



# **2019 Certification Report**

## **Miami Transportation Management Area**

### **Broward, Miami-Dade, and Palm Beach Metropolitan Planning Organizations**

Prepared by:

**Federal Highway Administration**

**Florida Division**

**Federal Transit Administration  
Region 4**

**August 2019  
(Issued October 2019)**

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## Executive Summary

Federal Law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation planning processes of Transportation Management Areas (TMAs) at least every four years (a TMA is an urbanized area, as defined by the US Census, with a population over 200,000). A certification review generally consists of four primary activities: a site visit, a review of planning documents (in advance of the site visit), the development and issuance of a FHWA/FTA certification report and a certification review closeout presentation to the Metropolitan Planning Organization (MPO) governing board.

As a part of the TMA certification review process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is only one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. This certification review was conducted to highlight best practices, identify opportunities for improvements, and ensure compliance with regulatory requirements.

The Miami TMA is comprised of three MPOs: Broward MPO, Miami-Dade Transportation Planning Organization (TPO) and the Palm Beach Transportation Planning Area (TPA). The Federal Review Team conducted site visit reviews of the Broward MPO on April 8-9, 2019, Miami-Dade TPO on April 2-3, 2019; and Palm Beach TPA on April 10-11, 2019. Since the last certification review in 2015, this TMA has made significant improvements to its transportation planning processes as indicated by the twenty-two (22) noteworthy practices highlighted in this report and no corrective actions. This review also identified twelve (12) recommendations the MPOs should consider for improving their planning processes. More information related to these findings can be found in the Findings/Conclusions section of each MPO's report. The Broward MPO report begins on page 1, Miami-Dade TPO begins on page 31, and Palm Beach TPA begins on page 69.

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Miami TMA, comprised by the Broward MPO, Miami-Dade TPO, and Palm Beach TPA, substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the Palm Beach TPA satisfactorily addressing the recommendations with deadlines specified in this report. This certification will remain in effect until **August 2023**. The MPOs are encouraged to provide FHWA and FTA with evidence of satisfactory completion of the recommendations associated with a deadline as it occurs and prior to the noted deadline.

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Table of Contents  
Broward MPO

Section I. Overview of the Certification Process.....	2
Section II. Boundaries and Organization (23CFR 450.310, 312, 314).....	3
A. Description of Planning Area .....	3
B. Metropolitan Planning Organization Structure .....	5
C. Agreements .....	5
Section III. Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d)) .....	5
Section IV. Scope of the Planning Process (23 CFR 450.306).....	6
A. Transportation Planning Factors .....	6
B. Air Quality .....	6
C. Bicycle and Pedestrian Planning Activities .....	6
D. Transit.....	7
E. Intelligent Transportation Systems (ITS).....	7
F. Freight Planning.....	7
G. Security Considerations in the Planning Process .....	8
H. Safety Considerations in the Planning Process .....	8
Section V. Unified Planning Work Program (23 CFR 450.308).....	8
Section VI. Interested Parties (23 CFR 450.316).....	8
A. Outreach and Public Participation.....	8
B. Tribal Coordination.....	8
C. Title VI and Related Requirements .....	9
Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g)).....	10
Section VIII. Congestion Management Process (CMP) (23 CFR 450.322) .....	10
Section IX. Long Range Transportation Plan (23 CFR 450.324).....	10
A. Scope of LRTP .....	10
B. Travel Demand Modeling/Data .....	11
C. Financial Plan/Fiscal Constraint.....	11
Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334) .....	11
Section XI. Findings/Conclusions .....	12
A. Noteworthy Practices .....	12
B. Corrective Actions.....	13
C. Recommendations .....	13
D. Training/Technical Assistance .....	14
E. Conclusion .....	14
 <b>Appendices</b>	
Appendix A. Summary of Risk Assessment .....	15
Appendix B. Site Visit Participants.....	16
Appendix C. TMA Certification Site Visit Agenda .....	17
Appendix D. Public Engagement Notice .....	19
Appendix E. Summary of Public Feedback.....	22
Appendix F. Status of Previous Certification Findings .....	24
Appendix G. Acronym List .....	29

# Broward Metropolitan Planning Organization

## Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.336(b) and 49 CFR 613.100, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years.” This four-year cycle runs from the date of issuance of the previous joint certification report.

The primary purpose of a certification review is to formalize the continuing oversight and evaluation of the planning process. The FHWA and the FTA work cooperatively with the TMA planning staff on a regular basis. By reviewing and approving planning products, providing technical assistance, and promoting best practices, the formal assessment involved in a certification review provides an external view of the TMA’s transportation planning process.

A certification review generally consists of four primary activities. These activities include: 1) a “desk audit” which is a review of the TMA’s planning documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP)); 2) a “site visit” with staff from the TMA’s various transportation planning partners (e.g. the Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; 3) the Federal Review Team (FRT) prepares this Certification Report to document the results of the review process; and, 4) a formal presentation of the review’s findings at a future Broward MPO Board Policy meeting.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in metropolitan areas. The certification review also helps ensure that the major issues facing a metropolitan area are being addressed. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Beginning in 2018, to initiate the TMA certification review process, the FRT utilizes a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review.

**Appendix A** summarizes the section evaluation, and the report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after considering the risk factors.

The review for the Broward was held April 8-9, 2019. During this site visit, the Federal Review Team met with the staff of the Broward MPO, FDOT, Broward County Transit staff, committee representatives, other partnering agencies, and the public. See **Appendix B** for a list of review team members and site visit participants, and **Appendix C** for the TMA Certification Meeting Agenda.

