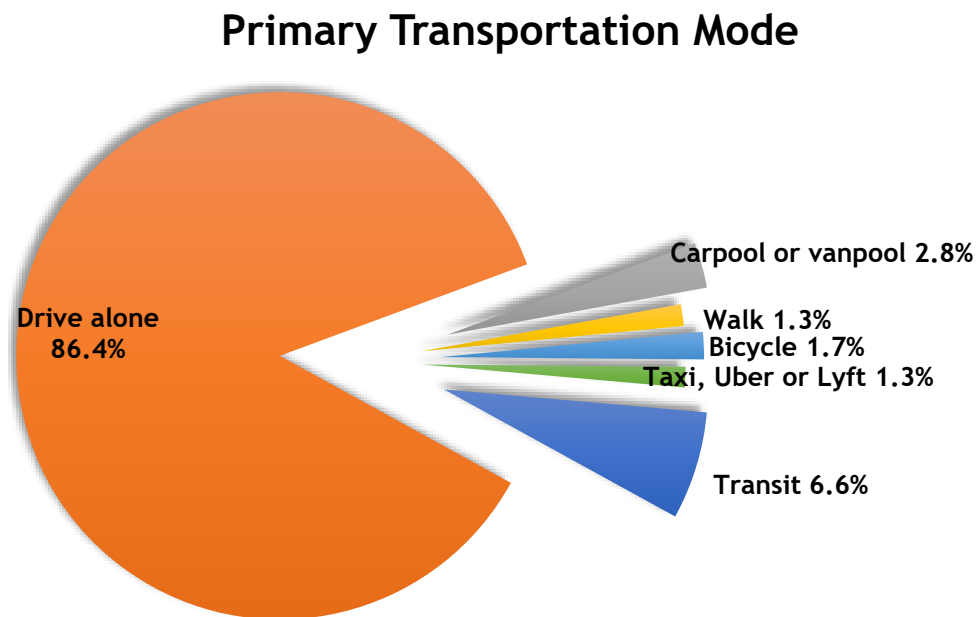


Figure 3. Primary Transportation Mode

There are some important differences in transportation mode of choice based on age. Residents under 24 years of age are much more likely to rely on transit and to carpool as shown in **Figure 4**.

Primary Transportation Mode by Age Group

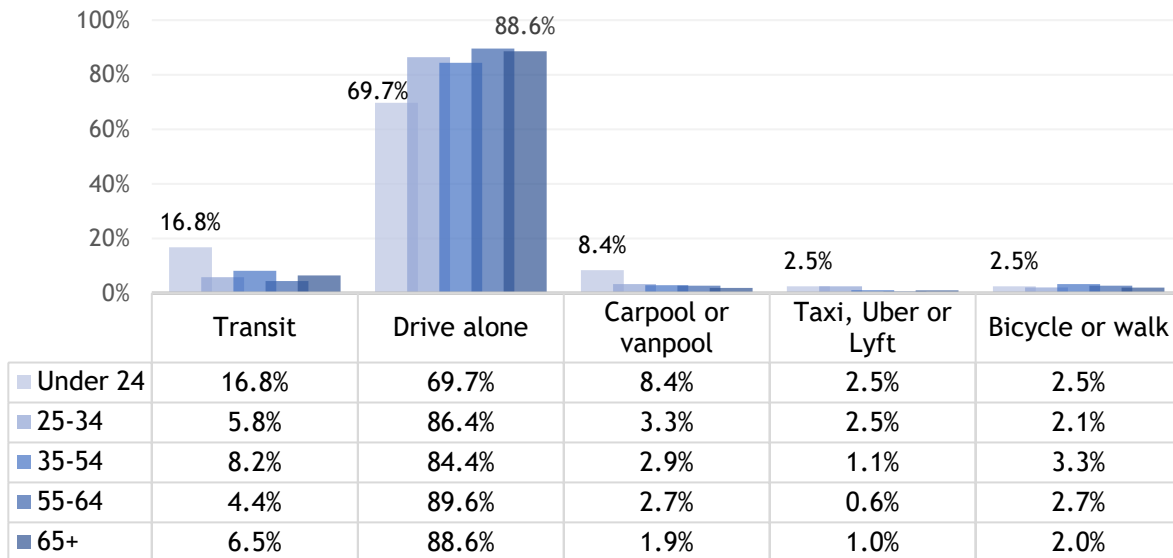


Figure 4. Primary Transportation Mode by Age Group

There are various reasons why residents do not choose transit as their transportation mode. Some of these reasons include convenience of transit locations, routes and length of travel. A large percentage also indicated other reasons why they do not use transit frequently. Among the most often mentioned other reasons were the freedom and independence of driving their own vehicle, the lack of convenience and reliability of transit, or not feeling safe and comfortable on transit vehicles. [Appendix B](#) includes the verbatim responses.

Reasons for Transit Avoidance

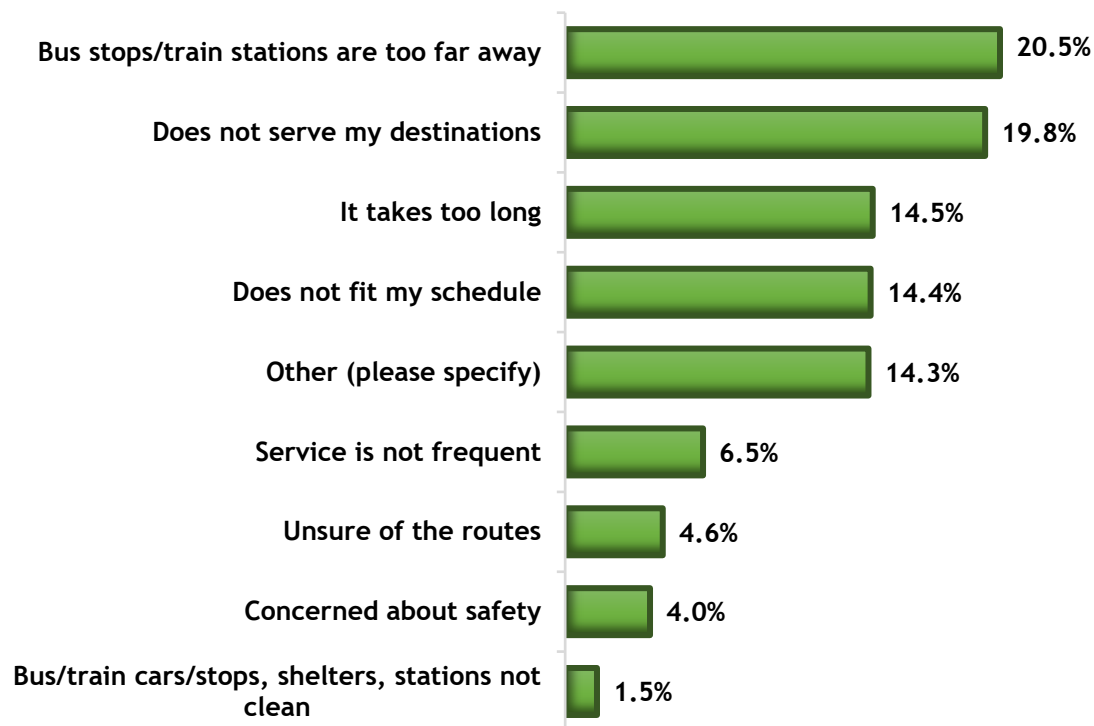


Figure 5. Reasons for Transit Avoidance

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The respondents who indicated they do not use transit, walk or bicycle, were also asked about the likelihood of using these transportation modes if they had access to safe and convenient facilities as shown in **Figure 6**. Access to safe and convenient transit facilities is a good motivator for residents to shift their travel mode from driving alone. Only 28.3% would not be convinced to switch to transit even with access to safe and convenient transit facilities. Approximately half (50.1%) would begin to use transit on some, most or all trips.

Conversely, almost half (45.2%) would not be walking or biking even with safe and convenient access to pedestrian and bicycle facilities. Only about a third (35.7%) would begin to walk or bike.

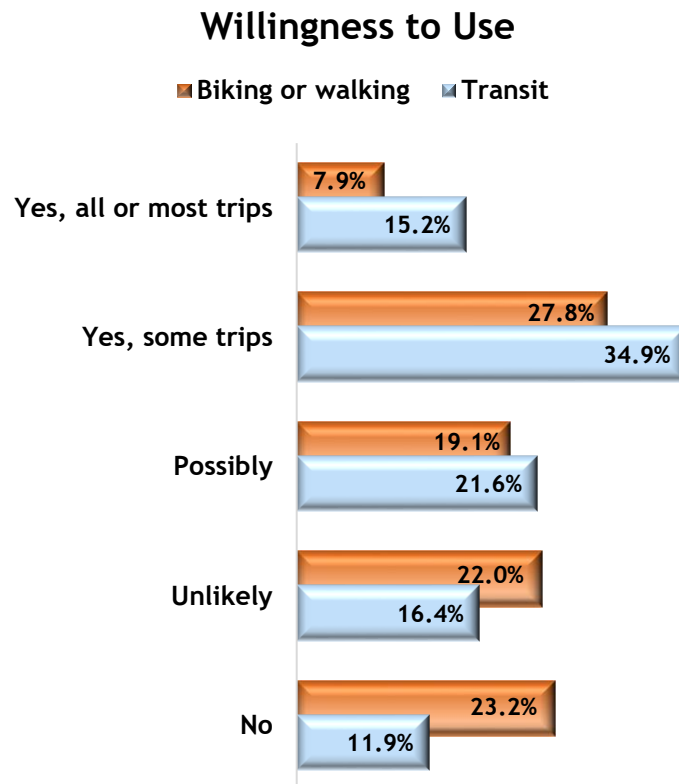


Figure 6. Willingness to Use

Age is a predictor of willingness to use transit, or walk or bike, instead of driving. Younger residents are more likely to switch to transit, or walking and biking. The first cluster in the following chart shows that the reluctance to use transit increases with age, with 28.2% of older residents indicating unwillingness to rely on transit even if provided with access to safe and

convenient transit facilities. Conversely, the last two clusters show 51.9% of residents under 24 years of age being more willing to choose transit.

Willingness to Use Transit if Provided Access to Safe and Convenient Facilities by Age Group

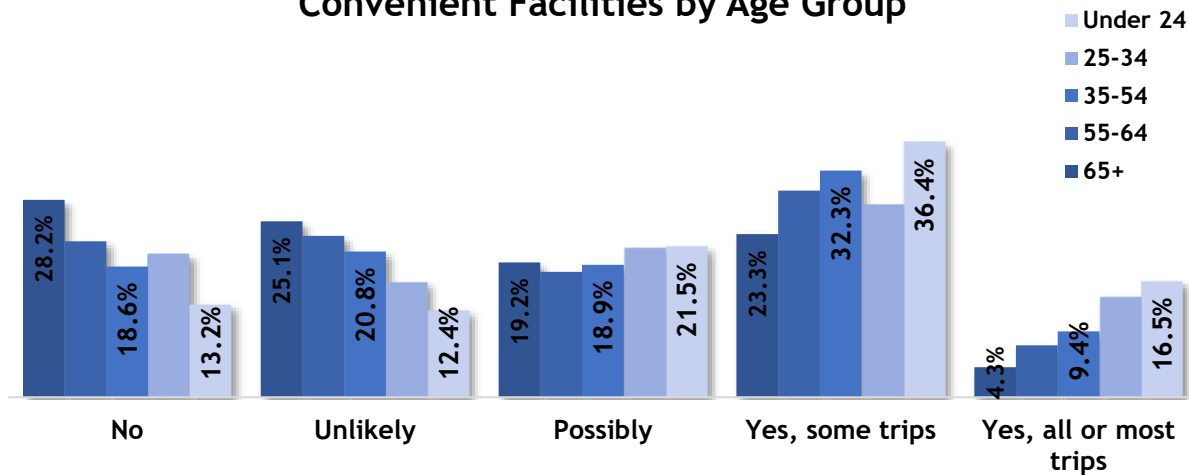


Figure 7. Willingness to Use Transit if Provided Access to Safe and Convenient Facilities by Age Group

The results are similar in relation to walking or biking if provided access to safe and convenient biking and pedestrian facilities. Younger residents are more receptive to biking and walking as a transportation mode.

Willingness to Bike or Walk if Provided Access to Safe and Convenient Facilities by Age Group

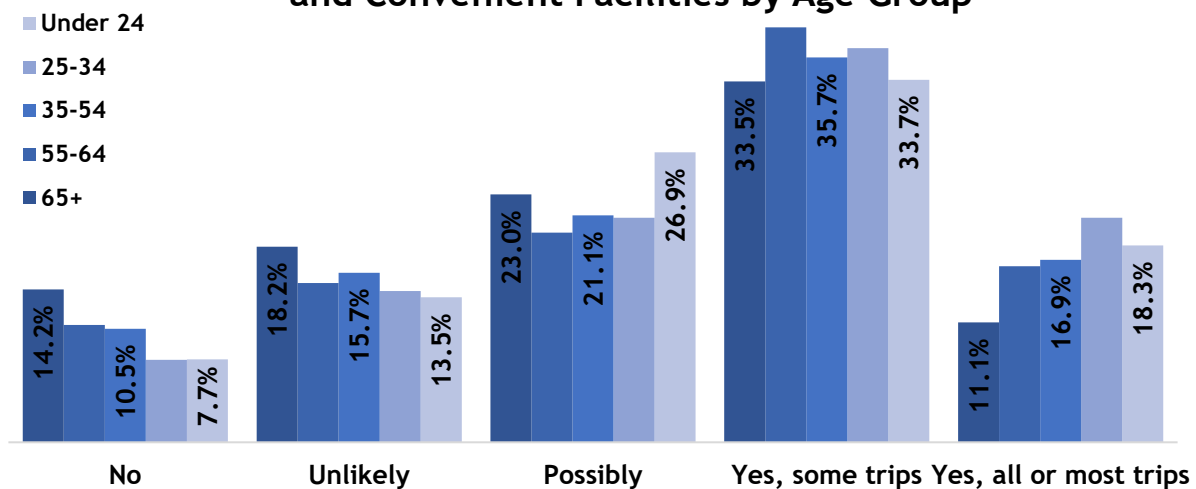


Figure 8. Willingness to Bike or Walk if Provided Access to Safe and Convenient Facilities by Age Group

Palm Beach residents are divided on the use of self-driving vehicles. Slightly less than a third (31.9%) would consider traveling in a self-driving vehicle. Almost a third (30.8%) might be willing to use such a vehicle. However, 37.3% indicated they would not.

Willing to Use Self-Driving Vehicle

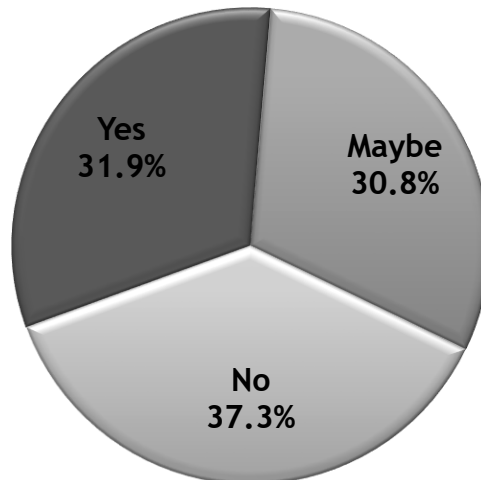


Figure 9. Willing to Use Self-Driving Vehicle

The responses were different depending on the age of the respondent. Younger residents seem more accepting of autonomous vehicles. Residents in the upper age groups expressed either more uncertainty or unwillingness to travel in a self-driving vehicle.

Willing to Use Self-Driving Vehicle by Age Group

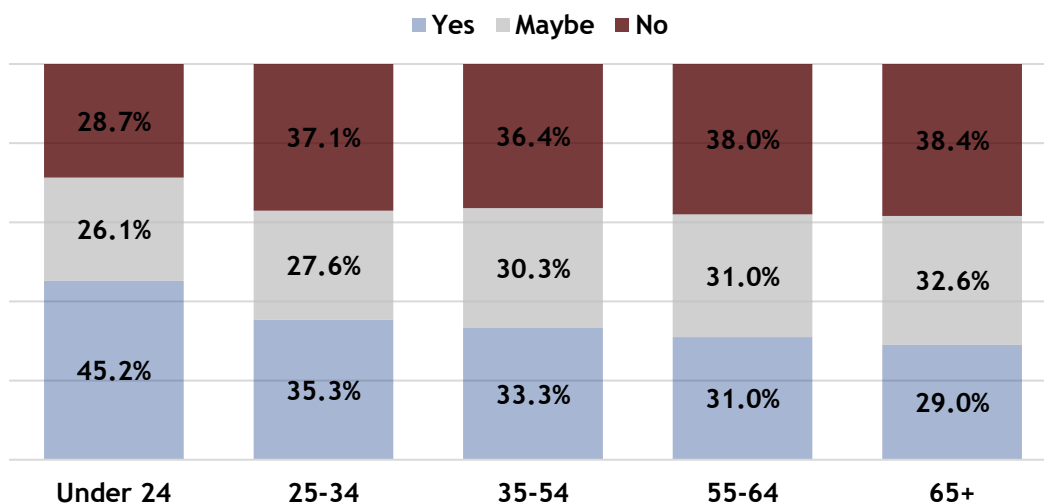


Figure 10. Willing to Use Self-Driving Vehicle by Age Group

Transportation Priorities

Residents were asked to rank from among four options their concerns about transportation in Palm Beach County, from 1 being their top concern, to 4 being of lowest concern to them. The four options they were presented were the following.

- Unsafe walking and biking conditions
- High costs
- Inadequate public transit (i.e. buses, trains)
- Traffic congestion

Figure 11 shows how respondents ranked each of the four options. Each block in the graph represents the percentage of respondents who selected the respective ranking for that option.

Over one-third (41.7%) indicated traffic congestion as a top concern and 26.3% chose that option as their second highest concern. Conversely, high costs were the top concern for only 7% of the respondents. If the first and second rankings are added for each option, 68% indicated traffic congestion as their first or second concern. A majority (56.3%) also ranked inadequate public transit as first or second concern.

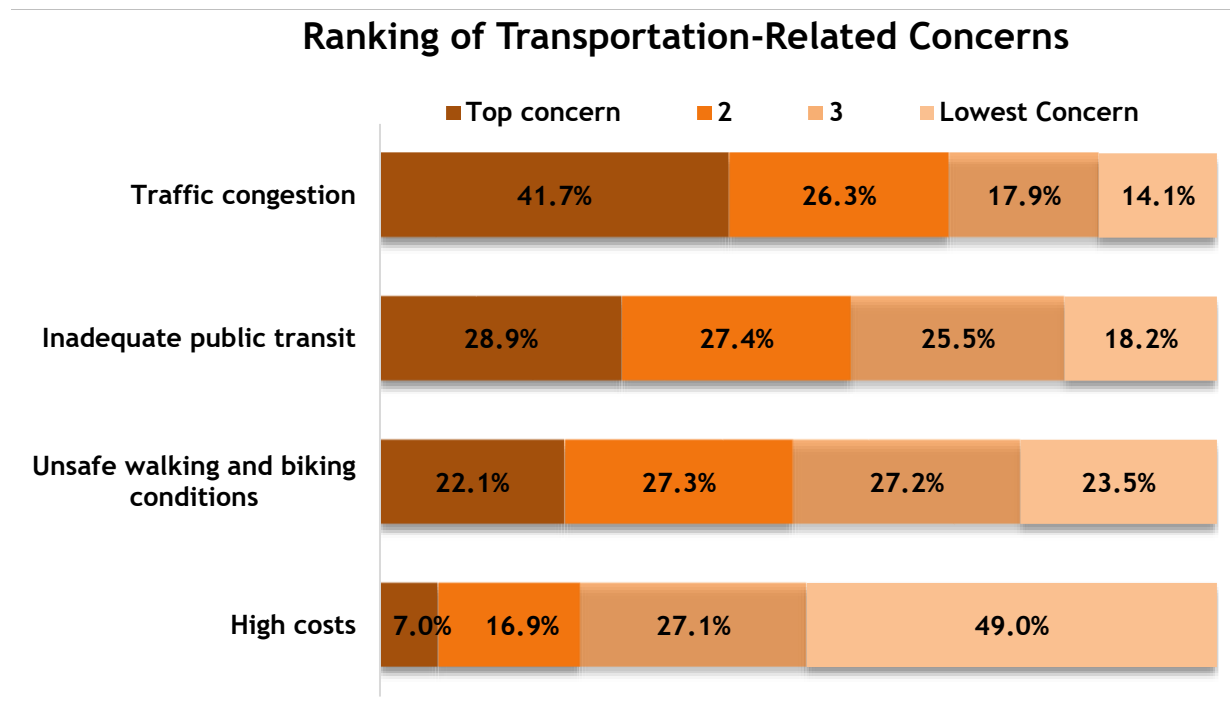


Figure 11. Ranking of Transportation-Related Concerns

There were some small variations in responses based on the age group of the resident. The majority of residents across all age groups rank traffic congestion as first or second transportation-related concern. However, **Figure 12** also shows that larger percentages of residents in the younger age groups indicate high transportation costs, and unsafe walking and biking conditions, as their top or second concern.

Primary or Secondary Concern (Rank 1 or 2) by Age Group

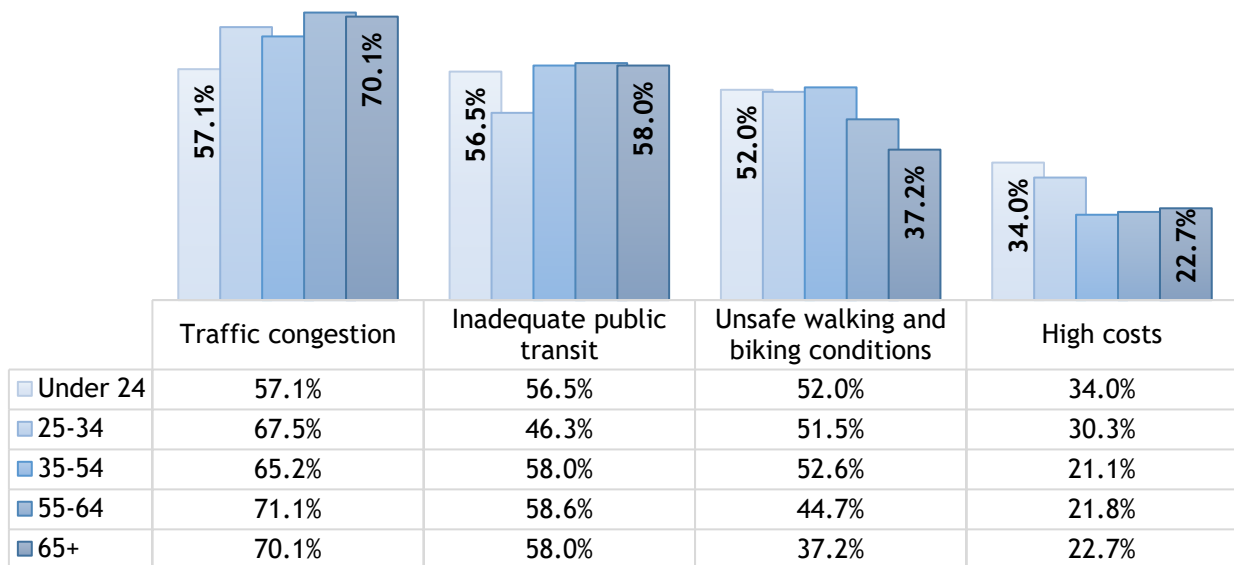


Figure 12. Primary or Secondary Concern (Rank 1 or 2) by Age Group

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Given the assessment of the most pressing transportation challenges in Palm Beach County - traffic congestion and transit - residents expressed a preference to allocate more funding to transit and roadway capacity, rather than pedestrian and bicycle projects. When asked to allocate \$100 on transportation projects shown in **Figure 13**, approximately one in five dedicated 50% or more of the sum to roadway capacity (20.4%) and transit (21.3%). Residents are also willing to spend resources on technology-based projects, such as synchronized traffic lights for example.

However very large percentages of respondents would not allocate any funding to any of the provided options. Pedestrian and bicycle projects are the two types on which the largest percentages of residents would not spend any resources. But even roadway capacity and transit projects had 26.1% indicating unwillingness to spend any funding.

**If you had \$100 to spend on transportation projects,
how much would you spend on each type of project?**

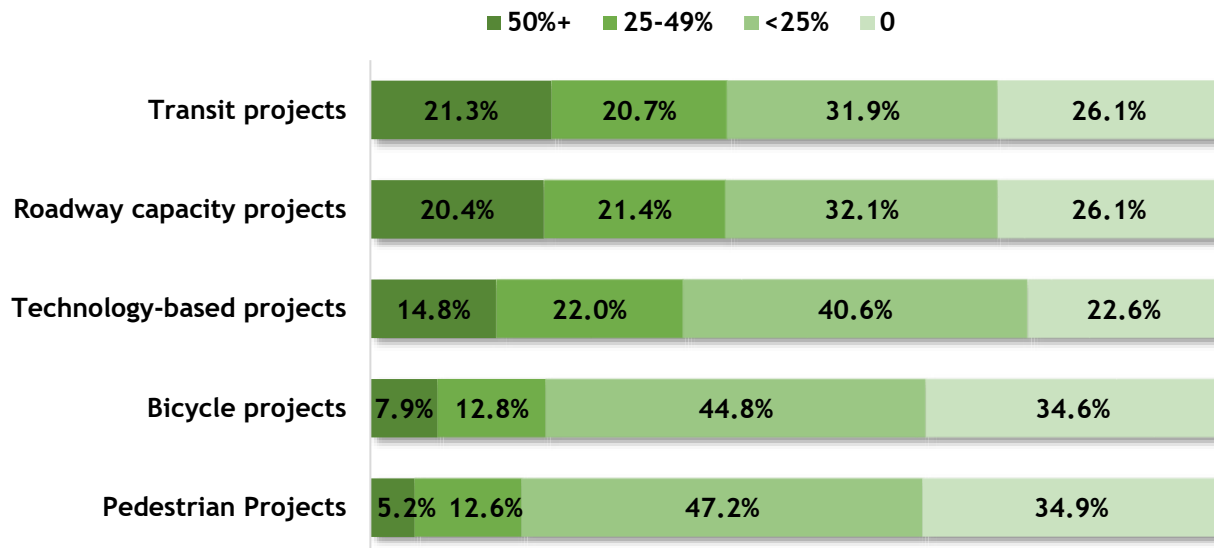


Figure 13. If you had \$100 to spend on transportation projects, how much would you spend on each type of project?

A larger percentage of younger residents are willing to spend resources on pedestrian, bicycle and transit projects, while a larger proportion of older residents are inclined to allocate funding to roadway capacity building technology-based projects.

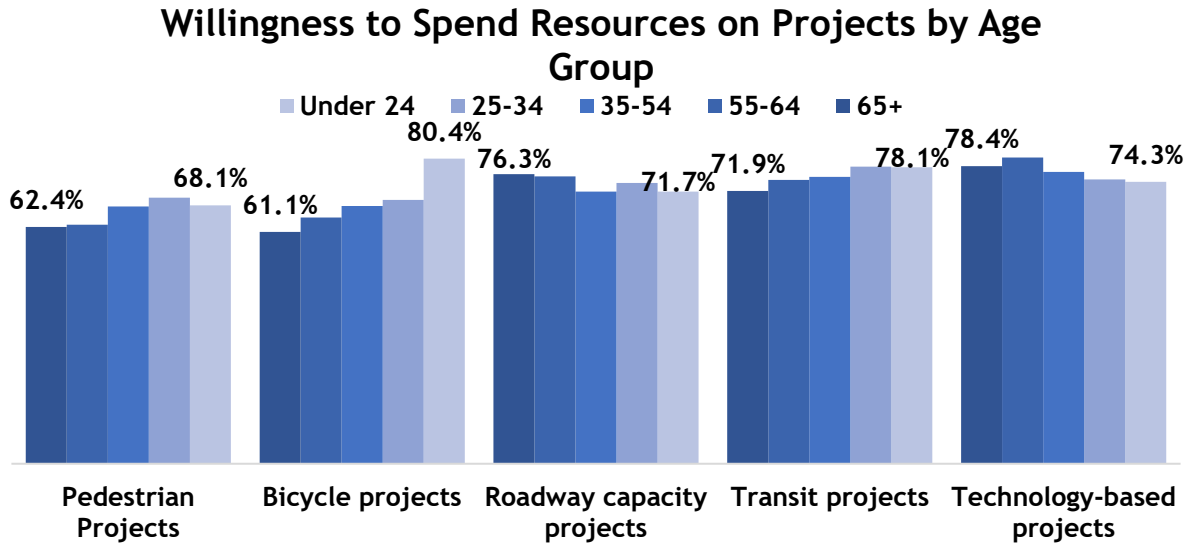


Figure 14. Willingness to Spend Resources on Projects by Age Group

Almost one in five respondents indicated they travel to another county frequently or almost daily. It is notable though that even residents who do not travel to other counties frequently, consider improved roadway travel for automobile important, as indicated above.

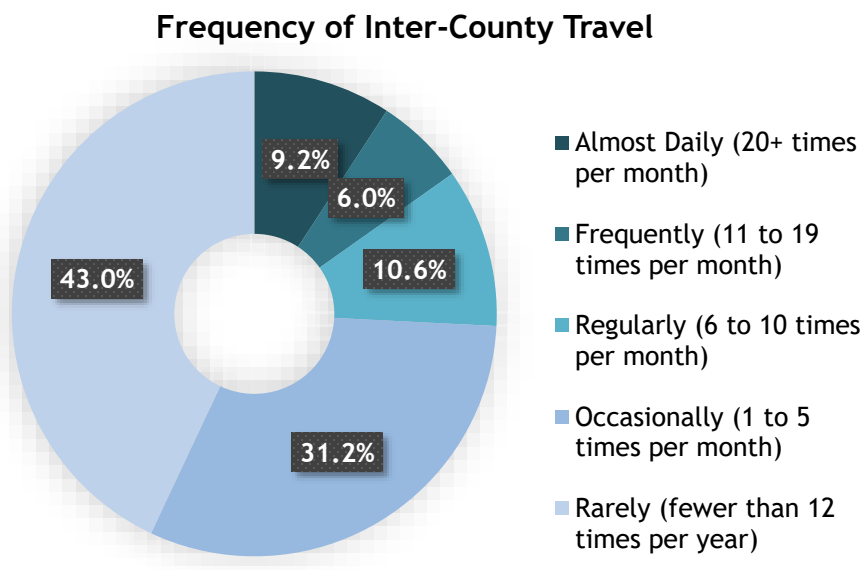


Figure 15. Frequency of Inter-County Travel

Funding Sources

While approximately two-thirds of respondents indicated they are willing to allocate resources to various transportation-related projects, there is a wide divergence regarding the sources for that funding as shown in **Figure 16**. Of the suggested funding streams, almost half (45.7%) selected toll increases as a source for transportation improvements. The other choices selected by a plurality of respondents were vehicle registration fee increases (40.4%) and gas tax increases (38.3%).

Respondents could select multiple options. While 51.3% indicated one of the suggested options, 25.2% selected two funding sources, and 23.5% selected three or more.

Respondents could also write-in their own funding source and approximately 25.2% selected that that option. Of them, over half expressed unwillingness to accept any increases. Other suggested other types of fees including carbon tax, development fees, corporate taxes and federal or state funding. The verbatim responses are presented in **Appendix C**.

Support for Transportation Funding Sources

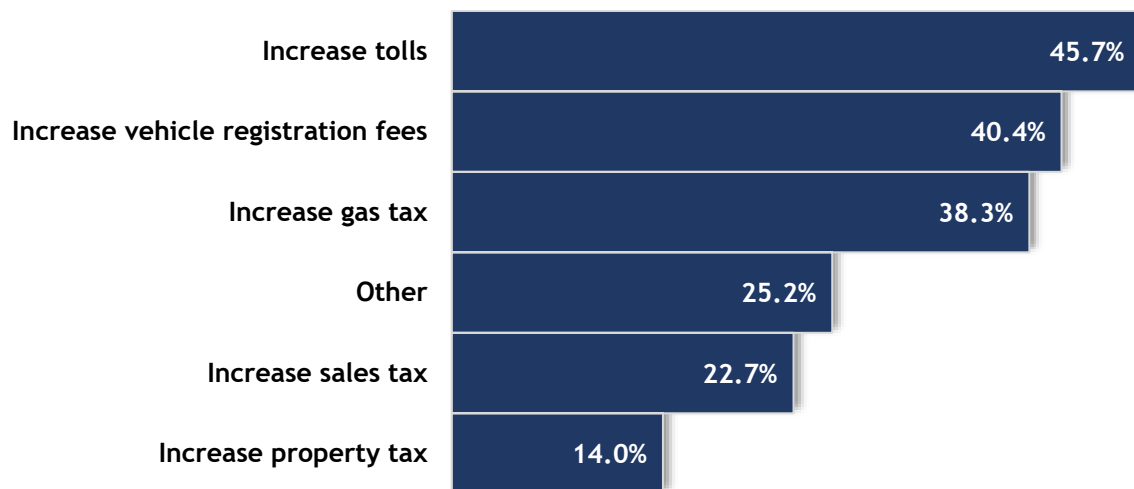


Figure 16. Support for Transportation Funding Sources

The variations across age groups in relation to funding sources for transportation are not very large. One significant difference is the willingness of the 25 to 34 age group to accept increases in tolls, gas tax, sales tax and property tax - all categories with the exception of vehicle registration fees.

