



Agenda CAC

Citizens Advisory Committee

IN-PERSON MEETING

Transportation Management Services Department
MAIN CONFERENCE ROOM
2885 South Horseshoe Dr.
Naples, FL, 34104

September 23, 2024, 2:00 P.M.

1. **Call to Order**
2. **Roll Call**
3. **Approval of the Agenda**
4. **Approval of the August 26, 2024 Meeting Minutes**
5. **Open to Public for Comments Items Not on the Agenda**
6. **Agency Updates**
 - A. FDOT
 - B. MPO Executive Director
7. **Committee Action**
 - A. Endorse Amendment 1 to the FY 24/25-25/26 Unified Planning Work Program
 - B. Endorse the 2050 Long Range Transportation Plan Public Involvement Plan, and Chapters 1 & 3
 - C. Endorse an Amendment to the FY 25-29 Transportation Improvement Program (Transit Vehicles/Equipment)
- D. Endorse MPO's Amended Public Participation Plan
- E. Endorse the 2025 MPO Meeting Schedule
8. **Reports & Presentations (May Require Committee Action)**
 - A. Update on the Development of the Comprehensive Safety Action Plan
 - B. Update on 2050 Long Range Transportation Plan Model Runs, Existing & Committed Network Deficiencies
9. **Member Comments**
10. **Distribution Items**
11. **Next Meeting Date**

October 28, 2024
12. **Adjournment**

PLEASE NOTE:

The meetings of the advisory committees of the Collier Metropolitan Planning Organization (MPO) are open to the public and citizen input is encouraged. Any person wishing to speak on any scheduled item may do so upon recognition of the Chairperson. Any person desiring to have an item placed on the agenda should contact the MPO Director at least 14 days prior to the meeting date. Any person who decides to appeal a decision of the advisory committee will need a record of the proceedings pertaining thereto, and therefore may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this meeting should contact the Collier Metropolitan Planning Organization 72 hours prior to the meeting by calling (239) 252-5814. The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes that within the MPO's planning process they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Collier MPO Title VI Coordinator, Ms. Suzanne Miceli (239) 252-5814 or by email at: Suzanne.Miceli@colliercountyfl.gov, or in writing to the Collier MPO, attention: Ms. Miceli, at 2885 South Horseshoe Dr., Naples, FL 34104.

**CITIZENS ADVISORY COMMITTEE of the
COLLIER METROPOLITAN PLANNING ORGANIZATION
MEETING MINUTES
August 26, 2024, 2:00 p.m.**

1. Call to Order

Ms. Middelstaedt called the meeting to order at 2:02 p.m.

2. Roll Call

Mr. Kingston called the roll and confirmed a quorum was present.

CAC Members Present

Elaine Middelstaedt, *Chair*

Neal Gelfand, *Vice-Chair*

Dennis Stalzer

Josh Rincon

Karen Homiak

Misty Phillips

Michelle Arnold

CAC Members Absent

Dennis DiDonna

Fred Sasser

MPO Staff

Anne McLaughlin, Executive Director, Collier MPO

Sean Kingston, Principal Planner, Collier MPO

Others Present

Carmen Maldonado, FDOT

Sonal Dodia, Jacobs Engineering

Bill Gramer, Jacobs Engineering

Kathy Eastley, Planner III, Collier County Transportation Planner

Justin Martin, City of Marco Island Public Works Department Director

Patrick Post, Public

3. **Approval of the Agenda**

Mr. Rincon moved to approve the amended agenda. Mr. Gelfand seconded. Carried unanimously.

4. **Approval of the May 20, 2024 Meeting Minutes**

Ms. Homiak moved to approve the May 20, 2024 meeting minutes. Mr. Stalzer seconded. Carried unanimously.

5. **Public Comments for Items not on the Agenda**

None.

6. **Agency Updates**

A. FDOT

None

B. MPO Executive Director

Ms. McLaughlin thanked those Committee members who participated in the in-house informational video Collier MPO recently produced, which was presented at their recent federal review team. She said the video went over very well and explained that the motivation for the video was to highlight the committee members who are an important part of the MPO in an efficient and effective way. She mentioned that the MPO received positive feedback regarding the entire review process from the federal reviewers but would receive a more detailed and formal report in the fall. She also said she had met with the Florida Department of Transportation (FDOT) as they had started developing their Work Program for FY 2026-2030 and informed her that because of the rising costs of project construction, the discretionary funding usually available to FDOT to cover any overage costs will no longer be available. They said that if project construction costs exceed the programmed funding, the MPO will need to utilize its own Surface Transportation Block Grant – Urban (SU) funds, which total approximately \$5 to 6 million per year. She will be working with all of the jurisdictions within the Collier region to prioritize projects and figure out a path forward through construction. The 2050 Long Range Plan will also be affected by the current financial situation.

7. **Committee Action**

A. Endorse Roll Forward Amendment to the FY2025-2029 Transportation Improvement Program

Mr. Kingston explained that this Amendment was an annual Transportation Improvement Program (TIP) Amendment. He said the MPO was seeking to amend the FY25-29 TIP and approve an authorizing resolution to add projects from the Florida Department of Transportation's (FDOT) Roll

Forward report to include projects in the previous state fiscal year that were not authorized before the end of the state fiscal year on June 30th and must be incorporated in the new TIP in the current state fiscal year 2025.

Ms. Arnold moved to endorse the Roll Forward Amendment to the FY2025-2029 Transportation Improvement Program, and Mr. Gelfand seconded. Carried unanimously.

B. Endorse FY2025-2029 Transportation Improvement Program Amendment – Transit Maintenance Facility

Mr. Kingston said the Amendment would authorize a Resolution recognizing a federal earmark and local funding directed towards constructing a new transit maintenance building being added to the FY 25-29 Transportation Improvement Program (TIP). The Florida Department of Transportation (FDOT) had requested Collier MPO to amend its FY 25-29 TIP to add capital for a new Collier County Transit Maintenance Facility. The amendment would add \$4,190,000 in Congress General Fund Earmarks (CD24) and \$1,047,500 in local funds for a total of \$5,237,500.

Mr. Stalzer moved to endorse the Roll Forward Amendment to the FY2025-2029 Transportation Improvement Program, and Mr. Rincon seconded. Carried unanimously.

C. Endorse FY2025-2029 Transportation Improvement Program Amendment to Add SU Funds to the Collier Alternate Bike Lane Project

Ms. McLaughlin said this project for the City of Marco Island had gone through several stages, and that although SU funds might be stretched thin in FY26-30, this project was programmed for FY25 in which the additional funds requested are available for use.

Mr. Martin explained that the project was a part of the City of Marco Island’s master plan for bike lanes and shared-use paths.

Mr. Martin provided a presentation which can be viewed in the August 26, 2024 CAC Agenda

The project was originally submitted and programmed as a 2020 Bike/Ped project priority with a cost estimate of \$0.965 million and received an additional funding of \$1.504 million in 2023 to meet cost increases. Subsequently, the bid proposal the City received in June of 2024 exceeded project funds, and the City is requested a revised bid for a reduced project scope limited to just the southern segment. Due to construction costs, the reduced project scope requires an additional \$1.736 million in Surface Transportation Block Grant – Urban (SU) funds.

The project will be funded at \$2.457 million with adoption of the Roll Forward TIP amendment at the September 13, 2024 MPO Board meeting. With the requested addition of \$1.736 million from the revised bid, the total would be \$4.283 million for construction and preliminary engineering for the southern segment. He said the contract had already gone to bid and was ready to move forward when the additional funding was approved.

Ms. McLaughlin mentioned that the Technical Advisory Committee (TAC) had voted to endorse the project earlier that day, and the Bicycle and Pedestrian Advisory Committee (BPAC) had endorsed the project on August 20, 2024.

Ms. Homiak moved to endorse the TIP Amendment to add funds to the Collier Alternate Bike Lane Project, and Mr. Rincon seconded. Carried unanimously.

8. Reports & Presentations (May Require Committee Action)

Ms. McLaughlin mentioned that the Technical and Citizens Advisory Committees play a large part in guiding the development of the Long Range Transportation Plan. The two Committees act as a Steering Committee for the plan, as they are first to hear about items that will be presented to the Board and ideas as they are brought forward.

Ms. Dodia provided a presentation which can be viewed in the August 26, 2024 TAC Agenda.

A group discussion followed, regarding the process and components of how the plan would be created.

Mr. Post said that he was presenting a concept he developed for a light rail transportation system in the Collier region. He said he had presented the idea to different entities and organizations around the region with positive feedback. He wanted to let the Committee know that he had submitted the concept to Jacobs Engineering for consideration of inclusion in the 2050 Long Range Transportation Plan

9. Member Comments

Ms. Middelstaedt asked if there had been any further talk about the idea of Collier and Lee MPO merging.

Ms. Mc Laughlin said the subject would most likely be brought forward again in the next legislative session, and that she and Lee MPO Executive Director, Don Scott, were discussing how to prepare an in-house feasibility study.

A group discussion followed, considering the possible financial and organizational effects that might be experienced in such a merger.

10. Distribution Items

A. Administrative Modification to Collier MPO's Fifth Amended FY 22/23-23/24 Unified Planning Work Program

The item was distributed.

B. FDOT Federal Functional Classification and Urban Area Boundaries for Collier County

The item was distributed.

C. Administrative Modification to the FY 2025-2029 Transportation Improvement Program (FDOT TIP Review Checklist Items)

The item was distributed.

11. Next Meeting Date

September 23, 2024, 2:00 p.m. –Transportation Management Services Bldg. Main Conference Room, 2885 S. Horseshoe Dr., Naples, FL, 34104 – in person.

12. Adjournment

Ms. Middelstaedt adjourned the meeting at 3:01 p.m.

EXECUTIVE SUMMARY
COMMITTEE ACTION
ITEM 7A

Endorse Amendment 1 to the FY 2024/25 – 2025/26 Unified Planning Work Program

OBJECTIVE: For the Committee to endorse Amendment 1 to the State Fiscal Year (FY) 2024/25 – 2025/26 Unified Planning Work Program (UPWP).

CONSIDERATIONS: The MPO is required to develop and submit to the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT), a two-year UPWP, which sets forth the MPO’s budget and planning activities. The current UPWP is for the time period July 1, 2024, through June 30, 2026, and was approved by the MPO Board on May 10, 2024. Amendment 1 to the UPWP will be presented to the MPO Board for approval on October 11, 2024.

FDOT has requested that Collier MPO amend its UPWP (and the underlying MPO Agreement) to include an additional \$13,765 in 5305(d) transit planning funding (**Attachment 1**).

MPO Staff has prepared Amendment 1 to the UPWP as requested by FDOT, and has also reallocated some of the funds for both fiscal years for MPO Staff salaries/fringe benefits, consultant services, and travel for professional development and training. An allocation to begin an update to the Congestion Management Process in FY2025 has also been included. A summary of the funding allocation changes is as follows:

<u>Changes to Allocations in Amendment 1 to the FY 24/25-25/26 UPWP</u>				
FY 2024/2025				
	Fund Type	Amount in Initial UPWP	Amount in Amended UPWP	Difference
Task 1 -Administration				
MPO Staff Salaries/Fringe	PL	\$ 310,860.00	\$ 330,860.00	\$ 20,000.00
Task 2 -Data Collection/Dev.				
MPO Staff Salaries/Fringe	PL	\$ 20,000.00	\$ 25,000.00	\$ 5,000.00
Task 4 - LRTP				
L RTP Consultant	PL	\$ 200,000.00	\$ 125,000.00	\$ (75,000.00)
Task 5 - Special Projects				
BPMP Consultant	PL	\$ 70,000.00	\$ 66,000.00	\$ (4,000.00)
CMP Consultant	PL	\$ -	\$ 67,765.00	\$ 67,765.00
Task 6 - Transit/TD Planning				
MPO Staff Salaries/Fringe	PL	\$ 15,000.00	\$ 20,000.00	\$ 5,000.00
TDP Consultant	PL	\$ 165,000.00	\$ 155,000.00	\$ (10,000.00)
Travel for Profess. Dev.	PL	\$ -	\$ 5,000.00	\$ 5,000.00
			Subtotal:	\$ 13,765.00
			Less Addl. 5305(d) PL funding for FY 25:	\$ (13,765.00)
			TOTAL DIFFERENCE:	\$ -

FY 2025/2026				
	Fund Type	Amount in Initial UPWP	Amount in Amended UPWP	Difference
Task 4 - LRTP				
LRTP Consultant	PL	\$ -	\$ 2,000.00	\$ 2,000.00
LRTP Consultant	SU	\$ 250,000.00	\$ 200,000.00	\$ (50,000.00)
Task 5 - Special Projects				
BPMP Consultant	PL	\$ 5,000.00	\$ 1,000.00	\$ (4,000.00)
CMP Consultant	SU	\$ 100,000.00	\$ 150,000.00	\$ 50,000.00
Task 6 - Transit/TD Planning				
TDP Consultant	PL	\$ 5,000.00	\$ 3,000.00	\$ (2,000.00)
Travel for Profess. Dev.	PL	\$ 5,000.00	\$ 9,000.00	\$ 4,000.00
TOTAL DIFFERENCE:				\$ -

A track changes document showing the changes made to the initial UPWP in underline/strikethrough format is included as **Attachment 2**, and a clean copy of Amendment 1 to the UPWP is included as **Attachment 3**. (Note that the Appendices have been omitted; there has been no change to the Appendices.) The draft MPO Resolution 2024-14, approving the Amendment, is included as **Attachment 4**.

Pursuant to the MPO’s Public Participation Plan, the process outlined below has been followed for the Amendment to the UPWP:

- Posted for review by the TAC and CAC;
- Public comment period announced on the MPO website; and
- Distributed via e-mail to applicable list-serve(s).

The public comment period began on September 16, 2024, and ends with the MPO Board meeting on October 11, 2024.

STAFF RECOMMENDATION: That the Committee endorse Amendment 1 to the FY 2024/25 – 2025/26 Unified Planning Work Program and Resolution 2024-14.

Prepared By: Dusty Hansen, Senior Planner

ATTACHMENTS:

1. FDOT email requesting Collier MPO to amend its UPWP (7/24/2024)
2. Track changes pages showing changes made to the Initial UPWP
3. Clean copy of Amendment 1 to the FY24/25-25/26 UPWP (Appendices Omitted)
4. Draft MPO Resolution 2024-14

From: [Kosheleva, Dasha](#)
To: [Anne McLaughlin](#); [Dusty Hansen](#)
Cc: [DL Liaisons](#); [Sean Kingston](#)
Subject: Contract G2V40 MPO Agreement and UPWP Amendment 1 - additional CPG (old 5305) funds
Date: Wednesday, July 24, 2024 1:47:21 PM
Attachments: [Collar: MPO G2V40 Agreement Amendment_1.docx](#)
[UPWP Revision Form_08-11-2023.pdf](#)

7A Attachment 1

TAC/CAC 9/23/24

EXTERNAL EMAIL: This email is from an external source. Confirm this is a trusted sender and use extreme caution when opening attachments or clicking links.

Good afternoon Anne and Dusty,

Based on the information provided by the Central Office Work Program, we need to amend the FDOT/MPO Agreement and the current UPWP to capture increase amount of CPG 5305(D) funding which will be authorized in October. Please refer to the column "Change" in the below screenshot.

This amount can be allocated to any task in your UPWP, however the Office of Policy Planning encourages MPOs to work with their transit agency to include transit studies in their plans.

I have drafted the FDOT/MPO Agreement Amendment 1 (attached) for your review. Please prepare the UPWP amendment and fill out the revision form, so we can send the amendment package to initial by FDOT legal. Please confirm that the amendment can be approved at the MPO September meeting.

Feel free to reach out to me if you have any questions.

Florida Department of Transportation
 Office of Work Program Budget
 FY2025-FY2026 FTA CPG 5305(D) Programming
 as of 5.8.24

Sum of Estimated							Year	Previous FY 2025	
BD	Item	Item Description	Phase	FP Seq	FAC	Fund	New FY 2025 Allocation	Allocation	Change
01	439312-5	LEE COUNTY MPO FY 2024/2025-2025/2026 UPWP	14	01	24MP	PL	362,010	329,922	32,088
	439313-5	POLK COUNTY MPO FY 2024/2025-2025/2026 UPWP	14	01	24MP	PL	245,307	224,498	20,809
	439314-5	COLLIER COUNTY MPO FY 2024/2025-2025/2026 UPWP	14	01	24MP	PL	172,421	158,656	13,765
	439315-5	SARASOTA/MANATEE MPO FY 2024/2025-2025/2026 UPWP	14	01	24MP	PL	428,041	389,571	38,470
	439316-5	CHARLOTTE CTY/PUNTA GORDA FY 2024/2025-2025/2026 UPWP	14	01	24MP	PL	88,499	82,845	5,654
	439317-5	HIGHLANDS/HEARTLAND REGIONAL TPO - FY 2024/2025-2025/2026 UPWP	14	01	24MP	PL	50,140	48,194	1,946

Have a wonderful day!

Kind regards,

Dasha

Dasha Kosheleva
 Community Liaison
 AtkinsRéalis on behalf of FDOT, District One

Phone: 850-273-7415
Cell: 850-825-8680
Email : Dasha.Kosheleva@dot.state.fl.us



“EXHIBIT A” to Amended MPO Agreement #G2V40

**COLLIER
METROPOLITAN PLANNING ORGANIZATION
BONITA SPRINGS (NAPLES), FL UZA**

**UNIFIED PLANNING WORK PROGRAM
FISCAL YEARS (FY) 2024/25-2025/26
July 1, 2024-June 30, 2026**

This document was approved and adopted by the
Collier Metropolitan Planning Organization on
May 10, 2024

2885 Horseshoe Drive S.
Naples, FL 34104
(239) 252-5814
Collier.mpo@colliercountyfl.gov
<http://www.colliermpo.org>

Federal Planning Fund, CFDA No. 20.205

10/11/2024

Federal Award ID No. (FAIN) - # 0313-062-M

Financial Management (FM) - #439314-5-14-01 & 439314-5-14-02

FDOT Contract # G2V40

-----Amendment 1:

Federal Transit Administration (FTA) Section 5305(d) Funds

Financial Management (FM) - # 410113 1 14

Contract #G1V40

Contract #G2594

Section 24112 of the Infrastructure Investment and Jobs Act Funds

U.S. Department of Transportation Federal Highway Administration Contract

Federal Award ID # 693JJ32440059

Prepared by the staff and the participating agencies of the Collier Metropolitan Planning Organization. The preparation of this document has been financed in part through grants from the Federal Highway Administration (CFDA Number 20.205), the Federal Transit Administration (CFDA Number 20.505), the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of title 23, U.S. Code, and from Local funding provided by Collier County, the City of Naples, the City of Marco Island, and the City of Everglades City. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

The MPO does not discriminate against anyone on the basis of race, color, religion, sex, age, national origin, disability or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit <https://www.colliermpo.org/get-involved/civil-rights/>.

Regional Transportation Planning Activities

The Lee County and Collier MPOs meet annually to discuss regional issues and projects which may have a joint impact on the area. The Collier MPO participates in the Lee MPO's Technical Advisory Committee (TAC) and the Lee MPO participates in the Collier TAC. The MPOs will continue to work together to endorse and adopt regional priorities for enhancements, TRIP, highway, and transit projects.

Collier MPO participates in meetings of the Coordinated Urban Transportation Systems (CUTS), the Metropolitan Planning Organization Advisory Council (MPOAC), and in district and state-wide meetings with FDOT.

Collier, Lee, Charlotte and Sarasota/Manatee MPOs have coordinated to submit an application for a Southwest Florida Rail Study under the MPO Advisory Council's Pilot Passenger Rail Priorities Program (PRPP). The goal of the PRPP is to expand rail options across the State of Florida while creating a comprehensive, integrated, and coordinated multimodal network.

AIR QUALITY PLANNING ACTIVITIES

The Collier MPO is in an air quality attainment area and does not anticipate completing any non-attainment planning activities at this time; however, the MPO planning area's air quality continues to be monitored and staff participates in training as needed.

SOFT MATCH

Section 120 of Title 23, U.S.C, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA funding in this UPWP is 18.07% of FHWA program funds for a total of ~~\$197,697,200,184~~ in FY 2024/25 and \$149,635 in FY 2025/26, for a grand total of ~~\$347,332,349,819~~. The "soft match" amount being utilized to match carryover 5305(d) funding in this UPWP is 20% of FTA funds for a total of \$23,317 in FY 2024/25.

FDOT District One Planning Activities

Florida Department of Transportation- District One District Wide Planning activities for FY24/25- FY25/26 include the following:

- GIS Application Development and System Maintenance
- Systems Planning and Reviews
- Interchange Reviews
- Travel Demand Model Development
- ETDM/Community Impact Assessment
- Statistics
- Federal Functional Classification
- Traffic Counts Program
- Modal Development Technical Support

- Transportation Alternatives Program Development
- Commuter Services
- State Highway System Corridor Studies
- Growth Management Technical Support
- Complete Streets Technical Support
- Freight Mobility Support
- Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian

As part of the 3 “C” (Continuing, Cooperative, and Comprehensive) planning process, District staff coordinate planning activities with the MPO. MPO Board and Advisory Committee members are notified of project meetings within the MPO area. FDOT staff present status reports to the MPO Board and Advisory Committees to solicit feedback on planning activities and to ensure that District planning studies and MPO planning activities are coordinated.

CPG PARTICIPATION STATEMENT

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

CPG FUNDING AMOUNTS FOR THIS UPWP

Collier MPO’s Amended CPG Agreement (FDOT Contract # G2V40) identifies the following funding amounts for FY 2025 and FY 2026 planning, which are incorporated into this UPWP:

FY 2025 UPWP PL/SU ALLOCATIONS

Award:	<u>PL</u>	<u>SU</u>	
General PL	\$ 659,858.00	\$ 350,000.00	
PL 5305	\$ 158,656.00		\$
			304,962.0
Carryforward Balance of 3/2023	\$ 275,546.00	\$ 29,416.00	0
TOTAL AWARD	\$ 1,094,060.00	\$ 379,416.00	

FY 2026 UPWP PL/SU ALLOCATIONS

Award:		<u>PL</u>		<u>SU</u>
General PL	\$	669,430.00	\$	350,000.00
PL 5305	\$	158,656.00		
TOTAL AWARD	\$	828,086.00	\$	350,000.00

IIJA 2.5% PL SET ASIDE FOR COMPLETE STREETS PLANNING

The Infrastructure Investment and Jobs Act (IIJA) requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)] Activities may include adopting Complete Streets standards or policies, developing a Complete Streets prioritization plan, or developing transportation plans. [§ 11206(e)].

Many MPO tasks and projects encompass Complete Streets planning, especially those identified in Task 5, Special Projects and Systems Planning and Task 6, Transit and Transportation Disadvantaged Planning. A table showing the required allocation amount and examples of MPO tasks and projects that satisfy the Complete Streets requirement is set forth below:

FY 24/25 PL allocation (with carryover PL)	Complete Streets Required Allocation (2.5%)	Complete Streets Planning
\$1,094,069,107,825.00	\$27,351,596,95.63	Bike/Ped Master Plan Update (Task 5) \$7066,000
FY 25/26 PL allocation		
\$828,086	\$20,702.15	Multi-Modal <u>or Transit</u> Study (Task 6) \$90,686

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The above funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning. [§ 11206(b)]

PUBLIC INVOLVEMENT PROCESS

The development of the UPWP has been subject to public review and comment and is consistent with the Collier MPO’s adopted Public Participation Plan (PPP). The draft is sent to the TAC and CAC for review, announced on the Collier MPO website and sent to interested parties via email to the MPO’s listserv on the date the TAC/CAC agenda packets are posted and distributed.

MPO staff responds in writing to input received from the public and significant comments received from the public, advisory committee members and Board members are memorialized and addressed in

Task 1 - Financial Tables

Task 1 - Administration						
Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$310330,860	\$0	\$0	\$0	\$310330,860
	Subtotal:	\$310330,860	\$0	\$0	\$0	\$310330,860
B. Consultant Services						
	Website maintenance, hosting fees, etc.	\$9,000	\$0	\$0	\$0	\$9,000
	General Support/Special Study	\$11,000	\$0	\$0	\$0	\$11,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
C. Travel						
	Travel and Professional Development	\$5,000	\$0	\$0	\$0	\$5,000
	Subtotal:	\$5,000	\$0	\$0	\$0	\$5,000
D. Other Direct Expenses						
	Building or room Rental/lease	\$17,000	\$0	\$0	\$0	\$17,000
	Insurance	\$6,000	\$0	\$0	\$0	\$6,000
	Cellular Telephone Access and expenses	\$3,000	\$0	\$0	\$0	\$3,000
	General Copying/Printing Expenses, equipment lease and purchase, printing charges, computer purchase, software purchase, repairs and maintenance	\$14,000	\$0	\$0	\$0	\$14,000
	General Office Supplies	\$3,000	\$0	\$0	\$0	\$3,000
	Motor Pool Rental and Car Maintenance /expenses	\$7,000	\$0	\$0	\$0	\$7,000
	Postage, business reply permit, freight expenses, etc.	\$2,400	\$0	\$0	\$0	\$2,400
	Telephone Access, expenses and system maintenance	\$800	\$0	\$0	\$0	\$800
	Subtotal:	\$53,200	\$0	\$0	\$0	\$53,200
	Total:	\$389409,060	\$0	\$0	\$0	\$389409,060
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$389409,060	\$0	N/A	N/A	\$389409,060

Task 2 - Financial Tables

Task 2 - DATA COLLECTION/DEVELOPMENT						
Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$2025,000	\$0	\$0	\$0	\$2025,000
	Subtotal:	\$2025,000	\$0	\$0	\$0	\$2025,000
B. Consultant Services						
	Contract/Consultant Services/ General Support/GIS & Data	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal	\$15,000	\$0	\$0	\$0	\$15,000
	Total:	\$3540,000	\$0	\$0	\$0	\$3540,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$3540,000	\$0	N/A	N/A	\$3540,000

Task 4 - Financial Tables

Task 4 - Long Range Planning Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$50,000	\$0	\$0	\$0	\$50,000
	Subtotal:	\$50,000	\$0	\$0	\$0	\$50,000
B. Consultant Services						
	L RTP	\$200 125,000	\$379,416	\$0	\$0	\$579 504,416
	Subtotal:	\$200 125,000	\$379,416	\$0	\$0	\$579 504,416
	Total:	\$250 175,000	\$379,416	\$0	\$0	\$629 554,416
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$250 175,000	\$379,416	N/A	N/A	\$629 554,416

Task 4 - Long Range Planning Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$45,000	\$0	\$0	\$0	\$45,000
	Subtotal:	\$45,000	\$0	\$0	\$0	\$45,000
B. Consultant Services						
	L RTP	\$0 2,000	\$250 200,000	\$0	\$0	\$250 202,000
	Subtotal:	\$0 2,000	\$250 200,000	\$0	\$0	\$250 202,000
	Total:	\$45 47,000	\$250 200,000	\$0	\$0	\$295 247,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$45 47,000	\$250 200,000	N/A	N/A	\$295 247,000

Task 5 – Financial Tables

Task 5 - Special Projects & Systems Planning Estimated Budget Detail for FY 2024/25							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	USDOT (SS4A)	Local Funds (including Carryover)	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Subtotal:	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
B. Consultant Services							
Bike/Ped Master Plan	\$706,000	\$0	\$0	\$0	\$0	\$0	\$706,000
Congestion Management Process Update	\$67,765						\$67,765
SS4A Safety Action Plan	\$0	\$0	\$0	\$0	\$200,000	\$50,000	\$250,000
Subtotal:	\$70,000 133,765	\$0	\$0	\$0	\$200,000	\$50,000	\$320,000 383,765
Total:	\$145,000 208,765	\$0	\$0	\$0	\$200,000	\$50,000	\$395,000 458,765
Total De-Obligated Funds	\$0	\$0	N/A	N/A	N/A	N/A	\$0
Sub-Total (less the de-obligated funds)	\$145,000 208,765	\$0	N/A	N/A	N/A	N/A	\$395,000 458,765

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Task 5 - Special Projects & Systems Planning Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$80,000	\$0	\$0	\$0	\$80,000
	Subtotal:	\$80,000	\$0	\$0	\$0	\$80,000
B. Consultant Services						
	Bike/Ped Master Plan	\$51,000	\$0	\$0	\$0	\$51,000

Congestion Management Process Update	\$5,000	\$100150,000	\$0	\$0	\$105155,000
Subtotal:	\$106,000	\$100150,000	\$0	\$0	\$110156,000
Total:	\$9086,000	\$100150,000	\$0	\$0	\$190236,000
Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
Sub-Total (less the de-obligated funds)	\$9086,000	\$100150,000	N/A	N/A	\$190236,000

TASK 6 TRANSIT AND TRANSPORTATION DISADVANTAGED PLANNING

PURPOSE:

To provide the necessary resources to support a multimodal transportation system in the Collier MPO area. This task includes developing the Transit Development Plan (TDP), the 2050 Long Range Transportation Plan, a multimodal TIP and other plans, programs and technical studies relating to public transportation. This task includes coordination with the transit agency for the reporting of transit asset management target measures and target setting for the required Public Transit Safety Agency Plan. In addition, this task includes overseeing and providing planning services for a coordinated Transportation Disadvantaged (TD) Program in Collier County, in accordance with Chapter 427 of the Florida Statutes (FS) and Florida Administrative Code (F.A.C.) Rule 41-2.

PREVIOUS WORK

- TDSP Minor Update.
- TDSP Major Update.
- Collier Area Transit Regional Service and Regional Fare Study (coordinated with Lee County), which was identified as a part of the last TDP major update.
- Coordinated with PTNE to review and adopt the Transit Asset Management Performance Measures for the Collier Metropolitan Area.
- Ongoing transit and transportation disadvantaged coordination between the Collier MPO and PTNE.
- Established scope of work for a Zero Emission Fleet Transition Plan feasibility study.
- Staff support to the Local Coordinating Board as required by the TD Planning Grant.
- Community Transportation Coordinator (CTC) Evaluation.
- Annual TD Planning Grant Requirements.

REQUIRED TASKS:

- Conduct and maintain the operations of the MPO including providing administrative support activities such as financial management, contract management, public outreach, personnel matters, procurement of equipment and supplies and general management of Transit Planning at the system level within the MPO.
- Participate in special transit and multi-modal studies, as needed.
- MPO staff, Board, and PTNE staff will participate in meetings, trainings, workshops, or seminars related to fixed route which may include fixed routes, ADA or paratransit service.

- Prepare necessary progress reports and requests for reimbursement for Public Transit Grant Agreements.
- Participate in quarterly coordination meetings with FDOT to discuss transit issues.
- Attend Collier Area Transit’s Public Transit Advisory Committee meetings, as needed.
- Project Management and Consultant Services to complete the Transit Development Plan Major Update. Provide comments on the annual reports of the Transit Development Plan prepared by PTNE.
- Coordinate with PTNE on compliance with all Federal requirements to address transit performance measures including, Transit Asset Management and Public Transit Agency Safety Plan.
- Project Management and Consultant Services to complete a Zero-Emission Fleet Transition Plan for Collier Area Transit.
- Coordinate with PTNE to identify Transit Priorities, review priorities for consistency with the TDP and LRTP.
- Staff support to the LCB, including preparation of agendas, preparation of meeting materials including legal advertisements of meetings.
- Complete TD activities as required by TD Planning Grant, including annual updates to TDSP and major TDSP update, CTC Evaluation, annual review of bylaws, completion of LCB training, public workshop, etc.
- Prepare and submit grant application for TD Planning Grant. Execute grant agreement and prepare necessary progress reports and requests for reimbursement by the CTD.

End Task/Deliverable(s)	Target Date
Participation in meetings, trainings, workshops, or seminars (TD and Transit)	As needed
Transit Development Plan (TDP) Major Update	September 2025
TDP Annual Report (Prepared by PTNE)– Provide Comments/ MPO Board ratification	Annually
Coordinate with PTNE on compliance with all Federal requirements to address transit performance measures including, Transit Asset Management and Public Transit Agency Safety Plan	As directed by FDOT
Adopted Transit Priorities	June - Annually
Zero Emission Transition Plan	June 2025
TD Grant Application and Agreement	June - Annually
LCB Meetings	Quarterly
Minor TDSP Updates	May 2025 May 2026
CTC Evaluation	May - Annually
Multi-modal or Transit Study	2027

Task 6 - Financial Tables

Task 6 - Transit & TD Planning							
Budget Detail for FY 2024/25							
Budget Category & Description	FHWA PL	FTA 5305 (G1V40)	FTA 5305 (G2594)	FTA 5307 (FY 22)	Trans. Disad.	Total	FTA 5305 Soft Match for G1V40, G2594
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$1520,000	\$21,000	\$24,000	\$0	\$25,280	\$8590,280	\$9,000
Subtotal:	\$1520,000	\$21,000	\$24,000	\$0	\$25,280	\$8590,280	\$9,000
B. Consultant Services							
TDP Major Update	\$165155,000	\$0	\$0	\$0	\$0	\$165155,000	\$0
Zero Emission Transition Plan	\$6,000	\$60,000	\$0	\$60,000	\$0	\$126,000	\$12,000
Subtotal:	\$171161,000	\$60,000	\$0	\$60,000	\$0	\$291281,000	\$12,000
C. Travel							
MPO Staff and PTNE staff attendance at training and conferences	\$95,000	\$345	\$9,600	\$0	\$3,000	\$1217,945	\$1,989
Subtotal:	\$95,000	\$345	\$9,600	\$0	\$3,000	\$1217,945	\$1,989
D. Other Direct Expenses							
Website	\$0	\$0	\$240	\$0	\$0	\$240	\$48
Legal Ads	\$0	\$0	\$0	\$0	\$2,500	\$2,500	\$0
Fed Ex/ Postage	\$0	\$120	\$80	\$0	\$0	\$200	\$40
Office Supplies	\$0	\$400	\$800	\$0	\$0	\$1,200	\$240
Subtotal:	\$0	\$520	\$1,120	\$0	\$2,500	\$4,140	\$328
Total:	\$186,000	\$81,865	\$34,720	\$60,000	\$30,780	\$393,365	\$23,317
Total De-Obligated Funds:	\$0	N/A	N/A	N/A	N/A	N/A	N/A
Sub-Total (less the de-obligated funds):	\$186,000	N/A	N/A	N/A	N/A	N/A	N/A

Task 6 - Transit & TD Planning Budget Detail for FY 2025/26			
Budget Category & Description	FHWA PL	Trans. Disad.	Total
A. Personnel Services			
MPO staff salaries, fringe benefits, and other deductions	\$25,000	\$25,280	\$50,280
Subtotal:	\$25,000	\$25,280	\$50,280
B. Consultant Services			
TDP Major Update	\$53,000	\$0	\$53,000
Zero Emission Transition Plan	\$1,000	\$0	\$1,000
Multi-Modal or Transit Study	\$90,686	\$0	\$90,686
Subtotal:	\$9694,686	\$0	\$9694,686
C. Travel			
MPO Staff and PTNE staff attendance at training and conferences	\$59,000	\$3,000	\$812,000
Subtotal:	\$59,000	\$3,000	\$812,000
D. Other Direct Expenses			
Website	\$0	\$0	\$0
Legal Ads	\$0	\$2,500	\$2,500
Fed Ex/ Postage	\$0	\$0	\$0
Office Supplies	\$0	\$0	\$0
Subtotal:	\$0	\$2,500	\$2,500
Total:	\$126128,686	\$30,780	\$157159,466
Total De-Obligated Funds:	\$0	N/A	\$0
Sub-Total (less the de-obligated funds):	\$126128,686	N/A	\$157159,466

SUMMARY TABLES

Initial UPWP Summary Table

TABLE 3 – FY 2024/25 AGENCY PARTICIPATION

Task #	Task Description	FHWA	FHWA	USDOT	Local Match for	FTA Section 5305	FTA Section 5305	FTA Section 5307 (FY 22)	FDOT Soft Match*	Local	TD Trust	Total	Amount to Consultant
		CPG	CPG	SS4A	SS4A	G1V40	G2594						
		PL	SU			Soft Match	Soft Match						
1	Administration	\$ 389,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 70,303	\$ -	\$ -	\$ 459,363	\$ 20,000
2	Data Collection/ Development	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,325	\$ -	\$ -	\$ 41,325	\$ 15,000
3	Transportation Improvement Program (TIP)	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,132	\$ -	\$ -	\$ 53,132	\$ 15,000
4	Long Range Planning	\$ 250,000	\$ 379,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,175	\$ -	\$ -	\$ 674,591	\$ 579,416
5	Special Projects and Systems Planning	\$ 145,000	\$ -	\$ 200,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 26,202	\$ -	\$ -	\$ 421,202	\$ 320,000
6	Transit and Transportation Disadvantaged	\$ 186,000	\$ -	\$ -	\$ -	\$ 81,865	\$ 34,720	\$60,000	\$ 56,927	\$ -	\$ 30,780	\$ 450,292	\$ 291,000
7	Regional Coordination	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,951	\$ -	\$ -	\$ 51,951	\$ -
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -
	Total fiscal year 2024/25 funds for all tasks	\$ 1,094,060	\$ 379,416	\$ 200,000	\$ 50,000	\$ 81,865	\$ 34,720	\$ 60,000	\$ 221,014	\$ 8,000	\$ 30,780	\$ 2,159,855	
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total cost, including carryover, for all tasks	\$ 1,094,060	\$ 379,416	\$ 200,000	\$ 50,000	\$ 81,865	\$ 34,720	\$ 60,000	\$ 221,014	\$ 8,000	\$ 30,780	\$ 2,159,855	\$ 1,240,416

	FHWA PL	FHWA SU	FTA 5307	USDOT	FDOT	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ -	\$ 221,014	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 221,014
FY 2024/25 Funding	\$ 1,094,060	\$ 379,416	\$ 60,000	\$ 200,000	\$ -	\$ 30,780	\$ -	\$ -	\$ -	\$ -	\$ 1,764,256
FY 2024/25 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
FY 2024/25 Collier County Match for SS4A	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
MPO Local Funding Carryover - SS4A Match	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
5305 Carryover	\$ -	\$ -	\$ 116,585	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 116,585
De-Obligation from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carryover, for all tasks	\$ 1,094,060	\$ 379,416	\$ 176,585	\$ 250,000	\$ 221,014	\$ 30,780	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 2,159,855

(1) For FY 2024/2025, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

*Soft match includes \$197,697 at 18.07% and \$23,317 at 20% to match PTGAs.

Amended UPWP Summary Table

TABLE 3 – FY 2024/25 AGENCY PARTICIPATION

Task #	Task Description	FHWA	FHWA	USDOT	Local	FTA	FTA Section	FTA Section	FTA Section	FDOT Soft	Local	TD Trust	Total	Amount to	
		CPG	CPG	SS4A	Match for	Section	5305	5305	5307 (FY	Match*					Consultant
		PL	SU		SS4A	5305	G1V40	G2594	22)						
1	Administration	\$ 409,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,917	\$ -	\$ -	\$ 482,977	\$ 20,000	
2	Data Collection/ Development	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,228	\$ -	\$ -	\$ 47,228	\$ 15,000	
3	Transportation Improvement Program (TIP)	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,132	\$ -	\$ -	\$ 53,132	\$ 15,000	
4	Long Range Planning	\$ 175,000	\$ 379,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,623	\$ -	\$ -	\$ 586,039	\$ 504,416	
5	Special Projects and Systems Planning	\$ 208,765	\$ -	\$ 200,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 37,724	\$ -	\$ -	\$ 496,489	\$ 383,765	
6	Transit and Transportation Disadvantaged	\$ 186,000	\$ -	\$ -	\$ -	\$ 81,865	\$ 34,720	\$ 60,000	\$ 56,927	\$ -	\$ 30,780	\$ -	\$ 450,292	\$ 281,000	
7	Regional Coordination	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,951	\$ -	\$ -	\$ -	\$ 51,951	\$ -	
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ -	\$ 8,000	\$ -	
	Total fiscal year 2024/25 funds for all tasks	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ 50,000	\$ 81,865	\$ 34,720	\$ 60,000	\$ 223,501	\$ 8,000	\$ 30,780	\$ -	\$ 2,176,107		
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Total cost, including carryover, for all tasks	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ 50,000	\$ 81,865	\$ 34,720	\$ 60,000	\$ 223,501	\$ 8,000	\$ 30,780	\$ -	\$ 2,176,107	\$ 1,219,181	

	FHWA PL	FHWA SU	FTA 5307	USDOT	FDOT	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ -	\$ 223,501	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,501
FY 2024/25 Funding	\$ 1,107,825	\$ 379,416	\$ 60,000	\$ 200,000	\$ -	\$ 30,780	\$ -	\$ -	\$ -	\$ -	\$ 1,778,021
FY 2024/25 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
FY 2024/25 Collier County Match for SS4A	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
MPO Local Funding Carryover - SS4A Match	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
5305 Carryover	\$ -	\$ -	\$ 116,585	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 116,585
De-Obligation from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carryover, for all tasks	\$ 1,107,825	\$ 379,416	\$ 176,585	\$ 250,000	\$ 223,501	\$ 30,780	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 2,176,107

(1) For FY 2024/2025, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share.

The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

*Soft match includes \$200,184 at 18.07% and \$23,317 at 20% to match PTGAs.

TABLE 4 – FY 2024/25 FUNDING SOURCE

Initial UPWP Summary Table

Task #	Task Description	FHWA PL Federal	FHWA SU Federal	USDOT Federal (SS4A)	FTA 5305 Carryforward	FTA Section 5307 (FY 22)	FDOT Soft Match*	Total Federal Funding	State TD Trust	Local Funding	Total
1	Administration	\$ 389,060	\$ -	\$ -	\$ -	\$ -	\$ 70,303	\$ 389,060	\$ -	\$ -	\$ 459,363
2	Data Collection/Development	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ 6,325	\$ 35,000	\$ -	\$ -	\$ 41,325
3	Transportation Improvement Program (TIP)	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 8,132	\$ 45,000	\$ -	\$ -	\$ 53,132
4	Long Range Planning	\$ 250,000	\$ 379,416	\$ -	\$ -	\$ -	\$ 45,175	\$ 629,416	\$ -	\$ -	\$ 674,591
5	Special Projects and Systems Planning	\$ 145,000	\$ -	\$ 200,000	\$ -	\$ -	\$ 26,202	\$ 345,000	\$ -	\$ 50,000	\$ 421,202
6	Transit and Transportation Disadvantaged	\$ 186,000	\$ -	\$ -	\$ 116,585	\$ 60,000	\$ 56,927	\$ 362,585	\$ 30,780		\$ 450,292
7	Regional Coordination	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 7,951	\$ 44,000	\$ -	\$ -	\$ 51,951
8	Locally Funded Activities for all tasks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total:	\$ 1,094,060	\$ 379,416	\$ 200,000	\$ 116,585	\$ 60,000	\$ 221,014	\$ 1,850,061	\$ 30,780	\$ 58,000	\$ 2,159,855
	State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 221,014	\$ -	\$ -	\$ -	\$ 221,014
	FY 2024/25 Funding	\$ 1,094,060	\$ 379,416	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 30,780	\$ -	\$ 1,704,256
	FY 2024/25 Local Funding	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 48,000
	Carry over for SS4A Match-MPO Local Funds from prior FYs	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
	Roll Forward from Prior Fiscal Year	\$ -	\$ -	\$ -	\$ 116,585	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 176,585
	Total cost, including carry over, for all tasks	\$ 1,094,060	\$ 379,416	\$ 250,000	\$ 116,585	\$ 60,000	\$ 221,014	\$ 1,850,061	\$ 30,780	\$ 8,000	\$ 2,159,855

*Soft match includes \$197,697 at 18.07% and \$23,317 at 20% to match PTGAs.

Amended UPWP Summary Table TABLE 4 – FY 2024/25 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FHWA SU Federal	USDOT Federal (SS4A)	FTA 5305 Carry forward	FTA Section 5307 (FY 22)	FDOT Soft Match*	Total Federal Funding	State TD Trust	Local Funding	Total
1	Administration	\$ 409,060	\$ -	\$ -	\$ -	\$ -	\$ 73,917	\$ 409,060	\$ -	\$ -	\$ 482,977
2	Data Collection/Development	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 7,228	\$ 40,000	\$ -	\$ -	\$ 47,228
3	Transportation Improvement Program (TIP)	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 8,132	\$ 45,000	\$ -	\$ -	\$ 53,132
4	Long Range Planning	\$ 175,000	\$ 379,416	\$ -	\$ -	\$ -	\$ 31,623	\$ 554,416	\$ -	\$ -	\$ 586,039
5	Special Projects and Systems Planning	\$ 208,765	\$ -	\$ 200,000	\$ -	\$ -	\$ 37,724	\$ 408,765	\$ -	\$ 50,000	\$ 496,489
6	Transit and Transportation Disadvantaged	\$ 186,000	\$ -	\$ -	\$ 116,585	\$ 60,000	\$ 56,927	\$ 362,585	\$ 30,780	\$ -	\$ 450,292
7	Regional Coordination	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 7,951	\$ 44,000	\$ -	\$ -	\$ 51,951
8	Locally Funded Activities for all tasks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total:	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ 116,585	\$ 60,000	\$ 223,501	\$ 1,863,826	\$ 30,780	\$ 58,000	\$ 2,176,107
	State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,501	\$ -	\$ -	\$ -	\$ 223,501
	FY 2024/25 Funding	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 30,780	\$ -	\$ 1,718,021
	FY 2024/25 Local Funding	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 48,000
	Carry over for SS4A Match-MPO Local Funds from prior FYs	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
	Roll Forward from Prior Fiscal Year	\$ -	\$ -	\$ -	\$ 116,585	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 176,585
	Total cost, including carryover, for all tasks	\$ 1,107,825	\$ 379,416	\$ 250,000	\$ 116,585	\$ 60,000	\$ 223,501	\$ 1,863,826	\$ 30,780	\$ 8,000	\$ 2,176,107

*Soft match includes \$200,184 at 18.07% and \$23,317 at 20% to match PTGAs.

TABLE 5 – FY 2025/26 AGENCY PARTICIPATION

Initial UPWP Summary Table

Task #	Task Description	FHWA	FHWA	FDOT	Local	TD Trust	Total	Amount to Consultant
		CPG	CPG					
		PL	SU					
1	Administration	\$ 424,400	\$ -	\$ 76,689	\$ -	\$ -	\$ 501,089	\$ 29,000
2	Data Collection/ Development	\$ 40,000	\$ -	\$ 7,228	\$ -	\$ -	\$ 47,228	\$ 15,000
3	Transportation Improvement Program (TIP)	\$ 55,000	\$ -	\$ 9,939	\$ -	\$ -	\$ 64,939	\$ 15,000
4	Long Range Planning	\$ 45,000	\$ 250,000	\$ 8,132	\$ -	\$ -	\$ 303,132	\$ 250,000
5	Special Projects and Systems Planning	\$ 90,000	\$ 100,000	\$ 16,263	\$ -	\$ -	\$ 206,263	\$ 110,000
6	Transit and Transportation Disadvantaged	\$ 126,686	\$ -	\$ 22,892	\$ -	\$ 30,780	\$ 180,358	\$ 96,686
7	Regional Coordination	\$ 47,000	\$ -	\$ 8,493	\$ -	\$ -	\$ 55,493	\$ -
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -
	Total fiscal year 2025/26 funds for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 8,000	\$ 30,780	\$ 1,366,501	\$ -
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$828,086	\$350,000	\$149,635	\$ 8,000	\$ 30,780	\$ 1,366,501	\$ 515,686

	FHWA PL	FHWA SU	FDOT	TD Trust	Collier County	Naples	Everglades City	Marco Island	Total
State Support/Match for MPO (1)	\$ -	\$ -	\$ 149,635	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,635
FY 2025/26 Funding	\$ 828,086	\$ 350,000	\$ -	\$ 30,780	\$ -	\$ -	\$ -	\$ -	\$ 1,208,866
FY 2025/26 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
De-Obligation from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carry over, for all tasks	\$828,086	\$350,000	\$149,635	\$ 30,780	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$1,366,501

(1) For FY 2025/2026, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

TABLE 5 – FY 2025/26 AGENCY PARTICIPATION

Amended UPWP Summary Table

Task #	Task Description	FHWA	FHWA	FDOT Soft Match	Local	TD Trust	Total	Amount to Consultant
		CPG	CPG					
		PL	SU					
1	Administration	\$ 424,400	\$ -	\$ 76,689	\$ -	\$ -	\$ 501,089	\$ 29,000
2	Data Collection/ Development	\$ 40,000	\$ -	\$ 7,228	\$ -	\$ -	\$ 47,228	\$ 15,000
3	Transportation Improvement Program (TIP)	\$ 55,000	\$ -	\$ 9,939	\$ -	\$ -	\$ 64,939	\$ 15,000
4	Long Range Planning	\$ 47,000	\$ 200,000	\$ 8,493	\$ -	\$ -	\$ 255,493	\$ 202,000
5	Special Projects and Systems Planning	\$ 86,000	\$ 150,000	\$ 15,540	\$ -	\$ -	\$ 251,540	\$ 156,000
6	Transit and Transportation Disadvantaged	\$ 128,686	\$ -	\$ 23,254	\$ -	\$ 30,780	\$ 182,720	\$ 94,686
7	Regional Coordination	\$ 47,000	\$ -	\$ 8,493	\$ -	\$ -	\$ 55,493	\$ -
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -
	Total fiscal year 2025/26 funds for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 8,000	\$ 30,780	\$ 1,366,501	\$ -
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 8,000	\$ 30,780	\$ 1,366,501	\$ 511,686

	FHWA PL	FHWA SU	FDOT	TD Trust	Collier County	Naples	Everglades City	Marco Island	Total
State Support/Match for MPO (1)	\$ -	\$ -	\$ 149,635	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,635
FY 2025/26 Funding	\$ 828,086	\$ 350,000	\$ -	\$ 30,780	\$ -	\$ -	\$ -	\$ -	\$ 1,208,866
FY 2025/26 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
De-Obligation from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carryover, for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 30,780	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 1,366,501

(1) For FY 2025/2026, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

TABLE 6 – FY 2025/26 FUNDING SOURCE

Initial UPWP Summary Table

Task #	Task Description	FHWA PL Federal	FHWA SU Federal	FDOT Soft Match	Total Federal Funding	State TD Trust	Local Funding	Total
1	Administration	\$ 424,400	\$ -	\$ 76,689	\$ 424,400	\$ -	\$ -	\$ 501,089
2	Data Collection/Development	\$ 40,000	\$ -	\$ 7,228	\$ 40,000	\$ -	\$ -	\$ 47,228
3	Transportation Improvement Program (TIP)	\$ 55,000	\$ -	\$ 9,939	\$ 55,000	\$ -	\$ -	\$ 64,939
4	Long Range Planning	\$ 45,000	\$ 250,000	\$ 8,132	\$ 295,000	\$ -	\$ -	\$ 303,132
5	Special Projects and Systems Planning	\$ 90,000	\$ 100,000	\$ 16,263	\$ 190,000	\$ -	\$ -	\$ 206,263
6	Transit and Transportation Disadvantaged	\$ 126,686	\$ -	\$ 22,892	\$ 126,686	\$ 30,780	\$ -	\$ 180,358
7	Regional Coordination	\$ 47,000	\$ -	\$ 8,493	\$ 47,000	\$ -	\$ -	\$ 55,493
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2025/26 funds for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 1,178,086	\$ 30,780	\$ 8,000	\$ 1,366,501
	State Support/Match for MPO (1)	\$ -	\$ -	\$ 149,635	\$ -	\$ -		\$ 149,635
	FY 2025/26 Funding	\$ 828,086	\$ 350,000	\$ -	\$ -	\$ 30,780		\$ 1,208,866
	FY 2025/26 Local Funding	\$ -	\$ -	\$ -	\$ -		\$ 8,000	\$ 8,000
	Total cost, including carryover, for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 1,178,086	\$ 30,780	\$ 8,000	\$ 1,366,501

Amended UPWP Summary Table

TABLE 6 – FY 2025/26 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FHWA SU Federal	FDOT Soft Match	Total Federal Funding	State TD Trust	Local Funding	Total
1	Administration	\$424,400	\$ -	\$ 76,689	\$ 424,400	\$ -	\$ -	\$ 501,089
2	Data Collection/Development	\$ 40,000	\$ -	\$ 7,228	\$ 40,000	\$ -	\$ -	\$ 47,228
3	Transportation Improvement Program (TIP)	\$ 55,000	\$ -	\$ 9,939	\$ 55,000	\$ -	\$ -	\$ 64,939
4	Long Range Planning	\$ 47,000	\$200,000	\$ 8,493	\$ 247,000	\$ -	\$ -	\$ 255,493
5	Special Projects and Systems Planning	\$ 86,000	\$150,000	\$ 15,540	\$ 236,000	\$ -	\$ -	\$ 251,540
6	Transit and Transportation Disadvantaged	\$128,686	\$ -	\$ 23,254	\$ 128,686	\$ 30,780	\$ -	\$ 182,720
7	Regional Coordination	\$ 47,000	\$ -	\$ 8,493	\$ 47,000	\$ -	\$ -	\$ 55,493
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2025/26 funds for all tasks	\$828,086	\$350,000	\$149,635	\$ 1,178,086	\$ 30,780	\$ 8,000	\$ 1,366,501
	State Support/Match for MPO (1)	\$ -	\$ -	\$149,635	\$ -	\$ -		\$ 149,635
	FY 2025/26 Funding	\$828,086	\$350,000	\$ -	\$ -	\$ 30,780		\$ 1,208,866
	FY 2025/26 Local Funding	\$ -	\$ -	\$ -	\$ -		\$ 8,000	\$ 8,000
	Total cost, including carryover, for all tasks	\$828,086	\$350,000	\$ 149,635	\$ 1,178,086	\$ 30,780	\$ 8,000	\$ 1,366,501



“EXHIBIT A” to Amended MPO Agreement #G2V40

**COLLIER
METROPOLITAN PLANNING ORGANIZATION
BONITA SPRINGS (NAPLES), FL UZA**

**UNIFIED PLANNING WORK PROGRAM
FISCAL YEARS (FY) 2024/25-2025/26
July 1, 2024-June 30, 2026**

This document was approved and adopted by the
Collier Metropolitan Planning Organization on
May 10, 2024

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Federal Planning Fund, CFDA No. 20.205
Federal Award ID No. (FAIN) - # 0313-062-M
Financial Management (FM) - #439314-5-14-01 & 439314-5-14-02
FDOT Contract # G2V40

Amendment 1: 10/11/2024

Federal Transit Administration (FTA) Section 5305(d) Funds
Financial Management (FM) - # 410113 1 14
Contract #G1V40
Contract #G2594

Section 24112 of the Infrastructure Investment and Jobs Act Funds
U.S. Department of Transportation Federal Highway Administration Contract
Federal Award ID # 693JJ32440059

Prepared by the staff and the participating agencies of the Collier Metropolitan Planning Organization. The preparation of this document has been financed in part through grants from the Federal Highway Administration (CFDA Number 20.205), the Federal Transit Administration (CFDA Number 20.505), the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104(f) of title 23, U.S. Code, and from Local funding provided by Collier County, the City of Naples, the City of Marco Island, and the City of Everglades City. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

The MPO does not discriminate against anyone on the basis of race, color, religion, sex, age, national origin, disability or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit <https://www.colliermpo.org/get-involved/civil-rights/>.

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COST ANALYSIS CERTIFICATION

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525-010-06
POLICY PLANNING
02/19

Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

Jared W. Perdue, P.E.
SECRETARY

Cost Analysis Certification

Collier MPO

Unified Planning Work Program - FY 24/25-25/26

Adopted 5/10/2024

Revision Number: Initial Adoption

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

Name: Edith Perez, FCCM

Community Liaison, District One
Title and District

Edith Perez

5/10/2024

Signature

www.fdot.gov

INTRODUCTION

DEFINITION OF THE UPWP

The Unified Planning Work Program (UPWP) for the Collier Metropolitan Planning Organization documents transportation planning and transportation planning related activities for the two-year period starting July 1, 2024 (FY 2024/25-2025/26). The UPWP is the basis for allocating federal, state, and local funds for transportation planning purposes in the Collier Metropolitan Planning area. At a minimum, a UPWP includes a description of the work and resulting products, indicates who will perform the work, provides timeframes and deadlines for completing the work, includes the cost of the work and the source(s) of funds.

This Work Program is consistent with all federal and state requirements. All products and planning concepts and factors follow Federal and State guidelines. The Collier MPO complies with Title VI of the Civil Rights Act of 1964. Title VI prohibits discrimination on the basis of race, color, national origin, age, disability, religion or sex.

The objective of the Collier MPO is to provide for a Continuing, Comprehensive, and Cooperative approach to the planning process. The MPO performs a variety of tasks utilizing funds under Titles 23 and 49, and Title 49 Chapter 53, U.S.C. Those tasks include annual development of the Transportation Improvement Program (TIP); continually improving the Congestion Management Process; regular updates to the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP); support of Bicycle and Pedestrian Planning activities; preparation of updates to the Long Range Transportation Plan (LRTP); periodically updating the Public Involvement Plan (PIP), expanding public outreach activities and implementing strategies to address environmental justice issues; and supporting FDOT District One and Collier County planning activities with emphasis on improving traffic modeling and Geographic Information Systems (GIS) capabilities. All eligible expenses will be reimbursed on an actual cost basis and therefore an indirect rate will not be utilized.

OVERVIEW AND STATUS OF CURRENT CORE PLANNING ACTIVITIES

Long Range Transportation Plan

The LRTP is a critical tool in the MPO process. It is composed of a Needs Assessment, a Cost Feasible Plan, and several multi-modal transportation components. It is the primary document in which multi-modal components (such as pathways, transit, and other projects), land use data, and projected revenues are integrated in the long range planning process. The 2045 LRTP started in 2019 and was completed in December 2020. The development of the 2045 LRTP included coordination with member agencies and the FDOT.

The 2050 LRTP will be the focus for this UPWP. The MPO's consultant has begun development of the 2050 LRTP. Current activities include developing a Public Involvement Plan and public involvement materials, coordinating initiatives, goals, objectives, decision making framework, travel modeling and analysis, and coordinating with member agencies and FDOT. The document is required to be adopted by December 2025.

INTRODUCTION (cont.)

Congestion Management Process (CMP)

An operational Congestion Management System (CMS) plan was originally adopted in 1997 and was updated in 2006. The CMS was developed to reduce congestion by not adding travel lanes to existing highways, but by initiatives such as improving traffic signal timing, improving intersections (adding/lengthening turn lanes, etc.), and modifying medians. In 2008, the MPO updated the CMS and renamed it the Congestion Management Process (CMP). The CMP was updated in 2017. The 2017 update brought the document current with the 2040 LRTP and new federal legislation requiring performance-based, data driven planning. The 2017 update also adopted transportation performance measures and required project sponsors to establish baseline measures and report the results to the Congestion Management Committee and the MPO Board.

Updates to the CMP are completed every five years. The last update to the CMP occurred in April 2022. Beginning a new update to the CMP for anticipated completion in 2027 will be a focus for this UPWP. The update will bring the document current with the 2050 LRTP, which is currently underway.

LOCAL AND REGIONAL PLANNING PRIORITIES

FY 2024/25 and FY 2025/26 UPWP Transportation Planning Priorities

Completing many technical plans and studies that support the development of the LRTP will be a focus of this UPWP.

Transit Planning

A major Transit Development Plan (TDP) update was completed in September 2020 and a new update is now underway. The TDP update is scheduled to be completed by September 2025 and will coordinate with the 2050 LRTP. The Collier County Public Transit and Neighborhood Enhancement (PTNE) Department, in coordination with the Collier MPO, completes Annual Progress Reports to the TDP in-house.

A Zero Emission Fleet Transition Plan is being completed to evaluate the potential impacts, benefits, and feasibility of a deployment plan to incorporate battery electric vehicles into Collier Area Transit's services and facilities.

The last Transportation Disadvantaged Service Plan (TDSP) major update was completed in 2023. The Collier MPO serves as the designated official planning agency and performs Transportation Disadvantaged Planning activities. A major TDSP update is required to be completed 120 days after reappointment of the Community Transportation Coordinator, which will occur in 2028. The next major update to the TDSP update must be completed and submitted to the Florida Commission for the Transportation Disadvantaged by October 2028. Interim updates to the TDSP are completed annually and completed by MPO staff in-house.

Bicycle and Pedestrian Master Plan (BPMP) Update

The purpose of the BPMP is to develop a comprehensive bicycle and pedestrian network throughout Collier County and to unify planning efforts and influence facility improvement priorities. The last BPMP update was completed in 2019 and a new update is underway, and anticipated to be completed by May 2025 and will coordinate with the 2050 LRTP.

Safe Streets for All Comprehensive Safety Action Plan

The Safe Streets for All Comprehensive Safety Action Plan is a plan that supports FDOT's Vision Zero goals, provides a framework to reduce fatalities and serious injuries on roadways, and improves the safety, health, and well-being of residents and visitors. Development of the Action Plan is currently underway and is expected to be completed by November 2025.

Equity Analysis

MPO staff prepared an updated Equity Analysis in 2023 to assess changes throughout the community since the previous 2017 analysis was last updated in 2019 for inclusion in the BPMP and the 2045 LRTP. The 2023 update identified Disadvantaged Census Tracts in Collier County using the Council on Environmental Quality – Climate and Economic Justice Screening Tool released on 11/22/22. The analysis is consistent with the transportation disadvantaged definition and evaluation criteria established for use in submitting applications for USDOT 2022 Justice40 discretionary grant programs.

Regional Transportation Planning Activities

The Lee County and Collier MPOs meet annually to discuss regional issues and projects which may have a joint impact on the area. The Collier MPO participates in the Lee MPO's Technical Advisory Committee (TAC) and the Lee MPO participates in the Collier TAC. The MPOs will continue to work together to endorse and adopt regional priorities for enhancements, TRIP, highway, and transit projects.

Collier MPO participates in meetings of the Coordinated Urban Transportation Systems (CUTS), the Metropolitan Planning Organization Advisory Council (MPOAC), and in district and state-wide meetings with FDOT.

Collier, Lee, Charlotte and Sarasota/Manatee MPOs have coordinated to submit an application for a Southwest Florida Rail Study under the MPO Advisory Council's Pilot Passenger Rail Priorities Program (PRPP). The goal of the PRPP is to expand rail options across the State of Florida while creating a comprehensive, integrated, and coordinated multimodal network.

AIR QUALITY PLANNING ACTIVITIES

The Collier MPO is in an air quality attainment area and does not anticipate completing any non-attainment planning activities at this time; however, the MPO planning area's air quality continues to be monitored and staff participates in training as needed.

SOFT MATCH

Section 120 of Title 23, U.S.C, permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA funding in this UPWP is 18.07% of FHWA program funds for a total of \$200,184 in FY 2024/25 and \$149,635 in FY 2025/26, for a grand total of \$349,819. The "soft match" amount being utilized to match carryover 5305(d) funding in this UPWP is 20% of FTA funds for a total of \$23,317 in FY 2024/25.

FDOT District One Planning Activities

Florida Department of Transportation- District One District Wide Planning activities for FY24/25- FY25/26 include the following:

- GIS Application Development and System Maintenance
- Systems Planning and Reviews
- Interchange Reviews
- Travel Demand Model Development
- ETDM/Community Impact Assessment
- Statistics
- Federal Functional Classification
- Traffic Counts Program
- Modal Development Technical Support
- Transportation Alternatives Program Development

- Commuter Services
- State Highway System Corridor Studies
- Growth Management Technical Support
- Complete Streets Technical Support
- Freight Mobility Support
- Promoting and coordinating Safety for all modes of transportation, including bicycle and pedestrian

As part of the 3 “C” (Continuing, Cooperative, and Comprehensive) planning process, District staff coordinate planning activities with the MPO. MPO Board and Advisory Committee members are notified of project meetings within the MPO area. FDOT staff present status reports to the MPO Board and Advisory Committees to solicit feedback on planning activities and to ensure that District planning studies and MPO planning activities are coordinated.

CPG PARTICIPATION STATEMENT

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

CPG FUNDING AMOUNTS FOR THIS UPWP

Collier MPO’s Amended CPG Agreement (FDOT Contract # G2V40) identifies the following funding amounts for FY 2025 and FY 2026 planning, which are incorporated into this UPWP:

FY 2025 UPWP PL/SU ALLOCATIONS

Award:	<u>PL</u>	<u>SU</u>	
General PL	\$ 659,858.00	\$ 350,000.00	
PL 5305	\$ 158,656.00		\$
			304,962.0
Carryforward Balance of 3/2023	\$ 275,546.00	\$ 29,416.00	0
TOTAL AWARD	\$ 1,094,060.00	\$ 379,416.00	

FY 2026 UPWP PL/SU ALLOCATIONS

Award:		<u>PL</u>		<u>SU</u>
General PL	\$	669,430.00	\$	350,000.00
PL 5305	\$	158,656.00		
TOTAL AWARD	\$	828,086.00	\$	350,000.00

IIJA 2.5% PL SET ASIDE FOR COMPLETE STREETS PLANNING

The Infrastructure Investment and Jobs Act (IIJA) requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)] Activities may include adopting Complete Streets standards or policies, developing a Complete Streets prioritization plan, or developing transportation plans. [§ 11206(c)].

Many MPO tasks and projects encompass Complete Streets planning, especially those identified in Task 5, Special Projects and Systems Planning and Task 6, Transit and Transportation Disadvantaged Planning. A table showing the required allocation amount and examples of MPO tasks and projects that satisfy the Complete Streets requirement is set forth below:

FY 24/25 PL allocation (with carryover PL)	Complete Streets Required Allocation (2.5%)	Complete Streets Planning
\$1,107,825.00	\$27,695.63	Bike/Ped Master Plan Update (Task 5) \$66,000
FY 25/26 PL allocation		
\$828,086	\$20,702.15	Multi-Modal or Transit Study (Task 6) \$90,686

The above funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning. [§ 11206(b)]

PUBLIC INVOLVEMENT PROCESS

The development of the UPWP has been subject to public review and comment and is consistent with the Collier MPO’s adopted Public Participation Plan (PPP). The draft is sent to the TAC and CAC for review, announced on the Collier MPO website and sent to interested parties via email to the MPO’s listserv on the date the TAC/CAC agenda packets are posted and distributed.

MPO staff responds in writing to input received from the public and significant comments received from the public, advisory committee members and Board members are memorialized and addressed in

this document. All comments received, including from FHWA, FTA, and FDOT have been addressed and incorporated into Appendix D of the final document.

A draft of this UPWP was reviewed by the Citizens and Technical Advisory Committees on March 25, 2024, and reviewed by the MPO Board on April 12, 2024. The final document was endorsed by the Citizens and Technical Advisory Committees on April 22, 2024, and approved by the MPO Board on May 10, 2024.

FEDERAL PLANNING FACTORS

In December 2015, the Fixing America’s Surface Transportation (FAST) Act was signed into law. The FAST act identified planning factors for the MPO planning process. 23 CFR 450.306 sets forth the scope of the metropolitan transportation planning process, and includes the following planning factors, which have been incorporated into the MPO Planning Process and this UPWP:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and,
10. Enhance travel and tourism.

In addition to the planning factors noted above, MAP-21 required that State DOTs and MPOs conduct performance-based planning by tracking performance measures and setting data-driven targets to improve those measures. Performance-based planning ensures the most efficient investment of federal transportation funds by increasing accountability, transparency, and providing for better investment decisions that focus on key outcomes related to seven national goals which include:

- Improving Safety;
- Maintaining Infrastructure Condition;
- Reducing Traffic Congestion;
- Improving the Efficiency of the System and Freight Movement;
- Protecting the Environment; and,
- Reducing Delays in Project Delivery.

The FAST Act supplemented the MAP-21 legislation by establishing timelines for State DOTs and MPOs to comply with the requirements of MAP-21. State DOTs are required to establish statewide

targets and MPOs have the option to support the statewide targets or adopt their own. The Collier MPO has chosen to support the statewide targets. The transition to performance-based planning is ongoing and has been addressed within the tasks identified in this UPWP, specifically within the LRTP and TIP. The Collier MPO intends to coordinate with FDOT and member agencies to fully comply with the performance-based planning requirements.

In November 2021 the Infrastructure Investment and Jobs Act (IIJA) was signed into law. This legislation carries forward the policies, programs, and initiatives established by preceding legislation (FAST Act and MAP-21) to maintain and improve the nation’s surface transportation system. The IIJA carries forward and expands on these policies and introduces new policies and programs that address new and emerging issues that face the nation’s transportation system. These issues include mitigating impacts to existing infrastructure due to climate change, developing and maintaining system resiliency, ensuring equity, researching and deploying new technologies, and improving safety for all users.

TABLE 1 – FEDERAL PLANNING FACTOR MATRIX

Federal Planning Factors								
	Administration	Data Collection	TIP Maintenance & Development	Long Range Planning	Special Projects & Systems Planning	Transit & Transportation Disadvantaged Planning	Regional Coordination	Locally Funded Activities
1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency			◆	◆	◆	◆	◆	
2. Increase the safety of the transportation system for motorized and non-motorized users	◆	◆	◆	◆	◆	◆	◆	
3. Increase the security of the transportation system for motorized and non-motorized users		◆	◆	◆	◆		◆	
4. Increase accessibility and mobility of people and freight		◆	◆	◆	◆	◆	◆	
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	◆	◆	◆	◆	◆	◆	◆	◆
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight		◆	◆	◆	◆	◆	◆	
7. Promote efficient system management and operation		◆	◆	◆	◆	◆	◆	
8. Emphasize the preservation of the existing transportation system		◆	◆	◆	◆		◆	
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation		◆	◆	◆	◆		◆	
10. Enhance travel and tourism	◆		◆	◆	◆	◆	◆	◆

FEDERAL AND STATE PLANNING EMPHASIS AREAS

STATE PLANNING EMPHASIS AREAS – 2024

The Florida Department of Transportation Office of Policy Planning develops Planning Emphasis Areas. Emphasis areas set planning priorities, support the Florida Transportation Plan, and give importance to topic areas which MPOs are encouraged to address as they develop their planning programs. Implementation of the seven goals of the Florida Transportation Plan requires embracing innovation; extensive collaboration across jurisdictions, modes and disciplines; an emphasis on customer service; data and performance feedback; and strategic investments for the efficient and effective allocation of resources.

The Collier MPO has considered the four topics shown below and included them in studies identified in this UPWP.

Safety

The Florida Transportation Plan and the State’s Strategic Highway Safety Plan place top priority on safety, with a state target of zero traffic fatalities and serious injuries. In addition to adopting safety targets, the MPOs must show how their Long Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

Equity

Executive Order 14008, *Tackling the Climate Crisis at Home and Abroad*, created the “Justice40 Initiative” that aims to deliver 40 percent of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, *Advancing Racial Equity and Support for Underserved Communities Through the Federal Government*, outlines federal policy and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The Florida Transportation Plan seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The MPOs are key to identifying and implementing improvements based on data-driven project prioritization that considers not only impacts of transportation projects on a community, but also benefits of projects that can enhance opportunities for a community. The UPWP should address approaches to furthering transportation equity.

Resilience

With the passage of the FAST Act, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts.

MPOs can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these documents focus primarily on the development of MPO LRTPs and TIPs, addressing resilience should be a consideration within every planning document prepared by an MPO. MPOs should place a particular emphasis on coordination with agency partners responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Additionally, MPOs should consider the additional costs associated with reducing vulnerability of the existing transportation infrastructure. Proactive resiliency planning will help the MPO develop planning documents that are ultimately more realistic and cost-effective.

Emerging Mobility

Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility, to flying cars and space travel. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment

demands, supply chain logistics, economy, and the workforce. Implementation of all seven goals of the Florida Transportation Plan can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility.

The UPWP should recognize the important influence of emerging mobility on the multi-modal transportation system and include related planning studies, collaboration efforts, research, or other activities.

FEDERAL PLANNING EMPHASIS AREAS – 2024

In 2021, FHWA and FTA jointly issued PEAs for UPWPs. The following items should be considered when developing tasks associated with the UPWP:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
- Equity and Justice40 in Transportation Planning
- Complete Streets
- Public Involvement
- Strategic Highway Network (STRAHNET)/ US Department of Defense (DOD) Coordination
- Federal Land Management Agency (FLMA) Coordination
- Planning and Environment Linkages (PEL)
- Data in Transportation Planning

TABLE 2 – PLANNING EMPHASIS AREAS

	Administration	Data Collection	TIP Maintenance & Development	Long Range Planning	Special Projects & Systems Planning	Transit & Transportation Disadvantaged Planning	Regional Coordination	Locally Funded Activities
<i>FDOT Planning Emphasis Areas</i>								
1. Safety	✓	✓	✓	✓	✓	✓	✓	
2. Equity	✓	✓		✓	✓	✓	✓	
3. Resilience		✓	✓	✓	✓		✓	
4. Emerging Mobility		✓	✓	✓	✓	✓	✓	
<i>Federal Planning Emphasis Areas</i>								
5. Tackling the climate crisis - Transition to a clean energy, resilient future		✓	✓	✓	✓	✓	✓	
6. Equity and Justice40 in Transportation Planning	✓	✓	✓	✓	✓	✓	✓	
7. Complete Streets	✓	✓		✓	✓	✓	✓	
8. Public Involvement	✓		✓	✓	✓	✓	✓	
9. Strategic Highway Network (STRAHNET)/ US Department of Defense (DOD) Coordination		✓	✓	✓			✓	
10. Federal Land Management Agency (FLMA) (Coordination)			✓	✓	✓			
11. Planning and Environment Linkages (PEL)			✓	✓	✓	✓	✓	
12. Data in Transportation Planning		✓	✓	✓	✓	✓	✓	

MPO RESOLUTION

The Resolution dated May 10, 2024, signed by the Collier MPO Chair, is available in Appendix E.

ORGANIZATION AND MANAGEMENT OF THE METROPOLITAN PLANNING ORGANIZATION

IDENTIFICATION OF MPO PARTICIPANTS

The Collier MPO is the primary agency responsible for transportation planning in Collier County. The MPO Board consists of nine voting members representing the county government and three local municipalities, and one non-voting representative from the FDOT. The MPO is a legislative body with the power to develop and adopt plans, and to set priorities for the programming of improvements to the transportation system. The MPO membership includes the following:

COLLIER COUNTY

Commissioner Rick LoCastro, District 1
Commissioner Chris Hall, District 2
Commissioner Burt Saunders, District 3
Commissioner Dan Kowal, District 4
Commissioner William L. McDaniel, Jr., District 5

CITY OF NAPLES

Council Member Linda Penniman
Council Member Berne Barton

CITY OF MARCO ISLAND

Council Member Greg Folley

CITY OF EVERGLADES CITY

Council Member Tony Pernas

FLORIDA DEPARTMENT OF TRANSPORTATION

L.K. Nandam, District Secretary, District One

The MPO Board is served by five advisory committees. The advisory committees are summarized as follows:

Technical Advisory Committee (TAC)

The MPO's TAC is composed of technically qualified representatives of agencies responsible for directing, developing, and improving the transportation system within the Collier County Metropolitan Planning Area. Committee duties include the coordination of transportation planning and programming activities arising from the review of all transportation technical studies and reports submitted to them.

Citizens Advisory Committee (CAC)

The MPO's CAC is composed of thirteen (13) individuals representing a cross-section of the geographic community and special interests, such as minorities and persons with disabilities. They are recruited to represent the City of Naples, the City of Marco Island, the City of Everglades City and the County Commission Districts of the unincorporated areas of the county. The CAC provides the MPO Board and staff with the citizen's perspective on the multimodal transportation planning process. The CAC is the focal point of the MPO's public involvement process.

Bicycle & Pedestrian Advisory Committee (BPAC)

The MPO's BPAC is composed of twelve (12) at-large voting members representing a wide cross-section of Collier County residents and neighborhoods, bicycle and pedestrian safety professionals, Safe Routes to Schools organizations, transit riders, local bicycle and pedestrian advocacy groups, organizations that encourage active transportation from a community health perspective, and advocates for persons with disabilities and other transportation disadvantaged populations.

The committee is responsible for providing citizen input into the deliberations of bicycle and pedestrian related issues within the community and to advise the MPO on developing a Bicycle and Pedestrian Plan. The BPAC is also involved in recommending priorities for bicycle and pedestrian projects and program implementation.

Congestion Management Committee (CMC)

The CMC serves the MPO in an advisory capacity on technical matters relating to the update of the MPO's Congestion Management System and the coordination of the CMS with the regional ITS architecture. The committee is responsible for creating and amending the Congestion Management Process (CMP) and for prioritizing candidate CMS projects to be funded from the MPO's CMS boxed funds.

Local Coordinating Board for the Transportation Disadvantaged (LCB)

The LCB for the Transportation Disadvantaged (TD) has been appointed by the MPO to carry out the duties described in Rule 41-2, Florida Administrative Code, as an integral part of the TD planning and delivery service program.

The LCB is composed of representatives from various State and local agencies, as well as citizen representatives. A member of the MPO Board is appointed to serve as the LCB's Chairman.

OPERATIONAL PROCEDURES AND BYLAWS

The MPO operates under an adopted set of Bylaws (last updated April 12, 2024). The MPO Executive Director reports directly to the MPO Board. The additional MPO staff members are Collier County employees pursuant to a staff services agreement. Administrative services are provided by Collier County under the rules and procedures of Collier County and the State of Florida. Annual audits of the MPO Program are performed as part of the single audit process under the direction of the Clerk of Courts Finance Department.

The MPO has a Continuity of Operations Plan (COOP), which was most recently updated on August 28, 23. The COOP provides guidelines for the Board and staff of the Collier MPO to prepare for, respond during, and recover from a disruption in internal operations caused by natural or man-made events, including pandemics. The MPO's COOP is consistent with the Department of Homeland Security Headquarters Continuity of Operations Guidance Document dated April 2004, and in accordance with the Board of County Commissioner's Emergency Action Plan and County Practices and Procedures (CMA) #5900 Cessation of Government Activities. The MPO's COOP is reviewed each calendar year before June 1st and a staff training exercise is conducted on a biannual basis by June 1st of alternating years.

Official records of MPO business are maintained in the MPO Offices located in the Collier County Transportation Management Services Division, 2885 South Horseshoe Drive, Naples, Florida 34104. All MPO records are available for public inspection during normal business hours.

The Collier MPO's operational procedures fully comply with the public records laws and the Sunshine Laws of the State of Florida.

EXECUTED AGREEMENTS

The MPO has various agreements in place with State and local governments and agencies that promote the "3-C" planning process. The following is a list of agreements currently in place:

- Amended and Restated Interlocal Agreement for the Creation of the Collier County MPO – FDOT, City of Naples, City of Marco Island, City of Everglades City, Collier County (2/26/15).
- Metropolitan Planning Organization Agreement – FDOT/MPO (7/1/24) – Agreement for planning funding.
- Staff Services Agreement – MPO/Collier County (5/24/22).
- Lease Agreement – MPO/Collier County (5/24/22).
- Interlocal Agreement – Lee and Collier MPO regional coordination (amended 3/20/09).
- Intergovernmental Coordination and Review (ICAR) and Public Transportation Coordination Joint Participation Agreement – FDOT/MPO/Collier County Airport Authority, Naples Airport Authority/ Southwest Florida Regional Planning Council (11/25/14) *Requested updates to boilerplate. Will update when boilerplate agreement has been updated to new federal law.*
- Public Transit Grant Agreement (G1V40) – FDOT/MPO.
- Public Transit Grant Agreement (G2594) – FDOT/MPO.
- Transportation Disadvantaged Planning Grant Agreement – Fla. CTD/MPO.
- Grant Agreement Under the FY 2022 Safe Streets and Roads for All Grant Program (693JJ32440059) – USDOT/MPO (10/26/23).

These agreements are currently under review and will be updated as appropriate. Current executed agreements can be accessed by visiting the Collier MPO website at <https://www.colliermpo.org/mpo-agreements-resolutions/>.

CERTIFICATIONS AND ASSURANCES

All required certifications and assurances are included in this document in Appendix C.

UPWP TASK OVERVIEW

The FY 2024/25-2025/26 UPWP covers the fiscal years starting July 1, 2024, and ending June 30, 2026. The specific planning activities to be undertaken over the next two years by MPO staff are organized into eight tasks, each of which includes individual activities. A brief overview of each of these tasks is provided below:

1. **Administration**

Administrative tasks provide for the primary management of MPO activities, including but not limited to, staff time to organize and conduct MPO Board and advisory committee meetings, public involvement efforts, and to participate in intergovernmental activities. In addition, this section includes all necessary expenditures to maintain operations, capital expenditures, Federal and State compliance documentation and all fiscally related tasks such as audits, progress reporting, maintenance of financial records, and the preparation of annual administrative reports, such as the UPWP, are also included. This task will include any necessary updates to agreements or documents related to the 2020 Census.

2. **Data Collection / Development**

Task activities in this section includes those needed to monitor and analyze travel behavior and factors affecting travel, such as socio-economic, land use, environmental, air quality, safety, security and freight and transportation system data. Evaluation of the data collected in this section is used for both long and short range planning for the transportation system.

3. **Transportation Improvement Program (TIP) Maintenance and Development**

This task annually provides for the development of the TIP, a five-year program of transportation improvements. The TIP will be developed in cooperation with FDOT and the local governments. Transportation projects will be drawn from the currently adopted MPO Long Range Transportation Plan to ensure the program's consistency relative to priorities and financial constraints. The prioritization methodology for each State and Federal funding project category will be detailed in the introduction of each pertinent section of the TIP. Regionally significant projects, regardless of funding source, are also included in the Transportation Improvement Program. The TIP also includes a list of multi-modal unfunded State, county and municipal projects that have been prioritized by the MPO Board.

Task activities in this section include establishing project priorities, annually updating the TIP and reviewing transportation plans and reports for use in many other UPWP sections and tasks, including short range planning, the Long Range Transportation Plan (LRTP), Transit Planning, and project planning.

4. **Long Range Planning**

Updates and amendments to the LRTP include multi-modal aspects of transportation planning such as highway planning, transit planning, reviewing enhancement priorities, bicycle/pedestrian programming, and congestion monitoring of the Systems Planning area. This section is intended to

work with the other sections of the UPWP in the development, review, amending and updating of the Long Range Transportation Plan.

5. Special Projects and Systems Planning

This task includes various recurring and non-recurring planning projects, including bicycle and pedestrian planning support, congestion management planning, and safety planning support. Complete Streets planning, and Bicycle and Pedestrian planning and support are conducted in order to provide a balanced transportation system to ensure that non-motorized travel options are safe, convenient and offer recreational opportunities.

6. Transit & Transportation Disadvantaged Planning

The UPWP addresses the continuing efforts of the Transit Program and Transportation Disadvantaged (TD) Program. Transit support is provided in order to develop the LRTP, TIP and other plans, programs and technical studies relating to public transportation. In addition, planning services are provided to ensure a coordinated Transportation Disadvantaged (TD) Program in Collier County.

7. Regional Coordination

This task provides for the creation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines to ensure the coordination of transportation planning and policy activities in FDOT District One. This includes travel expenditures, room rental, and any other necessary costs for regional planning.

8. Locally Funded Activities

This task allows staff to complete requests to prepare resolutions and policy position statements which are not eligible for grant reimbursement. In addition, travel expenses that are not eligible for grant reimbursement will be funded from this task.