Public feedback and engagement was obtained through Emails, Facebook, and Twitter with the initial announcement on March 7, 2019. The purpose of the public engagement process is to inform the public of the Federal transportation planning requirements and allow the public an opportunity to provide input on the transportation planning process to the Federal Review Team. For those that did not post publicly, contact information for the Federal Review Team was provided. Members of the public were given 30 days from the site visit date to mail, fax or email their comments and/or request a copy of the certification review report

A copy of the public engagement notice can be found in **Appendix D**. Screenshots of public input, including a listing of commenters and a summary of the public comments is provided in **Appendix E**.

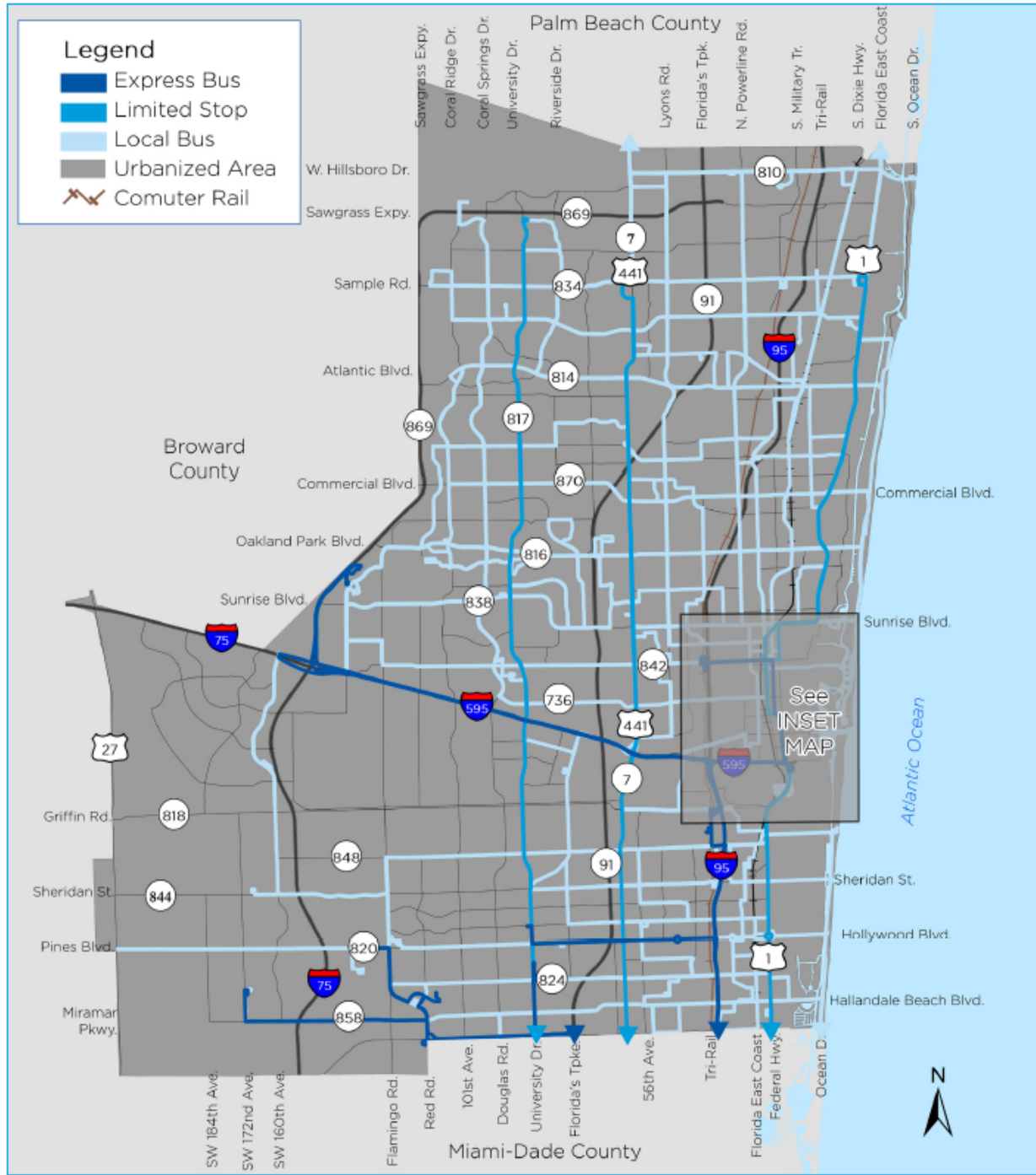
A summary of the 2015 corrective actions and recommendations and their status can be found in **Appendix F**.

An explanation of planning acronyms can be found in **Appendix G**.

## **Section II. Boundaries and Organization (23CFR 450.310, 312, 314)**

### **A. Description of Planning Area**

Observations: The Miami Urbanized Area encompasses portions of Palm Beach, Broward and Miami-Dade counties. Broward County is located in the southeastern quadrant of the State of Florida and has a total land area of 1,196.9 square miles. According to the MPO's LRTP, in 2014, the population was estimated to be approximately 1.8 million. This was a population change of 6.9% since the 2010 Census. It is bounded by Collier County to the west, the Atlantic Ocean to the east, Miami-Dade County to the south, and Palm Beach County to the north. The Broward MPO's planning boundaries include the entire county. The urbanized area portion of the MPO is comprised of 31 municipalities and encompasses 409.8 square miles. The remaining 787.1 square miles is located to the west of the urbanized portions of the county and is part of the Everglades Conservation Area. Broward County is a county where the majority of the population is comprised of various minority groups, including Black, Hispanic and Haitian. It should also be noted that the Portuguese populations from Brazil have seen a slight increase. 37.8% of the population is bilingual, and 87.8% of the population are high school graduates or higher. The population is expected to increase to 1,962,322 in 2040. This growth adds nearly 231,148 persons within Broward County and represents a 13.4% change from the 2010 population levels. The Metropolitan Planning Area (MPA) was expanded to include a portion of the former Palm Beach MPO in order to provide transportation access to a previously "landlocked" area.