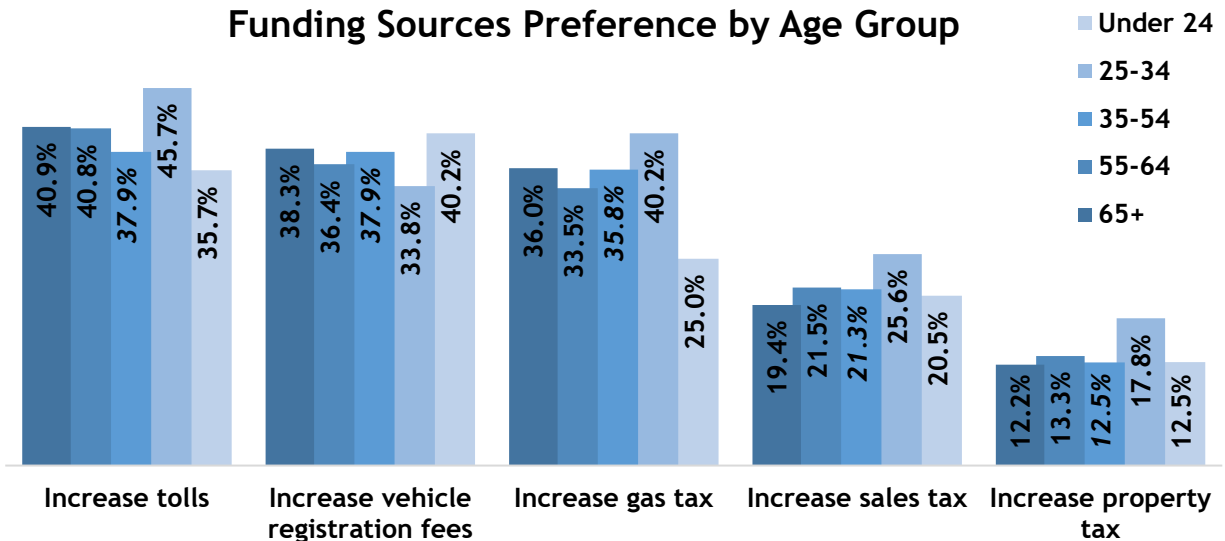


Figure 17. Funding Sources Preference by Age Group

Appendix D summarizes selected survey results in a manner that is understood quickly to the general public.

Appendix A

Survey Responses

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TPA Survey Responses Weblink

<https://drive.google.com/file/d/1MsxoZSQDTdvetO8bgLhaNm6NfGisHhGW/view?usp=sharing>

Appendix B

Reasons Not to Use Transit More Often

Which best describes your reason not to use transit more frequently? - Selected Other (Verbatim)

- Reasons 1-5 (Service is not frequent; It takes too long; Does not fit my schedule; Bus stops/train stations are too far away, Does not serve my destinations)
- About four of the issues on the list above
- All of the above (22 responses)
- always has some kind of trouble
- Arthritic knee, walking is limited
- As a retiree all of the above are not applicable
- At 73 years old I prefer to drive rather than waiting for public transportation.
- Bad people use public transportation
- Because of my age, I do not travel far or much.
- Being independent.
- Bus service on Jog Road would be great for my purposes
- Bus stops are poorly designed.
- Bus stops have no shade.
- bus stops often have no shelter - people can die of exposure in Florida
- Bus stops on Rte. 7 are dangerous to drivers and riders
- bus stops sometimes don't have an shelter from the hot sun and thunderstorms
- Bus/train do not allow electric bicycle
- Cannot walk too far.
- Car is more convenient.
- Car more convenient
- children
- Clientele does not seem the best and no Shelter/Seating when waiting for bus
- Concerns= Safety, inconveniences, slow, no trust.
- connections are bad
- Connectivity and ease of use
- Convenience, delays I have to be certain places specific times cannot be late
- convenience, destinations, lack of freedom
- Cost
- Cost isn't worth it - not easy to get monthly or weekly pass
- cost too much
- Costs as much as driving (gas wise), and not schedule fitting for stops/destinations

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- Creepy fellow passengers (not necessarily safety, just strange people).
- Difficult when older.
- Disabled elderly
- Do not like public transportation. Prefer to drive my own car for convenience and freedom from schedules
- Doesn't fit my needs
- Don't need it
- Drive a vehicle as of now
- Drive to my four business locations.
- Driving is easier and provides independence
- Easier to just hop in the car - no concerns about schedules, when to return, how to get to a 2nd destination after finishing @ 1st.
- Especially because I have my own means of transportation
- Flexibility
- Freedom of being in my own vehicle
- freedom to go where I want ,when I want
- Frequency, speed, schedule, distance, destinations, routes, cleanliness, etc.
- Generally inconvenient
- Have a car
- husband in wheelchair
- I am a person who will use his car and not depend on others
- I am a public servant and must use that mode of transportation. Off duty, I would only use public transportation for longer trips such as to Ft Laud. or Miami airport
- I AM DISABLED USE PALMTRAM CONECTION OCCASIONAL BUT CAN DRIVE SO THAT IS MY CHOICE
- I am in outside sales so I have to drive
- I am retired and choose to drive my own car where and when I want.
- I am retired and don't travel far from home frequently.
- I am self-employed Remodeling business, tools and equipment travel with me daily
- I cannot take my kids to school on the bus.
- I do not commute, but drive occasionally to Broward
- I do not usually travel very far or all that frequently.
- I don't commute
- I don't need to use public transportation
- I don't need to, I drive.
- I don't want to depend on someone else
- I drive
- I drive because I am a sales rep
- I drive everywhere.
- I drive for shopping, picking up grandchildren from schools, need car safety seats.

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- I grew up in NYC, I avoid mass transit AT ALL COST
- I had to go from Delray to south Fort Lauderdale (near federal hwy and sunrise. I wouldn't take anything that far from airport to class which ended at 10pm. So I drove every week from Atlantic to sunrise during 5pm rush hour. Wished there was a safe major transport that I couldn't have taken. My sister and I flew from up north to Florida several times a year, we always took the tram from Fort Lauderdale airport to Delray tram stop to home. I walked home, she took a taxi. Point is I could walk it, as it was less than a mile, my sister could afford taxi that short distance. And actually I believe there was a bus that we could have taken.
- I have a car
- I have a car and 2 young children with busy schedules
- I have a car and don't need to commute.
- I have a care.
- I have a reliable mode of transportation, my car
- I have a small child.
- I have children and public transportation is not safe or clean
- I have diaries, hit blood pressure and can't walk, I have applied through VA and never heard back from them.
- I have my own car.
- I leave when I want don't have to wait for nobody
- I like autonomy
- I like to drive myself
- I like to take my car...
- I live 2 miles from the school
- I live in Jupiter Farms - once you are in town you are in town. Then you do all over you work and shopping then head back out. That being said, when Sun Rail - hopefully high speed sun rail gets to Jupiter I will use that often. We need ample bike paths, expansion to four lanes each way on the turnpike, expansion of 95, more roundabouts, every right hand turn with a turn lane, and honestly more visual dividers between road ways.
- I make short trips since I am retired
- I moved here from NYC not to sit on a train. I like my car and my bike.
- I need to drive my son to daycare.
- I need to go to places where transit doesn't.
- I PREFER TO DRIVE TO BE IN CONTROL OF MY TIME
- I prefer to drive to work.
- I prefer to go when & where I desire
- I prefer to use my own car, walk or use my bike
- I see clients all day in many locations
- I stay local don't venture to FLL or MIA often

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

- I usually have errands and my schedule for return maybe be after hours
- value my independence and privacy
- I want to be in control of my schedule
- I work close to home
- I would rather drive. It's a convenience issue for me.
- I would tend to drive for short trips, but take transit for longer trips.
- If we had a Metro system as clean and safe as Washington DC I would take the Metro to go to different cities. For example it would be great to have something from Palm Beach to Miami. That something would be a nice, clean, safe metro system not too expensive.
- Illegals on buses
- I'm 85 years old
- I'm a realtor
- I'm retired so I only need to drive to shop or other personal needs.
- inconvenience
- Inconvenience
- inconvenient
- Infrequent, inconvenient, just not on my radar screen
- It does not fit where I travel.
- It is a matter of preference - I simply like this way.
- It is a waste of people's hard earned tax dollars. Lower taxes and let people use their hard earned money as they see fit.
- It is more convenient to drive.
- It is more convenient to use my car.
- It's not handicapped friendly.
- It's not convenient for me
- It's not convenient for me
- Job prevents from use due to needing car to travel from place to place.
- Job prevents from use due to needing car to travel from place to place.
- just what we need more over paid ass holes with bloated pensions like police and fire men you need fully actuated traffic lights but u have no one that knows what that means or how to do it
- less convenient
- Less convenient than car.
- Let private business, not government, provide transportation.
- Live out by the Acreage and need to go to PBG's for shopping, Jupiter for doctors and down to WPB west of the turnpike along Okeechobee or Southern for other things.
- Main travel is local-6-10 miles/day
- many of the above reasons
- Mobility appliance
- Mobility issues
- mobility problem
- More comfortable and easy to use my own car
- Most of my driving is done for work, where I need to visit as many clients in a day throughout Palm Beach as possible. Public transit doesn't fit my needs. At

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

- night, the limited amount of driving I do, I feel I'd be constrained by public transit's hours of operation and stations near where I'm going.
- Most provide no shade and I can't imagine sitting in the hot sun without passing out, I often stop and offer rides to the elderly, of which I am one.
 - mostly local driving
 - Motorcycle is more fun :)
 - My age
 - My commute is in town
 - My driving always involves retrieval of needed goods or carrying photography equipment.
 - My job is close.
 - My job is too far.
 - My job takes me out of the county 3 weeks out of every month.
 - my overall knowledge of the whole public transit system is limited (besides tri-rail) and my opinion on buses is that they are unreliable
 - My own car gives me more freedom.
 - My Physical limitations
 - My travel radius from home makes this option not make sense
 - My work is only about 10 minutes from my home. I have to use 1-95.
 - My work requires the use of a car.
 - Need convenience and be flexible
 - Need help
 - Need scheduled transportation on local roads, special pricing for non-tourist.
 - Need to go on frequent errands locally
 - needs sports and airport routes
 - no need
 - No need
 - no reason I just run errands, don't work
 - No reliable
 - No secure parking for long term at tri rail station
 - no service in area
 - no way to get to stations
 - Not as convenient.
 - Not clean and don't feel safe
 - not convenient
 - Not interested in public transportation
 - Not near my home
 - Not needed
 - not needed at this time
 - have a car
 - Only use my car for convenience and privacy.
 - own car
 - Own transportation
 - Parking
 - People are nasty, Sometimes late, not clean and not safe for children's
 - Prefer driving (8)
 - Prefer to drive myself on my schedule.
 - Prefer to use my own vehicle.

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

- Pricing. For example; I would use Brightline today but the cost does not justify not driving
- Public transit in palm beach simply doesn't exist as a practical matter
- Public transportation is for losers
- public transportation to train station is not reliable
- Quick trips, unscheduled, usually have to tote too many things.
- Rather drive
- Really need to permit multiple selections. 1-5 apply.
- Reasons 1-5 above.
- Recently moved to Florida and not sure of what is available.
- require wheelchair access and aide
- Requires time outdoors in the high heat.
- Retired and don't have a regular schedule.
- Retired and too old to run for a bus
- RETIRED NO NEED FOR PUBLIC TRANSIT
- Safety, access, schedule
- safety, bus stops have no seats or overhead cover
- senior with knee problems
- Several of the above. Scheduling and destinations are most important.
- Should have multiple answers such as all that apply.
- sidewalks are only on one side of Lyons road not very safe
- since I work from home, I do not need to use those services
- Spouse handicapped
- Stations are too far.
- Takes long and is very unreliable
- Takes Too Long, Inconvenient times & Locations, too far from destination
- The busses I would use have too much wait time period in the hot Florida Sun most stops are not covered. When I lived in San Francisco I had a car but I never drove it unless I was going out of town. The transportation system and particularly the buses there should be a model. You rarely have to wait for a bus everything just connects. I understand San Francisco is only 49 square miles but the system works beautifully
- There should be a sheltered bus stop at least for every alternate ones. So if yours doesn't have the shade you can walk to the next one and know it will have a place to shelter from sun/rain.
- Three of the above; it takes too long and I need to move about freely for work; the bus stops/train stations will always be too far away because of Florida's layout (it's not like a NY, Philly or D.C) and it does not serve my destinations.
- To many drug addictions and homeless people scratching and smell and just

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

not clean don't want to sit in nothing
they sat in sorry

- Too far away from me.
- Too hot outside to wait for transportation or to walk or bike.
- Too Old
- train does not go to Stuart FL
- Train stops dirty and possibly unsafe
- trains do not run late enough for me to use round trip from West Palm
- Transit is not convenient anywhere.
- Transit is not convenient for where I go.
- Travel around the state and SE US for work. US and Florida Train and mass transit transportation has proven to be unreliable, and unpleasant with employees who seem to be annoyed that I show to utilize the service rather than pleased.
- Tri Rail is unreliable
- Tri Rail stations are inconvenient to home Delray, and work, Fort Lauderdale.
- tri-rail and bus schedule conflict
- type OF WORK DO NOT ALLOW
- Unless I'm going to an airport, I'd be using my own car
- Unreliable, poor schedules, poor locations (and not enough) and no way to connect to location once you arrive on transit - it just doesn't work in FL
- Use my car
- Use my own vehicle in my work.
- Use my vehicle for work purposes during the day
- Usually walk.
- Weather too hot, humid, unpredictable and facilities too far.
- When getting to closest stop to destination, I have the matter of getting to my real destination.
- Why is there no room for comments? Okeechobee Blvd. traffic is terrible on weekdays.
- Will not use
- Work only five miles from home
- Would not use it very often.
- would travel to airport(s)
-

Appendix C

Funding Sources

Funding Sources


- None (302 responses)
- Which of the following transportation funding sources would you support? (select all that apply) - Other Verbatim
- A tax based on miles driven each year, so that those that use the roads the most pay the most of them.
- All options are for an increase. We just approved the sales tax which provided years' worth of funding. This question is slanted.
- Assessments imposed upon developers of traffic generating projects.
- be more efficient
- bonds (2 responses)
- Development fees (4 responses)
- Carbon tax (2)
- Charging usage tax on businesses nearest to bus/train stops (2 responses)
- Cigarette tax (3 responses)
- Congestion fees
- Corporate tax
- Create a tax dedicated specifically to expanding public transportation
- Create a tax dedicated specifically to expanding public transportation
- Cut administrative costs
- CUT AGENCY TOP PAYROLL. NO \$200k SALARIES AND NO MORE TAXES
- Cut high paying salaries of people not doing their jobs and wasting money.
- cut MPO/TPA director's salary
- Cut spending internally. You guys waste a lot of money - from the outside looking in, we're not getting much in the way of value per dollar... Note that this applies to the PBC government as a whole, not just the transit department. How about relegating control back to local schools and close the Palm Beach County Taj Mahal on Forrest Hill?
- Cut wasteful spending.
- Demand based fees for all major county and state roads
- donations
- Establish a fee based on miles traveled
- express toll lanes
- Federal funding (2)
- Free rides on birthday
- funding for construction for streets and sidewalks
- get rid of Liberal stupid people who just keep spending on garbage without realizing the effects on

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

retired people who moved here to get away from over taxation

- Getting grant money from the federal government
- Gov. Funds
- reduce waster
- government cuts of waste
- Government picks up the tab
- Better money management
- Government typically has the money to engage in improving transportation resources, it just is just not managed well.
- Grants or other state or federally funded resources.
- State and federal funding
- Harvest savings from waste in other State and Local programs. Penalties for speeding violations, and failure to follow existing rules could partially fund it as well.
- Have TPA run a scooter company and use the profits for whatever it likes.
- I don't know enough about our tax structure to answer this question. I do think that public transportation is something that more taxes need to be spent on; the roads are too crowded and widening them is a very temporary fix.
- I would never support taxing myself any more than what I'm already taxed.

- Impact fees
- Impact fees for transit capital/operating costs
- Impact fees on all new buildings in Palm Beach. Homes and business effective 2019. Stop taxing the homeowner!
- Impact fees to provide more mobility options
- Incentivize transit oriented development.
- Income! Tax
- Increase bus and transit fares We that own vehicles pay enough in insurance and tools and taxes it's those that do not pay these that need to pay more
- "Increase bus and transit fares
- We that own vehicles pay enough in insurance and tools and taxes it's those that do not pay these that need to pay more "
- Increase bus fare
- Increase fines for major traffic offenses and use money to fund public transit
- Increase in traffic law violation fines

- Increase none of the above
- increase of better wages
- Increase paid parking
- Increase user-based fees on cars; allow Impact Fees to be used to implement these initiatives - not just for building new roads or widening existing ones!

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

- Less on street cleaners.
- Localized funding through local paid parking situations.
- look to trim current budget areas using those funds before increasing any taxes/fees
- Lottery
- lower government senators representatives pay
- Lower the salaries of high government positions.
- Make better use of taxes already collected...
- Make Southern a highway with a toll booth. Make small roads toll roads to those who are not residents like Pinehurst. It is a very unsafe road for everyone who lives on it as well as to children, elderly and pets!!!
- Mandatory safety inspection of vehicles.
- market-priced, performance-based city and county parking meters
- Mileage charge
- Miles driven based tax.
- MORE USE OF RED LIGHT CAMERAS AND FTA GETS THE FINE MONEY.
- Municipal Bonds
- N/A Drive my own car
- No increase at all. We pay enough in taxes now.
- NO increase in sales tax. NO increase in property tax.
- "NO increase in sales tax.
- NO increase in property tax."
- No increases. You have enough money. Spend it wisely.
- None high taxes are not helping.
- None of the above - take it from the lottery!
- None of the above. Use the sales tax!!!
- None of the above; seek more federal funding
- None too high as it is
- None too high now
- NONE! Palm Beach county already has the highest gas taxes in the state and we already gave an extra penny for infrastructure in the sales tax so you idiots already have a ton of money
- None!! Use the money you already vet from taxpayers more wisely and appropriately.
- None, re-allocation of existing.
- None, we pay enough now...
- None. Because ye waste money on poor planning.
- None. Palm Beach County is already overtaxed. Spent dollars more prudently.
- None' rates are high already
- Not fair for only people that buy gas to pay for various projects. Sales tax makes the poorest pay more than they can afford. Not sure you would get enough from just registration fees.... I didn't think property tax was used for

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

transportation... perhaps some tourism dollars since all people that live here and visit would benefit? People won't support a property tax increase.... don't think you would get enough from tolls. Good luck figuring that part out!

- Not sure but taxes keep going up and the roads suck. What people make is not going up.
- OMG... NO more taxes and fees..... agggghh!!!
- One time tax increase
- Only reason I don't support gas or sales tax is the burden it will put on those who already struggle to afford driving.
- Please ask for more taxes to big companies and people with high income, d They are already eclipsing our money with their companies
- Public-private partnerships
- Raising gas or sales tax only hurts the low income people
- Reallocate the funds Mayor Muoio is wasting in downtown Palm Beach and proceed with St RD 7 extension.
- Reallocate/re-balance federal & state transportation dollars to transit/bike/ped & technology that improves roadway congestion & air quality.
- Reduce police force.
- Re-evaluate and better utilize current funds.

- Re-prioritize existing budgets
- Road demand management system - tolls used per trip on all roads
- road repair
- See federal grant money and or Bonds
- Small toll for bicycle speedway similar to toll roads for automobiles.
- Something that does not impact low income people.
- Sometime of mobility fee charging developers by municipalities to help pay for alternatives to car travel. We obviously cannot build our way out of traffic issues in most cases.
- Spend money more wisely
- State income tax
- Stop allowing all this new construction. It is obvious from your survey that the info structure has declined rapidly over the years, yet you keep allowing more people the opportunity to live here without any way to improve the school, roads, traffic congestion etc.
- stop frivolous spending
- Stop wasting money on needless projects and tax increases wouldn't be necessary.
- Switch to VMT fees. Toll more roads. Congestion tolls. Increase development impact fees in the sprawl.
- Tax churches and non-profits
- Tax on the wealthy
- Toll southern boulevard

Palm Beach TPA Transportation Plan Update

WO# 4 Public Engagement - Task 6 Reporting

- tolls target the users
- Trains, buses, and roads should pay for themselves
- Transportation Authority
- Use existing funds
- Use the money already collected better
- User fee based on miles driven
- Value capture of tax increment around transit stations, VMT tax, congestion charges, dynamic pricing
- variable tolls like in Europe
- Vehicle safety inspections

Appendix D

One-Pager Results



1.3% walk



1.7% bike

6.6% ride



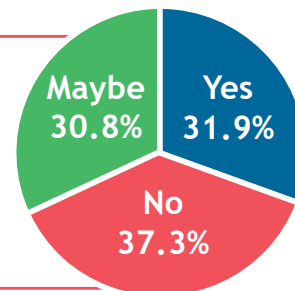
90.4% drive*



*Drive includes drive alone, carpool, and rideshare

There is a lot of discussion these days about self-driving vehicles.

Would *you* consider traveling in one?

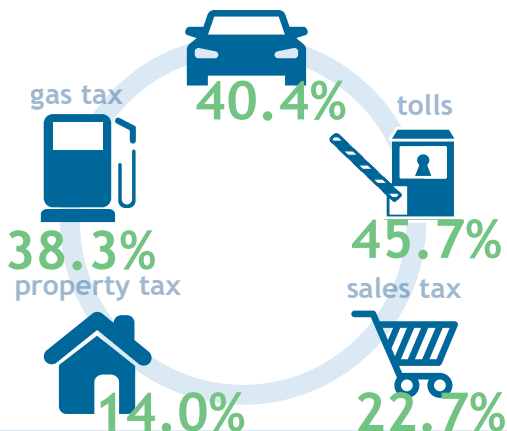


What are your *top concerns* about transportation in Palm Beach County?

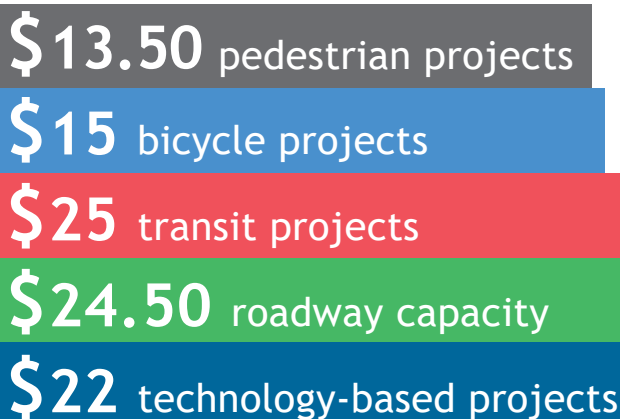
41.7% traffic congestion
28.9% inadequate public transit
22.1% safety
7% high costs

Which of the following transportation funding sources would *you* support?

vehicle registration



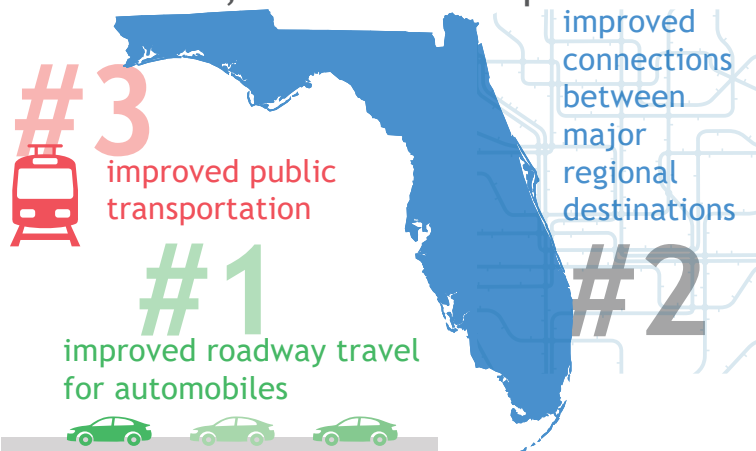
How much would you spend on each type of project with \$100?



How *OFTEN* do you travel to Broward and/or Miami-Dade counties?*



When coordinating improvements with adjacent counties, which are *most* important?





Appendix

Public Comment

D

Public Comment on Draft Long Range Transportation Plan (LRTP) - Full Document

The below dates provides a summary of comment opportunities for the TPA 2045 Long Range Transportation Plan. Refer to the LRTP timeline into the Public Participation section of the full document for more information.

Date Received	Comment
10/3/2018	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
	Goals, Objectives, Targets
3/6/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
3/6/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
3/7/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
3/21/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
	Desires Plan
5/1/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
5/1/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
5/2/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
5/16/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
	Revenue Forecast
6/5/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
6/5/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
6/6/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
6/20/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
	Draft Cost Feasible Plan
7/10/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
7/10/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
7/11/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
7/18/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
	Scenario and Implementation Plan
9/4/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
9/4/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
9/5/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
9/19/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
	Draft of Full Plan
10/2/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
10/2/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
10/3/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
10/17/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
10/21/2019	TPA Public Workshop - see attached summary
11/15/2019	TPA Governing Board Workshop - see minutes and audio - https://www.palmbeachtpa.org/board
	LRTP Adoption
12/4/2019	TPA Technical Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/TAC
12/4/2019	TPA Citizens Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/CAC
12/5/2019	TPA Bicycle, Trailways, Pedestrian Advisory Committee - see minutes and audio - https://www.palmbeachtpa.org/BTPAC
12/12/2019	TPA Governing Board - see minutes and audio - https://www.palmbeachtpa.org/board
	Submitted Correspondence
6/3/2019	Email from Thomas Rutherford - Fund Palm Tran and Tri-Rail, NOT Roads
9/27/2019	Open comment period through website at palmbeachtpa.org/lrtp - No comments received
12/4/2019	Indian Trail Improvement District Letter - see attached letter
11/14/2019	Town of Juno Beach Letter - see attached letter
12/2/2019	Town of Loxahatchee Groves Letter - see attached letter

Workshop Summary

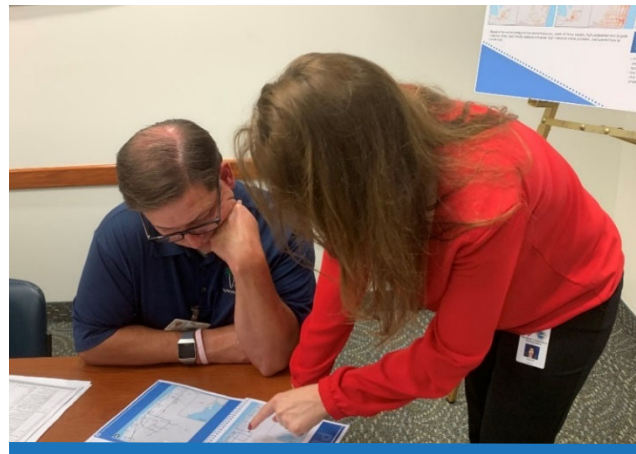
The Palm Beach Transportation Planning Agency (TPA) hosted a public workshop for the 2045 Long Range Transportation Plan (LRTP) on Monday, October 21, 2019, from 1:30 pm - 4:30 pm. This public workshop is part of the TPA's continuing, cooperative, and comprehensive (3C) planning process for the LRTP. It provided an interactive opportunity for the TPA's Governing Board members, Committee members, as well as the general public to review and provide comments on the draft 2045 LRTP.



The format of the workshop was an open house in which interested people could “drop-in” when they were available and engage project team members with suggestions and questions about the draft LRTP with no set time commitment. Display boards illustrated key concepts while team members facilitated discussions. Summary handouts were provided for attendees to read at their leisure and take home.

Information related to existing and future expenditures of public funds for transportation projects and programs were the focus of the workshop. Attendees from various backgrounds and perspectives were engaged about the draft 2045 LRTP and provided feedback. The stations enabled attendees to make a full contribution to discussions and hold meaningful conversations, before the adoption of the 2045 LRTP.

The LRTP provides a strategic 25-year outlook that leads investment of State and Federal funding. The LRTP provides a framework to answer, “where are we today?”, “where are we going in the future?”, and “what can we accomplish?” in the next 25 years to advance the TPA's vision.





A summary of feedback on the Plan is included below.

- Population growth projected to occur by 2045 appears to be generally about the same density as the existing population density.
- Review the values and targets of the performance measures to make sure that apparent data inconsistencies can be explained.
 - Response: the national dataset provided for travel time reliability changed vendors from HERE (2014-2016) to INRIX (2017 +) creating a significant difference in the results.
- Some sidewalk gaps appear to be on roadways with shared use paths on one side, which are also pedestrian facilities. Need to clarify that sidewalk priorities may be one side or the other. Specific examples given on the Sidewalk Gaps map included A1A in Boca Raton, A1A north of Lake Worth Road, and Palmetto Park Road west of I-95.
 - Response: If there is a pedestrian facility missing on one side of the road then it will show as a sidewalk gap. Shared use paths are considered pedestrian facilities and treated as sidewalks if along a fed-aid eligible road in the sidewalk gap priority network.
- Several attendees commented that the level of stress analysis is a good innovation for determining pedestrian and bicycle existing conditions and setting a bar for future facility evaluation. However, there are concerns about how much targeted separated

WO# 9 - Workshop Summary

bicycle facilities would cost and how are these costs evaluated given that there are other unmet desires.

- Response: Costs for desired separated bicycle facilities are TBD and not included in cost feasible plan
- Clarify if the traffic volume-to-capacity ratio forecasts include transit capacity.
 - Response: Traffic volume-to-capacity only forecasts automobiles and trucks. Currently we only have “enhanced transit” on roadways that would run in mixed traffic, unless otherwise determined to have a different locally preferred alternative once we do the full multimodal corridor study but that’s still TBD.
- Consider how to add pedestrian and bicycle projects in the Cost Feasible Plan.
- Some County staff members remain concerned that too few roadway widening and roadway extension projects are included in the Desires Plan.
- Some specific feedback was heard both for and against including Roebuck Road and Kirk Road in the Desires Plan.

Entrance board/one-pager

2045 Long Range Transportation Plan

What is an LRTP?

Every 5 years, the Palm Beach Transportation Planning Agency (TPA) is required by federal law to review and update its Long Range Transportation Plan (LRTP). The LRTP defines how Palm Beach County's multimodal transportation system will evolve over the next 25 years and acts to advance the TPA's vision of a safe, efficient, connected and multimodal transportation system. The current 2040 LRTP was adopted by the Palm Beach TPA Governing Board in October 2014.

Why is it important to do a LRTP?

The LRTP provides a vision, covering goals and objectives, that if followed, will ensure that resources are provided to meet the needs of the community. The LRTP also provides a cost-feasible plan that states how state and federal transportation funds should be spent over the next 25 years. The Long Range Plan sets the vision for transportation for all modes of travel throughout the County and prescribes which projects should be included for funding in the TPA's 5-year Transportation Investment Program (TIP).

What projects does the LRTP direct?

State and Federally funded transportation projects. Before transportation projects can be built they must first be considered within the LRTP. The list of projects are updated every 5 years with the update of the LRTP. The LRTP must include both a Desires Plan and a Cost Feasible Plan.

What types of projects are included in an LRTP?

Transportation projects and services such as protection and safety facility networks, improved transit, conditions for roadway improvements and new interchanges, and freight capacity projects (roadways, railways, seaport and airport facilities).

What is the difference between a Desires Plan and Cost Feasible Plan?

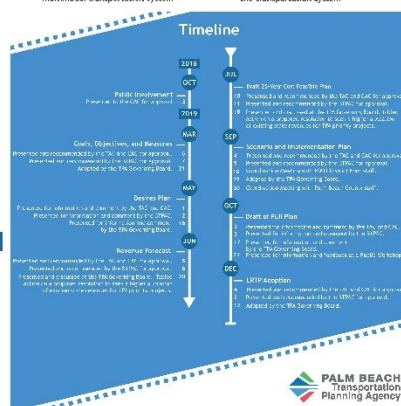
The Desires Plan provides a summary of potential transportation projects that address gaps in the system and community needs. The Cost Feasible Plan is developed later in the LRTP process. It is a list of prioritized Desires Plan projects, which is limited by anticipated funds throughout the 25-year planning range.

FOR MORE INFORMATION: <http://www.palmbeachtpa.org/LRTP>

VISION MISSION

A safe, efficient, and connected multimodal transportation system

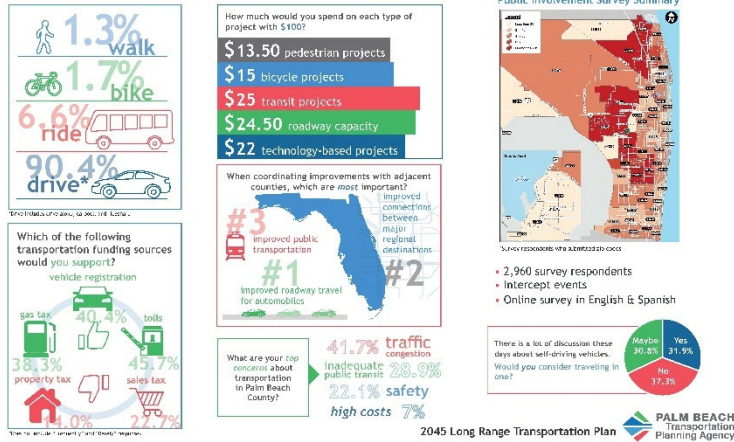
to collaboratively plan, prioritize, and fund the transportation system



Provides the foundation for attendees to understand the LRTP provides a strategic 25-year outlook that leads investment of State and Federal funding to accomplish the TPA's vision of a safe, efficient, and connected multimodal transportation system.