TASK 1 ADMINISTRATION

PURPOSE:

To conduct activities (including staff travel and capital expenses) including the development and maintenance of administrative reports and grants contract administration. This task also includes all public involvement activities and administrative support for MPO planning and programs in general, including assistance to Federal, State, and local agency staff, as needed. It provides for the administration of the area-wide multimodal transportation planning process in accordance with Federal and State requirements, and for the technical management over each project included in the UPWP.

PREVIOUS WORK:

- Ongoing administrative activities.
- Staff support for MPO Board and Committee meetings.
- Develop and Update the UPWP.
- Public Involvement activities in compliance with the Public Participation Plan.
- Procurement Activities.
- Quarterly invoicing request.
- Monthly invoicing activities.
- Maintained MPO website.
- Strategic Plan and Annual Report.
- Annual FDOT Certification.
- FDOT OIG 2023 audit of Collier MPO.

REQUIRED ACTIVITIES:

- Administer MPO Governing Board meetings and all Advisory Committee meetings including meeting advertisements and the preparation of minutes and agenda packages.
- Attend training at conferences, workshops, etc. (MPO staff and Governing Board members). Attend business meetings as required, including but not limited to FDOT meetings, Title VI, ADA and Environmental Justice training opportunities.
- Perform grant and financial tasks including preparing grant agreements, grant compliance tasks, grant reimbursements, timekeeping, inventory, contract management, invoice payment.
- Purchase of office supplies, computers, printers, software, and audio-visual equipment.
- Rental lease payments for office space and MPO vehicle.
- Monthly payments for phone system, cell phones, website hosting, postage (monthly and annual permit) and administrative functions to run the MPO.
- Payment for MPO insurance.
- Participate in joint FDOT/MPO annual certification reviews and in Federal TMA reviews.
- Procure services, supplies, and equipment (including office supplies, printers, computers, iPads, software purchase and licensing, and audio-visual equipment. This includes preparation of Request for Proposals, Request for Professional Services, purchase orders, contracts, etc. Lease of necessary office equipment (printers, copiers, etc.).
- Review and maintain existing agreements, by-laws, and COOP. Modify as necessary to stay in compliance with federal/state rules and laws.

- Prepare and adopt the two-year UPWP; process modifications and amendments; submit progress reports and invoices.
- Monitor and update the annual Strategic Plan and Annual Report.
- Maintain the Public Participation Plan (PPP) and update as necessary. Conduct all activities to maintain compliance with plan including to maintain and update website, legal ads, press releases, etc.
- Prepare and distribute Collier MPO’s eNewsletters.
- Monitor progress towards goals, including Disadvantaged Business Enterprise (DBE) goals and ensure compliance with DBE policy.
- Consultant services to provide general staff support as needed to accomplish required activities identified in task.
- Staff participation in talent development and employee training opportunities.
- Renewal/negotiation/update to MPO Staff Services Agreement and Lease Agreement.
- Annual update to Collier MPO’s COOP.

End Product/Deliverable(s)	Target Date
Administer MPO Governing Board and Advisory Committee meetings	Ongoing
Progress Reports and Invoices to FDOT	Quarterly
Amendments and Modifications to FY 25/26 UPWP	As Needed
Strategic Plan and Annual Report	October - Annually
MPO Staff Services Agreement and Lease Agreement	May 2025
Joint FDOT/MPO annual certification reviews	Spring 2025/Spring 2026
2024 Federal Certification review	July 2024
Draft FY 27/28 UPWP	March 2026
Final FY 27/28 UPWP	May 2026
Public Participation Plan (PPP) - Update as necessary	Ongoing
Agenda packages and public notices for MPO Board and advisory committees	Monthly
Monitor progress towards goals, including Disadvantaged Business Enterprise (DBE) goals and ensure compliance with DBE policy	Annually
Updated Bylaws, COOP, and MPO Agreements	As needed (COOP annually)

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 1 - Financial Tables

Task 1 - Administration						
Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$330,860	\$0	\$0	\$0	\$330,860
	Subtotal:	\$330,860	\$0	\$0	\$0	\$330,860
B. Consultant Services						
	Website maintenance, hosting fees, etc.	\$9,000	\$0	\$0	\$0	\$9,000
	General Support/Special Study	\$11,000	\$0	\$0	\$0	\$11,000
	Subtotal:	\$20,000	\$0	\$0	\$0	\$20,000
C. Travel						
	Travel and Professional Development	\$5,000	\$0	\$0	\$0	\$5,000
	Subtotal:	\$5,000	\$0	\$0	\$0	\$5,000
D. Other Direct Expenses						
	Building or room Rental/lease	\$17,000	\$0	\$0	\$0	\$17,000
	Insurance	\$6,000	\$0	\$0	\$0	\$6,000
	Cellular Telephone Access and expenses	\$3,000	\$0	\$0	\$0	\$3,000
	General Copying/Printing Expenses, equipment lease and purchase, printing charges, computer purchase, software purchase, repairs and maintenance	\$14,000	\$0	\$0	\$0	\$14,000
	General Office Supplies	\$3,000	\$0	\$0	\$0	\$3,000
	Motor Pool Rental and Car Maintenance /expenses	\$7,000	\$0	\$0	\$0	\$7,000
	Postage, business reply permit, freight expenses, etc.	\$2,400	\$0	\$0	\$0	\$2,400
	Telephone Access, expenses and system maintenance	\$800	\$0	\$0	\$0	\$800
	Subtotal:	\$53,200	\$0	\$0	\$0	\$53,200
	Total:	\$409,060	\$0	\$0	\$0	\$409,060
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$409,060	\$0	N/A	N/A	\$409,060

Task 1 - Administration						
Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$330,000	\$0	\$0	\$0	\$330,000
	Subtotal:	\$330,000	\$0	\$0	\$0	\$330,000
B. Consultant Services						
	Website maintenance, hosting fees, etc.	\$9,000	\$0	\$0	\$0	\$9,000
	General Support/Special Study	\$20,000	\$0	\$0	\$0	\$20,000
	Subtotal:	\$29,000	\$0	\$0	\$0	\$29,000
C. Travel						
	Travel and Professional Development	\$7,000	\$0	\$0	\$0	\$7,000
	Subtotal:	\$7,000	\$0	\$0	\$0	\$7,000
D. Other Direct Expenses						
	Building or room Rental/lease	\$19,000	\$0	\$0	\$0	\$19,000
	Insurance	\$6,000	\$0	\$0	\$0	\$6,000
	Cellular Telephone Access and expenses	\$3,000	\$0	\$0	\$0	\$3,000
	General Copying/Printing Expenses, equipment lease, printing charges, repairs and maintenance	\$16,000	\$0	\$0	\$0	\$16,000
	General Office Supplies	\$3,000	\$0	\$0	\$0	\$3,000
	Motor Pool Rental and Car Maintenance /expenses	\$8,000	\$0	\$0	\$0	\$8,000
	Postage, business reply permit, freight expenses, etc.	\$2,400	\$0	\$0	\$0	\$2,400
	Telephone Access, expenses and system maintenance	\$1,000	\$0	\$0	\$0	\$1,000
	Subtotal:	\$58,400	\$0	\$0	\$0	\$58,400
	Total:	\$424,400	\$0	\$0	\$0	\$424,400
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$424,400	\$0	N/A	N/A	\$424,400

TASK 2 DATA COLLECTION / DEVELOPMENT

PURPOSE:

Develop and monitor the multimodal transportation system to preserve capacity, maximize personal mobility and freight movement, ensure user safety and system security, and maintain the transportation system's integrity. Acquire data to evaluate the system's operating efficiency and conditions to assess current needs, validate the MPO's and FDOT D-1 regional transportation planning model, project future travel demand, and identify future improvements. Coordination with local agencies, jurisdictions and municipalities when reviewing and updating the forecasts and plans is essential. Update GIS database to address current conditions that include, but are not limited to, functional classification; roadway network for District One Regional Transportation Demand Model; bicycle & pedestrian facilities inventory; and prepare various overlays for analytical purposes. Coordinate with Collier County staff on use of the County's Interactive Growth Model (CIGM) in analyzing amendments and updates to the Long Range Transportation Plan.

PREVIOUS WORK:

- Developed GIS maps for bike/pedestrian planning activities.
- Updated TAZs and socioeconomic data for 2050 LRTP.
- Updated socio-economic data and TAZ structures for the 2050 LRTP Update.
- Adoption of FY 2024 performance measures.
- Analyzed bike/ped facilities and crash data.
- Coordinate with federal, state, and local partners to prepare, analyze, and integrate 2020 U.S. Census data into MPO planning activities and efforts.
- Review functional classifications, boundary information, and TAZ data based on 2020 census.
- Completed equity analysis in preparation for 2050 LRTP.

REQUIRED ACTIVITIES:

- Coordinate with FDOT, local governments, and neighboring MPOs to collect and provide transportation data and information to support MPO, federal, and state planning activities, model development, and performance measures.
- Acquire and analyze data to support performance-based planning efforts such as the Long Range Transportation Plan, MPO Model Development, Transportation Improvement Program, Public Transit Safety Plan, Planning and Corridor Studies, Freight Studies, Complete Streets, Resiliency Studies, Congestion Management Process, etc.
- Participate in the Florida Transportation Forecasting Forum (FTFF) meetings, formerly the FDOT Statewide Model Task Force, and FDOT District 1 Regional Planning Model (RPM) training and activities to support the FDOT D-1 model development, calibration, validation, and maintenance.
- Collaborate with Collier County to update the County Interactive Growth Model.

- Coordinate with the MPO Congestion Management Committee to evaluate data and data platforms used to analyze system conditions and needs.
- Track and report on Transportation Performance Measures and Targets on annual basis for incorporation in the LRTP, TIP and Annual Report.
- Review and provide travel demand model information such as Annual Average Daily Traffic (AADT) and volume-to-capacity ratios for planning documents, other agency and citizen's requests.
- Prepare and maintain GIS files, and prepare and maintain maps.
- Coordinate with County staff on the County's Crash Data Management System (CDMS)
- Use FDOT's Signal 4 Analytics and other readily available crash data management platform to analyze and report on crash data, inclusive of vehicular and bicyclist/pedestrian crashes
- Analyze existing and proposed bike/ped facilities in context with current design standards, opportunities for intermodal connectivity, disadvantaged census tracts and crash data.
- Continue coordination with jurisdictions, agencies, and municipalities within Collier County and adjacent to Collier County on community master plans, transportation system plans, multi-modal mobility plans, local road safety plans, etc., and the data used to update and maintain such information.

End Task/Deliverable(s)	Target Date
Updated GIS Files and maps	As needed
Coordinate with the County staff on updates to the County Interactive Growth Model (CIGM) so that both entities (County and MPO) are using the most current and accurate TAZ structure and socioeconomic data available	As needed
Crash Data Analysis	As needed

RESPONSIBLE AGENCY: Collier MPO, Consultant Services (as needed)

Task 2 - Financial Tables

Task 2 - DATA COLLECTION/DEVELOPMENT						
Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$25,000	\$0	\$0	\$0	\$25,000
	Subtotal:	\$25,000	\$0	\$0	\$0	\$25,000
B. Consultant Services						
	Contract/Consultant Services/ General Support/GIS & Data	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal	\$15,000	\$0	\$0	\$0	\$15,000
	Total:	\$40,000	\$0	\$0	\$0	\$40,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$40,000	\$0	N/A	N/A	\$40,000

Task 2 - DATA COLLECTION/DEVELOPMENT						
Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$25,000	\$0	\$0	\$0	\$25,000
	Subtotal:	\$25,000	\$0	\$0	\$0	\$25,000
B. Consultant Services						
	Contract/Consultant Services/General Support/GIS & Data	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal	\$15,000	\$0	\$0	\$0	\$15,000
	Total:	\$40,000	\$0	\$0	\$0	\$40,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$40,000	\$0	N/A	N/A	\$40,000

TASK 3 TIP MONITORING AND DEVELOPMENT

PURPOSE:

Develop Multimodal Transportation Improvement Programs (TIP) for FY 25/26-29/30 and for FY 26/27 – 30/31 that identify all Federal, State, and locally funded transportation improvements consistent with the requirements of Federal and State laws. Coordinate with FDOT and member agencies to address integration of MAP-21 and FAST Performance Management Measures in the TIP as well as new requirements from the Bipartisan Infrastructure Law (BIL). This section also includes transportation system planning tasks related to contingency of operations and short-range transportation planning and programming.

PREVIOUS WORK:

- Coordinated with agencies and jurisdictions on transportation plans and programs.
- Annual preparation of TIP and TIP amendments.
- Annual list of project priorities for inclusion in the TIP.
- Adoption of FY 23/24-27/28 TIP and of FY 24/25 – 28/29 TIP.

REQUIRED ACTIVITIES

- Develop annual project priorities identifying unfunded highway, transit, bicycle and pedestrian, planning, safety and congestion management projects that are prioritized by the MPO. This activity includes review of applications and associated activities.
- Review FDOT Draft Tentative Work Program and Tentative Work Program for consistency with the LRTP and adopted priorities of the MPO Board.
- Prepare and adopt the TIP. This includes coordinating all efforts with FDOT, local agencies, jurisdictions and the STIP.
- Prepare and process amendments and modifications. This includes reviewing amendments for consistency with the TIP and LRTP.
- Coordinate with FDOT and member agencies to address integration of FAST Act Performance Management Measures in performance-based planning.
- Consultant services to provide general staff support as needed to accomplish required activities identified in task.

End Task	Target Date
Annual Project Priority Lists	June – Annually
FY 25/26 - 29/30 TIP	June - 2025
FY 26/27 – 30/31 TIP	June - 2026
TIP Amendments and Modifications	As needed
Adopted Safety Targets and Related Performance Measures	Annually

RESPONSIBLE AGENCY: Collier MPO, Consultant Services (as needed)

Task 3 - Financial Tables

Task 3 - TIP						
Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$30,000	\$0	\$0	\$0	\$30,000
	Subtotal:	\$30,000	\$0	\$0	\$0	\$30,000
B. Consultant Services						
	General Support	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal:	\$15,000	\$0	\$0	\$0	\$15,000
	Total:	\$45,000	\$0	\$0	\$0	\$45,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$45,000	\$0	N/A	N/A	\$45,000

Task 3 - TIP						
Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$40,000	\$0	\$0	\$0	\$40,000
	Subtotal:	\$40,000	\$0	\$0	\$0	\$40,000
B. Consultant Services						
	General Support	\$15,000	\$0	\$0	\$0	\$15,000
	Subtotal:	\$15,000	\$0	\$0	\$0	\$15,000
	Total:	\$55,000	\$0	\$0	\$0	\$55,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$55,000	\$0	N/A	N/A	\$55,000

TASK 4 LONG RANGE PLANNING

PURPOSE:

To update to the 2050 Long Range Transportation Plan and to continue to evaluate plans and programs for consistency with the 2045 Long Range Transportation Plan (LRTP) during development of the plan. FAST Act Performance measures will be integrated into the 2050 LRTP as required. This task will work in coordination with other tasks throughout the UPWP, including Administration, Data Collection/Development, TIP, and Transit and Transportation Disadvantaged.

PREVIOUS WORK:

- Amendment to the 2045 LRTP for MFF projects.
- Competitive procurement and selection of consultant to develop the 2050 LRTP.
- Kicked-off 2050 LRTP development.
- Consultant began development of the Public Involvement Plan for the 2050 LRTP.
- Coordinated with FDOT and consultant for Existing and Committed 2050 Model Development.

REQUIRED TASKS:

- Review projects and studies as needed for consistency with MPO plans.
- Continue to incorporate the Efficient Transportation Decision Making (ETDM) Process into the Long Range Multimodal transportation planning process. Continue to work with FDOT to review projects for the ETDM process as they relate to LRTP projects and priorities and to provide project specific comments as part of the ETDM process. Review purpose and needs statements for projects and provide comments.
- Incorporate FDOT D1 RPM analysis in the 2050 LRTP.
- Incorporate FDOT D1 Freight Mobility & Trade Plan (2023) and Truck Parking White Paper recommendations in the 2050 LRTP.
- Participate in on-going studies related to resiliency. Monitor regional and local studies currently underway.
- Prepare any required amendments or updates to the 2045 LRTP as required.
- Project Management and Consultant Services to develop the 2050 LRTP.
- In coordination with Lee MPO, ensure that a regional roadway component is included in the 2050 LRTP, or that a regional roadway plan is completed shortly thereafter.
- Utilize consultant assistance for modeling support, data development and evaluation, and other support necessary to complete any required tasks for the 2050 LRTP.
- Coordinate with County and Municipalities to review and comment on Local policy issues, such as Land Development Code and Growth Management Plan regulations as it relates to the Long Range Transportation Plan.

End Task/Deliverable(s)	Target Date
2045 LRTP Amendments	As needed
Draft 2050 LRTP	Fall 2025
2050 LRTP completion/adoption	December 2025

RESPONSIBLE AGENCY: Collier MPO, Consultant Services

Task 4 - Financial Tables

Task 4 – Long Range Planning						
Estimated Budget Detail for FY 2024/25						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$50,000	\$0	\$0	\$0	\$50,000
	Subtotal:	\$50,000	\$0	\$0	\$0	\$50,000
B. Consultant Services						
	L RTP	\$125,000	\$379,416	\$0	\$0	\$504,416
	Subtotal:	\$125,000	\$379,416	\$0	\$0	\$504,416
	Total:	\$175,000	\$379,416	\$0	\$0	\$554,416
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$175,000	\$379,416	N/A	N/A	\$554,416

Task 4 – Long Range Planning						
Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$45,000	\$0	\$0	\$0	\$45,000
	Subtotal:	\$45,000	\$0	\$0	\$0	\$45,000
B. Consultant Services						
	L RTP	\$2,000	\$200,000	\$0	\$0	\$202,000
	Subtotal:	\$2,000	\$200,000	\$0	\$0	\$202,000
	Total:	\$47,000	\$200,000	\$0	\$0	\$247,000
	Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
	Sub-Total (less the de-obligated funds)	\$47,000	\$200,000	N/A	N/A	\$247,000

TASK 5 SPECIAL PROJECTS AND SYSTEMS PLANNING

PURPOSE:

To complete various recurring and non-recurring planning projects. These projects will assist in providing a balanced, multimodal transportation system.

PREVIOUS WORK:

- Annual Work Program priorities for construction of new sidewalks, shared use paths, and bike lanes.
- Served as liaison to FDOT to communicate the need for bicycle and pedestrian facilities on State roads.
- Completed Congestion Management Process (CMP) Update in April 2022.
- Completed CMP Origin and Destination Report and Corridor Fact Sheets in December 2022.
- Began the update to the Bicycle and Pedestrian Master Plan.
- Worked to get the Collier to Polk Regional Trail (including the Marco Island Loop Trail) on the Florida Greenways and Trails Council's SUN Trail network; submitted the project as a SUN Trail Priority for funding for PD&E phase.
- Secured funding for cost overruns on bike/ped projects.
- Issued a congestion management call for projects for funding in FY 2030; Prioritized projects.
- Issued a bike/ped call for projects for funding in FY 2031.
- Began work on the SS4A Comprehensive Safety Action Plan.

REQUIRED TASKS:

- Attend and participate in workshops and seminars sponsored by FHWA, FDOT and other professional organizations as appropriate.
- Coordinate with FDOT and member agencies to address continued integration of Performance Management measures into Bicycle and Pedestrian Planning and Congestion Management Planning.
- Consultant services to provide general staff support as needed to accomplish required activities identified in task.

Complete Streets/Safety Planning

- Participate in special events that promote bicycle/pedestrian activities and safety education.
- Participate in meetings/workshops related to bicycle/pedestrian and Complete Streets initiatives, including those hosted by FDOT, FHWA, CTST, Naples Pathway Coalition, Blue Zones, Healthy Community Coalition of Collier County, and other agencies.
- Project Management and Consultant Services to complete the Bicycle Pedestrian Master Plan for incorporation in the LRTP update.
- Prepare updates to SUNTrail maps as opportunities arise.
- Project Management and Consultant Services to Complete a Safe Streets for All Comprehensive Safety Action Plan.

- Coordinate with FDOT and local governments to ensure that roadway expansion and retrofit projects work towards meeting the bicycle/pedestrian and Complete Streets planning and safety goals identified in the Bicycle and Pedestrian Master Plan, the Safe Streets and Roads for All Safety Action Plan and the LRTP.
- Depending on new federal and state guidance, prepare documents to address one or more of the following programs:
 - Vision Zero Action Plan
 - Safe Streets for All (SS4A)
 - Complete Streets
 - Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Congestion Management Planning

- Begin the Congestion Management Process Update in coordination with Lee MPO.
- Attend Lee TMOC and Collier/Lee/Charlotte TIM Team meetings to the extent feasible.
- Attend and participate in technical meetings and workshops related to the CMC, CMP and congestion relief strategies.
- Facilitate “best practices” approach for incorporating CMP measures into existing plans and programs, including preliminary engineering, traffic simulation modeling, and project prioritization.

End Task/Deliverable	Target Date
Bike/Ped Master Plan Update	July 2025
Safe Streets for All (SS4A) Comprehensive Safety Action Plan	November 2025
Proposed revisions to SUNTrails Map	As needed
Safe Routes to School Program applications and prepare letters of support	As needed
Collier Bicycle/Pedestrian Facility Map Update	As needed
Congestion Management Process Update	April 2027

RESPONSIBLE AGENCY: Collier MPO, Consultant Services. Lee MPO is included for CMP Update.

Task 5 – Financial Tables

Task 5 - Special Projects & Systems Planning							
Estimated Budget Detail for FY 2024/25							
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	USDOT (SS4A)	Local Funds (including Carryover)	Total
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
Subtotal:	\$75,000	\$0	\$0	\$0	\$0	\$0	\$75,000
B. Consultant Services							
Bike/Ped Master Plan	\$66,000	\$0	\$0	\$0	\$0	\$0	\$66,000
Congestion Management Process Update	\$67,765						\$67,765
SS4A Safety Action Plan	\$0	\$0	\$0	\$0	\$200,000	\$50,000	\$250,000
Subtotal:	\$133,765	\$0	\$0	\$0	\$200,000	\$50,000	\$383,765
Total:	\$208,765	\$0	\$0	\$0	\$200,000	\$50,000	\$458,765
Total De-Obligated Funds	\$0	\$0	N/A	N/A	N/A	N/A	\$0
Sub-Total (less the de-obligated funds)	\$208,765	\$0	N/A	N/A	N/A	N/A	\$458,765

Task 5 – Special Projects & Systems Planning						
Estimated Budget Detail for FY 2025/26						
Budget Category	Budget Category Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services						
	MPO staff salaries, fringe benefits, and other deductions	\$80,000	\$0	\$0	\$0	\$80,000
	Subtotal:	\$80,000	\$0	\$0	\$0	\$80,000
B. Consultant Services						
	Bike/Ped Master Plan	\$1,000	\$0	\$0	\$0	\$1,000
	Congestion Management Process Update	\$5,000	\$150,000	\$0	\$0	\$155,000
	Subtotal:	\$6,000	\$150,000	\$0	\$0	\$156,000
	Total:	\$86,000	\$150,000	\$0	\$0	\$236,000

Total De-Obligated Funds	\$0	\$0	N/A	N/A	\$0
Sub-Total (less the de-obligated funds)	\$86,000	\$150,000	N/A	N/A	\$236,000

TASK 6 TRANSIT AND TRANSPORTATION DISADVANTAGED PLANNING

PURPOSE:

To provide the necessary resources to support a multimodal transportation system in the Collier MPO area. This task includes developing the Transit Development Plan (TDP), the 2050 Long Range Transportation Plan, a multimodal TIP and other plans, programs and technical studies relating to public transportation. This task includes coordination with the transit agency for the reporting of transit asset management target measures and target setting for the required Public Transit Safety Agency Plan. In addition, this task includes overseeing and providing planning services for a coordinated Transportation Disadvantaged (TD) Program in Collier County, in accordance with Chapter 427 of the Florida Statutes (FS) and Florida Administrative Code (F.A.C.) Rule 41-2.

PREVIOUS WORK

- TDSP Minor Update.
- TDSP Major Update.
- Collier Area Transit Regional Service and Regional Fare Study (coordinated with Lee County), which was identified as a part of the last TDP major update.
- Coordinated with PTNE to review and adopt the Transit Asset Management Performance Measures for the Collier Metropolitan Area.
- Ongoing transit and transportation disadvantaged coordination between the Collier MPO and PTNE.
- Established scope of work for a Zero Emission Fleet Transition Plan feasibility study.
- Staff support to the Local Coordinating Board as required by the TD Planning Grant.
- Community Transportation Coordinator (CTC) Evaluation.
- Annual TD Planning Grant Requirements.

REQUIRED TASKS:

- Conduct and maintain the operations of the MPO including providing administrative support activities such as financial management, contract management, public outreach, personnel matters, procurement of equipment and supplies and general management of Transit Planning at the system level within the MPO.
- Participate in special transit and multi-modal studies, as needed.
- MPO staff, Board, and PTNE staff will participate in meetings, trainings, workshops, or seminars related to fixed route which may include fixed routes, ADA or paratransit service.
- Prepare necessary progress reports and requests for reimbursement for Public Transit Grant Agreements.
- Participate in quarterly coordination meetings with FDOT to discuss transit issues.
- Attend Collier Area Transit’s Public Transit Advisory Committee meetings, as needed.

- Project Management and Consultant Services to complete the Transit Development Plan Major Update. Provide comments on the annual reports of the Transit Development Plan prepared by PTNE.
- Coordinate with PTNE on compliance with all Federal requirements to address transit performance measures including, Transit Asset Management and Public Transit Agency Safety Plan.
- Project Management and Consultant Services to complete a Zero-Emission Fleet Transition Plan for Collier Area Transit.
- Coordinate with PTNE to identify Transit Priorities, review priorities for consistency with the TDP and LRTP.
- Staff support to the LCB, including preparation of agendas, preparation of meeting materials including legal advertisements of meetings.
- Complete TD activities as required by TD Planning Grant, including annual updates to TDSP and major TDSP update, CTC Evaluation, annual review of bylaws, completion of LCB training, public workshop, etc.
- Prepare and submit grant application for TD Planning Grant. Execute grant agreement and prepare necessary progress reports and requests for reimbursement by the CTD.

End Task/Deliverable(s)	Target Date
Participation in meetings, trainings, workshops, or seminars (TD and Transit)	As needed
Transit Development Plan (TDP) Major Update	September 2025
TDP Annual Report (Prepared by PTNE)– Provide Comments/MPO Board ratification	Annually
Coordinate with PTNE on compliance with all Federal requirements to address transit performance measures including, Transit Asset Management and Public Transit Agency Safety Plan	As directed by FDOT
Adopted Transit Priorities	June - Annually
Zero Emission Transition Plan	June 2025
TD Grant Application and Agreement	June - Annually
LCB Meetings	Quarterly
Minor TDSP Updates	May 2025 May 2026
CTC Evaluation	May - Annually
Multi-modal or Transit Study	2027

RESPONSIBLE AGENCY: Collier MPO, Collier County PTNE, Consultant Services

Task 6 - Financial Tables

Task 6 - Transit & TD Planning							
Budget Detail for FY 2024/25							
Budget Category & Description	FHWA PL	FTA 5305 (G1V40)	FTA 5305 (G2594)	FTA 5307 (FY 22)	Trans. Disad.	Total	FTA 5305 Soft Match for G1V40, G2594
A. Personnel Services							
MPO staff salaries, fringe benefits, and other deductions	\$20,000	\$21,000	\$24,000	\$0	\$25,280	\$90,280	\$9,000
Subtotal:	\$20,000	\$21,000	\$24,000	\$0	\$25,280	\$90,280	\$9,000
B. Consultant Services							
TDP Major Update	\$155,000	\$0	\$0	\$0	\$0	\$155,000	\$0
Zero Emission Transition Plan	\$6,000	\$60,000	\$0	\$60,000	\$0	\$126,000	\$12,000
Subtotal:	\$161,000	\$60,000	\$0	\$60,000	\$0	\$281,000	\$12,000
C. Travel							
MPO Staff and PTNE staff attendance at training and conferences	\$5,000	\$345	\$9,600	\$0	\$3,000	\$17,945	\$1,989
Subtotal:	\$5,000	\$345	\$9,600	\$0	\$3,000	\$17,945	\$1,989
D. Other Direct Expenses							
Website	\$0	\$0	\$240	\$0	\$0	\$240	\$48
Legal Ads	\$0	\$0	\$0	\$0	\$2,500	\$2,500	\$0
Fed Ex/ Postage	\$0	\$120	\$80	\$0	\$0	\$200	\$40
Office Supplies	\$0	\$400	\$800	\$0	\$0	\$1,200	\$240
Subtotal:	\$0	\$520	\$1,120	\$0	\$2,500	\$4,140	\$328
Total:	\$186,000	\$81,865	\$34,720	\$60,000	\$30,780	\$393,365	\$23,317
Total De-Obligated Funds:	\$0	N/A	N/A	N/A	N/A	N/A	N/A
Sub-Total (less the de-obligated funds):	\$186,000	N/A	N/A	N/A	N/A	N/A	N/A

Task 6 - Transit & TD Planning Budget Detail for FY 2025/26			
Budget Category & Description	FHWA PL	Trans. Disad.	Total
A. Personnel Services			
MPO staff salaries, fringe benefits, and other deductions	\$25,000	\$25,280	\$50,280
Subtotal:	\$25,000	\$25,280	\$50,280
B. Consultant Services			
TDP Major Update	\$3,000	\$0	\$3,000
Zero Emission Transition Plan	\$1,000	\$0	\$1,000
Multi-Modal or Transit Study	\$90,686	\$0	\$90,686
Subtotal:	\$94,686	\$0	\$94,686
C. Travel			
MPO Staff and PTNE staff attendance at training and conferences	\$9,000	\$3,000	\$12,000
Subtotal:	\$9,000	\$3,000	\$12,000
D. Other Direct Expenses			
Website	\$0	\$0	\$0
Legal Ads	\$0	\$2,500	\$2,500
Fed Ex/ Postage	\$0	\$0	\$0
Office Supplies	\$0	\$0	\$0
Subtotal:	\$0	\$2,500	\$2,500
Total:	\$128,686	\$30,780	\$159,466
Total De-Obligated Funds:	\$0	N/A	\$0
Sub-Total (less the de-obligated funds):	\$128,686	N/A	\$159,466

TASK 7 REGIONAL COORDINATION

PURPOSE:

Provide for the continuation of a region-wide multimodal transportation planning process in accordance with Federal and State guidelines. To provide training to MPO staff, Board members and advisory committee members to support transportation planning and policy activities in the region.

PREVIOUS WORK:

- Represented the MPO at local, regional, State and Federal meetings, including quarterly Metropolitan Planning Organization Advisory Council (MPOAC) meetings and Coordinated Urban Transportation Studies (CUTS) meetings. Hosted CUTS meeting in October 2023.
- Submitted freight projects to MPOAC for prioritization.
- Submitted eligible projects to the National Highway Freight Program for funding.
- Attendance at Lee MPO TAC and TMOC meetings.
- Conducted Joint Lee/Collier BPAC, CAC, TAC and MPO meetings as needed.
- Updated Joint TRIP priorities and regional priorities with Lee County and submitted to FDOT.
- Frequent coordination with Lee MPO on various planning issues.
- Coordinated MPO Board member attendance at annual MPOAC Weekend Institute.

REQUIRED ACTIVITIES:

- Conduct Joint Lee/Collier BPAC, CAC, TAC and MPO meetings as needed.
- Staff and MPO Board attend MPOAC meetings and workshops, including freight meetings, noteworthy practices meetings, and MPOAC weekend institute for Governing Board members.
- Staff participate in Florida Metropolitan Planning Partnership meetings (FMPP) hosted by FDOT, as needed.
- Staff participate in CUTS meetings and host as required.
- Participate in Lee MPO TAC, BPAC, and TMOC meetings.
- Monitor and participate in statewide plans and programs, including but not limited to FTP, SIS, and Vision Zero.
- Attendance at state and local conferences/meetings on Collier MPO related issues provided by FDOT, FHWA, NHI, USDOT, NTI, etc.
- Monitor and update joint priorities (TRIP, SIS, enhancement, SUNTrail) as necessary. Rank and prioritize for funding.
- Analysis of State and Federal laws and regulations for MPOs, committees and local government officials to aid them in the application of regional transportation policy strategies.
- Coordinate with municipalities to review local plans for consistency with MPO plans.
- Participate in freight planning, including updates to the FDOT District 1 Freight Mobility and Trade Plan, participation in various freight committees and coordination with freight stakeholders, participate in regional freight workshops and seminars.

- Prepare and submit freight priorities as requested by the MPOAC and FDOT or as opportunities arise.
- Participate in regional transportation studies and planning, as needed.

End Task/Deliverable(s)	Target Date
MPOAC Meeting Participation	Quarterly
Participation in FMPP meetings	As needed
CUTS Meeting Participation	Quarterly
Joint Priorities (TRIP, SIS, etc)	Annually – As requested by FDOT
Joint Lee/Collier MPO Meetings	Annually – As needed
Freight Priorities to MPOAC	As requested

RESPONSIBLE AGENCY: Collier MPO

Task 7 - Financial Tables

Task 7- Regional Coordination Estimated Budget Detail for FY 2024/25					
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services					
MPO staff salaries, fringe benefits, and other deductions	\$35,000	\$0	\$0	\$0	\$35,000
Subtotal:	\$35,000	\$0	\$0	\$0	\$35,000
B. Travel					
Travel to MPOAC and any other out of county activities as necessary	\$9,000	\$0	\$0	\$0	\$9,000
Subtotal:	\$9,000	\$0	\$0	\$0	\$9,000
Total:	\$44,000	\$0	\$0	\$0	\$44,000
Total De-Obligated Funds:	\$0	\$0	N/A	N/A	\$0
Sub-Total (less the de- obligated funds):	\$44,000	\$0	N/A	N/A	\$44,000

Task 7- Regional Coordination Estimated Budget Detail for FY 2025/26					
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Total
A. Personnel Services					
MPO staff salaries, fringe benefits, and other deductions	\$38,000	\$0	\$0	\$0	\$38,000
Subtotal:	\$38,000	\$0	\$0	\$0	\$38,000
B. Travel					
Travel to MPOAC and any other out of county activities as necessary	\$9,000	\$0	\$0	\$0	\$9,000
Subtotal:	\$9,000	\$0	\$0	\$0	\$9,000
Total:	\$47,000	\$0	\$0	\$0	\$47,000
Total De-Obligated Funds:	\$0	\$0	N/A	N/A	\$0
Sub-Total (less the de- obligated funds):	\$47,000	\$0	N/A	N/A	\$47,000

TASK 8 LOCALLY FUNDED ACTIVITIES

PURPOSE:

To cover any MPO expenses deemed not eligible or reimbursable by FHWA PL, TD or FTA Section 5305(d) funding.

PREVIOUS WORK:

- Reimbursement of travel and training expenses not eligible for reimbursement from the FHWA PL, TD or FTA Section 5305(d) Grants.
- Payment for staff time to attend safety training and HR training required by Collier County.

REQUIRED TASKS:

End Task/ Deliverable(s)	Target Date
Prepare resolutions and policy positions	As needed
Participate in Collier County required Safety and HR training courses	As needed
Payment of any shortfall of consultant or personnel costs or any invoices not eligible for grant reimbursement.	As needed

RESPONSIBLE AGENCY: Collier MPO

Task 8 - Financial Tables

Task 8 - Locally Funded Activities Estimated Budget Detail for FY 2024/25						
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Local	Total
A. Miscellaneous Expenses						
Resolutions and policy positions, travel, membership dues, and any other expenses not eligible for grant reimbursement	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total:	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total De-Obligated Funds:	\$0	\$0	N/A	N/A	N/A	N/A
Sub-Total (less the de-obligated funds):	\$0	\$0	N/A	N/A	N/A	N/A

Task 8 - Locally Funded Activities Estimated Budget Detail for FY 2025/26						
Budget Category & Description	FHWA (PL)	FHWA (SU)	FTA 5305	Trans. Disad.	Local	Total
A. Miscellaneous Expenses						
Resolutions and policy positions, travel, membership dues, and any other expenses not eligible for grant reimbursement	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total:	\$0	\$0	\$0	\$0	\$8,000	\$8,000
Total De-Obligated Funds:	\$0	\$0	N/A	N/A	N/A	N/A
Sub-Total (less the de-obligated funds)	\$0	\$0	N/A	N/A	N/A	N/A

SUMMARY TABLES

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TABLE 3 – FY 2024/25 AGENCY PARTICIPATION

Task #	Task Description	FHWA	FHWA	USDOT	Local Match for	FTA Section 5305	FTA Section 5305	FTA Section 5307 (FY 22)	FDOT Soft Match*	Local	TD Trust	Total	Amount to Consultant
		CPG	CPG	SS4A	SS4A	G1V40	G2594						
		PL	SU			Soft Match	Soft Match						
1	Administration	\$ 409,060	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 73,917	\$ -	\$ -	\$ 482,977	\$ 20,000
2	Data Collection/ Development	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,228	\$ -	\$ -	\$ 47,228	\$ 15,000
3	Transportation Improvement Program (TIP)	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,132	\$ -	\$ -	\$ 53,132	\$ 15,000
4	Long Range Planning	\$ 175,000	\$ 379,416	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,623	\$ -	\$ -	\$ 586,039	\$ 504,416
5	Special Projects and Systems Planning	\$ 208,765	\$ -	\$ 200,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 37,724	\$ -	\$ -	\$ 496,489	\$ 383,765
6	Transit and Transportation Disadvantaged	\$ 186,000	\$ -	\$ -	\$ -	\$ 81,865	\$ 34,720	\$ 60,000	\$ 56,927	\$ -	\$ 30,780	\$ 450,292	\$ 281,000
7	Regional Coordination	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,951	\$ -	\$ -	\$ 51,951	\$ -
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -
	Total fiscal year 2024/25 funds for all tasks	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ 50,000	\$ 81,865	\$ 34,720	\$ 60,000	\$ 223,501	\$ 8,000	\$ 30,780	\$ 2,176,107	
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total cost, including carryover, for all tasks	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ 50,000	\$ 81,865	\$ 34,720	\$ 60,000	\$ 223,501	\$ 8,000	\$ 30,780	\$ 2,176,107	\$ 1,219,181

	FHWA PL	FHWA SU	FTA 5307	USDOT	FDOT	TD Trust	Collier Co.	Naples	Everglades	Marco Is.	Total
State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ -	\$ 223,501	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,501
FY 2024/25 Funding	\$ 1,107,825	\$ 379,416	\$ 60,000	\$ 200,000	\$ -	\$ 30,780	\$ -	\$ -	\$ -	\$ -	\$ 1,778,021
FY 2024/25 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
FY 2024/25 Collier County Match for SS4A	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
MPO Local Funding Carryover - SS4A Match	\$ -	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
5305 Carryover	\$ -	\$ -	\$ 116,585	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 116,585
De-Obligation from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carryover, for all tasks	\$ 1,107,825	\$ 379,416	\$ 176,585	\$ 250,000	\$ 223,501	\$ 30,780	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 2,176,107

(1) For FY 2024/2025, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share.

The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

*Soft match includes \$200,184 at 18.07% and \$23,317 at 20% to match PTGAs.

TABLE 4 – FY 2024/25 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FHWA SU Federal	USDOT Federal (SS4A)	FTA 5305 Carry forward	FTA Section 5307 (FY 22)	FDOT Soft Match*	Total Federal Funding	State TD Trust	Local Funding	Total
1	Administration	\$ 409,060	\$ -	\$ -	\$ -	\$ -	\$ 73,917	\$ 409,060	\$ -	\$ -	\$ 482,977
2	Data Collection/Development	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 7,228	\$ 40,000	\$ -	\$ -	\$ 47,228
3	Transportation Improvement Program (TIP)	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ 8,132	\$ 45,000	\$ -	\$ -	\$ 53,132
4	Long Range Planning	\$ 175,000	\$ 379,416	\$ -	\$ -	\$ -	\$ 31,623	\$ 554,416	\$ -	\$ -	\$ 586,039
5	Special Projects and Systems Planning	\$ 208,765	\$ -	\$ 200,000	\$ -	\$ -	\$ 37,724	\$ 408,765	\$ -	\$ 50,000	\$ 496,489
6	Transit and Transportation Disadvantaged	\$ 186,000	\$ -	\$ -	\$ 116,585	\$ 60,000	\$ 56,927	\$ 362,585	\$ 30,780	\$ -	\$ 450,292
7	Regional Coordination	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ 7,951	\$ 44,000	\$ -	\$ -	\$ 51,951
8	Locally Funded Activities for all tasks	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total:	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ 116,585	\$ 60,000	\$ 223,501	\$ 1,863,826	\$ 30,780	\$ 58,000	\$ 2,176,107
	State Support/Match for MPO (1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 223,501	\$ -	\$ -	\$ -	\$ 223,501
	FY 2024/25 Funding	\$ 1,107,825	\$ 379,416	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 30,780	\$ -	\$ 1,718,021
	FY 2024/25 Local Funding	\$ -	\$ -	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 48,000
	Carry over for SS4A Match-MPO Local Funds from prior FYs	\$ -	\$ -	\$ 10,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000
	Roll Forward from Prior Fiscal Year	\$ -	\$ -	\$ -	\$ 116,585	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ 176,585
	Total cost, including carryover, for all tasks	\$ 1,107,825	\$ 379,416	\$ 250,000	\$ 116,585	\$ 60,000	\$ 223,501	\$ 1,863,826	\$ 30,780	\$ 8,000	\$ 2,176,107

*Soft match includes \$200,184 at 18.07% and \$23,317 at 20% to match PTGAs.

TABLE 5 – FY 2025/26 AGENCY PARTICIPATION

Task #	Task Description	FHWA	FHWA	FDOT Soft Match	Local	TD Trust	Total	Amount to Consultant
		CPG	CPG					
		PL	SU					
1	Administration	\$ 424,400	\$ -	\$ 76,689	\$ -	\$ -	\$ 501,089	\$ 29,000
2	Data Collection/ Development	\$ 40,000	\$ -	\$ 7,228	\$ -	\$ -	\$ 47,228	\$ 15,000
3	Transportation Improvement Program (TIP)	\$ 55,000	\$ -	\$ 9,939	\$ -	\$ -	\$ 64,939	\$ 15,000
4	Long Range Planning	\$ 47,000	\$ 200,000	\$ 8,493	\$ -	\$ -	\$ 255,493	\$ 202,000
5	Special Projects and Systems Planning	\$ 86,000	\$ 150,000	\$ 15,540	\$ -	\$ -	\$ 251,540	\$ 156,000
6	Transit and Transportation Disadvantaged	\$ 128,686	\$ -	\$ 23,254	\$ -	\$ 30,780	\$ 182,720	\$ 94,686
7	Regional Coordination	\$ 47,000	\$ -	\$ 8,493	\$ -	\$ -	\$ 55,493	\$ -
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ 8,000	\$ -	\$ 8,000	\$ -
	Total fiscal year 2025/26 funds for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 8,000	\$ 30,780	\$ 1,366,501	\$ -
	Total De-obligation from prior fiscal years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total cost, including carryover, for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 8,000	\$ 30,780	\$ 1,366,501	\$ 511,686

	FHWA PL	FHWA SU	FDOT	TD Trust	Collier County	Naples	Everglades City	Marco Island	Total
State Support/Match for MPO (1)	\$ -	\$ -	\$ 149,635	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 149,635
FY 2025/26 Funding	\$ 828,086	\$ 350,000	\$ -	\$ 30,780	\$ -	\$ -	\$ -	\$ -	\$ 1,208,866
FY 2025/26 Local Funding	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 8,000
De-Obligation from Prior Fiscal Years	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total cost, including carryover, for all tasks	\$ 828,086	\$ 350,000	\$ 149,635	\$ 30,780	\$ 5,000	\$ 2,000	\$ -	\$ 1,000	\$ 1,366,501

(1) For FY 2025/2026, FDOT will "soft match" the MPP/PL Funds using toll revenue expenditures as a credit toward the non-Federal matching share. The amount identified on this line represent the amount of "soft match" required (both State and local) for the amount of Federal PL section 112 funds requested in this UPWP.

TABLE 6 – FY 2025/26 FUNDING SOURCE

Task #	Task Description	FHWA PL Federal	FHWA SU Federal	FDOT Soft Match	Total Federal Funding	State TD Trust	Local Funding	Total
1	Administration	\$424,400	\$ -	\$ 76,689	\$ 424,400	\$ -	\$ -	\$ 501,089
2	Data Collection/Development	\$ 40,000	\$ -	\$ 7,228	\$ 40,000	\$ -	\$ -	\$ 47,228
3	Transportation Improvement Program (TIP)	\$ 55,000	\$ -	\$ 9,939	\$ 55,000	\$ -	\$ -	\$ 64,939
4	Long Range Planning	\$ 47,000	\$200,000	\$ 8,493	\$ 247,000	\$ -	\$ -	\$ 255,493
5	Special Projects and Systems Planning	\$ 86,000	\$150,000	\$ 15,540	\$ 236,000	\$ -	\$ -	\$ 251,540
6	Transit and Transportation Disadvantaged	\$128,686	\$ -	\$ 23,254	\$ 128,686	\$ 30,780	\$ -	\$ 182,720
7	Regional Coordination	\$ 47,000	\$ -	\$ 8,493	\$ 47,000	\$ -	\$ -	\$ 55,493
8	Locally Funded Activities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,000	\$ 8,000
	Total fiscal year 2025/26 funds for all tasks	\$828,086	\$350,000	\$149,635	\$ 1,178,086	\$ 30,780	\$ 8,000	\$ 1,366,501
State Support/Match for MPO (1)								
	State Support/Match for MPO (1)	\$ -	\$ -	\$149,635	\$ -	\$ -		\$ 149,635
	FY 2025/26 Funding	\$828,086	\$350,000	\$ -	\$ -	\$ 30,780		\$ 1,208,866
	FY 2025/26 Local Funding	\$ -	\$ -	\$ -	\$ -		\$ 8,000	\$ 8,000
	Total cost, including carryover, for all tasks	\$828,086	\$ 350,000	\$149,635	\$ 1,178,086	\$ 30,780	\$ 8,000	\$ 1,366,501

RESOLUTION 2024-14

RESOLUTION OF THE COLLIER METROPOLITAN PLANNING ORGANIZATION AUTHORIZING THE MPO CHAIR TO EXECUTE AN AMENDMENT TO THE METROPOLITAN PLANNING ORGANIZATION AGREEMENT AND AN AMENDMENT TO THE FY 2024/25-2025/26 UNIFIED PLANNING WORK PROGRAM APPROVED ON OCTOBER 11, 2024.

WHEREAS, the Collier Metropolitan Planning Organization (MPO) has the authority to execute an amendment to the Metropolitan Planning Organization Agreement (the “MPO Agreement”) (per 23 U.S.C § 134, 23 CFR § 450 and F.S. § 339.175) and the FY 2024/25-2025/26 Unified Planning Work Program (the “UPWP”) (per 23 CFR § 450.308(b) and F.S. § 339.175(9)), which were approved at the MPO’s May 10, 2024, meeting; and

WHEREAS, the FY 2024/25-2025/26 UPWP may be amended throughout the life of the document to revise the scope and/or budget; and

WHEREAS, the Amended UPWP adds \$13,765 in PL funds in FY24/25 at the request of the Florida Department of Transportation (FDOT); and reallocates funding within the Tasks for MPO Staff salaries/fringe benefits, consultant services and travel for professional development and training in both FY24/25 and FY25/26.

WHEREAS, the MPO reviewed the relevant revised pages of the UPWP and the Amendment to the MPO Agreement and approved the amendment to the UPWP and the Amendment to the MPO Agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE COLLIER METROPOLITAN PLANNING ORGANIZATION THAT:

1. The Collier MPO has the authority to amend the: (a) FY2024/25-2025/26 UPWP, which was previously approved by resolution on May 10, 2024.
2. The Collier MPO has the authority to execute the: (b) Amendment to the MPO Agreement. The MPO Agreement was previously approved by resolution on May 10, 2024.
3. The Collier MPO authorizes its Chair to execute the Amendment to the MPO Agreement.
4. The Collier MPO authorizes the MPO Executive Director to submit the documents as revised to FDOT.
5. The Collier MPO authorizes its Chair to sign any other related documents that may be required in connection with the processing of the documents.

[Continued on the following page.]

This Resolution was PASSED and DULY ADOPTED by the Collier Metropolitan Planning Organization Board on October 11, 2024.

Attest:

COLLIER METROPOLITAN PLANNING ORGANIZATION

By: _____
Anne McLaughlin
MPO Executive Director

By: _____
Commissioner William L. McDaniel, Jr.
Collier MPO Chairman

Approved as to form and legality:

Scott R. Teach, Deputy County Attorney

DRAFT

EXECUTIVE SUMMARY
COMMITTEE ACTION
ITEM 7B

Endorse the 2050 Long Range Transportation Plan Public Involvement Plan and Chapters 1 (Introduction) and 3 (Planning Context & Decision-Making Framework)

OBJECTIVE: For the committee to review, comment on, and endorse two beginning chapters and the Public Involvement Plan for the 2050 Long Range Transportation Plan (LRTP).

CONSIDERATIONS: Jacobs Engineering is the MPO's consultant for the development of the 2050 LRTP. Jacobs gave an introductory overview of the 2050 LRTP, including the Public Involvement Plan and Chapters 1 and 3, at the Committee's August meeting.

The draft Public Involvement Plan (**Attachment 1**), Chapter 1 Introduction (**Attachment 2**), and Chapter 3 Planning Context and Decision-Making Framework (**Attachment 3**) reflect updates to the 2045 LRTP that address new laws, policies and regulations in effect for the 2050 LRTP.

Staff is seeking committee members comments, questions and revisions in order to finalize the draft documents for approval by the MPO Board in October.

STAFF RECOMMENDATION: Committee members are encouraged to review the documents prior to the meeting and come with questions, comments and revisions (if needed) to endorse the documents.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENTS:

1. Draft Public Involvement Plan
2. Draft Chapter 1 Introduction
3. Draft Chapter 3 Planning Context and Decision-Making Framework (Vision, Goals & Objectives, Evaluation Criteria)



PUBLIC INVOLVEMENT PLAN



Collier Metropolitan Planning Organization
2885 South Horseshoe Drive
Naples, FL 34104
Contract No. 22-8025

JULY 2024

Jacobs



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Acronyms and Abbreviations

AHAC	Affordable Housing Advisory Committee
BCC	Board of County Commissioners
BIL	Bipartisan Infrastructure Law
BPAC	Bicycle and Pedestrian Advisory Committee
CFR	Code of Federal Regulations
CAC	Citizens Advisory Committee
CIGM	County Interactive Growth Model
CMC	Congestion Management Committee
CMP	Congestion Management Process
FDOT	Florida Department of Transportation
LCB	Local Coordinating Board
L RTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
PIP	Public Involvement Plan
PPP	Public Participation Plan
PTAC	Public Transit Advisory Committee
SAP	Safety Action Plan
TAC	Technical Advisory Committee
TDP	Transit Development Plan
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
USC	United States Code

1. Introduction

The Collier Metropolitan Planning Organization (MPO) is in the process of updating its Long Range Transportation Plan (LRTP). MPOs are required to develop and maintain an LRTP that addresses no less than a 20-year planning horizon. Additionally, MPOs are required to update their LRTPs on a 5-year cycle to ensure that the future transportation system is efficient, fosters mobility and access for people and goods, and enhances the overall quality of life for the community. The first task of the 2050 LRTP Update is creating a project-specific public outreach campaign associated with this major transportation planning effort. This Public Involvement Plan (PIP) identifies the outreach efforts and techniques that will be used to ensure that officials, agencies, local government, interested parties, and the public are provided an opportunity to participate in the planning process for the LRTP Update. It also outlines the methods that will be used to measure the effectiveness of the outreach.

The Collier MPO is primarily responsible for managing the demands on the Collier County area existing transportation network, which includes the City of Naples, City of Marco Island, and Everglades City, and planning for future needs. The Collier MPO was established in 1982 following the Federal Highway Act that requires urbanized areas to develop transportation plans and programs as a condition to receive federal capital or operating assistance. The Collier MPO is governed by federal law (23 United States Code [USC] 134), with regulations included in 23 Code of Federal Regulations (CFR) 450, and uses federal, state, and local funds to carry out a comprehensive, cooperative, and continuing planning process that establishes a countywide vision for the transportation system. The LRTP is a central part of achieving this vision. The Collier MPO is currently governed by a nine-member board of elected officials.

This PIP is consistent with the Collier MPO Public Participation Plan (PPP) adopted February 8, 2019, and amended June 12, 2020.

2. Phases of the LRTP Process

The major steps in the public participation process are matched to the following major milestones in the LRTP development process:

- Land Use and Socioeconomic Data Development
- Data Review and Analysis
- Needs Plan Development
- Transportation Alternatives
- Alternatives Testing
- Financial Resource Analysis
- Cost Feasible Plan
- Draft 2050 LRTP
- Adoption

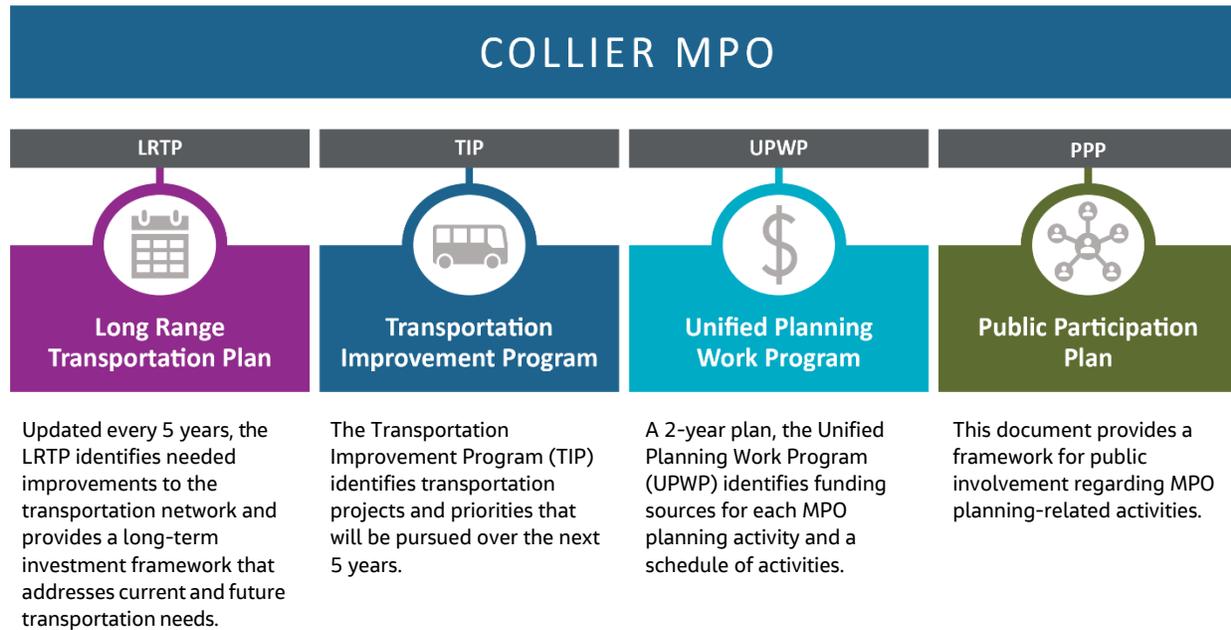
During each phase of LRTP planning, as identified on Figure 2-1, various techniques for outreach and information sharing will be employed. These techniques include public workshops, focus groups, public hearings, newsletters, a project-specific website, and public service announcements. Each phase's outreach techniques are detailed in this PIP.

Figure 2-1. Phases of the Long Range Transportation Plan



The Collier MPO is required under state and federal laws to develop the documents identified on Figure 2-2.

Figure 2-2. Collier MPO Required Documents



The Collier MPO's jurisdiction includes Collier County and the cities of Naples, Marco Island, and Everglades City, as identified on Figure 2-3.

Collier County has an estimated 2023 population of 404,310. The 2023 median household income in Collier County is \$82,011 compared with \$67,917 for the state of Florida as a whole. The 2023 percent of households below poverty level is 10.3% in Collier County, compared with 12.7% for Florida.¹

Collier County has large land areas that are mostly state and federal conservation lands. The conservation lands provide recreational opportunities and help sustain the area's natural environment. They also constrain development. These conservation lands buffer Collier County from the intense traffic impacts and pressures that interconnectivity brings to urban areas. As a result, Collier County has a minimal system of federal aid eligible roadways, which limits the availability of state and federal funding for the MPO.

¹ 2023 American Community Survey 5-year estimates vintage year 2023.

Figure 2-3. Collier County Metropolitan Planning Area



3. Public Involvement Requirements

The primary goal of this PIP is to ensure that all citizens – regardless of race, color, religion, national origin, sex, age, disability, or familial status – have an equal opportunity to participate in the MPO’s decision-making process. This PIP was developed to comply with federal and state public involvement requirements for MPOs in Florida.

Federal public involvement requirements, as identified in 23 CFR § 450.316(a), specific to the LRTP state that the following parties should be included in the development of the LRTP:

- Individuals
- Affected Public agencies
- Representatives of public transportation employees
- Public ports
- 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
- Other interested parties

The Infrastructure Investment and Jobs Act of 2021, also known as the Bipartisan Infrastructure Law (BIL), introduced a new requirement that the LRTP planning process provide for consideration of projects and strategies that will promote consistency between transportation improvements and state and local housing patterns. The BIL also requires MPOs to add affordable housing organizations to the list of stakeholders. The following organizations promote Affordable Housing in Collier County:

- Collier County Growth Management Department, Economic Development & Housing Division
- Collier County Affordable Housing Advisory Committee
- Habitat for Humanity of Collier County

Guidance from *Federal Strategies for Implementing Requirements for LRTP Updates for the Florida MPOs* (FDOT 2018) states that, for LRTPs, MPO Boards, and their advisory committees, the public should have the opportunity to periodically review the LRTP products, interim tasks, and reports that result in the final LRTP documentation.

A review and comment period of the draft LRTP will be provided for a minimum of 30 days as identified in the Collier MPO’s PPP. After the end of the public and agency review period, a minimum of 14 days will be provided to respond to any public or agency comments before proceeding with the LRTP adoption by the Collier MPO Board. Furthermore, this guidance also states that final adopted LRTP documentation should be available electronically via the internet; it should be available at the MPO offices no later than 90 days after adoption.

Table 3-1 summarizes the federal and state statutes, regulations, and rules related to public involvement for MPOs.

Chapter 9 of the *FDOT MPO Program Management Handbook* also identifies federal requirements for public involvement (FDOT 2022).

Table 3-1. Federal and State Statutes and Codes Pertaining to MPOs

Citation	Description
Federal	
23 CFR 450.316	Describes the requirements for MPOs to provide reasonable opportunities for all parties to participate and comment on MPO planning products.
23 USC 134	Describes the requirement for MPOs to provide reasonable opportunities for all parties to participate and comment on LRTPs.
Title VI of the Federal Civil Rights Acts	Mandates nondiscrimination by race, color, or national origin in connection with programs and activities receiving federal financial assistance.
Executive Order 12898	Describes requirements for federal actions to address environmental justice concerns for low-income and minority populations.
Executive Order 13166	Describes requirements to develop plans for people for whom English is not their native language or who have limited ability to read, speak, write, or understand English.
Americans with Disabilities Act	Requires coordinating with disabled community representatives in the development and improvement of transportation services. Persons with disabilities also must be able to access the sites where public involvement activities occur as well as the information presented.
Bipartisan Infrastructure Law/ Infrastructure Investment and Jobs Act	<p>Allows MPOs to use social media and other web-based tools to encourage public participation in the planning process.</p> <p>Requires specific housing considerations during the planning process which include:</p> <ul style="list-style-type: none"> ▪ Updating MPO policies to consider enhanced connections between housing and employment ▪ Consulting with local housing officials encouraged by the Florida Department of Transportation (FDOT) Secretary ▪ Consideration of projects that promote consistency between transportation and housing patterns ▪ Adding population and housing distribution to optional scenarios as part of the LRTP development ▪ Adding affordable housing organizations on the MPO's stakeholder list for coordination and comment on the LRTP ▪ Integrating housing, transportation, and economic development strategies through a process that provides effective integration through development of a housing coordination plan
State	
Government-in-the-Sunshine Law s.286.011, Florida Statutes	Provides the public with basic right of access to most meetings and records of boards, commissions, and other governing bodies of state and local governmental agencies; and requires meeting minutes to be publicly accessible.
s.339.175, Florida Statutes	Describes the requirement for MPOs to provide reasonable opportunities for all parties to participate and comment on LRTPs.

4. Guiding Principles

Public involvement for the Collier MPO 2050 LRTP Update will comply with the federal, state, and local requirements by adhering to the following guiding principles:²

- Early and continuous public involvement opportunities throughout the planning and programming process
- Timely information to citizens, affected public agencies, representatives of transportation agencies, private sector transportation entities, and other interested parties including segments of the community affected by transportation plans, programs, and projects
- Adequate public notice of public involvement activities and ample time for public review and comment at key decision points
- Consideration of the needs of the traditionally underserved, including low-income and minority citizens
- Periodic review of public involvement efforts by the MPO to ensure full and open access to all
- Review of public involvement procedures by the Federal Highway Administration and Federal Transit Administration when necessary
- Coordination of MPO public involvement processes with statewide efforts whenever possible
- Reasonable public access to information
- Consideration and reasonable response to public comments received

² Collier MPO Public Participation Plan (PPP) adopted June 12, 2020.

5. Planning Partners

Throughout the LRTP Update, the MPO will coordinate with government agencies for additional outreach. The purpose is to build relationships and identify strategies to bring former nonparticipants into the planning process of the LRTP Update.

5.1 MPO Board

The MPO Board establishes transportation policies and evaluates transportation needs for the area. The Board comprises nine elected officials, as identified on Figure 5-1, which includes the five members of the Collier County Board of County Commissioners, two representatives from the City of Naples, one representative from the City of Everglades City, and one representative from the City of Marco Island.

FDOT is represented on the board as a nonvoting member. Throughout the LRTP Update process, the MPO Board will be engaged through a series of meetings and updates. As shown on Figure 5-2, the LRTP is guided and developed by the MPO committees, plans, and stakeholders, which then require MPO Board approval.

Figure 5-1. Collier MPO Board Members

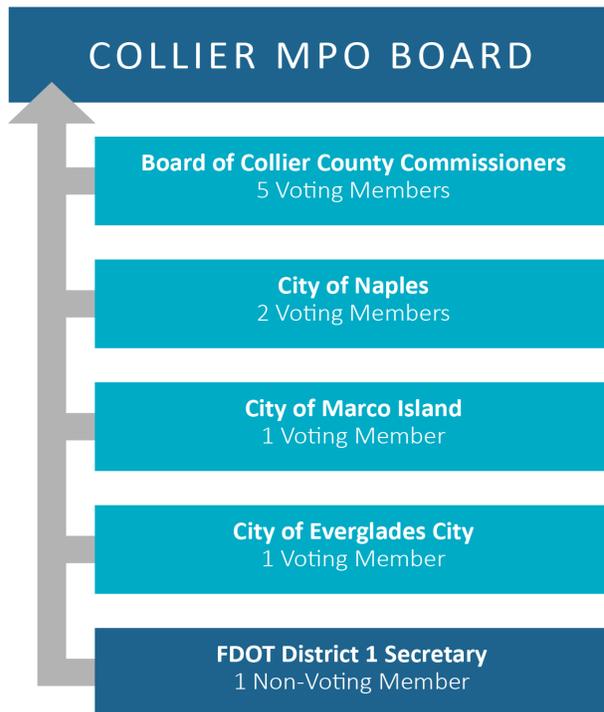
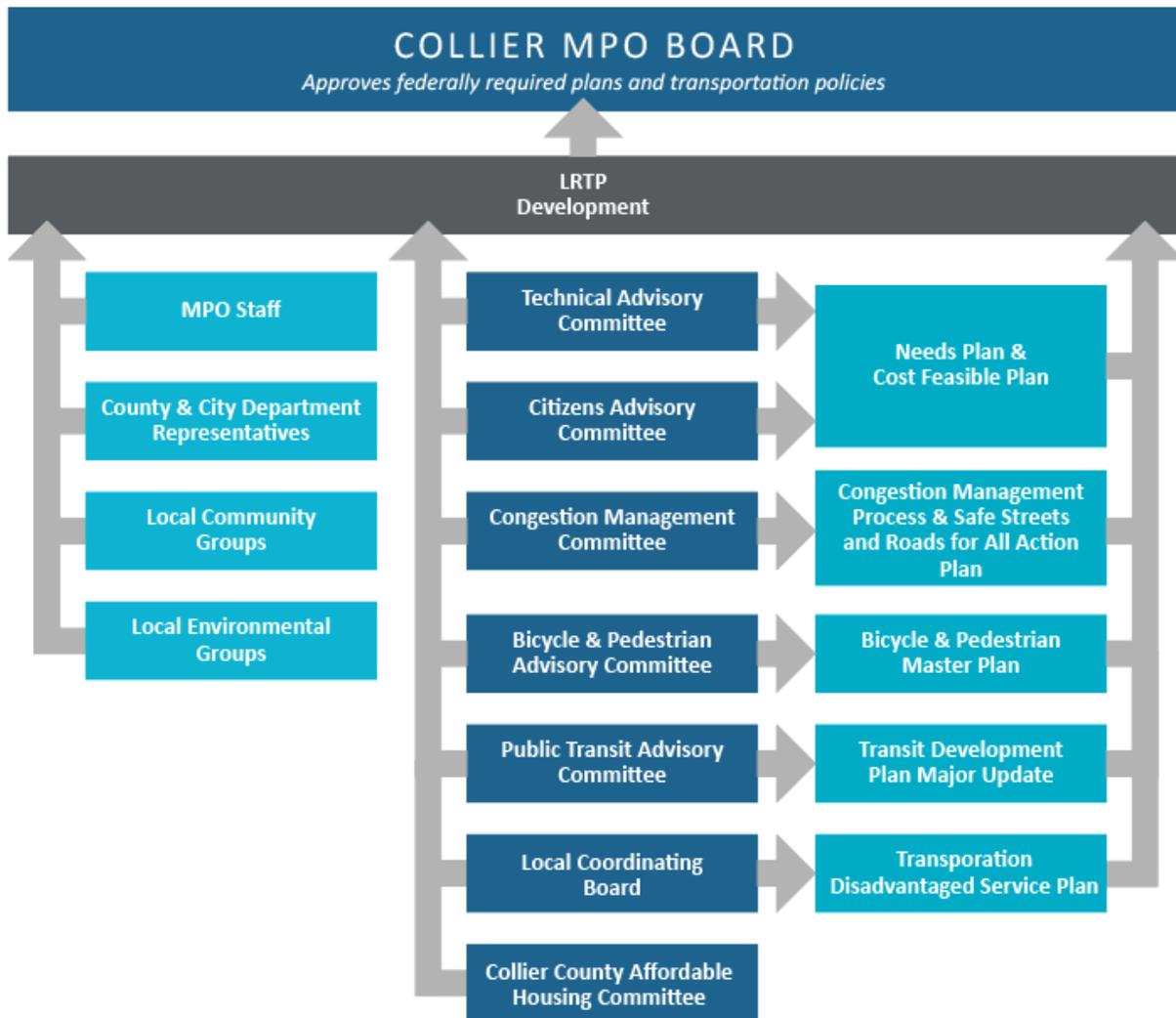


Figure 5-2. LRTP Development and Guidance



5.2 Florida Department of Transportation

FDOT and the MPO work closely together and have a long-standing partnership. The majority of the MPO's funding comes through FDOT. The Department also provides guidance and assistance as needed and informs the MPO of new or different requirements and practices.

5.3 MPO Adviser Network and Committees

The MPO will engage with its standing committees throughout the LRTP Update. The following lists the existing MPO advisory committees:

- **Technical Advisory Committee (TAC):** Advises the MPO on technical matters; promotes coordination among member agencies regarding transportation planning and programming; reviews MPO products for technical sufficiency, accuracy, and completeness; makes priority recommendations for the LRTP; and provides technical analyses on other transportation planning issues.
- **Citizens Advisory Committee (CAC):** Advises the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs from the citizens' perspective.
- **Bicycle and Pedestrian Advisory Committee (BPAC):** Provides citizen input on bicycle- and pedestrian-related issues within the community, advises on developing a Bicycle and Pedestrian Master Plan that is responsive to the needs of the community, recommends policies that will improve the walking and

bicycling environment, recommend priorities for bicycle and pedestrian projects and program implementation.

- **Congestion Management Committee (CMC):** Advises on technical matters related to updating the MPO's Congestion Management Process (CMP) and coordinating the CMP with regional Congestion Management System and Intelligent Transportation System architecture.
- **Local Coordinating Board (LCB) for Transportation Disadvantaged:** Assists the MPO in identifying local service needs, providing information and direction to the Community Transportation Coordinator (Board of County Commissioners) on the coordination of services.
- **Adviser Network:** Established in 2018, it serves as an additional mechanism for citizen involvement with the objective of increasing participation by local residents who may not have the time to participate on a standing committee. Appendix A contains the Adviser Network.

While not part of the Collier MPO Board advisory committees, the Public Transit Advisory Committee (PTAC) as well as the Collier County Affordable Housing Advisory Committee (AHAC) provide input to the LRTP through advisory to the Collier Area Transit (CAT) and the Collier County Board of County Commissioners (BCC), respectively.

- **PTAC:** The committee advises on the Transit Development Plan (TDP) Major Update, which is incorporated in the transit element of the LRTP.
- **Collier County AHAC:** This committee reviews policies, procedures, ordinances, land development regulations, and adopted local government comprehensive plans. Committee members provide recommendations to the BCC for actions and initiatives that will facilitate affordable housing within the County which is incorporated into the LRTP.

5.4 State and Federal Land Management Agencies

The MPO will contact federal and state agencies and officials responsible for other planning activities within the MPO's jurisdiction to ensure their opportunity to participate in the LRTP Update. These agencies have been added to the email distribution list and include the following:

- Federal Land Management Agencies
 - National Park Service (Everglades National Park and Big Cypress National Preserve)
 - U.S. Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Island National Wildlife Refuge)
- State Land Management Agencies
 - National Estuarine Research Reserve – Rookery Bay and Cape Romano – The Thousand Islands Aquatic Preserve
 - Collier-Seminole State Park
 - Picayune Strand State Forest
 - Fakahatchee Strand Preserve State Park
 - Delnor-Wiggins Pass State Park
 - Okaloacoochee Slough State Forest
 - South Florida Water Management District
 - Florida Fish and Wildlife Conservation Commission
- Land Management Nonprofit Agencies
 - National Audubon Society – Corkscrew Swamp Sanctuary

5.5 Intergovernmental Coordination

5.5.1 Tribes

In June 2016, the MPO adopted a Government-to-Government Public Involvement Policy affecting Tribal entities to promote Tribal involvement in the MPO planning process, initiate and maintain a positive working relationship between the MPO and Tribal governments, and promote effective collaboration and communication between the MPO and Tribes. Federal laws (23 USC 135(f)(2), 23 CFR 450.316(c), and 23 CFR 450.316(e)), require MPO and FDOT Tribal consultations for transportation planning. Additionally, if a Tribe wishes to access federal transportation funds available to MPOs, the Tribe must do so through the MPO processes as provided by law.

There are two federally recognized Tribes with land holdings within or abutting Collier County:

- The Miccosukee Tribe of Indians of Florida, represented by the Business Council consisting of Chairman, Assistant Chairman, Treasurer, Secretary, and Lawmaker
- The Seminole Tribe of Florida, represented by the Tribal Council consisting of Chairman, Vice Chairman, Big Cypress Councilman, Brighton Councilman, and Hollywood Councilman

5.5.2 Lee County MPO Interlocal Agreement

The MPO also has an Interlocal Agreement with the Lee County MPO to coordinate regional transportation planning. The purpose of this agreement is to promote and establish a forum for communication and coordination between the Collier and Lee County MPOs. The agreement establishes the commitment by both MPOs to develop joint regional transportation planning products and processes for the two-county region of Collier and Lee counties within targeted timeframes.

Both MPOs agree to maintain and update as necessary the joint regional multimodal transportation system and to identify a network of regionally significant transportation corridors, facilities, and services. During the development of each MPO's 2050 LRTP, the MPOs will coordinate to ensure that regional roadway, transit, and bicycle connecting corridors are planned jointly during the development of each of the MPO's Needs and Cost Feasible Plan.

6. Equitable Communication

U.S. Census data will be used for demographic and socioeconomic information to enhance equitable communication and supplement the public engagement process.

6.1 Equity Screen

The Climate and Economic Justice Screening Tool, as directed in Executive Order 14008, identifies communities that are acknowledged to experience burdens in eight categories, which include climate change, energy, health, housing, legacy pollution, transportation, water and wastewater, and workforce development. The communities identified by the tool as overburdened and underserved will be used to target benefits from programs in the Justice40 Initiative, which strives to provide 40% of the overall benefits of investments in climate, clean energy, and related areas to disadvantaged communities (CEQ 2024).

A total of 18 census tracts within Collier County were identified as disadvantaged according to the Climate and Economic Justice Screening Tool (CEQ 2024). Appendix B includes a summary of Disadvantaged Census Tracts in Collier County. To enhance the public engagement process for equitable engagement, the focus will be on these disadvantaged census tracts.

7. Public Outreach Techniques

This section describes the public engagement tools that can be used in the 2050 LRTP Update to keep local government officials, agencies, the public, and other interested parties informed of the project and to allow them opportunities for input.

The schedule of the outreach activities will follow the key phases of the 2050 LRTP Update to ensure that the public will have ample time to review and consider the technical analysis and to help determine project priorities. The schedule is shown on page 9-2.

Public involvement will include the distribution of electronic and printed materials, public service announcements, email correspondence, web/social media, and presentations and public meetings to inform and engage the public. A web page for the LRTP Update will be used as the major conduit for distributing project information to keep stakeholders and the public informed of the progress of the LRTP. A Quick Response code will be created to allow the public immediate access to view the LRTP web page using cell phone applications and will be provided in newsletters and other distribution materials, as well as on the cover of the draft and final plan.

Electronic newsletters will include detailed information about the project. Local media will be used to announce upcoming meetings, as well as major project accomplishments. The MPO's contacts database will be used to ensure that community stakeholders are informed of the LRTP Update and given the opportunity to provide their input. The traditionally underserved communities such as seniors, low-income residents, minorities, and children, will be informed of the LRTP process through additional means. Notice of public meetings is required at least 7 days in advance via website, email listserv, and email to advisory committee members, Adviser Network, and Tribal agencies.

7.1 Branding/Messaging

Branding/messaging is an important strategy in helping make the public aware of the LRTP and encouraging participation and engagement. The 2050 LRTP Update is branded with the following images presented in Figure 7-1. The 2050 logos will be used interchangeably. The logo with "Long Range Transportation Plan" will be used on most LRTP related documents. The logo with "Connecting Communities" will be used in public outreach materials to emphasize that the LRTP Update will focus on connectivity to bridge communities, neighborhoods, and people through a well-designed transportation network. The branding stamp presented as Figure 7-2 will be used in both documents and public outreach materials to emphasize that they are part of the development of the 2050 LRTP.

Figure 7-1. 2050 LRTP Branding Logos



Figure 7-2. 2050 LRTP Branding Stamp



7.2 Visualization Techniques

Multiple visualization techniques can be used to convey complicated transportation scenarios to stakeholders. Maps generated from geographic information system databases or computer-aided design, as well as pictures and graphics, will be used to help communicate complex concepts and to promote understanding of transportation plans and programs.

7.3 Social Media and Digital Advertising

The MPO will use established social media presence of MPO Partners and the Adviser Network to organically connect with stakeholders and grow participation during the 2050 LRTP Update. The MPO periodically posts information on Collier County's social media, which has almost 90,000 followers combined through Facebook, Instagram, and X (formerly known as Twitter). Social media may be supplemented through paid advertisements for additional outreach on platforms such as Facebook, Google, and others.

Social media platforms, including Facebook, X (formerly known as Twitter), and Instagram, can encourage community members to complete an LRTP survey through the placement of interactive posts in news feeds and interest groups. By initiating paid advertising, these posts can reach a wider audience by targeting groups within a specific radius or block of zip codes. Posts can also target individuals by lifestyle, interests, and other demographics.

A robust social media and digital outreach campaign will further the delivery of promotional content through various online and digital channels. The project team will create a strategy to leverage and maximize efficiency, reaching target audiences where they are and when they are most apt to engage. The approach will include pushing the 2050 LRTP project message across social media platforms and using geofencing to capture people traveling specific corridors and geographic destinations – whether in cars, freight and delivery trucks, transit, bicycles, scooters, and other modes of transportation. These techniques are cost effective and efficient methods for expanding outreach and encouraging participation in meetings, online surveys, and to drive traffic to the project website. Social media and digital outreach platforms garner a high return on investment. All graphics and collateral created will follow Collier MPO's brand style guidelines and approved messaging.

7.4 Electronic Exhibits and Materials

Presentations, notices, and handouts will be prepared and distributed (per phase) during the LRTP Update. The necessary materials and exhibits will be posted on the LRTP web page of the MPO website, and they also will be distributed through electronic notifications, social media, public engagement tools, and at information booths.

The Collier MPO releases a monthly eNewsletter in digital format to promote meetings and planning study updates, with Spanish or Haitian Creole translation upon request.

7.5 Electronic Notifications

The existing MPO master database includes a variety of contacts: businesses, residential associations, state and federal land management agencies, regional freight representatives, Native American Tribes, the Adviser Network, and members of the public. These contacts include individuals who already have an established interest in transportation issues in Collier County. The database includes committee membership and email addresses. The existing database will be used during the LRTP Update to send eBlasts of surveys, electronic newsletters, and upcoming meeting information to MPO contacts. Mailing addresses will be included for individuals who do not have email and require hard copy documents, surveys, and comment cards to be mailed to them.

7.6 Translation Services

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all citizens, including those with limited English proficiency. Outreach materials such as comment forms and surveys will be translated to Spanish and Haitian Creole, which are the two primary languages spoken in the Collier County area besides English. Translation services will be available to MPO staff for consultant-supported outreach when giving presentations to local homeowners and civic associations and by hosting informational booths at special events located in the MPO's traditionally underserved communities.

7.7 Comment Forms

Comment forms will be available at all public meetings, advisory meetings, and information booths. Comments may be submitted in writing, via email, and through the MPO LRTP web page. All comments will be tracked, reviewed, and responded to within a timely manner (if necessary). Members of the public will have at least 30 days to review and comment after a public meeting or engagement. All organizations and individuals who submit comments in writing or via email and provide their contact information will receive a written response to their comments. All public responses will be provided to the Collier MPO Director for review prior to distribution.

Comment forms will include a survey to engage participants on the effectiveness and quality of the meeting/public engagement event. Outreach methods will be adjusted according to the input of the surveys.

7.8 Media

The MPO will issue press releases and provide briefings in advance of public meetings and information booths related to the 2050 LRTP Update. The intention is to build relationships with local television, radio, and print journalists and reporters to facilitate the public information campaign for the LRTP Update.

Appendix C contains the list of identified media to be used during the LRTP Update.

7.9 LRTP Web Page

The MPO will develop and maintain a web page for the 2050 LRTP Update that will be hosted on the MPO's website at the following link: <https://www.colliermopo.org/lrtp/>. This web page will be used to provide project information and keep stakeholders and the public informed of the progress of the LRTP. It also will provide links to active online surveys, comment forms, and online tools for public input.

7.10 WikiMapping

Using the internet to solicit feedback from a large cross section of the public can reduce the amount of time spent collecting data through formal focus groups, while also seeking enthusiasm for upcoming planning ideas/projects. WikiMapping collects ideas through images, discussion, and mapping.

Specifically, the tool offers the following benefits:

- Allows participation at times that are the best for the participant
- Collects input through mapping, images, and comments
- Allows participants to upload information and pictures of areas of concern
- Summarizes data easily

7.11 Videos

A pre-recorded PowerPoint presentation will be developed for the Draft 2050 LRTP. This presentation will highlight the draft Cost Feasible Plan. This presentation will be updated as necessary to reflect the adopted 2050 LRTP Cost Feasible Plan. The video will be made available on the MPO's website for viewing.

7.12 Surveys

Two surveys will be conducted during the LRTP Update on the needs and cost feasible plans to gather information on the public's transportation needs. Each survey will be available for online distribution and in-person events. The surveys will be posted on the LRTP web page of the MPO website and they also will be distributed through electronic notifications, social media, public engagement tools, and at information booths. Surveys will be developed to better understand the community's vision, and later surveys will allow participants to prioritize projects. Sample survey questions include the following:

- How do we want to continue growing?
- What do we want our transportation system to look like?
- How will we fund our shared regional vision?
- What steps must be taken to achieve the vision?

7.13 Information Booths and Meetings

To further engage members of the public who reside in traditionally underserved communities (reference Appendix A) on the LRTP updates, the MPO will find opportunities to hold up to four popup meetings located in Immokalee, Golden Gate City, or other disadvantaged census tracts. Surveys, newsletters, maps, and comment forms will be distributed in English, Spanish and Haitian Creole (depending on the location). An example of a popup booth is presented on Figure 7-3.

MPO staff will expand the outreach to traditionally underserved communities by looking for opportunities to host a popup booth on the LRTP Update during the development of the TDP and the TDSP.

Figure 7-3. Information Booth at Ciclovía Immokalee (2019)



8. Presentations and Meetings

Verbal and documented comments from the public, staff, and elected officials will be recorded and a record will be maintained of how comments were addressed in subsequent revisions to the LRTP; conversely, if comments did not result in revisions, a brief explanation of why will be provided.

8.1 General Public Meetings

Up to six general public meetings will take place during the LRTP Update. Three public meetings will be held during the development of the Needs Plan and three during the development of the Cost Feasible Plan. The meetings and locations will be as follows:

- Up to four outreach/popup events (Needs Plan and Cost Feasible Plan) in Immokalee, Golden Gate City, or other disadvantaged census tracts.
- Up to two public meetings (Needs Plan and Cost Feasible Plan) that piggyback Collier County Transportation Management Services project public meeting events.

Again, public comments will be solicited via comment forms at all meetings and opportunities to speak with staff will be available. Handouts will be provided prior to the meeting via Collier MPO's website for participants to review proposed priority projects. Participants will be encouraged to submit their comments and concerns. A follow-up summary of the meetings will be prepared and posted to the MPO website.

As identified in the Collier MPO's PPP (Collier MPO 2020), notifications of public meetings will meet the following standards:

- Posting notices of public meetings, a minimum seven days in advance on the MPO's website
- Posting agenda and meeting packet, to the extent materials are available, on the MPO's website
- Email distribution of agenda and packet to Adviser Network and other interested parties on the MPO's contact list
- Issuing press release to major local newspapers, television, and radio stations
- Emailing MPO Advisory Committee members notice of meetings on topics of interest to the Committee members as appropriate
- Working with Collier County Communications Division to issue a press release a minimum of 48 hours prior to the meeting

8.2 MPO Board Meetings

Up to four MPO Board Meetings will take place during the LRTP Update to coincide with the major milestones, as shown on Figure 8-1. The draft Cost Feasible Plan will be presented at a joint regional Lee County/Collier County MPO Board meeting. The fourth and final meeting will be held to present the Final 2050 LRTP Update to the MPO Board for adoption.