Broward MPO Area

The 2006 Inter-local Agreement between the Broward, Miami-Dade, and Palm Beach MPOs created the Southeast Florida Transportation Council, under Florida Statutes Chapter 339.175, to serve as a formal forum for policy coordination and communication to carry out mutually agreed-upon regional initiatives. The agreement maintains the autonomy of each MPO for decisions that create direct impacts within its geographic area.



## **B. Metropolitan Planning Organization Structure**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

**Noteworthy Practice:** The Federal Review Team recognizes one noteworthy practice related to MPO Organization. For more details about this noteworthy practice, please see Section XI.

Finding: The MPO's boundaries and organization substantially satisfies the federal requirements as outlined in 23 CFR 450.310 and 312.

## **C. Agreements**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's agreements substantially satisfy the federal requirements as outlined in 23 CFR 450.314.

## **Section III. Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d))**

Observations: The MPO set all of their targets for safety, bridge, pavement, and system performance and for Transit Asset Management (TAM) within the prescribed timeframes. They documented the setting of their targets through resolutions by the Board on January 31, 2018 for the safety targets, and November 14, 2018 for all the remaining targets. The MPO took the draft targets to the Board and committees and will be using the targets as part of the "Measures of Effectiveness" in the 2045 LRTP project prioritization. The Federal Review Team confirmed that the adopted targets are published on the MPO website in a section under Performance Measures that also includes links to Florida Transportation Performance (this link is broken); mySidewalk Broward Transportation Performance Dashboard; Commitment 2040 Goals, Objectives & Measures; and Broward MPO Adopted Performance Measure Targets.

The MPO agenda items for October 11, 2018 and November 14, 2018 document the MPO's process of working with FDOT and the transit providers (BCT, the South Florida Regional Transportation Authority, and Fort Lauderdale TMA) to cooperatively develop and share information related to transportation performance data, selection of performance targets, reporting of targets, reporting of performance to be used in tracking progress toward attainment of critical outcomes and reporting of data. Further, the MPO includes the TPM Consensus Planning Document as part of their newly adopted 2020-2024 TIP.

The LRTP was last amended on April 12, 2018, and does not yet incorporate the TPM targets adopted November 14, 2018. The existing LRTP includes a discussion on Performance-based planning, measuring effectiveness through a report card, and notes that performance targets will be set for the future. As part of the development of the

next LRTP, the MPO has presentations on their website on how performance measures will be incorporated in to the project prioritization process, and this effort was also described by MPO staff at the site visit meeting.

In the 2020-2024 TIP adopted July 11, 2019, the MPO describes how the TIP is designed to achieve targets and describes how they linked their project selections and investments to anticipate target achievement. Specifically, the MPO TIP includes \$442 million totaling 197 projects improving safety conditions county-wide; 81 projects that address bridge and pavement conditions; \$5 million for intersection improvement; \$614 million for congestion relief projects; \$721 million for freight; \$32 million for TDM projects; \$459 million for manage lanes; \$159 million for TSMO projects; and \$791 million for projects that address transit state of good repair.

Finding: The MPO's transportation performance planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306, 314, 324, and 326.

## **Section IV. Scope of the Planning Process (23 CFR 450.306)**

### **A. Transportation Planning Factors**

Observations: 23 CFR 450.306 requires that the metropolitan transportation planning process explicitly consider and analyze a number of specific planning factors that reflect sound planning principles. The degree of consideration for planning factors is based on complexity of issues in geographic area.

The Broward MPO appropriately addresses the required planning factors throughout the planning process and in the development of transportation planning products such as the LRTP, TIP and UPWP. The planning factors are also incorporated into the Goals, Objectives and Policies of the LRTP.

Finding: The MPO's planning process substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b).

### **B. Air Quality**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The Broward MPO is currently designated as an attainment area for all National Ambient Air Quality Standards (NAAQS).

### **C. Bicycle and Pedestrian Planning Activities**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

**Noteworthy Practice:** The Federal Review Team recognizes one noteworthy practice related to Bicycle and Pedestrian Activities. For more details about this noteworthy practice, please see Section XI.

Finding: The MPO's bicycle and pedestrian planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b), 324(f), and 326.

## **D. Transit**

Observations: Public Transit service in Broward County is primarily provided by Broward County Transit (BCT) and community shuttles. BCT is part of the Broward County Government, providing traditional fixed route bus, express, as well as ADA paratransit services. BCT partners with numerous municipalities and supports a community bus network in 19 communities.

BCT also serves Tri-Rail commuter rail stations with feeder bus service, while also providing links to Miami-Dade and Palm Beach counties. Tri-Rail is operated by the South Florida Regional Transit Authority (SFRTA), a state transportation authority. Brightline/Virgin Trains, a privately-funded rail service, also operates in the area.

BCT and SFRTA participate in regional transportation planning activities, including the TIP, MTP/LRTP, performance-based planning, and transit studies. Coordination with the MPO has helped facilitate an effective multimodal approach to the transportation planning process and programs. This includes a multimodal transportation priorities list, as well as complete streets, transit-oriented development, and mobility hub initiatives which seek to improve both transit operations, mobility, and access to transit.

Through the MPO agreements, cooperative development of the planning products, coordination activities, and implementation of transit projects, the BCT and SFRTA are full partners in this MPO's planning process.

**Noteworthy Practices and Recommendations:** The Federal Review Team recognizes four noteworthy practices and offers two recommendations regarding Transit. For more details about these practices and recommendations, please see Section XI.

Finding: The MPO's transit activities substantially satisfy the federal requirements as outlined in 49 CFR 613.100 as well as the transit supportive elements outlined in 23 CFR 450.

## **E. Intelligent Transportation Systems (ITS)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's ITS activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322, and 23 CFR 940.