Public Input and Participation board

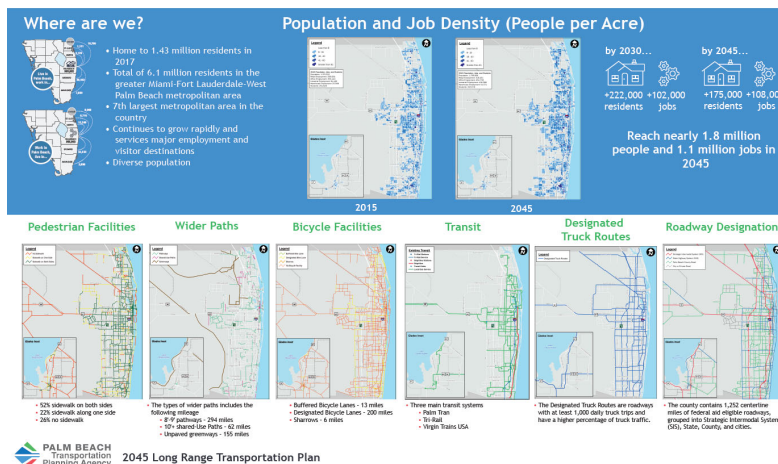
Public Input and Participation



- Results of the survey that generated almost 3,000 responses.
- The online survey was available both in English and Spanish to overcome language barriers.
- Attended targeted locations and gatherings to engage with specific stakeholder groups (intercept events).

Existing Conditions and Projections board/one-pager

1. Existing Conditions and Projections



- The County continues to grow rapidly adding new residents and serving as a major employment and visitor destination.
- Provides an understanding of the existing transportation system and travel patterns.
- Particular focus to the traditionally underserved population index and community health.

Goals, Objectives, Performance Measures & Targets

2. Goals, Objectives, Performance Measures, & Targets

The goals, objectives, performance measures, and targets reflect the TPA's vision of a *safe, efficient, and connected multimodal transportation system*. These measures and targets are tracked and reported annually and serve as an update to the 2040 goal and target-setting process, refining current measures and integrating in federal, state, and regional goals and objectives to create a more collaborative and aligned transportation process.

Category	Measure	2015	2020	2025	2030	2035	2040
Goal 1: Safe	Rate of traffic fatalities per 100 million vehicle miles traveled	1.0	0.8	0.6	0.5	0.4	0.3
Goal 1: Safe	Rate of non-fatal traffic injuries per 100 million vehicle miles traveled	1.0	0.8	0.6	0.5	0.4	0.3
Goal 2: Efficient	Freight delay index	1.0	0.8	0.6	0.5	0.4	0.3
Goal 2: Efficient	Freight cost index	1.0	0.8	0.6	0.5	0.4	0.3
Goal 3: Connected	Transit ridership per 1,000 residents	1.0	0.8	0.6	0.5	0.4	0.3
Goal 4: Multimodal	Active transportation mode share	1.0	0.8	0.6	0.5	0.4	0.3



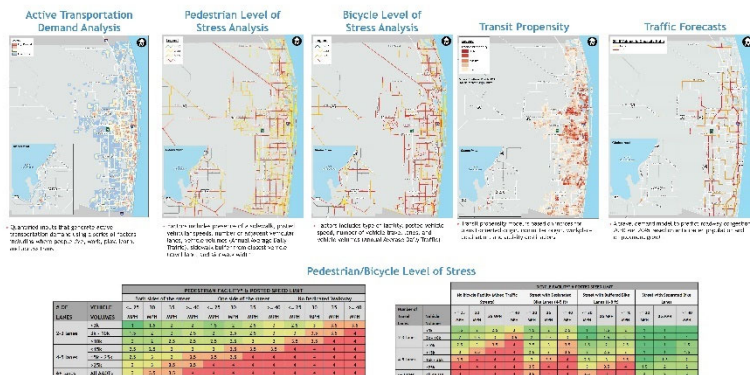
PALM BEACH Transportation Planning Agency 2045 Long Range Transportation Plan

- Reflects the TPA's vision of a safe, efficient, and connected multimodal transportation system.
- Refined current measures and integrating in federal, state, and regional goals and objectives to create a more collaborative and aligned transportation process.

Multimodal Forecasting

3. Multimodal Forecasting

People walking, bicycling, and riding transit have the same transportation needs as people driving.



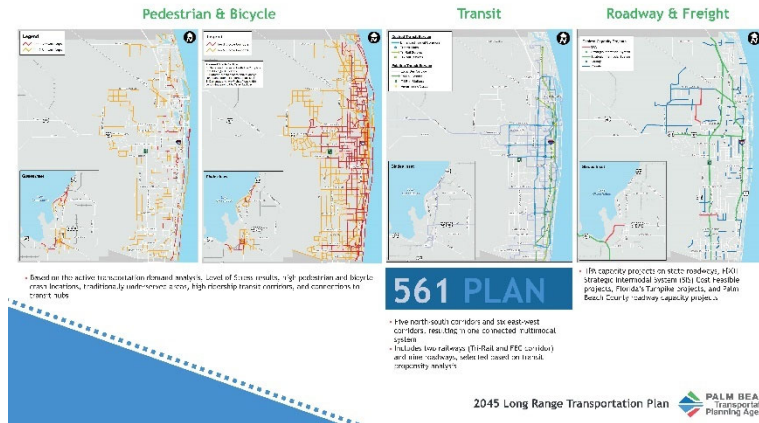
PALM BEACH Transportation Planning Agency 2045 Long Range Transportation Plan

- An objective, data-driven, demand analysis for pedestrians, bicyclists, transit riders, and motorists.
- The demand analysis is modal specific based on the individual characteristics of each mode of transportation.

Desires Plan

4. Desires Plan

The Desires Plan provides a list of projects that address the results of the multimodal demand analysis. The Desires Plan is unconstrained by readily available financial forecasts.



- Provides a list of projects that address the results of the multimodal demand analysis.
- Unconstrained by readily available financial forecasts.
- Identifies priority sidewalk gaps and bicycle facility network.
- Includes enhanced transit corridors and roadway reconstruction and widening projects.

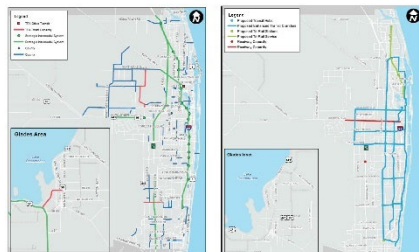
Cost Feasible Plan and Implementation

5. Cost Feasible Plan and Implementation

Cost Feasible Plan

The Cost Feasible Plan provides the available funding to the Desired Projects list in the following time series: FY 23-24 (the TPA's adopted Transportation Improvement Program (TIP), FY 25-30 (the 10-year investment plan that serves as the "pipeline" of projects to the TIP, FY 31-35, and FY 36-40).

Program	1993-94 (\$m)	2001-02	2002-03	2003-04	2004-05	total
1993-94 to 2000-01						
Transportation for the 1993-94 program	\$ 36.2	\$ 36.4	\$ 36.4	\$ 36.5	\$ 36.5	\$ 181.5
Transportation for the 2001-02 program	\$ 7.7	\$ 14.2	\$ 12.7	\$ 25.0	\$ 1	\$ 69.6
Transportation for the 2002-03 program						
Transportation for the 2003-04 program						
Transportation for the 2004-05 program						
Transportation for the 2005-06 program						
Transportation for the 2006-07 program						
Transportation for the 2007-08 program						
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Transportation for the 2021-22 program						
Transportation for the 2022-23 program						
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Transportation for the 2065-66 program						
Transportation for the 2066-67 program						
Transportation for the 2067-68 program						
Transportation for the 2068-69 program						



TPA Priorities

- TPA board directly prioritizes funding of projects.
- Three (3) roadway corridor line items:
 - \$8-7 widening of 100+000th Blvd to 500th St and \$8-7 extension of \$8-61 St to Northline Blvd.
 - Atlantic Avenue widening from \$8-7 to Jug Bay.
 - \$12.27 Connector and "hooker" may win later.
- Three (3) Annual Funding Programs
 - Caltrans Local Aid or very Old.
 - Caltrans Transportation Alternations (TA).
 - GreenSpace Parks, State "Adoption" living.
- Complete Transit, Safety, Transit, and North Line items.
- Study \$581 Main environmental transit.

Florida Department of Transportation

- Strategic Intermodal System (SIS) and Transport Projects.
- The Board action to amend/modify/select - impacts/proceed
- US 27 Corridor
 - widening to 120' w/ managed lanes free access flow to Indianapolis IN
 - widening to BL 200' or Indianapolis IN
 - I-86 interchange add 7' w/ change configurations
- Turkey Creek Corridor
 - widening to 120' w/ managed lanes free access flow to Johnson County
 - widening to BL 200' w/ managed lanes from IAPC Service Plaza to SR 710
 - widening to BL from SW 710 to Indianapolis
- US 27 Add freight capacity from Brownsville to McHenry Co
 - SR 210 widening to 6' from IL/Brown Blvd to Northside Blvd
 - SR 210 widening to 6'
 - widening to BL from truck lane, or so right hand beach Blvd
 - SR 210 study or from River, Jan beach Blvd to SR 210
 - HSLR study or SR 210 interconnect intersection

Palm Beach County

- Administered through Pinellas Beach County 2-Year Road Program.
- Shown for information and planning consistency purposes.
- TPA board can choose to include/exclude projects. 2 Pinellas Beach County is not constrained by TPA actions.
- 16 new roadway segments
- 24 roadways widening projects
- 15 larger intersection modification projects
- 17 smaller intersection modification projects

Implementation

- The TRS, FDOT, and Palm Beach Co. will annually monitor the transportation system and propose major projects for funding in their respective 5-year work programs.
- The TRS will continue the annual competitive grant application process for Local Initiatives 1) projects on locally sourced federal aid (eligible maddies and Transportation Alternatives (TA) projects for non-motorized facilities. These will be funded with "Federal reserves" (\$20M or available to the TRS).
- The TRS will work with Mobilization in annually filing a 501(c)(3) for State-Budget enhancement and Mobilization (SIRAP) projects to advance the TRS' mission for a safe, efficient, and connected multimodal system. These will be funded with state reserves (\$20M annually) and federal reserves (\$20M annually available to the TRS).
- The TRS Board must endorse all proposed TRS, FDOT and Tampa Bay Projects. The TRS will also review proposed County projects.

- Programs the available funding to the Desired Projects list.
- Divided into programming Fiscal Year (FY) tiers and Programs such as the TPA Prioritization, Florida Department of Transportation (FDOT) Prioritization, and Palm Beach County Prioritization.



TOWN OF JUNO BEACH

340 OCEAN DRIVE

JUNO BEACH, FL 33408

PHONE: 561.626.1122 • FAX: 561.775.0812

WEBSITE: www.juno-beach.fl.us

E-MAIL: junobeach@juno-beach.fl.us

Jason Haselkorn, Mayor
Jim Lyons, Vice Mayor
Frank Fahy, Vice Mayor Pro Tem
Peggy Wheeler, Councilmember
Stuart Katz, Councilmember

Joseph F. Lo Bello, Town Manager

November 14, 2019

Palm Beach Transportation Planning Agency
Attn: TPA Chair Maria Marino
2300 North Jog Road, 4th Floor
West Palm Beach, FL 33411-2749

Re: Projects PBC032, PBC033, PBC034 & PBC038

Dear TPA Chair Marino:

At the November 13th Town Council meeting, the Juno Beach Town Council reviewed the Palm Beach Transportation Planning Agency's draft list of desired projects for the 2045 Long Range Transportation Plan (LRTP) and unanimously voted to move forward with the following recommendations.

On behalf of the Town of Juno Beach and the Juno Beach Town Council, I am writing to express our support for the following proposed projects:

- **PBC032:** Prosperity Farms Road to Ellison Wilson (4 to 6 Lanes);
- **PBC033:** Ellison Wilson to US Highway 1 (4 to 6 lanes)
The Town of Juno Beach would like to emphasize that there be as little to no impact on the median as possible; and
- **PBC038:** Palmwood Road to Tidal Pointe Boulevard (including the Marcinski Bridge).

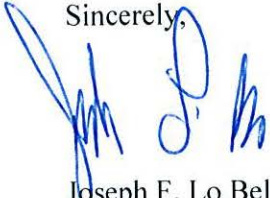
Due to the projected growth in northern Palm Beach County, we believe these projects would greatly benefit the surrounding communities and alleviate the ever-increasing traffic on Donald Ross Road.

I would also like to express the Town's opposition of the following proposed project:

- **PBC034:** US Highway 1 to Ocean Drive (A1A)
The Town of Juno Beach believes that this project would negatively impact the residents and businesses adjacent to Donald Ross Road.

The Town of Juno Beach would like to request that the Board read this letter into the record.

Sincerely,



Joseph F. Lo Bello, CPA
Town Manager

/cc

Mayor Jason Haselkorn

Vice Mayor Jim Lyons

Vice Mayor Pro Tem Frank Fahy

Councilmember Peggy Wheeler

Councilmember Stuart Katz

Palm Beach County Commissioner Hal R. Valeche



Town of Loxahatchee Groves

155 F Road • Loxahatchee Groves, Florida 33470 • (561) 793-2418 www.loxahatcheegrovesfl.gov

December 2, 2019

To: Andrew Uhlir, Deputy Director of Program Development,
Palm Beach Transportation Planning Agency (PBTPA)
From: Mayor Robert Shorr, Town of Loxahatchee Groves
Ref: Town of Loxahatchee Groves' Comments on 2045 Long Range
Transportation Plan (LRTP)

Dear Mr. Uhlir;

I would like to reiterate my comments from the Palm Beach Transportation Planning Agency (PBTPA) meeting on 11/15/19 regarding the Town of Loxahatchee Groves' concerns on the proposed 2045 Long Range Transportation Plan (LRTP). The Town specifically has concerns over any widening of Okeechobee Boulevard West of Crestwood Boulevard that are included in this plan on the "Desires List" which conflict with the Town's short- and long-range planning and visioning.

Our Town's vision is to improve safety, moving towards a Vision Zero goal reducing potential conflict points by utilizing traffic control and traffic calming as a tool to more safely transition land-use west, providing an equestrian and pedestrian friendly environment, and permitting safe access for the north/south neighborhoods to enter Okeechobee Boulevard's east/west traffic passageway.

The Town continues to work with the County and PBTPA on beneficial projects to accomplish these goals and requests that the PBTPA's 2045 Long Range Transportation Plan (LRTP) include those same goals in lieu of simply adding the typical addition of asphalt lanes to promote fast, straight roads that will bifurcate the Town of Loxahatchee Groves' North/South neighborhoods, that the Town has worked so hard to prevent.

Sincerely,

Mayor Robert Shorr

Copy: Commissioner Melissa McKinlay, Palm Beach County
Town of Loxahatchee Groves' Councilmembers
Mr. Nick Uhren, Director, PBTPA
Councilmember Maria Marino, Chair, PBTPA
Mr. Jamie Titcomb, Town Manager, Loxahatchee Groves

**INDIAN TRAIL IMPROVEMENT DISTRICT
13476 61ST STREET NORTH
WEST PALM BEACH, FL 33412-1915
Office: 561-793-0874
Fax: 561-793-3716**

Established 1957

www.indiantrail.com

December 4, 2019

Nick Uhren, PE, Executive Director
Palm Beach Transportation Planning Agency
301 Datura Street
West Palm Beach, FL 33401

RE: LRTP 2045

Dear Mr. Uhren:

Recently, the Board of Supervisors hired the Treasure Coast Regional Planning Council through a interlocal agreement to assist the District in developing a comprehensive roadway and pedestrian/bicyclist/equestrian trail system. Indian Trail is very interested in the future regional traffic patterns that clearly will impact our property owners and residents. During the Board of Supervisors Meeting on November 20, 2019, the Board discussed the Palm Beach County Long Range Transportation Plan 2045 (LRTP 2045). There were extensive discussions regarding the LRTP 2045. This letter outlines three (3) differing views from the Board.

The first include projects that are strongly supported by the Board:

1. PBC010-015 - widening of 60th Street to a Rural Parkway, provided it is in collaboration with Indian Trail and provides for safe pedestrian, bicycle and equestrian pathways and crossings. The design and landscaping must have a rural aesthetic that is complimentary to our area and helps with roadway noise and views from houses that are not walls.
2. PBC069-073 – The widening of Northlake Boulevard. from two lanes to six lanes and provides for safe pedestrian, bicycle and equestrian pathways and crossings.
3. PBC110 – extending Seminole Pratt Whitney from 100th to the new housing development, Avenir, and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
4. PBC107 – widen Seminole Pratt Whitney Road. from 60th Street North to Orange Boulevard from four lanes to six lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
5. PBC111 – modify Seminole Pratt Whitney Road from the new housing development, Avenir, to State Road 710/Beeline Highway with four lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
6. TPA013 –strongly encourage the widening of State Road 7 from Okeechobee Boulevard to 60th Street from two lanes to four lanes.
7. TPA014 – strongly encourage the extension of State Road 7 from 60th Street to Northlake Boulevard with four lanes.

**Indian Trail Improvement District Board of Supervisors
Betty Argue • Jennifer Hager • Joni Martin • Michael Johnson • Tim Sayre**

The second are projects that are merely supported by the Board:

1. PBC105 – widen Seminole Pratt Whitney Road from Okeechobee Boulevard to Sycamore Dr. East from four lanes to six lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
2. PBC108 – widen Seminole Pratt Whitney Road from Orange Boulevard to Northlake Boulevard from four lanes to six lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
3. PBC104 – widen Seminole Pratt Whitney Road from State Road 80 to Okeechobee Boulevard from four lanes to six lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
4. PBC106 – widen Seminole Pratt Whitney Road from Sycamore Drive East to 60th Street North from four lanes to six lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.
5. PBC109 – widen Seminole Pratt Whitney Road from Northlake Boulevard to 100th Lane North from two lanes to four lanes and provide for safe pedestrian, bicycle, equestrian pathways and crossings.

The third are projects that the Board strongly opposes because each lack the appropriate level of capacity justification:

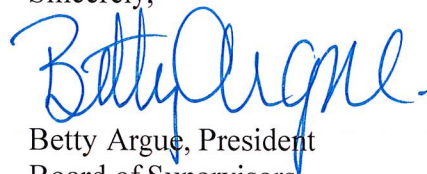
1. PBC079 – widening of Okeechobee Boulevard from 140th Avenue North (E Road) to Crestwood Boulevard from two lanes to four lanes.
2. PBC-77-078 – widening of Okeechobee Boulevard from Cheetham Hill Boulevard to 140th Avenue North (E Road) from two lanes to four lanes.
3. PBC076 – extend Okeechobee Boulevard from State Road 80 (Southern Boulevard) to Cheetham Hill Boulevard with a new two-lane road.
4. PBC085 – widening of Orange Boulevard from Seminole Pratt Whitney Road to Coconut from two lanes to 3 lanes.
5. PBC100 – widening Royal Palm Beach Boulevard from Persimmon Boulevard to 60th Street from two lanes to five lanes.
6. PBC101 – widening Royal Palm Beach Boulevard from 60th Street to Orange Boulevard from two lanes to five lanes.
7. PBC102 – widening of Royal Palm Beach Boulevard, Orange Boulevard and Coconut Boulevard to Northlake Road from two lanes to five lanes.

All the projects listed above are either on District-owned roadways or impact District roadways and most importantly, our residents. As indicated, there are some projects the Board strongly supports because the end results of these projects will provide a better quality of life for our residents in Indian Trail. We also hope that Palm Beach County will properly control the speed limits on these proposed roadway expansions to ensure safe travel for all users of the transportation system.

We also would request that the TPA and County work with us to improve the safety of the various intersections on these planned major roadway expansions that connect onto our local District residential roadways. In particular, we strenuously oppose using internal residential roadways as an alternative to the State Road 7 extension to Northlake Boulevard from Okeechobee Boulevard.

The District is always open and willing to work with the Transportation Planning Agency and Palm Beach County to preserve and enhance the Indian Trail rural lifestyle and agricultural community. We welcome the TPA and its staff to attend and present your plan at a future Board Meeting. Thank you for considering our concerns and input regarding the LRTP 2045.

Sincerely,



Betty Argue, President
Board of Supervisors

Respectfully,



Burgess Hanson,
Executive Director

cc: Commissioner Melissa McKinlay
Verdenia Baker, County Administrator
Indian Trail Board of Supervisors
District Engineer
District Attorney
Gerry O'Reilly, FDOT District Four Secretary
David Ricks, County Engineer
Valerie Neilson, Deputy Director of Multimodal Development
Andrew Uhlir, Deputy Director of Program Development
Jason Price, Lead Planner – TIP Coordinator
Greg Gabriel, Transportation Planner II
Alyssa Frank, Transportation Planner II
Malissa Booth, Public Relations Manager
Matthey Komma, Chief Financial Officer
Margarita Pierce, Executive Administrator
Kim Delaney, Treasure Coast Regional Planning Council



Appendix

Revenue Forecasting
Handbook, July 2018

E

1105 City Hall

WPB

WEST PALM BEACH



Florida Department of Transportation

Revenue Forecasting Guidebook

July 3, 2018



Note

This document is designed to be viewed in an electronic format. All references are hyperlinked.

This is a living, working document. Please report errors, omissions, or corrections to Erika Thompson, Office of Policy Planning, erika.thompson@dot.state.fl.us or 850-414-4807.



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Introduction

The premise of the long range revenue forecast is rooted in federal regulation originally required by the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA). All transportation acts since that time have continued the requirement for a financial plan. Currently, Title 23 of the United States Code (U.S.C.) Section 134 requires a Metropolitan Planning Organization (MPO) Long-Range Transportation Plan (LRTP) to contain a financial plan that demonstrates how the adopted LRTP can be implemented.

The financial plan should indicate resources from public and private sources that are reasonably expected to be made available to carry out the plan and recommend any additional financing strategies for needed projects and programs. The financial plan should demonstrate fiscal constraint and ensure that the LRTP reflects realistic assumptions about future revenues. Additionally, Title 23 U.S.C. Section 134 indicates that the MPO, applicable transit operator, and State should cooperatively develop estimates of funds that will be available to support plan implementation.

Since 1994, the Florida Department of Transportation (FDOT) has worked with the Metropolitan Planning Organization Advisory Council (MPOAC) to develop long range revenue forecasts to assist Metropolitan Planning Organizations (MPOs¹). The Revenue Forecast helps them to comply with federal requirements for developing cost feasible transportation plans and to demonstrate coordinated planning for transportation facilities and services in Florida. The revenue forecast is used by FDOT for the Strategic Intermodal System (SIS) Cost Feasible Plan (CFP) which is FDOT's plan for identifying projects on the SIS that are considered financially feasible over a period of 11 to 25 years out from the CFP release date.

During the development of the revenue forecast, FDOT meets with and regularly updates the MPOAC on various milestones throughout the process. These updates encourage meaningful conversation about any issues or concerns involving the revenue forecast and allows FDOT to understand and address the concerns of the MPOAC. This regular communication has fostered a cooperative and collaborative environment, assisting the FDOT and MPOs in reconciling their long range plans; thus demonstrating coordinated planning for transportation facilities and services in Florida and better documenting long range needs in the state.

¹ For the purposes of this document, the acronym refers to all forms of a MPO including Transportation Planning Organization (TPO), Transportation Planning Agency (TPA), and Metropolitan Transportation Planning Organization (MTPO).

Purpose

This Guidebook is intended to provide FDOT and MPO staff and consultants with a single source that documents the process for preparing the long range transportation revenue forecast. It also provides the principles by which the process will be guided and the measures used to evaluate the process. Florida's MPOs are advised to use the revenue estimates provided by FDOT and this guidebook to assist in the update of their LRTPs.

If an independent forecast is used, it is in the best interests of all to develop it in a cooperative process with the District and the Office of Policy Planning (OPP).

If a MPO does not use the FDOT revenue forecast, they are required to develop their own independent forecast. Under current FHWA/FTA policy, they are required to document their forecast in their LRTP. Additionally, FDOT recommends (based on 23 CFR 450.324(f)(11)(ii)) that the FDOT Revenue Forecast be included in an Appendix to the LRTP, and that recommendation would still apply even if an MPO develops an independent forecast.

Several fundamental points drive the development of the statewide long range revenue forecast:

- The forecast is based on current federal and state laws, funding sources, and FDOT policies, as well as assumptions concerning factors affecting state revenue sources (e.g., population growth rates, motor fuel consumption and tax rates).
- The FDOT's Program and Resource Plan (PRP) is used as the basis for the forecast. It is the financial planning document used by the Department for the 10-year period that includes the Five Year Work Program. Annual estimates of funding levels for each subprogram and fund source in the PRP are prepared through the horizon year to ensure that the forecast is compatible with the PRP format and structure; however, they are consolidated for analysis and reporting purposes as described later in this document.
- The forecast is centered only on state and federal funds that "pass through" the FDOT Five Year Work Program. It does not include estimates for local government, local/regional authority, private sector, federal funds that go directly to transit operators, or other funding sources except as noted. While these other fund sources are not part of the statewide forecast, they should be considered as part of the overall metropolitan forecast based on their information source.
- The forecast consolidates the numerous fund codes used by the FDOT into three major fund categories: Federal, State, and Turnpike and Tolls. Federal funds include all federal aid (e.g., Surface Transportation Program) that pass through the department's budget. Turnpike funds include proceeds from Turnpike tolls, bonds sold for Turnpike activities, and concession revenues. State funds include the remaining state revenues, such as motor fuel taxes, motor vehicle fees, and right of way bonds. Toll credits are used to match federal aid (referred to as 'soft match') to minimize the state funds used to match regular federal programs.

- No estimates are developed for new revenue sources or increases in existing revenues unless otherwise stipulated in law. This helps ensure long range plans are not jeopardized by erroneous assumptions regarding the time or magnitude of future changes in revenue sources.
- The forecast collapses the Department's major programs into two categories: capacity programs and non-capacity programs. Capacity programs are major FDOT programs that expand the capacity of the state's transportation systems. Non-capacity programs are the remaining FDOT programs that are designed to support, operate, and maintain the state transportation system. Table 1 includes a brief description of each major program. Appendix A contains a more detailed discussion of the programs and the types of activities eligible for funding in each.
- Revenue forecasts estimate the value of money at the time it will be collected and reflects future revenue. Future revenue is often referred to as *year of expenditure* dollars. In recent statewide revenue forecasts, federal funding has been projected to be constant in year of expenditure dollars, meaning it is projected to slowly decline in purchasing power. Typically, state funding has been projected to increase more rapidly, but the projections still amount to slow growth in purchasing power. All amounts in the forecast are expressed in year of expenditure dollars.
- A statewide revenue forecast developed cooperatively, provides consistency in the assumptions and approaches used when estimating future state and federal funding.
- Using the statewide revenue forecast, FDOT will identify planned projects and programs funded with allocations for SIS Highways Construction & ROW, Aviation and Spaceport, Rail, Seaport, and Shared Use Network (SUN Trail, providing a statewide network of paved greenways and trails) programs as part of development of the SIS Cost Feasible Plan. The MPOs will identify planned projects and programs funded by Non-SIS Highways and Transit programs.

Table 1 provides a description of the eight major capacity programs and six major non-capacity programs included in the revenue forecast.

Advisory Concerning Florida's Turnpike Enterprise

Within the framework of the Florida Department of Transportation (FDOT), Florida's Turnpike Enterprise (Turnpike) is given authority, autonomy and flexibility to conduct its operations and plans in accordance with Florida Statute and its Bond Covenants. The Turnpike's traffic engineering consultant projects Toll Revenues and Gross Concession Revenues for the current year and the subsequent 10-year period, currently FYs 2018-2028. The consultant's official projections are available at http://www.floridasturnpike.com/documents/reports/Traffic%20Engineers%20Annual%20Report/1_Executive%20Summary.pdf.

Projections of Turnpike revenues within the State of Florida Revenue Forecast beyond FY2028 are for planning purposes, and no undue reliance should be placed on the

estimates. Such amounts are generated and shared by the FDOT Office of Policy Planning (OPP) for purposes of accountability and transparency in development of this document. Such projections are part of the Revenue Forecast process, which serves the needs of MPOs generating required Long Range Transportation Plans (LRTPs). MPOs do not program capital projects or make decisions concerning Turnpike spending. OPP projections are not part of the Turnpike's formal revenue estimating process and are not utilized for any purpose other than to provide MPOs with an approximation of potential future revenues. Such amounts do not reflect the Turnpike's requirement to cover operating and maintenance costs, payments to bondholders for principal and interest, long-term preservation costs, and other outstanding Turnpike obligations and commitments."

Table 1 Description of the Major Programs Included in the Revenue Forecast

Capacity Programs	Non-Capacity Programs
SIS Highway Construction & ROW – Construction, improvements, and associated right of way on SIS highways (i.e., Interstate, the Turnpike, other toll roads, and other facilities designed to serve interstate and interregional commerce including SIS connectors).	Safety – Includes the Highway Safety Improvement Program, the Highway Safety Grant Program, bicycle and pedestrian safety activities, the Industrial Safety Program, and general safety issues on a Department-wide bases.
Aviation – Financial and technical assistance to Florida’s airports in the areas of safety, security, capacity enhancement, land acquisition, planning, economic development, and preservation.	Resurfacing – Resurfacing of pavements on the State Highway System and local roads as provided by state law.
Rail – Rail safety inspections, rail-highway grade crossing safety, acquisition of rail corridors, assistance in developing intercity and commuter rail service, and rehabilitation of rail facilities.	Bridge – Repair and replace deficient bridges on the State Highway System. Includes federal bridge funds which must be expended off the federal highway system (e.g., local bridges not on the State Highway System).
Intermodal Access – improving access to intermodal facilities, airports and seaports, and acquisition of associated rights of way.	Product Support – Planning and engineering required to “produce” FDOT products and services (i.e., each capacity program of safety resurfacing, and bridge programs).
Seaport Development – Funding for development of public deep-water port projects, such as security infrastructure and law enforcement measures, land acquisition, dredging, construction of storage facilities and terminals, and acquisition of container cranes and other equipment used in moving cargo and passengers	Operations & Maintenance (O&M) – Activities to support and maintain transportation infrastructure once it is constructed and in place. The Revenue Forecast includes projections of future FDOT expenditures for O&M on the State Highway System on the District level. Projections are not made on the MPO level because they would not serve any purpose.
Non-SIS Highways Construction & ROW – Construction, improvements, and associated right of way on State Highway System roadways not designated as part of the SIS. Also includes funding for the Economic Development Program, the County Incentive Grant Program, the Small County Road Assistance Program, and the Small County Outreach Program.	Administration and Other – Resources required to perform the fiscal, budget, personnel, executive direction, document reproduction, and contract functions. Also includes the Fixed Capital Outlay Program, which provides for the purchase, construction, and improvement of non-highway fixed assets (e.g., offices, maintenance yards).

Transit – Technical, operating, and capital assistance to transit, paratransit, and ridesharing systems.	
SUN Trail – FDOT is directed to make use of its expertise in efficiently providing transportation projects to develop a statewide system of paved non-motorized trails as a component of the Florida Greenways and Trails System (FGTS), which is planned by the Florida Department of Environmental Protection (FDEP).	

Guiding Principles

Guiding principles establish the foundation by which an organization or process will function. The principles listed below will be used to prepare the statewide revenue forecast. They set the standard of practice for how FDOT will identify and forecast financial resources that are reasonably expected to be available to plan and develop the transportation system.

Financial Integrity

Guiding Principle: FDOT Central Office will demonstrate financial integrity by exhibiting fiscal responsibility when estimating future revenues.

Financial integrity involves responsibly evaluating the probability of risks. As stewards of public money, it is prudent for both FDOT and the MPOs to balance both risk and reward when estimating future revenues. A complete financial plan should consider all potential resources realistically expected to be available under reasonable assumptions at the time of the estimate. Having a financially sound approach can help guard against future unknowns to the greatest extent possible.

Collaboration

Guiding Principle: FDOT Central Office will collaborate with the FDOT District MPO Liaisons and the MPOAC regarding the statewide revenue forecast.

Collaboration is a process where multiple individuals or groups work together to achieve a shared goal. Acknowledging the complex process of developing the statewide revenue forecast, FDOT works with the MPOAC and the MPOs to draft, discuss, and agree upon financial guidelines to ensure consistency in the preparation and use of the forecast. Input and acceptance by all parties (internal and external to FDOT) is important for success and acceptance. Therefore,

agreement on the financial guidelines early in the process helps to minimize the potential for misunderstanding or disagreement as the forecast is prepared.