Meeting dates will coincide with the MPO Board Meetings, which are held on the second Friday of the month at the BCC Chambers.

Each meeting will include a presentation, handout(s), and display boards as necessary. Collier MPO Board Meetings are broadcasted live and online on Collier Television (Collier TV).

Additionally, an archive of MPO Board meeting recordings is available online on Collier TV.

Figure 8-1. Major Milestones



This will allow people who do not have the ability or time to attend the LRTP meeting in person to be able to participate remotely through live broadcasts or taped meeting coverage. As part of this taped coverage, a contact number and LRTP website address for public input should be displayed. This will encourage citizens to provide their comments, even if they cannot attend the meetings. MPO staff will log these comments to add to the public record.

8.3 MPO Committee Meetings

Up to six MPO Committee Meetings also will take place during the LRTP Update to coincide with major milestones and need for public and technical staff input. Each meeting will include a presentation, handouts, and display boards as necessary. Meeting participants will be allocated a certain number of votes (for example, dots) to place on their preferred projects. Electronic voting also can be used. Comment forms will be available for participants to detail their specific issues and concerns. These meetings will coincide with regularly scheduled advisory committee meetings. MPO staff will brief the LCB and solicit comments from LCB members and the public to expand outreach to transportation disadvantaged populations during the update of the LRTP.

MPO staff from Lee County and Collier County will participate in the TAC meetings for both MPOs. Collier MPO and Collier County Transportation Management Services Department staff will coordinate closely with Lee County MPO and Lee County staff to ensure that regional roadway, transit, and bicycle connecting corridors are planned jointly during the development of the two LRTPs' Needs and Cost Feasible Plans.

8.4 Tribal Meetings

Up to two meetings will be offered to each Tribe as follows:

- During the initial phase to identify needs and concerns prior to development of the Needs Plan
- During the development of the Cost Feasible Plan

MPO staff will initiate communications in accordance with the Collier MPO's Government to Government Public Involvement Policy in the MPO's PPP.

9. Project Schedule

As shown on Figure 9-1, key steps are involved in the LRTP development process.

Figure 9-1. Plan Process

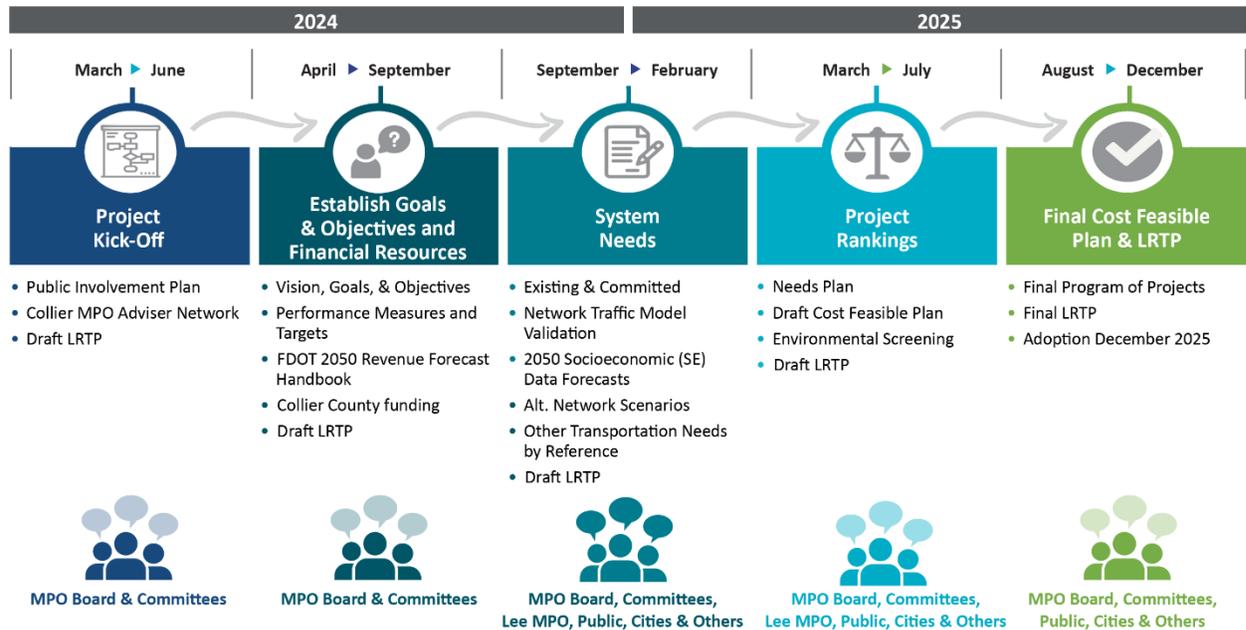
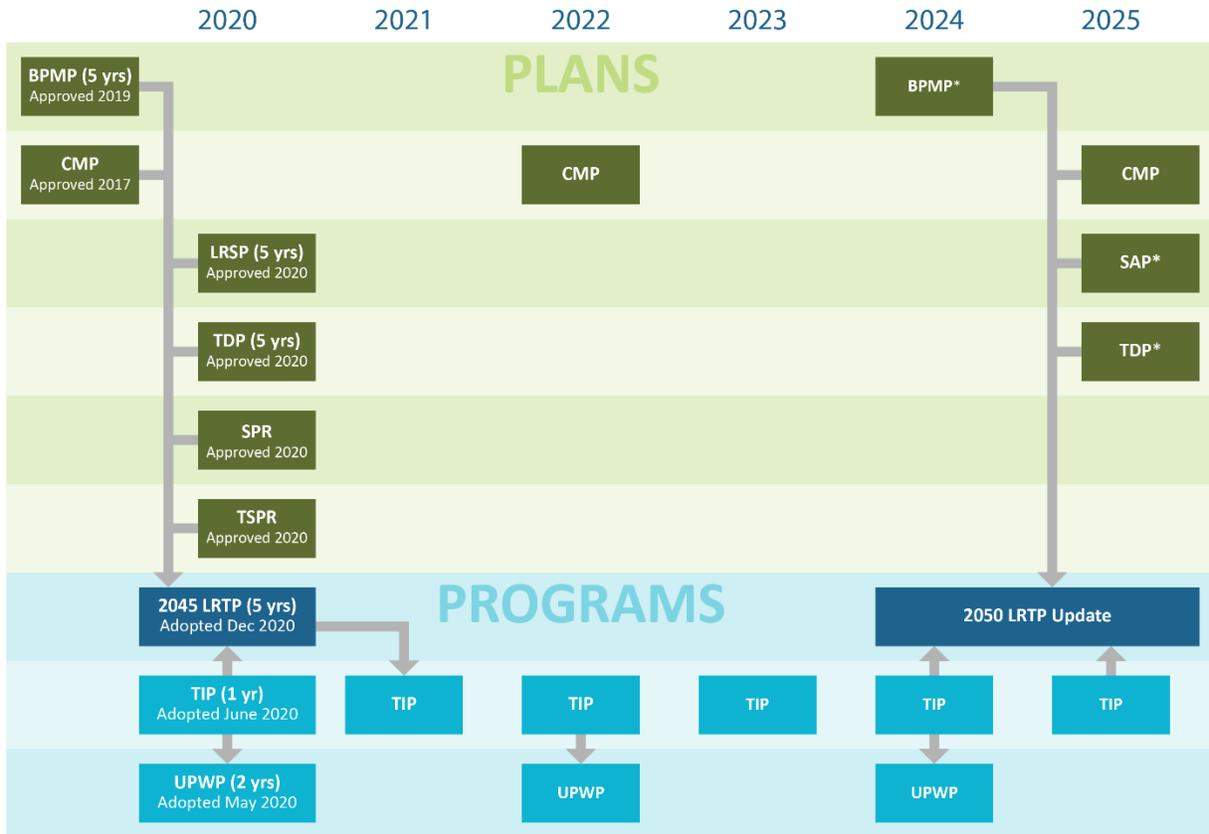


Figure 9-2 presents the plans that are incorporated by reference into the LRTP, their update cycle, and how they ultimately inform the TIP and UPWP. Figure 9-2 also presents a timeline of the Collier MPO's programs and plans from the 2045 LRTP adoption to the 2050 update and adoption.

Figure 9-2. Collier MPO Plans and Programs Timeline



(yrs) = Update Cycle

* Approval should be at least 6 months prior to LRTP adoption.

10. Measures of Effectiveness

Clear, measurable objectives for public involvement have been adopted as part of the MPO's 2020 PPP. To be consistent, this PIP will follow the same objectives for measurable results.

It is the intent of the MPO to increase the overall attendance levels at meetings and also to increase the number of comments received from members of the community, including the traditionally underserved public. Each comment will be counted and recorded and attendance tallies will be carefully monitored. Public comments and attendance will provide an understanding of the community issues and needs that must be considered in designing transportation solutions to fit the community needs.

Public engagement outreach and input will be documented throughout the LRTP Update. Public engagement will be updated and reviewed monthly to summarize outcomes of performance measures. Performance measures will include the following:

1. Contact Database – Maintain and track numbers of the database of contacts.
2. Adviser Network – Track numbers of Advisers listed and participation in online surveys and WikiMapping and attendance at public meetings.
3. Public Awareness/Engagement – Report number of events held, number of participants, and number of comment forms received, which will include evaluation surveys.
4. Social Media – Report activities and number of reactions and comments.
5. Interactive Website – Track opportunities for input and engagement reached.
6. Newsletters – Track distribution and quantity of newsletters sent (electronic and paper).
7. Diversity – Track and report on participation using sign-in sheets by demographics, businesses, and civic groups.
8. Effectiveness – Track and report on changes that can be directly linked to public comments.
9. Track how many people participated in the LRTP Update.
10. Track public comments and how they affected the outcome of the LRTP.

11. PIP Summary Report

A summary of the LRTP's outreach techniques and effectiveness will be presented in the PIP Summary Report. All feedback/comments received during the LRTP Update are documented in the PIP Summary Report. The summary report, in three parts, will document the MPO planning process, the reasons for updating the LRTP, and the methodology used during the LRTP process. This report also will show how the feedback received during the LRTP Update was ultimately incorporated into the final plan. The report will list the transportation improvement projects identified in the 2050 LRTP Update, how these projects will be implemented, and contacts for more information regarding additional public participation. The PIP Summary Report is to be written in nontechnical language, with the final report presented to the MPO Board and Committees. It will be posted to the MPO website at the conclusion of the planning process. A summary of public involvement also will be detailed in the final 2050 LRTP Update.

Maps and bulleted text to describe the final 2050 LRTP Update will be prepared and posted to the website. Additional hard copies of the final report, maps, and summary text will be printed and distributed to various public locations such as libraries, where this information will be readily available to the public. A key component of this written material will be the inclusion of contact information for inquiries, comments, and additional feedback from the public.

12. References

Collier Metropolitan Planning Organization (MPO). 2020. *Public Participation Plan*. June.

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Federal Highway Administration (FHWA). 2022. *Bipartisan Infrastructure Law Fact Sheets*. February.

Florida Department of Transportation (FDOT). 2018. *Federal Strategies for Implementing Requirements for LRTP Updates for the Florida MPOs*. January.

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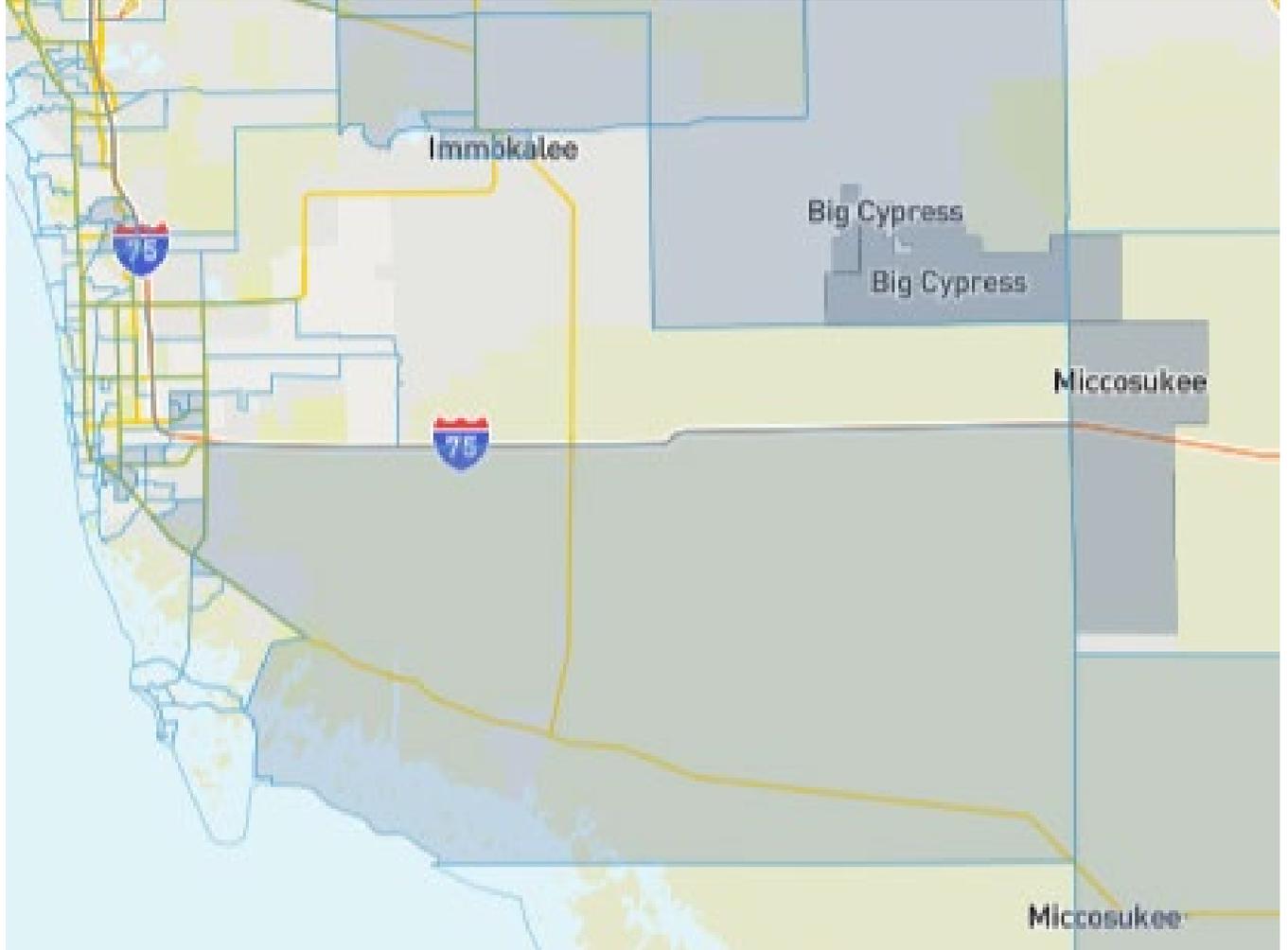
Appendix A. Adviser Network

Organization Type	Organization Name
Tribal Entities	<ul style="list-style-type: none"> ▪ Miccosukee Tribe of Florida ▪ Seminole Tribe of Florida
Public Agencies	<ul style="list-style-type: none"> ▪ Florida Department of Transportation ▪ U.S. Army Corps of Engineers ▪ U.S. Department of Transportation ▪ Federal Highway Administration ▪ Southwest Florida Regional Planning Council (represented on CAC) ▪ Florida Department of Environmental Protection (SUN Trail Network) ▪ Florida Department of Health (through FDOT Community Traffic Safety Team) ▪ City of Bonita Springs ▪ Collier County Sheriff Office (represented on the Safety Action Plan (SAP) Steering Committee) ▪ City of Marco Island Police Department (represented on SAP Steering Committee) ▪ City of Naples Police Department (represented on SAP Steering Committee) ▪ Collier County Economic Development Office Workforce Development Board ▪ Lee MPO (represented on TAC) ▪ Collier Area Transit (CAT) ▪ Lee County Transit (LeeTran) ▪ Collier County Community Planning & Resiliency (represented on TAC) ▪ Collier County Zoning Division (coordinated with during the County Interactive Growth Model (CIGM) update) ▪ Collier County Tourism Department ▪ Collier County Community & Human Services Division ▪ Collier County Senior Services ▪ City of Marco Island Growth Management Department (coordinated with during the CIGM update, represented on the AHAC) ▪ City of Naples Planning Department ▪ City of Everglades Planning and Zoning Board
Public Education System	<ul style="list-style-type: none"> ▪ Lorenzo Walker Technical College ▪ Keiser University ▪ Collier Public Schools (represented on CAC)
MPO	<ul style="list-style-type: none"> ▪ Collier County Board of County Commissioners ▪ Collier MPO Board ▪ Technical Advisory Committee (TAC) ▪ Citizens Advisory Committee (CAC) ▪ Bicycle/Pedestrian Advisory Committee (BPAC) ▪ Congestion Management Committee (CMC) ▪ Local Coordinating Board (LCB) for the Transportation Disadvantaged

Organization Type	Organization Name
Businesses & Chambers of Commerce	<ul style="list-style-type: none"> ▪ Arthrex ▪ First Florida Integrity Bank ▪ Tourist Development Council ▪ Collier County Greater Naples Chamber of Commerce ▪ Immokalee Eastern Chamber of Commerce ▪ Florida Restaurant & Lodging Association ▪ Hispanic Chamber of Commerce ▪ Marco Island Chamber of Commerce ▪ Southwest Florida Inc. ▪ Chamber of Southwest Florida
Affordable Housing & Work Force Housing	<ul style="list-style-type: none"> ▪ Collier County Housing Policy & Economic Division ▪ Collier County Affordable Housing Advisory Committee (AHAC) ▪ Habitat for Humanity ▪ United Way Collier ▪ Collier Homeless Coalition ▪ St. Matthew's House ▪ Blue Zones Project of SW Florida
Civic Organizations	<ul style="list-style-type: none"> ▪ Golden Gate Estates Area Civic Association ▪ League of Women Voters ▪ HOAs – multiple listing
Environmental Organizations	<ul style="list-style-type: none"> ▪ Conservancy of Southwest Florida
Freight Industry Representatives	<ul style="list-style-type: none"> ▪ Troyer Brothers ▪ Oakes Farms ▪ Fresh from Florida ▪ CCIP Citrus ▪ Lipman Produce ▪ Seminole Tribe ▪ Barron Collier ▪ Gargiulo Farms ▪ Gulf Citrus ▪ FDOT D1 Freight Coordinator
Low-income Communities	<ul style="list-style-type: none"> ▪ Naples Community Redevelopment Agency (CRA) ▪ Bayshore/Gateway Triangle CRA ▪ Immokalee CRA ▪ Immokalee Unmet Needs Committee ▪ Coalition of Immokalee Workers ▪ NAACP
Bicycle & Pedestrian Advocacy Groups	<ul style="list-style-type: none"> ▪ Bike-Walk Lee County ▪ FDOT's Community Traffic Safety Team (CTST) ▪ Florida Bicycling Association ▪ Naples Pathways Coalition ▪ Blue Zones Project
Representatives of the Disabled	<ul style="list-style-type: none"> ▪ Lighthouse of Collier County (represented on CAC & LCB)

Appendix B. Disadvantaged Census Tracts in Collier County

Summary map



Disadvantaged Census Tracts in Collier County Council on Environmental Quality - Climate and Economic Justice Screening Tool (v1.0, released 11/22/22)

<https://screeningtool.geoplatform.gov/en#3/33.47/-97.5>

Census tracts that are overburdened and underserved are highlighted as being disadvantaged on the map. Federally Recognized Tribes, including Alaska Native Villages, are also considered disadvantaged communities.

Census Tract 12021011102:



Climate Change

Expected building loss rate

Economic loss to building value resulting from natural hazards each year

93th

above 90th percentile

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

97th

above 90th percentile

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

90th

above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

72nd

above 65th percentile

Health

Heart disease

Share of people ages 18 years and older who have been told they have heart disease

93th

above 90th percentile

AND

- **Low income**

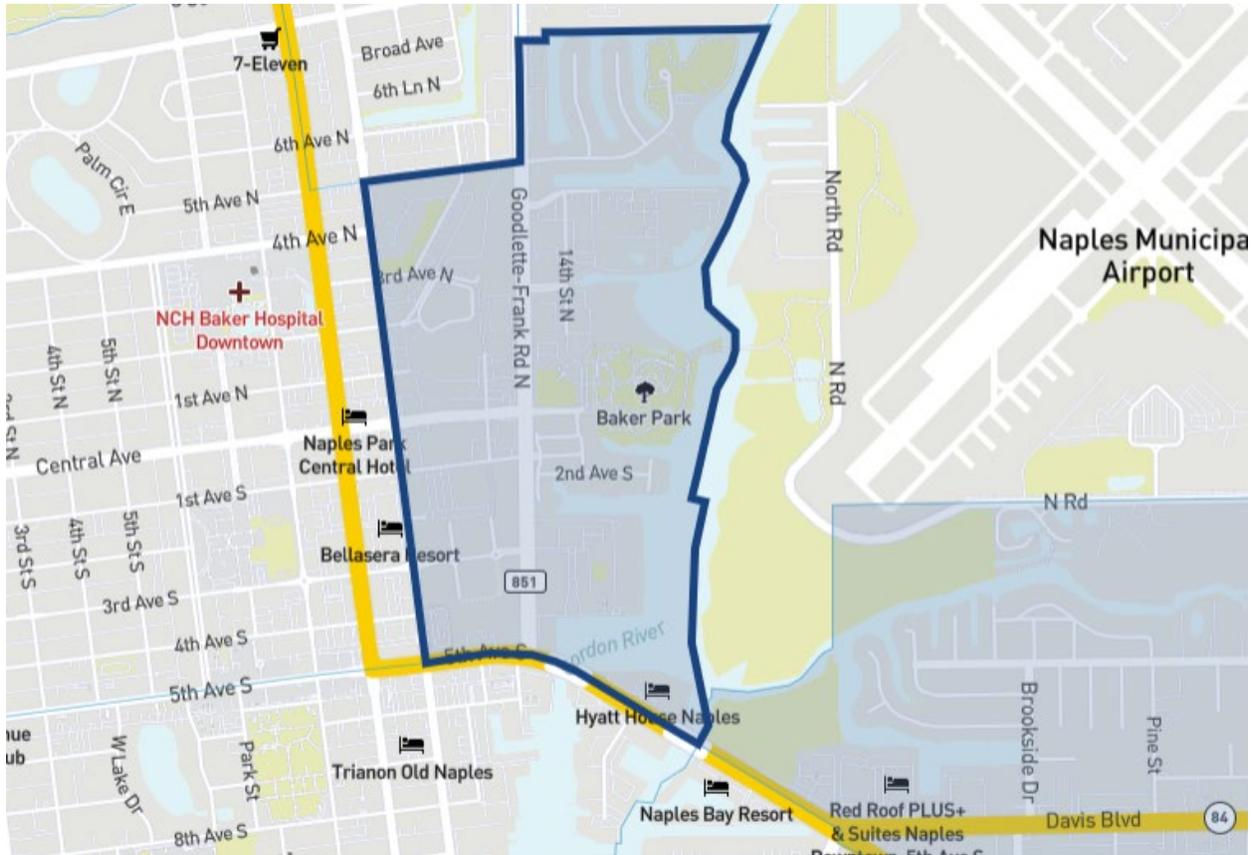
People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

72nd

above 65th percentile

CITY OF NAPLES

Census Tract 12021000700:



Climate Change

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

98th above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

85th above 65th percentile

Health

Diabetes

Share of people ages 18 years and older who have diabetes other than diabetes during pregnancy

93th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

85th

above 65th percentile

Housing

Housing cost

Share of households making less than 80% of the area median family income and spending more than 30% of income on housing

94th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

85th

above 65th percentile

Legacy Pollution

Proximity to Risk Management Plan facilities

Count of Risk Management Plan (RMP) facilities within 5 kilometers

93th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

85th

above 65th percentile

Water and Wastewater

Underground storage tanks and releases

Formula of the density of leaking underground storage tanks and number of all active underground storage tanks within 1500 feet of the census tract boundaries

98th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

85th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

93th

above 90th percentile

AND

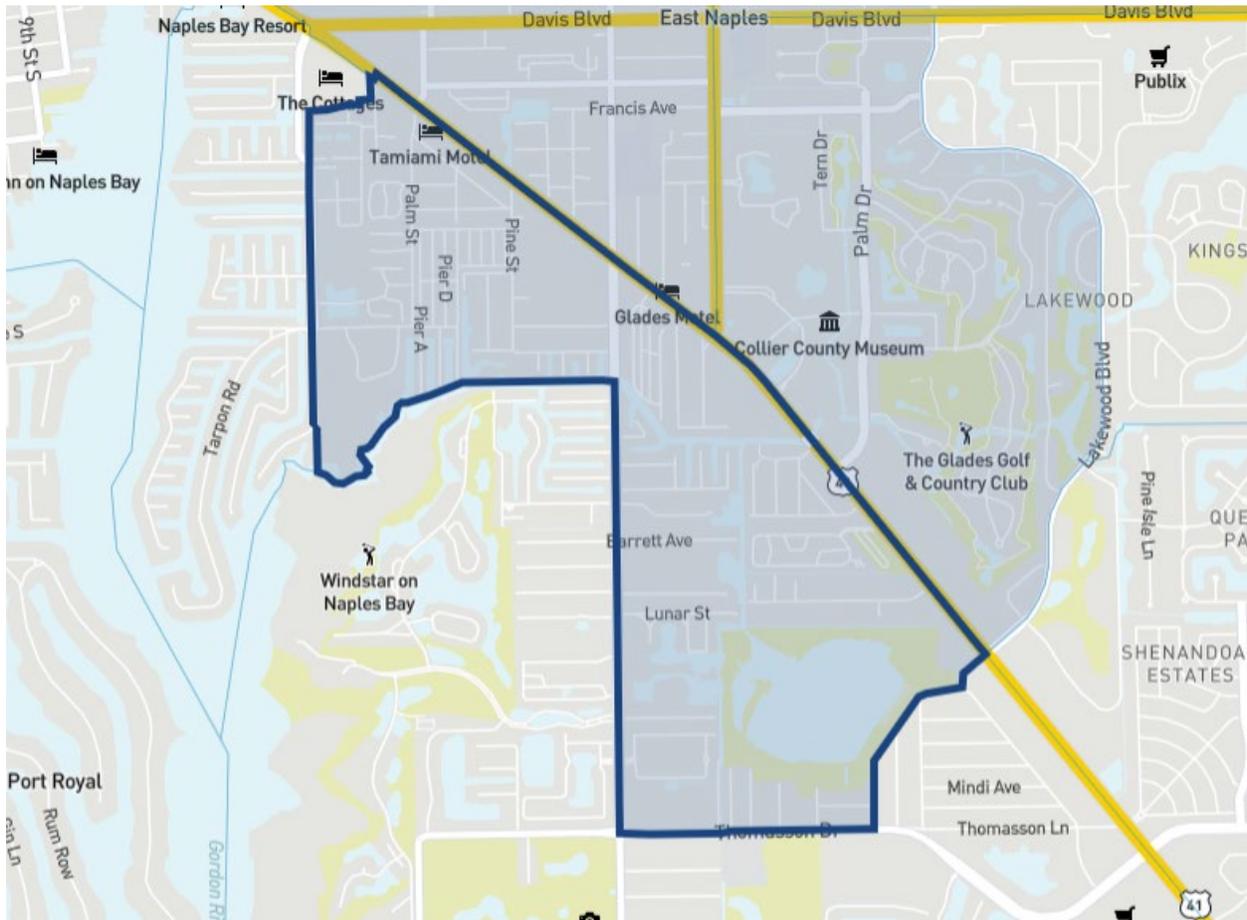
- **High school education**

Percent of people ages 25 years or older whose high school education is less than a high school diploma

25%

above 10% percent

Census Tract 12021010701:



Climate Change

Expected population loss rate

Fatalities and injuries resulting from natural hazards each year

90th above 90th percentile

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

99th above 90th percentile

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

95th above 90th percentile

AND

• **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

86th

above 65th percentile

Health

Heart disease

Share of people ages 18 years and older who have been told they have heart disease

93th

above 90th percentile

AND

• **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

86th

above 65th percentile

Water and Wastewater

Underground storage tanks and releases

Formula of the density of leaking underground storage tanks and number of all active underground storage tanks within 1500 feet of the census tract boundaries

91st

above 90th percentile

AND

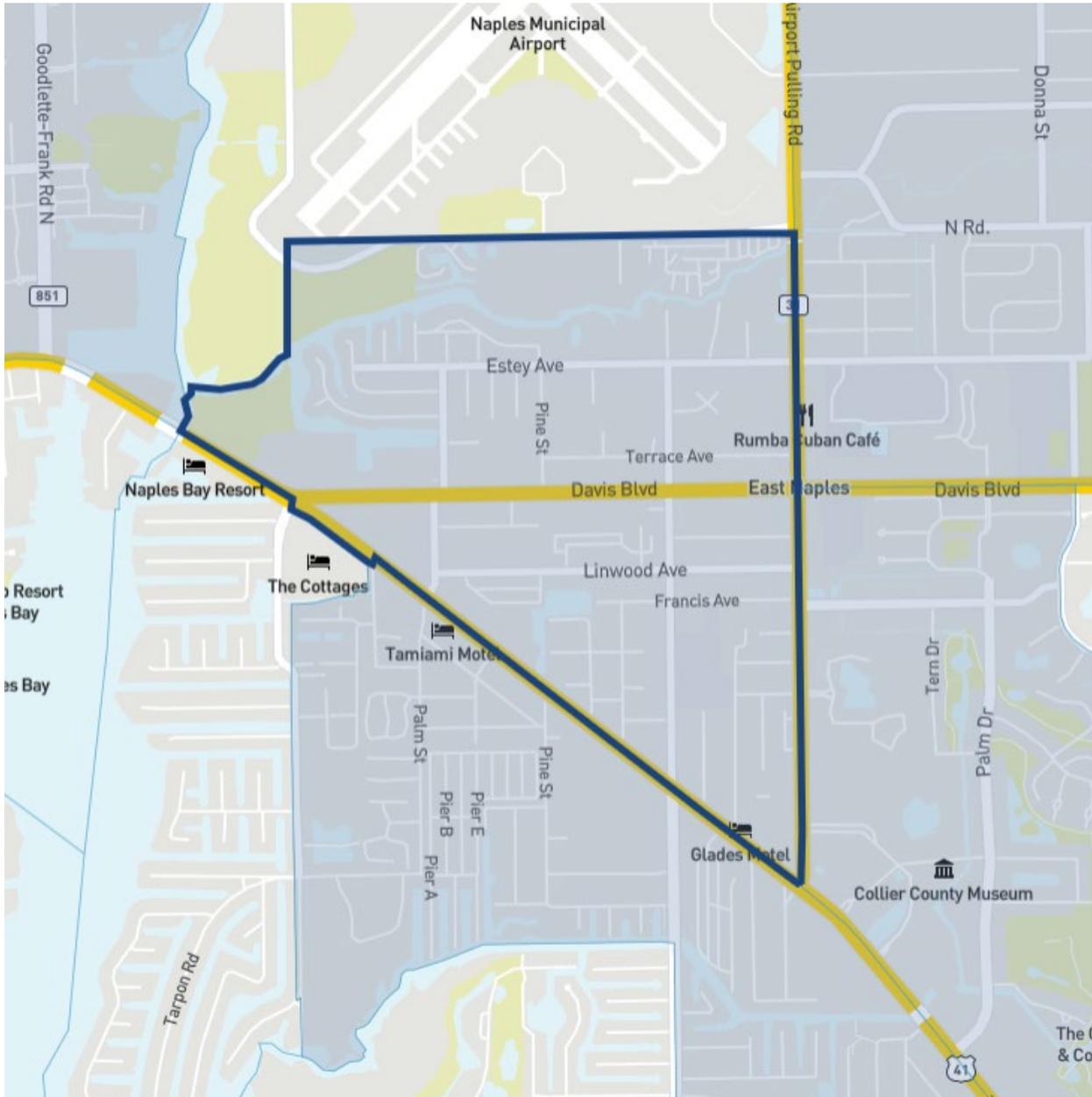
• **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

86th

above 65th percentile

Census Tract 12021010601:



Climate Change

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

99th

above 90th percentile

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

97th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

76th

above 65th percentile

Water and Wastewater

Underground storage tanks and releases

Formula of the density of leaking underground storage tanks and number of all active underground storage tanks within 1500 feet of the census tract boundaries

95th

above 90th percentile

AND

- **Low income**

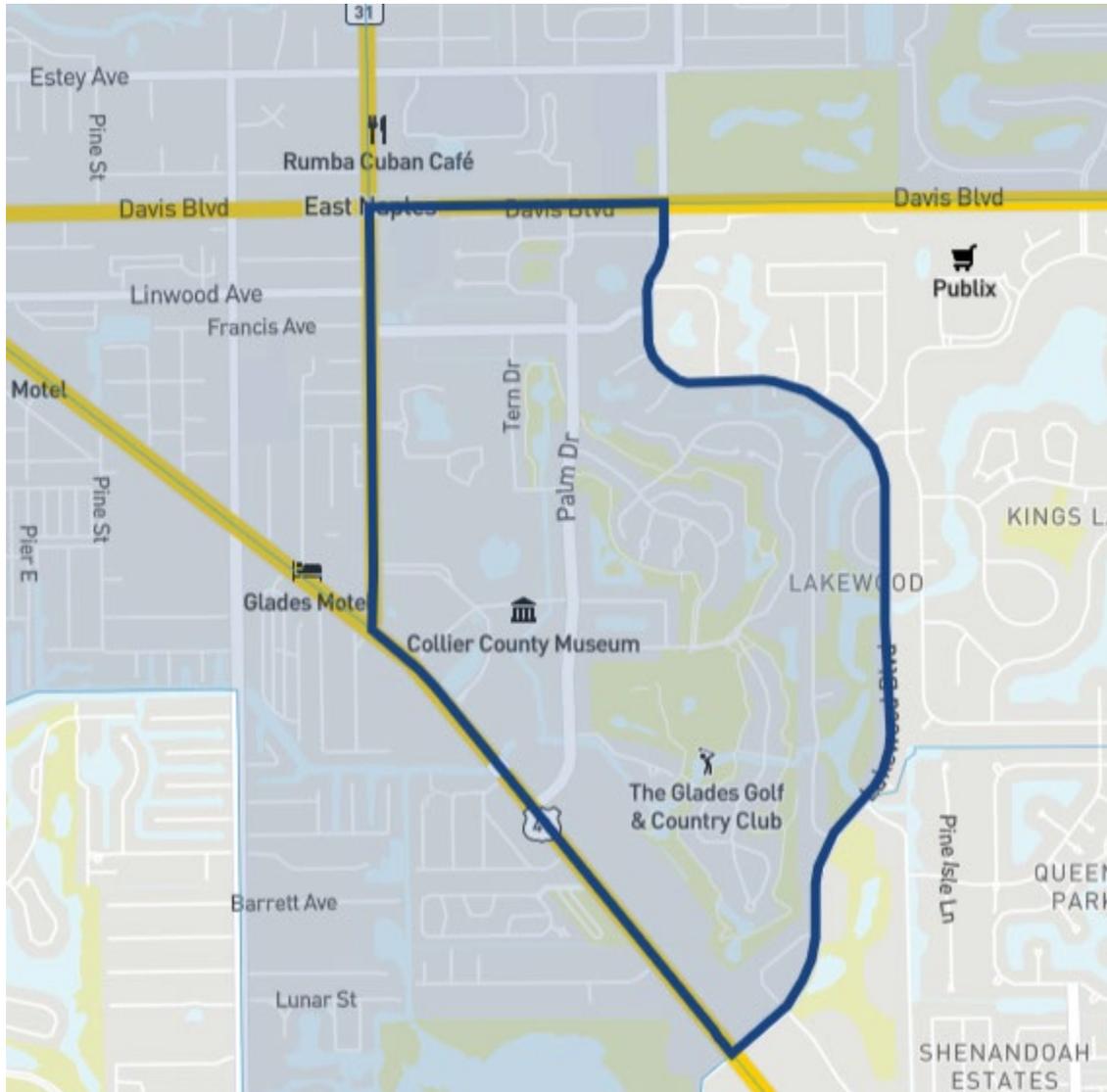
People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

76th

above 65th percentile

EAST NAPLES

Census Tract 12021010604:



Climate Change

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

99th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

71st above 65th percentile

Health

Heart disease

Share of people ages 18 years and older who have been told they have heart disease

97th above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

71st above 65th percentile

Water and Wastewater

Underground storage tanks and releases

Formula of the density of leaking underground storage tanks and number of all active underground storage tanks within 1500 feet of the census tract boundaries

91st above 90th percentile

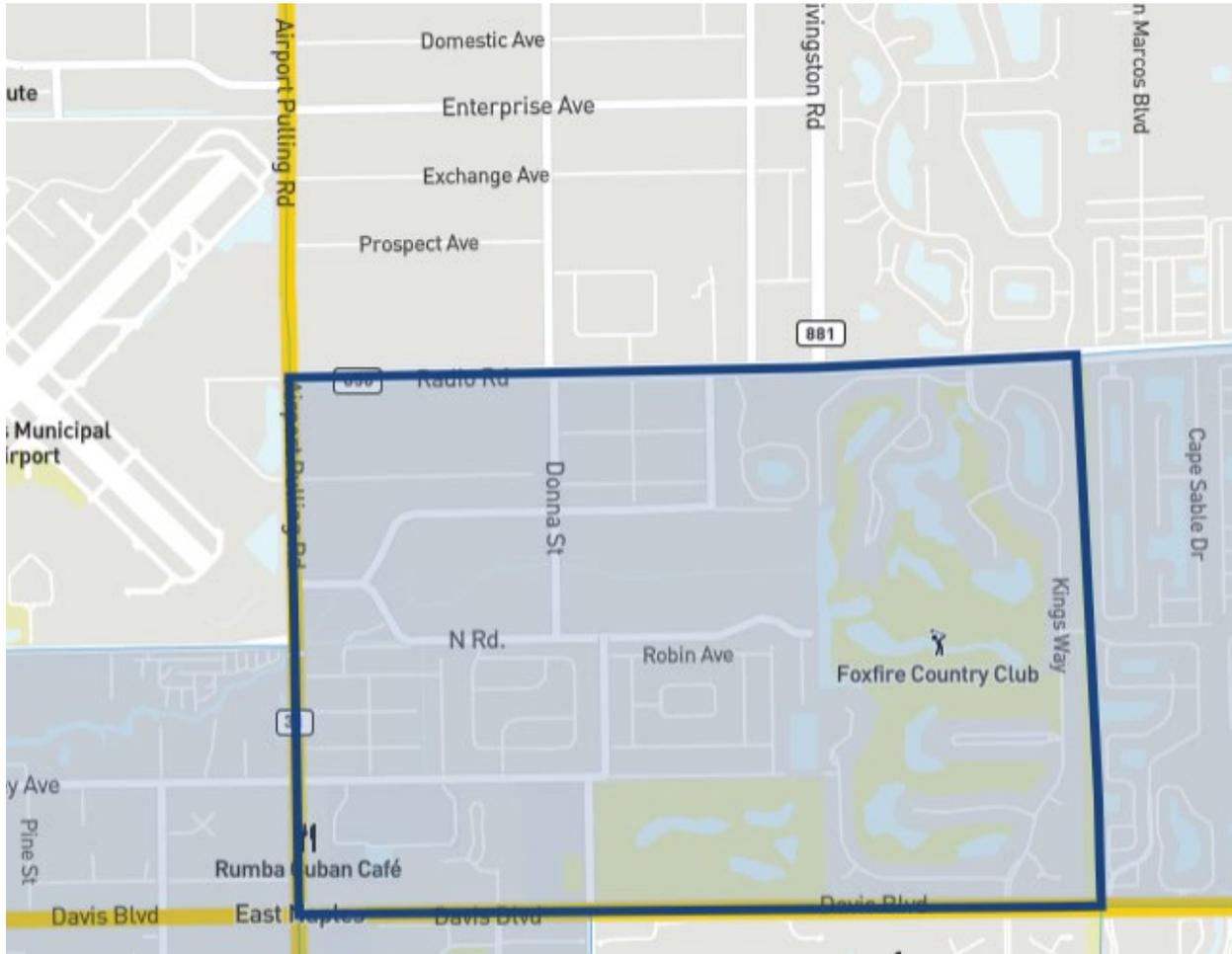
AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

71st above 65th percentile

Census Tract 12021010602:



Climate Change

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

97th

above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

80th

above 65th percentile

Health

Heart disease

Share of people ages 18 years and older who have been told they have heart disease

98th

above 90th percentile

AND

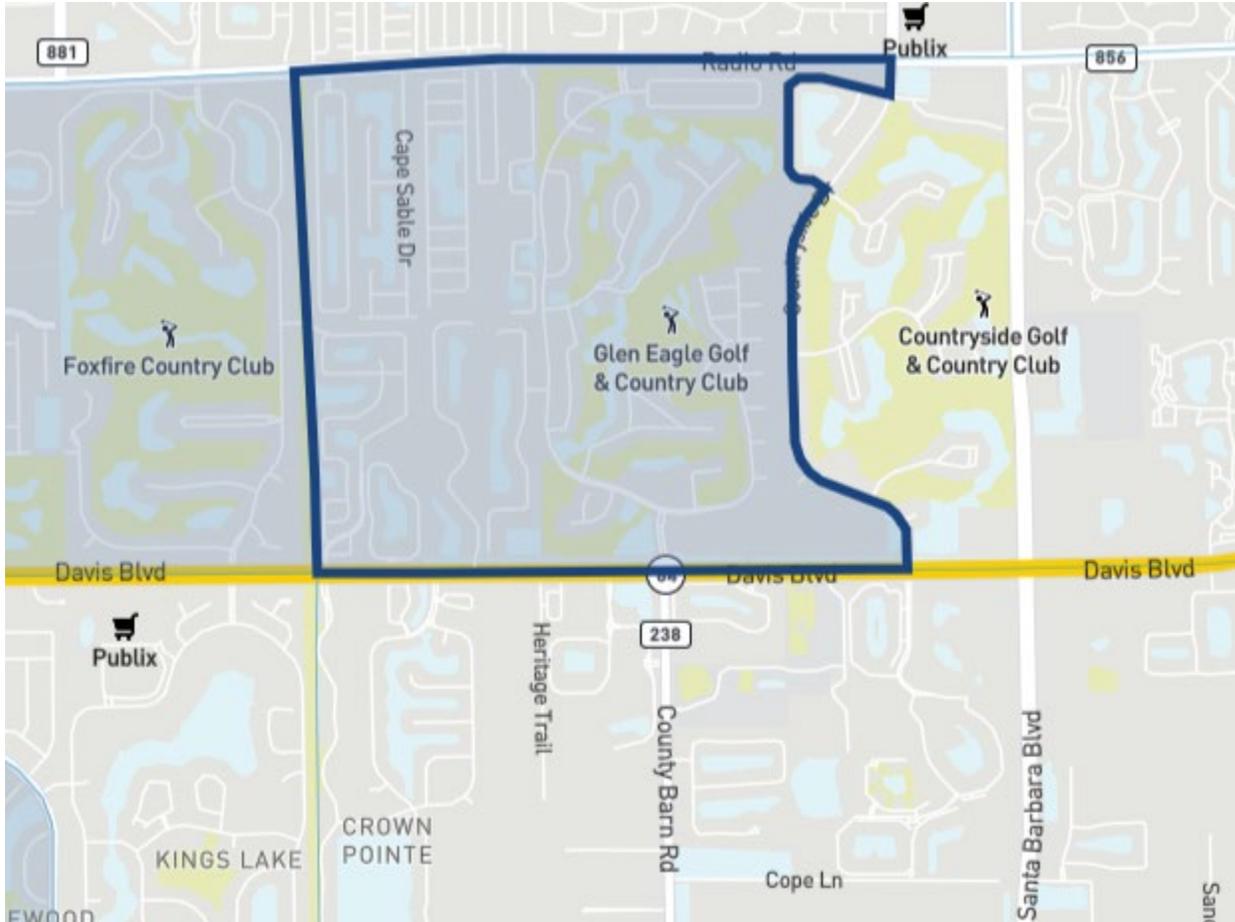
• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

80th

above 65th percentile

Census Tract 12021010508:



Health

Heart disease

Share of people ages 18 years and older who have been told they have heart disease



AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed



Housing

Lack of indoor plumbing

Share of homes without indoor kitchens or plumbing

93th

above 90th percentile

AND

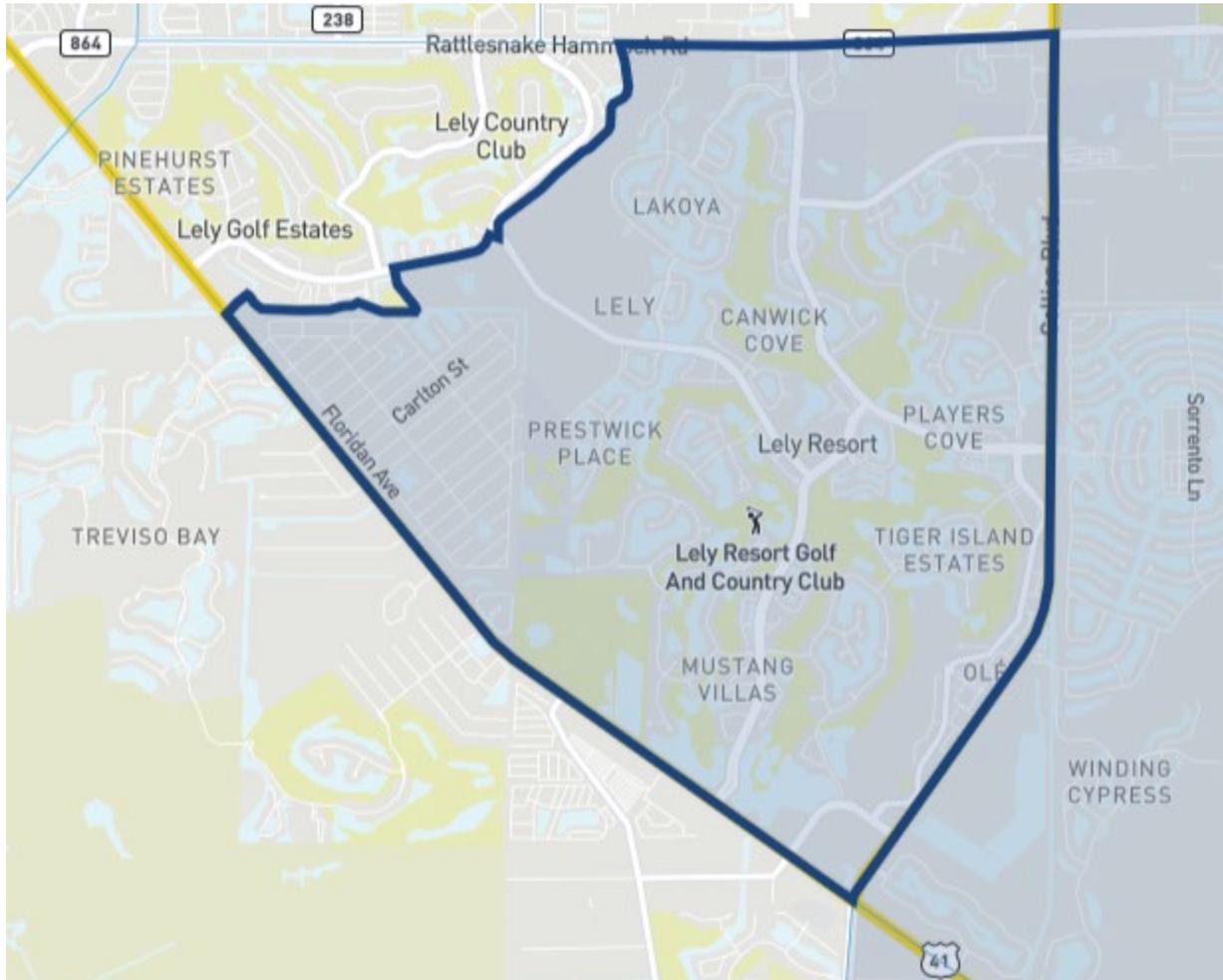
- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

77th

above 65th percentile

Census Tract 12021010802:



Climate Change

Projected flood risk

Projected risk to properties from projected floods, from tides, rain, riverine and storm surges within 30 years

97th

above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

80th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

93th

above 90th percentile

AND

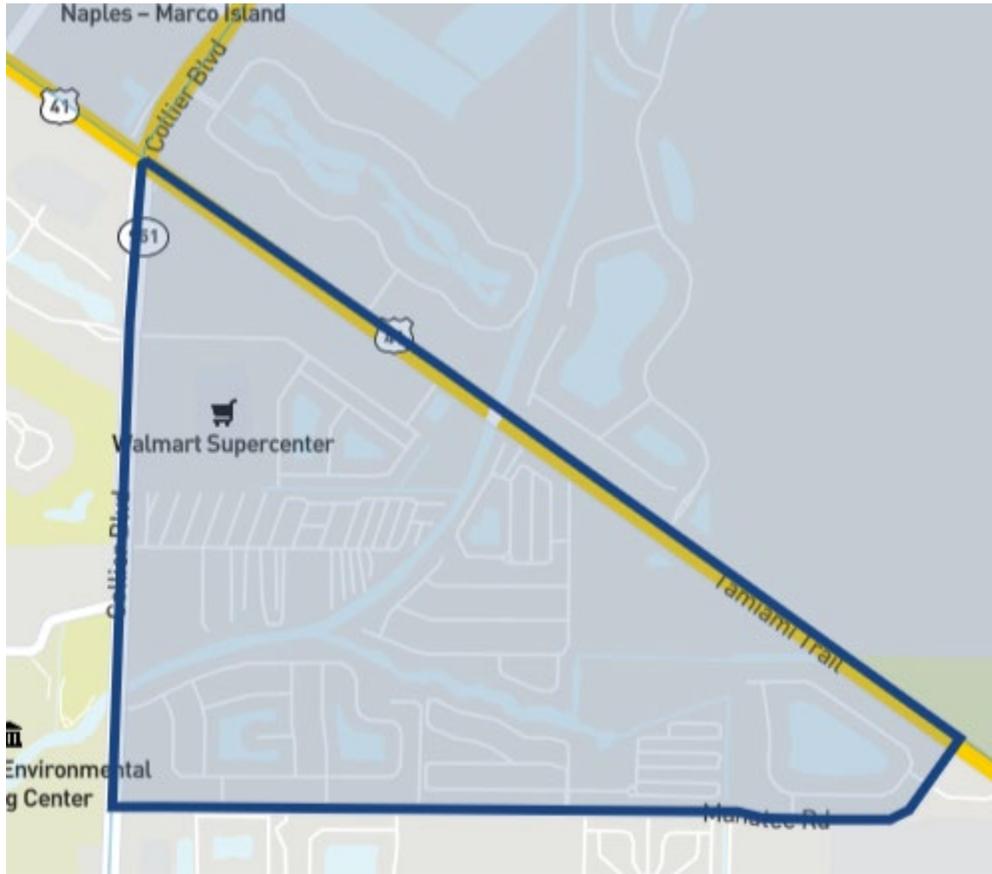
• High school education

Percent of people ages 25 years or older whose high school education is less than a high school diploma

25%

above 10% percent

Census Tract 12021011103:



Workforce development

Low median income

Comparison of median income in the tract to median incomes in the area

90th

above 90th percentile

AND

• High school education

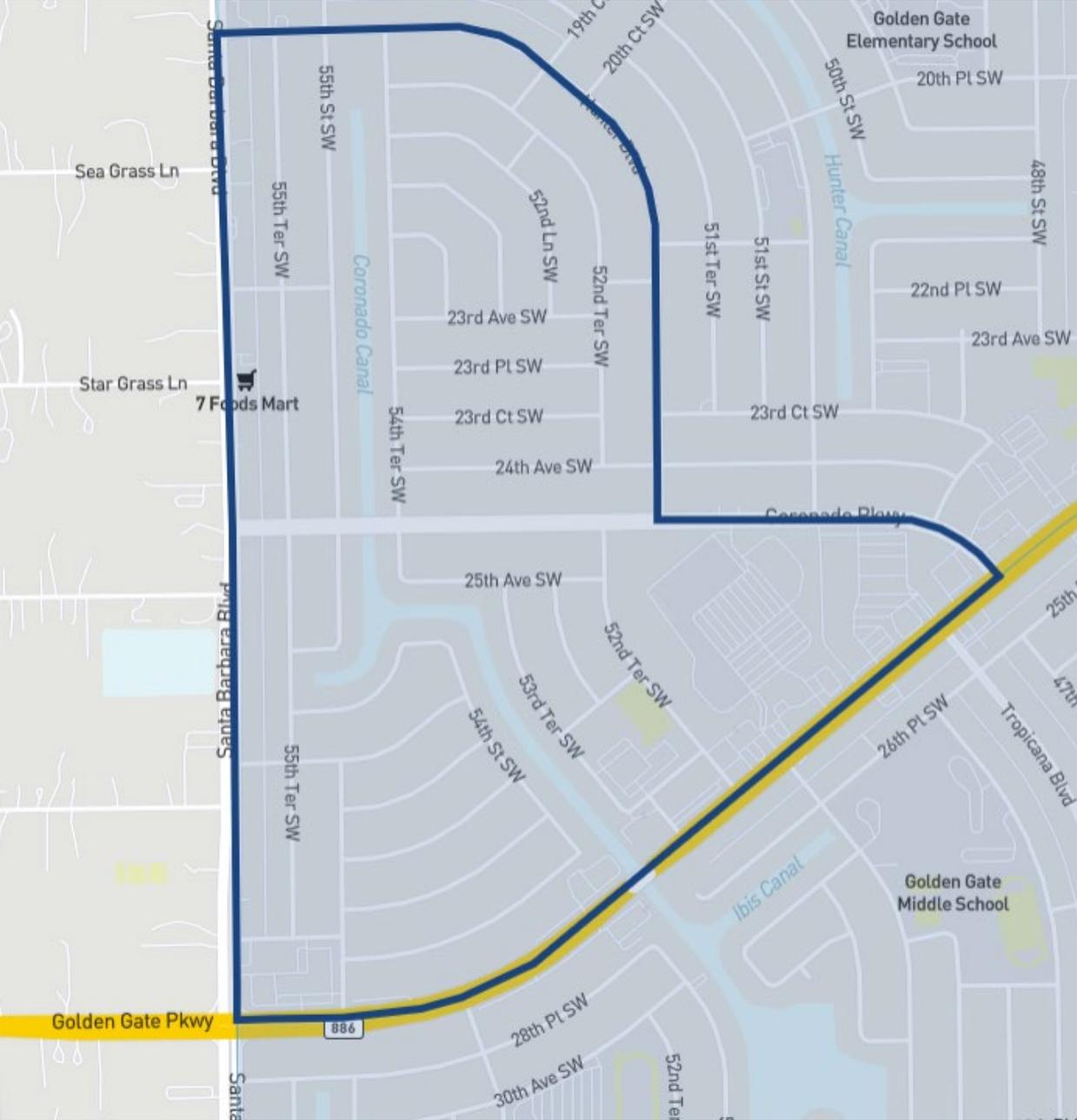
Percent of people ages 25 years or older whose high school education is less than a high school diploma

20%

above 10% percent

EAST NAPLES

Census Tract 12021010419:



Transportation

Transportation barriers

Average of relative cost and time spent on transportation

90th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

74th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

96th

above 90th percentile

AND

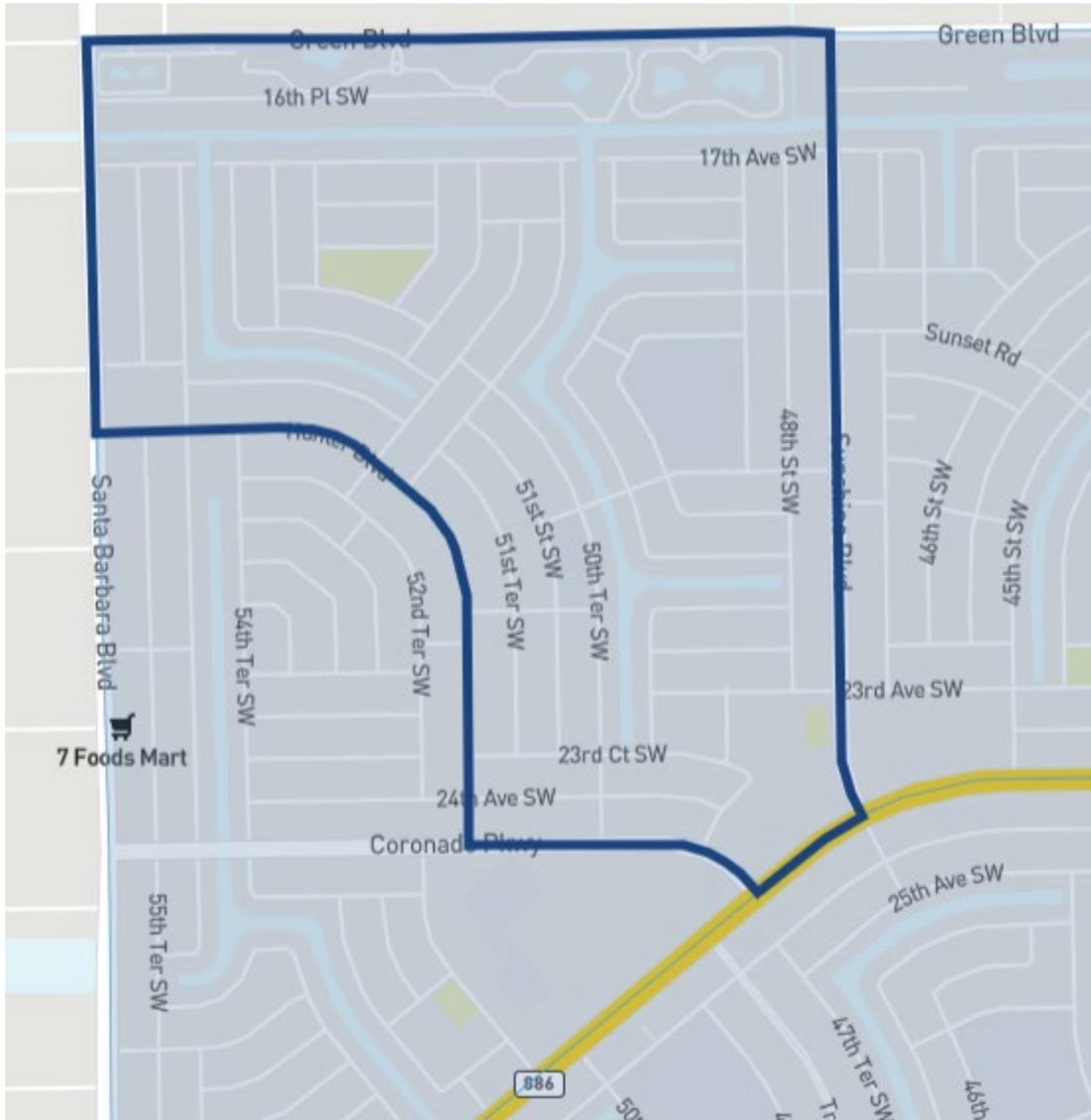
- **High school education**

Percent of people ages 25 years or older whose high school education is less than a high school diploma

32%

above 10% percent

Census Tract 12021010420:



Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

96th

above 90th percentile

AND

• High school education

Percent of people ages 25 years or older whose high school education is less than a high school diploma

28%

above 10% percent

Census Tract 12021010410:



Climate Change

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

90th above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

87th above 65th percentile

Housing

Housing cost

Share of households making less than 80% of the area median family income and spending more than 30% of income on housing

93th

above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

87th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

99th

above 90th percentile

AND

• High school education

Percent of people ages 25 years or older whose high school education is less than a high school diploma

28%

above 10% percent

Census Tract 12021010411:



Transportation

Transportation barriers

Average of relative cost and time spent on transportation

96th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

79th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

96th

above 90th percentile

AND

- **High school education**

Percent of people ages 25 years or older whose high school education is less than a high school diploma

32%

above 10% percent

Immokalee

Census Tract 12021011204:



Climate Change

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

98th above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

99th above 65th percentile

Health

Diabetes

Share of people ages 18 years and older who have diabetes other than diabetes during pregnancy

95th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

99th

above 65th percentile

Housing

Housing cost

Share of households making less than 80% of the area median family income and spending more than 30% of income on housing

99th

above 90th percentile

Lack of indoor plumbing

Share of homes without indoor kitchens or plumbing

97th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

99th

above 65th percentile

Transportation

Transportation barriers

Average of relative cost and time spent on transportation

91st

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

99th

above 65th percentile

Water and Wastewater

Underground storage tanks and releases

Formula of the density of leaking underground storage tanks and number of all active underground storage tanks within 1500 feet of the census tract boundaries

94th

above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

99th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

99th

above 90th percentile

Low median income

Comparison of median income in the tract to median incomes in the area

96th

above 90th percentile

Poverty

Share of people in households where income is at or below 100% of the Federal poverty level

96th

above 90th percentile

AND

• High school education

Percent of people ages 25 years or older whose high school education is less than a high school diploma

63%

above 10% percent

Census Tract 12021011301:



Climate Change

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

94th above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

97th above 65th percentile

Transportation

Transportation barriers

Average of relative cost and time spent on transportation

97th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

97th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

94th

above 90th percentile

Low median income

Comparison of median income in the tract to median incomes in the area

95th

above 90th percentile

Poverty

Share of people in households where income is at or below 100% of the Federal poverty level

93th

above 90th percentile

Unemployment

Number of unemployed people as a part of the labor force

93th

above 90th percentile

AND

- **High school education**

Percent of people ages 25 years or older whose high school education is less than a high school diploma

49%

above 10% percent

Census Tract 12021011302:



Climate Change

Expected building loss rate

Economic loss to building value resulting from natural hazards each year

92nd above 90th percentile

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

95th above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

98th above 65th percentile

Transportation

Transportation barriers

Average of relative cost and time spent on transportation

99th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

98th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

97th

above 90th percentile

Low median income

Comparison of median income in the tract to median incomes in the area

94th

above 90th percentile

Poverty

Share of people in households where income is at or below 100% of the Federal poverty level

90th

above 90th percentile

AND

- **High school education**

Percent of people ages 25 years or older whose high school education is less than a high school diploma

54%

above 10% percent

Census Tract 12021011400:



Climate Change

Expected agriculture loss rate

Economic loss to agricultural value resulting from natural hazards each year

90th

above 90th percentile

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

96th

above 90th percentile

AND

• Low income

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

95th

above 65th percentile

Housing

Lack of indoor plumbing

Share of homes without indoor kitchens or plumbing

91st

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

95th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

97th

above 90th percentile

Poverty

Share of people in households where income is at or below 100% of the Federal poverty level

90th

above 90th percentile

AND

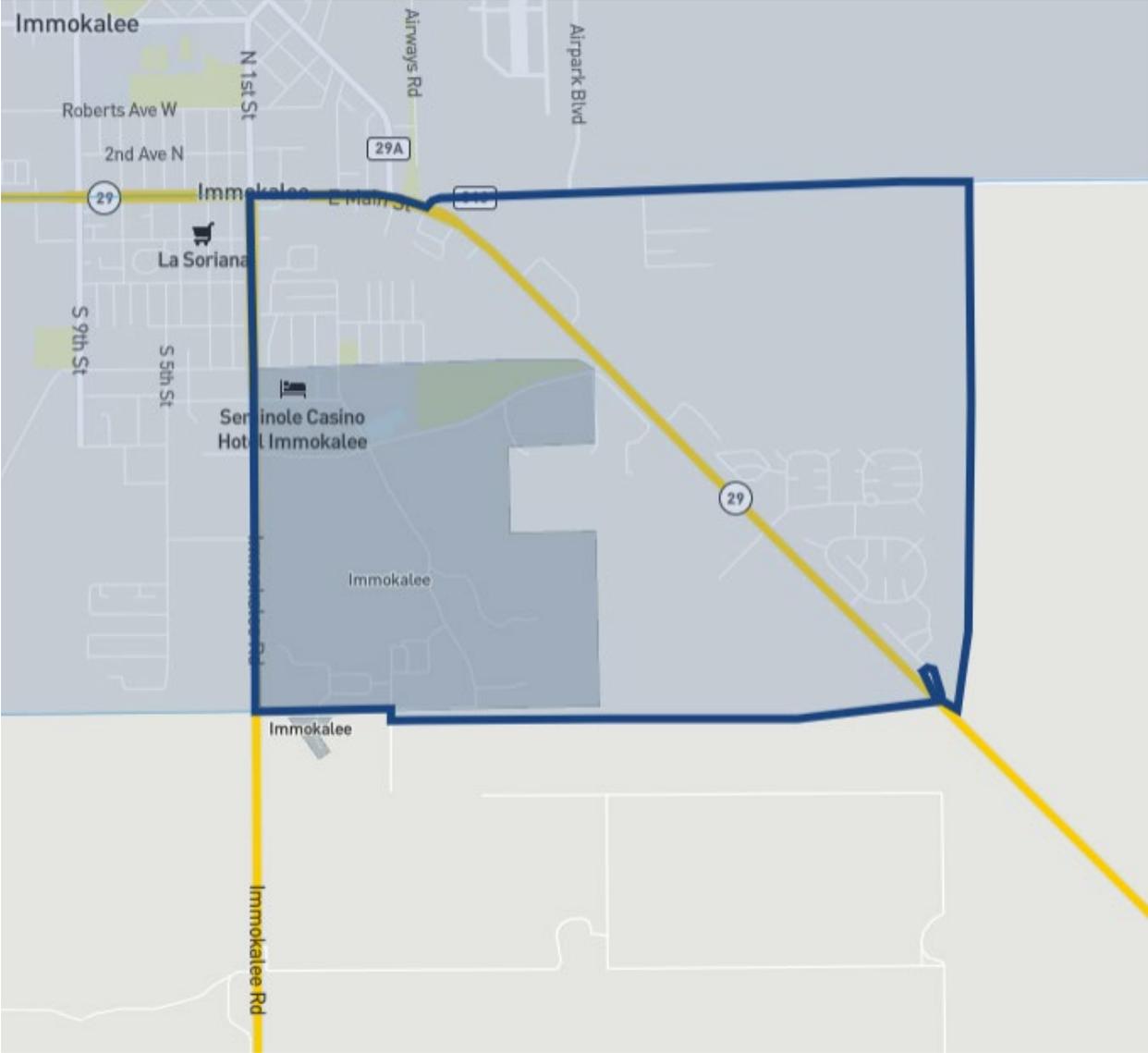
- **High school education**

Percent of people ages 25 years or older whose high school education is less than a high school diploma

64%

above 10% percent

Census Tract 12021011205:



Climate Change

Expected building loss rate

Economic loss to building value resulting from natural hazards each year

91st

above 90th percentile

Projected wildfire risk

Projected risk to properties from wildfire from fire fuels, weather, humans, and fire movement in 30 years

90th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

98th

above 65th percentile

Health

Asthma

Share of people who have been told they have asthma

92nd

above 90th percentile

Diabetes

Share of people ages 18 years and older who have diabetes other than diabetes during pregnancy

98th

above 90th percentile

Heart disease

Share of people ages 18 years and older who have been told they have heart disease

96th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

98th

above 65th percentile

Housing

Housing cost

Share of households making less than 80% of the area median family income and spending more than 30% of income on housing

91st

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

98th

above 65th percentile

Transportation

Transportation barriers

Average of relative cost and time spent on transportation

99th

above 90th percentile

AND

- **Low income**

People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed

98th

above 65th percentile

Workforce development

Linguistic isolation

Share of households where no one over age 14 speaks English very well

96th

above 90th percentile

Low median income

Comparison of median income in the tract to median incomes in the area

97th

above 90th percentile

Poverty

Share of people in households where income is at or below 100% of the Federal poverty level

96th

above 90th percentile

Unemployment

Number of unemployed people as a part of the labor force

94th

above 90th percentile

AND

• High school education

Percent of people ages 25 years or older whose high school education is less than a high school diploma

64%

above 10% percent

Appendix C. Media Relations

The following media have been identified and will be informed of public notices for meetings, news releases, news items, and interviews associated with the project, as needed. The Jacobs team will contact the publications, if appropriate, to inquire about social media posts to promote the LRTP surveys and public outreach events.

1. Newspapers/Local Publications

Florida Administrative Register (FAR)

107 W. Gaines Street
Tallahassee, FL 32399-0250
(850) 245-6270

News Press

2442 Dr. Martin Luther King Jr. Blvd.
Fort Myers, FL 33901
(239) 335-0539

Coastal Breeze News

1857 San Marco Road Suite 216C
Marco Island, FL 34145
(239) 393-4991

Gulfshore Business

26101 S Tamiami Trail
Bonita Springs, FL 34134
(239) 498-8500

SWFL Business Today

PO Box 152299
Cape Coral, FL 33915-2299
(239) 770-7527

Naples Daily News

1100 Immokalee Road
Naples, FL 34110
(239) 213-6000

Florida Weekly (Naples Edition)

9051 Tamiami Trail North, Suite 202
Naples, FL 34108
(239) 335-0539

Ave Maria Sun

9051 Tamiami Trail, N., Suite 202
Naples, FL 34108
(239) 325-1960

The Mullet Wrapper

P.O. Box 513
Copeland, FL 34137
(941) 999-1237

2. Television Stations

WZVN – ABC

3719 Central
Avenue Fort
Myers, FL 33901
(239) 936-7771

WINK – CBS

2824 Palm
Beach Blvd. Fort
Myers, FL 33916
(239) 334-1111

WFTX – FOX 4

621 SW Pine Island Road
Cape Coral, FL 33991
(239) 574-4803

WBBH – NBC

3719 Central
Avenue Fort Myers,
FL 33901
(239) 577-1010

3. Radio Stations

WGCU

10501 FGCU Blvd.
South Fort Myers, FL
33965
(239) 590-2300

WAFZ

2105 West Immokalee Drive
Immokalee, FL 34120
(239) 657-9210

WCCF

2300 El Jobean Road
Punta Gorda, FL
33815
(941) 206-1188

1. Introduction

1.1 What Is the MPO?

The Collier Metropolitan Planning Organization (MPO) was created in 1982 following Title 23 of United States Code Section 134 (23 USC §134), Metropolitan Transportation Planning. The federal requirements provide that each urbanized area with a population exceeding 50,000 establish an MPO. Federal law requires that MPOs be governed by a board composed of local elected officials, governmental transportation representatives for all modes of transportation, and appropriate state officials.

The Collier MPO is governed by a board of nine voting members and one non-voting advisor from the Florida Department of Transportation (FDOT), as shown on [Figure 1-1](#).

The Collier MPO's jurisdiction includes Collier County (hereafter, "the County") and the cities of Naples, Marco Island, and Everglades City (refer to [Figure 1-2](#)).

The MPO uses federal, state, and local funds to carry out a *Continuing, Cooperative, and Comprehensive* (3-C) long-range planning process that establishes a Countywide vision for the transportation system. The Long Range Transportation Plan (LRTP) is a central part of achieving this vision. MPOs are required to develop and update their LRTPs every 5 years to ensure that the future transportation system is efficient, fosters mobility and access for

people and goods, and enhances the overall quality of life for the community.

To carry out its functions, the MPO Board is assisted by several transportation planning committees in addition to its professional staff. These committees consist of the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), Bicycle and Pedestrian Advisory Committee (BPAC), Congestion Management Committee (CMC), and the Local Coordinating Board for the Transportation Disadvantaged (LCB).

Figure 1-1. Collier MPO Board

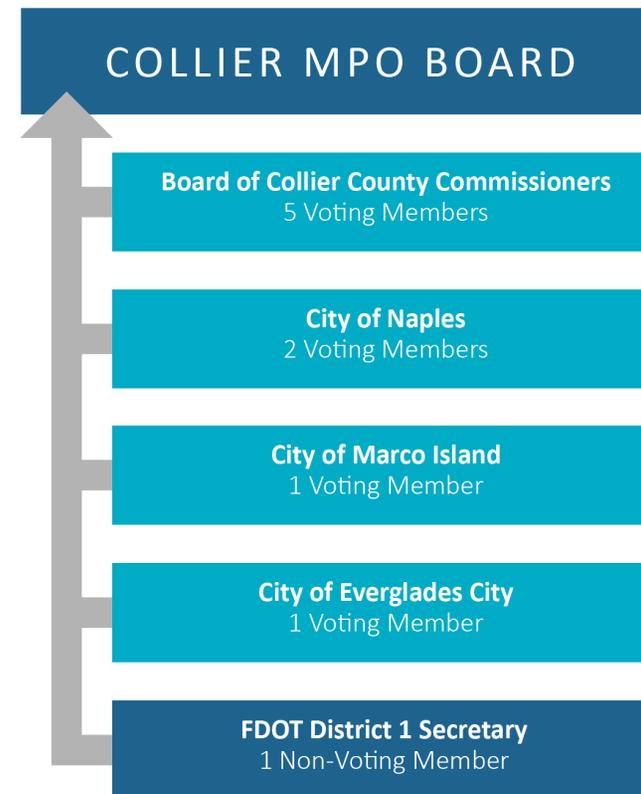


Figure 1-2. Collier MPO Jurisdiction



Source: Collier MPO Transportation Improvement Program FY2025-FY2029

Technical Advisory Committee: The TAC consists of technically qualified representatives of agencies within the Collier County Metropolitan Planning Area. TAC members are responsible for planning, maintaining, operating, developing, and improving the transportation system throughout the County and its associated municipalities. They review transportation plans and programs from a technical perspective. The TAC has 13 voting members and 1 non-voting member for a local environmental agency. Per the by-laws for the TAC of the Collier MPO, a representative from a local environmental agency shall be a non-voting member (refer to **Figure 1-3**).

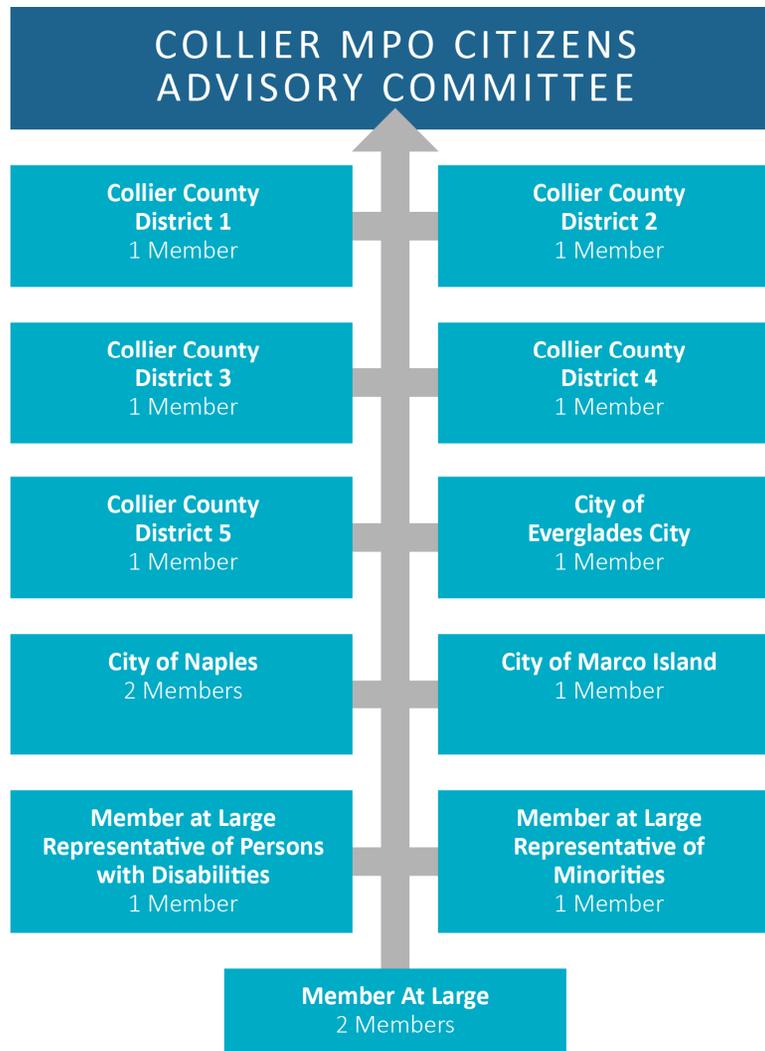
Citizens Advisory Committee: The CAC consists of citizens who represent a cross section of the geographic areas and citizens who represent disabled and minority populations. CAC members are recruited to represent areas including the cities of Naples, Marco Island, and Everglades City and the county commission districts of the County's unincorporated areas.

The CAC makes recommendations to the MPO Board from the citizen's perspective on proposed LRTPs, individual projects, priorities for state and federal funding, and other transportation issues. The CAC has 13 voting members, including four at-large members (refer to **Figure 1-4**).

Figure 1-3. Technical Advisory Committee



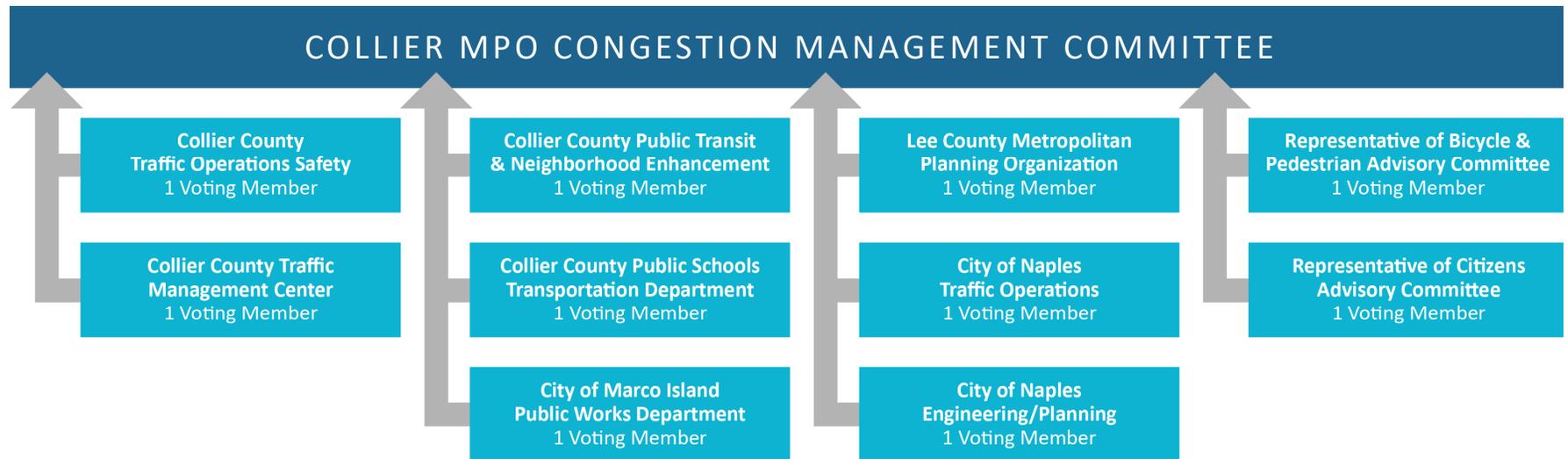
Figure 1-4. Citizens Advisory Committee



Bicycle and Pedestrian Advisory Committee: The BPAC consists of 12 at-large voting members who represent a wide cross section of the Collier Metropolitan Area residents and neighborhoods, bicycle and pedestrian safety professionals, transit riders, local bicycle and pedestrian advocacy groups, organizations that encourage active transportation from a community health perspective, and advocates for persons with disabilities and other transportation-disadvantaged populations. The BPAC provides citizen input into the deliberations on bicycle- and pedestrian-related issues within the community and advises the MPO Board on developing a Bicycle and Pedestrian Master Plan. The BPAC is also involved in recommending priorities for bicycle and pedestrian projects and program implementation.

Congestion Management Committee: The CMC serves the MPO in an advisory capacity on technical matters relating to the MPO’s Congestion Management System and the regional Intelligent Transportation System (ITS) architecture. The committee is responsible for creating and amending the Congestion Management Process (CMP) and for prioritizing candidate congestion management projects to be funded with federal and state funding. As shown on **Figure 1-5**, the CMC has 10 voting members including eight members appointed by agencies/jurisdictional departments, and two members appointed by the BPAC and CAC.

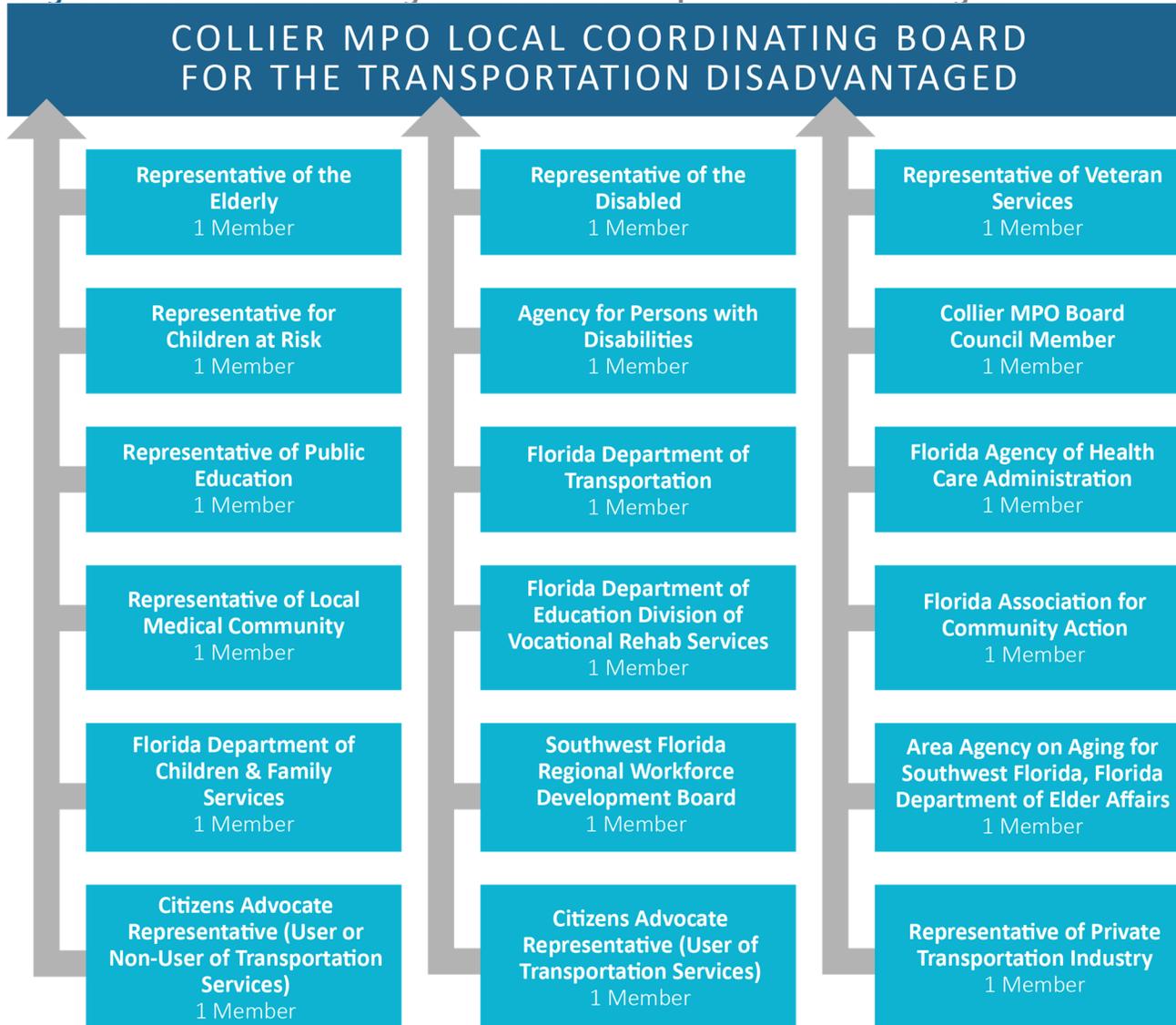
Figure 1-5. Congestion Management Committee



Local Coordinating Board for the Transportation Disadvantaged: The LCB helps the MPO identify local service needs and provide information, advice, and direction to the Community Transportation Coordinator on the coordination of services to be provided to the transportation disadvantaged pursuant to Chapter 427.0157, Florida Statutes (F.S.). The LCB also reviews the amount and quality of transit service being provided to the County's transportation-disadvantaged population.