## **F. Freight Planning**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's freight planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 316, 324, and 326.

### **G. Security Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's security planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(f), 324(h), and 326.

### **H. Safety Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's safety planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(h), and 326.

## **Section V. Unified Planning Work Program (23 CFR 450.308)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's UPWP substantially satisfies the federal requirements as outlined in 23 CFR 450.308.

## **Section VI. Interested Parties (23 CFR 450.316)**

### **A. Outreach and Public Participation**

Current Document Title: Public Participation Plan

Date Adopted: February 1, 2019

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's outreach and public participation activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316.

### **B. Tribal Coordination**

Observations: The Broward MPO provides continuous, documented opportunities to the Indian Tribes, involving Indian Tribal Government(s) that have tribal lands located within its jurisdiction to participate in transportation planning processes, including the development of the public participation plan, LRTP and the TIP.

Finding: The MPO's tribal coordination activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316(c).

### **C. Title VI and Related Requirements**

Current Document Title: Title VI/Limited English Proficiency Program Plan

Date Adopted: October 24, 2017

Observations: The Broward MPO has a coordinator assigned to Public Involvement and Title VI, who has direct, independent access to the MPO's Executive Director, evidenced by the MPO organization chart. The MPO has developed and executed a nondiscrimination policy, assurance, complaint filing procedure and 4-factor Limited English Proficiency (LEP) Plan, all of which are broad enough to cover Title VI classifications and those defined by other federal and state authorities. The MPO posts nondiscrimination information on all its webpages and documents that are meant for the public, including identifying the coordinator by name and contact information.

Since the last certification, Broward MPO has discontinued providing FHWA-assisted grants to sub-recipients, electing to either manage projects on behalf of its municipalities or otherwise ensure that projects are routed through the FDOT Local Agency Program (LAP) process. This decision eliminates the risks associated with monitoring sub-recipient projects for compliance with Title VI, ADA, DBE and other nondiscrimination authorities, as well as the difficulty of ensuring sub-recipient adherence to federal-aid procurement requirements. For its own part, the MPO is an independent organization that uses its own forms and procedures to procure professional services. Though language in its RFP and contract documents is largely accurate, there are several areas that should be updated or modified for optimum compliance.

Broward MPO provides reasonable accommodation under the Americans with Disabilities Act (ADA) in providing access to its plans, programs and services. The MPO-posted nondiscrimination policies and complaint filing procedures specifically enumerate disability as a protected classification and the MPO ensures that its plans and activities include input by and consideration of those with disabilities or their service providers. The MPO has a program access plan as described by 28 CFR 35.150(a) (and the Department of Justice Title II Technical Assistance Manual) that covers both program and facilities access, and its CSLIP projects and data mapping tool all serve to assist municipalities with identifying and prioritizing safety and accessibility needs.

**Recommendation:** The Federal Review Team offers one recommendation regarding Title VI and Related Requirements. For more details about this recommendation, please see Section XI.

Finding: The MPO's Title VI and related activities substantially satisfy the federal requirements as outlined in 49 CFR 21, 49 CFR 27, 23 CFR 200, 23 CFR 450.316 and 336(a).

## **Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))**

Observations: A review based on the 2012 FWHA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The MPO's linking planning and NEPA activities substantially satisfies the federal requirements as outlined in 23 CFR 450.318, 320, 324(f)(10), and 324(g).

## **Section VIII. Congestion Management Process (CMP) (23 CFR 450.322)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's congestion management process substantially satisfies the federal requirements as outlined in 23 CFR 450.322.

## **Section IX. Long Range Transportation Plan (23 CFR 450.324)**

Current Document Title: Commitment 2040

Date Adopted: December 11, 2014 (Last amended April 12, 2018)

### **A. Scope of LRTP**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit. The desk audit review indicated that the current LRTP adopted in 2012 does not include regionally significant transportation projects that are part of other plans such as the Strategic Intermodal System (SIS) and SFRTA. Instead, the MPO created a self-amending plan by stating on page 48, that these projects by others are included in the LRTP by reference (since any amendment to the other plans would presumably amend the LRTP). This practice of excluding regionally significant transportation projects from the LRTP and instead, adopting projects by reference to plans by other entities, is not in accordance with federal regulations regarding contents of the LRTP, public involvement, amendment procedures, and demonstrating fiscal constraint. The Federal Review Team understands that adoption of a new LRTP is underway (adoption by December 11, 2019), at which point this problem can be corrected. Further, the MPO staff has provided documentation of their commitment to resolve this issue with adoption of the new LRTP.

**Recommendation:** The Federal Review Team has one recommendation regarding Scope of the LRTP. For more details of this recommendation, please see Section XI.

Finding: The general scope of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324.

## **B. Travel Demand Modeling/Data**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's travel demand modeling processes substantially satisfy the federal requirements as outlined in 23 CFR 450.324(e).

## **C. Financial Plan/Fiscal Constraint**

Observations: Fiscal constraint for some projects is demonstrated in the adopted LRTP using Estimated Federal, State and local Funding, as shown in the current 2040 LRTP in the table on page 31. This table, however, is not inclusive of all regionally significant projects. Costs for SIS projects, regional transit, and regionally significant local projects are not included in the demonstration of fiscal constraint, except for the TIP projects. Year of Expenditure costs are used in the plan. The adopted LRTP includes an FDOT estimate of federal and state revenue available over the life of the plan, but the Federal Review Team cannot determine if these revenues are inclusive of federal and state revenues included in other plans such as for the SIS and SFRTA. The current 2040 LRTP does not demonstrate fiscal constraint, but as discussed in Section IX.A, the MPO is adopting a new LRTP in December 2019 that will include all regionally significant projects so that fiscal constraint can be demonstrated.