Communication and Transparency

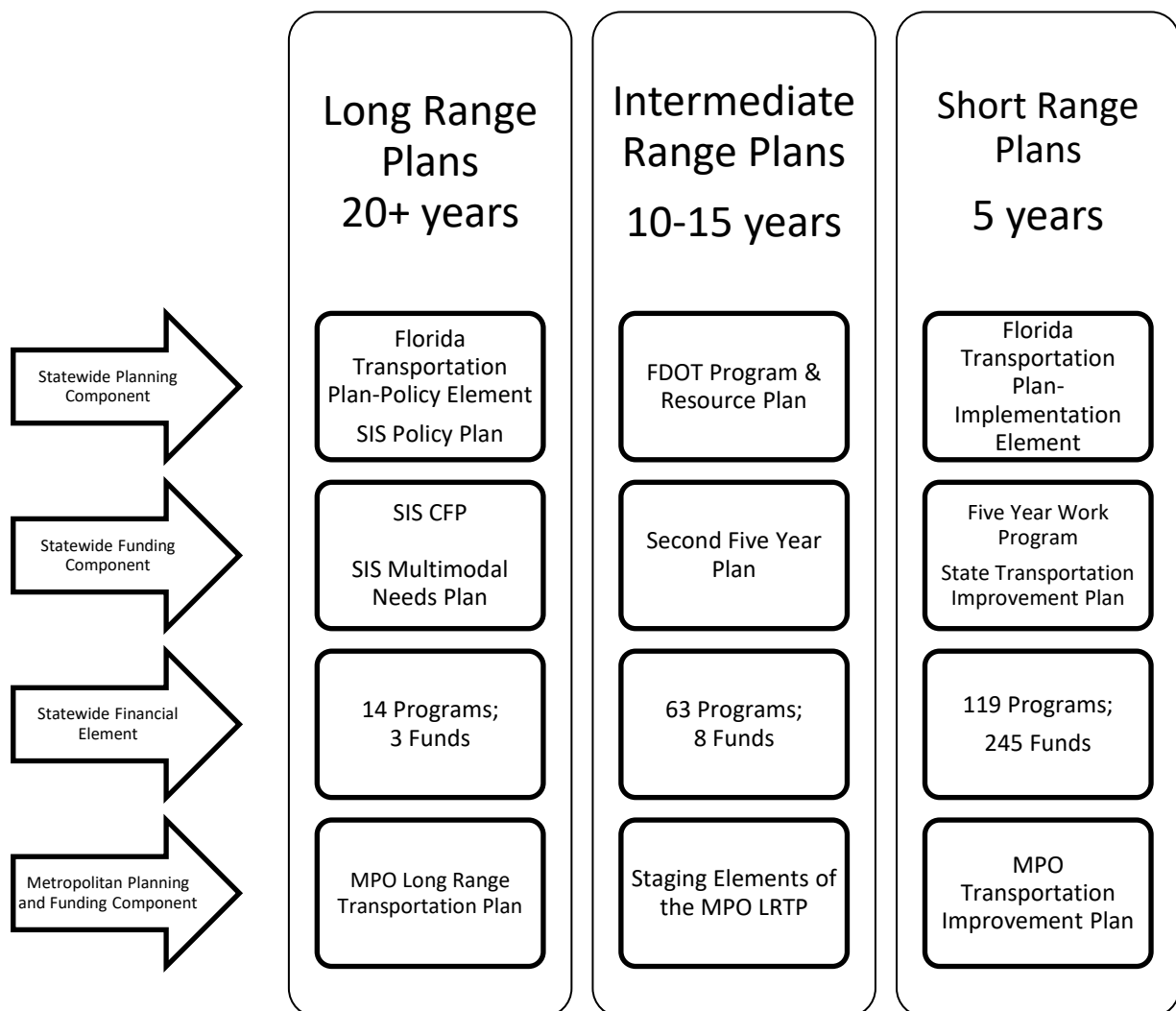
Guiding Principle: FDOT Central Office will communicate with the FDOT District MPO Liaisons and the MPOAC regarding the statewide revenue forecast.

Communication is the transfer of ideas and information among all parties. Communication is the key to FDOT, the MPOAC, and the MPOs making sound decisions to document assumptions on future revenue through the statewide revenue forecast. Throughout the process, it is the intent of FDOT to conduct frequent and thorough updates to encourage open and transparent dialog.

Financial Planning for Transportation

Financial planning for statewide and metropolitan transportation plans is typically required for three periods: long range (20 or more years), intermediate range (10-15 years), and short range (5 years). Figure 1 summarizes the three periods and the types of plans prepared at each stage. The specificity of these plans, including financial elements, varies in detail and implied accuracy. Assumptions, and the level of detail of underlying data, used in development of these three types of plans vary. These assumptions move from general (long range) to specific (short range) as information becomes available as shown below.

Figure 1 Summary of Planning Periods



The following describes the purpose and characteristics for long-, intermediate-, and short-range plans.

Long Range Plans

The purpose of long range plans is to set policy including vision, goals, objectives, and strategies. In some cases, it also identifies needed major improvements while preserving and maintaining prior investments. When improvements are identified, a determination should be made as to those that are “cost feasible”. Long range plans are updated every three to five years and are more general than intermediate and short range plans. They are based upon general assumptions and estimates, and can be affected as conditions change (e.g., changes in policy, technology, growth). Characteristics of long range plans typically include:

- Horizons of 20+ years where project plans are sometimes organized in stages (e.g., first five years, second five years);
- Planned public transportation improvements may not specify technologies or detailed access requirements and have general alignments, routes or coverage areas;
- Traffic operations improvements, including the use of Intelligent Transportation System (ITS) techniques, may be included as area-wide programs or multi-corridor programs; and
- System preservation activities such as roadway resurfacing, bridge rehabilitation and maintenance, if included, are treated as programs rather than site- or corridor-specific projects.

In the development of a long range plan, revenue and program forecasts are general in nature to encourage a variety of approaches and technologies to meet stated goals. Program forecasts differentiate only between major types of activities (e.g., capacity improvements for eligible modal programs, preservation programs, and support activities) that are sufficient to develop estimates. Revenue and program forecasts cover 20 or more years and can fluctuate from year to year. Estimates for one year or a few years are not produced because they can be misleading in such a short time frame.

Long range plans are broad guides to the makeup and management of the future transportation system. They do not offer the detail of the FDOT Five Year Work Program or the MPO's Transportation Improvement Program (TIP). Planned improvements and programs may have to be modified as more detailed information becomes available or as conditions change. Project cost estimates and descriptions – including the primary mode in a corridor or system – will change during project development activities. In addition, subsequent changes in revenue estimates, costs, program levels and laws and policies are likely to happen and may affect future 10-year plans such as the Program and Resource Plan (PRP) and shorter term plans such as the Work Program and TIPs. Ideally, these changes are monitored for the purpose of improving the long range planning process.

Long range planning happens at the state and regional/local level. The state carries out long range planning through regular updates of the Florida Transportation Plan (FTP), the Strategic Intermodal System (SIS) Policy Plan, statewide modal plans, the SIS Cost Feasible Plan (CFP), and the Multimodal Unfunded Needs Plan. MPOs document their long range planning efforts with the Long Range Transportation Plan (LRTP).

Types of Plans – State Level
<p>Florida Transportation Plan (FTP). The FTP is the single overarching statewide plan guiding Florida’s transportation future. It is a plan for all of Florida created by, and providing direction to the FDOT and all organizations that are involved in planning and managing Florida’s transportation system, including the MPOs. The FTP provides the policy framework for the department’s intermediate and short range plans including the Program and Resource Plan (PRP), legislative budget requests, and the Work Program.</p>
<p>SIS Policy Plan. The SIS Policy Plan is a primary emphasis of FTP implementation and aligns with the current FTP. The SIS Policy Plan establishes the policy framework for planning and managing Florida’s Strategic Intermodal System, the high priority network of transportation facilities important to the state’s economic competitiveness. The SIS Policy Plan details policy that focuses on capacity improvements and building a system. It provides guidance for decisions about which facilities are designated as part of the SIS, where future SIS investments should occur, and how to set priorities among these investments given limited funding.</p>
<p>SIS Cost Feasible Plan. The Cost Feasible Plan identifies projects on the SIS that are considered financially feasible during the next fifteen to twenty years based on current revenue forecasts. Projects in this plan could move forward into the Second Five (Years 6 through 10) as funds become available or backwards into the Unfunded Needs Plan if revenues fall short of projections.</p>
<p>Multimodal Needs Plan. The Unfunded Needs Plan identifies transportation projects on the SIS that help meet mobility needs, but where funding is not expected to be available during the time period of the SIS Cost Feasible Plan. Projects in the unfunded needs plan could move forward into the SIS Funding Strategy as funds become available.</p>
Type of Plans – Regional/Local Level
<p>Long Range Transportation Plan (LRTP). The MPO is responsible for developing a LRTP that addresses no less than a 20-year planning horizon. The LRTP encourages and promotes the safe and efficient management, operation, and development of a cost feasible intermodal transportation system. That system will serve the mobility needs of people and freight within and through urbanized areas of this state, while minimizing transportation-related fuel consumption and air pollution. The LRTP must include long-range and short-range strategies consistent with state and local goals and objectives.</p>

Intermediate Range Plans

The purpose of the intermediate range plans is to bridge the gap between long and short range plans given the timing of those two plans. They should show how progress will be made in attaining goals and objectives of the long range plan (e.g., resurfacing objectives). Characteristics include:

- Generally a 10 to 15 year time period
- Increased levels of specificity and detail (but less detail than a Work Program or TIP)
- May be updated each year

Intermediate range planning happens at the state and regional/local level. Intermediate range planning at the state level include production of the Program and Resource Plan (PRP) and the Second Five Year Plan. MPOs accomplish intermediate range planning by updating the staging elements (e.g., highest priority projects for the first 10 or 15 years) of their long range plans.

Types of Plans – State Level
Program and Resource Plan (PRP). The PRP addresses a ten year period. It includes estimates of funding and program accomplishments for over 60 categories of activities (programs or subprograms). Revenue forecasts for these years are developed for four categories of federal funds and four categories of state funds, but specific projects are not identified. Planned program and subprogram levels may have to be modified over time as more detailed information becomes available or as conditions change, including the results of analyses of performance from carrying out previous work programs. FDOT assesses these changes during the annual update and extension of the PRP.
Second (2nd) Five Year Plan. The 2 nd Five Year Plan illustrates SIS projects that are scheduled to be funded in the five years following the Tentative Work Program (Years 6 through 10). This plan is developed during the FDOT work program development cycle in the same manner as the Tentative Work Program. Upon annual commencement of the FDOT work program development cycle, the first year of the previous 2nd Five-Year Plan becomes the new fifth year of the Tentative Work Program and the 2nd Five-Year Plan is shifted accordingly. An Approved plan is published for public consumption typically in the fall following the publication of the Adopted Five-Year Work Program.
Types of Plans – Regional/Local Level
Staging elements of the LRTP. As part of drafting the LRTP, the MPO develops a Cost Feasible Plan (CFP) to identify projects for funding by establishing need, defining funding limits, and identifying projects in the Needs Assessment. Projects are evaluated based on project selection criteria that scores a project’s benefits and impacts. Within the CFP, the MPO stages projects to be funded based on evaluation criteria and the revenues generally expected to be available during the planning period. The staging of projects should account for limitations in the use of various revenue sources as well as prior investment and commitments to be consistent with the streams of funding from various programs.

Transit Development Plans. TDPs are required for grant program recipients in the Public Transit Block Grant Program, Section 341.052, F.S. A TDP shall be the provider's planning, development, and operational guidance document, based on a ten-year planning horizon and covers the year for which funding is sought and the nine subsequent years. A TDP or an annual update is used in developing the Department's five-year Work Program, the Transportation Improvement Program, and the Department's Program and Resource Plan. It is formally adopted by a provider's governing body, and requires a major update every five years. Technical assistance in preparing TDPs is available from the Department. Specific requirements can be found in Rule 14-73, Florida Administrative Code.

Short Range Plans

The purpose of short range plans – usually called programs – is to identify specific types of work (e.g., planning, engineering, construction) and specific funding (e.g., FDOT fund codes) for projects and programs. They should contain activities that will make progress in attaining goals and objectives of the FTP. Characteristics include:

- Time period of 3-5 years
- Most exact of the three types of planning
- Based on specific assumptions and detailed estimates
- May not be dramatically affected by changed conditions (e.g., adopted projects and programs are intended to be commitments, but may change in extraordinary circumstances).

Short range planning also happens at both the state and regional/local level. The state performs short range planning through production of the Work Program and the State Transportation Improvement Program (STIP). MPOs accomplish short range planning through production of their Transportation Improvement Program (TIP).

Types of Programs – State Level

Adopted Five Year Work Program. The Department's Five Year Work Program addresses project and program funding for the next five fiscal years. It includes detailed information for almost 120 programs and numerous job types, systems, phases, and more than 245 fund categories ("fund codes"). They all have strict eligibility criteria. Changes to the adopted Five Year Work Program are discouraged, but may be required because of revisions to revenue estimates, cost estimates or schedules, or changes in FDOT and MPO priorities. The Work Program is updated and extended each year as part of the Work Program development process.

State Transportation Improvement Program (STIP). The STIP is a federally mandated document including a list of projects planned with federal participation in the next four fiscal years. Although the STIP is approved annually by FHWA at the beginning of each federal fiscal year (October 1st), FHWA allows FDOT to report these four years on a state fiscal year basis (July 1 thru June 30). This is because the report is based upon the same projects that are listed

in the first four years of FDOT's Adopted Five Year Work Program. The STIP and the MPOs TIP must be consistent.

Types of Programs – Regional/Local Level

Transportation Improvement Program (TIP). The TIP is required by state and federal law. It is a prioritized listing/program of transportation projects, covering a period of five years. The TIP is developed and formally adopted by a MPO as part of the metropolitan transportation planning process, consistent with the long range transportation plan. It is developed in cooperation with the Department and public transit operators.

Evaluating the Process of Revenue Forecasting

The measures shown below are quantifiable indicators used to assess progress toward a desired objective. FDOT desires to assess timeliness, level of customer service, frequency, and productivity regarding the production, distribution, and usage of the statewide revenue forecast. This evaluation of the management and planning process demonstrates transparency and accountability both internally among FDOT offices and externally among the MPOAC and the MPOs.

Timeliness: Adherence to schedule

Objective: Produce a timely and accurate forecast to assist the MPO partners in preparation of their long range plans. Timely data is beneficial to producing useful and reliable documents.

Measure: Provide metropolitan level revenue forecast to the MPOs in advance of the next LRTP update cycle.

Target: Within 17 months of first LRTP due in 2019.

Customer Service: Outreach to MPOs

Objective: Ensure the information contained in the revenue forecast is explained and understood based on agreed upon parameters for production. This understanding comes through outreach to partners and assurance that all partners are invited and accommodations are made for participation. This approach to customer service and communication promotes transparency and accountability in the process.

Measure: The number of MPO representatives at the statewide teleconference.

Target: At least one from each MPO.

Measure: Conduct follow up calls to districts and MPOs as requested to obtain feedback on information and explanation provided at the statewide teleconference.

Target: Complete all that are requested.

Measure: Conduct information sessions to MPOs as requested to provide assistance and resources as needed.

Target: Complete all that are requested.

Frequency: Review of financial information

Objective: Provide current financial information as available. FDOT will monitor changes in economic conditions as well as remain closely aligned to the financial information reported by the Revenue Estimating Conference (REC). FDOT will meet with the MPOs as needed to understand the feedback they receive on draft LRTPs concerning the revenue forecast and its relevance to the current economic conditions. FDOT will consider adjustments to the statewide revenue forecast on a periodic basis, if warranted, to determine if a revised revenue forecast is needed for MPOs over the staggered adoption schedule. The current adoption schedule is provided in Table 2.

Measure: Review the statewide revenue forecast to evaluate potential impacts of any change in the financial outlook and update, if needed and when feasible, to ensure relevant and current financial information is being reported.

Target: Evaluate annually

Productivity: Usefulness of document

Objective: Provide financial information that is useful in preparation of long range plan documentation. This is fostered through continuous conversations with the MPOAC and the individual MPOs so that all parties feel ownership in the process.

Measure: The number of MPOs using the statewide revenue forecast as part of the LRTP update process.

Target: 27

Measure: The number of MPOs responding positively concerning the usefulness of the revenue forecast information.

Target: 27

Table 2 LRTP Adoption Schedule

MPO	LRTP Adoption Date Within Current Update Cycle	LRTP Adoption Date Within Next Update Cycle
Palm Beach MPO	10/16/2014	10/16/2019
Miami-Dade Urbanized MPO	10/23/2014	10/23/2019
Hillsborough County MPO	11/12/2014	11/12/2019
North Florida TPO	11/13/2014	11/13/2019
Hernando-Citrus MPO	12/9/2014	12/9/2019
Pinellas County MPO	12/10/2014	12/10/2019
Broward MPO	12/11/2014	12/11/2019
Pasco County MPO	12/11/2014	12/11/2019
River to Sea TPO	9/23/2015	9/23/2020
Gainesville MTPO	10/5/2015	10/5/2020
Charlotte-Punta Gorda MPO	10/5/2015	10/5/2020
Space Coast TPO	10/8/2015	10/8/2020
Florida Alabama TPO	11/3/2015	11/3/2020
Capital Region TPA	11/16/2015	11/16/2020
Ocala-Marion County TPO	11/24/2015	11/24/2020
St. Lucie TPO	12/2/2015	2/3/2021
METROPLAN	12/9/2015	12/9/2020
Lake Sumter MPO	12/9/2015	12/9/2020
Indian River County MPO	12/9/2015	12/9/2020
Polk TPO	12/10/2015	12/10/2020
Collier MPO	12/11/2015	12/11/2020
Martin MPO	12/14/2015	12/14/2020
Sarasota-Manatee MPO	12/14/2015	12/14/2020
Lee MPO	12/18/2015	12/18/2020
Heartland Regional TPO	3/16/2016	3/16/2021
Bay County TPO	7/27/2016	6/22/2021
Okaloosa Walton TPO	3/15/2017	2/16/2022

Timeline for Planning and Conducting the Revenue Forecast

The steps below outline the general timeline for planning and conducting the revenue forecast.

Process Step	M/W/Ds from Workshop*	Estimated Dates	Responsible Party	Date Completed
2016				
Kickoff revenue forecast process with FDOT Central Office	27.5 M	Mid Feb	Martin Markovich	Mid Feb
Begin drafting <i>Revenue Forecast Guidebook</i>	27.5 M	Mid Feb	Regina Colson	Mid Feb
Identify changes in process as a result of FAST Act	26.5 M	Mid Mar	Martin Markovich	Mid Mar
Finalize Revenue Forecast Guidebook	22 M	End Jul	OPP	Jan 2018
Begin developing <i>Financial Guidelines for MPO Long Range Plans</i>	21.5 M	Mid Aug	MPOAC	Mid Aug
Initiate discussion with MPOAC Policy and Technical Committee on financial guidelines at scheduled meeting	17.5 M	Mid Dec	Regina Colson Martin Markovich	Mid Dec
2017				
MPOAC Board meeting in Sunrise Florida; present outcomes from discussion with MPOAC Policy & Technical Committee on financial guidelines	16.5 M	Jan 26 th	Carmen Monroy	Jan 26 th
Meeting of Revenue Subcommittee	15.5 M	Feb 10	Regina Colson Martin Markovich	Feb 10
Finalize discussions with SPO regarding SIS Cost Feasible Plan	14 M	End Mar	Martin Markovich	End Mar
Review draft <i>Financial Guidelines for MPO Long Range Plans</i> at scheduled meeting	13 M	End Apr	MPOAC	End Apr
Draft revenue forecast information and training materials for MPOs	13 M	End Apr	Martin Markovich	End Apr
Update list of FDOT District MPO Liaison contacts for revenue forecast purposes	1 Y	End May	Alex Gramovot	End May
Establish and document policies for revenues from Managed Lane networks and other P3s	10.5 M	Early Jul	Leon Corbett	Early Jul
Finalize financial guidelines methodology	10.5 M	Mid Jul	MPOAC	Deferred
Receive LRTP Revenue Forecast PRP from OWPB	10.5 M	Mid Jul	Tammy Rackley	Mid Jul
Review LRTP Revenue Forecast PRP; establish program to finalize revenue estimates	9.5 M	Mid Aug	Martin Markovich	Mid Aug
Secure final MPOAC approval of <i>Financial Guidelines for MPO Long Range Plans</i> at scheduled meeting	7.5 M	Mid Nov	MPOAC	Deferred
Finalize forecast methodology	7 M	End Oct	Martin Markovich	End Oct

Process Step	M/W/Ds from Workshop*	Estimated Dates	Responsible Party	Date Completed
Receive and review most current REC results	5.5 M	Mid Dec	Martin Markovich	Mid Dec
Perform data reduction to consolidate, collapse, and organize the revenue forecast	5.5 M	Mid Dec	Martin Markovich	Mid Dec

* Approximate months, weeks, or days from Revenue Forecast Workshop (May 2018); “+” means after Workshop

Process Step	M/W/Ds from Workshop*	Estimated Dates	Responsible Party	Date Completed
2018				
Policy Planning management reviews the draft revenue forecast	5 M	Early Jan		
Policy Planning staff finalizes the revenue forecast	5 M	Early Jan		
Finalize revenue forecast information and training materials	4.5 M	Mid Jan		
Transmit highway revenue forecast information to SPO	4.5 M	Mid Jan		
Provide training to districts on how to prepare forecast information for MPO	3 M	End Feb		
Receive and review the Tentative Work Program	3 M	Early Mar		
Receive and review CFP from SPO	2.5 M	Mid Mar		
Transmit CFP to districts for distribution to MPOs	2.5 M	Mid Mar		
Transmit metropolitan estimates to districts for review and comment	2.5 M	Mid Mar		
Transmit all draft revenue forecast information to districts including spreadsheets, final guidebook, and PPT	2 M	End Mar		
Follow up teleconference with FDOT District MPO Liaisons	7 W	Early Apr		
Transmit final spreadsheet and other materials to FDOT District MPO Liaisons	6 W	April 11		
Finalize meeting room, videoconference equipment, etc. with central office and district offices	1 M	April 23		
Transmit custom spreadsheets, guidebook and PPT to MPOs	1 W	May 16		
Conduct statewide video conference (approximately 17 months before first LRTP is due)	0	May 23		

Process Step	M/W/Ds from Workshop*	Estimated Dates	Responsible Party	Date Completed
Follow up meetings with FDOT District MPO Liaisons and MPO staff to provide clarification, as needed	+1 M	End June		
Feedback sessions with FDOT District MPO Liaisons, as needed	+3-6 M	Sep-Dec		

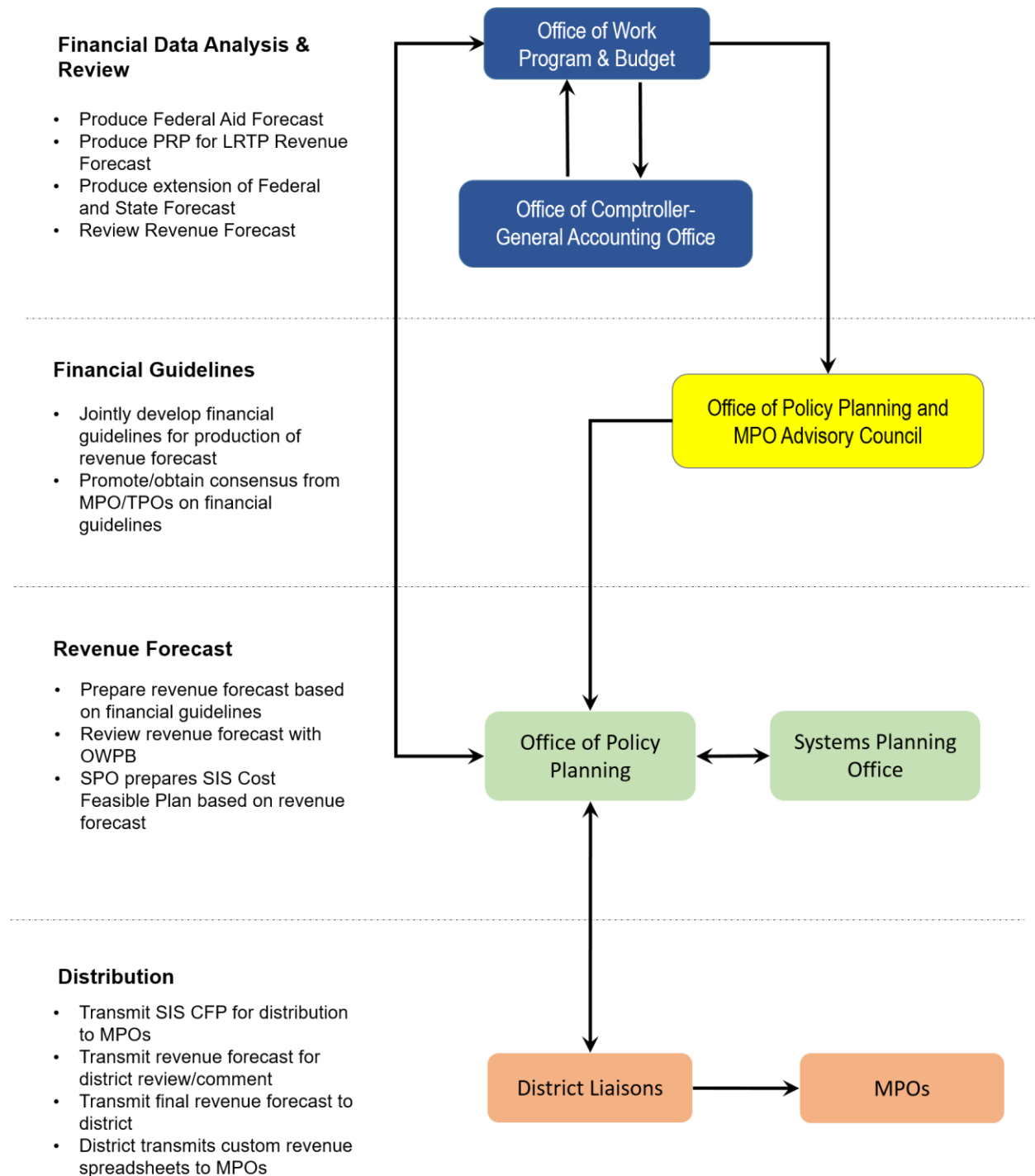
Revenue Forecast Process

As part of assisting with the updates of all 27 metropolitan long range transportation plans, FDOT develops a long range revenue forecast. The forecast horizon is agreed upon by FDOT and the MPOAC. The forecast reflects changes in state revenue since the previous forecast approximately five years prior. The revenue forecast includes estimates through the agreed upon horizon year to provide all MPOs projections concerning state and federal funds that are expected to be included in the FDOT Work Program. The statewide forecast provides consistency and a basis for financial planning across all 27 MPOs. This section provides an overview of roles and responsibilities and details the methodology for producing the revenue forecast.

Overview of Roles and Responsibilities

Production of the statewide revenue forecast involves multiple offices within FDOT and a variety of responsibilities within each office. It also involves communication and collaboration with the MPOAC and the 27 MPOs who represent a diverse arrangement of local and regional entities. The flow of information from each office and entity, as shown in Figure 2, is key to producing an accurate and timely revenue forecast.

Figure 2 Flow of Information for the Revenue Forecast



The roles and responsibilities for each office and entity, as it relates to the statewide revenue forecasting process, are summarized in Table 3.

Table 3 Overview of Roles and Responsibilities for the Revenue Forecast Process

Key Roles	Responsibilities
<p><u>Intermodal System Development, Office of Policy Planning</u></p> <ul style="list-style-type: none"> • Director • Economist • Demographics Coordinator • Public Transportation Manager 	<p>This office develops, documents, and monitors the statewide and metropolitan planning processes including production of a statewide revenue forecast for statewide and metropolitan long range planning.</p>
<p><u>Office of Work Program and Budget (OWPB)</u></p> <ul style="list-style-type: none"> • Program and Resource Allocation Supervisor • Program Plan Supervisor • Finance, Program, and Resource Allocation Manager 	<p>This office allocates and manages the resources available to the Department for transportation programs in a manner which is consistent with the Florida Transportation Plan, Florida Statutes, and the mission and vision of the Department.</p>
<p><u>Office of Comptroller-General Accounting Office (OOC-GAO)</u></p> <ul style="list-style-type: none"> • Transportation Revenue Coordinator • Project Finance Manager 	<p>This office represents the Department at Revenue Estimating Conferences; completes monthly and annual statistical reports to the Federal Highway Administration, and prepares annual updates of the Transportation Tax Source Primer, Transportation Funding Sources presentation, and Bond Finance Update Report. The Project Finance Manager projects surplus toll revenue and transit funding for Managed Lane facilities that have been in service for 5 years or more.</p>
<p><u>Intermodal System Development, Systems Implementation Office (SPO)</u></p> <ul style="list-style-type: none"> • SIS Implementation Manager • SIS Statewide Coordinator 	<p>This office implements the Strategic Intermodal System (SIS) through the development of the SIS Needs Plan, Cost Feasible Plan, Second Five Year Plan, and the Work Program.</p>

<u>FDOT District MPO Liaisons</u>	
<ul style="list-style-type: none"> • FDOT District MPO Liaisons 	The District offices work with the MPOs in their respective districts to coordinate through the cooperative planning efforts of the MPOs and the FDOT District offices.
<u>Metropolitan Planning Organization Advisory Council (MPOAC)</u>	
<ul style="list-style-type: none"> • Executive Director 	This council provides statewide transportation planning and policy support to augment the role of individual MPOs in the cooperative transportation planning process. The MPOAC assists MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion.
<u>MPOAC - Policy and Technical Subcommittee</u>	
<ul style="list-style-type: none"> • Chair • Subcommittee members 	This subcommittee annually prepares legislative policy positions and develops initiatives to be advanced during Florida's legislative session.
<u>Metropolitan Planning Organizations (MPO)</u>	
<ul style="list-style-type: none"> • Staff Director • MPO Staff 	These organizations are made up of local elected and appointed officials responsible for developing, in cooperation with the state and public transportation operators, transportation plans and programs including the long range transportation plan (LRTP). The staff of these organizations are users of the SIS Cost Feasible Plan and the metropolitan estimates.

Methodology for Developing the Revenue Forecast Preparation of the revenue forecast involves multiple offices and occurs over a period of approximately 17-18 months. The offices involved are listed below:

The following steps take place to prepare the revenue forecast (major milestones are called out):

Phase 1 – Office of Policy Planning

- The Office of Policy Planning discusses the update of the *Financial Guidelines for MPO Long Range Plans* with the MPOAC Executive Director and MPOs approximately 17-18 months before the revenue forecast is due. This document outlines the agreed upon guidance for defining and report needs, financial reporting for cost feasible long range plans, revenue

estimates, and developing project costs. It also identifies the agreed upon horizon year and planning time periods.

- The Office of Policy Planning Economist meets with the Systems Implementation Office (SPO) to discuss timing of the revenue forecast for use in the SIS Cost Feasible Plan.
- The Office of Policy Planning, in consultation with the MPOAC and MPOs, finalizes the *Financial Guidelines for MPO Long Range Plans*.

Phase 2 – Offices of Finance and Administration

- Using the financial information provided to the states through the current federal authorization act (currently the FAST Act), the Office of Work Program and Budget (OWPB), Program and Resource Allocation Supervisor develops the FDOT Federal Aid Forecast. This forecast uses the inflation factors provided in the current federal authorization act through the life of the act (currently through FY 2020). OWPB calculates a projection of federal funding for Florida for several years beyond the end of the current federal authorization. The timeframe for the FDOT Federal Aid Forecast is the same as the Program and Resource Plan, generally a period of 11 years. This forecast is provided to the Office of the FDOT Comptroller-General Accounting Office (OOC-GAO) Transportation Revenue Coordinator.
- The OOC-GAO Transportation Revenue Coordinator develops a forecast of state revenues as input to the Transportation Revenue Estimating Conference (REC) and the Highway Safety REC. When preparing this forecast, FDOT assumes current law and administrative practices will remain in effect. The current year forecast is adjusted based on this observation and the historical proportion the data represents the total annual amount. FDOT uses forecasted growth in population, households (total number and average size), net migration, income, total tourism, air tourism, new vehicles sales, fuel prices, average vehicle mileage, and construction expenditures as its assumptions depending on the tax sources.
- All or part of the FDOT forecast may be included in the official forecast adopted by the conference principals, which then becomes the State Revenue Forecast (note: different from FDOT's statewide revenue forecast produced for the MPOs). FDOT also receives documentary stamp revenue forecasted at the General REC.
- Because the REC and Federal Aid forecasts only go out 10-11 years, the OOC-GAO Transportation Revenue Coordinator creates the State Transportation Trust Fund forecast. OOC-GAO extrapolates the federal and state 10-year forecasts out to the horizon year agreed upon by FDOT and the MPOAC using the following steps:
 - For the long range federal forecast, the Federal Aid Forecast discussed above is used and the rate held constant out to the horizon year. At this time, the projection is held constant in year of expenditure terms from the last year of the current act (FY 2020). With an expectation of future inflation, this projection means that Federal Aid will slowly decline in real terms.

- For the state forecast, the growth trend in years 6-10 are used and held constant out to the horizon year. Adjustments are made for fee revenue that does not change (flat fees).
- The OOC-GAO Transportation Revenue Coordinator prepares a spreadsheet to determine which revenues are exempt from inclusion in the public transportation allocation.
- The OOC-GAO Transportation Revenue Coordinator provides the State Transportation Trust Fund forecast to the OWPB, Program Plan Supervisor for use in creating the Revenue Forecast Program and Resource Plan (PRP). This document, prepared specifically for use in the LRTP Revenue Forecast process, begins with the tentative work program plus the new 'fifth' year and the next four years.

Note: The official tentative work program is due to the Governor and Legislature two weeks after the start date of legislative session. This tentative work program is the desired file to use in drafting the LRTP Revenue Forecast PRP. However, much depends on the timing of the REC cycle and the legislative session that year. The financial forecast resulting from the REC is used as the basis for the work program. Sometimes the tentative work program may be amended because of changes that are documented in the REC. It is important for the Office of Policy Planning to work closely with the Office of Work Program and Budget to ensure the most appropriate forecast with the understanding there is flexibility in the process.

- The OOC-GAO Project Finance Manager, after consulting with OPP, projects surplus toll revenue and transit funding for Managed Lane facilities that have been in service for 5 years or more.
- The OWPB, Program Plan Supervisor organizes the extended PRP into a variety of files using the information from the OOC-GAO Transportation Revenue Coordinator. These files are arranged for:
 - Statewide
 - SIS
 - P3 (This information in this file is reported as programmed because the amounts have already been inflated.)
 - Statewide less SIS & P3
- The OWPB Program Plan Supervisor reviews the various plans with the OWPB Finance, Program and Resource Allocation Manager for quality control.