The LCB has 18 voting members and includes representatives from various state and local agencies as well as citizen representatives (refer to [Figure 1-6](#)). An elected official is appointed by the MPO Board to serve as chairperson. The Collier LCB meets each quarter and holds at least one public hearing a year. The purpose of the hearings is to provide input to the LCB on unmet transportation needs and any other areas relating to local transportation disadvantaged services.

Figure 1-6. Local Coordinating Board for the Transportation Disadvantaged



1.2 What Is the Long Range Transportation Plan?

The MPO is required to complete an LRTP to receive federal transportation funds. The LRTP must be multi-modal and should include, at a minimum, highway and transit infrastructure improvements. The Collier MPO LRTP includes highway (incorporating freight) and transit modes, and by reference, non-motorized modes. The LRTP covers a broad range of issues including environmental impact, economic development, mobility, safety, security, and quality of life.

To comply with federal requirements, the LRTP is produced or updated every 5 years and must maintain a minimum time horizon of 20 years. The previous 2045 LRTP update was adopted on December 11, 2020 (Collier MPO 2020). The Collier MPO 2050 LRTP update began in March 2024. As described in Chapter 3, the Collier MPO 2050 LRTP was developed to ensure consistency with all applicable state and federal requirements guiding the LRTP process.

The primary purpose of the 2050 LRTP update is to help citizens, businesses, and elected officials collaborate on developing a multimodal and sustainable transportation system that addresses projected growth over the next 20 years. The 2050 LRTP update identifies needed transportation network improvements and provides a long-term investment framework to address current and future transportation challenges.



During the 2050 LRTP development, the MPO engaged its advisory committees, particularly the TAC and CAC, who reviewed and commented on every aspect of the LRTP. The CMC, BPAC, and the LCB also helped guide the LRTP development by providing expertise on their committee’s corresponding transportation plan. **Figure 1-7** presents the MPO committees and the transportation plans within their responsibility (pending).

As shown on **Figure 1-7**, the CMC contributed to the *Congestion Management Process (CMP)* and *Safe Streets and Roads for All Comprehensive Safety Action Plan (SS4A)*, which address congestion and safety; the BPAC contributed to the *Bicycle & Pedestrian Master Plan (BPMP)* (*pending*), which is incorporated into the bicycle and pedestrian section of the LRTP; and Collier County's Public Transit Advisory Committee (PTAC) contributed to the *Transit Development Plan (TDP) Major Update* (*pending*), which is incorporated in the transit section of the LRTP.

Funding for each of these plans is described in the *Unified Planning Work Program (UPWP)*, which is a planning document that describes the MPO's budget, planning activities, studies, and technical support that are expected to be undertaken within a 2-year period.

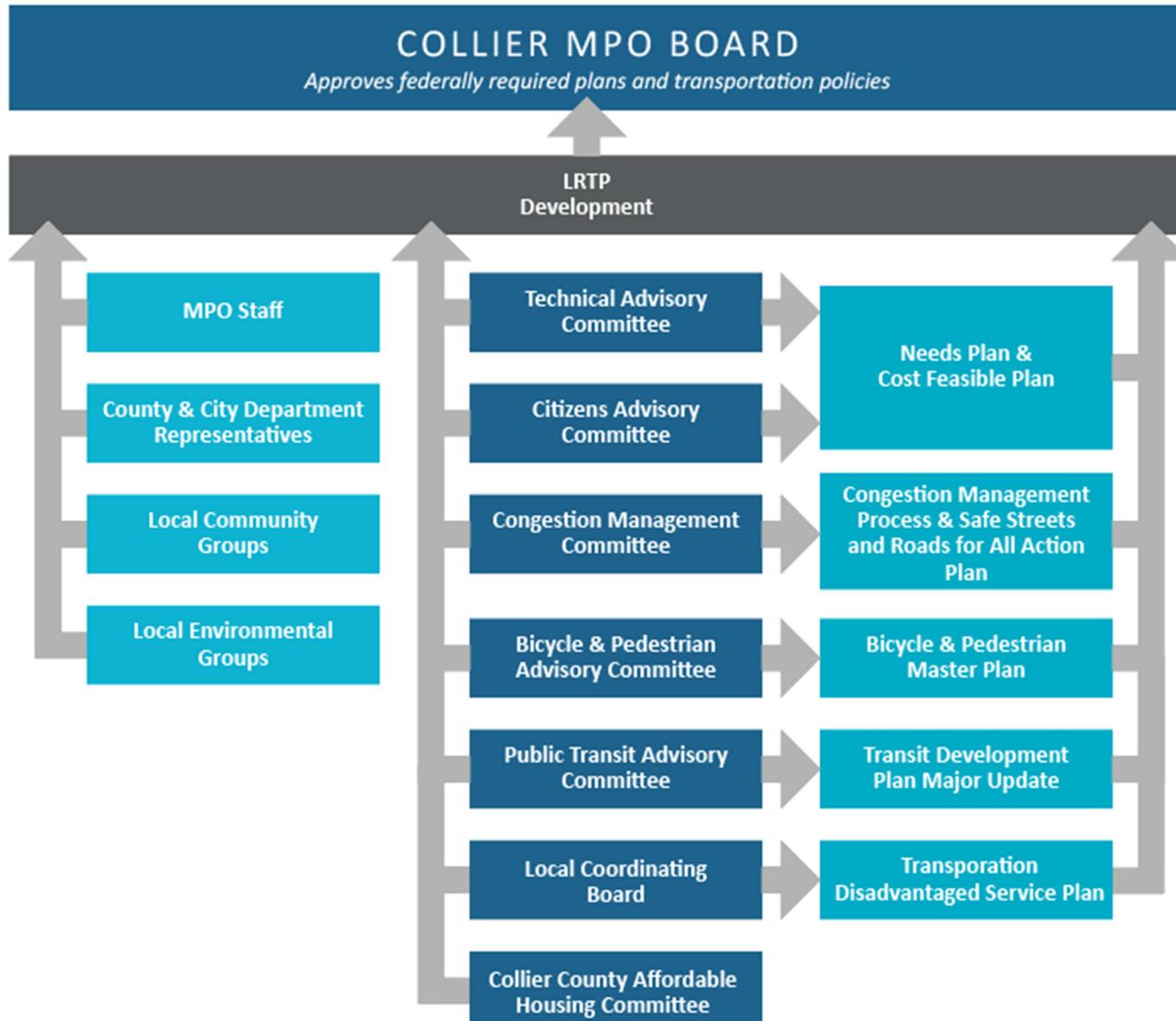
It is important to note that the TSPR is not being updated for FY2023-FY2024, as it was removed from the UPWP by the MPO Board, and TSPR funds were instead reallocated to support the LRTP.

Further, the MPO's informal Adviser Network of community, business, and environmental groups and individual representatives provided essential public input through a series of small group and one-on-one interviews. Additional public input was gained by conducting outreach to traditionally underserved communities, public meetings, and surveys (*pending*).

While not part of the Collier MPO Board advisory committees, the PTAC as well as the Collier County Affordable Housing Advisory Committee (AHAC) provide input to the LRTP through advisory to Collier Area Transit (CAT) and the Collier County Board of County Commissioners (BCC), respectively.

The AHAC reviews policies, procedures, ordinances, land development regulations, and adopted local government comprehensive plans. Committee members also provide recommendations to the Collier County BCC for actions and initiatives that facilitate affordable housing within the County.

Figure 1-7. 2050 LRTP Development and Guidance



1.3 Federal and State Planning Requirements

1.3.1 Federal

The *FDOT MPO Program Management Handbook* (updated 2024) outlines the federal requirements for the LRTP. Federal regulations (23 C.F.R. 450.306(a) and (b)) require the LRTP to provide for consideration of projects and strategies that will:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety and security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility options available to people and for freight
- Protect and enhance the environment, promote energy conservation, and improve quality of life
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system

- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
- Enhance travel and tourism

Additionally, in November 2021, the Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL), was signed into law. The IIJA was enacted as a reauthorization of the Fixing America's Surface Transportation (FAST) Act, which expired in 2021 following a yearlong extension of the original expiration in 2020. The law provides a total of \$973 billion of federal funding from FY2022 to FY2026. This includes more than \$550 billion for highways, highway safety programs, transit programs, and other transportation programs. The IIJA continues the Metropolitan Planning Program under §11201; 23 U.S.C. 134, which establishes a 3C framework for making transportation investment decisions in metropolitan areas. Program oversight is a joint Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) responsibility. Under the IIJA, the FTA and FHWA issued the 2021 Planning Emphasis Areas required for long-range transportation planning as presented on [Figure 1-8](#).

Figure 1-8. 2021 FTA and FHWA Planning Emphasis Areas

- 1 Ensure that transportation plans **tackle the climate crisis** by achieving national greenhouse gas reduction goals by 2030 and net-zero emissions by 2050 and **transition to a resilient future**.
- 2 Advance **racial equity and Justice40 initiatives** in transportation planning for underserved communities.
- 3 Emphasize the need for **complete streets** that include **provisions for safety** in transportation infrastructure.
- 4 Increase **meaningful public involvement** in transportation planning using **Virtual Public Involvement (VPI) tools** while ensuring continued participation of individuals without access to computers.
- 5 **Coordinate with the Department of Defense (DOD)** in the transportation planning and project programming process on **infrastructure and connectivity** needs for Strategic Highway Network (STRAHNET) routes.
- 6 **Coordinate with Federal Land Management Agencies (FLMAs)** in the transportation planning and project programming process on **infrastructure and connectivity** needs related to access routes and other public roads and services that connect to Federal lands.
- 7 **Implement Planning and Environment Linkages (PEL)** as part of the transportation planning and environmental review process to foster a collaborative and integrative approach to transportation decision-making that results in more effective transportation programs and projects that **serve the community's transportation needs** while avoiding and **minimizing the impacts** on human and natural resources.
- 8 **Incorporate data sharing principles** into the transportation process for efficient use of resources and improved policy and decision-making across state, regional, and local levels.

Source: USDOT (2021)

Additionally, under 23 USC § 150, Congress established national goals to ensure the most efficient investment of federal transportation funds by increasing accountability and transparency, and providing for better investment decisions that focus on the following key outcomes.

- **Safety** - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
- **Infrastructure Condition** - To maintain the highway infrastructure asset system in a state of good repair
- **Congestion Reduction** - To achieve a significant reduction in congestion on the National Highway System (NHS)
- **System Reliability** - To improve the efficiency of the surface transportation system
- **Freight Movement and Economic Vitality** - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
- **Environmental Sustainability** - To enhance the performance of the transportation system while protecting and enhancing the natural environment
- **Reduced Project Delivery Delays** - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices

For the County and its municipalities to be eligible for federal and state funds, the MPO must adopt and maintain a transportation plan covering at least 20 years (the LRTP), and a 5-year Transportation Improvement Program (TIP), which is a fiscally constrained, multimodal program of transportation projects within the Collier Metropolitan Planning Area. The TIP is updated each year and includes highway, bridge, bicycle, and pedestrian facilities; transit; congestion management; road and bridge maintenance; transportation planning; and transportation-disadvantaged projects. Both the LRTP and the TIP are required by federal and state law.

The TIP identifies, prioritizes, and allocates funding for transportation projects. Projects in the TIP are included in the existing-plus-committed (E+C) component of the MPO's LRTP. Development of the TIP is a continuous process involving agency staff and public involvement. The adopted TIP and potential TIP project priorities must be consistent with the LRTP.

MPOs are governed by federal law (23 USC §134), with regulations included in Title 23 of the Code of Federal Regulations Part 450 (23 CFR 450). When MPOs were mandated in 1962, federal laws required metropolitan transportation plans and programs be developed through a 3-C planning process. The law intended for MPOs to serve as a forum for collaborative transportation decision-making. Further, planning is to be conducted continually using a cooperative process with state and local officials and public transportation agencies operating within the MPO's boundaries.

Because the Collier MPO serves a population of more than 200,000 people, it meets the federal definition of a

Transportation Management Area (TMA) and, therefore, must meet additional federal conditions including the establishment of a CMP. The CMP identifies challenges and solutions to reduce congestion and improve traffic flow along arterial roadways. The CMP is also used as a tool to help identify projects in the TIP and LRTP. As stated previously, the Collier MPO CMC is responsible for creating and amending the CMP.

The LRTP must include a financial plan to identify reliable and reasonable funding and estimated allocations needed for its implementation. The cost of projects listed in the LRTP must balance financially with the revenues from funding sources forecasted to be reasonably available over the 20-year LRTP duration. Chapter 3 provides a more detailed account of federal and state financial requirements for the LRTP implementation.

The Public Participation Plan (PPP) provides a framework to the public involvement process regarding the MPO planning-related activities. The PPP describes the MPO's strategies and techniques to inform and engage the public in transportation planning issues to maximize public involvement and effectiveness. PPPs are living documents that should be updated once every 5 years, preferably prior to the LRTP update initiation. In addition to the PPP, each MPO should develop an LRTP-specific PPP or Public Involvement Plan (PIP). The PIP builds from the content and assumptions within the approved PPP and provides additional information, such as specific stakeholders to be engaged, a summary of proposed engagement activities throughout the LRTP development, and an engagement process milestone schedule. A PIP

was developed for the 2050 LRTP update and is further discussed in Chapter 3.

In January 2018, the FHWA and the FTA issued the *Federal Strategies for Implementing Requirements for LRTP Updates for the Florida MPOs* to the FDOT and the MPOs in Florida (FHWA and FTA 2018). The guidance, commonly referred to as FHWA's Expectations Letter, outlines the agencies' expectations for LRTP update development to help MPOs meet the federal planning requirements. In July 2020, FDOT issued a notice that FHWA expected MPOs to also address previous FHWA Expectation Letters from December 4, 2008 (*FHWA's Strategies for Implementing Requirements for LRTP Update for the Florida MPOs*) and November 2012 (*Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs*).

The Collier MPO 2050 LRTP update's adherence to the 2018, 2012, and 2008 FHWA's Expectations Letters is summarized in [Appendix A](#) (*pending*).

1.3.2 State

The FDOT Office of Policy Planning develops Planning Emphasis Areas on a 2-year cycle in coordination with MPO UPWP development. The emphasis areas set planning priorities, and MPOs are encouraged to address these topics as they develop their planning programs. These Planning Emphasis Areas also align with the planning priorities of the IJJA.

The 2022 FDOT Florida Planning Emphasis Areas are:

- **Safety.** FDOT updated the Florida State Highway Safety Plan in 2021, which provides a comprehensive framework for reducing serious injuries and fatalities on all public roads. In addition, FDOT adopted FHWA's Safe System Approach that recognizes that people make mistakes and that the transportation network should be designed to ensure that if crashes occur, they do not result in fatalities or serious injuries. FHWA's Safety Performance Management Rule requires states and MPOs to adopt and implement safety performance targets and integrate performance management into each MPO's LRTP. MPOs are required to show how their LRTP support progress in prioritizing safety and meeting the state target of zero traffic fatalities and serious injuries.
- **Equity.** The US Department of Transportation Justice40 Initiative aims to deliver 40% of the benefits of federal investments to disadvantaged communities. The *2045 Florida Transportation Plan* (FTP) (2020) established the goal of transportation choices that improve equity and accessibility, to guide policies toward prioritizing strategies and investments that improve equitable access for residents. MPOs should prioritize projects that advance access to opportunities for more affordable transportation services and provide information access for underserved communities of all ages and abilities.

- **Resilience.** FDOT adopted a resiliency policy in 2020 that aligns with federal definitions and guidance and includes economic prosperity and improved quality for communities and the environment. The policy defines resilience as the ability of the transportation system to adapt to changing conditions and prepare for, withstand, and recover from disruptions. MPOs can address resilience within their planning processes by leveraging work of state-level agencies such as FDOT and the Florida Department of Environmental Protection as well as resilience plans from regional and local agencies. Resilience has a prominent role in the MPO's LRTP and TIP updates. Emphasis should be placed on coordination with agency partners that are responsible for natural disaster risk reduction or those developing local resilience planning initiatives. Another key aspect is considering the additional costs associated with reducing vulnerability of the existing transportation infrastructure to inform a more realistic and cost-effective planning document.
- **Emerging Mobility** The 2045 FTP broadened the definition of infrastructure to include enabling technologies and provides key strategies that support the deployment of Automated, Connected, Electric, and Shared (ACES) vehicles as well as new mobility options including ridesharing, micro-mobility, and emerging air and space technologies. This expanded infrastructure may lead to great improvements in safety, transportation choices, and quality of life for Floridians, visitors, and the Florida economy. However, increased deployment of emerging mobility vehicles creates challenges for MPOs because of the

substantial speculation and uncertainty about the potential impacts that large-scale deployment of emerging technologies could create. MPOs are continuing to learn how best to address the challenges and opportunities with emerging mobility.

In addition to the FDOT Planning Emphasis Areas, the *FDOT MPO Program Management Handbook (2024)* includes state requirements for LRTP development. With the intent to encourage and promote the safe and efficient management, operation, and development of surface transportation systems, the Florida legislature enacted Section 339.175(6)(b), F.S. (1984), which requires the LRTP to provide for consideration of projects and strategies that will:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety and security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility options available to people and for freight
- Protect and enhance the environment, promote energy conservation, and improve quality of life
- Enhance the integration and connectivity of the transportation system—across and between modes—for people and freight
- Promote efficient system management and operation

- Emphasize the preservation of the existing transportation system
- Improve the resilience of transportation infrastructure

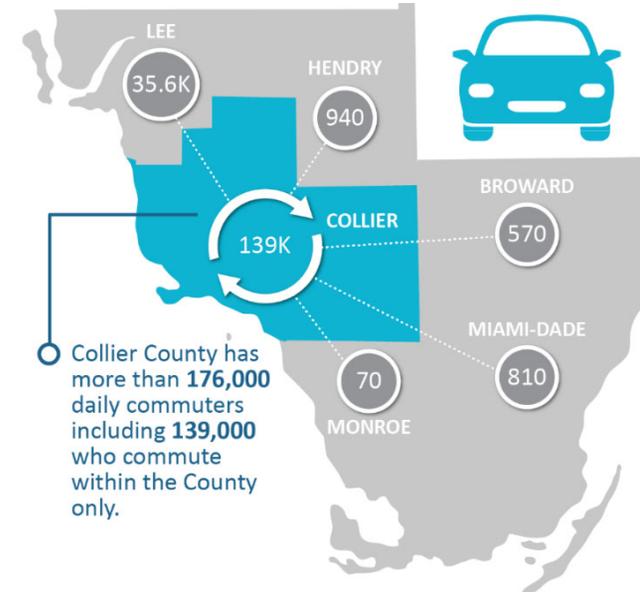
In addition to adhering to these requirements, other statutory requirements set forth by the state of Florida regarding LRTP development are presented in **Appendix A** (*pending*).

Additionally, FDOT’s FTP is updated every 5 years. The FTP is the single overarching plan guiding Florida’s transportation future and is a collaborative effort of state, regional, and local transportation partners in the public and private sectors. The FTP does not include specific projects but rather defines goals, objectives, and strategies to guide FDOT and partners in developing and implementing policies, plans, and programs.

1.4 Regional Transportation Planning

The Collier County Metropolitan Area highways are part of a regional network that not only connects different parts of the County and its municipalities, but also links the County and its municipalities to neighboring counties in the region, to the state, and to the nation. As illustrated on **Figure 1-9**, business travel between Collier County and its neighbors is significant, especially between Collier County and Lee County. From 2016 to 2020, the U.S. Census Bureau’s American Community Survey (ACS) analysis of commuting patterns reported approximately 35,600 daily inter-county auto-oriented trips between Collier and Lee counties.

Figure 1-9. Daily Collier County Work Travel Patterns



Source: U.S. Census (n.d.)

The Collier MPO provides for creation of a region-wide multimodal transportation planning process in accordance with federal and state guidelines to ensure the coordination of transportation planning and policy activities in FDOT District One.

According to the UPWP (approved and adopted May 2024), the Collier MPO performs the following regional transportation planning activities:

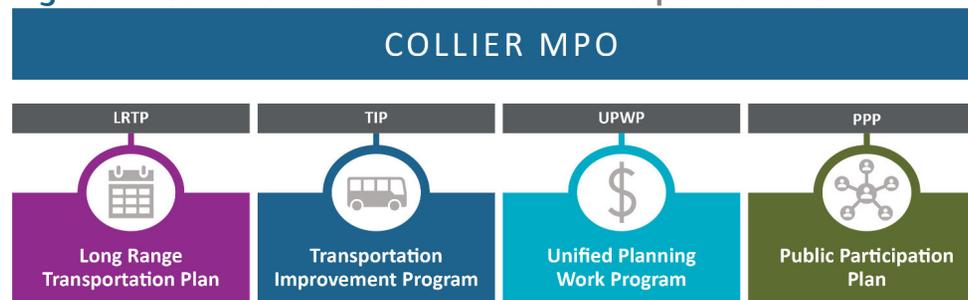
- Participates in the Lee County MPO and advisory committee meetings.
- Participates and coordinates in the Joint MPO Board and Joint Advisory Committee meetings with Lee County MPO.

- Coordinates with FDOT, Lee County MPO, other adjoining MPOs and adjoining jurisdictions, municipalities, or agencies to ensure that regional needs are being addressed and planning activities are consistent. Such coordination includes, but is not limited to, discussion of regional plans, review of the Strategic Intermodal System (SIS) plan, evaluation and ranking of Transportation Regional Incentive Program (TRIP) projects, and update of joint priorities for regional and statewide funding.
- Develops, adopts, and updates regional transportation priorities, including the Regional Transportation Network Priorities (which includes the SIS and other important cross-county connections and intermodal facilities), the TRIP projects, and Regional Enhancement Priorities.
- Participates in the Florida Metropolitan Planning Organization Advisory Council (MPOAC), FDOT District One Coordinated Urban Transportation Studies (CUTS), Florida Metropolitan Planning Partnership (FMPP) meetings, and FDOT/FHWA quarterly conference calls and regional quarterly meetings.

- Analyzes state and federal laws and regulations for MPOs, committees, and local government officials to aid them in their application of regional transportation policy strategies.
- Participates in the FDOT District One *Freight Mobility and Trade Plan*, freight committees, and regional freight workshops and seminars. The Collier MPO also coordinates with freight stakeholders.
- Collier MPO has coordinated with Lee County, Charlotte County-Punta Gorda, and Sarasota/Manatee MPOs to submit an application for a Southwest Florida Rail Study under the Pilot Passenger Rail Priorities Program (PPPP).

Further, as shown on **Figure 1-10**, under state and federal laws, the Collier MPO is required to produce documents that support region-wide transportation planning that include the LRTP, TIP, UPWP, and PPP (as described previously in Sections 1.2 and 1.3). The MPO is also required to conduct performance-based planning by tracking performance measures and establishing data-driven targets to improve those measures. These performance measures are updated every 5 years and included in the LRTP update.

Figure 1-10. Collier MPO Documentation Responsibilities



3. 2050 LRTP Planning Context and Decision-Making Framework

3.1 Long Range Vision for Collier County Transportation

The Collier MPO 2050 LRTP development process began in early 2024 by establishing the plan’s vision statement, goals, and objectives. The goals and objectives help guide the LRTP process to meet the Collier MPO’s vision, while considering federal, state, and regional priorities. The LRTP goals and objectives refine the Collier MPO’s vision and are a critical part of the planning process because various transportation projects’ needs are established based on these goals and objectives.

“The Collier MPO 2050 Long Range Transportation Plan envisions the development of an integrated, equitable, multimodal transportation system to facilitate the safe and efficient movement of people and goods while addressing current and future transportation demand, environmental sustainability, resilience, and community character.”

Collier MPO 2050 LRTP Vision Statement

3.1.1 Federal Planning Factors

This 2050 LRTP update addresses federal mandates for regional transportation planning. As noted in Chapter 1, the guidance, commonly referred to as FHWA’s Expectations Letter, outlines the agency’s expectations for the development of LRTP updates to help MPOs meet the federal planning requirements. FHWA

has not issued an Expectations Letter or any other applicable MPO LRTP directives since 2018. Therefore, the federal planning factors have not changed since the 2045 update. FHWA requires MPOs to incorporate the following ten federal planning factors in the LRTP. **Figure 3-1** summarizes the federal planning factors in 23 CFR 450.306(b).

Figure 3-1. Federal Planning Factors



Source: FDOT 2023e

3.1.2 Statewide and Metropolitan Planning Priorities

As noted in the FDOT *MPO Program Management Handbook*, Section 339.175(6)(b) of Florida Statutes requires the LRTP to provide for consideration of projects and strategies that will:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety and security of the transportation system for motorized and nonmotorized users
- Increase accessibility and mobility options available to people and for freight
- Protect and enhance the environment, promote energy conservation, and improve quality of life
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promote efficient system management and operation
- Emphasize the preservation of the existing transportation system
- In addition, MPOs are also required to prepare a congestion management system for the contiguous urbanized metropolitan area and cooperate with the department in the development of all other transportation management systems required by state or federal law [s.339.175(6)(c)(1)]

3.1.3 Other Local Planning Coordination

Statewide guidance also dictates that the LRTP should emphasize coordination with local jurisdictions that are within the MPO (cities of Naples, Marco Island, and Everglades City) and consistency with future land use planning and locally adopted comprehensive plans of those entities. The LRTP must also maintain a 20-year planning horizon. As described in more detail in the following text, local plans that the MPO considers to be relevant to the LRTP include:

- Collier County Growth Management Plan
- Collier County Community Housing Plan
- City of Naples Comprehensive Plan
- City of Marco Island Comprehensive Plan
- City of Everglades City Comprehensive Plan

3.1.3.1 Collier County Growth Management Plan

The Future Land Use Element of the CCGMP (the County's comprehensive plan) was adopted in 1997 and most recently amended in November 2023 extending the planning period to 2050. The plan's core principles of growth include:

- Protect natural resource systems and guide development away from areas of greatest sensitivity
- Coordinate land use and public facilities to develop within Urban Designated Areas
- Manage coastal development
- Provide adequate and affordable housing
- Attain high-quality urban design
- Improve efficiency and effectiveness in the land use regulatory system

- Protect private property rights

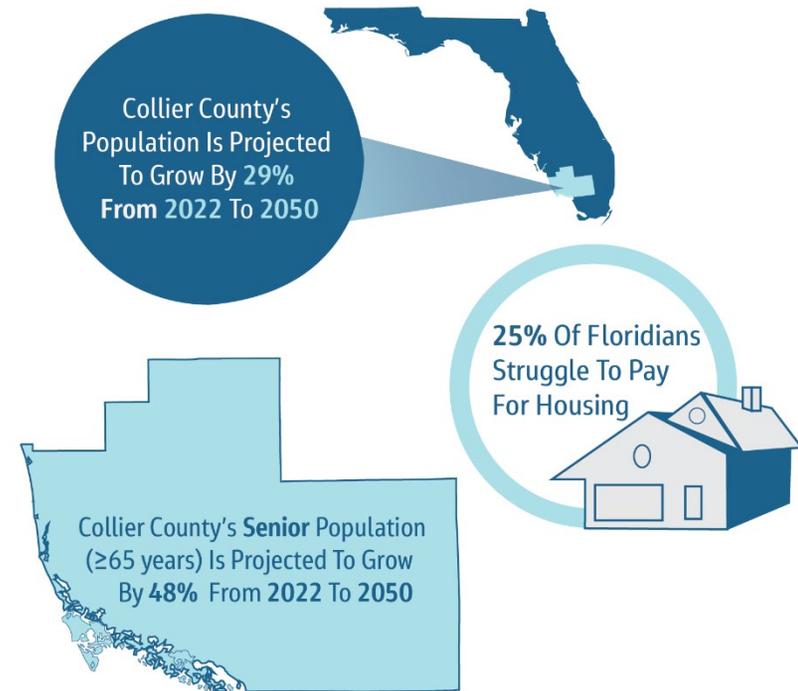
3.1.3.2 Collier County Community Housing Plan

Under the IJJA, MPOs are encouraged to consider and incorporate housing in their LRTP updates. These recommendations are outlined in the FDOT *Housing Coordination Quick Guide* (FDOT 2023d). Housing plays a significant role in the transportation network, as it dictates users' commute times and travel patterns to employment and activity centers.

To address the growing population and need for affordable housing (refer to Figure 3-2), Collier County established the Affordable Housing Advisory Committee, which reviews policies, procedures, ordinances, land development regulations, and adopted local government comprehensive plans. Committee members also provide recommendations to the Collier County BCC for initiatives which support the implementation of affordable housing within the County.

The AHAC helps to inform the *Collier County Community Housing Plan* (Collier County 2017) that has the central goal of providing a diverse range of attainable and affordable housing for all residents. Specific transportation recommendations from this plan consist of:

Figure 3-2. Future Population Growth and Housing



Source: FDOT (2023d) and University of Florida BEBR (2022)

- Integrate bus routes with affordable housing locations by identifying corridors for multi-family development, implementing park-and-ride systems, and exploring bus rapid transit (BRT) and express service lines
- Enhance bike lane and pedestrian systems by implementing Comprehensive Pathways Plan and enhancing safety for vulnerable users
- Create ride-sharing options for enhanced mobility in remote areas of the County

- Generate revenue for transit and alternative mobility by establishing sustainable and secure revenue streams, implementing a recurring revenue source and establishing uniform standards to determine the impacts on transit from new development

Since 2018, more than 3,000 new affordable units have been approved by the Collier County BCC to be built, with 2,108 of those located in urban areas and 1,783 allocated for the rural areas and the Census Designated Place of Immokalee. Further, the Collier County BCC contracted to have 82 affordable housing rental units built on a 5-acre, county-owned Planned Unit Development site on Santa Barbara Boulevard. The Board also purchased and dedicated 22 acres of a county-owned golf course (Golden Gate Golf Course) for affordable housing including 252 affordable rental apartments and 120 affordable senior housing units.

3.1.3.3 City of Naples Comprehensive Plan

The most populous incorporated area in the County, Naples has a permanent population of 19,300 people. Updates to the Naples Comprehensive Plan were completed in 2023 to extend the planning period to 2045 and to incorporate the City Vision in the Comprehensive Plan. The Vision includes the following five primary initiatives to guide Naples officials and staff in determining capital projects, budgeting, and review of private development:

- Preserve small town character and culture
- Stewardship of land and protection of the environment
- Maintain extraordinary quality of life for residents

- Support economic health and vitality of the businesses and health care industry that contribute to collective success and well-being
- Sustain high performing government action, engagement, and responsiveness

The Transportation Element of the Naples Comprehensive Plan establishes the goal to provide an efficient, balanced, attractive, and safe multimodal system of transportation facilities in accordance with recognized safety standards, various land use demands, and environmental considerations unique to Naples.

3.1.3.4 City of Marco Island Comprehensive Plan

Marco Island is home to a permanent population of approximately 15,800 residents. The *Marco Island Comprehensive Plan* was adopted October 4, 2021, with a horizon year of 2040. The Future Land Use Element sets forth eight goals, the first of which is focused on livability, aiming to protect and enhance the City of Marco Island as a highly livable community with an excellent quality of life, which encompasses its tropical beaches, resorts and recreational amenities, abundant natural resources and sensitive coastal environments, and small-town charm.

The Transportation Element of the Marco Island Comprehensive Plan establishes the goal to coordinate land use and transportation plans to support a safe, accessible, and efficient multimodal transportation system that enhances livability and small-town character.

3.1.3.5 City of Everglades City Comprehensive Plan

Everglades City has a permanent population of approximately 350 people. The *Everglades City Comprehensive Plan* was adopted July 5, 2022, with a horizon year of 2045. The Future Land Use Element sets forth the goal to plan future land uses in a manner that serves the needs of Everglades City residents and visitors, protects and conserves natural and historic resources, supports multimodal mobility strategies, and promotes diversification of the City's economic base while protecting maritime uses.

The Transportation Element of the Everglades City Comprehensive Plan sets forth six objectives, the first of which is to enhance mobility options. Additionally, an objective to coordinate with other governmental agencies places emphasis on MPO coordination and County Road 29 improvements.

3.2 2050 LRTP Goals

The LRTP development process builds on the 2045 LRTP and input from the Collier MPO Board, advisory committees, planning partners, and public surveys to establish the long-range vision statement for the MPO's transportation system in 2050. The goals and objectives of the LRTP are also established to help realize this vision.

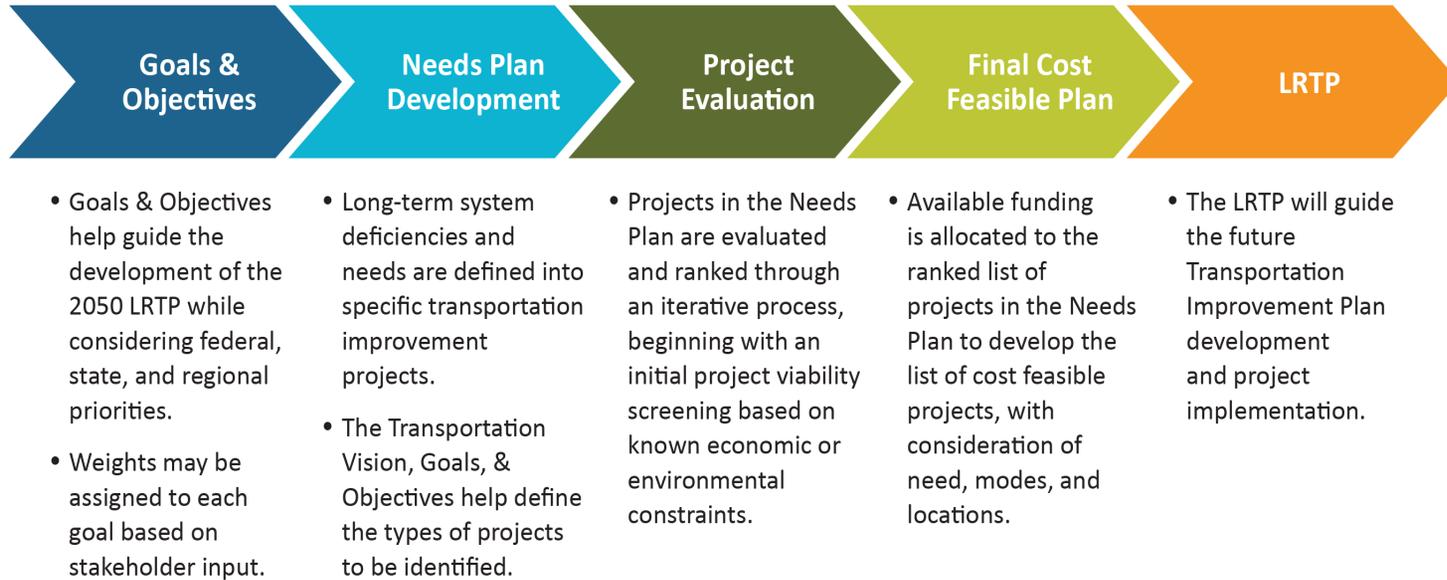
The LRTP goals and objectives ultimately guide the entire LRTP development process by creating the basis for a decision-making framework through which projects can be evaluated and ranked to define and document project priorities. The goals of the 2050 LRTP originated in the 2045 LRTP and were slightly modified to better align with both the federal and FDOT planning emphasis areas and new requirements set forth by the IJJA. Additionally, FDOT provided guidance on

Housing in the LRTP in the *Housing Coordination Quick Guide* (FDOT 2023d), and these recommendations were incorporated into the goals and related objectives.

The 2050 LRTP goals consist of:

- **Goal #1:** Ensure Security of the Transportation System for Users
- **Goal #2:** Protect Environmental Resources
- **Goal #3:** Improve System Continuity and Connectivity
- **Goal #4:** Reduce Roadway Congestion
- **Goal #5:** Promote Freight Movement
- **Goal #6:** Increase the Safety of the Transportation System for Users
- **Goal #7:** Promote Multimodal Solutions
- **Goal #8:** Promote the Integrated Planning of Transportation and Land Use
- **Goal #9:** Promote Sustainability and Equity in Transportation Planning and Land Use for Disadvantaged Communities
- **Goal #10:** Consider Agile, Resilient, and Quality Transportation Infrastructure in Transportation Decision-Making
- **Goal #11:** Consider Emerging Mobility and its Influential Role on the Multimodal Transportation System

Figure 3-3. LRTP Development Framework



The Collier MPO staff presented these goals and associated objectives for consideration by the CAC and TAC during their regular meetings on *(date pending)*. They were approved to carry forward in the 2050 LRTP by the Collier MPO Board on *(date pending)*.

3.2.1 Priorities: Goals, Objectives, and Evaluation Criteria

The 2050 LRTP Goals, Objectives, and Evaluation Criteria are listed on the following pages. The goals provide a framework for realizing the LRTP vision (**Figure 3-3**). The objectives provide specific guidance on how to achieve each goal. Evaluation criteria are used to evaluate and compare how effectively potential transportation projects perform relative to the goals and objectives.

This LRTP is guided by the goals and objectives, each of which represents a specific element of how the transportation system should be managed for the next 25 years. The 11 goals are intended to maintain Collier County and its incorporated cities as livable communities and to improve the Countywide transportation system, keeping pace with growth and expected demand for transportation services in the region.

The evaluation framework was developed to evaluate and compare how well potential projects meet each of the established goals and objectives. For the evaluation framework, each goal was assigned a weighting factor that placed more emphasis on certain goals that require more focus in the Collier MPO transportation system. A project evaluation criterion shows the advantages and disadvantages of the proposed projects independently as well as in relation to each other. As illustrated on **Figure 3-3**, this goals-and-objectives-based type of evaluation process is ultimately used to develop the recommendations and prioritize transportation projects in the Needs Assessment and Cost Feasible Plan.

To support the performance-based process emphasized in the IJJA, the following pages present defined goals and objectives and the related evaluation criteria with performance measures applied to evaluate each proposed project.

Goal #1: Ensure Security of the Transportation System for Users



The primary security issue for Collier County residents relates to implementation of sound emergency management plans. The primary threat to the County is extreme weather events, particularly hurricanes and wildfires. As a result, emphasis has been placed on enhancing important evacuation

routes.

The total weighting factor for this goal is 8%.

Objectives:

- Enhance important evacuation routes
- Maintain sound transportation components of the emergency management plan for Collier County

The 2021 Collier County Comprehensive Emergency Plan is designed to provide a framework through which Collier County may prevent or mitigate the impacts of, prepare for, respond to, and recover from natural, manmade, and technological hazards that could adversely affect the health, safety and general welfare of residents and visitors to the County. Additionally, this plan establishes the National Incident Management System as the standard for tasked agencies to use in responding to emergency events. The plan identifies 23 hazards of which 12 hazards were identified as High Risk because of their widespread potential impact. These 12 High Risk hazards include flood, tropical cyclones, severe storms, wildfire, drought, extreme heat, sea level rise, winter storms and freeze, tsunami, major transportation incidents,

pandemic outbreak, mass migration incident, and civil infrastructure disruption. The plan further outlines emergency situations and County agencies' responsibilities (Collier County 2021).

Project Evaluation Criteria:

- Improves or maintains critical evacuation routes
- Provides enhanced or potential new evacuation routes where needed
- Improves existing evacuation routes near high-density populations

Goal #2: Protect Environmental Resources

Collier County is fortunate to have wide-ranging environmental resources including extensive wetland resources and natural wildlife areas that greatly enhance the quality of life for residents and visitors. Protection of these resources has been highly valued in the 2050 LRTP.

The total weighting factor for this goal is 12%.



Objectives:

- Minimize encroachment by transportation projects on wetlands and other protected natural areas
- Minimize adverse impacts on threatened and endangered species

Project Evaluation Criteria:

- Minimize wetland encroachments by transportation projects

- Minimize impacts to wetland flows (maintain or enhance existing flows to the extent feasible)
- Minimize the adverse impacts on threatened and endangered species
- Lower emissions and preserve open space by improving infrastructure near key destinations

Goal #3: Improve System Continuity and Connectivity



Continuity and connectivity make it easier for residents and visitors to access the transportation system as directly as possible. Connectivity is a priority for all modes, and the future network provides direct routes and reduces travel time.

The total weighting factor for this goal is 10%.

Objectives:

- Improve continuity and capacity of existing facilities
- Promote connectivity by creating new transportation links
- Create a network of direct routes between and within areas of development

Project Evaluation Criteria:

- Improves existing infrastructure deficiencies
- Improves connectivity with new transportation links to address system gaps

Goal #4: Reduce Roadway Congestion



Congestion and accompanying delay pose a serious cost to the residents of Collier County, reducing their access to jobs, education, health care, shopping, recreation, and other activities. The 2050 LRTP emphasizes reducing congestion to help enhance the quality of life for County residents.

The total weighting factor for this goal is 18%.

Objectives:

- Reduce the number of deficient roadways (those with a high volume-to-capacity ratio) identified in the 2050 E+C network
- Reduce travel delay between residential areas and key destinations

Project Evaluation Criteria:

- Improves existing deficient facility or improves a new or neighboring facility intended to relieve an existing deficient facility
- Improves intersections and roadways with poor levels of service

Goal #5: Promote Freight Movement



Efficient freight movement is directly related to the economic well-being of a community. The cost of moving freight is reflected in all consumables and in local production activities.

The total weighting factor for this goal is 6%.

Objectives:

- Enhance movement on major regional freight mobility corridors or freight distribution routes
- Improve access to freight activity centers (distribution facilities or major commercial/industrial districts)

Project Evaluation Criteria:

- Enhances operation of the facility identified as a major freight route

Goal #6: Increase the Safety of the Transportation System for Users



Safety of the transportation system is an important factor in the MPO's planning and project development process. The investment of projects that enhance safety and emphasize complete streets will lead to reduced crashes and lower crash severity for all modes of transportation.

The total weighting factor for this goal is 10%.

Objectives:

- Reduce the number of fatalities, injuries, and crashes
- Ensure adequate bicycle and pedestrian facilities are incorporated into new highway and transit projects
- Emphasize the need for Complete Streets projects
- Implement safety-related improvements on high-crash corridors

Project Evaluation Criteria:

- Enhances safety of transportation system users
- Improves facility or intersection identified as having a high crash occurrence or a fatality
- Promotes traffic calming
- Reduces vehicular conflicts with bicyclists, pedestrians, and other vulnerable road users

- Improves safety and security for vulnerable users, especially for children, seniors, and people with disabilities

Goal #7: Promote Multimodal Solutions



The County recognizes the importance of alternative forms of transportation that promote healthful living, improve air quality, and improve residents' quality of life.

The total weighting factor for this goal is 10%.

Objectives:

- Improve frequency and reliability of public transit service routes and improve access to park-and-ride lots
- Improve pedestrian and bicycle facilities
- Improve air quality
- Improve quality of life
- Promote healthy living
- Implement Complete Streets policies

Project Evaluation Criteria:

- Provides for trail improvements that implement the *Bicycle and Pedestrian Master Plan*
- Provides multimodal improvement near affordable housing, centers of employment, multi-family housing, health care, educational, recreational, or cultural centers

- Provides multimodal improvements for environmental justice communities and underserved neighborhoods, and connects these neighborhoods to centers of employment and important destinations for transit-dependent households
- Improves transit (frequency and reliability) within existing or future transit service areas (TSA) or within a community redevelopment area (CRA); improves access to park-and-ride facilities; provides for BRT
- Improves bicycle or pedestrian access to transit
- Improves safety and access for people of all ages and abilities; improves safety for people walking, biking, and using mobility devices

Goal #8: Promote the Integrated Planning of Transportation and Land Use



Transportation improvements can often result in new economic development and land use activity. In turn, decisions related to land use and economic development are often the basis for transportation system investments. The Collier MPO strives to develop projects that promote land use objectives of the County and its incorporated cities.

The total weighting factor for this goal is 10%.

Objectives:

- Coordinate with local governments and partner agencies to assure transportation plans and programs support local land use plans and a sustainable transportation system

- Assure that local growth management objectives are reflected in transportation plans and programs
- Assure that transportation plans and projects promote economic sustainability for the County

Project Evaluation Criteria:

- Improves access to regional travel (for example, interstates, airports, ports, and SIS facilities)
- Improves access to tourist destinations
- Supports targeted redevelopments or CRAs (multimodal or vehicle improvements)
- Identified in partner agency (city, transit, county, MPO, etc.) plans as a priority
- Improves vehicle or freight movement to an intermodal facility
- Reduces household cost by providing for connectivity between housing and transportation

Goal #9: Promote Sustainability and Equity in Transportation Planning and Land Use for Disadvantaged Communities



A sustainable transportation system allows for the basic access and needs of the community to be met safely. It operates fairly and efficiently, offers a choice of transportation modes, and promotes equity for all users.

The total weighting factor for this goal is 8%.

Objectives:

- Improve the sustainability of communities through increased access to affordable housing and centers of employment and reduced automobile dependency
- Ensure that transportation system improvements are equitable and fair to all residents of the County
- Engage a diverse public in the development of the region's transportation system

Project Evaluation Criteria:

- Benefits disadvantaged communities and improves sustainability through increased housing choices and reduced automobile dependency

Goal #10: Consider Agile, Resilient, and Quality Transportation Infrastructure in Transportation Decision-Making



A resilient transportation system is one that adapts to changing conditions and prepares for, withstands, and recovers from disruptions.

The total weighting factor for this goal is 4%.

Objectives:

- Identify key climate impacts (rising sea levels, hurricanes, and so forth)
- Identify sensitive assets and thresholds for impacts
- Identify, evaluate, and adopt strategies to address identified vulnerabilities
- Screen projects during planning to investing in particularly vulnerable areas

Project Evaluation Criteria:

- Promotes transportation infrastructure resilience related to sea level rise, flooding, and storms
- Promotes housing and transportation in areas that better withstand extreme weather

Goal #11: Consider Emerging Mobility and its Influential Role on the Multimodal Transportation System



Advances in automotive infrastructure technology through emerging mobility options pose some of the biggest challenges to transportation planning (for example, equity among users). The potential for disruptions to transportation systems includes changes to land uses and the system

network itself. However, because of the potential safety benefits, the Collier MPO is exploring ways to incorporate these technologies into the transportation network.

The total weighting factor for this goal is 4%.

Objectives:

- Consider the development and implementation of emerging mobility options in the transportation system
- Consider new guidance and developments during the LRTP process

Project Evaluation Criteria:

- Uses technological improvements (for example, ITS, Transit Signal Priority, and so forth) that will foster the development and growth of emerging mobility in the transportation system

3.3 Applying Priorities to Decision-Making

The 2050 LRTP development process builds upon the 2045 LRTP and input from the MPO Board, advisory committees, planning partners, and public input (surveys) to establish the

long-range vision statement for the MPO's transportation system in 2050. The goals and objectives of the transportation plan are established to help realize this vision. The goals and objectives of the LRTP ultimately guide the entire LRTP development process by creating a decision-making framework through which projects can be evaluated and ranked to define and document project priorities.

3.3.1 Evaluation Criteria for Project Selection

Like the goals and objectives, the 2050 LRTP evaluation criteria (refer to [Table 3-1](#)) build upon the evaluation criteria established in the 2045 plan. Evaluation criteria are used to evaluate and then compare how well potential transportation projects meet the goals and objectives. The evaluation criteria under each goal are assigned performance measures that are used to “score” each project against the criteria. Evaluation criteria are based on a point system in which the total score represents how well a project meets the goal. Ultimately, this type of evaluation is used to develop the recommendations and prioritize transportation projects.

The evaluation criteria and performance measures listed in [Table 3-1](#) demonstrate the scoring methodology for project evaluation and selection, creating an actionable way for the vision, goals, and objectives to shape project selection and prioritization.

Table 3-1. 2050 LRTP Evaluation Criteria and Performance Measures

Goal	Evaluation Criteria	Performance Measures
1. Ensure Security of the Transportation System for Users Total Weighting Factor: 8%	1A - Improves or maintains critical evacuation routes	Does this project enhance an existing evacuation route (i.e., roadway widening, wider shoulders, etc.)? Yes = 5; No = 0
	1B - Provides enhanced or potential new evacuation routes where needed	Does the roadway connect to an existing evacuation route, or does it have potential to be a new evacuation route (for example, major extension or new project that connects to a Strategic Intermodal System?) Yes = 5; No = 0
	1C - Improves existing evacuation routes near high-density populations	Does the project improve evacuation near high-density populations? Yes = 5; No = 0
2. Protect Environmental Resources Total Weighting Factor: 12%	2A - Minimize wetland encroachments by transportation projects	How many acres of wetland encroachment based on National Wetlands Inventory? No impact = 0 0–5 acres = -1 6–10 acres = -2 11–15 = -3 15–20 = -4 21 or more = -5 (max)
	2B - Minimize impacts to wetland flows (maintain or enhance existing flows to the extent feasible)	Proximity to protected natural areas (0.5 miles) Within 0.5 miles of Conservation Areas/Preserves lands? Yes = -1 No = 0
	2C - Minimize the adverse impacts on threatened and endangered species	Amount of habitat encroachment based on primary panther habitat? No impact = 0 0–10 acres = -1 11–20 acres = -2 21–30 = -3 31–40 = -4 40 or more = -5 (max)

Table 3-1. 2050 LRTP Evaluation Criteria and Performance Measures

Goal	Evaluation Criteria	Performance Measures
	2D – Lower emissions and preserve open space by improving infrastructure near key destinations.	Proximity of transportation project to key destination. Within 0.5 mile = 5 Within 2 miles = 3 Greater than 2 miles = 0
3. Improve System Continuity and Connectivity Total Weighting Factor: 10%	3A - Improves existing infrastructure deficiencies	Does the project improve mobility in an existing roadway facility (for example, widening, intersection improvements, etc.)? Yes = 5; No = 0
	3B - Improves connectivity with new transportation links to address system gaps	Does the project improve connectivity with a new facility including projects that are extensions that connect to future or existing facilities? Yes = 5; No = 0
4. Reduce Roadway Congestion Total Weighting Factor: 18%	4A - Improves existing deficient facility or improves a new or neighboring facility intended to relieve an existing deficient facility	Does the project increase capacity or provide relief to a parallel facility (for example, new facilities, bridges over canals, etc.)? Yes = 5; No = 0
	4B - Improves intersections and roadways with poor levels of service	Does capacity ratio decrease when compared to the 2050 E+C Alternative? Yes = 5; No = 0
5. Promote Freight Movement Total Weighting Factor: 6%	5A - Enhances operation of the facility identified as a major freight route	Is the roadway on a regional freight mobility corridor, freight distribution route, or connects to a freight activity center as outlined in the 2045 LRTP? Yes = 5; No = 0
6. Increase the Safety of Transportation System Users Total Weighting Factor: 10%	6A - Enhances safety of transportation system users	Does project implement a recommendation from a safety plan (for example, safe routes to school, protected bike lanes, etc.)? Yes = 5; No = 0
	6B - Improves facility or intersection identified as having a high crash occurrence or a fatality	High crash location or segment? Yes = 5; No = 0

Table 3-1. 2050 LRTP Evaluation Criteria and Performance Measures

Goal	Evaluation Criteria	Performance Measures
	6C – Promotes traffic calming	Does the project improve safety by calming traffic (for example, gateway treatments, roundabouts, reduced width and turning radii)? Are vehicular speeds appropriate to context and facility type? Yes = 5; No = 0
	6D - Reduces vehicular conflicts with bicyclists, pedestrians, and other vulnerable road users	High crash location or segment for bicycle and pedestrian conflicts? Yes = 5; No = 0
	6E – Improves safety and security for vulnerable users, especially for children, seniors, and people with disabilities	Does this project improve safety (FHWA proven safety countermeasures) near a school, senior center, Census block groups with high populations of people living with a disability, and Census block groups with high populations of people over the age of 65? Yes (within 0.5 mile) = 5; No = 0
7. Promote Multimodal Solutions Total Weighting Factor: 10%	7A - Provides for trail improvements that implement the Bicycle and Pedestrian Master Plan	New or improved trail/greenways = 5 No new or improved trail = 0
	7B - Provides multimodal improvement near affordable housing, centers of employment, multi-family housing, health care, educational, recreational, or cultural centers	Improvement within 0.25 mile = 5 No improvement within 0.25 mile = 0
	7C - Provides multimodal improvements for environmental justice communities and underserved neighborhoods, and connects these neighborhoods to centers of employment and important destinations for transit-dependent households	Improvement within 0.25 mile = 5 No improvement within 0.25 mile = 0

Table 3-1. 2050 LRTP Evaluation Criteria and Performance Measures

Goal	Evaluation Criteria	Performance Measures
	7D - Improves transit (frequency and reliability) within existing or future TSAs or within a CRA; improves access to park-and-ride facilities; provides for BRT	Project along an existing or planned bus route within an existing or future TSA = 5 Project along an existing or planned bus route inside a CRA = 5 Improves access to park-and-ride facility = 5 Provides for BRT = 5 No improvement = 0
	7E - Improves bicycle or pedestrian access to transit	Improve Access = 5 No improvement = 0
	7F – Improves safety and access for people of all ages and abilities; improves safety for people walking, biking, and using mobility devices	Improvement = 5 No improvement = 0
8. Promote the Integrated Planning of Transportation and Land Use Total Weighting Factor: 10%	8A - Improves access to regional travel (for example, interstates, airports, ports, and SIS facilities)	Improves access = 5 Does not improve access = 0
	8B - Improves access to tourist destinations	Improves access = 5 Does not improve access = 0
	8C - Supports targeted redevelopments or CRAs (multimodal or vehicle improvements)	Yes = 5 No = 0
	8D - Identified in partner agency (city, transit, county, MPO, etc.) as a priority	Connections to other municipalities or counties? Yes = 5 No = 0
	8E - Improves vehicle or freight movement to an intermodal facility	Does the project improve vehicle or freight movement to intermodal facilities (for example, airport, bus transfer station, freight center, park-and-ride, etc.)?

Table 3-1. 2050 LRTP Evaluation Criteria and Performance Measures

Goal	Evaluation Criteria	Performance Measures
		Yes = 5 No = 0
	8F – Reduces household cost by providing for connectivity between housing and transportation	Does this project improve capacity or direct access between major activity or employment centers and medium- and high-density housing development(s)? Yes = 5; No = 0
9. Promote Sustainability and Equity in Transportation Planning and Land Use for Disadvantaged Communities Total Weighting Factor: 8%	9A - Benefits disadvantaged communities and improves sustainability through increased housing choices and reduced automobile dependency	Does the project bring better mobility to disadvantaged communities and CRAs (for example, bike/ped improvements along a bus route or stop, etc.)? Project in target area = 5 Project not in target area = 0
10. Consider Agile, Resilient, and Quality Transportation Infrastructure in Transportation Decision-Making Total Weighting Factor: 4%	10A - Promotes transportation infrastructure resilience related to sea level rise, flooding, and storms	Within 0.25 miles of NOAA 1 foot sea level rise flooding area = 5 Within 0.25 miles of NOAA 1 foot sea level rise low-lying area = 3 Not in high-risk area = 0
	10B – Promotes housing and transportation in areas that better withstand extreme weather	Is this project a new facility within a high-risk area? Within 0.25 mile of NOAA 1 foot sea level rise flooding or low-lying area = 0 Not in high-risk area = 5
11. Consider Emerging Mobility and its Influential Role on the Multimodal Transportation System Total Weighting Factor: 4%	11A - Uses technological improvements (ITS, Transit Signal Priority, etc.) that will foster the development and growth of emerging mobility in the transportation system	Yes = 5 No = 0

EXECUTIVE SUMMARY
COMMITTEE ACTION
ITEM 7C

Endorse an Amendment to the FY 2025-2029 Transportation Improvement Program and Authorizing Resolution – Transit Vehicles/Equipment

OBJECTIVE: Committee endorsement of an Amendment to the FY 2025-2029 Collier MPO Transportation Improvement Program (TIP) and authorizing resolution to add a new transit project.

CONSIDERATIONS: The Florida Department of Transportation (FDOT) has requested the Collier MPO to amend its FY 2025-2029 TIP to add the following transit project:

- **439255-1:** Non-budgeted FTA funds to Purchase vehicles/equipment for a replacement bus over 30'

Attachment 1 contains Resolution 2024-15, including Exhibits 1 and 2.

The MPO is following the TIP amendment public involvement process outlined in the MPO's Public Participation Plan in that this Amendment has been:

- Posted for review by the TAC and CAC;
- Public comment period announced on the MPO website; and
- Distributed via e-mail to applicable list-serve(s).

The comment period began on September 16, 2024, and ends with the MPO Board meeting on October 11, 2024.

STAFF RECOMMENDATION: That the Committee endorse the Amendment and authorizing resolution.

Prepared By: Sean Kingston, AICP, PMP, Principal Planner

ATTACHMENTS:

1. MPO Resolution 2024-15, including Exhibits 1 and 2

MPO RESOLUTION #2024-15
A RESOLUTION OF THE COLLIER METROPOLITAN
PLANNING ORGANIZATION APPROVING
AMENDMENT TO THE FY 2024/25- 2028/29
TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, State and federal statutes, rules and regulations require that each designated Metropolitan Planning Organization develop and adopt a Transportation Improvement Program (“TIP”) and set forth the procedures for doing so; and

WHEREAS, the Collier Metropolitan Planning Organization’s (the “MPO”) TIP may require amending as authorized and required by 23 C.F.R. Part 450 Sections 326, 328, 330, 332 and 334, and by F.S. § 339.175(6), (8) and (13); and

WHEREAS, the Florida Department of Transportation (“FDOT”) requested the Collier MPO to amend its FY 2024/25-2028/29 TIP to add Federal Project Number (“FPN”) 439255-1, to purchase vehicles/equipment for a replacement bus over 30’ as shown in Exhibit 1; and

WHEREAS, FDOT has submitted a letter to the MPO stating that the amendments are necessary to include in the MPO’s TIP to ensure consistency with FDOT’s Work Program, as shown in Exhibit 2; and

WHEREAS, the MPO announced the TIP Amendment on its website, distributed it via e-mail to various list-serves, and followed all of the steps of its Public Participation Plan through the expiration of the public comment period, which terminated with the MPO’s meeting on October 11, 2024; and

WHEREAS, the MPO has reviewed the proposed TIP Amendment for those projects and determined that it is consistent with the MPO’s adopted plans and policies; and

WHEREAS, in accordance with all required State and federal procedures, rules and regulations, including but not limited to the FDOT’s MPO Administrative Manual, the TIP Amendment must be accompanied by an endorsement indicating official MPO approval.

THEREFORE, BE IT RESOLVED by the Collier Metropolitan Planning Organization that:

1. The FY 2024/25 - 2028/29 Transportation Improvement Program Amendment set forth in Exhibits 1 and 2 is hereby adopted.
2. The Collier Metropolitan Planning Organization's Chairman is hereby authorized to execute this Resolution certifying the MPO Board's approval of the Amendment to the FY 2024/25-2028/29 Transportation Improvement Program for transmittal to FDOT and the Federal Highway Administration.

This Resolution PASSED and duly adopted by the Collier Metropolitan Planning Organization Board after majority vote on this 11th day of October, 2024.

Attest:

COLLIER METROPOLITAN PLANNING ORGANIZATION

By: _____

Anne McLaughlin

MPO Executive Director

By: _____

Commissioner William L. McDaniel, Jr.

MPO Chair

Approved as to form and legality:

Scott R. Teach, Deputy County Attorney

EXHIBIT 1 to Resolution 2024-15
TIP Amendment for Approval by MPO Board on October 11, 2024 for
FY 2024/25 through FY 2028/29 TIP

FPN	Action	Project Name	Requested By	Fund	Amount	FY	Phase	Responsible Agency	TIP Location	L RTP Reference
439255-1	Purchase vehicles/equipment for a replacement bus over 30'	SECTION 5339 RURAL BUS & FACILITIES D1-COLLIER COUNTY BOCC	FDOT	DU	\$676,172	25	CAP	Collier County	Appendix K	P6-23, Table 6-12

COLLIER METROPOLITAN PLANNING ORGANIZATION

Attest: _____ Date: _____
 Anne McLaughlin
 Collier MPO Executive Director

By: _____ Date: _____
 Commissioner William L. McDaniel, Jr.
 MPO Chair

Approved as to form and legality

 Scott R. Teach, Deputy County Attorney

COLLIER MPO FY 2025 - 2029 TIP



439255-1	SECTION 5339 RURAL BUS & FACILITIES D1-COLLIER COUNTY BOCC
Type of Work Description	PURCHASE VEHICLES/EQUIPMENT
Responsible Agency	MANAGED BY COLLIER COUNTY
Project Description	Replacement bus over 30'
Project Length	0
SIS	No
2045 LRTP	P6-23, Table 6-12

<u>Fund</u>	<u>Phase</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>	<u>2029</u>	<u>Totals</u>
DU	CAP	676,172	0	0	0	0	\$676,172.00
		676,172	0	0	0	0	\$676,172.00



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

August 20, 2024

Collier County MPO
ATTN: Mrs. Anne McLaughlin, Executive Director
2885 Horseshoe Dr S
Naples, FL 34104

RE: Request to Revise Fiscal Year (FY) 2024/25-2028/29 Transportation Improvement Program (TIP)

Dear Mrs. McLaughlin:

Florida Department of Transportation requests Collier County MPO revise the FY 2024/25-2028/29 TIP to reflect project changes as described below.

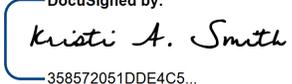
Project #439255-1 is a new Transit project that received Non-Budgeted FTA Funds. This program is for a replacement bus over 30'.

Please use the information below to revise the TIP accordingly:

FM#	Project Description	Length	Phase	Fund Source	Amount	FY
439255-1	SECTION 5339 RURAL BUS & FACILITIES D1- COLLIER COUNTY BOCC	.000 miles	Capital	DU	\$676,172.00	2025

As always, feel free to contact the Liaison Group at D1-Liaisons@dot.state.fl.us if you have any questions.

Sincerely,

DocuSigned by:

 358572051DDE4C5...
 Kristi Smith
 Community Liaison Supervisor, FDOT

Cc: Wayne Gaither, FDOT

EXECUTIVE SUMMARY
COMMITTEE ACTION
ITEM 7D

Endorse MPO's Amended Public Participation Plan

OBJECTIVE: For the committee to review, comment on, and endorse a clean-up amendment to the MPO's Public Participation Plan (PPP).

CONSIDERATIONS: The MPO's Public Participation was last updated in June 2020. The MPO's Federal Certification Review document review for the site visit in July 2024 prompted staff to initiate a clean-up amendment to update the PPP to reflect current demographics and requirements. FHWA provided comments on a preliminary draft, which have been addressed in the Amended version. The track changes version is shown in (**Attachment 1**) and the clean version is shown in **Attachment 2**.

The mandatory 45-day public comment period began on August 27, 2024, and closes with the MPO Board meeting on October 11, 2024.

Staff will provide a brief overview of the changes at the Committee meeting.

STAFF RECOMMENDATION: Committee members are encouraged to review the documents prior to the meeting and come with questions, comments, and revisions (if needed) to endorse the Amended PPP.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENTS:

1. Public Review Draft PPP Amendment - track changes
2. Public Review Draft PPP Amendment – clean version



Public Participation Plan



Adopted June 12, 2020

[Public Review Draft](#)

[Track Changes](#)



The MPO's Public Involvement Coordinator, [Anne McLaughlin](#), may be reached by phone at 239-252-5588/4814, by cell at 239-919-4378, or by email at: collier.mpo@colliercountyfl.gov

Collier MPO

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PUBLIC PARTICIPATION PLAN



COLLIER COUNTY METROPOLITAN PLANNING ORGANIZATION

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ACKNOWLEDGEMENT

The preparation of this document has been financed in part through grants from the Federal Highway Administration and the Federal Transit Administration, the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104 (f) of Title 23, U.S. Code, and local funding. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation. Persons consulted with in the development of this Public Participation Plan (PPP) are acknowledged at the end of the document.

TITLE VI AND RELATED LAWS

The MPO does not discriminate against anyone on the basis of race, color, religion, sex, age, national origin, disability or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit <https://www.colliermmpo.org/get-involved/civil-rights/>. Anyone requiring special accommodation under the Americans with Disabilities Act or language interpretation services (free of charge) should contact [Anne McLaughlin](mailto:annemclaughlin@colliercountyfl.gov) in the MPO at least ten (days) prior to the service date: annemclaughlin@colliercountyfl.govcollier.mpo@colliercountyfl.gov - (239) 252-5884-5814 - Telerelay 711.

LEARNING FROM OUR COLLEAGUES

This document represents a significant departure from prior versions of Collier MPO's Public Involvement Plan adopted in 2013 and revised in 2015 and 2017. Staff reviewed Public Participation Plans produced by other Florida MPOs to identify elements that were innovative and applicable to Collier MPO's needs. This PPP, the form of which was adopted in 2020, borrows a great deal of material from the Polk Transportation Planning Organization's 2016 PPP. Interested readers may wish to view the entire Polk TPO PPP at www.polktpo.com.

Collier MPO places a high value on public involvement. For questions regarding public involvement and to learn more about how you can get involved, contact the MPO office at (239) 252-5814.



You Can Make a Difference

There are several ways for you to help shape the future of transportation:

Become a member of Collier MPO's Adviser Network

Page [4113](#)

How to submit your comments to the Collier Metropolitan Planning Organization

Page [4517](#)

PUBLIC PARTICIPATION PLAN

How to leave comments about a specific plan or study

Page [1719](#)

Submit an application to serve on an MPO Advisory Committee

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PUBLIC PARTICIPATION PLAN

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INTRODUCTION

The goal of the Collier Metropolitan Planning Organization's (MPO) Public ~~Involvement-Participation~~ Plan (PPP) is to ensure that all ~~those that live, work, and play in our beautiful community citizens~~ regardless of race, color, religion, national origin, sex, age, disability, or familial status, have an equal opportunity to participate in the MPO's decision-making process. A 1994 Presidential Executive Order directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations." The MPO strives to accomplish this by involving the potentially affected public in MPO outreach programs. MPO staff activities are designed to develop partnerships and enhance the participation in the transportation planning process, with groups and individuals of "traditionally underserved" communities. These communities include minorities, low income, the elderly, and persons with disabilities. Staff activities include, but are not limited to, participation in groups serving these communities, targeted communications with local media outlets, conducting meetings at convenient times and in locations that are accessible to transit, when possible, and the publication of MPO documents in non-technical, accessible formats when needed.

GUIDING PRINCIPLES

The ~~Public Participation Plan (PPP)~~ serves as a framework ~~to-for~~ the public involvement process ~~in regard~~ ~~to~~ ~~regarding~~ MPO planning related activities. The plan identifies federal, state and MPO requirements, PPP goals and objectives, PPP policies, planning activities which require public involvement, and the process involved when providing the public with full access and notice to planning activities. The PPP incorporates the following guiding principles into the development of any required transportation plans and programs:

- Early and continuous public involvement opportunities throughout the planning and programming process;
- Timely information to ~~citizens~~ members of the public, affected public agencies, representatives of transportation agencies, private sector transportation entities and other interested parties, including segments of the community affected by transportation plans, programs, and projects;
- Adequate public notice of public involvement activities and ample time for public review and comment at key decision points;
- Consideration of the needs of the traditionally underserved, including low-income and minority ~~residents~~ citizens;

PUBLIC PARTICIPATION PLAN

- Periodic review of public involvement efforts by the MPO to ensure full and open access to all;
- Review of public involvement procedures by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) when necessary;
- Coordination of MPO public involvement processes with statewide efforts whenever possible;
- Reasonable public access to information; and
- Consideration and reasonable response to public comments received.

ABOUT US

Established in 1982, the Collier MPO is a federally mandated transportation policy-making organization composed of locally elected officials from Collier County, City of Naples, City of Marco Island, and the City of Everglades City. The MPO is tasked to provide both the urban and rural areas of the County with a **Continuing, Cooperative, and Comprehensive (3-C) planning process** to ensure that highways, transit, bicycle, pedestrian and other facilities are properly considered within the context of the overall transportation needs of the community.

The MPO staff reports directly to the MPO Board and provides information and technical assistance to the advisory committees. On a regular basis the committees, along with the MPO staff, provide recommendations to the MPO Board regarding short and long-range planning, implementation of projects, and related issues. The MPO Board and each of its advisory committees operate under bylaws approved by the MPO Board. The advisory committees include the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), Bicycle and Pedestrian Advisory Committee (BPAC), Local Coordinating Board [for the Transportation Disadvantaged](#) (LCB) and the Congestion Management Committee (CMC). Members of these committees, various interested parties and [citizens-members of the public](#) make up the MPO Master Database of Contacts. The committees review plans, documents and programs and provide comments and recommendations during the development of plans and major studies. Documents presented to the MPO Board for approval, endorsement or ratification have typically been reviewed by the TAC and CAC.



The Collier MPO Board adopted [new-its current](#) Vision and Mission statements in 2017. The MPO's goal is to work together with the public [citizens-residents](#) of the Collier MPO planning area to fulfill the MPO's Mission and Vision.

Vision Statement

PUBLIC PARTICIPATION PLAN

The MPO strives to provide a fully integrated and multi-modal transportation system that safely and efficiently moves people and goods while promoting economic development and protecting natural and man-made regional assets.

Mission Statement

Provide transportation planning leadership through a collaborative effort to maintain a safe, efficient, integrated, and multi-modal transportation system.

ABOUT THE REGION

The Collier MPO's jurisdiction includes Collier County and the cities of Naples, Marco Island and Everglades City.

Collier Metropolitan Planning Area Map



Collier MPO FY2018/19 - 2018/19 TIP

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Collier County had ~~an estimated 2017~~ population of ~~375,752~~~~56,774~~. ~~in 2020 according to the US decennial Census. The American Community Survey 1-year estimates for 2022 show the~~ ~~The 2017~~ Median Household Income in Collier County ~~at is~~ ~~\$80,815~~~~62,407~~ compared with ~~\$50,883~~ ~~\$69,303~~ for the state of Florida as a whole, ~~and the~~ ~~The 2017~~ Percent of ~~Persons living in Poverty at~~ ~~Households Below Poverty Level is~~ ~~13~~ ~~10.5~~% in Collier County, compared with ~~16~~~~12.7~~% for Florida.¹

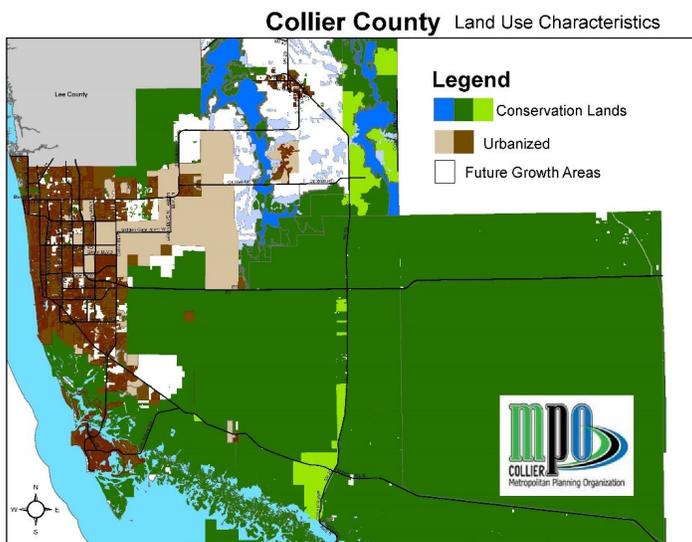
All of Collier County - including the Cities of Naples, Marco Island, and Everglades City – experience a large, seasonal increase in population and traffic between October and April, with the highest traffic volumes

¹ ~~2017~~ American Community Survey (ACS) ~~15~~-yr Estimates, Tables ~~S19010101~~, ~~S1701DP03~~, ~~CP03~~

PUBLIC PARTICIPATION PLAN

occurring in the months of February and March. Collier County is expected to continue growing in population. Approximately 77% of Collier County's land area is preserved under various conservation mechanisms combined with State and Federal conservation lands, shown in green on the map below. The conservation lands provide recreational opportunities and help sustain the natural environment. They also constrain development.

The protected lands to the southeast buffer Collier County somewhat from the intense traffic impacts and pressures that interconnectivity with urban areas to the southeast. As a result, Collier County has a minimal system of Federal Aid Eligible roadways, as shown on the map on the following page, which somewhat constrains the availability of State and Federal funding for the MPO.



PUBLIC PARTICIPATION PLAN



WHAT IS THE COLLIER MPO RESPONSIBLE FOR?

The Collier MPO is required under State and Federal laws to develop the following documents:

- 1. Long-Range Transportation Plan (LRTP)** – updated every five years, required to address a minimum time horizon of 20 years. The LRTP identifies needed improvements to the transportation network and provides a long-term investment framework that addresses current and future transportation needs. The LRTP must be multimodal and include, at a minimum, roadway, bicycle and pedestrian and transit infrastructure improvements.
- 2. Transportation Improvement Program (TIP)** – identifies transportation projects and priorities that will be pursued over the next five years.
- 2.3. Congestion Management Process (CMP)** – updated every five years, a detailed process developed to improve traffic flow and safety conditions.
- 3.4. Unified Planning Work Program (UPWP)** – a two-year plan that identifies funding sources for each MPO planning activity and a schedule of activities.
- 4.5. Public Participation Plan (PPP)** – provides a framework for public involvement in regard to MPO planning related activities.

OUR PLANNING PARTNERS

MPO BOARD (BOARD)

The MPO Board establishes transportation policies and evaluates transportation needs for the area. The Board is comprised of 9 elected officials, including all 5 County Commissioners, 2 City Council members representing the City of Naples, 1 City Council member representing the City of Marco Island and 1 City Council member representing Everglades City. The Florida Department of Transportation (FDOT) attends and participates in all MPO Board meetings.

FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)

FDOT and the MPO work closely together and have a long-standing partnership. The majority of the MPO's funding comes through FDOT. The Department also provides guidance and assistance as needed and informs the MPO of new or different requirements and practices.

STATE AND FEDERAL LAND MANAGEMENT AGENCIES

When developing the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP), the MPO consults with agencies and officials responsible for other planning activities within the MPO's jurisdiction that are affected by transportation, government agencies and non-profit organizations that receive Federal assistance from a source other than that the US Department of Transportation to provide non-emergency transportation services, Indian Tribal governments(s), State and Federal land

PUBLIC PARTICIPATION PLAN

Management Agencies. For consultation with Tribal Governments, see section on Intergovernmental Coordination Below. (See [P27 Requirements for Public Participation Plan Appendix A](#) for applicable code citations.) The MPO ~~has added contact information~~ [includes contacts](#) for the following Federal and State agencies ~~to the~~ [in its](#) email distribution list(s) to ensure their opportunity to participate in the development of the TIP and LRTP:

Federal Lands Management Agencies

- National Park Service (Everglades National Park and Big Cypress National Preserve)
- US Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge)

State Land Management Agencies

- National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve
- Collier-Seminole State Park
- Picayune Strand State Forest
- Fakahatchee Strand Preserve State Park
- Delnor-Wiggins Pass State Park
- Okaloacoochee Slough State Forest
- South Florida Water Management District
- Florida Fish and Wildlife Conservation Commission

Land Management Nonprofit Agencies

- National Audubon Society – Corkscrew Swamp Sanctuary

TECHNICAL ADVISORY COMMITTEE (TAC)

The TAC is composed of professional staff of ~~member entities~~ [local agencies](#). The TAC advises the MPO on technical matters, promotes coordination among member agencies regarding transportation planning and programming, reviews MPO ~~products—documents~~ for technical sufficiency, accuracy and completeness, ~~recommends~~ [makes](#) ~~prioritizing projects~~ [recommendations](#) for the LRTP, TIP, UPWP and provides technical analyses on ~~other various~~ transportation planning issues.

CITIZENS ADVISORY COMMITTEE (CAC)

The CAC advises the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs from ~~the citizens'—residents'~~ perspectives. The CAC consists of voting members appointed by the MPO Board to represent various regions and jurisdictions, ~~persons with disabilities~~ [the disabled](#), ~~and~~ minorities [and organizations having civic, community and economic interests](#), ~~and groups having civic, community and economic interests.~~

PUBLIC PARTICIPATION PLAN

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

The BPAC provides citizen input on bicycle and pedestrian related issues within the community, advises on developing a Bicycle and Pedestrian Master Plan that is responsive to the needs of the community, recommends policies that will improve the walking and bicycling environment, and recommend priorities for bicycle and pedestrian projects and program implementation. Members are appointed by the MPO Board to represent a broad cross-section of Collier County residents, neighborhoods and to include bike/ped safety professions, transit riders, local advocacy groups, organizations that encourage active transportation from a community health perspective and advocates for persons with disabilities and other transportation disadvantaged populations.

CONGESTION MANAGEMENT COMMITTEE (CMC)

The CMC advises on technical matters related to updating the MPO's Congestion Management Process (CMP) and coordinating the CMP with regional Congestion Management System and Intelligent Transportation System architecture. Members are professional staff appointed by the division, department or agency they represent and one representative each from the TAC and CAC.

LOCAL COORDINATING BOARD (LCB) FOR TRANSPORTATION DISADVANTAGED

The LCB assists the MPO in identifying local service needs, providing information and direction to the Community Transportation Coordinator (Board of County Commissioners) on the coordination of services to be provided to the transportation disadvantaged in Collier County. Members on the LCB are appointed by designated planning agencies. The designated official planning agency for Collier County is the MPO.

ADVISER NETWORK

Collier MPO established the Adviser Network in 2018 to serve as an additional mechanism for citizen involvement with the objective of increasing participation by local residents who may not have the time to participate on a standing committee. The MPO gathers contact information from participants at MPO-sponsored public meetings and special events who express an interest in remaining informed of MPO activities and wish to comment on MPO actions of specific interest to them. Members of the Adviser Network have several options for participating in the MPO planning process, varying from interaction through social media, responding to surveys, submitting comments, ~~and~~ ~~viewing~~ of videos ~~to~~ ~~and~~ attendance at community forums. Members are encouraged to participate on an as-desired basis as time allows and their interest dictates. [Anyone interested in joining the Adviser Network can email a request to collier.mpo@colliercountyfl.gov or by calling 239-252-5814.](mailto:collier.mpo@colliercountyfl.gov)

INTERGOVERNMENTAL COORDINATION

PUBLIC PARTICIPATION PLAN

The MPO adopted a **Government to Government Public Involvement Policy** effecting tribal entities in June 2016. The policy is incorporated in the PPP as **Appendix A**.

The MPO has an **Interlocal Agreement** with Lee County MPO to coordinate regional transportation planning. The Interlocal Agreement is incorporated in the PPP as **Appendix B**.

PLANNING FACTORS

The Fixing America's Surface Transportation (FAST) Act, signed into law in December 2015, continued the performance-based planning and public involvement requirements of prior transportation acts. It is likely that future transportation appropriation acts will do likewise. However, to the extent that Planning Factors change in the future, this section of the PPP will be periodically updated to reflect them.

The FAST Act identifies ten planning factors the MPO must consider when developing its LRTP.

1. Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the **safety** of the transportation system for motorized and non-motorized users.
3. Increase the **security** of the transportation system for motorized and non-motorized users.
4. Increase the **accessibility*** and **mobility*** of people and for freight.
5. Protect and enhance the **environment**, promote **energy conservation**, improve the **quality of life** and promote consistency between transportation improvements and state and local **planned growth** and **economic development** patterns.
6. Enhance the **integration and connectivity*** of the transportation system, across and between modes, for **people and freight**.
7. Promote **efficient** system management and **operation**.
8. Improve the **resiliency and reliability** of the transportation system and reduce or mitigate **stormwater impacts** of the transportation system.
9. Emphasize the **preservation** of the existing transportation system.
10. Enhance travel and **tourism**.

*the following definitions help explain the use of these words in transportation planning:

Accessibility – *the ability to reach a desired destination*

Mobility – *physical movement from one place to another, relates to the availability of different modes or options for travel*

Connectivity – *the integration of transportation modes throughout the system*

PUBLIC PARTICIPATION PLAN

GOALS, OBJECTIVES AND PERFORMANCE MEASURES

PRIMARY GOAL: TO ACTIVELY ENGAGE A BROAD CROSS-SECTION OF THE PUBLIC IN TRANSPORTATION PLANNING AND SERVE AS A SOURCE OF INFORMATION ON MPO TRANSPORTATION PLANNING ACTIVITIES

OBJECTIVES

1. Maintain an up-to-date master database of contacts
2. Develop and maintain an Adviser Network
3. Broaden public awareness of, and active engagement with, the MPO
4. Develop a presence on the County's social media platforms
5. Develop an interactive website, conduct on-line surveys and invite on-line commentary
6. Receive input from a diverse cross-section of the community
7. Demonstrate effectiveness of public input

PERFORMANCE MEASURES

1. Contact Database - updated quarterly at a minimum
2. Adviser Network – track numbers of Advisers listed and attendance at community forums on an annual basis
3. Public Awareness/Engagement – conduct annual on-line surveys
4. Social Media –establish a program and report on beginning levels of activities after year one
5. Interactive Website – track opportunities and participation numbers annually
6. Diversity – track and report on participation by demographics, businesses, NGO, civic groups
7. Effectiveness – track and report on changes that can be directly linked to public comments

SECONDARY GOAL: TO COMPLY WITH STATE AND FEDERAL REGULATIONS

OBJECTIVES

1. Identify regulatory requirements in PPP
2. Develop PPP to meet requirements.

PERFORMANCE MEASURES

1. FDOT review and concurrence
2. FDOT review and concurrence

PUBLIC PARTICIPATION PLAN

WHOM WE SEEK TO CONSULT WITH

Tribal entities	Regional planning partners
Public Agencies	Minority communities
Business groups	Public health organizations
Civic organizations	Neighborhood/Homeowner Associations
Freight industry representatives	Private transportation providers
Low-income communities	Environmental groups
Tourism industry representatives	Bicyclists and pedestrians
Representatives of the disabled	Higher education institutions
Social service organizations	Transit dependent persons
Organizations focused on aging	Organizations focused on youth
Community & economic development organizations	Workforce development organizations/agencies

HAVING YOUR SAY USE YOUR VOICE

The Collier MPO encourages public comments and provides the public with a variety of ways to voice their opinions and share their ideas.