Finding: The financial plan/fiscal constraint of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324(f)(11) subject to the MPO adopting a cost feasible plan as documented to the FRT.

## **Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334)**

Current Document Title: Transportation Improvement Program FY 18/19-FY 22/23  
Date Adopted: July 12, 2018, last revised June 21, 2019

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

**Noteworthy Practice and Recommendation:** The Federal Review Team recognizes one noteworthy practice and offers one recommendation related to the TIP. For more details about this practice and recommendation, please see Section XI.

Finding: The MPO's TIP substantially satisfies the federal requirements as outlined in 23 CFR 450.326, 328, 330, 332, and 334.

## Section XI. Findings/Conclusions

The following items represent a compilation of the findings that are included in this 2019 certification review report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the Broward MPO's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in this TMA. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks, and are intended to assist the Broward MPO in improving the planning process. Noteworthy practices highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

### A. Noteworthy Practices

1. **MPO Organization:** Complicated voting structure with fractional votes for some Board members is facilitated by software that allows for automatic voting tabulations. This software also facilitates web-streaming of meetings whereby participants can click on an agenda item, pull up videos and other related resources, and see pictures of all staff members to allow better understanding of roles in a large organization. This tool was used for the certification site visit meeting, which put needed information about the agenda items and the MPO at the team's fingertips on the touchscreens. Further, the MPO uses a new accounting suite software that is set up specific to the MPO, that facilitates timesheet tracking on grants (tying back to the UPWP with functional tasks by code), calculates man-hours per project, and has enhanced continuity of operations (COOP) ability.
2. **Bicycle and Pedestrian Activities:** The MPO uses creative approaches to involve the community in identifying bicycle and pedestrian needs and implementing improvements, such as hosting the community events, "Let's Go Walking!" and "Let's Go Biking!", the Bike/Ped Safety Action Plan that lays a good foundation for the Complete Streets efforts, and the "Quick Build" temporary showcase projects for innovative bike/ped infrastructure, and the Complete Streets and other Localized Initiatives Program (CSLIP).
3. **Transit:** The Broward MPO is commended for their "Mobility Hubs" concept, an output of the Congestion Management Process (CMP) and Livability Planning study approaches, provide an excellent model for bridging transportation planning with more short-term programming and implementation efforts across all modes. The TIP defines mobility hubs as locations having critical points for trip generation or transfers within the transit system, with frequent transit service and development potential.
4. **Transit:** The Federal Review Team commends BCT for its "Vision Plan," an ambitious proposal for improving the transit system to better meet the needs of the community and using the TDP process. This effort accounts for the anticipated Broward County Transportation Surtax, recommended a combination



of new transit service and improvements, including new modes of transit, as well as infrastructure, station, and vehicle improvements. It is also noted that Broward MPO is working to incorporate the surtax into their planning and programming processes.

5. **Transit:** The Federal Review Team commends SFRTA for their “Commuter Connector” network of “first and last mile” feeder routes connecting Tri-Rail stations with commuter origin/destinations.
6. **Transit:** The Federal Review Team commends the MPOs within the Miami Urbanized Area for their regional transit coordination and effective “3-C” planning, as evidenced through the Southeast Florida Transportation Council and corresponding outputs, as well as coordinated efforts such as the vanpool program.
7. **TIP:** The Federal Review Team highlights the MPO for their 2019-2023 TIP “Transportation Planning Equity Areas.” This geospatial activity assesses relevant American Community Survey data to determine an “Environmental Justice Composite Score” that is overlaid with TIP projects. The results appear to enhance equity as well as benefits and burdens, and may also support targeted outreach on a project-level and as applicable.

## B. Corrective Actions

The Federal Review Team identified no corrective actions.

## C. Recommendations

1. **Transit:** The Federal Review Team commends the Broward MPO on their “State of the System” report, which provides a high-level, user friendly snapshot of the transportation network that is easily understandable by transportation stakeholders and members of the public alike. The MPO is also commended for their use of visualizations in their performance-driven, outcome-based approach to tracking system performance. In future iterations, the Federal Review Team recommends the FTA performance measures such as Transit Asset Management is in these efforts.
2. **Transit Interoperability:** The MPO and transit providers are commended for their efforts associated with a coordinated interoperability of projects. While it appears that significant progress has been made, the federal review team encourages all agencies involved, including the MPOs, continue to coordinate the implementation of this initiative.
3. **Title VI and Related Requirements:** RFP 17-06 to procure services for developing the 2045 LRTP contains outdated and/or ambiguous procurement language, particularly with regard to Title VI and the Disadvantaged Business Enterprise (DBE) Program. The Federal Review Team recommends the MPO

work with FDOT to ensure that its template contracting documents are accurate, up to date and consistent with FDOT requirements.

4. **LRTP Scope:** The Federal Review Team strongly recommends the MPO fulfill its commitment to include all regionally significant transportation projects and demonstrate fiscal constraint by comparing the cost of the projects (including maintenance, operations and administrative costs) with projected revenues in the new 2045 LRTP, which is required to be adopted by December 11, 2019.
5. **TIP:** During the desk review, it was noted that FTA Transit Asset Management (TAM) targets were not included in the TIP, although targets were recently endorsed by the MPO. The Federal Review Team recommends that when the Broward MPO amends their existing TIP or adopts a new TIP, that TIP reflect the Transit Asset Management targets adopted by the MPO, and describe how the projects in the amended or new TIP help meet the TAM targets. Please note that future TIP and LRTP approval cycles may be contingent on the inclusion of TAM targets and progress towards achieving them.

#### **D. Training/Technical Assistance**

At the conclusion of the site visit, the Federal Review Team asked the MPO staff if they had any training or technical assistance needs. The Broward MPO identified technical assistance requests for the following topical areas: financial management training, connected and automated vehicles training (would be glad to host), corridor delivery methods training that include emergency and resiliency techniques, TPM training, and land use integration in corridor design training. FHWA and FTA will work with the MPO to provide resources in these areas.