Phase 3 – Office of Policy Planning

- The extended PRP is sent to the Office of Policy Planning Economist for review to ensure the document follows current policy, is mathematically correct, and is financially reasonable. The Office of Policy Planning Economist discusses and resolves any issues with OWPB staff.
- The Office of Policy Planning Economist reviews the extended PRP for anomalies in the extended years. The Office of Policy Planning Economist researches the anomalies that exist and smooths the data. This technical function ensures data outliers do not skew the overall results.

Note: To ensure accuracy of the formulas and the worksheet mechanics used to calculate the forecast, a test run was performed in the year prior to when the official revenue forecast is due.

- The Office of Policy Planning Economist smooths the data from the extended PRP. This involves using revenues and expenditures from the Work Program, which includes complete data, to revise projected revenues and expenditures for the outer years, in this case FYs 2027-2045. It also involves smoothing dollar values to eliminate abrupt crashing or soaring. There is no reason to forecast major, abrupt changes in dollar values in the 2030s or 2040s.
- With the smoothed data from the PRP, the Office of Policy Planning Economist performs a data reduction process to:

Policy Planning performs data reduction process

 - Consolidate the numerous fund codes used by the FDOT into three major fund categories: Federal, State, and Turnpike
 - Federal funds include all federal aid that passes through the Work Program
 - Turnpike funds include planning projections of proceeds from Turnpike tolls, bonds sold for Turnpike activities, and concession revenues
 - State funds include the remaining state revenues, such as motor fuel taxes, motor vehicle fees, and right-of-way bonds
 - Collapse the FDOT's major programs into two categories: capacity and non-capacity.
 - Capacity programs are major FDOT programs that expand the capacity of Florida's transportation systems.
 - Non-capacity programs are remaining FDOT programs that are designed to support, operate, and maintain the state transportation system.
 - Break down the capacity program funds geographically by county based on statutory formula.

- Statutory formula gives a 50 percent weight to the county's population as enumerated by the most recent census and a 50 percent weight to the county's recent annual gas tax receipts.
- The Office of Policy Planning Economist, in consultation with Office of Policy Planning Director and other Office of Policy Planning staff, reviews and edits the revenue forecast as necessary to ensure accuracy.
- The Office of Policy Planning Economist finalizes the revenue forecast and prepares the worksheets for each county's share of the statewide estimate.
- The Office of Policy Planning Economist provides the SPO the revenue forecast for highways to be used in the SIS Cost Feasible Plan. The Office of Policy Planning and SPO meet as needed to discuss the revenue forecast results for highways.
- The Office of Policy Planning Economist receives and reviews the SIS Cost Feasible Plan from the SPO for reasonableness. The Office of Policy Planning Economist, in consultation with SPO, transmits the SIS Cost Feasible Plan to the FDOT District MPO Liaisons for distribution to the MPOs.
- The Office of Policy Planning Economist transmits the metropolitan estimates from the revenue forecast to the FDOT District MPO Liaisons for review and comment. Based on comment from FDOT District MPO Liaisons, the Office of Policy Planning Economist will adjust if necessary in consultation with the appropriate managers and offices.

Phase 4 – FDOT Districts and Office of Policy Planning

- Within a week of transmission of the SIS Cost Feasible Plan and the metropolitan estimates, Office of Policy Planning staff provides training to FDOT District MPO Liaisons on the SIS Cost Feasible Plan and the metropolitan estimates from the revenue forecast. The training will explain how the District staff should package the metropolitan estimates for their MPOs.
- The FDOT District MPO Liaisons transmit the final metropolitan estimates and updated Revenue Forecast Handbook to all MPOs.

FDOT transmits final estimates to MPOs.
- Within a week of transmission of the metropolitan estimates, the Office of Policy Planning staff in conjunction with the FDOT District MPO Liaisons and the MPOAC, conduct a statewide videoconference to review the agreed upon revenue forecast process and all materials distributed detailing the metropolitan estimates and the SIS Cost Feasible Plan.
- The Office of Policy Planning staff follows up with FDOT Districts and MPOs to offer meetings as needed to discuss specific details of individual metropolitan estimates.

Conduct statewide videoconference

Revenue Forecast Handbook for MPOs

The estimates and the guidance in this section were prepared by FDOT, based on a statewide estimate of revenues that fund the state transportation program, and are consistent with:

- “Financial Guidelines for MPO 2040 Long Range Plans” adopted by the Metropolitan Planning Organization Advisory Council (MPOAC) in 2012. Since the MPOAC Board has not adopted Financial Guidelines for the current LRTP cycle, FDOT is working with the previous adopted guidelines, which, with minor adjustments to time bands, are quite applicable to the current processing.
- “Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs”, adopted *Month Year*, prepared by the U. S. Department of Transportation, Federal Highway Administration in cooperation with the Federal Transit Administration.

This section documents how the Revenue Forecast is developed and provides guidance for using the forecast information in updating MPO plans. FDOT develops metropolitan estimates from the Revenue Forecast for certain capacity programs for each MPO. To be perfectly clear, it has never been FDOT policy to forecast estimates for specific fund codes in the Revenue Forecast, and it is not current FDOT policy. The metropolitan estimates are included in a separate document entitled “Supplement to the Revenue Forecast Handbook” prepared for each MPO. A separate report entitled *Appendix for the Metropolitan Long Range Plan* is prepared for each MPO to include in the documentation of its long range plan. Further guidance on use of these estimates is provided in the section, *Developing a Cost Feasible Plan*.

General Guidance on Using the Estimates

The metropolitan estimates are summarized into five fiscal year periods and a final 10-year period. For planning purposes, some flexibility should be allowed for estimates for these time periods (e.g., within 10 percent of the funds estimated for that period). However, for the LRTP to be fiscally constrained, it is required the total cost of all phases of planned projects for the entire forecast period not exceed the revenue estimates for each element or component of the plan.

When developing long range plans, MPOs are not legally required to use the same terminology used in the Department’s Revenue Forecast such as *Non-SIS Highways Construction & ROW*. However, MPOs should identify the metropolitan estimates from the forecast, the source of the revenues, and how these revenues are used in documentation of their plan updates.

MPOs are encouraged to document project costs and revenue estimates for their long range transportation plans for fiscal years 20xx-20xx. This will provide a common basis for analyses of finance issues (e.g., unmet transportation needs). Appendix C includes inflation factors and guidance for converting project costs estimates to *year of expenditure* dollars.

Metropolitan Estimates

This section describes the revenue forecast information concerning metropolitan estimates and the guidance for using this information. The metropolitan estimates are for planning purposes only and do not represent a state commitment for funding, either in total or in any 5-year time period.

Metropolitan estimates reflect the share of each state capacity program planned for the area. The estimates can be used to fund planned capacity improvements to major elements of the transportation system (e.g., highways, transit). FDOT will develop an appendix for MPO plans that identifies statewide funding estimates and objectives for non-capacity programs.

Statewide estimates for major state programs are based on current laws and policies. The major program categories used in the forecast are listed below.

Major Program Categories

Capacity Programs

Statewide

SIS Highways Construction & ROW
Aviation
Rail
Intermodal Access
Seaport Development
Non-SIS Highways Construction & ROW
Transit
Sun Trail

Non-Capacity Programs

Safety
Resurfacing
Bridge
Product Support
Operations & Maintenance
Administration

The forecast of funding levels for the Department's programs are developed based on the Program and Resource Plan. Annual estimates of funding levels through 2045 are based on federal and state laws and regulations and Department policies at the time the forecast is prepared. For example, statewide funding levels are established to accomplish the program objectives for resurfacing, routine maintenance, and bridge repair and replacement. These estimates are summarized to reflect the major program categories used in the 2045 Revenue Forecast.

Capacity Program Estimates

The FDOT Central Office prepares district and county estimates from the statewide forecast based on methods developed in consultation with MPOs, FDOT program managers, and district staff as shown in Table 4. Using this information prepared by the Central Office, District staff develops MPO estimates consistent with district and county shares of the statewide forecast, adjusting as needed to account for issues such as differences between metropolitan area boundaries, county boundaries or Transportation Management Area boundaries. The metropolitan estimates for each

MPO are included in a separate document, entitled “Supplement to the 2045 Revenue Forecast Handbook.”

Table 4 Methodology for Determining District and Metropolitan Estimates from the 2045 Revenue Forecast

Major Capacity Program Category	Methodology
SIS Highways Construction & ROW	Based on the 2045 SIS Highways Cost Feasible Plan and other sources. Funding estimates and projects to be provided to MPOs.
Non-SIS Highways Construction & ROW	Generally, distribute funding estimates by statutory formula. Also develop estimates for TMA (SU) and Transportation Alternatives funds in TMAs; those funds taken “off the top” before distributing remaining funds. Apprise MPOs that at least some portion of these funds can be planned for Transit. Develop “off system” estimates. SCOP and CIGP are also included here.
Transit	Use statutory formula to distribute funds to Districts and counties.
Aviation	Because the primary use of Aviation funds is for airside improvements not a part of MPO planning, develop only statewide estimates.
Rail	Because of uncertainties with long range passenger rail and absence of commitments to specific rail corridors, develop only statewide estimates.
Intermodal Access	The future of this program is not clear, given the creation of the SIS. As a result, develop only statewide estimates
Seaport Development	Statewide estimates only, the Florida Seaport Transportation Economic Development (FSTED) Council identifies projects eligible for funding.
SUN Trail	Statewide there is a \$25 million annual allocation from the redistribution of new vehicle tag revenues. FDOT uses the State Transportation Trust Fund (STTF) to develop a statewide system of nonmotorized, paved trails for bicyclists and pedestrians as a component of the Florida Greenways and Trails System (FGTS).
Operations and Maintenance Estimates	Develop district-wide estimates of funding for Resurfacing, Bridge and Operations & Maintenance programs and provide to MPOs, per agreement between FDOT and FHWA Division Office related to reporting Operations and Maintenance estimates for the State Highway System in MPO LRTPs.

Statewide Capacity Programs

FDOT is taking the lead in identifying planned projects and programs funded by the following major programs: SIS Highways Construction & ROW, Aviation, Rail, Seaport Development and Intermodal Access. SIS Highways Construction & ROW projects and revenues are identified in the SIS Cost Feasible Plan and are provided to MPOs with the other elements of the revenue forecast. The SIS Cost Feasible Plan includes all roads on the Strategic Intermodal System including connectors between SIS corridors and SIS hubs. These estimates are for planning purposes and do not represent a commitment of FDOT funding. It should be noted that FDOT continues to work with modal partners to identify aviation, rail, seaport, and intermodal access projects beyond the years in the work program. However, FDOT and its partners have not been able to identify cost feasible projects beyond the work program sufficiently to include them in the SIS Cost Feasible Plan and therefore, in MPO cost feasible plans.

Other Capacity Programs

The Department requests that MPOs lead in the identification of planned projects and programs funded by the non-SIS Construction & ROW and Transit programs. MPOs may use the total funds estimated for these two programs to plan for the mix of public transportation and highway improvements that best meets the needs of their metropolitan areas. Since, the FDOT is responsible for meeting certain statutory requirements for public transportation funding, MPOs should provide the level of Transit Program funding for transit projects and programs.

Transportation Management Area (TMA) Funds

FDOT provides estimates of funds allocated for Transportation Management Areas, as defined by the U. S. Department of Transportation. They are the same as “SU” funds in the Five Year Work Program. MPOs should perform a thorough analysis of how these funds are to be reflected in their long range plan. The following is guidance for that analysis.

Planning for the Use of TMA Funds

MPOs eligible for TMA Funds are provided estimates of total TMA Funds. MPOs are encouraged to work with FDOT district programming and planning staff to determine how to reflect TMA Funds in the long range plan. Consideration should be given to:

- Programmed use of TMA Funds among the various categories in the FDOT revenue forecast. These include Non-SIS Highways Construction & ROW, Product Support (e.g., Planning, PD&E studies, Engineering Design, Construction Inspection, etc.), SIS Highways Construction & ROW, Transit.
- Planned use of TMA Funds based on policies regarding the planned use of funds through the long range plan horizon year.
- Clear articulation in the long range plan documentation of the policies regarding the use of TMA funds, and estimates of TMA funds planned for each major program and time period.

Transportation Alternatives (TA) Funds

FDOT provides estimates of funds for Transportation Alternatives, as defined by MAP-21, to assist MPOs in developing their plans. Estimates of Transportation Alternatives funds allocated for TMAs (i.e., “TALU” funds) are provided to each TMA.

Estimates of funds for areas with populations under 200,000 (i.e., TALL funds) and for any area of the state (i.e., TALT funds) are also provided to MPOs. MPOs may desire to include projects funded with TALL or TALT funds in the long range transportation plan. If so, the MPO should identify such projects as “illustrative projects” in its plan.

Funds for Off-System Roads

The Department estimates the amount of funds that may be used off-system which are funds that could be used for planned programs or projects on roads that are not on the State Highway System (i.e., roads owned by counties and municipalities). “Off-System” funds are included in the non-SIS Construction & ROW program estimates, which are comprised of federal and state funds. **By law, state funds cannot be used for highway improvements not on the State Highway System, except to match federal aid or for SIS connectors owned by local governments or for other approved programs which could include projects not on the SHS such as SCOP and CIGP.** Federal funds included in the Non-SIS Highways program estimates may be used anywhere except for roads that are functionally classified as local or rural minor collectors, unless such roads were on the federal-aid system as of January 1, 1991.

All estimates of TMA funds (see above) may be used on off-system roads. The following is guidance for estimating other federal funds that can be used for off-system roads:

- MPOs in TMAs can assume all estimated TMA funds and 10% of the FDOT estimates of Non-SIS Highways Construction & ROW funds can be used for “Off-System” roads.
- MPOs that are not in TMAs can assume that 15% of Construction & ROW funds provided by FDOT can be used for “Off-System” roads.

Preliminary Engineering Estimates

MPOs are encouraged to include estimates for key pre-construction phases in the LRTP, namely for Project Development and Environmental (PD&E) studies and Engineering Design.

FDOT has included sufficient funding for these and other Product Support activities to produce the construction levels in the 2045 Revenue Forecast. Costs for these phases for SIS highways will be provided to MPOs in the 2045 SIS Highways Cost Feasible Plan. For projects funded with the revenue estimates for Non-SIS Highways Construction & ROW Funds provided by FDOT, MPOs can assume that the equivalent of 22 percent of those estimated funds will be available from the statewide Product Support estimates for PD&E and Engineering Design. Note: these funds are in addition to the estimates for Non-SIS Highways Construction & ROW funds provided to MPOs. MPOs should document these assumptions.

For example, if the estimate for Construction & ROW in a 5-year period is \$10 million, the MPO can assume that an additional \$2.2 million will be available for PD&E and Design in the 5-year period from FDOT Product Support estimates. If planned PD&E and Design phases use TMA funds, the amounts should be part of (i.e., not in addition to) estimates of TMA funds provided to MPOs.

The Department encourages MPOs to combine PD&E and Design phases into Preliminary Engineering in LRTP documentation. Boxed funds can be used to finance Preliminary Engineering; however, the specific projects using the boxed funds should be listed, or described in bulk in the LRTP (i.e., Preliminary Engineering for projects in Fiscal Years 2027-2045).

Additional State Revenues

It is well known that State of Florida gas tax revenues and fees are a primary source of funding the State Transportation Trust Fund (STTF).

Doc stamp taxes dedicated to the STTF have fluctuated because of volatility in the Florida real estate market and complex provisions in the law governing this major source of Florida revenues. Recent years have been characterized by recovery in the real estate market, and the projections of the transportation Revenue Estimating Conference (REC) indicate continued growth in this source of funding. However, state law provides for a cap of \$541.75 million per year on doc stamp taxes that can be allocated to the STTF. If growth continues as projected, this cap is estimated to be reached sometime in the next 10-15 years.

The following information regarding transportation proceeds from doc stamp taxes, fuel use tax fees, rental car surcharges and Motor Vehicle License fees is useful for planning of these funds in metropolitan LRTPs. None of these funds are specifically allocated on the County or MPO levels. Therefore, most categories of funding should not be used for funding constrained projects within LRTPs.²

Small County Outreach Program (SCOP)

Annually, 10% of the doc stamp transportation proceeds is allocated to this program for transportation projects in small counties and small cities. These allocations are made based on population as prescribed in law. The 2045 Revenue Forecast assumes these funds will not be available for projects in metropolitan areas. Other funding sources may include local option gas tax. *Additionally*, under provisions added to law in 2015, 5% of initial Motor Vehicle License fees is allocated to the SCOP.

New Starts Transit Program

Annually, 10% of FDOT doc stamp funds are applied to the Florida New Starts Program. State eligibility requires that:

² Funds allocated to the SIS are a somewhat different case. SIS projects are identified by FDOT, and they must be included in the LRTP in order to advance toward construction.

- Project must be a fixed-guideway rail transit system or extension, or bus rapid transit system operating primarily on a dedicated transit right of way;
- Project must support local plans to direct growth where desired;
- State funding limited to up to 50% of non-federal share;
- Local funding is required to at least match state contribution and be dedicated to the project; and
- Eligible phases are final design, right of way acquisition, construction, procurement of equipment, etc.

MPOs may desire to include projects partially funded with statewide New Starts funds in the long range transportation plan. Any commitment of these funds by FDOT should be documented in the LRTP. Otherwise, the MPO should identify such projects as “illustrative projects” in its plan along with, at a minimum, the following information:

- Description of the project and estimated costs;
- Assumptions related to the amount of statewide New Starts funding for the project; and
- Assumptions related to the share and amount of non-State matching funds for the project (federal and local) and the likelihood such funding will be available as planned.

MPOs should work with their district office in developing and documenting this information.

Strategic Intermodal System

After allocations to the Small County Outreach Program and the New Starts Transit Program, 75% of the remaining Documentary Stamp tax funds are allocated annually for the SIS. Additionally, at least 20.6% of initial Motor Vehicle License fees is allocated to the SIS. Section 339.61(1) requires \$60 million to the SIS. FDOT will plan for these funds as part of the SIS Cost Feasible Plan, which provides funding and project information to MPOs.

Transportation Regional Incentive Program (TRIP)

After allocations to the Small County Outreach Program and the New Starts Transit Program, 25% of the remaining documentary stamp tax funds are allocated annually to TRIP. Additionally, 6.9% of initial Motor Vehicle License fees is allocated to TRIP. Of the doc stamp funds allocated to TRIP, the first \$60 million are apportioned annually to the Florida Rail Enterprise. The purpose of TRIP is to encourage regional planning by providing state matching funds for improvements to regionally significant transportation facilities identified and prioritized by regional partners. TRIP funds are distributed to the FDOT Districts based on a statutory formula of equal parts population and fuel tax collections. Table 5 outlines TRIP requirements in Florida law. MPOs are provided estimates of TRIP funds. TRIP will fund up to 50 percent of eligible project costs.

MPOs may desire to include projects partially funded with TRIP funds in the long range transportation plan. If so, the MPO should identify such projects as “illustrative projects” in its plan along with, at a minimum, the following information:

- Status of regional transportation planning in the affected MPO area, including eligibility for TRIP funding;
- Description of the project and estimated costs;
- Assumptions related to the share and amount of district TRIP funding for the project; and
- Assumptions related to the share and amount of non-State matching funds for the project (federal and/or local) and the likelihood such funding will be available as planned.

MPOs should work with their district office in developing and documenting this information.

Table 5 TRIP Requirements in Florida Law (s. 339.155(4) and s. 339.2819, Florida Statutes)

<p>Projects to be funded with TRIP funds shall, at a minimum:</p> <ol style="list-style-type: none"> 1. Serve national, statewide, or regional functions and function as an integrated regional transportation system; 2. Be identified in the capital improvements element of a comprehensive plan that has been determined to be in compliance with Part II of Chapter 163, F. S. after July 1, 2005, and be in compliance with local government comprehensive plan policies relative to corridor management; 3. Be consistent with the Strategic Intermodal System Plan; and 4. Have a commitment for local, regional, or private financial matching funds as a percentage of the overall project cost.
<p>In allocating TRIP funds, priority will be given to projects that:</p> <ol style="list-style-type: none"> 1. Provide connectivity to the Strategic Intermodal System; 2. Support economic development and the movement of goods in rural areas of critical economic concern; 3. Are subject to a local ordinance that establishes corridor management techniques, including access management strategies, right-of-way acquisition and protection measures, appropriate land use strategies, zoning, and setback requirements for adjacent land uses; and 4. Improve connectivity between military installations and the Strategic Highway Network or the Strategic Rail Corridor Network.

SUN Trail

State law now provides that \$25 million of the annual initial Motor Vehicle License fees are allocated to the Florida Shared-Use Nonmotorized Trail Network (SUN Trail). This statewide network is being constructed by FDOT, and FDOT bears the primary responsibility for planning it. SUN Trail projects from the FDOT Work Program need to be included in MPO’s TIPs to advance. As such, these TIP projects would also be required for the LRTP. MPOs may wish to

include proposed, but not programmed, SUN Trail projects among the illustrative projects included in their LRTPs. Finally, MPOs may wish to highlight planned connections with SUN Trail stemming from other Bike/Ped projects, or from projects of any mode.

Non-Capacity Programs

Non-Capacity Programs refer to the FDOT programs designed to support and maintain the state transportation system including safety; resurfacing; bridge; product support; operations and maintenance; and administration. Consistent with the MPOAC Guidelines, FDOT and FHWA agreed the LRTP will meet FHWA expectations if it contains a summary of FDOT estimates to operate and maintain the State Highway System in the FDOT district in which the MPO is located. FDOT provides these estimates in the “Supplement to the 2045 Revenue Forecast Handbook.” FDOT also includes statewide funding for these programs in the forecast to meet statewide objectives as laid out in Florida Statute for operating and maintaining the State Highway System.

FDOT provides an “Appendix for the Long Range Metropolitan Plan” to MPOs to include in the documentation of their long range plans. The appendix is intended to provide the public with documentation of the state and federal financial issues related to each MPO plan and to facilitate reconciliation of statewide and metropolitan plans. The appendix will describe how the statewide 2045 Revenue Forecast was developed and identifies the metropolitan area’s share of the forecast’s capacity programs. In addition, the appendix includes the forecast’s statewide estimates for non-capacity programs, which are sufficient for meeting statewide objectives and program needs in all metropolitan and non-metropolitan areas. This appendix should accomplish the goal of ensuring that sufficient funding will be available to operate and maintain the state transportation system in metropolitan areas.

Other Funds

The Department makes certain expenditures that are not included in major programs discussed above. Expenditures include debt service and, where appropriate, reimbursements to local governments. These funds are not available for statewide or metropolitan system plans.

Other Transportation Revenue

Local government revenues such as taxes and fees; federal funds distributed directly to local governments; local or regional tolls play a critical role in providing local and regional transportation services and facilities. The Department does not have access to detailed information on local and regional revenue sources and forecasts of revenues expected from them. Information on many of those sources can be found in *Florida's Transportation Tax Sources: A Primer*³ and the *Local Government Financial Information Handbook*.⁴ The following is guidance to MPOs in the identification and forecasting of current revenue sources, potential new sources and the development of long range estimates.

Current Revenue Sources

Initially, MPOs should identify sources of local and regional revenues that have funded transportation improvements and services in recent years and are expected to continue. The following is a summary of sources potentially available.

Local Government Taxes and Fees

Local government sources include those that are dedicated for transportation purposes. In many areas they are supplemented by general revenues allocated to specific transportation programs (e.g., transit operating assistance may be provided from the general fund). Other sources are available for transportation if enacted by one or more local governments in the metropolitan area. Local government financial staff will have information on recent revenue levels, uses of funds, and trends.

State Imposed Motor Fuel Taxes

Florida law imposes per-gallon taxes on motor fuels and distributes the proceeds to local governments as follows: the Constitutional Fuel Tax (2 cents); the County Fuel Tax (1 cent); and the Municipal Fuel Tax (1 cent). The Constitutional Fuel Tax proceeds are first used to meet the debt service requirements on local bond issues backed by the tax proceeds. The remainder is credited to the counties' transportation trust funds. The County Fuel Tax receipts are distributed directly to counties. Municipal Fuel Tax proceeds are transferred to the Revenue Sharing Trust Fund for Municipalities, combined with other non-transportation revenues, and distributed to municipalities by statutory criteria. The Constitutional Fuel Tax may be used for the acquisition, construction, and maintenance of roads. The County Fuel Tax and Municipal Fuel Tax may be used for any legitimate transportation purpose. Estimated distributions of these sources can be found in the *Local Government Financial Information Handbook*.

³ *Florida's Transportation Tax Sources, A Primer*, is published annually by FDOT at:

<http://www.dot.state.fl.us/officeofcomptroller/pdf/GAO/RevManagement/Tax%20Primer.pdf>

⁴ *Local Government Financial Information Handbook*, is an annual publication of the Florida Legislature's Office of Economic and Demographic Research at <http://edr.state.fl.us/Content/local-government/reports/lgfih12.pdf>.

Local Option Motor Fuel Taxes

Local governments may levy up to 12 cents of local option fuel taxes pursuant to three types of levies. Recent proceeds from these optional motor fuel taxes for each county are contained in the *Local Government Financial Information Handbook*.

First, a tax of 1 to 6 cents on every gallon of motor and diesel fuel may be imposed by an ordinance adopted by the majority vote of the county commission or by countywide referendum for up to 30 years. However, this tax is imposed on diesel fuel in every county at the rate of 6 cents per gallon. These funds may be used for any legitimate county or municipal transportation purpose (e.g., public transportation operations and maintenance, road construction or reconstruction). In addition, small counties (i.e., less than 50,000 as of April 1, 1992) may use these funds for other infrastructure needs.

Second, a tax of 1 to 5 cents on every gallon of motor fuel sold may be imposed by a majority plus one vote of the county commission or by countywide referendum. These funds may be used for transportation purposes to meet the requirements of the capital improvement element of an adopted comprehensive plan. This includes roadway construction, reconstruction, or resurfacing, but excludes routine maintenance.

Third, a tax of 1 cent (often referred to as the Ninth-Cent Fuel Tax) on every gallon of motor and diesel fuel sold may be imposed. A county can impose the tax on motor fuel by an extraordinary vote of its board of commissioners or by referendum. However, this tax is imposed on all diesel fuel sold in every county. These funds may be used for any legitimate county or municipal transportation purpose (e.g., public transportation operations and maintenance, construction or reconstruction of roads).

Other Transportation-Related Sources

Examples of these sources include public transportation fares and other charges, toll revenues from local or regional expressway and/or bridge authorities, transportation impact fees, and other exactions. The use of, and levels of proceeds from, these sources varies significantly among metropolitan areas.

Property Taxes and Other General Revenue Sources

Most local governments finance some transportation facilities and/or services from their general fund. These revenue sources include property taxes, franchise or business taxes, and local government fees. Sources, funding process, and eligible services vary widely among local governments. Local government financial staff have information on recent revenue levels, uses of funds, trends, and other information needed by MPOs.

Discretionary Sales Surtaxes

A Charter County and Regional Transportation System Surtax of up to 1% may be levied by charter counties, counties that are consolidated with one or more municipalities, and counties within or under an interlocal agreement with a regional transportation or transit authority created under Chapter 343 or Chapter 349, subject to a referendum. These funds may be used for fixed

guideway rapid transit systems, including the cost of a countywide bus system that services the fixed guideway system. Proceeds may also be transferred to an expressway or transportation authority to operate and maintain a bus system, or construct and maintain roads or service the debt on bonds issued for that purpose.

A Local Government Infrastructure Surtax of either 0.5% or 1% may be levied for transportation and other purposes. The governing authority in each county may levy the tax by ordinance, subject to a successful referendum. In lieu of county action, municipalities representing the majority of the county population may adopt resolutions calling for countywide referendum on the issue and it will take effect if the referendum passes. The total levy for the Local Government Infrastructure Surtax and other discretionary surtaxes authorized by state law (for school construction, hospitals and other public purposes) cannot exceed 1%. See section 212.055, Florida Statutes, for more information on these discretionary sales surtaxes.

Federal Revenues

These are revenues from federal sources that are not included in the 2045 Revenue Forecast. Examples include federal assistance for aviation improvements and capital and operation assistance for transit systems. Potential sources distributed directly to local governments or authorities include revenue from the Federal Airport and Airway Trust Fund, the Federal Highway Trust Fund (Mass Transit Account), and the Federal General Fund.

Bond Proceeds

Local governments may choose to finance transportation and other infrastructure improvements with revenue or general obligation bonds. These types of local government bonds are often area wide and/or designed to fund programs (e.g., transportation, stormwater) and/or specific projects. Primarily for this reason, analyses of the potential use of this source should be undertaken separately from analyses of the use of bonds for toll facilities, where toll revenues from specific projects are used for project costs and debt repayment.

Other Current Sources

Other possible sources include private sector contributions or payments, such as proportionate share contributions. Often, these will be sources for specific projects or programs.

New Revenue Sources

Revenues from current sources have not been sufficient to meet transportation capacity, preservation, and operational needs in Florida's metropolitan areas. MPOs should examine the potential for new revenue sources that could be obtained to supplement current sources to meet those needs. This examination of each potential source should include analyses of:

- Authority (how sources are authorized in current state and/or local laws and ordinances);
- Estimates of proceeds through 20xx;
- Reliability of the estimates (e.g., amount, consistency); and
- Likelihood that the source will become available (e.g., the probability that the proceeds will be available to fund improvements, taking into account issues such as previous state

and/or local government legislative decisions, results of previous referenda, and commitments from decision makers).

Optional Sources Authorized by Current State Law

Communities in most metropolitan areas have not taken full advantage of some of the optional and discretionary transportation revenue sources authorized by current state law. These include the Ninth-Cent Fuel Tax, the full 11 cents available from the Local Option Fuel Tax, the Charter County and Regional Transportation System Surtax, and the Local Government Infrastructure Surtax. Where authorized, these sources are subject to either the approval of local governing bodies or referenda.

Innovative Financing Sources

Typically, these are other sources that are used in some local areas in Florida or other states, but are not used in a specific metropolitan area (e.g., toll facilities). Most require state and/or local government legislative authorization before they can be established.

In addition, state and/or federal law has authorized several transportation finance tools that can make additional funds available or accelerate the completion of needed projects. These tools are described in Appendix B, *Leveraging, Cash Flow and Other Transportation Finance Tools*.

Development of Revenue Estimates

MPOs should develop estimates through 2045 for each current or new revenue source. Typically, these will be annual estimates that should be summarized for longer time periods (e.g., 5 years) for plan development purposes. MPOs should consult with financial planning staff from local governments and service providers and consider the following issues.

Historical Data

Information should be obtained related to factors that may affect the revenue estimates, such as recent annual proceeds and growth rates. MPOs should consider forecasting methodologies that include the relationships of revenue growth rates to other factors (e.g., population growth, retail sales), to assist with revenue projections, particularly if little historical data exist or annual proceeds fluctuate significantly (e.g., proceeds from impact fees).

Adjustments for Inflation

Estimates of future revenue sources usually identify the value of money at the time it will be collected, sometimes referred to as *year of expenditure* or *current* dollars, and reflect future growth in revenue and inflation. If this is not the case, see Appendix C for factors used for adjusting revenue forecasts to “year of expenditure” dollars.

Use of Revenues for Maintenance and Operations

About 50 percent of state and federal revenues in the 2045 Revenue Forecast is planned for non-capacity state programs. The emphasis on non-capacity activities funded with local and regional

revenue sources may vary widely among metropolitan areas, but it is important to ensure that sufficient local funds are planned for maintenance and operations activities. Those revenues needed for non-capacity programs should not be considered to be available to fund capacity improvements.

Constraints on the Use of Revenues

MPOs should identify any constraints or restrictions that may apply to a revenue source for its use to fund multimodal transportation improvements. For example, federal and local transit operating assistance may be limited to transit services and cannot be used to fund highway improvements. Other constraints include any time limitations on the funding source, such as the limitations on levies of discretionary sales surtaxes.

Developing a Cost Feasible Plan

Each MPO has established a process for updating its cost feasible plan for its metropolitan transportation system. These processes include public involvement programs tailored to the metropolitan area; schedules for identifying needs, and resources; testing of alternative system networks; and adoption. The Department, particularly through its district planning staff, is an active partner in assisting each MPO in plan development. This section, recognizing the diversity of structure in each MPO, provides general guidance and recommendations to MPOs in updating their cost feasible plans. The guidance should be tailored to the plan development process including establishing local priorities identified in each metropolitan area.

Project Identification

The long range plan will define the transportation system that best meets the needs of the metropolitan area and furthers metropolitan and state goals. The system plan will be comprised of transportation projects and/or programs that are expected to be implemented by 20xx, consistent with the MPOAC *Financial Guidelines for MPO 2045 Long Range Plans*. Projects and programs for at least the years 2027-2045 will be identified in TIPs and FDOT Adopted Work Programs⁵.

The following discusses projects or programs that should be identified for the years 2027-2045. They should be considered as candidates for inclusion in the adopted long range system plan, subject to each MPO's plan development process, including the reconciliation of all project and program costs with revenue estimates. MPOs are encouraged to clearly identify *regionally significant* projects, regardless of mode, ownership, or funding source(s).⁶

Statewide Capacity Programs

The Department is taking the lead in identifying planned projects and programs funded by these major programs: SIS Highways Construction & ROW, Aviation, Rail, and Intermodal Access. SIS Highways Construction & ROW projects planned within metropolitan areas were provided at the same time as the 2040 Revenue Forecast. These estimates are for planning purposes and do not represent a commitment of FDOT funding.

MPOs are encouraged to review those projects with district staff, identify any projects or areas that require further discussion, and reach agreement with district staff on how those projects will be incorporated in the update of the metropolitan cost feasible plan.