EARLY COORDINATION

The Adviser Network will have an opportunity to submit early comments and provide direction on the development of major work products such as the LRTP, PPP, UPWP and TIP. The Adviser Network will also have an opportunity to provide public input on transportation planning issues and subject areas prior to the MPO actually beginning work on developing a specific plan. Comments and suggestions will be used to guide the development of work products that will eventually go before the advisory committees and MPO Board.

PUBLIC COMMENT PERIODS & NOTIFICATIONS

The primary opportunity for the public to share their thoughts and ideas occurs during public review and comment periods as major plans are developed through the MPO's planning process and reviewed at regularly scheduled advisory committee and Board meetings. **The public will typically have at least 30 three weeks (21 days) days to review and comment as major plans make their way through the advisory committee process and ultimately, go to the MPO Board for formal action such as approval or adoption.** State statutes and Federal law require the provision of **adequate public notice** of public participation activities, providing **timely notice** and **reasonable access** to information about transportation issues, using **visualization techniques** to describe the **LRTP** and **TIP** and making information and meeting notices available in **electronic format** on the **Internet**. Rarely are public comment periods of specific duration specified by law except for the following with regards to the PPP and LRTP:

- **PPP - Adopting or revising the MPO's Public Participation Plan – 45 calendar days**

PUBLIC PARTICIPATION PLAN

- **L RTP** - Posting the final adopted L RTP on the internet and having hard copies available at the MPO office— **no later than 90 days after adoption**

HOW TO SUBMIT COMMENTS TO THE COLLIER MPO

- The MPO provides self-addressed stamped comment cards which may be mailed to the MPO office. Call 239-252-5814 for more information.
- [Comments may be submitted via email to collier.mpo@colliercountyfl.gov](mailto:collier.mpo@colliercountyfl.gov)
- ~~Comments may be submitted on the MPO website, www.colliermpo.org, with electronic comment cards.~~ Go to www.colliermpo.org.
- The public may comment at any MPO advisory committee or MPO Board meeting. The [meeting schedule](#) is available on the MPO website [Meeting Schedule](#) or by calling 239-252-5814.

HOW YOUR COMMENTS WILL BE USED

The Collier MPO values public input. All comments received will be considered as part of the transportation decision-making process. Staff will document all comments and forward them to the MPO advisory committees and Boards. All organizations and individuals who submit a comment in writing or via email and include their contact information will receive a written response to their comment. Staff will make every effort to respond to comments before a final vote by the MPO Board on an action item. Comments received using the methods described above are documented as part of the public record, ~~and are posted on line at www.colliermpo.com~~

Appendix F Standard Operating Procedures identifies how public comments will be documented.

GETTING INVOLVED

The current calendar of MPO and advisory committee meetings may be found online at <https://www.colliermpo.org/mpo-calendar/www.colliermpo.com> or you may request a hard copy be mailed ~~or faxed~~ to you by calling 239-252-5814.

MPO BOARD MEETINGS

The MPO Board meets on the second Friday of the month (with the exception of July, August and January, when there are no regularly scheduled meetings.) Board meetings are typically held in the Board of County Commissioners Chambers, 3299 E. Tamiami ~~Bldg. Trail~~, Naples, [Florida, 34112](#), Administration Building (F), third floor. ~~See Site map for Collier County Government Center, on the following page.~~ The Collier MPO traditionally holds ~~its April one~~ Board meeting [annually](#) in a different location, rotating between facilities provided by member entities.

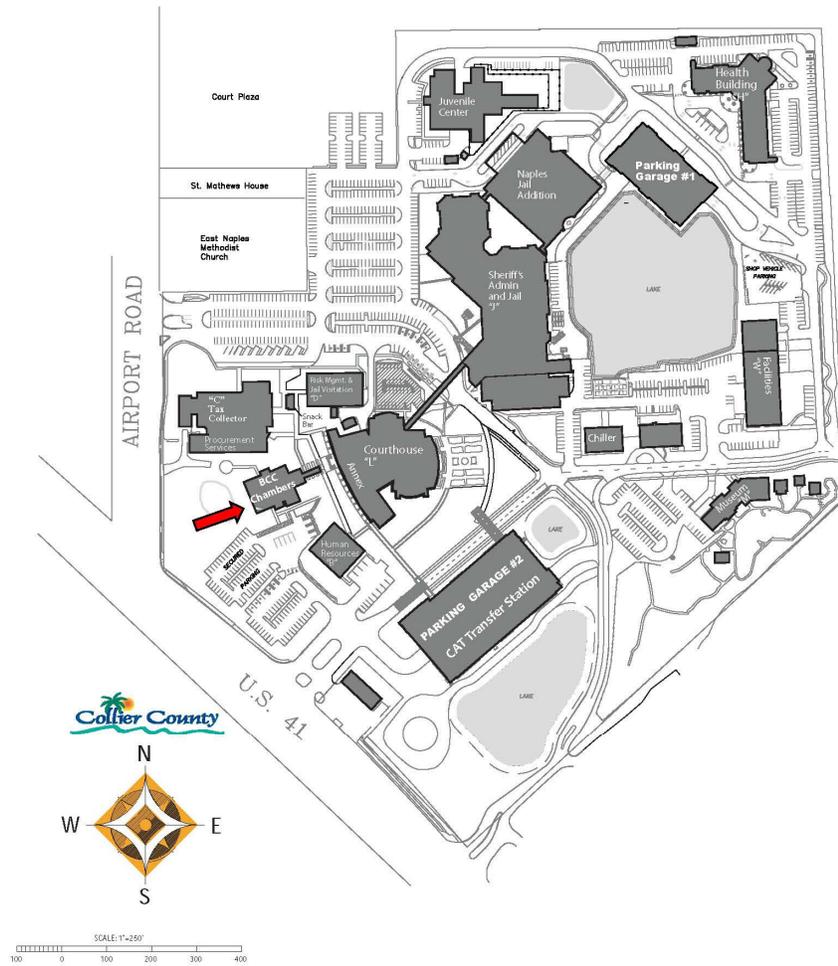
Joint Lee County MPO/Collier MPO advisory committee and Board meetings rotate locations between Lee County and Collier County. Additionally, special meetings are sometimes called on dates, times and

PUBLIC PARTICIPATION PLAN

locations that vary from the ~~normal~~ [regular schedule](#). Staff advises checking the MPO website prior to a Board meeting to confirm the location, date and time of a meeting you wish to attend. Please check the MPO calendar for advisory committee meeting dates, times and locations as well.

Collier County Government Center

MPO Board Meetings - Arrow Shows Location



PUBLIC PARTICIPATION PLAN

ADVISER NETWORK PUBLIC FORUMS

In addition to providing notice via the MPO's listserv(s), the MPO will send email notice to the Adviser Network when hosting community meetings on plans and studies in process, to solicit public input on issues of current interest. As part of the process, MPO staff or the MPO's consultant will prepare a recap of the meeting to document public comments and to share the comments and recommendations with the advisory committees and MPO Board. See Appendix F – Standard Operating Procedures for more detail.

APPOINTMENTS TO ADVISORY COMMITTEES

The Collier MPO Board appoints local residents to serve on two Advisory Committees – the Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC) – [and non-agency appointments to the Local Coordinating Board for the Transportation Disadvantaged \(LCB\)](#). The MPO Bylaws specify the makeup of each committee. The MPO Bylaws may be viewed on the MPO website at the following link: [MPO Board Bylaws](#)

The ~~bylaws~~ [Bylaws](#) of the CAC may be viewed at the following link(s): [CAC Bylaws](#)

BPAC Bylaws: [BPAC Bylaws](#)

If you are interested in serving on one of these two advisory committees [or on LCB](#), staff recommends first reviewing the bylaws to determine your eligibility, then contacting the MPO Director at 239-252-5884 if you have questions concerning eligibility or the time commitment entailed.

You may download an application to serve on an Advisory Committee [at this link: Advisory Committee Application on Collier MPO's website at https://www.colliermpo.org/get-involved/](#).

As an alternative, you may call the MPO office at 239-252-5814 and ask that an application form be ~~sent~~ [mailed](#) to your home address [or emailed to you](#). Completed application forms must include your signature and may be scanned and sent electronically to collier.mpo@colliergov.net colliercountyfl.gov. If you prefer, you may mail in or hand deliver applications to the MPO office at 2885 South Horseshoe Drive, Naples, FL 34104.

HOW TO LEAVE COMMENTS ABOUT A SPECIFIC PLAN OR STUDY

The MPO website features the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Public Work Program (UPWP) and other plans currently underway. Opportunities for the public to comment accompany each posted plan. Call the office if you have any questions (239) 252-5814 or cannot find what you are looking for on the website: www.colliermpo.com www.colliermpo.org.

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PUBLIC MEETING SCHEDULES

The meeting schedule is standardized but it is subject to change. Check the location by viewing the current agenda on the MPO website or call the MPO office at 239-252-5814 to have one sent to you. Link to agendas: [MPO Meeting Agendas](#).

ACCESS FOR ALL

LIMITED ENGLISH PROFICIENCY PLAN

The purpose of the Collier MPO's Limited English Proficiency Plan is to provide meaningful access to the MPO for people with limited or no ability to speak, read, write or understand English. The LEP Plan is incorporated in the PPP as **Appendix C**.

NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE

Collier MPO places a high value on providing equal access to the transportation planning process. The MPO's Nondiscrimination Plan and Complaint Procedures are incorporated in the PPP as **Appendix D**.

Un traductor del idioma español está disponible en la oficina de MPO. Teléfono: 239-252-58145884

Gen yon tradiktè Kreyòl Ayisyen ki disponib nan biwo MPO la. Telefòn: 239-252-5884

Census Bureau statistics. See **Appendix E** for the current version of the map and related statistics. The following Outreach Strategies are intended to reach a broad cross-section of the region's demographics, including traditionally underserved populations.

IDENTIFYING UNDERSERVED POPULATIONS

Collier MPO maintains a GIS database and map that identifies traditionally underserved populations in the region. MPO staff updates the database and map periodically, based on conducting annual reviews of

PUBLIC PARTICIPATION PLAN

PUBLIC PARTICIPATION PLAN

OUTREACH STRATEGIES

The MPO is using the following outreach strategies to engage the public in the transportation planning process:- (Appendix F – Standard Operating Procedures summarizes in graphic format how these strategies will be deployed on specific plans and studies along with public notification requirements for committee and Board meetings.)

ENHANCED INTERACTIVE WEBSITE: www.colliermpo.com~~www.colliermpo.org~~

The MPO's ~~has updated its~~ website ~~includes to introduce~~ ~~has~~ interactive features that ~~will~~ enhance its ability to serve as a ~~resource to the public of information~~. The site provides a calendar of events, links to agendas, minutes, and draft MPO documents currently under review. ~~The Opportunities for the public has the opportunity to send comments to are available in the form of online comment cards, the MPO's general email address, and~~ staff email and phone number listed ~~on the website~~ings. Interactive surveys and maps are frequently posted on the website while major plans and studies are in process.

VISUALIZATION TECHNIQUES

The MPO is investing in enhanced visualization techniques such as videos, simulation models, animated graphics and 3D imaging in the course of developing updates to the Long-Range Transportation Plan and other major plans and studies that may be underway in any given year. For example, in 2018, staff posted a video created for the Golden Gate Walkability Study. The video was produced by a drone, fly-over camera view of people walking and crossing streets in the community. Information was added to generate interest in participating in public meetings to develop the plan. The video was also shown on local public access TV. In 2024, the MPO created an informational video featuring its advisory committee members and the MPO Board Chair.

In addition, the MPO is continuing the use of a broad range of traditional visualization techniques such as maps, pictures or graphics in order to assist with the communication of complex concepts and to promote understanding of transportation plans and programs. A logo representing the MPO is used to identify products and publications of the MPO. The logo helps the public to become familiar with the MPO and recognize MPO products. The logo is used on all MPO publications:-



PUBLIC PARTICIPATION PLAN

E-NOTIFICATIONS AND SOCIAL MEDIA

The MPO ~~frequently posts~~~~began posting~~ information and surveys on Collier County's Facebook page, ~~in January 2018~~. Current MPO postings may be viewed at the following link: <https://www.facebook.com/CollierGov/>.

~~In addition, E-e mail~~ blasts are sent to members of the Adviser Network and other interested parties to provide helpful information on transportation planning, public meetings, events and opportunities for involvement. The MPO Master Database lists all contacts including businesses, residential associations, agencies, Native American Tribes, the Adviser Network, MPO Board and Committee members, and the public. ~~The database includes committee membership and e-mail addresses. Mailing addresses will be included for individuals who do not have e-mail and require~~For those that require hard copy documents, the MPO coordinates mailing surveys, comment cards, et cetera, or making hard copies available for pickup. ~~etc. to be mailed to them.~~

SURVEYS & POLLS

The MPO conducts surveys and polls on specific topics and plans as needed to engage a broad cross section of the public. The information will be shared on the MPO's website.

PARTNERING

The MPO coordinates with government agencies to conduct outreach at health care centers, food banks and food stamp offices, schools, offices on aging, ~~etc.~~and other social service organizations, and develops alliances with faith-based institutions, cultural centers, community-based organizations; partnering with local interest groups to conduct outreach at special events. Partners in outreach are encouraged to take a leadership role in public participation efforts in the area. The purpose is to build relationships and identify strategies to bring former nonparticipants into the planning process.

PUBLIC TELEVISION

Regular MPO Board meetings – those that take place at the Board of County Commissioners Chambers - are shown on Collier TV, and can be watched live ~~and~~ on-line at the following link: [Collier County TV](http://tv.colliergov.net/CablecastPublicSite/)

<http://tv.colliergov.net/CablecastPublicSite/>.

~~The Collier TV website also allows users to view past MPO Board meetings.~~

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~~Collier County maintains an archive of MPO Board meetings on line. The MPO is currently working with Collier TV to also post video recordings and flyers produced by the MPO on Collier TV. [Collier County Meeting Video Archive](#)~~

EARNED MEDIA

The MPO issues press releases and provide briefings in advance of special events and public meetings and workshops oriented to plan development or gathering public comments on major issues. The intention is to build relationships with local television, radio and print journalists and reporters to facilitate public information campaigns. For example, during the development of the Bicycle and Pedestrian Master Plan in 2018, the Project Manager with the MPO was interviewed on Univision, with translation services provided by the station for its Spanish speaking audience.

PROJECT SPECIFIC PUBLIC INVOLVEMENT PLANS (PIP)

The MPO typically develops project specific PIPs targeting stakeholders who are most likely to be interested in the outcome of the plan or project in question. The public involvement strategies are geared to the target audience and may vary by topic or subarea of the MPO.

A PIP developed for a specific project must meet or exceed the notification commitments in the Board-adopted PPP.

MONTHLY eNEWSLETTER

MPO staff ~~has traditionally produced a semi-annual~~ produces a monthly digital newsletter distributed via email ~~and hard copy to the Master Database list of all contacts~~ Adviser Network and posted on the MPO's website. ~~The MPO has recently expanded that practice by publishing a monthly newsletter in digital format.~~ MPO staff ~~will continue to~~ routinely brings hard copies for distribution at public meetings and community outreach events held throughout the year. The newsletter promotes regular and special meetings, planning studies, publications and work products. The newsletter ~~will can~~ be translated into Spanish or Haitian-Creole upon request.

PUBLIC WORKSHOPS/OPEN-HOUSES

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Public workshops are generally open and informal with project team members interacting with the public on a one-on-one basis. Short presentations may be given at these meetings. Project-specific workshops and meetings provide detailed project information to the public and solicit public involvement. They are conducted for project-specific activities and the MPO's federal certification review. (See PIP above and Appendix F – Standard Operating Procedures for more detail.)

PUBLIC MEETINGS

All MPO Board and advisory committee meetings are open to the public at ADA accessible facilities in convenient locations and used to solicit public comment. Members of the public are given an opportunity to address the MPO board or committee on any agenda item or transportation related topic not on the agenda. These meetings provide formal settings for [citizens-residents](#) or interested parties to make comments to the MPO and advisory committees. They are recorded, and minutes are taken for the record. The MPO may also hold stand-alone public meetings related to specific projects or plans. These meetings can be held at any time during a project. Notice of the meetings is given to the public through the MPO website, e-mail, and if requested, by regular mail. The MPO issues press releases to notify the media of public meetings, as recommended by the Government in the Sunshine Manual (2017).

COMMUNITY OUTREACH EVENTS

MPO staff participation in community outreach events at public venues, fairs and festivals provides another method to inform the public about the Collier MPO and how individuals or groups can become involved in the metropolitan transportation planning process. MPO surveys, newsletters, maps or comment forms are often distributed to heighten the awareness of the public on functions of the MPO. MPO staff will participate in activities hosted by other agencies and organizations and provide printed materials at outreach events.

COMMENT FORMS

Comment forms are used to solicit public comment on specific issues being presented at workshops or public meetings and community outreach events. Comment forms may be very general in nature, or very specific for soliciting feedback. Comment forms are sometimes included in publications and on the MPO website to solicit input.

QR CODES

The MPO inserts Quick Response (QR) Codes, [when appropriate](#), on the covers of adopted plans such as the Long Range Transportation Plan, Public Participation Plan, Transportation Improvement Program, Unified Planning Work Program and the Bicycle and Pedestrian Master Plan, [and on flyers and public comment cards](#). QR codes allow the public immediate access to view MPO documents using cell phone applications.

ORIENTATIONS

PUBLIC PARTICIPATION PLAN

MPO staff conduct individual orientations to inform new members of the MPO Board and committees of their roles and the MPO transportation planning process.

EVALUATION

ANNUAL REPORTING ON PERFORMANCE MEASURES

Reporting on the PPP performance measures is included in the MPO Director's Annual Report to the MPO Board at the end of each fiscal year. If the analysis indicates a need for modifications to the PPP, the Director will discuss options with the Board and follow-up with bringing the changes through the Advisory Committee review process during the coming year.

REQUIRED NOTIFICATION

The MPO will review the PPP on an annual basis to ensure it remains consistent with the requirements in the Florida Department of Transportation's MPO Handbook. The MPO Handbook may be viewed in its entirety at the following link: ~~FDOT MPO Handbook~~ [FDOT MPO Handbook](#).

Current requirements are summarized by planning product as follows:-

LONG RANGE TRANSPORTATION PLAN

Florida Statutes 339.175 – requires the MPO to provide the following interested parties, at a minimum, a **reasonable opportunity** to comment on the LRTP:

- Public
 - Affected Public Agencies
 - Representatives of Transportation Agencies
 - Freight Transportation Service Providers and Shippers
 - Private providers of Transportation
 - Public Transit Representatives and Users
 - 23 CFR 450.322 – All interested parties are to be given a reasonable opportunity to comment on the LRTP.
- **Administrative Modifications** are minor revisions to the LRTP and do not require public review and comment or re-demonstrating fiscal constraint. 23 CFR 450.104
 - **Amendments** are major revisions to the LRTP and do require public involvement and re-demonstrating fiscal constraint.
 - **Major Updates** are adopted every 5 years. The TAC and CAC are provided the opportunity to review and comment on Amendments and Major Updates prior to the MPO Board taking action.

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If the TAC and CAC achieve a quorum, the committees may vote to endorse the amendment or update as presented, or vote to endorse subject to revision, or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

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Maintaining Concurrency with MPO Handbook - FDOT continually updates the MPO Handbook and notifies the MPOs of any changes. These FDOT-generated updates may on occasion trigger the need to update the PPP as well. When that occurs, the MPO will post notice containing the new PPP language on its website and distribute copies to the MPO Advisory Committees and Board. Other routine updates, such as identifying new MPO Board members and/or officers, new MPO contact information, new State and Federal code citations, correcting typographical or grammatical errors or clarifications, will be handled in the same manner

Amendments and Adopting a New PPP - Amendments and Major Updates will be previewed by the MPO TAC and CAC before being acted upon by the Board.

- **Federal law requires a minimum 45-day public comment period prior to amending or adopting a PPP. The public comment period begins with ~~posting the CAC and TAC meeting agendas~~, posting notification on the MPO website, and emailing the Adviser Network. The CAC and TAC may review and endorse the amended document during the public comment period. Final Board action ~~may~~must be scheduled to occur after the 45-day public comment period has ended.**

TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)

Purpose – A TDSP addresses the services provided to meet the public transportation and mobility needs of ~~the elderly~~transportation disadvantaged persons and persons with disabilities. The plan discusses the types of paratransit services available to citizens-residents of the county. Examples include: ADA paratransit service and Transportation Disadvantaged ~~Program~~ (TD) services, which are part of a coordinated human services requirement of all three core FTA grant programs as reauthorized under the FAST Act for the Urbanized Area Formula Funding program, 49 U.S.C. 5307, 5310 and 5311.

Statutory Requirements – Florida Statutes (F.S.) 427. Each county or each MPO is required to develop a TDSP with updates every five years. The Florida Commission for the Transportation Disadvantaged (FCTD) oversees the implementation of the TDSP. The Community Transportation Coordinator (CTC) and the Local Coordinating Board (LCB) will use the TDSP as a guide for maintaining and improving transportation

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services. It is the requirement of the MPO to provide an annual performance evaluation of the CTC. The MPO is also required to provide annual minor updates to the TDSP and a major update every five years.

Florida Commission for the Transportation Disadvantaged

The Florida Commission for the Transportation Disadvantaged has issued two regulatory documents – “Local Coordinating Board and Planning Agency Operating Guidelines (2014)” and an “Instruction Manual for the Memorandum of Agreement and the TDSP – 2007/2008” that remain in effect today. The documents may be viewed on the Commission’s website at: <https://www.fdot.gov/ctd/ctd-homeFDCommission>.

The Commission stipulates that Major Updates to the TDSP be announced by way of an “advertisement” published in the local newspaper with the greatest circulation. This requirement is carried out by the MPO.

Major Update - adopted every 5 years

Public Comment Period

- 30-day public comment period required
- Legal ad required – place in Naples Daily News
- Additional public notice of public comment period provided by posting on the MPO website, emailing the Adviser Network and any other stakeholders the MPO and LCB have identified.
- Distribute flyers on transit vehicles to notify riders of comment period and adoption meeting.
- Distribute copies of the Major TDSP Update and/or QRC on [comment forms/flyers](#) to local government agency offices and libraries.
- Post Major TDSP Update and [comment forms notice of the opportunity to comment](#) on the MPO website.
- Distribute copies of the Major TDSP Update to the LCB members.

Response to Comments

- MPO staff will respond in writing to public input received during the comment period.
- When significant written and oral comments are received, a summary, analysis or report will be included in the plan. The term, “significant” is used in State statutes and Federal law governing public involvement but remains undefined. The MPO’s working definition of “significant” is any comment that could potentially result in a change to the scope of a document, existing conditions analysis, issue definition, recommended projects, policies.

Adoption

- The LCB will meet at the end of the public comment period and allow time for public comment at the meeting prior to adoption of the TDSP.
- The LCB will consider the comments received during the public comment period before adopting the TDSP by Roll Call Vote.

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- The MPO Board will ratify the Major TDSP Update after adoption by the LCB. Ratification may be placed on the MPO Board Consent Agenda.

Minor Update – adopted annually except in Major Update adoption years

- The difference between the public involvement requirements of a Major and Minor Update is the required public comment period is shortened to 14 days and no distribution of flyers & comment forms on transit vehicles and CAT ~~transfer~~ Transfer Stations is required. The public involvement process for an amendment to the TDSP Major is the same as for the TDSP Minor Update.

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Administrative Modifications are minor revisions to the TIP and do not require public review and comment, or re-demonstrations of fiscal constraint. Administration Modifications will be distributed as informational items in MPO Board and ~~advisory committee~~ TAC/CAC meeting packets, in addition to being posted on the MPO website's TIP page.

Amendments are major revisions to the TIP and do require public review and comment along with re-demonstration of financial constraint. The TAC and CAC are provided the opportunity to review and comment on amendments and the annual adoption of a new 5-year TIP based on the FDOT Work Program prior to the Board taking action. If they achieve a quorum, the TAC and CAC may vote to endorse the amendment as presented or vote to endorse subject to revision or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

UNIFIED PLANNING WORK PROGRAM (UPWP)

The two-year UPWP is adopted every other year. As with Amendments, the MPO adoption process requires that the two-year UPWP be previewed and commented upon by the MPO TAC and CAC, at a minimum, before being acted upon by the Board.

Modifications, as defined by the FDOT MPO Handbook, do not require MPO Board or FDOT approval and do not require public involvement. Modifications will be posted on the MPO website on the UPWP page and distributed to FDOT, the MPO Board and ~~Advisory Committees~~ TAC/CAC as informational items in agenda packets.

Amendments, as defined by the FDOT MPO Handbook, do require MPO Board approval. The TAC and CAC are provided the opportunity to review and comment on amendments prior to the Board taking action. If the committees achieve a quorum, they may vote to endorse the amendment as presented, or vote to endorse subject to revision, or vote not to endorse. Whatever action an advisory committee takes is

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reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

MPO BOARD MEETINGS AND WORKSHOPS

The MPO commits to maintaining the following longstanding notification standards:

- Posting agenda and meeting packet **seven days in advance** on the MPO website.
- Email distribution of agenda ~~and~~ packet to MPO Board members ~~and delivering hard copies to members who have requested them,~~ seven days in advance of the meeting. Hard copies are made available to Board members who have requested them.
- Email distribution of agenda ~~and~~ packet to Adviser Network and to other interested parties on the MPO's email contact list.
- ~~Working with Collier County Communications Division to Issue~~ Providing a press release to local media contacts a minimum of 48 hours prior to the meeting (but typically seven days in advance).

MPO ADVISORY COMMITTEE MEETINGS

The MPO commits to maintaining the following longstanding notification standards:

- Posting agenda and meeting packet **seven days in advance** on the MPO website.
- Email distribution of agenda ~~and~~ packet to committee members ~~along with hard copies delivered to members who have requested them,~~ seven days in advance of the meeting. Hard copies are delivered to committee members who have requested them.
- Email distribution of agenda ~~and~~ packet to Adviser Network and to other interested parties on the MPO's email contact list.
- Providing a press release to local media contacts a minimum of 48 hours prior to the meeting (but typically seven days in advance). ~~Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting~~

OTHER PUBLIC MEETINGS AND WORKSHOPS

The MPO may wish to schedule other public meetings and workshops in the course of developing a wide variety of planning documents, researching specific issues, conducting surveys and public education campaigns. The MPO commits to maintaining the longstanding notification standards of:

- Posting notices of public meetings a **minimum seven days in advance** on the MPO website.
- Posting agenda and meeting packet, to the extent materials are available, on the MPO website.
- Email distribution of agenda and packet to Adviser Network and to other interested parties on the MPO's contact list.

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- Issuing press release to major ~~local newspapers, television and radio stations~~ local media contacts.
- Emailing MPO Advisory Committee members notice of meetings on topics of interest to the Committee members as appropriate.
- ~~Working with Collier County Communications Division to Issue a press release a minimum of 48 hours prior to the meeting~~

EXCEPTIONS TO NOTIFICATION COMMITMENTS

There are occasions when the MPO is required to act quickly in order to meet a grant deadline, preserve spending authority or respond to an unforeseen opportunity or emergency. Unforeseen opportunities are most likely to occur in response to a request by FDOT due to the severe time constraints the agency operates under. Emergency situations include manmade and natural disasters such as hurricanes, floods, epidemics and pandemics, chemical spills, acts of terrorism, cyber-attacks, etc.

In a nonemergency situation when an unforeseen opportunity demands immediate Board action, staff may bring proposed actions forward to the MPO Board that the TAC and CAC have not had the opportunity to preview and comment on. This allows the Board to be fully informed of the situation and to take action if it wishes to do so, or to decline to take immediate action and remand the item to one or more Advisory Committees for further study/consideration.

EMERGENCY PROVISIONS FOR PUBLIC INVOLVEMENT

Public engagement is very important to the MPO, FDOT, FHWA and FTA. In an effort to protect public health and to comply with instructions, recommendations and Executive Orders issued during a pandemic or other threat to community health, the MPO will be proactive but flexible in meeting public participation plan requirements. MPOs are expected to continue to provide opportunities for public involvement throughout their planning activities. However, some public participation plan activities may be delayed or deferred and be replaced with other engagement strategies to ensure that all sectors of the population have an opportunity to participate. The MPO will document any outreach activities that were originally documented in the PPP or in a PIP for a specific project that require modifications and provide strategies, if needed, to ensure sufficient and appropriate outreach is maintained.

Immediate/Short Term Response

In the event of a manmade or natural emergency that precludes holding regular public meetings, the MPO Board may provide staff direction on how to proceed by way of passing a motion. The motion may include authorizing the MPO Chair to act on behalf of the Board and empower the MPO Director to bring issues

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requiring immediate attention forward to the MPO Chair to act upon. The MPO Board will have the opportunity to ratify all emergency actions taken at a later date.

Intermediate Response

Once the scope of an emergency becomes better defined, the US President, Congress, Governor of the State of Florida or Local Governing Boards and Councils may issue declarations of emergency and Executive Orders that MPOs must follow. In the event of a declaration of manmade or natural emergency that precludes holding regular public meetings for a known or unknown period of time, the MPO Board will adopt a resolution to:

1. Recognize the emergency situation calling for alternative public involvement strategies.
2. Stipulate that the emergency procedures for public involvement are temporary.
3. Specify the alternative public involvement strategies to be used, including time periods for public comment and MPO responses to the comments.
4. Ensure that public involvement strategies are inclusive as possible to the extent that they comply with emergency executive orders to protect public health, etc.
5. If public involvement strategies are not sufficiently inclusive due to public health concern or other limitations, the MPO may consider holding additional public involvement activities on the plans after adoption, and after the emergency is over, to ensure that the public is informed and has the ability to request reconsiderations/amendments to the MPO Board.
6. Acknowledge that the resolution is provided as an interim measure and may be modified as new local, state or national technical assistance and/or guidance is issued.

Public involvement strategies include but are not limited to virtual meetings, on-line surveys, telephone conferencing, social media and interactive components of the MPO website. It is desirable, and may be feasible, to maintain the public participation plan's standard methodologies and timeframes for reporting and responding to public comments. However, if the time frame must be shortened or the methodologies are curtailed due to the nature of the emergency, the MPO may take whatever steps are necessary to meet deadlines. In the event of a public health emergency coinciding with a cyber-attack, public involvement activities may have to be suspended for a period of time.

Long Term Response

In the event that an emergency situation persists for several months or more and in the absence of action taken by the federal government to extend the deadlines for delivery of core MPO planning products such as the LRTP, UPWP, TIP and PPP; the MPO may take whatever action is necessary to meet the federal deadlines.

After the emergency is over, the MPO will resume its regular meeting schedule and public involvement activities with the highest priority given to meeting immediate deadlines and the next level of priority

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given to providing opportunities for the public to review, comment on and request amendments to any plans that were adopted during the emergency.

Continuity of Operations Plans

The MPO is required to maintain a Continuity of Operations Plan (COOP) that outlines the course of action to be taken during an emergency. MPO staff participate in Collier County's annual updates to its COOP to facilitate concurrent implementation of both plans during an emergency.

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FEDERAL COMPLIANCE

AMERICANS WITH DISABILITIES ACT

The Americans with Disabilities Act (ADA), signed into law in 1990, is a landmark civil rights legislation ensuring equal opportunity for people with disabilities to access employment, public facilities, transportation, state and local government services and communications. The ADA requires coordinating with disabled community representatives in the development and improvement of transportation services. Persons with disabilities must also be able to access the sites where public involvement activities occur as well as the information presented. See www.ada.gov for more information.

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 USC § 2000d states, "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." See [Title VI Civil Rights Act US Dept of Justice](#) for more information.

EXECUTIVE ORDER 12898 – ENVIRONMENTAL JUSTICE

[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. Furthermore, recent guidance issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) emphasizes the importance of considering and addressing Environmental Justice (EJ) in all phases of the transportation planning process. EJ calls for the fair treatment and meaningful involvement of all people regardless of race, color, national origin or income, and that the benefits, as well as the impacts, of transportation investments are fairly distributed.

EXECUTIVE ORDER 13166 – LIMITED ENGLISH PROFICIENCY

People with Limited English Proficiency (LEP) are those with a primary or home language other than English. EO 13166 requires any agency that receives federal funds to make their activities accessible to non-English speaking individuals. See [Limited English Proficiency Executive Order](#) for more information.

REQUIREMENT FOR PUBLIC PARTICIPATION PLAN

The following material is excerpted from the electronic Code of Federal Regulations (CFR) Chapter 23 HIGHWAYS.

“eCFR Ch 23 HIGHWAYS

§450.316 Interested parties, participation, and consultation.

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(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.

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(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.

[81 FR 34135, May 27, 2016, as amended at 81 FR 93473, Dec. 20, 2016; 82 FR 56544, Nov. 29, 2017]"

PUBLIC PARTICIPATION PLAN AND STATE STATUTES

The following is excerpted from Florida State Statutes, available at the following link:

www.flsenate.gov/Laws/Statutes/2012/339.175

"339.175 METROPOLITAN PLANNING ORGANIZATIONS

(7) 2.(e) LONG-RANGE TRANSPORTATION PLAN In the development of its long-range transportation plan, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the long-range transportation plan. The long-range transportation plan must be approved by the M.P.O.

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6/(e)1. Each M.P.O. shall appoint a citizens' advisory committee, the members of which serve at the pleasure of the M.P.O. The membership on the citizens' advisory committee must reflect a broad cross-section of local residents with an interest in the development of an efficient, safe, and cost-effective transportation system. Minorities, the elderly, and the handicapped must be adequately represented.

(8) TRANSPORTATION IMPROVEMENT PROGRAM. Each M.P.O. shall, in cooperation with the state and affected public transportation operators, develop a transportation improvement program for the area within the jurisdiction of the M.P.O. In the development of the transportation improvement program, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the proposed transportation improvement program."

SUNSHINE LAW §286.011 F.S.

Source: "Government in the Sunshine" PPT by Office of the County Attorney, Jeffrey A. Klatzkow

Establishes a basic right of access to most meetings of boards, commissions and other governing bodies of state and local government agencies or authorities

- Meetings of public boards, commissions or committees ("boards") must be open to the public.
- Reasonable notice of such meetings must be given.
- Minutes of the meeting must be taken.

The public must be allowed to attend meetings; however, there is no obligation to allow the public to participate. The location:

- Must be accessible
- Sufficient size for turnout
- Facility cannot discriminate based on age, race, etc.
- Public access not unreasonably restricted
- Be within Collier County with few exceptions

Minutes of the meeting are required. Written minutes must be taken and made available promptly.

- Sound recordings may also be used, but only in addition to written minutes
- Minutes may be a brief summary of meeting's events
- Minutes are public records
- Minutes must record the votes.

Reasonable Notice, according to the "Government In The Sunshine Manual" (2017) Section 4a.

"The Sunshine Law does not define the term "reasonable notice." Therefore, the type of notice is variable and depends upon the facts of the situation and the board involved. In each case, an agency must give notice at such time and in such a manner as to enable the media and the general public to attend the meeting."

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The Attorney General's office cannot specify the type of notice which must be given in all cases, the following notice guidelines are suggested:

1. Notice should contain time and place of meeting and an agenda if available, or a statement of the general subject matter to be considered.
2. Notice should be prominently displayed in the area in the agency's offices set aside for that purpose and on the agency's website.
3. Notice should be provided at least 7 days prior to meeting, except in the case of emergency or special meetings. Emergency meetings should provide the most effective and appropriate notice feasible under the circumstances.
4. Special meetings should have no less than 24 and preferably at least 72 hours reasonable notice to the public.
5. Use of press releases, faxes, e-mails and/or phone calls to the local news media is highly effective in providing notice of upcoming meetings.

The Sunshine Law does not mandate that an agency use a paid advertisement to provide public notice of a meeting.

FDOT MPO HANDBOOK - COMPLIANCE

CHAPTER SIX PUBLIC INVOLVEMENT

Chapter Six of the FDOT MPO Handbook identifies Federal and State public involvement requirements for Metropolitan Planning Organizations (MPO) in Florida. The primary public involvement document that MPOs must develop and maintain is a Public Participation Plan (PPP) that defines a process for providing interested parties reasonable opportunities to review and comment on MPO work products. In addition, MPOs must make Long Range Transportation Plans (LRTP) and Transportation Improvement Plans (TIP) readily available for public review.

The MPO is required to develop the participation plan in consultation with all interested parties and must, at a minimum, describe explicit procedures, strategies, and desired outcomes for: [23 C.F.R. 450.316(a)(1)]

1. 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 LRTP and the TIP;
2. Providing **timely notice and reasonable access to information** about transportation issues and processes;
3. Employing **visualization techniques to describe LRTPs and TIPs**;
4. Making public information (technical information and meeting notices) **available in electronically accessible formats and means, such as the Internet**;
5. Holding any **public meetings at convenient and accessible locations and times**;
6. **Demonstrating explicit consideration and response to public input received during the development of the LRTP and the TIP**;
7. **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**;
8. **Providing an additional opportunity for public comment, if the final LRTP 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;
9. **Coordinating with the statewide transportation planning public involvement and consultation processes; and**
10. **Periodically reviewing the effectiveness** of the public involvement procedures and strategies contained in the PPP to ensure a full and open participation process.

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When developing the PPP, it is important to allow enough time to receive and respond to public input to find a balance between addressing appropriate public comments and adopting the LRTP within the required timeframe, including any meetings or hearings that take place during that time.

A minimum public comment period of 45 calendar days must be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved PPP must be provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for informational purposes; and must be posted on the Internet to the maximum extent practicable. [23 C.F.R. 450.316(a)(3)]

LRTP AND TIP

When **“significant” written and oral comments are received on the draft LRTP and TIP** (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the U.S. Environmental Protection Agency (EPA) transportation conformity regulations (40 C.F.R. Part 93, Subpart A), **a summary, analysis, and report on the disposition of comments are required to be included in the final LRTP and TIP.** [23 C.F.R. 450.316(a)(2)]

The term, *“significant”* is used in State statutes and Federal law but remains undefined.

THE COLLIER MPO DEFINES “SIGNIFICANT” AS ANY COMMENT THAT COULD POTENTIALLY RESULT IN A CHANGE TO THE SCOPE OF A PROJECT OR STUDY, TO REPORTING ON EXISTING CONDITIONS THAT LEADS TO DEFINING ISSUES AND RECOMMENDING SOLUTIONS IN TERMS OF PROJECTS OR POLICIES.

When the MPO area includes Indian Tribal lands, the MPO must appropriately involve the Indian Tribal government(s) in the development of the LRTP and the TIP. [23 C.F.R. 450.316(c)]

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BIPARTISAN INFRASTRUCTURE LAW – LRTP COMPLIANCE

The Investment in Infrastructure and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL) enacted in 2021 added the following requirements regarding the development of the LRTP (also referred to as the Metropolitan Transportation Plan.)²

Public Participation

- The BIL allows MPOs to use social media and other web-based tools to encourage public participation in the transportation planning process. [§ 11201(a)(3); 23 U.S.C. 134(i)(6)(D)]

Housing Coordination

- The BIL makes several changes to include housing considerations in the metropolitan transportation planning process, including—
 - updating the policy to include, as items in the national interest, encouraging and promoting the safe and efficient management, operation, and development of surface transportation systems that will better connecting housing and employment; [§ 11201(d)(1); 23 U.S.C. 134(a)(1)]
 - adding officials responsible for housing as officials with whom the Secretary shall encourage each MPO to consult; [§ 11201(d)(2); 23 U.S.C. 134(g)(3)(A)]
 - requiring the metropolitan transportation planning process for a metropolitan planning area to provide for consideration of projects and strategies that will promote consistency between transportation improvements and State and local housing patterns (in addition to planned growth and economic development patterns); [§ 11201(d)(3); 23 U.S.C. 134(h)(1)(E)]
 - adding assumed distribution of population and housing to a list of recommended components to be included in optional scenarios developed for consideration as part of development of the metropolitan transportation plan; [§ 11201(d)(4)(A); 23 U.S.C. 134(i)(4)(B)]
 - adding affordable housing organizations to a list of stakeholders MPOs are required to provide a reasonable opportunity to comment on the metropolitan transportation plan; and [§ 11201(d)(4)(B); 23 U.S.C. 134(i)(6)(A)]
 - within a metropolitan planning area that serves a transportation management area, permitting the transportation planning process to address the integration of housing, transportation, and economic development strategies through a process that provides

² https://www.fhwa.dot.gov/bipartisan-infrastructure-law/metro_planning.cfm#:~:text=The%20BIL%20changes%20an%20existing,a%20designation%20for%20the%20area

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[for effective integration, including by developing a housing coordination plan. \[§ 11201\(d\)\(5\); 23 U.S.C. 134\(k\)\]](#)

The MPO may develop a PPP specific to the LRTP as part of the scope of that project. If this is done, the PPP for the LRTP must be consistent with the overall PPP of the MPO.

Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs, U. S. Department of Transportation, November 2012, [also provides guidance](#). This ~~additional guidance states~~ [document provides](#) that for LRTPs, MPO Boards, their advisory committees, and the public, should have the opportunity to periodically review the LRTP products, interim tasks, and reports that result in the final LRTP documentation. Furthermore, this guidance also states **that final adopted LRTP documentation should be posted to the Internet, and available at the MPO offices, no later than 90 days after adoption.**

Specific to the TIP, Federal requirements are that the MPO must provide all interested parties with a **reasonable opportunity to comment** on the proposed TIP, as required by the PPP. In addition, the MPO

must **publish or otherwise make readily available the TIP for public review, including** (to the maximum extent practicable) **in electronically accessible formats** and means, such as the **Internet**, as described in the PPP. [23 C.F.R. 450.326(b)], [23 U.S.C. 134 (i)(6) and (7)]

MOST METROPOLITAN PLANNING ORGANIZATIONS CONSIDER THEIR STANDING COMMITTEES TO BE A FUNDAMENTAL PART OF THEIR PUBLIC INVOLVEMENT ACTIVITIES.

In the event an MPO revises its TIP, the MPO must always use public participation procedures consistent with the MPO's PPP. However, public participation is not required for administrative modifications unless specifically addressed in the PPP. [23 C.F.R. 450.328(a)]

ANNUAL LIST OF PRIORITIZED PROJECTS

Each MPO annually must prepare a list of project priorities and submit the list to the appropriate FDOT District by October 1 of each year. The list must have been **reviewed by the technical and citizens' advisory committees and approved by the MPO before submission to the District**. The annual list of project priorities **must be based upon project selection criteria that consider, among other items, the MPO's public involvement procedures**. [s.339.175(8)(b)(5), F.S.]

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PUBLIC INVOLVEMENT AND MPO COMMITTEES

Most MPOs consider their standing committees to be a fundamental part of their public involvement activities. **The formation of a technical advisory committee (TAC) and citizens' advisory committee (CAC) are required pursuant to s.339.175(6)(d), F.S. and s.339.175(6)(e), F.S.;** and formation guidance is provided in Chapter 2 of the MPO Handbook.

As an alternative to the use of a CAC, Florida Statute provides provisions for MPOs to adopt an alternate program or mechanism that ensures adequate citizen involvement in the transportation planning process following approval by FHWA, FTA, and FDOT. MPOs may also consider additional standing committees as a public involvement activity to address specific needs, such as bicyclists, pedestrians, and multiuse trails, safety, goods/freight movement, etc. MPOs must address and include their committee activities in the PPP; and are encouraged to detail how the schedule for meetings, agenda packages, and actions of the committees will be communicated with the public and how the public can participate in those meetings.

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SUNSHINE LAW

MPOs must provide reasonable notice of meetings and make adequate accommodations to hold open meetings and provide an opportunity for public input. Minutes of meetings must be available for public inspections. **MPOs are prohibited from holding public meetings at a facility or location that discriminates on the basis of sex, age, race, creed, color, origin, or economic status; or that otherwise restrict public access.** The statute establishes penalties for violations of these provisions and exceptions for specific situations. MPOs should consult legal counsel for any questions regarding Florida's Government-in-the-Sunshine Law. The notification commitments identified herein comply with the State Attorney General's Office publication, "Government In The Sunshine Manual" (2017) Section 4a.

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ACRONYMS

AASHTO	American Association of State Highway and Transportation Officials
ACS	US Census Bureau American Community Survey
ADA	Americans with Disabilities Act
BIL	Bipartisan Infrastructure Law, also referred to as the IIJA
BPAC	Bicycle and Pedestrian Advisory Committee
CDC	Centers for Disease Control and Prevention
CFR	Code of Federal Regulations
CTPP	Census Transportation Planning Products
EJ	Environmental Justice
EO	Executive Order
EPA	US Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
HUD	U.S. Department of Housing and Urban Development
IIJA	Investment in Infrastructure and Jobs Act, also referred to as the BIL
LCB	Local Coordinating Board
LEP	Limited English Proficiency
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization (interchangeable with TPO)
OMB	Executive Office of the US Office of Management and Budget
PIP	Public Involvement Plan (for individual projects)
PPP	Public Participation Plan (adopted by the MPO)
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TPO	Transportation Planning Organization (interchangeable with MPO)
UPWP	Unified Planning Work Program
USC	United States Code

APPENDICES

- A. GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY**
- B. LEE COUNTY MPO/COLLIER MPO INTERLOCAL AGREEMENT**
- C. LIMITED ENGLISH PROFICIENCY PLAN**
- D. NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE**
- E. TRADITIONALLY UNDERSERVED COMMUNITIES**
- F. STANDARD OPERATING PROCEDURES**

**APPENDIX A: COLLIER MPO'S GOVERNMENT TO GOVERNMENT
PUBLIC INVOLVEMENT POLICY ~~EFFECTING~~ AFFECTING TRIBAL ENTITIES**

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GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY Adopted June 9, 2017

I. **Purpose:** To promote Tribal involvement in the MPO planning process; initiate and maintain a positive working relationship between the MPO and Tribal governments; promote effective collaboration and communication between the MPO and Tribes;

II. **Goals of Tribal Consultation:**

- To create durable relationships between the Tribes and the MPO based on a mutual respect that promotes coordinated transportation partnerships in service to all of our [citizens/residents and planning partners](#).
- For the MPO to take a proactive approach to consultation by ensuring Tribal participation in MPO planning processes that may affect Tribal governments, Tribal programs and Tribal [citizens/members](#).

III. **Consultation Requirements**

Federal Transportation Planning Requirements

23 USC § 135(f)(2)c applies to FDOT, as follows: “With respect to each area of the State under the jurisdiction of an Indian Tribal government, the statewide transportation plan shall be developed in consultation with the Tribal government.”

23 CFR § 450.316(c), Interested parties, participation and consultation, applies to MPOs where an MPO **includes** Indian Tribal lands and provides:

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

23 CFR § 450.316(e), Interested parties, participation and consultation, provides:

- “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.”

In addition to the above-referenced consultation requirements, if a Tribe wishes to access federal transportation funds available to MPOs, the Tribe must do so through the MPO processes as provided by law.

IV. **Definitions**

Collaboration: – Indicates a process in which two or more parties work together to achieve a common set of goals. Collaboration is the timely communication and joint effort that lays the groundwork for mutually beneficial relationships, including identifying issues and problems, identifying solutions and providing follow-up as needed.

Communication: - Refers to verbal, electronic or written exchange of information between the MPO and the Tribe. Generally, posting information on a website or in the newspaper does not constitute

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consultation. Written correspondence, whether electronic or letter/postal format, should generally be sent to the Tribe Chair with a copy to staff, requesting review and comment on specific plans or projects that will affect a Tribe. While Tribal review may occur concurrently with public review, Tribes are not considered the “public” for purposes of such communication.

Consultation – Means that one or more parties confer with other identified parties in accordance with an established process and, prior to taking action(s), considers the views of the other parties and periodically informs them about action(s) taken.” (See 23 CFR Part 450 Planning Assistance and Standards, subpart A §450.104).

Government-to-Government Relations: Refers to an intergovernmental relationship between a federally-recognized Tribe and the MPO Board during which consultation, meetings, and communications occur between top-level officials of the MPO and the Tribe.

Tribal Sovereignty: Refers to a unique, political relationship between American Indians and the United States government that recognizes that Tribes are sovereign nations with recognized powers of self-government.

V. Tribal Entities

The two Federally-recognized Tribes with land holdings within or abutting Collier County are:

- The Miccosukee Tribe of Indians of Florida, represented by the Business Council, consisting of Chairman, Assistant Chairman, Treasurer, Secretary, and Lawmaker

Mailing address:
PO Box 440021
Tamiami Station
Miami, FL 33144
(o) 305-223-8380

- The Seminole Tribe of Florida, represented by the Tribal Council comprised of Chairman, Vice Chairman, Big Cypress Councilman, Brighton Councilman, and Hollywood Councilman

Mailing address:
Attn: Chairman and General Counsel
6300 Stirling Rd
Hollywood, FL 33024
(o) 239-354-5220 x 11402

VI. Core Principles

1. The MPO wishes to establish a Government-to-Government relationship and communication protocol in recognition of the principle of Tribal sovereignty.

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2. The MPO recognizes that good faith, mutual respect, and trust are fundamental to meaningful collaboration and communication between governmental entities.
3. Formal communication and consultation will take place between the MPO Chair or Vice Chair and the Tribal Chair or Assistant/Vice Chair. Written notification in the form of an email or letter requesting consultation may be initiated by either the Tribal government or the MPO and should include the following information:
 - Identify the proposed action, program or project requiring consultation; and
 - Identify the personnel authorized to consult on behalf of the MPO and the Tribe.
4. Informal Communications may occur between MPO and designated Tribal staff members on an as-needed basis. The MPO will include designated Tribal staff members or representatives on email distribution lists to receive notifications of all upcoming MPO advisory committee and Board meetings. MPO staff will provide convenient access to meeting agendas and packets for review and be available to answer questions.

VII. Application of Tribal Consultation Policy

1. The MPO will make a good-faith effort to review all proposed plans, policies, rulemakings, actions or other aspects of the transportation planning process that may affect or impact Tribal resources and determine whether Tribal consultation or collaboration may assist in the process. The MPO will notify Tribal governments and inquire whether Tribal consultation should occur. Tribal Officials have the discretion whether to engage in the consultation process. Consultation will be initiated by formal, written request.
2. If the MPO does not receive a response from a Tribe requesting a response to a proposed plan, project or other matter that may affect or impact a Tribal government, the MPO is encouraged to follow up further with the Tribal government to ascertain its level of interest. If no response is provided, the MPO believes that it is only appropriate to move forward after the following: (a) directly contacting a Tribal government authorized representative to solicit its participation, review and comment after providing sufficient time for the Tribe's review and response; (b) that the direct communication/request for information or comment include a date when the MPO would like the response; and (c) that a minimum of thirty (30) days be provided for the Tribal government to provide for requests for information, or review and comment on draft documents.
3. The MPO recognizes that formal consultation may not be required in all situations or interactions. Tribal staff members and MPO staff may communicate on an as-needed basis. These communications do not negate the authority of the MPO and the Tribes to pursue formal consultation.
4. This policy will not diminish any administrative or legal remedies otherwise available by law to the MPO or the Tribe. This policy shall not be construed to waive the sovereign immunity of any party or create a cause of action for either party for failing to comply with this policy.
5. This policy is a working document and may be revised as needed. The MPO will consult periodically with the Tribes to evaluate its effectiveness and determine the need for revision.
6. The policy shall become effective upon the date signed by the MPO Chair following approval by the MPO Board.

APPENDIX B: LEE COUNTY MPO/COLLIER MPO INTERLOCAL AGREEMENT

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INTERLOCAL AGREEMENT FOR JOINT REGIONAL TRANSPORTATION PLANNING AND COORDINATION BETWEEN THE COLLIER AND LEE COUNTY MPOS

AMENDED March 20, 2009

This INTERLOCAL AGREEMENT (hereinafter the Agreement) is made and entered into as of March 20, 2009 by and between the Collier Metropolitan Planning Organization (hereinafter the Collier MPO) and the Lee County Metropolitan Planning Organization (hereinafter the Lee County MPO).

Whereas, the Lee County and Collier Metropolitan Planning Organizations (MPOs) are the duly designated and constituted agencies responsible for carrying out the metropolitan transportation planning and programming processes for the Cape Coral and Bonita Springs-Naples Urbanized Areas; and

Whereas, the 2000 Census, while identifying distinct and separate Bonita Springs-Naples and Cape Coral Urbanized Areas, also determined that the Naples Urbanized Area had expanded into the metropolitan planning area of the Lee County MPO to become the Bonita Springs-Naples Urbanized Area; and

Whereas, the elected and appointed officials comprising the policy boards of the Collier MPO and the Lee County MPO recognize the benefits of regional cooperation; and

Whereas, on October 17, 2002, at a joint meeting, the members of the Collier MPO and Lee County MPO voted unanimously for staff not to pursue consolidation of the MPOs or alter their common metropolitan planning area boundary; and

Whereas, on October 17, 2002, at a joint meeting, the members of the Collier MPO and Lee County MPO voted unanimously for staff to coordinate transportation planning and policy activities in this bi-county region to promote regional transportation solutions and enhance overall regional transportation system efficiency using a straightforward, resourceful method; and

Whereas, by Joint Resolution 2003-1 adopted on February 14, 2003 by the Collier MPO and on March 21, 2003 by the Lee County MPO the parties agreed that the MPOs would continue coordination efforts by having a member of each MPO's staff serve as a voting member of the other's technical advisory committee and by holding joint MPO policy board meetings at least annually, and when necessary to resolve otherwise irresolvable differences; and

Whereas, staff and policy board members from both the Collier and Lee County MPOs also already coordinate regional transportation issues through participation in the Metropolitan Planning Organization Advisory Council (MPOAC), the District One Coordinated Urban Transportation Studies (CUTS) Committee, and the Southwest Florida Regional Planning Council (SWFRPC); and

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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Whereas, the Collier and Lee County MPOs are currently cooperating with each other in the development of a single bi-county travel demand model for use in the 2035 updates of both their long range transportation plans; and

Whereas, the Collier MPO and Lee County MPO both received letters from the District One Secretary in October 2003 asking them to enter into a more formal interlocal agreement to develop a joint long range transportation plan, joint regional priorities, a joint regional public involvement process, and a joint regional model, and specifying time frames for their completion; and

Whereas, at their October 17, 2003 joint meeting, the Collier and Lee County MPOs directed their staffs to develop such an agreement; and

Whereas, the Collier and Lee County MPOs executed such an agreement on January 27, 2004 and amended it in January 2006; and

Whereas, certain provisions of the amended agreement now need updating;

NOW, THEREFORE, in consideration of the covenants made by each party to the other and of the mutual benefits to be realized by the parties hereto, the Collier MPO and Lee County MPO hereby agree as follows:

Section 1. Authority. This Interlocal Agreement is entered into pursuant to the general authority of Sections 339.175, Florida Statutes, relating to metropolitan planning organization, and 163.01, Florida Statutes, relating to interlocal agreements.

Section 2. Purpose. The purpose of this Agreement is to promote and establish a forum for communication and coordination between the Collier and Lee County MPOs and to foster joint regional cooperation and conduct regarding transportation planning in accordance with Section 339.175, Florida Statutes, 23 C.F.R. 450.312, and the goals and requirements of the Transportation Equity Act for the 21st Century and its successor legislation. More specifically, this Agreement establishes the commitment by the parties to develop joint regional transportation planning products and processes for the bi-county region of Collier and Lee Counties and provides targeted timeframes for the accomplishment of these products and processes. This Agreement incorporates the provisions of and supersedes Joint Resolution 2003-1 of the Collier and Lee County MPOs.

Section 3. Staff-level Coordination. Each party will continue to maintain a representative of the other party's staff agency as a voting member of its Technical Advisory Committee.

Section 4. Joint Meetings and Quorum Requirements. Joint meetings of the governing boards, and advisory committees of the Collier and Lee County MPOs will be held at least annually. Quorum requirements for each MPO's Technical Advisory Committee at the joint

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meetings will be ½ its membership after leaving out the FDOT, SWFRPC and MPO staff representatives from the quorum calculations. However, during voting on any items, while the FDOT and SWFRPC representatives will each have a single vote, MPO representatives will abstain from voting as they provide the administrative support at these meetings. Quorum requirements for each MPO's Citizens Advisory Committee at the joint meetings will be seven (7) for the Lee CAC and four (4) for the Collier CAC.

Section 5. Planning Products and Timeframes. The parties hereby agree to coordinate and collaborate in good faith and with due diligence to develop the following joint regional planning products by the target dates set out by each product described below:

(a) Joint Regional Transportation Model

The parties are working together to develop a coordinated update to the bi-county model to 2035 using the same consultant. The 2035 Long Range Transportation Plans are targeted to be completed by December 2010. The standing joint Model Coordination Committee, comprising representatives of the Collier MPO, Lee County MPO, Collier County Department of Transportation, Lee County Department of Transportation, a City representative from each MPO, Southwest Florida Regional Planning Council, and FDOT, will oversee and coordinate the development, validation, use, maintenance, and future improvement of this model. The parties agree to continue to support and coordinate all travel demand modeling activities through this committee, which will continue to meet at least twice a year to maintain and update the joint model.

(b) Joint Regional Long Range Transportation Plan (LRTP)

The parties will continue to maintain and update as necessary the Joint Regional Multi-Modal Transportation System. The system will continue to remain a component of each MPO's LRTP and will continue to identify a two-tiered network of regionally significant transportation corridors, facilities, and services. The first order network comprises those corridors, facilities, and services that are of importance and concern to both parties. The second order network comprises the remaining corridors, facilities, and services deemed regionally significant. This system may subsequently be reconsidered and revised as necessary, at the request of either MPO.

During the development of each MPO's 2035 LRTP update, the parties agree to identify where improvements to the first order network may be needed, to propose and test appropriate alternative system improvements, and update the current joint regional long range transportation plan addressing those needs. The parties further agree to incorporate this regional plan in the updates of their own LRTPs, and to agree on any

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refinements or modifications to the regional plan that either MPO may wish to include in its LRTP prior to or concurrent with the adoption of their LRTPs. The joint regional long range transportation plan shall be published in and adopted as part of each MPO's LRTP. The target date for adoption of the initial LRTPs thus coordinated is December 2010.

The parties agree that subsequent amendments to their LRTPs affecting the joint regional long range transportation plan must be approved by both MPOs' governing boards.

(c) **Joint Regional Project Priorities**

On the basis of the Joint Regional Multi-Modal Transportation System addressed in paragraph 5(b) above, the MPOs agree to continue adopting priorities for funding unprogrammed improvements on the identified first order network that will be competing for statewide discretionary funding within the next six fiscal years, and include said projects in the respective MPO's project priorities adopted in the summer. The MPOs also agree to continue adopting priorities jointly for improvements to transportation facilities and services on the identified first and second order networks that are competing for funding through the state's Transportation Regional Incentive Program (TRIP). Both sets of Joint Regional Project Priorities must be adopted by each MPO's governing board. Either MPO governing board may require that the Joint Regional Project Priorities be reconsidered at any time. This collaboration and the products developed will recur each subsequent year during the duration of this Agreement and will be a continuing obligation and commitment.

(d) **Joint Regional Public Involvement Process Component**

The parties will collaborate to maintain the Joint Regional Public Involvement Component which shall continue to be included in each MPO's existing Public Involvement Plan. This Joint Regional Component prescribes public notice and outreach actions and measures to assure public access and involvement for all joint regional activities including development of the Joint Regional Long Range Transportation Plan component and annual regional priority list within the bi-county area. Any amendments to this Joint Regional Public Involvement Process Component must be approved by both MPO's governing boards'.

(e) **Joint Regional Web Page**

The parties will collaborate to maintain the Collier and Lee County MPO Joint Regional Web Page. The Web Page is hosted in the Lee County MPO Web Site, and maintained and updated as necessary by Lee County MPO staff. A link to this web page will continue to be provided in the Collier MPO Web Site.

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Section 6. Staff Services and Costs. The directors and staffs of each MPO will be responsible for development and maintenance of the joint regional products identified in this Agreement, subject to review and final approval by each MPO governing board. In this regard, each MPO will cooperate to assign and share equitably the needed staff resources to accomplish these regional efforts as specified in their respective Unified Planning Work Programs (UPWP). The cost of staff or consultant services provided by one party for the mutual benefit of both parties shall be split between the parties in proportion to their annual allocations of FHWA planning funds as shown in their latest adopted Unified Planning Work Programs. Similarly, direct costs for the joint regional efforts and products identified in this Agreement will be split between the parties in proportion to their annual allocations of FHWA planning funds.

Either party may also provide staff services to, or provide for the use of its consultants by, the other party, in which event the benefiting party shall reimburse the party providing the services for its full cost of the services rendered, including any associated direct expenses and any applicable share of personnel benefits and allocated indirect costs. The parties agree to invoice each other at the end of each monthly or quarterly accounting period for all expenses thus incurred on the other's behalf during that period. The parties further agree, as may be necessary in order to carry out the terms and commitments of this Agreement, to cooperate in seeking federal, state and local funding for the joint regional products to be developed.

Section 7. Conflict Resolution. The parties to this Agreement concur that if an issue is otherwise irresolvable, their staffs will organize a joint meeting of the MPO governing boards to resolve said matter. If the parties are unable to resolve the issue at the joint meeting, they agree to submit the issue to the Southwest Florida Regional Planning Council for non-binding arbitration. Notwithstanding any such resolution process, the parties to this agreement do not waive their respective rights to seek declaratory judgment as provided in Chapter 86, Florida Statutes.

Section 8. Duration of Agreement. This Agreement shall have an initial term of five (5) years, commencing on the date first above written, and shall automatically renew at the end of five (5) years for an additional five (5)-year term and every five years thereafter unless terminated or rescinded as set out in Section 10, herein. Prior to the end of each five (5)-year term, the parties shall reexamine the terms hereof for possible amendment. However, the failure to amend or reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.

Section 9. Modification. This Agreement may be modified at any time, but only by a new or addendum interlocal agreement duly signed by both parties.

Section 10. Termination-Rescission. This Agreement shall continue in force unless terminated with or without cause by either party by providing thirty (30) days written notice to the other party.

Section 11. Liability. The parties agree that nothing created or contained in this Agreement shall be construed, interpreted or inferred to establish any joint liability amongst or between one or more of the parties by the actions or omissions of its individual employees or

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agents acting pursuant to the terms of this Agreement. In this regard, each party agrees that it shall be solely responsible and bear its own cost of defending any claim or litigation arising out of the acts or omissions of its employees or agents for actions or omissions in carrying out the terms and provisions of this Agreement. Finally, pursuant to Section 768.28, Florida Statutes each party agrees to indemnify, hold harmless and defend the other party against any claims or causes of action based upon the individual acts or omissions of its employees or agents.

Section 12. Notice. Any notice provided for herein, including the written notice referenced in Section 10 above, shall be provided by Certified Mail, Return Receipt Requested, to the other party's representatives listed below at the following addresses:

Director
Collier MPO
2885 South Horseshoe Drive
Naples, Florida 34104

Director
Lee County MPO
1926 Victoria Avenue
Fort Myers, Florida 33901-3414

Notice shall be deemed received on the first business day following actual receipt of the notice. The parties will promptly notify the other in writing of any change to their respective addresses.

As required by Section 163.01(11), Florida Statutes, this Interlocal Agreement and all future amendments hereto shall be filed with the Clerks of the Circuit Courts of Collier and Lee Counties, Florida.

IN WITNESS WHEREOF, the parties herein have executed this Agreement by their duly authorized officials as of the day and year written below.



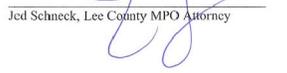
Commissioner Halas, Chair
Collier MPO
March 20, 2009



Michael Flanders, Chair
Lee County MPO
March 20, 2009

Approved as to form and legal sufficiency:



Scott R. Teach, Asst Collier County Attorney


Jed Schneck, Lee County MPO Attorney

APPENDIX C. Limited English Proficiency Plan

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LIMITED ENGLISH PROFICIENCY PLAN

The Collier Metropolitan Planning Organization (MPO) is responsible for a continuing, cooperative, and comprehensive transportation planning process in Collier County (as well as a small portion of Lee County included in the MPO's Planning Area). This planning process guides the use of federal and state dollars spent on existing and future transportation projects or programs, and the **Limited English Proficiency (LEP) Plan** plays an integral role in this process. This document will detail the LEP Plan, developed in conjunction with best practice standards for public involvement.

Introduction

On August 11, 2000, President William J. Clinton signed an executive order, **Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency**, to clarify Title VI of the Civil Rights Act of 1964. Its purpose was to ensure accessibility to programs and services to eligible persons who are not proficient in the English language.

This executive order stated that individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter. It reads in part,

"Each Federal agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance and shall include the steps the agency will take to ensure that eligible LEP persons can meaningfully access the agency's programs and activities."

Not only do all federal agencies have to develop LEP Plans, as a condition of receiving federal financial assistance, but also state and local recipients are required to comply with Title VI and LEP guidelines of the federal agency from which they receive funds.

Federal financial assistance includes grants, training, use of equipment, donations of surplus property and other assistance. Recipients of federal funds range from state and local agencies to nonprofits and other organizations. Title VI covers a recipient's entire program or activity. This means all components of a recipient's operations are covered. Simply put, any organization that receives federal financial assistance is required to follow this Executive Order.

The US Department of Transportation (DOT) published: "**Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Person**" in the December 14, 2005 Federal Register. The guidance explicitly identifies MPOs as organizations that must follow this guidance:

*The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, **metropolitan planning organizations**, and regional, state, and local transit operators, among many others. Coverage extends to a recipient's entire program or activity, i.e., to all parts of a recipient's operations. This is true even if only one part of the recipient receives the Federal assistance. For example, if DOT provides assistance to a state department of*

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transportation to rehabilitate a particular highway on the National Highway System, all of the operations of the entire state department of transportation—not just the particular highway program or project—are covered by the DOT guidance.

The intent of this **Limited English Proficiency Plan** is to ensure access to the planning process and information published by the MPO where it is determined that a substantial number of residents in the Collier MPO Planning Area do not speak or read English proficiently. The production of multilingual publications and documents and/or interpretation at meetings or events will be provided to the degree that funding permits based on current laws and regulations.

Laws and Policies Guiding Limited English Proficiency Plans

As part of Metropolitan Planning Organization certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the *LEP Plan* will be assessed and evaluated. The following matrix illustrates these laws, policies and considerations:

Title VI of the Civil Rights Act of 1964	Limited English Proficiency Executive Order 13166
Federal Law	Federal Policy
Enacted in 1964	Enacted in August 2000
Considers all persons	Considers eligible population
Contains monitoring and oversight compliance review requirements	Contains monitoring and oversight compliance review requirements
Factor criteria is required, no numerical or percentage thresholds	Factor criteria is required, no numerical or percentage thresholds
Provides protection on the basis of race, color, and national origin	Provides protection on the basis of national origin
Focuses on eliminating discrimination in federally funded programs	Focuses on providing LEP persons with meaningful access to services using four factor criteria
<i>Annual Accomplishment and Upcoming Goals Report</i> to FHWA	<i>Annual Accomplishment and Upcoming Goals Report</i> to FHWA

Who is an LEP individual?

As defined in the 2000 United States Census, it is any Individual who speaks a language at home other than English as his/her primary language, **and** who speaks or understands English ‘not well’ or ‘not at all’.

Determining the need

As a recipient of federal funding, the MPO must take reasonable steps to ensure meaningful access to the information and services it provides. As noticed in the **Federal Register/ Volume 70, Number 239/ Wednesday, December 14, 2005/ Notices**, there are four factors to consider in determining “reasonable steps”.

- Factor 1 - The number and proportion of LEP persons in the eligible service area;
- Factor 2 - The frequency with which LEP persons encounter MPO programs;

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- Factor 3 - The importance of the service provided by MPO programs;
- Factor 4 - The resources available and overall cost to the MPO.

The 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. The following is an assessment of need in Collier MPO’s Planning Area in relation to the four factors and the transportation planning process.

LEP Assessment for the Collier MPO

Factor 1. The Number and proportion of LEP persons in the eligible service area

The first step towards understanding the profile of individuals who could participate in the transportation planning process is a review of Census data. Tables 1 and 2 on the following pages display the primary language spoken and number of individuals that are LEP. In Collier County, between ~~2010-2016~~ and ~~2016-2022~~, ~~the number of people who speak a County’s total population grew by slightly over 62,700, language other than English at home increased by 16,000, while the number of people who speak English “less than “very well” decreased by 21,000 by 1,000.~~

For our planning purposes, we are considering people that speak English ‘less than very well’ and only the top four language groups are included in the analysis.

Table 1, derived from the ~~2016-2022~~ American Community Survey (ACS) 5-year Estimates conducted by the US Census, shows the number and percent of the population, with regard to their English language skills, for the cities and unincorporated portions of Collier County as well as for the County as a whole. In unincorporated Collier County, ~~15.77.3%~~ of the population age 5 years or older speak English less than “very well”, compared to ~~14.57.0%~~ for the entire County ³

Table 1: Limited English Proficient Persons in the MPO Planning area and local jurisdictions				
2016 American Community Survey – US Census – 5-year estimates				
Jurisdiction	Population	Population 5-years and over	Number of LEP Persons (5 years and over)	Percentage of LEP Persons (5 years and over)
Everglades City	232	228	11	4.8%
City of Naples	20,980	20,510	828	4.0%
City of Marco Island	17,361	17,135	1,115	6.5%
Unincorporated Collier County	309,663	293,645	46,143	15.7%
Collier County	348,236	331,518	48,097	14.5%

³ ~~2016-2022~~ American Community Survey (ACS) 5-year Estimates, Tables B01003, S1601.

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Table 1: Limited English Proficient Persons in the MPO Planning area and local jurisdictions
2022 American Community Survey – US Census - 5-year estimates

Jurisdiction	Population	Population 5 years and over	Number of LEP Persons (5 years and over)	Percentage of LEP Persons (5 years and over)
Everglades City	352	347	0	0.00%
City of Naples	19,115	18,669	466	2.50%
City of Marco Island	15,760	15,550	466	3.00%
Unincorporated Collier County	375,752	359,879	26,333	7.32%
Collier County	410,979	394,445	27,265	7.0%*

**Percentages are unique to each relationship, so 7% does not represent the cumulative addition of the preceding rows*

Table 2, derived from the 2021 ACS, shows the number and percent of LEP persons by language spoken at the individual’s home. Of the LEP persons within Collier County, 23.45.25% speak Spanish at home making this the most significant percentage of the area’s population. The second most common language at home is Other Indo-European languages at 7.81.98%; Asian and Pacific Islander languages represent 0.933% of the “other” languages spoken at home.

Table 2: Language Spoken at Home by LEP Persons - Collier MPO Planning Area
2021 American Community Survey, 5-year Estimates, US Census

LEP Persons	Spanish Language	Other Indo-European Languages	Asian & Pacific Islander Languages	Other Languages	Totals
5 years and over - Everglades City	0	0	0	0	0
5 years and over - City of Naples	276	180	10	0	466
5 years and over - Marco Island	276	180	10	0	466
5 years and over – Unincorporated County	20,159	3,905	1,277	60	25,401
5 years and over - Total	20,711	4,265	1,297	60	26,333
Percent of Total Population 5 years and over	5.25%	1.08%	0.33%	0.02%	7.0%*

**Rounded up to nearest whole percentage point.*

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Table 2: Language Spoken at Home by LEP Persons—Collier MPO Planning Area				
2016 American Community Survey, 5-year Estimates, US Census				
LEP Persons	Spanish Language	Other Indo-European Languages	Asian & Pacific Islander Languages	Other Languages
5 years and over—Everglades City	9	7	0	0
5 years and over—City of Naples	658	1,216	83	14
5 years and over—Marco Island	1,162	1,006	176	71
5 years and over—Unincorporated County	75,843	23,630	2,750	764
5 years and over—Total	77,672	25,859	3,009	849
Percent of Total Population 5 years and over	23.4%	7.8%	0.9%	0.3%

Factor 2. The frequency in which LEP Persons encounter MPO programs

The MPO documents phone inquiries, public meetings and office visits. To date, the MPO has had no requests for interpreters and no requests for translated program documents or publications by either individuals or groups.

Factor 3. The importance of the service provided by the MPO program

MPO programs use federal funds to plan for future transportation projects, and therefore do not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Further, the MPO does not conduct required activities such as applications, interviews or other activities prior to participation in its programs or events. Involvement by any citizen with the MPO or its committees is voluntary.

However, the MPO 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 policy. The impact of proposed transportation investments on underserved and under-represented population groups is part of the evaluation process in use of federal funds in three major areas for the MPO:

- the biennial Unified Planning Work Program,
- the five-year Transportation Improvement Program,
- the Long-Range Transportation Plan, covering 20+ years.

Inclusive public participation is a priority consideration in other MPO plans, studies and programs as well. The impacts of transportation improvements resulting from these planning activities have an impact on all residents. Understanding and continued involvement are encouraged throughout the process. The MPO is concerned with input from all stakeholders and makes every effort to ensure that the planning process is as inclusive as possible.

As a result of the long range transportation planning process, selected projects receive approval for federal funding and progress towards project planning and construction under the responsibility of local jurisdictions or state transportation agencies. These state and local organizations have their own policies

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to ensure LEP individuals can participate in the process that shapes where, how and when a specific transportation project is implemented.

TRANSLATION OF MPO DOCUMENTS IS NOT CONSIDERED TO BE WARRANTED AT THIS TIME.

THE MPO WILL CONTINUE EFFORTS TO COLLABORATE WITH STATE AND LOCAL AGENCIES TO PROVIDE LANGUAGE TRANSLATION AND INTERPRETATION SERVICES WHEN PRACTICAL AND FUNDING IS AVAILABLE

Factor 4. The resources available and overall MPO cost

Given the size of the LEP population in the MPO area, the current financial constraints of the MPO and the expense of full multi-language translations of large transportation plan documents and maps which have frequent changes and are not often used by the public, translation of MPO documents is not considered to be warranted at this time.

The MPO will continue efforts to collaborate with state and local agencies to provide language translation ~~and interpretation services~~ when practical and funding is available. Spanish and other language outreach materials from organizations such as federal, state, and local transportation agencies will be used when possible. The MPO will monitor increases in the LEP population and adjust its LEP policy accordingly. If warranted in the future, the MPO will consider new techniques to reach the LEP population, such as (1) the translation of executive summaries for key MPO documents, such as the Long Range Transportation Plan, the Transportation Improvement Program, and the Public Involvement Plan, and (2) the translation of document summaries, brochures or newsletters, which are designed to capture significant points of the full document.

~~Additionally, The MPO provides interpretation services upon reasonable notice by using consultant services or assistance from Transportation Management Services Department staff fluent in Spanish and Haitian Creole, currently has an employee that is fluent in both English and Spanish. In addition, Collier County Growth Management Division and the Alternative Transportation Modes Department have employees fluent in English, Spanish and Haitian Creole, and are available as interpreters as needed.~~

MEETING THE REQUIREMENTS

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all ~~citizens~~members of the public, including those with limited English proficiency. All language access activities detailed below will be coordinated in collaboration with the MPO Board and staff.

Safe Harbor Stipulation

~~Federal law provides a 'safe harbor' stipulation so recipients of federal funding can ensure compliance with their obligation to provide written translations in languages other than English with greater certainty. A 'safe harbor' means that as long as a recipient (the MPO) has created a plan for the provision of written translations under a specific set of circumstances, such action will be considered strong evidence of compliance with written translation obligations under Title VI.~~

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However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four-factor analysis. ~~Evidence of compliance with the recipient's written translation obligations under 'safe harbor' includes providing written translations of vital documents for each eligible LEP language group that constitutes 5% or 1,000 persons, whichever is less of eligible persons served or likely to be affected. (Note: At this time, data on area language groups indicates that this requirement does not apply.) Translation also can be provided orally. The 'safe harbor' provision applies to the translation of written documents only. It does not affect the requirement to provide meaningful access to LEP individuals through competent oral interpreters where oral language services are needed and reasonable to provide.~~

Providing Notice to LEP Persons

US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand. Example methods for notification include:

1. Signage that indicates when free language assistance is available with advance notice;
2. Stating in outreach documents that language services are available;
3. Working with community-based organizations and other stakeholders to inform LEP individuals of MPO services and the availability of language assistance;
4. Using automated telephone voice mail or menu to provide information about available language assistance services;
5. Including notices in local publications targeting Spanish-speaking and Haitian-Creole-speaking ~~ng~~ audiences in languages other than English;
6. Providing notices on non-English-language radio and television about MPO services and the availability of language assistance; and
7. Providing presentations and/or notices at schools and community-based organizations (CBO).

If deemed essential in the future in light of revised census data, the MPO will publicize the availability of interpreter services, free of charge, at least 7 days prior to MPO Board and committee meetings, workshops, forums or events which will be noticed on the MPO website, in meeting notices (packets), and using the following additional tools as appropriate:

- signage
- public outreach materials
- community-based organizations
- local publications as referenced above
- Non-English-language radio and television

The MPO defines an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and transfers the meaning of written text from one language into another. The MPO will request language interpreter services from [consultants or Collier County staff](#), as needed, and will reciprocate by making MPO staff available as needed. As covered under Title VI requirements for nondiscrimination, at each meeting, the MPO will provide Title VI material and include this material in an alternative language when applicable.

Language Assistance

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A goal of the PPP is to provide user-friendly materials that will be appealing and easy to understand. The MPO will provide on an “as needed” basis, executive summaries in alternative formats, such as brochures or newsletters, depending on the work product.

MPO Staff Training

This LEP Plan is incorporated in the PIP to maintain meaningful access to information and services for LEP individuals, the MPO will properly train its employees to assist in person, and/or by telephone, LEP individuals who request assistance. MPO Board members will receive a briefing on the [PPP](#) & LEP Plan, assuring that they are aware of and understand how the [PIP](#) implements the LEP Plan.

**APPENDIX D. NONDISCRIMINATION PLAN AND COMPLAINT
PROCEDURE**

Title VI Nondiscrimination Program Policy and Complaint Procedure

Introduction

The Collier MPO is a recipient of federal funds from the U.S. Department of Transportation modal agencies, including the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). All recipients of federal funding must comply with the requirements of Title VI of the Civil Rights Act of 1964 and other nondiscrimination statutes, regulations and authorities. This Implementation Plan describes how the Department effectuates nondiscrimination in the delivery of its federally assisted programs, services and activities. The Plan includes the structure of the MPO's Title VI/Nondiscrimination program as well as the policies, procedures and practices that the Department uses to comply with nondiscrimination requirements. The Plan is intended to be a living document, regularly policed and updated by the Department to meaningfully reflect the program as it changes and grows. Anyone wishing to provide input into the Department's Title VI/Nondiscrimination Implementation Plan is encouraged to contact the [Collier MPO Title VI/Nondiscrimination Program Coordinator by email at Anne McLaughlin at AnneMcLaughlin@colliercountyfl.gov](mailto:AnneMcLaughlin@colliercountyfl.gov), collier.mpo@colliercountyfl.gov, or by calling ~~or~~ 239-252-5884 5814 or by writing at 2885 South Horseshoe Drive, Naples, FL 34104.

Policy Statement

It is the policy of the MPO to comply with all federal and state authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975 and Executive Order 12898 (Environmental Justice) and 13166 (Limited English Proficiency). The MPO does not and will not exclude from participation in; deny the benefits of; or subject anyone to discrimination on the basis of race, color, national origin, sex, age, disability or income. In addition, the MPO complies with the Florida Civil Rights Act, and does not permit discrimination on the basis of religion or family status in its programs, services or activities.

The Collier MPO has adopted the Florida Department of Transportation's (Department) Title VI/Nondiscrimination policy and ADA policy by reference. Topic No.:275-010-010-f-Title VI Program and Related Statutes-Implementation and Review Procedures.

The Department's Title VI/Nondiscrimination policy and ADA policy statement may be found at: [US DOJ Title VI Nondiscrimination Policy](#). Those requiring information in alternative formats or in a language subject to the Department's Limited English Proficiency (LEP) Plan, should contact the Title VI/Nondiscrimination Coordinator.

MPO DISCRIMINATION COMPLAINT PROCEDURE

Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, under the MPO's planning process may file a written complaint.

The MPO encourages the filing of a complaint in writing which includes a name, address, and other information so that you may be contacted in regard to the matter. Please see the Title VI Complaint Form.

Commented [DH1]: Is this required? It seems pretty stringent. What if a complex response is needed that would take more than one day? What if half the network goes down for two days and we don't receive the communication?

Commented [AM2R1]: I don't recall where the one day came from. Changing it to ten for now.

Commented [AM3R1]: I'll just delete it.

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The MPO will investigate complaints received no more than 180 days after the alleged incident. The MPO will process complaints that are complete.

- All complaints will be investigated promptly. Reasonable measures will be undertaken to preserve any information that is confidential. The MPO's Title VI Specialist will review every complaint to determine if our office has jurisdiction.

- Within ten (10) calendar days, the Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).

- [The MPO is required to immediately forward all non-transit Title VI complaints to FDOT and FHWA for investigation and adjudication.](#)

- The MPO has sixty (60) calendar days to investigate the complaint. If more information is needed to resolve the complaint, the MPO's Title VI Specialist will contact the complainant. The complainant has 10 business days from the date of the letter to send the requested information to the Title VI Specialist. If the Title VI Specialist is not contacted by the complainant or does not receive the additional information within 15 business days, the MPO may administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.

- At a minimum, the investigation will:
 - Identify and review all relevant documents, practices, and procedures;
 - Identify and interview persons with knowledge of the Title VI violation, including the person making the complaint, witnesses, or anyone identified by the complainant; anyone who may have been subject to similar activity or anyone with relevant information.

- Within ninety (90) calendar days of the complaint, the MPO's Title VI Specialist will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff members or other action will occur.

- If no violation is found and the complainant wishes to appeal the decision, he/she has fourteen (14) days after the date of the letter or the LOF to do so.

- If the issue has not been satisfactorily resolved through the MPO's investigation, or if at any time the person(s) request(s) to file a formal complaint, the recipient's MPO Title VI Specialist shall refer the Complainant to the FDOT's District One Title VI Coordinator for processing in accordance with approved State procedures.

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- The MPO's Title VI Specialist will advise the FDOT's District One Title VI Coordinator [and FHWA](#) within five (5) calendar days of the completed investigation. The following information will be included in every notification to the FDOT's District One Title VI Coordinator [and FHWA](#):
 - (a) Name, address, and phone number of the Complainant.
 - (b) Name(s) and address(es) of Respondent.
 - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
 - (d) Date of alleged discriminatory act(s).
 - (e) Date of complaint received by the recipient.
 - (f) A statement of the complaint.
 - (g) Other agencies (state, local or Federal) where the complaint has been filed.
 - (h) An explanation of the actions the recipient has taken or proposed to resolve the allegation(s) raised in the complaint.
- The MPO's Title VI Specialist will maintain a log of complaints received by the MPO. The log will include the following information:
 - Name of Complainant
 - Name of Respondent
 - Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
 - Date complaint was received by the recipient

The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes as part of the MPO planning process they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Collier MPO Title VI ~~Coordinator~~ [Specialist Anne McLaughlin](#) by calling (239) 252-5884, by writing [the Collier MPO Ms. McLaughlin](#) at 2885 South Horseshoe Dr., Naples, FL 34104 or via email at: collier.mpo@colliercountyfl.gov annemclaughlin@colliergov.net; or by contacting [Brandy Otero, Principal Planner](#), by phone at 239-252-5859, in writing at the above address, or via email at: brandyotero@colliercountyfl.gov

- Date that the MPO Title VI Specialist notified the FDOT's District One Title VI Coordinator of the complaint
- Explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint

Title VI Complaint Form

Before completing this form, please read the Collier MPO's Title VI Complaint Procedures located on our website or by visiting our office.