#### **E. Conclusion**

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Miami TMA, which is comprised in part by the Broward MPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C. This certification will remain in effect until **August 2023**.

## Appendix A. Summary of Risk Assessment

### Florida TMA Certification Review Risk Assessment

**MPO:** Broward  
**Date of Assessment:** November 2018  
**Cert Review Report Date:** August 2019

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d))	Yes
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	No
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	No
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))	No
Congestion Management Process (23 CFR 450.322)	No
Long Range Transportation Plan (23 CFR 450.324)	No
Long Range Transportation Plan (23 CFR 450.324) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.324) - Financial Plan/Fiscal Constraint	No
Transportation Improvement Program (23 CFR 450.326, 328, 330, 332, 334)	No

\*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed.  
 The additional areas are: LRTP Financial Plan/Fiscal Constraint, Interested Parties - Title VI Requirements

## **Appendix B. Site Visit Participants**

### **Broward MPO**

Greg Stuart  
Chris Ryan  
James Cromar  
Paul Calvaresi  
Bill Cross  
Mike Ronskavitz  
Jihong Chen  
Peter Gies  
Juan Canez  
Rebecca Schultz  
David Clark  
Charlene Burke  
Conor Campobasso  
Chadwick Blue  
Stephanie Garcia  
Kim Giles  
Hannah Bourgeois  
Buffy Sanders  
Carl Ema  
Anthea Thomas  
Erica Lychack  
Paul Flavien  
Chris Restrepo  
Veleta Williams  
Michelle Danza  
Tracy Flavien  
Lydia Waring  
John Robertson

### **Broward County Transit**

Tim Garling  
Jonathan Roberson

### **MPOAC**

Carl Mikyska

### **FDOT**

Christine Fasiska  
John Podczerwinsky  
Mark Reichert  
Erika Thompson  
Larry Merritt  
Jackie Paramore

### **FHWA**

Stacie Blizzard  
Cathy Kendall  
Carey Shepherd  
Aaron Bustow

### **FTA**

Rob Sachnin

### **Local Governments**

Andrew Pinney – Margate  
Frank Ortis – Pembroke Pines  
Mike Hammond – Broward County

### **Others**

Nick Uhren – Palm Beach TPA  
Natalie Yesbeck – SFRTA  
Marie Jarmon – SFRTA  
Robyn Chiarelli – Sun Trolley/TMA  
Michael Smith – Broward MPO CAC

## Appendix C. TMA Certification Site Visit Agenda

### Broward Metropolitan Planning Organization TMA Certification Review Site Visit April 8-9, 2019

100 West Cypress Creek Road Suite 650  
Ft Lauderdale, FL 33309-2112  
Phone: (954) 876-0033

#### AGENDA

Monday	April 8, 2019	Day One
<b>Federal Certification Team Members</b>	<ul style="list-style-type: none"> <li>➤ Stacie Blizzard (FHWA - FL)</li> <li>➤ Cathy Kendall (FHWA - FL)</li> <li>➤ Carey Shepherd (FHWA - FL)</li> <li>➤ Aaron Bustow, (FHWA - CO)</li> <li>➤ Robert Sachnin (FTA – Region IV)</li> </ul>	
Time	Item	Lead
8:30 a.m.	Welcome / Introductions <ul style="list-style-type: none"> <li>➤ Roles/Responsibilities/Key Activities of MPO and Transit Agencies Staff</li> </ul>	Federal Team, MPO, Broward County Transit, South Florida Regional Transportation Authority, FDOT
9:00 a.m.	Site Visit Overview <ul style="list-style-type: none"> <li>➤ Purpose of the Certification Process</li> <li>➤ Discussion of Risk Assessment</li> <li>➤ Review schedule and close-out process</li> </ul>	Federal Team
9:15 a.m.	Discussion of Previous Review Findings: <ul style="list-style-type: none"> <li>➤ Federal TMA Certification</li> <li>➤ State/MPO Annual Certification</li> </ul>	Federal Team, MPO, BCT, SFRTA, FDOT
09:45 a.m.	MPO Overview including changes within MPO since last TMA Certification <ul style="list-style-type: none"> <li>➤ Demographics</li> <li>➤ Boundaries</li> <li>➤ Political</li> <li>➤ Process Changes</li> <li>➤ Upcoming Census</li> </ul>	Federal Team, MPO, BCT, SFRTA, FDOT
10:15 a.m.	Share Best Practices and Lessons Learned <ul style="list-style-type: none"> <li>➤ What are the MPO, BCT and SFRTA most proud of over the last four years?</li> <li>➤ What challenges have you encountered and addressed?</li> </ul>	MPO, BCT, SFRTA

10:30 a.m.	<b>Break</b>	
<b>Time</b>	<b>Item</b>	<b>Lead</b>
10:45 a.m.	Share Best Practices and Lessons Learned (continued)	MPO, BCT, SFRTA
11:00 a.m.	Transportation Performance Management (TPM)	Federal Team, MPO, BCT, SFRTA, FDOT
11:45 a.m.	<b>Break for Lunch</b>	
1:00 p.m.	Transit	Federal Team, MPO, BCT, SFRTA, FDOT
1:45 p.m.	Interested Parties – Title VI and Related Requirements and Contracting Process	Federal Team, MPO, BCT, SFRTA FDOT
2:45 p.m.	Long Range Plan Implementation/Updates/SEFTC	Federal Team, MPO, BCT, SFRTA, FDOT
3:15 p.m.	<b>Break</b>	
3:30 p.m.	Long Rang Plan Fiscal Constraint	Federal Team, MPO, BCT, SFRTA, FDOT
4:00 p.m.	Technical Assistance & Training ➤ Future Needs  Additional Questions Anything else the MPO would like to share with the Federal Team that hasn't been discussed?	Federal Team, MPO, BCT, SFRTA, FDOT
4:30 p.m.	<b>Adjourn Site Visit for the Day</b>	

<b>Tuesday</b>	<b>April 9, 2019</b>	<b>Day Two</b>
08:30 a.m.	Items not completed the prior day	Federal Team, MPO, Transit, FDOT
09:00 a.m.	Preliminary Findings Discussion with MPO staff	Federal Team, MPO, Transit, FDOT
10:00 a.m.	Adjourn Site Visit	

## Appendix D. Public Engagement Notice



### How are we doing?

Live, work,  
or play here  
in Broward?  
Drop us a  
note, we'd  
love to hear  
your thoughts.