Issues that may require further discussion include candidate projects not included in the SIS Highways Cost Feasible Plan. These may include projects or major project phases that could not be funded by the estimates for the SIS Highways Construction & Right-of-Way program. Information to be discussed should include: project descriptions and cost estimates, funding

⁵ Several Florida MPOs are not scheduled to update LRTPs until 2020 and beyond. MPOs are encouraged to use the latest information available in the TIP or FDOT Adopted Work Program for any years after FY 2023 that may be available.

⁶ See "Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs," for a description of regionally significant projects.

sources (e.g., Non-SIS Highways Construction & Right-of-Way funds; local, authority or private sector sources), and relationship to other planned improvements.

Other Capacity Programs

The MPOs will lead in identifying projects or programs that could be funded, or partially funded, by the state with (1) Non-SIS Highways Construction & Right-of-Way and (2) Transit programs. Estimates of those funds have been provided to MPOs. Each MPO should consider the mix of highway and transit projects and programs that best serves its metropolitan area, and that the funding estimates for these two programs are “flexible” for the years 2027-2045. MPOs are encouraged to work with district staff as candidate projects are identified and reach agreement on how they will be incorporated in the update of the metropolitan cost feasible plan. The following should be considered:

- Project Descriptions and Cost Estimates - MPOs should work with district staff, local governments, authorities and service providers, and private sector interests to develop project descriptions and cost estimates in sufficient detail for their planning process. Projects may include improvements to the State Highway System, transit system improvements, and components of Transportation System Management (TSM) and Transportation Demand Management (TDM) programs such as intersection improvements, traffic signal systems, ridesharing programs, and ITS projects.
- Costs of Major Phases - At a minimum, MPOs should identify construction, right-of-way, and Preliminary Engineering (PD&E and Design phases) costs separately. These estimates will be needed because (1) the Non-SIS Highways program estimates include state funding for construction plus right-of-way, and (2) sufficient funds have been estimated to provide planning and engineering (i.e., Product Support as defined in Appendix A) for all state capacity programs. Specific estimates for right-of-way costs should be used for any project where such estimates exist. For other projects, the Department will provide information on the relationship of construction and right-of-way costs to assist with these calculations (see Appendix C for more information).
- Potential Supplemental Funding - MPOs should identify potential revenue sources that could be used to supplement the estimates from the Non-SIS Highways and Transit programs to fund, or partially fund, these projects. This includes federal funds that are not part of the Department’s revenue forecast, or revenues from local and private sector sources.

Other Projects and Programs

Revenue and project information provided by the Department is intended for those activities that are funded through the state transportation program. Other transportation improvement activities in metropolitan areas may include improvements to local government roads, transit programs that are financed by local revenues and funds, and projects and programs for modes that are not funded by the state program. It is recommended that the following types of information should be developed for these candidate projects and programs: (1) project descriptions and cost estimates, (2) costs of major phases, and (3) funding sources.

Development of a Cost Feasible Multimodal Plan

Development of a *cost feasible multimodal system plan* requires a balancing of high-priority improvements with estimates for expected revenue sources, subject to constraints regarding how certain funding estimates can be used. The Department has provided some flexibility for one-third of the state and federal funds estimated for capacity improvements between 2027 and 2045. Due to program constraints included in the 2045 Revenue Forecast and other sources (e.g., federal transit operating assistance), the following discussion of major system plan elements is organized by transportation mode.

Highways

The highway element of the multimodal system plan will be comprised of current or proposed facilities that are SIS highways, the remainder of the State Highway System, and appropriate local roads. These three components must be examined separately because of the constraints related to the use of revenue estimates for various programs. MPOs may choose to include “illustrative projects” in their plan, partially funded with Transportation Regional Incentive Program (TRIP) funds. See the guidance under *Documentary Stamps Tax Funds* in the Metropolitan Area Estimates section of this handbook for more information.

- **SIS Highways**

The MPO should identify planned improvements and funding for corridors on the SIS, consistent with the 2045 SIS Highways Cost Feasible Plan and any adjustments agreed upon by the Department. Such adjustments could result from agreements to supplement SIS funds to either accelerate or add improvements to SIS Highways.

- **Other Roads**

The MPO should identify planned improvements and funding for corridors that are not on the SIS. Potential funding sources include the “flexible” funds from the state Non-SIS Highways Construction & ROW and Transit programs, and funds from local or private sector sources that have been identified as reasonably available.

- **Local Highways and Streets**

The MPO should identify planned improvements and funding for local road facilities that should be included in the long range plan. The Department has provided estimates of off-system funds in the statewide forecast that can be used for these improvements, provided they meet federal eligibility requirements. Off-system funds estimated by the Department may be used anywhere except for roads that are functionally classified as local or rural minor collectors, unless such roads were on a federal-aid system as of January 1, 1991. Other funds should include local or private sector sources that have been identified as reasonably available.

- Operational Improvements Programs

MPOs should identify program descriptions and funding levels for transportation system management programs such as intersection improvements, traffic signal systems, and ITS projects. Transportation demand management program descriptions and funding levels can be identified in the highway element, in the transit element, or separately. Generally, such programs should be funded with revenues estimated for the State Non-SIS Highways Construction & ROW and Transit programs or local revenue sources.

Transit

MPOs should identify transit projects and programs and funding for local or regional bus systems and related public transportation programs in the transit element in cooperation with transit providers. Demand management programs, including ridesharing, bicycle and pedestrian projects can be included, or can be identified separately. Potential funding sources include the “flexible” funds from the state Non-SIS Highways Construction & ROW and Transit programs, federal and local transit operating assistance, and other funds from local or private sector sources that have been identified as reasonably available. MPOs may choose to include “illustrative projects” in their plan, partially funded with New Starts Program funds. See the guidance under *Documentary Stamps Tax Funds* in the Metropolitan Area Estimates section of this handbook for more information.

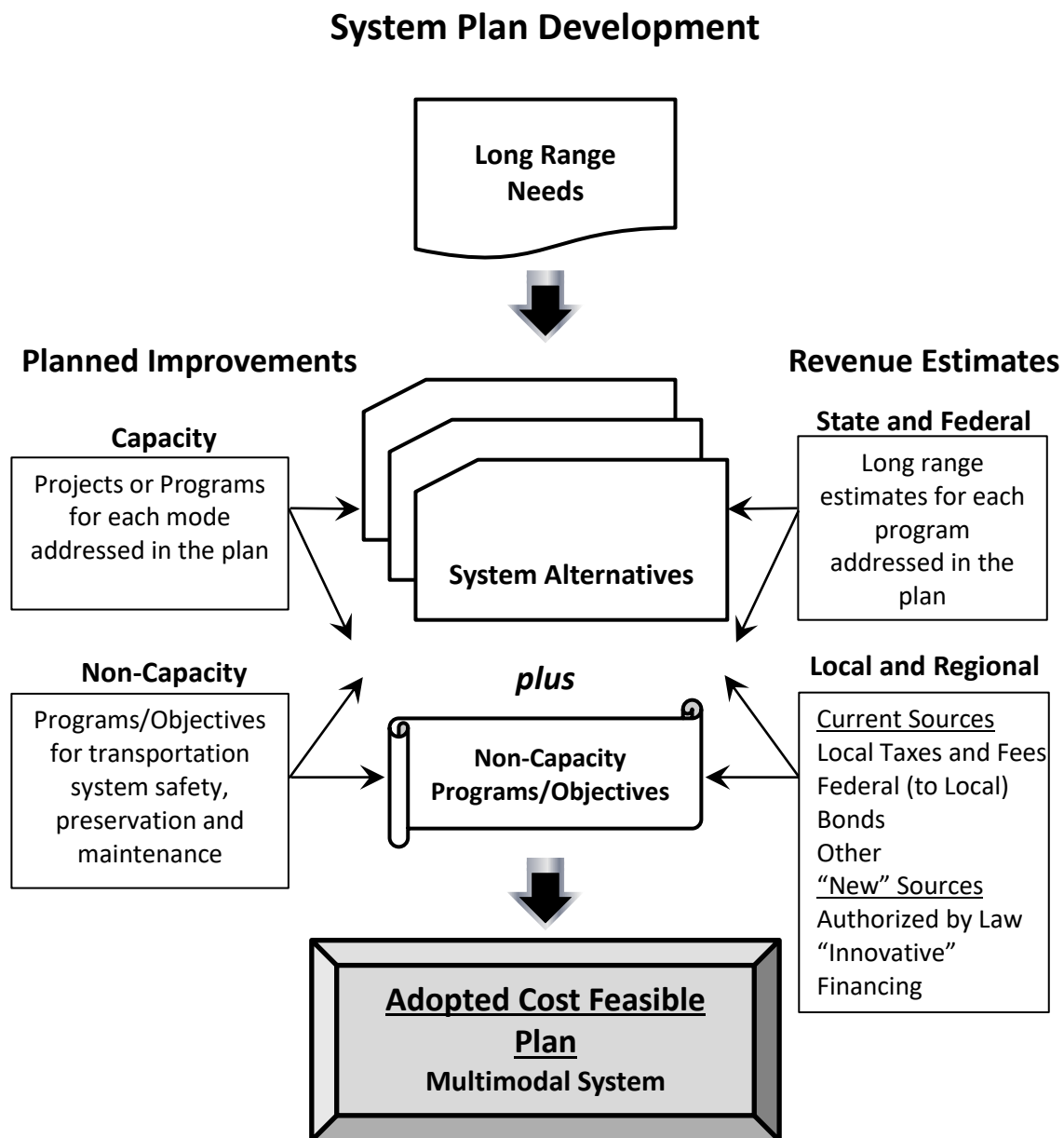
Balancing Planning Improvements and Revenue Estimates

It is expected that each MPO will test several alternative plans leading toward adoption of a cost feasible multimodal plan for the metropolitan transportation system (see Figure 3 below). The system alternatives should examine different ways to meet state and metropolitan goals and objectives through priority setting, and should be analyzed within the context of the metropolitan area’s public involvement program. They may contain alternative mixes of the candidate projects discussed above, alternative schedules for implementation, and alternative improvements for specific projects. Throughout this process, MPOs should reconcile project costs with revenue estimates, taking into consideration the revenues estimated for transportation improvements and any flexibility or constraints associated with the estimates.

State and federal estimates for 20xx-20xx are prepared in five-year time periods to assist MPOs with the testing and staging of alternatives. For planning purposes, some flexibility should be allowed for estimates for these time periods. For example, the total cost of planned projects for the period 20xx-20xx for funding with the flexible Non-SIS Highways and Transit estimates should be within 10 percent of the funds estimated for that period. It is strongly recommended, however, that the total cost of planned projects for the entire 2027-2045 period not exceed revenue estimates for the entire period for each element or component of the plan.

As part of LRTP documentation, MPOs should identify all projects planned to be implemented with federal funds within the first 10 years of the plan.

Figure 3 Cost Feasible Plan Project and Financial Planning
Metropolitan Long Range Transportation Plan Development



Appendix A: State Transportation Programs and Funding Eligibility

This appendix defines the major program categories used in the 2045 Revenue Forecast and provides guidelines for what types of planned projects and programs are eligible for funding with revenues estimated in the forecast. Metropolitan plan updates that incorporate the information from this revenue forecast should be consistent with these guidelines.

State Transportation Programs

The 2045 Revenue Forecast includes all state transportation activities funded by state and federal revenues. The basis for the forecast is the framework of the Program and Resource Plan (PRP), the Department's financial planning document for the 10-year period that includes the Work Program. The PRP addresses over 60 programs or subprograms. The chart at the end of this Appendix lists programs and major subprograms and how they have been combined for the revenue forecast.

Major Program Categories

Revenue estimates for all state programs were combined into the categories shown in Table 6. The funding eligibility information is organized according to these categories and the responsibilities for project identification for each program. Each of the major programs falls under one of the following PRP groups of programs:

- Product – Activities which build the transportation infrastructure.
- Product Support – Planning and engineering required to produce the products.
- Operations & Maintenance – Activities which support and maintain transportation infrastructure after it is constructed and in place.
- Administration – Activities required to administer the entire state transportation program.

Table 6 Major Program Categories

Program and Resource Plan	Major Programs	
	Capacity	Non-capacity
Product	SIS Highways Construction & ROW Non-SIS Highways Construction & ROW Aviation Transit Rail Intermodal Access Seaport Development	Safety Resurfacing Bridge
Product Support		Product Support Preliminary Engineering
Operations & Maintenance		Operations & Maintenance
Administration		Administration

Planning for Major Programs

MPO long range plans will contain project and financial information for a wide range of transportation improvements expected through 2045. The Department and MPOs share the responsibility for identifying these improvements and the expected funding for each. The information in this document is limited to projects and programs funded with state and federal revenues that typically are contained in the state Five Year Work Program. MPOs must also consider projects and programs in their long range plans that may be funded with other sources available within the metropolitan area. These include local government taxes and fees, private sector sources, local/regional tolls, and other sources each MPO may identify. Responsibilities, and the general level of detail required for long range plans, include:

- Capacity Programs – to the extent possible, project descriptions and costs will be developed for each transportation mode, consistent with estimated revenues, as follows:
 - SIS Highways, Aviation, Rail, Seaport Development and Intermodal Access – the Department leads in project identification in each metropolitan area.
Note: The Department continues to work with modal partners to identify aviation, rail, seaport, and intermodal access projects beyond the years in the Work Program. However, FDOT and its partners have not been able to identify cost feasible projects beyond the Work Program sufficiently to include them in the SIS Cost Feasible Plan and, therefore, in MPO cost feasible plans.
 - Non-SIS Highways and Transit – each MPO leads in project identification within its metropolitan area.
- Non-Capacity Programs – the Department estimates sufficient revenues to meet statewide safety, preservation and support objectives through 2045, including in each metropolitan area. It is not necessary to identify projects for these programs, so estimates for these

activities have not been developed for metropolitan areas. The Department will prepare separate documentation to address these programs and estimated funding and provide it to MPOs for inclusion in the documentation of their long range plans.

Funding Eligibility for Major Programs

The SIS Cost Feasible Plan, Multimodal Unfunded Needs Plan and metropolitan LRTPs consider many types of transportation improvements to meet long range needs, constrained by the funding expected to be available during the planning period. The following are explanations of the types of projects, programs and activities that are eligible for state and/or federal funding in each of the major categories contained in the 2045 Revenue Forecast.

Statewide Capacity Programs

The Department leads in the identification of planned projects and programs that are associated with the Strategic Intermodal System (SIS) and provides detailed information to MPOs. As a result, metropolitan plans and programs that include state and federal funds for these major programs should be coordinated and consistent with state long range plans and programs. Each is discussed below.

SIS Highways Construction & Right-of-Way

The Strategic Intermodal System (SIS) and the Emerging SIS, includes over 4,300 miles of Interstate, Turnpike, other expressways and major arterial highways and connectors between those highways and SIS hubs (airports, seaports, etc.). The SIS is the state's highest priority for transportation capacity investments.

Metropolitan plans and programs for SIS Highways should be consistent with the 2045 SIS Highway Cost Feasible Plan, as provided to each MPO. Projects associated with aviation, rail, seaport development and intermodal access may be funded under this program, provided that they are included in the SIS Highway Cost Feasible Plan. Capacity improvement projects eligible for funding in the current plan include:

- Construction of additional lanes;
- The capacity improvement component of interchange modifications;
- New interchanges;
- Exclusive lanes for through traffic, public transportation vehicles, and other high occupancy vehicles;
- Bridge replacement with increased capacity;
- Other construction to improve traffic flow, such as intelligent transportation systems (ITS), incident management systems, and vehicle control and surveillance systems;
- The preferred alternative defined by an approved multi-modal interstate master plan;
- Weigh-in-motion stations;
- Acquisition of land which is acquired to support the SIS highway and bridge construction programs, and land acquired in advance of construction to avoid escalating land costs and prepare for long-range development; and
- New weigh stations and rest areas on the interstate.

The following activities are not eligible for funding from the SIS Highways Construction & Right-of-Way program estimates: planning and engineering in SIS corridors (see Product Support below), highway/road construction and right-of-way acquisition not listed above, and support activities to acquire right-of-way (see Product Support below).

Aviation

The state provides financial and technical assistance to Florida's airports. FDOT's Work Program Instructions provide information regarding additional funding eligibility and state matching funds requirements. Projects and programs eligible for funding include:

- Assistance with planning, designing, constructing, and maintaining public use aviation facilities;
- Assistance with land acquisition;
- "Discretionary" assistance for capacity improvement projects at certain airports. In 2017 those meeting the eligibility criteria are Miami, Orlando, Ft. Lauderdale/Hollywood, Tampa, Southwest Florida, and Orlando Sanford international airports.

The following activities are not eligible for funding from the Aviation program estimates: planning and engineering to support state programs (see Product Support below), financial and technical assistance for private airports, and "discretionary" capacity improvements at airports other than those listed above.

Rail

The state provides funding for acquisition of rail corridors and assistance in developing intercity passenger and commuter rail service, fixed guideway system development, rehabilitation of rail facilities and high speed transportation. FDOT's Work Program Instructions provide information regarding additional funding eligibility and state matching funds requirements. Projects and programs eligible for funding include:

- Financial and technical assistance for intermodal projects;
- Rail safety inspections;
- Regulation of railroad operations and rail/highway crossings;
- Identification of abandoned rail corridors;
- Recommendations regarding acquisition and rehabilitation of rail facilities; and
- Assistance for developing intercity rail passenger service or commuter rail service.

The following activities are not eligible for funding from the Rail program estimates: planning and engineering to support state programs (see Product Support below), financial and technical assistance for rail projects and programs not specified above.

Intermodal Access

The state provides assistance in improving access to intermodal facilities and the acquiring of associated rights of way. FDOT's Work Program Instructions provide information regarding additional funding eligibility and state matching funds requirements. Projects and programs eligible for funding include:

- Improved access to intermodal or multimodal transportation facilities;
- Construction of multimodal terminals;
- Rail access to airports and seaports;
- Interchanges and highways which provide access to airports, seaports and other multimodal facilities; and
- Projects support of certain intermodal logistics centers.

The following activities are not eligible for funding from the Intermodal Access program estimates: planning and engineering to support state programs (see Product Support below), and programs not specified above.

Seaport Development

The state provides assistance with funding for the development of public deep water ports. This includes support of bonds issued by the Florida Ports Financing Commission that finances eligible capital improvements. FDOT's Work Program Instructions provide information regarding additional funding eligibility and state matching funds requirements. Projects and programs eligible for funding and state matching funds requirements vary among several programs.

The following activities are not eligible for funding from the Seaport Development program estimates: planning and engineering to support state programs (see Product Support below), programs not specified above, and financial and technical assistance at other ports.

Other Capacity Programs

MPOs will lead in the identification of planned projects and programs for the (1) Non-SIS Highways Construction & ROW and (2) Transit programs. For 20xx-20xx, MPOs should identify projects as contained in the Work Program. For all years after 20xx, MPOs should plan for the mix of highway and transit programs that best meets the needs of their metropolitan area. As a result, MPOs may identify either highway or transit improvement programs and projects, consistent with the total amount of the two major programs, and consistent with the following eligibility criteria.

Non-SIS Highways Construction & Right of Way

The primary purpose of this program is to fund improvements on the part of the State Highway System (SHS) that is not designated as SIS. The approximately 8,000 miles of such highways represent about 64% of the SHS. Projects and programs eligible for funding include:

- Construction and improvement projects on state roadways which are not on the Strategic Intermodal System (SIS), including projects that:
 - Add capacity;
 - Improve highway geometry;
 - Provide grade separations; and
 - Improve turning movements through signalization improvements and storage capacity within turn lanes.

- Acquisition of land which is acquired to support the SHS highway and bridge construction programs, and land acquired in advance of construction to avoid escalating land costs and prepare for long-range development;
- Construction and traffic operations improvements on certain local government roads that add capacity, reconstruct existing facilities, improve highway geometrics (e.g., curvature), provide grade separations, and improve turning movements through signalization improvements and adding storage capacity within turn lanes; and
- Acquisition of land necessary to support the construction program for certain local government roads, as discussed immediately above.

The Department provides separate estimates of funds from this program that may be used on local government roads that meet federal eligibility criteria (i.e., off-system). By law, state funds cannot be used on local government roads except to match federal aid, for locally owned SIS Connectors, and under certain subprograms subject to annual legislative appropriations. Long range plans should not assume that state funds will be appropriated for local government road improvements.

Use of these funds for road projects not on the SHS will effectively reduce the amount of funds planned for the SHS and public transportation in the metropolitan area, the District and the state.

The following activities are not eligible for funding from the Non-SIS Highways Construction & Right-of-Way program estimates: planning and engineering in SHS corridors (see Product Support below), highway/road construction and right-of-way acquisition not listed above, support activities to acquire right-of-way (see Product Support below), land acquisition for airports (see Aviation above), and land acquisition for railroad corridors (see Rail above).

Transit

The state provides technical and operating/capital assistance to transit, paratransit, and ridesharing systems. Projects and programs eligible for funding include:

- Capital and operating assistance to public transit systems and Community Transportation Coordinators, through the Public Transit Block Grant Program
Note: For this program, state participation is limited to 50% of the non-federal share of capital costs and up to 50% of eligible operating costs. The block grant can also be used for transit service development and corridor projects. An individual block grant recipient's allocation may be supplemented by the State if (1) requested by the MPO, (2) concurred in by the Department, and (3) funds are available. The Transportation Disadvantaged Commission is allocated 15% of Block Grant Program funds for distribution to Community Transportation Coordinators;
- Service Development projects, which are demonstration projects that can receive initial funding from the state
Note: For these projects, Up to 50% of the net project cost can be provided by the state. Up to 100% can be provided for projects of statewide significance (requires FDOT concurrence). Costs eligible for funding include operating and maintenance costs (limited to no more than three years) and marketing and technology projects (limited to no more than two years);

- Transit corridor projects that are shown to be the most cost effective method of relieving congesting and improving congestion in the corridor;
- Commuter assistance programs that encourage transportation demand management strategies, ridesharing and public/private partnerships to provide services and systems designed to increase vehicle occupancy;
- Assistance with acquisition, construction, promotion and monitoring of park-and-ride lots; and
- Assistance to fixed-guideway rail transit systems or extensions, or bus rapid transit systems operating primarily on dedicated transit right-of-way under the New Starts Transit Program.

The following activities are not eligible for funding from the Transit program estimates: planning and engineering to support state programs (see Product Support below), and federally funded financial and technical assistance for transit plans and programs for those funds that are not typically included in the state Five Year Work Program (e.g., federal funds for operating assistance).

Non-Capacity Programs

Statewide estimates for all state non-capacity programs are an integral part of the 2045 Revenue Forecast to ensure that statewide system preservation, maintenance, and support objectives will be met through 2045. These objectives will be met in each metropolitan area, so it was not necessary to develop metropolitan estimates for these programs. Neither the Department nor the MPOs needs to identify projects for these programs. However, pursuant to an agreement between FDOT and the Federal Highway Administration Division Office, FDOT has provided district-level estimates of “Operations and Maintenance” costs on the State Highway System to MPOs for inclusion in the documentation of their long range transportation plans. The Operations and Maintenance estimates are the total estimates for the State Resurfacing, Bridge, and Operations & Maintenance programs.

The forecast for these programs and related information will be provided to each MPO in an Appendix for inclusion in the documentation of their long range plan. The following information on project eligibility for these programs is provided for informational purposes only.

Safety

Safety issues touch every area of the state transportation program. Specific safety improvement projects and programs in this major program address mitigation of safety hazards that are not included in projects funded in other major programs. Projects and programs eligible for funding include:

- Highway safety improvements at locations that have exhibited a history of high crash frequencies or have been identified as having significant roadside hazards;
- Grants to state and local agencies for traffic safety programs with the intent of achieving lower levels and severity of traffic crashes; and
- Promotion of bicycle and pedestrian safety and vulnerable road users, including programs for public awareness, education and training.

The following activities are not eligible for funding from the Safety program estimates: planning and engineering to support state programs (see Product Support below), safety improvements funded as a part of other major state programs (e.g., SIS construction), financial and technical assistance for safety programs not specified above.

Resurfacing

The state periodically resurfaces all pavements on the State Highway System (SHS) to preserve the public's investment in highways and to maintain smooth and safe pavement surfaces. Projects and programs eligible for funding include:

- Periodic resurfacing of the Interstate, Turnpike and other components of the SHS;
- Resurfacing or reconstructing of county roads in counties eligible to participate in the Small County Road Assistance Program; and
- Periodic resurfacing of other public roads, consistent with federal funding criteria and Department and MPO programming priorities.

The following activities are not eligible for funding from the Resurfacing program estimates: planning and engineering to support state programs (see Product Support below), resurfacing that is funded by other major state programs as a part of major projects that add capacity (e.g., SIS and Non-SIS Highways construction), thin pavement overlays which eliminate slippery pavements (funded by the Safety Program), and resurfacing of other roads not specified above. Other than the Small County Road Assistance Program, funds for resurfacing on off-system projects are not included in the forecast. Any planned off-system resurfacing projects must be funded from the off-system share of the Non-SIS Highways Construction & Right-of-Way estimates.

Bridge

The state repairs and replaces deficient bridges on the SHS, or on other public roads as defined by state and federal criteria. Projects and programs eligible for funding include:

- Repairs of bridges and preventative maintenance activities on bridges on the SHS;
- Replacement of *structurally deficient* bridges on the SHS (Note: The state Bridge Replacement Program places primary emphasis on the replacement of structurally deficient or weight restricted bridges. Planned capacity improvements for bridges that are to be widened or replaced to address highway capacity issues must be funded from the Non-SIS Highways or SIS Highways Construction & Right-of-Way major programs);
- Replacement of bridges which require structural repair but are more cost effective to replace;
- Construction of new bridges on the SHS;
- Replacement of *structurally deficient* bridges off the SHS but on the federal-aid highway system, subject to state and federal policies and eligibility criteria; and
- Replacement of *structurally deficient* bridges off the federal-aid highway system, subject to state and federal policies and eligibility criteria.

The following activities are not eligible for funding from the Bridge program estimates: planning and engineering to support state programs (see Product Support below), and repairs to or replacements of bridges on roads not specified above.

Product Support

Planning and engineering activities are required to produce the products and services described in the major programs discussed above. These are functions performed by Department staff and professional consultants. Costs include salaries and benefits; professional fees; and administrative costs such as utilities, telephone, travel, supplies, other capital outlay, and data processing. Functions eligible for funding include:

- Preliminary engineering (related to environmental, location, engineering and design);
- Construction engineering inspection for highway and bridge construction;
- Right of way support necessary to acquire and manage right-of-way land for the construction of transportation projects;
- Environmental mitigation of impacts of transportation projects on wetlands;
- Materials testing and research; and
- Planning and Public Transportation Operations support activities.

Estimates for the Product Support program are directly related to the estimates of the product categories of the 2045 Revenue Forecast. That is, these levels of Product Support are adequate to produce the estimated levels of the following major programs: SIS Highways Construction and Right-of-Way, Non-SIS Highways Construction & Right-of-Way, Aviation, Transit, Rail, Intermodal Access, Seaport Development, Safety, Resurfacing, and Bridge. As a result, the components of metropolitan plans and programs that are based on state and federal funds should be consistent with the total of the above product categories to ensure that sufficient Product Support funding is available from state and federal sources through 2045. MPOs are encouraged to include estimates for PD&E and Design phases in the LRTP, particularly for projects that cannot be fully funded by 2045 as described earlier in this guidebook.

The following activities are not eligible for funding from the Product Support program estimates: planning and engineering to support plans or programs that are not eligible for funding from the Product programs, and local and regional planning and engineering activities not typically included in the state Five Year Work Program.

Operations & Maintenance

Operations and maintenance activities support and maintain the transportation infrastructure once it is constructed. Scheduled major repairs or replacements such as resurfacing, bridge replacement or traffic operations improvements are parts of the Resurfacing, Bridge, and Non-SIS Highways Highway programs, respectively. Functions eligible for funding include:

- Routine maintenance of the SHS travel lanes; roadside maintenance; inspections of state and local bridges; and operation of state moveable bridges and tunnels;
- Traffic engineering analyses, training and monitoring that focus on solutions to traffic problems that do not require major structural alterations of existing or planned roadways;

- Administration of and toll collections on bonded road projects such as toll expressways, bridges, ferries, and the Turnpike; and
- Enforcement of laws and Department rules which regulate the weight, size, safety, and registration requirements of commercial vehicles operating on the highway system.

The following activities are not eligible for funding from the Operations and Maintenance program estimates: operations and maintenance activities on elements of the transportation system not specified above.

Administration

Administration includes the staff, equipment, and materials required to perform the fiscal, budget, personnel, executive direction, document reproduction, and contract functions of carrying out the state transportation program. It also includes the purchase of and improvements to non-highway fixed assets. Eligible functions and programs are:

- Resources necessary to manage the Department in the attainment of goals and objectives;
- Acquisition of resources for production, operation and planning units including personnel resources; external production resources (consultants); financial resources; and materials, equipment, and supplies;
- Services related to eminent domain, construction letting and contracts, reprographics, and mail service;
- Costs for the Secretary, Assistant Secretaries, and immediate staffs; for the Florida Transportation Commission and staff; and for the Transportation Disadvantaged Commission; and
- Acquisition, construction and improvements of non-highway fixed assets such as offices, maintenance yards, and construction field offices.

The following activities are not eligible for funding from the Administration program estimates: administrative activities not specified above.

Table 7 Program Categories for the 2045 Revenue Forecast and Program & Resource Plan

2045 REVENUE FORECAST PROGRAMS		PROGRAM & RESOURCE PLAN	
		PROGRAMS	SUBPROGRAMS
<u>CAPACITY</u>	<u>I. PRODUCT</u>		
SIS Highways Construction & Right-of-Way	SIS Highway Construction	1. Interstate Construction 2. Turnpike Construction 3. Other SIS Construction 4. SIS Traffic Operations	
	SIS Right of Way	1. SIS Advance Corridor Acquisition	
Other Roads Construction & Right-of-Way	Other Roads Construction	1. Other Traffic Operations 2. Construction 3. County Transportation Programs 4. Economic Development	
	Other Roads Right of Way	1. Other Roads 2. Other Roads Advance Corridor Acquisition 3. Other Advance Corridor Acquisition	
Public Transportation <ul style="list-style-type: none"> • Aviation • Transit • Rail • Intermodal Access • Seaport Development 	Aviation	1. Airport Improvement 2. Land Acquisition 3. Planning 4. Discretionary Capacity Improvements	
	Transit	1. Transit Systems 2. Transportation Disadvantaged - Department 3. Transportation Disadvantaged - Commission 4. Other 5. Block Grants 6. New Starts Transit	
	Rail	1. High Speed Rail 2. Passenger Service 3. Rail/Highway Crossings 4. Rail Capital Improvements/Rehabilitation	
	Intermodal Access	None	
	Seaport Development	None	
	SUN Trail	None	

<u>NON-CAPACITY</u>	PROGRAMS	SUBPROGRAMS
Safety	Safety	1. Highway Safety 2. Rail/Highway Crossings (discontinued) 3. Grants
Resurfacing	Resurfacing	1. Interstate 2. Arterial & Freeway 3. Off-System 4. Turnpike
Bridge	Bridge	1. Repair - On System 2. Replace - On System 3. Local Bridge Replacement 4. Turnpike
Product Support	<u>II. PRODUCT SUPPORT</u>	
		A. Preliminary Engineering (<i>all</i>) B. Construction Engineering Inspection (<i>all</i>) C. Right-of-Way Support (<i>all</i>) D. Environmental Mitigation E. Materials & Research (<i>all</i>) F. Planning & Environment (<i>all</i>) G. Public Transportation Operations
Operations & Maintenance	<u>III. OPERATIONS & MAINTENANCE</u>	
		A. Operations & Maintenance (<i>all</i>) B. Traffic Engineering & Operations (<i>all</i>) C. Toll Operations (<i>all</i>) D. Motor Carrier Compliance
Administration	<u>IV. ADMINISTRATION</u>	
		A. Administration (<i>all</i>) B. Fixed Capital Outlay (<i>all</i>) C. Office Information Systems

Notes:

- (*all*) refers to all levels of subprogram detail below the one shown in this table.
- Program and Resource Plan category "V. OTHER" is related to the "TOTAL BUDGET" and was included in the 2040 Revenue Forecast as "Other" (i.e., not as a "Program").

Appendix B: Leveraging, Cash Flow, and Other Transportation Finance Tools

Metropolitan areas are encouraged to consider innovative or non-traditional sources of funding and financing techniques in their long range plans. These may include optional revenue sources such as local option motor fuel taxes or local option sales taxes that are not currently in place, toll facilities, public/private partnerships, and debt financing. It should be noted that debt financing, borrowing implementation funds to be paid back from future revenues, should be analyzed carefully before deciding to use it to fund projects. There are tradeoffs between building a project earlier than would otherwise be the case and increased costs from interest and other expenses required to finance projects this way.

Several such sources or techniques are available because of state and federal laws. Concurrence of the Department, and in some cases the federal government, is required before projects or programs can be funded through these sources. As a result, each MPO should coordinate with the Department before including these sources and techniques in its long range plan.

The following is general guidance for specific sources. More detailed guidance can be obtained from FDOT staff. Guidance on planning for future toll facility projects concludes this appendix.

Federal/State Transportation Finance Tools

Federal law allows several methods of transportation finance that provide opportunities to leverage federal transportation funds. Most of the tools can be applied in more than one state program. The tools are not identified separately in the Program and Resource Plan, but the Department has established processes and criteria for their use. MPOs should work closely with FDOT before including these and other federal financing tools as part of their long range financial planning.