The following information is necessary and required to assist in processing your complaint. If you require assistance in completing this form, please contact us at the phone number listed. Complaints must be filed within 180 calendar days after the date alleged discrimination occurred.

Complainant's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Telephone

Numbers: Home _____ Work: _____ Cell: _____

E-mail Address: _____

Date of alleged discrimination: _____

Which of the following best describes the reason you believe the discrimination took place?

Was it because of your: Race/Color: _____ National Origin: _____

Person discriminated against (if someone other than complainant). Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

Name _____

Address: _____

City: _____ State: _____ Zip Code: _____

Have you filed this complaint with any other federal, state, or local agency?

Yes No

If yes, check each box that applies:

APPENDIX E – TRADITIONALLY UNDERSERVED COMMUNITIES

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Environmental Justice Communities / Traditionally Underserved Communities

The Federal Highway Administration (FHWA) advised the MPO during the quadrennial Transportation Management Area⁴ (TMA) review in 2016 to incorporate an analysis of Environmental Justice Communities and issues in all new plans and studies. The FHWA advised MPO staff to include the type of analysis conducted for the MPO's Transportation Disadvantaged Service Plan.

According to guidance published by the Florida Department of Transportation (FDOT), it is important to see Environmental Justice as an opportunity to make better transportation decisions by doing the following:

- Making transportation decisions that meet the needs of all people
- Designing facilities that fit into communities
- Enhancing the public involvement process and strengthening community-based partnerships
- Improving the tools for analyzing the impacts of transportation decisions on minority and low-income communities
- Partnering with other public and private agencies to leverage resources and achieve a common vision for communities

MPO staff began by reviewing the MPO's Transportation Disadvantaged Service Plan (TDSP), Major Update, adopted October 25, 2013 for maps showing *Populations in Poverty, Households with No Vehicles and Identified Areas of Need* as a starting point in identifying disadvantaged communities potentially underserved by transportation infrastructure and programs within Collier County.

FHWA advised using a variety of resources, and local knowledge to determine the location and needs of disadvantaged communities. MPO staff augmented the TDSP maps using the following sources:

- US Census Bureau *American Community Survey (ACS)*
- American Association of State Highway and Transportation Officials (AASHTO) *Census Transportation Planning Products (CTPP)*
- US Environmental Protection Agency (EPA) *Environmental Justice (EJ) Screening and Mapping Tool*
- MPO Advisory Committee review of findings (for local knowledge)

To address the issue of equity in terms of providing equal access to bicycle and pedestrian facilities County-wide, the MPO's previous identification of Environmental Justice (EJ) communities was updated for the Bicycle and Pedestrian Master Plan (2019) [and incorporated in the 2045 Long Range Plan](#). The EJ criteria used for the BPMP were minority status, poverty, no access to a vehicle, and limited ability to speak English. EJ areas were defined as areas where the criteria were 10% greater than the County average. [The MPO re-evaluated the map and reconfirmed its accuracy based on the 2020 Census in 2024.](#)

⁴ A TMA is an urbanized area, as defined by the US Census, with a population over 200,000.

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The map on the following page shows the results of the EJ analysis. The map may be viewed in larger format on the MPO website.

[The Investment in Infrastructure and Jobs Act \(IIJA\), also referred to as the Bipartisan Infrastructure Law \(BIL\) of 2021 introduced the Justice40 Initiative with new criteria and a new screening tool.](#)

[The Justice40 Initiative refers to the Federal government's goal that 40% of the overall benefits of certain Federal climate, clean energy, affordable and sustainable housing, and other investments flow to disadvantaged communities that are marginalized by underinvestment and overburdened by pollution. \(Executive Orders 14008 and 14096\) The goal of the Justice40 Initiative is to ensure that disadvantaged communities receive the benefits of new and existing federal investments.](#)

[Consistent with OMB's Interim Guidance, DOT has developed a definition for highly disadvantage communities using existing, publicly available data sets and where source data did not exist \(Tribal lands, Puerto Rico, Guam and the Northern Mariana Islands\) OMB's Common Conditions definition. The disadvantaged Census Tracts, as identified in this tool, exceeded the 50th percentile \(75th for resilience\) across at least four of the following six transportation disadvantaged indicators. Each of the six disadvantage indicators are assembled at the Census Tract level using data from the- CDC Social Vulnerability Index, Census America Community Survey, EPA Smart Location Map, HUD Location Affordability Index, EPA EJ Screen, FEMA Resilience Analysis & Planning Tool and FEMA National Risk Index.](#)

1. [Transportation Access disadvantage](#) identifies communities and places that spend more, and longer, to get where they need to go. (CDC Social Vulnerability Index, Census America Community Survey, EPA Smart Location Map, HUD Location Affordability Index)
2. [Health disadvantage](#) identifies communities based on variables associated with adverse health outcomes, disability, as well as environmental exposures. (CDC Social Vulnerability Index)
3. [Environmental disadvantage](#) identifies communities with disproportionate pollution burden and inferior environmental quality. (EPA EJ Screen)
4. [Economic disadvantage](#) identifies areas and populations with high poverty, low wealth, lack of local jobs, low homeownership, low educational attainment, and high inequality. (CDC Social Vulnerability Index, Census America Community Survey, FEMA Resilience Analysis & Planning Tool)
5. [Resilience disadvantage](#) identifies communities vulnerable to hazards caused by climate change. (FEMA National Risk Index)
6. [Equity disadvantage](#) identifies communities with a high percentile of persons (age 5+) who speak English "less than well." (CDC Social Vulnerability Index)

[For more information on DOT's Justice40 activities or to download a shapefile of the geospatial data, please visit https://www.transportation.gov/equity-Justice40](#)

-
[The feature layer can be accessed here: https://usdot.maps.arcgis.com/home/item.html?id=de9979007ae24a25845e84e21d5a32d4](#)

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The results of the analysis are shown on the map below.

Disadvantaged Census Tracts in Collier County⁵



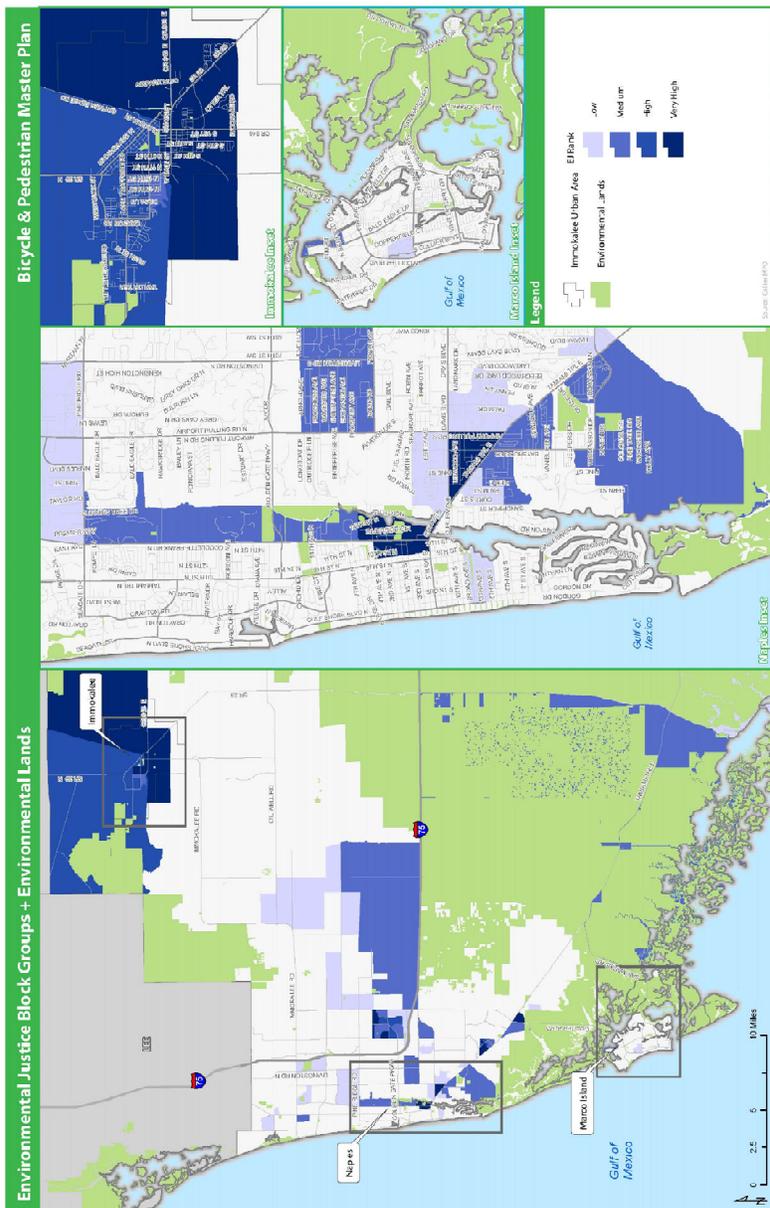
Legend:

 Transportation Disadvantaged

 American Indian

⁵ Council on Environmental Quality, Climate and Economic Justice Screening Tool (v1.0 released 11/22/22)

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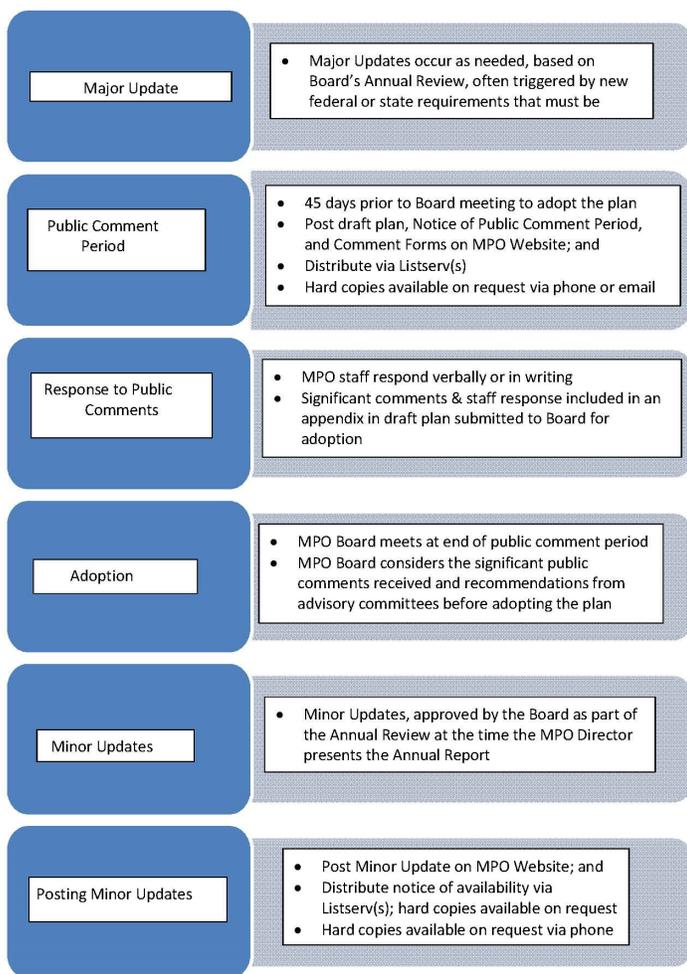


Environmental Justice (EJ) Communities, Collier County, 2024-19

APPENDIX F – STANDARD OPERATING PROCEDURES

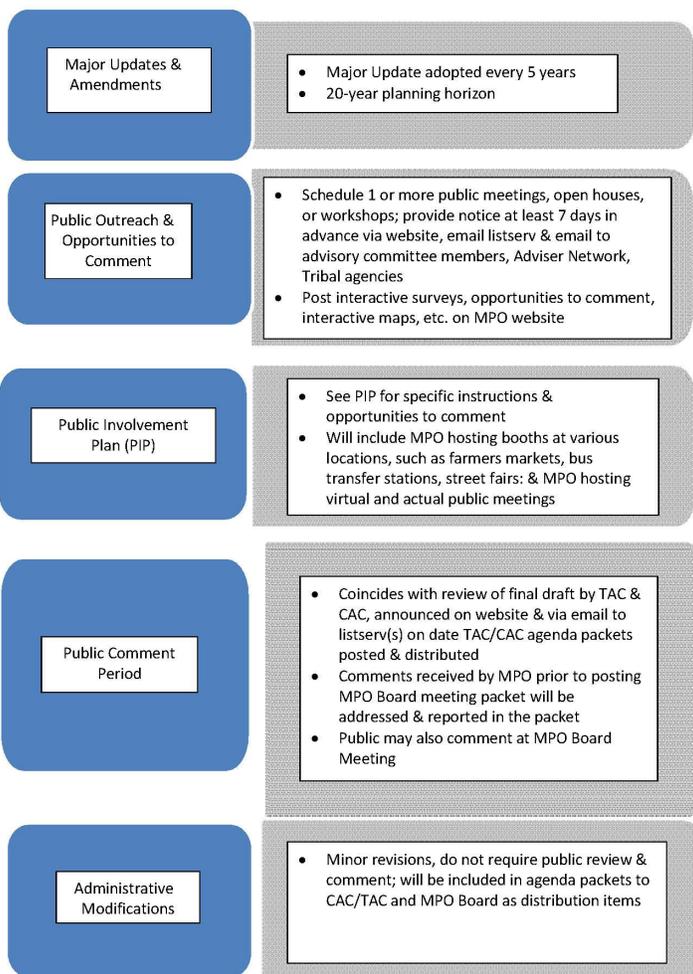
PUBLIC PARTICIPATION PLAN

PUBLIC PARTICIPATION PLAN UPDATES – PROCESS



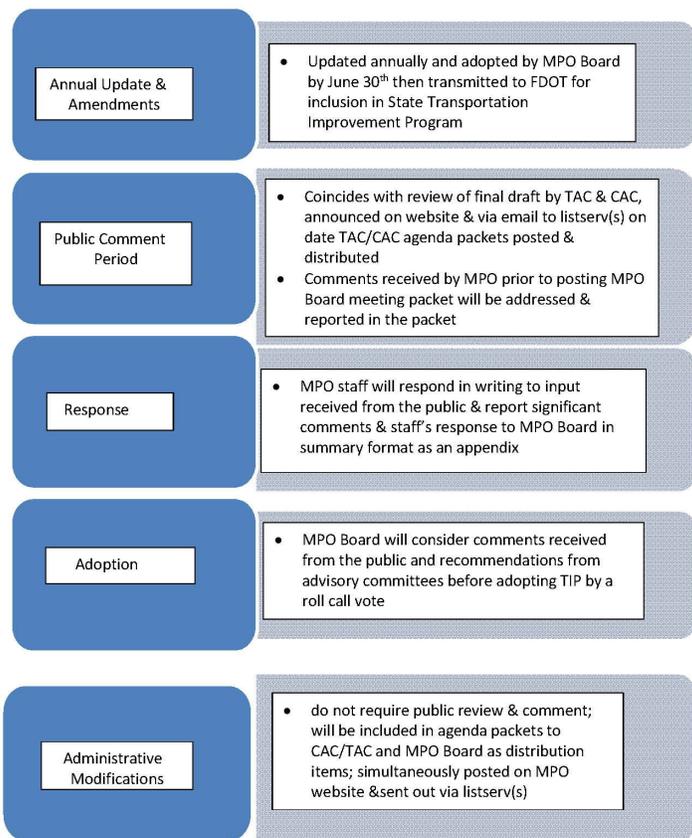
PUBLIC PARTICIPATION PLAN

LONG RANGE TRANSPORTATION PLAN - PROCESS



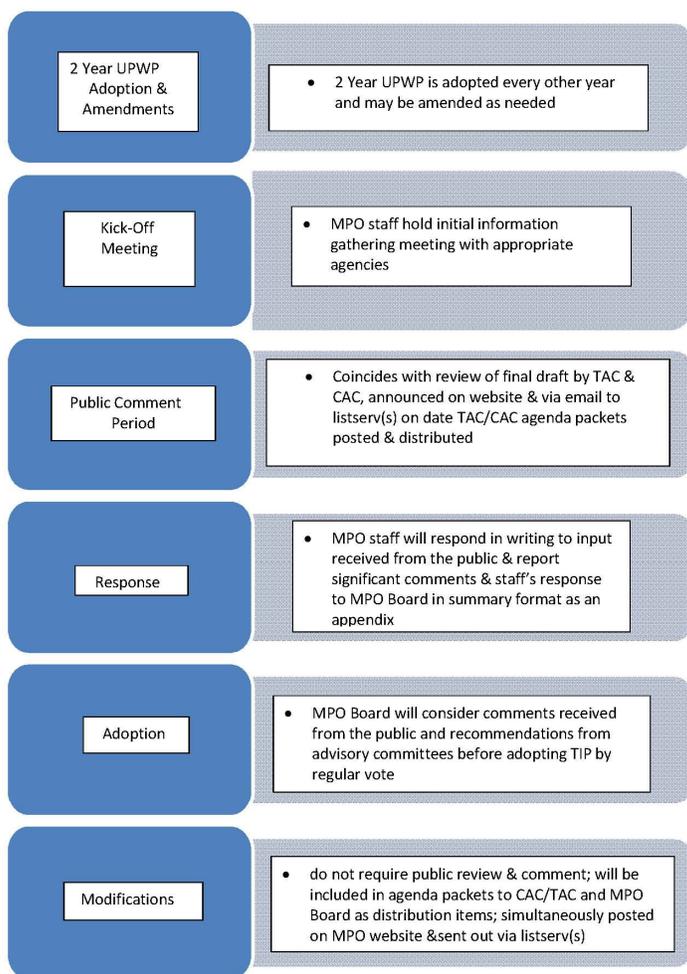
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TIP - PROCESS

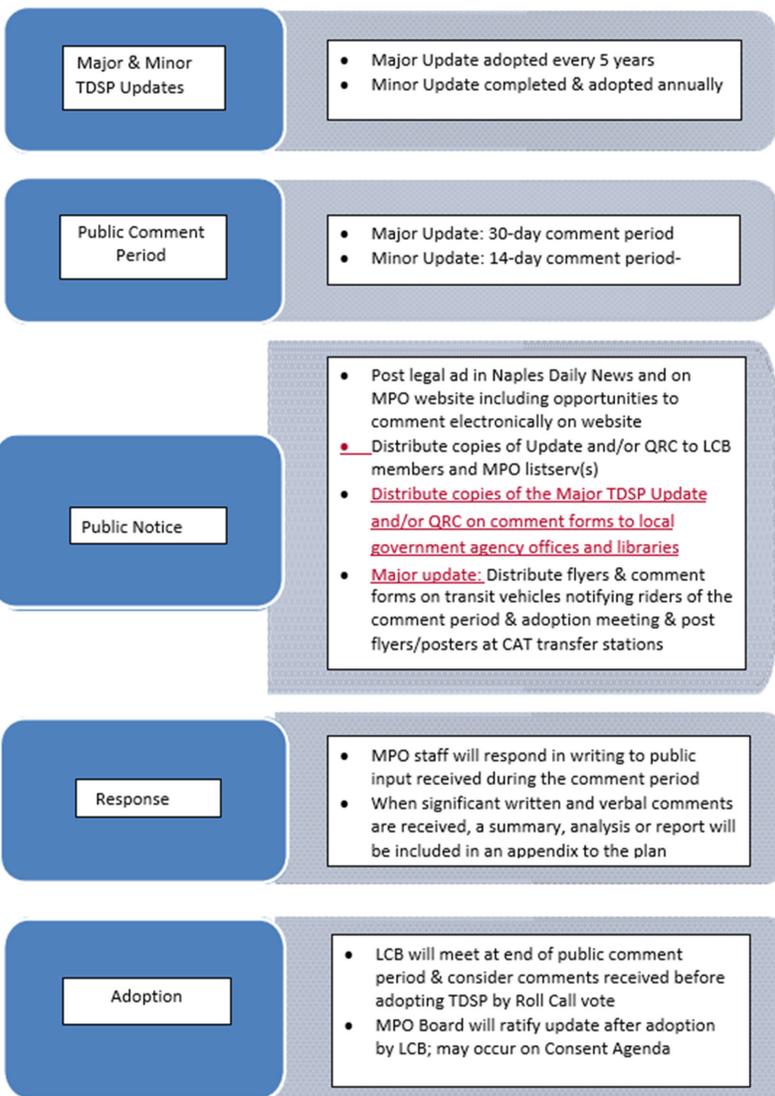


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UNIFIED PLANNING WORK PROGRAM - PROCESS



TDSP – MAJOR & MINOR UPDATES - PROCESS



TDSP – MAJOR & MINOR UPDATES - PROCESS

Major & Minor TDSP Updates

- Major Update adopted every 5 years
- Minor Update completed & adopted annually

Public Comment Period

- Major Update: 30-day comment period
- Minor Update: 14-day comment period-

Public Notice

- Post legal ad in Naples Daily News and on MPO website including opportunities to comment electronically on website
- Distribute copies of Update and/or QRC to LCB members and MPO listserv(s)
- Distribute copies of the Major TDSP Update and/or QRC on comment forms to local government agency offices and libraries
- Major update: Distribute flyers & comment forms on transit vehicles notifying riders of the comment period & adoption meeting & post flyers/posters at CAT transfer stations

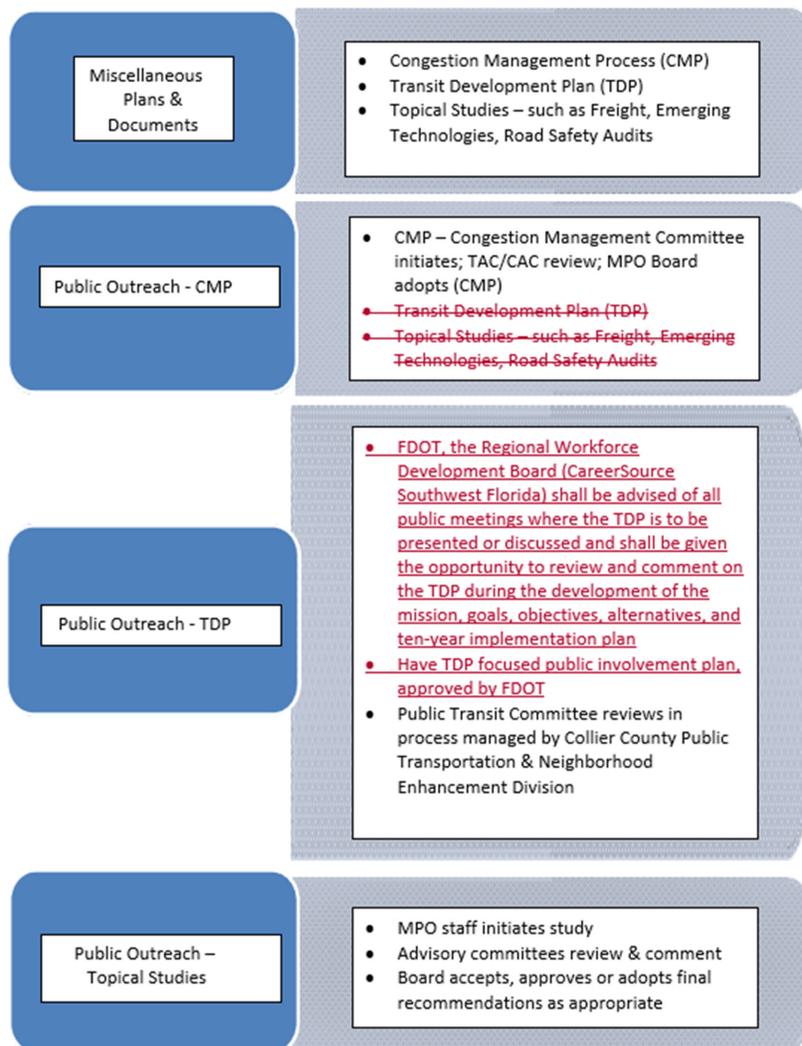
Response

- MPO staff will respond in writing to public input received during the comment period
- When significant written and verbal comments are received, a summary, analysis or report will be included in an appendix to the plan

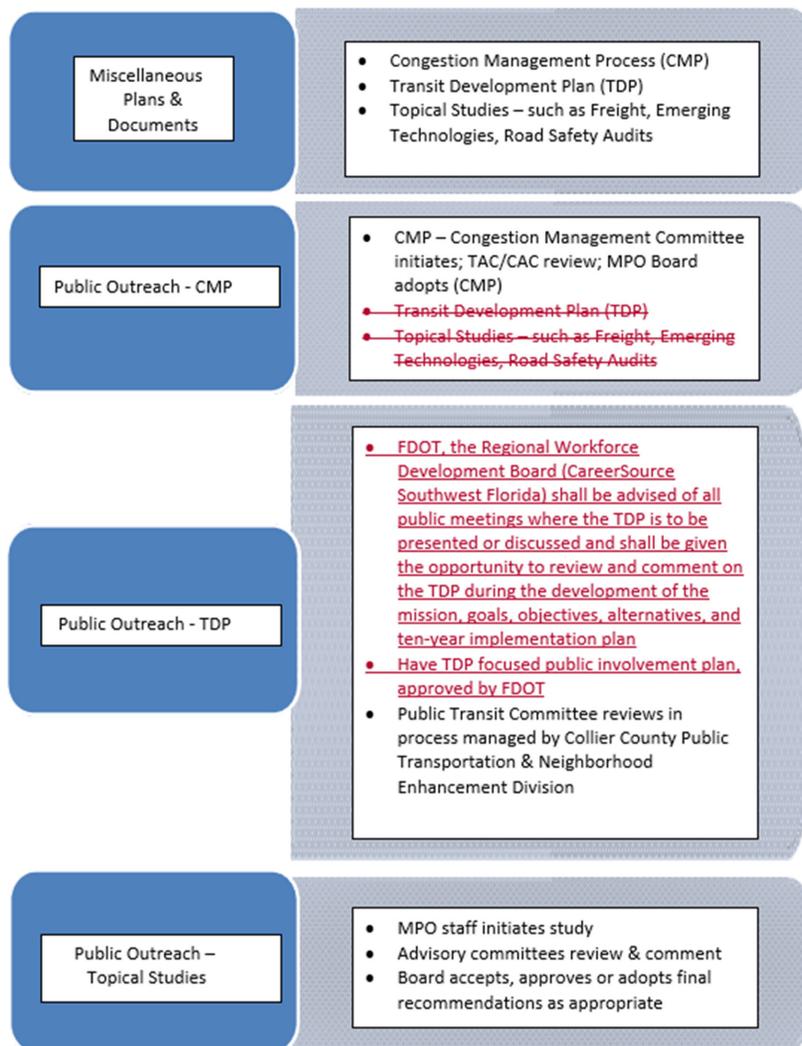
Adoption

- LCB will meet at end of public comment period & consider comments received before adopting TDSP by Roll Call vote
- MPO Board will ratify update after adoption by LCB; may occur on Consent Agenda

MISCELLANEOUS PLANS & DOCUMENTS - PROCESS



MISCELLANEOUS PLANS & DOCUMENTS - PROCESS



PUBLIC PARTICIPATION PLAN

Public Comment Opportunities

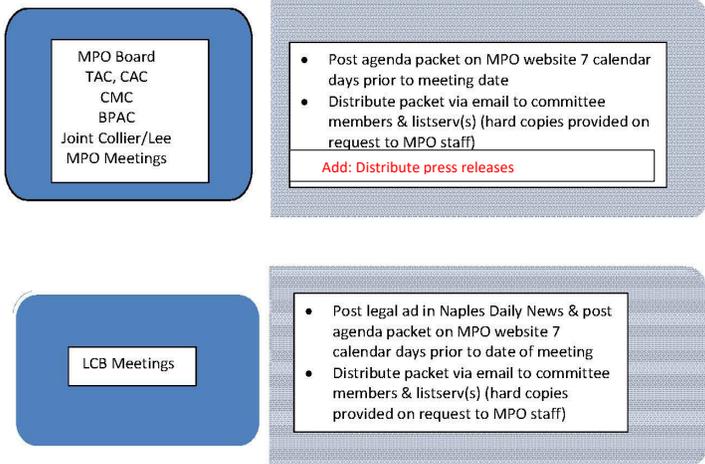
- TDP - Transit Agency is authorized to establish time limits for receipt of comments (FAC 14.73.001)
- MPO staff follows notification requirements for advisory committees and Board
- Additional opportunity to comment posted on MPO website and sent to listserv(s) via email
- Topical Studies – MPO will host a discussion forum

Response

- MPO staff will respond in writing to input received from the public & report significant comments & staff's response to MPO Board in summary format as an appendix to the document

In the event that the MPO coordinates in the development, or share in the usage of a plan, study or document with other agencies, the MPO will follow the guidelines established in this PPP. Other agencies may have their own public involvement requirements and should comply with them separately.

BOARD & COMMITTEE MEETING NOTICE REQUIREMENTS



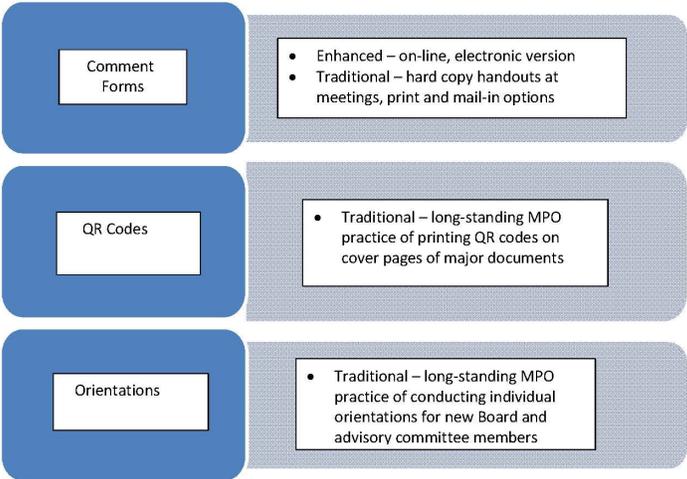
PUBLIC OUTREACH TECHNIQUES USED BY MPO

Website	<ul style="list-style-type: none">• Enhanced – interactive maps, surveys, opportunities to comment• Traditional – News, Plans, Studies, Committees, Bylaws, Meeting Calendar, etc.
Visualization Techniques	<ul style="list-style-type: none">• Enhanced - video, simulation modes, animated graphics and 3D imaging• Traditional – maps, pictures, graphics, logo
E-Notifications & Social Media	<ul style="list-style-type: none">• Enhanced – Adviser Network listserv; Facebook, YouTube• Traditional – Notification listserv; mail & hard copies available on request
Surveys & Polls	<ul style="list-style-type: none">• Enhanced – Survey Monkey; & consultant supported project-specific• Traditional – Person to person outreach; hard copies, booths, meetings
Partnering	<ul style="list-style-type: none">• Enhanced – project-specific partnering• Traditional – piggy-back on special events conducted by member entities
Public Television	<ul style="list-style-type: none">• Enhanced - videos, Public Service Announcements• Traditional – MPO Board Meetings Live & Archived

PUBLIC PARTICIPATION PLAN

Earned Media	<ul style="list-style-type: none">Enhanced – cultivate media contacts & provide background information on eventsTraditional – send press releases on events of general public interest
Project Specific Public Involvement Plans	<ul style="list-style-type: none">Traditional – long-standing MPO practice for major plans such as the LRTP, Community Walkability Studies and Bicycle and Pedestrian Master Plan
Monthly Newsletter	<ul style="list-style-type: none">Traditional – long-standing MPO practice; available in hard copy, posted to MPO website and distributed via email to Board, committees, listserv(s)
Public Workshops & Open Houses	<ul style="list-style-type: none">Traditional – long-standing MPO practice; generally held in the context of major plan development and consultant supported <p>Enhanced – expand semi-annual to monthly newsletter in digital format, hard copies still provided</p>
Public Meetings	<ul style="list-style-type: none">Traditional – long-standing MPO practice; includes MPO and advisory committee meetings, project specific meetings generally held in context of major plan development
Community Outreach Events	<ul style="list-style-type: none">Traditional – long-standing MPO practice; may be linked to major plan development or opportunities for MPO staff to piggy-back on special events to increase general public

PUBLIC PARTICIPATION PLAN



APPENDIX G – GROUPS, BUSINESSES, & AGENCIES CONSULTED WITH IN DEVELOPING THIS PLAN

The following groups, businesses and agencies are members of the MPO’s Adviser Network, along with roughly ~~600400 private citizens~~ [residents and interested parties](#) who received notification of the revisions and the opportunity to comment. ~~Ms. Rae Ann Burton and Ms. April Olson (Conservancy of Southwest Florida) submitted public comments as shown in Appendix H.~~

Federal Lands Management Agencies

- National Park Service (Everglades National Park and Big Cypress National Preserve)
- US Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge)

State Land Management Agencies

- National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve
- Collier-Seminole State Park
- Picayune Strand State Forest
- Fakahatchee Strand Preserve State Park
- Delnor-Wiggins Pass State Park
- Okaloacoochee Slough State Forest
- South Florida Water Management District
- Florida Fish and Wildlife Conservation Commission

Land Management Nonprofit Agencies

- National Audubon Society – Corkscrew Swamp Sanctuary

Native American Tribes

- Miccosukee Tribe of Indians of Florida, Business Council
- Seminole Tribe of Florida, Chairman and General Counsel

MPO Advisory Committees

- Citizens Advisory Committee
- Technical Advisory Committee

MPO Adviser Network

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- Immokalee and Bayshore Community Redevelopment Agencies
- Everglades Coordinating Council
- Bike/Walk Lee County
- Collier County Sheriff's office
- Lighthouse of Collier
- Conservancy of Southwest Florida
- Naples Pathways Coalition
- Collier Homeless Coalition
- City of Bonita Springs
- Blue Zones Initiative of Southwest Florida
- Community Transportation Safety Team – Collier County
- Florida American Society of Landscape Architects
- South Florida Water Management District
- Golden Gate Estates Area Community Association
- National Alliance for Mental Illness – Naples
- St. Matthews House
- Audubon
- Collier Public Schools
- Arthrex

APPENDIX GH: PUBLIC COMMENTS

COMMENT RECEIVED

From: Rae Ann Burton <raburton@embargmail.com>
Sent: Wednesday, April 08, 2020 6:23 PM
To: McLaughlinAnne <Anne.McLaughlin@colliercountyfl.gov>
Subject: Re: Additional Revisions to Public Participation Plan Proposed

Dear Ms. McLaughlin,

How can the public provide input in the MPO meetings if there is no public gathering?

There is also no agendas, for this virtual meetings.

I am concerned that there maybe issues that effect the quality of Collier County and the estates, and that the developers will use this non public meetings to further their building of the dense Villages in the Estates and

get rezoning on residential and agricultural properties as there is no public to protest.

I realize that life must go on, but I also fear that issues that concern the Estates Residents will be approved without the

the residents knowing.

regards —Keep safe.

-Rae Ann Burton

MPO RESPONSE

From: "Anne McLaughlin" <Anne.McLaughlin@colliercountyfl.gov>
To: "raburton" <raburton@embargmail.com>
Cc: "Brandy Otero" <Brandy.Otero@colliercountyfl.gov>
Sent: Thursday, April 9, 2020 10:26:38 AM
Subject: RE: Additional Revisions to Public Participation Plan Proposed

Good Morning Ms. Burton,

Please rest assured that we will keep everyone on our email distribution lists and visitors to the website informed about how the public can participate in the virtual meetings and will post and distribute agenda packets following our normal schedule one week prior to a meeting. We are also making provisions in draft form for the MPO Board to vote on in June to revisit decisions made during the pandemic so that members of the public who don't have ready access to the internet can also participate.

PUBLIC PARTICIPATION PLAN

-
~~Please don't hesitate to call or email me or Brandy Otero with any concerns or questions you may have regarding MPO operations during and after the pandemic.~~

~~Regards,~~

~~Anne McLaughlin~~

~~Executive Director~~



MS. BURTON'S RESPONSE

~~Dated 4/9/20~~

~~Ms. McLaughlin,~~

~~Thank you very much for the information.—~~

~~Keep Safe~~

~~Rae Ann Burton~~

COMMENT RECEIVED

~~**From:** April Olson <AprilO@conservancy.org>~~

~~**Sent:** Friday, May 08, 2020 11:24 AM~~

~~**To:** McLaughlinAnne <Anne.McLaughlin@colliercountyfl.gov>; OteroBrandy <Brandy.Otero@colliercountyfl.gov>~~

~~**Subject:** Public Participation Plan~~

~~Hello Anne and Brandy,~~

PUBLIC PARTICIPATION PLAN

I hope all is well with you and the rest of the MPO gang!

I see that you added a list of state and federal agencies to the PPP so those agencies have an opportunity to participate in the development of the TIP and LRTP. That's great! I have a few other suggestions of contacts: FL Division of Forestry, FL Department of Environmental Protection, and Florida Fish and Wildlife Conservation Commission. I have seen past comment letters from at least two of those agencies on proposed road projects. I didn't see that they were part of the list on page 277 of the agenda (p. 12 of draft PPP), so I thought I would make that recommendation.

Cheers,

April

April Olson

Senior Environmental Planning Specialist

Conservancy of Southwest Florida

1495 Smith Preserve Way

Naples, FL 34102

(239) 262-0304, Ext 250

MPO RESPONSE

From: McLaughlinAnne <Anne.McLaughlin@colliercountyfl.gov>

Sent: Friday, May 08, 2020 12:13 PM

To: April Olson <AprilO@conservancy.org>

Subject: RE: Public Participation Plan

Thanks April! I'll check my records, I may have already contacted them and asked if they wanted to receive regular updates from us. I only included the agencies who responded yes. But I could ask again.

PUBLIC PARTICIPATION PLAN

Anne McLaughlin

Executive Director



Office: 239-252-5884

Cell: 239-919-4378

2885 South Horseshoe Dr.

Naples, FL 34104

MPO FOLLOW-UP

~~Sent emails on 5/14 to the FL Division of Forestry, FL Department of Environmental Protection, and Florida Fish and Wildlife Conservation Commission. As of 6/2/20, only the Florida Fish and Wildlife Conservation Commission had responded that they would like to be included on the list to receive email notifications. They have been added to the MPO's Adviser Network and duly noted within the PPP on pages 12 and 92.~~

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Public Participation Plan



Adopted June 12, 2020

Public Review Draft

Clean Version



Scan the QR code with your
smartphone to visit our website.

The MPO's Public Involvement Coordinator,
may be reached by phone at 239-252-5814, or
by email at: collier.mpo@colliercountyfl.gov

Collier MPO
2885 South Horseshoe Drive
Naples, FL 34104
(239) 252-5814
colliermpo.org

PUBLIC PARTICIPATION PLAN



COLLIER COUNTY METROPOLITAN PLANNING ORGANIZATION

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Naples, Florida 34104

www.colliermpo.org

E-mail: collier.mpo@colliercountyfl.gov

phone: 239-252-5814

ACKNOWLEDGEMENT

The preparation of this document has been financed in part through grants from the Federal Highway Administration and the Federal Transit Administration, the U.S. Department of Transportation, under the Metropolitan Planning Program, Section 104 (f) of Title 23, U.S. Code, and local funding. The contents of this document do not necessarily reflect the official views or policy of the U.S. Department of Transportation. Persons consulted with in the development of this Public Participation Plan (PPP) are acknowledged at the end of the document.

TITLE VI AND RELATED LAWS

The MPO does not discriminate against anyone on the basis of race, color, religion, sex, age, national origin, disability or family status. For more information on the MPO's commitment to equity and nondiscrimination, or to express concerns visit <https://www.colliermpo.org/get-involved/civil-rights/>. Anyone requiring special accommodation under the Americans with Disabilities Act or language interpretation services (free of charge) should contact the MPO at least ten (days) prior to the service date: collier.mpo@colliercountyfl.gov - (239) 252-5814 - Telerelay 711.

LEARNING FROM OUR COLLEAGUES

PUBLIC PARTICIPATION PLAN

This document represents a significant departure from prior versions of Collier MPO's Public Involvement Plan adopted in 2013 and revised in 2015 and 2017. Staff reviewed Public Participation Plans produced by other Florida MPOs to identify elements that were innovative and applicable to Collier MPO's needs. This PPP, the form of which was adopted in 2020, borrows a great deal of material from the Polk Transportation Planning Organization's 2016 PPP. Interested readers may wish to view the entire Polk TPO PPP at www.polktpo.com.

Collier MPO places a high value on public involvement. For questions regarding public involvement and to learn more about how you can get involved, contact the MPO office at (239) 252-5814.



You Can Make a Difference

There are several ways for you to help shape the future of transportation:

Become a member of Collier MPO's Adviser Network	Page 13
How to submit your comments to the Collier Metropolitan Planning Organization	Page 17
How to leave comments about a specific plan or study	Page 19

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INTRODUCTION

The goal of the Collier Metropolitan Planning Organization's (MPO) Public Participation Plan (PPP) is to ensure that all those that live, work, and play in our beautiful community regardless of race, color, religion, national origin, sex, age, disability, or familial status, have an equal opportunity to participate in the MPO's decision-making process. A 1994 Presidential Executive Order directed every Federal agency to make Environmental Justice part of its mission by identifying and addressing the effects of all programs, policies, and activities on "minority populations and low-income populations." The MPO strives to accomplish this by involving the potentially affected public in MPO outreach programs. MPO staff activities are designed to develop partnerships and enhance the participation in the transportation planning process, with groups and individuals of "traditionally underserved" communities. These communities include minorities, low income, the elderly, and persons with disabilities. Staff activities include, but are not limited to, participation in groups serving these communities, targeted communications with local media outlets, conducting meetings at convenient times and in locations that are accessible to transit, when possible, and the publication of MPO documents in non-technical, accessible formats when needed.

GUIDING PRINCIPLES

The PPP serves as a framework for the public involvement process regarding MPO planning related activities. The plan identifies federal, state and MPO requirements, PPP goals and objectives, PPP policies, planning activities which require public involvement, and the process involved when providing the public with full access and notice to planning activities. The PPP incorporates the following guiding principles into the development of any required transportation plans and programs:

- Early and continuous public involvement opportunities throughout the planning and programming process;
- Timely information to members of the public, affected public agencies, representatives of transportation agencies, private sector transportation entities and other interested parties, including segments of the community affected by transportation plans, programs, and projects;
- Adequate public notice of public involvement activities and ample time for public review and comment at key decision points;
- Consideration of the needs of the traditionally underserved, including low-income and minority residents;
- Periodic review of public involvement efforts by the MPO to ensure full and open access to all;
- Review of public involvement procedures by the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) when necessary;

PUBLIC PARTICIPATION PLAN

- Coordination of MPO public involvement processes with statewide efforts whenever possible;
- Reasonable public access to information; and
- Consideration and reasonable response to public comments received.

ABOUT US

Established in 1982, the Collier MPO is a federally mandated transportation policy-making organization composed of locally elected officials from Collier County, City of Naples, City of Marco Island, and the City of Everglades City. The MPO is tasked to provide both the urban and rural areas of the County with a **Continuing, Cooperative, and Comprehensive (3-C) planning process** to ensure that highways, transit, bicycle, pedestrian and other facilities are properly considered within the context of the overall transportation needs of the community.

The MPO staff reports directly to the MPO Board and provides information and technical assistance to the advisory committees. On a regular basis the committees, along with the MPO staff, provide recommendations to the MPO Board regarding short and long-range planning, implementation of projects, and related issues. The MPO Board and each of its advisory committees operate under bylaws approved by the MPO Board. The advisory committees include the Technical Advisory Committee (TAC), Citizens Advisory Committee (CAC), Bicycle and Pedestrian Advisory Committee (BPAC), Local Coordinating Board for the Transportation Disadvantaged (LCB) and the Congestion Management Committee (CMC). Members of these committees, various interested parties and members of the public make up the MPO Master Database of Contacts. The committees review plans, documents and programs and provide comments and recommendations during the development of plans and major studies. Documents presented to the MPO Board for approval, endorsement or ratification have typically been reviewed by the TAC and CAC.



The Collier MPO Board adopted its current Vision and Mission statements in 2017. The MPO's goal is to work together with the public residents of the Collier MPO planning area to fulfill the MPO's Mission and Vision.

Vision Statement

The MPO strives to provide a fully integrated and multi-modal transportation system that safely and efficiently moves people and goods while promoting economic development and protecting natural and man-made regional assets.

PUBLIC PARTICIPATION PLAN

Mission Statement

Provide transportation planning leadership through a collaborative effort to maintain a safe, efficient, integrated, and multi-modal transportation system.

ABOUT THE REGION

The Collier MPO's jurisdiction includes Collier County and the cities of Naples, Marco Island and Everglades City.

Collier Metropolitan Planning Area Map



Collier MPO FY2014/15 - 2018/19 TIP

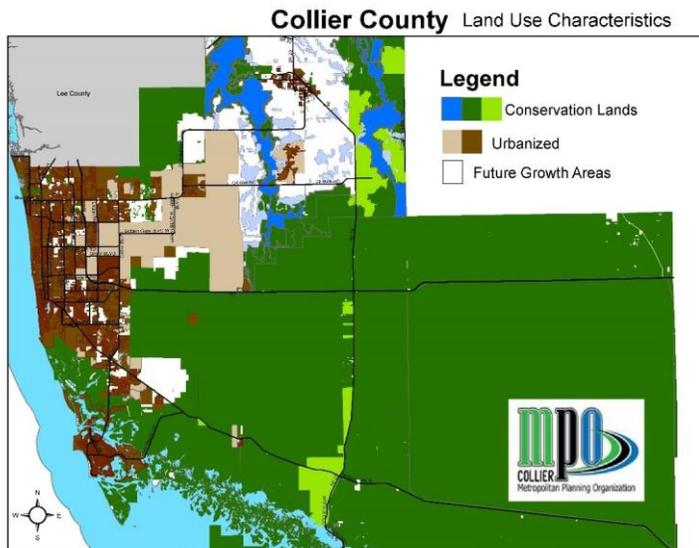
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Collier County had a population of 375,752 in 2020 according to the US decennial Census. The American Community Survey 1-year estimates for 2022 show the Median Household Income in Collier County at \$80,815 compared with \$69,303 for the state of Florida as a whole, and the Percent of Persons living in Poverty at 10.5% in Collier County, compared with 12.7% for Florida.¹

All of Collier County - including the Cities of Naples, Marco Island, and Everglades City – experience a large, seasonal increase in population and traffic between October and April, with the highest traffic volumes occurring in the months of February and March. Collier County is expected to continue growing in population. Approximately 77% of Collier County's land area is preserved under various conservation mechanisms combined with State and Federal conservation lands, shown in green on the map below. The conservation lands provide recreational opportunities and help sustain the natural environment. They also constrain development.

The protected lands to the southeast buffer Collier County somewhat from the intense traffic impacts and pressures that interconnectivity with urban areas to the southeast. As a result, Collier County has a minimal system of Federal Aid Eligible roadways, as shown on the map on the following page, which somewhat constrains the availability of State and Federal funding for the MPO.



¹ 2022 American Community Survey (ACS) 1-yr Estimates, Tables S1901, S1701

PUBLIC PARTICIPATION PLAN



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WHAT IS THE COLLIER MPO RESPONSIBLE FOR?

The Collier MPO is required under State and Federal laws to develop the following documents:

1. **Long-Range Transportation Plan (LRTP)** – updated every five years, required to address a minimum time horizon of 20 years. The LRTP identifies needed improvements to the transportation network and provides a long-term investment framework that addresses current and future transportation needs. The LRTP must be multimodal and include, at a minimum, roadway, bicycle and pedestrian and transit infrastructure improvements.
2. **Transportation Improvement Program (TIP)** – identifies transportation projects and priorities that will be pursued over the next five years.
3. **Congestion Management Process (CMP)** – updated every five years, a detailed process developed to improve traffic flow and safety conditions.
4. **Unified Planning Work Program (UPWP)** – a two-year plan that identifies funding sources for each MPO planning activity and a schedule of activities.
5. **Public Participation Plan (PPP)** – provides a framework for public involvement in regard to MPO planning related activities.

OUR PLANNING PARTNERS

MPO BOARD (BOARD)

The MPO Board establishes transportation policies and evaluates transportation needs for the area. The Board is comprised of 9 elected officials, including all 5 County Commissioners, 2 City Council members representing the City of Naples, 1 City Council member representing the City of Marco Island and 1 City Council member representing Everglades City. The Florida Department of Transportation (FDOT) attends and participates in all MPO Board meetings.

FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT)

FDOT and the MPO work closely together and have a long-standing partnership. The majority of the MPO's funding comes through FDOT. The Department also provides guidance and assistance as needed and informs the MPO of new or different requirements and practices.

STATE AND FEDERAL LAND MANAGEMENT AGENCIES

When developing the Transportation Improvement Program (TIP) and Long Range Transportation Plan (LRTP), the MPO consults with agencies and officials responsible for other planning activities within the MPO's jurisdiction that are affected by transportation, government agencies and non-profit organizations that receive Federal assistance from a source other than that the US Department of Transportation to provide non-emergency transportation services, Indian Tribal governments(s), State and Federal land

PUBLIC PARTICIPATION PLAN

Management Agencies. For consultation with Tribal Governments, see section on Intergovernmental Coordination Below. (See Appendix A for applicable code citations.) The MPO includes contacts for the following Federal and State agencies in its email distribution list(s) to ensure their opportunity to participate in the development of the TIP and LRTP:

Federal Lands Management Agencies

- National Park Service (Everglades National Park and Big Cypress National Preserve)
- US Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge)

State Land Management Agencies

- National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve
- Collier-Seminole State Park
- Picayune Strand State Forest
- Fakahatchee Strand Preserve State Park
- Delnor-Wiggins Pass State Park
- Okaloacoochee Slough State Forest
- South Florida Water Management District
- Florida Fish and Wildlife Conservation Commission

Land Management Nonprofit Agencies

- National Audubon Society – Corkscrew Swamp Sanctuary

TECHNICAL ADVISORY COMMITTEE (TAC)

The TAC is composed of professional staff of local agencies. The TAC advises the MPO on technical matters, promotes coordination among member agencies regarding transportation planning and programming, reviews MPO documents for technical sufficiency, accuracy and completeness, recommends prioritizing projects for the LRTP, TIP, UPWP and provides technical analyses on various transportation planning issues.

CITIZENS ADVISORY COMMITTEE (CAC)

The CAC advises the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs from residents' perspectives. The CAC consists of voting members appointed by the MPO Board to represent various regions and jurisdictions, persons with disabilities, minorities and organizations having civic, community and economic interests.

PUBLIC PARTICIPATION PLAN

BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC)

The BPAC provides citizen input on bicycle and pedestrian related issues within the community, advises on developing a Bicycle and Pedestrian Master Plan that is responsive to the needs of the community, recommends policies that will improve the walking and bicycling environment, and recommend priorities for bicycle and pedestrian projects and program implementation. Members are appointed by the MPO Board to represent a broad cross-section of Collier County residents, neighborhoods and to include bike/ped safety professions, transit riders, local advocacy groups, organizations that encourage active transportation from a community health perspective and advocates for persons with disabilities and other transportation disadvantaged populations.

CONGESTION MANAGEMENT COMMITTEE (CMC)

The CMC advises on technical matters related to updating the MPO's Congestion Management Process (CMP) and coordinating the CMP with regional Congestion Management System and Intelligent Transportation System architecture. Members are professional staff appointed by the division, department or agency they represent and one representative each from the TAC and CAC.

LOCAL COORDINATING BOARD (LCB) FOR TRANSPORTATION DISADVANTAGED

The LCB assists the MPO in identifying local service needs, providing information and direction to the Community Transportation Coordinator (Board of County Commissioners) on the coordination of services to be provided to the transportation disadvantaged in Collier County. Members on the LCB are appointed by designated planning agencies. The designated official planning agency for Collier County is the MPO.

ADVISER NETWORK

Collier MPO established the Adviser Network in 2018 to serve as an additional mechanism for citizen involvement with the objective of increasing participation by local residents who may not have the time to participate on a standing committee. The MPO gathers contact information from participants at MPO-sponsored public meetings and special events who express an interest in remaining informed of MPO activities and wish to comment on MPO actions of specific interest to them. Members of the Adviser Network have several options for participating in the MPO planning process, varying from interaction through social media, responding to surveys, submitting comments, viewing of videos and attendance at community forums. Members are encouraged to participate on an as-desired basis as time allows and their interest dictates. Anyone interested in joining the Adviser Network can email a request to collier.mpo@colliercountyfl.gov or by calling 239-252-5814.

INTERGOVERNMENTAL COORDINATION

The MPO adopted a **Government to Government Public Involvement Policy** effecting tribal entities in June 2016. The policy is incorporated in the PPP as **Appendix A**.

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The MPO has an **Interlocal Agreement** with Lee County MPO to coordinate regional transportation planning. The Interlocal Agreement is incorporated in the PPP as **Appendix B**.

PLANNING FACTORS

The Fixing America's Surface Transportation (FAST) Act, signed into law in December 2015, continued the performance-based planning and public involvement requirements of prior transportation acts. It is likely that future transportation appropriation acts will do likewise. However, to the extent that Planning Factors change in the future, this section of the PPP will be periodically updated to reflect them.

The FAST Act identifies ten planning factors the MPO must consider when developing its LRTP.

1. Support the **economic vitality** of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the **safety** of the transportation system for motorized and non-motorized users.
3. Increase the **security** of the transportation system for motorized and non-motorized users.
4. Increase the **accessibility*** and **mobility*** of people and for freight.
5. Protect and enhance the **environment**, promote **energy conservation**, improve the **quality of life** and promote consistency between transportation improvements and state and local **planned growth** and **economic development** patterns.
6. Enhance the **integration and connectivity*** of the transportation system, across and between modes, for **people and freight**.
7. Promote **efficient** system management and **operation**.
8. Improve the **resiliency and reliability** of the transportation system and reduce or mitigate **stormwater impacts** of the transportation system.
9. Emphasize the **preservation** of the existing transportation system.
10. Enhance travel and **tourism**.

*the following definitions help explain the use of these words in transportation planning:

Accessibility – *the ability to reach a desired destination*

Mobility – *physical movement from one place to another, relates to the availability of different modes or options for travel*

Connectivity – *the integration of transportation modes throughout the system*

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GOALS, OBJECTIVES AND PERFORMANCE MEASURES

PRIMARY GOAL: TO ACTIVELY ENGAGE A BROAD CROSS-SECTION OF THE PUBLIC IN TRANSPORTATION PLANNING AND SERVE AS A SOURCE OF INFORMATION ON MPO TRANSPORTATION PLANNING ACTIVITIES

OBJECTIVES

1. Maintain an up-to-date master database of contacts
2. Develop and maintain an Adviser Network
3. Broaden public awareness of, and active engagement with, the MPO
4. Develop a presence on the County's social media platforms
5. Develop an interactive website, conduct on-line surveys and invite on-line commentary
6. Receive input from a diverse cross-section of the community
7. Demonstrate effectiveness of public input

PERFORMANCE MEASURES

1. Contact Database - updated quarterly at a minimum
2. Adviser Network – track numbers of Advisers listed and attendance at community forums on an annual basis
3. Public Awareness/Engagement – conduct annual on-line surveys
4. Social Media –establish a program and report on activities
5. Interactive Website – track opportunities and participation numbers annually
6. Diversity – track and report on participation by demographics, businesses, NGO, civic groups
7. Effectiveness – track and report on changes that can be directly linked to public comments

SECONDARY GOAL: TO COMPLY WITH STATE AND FEDERAL REGULATIONS

OBJECTIVES

1. Identify regulatory requirements in PPP
2. Develop PPP to meet requirements.

PERFORMANCE MEASURES

1. FDOT review and concurrence
2. FDOT review and concurrence

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WHOM WE SEEK TO CONSULT WITH

Tribal entities	Regional planning partners
Public Agencies	Minority communities
Business groups	Public health organizations
Civic organizations	Neighborhood/Homeowner Associations
Freight industry representatives	Private transportation providers
Low-income communities	Environmental groups
Tourism industry representatives	Bicyclists and pedestrians
Representatives of the disabled	Higher education institutions
Social service organizations	Transit dependent persons
Organizations focused on aging	Organizations focused on youth
Community & economic development organizations	Workforce development organizations/agencies

USE YOUR VOICE

The Collier MPO encourages public comments and provides the public with a variety of ways to voice their opinions and share their ideas.

EARLY COORDINATION

The Adviser Network will have an opportunity to submit early comments and provide direction on the development of major work products such as the LRTP, PPP, UPWP and TIP. The Adviser Network will also have an opportunity to provide public input on transportation planning issues and subject areas prior to the MPO actually beginning work on developing a specific plan. Comments and suggestions will be used to guide the development of work products that will eventually go before the advisory committees and MPO Board.

PUBLIC COMMENT PERIODS & NOTIFICATIONS

The primary opportunity for the public to share their thoughts and ideas occurs during public review and comment periods as major plans are developed through the MPO's planning process and reviewed at regularly scheduled advisory committee and Board meetings. **The public will typically have three weeks (21 days) days to review and comment as major plans make their way through the advisory committee process and ultimately, go to the MPO Board for formal action such as approval or adoption.** State statutes and Federal law require the provision of **adequate public notice** of public participation activities, providing **timely notice** and **reasonable access** to information about transportation issues, using **visualization techniques** to describe the **LRTP** and **TIP** and making information and meeting notices available in **electronic format** on the **Internet**. Rarely are public comment periods of specific duration specified by law except for the following with regards to the PPP and LRTP:

- **PPP - Adopting or revising the MPO's Public Participation Plan – 45 calendar days**

PUBLIC PARTICIPATION PLAN

- **LRTP** - Posting the final adopted LRTP on the internet and having hard copies available at the MPO office— **no later than 90 days after adoption**

HOW TO SUBMIT COMMENTS TO THE COLLIER MPO

- The MPO provides self-addressed stamped comment cards which may be mailed to the MPO office. Call 239-252-5814 for more information.
- Comments may be submitted via email to collier.mpo@colliercountyfl.gov
- Comments may be submitted on the MPO website. Go to www.colliermpo.org.
- The public may comment at any MPO advisory committee or MPO Board meeting. The [meeting schedule](#) is available on the MPO website or by calling 239-252-5814.

HOW YOUR COMMENTS WILL BE USED

The Collier MPO values public input. All comments received will be considered as part of the transportation decision-making process. Staff will document all comments and forward them to the MPO advisory committees and Boards. All organizations and individuals who submit a comment in writing or via email and include their contact information will receive a written response to their comment. Staff will make every effort to respond to comments before a final vote by the MPO Board on an action item. Comments received using the methods described above are documented as part of the public record.

Appendix F Standard Operating Procedures identifies how public comments will be documented.

GETTING INVOLVED

The current calendar of MPO and advisory committee meetings may be found online at <https://www.colliermpo.org/mpo-calendar/> or you may request a hard copy be mailed to you by calling 239-252-5814.

MPO BOARD MEETINGS

The MPO Board meets on the second Friday of the month (with the exception of July, August and January, when there are no regularly scheduled meetings.) Board meetings are typically held in the Board of County Commissioners Chambers, 3299 E. Tamiami Trail, Naples, Florida, 34112, Administration Building (F), third floor. *See Site map for Collier County Government Center on the following page.* The Collier MPO traditionally holds one Board meeting annually in a different location, rotating between facilities provided by member entities.

Joint Lee County MPO/Collier MPO advisory committee and Board meetings rotate locations between Lee County and Collier County. Additionally, special meetings are sometimes called on dates, times and locations that vary from the regular schedule. Staff advises checking the MPO website prior to a Board meeting to confirm the location, date and time of a meeting you wish to attend. Please check the MPO calendar for advisory committee meeting dates, times and locations as well.

Collier County Government Center

MPO Board Meetings - Arrow Shows Location



PUBLIC PARTICIPATION PLAN

ADVISER NETWORK PUBLIC FORUMS

In addition to providing notice via the MPO's listserv(s), the MPO will send email notice to the Adviser Network when hosting community meetings on plans and studies in process, to solicit public input on issues of current interest. As part of the process, MPO staff or the MPO's consultant will prepare a recap of the meeting to document public comments and to share the comments and recommendations with the advisory committees and MPO Board. See Appendix F – Standard Operating Procedures for more detail.

APPOINTMENTS TO ADVISORY COMMITTEES

The Collier MPO Board appoints local residents to serve on two Advisory Committees – the Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC) – and non-agency appointments to the Local Coordinating Board for the Transportation Disadvantaged (LCB). The MPO Bylaws specify the makeup of each committee. The MPO Bylaws may be viewed on the MPO website at the following link: [MPO Board Bylaws](#)

The Bylaws of the CAC may be viewed at the following link(s): [CAC Bylaws](#)

BPAC Bylaws: [BPAC Bylaws](#)

If you are interested in serving on one of these two advisory committees or on LCB, staff recommends first reviewing the bylaws to determine your eligibility, then contacting the MPO Director at 239-252-5884 if you have questions concerning eligibility or the time commitment entailed.

You may download an application to serve on an Advisory Committee on Collier MPO's website at <https://www.colliermpo.org/get-involved/>.

As an alternative, you may call the MPO office at 239-252-5814 and ask that an application form be mailed to your home address or emailed to you. Completed application forms must include your signature and may be scanned and sent electronically to collier.mpo@colliercountyfl.gov. If you prefer, you may mail in or hand deliver applications to the MPO office at 2885 South Horseshoe Drive, Naples, FL 34104.

HOW TO LEAVE COMMENTS ABOUT A SPECIFIC PLAN OR STUDY

The MPO website features the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), the Unified Public Work Program (UPWP) and other plans currently underway. Opportunities for the public to comment accompany each posted plan. Call the office if you have any questions (239) 252-5814 or cannot find what you are looking for on the website: www.colliermpo.org.

PUBLIC PARTICIPATION PLAN

PUBLIC MEETING SCHEDULES

The meeting schedule is standardized but it is subject to change. Check the location by viewing the current agenda on the MPO website or call the MPO office at 239-252-5814 to have one sent to you. Link to agendas: [MPO Meeting Agendas](#).

ACCESS FOR ALL

LIMITED ENGLISH PROFICIENCY PLAN

The purpose of the Collier MPO's Limited English Proficiency Plan is to provide meaningful access to the MPO for people with limited or no ability to speak, read, write or understand English. The LEP Plan is incorporated in the PPP as **Appendix C**.

NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE

Collier MPO places a high value on providing equal access to the transportation planning process. The MPO's Nondiscrimination Plan and Complaint Procedures are incorporated in the PPP as **Appendix D**.

IDENTIFYING UNDERSERVED POPULATIONS

Un traductor del idioma español está disponible en la oficina de MPO. Teléfono: 239-252-5884

Gen yon tradiktè Kreyòl Ayisyen ki disponib nan biwo MPO la. Telefòn: 239-252-5884

Collier MPO maintains a GIS database and map that identifies traditionally underserved populations in the region. MPO staff updates the database and map periodically, based on conducting annual reviews of Census Bureau statistics. See **Appendix E** for the current version of the map and related statistics.

The following Outreach Strategies are intended to reach a broad cross-section of the region's demographics, including traditionally underserved populations.

PUBLIC PARTICIPATION PLAN

OUTREACH STRATEGIES

The MPO is using the following outreach strategies to engage the public in the transportation planning process: (Appendix F – Standard Operating Procedures summarizes in graphic format how these strategies will be deployed on specific plans and studies along with public notification requirements for committee and Board meetings.)

ENHANCED INTERACTIVE WEBSITE: www.colliermpo.org

The MPO’s website includes interactive features that enhance its ability to serve as a resource to the public. The site provides a calendar of events, links to agendas, minutes, and draft MPO documents currently under review. The public has the opportunity to send comments to staff email and phone number listed on the website. Interactive surveys and maps are frequently posted on the website while major plans and studies are in process.

VISUALIZATION TECHNIQUES

The MPO is investing in enhanced visualization techniques such as videos, simulation models, animated graphics and 3D imaging in the course of developing updates to the Long-Range Transportation Plan and other major plans and studies that may be underway in any given year. For example, in 2018, staff posted a video created for the Golden Gate Walkability Study. The video was produced by a drone, fly-over camera view of people walking and crossing streets in the community. Information was added to generate interest in participating in public meetings to develop the plan. The video was also shown on local public access TV. In 2024, the MPO created an informational video featuring its advisory committee members and the MPO Board Chair.

In addition, the MPO is continuing the use of a broad range of traditional visualization techniques such as maps, pictures or graphics in order to assist with the communication of complex concepts and to promote understanding of transportation plans and programs. A logo representing the MPO is used to identify products and publications of the MPO. The logo helps the public to become familiar with the MPO and recognize MPO products. The logo is used on all MPO publications:



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E-NOTIFICATIONS AND SOCIAL MEDIA

The MPO frequently posts information and surveys on Collier County's Facebook page. Current MPO postings may be viewed at the following link: <https://www.facebook.com/CollierGov/>.

E-blasts are sent to members of the Adviser Network and other interested parties to provide helpful information on transportation planning, public meetings, events and opportunities for involvement. The MPO Master Database lists all contacts including businesses, residential associations, agencies, Native American Tribes, the Adviser Network, MPO Board and Committee members, and the public.

SURVEYS & POLLS

The MPO conducts surveys and polls on specific topics and plans as needed to engage a broad cross section of the public. The information will be shared on the MPO's website.

PARTNERING

The MPO coordinates with government agencies to conduct outreach at health care centers, food banks and food stamp offices, schools, offices on aging, and other social service organizations, and develops alliances with faith-based institutions, cultural centers, community-based organizations; partnering with local interest groups to conduct outreach at special events. Partners in outreach are encouraged to take a leadership role in public participation efforts in the area. The purpose is to build relationships and identify strategies to bring former nonparticipants into the planning process.

PUBLIC TELEVISION

Regular MPO Board meetings – those that take place at the Board of County Commissioners Chambers - are shown on Collier TV, and can be watched live online at the following link:

<http://tv.colliergov.net/CablecastPublicSite/>.

The Collier TV website also allows users to view past MPO Board meetings.

EARNED MEDIA

The MPO issues press releases and provide briefings in advance of special events and public meetings and workshops oriented to plan development or gathering public comments on major issues. The intention is to build relationships with local television, radio and print journalists and reporters to facilitate public information campaigns. For example, during the development of the Bicycle and Pedestrian Master Plan in 2018, the Project Manager with the MPO was interviewed on Univision, with translation services provided by the station for its Spanish speaking audience.

PUBLIC PARTICIPATION PLAN

PROJECT SPECIFIC PUBLIC INVOLVEMENT PLANS (PIP)

The MPO typically develops project specific PIPs targeting stakeholders who are most likely to be interested in the outcome of the plan or project in question. The public involvement strategies are geared to the target audience and may vary by topic or subarea of the MPO.

A PIP developed for a specific project must meet or exceed the notification commitments in the Board-adopted PPP.

MONTHLY eNEWSLETTER

MPO staff produces a monthly digital newsletter distributed via email to the Adviser Network and posted on the MPO's website. MPO staff routinely brings hard copies for distribution at public meetings and community outreach events held throughout the year. The newsletter promotes regular and special meetings, planning studies, publications and work products. The newsletter can be translated into Spanish or Haitian-Creole upon request.

PUBLIC WORKSHOPS/OPEN-HOUSES

Public workshops are generally open and informal with project team members interacting with the public on a one-on-one basis. Short presentations may be given at these meetings. Project-specific workshops and meetings provide detailed project information to the public and solicit public involvement. They are conducted for project-specific activities and the MPO's federal certification review. (See PIP above and Appendix F – Standard Operating Procedures for more detail.)

PUBLIC MEETINGS

All MPO Board and advisory committee meetings are open to the public at ADA accessible facilities in convenient locations and used to solicit public comment. Members of the public are given an opportunity to address the MPO board or committee on any agenda item or transportation related topic not on the agenda. These meetings provide formal settings for residents or interested parties to make comments to the MPO and advisory committees. They are recorded, and minutes are taken for the record. The MPO may also hold stand-alone public meetings related to specific projects or plans. These meetings can be held at any time during a project. Notice of the meetings is given to the public through the MPO website, e-mail, and if requested, by regular mail. The MPO issues press releases to notify the media of public meetings, as recommended by the Government in the Sunshine Manual (2017).

COMMUNITY OUTREACH EVENTS

MPO staff participation in community outreach events at public venues, fairs and festivals provides another method to inform the public about the Collier MPO and how individuals or groups can become involved in the metropolitan transportation planning process. MPO surveys, newsletters, maps or

PUBLIC PARTICIPATION PLAN

comment forms are often distributed to heighten the awareness of the public on functions of the MPO. MPO staff will participate in activities hosted by other agencies and organizations and provide printed materials at outreach events.

COMMENT FORMS

Comment forms are used to solicit public comment on specific issues being presented at workshops or public meetings and community outreach events. Comment forms may be very general in nature, or very specific for soliciting feedback. Comment forms are sometimes included in publications and on the MPO website to solicit input.

QR CODES

The MPO inserts Quick Response (QR) Codes, when appropriate, on the covers of adopted plans such as the Long Range Transportation Plan, Public Participation Plan, Transportation Improvement Program, Unified Planning Work Program and the Bicycle and Pedestrian Master Plan, and on flyers and public comment cards. QR codes allow the public immediate access to view MPO documents using cell phone applications.

ORIENTATIONS

MPO staff conduct individual orientations to inform new members of the MPO Board and committees of their roles and the MPO transportation planning process.

EVALUATION

ANNUAL REPORTING ON PERFORMANCE MEASURES

Reporting on the PPP performance measures is included in the MPO Director's Annual Report to the MPO Board at the end of each fiscal year. If the analysis indicates a need for modifications to the PPP, the Director will discuss options with the Board and follow-up with bringing the changes through the Advisory Committee review process during the coming year.

REQUIRED NOTIFICATION

The MPO will review the PPP on an annual basis to ensure it remains consistent with the requirements in the Florida Department of Transportation's MPO Handbook. The MPO Handbook may be viewed in its entirety at the following link: [FDOT MPO Handbook](#).

Current requirements are summarized by planning product as follows:

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LONG RANGE TRANSPORTATION PLAN

Florida Statutes 339.175 – requires the MPO to provide the following interested parties, at a minimum, a **reasonable opportunity** to comment on the LRTP:

- Public
 - Affected Public Agencies
 - Representatives of Transportation Agencies
 - Freight Transportation Service Providers and Shippers
 - Private providers of Transportation
 - Public Transit Representatives and Users
 - 23 CFR 450.322 – All interested parties are to be given a reasonable opportunity to comment on the LRTP.
- **Administrative Modifications** are minor revisions to the LRTP and do not require public review and comment or re-demonstrating fiscal constraint. 23 CFR 450.104
 - **Amendments** are major revisions to the LRTP and do require public involvement and re-demonstrating fiscal constraint.
 - **Major Updates** are adopted every 5 years. The TAC and CAC are provided the opportunity to review and comment on Amendments and Major Updates prior to the MPO Board taking action. If the TAC and CAC achieve a quorum, the committees may vote to endorse the amendment or update as presented, or vote to endorse subject to revision, or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

PUBLIC PARTICIPATION PLAN

Maintaining Concurrency with MPO Handbook - FDOT continually updates the MPO Handbook and notifies the MPOs of any changes. These FDOT-generated updates may on occasion trigger the need to update the PPP as well. When that occurs, the MPO will post notice containing the new PPP language on its website and distribute copies to the MPO Advisory Committees and Board. Other routine updates, such as identifying new MPO Board members and/or officers, new MPO contact information, new State and Federal code citations, correcting typographical or grammatical errors or clarifications, will be handled in the same manner

Amendments and Adopting a New PPP - Amendments and Major Updates will be previewed by the MPO TAC and CAC before being acted upon by the Board.

- **Federal law requires a minimum 45-day public comment period prior to amending or adopting a PPP. The public comment period begins with posting notification on the MPO website and**

PUBLIC PARTICIPATION PLAN

emailing the Adviser Network. The CAC and TAC may review and endorse the amended document during the public comment period. Final Board action must be scheduled to occur after the 45-day public comment period has ended.

TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP)

Purpose – A TDSP addresses the services provided to meet the public transportation and mobility needs of transportation disadvantaged persons and persons with disabilities. The plan discusses the types of paratransit services available to residents of the county. Examples include: ADA paratransit service and Transportation Disadvantaged Program (TD) services, which are part of a coordinated human services requirement of all three core FTA grant programs as reauthorized under the FAST Act for the Urbanized Area Formula Funding program, 49 U.S.C. 5307, 5310 and 5311.

Statutory Requirements – Florida Statutes (F.S.) 427. Each county or each MPO is required to develop a TDSP with updates every five years. The Florida Commission for the Transportation Disadvantaged (FCTD) oversees the implementation of the TDSP. The Community Transportation Coordinator (CTC) and the Local Coordinating Board (LCB) will use the TDSP as a guide for maintaining and improving transportation services. It is the requirement of the MPO to provide an annual performance evaluation of the CTC. The MPO is also required to provide annual minor updates to the TDSP and a major update every five years.

Florida Commission for the Transportation Disadvantaged

The Florida Commission for the Transportation Disadvantaged has issued two regulatory documents – “Local Coordinating Board and Planning Agency Operating Guidelines (2014)” and an “Instruction Manual for the Memorandum of Agreement and the TDSP – 2007/2008” that remain in effect today. The documents may be viewed on the Commission’s website at: <https://www.fdot.gov/ctd/ctd-home>.

The Commission stipulates that Major Updates to the TDSP be announced by way of an “advertisement” published in the local newspaper with the greatest circulation. This requirement is carried out by the MPO.

Major Update - adopted every 5 years

Public Comment Period

- **30-day public comment period required**
- **Legal ad required – place in Naples Daily News**
 - Additional public notice of public comment period provided by posting on the MPO website, emailing the Adviser Network and any other stakeholders the MPO and LCB have identified.
 - Distribute flyers on transit vehicles to notify riders of comment period and adoption meeting.
 - Distribute copies of the Major TDSP Update and/or QRC on flyers to local government agency offices and libraries.
 - Post Major TDSP Update and notice of the opportunity to comment on the MPO website.

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- Distribute copies of the Major TDSP Update to the LCB members.

Response to Comments

- MPO staff will respond in writing to public input received during the comment period.
- When significant written and oral comments are received, a summary, analysis or report will be included in the plan. The term, “significant” is used in State statutes and Federal law governing public involvement but remains undefined. The MPO’s working definition of “significant” is any comment that could potentially result in a change to the scope of a document, existing conditions analysis, issue definition, recommended projects, policies.

Adoption

- The LCB will meet at the end of the public comment period and allow time for public comment at the meeting prior to adoption of the TDSP.
- The LCB will consider the comments received during the public comment period before adopting the TDSP by Roll Call Vote.
- The MPO Board will ratify the Major TDSP Update after adoption by the LCB. Ratification may be placed on the MPO Board Consent Agenda.

Minor Update – adopted annually except in Major Update adoption years

- **The difference between the public involvement requirements of a Major and Minor Update is the required public comment period is shortened to 14 days and no distribution of flyers on transit vehicles and CAT Transfer Stations is required. The public involvement process for an amendment to the TDSP Major is the same as for the TDSP Minor Update.**

TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Administrative Modifications are minor revisions to the TIP and do not require public review and comment, or re-demonstrations of fiscal constraint. Administration Modifications will be distributed as informational items in MPO Board and TAC/CAC meeting packets, in addition to being posted on the MPO website’s TIP page.

Amendments are major revisions to the TIP and do require public review and comment along with re-demonstration of financial constraint. The TAC and CAC are provided the opportunity to review and comment on amendments and the annual adoption of a new 5-year TIP based on the FDOT Work Program prior to the Board taking action. If they achieve a quorum, the TAC and CAC may vote to endorse the amendment as presented or vote to endorse subject to revision or may vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

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UNIFIED PLANNING WORK PROGRAM (UPWP)

The two-year UPWP is adopted every other year. As with Amendments, the MPO adoption process requires that the two-year UPWP be previewed and commented upon by the MPO TAC and CAC, at a minimum, before being acted upon by the Board.

Modifications, as defined by the FDOT MPO Handbook, do not require MPO Board or FDOT approval and do not require public involvement. Modifications will be posted on the MPO website on the UPWP page and distributed to FDOT, the MPO Board and TAC/CAC as informational items in agenda packets.

Amendments, as defined by the FDOT MPO Handbook, do require MPO Board approval. The TAC and CAC are provided the opportunity to review and comment on amendments prior to the Board taking action. If the committees achieve a quorum, they may vote to endorse the amendment as presented, or vote to endorse subject to revision, or vote not to endorse. Whatever action an advisory committee takes is reported to the Board in the MPO staff Executive Summary. The MPO will follow the notification procedures outlined herein for MPO Board and Advisory Committee meetings. See Appendix F – Standard Operating Procedures for public notification and public comment period requirements.

MPO BOARD MEETINGS AND WORKSHOPS

The MPO commits to maintaining the following longstanding notification standards:

- Posting agenda and meeting packet **seven days in advance** on the MPO website.
- Email distribution of agenda packet to MPO Board members seven days in advance of the meeting. Hard copies are made available to Board members who have requested them.
- Email distribution of agenda packet to Adviser Network and to other interested parties on the MPO's email contact list.
- Providing a press release to local media contacts a minimum of 48 hours prior to the meeting (but typically seven days in advance).

MPO ADVISORY COMMITTEE MEETINGS

The MPO commits to maintaining the following longstanding notification standards:

- Posting agenda and meeting packet **seven days in advance** on the MPO website.
- Email distribution of agenda packet to committee members seven days in advance of the meeting. Hard copies are delivered to committee members who have requested them.
- Email distribution of agenda packet to Adviser Network and to other interested parties on the MPO's email contact list.
- Providing a press release to local media contacts a minimum of 48 hours prior to the meeting (but typically seven days in advance).

PUBLIC PARTICIPATION PLAN

OTHER PUBLIC MEETINGS AND WORKSHOPS

The MPO may wish to schedule other public meetings and workshops in the course of developing a wide variety of planning documents, researching specific issues, conducting surveys and public education campaigns. The MPO commits to maintaining the longstanding notification standards of:

- Posting notices of public meetings a **minimum seven days in advance** on the MPO website.
- Posting agenda and meeting packet, to the extent materials are available, on the MPO website.
- Email distribution of agenda and packet to Adviser Network and to other interested parties on the MPO's contact list.
- Issuing press release to major local media contacts.
- Emailing MPO Advisory Committee members notice of meetings on topics of interest to the Committee members as appropriate.

EXCEPTIONS TO NOTIFICATION COMMITMENTS

There are occasions when the MPO is required to act quickly in order to meet a grant deadline, preserve spending authority or respond to an unforeseen opportunity or emergency. Unforeseen opportunities are most likely to occur in response to a request by FDOT due to the severe time constraints the agency operates under. Emergency situations include manmade and natural disasters such as hurricanes, floods, epidemics and pandemics, chemical spills, acts of terrorism, cyber-attacks, etc.

In a nonemergency situation when an unforeseen opportunity demands immediate Board action, staff may bring proposed actions forward to the MPO Board that the TAC and CAC have not had the opportunity to preview and comment on. This allows the Board to be fully informed of the situation and to take action if it wishes to do so, or to decline to take immediate action and remand the item to one or more Advisory Committees for further consideration.

EMERGENCY PROVISIONS FOR PUBLIC INVOLVEMENT

Public engagement is very important to the MPO, FDOT, FHWA and FTA. In an effort to protect public health and to comply with instructions, recommendations and Executive Orders issued during a pandemic or other threat to community health, the MPO will be proactive but flexible in meeting public participation plan requirements. MPOs are expected to continue to provide opportunities for public involvement throughout their planning activities. However, some public participation plan activities may be delayed or deferred and be replaced with other engagement strategies to ensure that all sectors of the population have an opportunity to participate. The MPO will document any outreach activities that were originally documented in the PPP or in a PIP for a specific project that require modifications and provide strategies, if needed, to ensure sufficient and appropriate outreach is maintained.

Immediate/Short Term Response

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In the event of a manmade or natural emergency that precludes holding regular public meetings, the MPO Board may provide staff direction on how to proceed by way of passing a motion. The motion may include authorizing the MPO Chair to act on behalf of the Board and empower the MPO Director to bring issues requiring immediate attention forward to the MPO Chair to act upon. The MPO Board will have the opportunity to ratify all emergency actions taken at a later date.

Intermediate Response

Once the scope of an emergency becomes better defined, the US President, Congress, Governor of the State of Florida or Local Governing Boards and Councils may issue declarations of emergency and Executive Orders that MPOs must follow. In the event of a declaration of manmade or natural emergency that precludes holding regular public meetings for a known or unknown period of time, the MPO Board will adopt a resolution to:

1. Recognize the emergency situation calling for alternative public involvement strategies.
2. Stipulate that the emergency procedures for public involvement are temporary.
3. Specify the alternative public involvement strategies to be used, including time periods for public comment and MPO responses to the comments.
4. Ensure that public involvement strategies are inclusive as possible to the extent that they comply with emergency executive orders to protect public health, etc.
5. If public involvement strategies are not sufficiently inclusive due to public health concern or other limitations, the MPO may consider holding additional public involvement activities on the plans after adoption, and after the emergency is over, to ensure that the public is informed and has the ability to request reconsiderations/amendments to the MPO Board.
6. Acknowledge that the resolution is provided as an interim measure and may be modified as new local, state or national technical assistance and/or guidance is issued.

Public involvement strategies include but are not limited to virtual meetings, on-line surveys, telephone conferencing, social media and interactive components of the MPO website. It is desirable, and may be feasible, to maintain the public participation plan's standard methodologies and timeframes for reporting and responding to public comments. However, if the time frame must be shortened or the methodologies are curtailed due to the nature of the emergency, the MPO may take whatever steps are necessary to meet deadlines. In the event of a public health emergency coinciding with a cyber-attack, public involvement activities may have to be suspended for a period of time.

Long Term Response

In the event that an emergency situation persists for several months or more and in the absence of action taken by the federal government to extend the deadlines for delivery of core MPO planning products such as the LRTP, UPWP, TIP and PPP; the MPO may take whatever action is necessary to meet the federal deadlines.

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After the emergency is over, the MPO will resume its regular meeting schedule and public involvement activities with the highest priority given to meeting immediate deadlines and the next level of priority given to providing opportunities for the public to review, comment on and request amendments to any plans that were adopted during the emergency.

Continuity of Operations Plans

The MPO is required to maintain a Continuity of Operations Plan (COOP) that outlines the course of action to be taken during an emergency. MPO staff participate in Collier County's annual updates to its COOP to facilitate concurrent implementation of both plans during an emergency.

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FEDERAL COMPLIANCE

AMERICANS WITH DISABILITIES ACT

The Americans with Disabilities Act (ADA), signed into law in 1990, is a landmark civil rights legislation ensuring equal opportunity for people with disabilities to access employment, public facilities, transportation, state and local government services and communications. The ADA requires coordinating with disabled community representatives in the development and improvement of transportation services. Persons with disabilities must also be able to access the sites where public involvement activities occur as well as the information presented. See www.ada.gov for more information.

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 USC § 2000d states, “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.” See [Title VI Civil Rights Act US Dept of Justice](#) for more information.

EXECUTIVE ORDER 12898 – ENVIRONMENTAL JUSTICE

[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. Furthermore, recent guidance issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) emphasizes the importance of considering and addressing Environmental Justice (EJ) in all phases of the transportation planning process. EJ calls for the fair treatment and meaningful involvement of all people regardless of race, color, national origin or income, and that the benefits, as well as the impacts, of transportation investments are fairly distributed.