On **April 8-9**, the Broward MPO will go through a Federal evaluation that includes everything our agency works on from transportation planning to public outreach to the financial health of the agency. Public feedback is an essential part of this review. This is your chance as someone who may live, work, or play in Broward to provide direct input on the transportation planning process.

For more on the MPO's federal certification, [CLICK HERE](#).

To submit a comment on how we're doing, [CLICK HERE](#).

### Tell Us What You Think!



Our Federal Certification is just shy of two weeks away (**April 8-9**)! We want you to tell us how you feel we are doing as an agency. The evaluation covers everything our agency works on from transportation planning to public outreach to the financial health of the agency.

[CLICK HERE](#) to tell us how we're doing as an agency!

### Successful Federal Certification in the Books



This past Monday and Tuesday, the Broward MPO was reviewed by a federal certification team and received great feedback on all the projects and initiatives happening in Broward. Meant to send us a note to share how we're doing but ran out of time? Fear not, you can still leave us an email at [info@browardmpo.org](mailto:info@browardmpo.org) until **May 9!**

### Let's Talk.



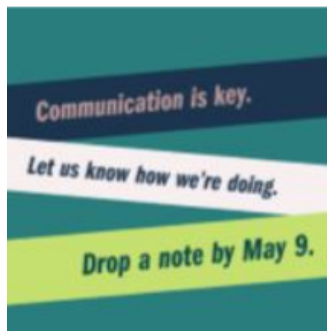
The MPO was reviewed by a certification team from the Federal Government and received great feedback on the core products and initiatives our agency is leading in Broward. Still want to send us a note to share how we're doing? Visit us on social media or email us at [info@browardmpo.org](mailto:info@browardmpo.org) or to comment until **May 9!**

[CLICK HERE](#) for more information on the MPO's Federal Certification.



## Communication is Key!

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Did you know that every four years, the MPO is reviewed by a certification team from the Federal Government? Our review occurred back in April but there's still time to drop us a note to share how we're doing! Visit our social media platforms or email us at [info@browardmpo.org](mailto:info@browardmpo.org) to comment until **May 9!**

For more on the MPO's Federal Certification, [CLICK HERE](#).

## Appendix E. Summary of Public Feedback

FHWA and FTA would like to thank everyone who participated in and contributed comments for the Broward MPO Certification Review. Public comments are a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area. The comments received through email, Facebook, Twitter and letters included compliments to the MPO for their partnership, appreciation of the MPO's efforts to improve bike/ped conditions and provide training, requests for more information about upcoming transit service improvements, complaints about travel time, false alarms at railroad crossings, the need for improved bike/pedestrian facilities, more inclusion, and request for light rail. We have reviewed all comments and have taken them into consideration throughout the writing of this report.



## **List of Public Commenters**

Michael Smith

Brian King, Broward County Public Schools

Mitchell Christopher

Diane Stuart-Catullo

Eric Barton

JoAnne Chalom

Joseph Mustipher, Jr.

Erica Lychak

Linda L, Perez

Maggie Barszewski, City of Pompano Beach

Melissa Henley, Broward Schools

Sheila N. Rose, City of Coconut Creek

Robert Garcia

Chuck Baum

Ritamarie Smith

Leslie Dettman

Boyd Corbin

Georgi the Cat and iLilita

lexander

## Appendix F. Status of Previous Certification Findings

The following is a summary of the previous corrective actions and recommendations made by the Federal Review Team to the Broward MPO. The MPO's last certification review report was published in 2015.

### A. Corrective Actions

- 1. Linking Planning and NEPA - Mitigation Strategies.** In accordance with 23 CFR 450.322 (f)(7) "A metropolitan transportation plan shall include, a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan. The discussion may focus on policies, programs, or strategies, rather than at the project level. The discussion shall be developed in consultation with Federal, State, and Tribal land management, wildlife, and regulatory agencies. The MPO may establish reasonable timeframes for performing this consultation." While site visit discussions indicated mitigation strategies were considered, the Federal Review Team did not locate this information in the LRTP. **The MPO needs to modify the Commitment 2040 Long Range Transportation Plan to include a narrative regarding potential environmental mitigation activities that has been developed in consultation with Regulatory Agencies. This modification needs to be completed by or before February 28, 2016.**

*Status: The MPO took necessary actions to resolve the corrective action FHWA/FTA sent formal correspondence on April 17, 2017 confirming that the corrective action had been satisfied.*