State Infrastructure Bank (SIB)

The SIB was originally established by the National Highway System Act of 1995 to encourage state and local governments to identify and develop innovative financing mechanisms that will more effectively use federal financial resources.

Florida has two separate SIB accounts: the federal-funded SIB account (capitalized by federal money and matched with appropriate state funds as required by law); and the state-funded SIB (capitalized with state funds and bond proceeds). The SIB can provide loans and other assistance to public and private entities carrying out or proposing to carry out projects eligible for assistance under state and federal law. Highway and transit projects are eligible for SIB participation. See FDOT Work Program Instructions for more details.

SIB applications are accepted during the published advertisement period via the FDOT online application process (See <http://www.dot.state.fl.us/officeofcomptroller/PFO/sib.shtm>).

Advance Construction (AC)

States can initially use state funds to construct projects that may eventually be reimbursed with federal funds. These are state funds used to finance projects in anticipation of future federal apportionments. Subsequently, authorized by [Title 23 U.S.C. 120\(j\)\(1\)](#), the state can obligate federal-aid funds to reimburse the federal share of those projects (i.e., the share that was initially funded with state dollars). This is a way to construct federal-aid projects sooner than if Florida had to wait for future federal funding obligations before construction could begin. Florida has used this financing tool for many years to advance the construction of needed projects. AC has a greater impact on the timing of project construction than on the amount of federal funds.

Flexible Match

Federal law allows private funds, materials or assets (e.g., right of way) donated to a specific federal-aid project to be applied to the state's matching share. The donated or acquired item must qualify as a participating cost meeting eligibility standards and be within the project's scope. Such private donations will effectively replace state funds that would have been used to match the federal aid, freeing up the state funds for use on other projects.

Toll Credits (Soft Match)

Federal law permits the use of certain toll revenue expenditures as a credit toward the non-federal share of transportation projects, as authorized by [Title 23 U.S.C. 120](#). For example, the Turnpike is paid for with tolls, but it is eligible for federal aid. A toll credit is a credit from the federal government for the unused federal matching funds that could have been requested for Turnpike construction. This credit can be used instead of state or local funds to meet federal match requirements for other transportation projects, including transit.

Such credits free up state or local funds for other uses, that otherwise would have been used to match federal aid. Toll credits can only be used for transportation capital investments (e.g., highway construction, buses).

Transportation Infrastructure Finance and Innovation Act (TIFIA)

Federal law authorizes the United States Department of Transportation (USDOT) to provide three forms of credit assistance for surface transportation projects of national or regional significance: secured (direct) loans, loan guarantees, and standby lines of credit. USDOT awards assistance on a competitive basis to project sponsors (e.g., state department of transportation, transit operators, special authorities, local governments, private consortia). Various highway, transit, rail, and intermodal projects may receive credit assistance under [TIFIA](#).

State Transportation Finance Tools

Florida law establishes several programs that allow the state, local governments and transportation authorities to cooperatively fund transportation projects sooner than would be the case under traditional state programs. In addition, state funds can be used to assist local

governments and transportation authorities with pre-construction activities on potential toll facilities, and to assist with state economic development.

Local Fund Reimbursement

Local Fund Reimbursement (LFR) are local funds used to advance a project in the adopted work program. Local entities provide the funding for specific projects in advance and will be reimbursed in the future. The reimbursement will come in the year the project was initially funded in the adopted Work Program. Local governments can contribute cash, goods and/or services to the Department to initiate projects sooner than scheduled in the Work Program.

[Section 339.12, F.S.](#), authorizes the local government reimbursement program. It allows projects in the adopted Five Year Work Program to be advanced, subject to a statewide \$250 million cap on commitments. There are statutory exceptions to the \$250 million cap as described in the above referenced statute.

Economic Development Program

The Non-SIS Highways Construction & ROW Program contains an Economic Development sub-program. It is administered by FDOT, in cooperation with the Department of Economic Opportunity. The Program may provide funds for access roads and highway improvements for new and existing businesses and manufacturing enterprises that meet certain criteria.

For the purposes of MPO plan updates, it has been assumed that the metropolitan area's statutory share of these funds will be available for transportation improvements and is a part of the funds in the estimate of Non-SIS Highways Construction & Right of Way provided to the MPO. MPOs should not consider the Economic Development sub-program as a revenue source separate from, or in addition to, the estimates provided by the Department for the 2045 Revenue Forecast.

Future Toll Facility Projects in Metropolitan Long Range Transportation Plans

FDOT, primarily through the Turnpike Enterprise, and local expressway authorities are currently engaged in studies of the feasibility of new toll facilities or extensions of existing facilities. If a MPO desires to include future toll facility projects in its long range plan beyond those currently included in the FDOT SIS Cost Feasible Plan (CFP), the MPO should coordinate with Turnpike Enterprise and possibly local authority staff to determine if these facilities should be included in the plan (possibly as *illustrative* projects). Issues to be considered include:

- Local/regional support of elected officials and the public for the project;
- Environmental, socio-economic and related impacts of the project;
- Consistency with affected local comprehensive plans; and
- Economic feasibility of the project (costs, revenues, debt service coverage, value for money analysis which compares public and privately financed alternatives side-by-side before a financing option is selected. This analysis is a strong tool for informing the public and ensuring that the public good has been protected, etc.)

FDOT's experience with analyses of economic feasibility for such projects suggests that it is extremely difficult to meet debt service requirements for a new toll facility or extension solely with toll revenues generated by the project, particularly in early years of operation. Often, the difficulty varies depending upon the location of the facility (e.g., urban, rural). However, each project is different based upon the location, competing roadways, and other factors. When little project information is available, FDOT offers the following additional considerations to MPOs that are interested in including future toll facility projects in their cost feasible long range plans:

- For projects in suburban or emerging suburban areas, estimated toll revenues likely will cover only a portion of the total project cost;
- For projects in urban areas, estimated toll revenues may cover a somewhat higher portion of the cost of the project. However, project costs, particularly for right of way, are much higher than in other areas;
- For projects in rural areas, possibly associated with proposed new land development which will take time to materialize, estimated toll revenues in the early years likely will be substantially lower than total project cost.

For the purposes of the metropolitan long range plan, MPOs should document the amount and availability of revenues from other sources expected to be available to finance the project cost. Other sources may potentially include local revenue sources, Non-SIS Highways Construction & ROW funds from the 2045 Revenue Forecast, and private sector contributions. FDOT encourages MPOs to consult with the Turnpike Enterprise and/or local authority for technical assistance on preparing early analyses for possible toll facilities in the cost feasible long range plan.

Appendix C: Other Information

Inflation Factors

Consistent with federal planning regulations [23 CFR 450.324(f)(11)] and *Financial Guidelines for MPO 2045 Long Range Plans* to be adopted by the Metropolitan Planning Organization Advisory Council (MPOAC) in early 2017, the 2045 Revenue Forecast is expressed in Year of Expenditure (YOE) dollars. MPOs will need to use inflation factors to adjust project costs from “Present Day Cost” dollars (typically 2015 or 2016 dollars for recent cost estimates) to future YOE dollars. MPOs also may have to adjust estimates of local revenues not included in the Department’s forecast to YOE dollars, depending on how those revenue estimates were developed.

Adjusting Project Costs

In order to balance project costs against the revenue estimates from the 2045 Revenue Forecast, costs and revenues need to be expressed using the same base year. Project cost estimates are typically expressed in “present day costs” (i.e., year that the project costs were developed, such as 2015), which are based on the value of money today and not adjusted for inflation.

Table 8 will assist MPOs in converting project costs to YOE dollars. For example, if the cost estimate for a specific project is expressed in fiscal year 2015 dollars and the project is planned to be implemented in the 2026 to 2030 time period, the MPO should multiply the cost estimate by 1.43 to convert the cost estimate to YOE dollars. The inflation multipliers included in Table 8 are based on the Department’s inflation factors associated with the FY 2018-2022 Work Program and previous work programs. Factors for project cost estimates developed in fiscal years 2015, 2016, 2017 and 2018 are shown in Table 8 because needed project cost estimates are likely to be denominated in dollars of one of those years. If subsequent project cost estimates are developed denominated in fiscal years 2019, 2020 or 2021, the table can be updated.

As a detailed example, consider a desired project for which a cost estimate was generated by local government in FY 2015. The annual inflation rates in the lower part of Table 8 can be used to convert local cost estimates prepared in “today’s” dollars to YOE dollars. When the cost estimate is expressed in 2015 dollars, the MPO can estimate the amount in 2021 dollars as follows:

$$\text{2021 dollars} = (\text{2015 dollars}) * (1.030) * (1.027) * (1.025) * (1.027) * (1.028) * (1.026) \\ \text{(for 2016) (for 2017) (for 2018) (for 2019) (for 2020) (for 2021)}$$

For consistency with other estimates, FDOT recommends summarizing estimated local funds for each year by the 5-year periods.

Table 8 Inflation Factors to Convert Project Cost Estimates to Year of Expenditure Dollars by Time Bands

Time Period for Planned Project or Project Phase Implementation	Multipliers to Convert Project Cost Estimates to Year of Expenditure Dollars			
	Project Cost in 2015 PDC \$*	Project Cost in 2016 PDC \$*	Project Cost in 2017 PDC \$*	Project Cost in 2018 PDC \$*
2024-2025 (2 Year Period)	1.29	1.25	1.22	1.19
2026-2030	1.43	1.39	1.35	1.32
2031-2035	1.69	1.64	1.59	1.55
2036-2045	2.22	2.16	2.10	2.05

Table 9 Inflation Factors to Convert Project Cost Estimates to Year of Expenditure Dollars for Each Individual Year

	Multipliers are based on the following annual inflation estimates:			
	<u>From</u>	<u>To</u>	<u>Annual Rate</u>	
	<u>2015 Dollars</u>	<u>2016 Dollars</u>	<u>3.0%</u>	
	<u>2016 Dollars</u>	<u>2017 Dollars</u>	<u>2.7%</u>	
	<u>2017 Dollars</u>	<u>2018 Dollars</u>	<u>2.5%</u>	
	<u>2018 Dollars</u>	<u>2019 Dollars</u>	<u>2.7%</u>	
	<u>2019 Dollars</u>	<u>2020 Dollars</u>	<u>2.8%</u>	
	<u>2020 Dollars</u>	<u>2021 Dollars</u>	<u>2.6%</u>	
	<u>2021 Dollars</u>	<u>2022 Dollars</u>	<u>2.5%</u>	
	<u>2022 Dollars</u>	<u>2023 Dollars</u>	<u>2.7%</u>	
	<u>2023 Dollars</u>	<u>2024 Dollars</u>	<u>2.8%</u>	
	<u>2024 Dollars</u>	<u>2025 Dollar</u>	<u>2.9%</u>	
	<u>2025 Dollars</u>	<u>2026 Dollars</u>	<u>3.0%</u>	
	<u>2026 Dollars</u>	<u>2027 Dollars</u>	<u>3.1%</u>	
	<u>2027 Dollars</u>	<u>2028 Dollars</u>	<u>3.2%</u>	
	<u>2028 Dollars</u>	<u>2029 Dollars</u>	<u>3.3%</u>	
	<u>2029 Dollars</u>	<u>2030 Dollars and beyond</u>	<u>3.3 % each year</u>	

* "PDC \$" means "Present Day Cost"

Relationship of Construction and ROW Costs

The Department experiences extreme variation in the costs of right-of-way for improvement projects. Since fiscal year 1991-92, district right-of-way programs have ranged from as low as 4% of construction costs to more than 30% and, in rare instances, have exceeded construction costs.

MPOs should work with their district office for more information on right of way costs (see the FDOT website at <http://www.dot.state.fl.us/planning/policy/costs/>).

The 2045 Revenue Forecast contains estimates for combined construction and right of way funding. For planned construction projects, MPOs are requested to work with district staff to develop right-of-way estimates and right-of-way inflation estimates. If no project-specific estimate is available, MPOs should use the right-of-way/construction ratio recommended by the district to estimate right-of-way costs. For example, if the estimated construction cost of a project is \$40 million and the district has established a right-of-way/construction ratio of 25%, then the total cost for construction and right-of-way is \$50 million (\$40 + \$10).

Appendix D: Glossary

Capacity Programs: Major FDOT programs that expand the capacity of existing transportation systems including the following statewide programs: SIS Highways Construction and Right-of-Way and Public Transportation programs. This category also includes 'Non-SIS Highways Construction and Right-of-Way' and Transit.

Charter County and Regional Transportation Surtax: A local discretionary sales tax that allows each charter county with an adopted charter, each county the government of which is consolidated with that of one or more municipalities, and each county that is within or under an interlocal agreement with a regional transportation or transit authority created under Ch. 343 or 349, F.S., to levy at a rate of up to 1 percent. Generally, the tax proceeds are for the development, construction, operation, and maintenance of fixed guideway rapid transit systems, bus systems, on-demand transportation services, and roads and bridges.

Concession Revenues: Non-toll revenues generated from concession contracts entered into by the Turnpike, such as the Service Plaza concession contract.

Constitutional Fuel Tax: A state tax of two cents per gallon of motor fuel. The first call on the proceeds is to meet the debt service requirements, if any, on local bond issues backed by the tax proceeds. The balance, called the 20 percent surplus and the 80 percent surplus, is credited to the counties' transportation trust funds.

Cost Feasible Plan (CFP): A phased plan of transportation improvements that is based on (and constrained by) estimates of future revenues.

County Fuel Tax: A county tax of 1 cent per gallon. The proceeds are to be used by counties for transportation-related expenses, including the reduction of bonded indebtedness incurred for transportation purposes.

Discretionary Sales Surtaxes: These taxes include eight separate surtaxes, also known as local option sales taxes, are currently authorized in law and represent potential revenue sources for county governments generally. These surtaxes apply to all transactions subject to the state tax imposed on sales, use, services, rentals, admissions, and other transactions authorized pursuant to Ch. 212, F.S., and communications services as defined for purposes of Ch. 202, F.S. The total potential surtax rate varies from county to county depending on the particular surtaxes that can be levied in that jurisdiction.

Documentary Stamps Tax: This tax is levied on documents, as provided under Chapter 201, Florida Statutes. Documents subject to this tax include, but are not limited to: deeds, stocks and bonds, notes and written obligations to pay money, mortgages, liens, and other evidences of indebtedness.

Fixing America's Surface Transportation Act (FAST) Act: Authorization of the federal surface transportation programs for highways, highway safety and transit for the five-year period 2016-2020.

Florida's Turnpike Enterprise (FTE): Florida's Turnpike Enterprise, part of the Florida Department of Transportation, oversees a 483-mile system of limited-access toll highways.

General Obligation Bonds: A municipal bond backed by the credit and taxing power of the issuing jurisdiction rather than the revenue from a given project.

Intelligent Transportation System (ITS): A wide range of advanced technologies and ideas, which, in combination, can improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects.

Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA): Legislative initiative by U.S. Congress that restructured funding for transportation programs. ISTEA authorized increased levels of highway and transportation funding from FY92-97 and increased the role of regional planning commissions/MPOs in funding decisions. The Act also required comprehensive regional and statewide long-term transportation plans and places an increased emphasis on public participation and transportation alternatives. (FHWA)

Local Option Fuel Taxes: County governments are authorized to levy up to 12 cents of local option fuel taxes in the form of three separate levies. The first is a tax of 1 cent on every net gallon of motor and diesel fuel sold within a county known as the Ninth-Cent Fuel Tax. The second is a tax of 1 to 6 cents on every net gallon of motor and diesel fuel sold within a county. The third tax is a 1 to 5 cents levy upon every net gallon of motor fuel sold within a county, and diesel fuel is not subject to this tax. A local government may pledge any of its revenues from the tax to repay state bonds issued on its behalf and, in addition, may use such revenues to match state funds in the ratio 50%/50% for projects on the State Highway System, or for other road projects which would alleviate congestion on the State Highway System.

Long-Range Transportation Plan (LRTP): A long range, 20-year, strategy and capital improvement program developed to guide the effective investment of public funds in transportation facilities. The plan is updated every three years and may be amended as a result of changes in projected federal, state and local funding, major improvement studies, congestion management system plans, interstate interchange justification studies and environmental impact studies.

Managed Lane Networks: In Florida, express lanes are a type of managed lane where congestion is managed with pricing, access, eligibility and dynamic tolling. Express lanes are implemented to address existing congestion, enhance transit services, accommodate future regional growth and development, enhance hurricane and other emergency evacuation and improve system connectivity between key limited access facilities.

Metropolitan Planning Organization (MPO): An organization made up of local elected and appointed officials responsible for developing, in cooperation with the state, transportation plans and programs in metropolitan areas containing 50,000 or more residents. MPOs are responsible for the development of transportation facilities that will function as an intermodal transportation system and the coordination of transportation planning and funding decisions.

Metropolitan Planning Organization Advisory Council (MPOAC): A statewide organization created by the Florida Legislature to augment the role of the individual Metropolitan Planning Organizations in the cooperative transportation planning process. The MPOAC assists the MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy decisions.

Municipal Fuel Tax: This one-cent fuel tax is one of the revenue sources that fund the Municipal Revenue Sharing Program. Municipalities must use the funds derived from this tax for transportation-related expenditures.

New Starts Transit Program: Established by the 2005 Florida Legislature to assist local governments in developing and constructing fixed-guideway and bus rapid transit projects to accommodate and manage urban growth and development.

Ninth-cent Fuel Tax: A tax of 1 cent on every net gallon of motor and diesel fuel sold within a county. The proceeds are used to fund specified transportation expenditures.

Non-capacity programs: FDOT programs designed to support, operate, and maintain the state transportation system including safety; resurfacing; bridge; product support; operations and maintenance; and administration.

Off-System Funds: Funds used for a project that is not on the State Highway System (SHS).

Performance Measures: A metric directly tied to achieving a goal or objective or used in a decision making process; or an indicator or context measure which is used to identify relevant background conditions and trends.

Program and Resource Plan (PRP): A 10-year plan that provides planned commitment levels for each of the department's programs. It guides program funding decisions to carry out the goals and objectives of the Florida Transportation Plan

Revenue: Income received.

Revenue Forecast: A forecast of State and Federal funds projected to be available for the FDOT Work Program for the long range (at least 20 years). The Revenue Forecast is usually prepared once every 5 years to help define funding available for the Systems Implementation Office Cost Feasible Plan (CFP) and to assist MPOs in fulfilling Federal requirements for their Long Range Transportation Plans (LRTPs).

Small County Outreach Program (SCOP): A program that allows municipalities and communities in Rural Areas of Opportunity designated under Section 288.0656(7)(a), Florida Statutes to request funding for qualifying projects under a special appropriation of \$9 million.

State Imposed Motor Fuel Taxes: Florida law imposes per-gallon taxes on motor fuels and distributes the proceeds to local governments as follows: the Constitutional Fuel Tax (2 cents); the County Fuel Tax (1 cent); and the Municipal Fuel Tax (1 cent).

Statutory Formula: Formula used that is made up of equal parts population and motor fuel tax collections.

Strategic Intermodal System (SIS): Florida's transportation system composed of facilities and services of statewide and interregional significance, including appropriate components of all modes.

Surface Transportation Program (STP): Federal-aid highway funding program that funds a broad range of surface transportation capital needs, including many roads, transit, sea and airport access, vanpool, bike, and pedestrian facilities.

TALL funds: Funding distribution code used by FDOT for a Transportation Alternatives Program project in areas of the State other than urban areas with a population greater than 5,000 but no more than 200,000.

TALN funds: Funding distribution code used by FDOT for a Transportation Alternatives Program project in areas of the State other than urban areas with a population of 5,000 or less.

TALT funds: Funding distribution code used by FDOT for a Transportation Alternatives Program project in any area of the State, not based on population.

TALU funds: Funding distribution code used by FDOT for a Transportation Alternatives Program project in urbanized areas of the State with an urbanized area population greater than 200,000.

Transportation Alternatives Funds: Funds from the Transportation Alternatives Program (TAP).

Transportation Alternatives Program (TAP): Federally-funded community-based projects that expand travel choices and improve the transportation experience by improving the cultural, historic, and environmental aspects of transportation infrastructure. Focuses on improvements that create alternatives to transportation for the non-motorized user and enhancements to the transportation system for all users.

Transportation Demand Management (TDM): Programs designed to reduce demand for transportation through various means, such as the use of transit and of alternative work hours.

Transportation Improvement Program (TIP): Short-term (three to five years) plan of approved policies developed by an MPO for a jurisdiction that is fiscally constrained.

Transportation Management Area (TMA): Urbanized areas with a population over 200,000 are designated as Transportation Management Areas (TMAs). These areas are subject to special planning and programming requirements.

Transportation Regional Incentive Program (TRIP): Created to improve regionally significant transportation facilities in "regional transportation areas". State funds are available throughout Florida to provide incentives for local governments and the private sector to help pay for critically needed projects that benefit regional travel and commerce.

Transportation System Management and Operations (TSM&O): An integrated program to optimize the performance of existing multimodal infrastructure through implementation of systems, services, and projects to preserve capacity and improve the security, safety, and reliability of our transportation system.

Work Program (Adopted): The five-year listing of all transportation projects planned for each fiscal year by the Florida Department of Transportation, as adjusted for the legislatively approved budget for the first year of the program.

Work Program (Tentative): The 5-year listing of all transportation projects planned for each fiscal year which is developed by the central FDOT office based on the district work programs.

Year of Expenditure Dollars: Dollars that are adjusted for inflation from the present time to the expected year of construction.



Appendix

F

2045 Revenue Forecast, Palm
Beach TPA/Palm Beach
Metropolitan Area, July 2018

2045 REVENUE FORECAST

Palm Beach TPA/Palm Beach Metropolitan Area

2045 Forecast of State and Federal Revenues for Statewide and Metropolitan Plans

Overview

This report documents the Florida Department of Transportation (FDOT) revenue forecast through 2045. Estimates for major funding programs for the Palm Beach metropolitan area, for FDOT Districts, and for Florida as a whole are included. This includes state and federal funds that “flow through” the FDOT five-year work program. This information is used for updates of Metropolitan Planning Organization (MPO¹) Long Range Transportation Plans (LRTPs) and related documents.

Background

In accordance with federal statute, longstanding FDOT policy, and leadership by the Metropolitan Planning Organization Advisory Council (MPOAC), the FDOT Office of Policy Planning (OPP) provides projections of future available funding to Florida’s MPOs. This data is known as the Revenue Forecast. Consistent data is applied to development of the FDOT Strategic Intermodal System (SIS) Highway Cost Feasible Plan (CFP).

The Department has developed a long-range revenue forecast through 2045. The forecast is largely based upon recent federal legislation (e.g., the FAST Act²) and changes in multiple factors affecting state revenue sources and current policies. It incorporates (1) amounts contained in the FDOT work program for state fiscal years (FYs) 2018 through 2022, (2) the impact of the Department’s objectives and investment policies, and (3) the Statutory Formula (50% population and 50% motor fuel tax collections) for distribution of certain program funds. All estimates are expressed in nominal dollars, also known as year of expenditure (YOE) dollars.

Purpose

This version of the forecast provides one specific MPO, and all interested parties, with dollar figures that will be necessary and useful as it prepares its 2045 LRTP. If more detail or particular additional numbers are needed, these may subsequently be delivered in spreadsheet format. This document does not forecast funds that do not “flow through” the FDOT five-year work program. Further information concerning local sources of revenue is available from State of Florida sources, particularly *Florida’s Transportation Tax Sources: A Primer*, and the *Local Government Financial Information Handbook*.³

Although it has remained more practical to define geographic areas by county boundaries for some funding categories, it is important to recognize the role of MPOs in conducting metropolitan transportation planning as entities designated to serve urbanized areas as delineated

¹ In this document, the general term MPO is used to refer to organizations whose names take different forms, including TPO, TPA, and MTPO.

² Fixing America’s Surface Transportation (FAST) Act, Public Law 114-94, December 4, 2015.

³ FDOT’s tax source primer is available at <http://www.fdot.gov/comptroller/pdf/GAO/RevManagement/Tax%20Primer.pdf>. The financial information handbook is prepared by the Office of Economic and Demographic Research, part of the Florida Legislature; it is available at <http://edr.state.fl.us/Content/local-government/reports/lgfih17.pdf>.

by the U.S. Census Bureau. This forecast features county level estimates for major capacity programs, specifically Other Roads and Transit. If an MPO includes more than one county, the county level estimates are totaled to produce an overall MPO estimate. If an MPO's boundary does not match county boundaries, the FDOT District determines appropriate funding totals for that MPO. OPP is available for consultation and support, and Districts are asked to share their method and results with OPP. However, final responsibility rests with the appropriate District.

This forecast does not break down SIS Highway expenditures to the county or District level. SIS Highway expenditures are addressed in the SIS CFP, prepared by the FDOT Systems Implementation Office (formerly Systems Planning Office). Districts inform MPOs of projects proposed for the CFP, and, conversely, CFP projects need to be included in the appropriate MPO LRTP(s) to receive federal funding.

This forecast also includes funding for FDOT programs designed to support, operate, and maintain the State Highway System (SHS). The Department has set aside sufficient funds in the 2045 Revenue Forecast for these programs, referred to as non-capacity programs, to meet statewide objectives and program needs in all metropolitan and non-metropolitan areas. Specific District level amounts are provided for existing facilities expenditures. Funding for these programs is not included in the county level estimates.

2045 Revenue Forecast (State and Federal Funds)

The 2045 Revenue Forecast is the result of a three-step process:

1. State and federal revenues from current sources were estimated.
2. Those revenues were distributed among appropriate statewide capacity and non-capacity programs consistent with statewide priorities.
3. County level estimates for the Other Roads and Transit programs were developed, along with estimates for other funding categories of interest to Florida's MPOs.

Forecast of State and Federal Revenues

The 2045 Revenue Forecast includes program estimates for the expenditure of state and federal funds expected from current revenue sources (i.e., new revenue sources were not added). The forecast estimates revenues from federal, state, and Turnpike sources included in the FDOT five-year work program.

The forecast does not estimate revenue from other sources (i.e., local government/authority taxes, fees, and bond proceeds; private sector participation; and innovative finance sources). Estimates of state revenue sources were based on estimates prepared by the State Revenue Estimating Conference (REC) in September 2017 for FYs 2019 through 2028. Estimates of federal revenue sources were based on the Department's Federal Aid Forecast for FYs 2018 through 2027. Assumptions about revenue growth are shown in Table 1.

Table 1
Revenue Sources and Assumptions

Revenue Sources	Years	Assumptions*
State Taxes (includes fuel taxes, tourism-driven sources, vehicle-related taxes and documentary stamp taxes)	2019-2028	Florida REC Estimates; these average in the range from 2.5% to 3.0% per year
	2029-2045	Annual 1.93% increase in 2029, gradually decreasing to -0.44% in 2045
Federal Distributions (Total Obligating Authority)	2018-2027	FDOT Federal Aid Forecast
	2028-2045	Annual 0.0% increase through 2045
Turnpike	2018-2028	Turnpike Revenue Forecast
	2029-2045	Annual 1.93% increase in 2029, gradually decreasing to -0.44% in 2045

* Note all growth rates show nominal, or YOE, dollar figures. Consistent with REC assumptions, a constant annual inflation rate of 2.60% is projected forward indefinitely. Therefore, *an assumption of nominal growth of 1.93% signifies a real decline of about 0.65% per year.*

A summary of the forecast of federal, state, and Turnpike revenues is shown in Table 2. The *2045 Revenue Forecasting Guidebook* provides additional information regarding the Revenue Forecast and includes inflation factors that can be used by MPOs to adjust project costs expressed in present day cost to YOE dollars.

Table 2
Forecast of Revenues
2045 Revenue Forecast (Millions of Dollars)

(Percentages reflect percentage of total period funding produced by that source. For example, federal funding is projected to provide 24% of all funding for the period of FYs 2021 through 2025.)

Major Revenue Sources	Time Periods (Fiscal Years)					26-Year Total ² 2020-2045
	2020 ¹	2021-2025 ¹	2026-2030	2031-2035	2036-2045	
Federal	2,353 28%	10,884 24%	11,878 23%	12,108 21%	24,217 20%	61,440 22%
State	5,263 62%	27,311 61%	34,040 65%	38,164 66%	80,399 66%	185,178 65%
Turnpike	814 10%	6,572 15%	6,688 13%	7,861 14%	16,518 14%	38,453 13%
Total²	8,430	44,768	52,606	58,133	121,134	285,071

¹ Based on the FDOT Adopted Work Program for FYs 2018 through 2022.

² Columns and rows may not equal the totals due to rounding.

Estimates for State Programs

Long range revenue forecasts assist in determining financial feasibility of needed transportation improvements, and in identifying funding priorities. FDOT policy places primary emphasis on

safety and preservation. Remaining funding is planned for capacity programs and other priorities.

The 2045 Revenue Forecast includes the program funding levels contained in the FDOT Adopted Work Program for FYs 2018 through 2022. The forecast of funding levels for FDOT programs for FYs 2020-2045 was developed based on the corresponding Program and Resource Plan (PRP), which includes the FDOT Adopted Work Program and planned funding for FYs 2023-2026. This forecast provides information for capacity and non-capacity state programs. The information is consistent with “Financial Guidelines for MPO Long Range Plans” moved forward by the MPOAC Policy and Technical Committee on July 13, 2017.

The 2045 Revenue Forecast entails long-term financial projections for support of long-term planning. The forecast is timed to be delivered well in advance of the five-year LRTP adoption schedule. It is considered satisfactory for the duration of the five-year cycle; in other words, it is useful for MPOs whose adoptions come at the beginning or end of the cycle. However, FDOT reserves the right to consider adjustments to the Revenue Forecast during the LRTP adoption cycle, if warranted.

Capacity Programs

Capacity programs include each major funding program that expands the capacity of existing transportation systems (such as highways and transit). Table 3 includes a brief description of each major capacity program and the linkage to the program categories used in the PRP.

Statewide Forecast for Capacity Programs

Table 4 identifies the statewide estimates for capacity programs in the 2045 Revenue Forecast. \$285 billion is forecast for the entire state transportation program from FYs 2020 through 2045; about \$149 billion (52%) is forecast for capacity programs.

Metropolitan Forecast for Capacity Programs

Pursuant to federal law, Transportation Management Area (TMA) funds and certain Transportation Alternatives funds (TALU) are projected based on current population estimates. These two categories only apply to federally designated TMAs; 15 of the Florida’s 27 MPOs qualify for these funds. District estimates for certain Transportation Alternatives (TA) funds and the Other Roads program were developed using the current Statutory Formula. For planning purposes, Transit program funds were divided between Districts and counties according to population.

Table 3
Major Capacity Programs Included in the 2045 Revenue Forecast
and Corresponding Program Categories in the Program and Resource Plan (PRP)

2045 Revenue Forecast Programs	PRP Program Categories
<u>SIS Highways Construction & ROW</u> - Construction, improvements, and associated right of way on SIS highways (i.e., Interstate, the Turnpike, other toll roads, and other facilities designed to serve interstate and regional commerce including SIS Connectors).	Interstate Construction Turnpike Construction Other SIS Highway Construction SIS Highway Traffic Operations SIS Highway Right of Way (ROW) SIS Advance Corridor Acquisition
<u>Other Roads Construction/ROW</u> - Construction, improvements, and associated right of way on State Highway System roadways not designated as part of the SIS. Also includes funding for local assistance programs such as the County Incentive Grant Program (CIGP).	Arterial Traffic Operations Construction County Transportation Programs Economic Development Other Arterial & Bridge Right of Way Other Arterial Advance Corridor Acquisition
<u>Aviation</u> - Financial and technical assistance to Florida's airports in the areas of safety, security, capacity enhancement, land acquisition, planning, economic development, and preservation.	Airport Improvement Land Acquisition Planning Discretionary Capacity Improvements
<u>Transit</u> - Technical and operating/capital assistance to transit, paratransit, and ridesharing systems.	Transit Systems Transportation Disadvantaged – Department Transportation Disadvantaged – Commission Other; Block Grants; New Starts Transit
<u>Rail</u> - Rail safety inspections, rail-highway grade crossing safety, acquisition of rail corridors, assistance in developing intercity and commuter rail service, and rehabilitation of rail facilities.	Rail/Highway Crossings Rail Capacity Improvement/Rehabilitation High Speed Rail Passenger Service
<u>Intermodal Access</u> - Improving access to intermodal facilities, airports and seaports; associated rights of way acquisition.	Intermodal Access
<u>Seaport Development</u> - Funding for development of public deep-water ports projects, such as security infrastructure and law enforcement measures, land acquisition, dredging, construction of storage facilities and terminals, and acquisition of container cranes and other equipment used in moving cargo and passengers.	Seaport Development
<u>SUN Trail</u> – FDOT is directed to make use of its expertise in efficiently providing transportation projects to develop a statewide system of paved non-motorized trails as a component of the Florida Greenways and Trails System (FGTS), which is planned by the Florida Department of Environmental Protection (FDEP).	Other State Highway Construction Other State Highway ROW Other Roads Construction Other Roads ROW Other SIS Highway Construction SIS Highway ROW

Table 4
Statewide Capacity Program Estimates
State and Federal Funds from the 2045 Revenue Forecast (Millions of Dollars)

Major Programs	Time Periods (Fiscal Years)					26-Year Total ²
	2020 ¹	2021-25 ¹	2026-30	2031-35	2036-45	2020-2045
SIS Highways Construction & ROW	2,199	12,940	12,490	13,933	28,971	70,534
Other Roads Construction & ROW	885	6,483	7,918	8,550	17,783	41,618
Aviation	211	1,143	1,433	1,596	3,354	7,738
Transit	417	2,306	2,881	3,154	6,580	15,339
Rail	178	850	1,255	1,425	2,985	6,692
Intermodal Access	40	262	345	379	791	1,816
Seaports	114	622	837	938	1,970	4,481
SUN Trail	25	125	125	125	250	650
Total Capacity Programs	4,068	24,731	27,284	30,100	62,684	148,868
Statewide Total Forecast	8,430	44,768	52,606	58,133	121,134	285,071

¹ Based on the FDOT Tentative Work Program for FYs 2018 through 2022.