EXECUTIVE ORDER 13166 – LIMITED ENGLISH PROFICIENCY

People with Limited English Proficiency (LEP) are those with a primary or home language other than English. EO 13166 requires any agency that receives federal funds to make their activities accessible to non-English speaking individuals. See [Limited English Proficiency Executive Order](#) for more information.

REQUIREMENT FOR PUBLIC PARTICIPATION PLAN

The following material is excerpted from the electronic Code of Federal Regulations (CFR) Chapter 23 HIGHWAYS.

“eCFR Ch 23 HIGHWAYS

§450.316 Interested parties, participation, and consultation.

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(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.

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(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.

[81 FR 34135, May 27, 2016, as amended at 81 FR 93473, Dec. 20, 2016; 82 FR 56544, Nov. 29, 2017]"

PUBLIC PARTICIPATION PLAN AND STATE STATUTES

The following is excerpted from Florida State Statutes, available at the following link:

www.flsenate.gov/Laws/Statutes/2012/339.175

"339.175 METROPOLITAN PLANNING ORGANIZATIONS

(7) 2.(e) LONG-RANGE TRANSPORTATION PLAN In the development of its long-range transportation plan, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the long-range transportation plan. The long-range transportation plan must be approved by the M.P.O.

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6/(e)1. Each M.P.O. shall appoint a citizens' advisory committee, the members of which serve at the pleasure of the M.P.O. The membership on the citizens' advisory committee must reflect a broad cross-section of local residents with an interest in the development of an efficient, safe, and cost-effective transportation system. Minorities, the elderly, and the handicapped must be adequately represented.

(8) TRANSPORTATION IMPROVEMENT PROGRAM. Each M.P.O. shall, in cooperation with the state and affected public transportation operators, develop a transportation improvement program for the area within the jurisdiction of the M.P.O. In the development of the transportation improvement program, each M.P.O. must provide the public, affected public agencies, representatives of transportation agency employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transit, and other interested parties with a reasonable opportunity to comment on the proposed transportation improvement program."

SUNSHINE LAW §286.011 F.S.

Source: "Government in the Sunshine" PPT by Office of the County Attorney, Jeffrey A. Klatzkow

Establishes a basic right of access to most meetings of boards, commissions and other governing bodies of state and local government agencies or authorities

- Meetings of public boards, commissions or committees ("boards") must be open to the public.
- Reasonable notice of such meetings must be given.
- Minutes of the meeting must be taken.

The public must be allowed to attend meetings; however, there is no obligation to allow the public to participate. The location:

- Must be accessible
- Sufficient size for turnout
- Facility cannot discriminate based on age, race, etc.
- Public access not unreasonably restricted
- Be within Collier County with few exceptions

Minutes of the meeting are required. Written minutes must be taken and made available promptly.

- Sound recordings may also be used, but only in addition to written minutes
- Minutes may be a brief summary of meeting's events
- Minutes are public records
- Minutes must record the votes.

Reasonable Notice, according to the "Government In The Sunshine Manual" (2017) Section 4a.

"The Sunshine Law does not define the term "reasonable notice." Therefore, the type of notice is variable and depends upon the facts of the situation and the board involved. In each case, an agency must give notice at such time and in such a manner as to enable the media and the general public to attend the meeting."

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The Attorney General's office cannot specify the type of notice which must be given in all cases, the following notice guidelines are suggested:

1. Notice should contain time and place of meeting and an agenda if available, or a statement of the general subject matter to be considered.
2. Notice should be prominently displayed in the area in the agency's offices set aside for that purpose and on the agency's website.
3. Notice should be provided at least 7 days prior to meeting, except in the case of emergency or special meetings. Emergency meetings should provide the most effective and appropriate notice feasible under the circumstances.
4. Special meetings should have no less than 24 and preferably at least 72 hours reasonable notice to the public.
5. Use of press releases, faxes, e-mails and/or phone calls to the local news media is highly effective in providing notice of upcoming meetings.

The Sunshine Law does not mandate that an agency use a paid advertisement to provide public notice of a meeting.

FDOT MPO HANDBOOK - COMPLIANCE

CHAPTER SIX PUBLIC INVOLVEMENT

Chapter Six of the FDOT MPO Handbook identifies Federal and State public involvement requirements for Metropolitan Planning Organizations (MPO) in Florida. The primary public involvement document that MPOs must develop and maintain is a Public Participation Plan (PPP) that defines a process for providing interested parties reasonable opportunities to review and comment on MPO work products. In addition, MPOs must make Long Range Transportation Plans (LRTP) and Transportation Improvement Plans (TIP) readily available for public review.

The MPO is required to develop the participation plan in consultation with all interested parties and must, at a minimum, describe explicit procedures, strategies, and desired outcomes for: [23 C.F.R. 450.316(a)(1)]

1. 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 **LRTP and the TIP**;
2. Providing **timely notice and reasonable access to information** about transportation issues and processes;
3. Employing **visualization techniques to describe LRTPs and TIPs**;
4. Making public information (technical information and meeting notices) **available in electronically accessible formats and means, such as the Internet**;
5. Holding any **public meetings at convenient and accessible locations and times**;
6. **Demonstrating explicit consideration and response to public input received during the development of the LRTP and the TIP**;
7. **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**;
8. **Providing an additional opportunity for public comment, if the final LRTP 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;
9. **Coordinating with the statewide transportation planning public involvement and consultation processes; and**
10. **Periodically reviewing the effectiveness** of the public involvement procedures and strategies contained in the PPP to ensure a full and open participation process.

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When developing the PPP, it is important to allow enough time to receive and respond to public input to find a balance between addressing appropriate public comments and adopting the LRTP within the required timeframe, including any meetings or hearings that take place during that time.

A minimum public comment period of 45 calendar days must be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved PPP must be provided to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) for informational purposes; and must be posted on the Internet to the maximum extent practicable. [23 C.F.R. 450.316(a)(3)]

LRTP AND TIP

When “**significant**” written and oral comments are received on the draft LRTP and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the U.S. Environmental Protection Agency (EPA) transportation conformity regulations (40 C.F.R. Part 93, Subpart A), **a summary, analysis, and report on the disposition of comments are required to be included in the final LRTP and TIP.** [23 C.F.R. 450.316(a)(2)]

The term, “*significant*” is used in State statutes and Federal law but remains undefined.

THE COLLIER MPO DEFINES “SIGNIFICANT” AS ANY COMMENT THAT COULD POTENTIALLY RESULT IN A CHANGE TO THE SCOPE OF A PROJECT OR STUDY, TO REPORTING ON EXISTING CONDITIONS THAT LEADS TO DEFINING ISSUES AND RECOMMENDING SOLUTIONS IN TERMS OF PROJECTS OR POLICIES.

When the MPO area includes Indian Tribal lands, the MPO must appropriately involve the Indian Tribal government(s) in the development of the LRTP and the TIP. [23 C.F.R. 450.316(c)]

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BIPARTISAN INFRASTRUCTURE LAW – LRTP COMPLIANCE

The Investment in Infrastructure and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law (BIL) enacted in 2021 added the following requirements regarding the development of the LRTP (also referred to as the Metropolitan Transportation Plan.)²

Public Participation

- The BIL allows MPOs to use social media and other web-based tools to encourage public participation in the transportation planning process. [§ 11201(a)(3); 23 U.S.C. 134(i)(6)(D)]

Housing Coordination

- The BIL makes several changes to include housing considerations in the metropolitan transportation planning process, including—
 - updating the policy to include, as items in the national interest, encouraging and promoting the safe and efficient management, operation, and development of surface transportation systems that will better connecting housing and employment; [§ 11201(d)(1); 23 U.S.C. 134(a)(1)]
 - adding officials responsible for housing as officials with whom the Secretary shall encourage each MPO to consult; [§ 11201(d)(2); 23 U.S.C. 134(g)(3)(A)]
 - requiring the metropolitan transportation planning process for a metropolitan planning area to provide for consideration of projects and strategies that will promote consistency between transportation improvements and State and local housing patterns (in addition to planned growth and economic development patterns); [§ 11201(d)(3); 23 U.S.C. 134(h)(1)(E)]
 - adding assumed distribution of population and housing to a list of recommended components to be included in optional scenarios developed for consideration as part of development of the metropolitan transportation plan; [§ 11201(d)(4)(A); 23 U.S.C. 134(i)(4)(B)]
 - adding affordable housing organizations to a list of stakeholders MPOs are required to provide a reasonable opportunity to comment on the metropolitan transportation plan; and [§ 11201(d)(4)(B); 23 U.S.C. 134(i)(6)(A)]
 - within a metropolitan planning area that serves a transportation management area, permitting the transportation planning process to address the integration of housing, transportation, and economic development strategies through a process that provides

² https://www.fhwa.dot.gov/bipartisan-infrastructure-law/metro_planning.cfm#:~:text=The%20BIL%20changes%20an%20existing,a%20designation%20for%20the%20area

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for effective integration, including by developing a housing coordination plan. [§ 11201(d)(5); 23 U.S.C. 134(k)]

The MPO may develop a PPP specific to the LRTP as part of the scope of that project. If this is done, the PPP for the LRTP must be consistent with the overall PPP of the MPO.

Federal Strategies for Implementing Requirements for LRTP Update for the Florida MPOs, U. S. Department of Transportation, November 2012, also provides guidance. This document provides that for LRTPs, MPO Boards, their advisory committees, and the public should have the opportunity to periodically review the LRTP products, interim tasks, and reports that result in the final LRTP documentation. Furthermore, this guidance also states **that final adopted LRTP documentation should be posted to the Internet, and available at the MPO offices, no later than 90 days after adoption.**

Specific to the TIP, Federal requirements are that the MPO must provide all interested parties with a **reasonable opportunity to comment** on the proposed TIP, as required by the PPP. In addition, the MPO must **publish or otherwise make readily available the TIP for public review, including** (to the maximum extent practicable) **in electronically accessible formats** and means, such as the **Internet**, as described in the PPP. [23 C.F.R. 450.326(b)], [23 U.S.C. 134 (i)(6) and (7)]

MOST METROPOLITAN PLANNING ORGANIZATIONS CONSIDER THEIR STANDING COMMITTEES TO BE A FUNDAMENTAL PART OF THEIR PUBLIC INVOLVEMENT ACTIVITIES.

In the event an MPO revises its TIP, the MPO must always use public participation procedures consistent with the MPO's PPP. However, public

participation is not required for administrative modifications unless specifically addressed in the PPP. [23 C.F.R. 450.328(a)]

ANNUAL LIST OF PRIORITIZED PROJECTS

Each MPO annually must prepare a list of project priorities and submit the list to the appropriate FDOT District by October 1 of each year. The list must have been **reviewed by the technical and citizens' advisory committees and approved by the MPO before submission to the District.** The annual list of project priorities **must be based upon project selection criteria that consider, among other items, the MPO's public involvement procedures.** [s.339.175(8)(b)(5), F.S.]

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PUBLIC INVOLVEMENT AND MPO COMMITTEES

Most MPOs consider their standing committees to be a fundamental part of their public involvement activities. **The formation of a technical advisory committee (TAC) and citizens' advisory committee (CAC) are required pursuant to s.339.175(6)(d), F.S. and s.339.175(6)(e), F.S.;** and formation guidance is provided in Chapter 2 of the MPO Handbook.

As an alternative to the use of a CAC, Florida Statute provides provisions for MPOs to adopt an alternate program or mechanism that ensures adequate citizen involvement in the transportation planning process following approval by FHWA, FTA, and FDOT. MPOs may also consider additional standing committees as a public involvement activity to address specific needs, such as bicyclists, pedestrians, and multiuse trails, safety, goods/freight movement, etc. MPOs must address and include their committee activities in the PPP; and are encouraged to detail how the schedule for meetings, agenda packages, and actions of the committees will be communicated with the public and how the public can participate in those meetings.

SUNSHINE LAW

MPOs must provide reasonable notice of meetings and make adequate accommodations to hold open meetings and provide an opportunity for public input. Minutes of meetings must be available for public inspections. **MPOs are prohibited from holding public meetings at a facility or location that discriminates on the basis of sex, age, race, creed, color, origin, or economic status; or that otherwise restrict public access.** The statute establishes penalties for violations of these provisions and exceptions for specific situations. MPOs should consult legal counsel for any questions regarding Florida's Government-in-the-Sunshine Law. The notification commitments identified herein comply with the State Attorney General's Office publication, "Government In The Sunshine Manual" (2017) Section 4a.

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ACRONYMS

AASHTO	American Association of State Highway and Transportation Officials
ACS	US Census Bureau American Community Survey
ADA	Americans with Disabilities Act
BIL	Bipartisan Infrastructure Law, also referred to as the IIJA
BPAC	Bicycle and Pedestrian Advisory Committee
CDC	Centers for Disease Control and Prevention
CFR	Code of Federal Regulations
CTPP	Census Transportation Planning Products
EJ	Environmental Justice
EO	Executive Order
EPA	US Environmental Protection Agency
FAST Act	Fixing America's Surface Transportation Act
FDOT	Florida Department of Transportation
FEMA	Federal Emergency Management Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
HUD	U.S. Department of Housing and Urban Development
IIJA	Investment in Infrastructure and Jobs Act, also referred to as the BIL
LCB	Local Coordinating Board
LEP	Limited English Proficiency
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization (interchangeable with TPO)
OMB	Executive Office of the US Office of Management and Budget
PIP	Public Involvement Plan (for individual projects)
PPP	Public Participation Plan (adopted by the MPO)
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TPO	Transportation Planning Organization (interchangeable with MPO)
UPWP	Unified Planning Work Program
USC	United States Code

APPENDICES

- A. GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY**
- B. LEE COUNTY MPO/COLLIER MPO INTERLOCAL AGREEMENT**
- C. LIMITED ENGLISH PROFICIENCY PLAN**
- D. NONDISCRIMINATION POLICY AND COMPLAINT PROCEDURE**
- E. TRADITIONALLY UNDERSERVED COMMUNITIES**
- F. STANDARD OPERATING PROCEDURES**

**APPENDIX A: COLLIER MPO'S GOVERNMENT TO GOVERNMENT
PUBLIC INVOLVEMENT POLICY AFFECTING TRIBAL ENTITIES**

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GOVERNMENT TO GOVERNMENT PUBLIC INVOLVEMENT POLICY Adopted June 9, 2017

I. **Purpose:** To promote Tribal involvement in the MPO planning process; initiate and maintain a positive working relationship between the MPO and Tribal governments; promote effective collaboration and communication between the MPO and Tribes;

II. **Goals of Tribal Consultation:**

- To create durable relationships between the Tribes and the MPO based on a mutual respect that promotes coordinated transportation partnerships in service to all of our residents and planning partners.
- For the MPO to take a proactive approach to consultation by ensuring Tribal participation in MPO planning processes that may affect Tribal governments, Tribal programs and Tribal members.

III. **Consultation Requirements**

Federal Transportation Planning Requirements

23 USC § 135(f)(2)c applies to FDOT, as follows: “With respect to each area of the State under the jurisdiction of an Indian Tribal government, the statewide transportation plan shall be developed in consultation with the Tribal government.”

23 CFR § 450.316(c), Interested parties, participation and consultation, applies to MPOs where an MPO *includes* Indian Tribal lands and provides:

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

23 CFR § 450.316(e), Interested parties, participation and consultation, provides:

- “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.”

In addition to the above-referenced consultation requirements, if a Tribe wishes to access federal transportation funds available to MPOs, the Tribe must do so through the MPO processes as provided by law.

IV. **Definitions**

Collaboration: – Indicates a process in which two or more parties work together to achieve a common set of goals. Collaboration is the timely communication and joint effort that lays the groundwork for mutually beneficial relationships, including identifying issues and problems, identifying solutions and providing follow-up as needed.

Communication: - Refers to verbal, electronic or written exchange of information between the MPO and the Tribe. Generally, posting information on a website or in the newspaper does not constitute consultation. Written correspondence, whether electronic or letter/postal format, should generally

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be sent to the Tribe Chair with a copy to staff, requesting review and comment on specific plans or projects that will affect a Tribe. While Tribal review may occur concurrently with public review, Tribes are not considered the “public” for purposes of such communication.

Consultation – Means that one or more parties confer with other identified parties in accordance with an established process and, prior to taking action(s), considers the views of the other parties and periodically informs them about action(s) taken.” (See 23 CFR Part 450 Planning Assistance and Standards, subpart A §450.104).

Government-to-Government Relations: Refers to an intergovernmental relationship between a federally-recognized Tribe and the MPO Board during which consultation, meetings, and communications occur between top-level officials of the MPO and the Tribe.

Tribal Sovereignty: Refers to a unique, political relationship between American Indians and the United States government that recognizes that Tribes are sovereign nations with recognized powers of self-government.

V. **Tribal Entities**

The two Federally-recognized Tribes with land holdings within or abutting Collier County are:

- The Miccosukee Tribe of Indians of Florida, represented by the Business Council, consisting of Chairman, Assistant Chairman, Treasurer, Secretary, and Lawmaker

Mailing address:

PO Box 440021

Tamiami Station

Miami, FL 33144

(o) 305-223-8380

- The Seminole Tribe of Florida, represented by the Tribal Council comprised of Chairman, Vice Chairman, Big Cypress Councilman, Brighton Councilman, and Hollywood Councilman

Mailing address:

Attn: Chairman and General Counsel

6300 Stirling Rd

Hollywood, FL 33024

(o) 239-354-5220 x 11402

VI. **Core Principles**

1. The MPO wishes to establish a Government-to-Government relationship and communication protocol in recognition of the principle of Tribal sovereignty.
2. The MPO recognizes that good faith, mutual respect, and trust are fundamental to meaningful collaboration and communication between governmental entities.

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3. Formal communication and consultation will take place between the MPO Chair or Vice Chair and the Tribal Chair or Assistant/Vice Chair. Written notification in the form of an email or letter requesting consultation may be initiated by either the Tribal government or the MPO and should include the following information:
 - Identify the proposed action, program or project requiring consultation; and
 - Identify the personnel authorized to consult on behalf of the MPO and the Tribe.
4. Informal Communications may occur between MPO and designated Tribal staff members on an as-needed basis. The MPO will include designated Tribal staff members or representatives on email distribution lists to receive notifications of all upcoming MPO advisory committee and Board meetings. MPO staff will provide convenient access to meeting agendas and packets for review and be available to answer questions.

VII. Application of Tribal Consultation Policy

1. The MPO will make a good-faith effort to review all proposed plans, policies, rulemakings, actions or other aspects of the transportation planning process that may affect or impact Tribal resources and determine whether Tribal consultation or collaboration may assist in the process. The MPO will notify Tribal governments and inquire whether Tribal consultation should occur. Tribal Officials have the discretion whether to engage in the consultation process. Consultation will be initiated by formal, written request.
2. If the MPO does not receive a response from a Tribe requesting a response to a proposed plan, project or other matter that may affect or impact a Tribal government, the MPO is encouraged to follow up further with the Tribal government to ascertain its level of interest. If no response is provided, the MPO believes that it is only appropriate to move forward after the following: (a) directly contacting a Tribal government authorized representative to solicit its participation, review and comment after providing sufficient time for the Tribe's review and response; (b) that the direct communication/request for information or comment include a date when the MPO would like the response; and (c) that a minimum of thirty (30) days be provided for the Tribal government to provide for requests for information, or review and comment on draft documents.
3. The MPO recognizes that formal consultation may not be required in all situations or interactions. Tribal staff members and MPO staff may communicate on an as-needed basis. These communications do not negate the authority of the MPO and the Tribes to pursue formal consultation.
4. This policy will not diminish any administrative or legal remedies otherwise available by law to the MPO or the Tribe. This policy shall not be construed to waive the sovereign immunity of any party or create a cause of action for either party for failing to comply with this policy.
5. This policy is a working document and may be revised as needed. The MPO will consult periodically with the Tribes to evaluate its effectiveness and determine the need for revision.
6. The policy shall become effective upon the date signed by the MPO Chair following approval by the MPO Board.

APPENDIX B: LEE COUNTY MPO/COLLIER MPO INTERLOCAL AGREEMENT

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INTERLOCAL AGREEMENT FOR JOINT REGIONAL TRANSPORTATION PLANNING AND COORDINATION BETWEEN THE COLLIER AND LEE COUNTY MPOS

AMENDED March 20, 2009

This INTERLOCAL AGREEMENT (hereinafter the Agreement) is made and entered into as of March 20, 2009 by and between the Collier Metropolitan Planning Organization (hereinafter the Collier MPO) and the Lee County Metropolitan Planning Organization (hereinafter the Lee County MPO).

Whereas, the Lee County and Collier Metropolitan Planning Organizations (MPOs) are the duly designated and constituted agencies responsible for carrying out the metropolitan transportation planning and programming processes for the Cape Coral and Bonita Springs-Naples Urbanized Areas; and

Whereas, the 2000 Census, while identifying distinct and separate Bonita Springs-Naples and Cape Coral Urbanized Areas, also determined that the Naples Urbanized Area had expanded into the metropolitan planning area of the Lee County MPO to become the Bonita Springs-Naples Urbanized Area; and

Whereas, the elected and appointed officials comprising the policy boards of the Collier MPO and the Lee County MPO recognize the benefits of regional cooperation; and

Whereas, on October 17, 2002, at a joint meeting, the members of the Collier MPO and Lee County MPO voted unanimously for staff not to pursue consolidation of the MPOs or alter their common metropolitan planning area boundary; and

Whereas, on October 17, 2002, at a joint meeting, the members of the Collier MPO and Lee County MPO voted unanimously for staff to coordinate transportation planning and policy activities in this bi-county region to promote regional transportation solutions and enhance overall regional transportation system efficiency using a straightforward, resourceful method; and

Whereas, by Joint Resolution 2003-1 adopted on February 14, 2003 by the Collier MPO and on March 21, 2003 by the Lee County MPO the parties agreed that the MPOs would continue coordination efforts by having a member of each MPO's staff serve as a voting member of the other's technical advisory committee and by holding joint MPO policy board meetings at least annually, and when necessary to resolve otherwise irresolvable differences; and

Whereas, staff and policy board members from both the Collier and Lee County MPOs also already coordinate regional transportation issues through participation in the Metropolitan Planning Organization Advisory Council (MPOAC), the District One Coordinated Urban Transportation Studies (CUTS) Committee, and the Southwest Florida Regional Planning Council (SWFRPC); and

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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Whereas, the Collier and Lee County MPOs are currently cooperating with each other in the development of a single bi-county travel demand model for use in the 2035 updates of both their long range transportation plans; and

Whereas, the Collier MPO and Lee County MPO both received letters from the District One Secretary in October 2003 asking them to enter into a more formal interlocal agreement to develop a joint long range transportation plan, joint regional priorities, a joint regional public involvement process, and a joint regional model, and specifying time frames for their completion; and

Whereas, at their October 17, 2003 joint meeting, the Collier and Lee County MPOs directed their staffs to develop such an agreement; and

Whereas, the Collier and Lee County MPOs executed such an agreement on January 27, 2004 and amended it in January 2006; and

Whereas, certain provisions of the amended agreement now need updating;

NOW, THEREFORE, in consideration of the covenants made by each party to the other and of the mutual benefits to be realized by the parties hereto, the Collier MPO and Lee County MPO hereby agree as follows:

Section 1. Authority. This Interlocal Agreement is entered into pursuant to the general authority of Sections 339.175, Florida Statutes, relating to metropolitan planning organization, and 163.01, Florida Statutes, relating to interlocal agreements.

Section 2. Purpose. The purpose of this Agreement is to promote and establish a forum for communication and coordination between the Collier and Lee County MPOs and to foster joint regional cooperation and conduct regarding transportation planning in accordance with Section 339.175, Florida Statutes, 23 C.F.R. 450.312, and the goals and requirements of the Transportation Equity Act for the 21st Century and its successor legislation. More specifically, this Agreement establishes the commitment by the parties to develop joint regional transportation planning products and processes for the bi-county region of Collier and Lee Counties and provides targeted timeframes for the accomplishment of these products and processes. This Agreement incorporates the provisions of and supersedes Joint Resolution 2003-1 of the Collier and Lee County MPOs.

Section 3. Staff-level Coordination. Each party will continue to maintain a representative of the other party's staff agency as a voting member of its Technical Advisory Committee.

Section 4. Joint Meetings and Quorum Requirements. Joint meetings of the governing boards, and advisory committees of the Collier and Lee County MPOs will be held at least annually. Quorum requirements for each MPO's Technical Advisory Committee at the joint

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meetings will be ½ its membership after leaving out the FDOT, SWFRPC and MPO staff representatives from the quorum calculations. However, during voting on any items, while the FDOT and SWFRPC representatives will each have a single vote, MPO representatives will abstain from voting as they provide the administrative support at these meetings. Quorum requirements for each MPO's Citizens Advisory Committee at the joint meetings will be seven (7) for the Lee CAC and four (4) for the Collier CAC.

Section 5. Planning Products and Timeframes. The parties hereby agree to coordinate and collaborate in good faith and with due diligence to develop the following joint regional planning products by the target dates set out by each product described below:

(a) Joint Regional Transportation Model

The parties are working together to develop a coordinated update to the bi-county model to 2035 using the same consultant. The 2035 Long Range Transportation Plans are targeted to be completed by December 2010.. The standing joint Model Coordination Committee, comprising representatives of the Collier MPO, Lee County MPO, Collier County Department of Transportation, Lee County Department of Transportation, a City representative from each MPO, Southwest Florida Regional Planning Council, and FDOT, will oversee and coordinate the development, validation, use, maintenance, and future improvement of this model. The parties agree to continue to support and coordinate all travel demand modeling activities through this committee, which will continue to meet at least twice a year to maintain and update the joint model.

(b) Joint Regional Long Range Transportation Plan (LRTP)

The parties will continue to maintain and update as necessary the Joint Regional Multi-Modal Transportation System. The system will continue to remain a component of each MPO's LRTP and will continue to identify a two-tiered network of regionally significant transportation corridors, facilities, and services. The first order network comprises those corridors, facilities, and services that are of importance and concern to both parties. The second order network comprises the remaining corridors, facilities, and services deemed regionally significant. This system may subsequently be reconsidered and revised as necessary, at the request of either MPO.

During the development of each MPO's 2035 LRTP update, the parties agree to identify where improvements to the first order network may be needed, to propose and test appropriate alternative system improvements, and update the current joint regional long range transportation plan addressing those needs. The parties further agree to incorporate this regional plan in the updates of their own LRTPs, and to agree on any

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refinements or modifications to the regional plan that either MPO may wish to include in its LRTP prior to or concurrent with the adoption of their LRTPs. The joint regional long range transportation plan shall be published in and adopted as part of each MPO's LRTP. The target date for adoption of the initial LRTPs thus coordinated is December 2010.

The parties agree that subsequent amendments to their LRTPs affecting the joint regional long range transportation plan must be approved by both MPOs' governing boards.

(c) Joint Regional Project Priorities

On the basis of the Joint Regional Multi-Modal Transportation System addressed in paragraph 5(b) above, the MPOs agree to continue adopting priorities for funding unprogrammed improvements on the identified first order network that will be competing for statewide discretionary funding within the next six fiscal years, and include said projects in the respective MPO's project priorities adopted in the summer. The MPOs also agree to continue adopting priorities jointly for improvements to transportation facilities and services on the identified first and second order networks that are competing for funding through the state's Transportation Regional Incentive Program (TRIP). Both sets of Joint Regional Project Priorities must be adopted by each MPO's governing board. Either MPO governing board may require that the Joint Regional Project Priorities be reconsidered at any time. This collaboration and the products developed will recur each subsequent year during the duration of this Agreement and will be a continuing obligation and commitment.

(d) Joint Regional Public Involvement Process Component

The parties will collaborate to maintain the Joint Regional Public Involvement Component which shall continue to be included in each MPO's existing Public Involvement Plan. This Joint Regional Component prescribes public notice and outreach actions and measures to assure public access and involvement for all joint regional activities including development of the Joint Regional Long Range Transportation Plan component and annual regional priority list within the bi-county area. Any amendments to this Joint Regional Public Involvement Process Component must be approved by both MPO's governing boards'.

(e) Joint Regional Web Page

The parties will collaborate to maintain the Collier and Lee County MPO Joint Regional Web Page. The Web Page is hosted in the Lee County MPO Web Site, and maintained and updated as necessary by Lee County MPO staff. A link to this web page will continue to be provided in the Collier MPO Web Site.

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Section 6. Staff Services and Costs. The directors and staffs of each MPO will be responsible for development and maintenance of the joint regional products identified in this Agreement, subject to review and final approval by each MPO governing board. In this regard, each MPO will cooperate to assign and share equitably the needed staff resources to accomplish these regional efforts as specified in their respective Unified Planning Work Programs (UPWP). The cost of staff or consultant services provided by one party for the mutual benefit of both parties shall be split between the parties in proportion to their annual allocations of FHWA planning funds as shown in their latest adopted Unified Planning Work Programs. Similarly, direct costs for the joint regional efforts and products identified in this Agreement will be split between the parties in proportion to their annual allocations of FHWA planning funds.

Either party may also provide staff services to, or provide for the use of its consultants by, the other party, in which event the benefiting party shall reimburse the party providing the services for its full cost of the services rendered, including any associated direct expenses and any applicable share of personnel benefits and allocated indirect costs. The parties agree to invoice each other at the end of each monthly or quarterly accounting period for all expenses thus incurred on the other's behalf during that period. The parties further agree, as may be necessary in order to carry out the terms and commitments of this Agreement, to cooperate in seeking federal, state and local funding for the joint regional products to be developed.

Section 7. Conflict Resolution. The parties to this Agreement concur that if an issue is otherwise irresolvable, their staffs will organize a joint meeting of the MPO governing boards to resolve said matter. If the parties are unable to resolve the issue at the joint meeting, they agree to submit the issue to the Southwest Florida Regional Planning Council for non-binding arbitration. Notwithstanding any such resolution process, the parties to this agreement do not waive their respective rights to seek declaratory judgment as provided in Chapter 86, Florida Statutes.

Section 8. Duration of Agreement. This Agreement shall have an initial term of five (5) years, commencing on the date first above written, and shall automatically renew at the end of five (5) years for an additional five (5)-year term and every five years thereafter unless terminated or rescinded as set out in Section 10, herein. Prior to the end of each five (5)-year term, the parties shall reexamine the terms hereof for possible amendment. However, the failure to amend or reaffirm the terms of this Agreement shall not invalidate or otherwise terminate this Agreement.

Section 9. Modification. This Agreement may be modified at any time, but only by a new or addendum interlocal agreement duly signed by both parties.

Section 10. Termination-Rescission. This Agreement shall continue in force unless terminated with or without cause by either party by providing thirty (30) days written notice to the other party.

Section 11. Liability. The parties agree that nothing created or contained in this Agreement shall be construed, interpreted or inferred to establish any joint liability amongst or between one or more of the parties by the actions or omissions of its individual employees or

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agents acting pursuant to the terms of this Agreement. In this regard, each party agrees that it shall be solely responsible and bear its own cost of defending any claim or litigation arising out of the acts or omissions of its employees or agents for actions or omissions in carrying out the terms and provisions of this Agreement. Finally, pursuant to Section 768.28, Florida Statutes each party agrees to indemnify, hold harmless and defend the other party against any claims or causes of action based upon the individual acts or omissions of its employees or agents.

Section 12. Notice. Any notice provided for herein, including the written notice referenced in Section 10 above, shall be provided by Certified Mail, Return Receipt Requested, to the other party's representatives listed below at the following addresses:

Director
Collier MPO
2885 South Horseshoe Drive
Naples, Florida 34104

Director
Lee County MPO
1926 Victoria Avenue
Fort Myers, Florida 33901-3414

Notice shall be deemed received on the first business day following actual receipt of the notice. The parties will promptly notify the other in writing of any change to their respective addresses.

As required by Section 163.01(11), Florida Statutes, this Interlocal Agreement and all future amendments hereto shall be filed with the Clerks of the Circuit Courts of Collier and Lee Counties, Florida.

IN WITNESS WHEREOF, the parties herein have executed this Agreement by their duly authorized officials as of the day and year written below.

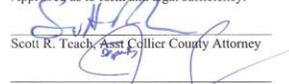


Commissioner Halas, Chair
Collier MPO
March 20, 2009

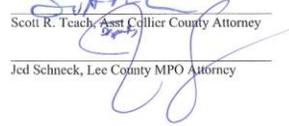


Michael Flanders, Chair
Lee County MPO
March 20, 2009

Approved as to form and legal sufficiency:



Scott R. Teach, Asst Collier County Attorney



Jed Schneck, Lee County MPO Attorney

Interlocal Coordination Agreement between Collier County and Lee County MPOs

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APPENDIX C. Limited English Proficiency Plan

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LIMITED ENGLISH PROFICIENCY PLAN

The Collier Metropolitan Planning Organization (MPO) is responsible for a continuing, cooperative, and comprehensive transportation planning process in Collier County (as well as a small portion of Lee County included in the MPO's Planning Area). This planning process guides the use of federal and state dollars spent on existing and future transportation projects or programs, and the **Limited English Proficiency (LEP) Plan** plays an integral role in this process. This document will detail the LEP Plan, developed in conjunction with best practice standards for public involvement.

Introduction

On August 11, 2000, President William J. Clinton signed an executive order, **Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency**, to clarify Title VI of the Civil Rights Act of 1964. Its purpose was to ensure accessibility to programs and services to eligible persons who are not proficient in the English language.

This executive order stated that individuals who do not speak English well and who have a limited ability to read, write, speak, or understand English are entitled to language assistance under Title VI of the Civil Rights Act of 1964 with respect to a particular type of service, benefit, or encounter. It reads in part,

"Each Federal agency shall prepare a plan to improve access to its federally conducted programs and activities by eligible LEP persons. Each plan shall be consistent with the standards set forth in the LEP Guidance and shall include the steps the agency will take to ensure that eligible LEP persons can meaningfully access the agency's programs and activities."

Not only do all federal agencies have to develop LEP Plans, as a condition of receiving federal financial assistance, but also state and local recipients are required to comply with Title VI and LEP guidelines of the federal agency from which they receive funds.

Federal financial assistance includes grants, training, use of equipment, donations of surplus property and other assistance. Recipients of federal funds range from state and local agencies to nonprofits and other organizations. Title VI covers a recipient's entire program or activity. This means all components of a recipient's operations are covered. Simply put, any organization that receives federal financial assistance is required to follow this Executive Order.

The US Department of Transportation (DOT) published: "**Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient Person**" in the December 14, 2005 Federal Register. The guidance explicitly identifies MPOs as organizations that must follow this guidance:

*The guidance applies to all DOT funding recipients, which include state departments of transportation, state motor vehicle administrations, airport operators, **metropolitan planning organizations**, and regional, state, and local transit operators, among many others. Coverage extends to a recipient's entire program or activity, i.e., to all parts of a recipient's operations. This is true even if only one part of the recipient receives the Federal assistance. For example, if DOT provides assistance to a state department of*

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transportation to rehabilitate a particular highway on the National Highway System, all of the operations of the entire state department of transportation—not just the particular highway program or project—are covered by the DOT guidance.

The intent of this **Limited English Proficiency Plan** is to ensure access to the planning process and information published by the MPO where it is determined that a substantial number of residents in the Collier MPO Planning Area do not speak or read English proficiently. The production of multilingual publications and documents and/or interpretation at meetings or events will be provided to the degree that funding permits based on current laws and regulations.

Laws and Policies Guiding Limited English Proficiency Plans

As part of Metropolitan Planning Organization certification by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), the *LEP Plan* will be assessed and evaluated. The following matrix illustrates these laws, policies and considerations:

Title VI of the Civil Rights Act of 1964	Limited English Proficiency Executive Order 13166
Federal Law	Federal Policy
Enacted in 1964	Enacted in August 2000
Considers all persons	Considers eligible population
Contains monitoring and oversight compliance review requirements	Contains monitoring and oversight compliance review requirements
Factor criteria is required, no numerical or percentage thresholds	Factor criteria is required, no numerical or percentage thresholds
Provides protection on the basis of race, color, and national origin	Provides protection on the basis of national origin
Focuses on eliminating discrimination in federally funded programs	Focuses on providing LEP persons with meaningful access to services using four factor criteria
<i>Annual Accomplishment and Upcoming Goals Report</i> to FHWA	<i>Annual Accomplishment and Upcoming Goals Report</i> to FHWA

Who is an LEP individual?

As defined in the 2000 United States Census, it is any Individual who speaks a language at home other than English as his/her primary language, **and** who speaks or understands English 'not well' or 'not at all'.

Determining the need

As a recipient of federal funding, the MPO must take reasonable steps to ensure meaningful access to the information and services it provides. As noticed in the **Federal Register/ Volume 70, Number 239/ Wednesday, December 14, 2005/ Notices**, there are four factors to consider in determining "reasonable steps".

- Factor 1 - The number and proportion of LEP persons in the eligible service area;
- Factor 2 - The frequency with which LEP persons encounter MPO programs;

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- Factor 3 - The importance of the service provided by MPO programs;
- Factor 4 - The resources available and overall cost to the MPO.

The 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. The following is an assessment of need in Collier MPO’s Planning Area in relation to the four factors and the transportation planning process.

LEP Assessment for the Collier MPO

Factor 1. The Number and proportion of LEP persons in the eligible service area

The first step towards understanding the profile of individuals who could participate in the transportation planning process is a review of Census data. Tables 1 and 2 on the following pages display the primary language spoken and number of individuals that are LEP. In Collier County, between 2016 and 2022, the County’s total population grew by slightly over 62,700, while the number of people who speak English “less than very well” decreased by 21,000.

For our planning purposes, we are considering people that speak English ‘less than very well’ and only the top four language groups are included in the analysis.

Table 1, derived from the 2022 American Community Survey (ACS) 5-year Estimates conducted by the US Census, shows the number and percent of the population, with regard to their English language skills, for the cities and unincorporated portions of Collier County as well as for the County as a whole. In unincorporated Collier County, 7.3% of the population age 5 years or older speak English less than “very well”, compared to 7.0 % for the entire County ³

Table 1: Limited English Proficient Persons in the MPO Planning area and local jurisdictions				
2022 American Community Survey – US Census - 5-year estimates				
Jurisdiction	Population	Population 5 years and over	Number of LEP Persons (5 years and over)	Percentage of LEP Persons (5 years and over)
Everglades City	352	347	0	0.00%
City of Naples	19,115	18,669	466	2.50%
City of Marco Island	15,760	15,550	466	3.00%
Unincorporated Collier County	375,752	359,879	26,333	7.32%
Collier County	410,979	394,445	27,265	7.0%*

**Percentages are unique to each relationship, so 7% does not represent the cumulative addition of the preceding rows*

³ 2022 American Community Survey (ACS) 5-year Estimates, Tables B01003, S1601.

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Table 2, derived from the 2021 ACS, shows the number and percent of LEP persons by language spoken at the individual’s home. Of the LEP persons within Collier County, 5.25% speak Spanish at home making this the most significant percentage of the area’s population. The second most common language at home is Other Indo-European languages at 1.98%; Asian and Pacific Islander languages represent 0.33% of the “other” languages spoken at home.

Table 2: Language Spoken at Home by LEP Persons - Collier MPO Planning Area					
2021 American Community Survey, 5-year Estimates, US Census					
LEP Persons	Spanish Language	Other Indo-European Languages	Asian & Pacific Islander Languages	Other Languages	Totals
5 years and over - Everglades City	0	0	0	0	0
5 years and over - City of Naples	276	180	10	0	466
5 years and over - Marco Island	276	180	10	0	466
5 years and over – Unincorporated County	20,159	3,905	1,277	60	25,401
5 years and over - Total	20,711	4,265	1,297	60	26,333
Percent of Total Population 5 years and over	5.25%	1.08%	0.33%	0.02%	7.0%*

**Rounded up to nearest whole percentage point.*

Factor 2. The frequency in which LEP Persons encounter MPO programs

The MPO documents phone inquiries, public meetings and office visits. To date, the MPO has had no requests for interpreters and no requests for translated program documents or publications by either individuals or groups.

Factor 3. The importance of the service provided by the MPO program

MPO programs use federal funds to plan for future transportation projects, and therefore do not include any direct service or program that requires vital, immediate or emergency assistance, such as medical treatment or services for basic needs (like food or shelter). Further, the MPO does not conduct required activities such as applications, interviews or other activities prior to participation in its programs or events. Involvement by any citizen with the MPO or its committees is voluntary.

However, the MPO 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 policy. The impact of proposed transportation investments on underserved and under-represented population groups is part of the evaluation process in use of federal funds in three major areas for the MPO:

- the biennial Unified Planning Work Program,

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- the five-year Transportation Improvement Program,
- the Long-Range Transportation Plan, covering 20+ years.

TRANSLATION OF MPO DOCUMENTS IS NOT CONSIDERED TO BE WARRANTED AT THIS TIME.

THE MPO WILL CONTINUE EFFORTS TO COLLABORATE WITH STATE AND LOCAL AGENCIES TO PROVIDE LANGUAGE TRANSLATION AND INTERPRETATION SERVICES WHEN PRACTICAL AND FUNDING IS AVAILABLE

Inclusive public participation is a priority consideration in other MPO plans, studies and programs as well. The impacts of transportation improvements resulting from these planning activities have an impact on all residents. Understanding and continued involvement are encouraged throughout the process. The MPO is concerned with input from all stakeholders and makes every effort to ensure that the planning process is as inclusive as possible.

As a result of the long range transportation planning process, selected projects receive approval for federal funding and progress towards project planning and construction under the responsibility of local jurisdictions or state transportation agencies. These state and local organizations have their own policies to ensure LEP individuals can participate in the process that shapes where, how and when a specific transportation project is implemented.

Factor 4. The resources available and overall MPO cost

Given the size of the LEP population in the MPO area, the current financial constraints of the MPO and the expense of full multi-language translations of large transportation plan documents and maps which have frequent changes and are not often used by the public, translation of MPO documents is not considered to be warranted at this time.

The MPO will continue efforts to collaborate with state and local agencies to provide language translation when practical and funding is available. Spanish and other language outreach materials from organizations such as federal, state, and local transportation agencies will be used when possible. The MPO will monitor increases in the LEP population and adjust its LEP policy accordingly. If warranted in the future, the MPO will consider new techniques to reach the LEP population, such as (1) the translation of executive summaries for key MPO documents, such as the Long Range Transportation Plan, the Transportation Improvement Program, and the Public Involvement Plan, and (2) the translation of document summaries, brochures or newsletters, which are designed to capture significant points of the full document.

The MPO provides interpretation services upon reasonable notice by using consultant services or assistance from Transportation Management Services Department staff fluent in Spanish and Haitian Creole.

MEETING THE REQUIREMENTS

Engaging the diverse population within the MPO area is important. The MPO is committed to providing quality services to all members of the public, including those with limited English proficiency. All language access activities detailed below will be coordinated in collaboration with the MPO Board and staff.

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However, failure to provide written translations under the circumstances does not mean there is noncompliance, but rather provides for recipients a guide for greater certainty of compliance in accordance with the four-factor analysis.

Providing Notice to LEP Persons

US DOT guidance indicates that once an agency has decided, based on the four factors, to provide language services, it is important that the recipient notify LEP persons of services available free of charge in a language the LEP persons would understand. Example methods for notification include:

1. Signage that indicates when free language assistance is available with advance notice;
2. Stating in outreach documents that language services are available;
3. Working with community-based organizations and other stakeholders to inform LEP individuals of MPO services and the availability of language assistance;
4. Using automated telephone voice mail or menu to provide information about available language assistance services;
5. Including notices in local publications targeting Spanish-speaking and Haitian-Creole-speaking audiences in languages other than English;
6. Providing notices on non-English-language radio and television about MPO services and the availability of language assistance; and
7. Providing presentations and/or notices at schools and community-based organizations (CBO).

If deemed essential in the future in light of revised census data, the MPO will publicize the availability of interpreter services, free of charge, at least 7 days prior to MPO Board and committee meetings, workshops, forums or events which will be noticed on the MPO website, in meeting notices (packets), and using the following additional tools as appropriate:

- signage
- public outreach materials
- community-based organizations
- local publications as referenced above
- Non-English-language radio and television

The MPO defines an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and transfers the meaning of written text from one language into another. The MPO will request language interpreter services from consultants or Collier County staff, as needed, and will reciprocate by making MPO staff available as needed. As covered under Title VI requirements for nondiscrimination, at each meeting, the MPO will provide Title VI material and include this material in an alternative language when applicable.

Language Assistance

A goal of the PPP is to provide user-friendly materials that will be appealing and easy to understand. The MPO will provide on an “as needed” basis, executive summaries in alternative formats, such as brochures or newsletters, depending on the work product.

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MPO Staff Training

This LEP Plan is incorporated in the PIP to maintain meaningful access to information and services for LEP individuals, the MPO will properly train its employees to assist in person, and/or by telephone, LEP individuals who request assistance. MPO Board members will receive a briefing on the PPP & LEP Plan, assuring that they are aware of and understand how the PPP implements the LEP Plan.

**APPENDIX D. NONDISCRIMINATION PLAN AND COMPLAINT
PROCEDURE**

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Title VI Nondiscrimination Program Policy and Complaint Procedure

Introduction

The Collier MPO is a recipient of federal funds from the U.S. Department of Transportation modal agencies, including the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). All recipients of federal funding must comply with the requirements of Title VI of the Civil Rights Act of 1964 and other nondiscrimination statutes, regulations and authorities. This Implementation Plan describes how the Department effectuates nondiscrimination in the delivery of its federally assisted programs, services and activities. The Plan includes the structure of the MPO's Title VI/Nondiscrimination program as well as the policies, procedures and practices that the Department uses to comply with nondiscrimination requirements. The Plan is intended to be a living document, regularly policed and updated by the Department to meaningfully reflect the program as it changes and grows. Anyone wishing to provide input into the Department's Title VI/Nondiscrimination Implementation Plan is encouraged to contact the Collier MPO by email at collier.mpo@colliercountyfl.gov, or by calling 239-252-5814 or by writing at 2885 South Horseshoe Drive, Naples, FL 34104.

Policy Statement

It is the policy of the MPO to comply with all federal and state authorities requiring nondiscrimination, including but not limited to Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), the Age Discrimination Act of 1975 and Executive Order 12898 (Environmental Justice) and 13166 (Limited English Proficiency). The MPO does not and will not exclude from participation in; deny the benefits of; or subject anyone to discrimination on the basis of race, color, national origin, sex, age, disability or income. In addition, the MPO complies with the Florida Civil Rights Act, and does not permit discrimination on the basis of religion or family status in its programs, services or activities.

The Collier MPO has adopted the Florida Department of Transportation's (Department) Title VI/Nondiscrimination policy and ADA policy by reference. Topic No.:275-010-010-f--Title VI Program and Related Statutes-Implementation and Review Procedures.

The Department's Title VI/Nondiscrimination policy and ADA policy statement may be found at: [US DOJ Title VI Nondiscrimination Policy](#). Those requiring information in alternative formats or in a language subject to the Department's Limited English Proficiency (LEP) Plan, should contact the Title VI/Nondiscrimination Coordinator.

MPO DISCRIMINATION COMPLAINT PROCEDURE

Any person who believes that he or she, or any specific class of persons, has been subjected to discrimination or retaliation prohibited by the Title VI of the Civil Rights Act of 1964, as amended, and related statutes, under the MPO's planning process may file a written complaint.

The MPO encourages the filing of a complaint in writing which includes a name, address, and other information so that you may be contacted in regard to the matter. Please see the Title VI Complaint Form. The MPO will investigate complaints received no more than 180 days after the alleged incident. The MPO will process complaints that are complete.

Commented [DH1]: Is this required? It seems pretty stringent. What if a complex response is needed that would take more than one day? What if half the network goes down for two days and we don't receive the communication?

Commented [AM2R1]: I don't recall where the one day came from. Changing it to ten for now.

Commented [AM3R1]: I'll just delete it.

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- All complaints will be investigated promptly. Reasonable measures will be undertaken to preserve any information that is confidential. The MPO's Title VI Specialist will review every complaint to determine if our office has jurisdiction.
- Within ten (10) calendar days, the Title VI Specialist will acknowledge receipt of the allegation(s), inform the Complainant of action taken or proposed action to process the allegation(s), and advise the Complainant of other avenues of redress available, such as the FDOT's Equal Opportunity Office (EOO).
- **The MPO is required to immediately forward all non-transit Title VI complaints to FDOT and FHWA for investigation and adjudication.**
- The MPO has sixty (60) calendar days to investigate the complaint. If more information is needed to resolve the complaint, the MPO's Title VI Specialist will contact the complainant. The complainant has 10 business days from the date of the letter to send the requested information to the Title VI Specialist. If the Title VI Specialist is not contacted by the complainant or does not receive the additional information within 15 business days, the MPO may administratively close the case. A case can also be administratively closed if the complainant no longer wishes to pursue their case.
- At a minimum, the investigation will:
 - Identify and review all relevant documents, practices, and procedures;
 - Identify and interview persons with knowledge of the Title VI violation, including the person making the complaint, witnesses, or anyone identified by the complainant; anyone who may have been subject to similar activity or anyone with relevant information.
- Within ninety (90) calendar days of the complaint, the MPO's Title VI Specialist will issue one of two letters to the complainant: a closure letter or a letter of finding (LOF). A closure letter summarizes the allegations and states that there was not a Title VI violation and that the case will be closed. An LOF summarizes the allegations and the interviews regarding the alleged incident, and explains whether any disciplinary action, additional training of the staff members or other action will occur.
- If no violation is found and the complainant wishes to appeal the decision, he/she has fourteen (14) days after the date of the letter or the LOF to do so.
- If the issue has not been satisfactorily resolved through the MPO's investigation, or if at any time the person(s) request(s) to file a formal complaint, the recipient's MPO Title VI Specialist shall refer the Complainant to the FDOT's District One Title VI Coordinator for processing in accordance with approved State procedures.
- The MPO's Title VI Specialist will advise the FDOT's District One Title VI Coordinator and FHWA within five (5) calendar days of the completed investigation. The following information will be included in every notification to the FDOT's District One Title VI Coordinator and FHWA:

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- (a) Name, address, and phone number of the Complainant.
 - (b) Name(s) and address(es) of Respondent.
 - (c) Basis of complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation).
 - (d) Date of alleged discriminatory act(s).
 - (e) Date of complaint received by the recipient.
 - (f) A statement of the complaint.
 - (g) Other agencies (state, local or Federal) where the complaint has been filed.
 - (h) An explanation of the actions the recipient has taken or proposed to resolve the allegation(s) raised in the complaint.
- The MPO's Title VI Specialist will maintain a log of complaints received by the MPO. The log will include the following information:
 - Name of Complainant
 - Name of Respondent
 - Basis of Complaint (i.e., race, color, national origin, sex, age, disability, religion, familial status or retaliation)
 - Date complaint was received by the recipient
 - Date that the MPO Title VI Specialist notified the FDOT's District One Title VI Coordinator of the complaint
 - Explanation of the actions the recipient has taken or proposed to resolve the issue raised in the complaint

The MPO's planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes as part of the MPO planning process they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or familial status may file a complaint with the Collier MPO Title VI Coordinator by calling (239) 252-5814, by writing the Collier MPO at 2885 South Horseshoe Dr., Naples, FL 34104 or via email at: collier.mpo@colliercountyfl.gov

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Title VI Complaint Form

Before completing this form, please read the Collier MPO's Title VI Complaint Procedures located on our website or by visiting our office.

The following information is necessary and required to assist in processing your complaint. If you require assistance in completing this form, please contact us at the phone number listed. Complaints must be filed within 180 calendar days after the date alleged discrimination occurred.

Complainant's Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____ Telephone

Numbers: Home _____ Work: _____ Cell: _____

E-mail Address: _____

Date of alleged discrimination: _____

Which of the following best describes the reason you believe the discrimination took place?

Was it because of your: Race/Color: _____ National Origin: _____

Person discriminated against (if someone other than complainant). Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.

Name _____

Address: _____

City: _____ State: _____ Zip Code: _____

Have you filed this complaint with any other federal, state, or local agency?

Yes No

If yes, check each box that applies:

APPENDIX E – TRADITIONALLY UNDERSERVED COMMUNITIES

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Environmental Justice Communities / Traditionally Underserved Communities

The Federal Highway Administration (FHWA) advised the MPO during the quadrennial Transportation Management Area⁴ (TMA) review in 2016 to incorporate an analysis of Environmental Justice Communities and issues in all new plans and studies. The FHWA advised MPO staff to include the type of analysis conducted for the MPO's Transportation Disadvantaged Service Plan.

According to guidance published by the Florida Department of Transportation (FDOT), it is important to see Environmental Justice as an opportunity to make better transportation decisions by doing the following:

- Making transportation decisions that meet the needs of all people
- Designing facilities that fit into communities
- Enhancing the public involvement process and strengthening community-based partnerships
- Improving the tools for analyzing the impacts of transportation decisions on minority and low-income communities
- Partnering with other public and private agencies to leverage resources and achieve a common vision for communities

MPO staff began by reviewing the MPO's Transportation Disadvantaged Service Plan (TDSP), Major Update, adopted October 25, 2013 for maps showing *Populations in Poverty, Households with No Vehicles and Identified Areas of Need* as a starting point in identifying disadvantaged communities potentially underserved by transportation infrastructure and programs within Collier County.

FHWA advised using a variety of resources, and local knowledge to determine the location and needs of disadvantaged communities. MPO staff augmented the TDSP maps using the following sources:

- US Census Bureau *American Community Survey (ACS)*
- American Association of State Highway and Transportation Officials (AASHTO) *Census Transportation Planning Products (CTPP)*
- US Environmental Protection Agency (EPA) *Environmental Justice (EJ) Screening and Mapping Tool*
- MPO Advisory Committee review of findings (for local knowledge)

To address the issue of equity in terms of providing equal access to bicycle and pedestrian facilities County-wide, the MPO's previous identification of Environmental Justice (EJ) communities was updated for the Bicycle and Pedestrian Master Plan (2019) and incorporated in the 2045 Long Range Plan. The EJ criteria used for the BPMP were minority status, poverty, no access to a vehicle, and limited ability to speak English. EJ areas were defined as areas where the criteria were 10% greater than the County average. The MPO re-evaluated the map and reconfirmed its accuracy based on the 2020 Census in 2024.

⁴ A TMA is an urbanized area, as defined by the US Census, with a population over 200,000.

PUBLIC PARTICIPATION PLAN

The map on the following page shows the results of the EJ analysis. The map may be viewed in larger format on the MPO website.

The Investment in Infrastructure and Jobs Act (IIJA), also referred to as the Bipartisan Infrastructure Law (BIL) of 2021 introduced the Justice40 Initiative with new criteria and a new screening tool.

The Justice40 Initiative refers to the Federal government's goal that 40% of the overall benefits of certain Federal climate, clean energy, affordable and sustainable housing, and other investments flow to disadvantaged communities that are marginalized by underinvestment and overburdened by pollution. (Executive Orders 14008 and 14096) The goal of the Justice40 Initiative is to ensure that disadvantaged communities receive the benefits of new and existing federal investments.

Consistent with OMB's Interim Guidance, DOT has developed a definition for highly disadvantage communities using existing, publicly available data sets and where source data did not exist (Tribal lands, Puerto Rico, Guam and the Northern Mariana Islands) OMB's Common Conditions definition. The disadvantaged Census Tracts, as identified in this tool, exceeded the 50th percentile (75th for resilience) across at least four of the following six transportation disadvantaged indicators. Each of the six disadvantage indicators are assembled at the Census Tract level using data from the- CDC Social Vulnerability Index, Census America Community Survey, EPA Smart Location Map, HUD Location Affordability Index, EPA EJ Screen, FEMA Resilience Analysis & Planning Tool and FEMA National Risk Index.

1. **Transportation Access disadvantage** identifies communities and places that spend more, and longer, to get where they need to go. (CDC Social Vulnerability Index, Census America Community Survey, EPA Smart Location Map, HUD Location Affordability Index)
2. **Health disadvantage** identifies communities based on variables associated with adverse health outcomes, disability, as well as environmental exposures. (CDC Social Vulnerability Index)
3. **Environmental disadvantage** identifies communities with disproportionate pollution burden and inferior environmental quality. (EPA EJ Screen)
4. **Economic disadvantage** identifies areas and populations with high poverty, low wealth, lack of local jobs, low homeownership, low educational attainment, and high inequality. (CDC Social Vulnerability Index, Census America Community Survey, FEMA Resilience Analysis & Planning Tool)
5. **Resilience disadvantage** identifies communities vulnerable to hazards caused by climate change. (FEMA National Risk Index)
6. **Equity disadvantage** identifies communities with a high percentile of persons (age 5+) who speak English "less than well." (CDC Social Vulnerability Index)

For more information on DOT's Justice40 activities or to download a shapefile of the geospatial data, please visit

<https://www.transportation.gov/equity-Justice40>

The feature layer can be accessed here:

<https://usdot.maps.arcgis.com/home/item.html?id=de9979007ae24a25845e84e21d5a32d4>

The results of the analysis are shown on the map below.

PUBLIC PARTICIPATION PLAN

Disadvantaged Census Tracts in Collier County⁵



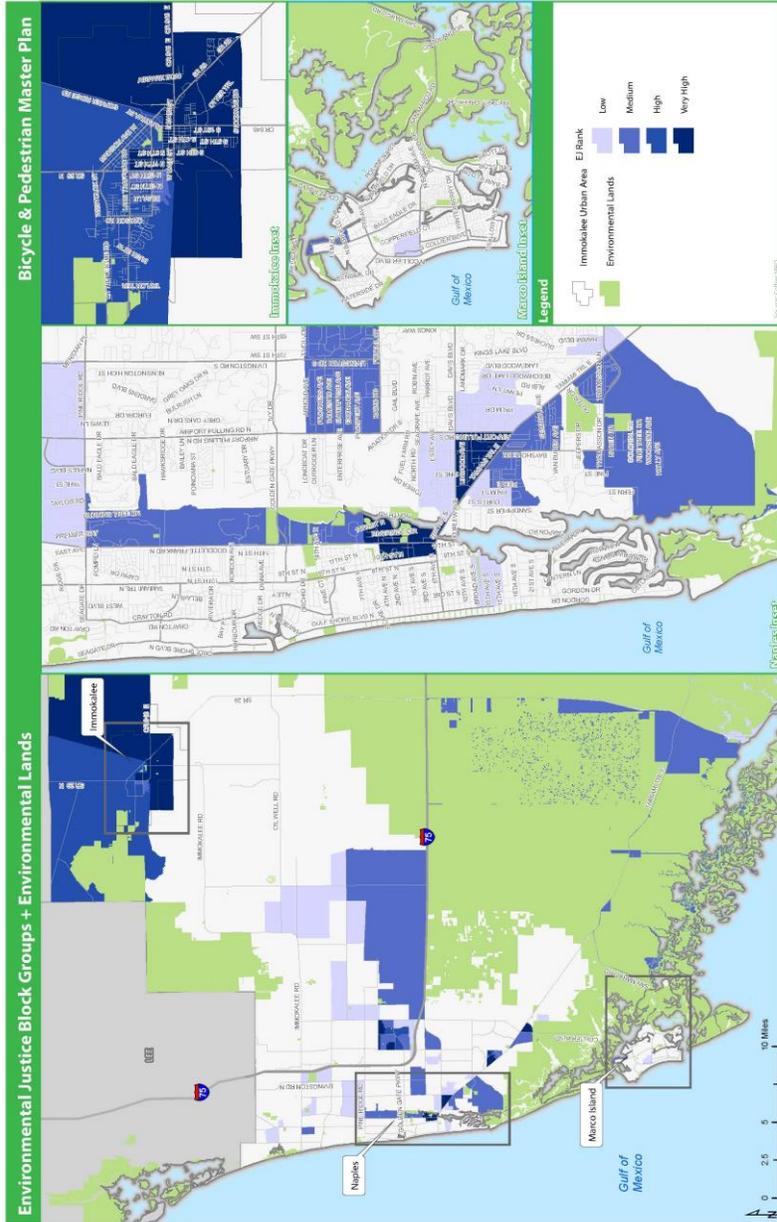
Legend:

 Transportation Disadvantaged

 American Indian

⁵ Council on Environmental Quality, Climate and Economic Justice Screening Tool (v1.0 released 11/22/22)

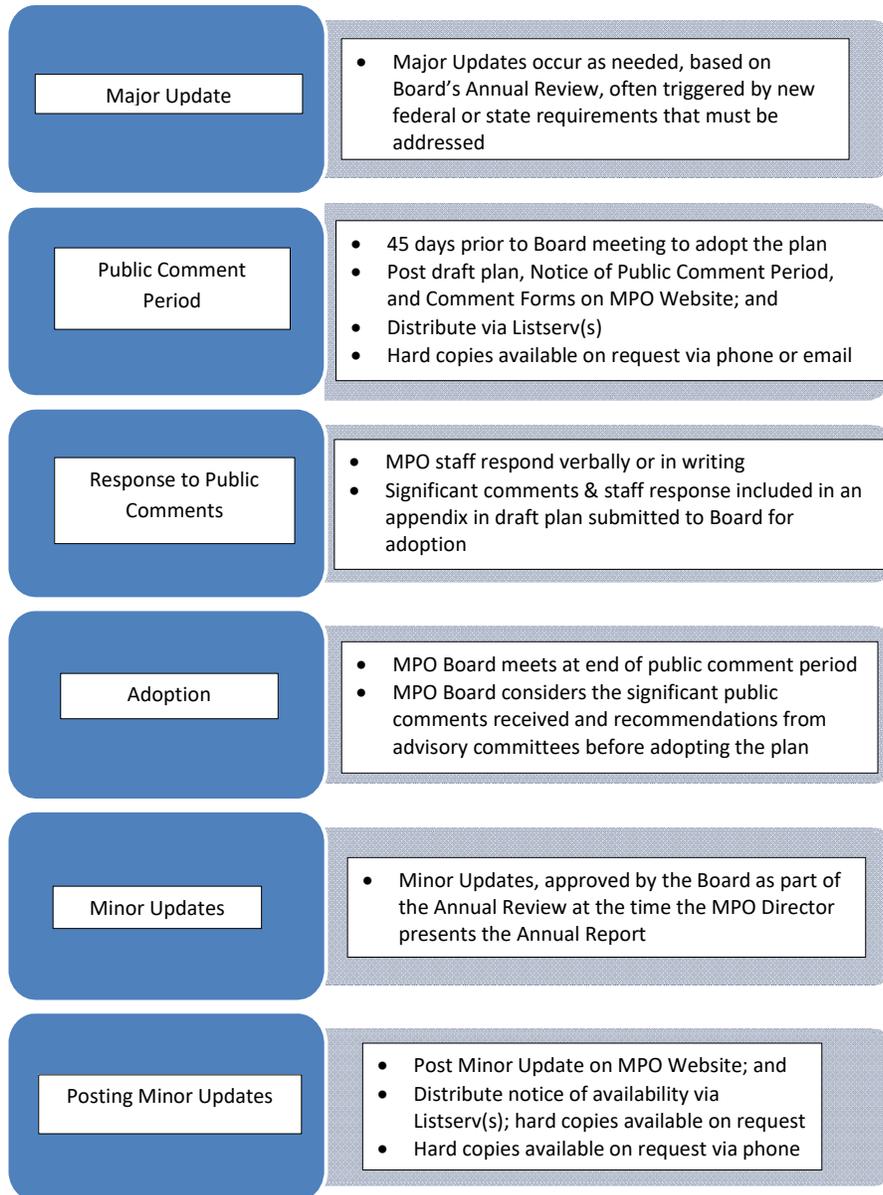
PUBLIC PARTICIPATION PLAN



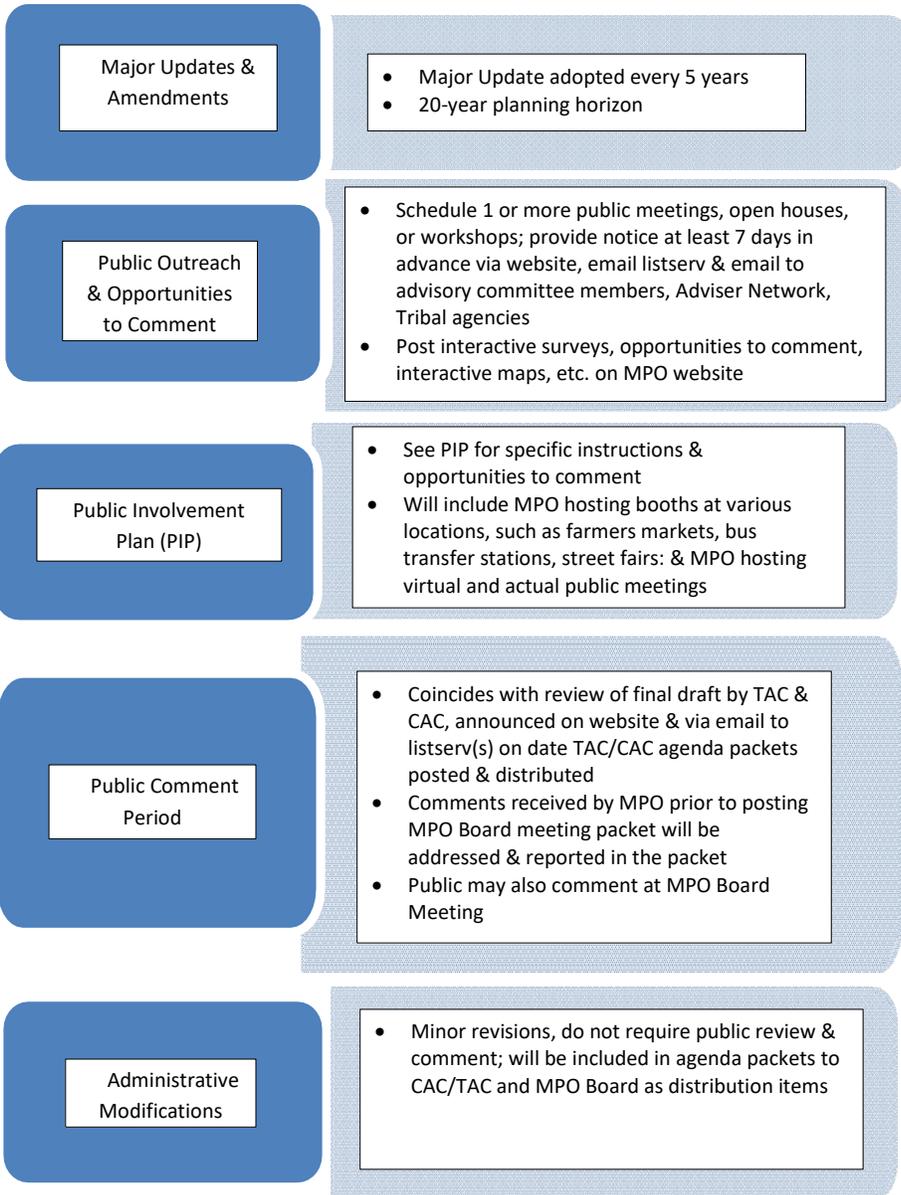
Environmental Justice (EJ) Communities, Collier County, 2024

APPENDIX F – STANDARD OPERATING PROCEDURES

PUBLIC PARTICIPATION PLAN UPDATES – PROCESS



LONG RANGE TRANSPORTATION PLAN - PROCESS



TIP - PROCESS

Annual Update & Amendments

- Updated annually and adopted by MPO Board by June 30th then transmitted to FDOT for inclusion in State Transportation Improvement Program

Public Comment Period

- Coincides with review of final draft by TAC & CAC, announced on website & via email to listserv(s) on date TAC/CAC agenda packets posted & distributed
- Comments received by MPO prior to posting MPO Board meeting packet will be addressed & reported in the packet

Response

- MPO staff will respond in writing to input received from the public & report significant comments & staff's response to MPO Board in summary format as an appendix

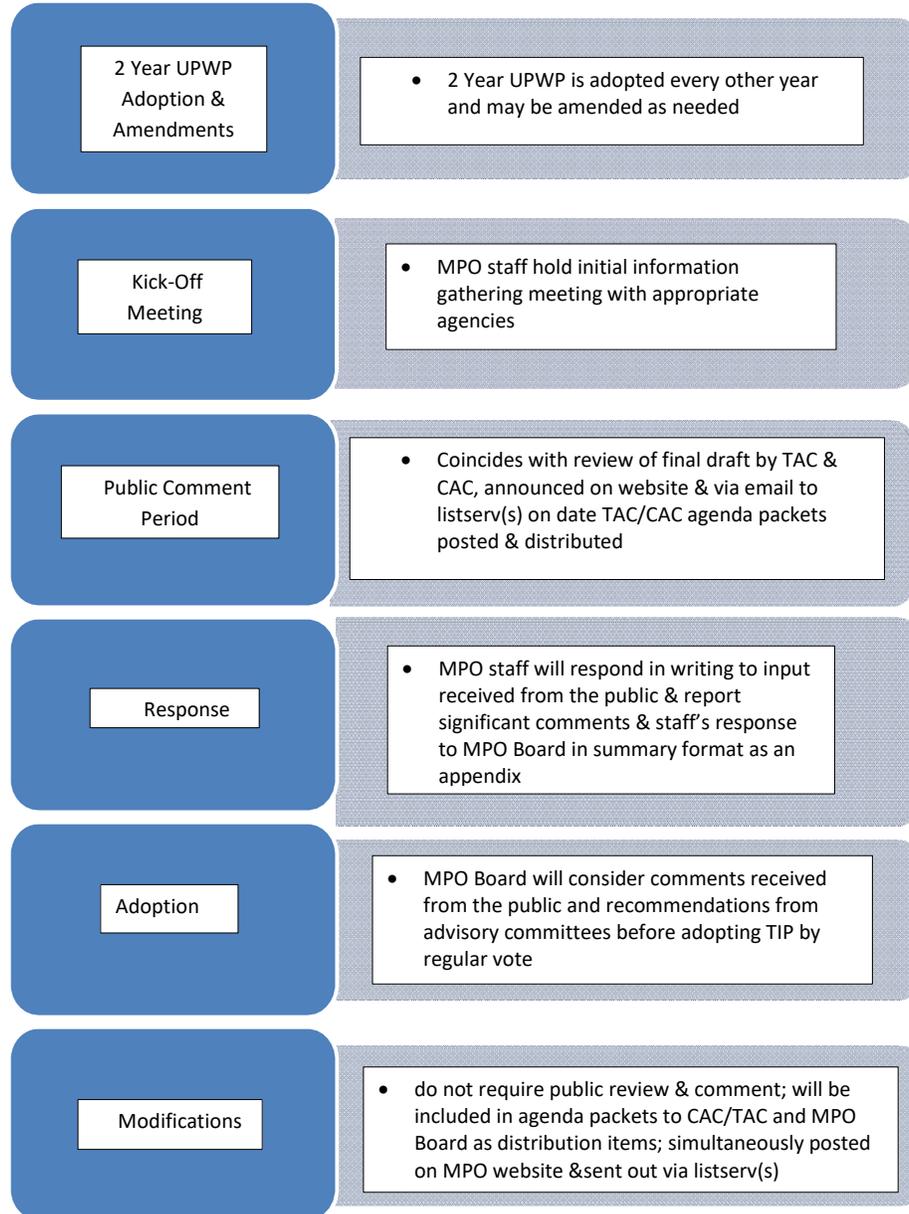
Adoption

- MPO Board will consider comments received from the public and recommendations from advisory committees before adopting TIP by a roll call vote

Administrative Modifications

- do not require public review & comment; will be included in agenda packets to CAC/TAC and MPO Board as distribution items; simultaneously posted on MPO website & sent out via listserv(s)

UNIFIED PLANNING WORK PROGRAM - PROCESS



TDSP – MAJOR & MINOR UPDATES - PROCESS

Major & Minor
TDSP Updates

- Major Update adopted every 5 years
- Minor Update completed & adopted annually

Public
Comment
Period

- Major Update: 30-day comment period
- Major Update Amendment & Minor Update: 14-day comment period

Public Notice

- Post legal ad in Naples Daily News and notice on MPO website notifying of opportunity to comment.
- Distribute copies of the Major TDSP Update and/or QRC flyers to local government agency offices and libraries.
- Major Update: Post flyers on transit vehicles & at CAT transfer stations notifying riders of the comment period & adoption meeting & include QRC as appropriate.

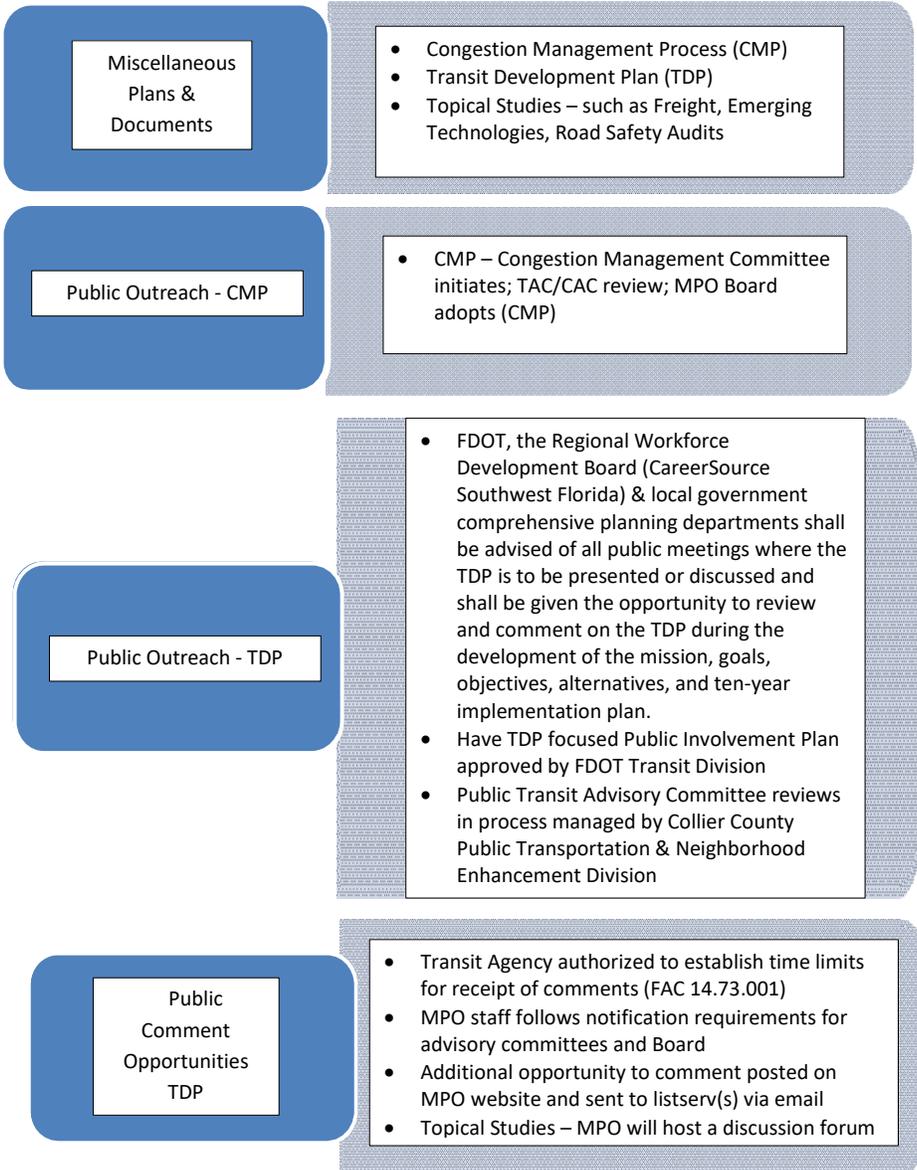
Response

- MPO staff will respond in writing to public input received during the comment period.
- When significant written and verbal comments are received, a summary, analysis or report will be included in an appendix to the plan.

Adoption

- LCB will meet at end of public comment period & consider comments received before adopting TDSP Major by Roll Call vote
- MPO Board will ratify update after adoption by LCB; may occur on Consent Agenda

MISCELLANEOUS PLANS & DOCUMENTS - PROCESS



PUBLIC PARTICIPATION PLAN

Public Outreach – Topical Studies

- MPO staff initiates study
- Advisory committees review & comment
- Board accepts, approves or adopts final recommendations as appropriate

Response - Topical Studies

- MPO staff will respond in writing to input received from the public & report significant comments & staff's response to MPO Board in summary format as an appendix to the document

Joint Projects

- In the event the MPO coordinates the development or shares the use of a plan, study, or document with other agencies, the MPO will follow this PPP. Other agencies having their own public involvement requirements should comply with them separately.

BOARD & COMMITTEE MEETING NOTICE REQUIREMENTS

MPO Board
TAC, CAC
CMC
BPAC
Joint Collier/Lee
MPO Meetings

- Post agenda packet on MPO website 7 calendar days prior to meeting date
- Distribute packet via email to committee members & listserv(s) (hard copies provided on request to MPO staff)
- Distribute press release

LCB Meetings

- Post legal ad in Naples Daily News & post agenda packet on MPO website 7 calendar days prior to date of meeting
- Distribute packet via email to committee members & listserv(s) (hard copies provided on request to MPO staff)

PUBLIC OUTREACH TECHNIQUES USED BY MPO

Website

- Interactive maps, surveys, opportunities to comment
- Latest News, Plans, Studies, Committees, Bylaws, Meeting Calendar, etc.

Visualization Techniques

- Video, simulation modes, animated graphics and 3D imaging
- Maps, pictures, graphics, logo

E-Notifications & Social Media

- Adviser Network listserv; County Facebook, YouTube, X, other platforms that become available

Surveys & Polls

- MPO generated using Survey Monkey & Qualtric; & consultant supported project-specific
- Person to person outreach; hard copies, booths, meetings

Partnering

- Project-specific partnering opportunities
- Piggy-back on special events conducted by member entities

Public Television

- Videos, Public Service Announcements
- MPO Board Meetings Live & Archived

PUBLIC PARTICIPATION PLAN

Comment Forms

- On-line and hard copy handouts at meetings, print and mail-in options

QR Codes

- Long-standing MPO practice of printing QR codes on cover pages of major documents

Orientations

- Long-standing MPO practice of conducting individual orientations for new Board and advisory committee members

PUBLIC PARTICIPATION PLAN

Earned Media

- Cultivate media contacts & provide background information on events
- Send press releases on events of general public interest

Project Specific Public Involvement Plans

- Long-standing MPO practice for major plans such as the LRTP, Community Walkability Studies and Bicycle and Pedestrian Master Plan

Monthly eNewsletter

- Distributed to Adviser Network, advisory committees and Board, posted to MPO website

Public Workshops & Open Houses

- Long-standing MPO practice; generally held in the context of major plan development and consultant supported

Public Meetings

- Long-standing MPO practice; includes MPO and advisory committee meetings, project specific meetings generally held in context of major plan development

Community Outreach Events

- Long-standing MPO practice; may be linked to major plan development or opportunities for MPO staff to piggy-back on special events to increase general public awareness

APPENDIX G – GROUPS, BUSINESSES, & AGENCIES CONSULTED WITH IN DEVELOPING THIS PLAN

The following groups, businesses and agencies are members of the MPO’s Adviser Network, along with roughly 600 residents and interested parties who received notification of the revisions and the opportunity to comment.

Federal Lands Management Agencies

- National Park Service (Everglades National Park and Big Cypress National Preserve)
- US Fish and Wildlife Service (Florida Panther National Wildlife Refuge, Ten Thousand Islands National Wildlife Refuge)

State Land Management Agencies

- National Estuarine Research Reserve – Rookery Bay and Cape Romano – Ten Thousand Islands Aquatic Preserve
- Collier-Seminole State Park
- Picayune Strand State Forest
- Fakahatchee Strand Preserve State Park
- Delnor-Wiggins Pass State Park
- Okaloacoochee Slough State Forest
- South Florida Water Management District
- Florida Fish and Wildlife Conservation Commission

Land Management Nonprofit Agencies

- National Audubon Society – Corkscrew Swamp Sanctuary

Native American Tribes

- Miccosukee Tribe of Indians of Florida, Business Council
- Seminole Tribe of Florida, Chairman and General Counsel

MPO Advisory Committees

- Citizens Advisory Committee
- Technical Advisory Committee

MPO Adviser Network

- Immokalee and Bayshore Community Redevelopment Agencies

PUBLIC PARTICIPATION PLAN

- Everglades Coordinating Council
- Bike/Walk Lee County
- Collier County Sheriff's office
- Lighthouse of Collier
- Conservancy of Southwest Florida
- Naples Pathways Coalition
- Collier Homeless Coalition
- City of Bonita Springs
- Blue Zones Initiative of Southwest Florida
- Community Transportation Safety Team – Collier County
- Florida American Society of Landscape Architects
- South Florida Water Management District
- Golden Gate Estates Area Community Association
- National Alliance for Mental Illness – Naples
- St. Matthews House
- Audubon
- Collier Public Schools
- Arthrex

APPENDIX H: PUBLIC COMMENTS

COMMENT RECEIVED

MPO RESPONSE

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EXECUTIVE SUMMARY
COMMITTEE ACTION
ITEM 7E

Endorse the 2025 MPO Meeting Schedule

OBJECTIVE: For the Committee to review, comment on, and endorse the proposed 2025 MPO Meeting Schedule.

CONSIDERATIONS: The MPO's proposed 2025 Meeting Schedule is shown in **Attachment 1**. The schedule follows established meeting locations, dates and times with one exception: two MPO Board meeting dates are shown in December 2025 (December 8 and 12).

This is due to the fact that the 2050 Long Range Transportation Plan must be adopted no later than December 11, 2025. The regularly scheduled MPO Board meeting falls on December 12, 2025, one day after the deadline. The MPO anticipates that FHWA will not grant a one-day extension, thus staff's goal is to get the LRTP adopted at the November 2025 Board meeting. If we are successful in meeting that deadline, the December 8th meeting date will not be necessary and the December 12th meeting date will be adequate.

In the event that the LRTP is not adopted at the November 2025 Board meeting, the BCC Chambers has been reserved for the secondary date - Monday, December 8, 2025 - with the same start time of 9:30 a.m. MPO staff expects to know a few months in advance which December meeting date to keep and which to cancel.

Committee members are encouraged to review the proposed 2025 schedule prior to the meeting and notify staff if there is any need for revisions.

STAFF RECOMMENDATION: That the Committee review and endorse the 2025 Meeting Schedule.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENTS:

1. Proposed 2025 MPO Meeting Schedule



2025 Meeting Schedule

Collier Metropolitan Planning Organization (MPO)
2885 S. Horseshoe Drive, Naples, FL 34104
(239) 252-5814 | www.CollierMPO.org

DRAFT 1

RED STRIKETHROUGH = CANCELLED MEETING

DATES IN GREEN = ADDED MEETING

Metropolitan Planning Organization (MPO) – Monthly at 9:30 a.m.

MPO Board Meetings are held on the second Friday of the month at the Board of County Commissioners Chambers, Admin. Bldg. F, 3299 Tamiami Trail East, Naples, FL, 34112, unless otherwise noted.

February 14, 2025	March 14, 2025	April 11, 2025	May 9, 2025
June 13, 2025	September 12, 2025	October 10, 2025	November 14, 2025
December 8, 2025	December 12, 2025		
<i>*TENTATIVE JOINT MEETING with Lee County MPO, TBD.</i>			

Technical Advisory Committee (TAC) – Monthly at 9:30 a.m.