² Columns and rows may not equal the totals due to rounding.

Estimates for the Other Roads and Transit programs for the Palm Beach metropolitan area are in Table 5.

Table 5
County Level Capacity Program Estimates
State and Federal Funds from the 2045 Revenue Forecast (Millions of Dollars)

Estimates for the Palm Beach Metropolitan Area

Capacity Programs	Time Periods (Fiscal Years)					26-Year Total ²
	2020 ¹	2021-25 ¹	2026-30	2031-35	2036-45	2020-2045
Other Roads Construction & ROW	36.18	313.19	402.34	442.15	928.27	2,122.14
Transit	25.51	141.77	178.76	195.76	407.85	949.65
Total	61.70	454.96	581.10	637.92	1,336.12	3,071.79

¹ Estimates for FYs 2018 through 2022 are contained in the FDOT Adopted Work Program.

² Columns and rows may not equal the totals due to rounding.

A few programs fund capacity projects throughout the state on a competitive or priority basis. The two most prominent programs for MPOs are the Transportation Regional Incentive Program (TRIP) and the Florida New Starts Transit Program. Formerly, TRIP was referred to as a Documentary Stamp Tax program, but there are currently multiple sources of funding. With the economic recovery, the forecast funding for TRIP is now over five times the level of five years ago. Amounts for the federally-funded TMA program are in Table 6. TRIP, Florida New Starts, and TMA funds are not included in Table 5.

Table 6
Transportation Management Area (TMA) Funds Estimates
Federal Funds from the 2045 Revenue Forecast (Millions of Dollars)

Miami Urbanized Area/TMA	Time Periods (Fiscal Years)					26 Year Total ¹
	2020	2021-25	2026-30	2031-35	2036-45	2020-2045
TMA Funds for Palm Beach Metropolitan Area	20.43	102.15	102.15	102.15	204.3	531.18

¹ Row may not equal the total due to rounding.

“Off-system” funds are included in the Other Roads program estimates comprised of federal and state funds. By law, state funds cannot be used for highway improvements not on the SHS except under certain circumstances. All estimates of TMA funds may be used on “off-system” roads (i.e., roads on the federal-aid highway system but not on the SHS). The following is guidance for estimating other federal funds that can be used for “off-system” roads:

- MPOs in TMAs can assume all estimated TMA funds and 10% of their Other Roads program estimates can be used for “off-system” roads.
- MPOs that are not in TMAs can assume 15% of their Other Roads program estimates can be used for “off-system” roads.

Estimates of TRIP funds by District are in Table 7, and statewide estimates of Florida New Starts funds are in Table 8. Projects which would be partially funded by either of these programs cannot be counted as “funded” in LRTPs. This is because there is no guarantee of any specific project receiving TRIP or Florida New Starts funding in the future. Only a portion of potentially eligible projects receive funding. However, these projects can be included in LRTPs as “illustrative” projects. If MPOs have specific questions, they should consult with their District liaison and planning staff; District staff will contact the OPP, Work Program, or other Central Office staff as needed.

Table 7
Districtwide Transportation Regional Incentive Program Estimates
State Funds from the 2045 Revenue Forecast (Millions of Dollars)

FDOT District	Time Periods (Fiscal Years)					26-Year Total ²
	2020 ¹	2021-25 ¹	2026-30	2031-35	2036-2045	2020-2045
District 1	3.1	21.9	32.7	36.4	74.6	168.8
District 2	2.5	17.6	26.3	29.2	59.9	135.5
District 3	1.6	11.6	17.3	19.2	39.3	89.0
District 4	4.1	28.9	43.1	47.9	98.2	222.3
District 5	4.7	32.8	49.0	54.4	111.7	252.6
District 6	2.8	19.7	29.4	32.7	67.0	151.6
District 7	3.3	23.2	34.6	38.4	78.8	178.2
Statewide Total Forecast	22.2	155.8	232.3	258.2	529.5	1,197.9

¹ Estimates for FYs 2018 through 2022 are contained in the FDOT Adopted Work Program.

² Columns and rows may not equal the totals due to rounding.

Table 8
Transit - Florida New Starts Program Estimates
State Funds from the 2045 Revenue Forecast (Millions of Dollars)

Statewide Program	Time Periods (Fiscal Years)					26-Year Total
	2020	2021-25	2026-30	2031-35	2036-45	2020-2045
Statewide Total Forecast	41.8	226.3	259.2	282.4	593.4	1,403.1

The FAST Act continued funding for TA projects. Categories impacting MPOs include funds for (1) TMAs (TALU); (2) areas with populations greater than 5,000 up to 200,000 (TALL funds), and (3) any area of the state (TALT). Estimates of TA funds are in Table 9. TALT funds, which are presented as Districtwide totals, are programmed at each District’s discretion. MPOs should identify any projects using them as “illustrative” projects since there is no guarantee of a share by MPO or specific projects for these funds.

Table 9
Transportation Alternatives Funds Estimates
Federal Funds from the 2045 Revenue Forecast (Millions of Dollars)

Palm Beach Metropolitan Area and Districtwide	Time Periods (Fiscal Years)					26 Year Total ¹
	2020	2021-25	2026-30	2031-35	2036-45	2020-2045
TALU (>200,000 Population) for Palm Beach Metropolitan Area, Funds for Miami TMA	1.65	8.26	8.26	8.26	16.51	42.93
TALL (<200,000 population)	N/A	N/A	N/A	N/A	N/A	N/A
TALT (Any Area), Entire FDOT District	4.55	22.74	22.74	22.74	45.47	118.22

¹ Rows may not equal the total due to rounding.

Other projects for which funding is uncertain may also be included in LRTPs as “illustrative” projects.

Non-Capacity Programs

Non-capacity programs refer to FDOT programs designed to support, operate, and maintain the SHS: Safety, Resurfacing, Bridge, Product Support, Operations and Maintenance, and Administration. County level estimates are not needed for these programs. Instead, FDOT has included sufficient funding in the 2045 Revenue Forecast to meet the statewide objectives and policies below and carry out its responsibilities and objectives for the non-capacity programs on the SHS in each District and metropolitan area:

- **Resurfacing program:** Ensure that 80% of SHS pavement meets Department standards;
- **Bridge program:** Ensure that 90% of FDOT-maintained bridges meet Department standards while keeping all FDOT-maintained bridges open to the public safe;
- **Operations and maintenance program:** Achieve 100% of acceptable maintenance condition standards on the SHS;

- **Product Support:** Reserve funds for Product Support required to construct improvements (funded with the forecast's capacity funds) in each District and metropolitan area; and
- **Administration:** Administer the state transportation program.

Table 10 includes a description of each non-capacity program and the linkage to the program categories used in the PRP.

Table 10
Major Non-Capacity Programs Included in the 2045 Revenue Forecast
and Corresponding Program Categories in the Program and Resource Plan (PRP)

2045 Revenue Forecast Programs	PRP Program Categories
<u>Safety</u> - Includes the Highway Safety Improvement Program, the Highway Safety Grant Program, Bicycle/Pedestrian Safety activities, the Industrial Safety Program, and general safety issues on a Department-wide basis.	Highway Safety Grants
<u>Resurfacing</u> - Resurfacing of pavements on the SHS and local roads as provided by state law.	Interstate Arterial and Freeway Off-System Turnpike
<u>Bridge</u> - Repair and replace deficient bridges on the SHS. In addition, not less than 15% of the amount of 2009 federal bridge funds must be expended off the federal-aid highway system (e.g., on local bridges not on the SHS).	Repair - On System Replace - On System Local Bridge Replacement Turnpike
<u>Product Support</u> - Planning and engineering required to "produce" FDOT products and services (i.e., each capacity program; Safety, Resurfacing, and Bridge Programs).	Preliminary Engineering Construction Engineering Inspection Right of Way Support Environmental Mitigation Materials & Research Planning & Environment Public Transportation Operations
<u>Operations & Maintenance</u> - Activities to support and maintain transportation infrastructure once it is constructed and in place.	Operations & Maintenance Traffic Engineering & Operations Toll Operations Motor Carrier Compliance
<u>Administration and Other</u> - Resources required to perform the fiscal, budget, personnel, executive direction, document reproduction, and contract functions. Also includes the Fixed Capital Outlay Program, which provides for the purchase, construction, and improvement of non-highway fixed assets (e.g., offices, maintenance yards). The "Other" category consists primarily of debt service.	Administration Fixed Capital Outlay Office Information Systems Debt Service

Table 11 identifies the statewide estimates for non-capacity programs. About \$136 billion (48% of total revenues) is forecast for non-capacity programs. For projects funded with estimates for

the Other Roads program, MPOs can assume the equivalent of 22 percent of those estimated funds will be available from the statewide Product Support estimates for PD&E and Engineering Design. These funds are in addition to the estimates for the Other Roads program provided to MPOs.

Table 11
Statewide Non-Capacity Expenditure Estimates
State and Federal Funds from the 2045 Revenue Forecast (Millions of Dollars)

Major Programs	Time Periods (Fiscal Years)					26-Year Total ¹
	2020	2021-25	2026-30	2031-35	2036-45	2020-2045
Safety	141	820	826	825	1,659	4,271
Resurfacing	633	4,354	4,150	4,241	8,756	22,135
Bridge	1,035	1,051	2,403	2,946	6,122	13,556
Product Support	1,302	6,576	6,709	7,096	14,614	36,299
Operations and Maintenance	1,384	7,442	8,596	9,162	18,939	45,523
Administration and Other	429	2,770	2,891	2,819	5,559	14,468
Total Non-Capacity Programs	4,923	23,013	25,576	27,089	55,650	136,251
Statewide Total Forecast	8,430	44,768	52,606	58,133	121,134	285,071

¹ Columns and rows may not equal the totals due to rounding.

Table 12 contains Districtwide estimates for SHS existing facilities expenditures for information purposes. Existing facilities expenditures include all expenditures for the program categories Resurfacing, Bridge, and Operations and Maintenance (O&M). In the previous Revenue Forecast, these expenditures were described as SHS O&M, but the expenditures on the Resurfacing and Bridge categories, in combination, are about as much as those for O&M. These existing facilities estimates are provided pursuant to an agreement between FDOT and the Federal Highway Administration (FHWA) Division Office.

Table 12
State Highway System Existing Facilities Estimates by District
State and Federal Funds from the 2045 Revenue Forecast (Millions of Dollars)

FDOT District	Time Periods (Fiscal Years)					26-Year Total ¹
	2020	2021-25	2026-30	2031-35	2036-45	2020-2045
District 1	457	1,922	2,267	2,446	5,060	12,151
District 2	606	2,551	3,009	3,247	6,716	16,129
District 3	495	2,084	2,458	2,652	5,487	13,176
District 4	410	1,728	2,038	2,199	4,549	10,924
District 5	561	2,362	2,785	3,006	6,217	14,931
District 6	203	854	1,007	1,087	2,248	5,399
District 7	319	1,345	1,586	1,712	3,541	8,503
Statewide Total Forecast	3,051	12,847	15,150	16,348	33,817	81,214

Note: Includes Resurfacing, Bridge, and Operations & Maintenance Programs.

¹ Columns and rows may not equal the totals due to rounding.

Advisory Concerning Florida's Turnpike Enterprise

Within the framework of FDOT, Florida's Turnpike Enterprise (Turnpike) is given authority, autonomy, and flexibility to conduct its operations and plans in accordance with Florida Statute and its Bond Covenants. The Turnpike's traffic engineering consultant projects Toll Revenues and Gross Concession Revenues for the current year and the subsequent 10-year period, currently FYs 2018-2028. The consultant's official projections are available at http://www.floridasturnpike.com/documents/reports/Traffic%20Engineers%20Annual%20Report/1_Executive%20Summary.pdf.

Projections of Turnpike revenues within the State of Florida Revenue Forecast beyond FY 2028 are for planning purposes, and no undue reliance should be placed on these projections. Such amounts are generated and shared by OPP for purposes of accountability and transparency. They are part of the Revenue Forecast process, which serves the needs of MPOs generating required LRTPs.

MPOs do not program capital projects or make decisions concerning Turnpike spending. OPP projections are not part of the Turnpike's formal revenue estimating process and are not utilized for any purpose other than to assist MPOs and perform related functions. Such amounts do not reflect the Turnpike's requirement to cover operating and maintenance costs, payments to bondholders for principal and interest, long-term preservation costs, and other outstanding Turnpike obligations and commitments.

**REVENUE FORECAST FOR PALM BEACH TPA
LONG RANGE TRANSPORTATION PLAN UPDATE**

**2045 Forecast of State and Federal Revenues
for Statewide and Metropolitan Plans**



Appendix

TPA Financial Forecast Methodology



L RTP 2045 Revenue Forecasts Summary

New Construction – Major Projects, a.k.a “Other Roadways”

Analysis of previously adopted FDOT Work Programs.

1. Created a composite list of all programming for FY 17-24 (8 years) based on the published excel spreadsheets for previously adopted and current tentative work programs from <https://fdotewp1.dot.state.fl.us/FMSupportApps/WorkProgram/Support/Download.aspx>
 - a. Sidenote: If FDOT created detail snapshots of adopted programs for years prior to FY 17, the data could be added to this analysis to create a larger data set for trend analysis. Obligated state and federal funds are available for prior years but they are not in the same format as the work program data tables.
2. Created a “crosswalk” to simplify the department’s 248 active fund codes into 69 source codes. *Excel tab labeled “Fund Codes”.*
 - a. Focused attention on the largest 3 federal (NHP, STP, and HSP) and the largest 5 state (DDR, DS, D, DI, DPTO)
 - i. For example: ACAN would be consolidated into STP-A
3. Created a second “crosswalk” to simplify the department’s 165 active work mix designations into 10 composite categories. *Excel tab labeled “Work Mix”.*
4. Created a matrix of 10 work mix categories (subdivided roadways into SIS/Non-SIS) x 8 fund sources (largest 3 Fed and 5 State) using pivot tables to analyze how much of each fund source (average annual amount) is utilized in each work mix category. Created data tables for statewide averages and for Palm Beach County averages.
5. Assumed that the Non-SIS roadways work mix totals (less SU funds, which are tracked separately) comprised the “Other Roadways” funding available to MPOs.
 - a. The FDOT provided forecasted suggested the TPA Other Roadways funding should be ~\$60M/yr in the provided LRTP Revenue Forecast document.
 - b. By contrast, the TPA trend analysis above revealed that actual programming toward Other Roadways in FY 17-24 has been closer to \$22.8M/yr (see attached summary tables).
 - i. DDR = \$10.62 M, DS = 9.73 M, STP-A = 2.53 M

Federal and State Funding - PALM BEACH ONLY
Estimated Annual Amounts (Based on FY 17-24)
Funding shown in \$ Millions

SECTION	Federal					Total
	National Highway Performance Program (NHPP)	Surface Transportation - Urbanized (STP-U)	Surface Transportation - Any Area (STP-A)	Surface Transportation - Alternatives (STP-T)	Highway Safety Improvement Program (HSIP)	
ROADWAY						
Non-SIS		\$15,239	\$2,530	\$1,687	\$124	\$19,581
SIS	\$33,394	\$745	\$2,400		\$277	\$36,815
O&M						
Non-SIS	\$305	\$2,129	\$1,173		\$467	\$4,075
SIS	\$3,514	\$154	\$2,113		\$1,473	\$7,254
TRANSIT						
Non-SIS		\$63				\$63
SIS						
AIRPORT						
Non-SIS						
SIS						
SAFETY						
Non-SIS		\$806	\$1	\$396	\$295	\$1,498
SIS			\$14		\$845	\$859
LANDSCAPING						
Non-SIS			\$4			\$4
SIS						
SEAPORT						
Non-SIS						
SIS						
Total	\$37,213	\$19,136	\$8,235	\$2,083	\$3,482	\$70,149

SECTION	State					Total
	District Dedicated Revenue (DDR)	Primary Highways & Public Transportation Office (DS)	Primary - Unrestricted (D)	Statewide Interstate (DI)	Public Transportation Office (DPTO)	
ROADWAY						
Non-SIS	\$10,617	\$9,734				\$20,351
SIS	\$11,456	\$6,341		\$11,416		\$29,213
O&M						
Non-SIS	\$8,847	\$5,260	\$10,734			\$24,841
SIS	\$6,408	\$1,447	\$2,983			\$10,837
TRANSIT						
Non-SIS	\$3,956				\$2,774	\$6,730
SIS	\$469	\$60			\$186	\$715
AIRPORT						
Non-SIS	\$779	\$9			\$3,724	\$4,512
SIS	\$309				\$2,784	\$3,093
SAFETY						
Non-SIS	\$50	\$13				\$62
SIS	\$43					\$43
LANDSCAPING						
Non-SIS	\$274		\$13			\$286
SIS	\$721	\$14				\$735
SEAPORT						
Non-SIS						
SIS						
Total	\$43,927	\$22,878	\$13,729	\$11,416	\$9,468	\$101,418



Appendix

Environmental Mitigation/ Vulnerabilities



Environmental Mitigation Process

Efficient Transportation Decision Making (ETDM)

The National Environmental Policy Act (NEPA) of 1969 directs Federal agencies, when planning projects or issuing permits, to conduct environmental reviews to consider the potential impacts on the environment by their proposed actions. The Federal Highway Administration (FHWA), who oversees the approval of transportation projects, is committed to the examination and avoidance of potential impacts to the social and natural environment when considering approval of proposed transportation projects.

Florida administers the screening of environmental impacts through the Efficient Transportation Decision Making (ETDM) process. The process provides stakeholders the opportunity for early input, involvement, and coordination. It provides for the early identification of potential project effects and informs the development of scopes for projects advancing to the Project Development and Environment (PD&E) phase. Projects screened through the tool includes Strategic Intermodal System (SIS) and TPA Cost Feasible projects. Screening may take place during a Planning Study phase.

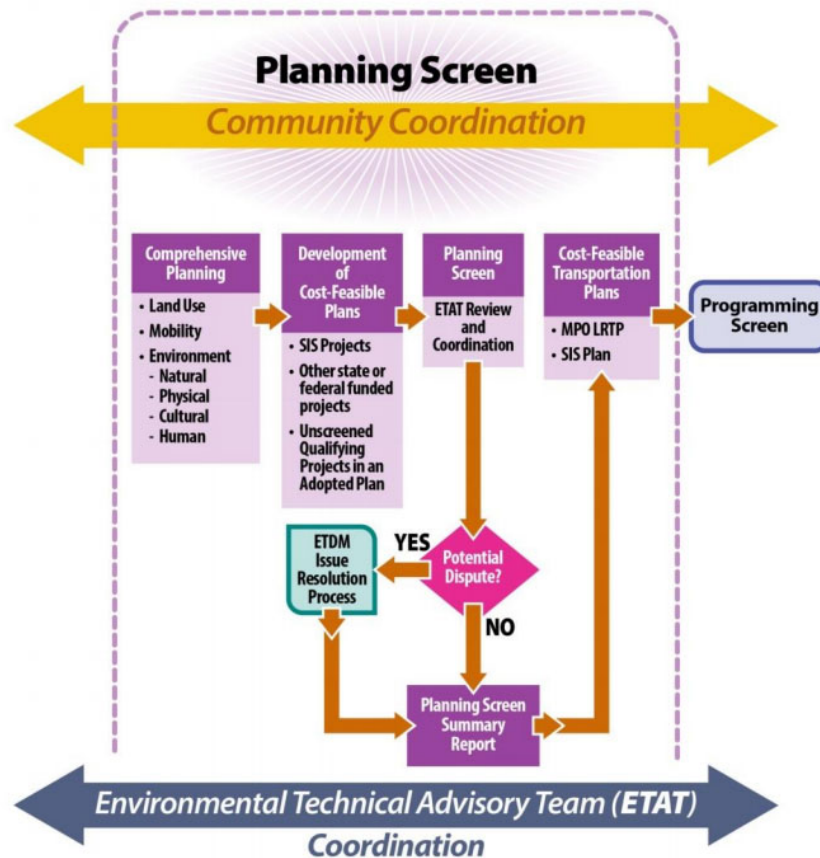
If a project presents potential environmental concerns, typical remedial actions include:

- Avoid impacts altogether
- Minimize a proposed activity/project size or its involvement
- Rectify the impact by repairing, rehabilitating, or restoring the affected environment
- Reduce or eliminate the impact over time by preservation and maintenance operations during the life of the action
- Compensate for environmental impacts by providing appropriate or alternate environmental resources of equivalent or greater value, on or off-site

The Planning Screening flags and develops remedial actions at a conceptual level. The Programming Screen phase as well as the PD&E process provide a more detailed analysis of environmental issues. The TPA and impacted stakeholders work with FDOT during the PD&E phase to address concerns.

Areas of potential impacts that the TPA monitors include wetlands and water resources, forestry and habitats, streams and waterways, and threatened (or endangered) species. Potential mitigation challenges, on the other hand, include lack of funding for mitigation projects and programs, lack of available wetland mitigation bank credits, improperly assessing cumulative impacts of projects, and permitting issues with the county, local, state and federal regulatory agencies. These challenges are minimized through collaboration between the TPA and various stakeholders, including regulatory agencies, the public and other interested parties, and through the public involvement process.

The Planning Screen of the ETDM process is provided below:



Review of Local Initiatives and Transportation Alternatives Projects

The TPA awards Federal Surface Transportation funds through the Local Initiatives program and the Transportation Alternatives program. Both programs include scoring criteria towards environmental mitigation as well as equity benefits.

Projects are also vetted through a desk audit and site visit. The TPA and FDOT District 4 work collaboratively with project applicants to review environmental issues, right-of-way constraints, drainage, public involvement and general project feasibility. Projects determined ineligible are not able to be prioritized in the Palm Beach TPA List of Priority Projects.

Sample Mitigation Plan

For a project with potential environmental impacts, a Conceptual Mitigation Plan will be developed to document the potential to eliminate and/or reduce wetland impacts and to determine feasible mitigation options for unavoidable wetland and species habitat impacts associated with the project's construction. Mitigation of unavoidable direct, secondary and cumulative impacts is required for the issuance of Water Management District and U.S. Army Corps of Engineers (USACE) permits. The report will thoroughly examine a variety of mitigation options to avoid and minimize impacts to wetlands, surface waters, and protected species, including:

- Reduction of the project footprint (use of smaller facilities and/or associated drainage area)
- Application of retained earth walls (where feasible)
- Reduction in design speed or incorporation of design variances and/or exceptions
- Reduction in project lighting
- Alignment selection to maximize separation from environmental resources and reduce secondary impacts
- Inclusion of barrier fencing and wildlife crossings for species preservation

Mitigated vs Unmitigated Areas

When it is not possible to reduce or eliminate environmental impacts, compensating mitigation can serve to protect, preserve, and enhance the nearby land and water resources. The following graphic is a side-by-side comparison showing the differences between a mitigated natural area (Sweet Bay) and an unmitigated natural area (Avenir). The mitigation activities in the Sweet Bay natural preserve have significantly restored the area's natural habitat.

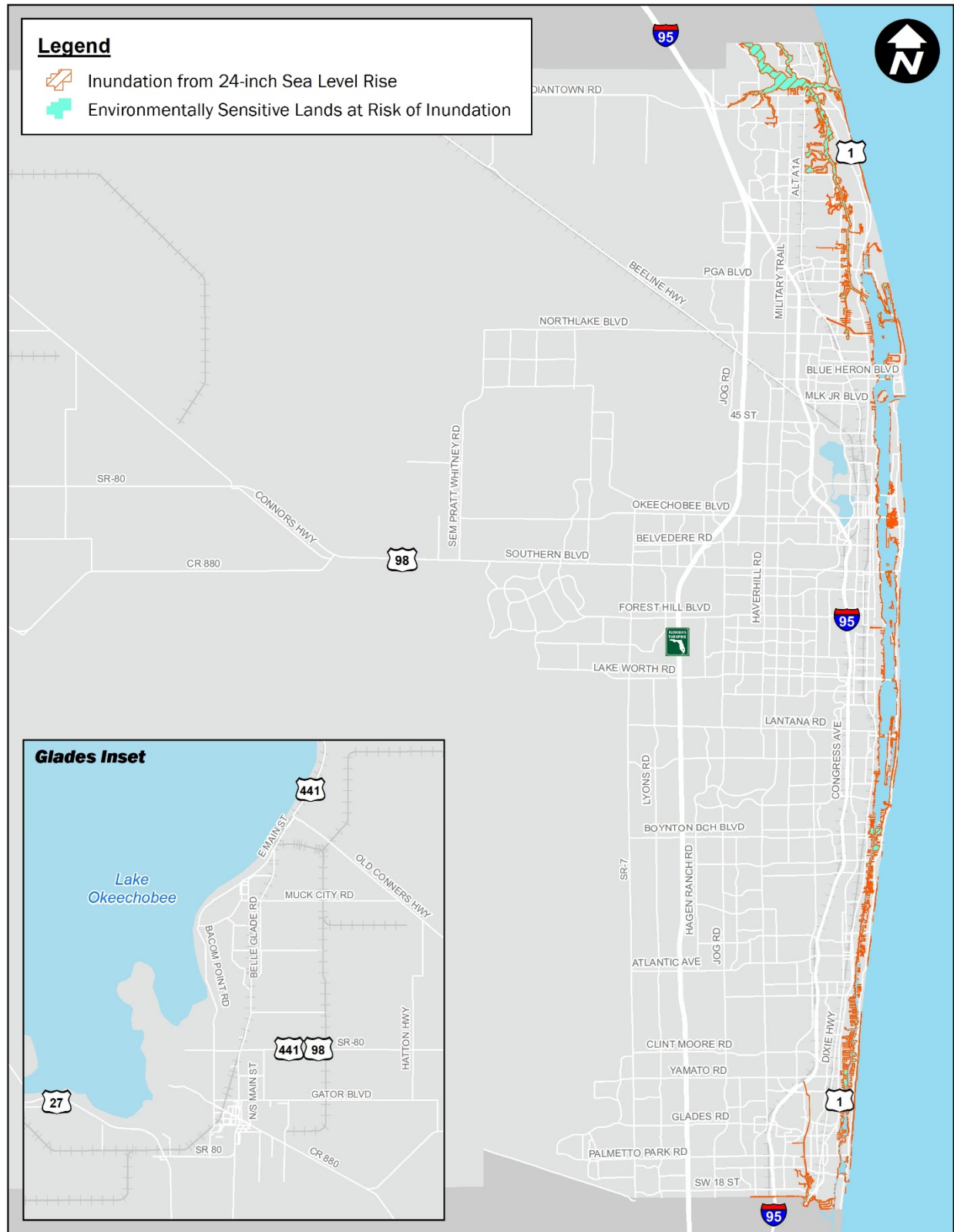
Environment/Climate Vulnerabilities

An inundation analysis was conducted to determine environmentally sensitive lands and transportation facilities at risk of inundation due to sea level rise within Palm Beach County. Overall, South Florida is vulnerable to sea level rise given its surrounding water bodies and low-lying coastal areas, as well as inland areas hydrologically connected to the coast by surface water canals. Environmentally sensitive lands within these areas include mangrove swamps, marshes, freshwater wetlands, streams, and low-lying upland forests.

Readily available data from the National Oceanic and Atmospheric Association (NOAA), Florida Department of Transportation (FDOT), Florida Natural Areas Inventory (FNAI), and South Florida Water Management District (SFWMD) was reviewed to determine the

Vulnerable transportation facilities within the County consisted solely of coastal bus stops, with no airports or railroad stations affected.

projected extent of sea level rise in Palm Beach County. The data was also reviewed to identify the environmental lands and transportation facilities at risk for inundation. NOAA's 24-inch sea level rise data was used for this analysis as it falls between the low and medium sea level rise projections (6 to 10 inches in 2030 and 14 to 34 inches in 2060, respectively) set forth by the Southeast Florida Regional Climate Change Compact.



Vulnerability of Environmentally Sensitive Lands

Low-lying areas along the coast are vulnerable to sea level rise, with sensitive environments such as mangroves, marshes, and freshwater wetlands often located in these areas. These environments are adapted for specific water levels, temperature, and salinity, and changes to these parameters can hinder the ecosystem services provided by these habitats.

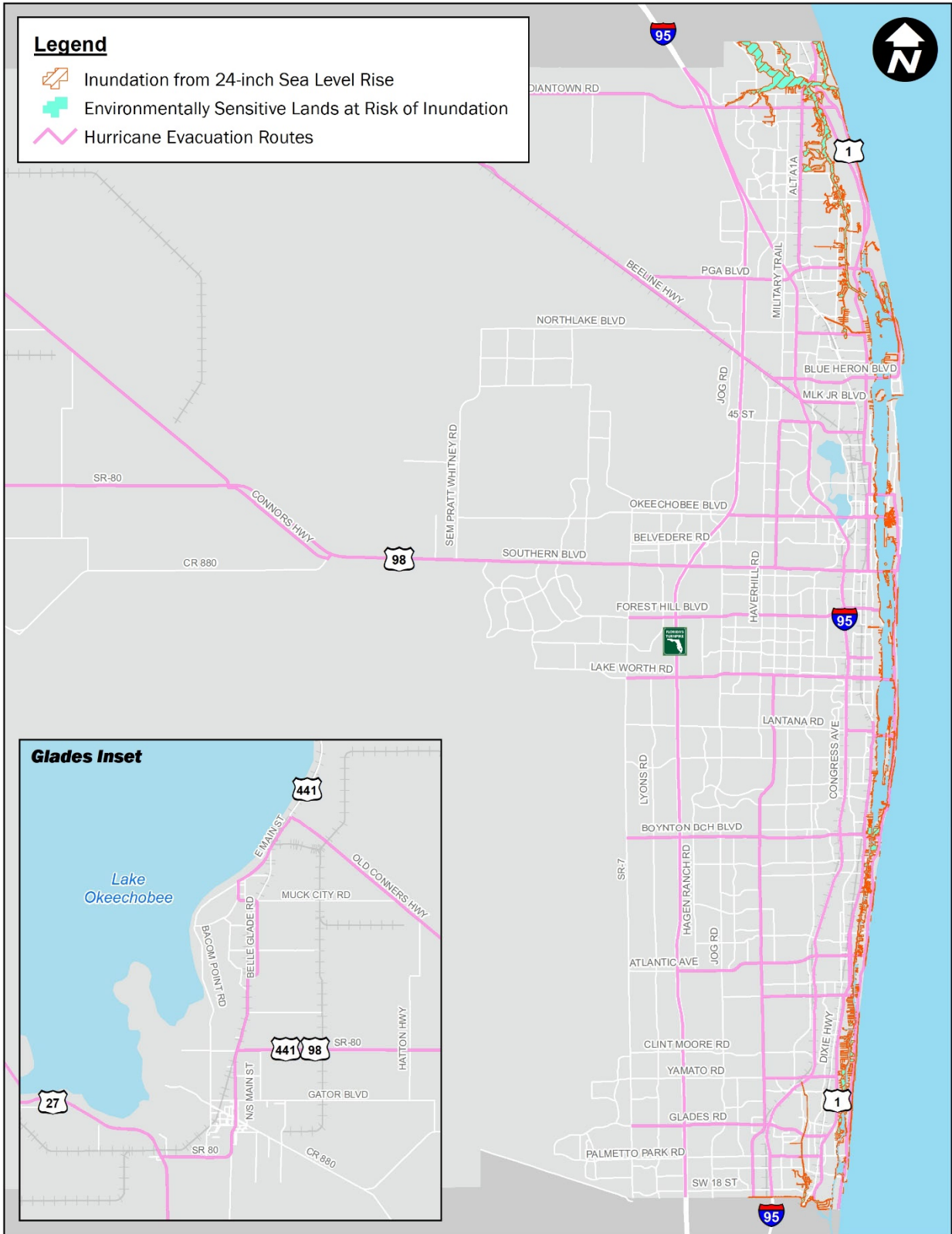
Projected impacts to environmentally sensitive lands are primarily found along the coast and within areas surrounding the intracoastal waterway due to their overall low-lying topography. Few impacts extend landward or west of I-95, except for areas containing surface water features connecting to the ocean.

Vulnerability of Transportation Facilities

Few transportation facilities are impacted by 24-inch sea level rise, with no airports or railroad stations at risk of inundation. However, coastal bus stops on barrier islands are at risk of inundation due to their location in areas with very low elevation.

Hurricane Evacuation Routes

The majority of the hurricane evacuation routes are not along the coast and are not projected to be impacted by the 24-inch sea level rise. However, the hurricane evacuation routes along the coast are at risk of inundation from the projected increase in sea level.





Appendix

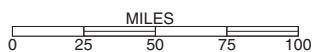
Federal Lands and Indian
Reservation



FEDERAL LANDS AND INDIAN RESERVATIONS

- Bureau of Indian Affairs
- Department of Defense (includes Army Corps of Engineers lakes)
- Fish and Wildlife Service / Wilderness
- Forest Service / Wilderness
- National Park Service / Wilderness

Some small sites are not shown, especially in urban areas.



Albers equal area projection

Abbreviations

- | | |
|-----|--------------------------|
| AFB | Air Force Base |
| IR | Indian Reservation |
| NF | National Forest |
| NAS | Naval Air Station |
| NTC | Naval Training Center |
| NWR | National Wildlife Refuge |



Palm Beach TPA 2045 Long Range Transportation Plan (LRTP)