TAC Meetings are held on the fourth Monday of the month at the County Transportation Management Services Bldg., South Conference Room, 2885 South Horseshoe Drive, Naples, FL, 34104, unless otherwise noted.

January 27, 2025	February 24, 2025	March 24, 2025	April 28, 2025
*May 19, 2025 due to holiday	August 25, 2025	September 22, 2025	October 27, 2025
November 24, 2025			
<i>* TENTATIVE JOINT MEETING with Lee County TAC, TBD.</i>			

Citizens Advisory Committee (CAC) – Monthly at 2:00 p.m.

CAC Meetings are held on the fourth Monday of the month at the County Transportation Management Services Bldg., South Conference Room, 2885 South Horseshoe Drive, Naples, FL, 34104, unless otherwise noted.

January 27, 2025	February 24, 2025	March 24, 2025	April 28, 2025
*May 19, 2025 due to holiday	August 25, 2025	September 22, 2025	October 27, 2025
November 24, 2025			
<i>* TENTATIVE JOINT MEETING with Lee County CAC, TBD.</i>			

Bicycle/Pedestrian Advisory Committee (BPAC) – Monthly at 9:00 a.m.

BPAC Meetings are held on the third Tuesday of the month at the Collier County Government Center, Admin. Bldg. F, IT Training Room, 5th Floor, 3299 Tamiami Trail East, Naples, 34112, unless otherwise noted.

January 21, 2025	February 18, 2025	March 18, 2025	April 15, 2025
May 20, 2025	August 19, 2025	September 16, 2025	October 21, 2025
November 18, 2025			
<i>* TENTATIVE JOINT MEETING with Lee County BPCC, TBD.</i>			

Congestion Management Committee (CMC) – Bi-Monthly at 2:00 p.m.

CMC Meetings are held on the third Wednesday of every other month at the Collier County Transportation Management Services Bldg., South Conference Room, 2885 South Horseshoe Drive, Naples, FL, 34104, unless otherwise noted.

January 15, 2025	March 19, 2025	May 21, 2025	July 16, 2025
September 17, 2025	November 19, 2025		

Local Coordinating Board (LCB) for the Transportation Disadvantaged – Quarterly at 1:30 p.m.

LCB Meetings are held quarterly on the first Wednesday of the corresponding month at the Collier County Government Center, Admin. Bldg. F, IT Training Room, 5th Floor, 3299 Tamiami Trail East, Naples, 34112, unless otherwise noted.

March 5, 2025	May 7, 2025	September 3, 2025	December 3, 2025
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EXECUTIVE SUMMARY
REPORTS & PRESENTATIONS
ITEM 8A

Update on the Development of the Comprehensive Safety Action Plan

OBJECTIVE: For the Committee to be informed of the schedule, process and current status of the Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan (CSAP).

CONSIDERATIONS: Work has begun on the development of the CSAP. TYLin is the project consultant. The MPO has convened a Steering Committee comprised of members of the Bicycle and Pedestrian, Citizens and Technical Advisory Committees, the Community Traffic Safety Team, local Law Enforcement Officials and the County's Emergency Management Services. The MPO and TYLin hosted a virtual Kick-off Meeting with the Steering Committee on 9/28/24, and a follow-up virtual meeting is scheduled for 10/10/24, which the public will be encouraged to participate in. An initial public survey was announced in the MPO's August Newsletter and posted on the MPO's website. MPO staff is coordinating with the County Communications Division to post the survey on the County's social media accounts.

Staff will give an overview of the scope, process, and schedule using the presentation given to the Steering Committee. (**Attachment 1**) The draft Communications and Outreach Strategy is shown in **Attachment 2** and the Project Schedule is included as **Attachments 3**.

Next Steps: TyLin is developing an Existing Conditions & Safety Analysis Technical Memorandum which will be presented to the BPAC, TAC and CAC in October and the MPO Board in November.

STAFF RECOMMENDATION: Provided for informational purposes.

Prepared By: Anne McLaughlin, MPO Director

ATTACHMENTS:

1. Steering Committee Kick-off Meeting Presentation
2. Draft Communications and Outreach Strategy
3. Project Schedule

8A Attachment 1
TAC/CAC 9/23/24

Steering Committee Meeting #1

Project Kick-off & Goals and Themes

Collier Metropolitan Planning Organization (MPO)
Safe Streets and Roads for All (SS4A)
Comprehensive Safety Action Plan (SAP)

August 28, 2024

Contract No. 18-7432 MP



Agenda

1. Introduction
2. Challenges and Opportunities
3. Goals and Objectives
4. Goals/Themes Workshop
5. Next Steps



Participant Introductions

Please introduce yourself to the group, letting us know your name and affiliation.

Comprehensive Safety Action Plan (CSAP)

- Aimed at reducing and eliminating **serious-injury and fatal** crashes affecting **all roadway users** on **all public roads**.
- Adopts a Safe Systems Approach
- Aligns with the Florida Strategic Highway Safety Plan
- Focuses on safety needs and issues of the city, county, or region.



Purpose & Benefits of CSAP

Purpose

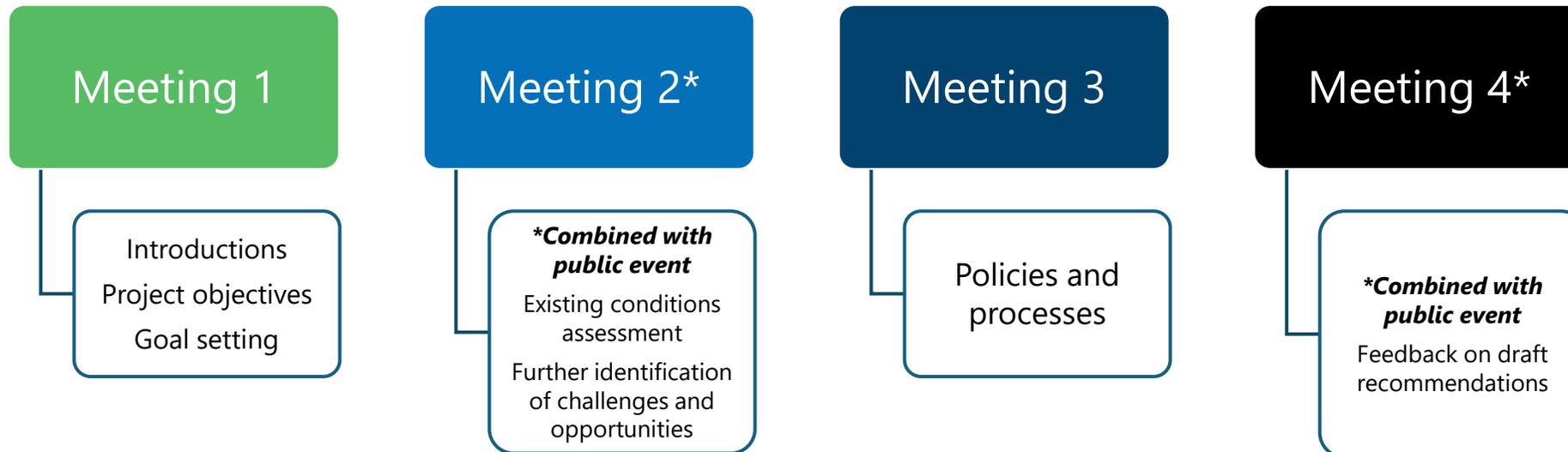
- Establish a framework for implementing strategies to eliminate serious and fatal injuries for all roadway users.
- Supports revision and adoption of policies and procedures, guides decision making, and allocates funding.

Benefits

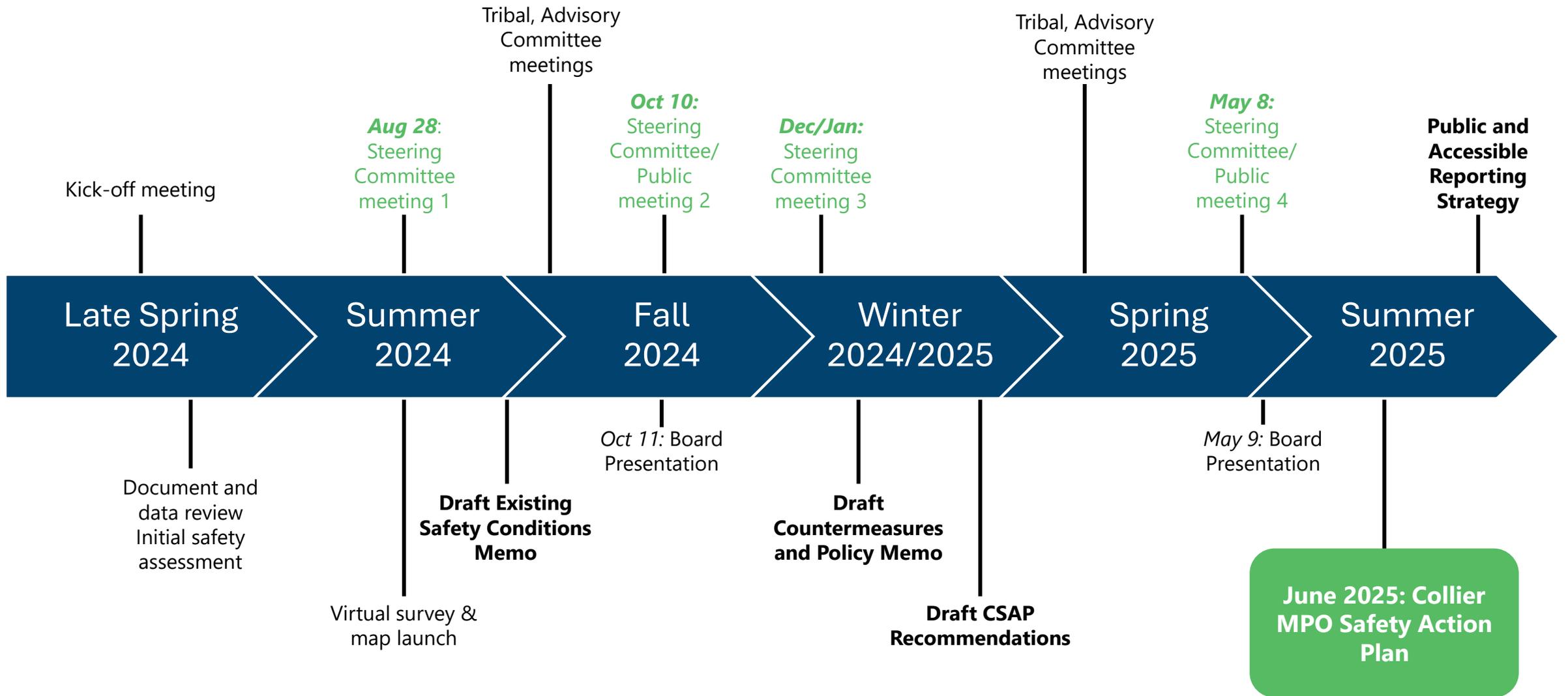
- Allows agencies and organizations to take a **proactive approach** to understanding and addressing safety concerns.
- **Improve relationships** with the public and other key stakeholders.
- **Increase multi-disciplinary collaboration** to reduce traffic-related fatalities and injuries.
- Identifies safety needs and includes strategies and a list of prioritized projects to pursue to better leverage existing and future **funding**.

Steering Committee Role

- The CSAP Advisory Committee will:
 - Represent their communities, sharing priorities, needs, and challenges
 - Attend project meetings and events
 - Provide project direction and guide the study
 - Provide input on CSAP and interim deliverables
 - Reach consensus on recommendations
 - Assist with outreach
 - Assist in development and implementation
- Meeting Points:



Project Timeline



Question:

What do you hope to get out of this process?

What is Vision Zero?

Vision Zero is the **commitment** to eliminating death and serious injury from traffic crashes. Safe System is the **approach**.

0

By changing how we **design, use, and view our streets**, we can make them **safer for everyone**.

Safe System/Vision Zero Principles

Death and Serious Injuries are Unacceptable

We can and must design a system where tragedies don't happen. Our primary focus should be on severe crashes.

Humans Make Mistakes

We can't expect perfect behavior. Our system should anticipate mistakes and mitigate the chance of death when they occur.

Humans Are Vulnerable

Our bodies have physical limits for tolerating crash forces, the design of our system should account for these human vulnerabilities.

Responsibility is Shared

We all (govt, industry, researchers, the public) have a responsibility to prevent fatalities and serious injuries on our roadways.

Safety is Proactive

We should use tools that identify and address issues in our system, rather than waiting for severe crashes to occur and react after.

Redundancy is Crucial

We need all parts of the system to be strengthened so that if one part fails, others still protect people.

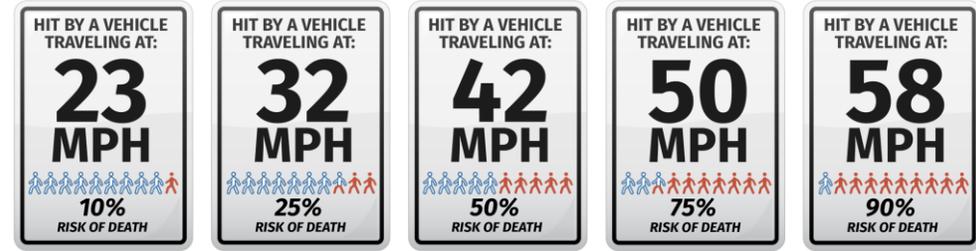
Want to learn more? <https://www.transportation.gov/NRSS/SafeSystem>

Safe System Objectives



Safe System Takeaways

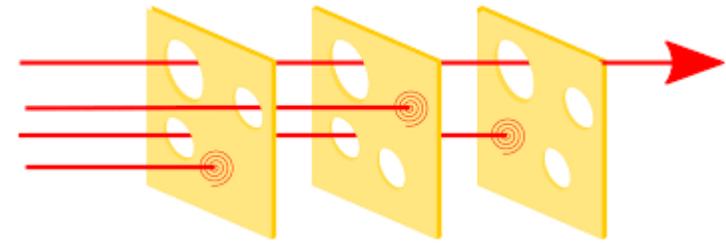
1 Design for the most physically vulnerable user anticipated: people walking and in wheelchairs



2 To mitigate harm in the system, the most effective variable to address is speed (velocity)

$$KE = \frac{1}{2}mv^2$$

3 A Safe System has multiple layers of redundancy that mitigate severe crash risk



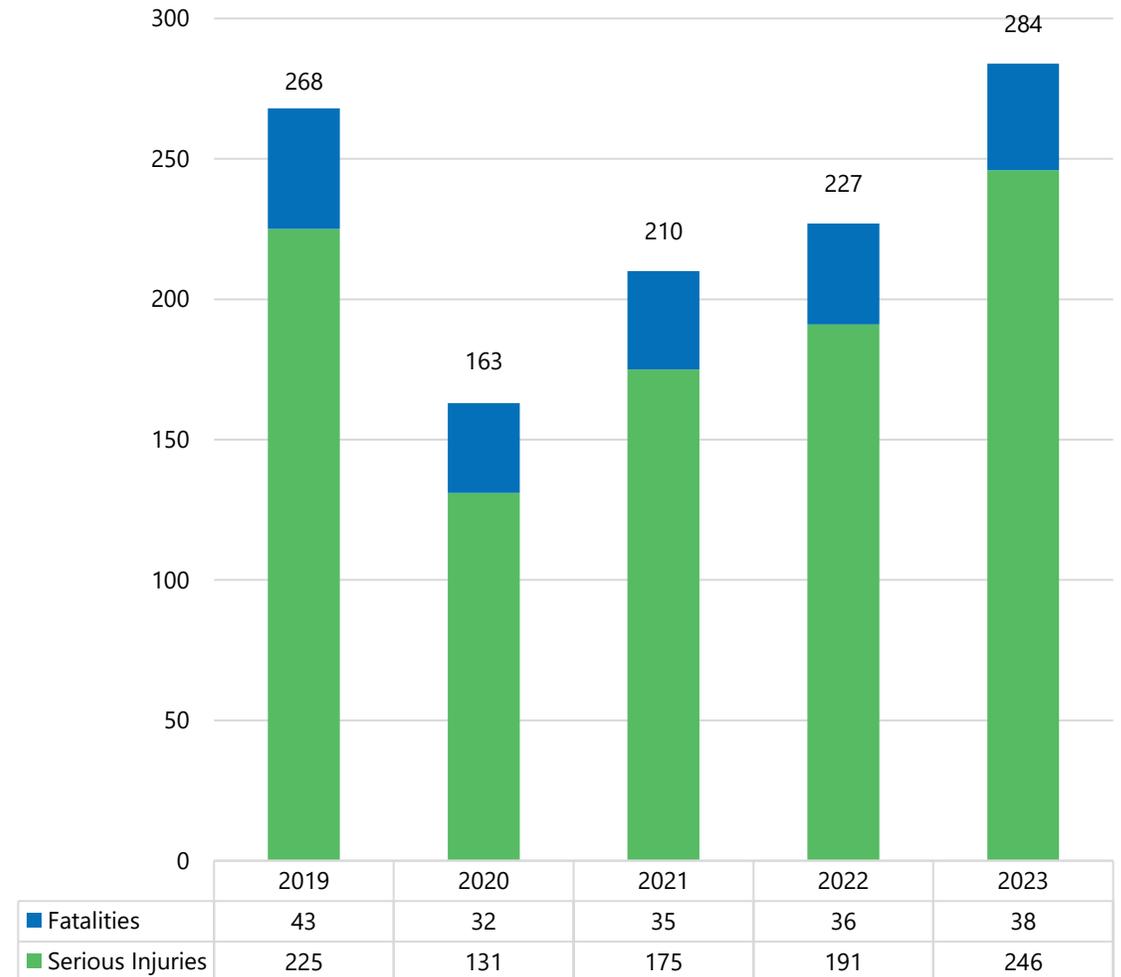
Preliminary Results: Existing Conditions

Crash Trends: Overall

- Fatal and Serious Injury crashes have been rising since 2020
- Average of 34 fatal crashes and 36 fatalities per year.
- Average of 152 serious injury crashes and 193 serious injuries per year.

Year	Total Crashes	Fatal and Serious Injury Crashes
2019	11,410	216
2020	9,395	137
2021	11,494	172
2022	12,236	186
2023	12,470	218
2019-2023	57,005	929

People Seriously Injured or Killed (2019-2023)



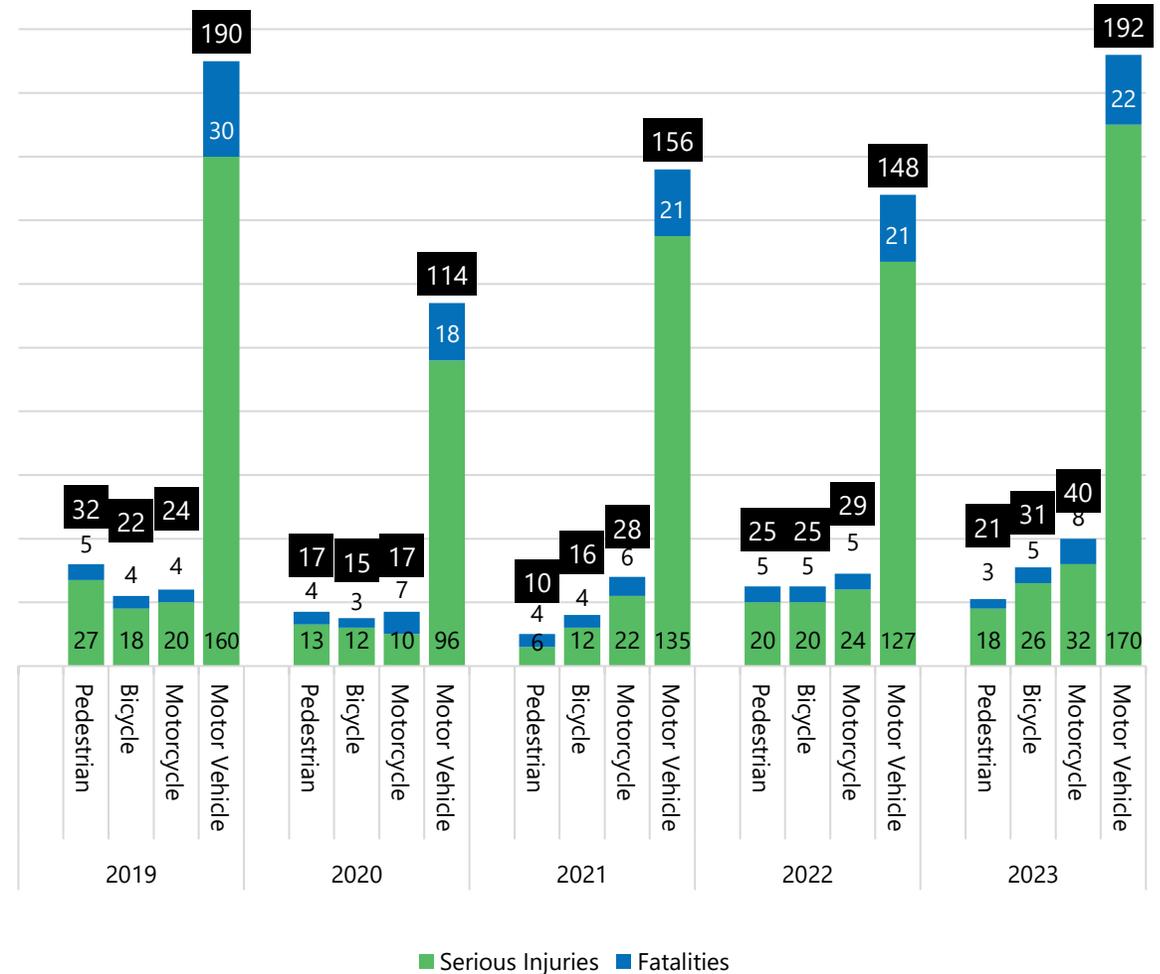
Preliminary Results: Existing Conditions

Crash Trends: By Mode

- Fatalities and Serious Injuries are over-represented among Motorcyclist, Bicycle, and Pedestrian crashes
- Motorcyclist crashes, despite being only 1% of all crashes represent, 14% of KSI crashes
- Motorist crashes are most common (96%), but are less severe than all other crashes

User Type	% Crashes	% of KSI Crashes	Relative Severity
Pedestrian	2%	11%	6.1
Bicycle	2%	12%	7.1
Motorcycle	1%	14%	14.8
Motor Vehicle	96%	63%	0.7

People Killed or Seriously Injured Since 2019, by Mode

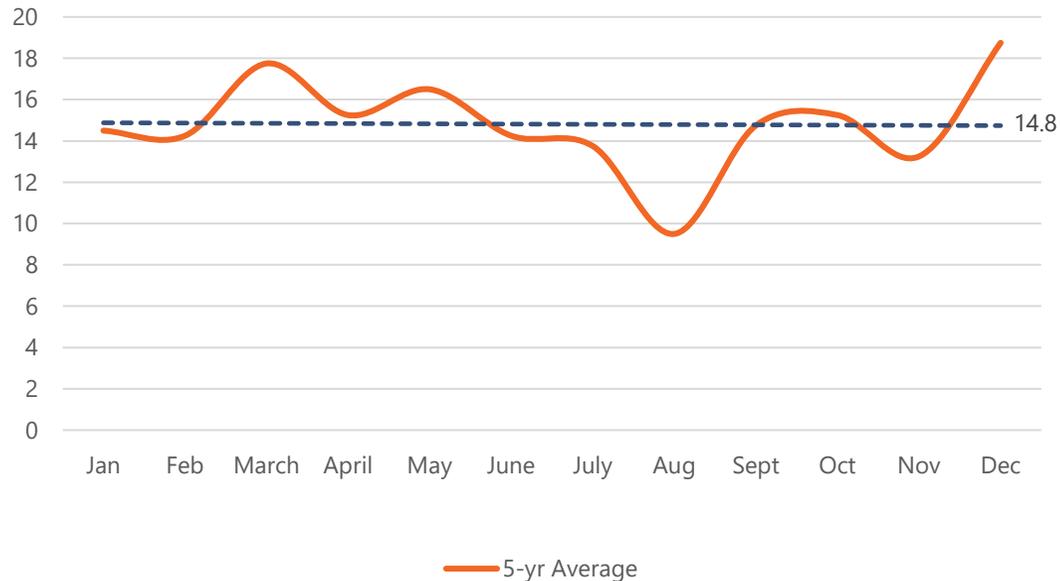


Preliminary Results: Existing Conditions

Crash Trends: By Season

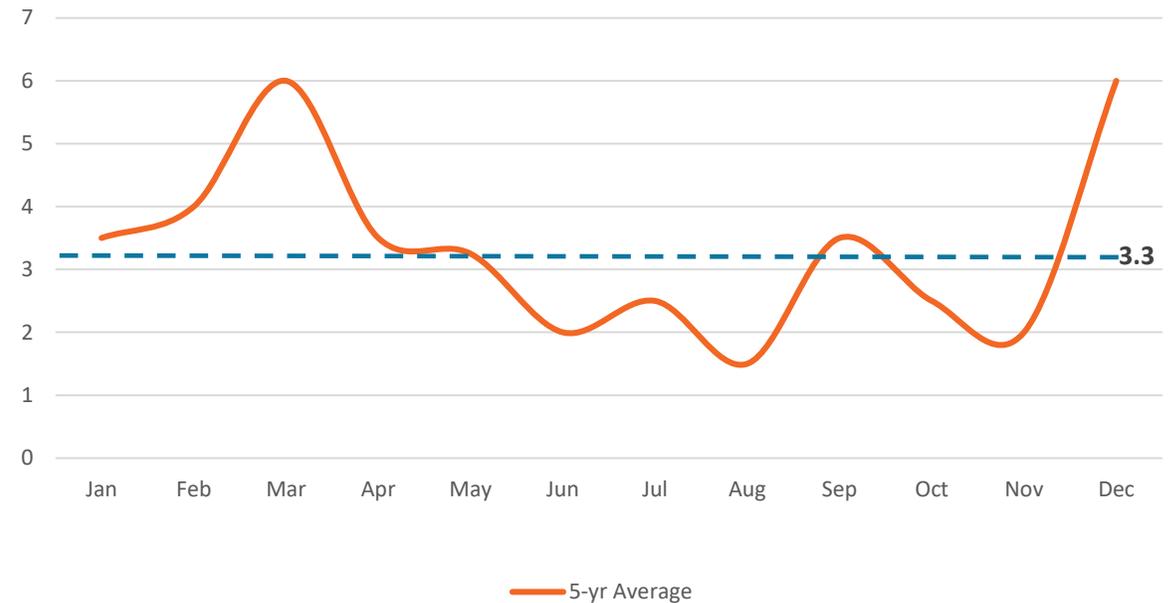
All Modes

- Average of 14.8 KSI crashes per season
- Crashes are highest in Winter and Spring



Bicyclists and Pedestrians

- More likely to have been in a crash in the winter and spring, with these periods representing 66% of all KSI crashes.



Preliminary Results: Existing Conditions

Crash Trends: Equity Considerations

- Non-whites make up a smaller portion of the overall population and crashes, but bear a disproportionate number of traffic fatalities.

	White (Non-Hispanic)	Hispanic or Latino	Black or African American (Non-Hispanic)	Asian (Non-Hispanic)
Population in Collier County	233,909	108,822	24,232	5,338
Share of Collier County (%)	61.5%	28.6%	6.4%	1.4%
Persons Killed in Fatal Crashes	104	71	20	5
Share of Fatalities, 2017-2021 (%)	51%	35%	10%	2%
Fatalities per 100,000 Residents	44.46	65.24	82.54	93.67

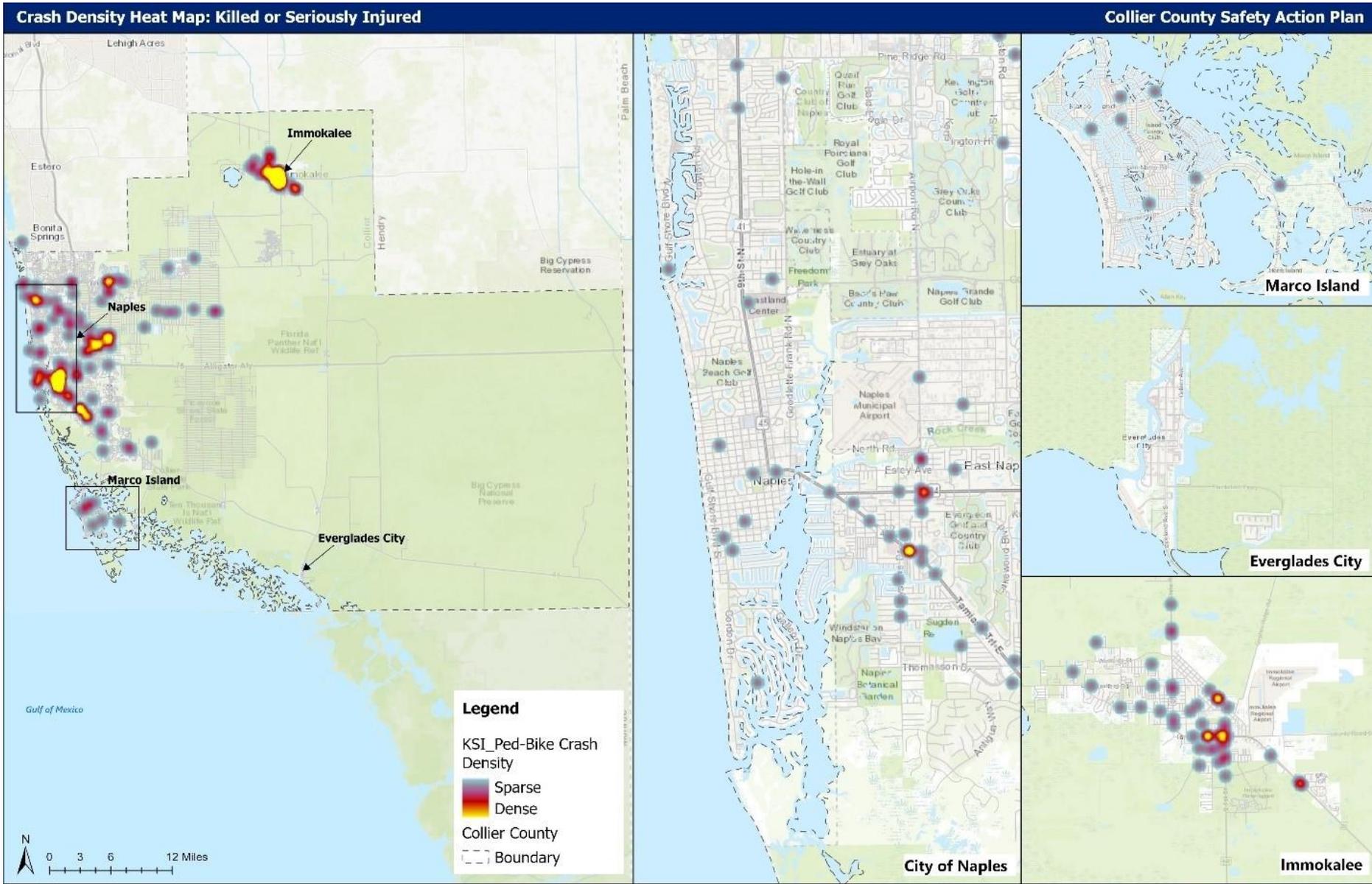
Preliminary Results: Existing Conditions

Category	Crash Type	Share Crashes	Share KSI Crashes	Severity
Intersection/ Access Management	Left Turn	7%	17%	2.5
	Angle	6%	8%	1.3
	Rear End	34%	15%	0.4
	Right turn	2%	2%	0.9
Lane Departure	Ran off Roadway/Fixed Object	9%	19%	2.3
	Head On	1%	6%	5.8
	Rollover	0%	5%	10.9
	Sideswipe	12%	4%	0.4
Non-Motorist/Other	Pedestrian	1%	14%	10.1
	Bicycle	1%	9%	7.8
	Other/ Non-Collision	27%	2%	0.1
	Animal	1%	0%	0.3

Contributory Causes

- Most common crash type was Rear End at 34% of all crashes and 15% of all KSI crashes
- Ran Off Roadway / Fixed Object crashes represented the highest share of KSI crashes at 19%, followed by Left Turn, Rear End, and Pedestrian crashes

Preliminary Results: Existing Conditions



Questions:

What are your greatest safety concerns for the region?

Are there specific areas we should focus on?

What we are Working Towards



Guiding Question:

What are the goals and themes for the Collier MPO Safety Action Plan?

Collier MPO Goals

- Collier MPO's previous plans have safety and mobility goals that provide context to this plan:
 - Collier MPO 2045 Long Range Transportation Plan
 - Collier MPO Congestion Management Process
 - Collier MPO Local Roads Safety Plan
 - Collier MPO Transportation Improvement Program
 - Collier MPO Bicycle and Pedestrian Master Plan
 - Collier MPO Unified Planning Work Program
- Goals have been consistent and align with Florida's safety goals

The CSAP will build off this context, but have specific **ACTIONS** to achieve those goals

Collier MPO Goals

Current Collier MPO Safe Mobility Goals:

Goals of the LRTP:

Goal #6: Increase the Safety of the Transportation System for Users

Goal #7: Promote Multimodal Solutions

Collier MPO 2045 Long Range Transportation Plan

Improve Collier County's transportation system performance and reliability through mitigating congestion and **improving the safety and mobility of people and goods**. the number of fatalities, injuries, and crashes.

Ensure adequate bicycle and pedestrian facilities are **incorporated into new highway and transit projects**. Implement safety-related improvements **on high crash corridors**. Implement **Complete Streets policies**.

Collier MPO Congestion Management Process

Prioritize opportunities to **improve roadway safety on locally owned and maintained roadways in support of FDOT's Vision Zero goal** of achieving zero fatalities and serious injuries Statewide.

Collier MPO Local Roads Safety Plan

Projects identified in the TIP are prioritized by the MPO and its partners to implement, support, and **enhance regional mobility, and improve the safety, condition, and efficiency of the region's transportation system**.

Increase the safety of the transportation system for **motorized and non-motorized users**.

Enhance the integration and connectivity of the transportation system, **across and between modes**.

Collier MPO Transportation Improvement Program

Provide a safe and comprehensive bicycle and pedestrian network that promotes and **encourages community use and enjoyment**.

Collier MPO Bicycle and Pedestrian Master Plan

The Florida Transportation Plan and the State's Strategic Highway Safety Plan place **top priority on safety, with a state target of zero traffic fatalities and serious injuries**. The UPWP should consider enhancements to data analyses and community involvement to better inform the identification and **prioritization of safety projects**.

Collier MPO Unified Planning Work Program

- Collier MPO has committed to **Florida's Target Zero Goal**: *“Target Zero is a statewide initiative to reduce the number of transportation-related serious injuries and deaths across Florida to ZERO”*

FDOT Strategic Highway Safety Plan goals:

INFORMATION INTELLIGENCE



Develop analysis tools, visualization approaches, and dashboards to turn information into useable knowledge that meets the needs of users and decision-makers.

Improve data analysis tools and methodologies by facilitating a fully integrated traffic records data system with up-to-date and consistent data dictionaries and data elements that incorporates all roads.

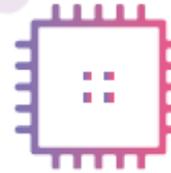
Improve data collection and analysis efforts through training and education of law enforcement officers regarding accuracy and detail of crash report information.

INSIGHT INTO COMMUNITIES



Augment analysis of traffic records with broader data on community context, land use, demographics, and public health.

INNOVATION



Expand data collection and analysis to incorporate emerging mobility options such as micromobility and connected and automated vehicles, as well as real-time data sources.

INVESTMENTS AND POLICIES



Develop and commit sustainable funding to implement a comprehensive safety data management plan.

MetroPlan Orlando Vision Zero Central Florida Plan

Actions are grouped by the **CORE ELEMENTS** of Vision Zero:



Leadership and commitment

- Public, high-level commitment
- Authentic engagement
- Strategic planning
- Project delivery



Safe roads and safe speeds

- Complete streets for all
- Context-appropriate speeds



Data, transparency, and accountability

- Equity-focused analysis and programs
- Proactive, systemic planning
- Responsive, hot spot planning
- Evaluation and adjustments

Hillsborough County Vision Zero Action Plan

Paint Saves Lives | *Low cost retrofits and pop-up treatments*

Complete streets, cycle tracks and other projects improve safety, but often require a large investment and a long time to accomplish. To start saving lives in the short term with limited public dollars calls for creativity. This track set out to improve safety incrementally by using data to pinpoint locations for low-cost actions that can be taken in one to two years.

One Message, Many Voices | *Public education strategies*

Vision Zero's success depends on communicating its core messages in ways that will resonate. This action track focused on identifying key audiences for the initiative, choosing the most effective mediums to reach them and tailoring Vision Zero's messages in compelling ways for each audience.

Consistent and Fair | *Community-oriented law enforcement*

Safe road behavior is everyone's responsibility, whether you walk, bike or drive. Preventing dangerous behaviors isn't solely the responsibility of law enforcement. This action track focused on ways to reduce dangerous behaviors by all road users. It also considered methods beyond policing to inhibit dangerous behaviors to include engineering and education.

The Future Will Not Be Like the Past | *Facilitating culture change through policies and programs*

Reaching zero road deaths means changing the culture that contributes to the problem. That includes changing the way professionals in the private and public sectors approach driving, biking and walking. This track focuses on ways to avoid perpetuating the problems in our built environment as new roads and developments are built.

Fort Lauderdale Vision Zero Plan

The Strategies

-  Engineering
-  Education
-  Encouragement
-  Enforcement
-  Evaluation

Palm Beach TPA Vision Zero Action Plan

Policy

A successful Vision Zero action plan uses a data-driven approach. Data sharing helps politicians, stakeholders, and the public collaborate and implement effective policy change.

Funding

TPA-administered funding is a powerful tool for improving safety in Palm Beach County. By allocating our funding, pursuing future funding opportunities; and helping other agencies obtain funding, we can implement action items and safety improvements throughout our community. And by combining the TPA's funding expertise with the Transportation Plan, the TIP and other TPA plans and programs, we can better provide a complete transportation system for all users.

Culture

Improving street safety also requires changing how we think and talk about our transportation system. We can change the narrative by establishing ongoing and improved data collection and reporting, prioritizing vulnerable road users, institutionalizing Vision Zero principles, and building a stronger coalition between our organization, local stakeholders, and all members of our community.

Space Coast TPO Vision Zero Action Plan

Objective	The Safe System Approach
1. Facilitate Collaboration between Allied Agencies	  
2. Increase Awareness of the Vision Zero Program, Objectives, and Actions	  
3. Improve Data Collection and Reporting	  
4. Encourage and Support the Implementation of Proven Safety Countermeasures and People-First Roadway Design	  
5. Identify Funding Opportunities and Resources for Transportation Safety Projects	 
6. Increase Support of Transportation Safety Legislation and Policy	   
7. Educate Road Users on the Relationship between Individual Behaviors and Crashes	

Common Goals/Themes

- Prioritizing the safety of vulnerable users (e.g., pedestrians and cyclists) in street design projects
- Speed management
- Policy/internal practice
- Equitable distribution
- Engagement with community/stakeholders
- Culture of safety
- Education and enforcement
- Data, transparency, and accountability
- Collaboration and partnership
- Funding and resource optimization

Overlapping Collier MPO and Peer Plan Goals

- Increase safety for all users, prioritizing people walking and biking in design
- Provide multiple safe and convenient transportation options
- Designing for all users across and between modes

- **Promote a Culture of Safety** to prevent severe crashes by addressing the root causes of dangerous driving.
- **Design Safe Streets for Everyone** with improvements that reduce speeds and mitigate risky driving.
- **Collaborate to Integrate** Vision Zero into multi-jurisdictional policies and processes, reducing severe crash risks.
- **Expand Safe Mobility Options** by securing resources for accessible, affordable, and connected networks for all ages and abilities.

Data &
transparency?

Enforcement?

Funding?

Other?

Draft Goals **Workshop**

- **Promote a Culture of Safety** to prevent severe crashes by addressing the root causes of dangerous driving.
- **Design Safe Streets for Everyone** with improvements that reduce speeds and mitigate risky driving.
- **Collaborate to Integrate** Vision Zero into multi-jurisdictional policies and processes, reducing severe crash risks.
- **Expand Safe Mobility Options** by securing resources for accessible, affordable, and connected networks for all ages and abilities.

Data &
transparency?

Enforcement?

Funding?

Other?

Next Steps

- Launch of public engagement tools (survey and map)
 - Please visit and share:
<https://www.colliermpto.org/other-programs-documents/traffic-safety>
- Existing Safety Conditions (ESC) Memorandum draft
- Combined Steering Committee / Public Meeting:
October 10





Collier County Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan (SAP)

REVISED DRAFT Project Communications and Outreach Strategy (COS)

September 11, 2024 — Contract # 18-7432 MP
Collier Metropolitan Planning Organization (MPO)



Edit Log

6/19/2024: Document accepted as working document, pending some meeting dates

8/16/2024: First Steering Committee meeting date set August 28

9/4/2024: Dates of Advisory Committee/board meeting pushed back 1 month (October/November); public meeting #1 confirmed for 10/10/2024; virtual engagement extended to at least 6 weeks

9/11/2024: Removed yellow highlights, updated Steering Committee roster, corrected April 2025 BPAC meeting date (for inclusion in TAC/CAC agenda packets for 9/23/24 meetings)

Introduction

The Collier Metropolitan Planning Organization (MPO), TYLin (herein as the Consultant) are committed to equitable engagement and outreach in support of the Collier County Safe Streets and Roads for All (SS4A) Comprehensive Safety Action Plan (SAP). Community engagement is crucial to the success of this project; understanding local travel patterns, challenges, and desires is fundamental to creating recommendations that will have the biggest impact on multimodal safety in Collier County.

This Community Outreach Strategy (COS) outlines the approach and principles that will guide public engagement throughout the planning process, including specific tactics, audiences, and areas to target. The purpose of public engagement in developing the SAP is to ensure that community needs and perspectives are accurately represented, fostering greater support and collaboration for effective implementation.

Working together, the MPO, the Consultant, the stakeholders, and the community will determine the priorities for transportation safety included in the final recommendations.

Approach to Outreach and Engagement

The Collier County Metropolitan Planning Organization Public Participation Plan (PPP), adopted June 12, 2020, serves as a framework for this COS. It lists two goals:

Primary goal: to actively engage a broad cross-section of the public in transportation planning and serve as a source of information on MPO transportation planning activities.

Secondary goal: to comply with state and federal regulations.

To meet these goals, this approach is thus one that is intentional, inclusive, and accessible, identifying strategies that bring former nonparticipants into the planning process to provide input. It also follows and aligns with the federal, state and MPO requirements, PPP goals and objectives, and PPP policies.

The intent of the outreach is to solicit feedback from:

- Tribal Entities
- Public Agencies
- Business Groups
- Civic Organizations
- Low-income Communities
- Representatives of the disabled
- Social Service Organizations
- Community & Economic Development
- Regional Planning Partners
- Minority Communities
- Public Health Organizations
- Neighborhood/Homeowner Associations
- Environmental Groups
- Bicyclists and Pedestrians
- Higher Education Institutions
- Transit Dependent Persons

Communications and Outreach Strategy Overview

Our engagement process is intended to be interactive and evolve with the progression of each phase. A timeframe and assignment of responsibility ensure that expectations are clear for all participating parties. The below table provides a summary of the public engagement & collaboration strategy, detailed in the proceeding sections.

Engagement Type	Number	Primary Responsibility	Target Date or Timeframe
Project Communication + Additional In-Person Outreach	N/A	MPO	Duration of Project
Steering Committee Meetings	4	Consultant	Meeting 1: August 28, 2024 *Meeting 2: October 10, 2024 Meeting 3: March 2025 TBD *Meeting 4: May 2025 TBD
Public Engagement Meetings	2	Consultant	*Meeting 1: October 10, 2024 *Meeting 2: May 2025 TBD
Virtual Public Engagement	N/A	Consultant	Duration of Project
Tribal Outreach Meetings	4	MPO	Meetings Round 1: TBD Meetings Round 2: TBD
MPO Advisory Committee and MPO Board Meetings	8	Consultant	Meetings Round 1: October thru November 2024 Meetings Round 2: April thru May 2025

**Meeting is a combined Steering Committee/Public meeting*

Expectations of Collier MPO Role

As detailed in the PPP, the MPO is already using the following outreach strategies to engage the public in the transportation planning process. These will be used for the SAP, with the goal of publicizing the project and providing helpful information on the plan progress, public meetings, events, and opportunities for involvement. The purpose of using these channels is to align with PPP policies, as well as to take advantage of the MPO's already established and robust distribution networks to reach the broadest number of community members.

Use, coordination, and management of these strategies will be the responsibility of the Collier MPO. The MPO is also responsible for ensuring that all public engagement, meetings, and events follow the standard operating procedures for public notice and accommodations as regulated in the PPP.

MPO Communications Channels

Interactive Webpage

The Collier MPO website (www.colliermopo.com) serves as an important source of information. The MPO will set up an interactive project webpage on the MPO website platform. The project webpage will serve as the primary source of project updates and information for the public, and provide a centralized, accessible platform for disseminating information, updates, public engagement opportunities, and resources about the project.

The MPO will manage the webpage and develop project website content, including the opportunity to submit comments. The Consultant will prepare informational content for the webpage, including interactive map(s) and surveys to be hosted on the webpage, as detailed in 'Virtual Public Engagement'.

- **Target Date:** late Summer 2024

Social Media, E-Blasts, Newsletters, Press Releases

The MPO manages or coordinates several communication platforms that will be utilized to engage the public in the SAP process. Use of these channels will coincide with project updates and opportunities for public input. The MPO will be responsible for creating and distributing content via:

- Social media (Collier County Facebook)
- E-blasts
- Monthly e-Newsletter
- Press Releases/Earned Media

The Consultant will provide MPO staff with informational content and project updates as needed.

Additional In-Person Outreach

As detailed in the PPP, Community Outreach Events are a long-standing MPO practice. These are opportunities for MPO staff to piggy-back on special events to increase public awareness of the SAP, solicit additional feedback, and answer questions from the community. This can include the MPO hosting booths at various locations, such as farmers markets, bus transfer stations, and street fairs.

Identifying, attending, and coordinating these events will be the responsibility of the MPO. The Consultant can provide support in the form of materials (such as flyers, handouts, maps, etc.) and

identifying areas for targeted outreach, such as underserved or overly burdened communities as identified by Collier MPO or through the project's equity analysis.

Steering Committee Meetings

The MPO will identify Steering Committee members to provide project direction, review draft deliverables, assist with outreach, and attend project meetings and events. This Steering Committee is charged with oversight of the Action Plan development, implementation, and monitoring. The Steering Committee will consist of representatives of local civic and business organizations, residents, MPO advisory committee Chairpersons, technical staff of member governments, local law enforcement officials, safety advocates, disability advocates, and advocates for disadvantaged communities.

The purpose of this Steering Committee is to ensure that diverse stakeholder perspectives are considered, align the SAP with broader organizational or community goals, and help to resolve any challenges that arise during the process.

Throughout the course of the project, the Consultant will organize and lead up to four (4) Steering Committee meetings, scheduled around key deliverables/decision points in the process. Two (2) of these meetings will be combined with the Public Engagement Meetings, as noted by *.

- **Format:** Virtual/In-person
- **Target Audience:** Steering Committee and relevant Collier MPO staff
- **Engagement Materials:** Necessary presentations and documents, meeting agendas. The Consultant will prepare these materials.

Meeting #1

The first Steering Committee meeting will function as a kickoff and goal-setting meeting. The purpose of the meeting is to align all members on the project's objectives and establish clear goals of the SAP. This meeting sets the tone for collaboration, ensures everyone understands the project's scope and expectations, and creates a shared vision to guide the Committee's efforts throughout the project.

The Consultant will facilitate a brief overview of the project objectives, and lead in a goal setting exercise. Feedback from this meeting will be compiled into a summary document, and ultimately inform the final SAP.

- **Target date:** August 28, 2024
- **Location:** Virtual

*Meeting #2

The second meeting with the Steering Committee will be held in conjunction with the first Public Engagement Meeting (see '[Public Engagement Meetings](#)' for more details). This meeting will be an introduction to the project and overview of the existing conditions analysis (results from the safety data analysis). Feedback from the Committee will inform the plan development.

- **Target date:** October 10, 2024
- **Location:** Virtual

Meeting #3

The third Steering Committee meeting will be focused on policies and processes that impact traffic safety in the MPO region. The purpose of this meeting is to identify and discuss relevant policies related to transportation, safety, and capital project implementation. Feedback from the Committee and MPO staff will be leveraged to identify recommendations that can be applied to jurisdictions across the MPO to improve safety and deliver on the plan's goals.

The Consultant will facilitate a policy and process review exercise. Feedback from this meeting will be compiled into a summary document, and ultimately inform the final SAP.

- **Target date:** March 2025 TBD
- **Location:** Virtual

***Meeting #4**

The fourth meeting with the Steering Committee will be held in conjunction with the second Public Engagement Meeting (see '[Public Engagement Meetings](#)' for more details). This meeting will present overview of the draft SAP plan to the Steering Committee and the public, with the purpose of soliciting feedback on the plan's recommendations.

- **Target date:** May 2025 TBD
- **Location:** In-person/Virtual, location TBD.

The list of Steering Committee members, current as of 9/11/24, is provided in the below table.

SS4A Safety Action Plan Steering Committee		<i>Updated 9/11/24</i>		
	Name	Affiliation	email	Confirmed
1	John McNamara	Concerned Citizen	Jmcmamara55@gmail.com	Y
2	Michelle Avola-Brown	NPC Ex. Director & CTST Chair	michelle@naplespathways.org	Y
3	Anthony Matonti	BPAC Chair	Avmatonti@gmail.com	Y
4	TBD	CAC (Chair declined)		
5	Sophia Spero	MADD, CTST member	Sophia.Spero@madd.org	
6	Dan Hall, PE	County TMSD, Traffic Ops-Safety	Daniel.Hall@colliercountyfl.gov	Y
7	Lorraine Lantz (alternate Katherine Eastley)	County TMSD, Transportation Planning, TAC Chair	lorraine.lantz@colliercountyfl.gov Katherine.eastley@colliercountyfl.gov	Y
8	Tony Camps	County Emergency Management Services	Juan.camps@colliercountyfl.gov	Y
9	Alison Bickett, PE	Naples -Traffic Engineering, TAC Vice-Chair, CMC	abickett@naplesgov.com	Y
10	Justin Martin, PE	Marco Island Public Works Director	JMartin@cityofmarcoisland.com	Y
11	David Ennis	Marco Island PD	dennis@cityofmarcoisland.com	Y
12	Sgt. Anna Horowitz	County Sheriff Office Traffic Safety	anna.horowitz@colliersheriff.org	Y
13	Sgt Greg Sheridan	Naples PD Traffic Safety	gsheridan@naplesgov.com	
14	Reggie Wilson	Dept of Health	Reginald.Wilson@flhealth.gov	
15	Kyle Kemmish (alternate Amara DeCicco)	FDOT D1, Safety Work Program Team	Kyle.kemmish@dot.state.fl.us amara.decicco@dot.state.fl.us	Y
16	Christie Betancourt	Immokalee CRA, Program Manager	christie.betancourt@colliercountyfl.gov	Y
17	Tami Scott	Bayshore CRA, Program Manager	tami.scott@colliercountyfl.gov	Y
18	John Dunnuck	County CRA, Division Director	john.dunnuck@colliercountyfl.gov	Y
19	Kevin Donaldson (alternate Joseph DeBono)	Miccosukee Tribe	kevind@miccosukeetribe.com josephd@miccosukeetribe.com	Y
20	Adam Ahmad (alternate Hector Garcia)	Seminole Tribe	adam.ahmad@capitalengr.com hectorgarcia-ochoaro@semtribe.com	Y
21	John Lambcke	Collier Public Schools, Transportation Dir.	lambck.jo@collierschools.com	Y

- **Updates may be made**

Public Engagement Meetings

The Consultant will organize and lead two (2) combined Steering Committee/public engagement meetings. These meetings will be scheduled around key deliverables/decision points in the process. These meetings will be Steering Committee meetings in which the public will be invited to attend in-person, with a virtual option. The public component can be at the same time or after the Steering Committee.

Overall, the purpose of these public engagement meetings is to involve community members in the decision-making process, gather valuable input and feedback, and build consensus around proposed actions or policies. These meetings help ensure transparency, enhance trust, and foster a sense of ownership and collaboration among stakeholders. Feedback from the public from these events will be anonymized and compiled into summary reports, and findings will be incorporated into the recommendations and included in the final SAP.

In line with the PPP, minutes of meetings will be available for public inspections. In line with the Limited English Proficiency (LEP) Plan in the PPP, materials for these events will be in English, with the option for Spanish and Creole if deemed appropriate. Translation will be the responsibility of the MPO.

- **Format:** Virtual/In-person
- **Target Audience:** Members of the Steering Committee, Collier County community members (as representative a sample as possible), underserved or overly burdened communities as identified by Collier MPO or through the project's equity analysis.
- **Communication Channels:** The public engagement events will be publicized via MPO communication channels. Dissemination of these communications will be the responsibility of the MPO.
- **Outreach Materials:** Meeting announcements/flyers. The Consultant will develop these materials.
- **Engagement Materials:** Necessary presentations, handouts, and sign-in sheets, survey materials and comment forms in hard-copy. The Consultant will develop these materials.

Meeting #1

The first combined Steering Committee/public meeting will be an introduction to the project. The meeting will begin with a brief presentation on the project purpose and summarize key points from the existing conditions analysis (results from the safety data analysis).

In addition, this meeting will be a chance to collect Steering Committee and public input. Feedback will be collected via a live Steering Committee's question-and-answer session, a public comment session, and survey and comment forms responses. In addition, virtual participants will be directed to the project site to leave virtual survey, map, and comment box responses.

- **Target date:** October 10, 2024
- **Location:** Virtual

Meeting #2

The second combined Steering Committee/public meeting will present an overview of the draft SAP plan to the Steering Committee and the public, with the purpose of soliciting feedback on the plan's recommendations. Feedback will be collected via a live Steering Committee's question-and-answer session, and a public comment session. In addition, participants will be directed to the project site to leave comment box responses.

- **Target date:** May 2025 TBD
- **Location:** TBD; virtual option hosted by the Consultant

Virtual Public Engagement

The Consultant will prepare informational content including and interactive map and survey that the MPO can post on its website, social media platforms and incorporate in its eNewsletter to generate public awareness and solicit public comments throughout the development of the SAP. The MPO will submit any public comments to the Consultant for inclusion in the comment summary and response summary report. Virtual content will be made accessible.

The following engagement strategies are designed to involve community members throughout the planning process and help gather diverse, representative input and feedback to inform the project's goals and recommendations. While strategies are geared towards the community at large, the Consultant will assist the MPO in identifying disadvantaged/underrepresented population groups to involve throughout the project.

In line with the Limited English Proficiency (LEP) Plan in the PPP, materials will be in English, with the option for Spanish and Creole if deemed appropriate. Translation will be the responsibility of the MPO.

Interactive Map

An online, interactive map will be developed in which community members can identify traffic safety concerns applicable to driving, accessing transit, walking, cycling, or using other micromobility devices. The online map will be available through the project website. Directions for completing the online map will be provided in both English and any additional languages identified as helpful for the widest range of County residents.

The interactive map findings will be incorporated into the recommendations and included in the final SAP.

- **Target date:** late Summer 2024
- **Target Audience:** Collier County community members (as representative a sample as possible), underserved communities as identified by Collier MPO or through the project's equity analysis.
- **Call to Action:** Help us identify where there are traffic safety concerns and opportunities to improve safety for all modes of travel in your community. Results from the survey will help us identify problem locations and potential improvements to enhance traffic safety in Collier County.
- **Communication Channel:** The public engagement events will be publicized via MPO

communication channels. Dissemination of these communications will be the responsibility of the MPO.

- **Expected Time:** The interactive map will open for an estimated six+ weeks.
- **Materials:** The interactive map will be created and available on the project website

Community Surveys

The Consultant will develop a public-facing survey to be distributed to community members in the County to better understand experiences of travel safety in the and preferences. The survey will be posted to the project website and distributed in late Summer and early Fall 2024. While the survey will be made online, an analog version of the survey will be made available for community members. The Consultant will work with the MPO to determine an appropriate way to distribute an analog version of the survey. The survey findings will be incorporated into the recommendations and included in the final SAP.

The Consultant will gather demographic information from participants (with the option for participants to opt out) to gauge whether additional efforts are needed to gather more representative feedback.

- **Target date:** August/September 2024
- **Target Audience:** Collier County community members (as representative a sample as possible), underserved communities as identified by Collier MPO or through the project's equity analysis.
- **Call to Action:** Help the Collier County MPO and partners to prioritize street safety improvements and tell us what actions to take right now to end traffic deaths and serious injuries.
- **Communication Channel:** The public engagement events will be publicized via MPO communication channels. Dissemination of these communications will be the responsibility of the MPO.
- **Expected Time:** The online survey will be active for an estimated six+ weeks.
- **Materials:** The survey will be created and available on the project website and in paper format.

Tribal Outreach

The Collier MPO will conduct a tribal outreach consistent with its own Public Participation Plan's Government -to-Government communications policy. The Consultant will participate in up to four (4) virtual meetings, two (2) each with the Seminole and Miccosukee Tribes. It is anticipated the Tribal stakeholder meetings will take place before each of the two Steering Committee and Public Involvement meetings, the Consultant will present information, facilitate the comments/questions and responses/answers sessions, record input, and create a summary of the responses received.

The purpose of this engagement is to solicit valuable feedback from the community, promote Tribal

involvement in the MPO planning process, maintain a positive working relationship between the MPO and Tribal governments, and promote effective collaboration and communication between the MPO and Tribes.

- **Format:** Virtual
- **Target Audience:** Seminole and Miccosukee Tribes
- **Communication Channel:** Invitations will be sent out to the Seminole and Miccosukee Tribes by the MPO via email or another appropriate channel.
- **Materials:** Necessary presentations and documents, meeting agendas. The Consultant will prepare these materials.

The Consultant will participate in up to four (4) virtual meetings, presenting information, facilitate comment/response sessions, take notes, and provide a summary report for input received.

Meetings Round 1:

Project overview and solicit feedback.

- **Target date:** TBD Before the Steering Committee/Public Involvement meetings
- **Location:** Virtual

Meetings Round 2:

Draft SAP and solicit feedback.

- **Target date:** TBD Before the Steering Committee/Public Involvement meetings
- **Location:** Virtual

MPO Advisory Committee and MPO Board Meetings

The Consultant shall present at up to six (6) MPO Advisory Committee and up to two (2) MPO Board meetings and obtain input, for a total of eight (8) meetings. The purpose of this engagement is to ensure that stakeholder needs and perspectives are accurately represented and align the SAP with broader organizational or community goals, fostering greater support and collaboration for effective implementation.

The Consultant will coordinate with MPO staff to schedule the presentations, facilitate the question-and-answer session, prepare presentations and handouts, present, take notes and provide summaries.

Feedback from these events will be anonymized and compiled into summary reports, and findings will be incorporated into the recommendations and included in the final SAP.

- **Format:** Virtual / In-person
- **Target Audience:** MPO Advisory Committee members and Collier MPO Board members.
- **Communication Channel:** The Consultant shall coordinate with the Collier MPO Advisory Committee and board point of contact, Anne McLaughlin at Anne.Mclaughlin@colliercountyfl.gov to schedule SAP presentations.

- **Materials:** The Consultant shall coordinate with Anne McLaughlin for necessary presentations, documents, and meeting agendas. The Consultant will prepare these materials.

Meetings:

The first round of meetings will be an introduction to the project to the Collier MPO Technical, Citizens and Bicycle/Pedestrian Advisory Committees in September and the MPO Board in October. The brief presentation will address the project purpose and summarize key points from the existing conditions analysis (results from the safety data analysis). Feedback will be collected via a question-and-answer session.

Collier BPAC Meeting Target Date: October 15, 2024, 9am – 11 am

- **Location:** Virtual

Collier TAC/CAC Meetings (2) Target Date: October 28, 2024, 9:30 am and 2pm

- Location: Virtual

Collier MPO Board Meeting Target Date: November 8, 2024, 9:30 am - 11:30 am

- **Location:** In-person; *Board of County Commissioners Chambers, Admin. Bldg. F, 3299 Tamiami Trail East, Naples, FL 34112*

The second round of meetings will present an overview of the draft SAP plan to MPO Advisory Committees and the Collier MPA Board, with the purpose of soliciting feedback on the plan's recommendations. Feedback will be collected via a live question-and-answer session.

BPAC Meeting Target Date: April 15, 2025, 9am – 11am

- **Location:** Virtual

TAC/CAC Meetings (2) Target Date: April 28, 2025, 9:30 am and 2pm

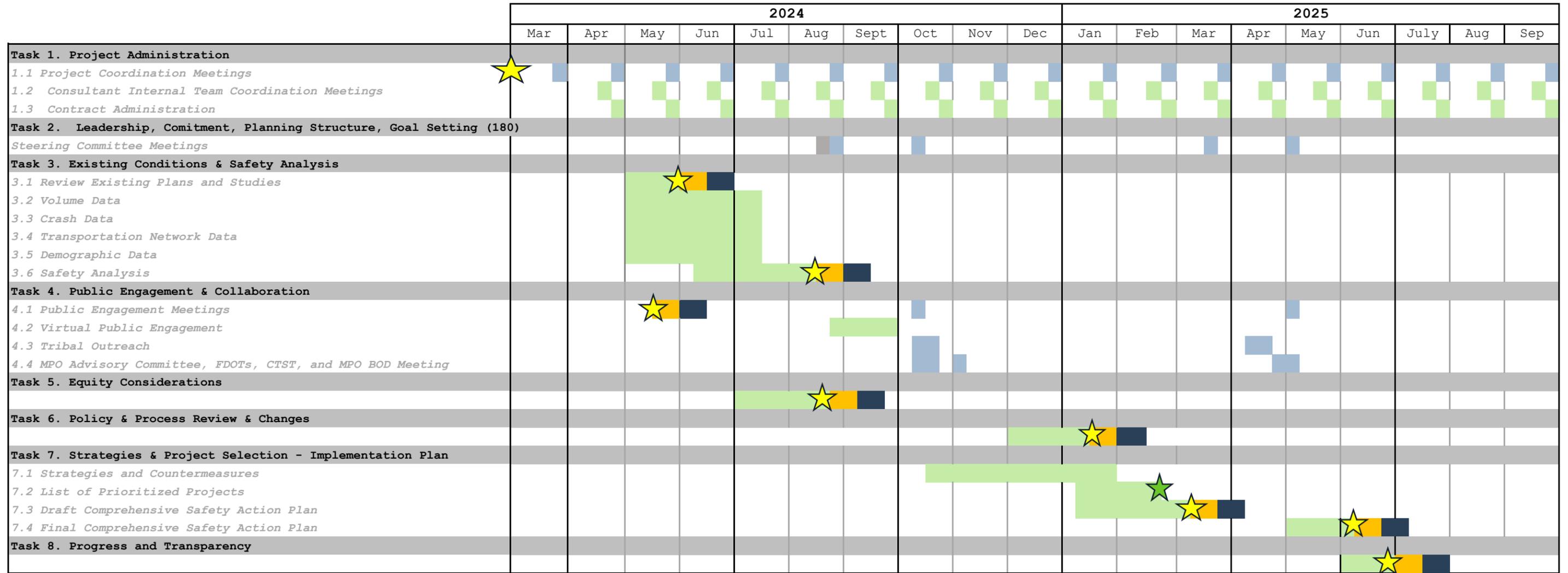
- **Location:** Virtual

Collier MPO Board Meeting Target Date: May 9, 2025, 9:30 am - 11:30 am

- **Location:** In-person; *Board of County Commissioners Chambers, Admin. Bldg. F, 3299 Tamiami Trail East, Naples, FL 34112*

SAFETY ACTION PLAN Project Development Schedule

9/11/24 update



Key:

- Analysis/Production
- Meetings
- Deliverable Review and Revisions
- Comment Period - Assumed two week turnaround
- ★ Deliverable
- ★ Interim Deliverable

EXECUTIVE SUMMARY
REPORTS & PRESENTATIONS
ITEM 8B

Update on the 2050 Long Range Transportation Plan Model Runs, Existing + Committed Network Deficiencies

OBJECTIVE: For the Committee to be informed of current activities on the 2050 Long Range Transportation Plan (LRTP), including proposed model runs and the Existing & Committed (E+ C) Network Deficiencies Plot.

CONSIDERATIONS: The model run phase of the 2050 LRTP development has begun. (**Attachment 1**) FDOT's consultant team, Traf-O-Data, released the first model run - the E+C roadway network and 2050 socioeconomic (SE) data, utilizing information provided by all District 1 MPO's and TPOs. FDOT has developed a dashboard web application which identifies potential roadway capacity deficiencies based on the assigned 2050 Average Annual Daily Traffic (AADT) model volumes and the assumed FDOT Level of Service D (LOS D) services volume. (**Attachments 2 & 3**)

The MPO's consultant, Jacobs Engineering, has prepared a report describing proposed model runs for the 2050 LRTP that will be presented at the Committee meeting. (**Attachment 4**)

STAFF RECOMMENDATION: Provided for informational purposes.

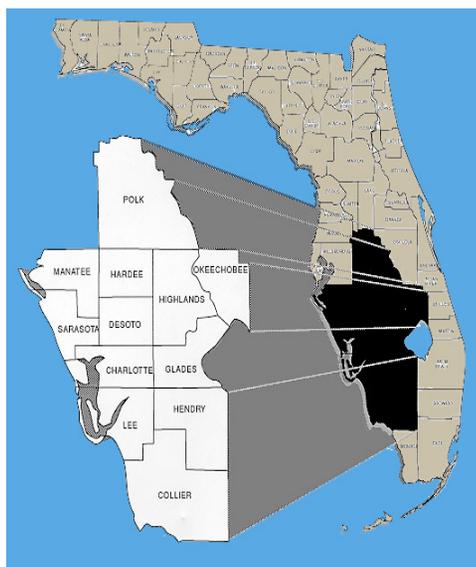
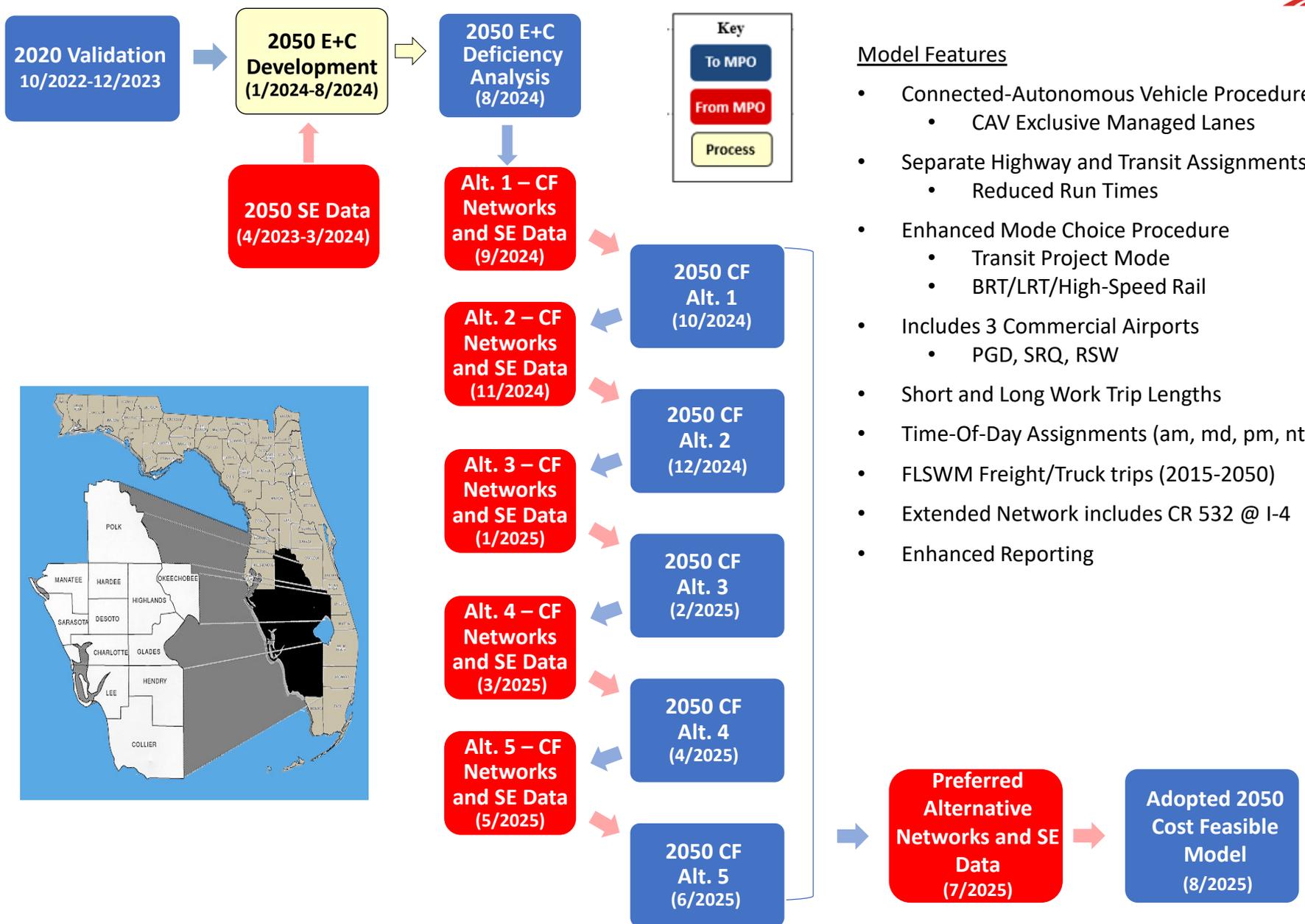
Prepared By: Anne McLaughlin, MPO Director

ATTACHMENTS:

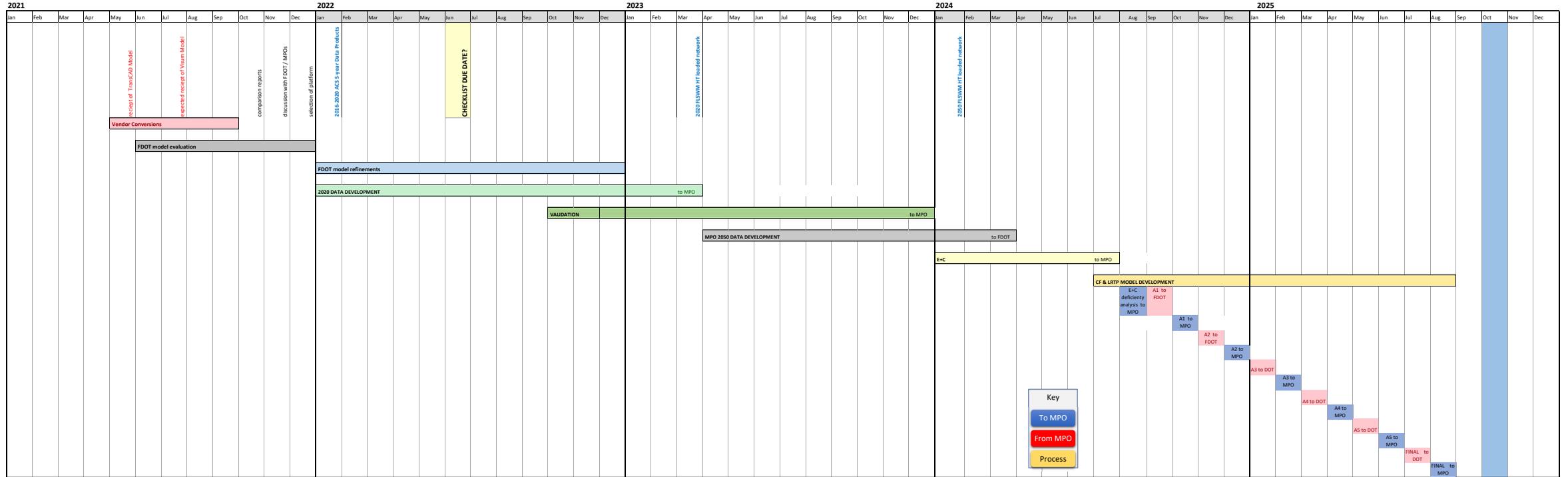
1. Model Run Process
2. 8/28/24 email from Traf-O-Data
3. E+C Network with 2050 SE Data – Potential Deficiencies
4. Jacobs Engineering Report



District One - 2050 Cost Feasible LRTP Model Development Process and Schedule



DRAFT - 2020-2050 LRTP TIMELINE



Anne McLaughlin

From: Alexis Boback <aboback@trafodata.net>
Sent: Wednesday, August 28, 2024 2:33 PM
To: Anne McLaughlin; Sean Kingston
Cc: Brittany Nichols; Kyle Purvis; Jerry Graham; Dan Macmurphy; Jasmine Moral
Subject: 2050 Cost Feasible Model Development- Alternative 1
Attachments: Collier 2028 E+C Network Deficiencies.pdf; 2028 E+C Network Deficiencies Web App How-To.docx; MPO Cost Feasible Improvements Template Alt 1.xlsx

Follow Up Flag: Follow up
Flag Status: Flagged

EXTERNAL EMAIL: This email is from an external source. Confirm this is a trusted sender and use extreme caution when opening attachments or clicking links.

Good afternoon,

We are pleased to share that we have developed the District One Regional Planning Model (D1RPM) version 3.0 2028 Existing plus Committed (E+C) network and 2050 socioeconomic (SE) data, utilizing information provided by all District Metropolitan Planning Organizations (MPOs) and Transportation Planning Organizations (TPOs). Additionally, we have developed a dashboard web application, which identifies potential roadway capacity deficiencies based on the assigned 2050 Average Annual Daily Traffic (AADT) model volumes and the assumed Florida Department of Transportation (FDOT) Level of Service D (LOS D) service volumes. This tool can aid in the formulation of roadway improvements for your first Long Range Transportation Plan (LRTP) 2050 Cost Feasible model alternative.

As in previous cycles, we plan to model a total of six LRTP alternatives, leading to the adoption of the 2050 Cost Feasible LRTP model by **October 2025**.

Below you will find a link to the web application, which allows you to view the E+C network along with the associated 2050 AADT volumes, assumed LOS D service volumes, and corresponding volume-to-capacity ratios. A brief how-to guide for using the web application is attached, as well as a PDF version of the network deficiencies specific to your MPO/TPO geography. You may also download a shapefile of the loaded network using the link below.

- [2028 E+C Web App](#)
- [Shapefile for download](#)

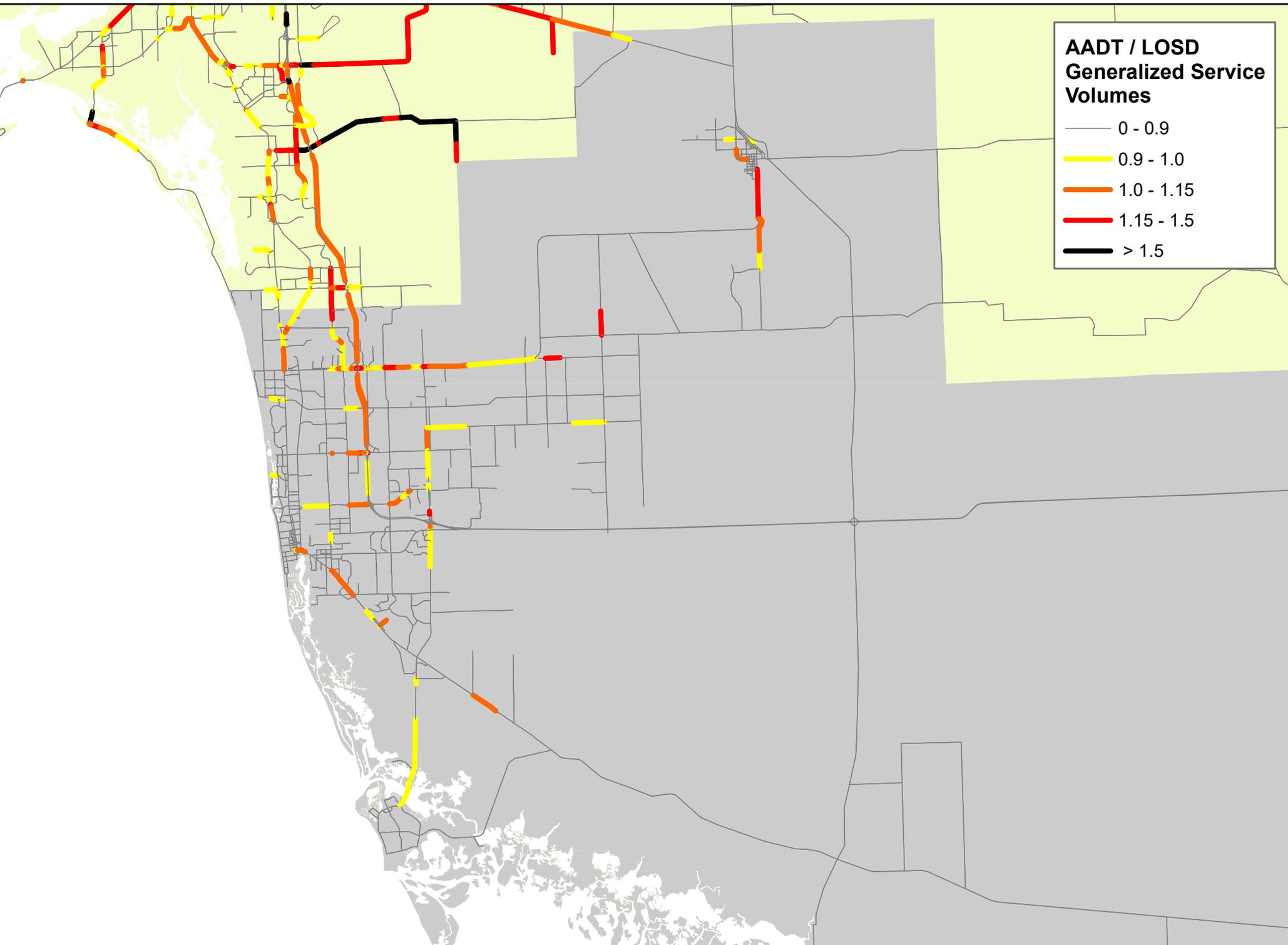
We kindly request that you utilize the attached spreadsheet titled "**MPO Cost Feasible Improvements Template Alt 1**" to compile a list of all proposed roadway improvements for Alternative 1. To ensure compliance with our timeline, we kindly ask that you submit this list, along with a GIS representation of your Alternative 1 roadway improvements, by **October 1, 2024**. Please note that any improvements received after this date will need to be included in the following alternative.

Should you have any questions or require further clarification, please feel free to reach out to either us or Brittany Nichols.

Thank you!

Alexis Boback, AICP
Transportation Planner
Traf-O-Data Corp.
813-846-9504 direct
202 E Idlewild Ave.
Tampa, FL 33604

Collier County E + C Network with 2050 SE Data- Potential Deficiencies





September 23, 2024 – TAC/CAC Meetings

- FDOT provided the 2028 Existing plus Committed (E+C) network and 2050 socioeconomic (SE) deficiency analysis on 8/28/24
 - The E+C network is made up existing and committed projects. Existing projects includes all new road or capacity projects that have been implemented since 2019. Committed projects are those that are funded for construction through 2028.
 - Jacobs used their subconsultant, Metro Forecasting Models to develop future SE data. SE data is based on the anticipated 2050 BEBR Medium population. Metro Forecasting Models used their model along with the 2050 BEBR Medium population to predict where growth in the County is likely by 2050. Growth includes SE data such school enrollments, housing, jobs, etc.
 - FDOT used our 2028 E+C network and 2050 SE data along with the same data from all of the MPOs and TPOs within D1 as inputs into their D1 Regional Planning Model or D1RPM.
 - The dark black, red, and orange, lines on this map show potential major congestion or deficiencies we could see in our County by 2050.
 - This map is considered draft. Our consultant, Jacobs Engineering is performing a review of the network and will provide FDOT comments if any issues are found.
- Now that we have the 2028 E+C deficiency analysis from FDOT, we will begin coordinating with FDOT on Alternative Model Runs to determine what our needs will be and then ultimately our cost feasible projects that could correct some of these deficiencies we are seeing.
- We have been coordinating with Lee MPO, CAT, and Collier County Transportation Management on potential model run alternatives. FDOT will run 6 alternatives for each MPO or TPO. Our first alternative is due to FDOT on October 1st. I would like to share those with you our proposed 6 alternatives and gain your input.
 - Alternative 1 – Needs Plan
 - We will use our first alternative to develop our roadway needs.
 - The idea of this run is that we take the E+C deficiency results from FDOT and place all potential improvements into the network – irrespective of budget to relieve the most heavily impacted roadways. In other words, we feed the model a number of projects to turn those dark black, red, and orange lines to yellow or green.
 - Those projects become part of Needs for 2050
 - Alternative 2 – Connectivity Run
 - We are coordinating this alternative with Lee County MPO. This alternative will examine the benefits of adding new potential parallel reliever roadways that would improve connectivity between Lee and Collier Counties. Again, this run is irrespective of budget and constraints such as environmental impacts. It let's us test some of these connectivity projects such as extending Bonita Beach Road to Immokalee Road to see how much of an impact it would really have. The Lee County MPO Alternative 2 will extend certain key roadway projects into Collier to join our roadway extensions. With this coordination and subsequent model



Long Range Transportation Plan Update

run, we will truly be able to see the impacts our sort of “pie in the sky” project would have.

- Alternative 3 – Cost Feasible Refinement
 - We will use Alternative 3 to start figuring out what projects could be cost feasible. We recently received revenue projections from Collier County and this information will be used to constrain the model to projects that are within our budget through 2050.
 - We plan to define 2 groups of cost feasible improvements or projects. At this point, we will be using the results from our first 2 alternative runs along with coordination with Collier County Transportation Management and Lee County MPO to define these 2 cost feasible groups.
 - Alternative 3 will test the impacts of Cost Feasible Group 1.
- Alternative 4 – Cost Feasible Refinement
 - Alternative 4 will then test the impacts of Cost Feasible Group 2
- Alternative 5 – Transit Run
 - We decided that it would be a good idea to use one of our alternatives as a transit alternative. While the D1RPM model has some bias towards vehicular traffic, it does account for transit improvements.
 - Therefore, this alternative may not show a large impact on relieving congestion in the County but it will provide an idea of where transit is used and needed and could shed some light on the best use of our transit dollars.
 - We have also coordinated this model run with Lee County MPO and will align improvements especially near our border with their transit improvements.
 - Alternative 5 will include adding significant transit improvements, such as decreased costs, new routes, reducing the headways by half, etc. This alternative would be irrespective of budget.
- Final – Cost Feasible Plan
 - Our final alternative would refine the cost feasible improvements based on the results of Alternatives 3 and 4.
 - We will again coordinate with Collier County Transportation Management and Lee County MPO and make any final improvement changes (if necessary).
 - We will potentially trade improvements that underperform compared with others of comparable budget on the cost feasible project list, and then select the projects observed to be the most beneficial.