- 2. Long Range Transportation Plan - Project Phases.** In accordance with 23 CFR 420.322 (f)(10) the metropolitan transportation plan shall, at a minimum include, "A financial plan that demonstrates how the adopted transportation plan can be implemented." During the review of the MPO's 2040 Long Range Transportation Plan the Federal Review Team observed that the MPO's LRTP Cost Feasible table does not include project phase information for projects identified in the Cost Affordable Plan. As stated in the November 2012 letter on LRTP Expectations, revenues to support the costs associated with the work/phase must be demonstrated. For a project to be included in the cost feasible plan, an estimate of the cost and source of funding for each phase of the project being funded (including the Project Development and Environment (PD&E) phase) must be included. The phases to be shown in LRTPs include Preliminary Engineering, ROW and Construction (FHWA and FTA support the option of combining PD&E and Design phases into "Preliminary Engineering"). **The MPO needs to modify the Commitment 2040 Long Range Transportation Plan's Cost Affordable Plan tables to include this project detail. The modification to the Long Range Transportation Plan needs to be completed by February 28, 2016.**

**Status:** *The MPO took necessary actions to resolve the corrective action. FHWA/FTA sent formal correspondence on April 17, 2017 confirming that the corrective action had been satisfied.*

- 3. Long Range Transportation Plan - Financial Plan/Fiscal Constraint.** The *Commitment 2040 Plan* provides the often complex financial information in an easy to read format with infographics for the public and its partners. However, in translating this information to this new format, the importance of the first five (5) years of the Plan were moved to the back pages and delegated to essentially background or resource information. The project information, costs, and revenue information for the first five years of the Plan (2015-2019) were missing. Because of this missing information, the Federal Review Team could not determine if the Plan was fiscally constrained. As noted in 23 CFR 450.322(a) and discussed in the November 2012 FHWA/FTA LRTP development expectations letter, the LRTP must show projects and funding for the entire time period covered by the LRTP, from the base year to the horizon year. **An amendment to the LRTP that clearly demonstrates fiscal constraint of the entire plan must be adopted by the MPO Board by February 28, 2016.**

**Status:** *The MPO took necessary actions to resolve the corrective action FHWA/FTA sent formal correspondence on April 17, 2017 confirming that the corrective action had been satisfied.*

## **B. Recommendations**

- 1. Public Participation Plan.** The Speak Up Broward PEP ‘mini-grants’ are not in fact federal grants in the traditional sense, but rather consultant managed contracts, requiring standard nondiscrimination clauses including 49 CFR 26.13(b) and Appendix A/E of the FDOT annual Nondiscrimination Assurance. To the extent Broward MPO does decide to issue municipal or similar grants, the Federal Review Team recommends that the MPO develops a process to ensure the grantee has appropriate nondiscrimination programs and processes.

**Status:** *Should the MPO offer mini grants in the future, applicants will be asked to provide backup to show they have the appropriate nondiscrimination programs and processes in place. To date the MPO has not offered these mini grants.*

- 2. Title VI and Related Requirements.** The Broward MPO uses demographic data to target and assess its public involvement program, and also to analyze needs/impacts in areas like safety, bike/pedestrian and corridor studies. As with other Florida MPOs, Broward is beginning to appreciate that environmental justice considerations are required in all federally funded programs, services and activities, including the LRTP and TIP. While the Outreach Planner is an excellent source of data and good start, the Federal Review Team recommends that

demographics and other data be used to screen plans and/or projects for potentially high and adverse impacts to minority and low income communities. The Team understands that EJ in planning is a broader approach than during Project Development and Environment (PD&E). Nevertheless policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities should be described in MPO plans. FHWA is currently releasing an EJ Reference Guide and corresponding training that should provide some practical strategies.

**Status:** *The MPO utilized an EJ screening in the 2040 LRTP project identification and selection process. In addition, the MPO developed demographic maps which included overlaid projects in the TIP; and the MPO's completed corridor studies included project prioritization criteria related to EJ metrics. Metrics, such as high bus transfer rate and zero-car households, are proxies for EJ characteristics were included in corridor studies as part of the project selection and prioritization process. Further, the MPO is currently developing the Transportation Planning Equity Assessment which creates a standardized process to use in evaluating plans, programs and projects and to make informed decisions regarding equity in our communities. The goal of the equity assessment is to create an approach that is fair, inclusive and proactive during all phases of the planning process. This assessment is the more current way in which the Broward MPO is implementing Title VI and EJ. The LRTP is currently applying the Equity Assessment by prioritizing projects for inclusion into the final plan. The assessment will also be applied to our other plans and programs in future.*

- 3. Title VI and Related Requirements.** Under 28 CFR 35.105, all public entities, including MPOs are required to conduct a self-evaluation of programs and services for accessibility and where deficiencies are discovered, make necessary modifications for compliance. MPOs share a common minimum obligation; to ensure all planning products include accessibility considerations and to involve the community with disabilities or their service representatives in the planning process. More specific guidance on ADA/504 requirements for planning agencies from FHWA should be available soon. In the meantime, the Review Team recommends that the Broward MPO consider taking strong practice steps to assist its local governments with compliance, which could include sharing data and other pedestrian facility information; identifying partners in need of training or assistance; and reporting to FDOT or FHWA innovative programs or cost effective tools that might assist public agencies with meeting accessibility requirements.

**Status:** *The MPO makes many of its datasets available to the public and its partners through its Web site. Additionally, the Broward MPO utilizes visualization techniques, such as interactive mapping, to provide information in an accessible and readable manner. The MPO also understands the importance of addressing the transportation requirements of all users on the road, including those with different abilities. As part of the Complete Streets Initiative contract, the MPO provides guidance in the form of training and technical assistance to local governments as it relates to the development of ADA Transition Plans. In order to determine the best and/or most appropriate content for the training series, the MPO conducted research and gathered information regarding ADA Transition Plans*

from local governments in the Broward. This information helped understand the level of compliance of the municipalities, their Transition plan status and their need to start or continue with a plan.

The MPO committed to provide Technical Assistance to municipalities by level of compliance (Noncompliance, Partial Compliance, Full compliance) and for the following different stages:

1. Knowledge of ADA regulations and guidelines
2. Accessibility and Notice of ADA Requirement on municipal website
3. Establishing and overseeing grievance procedures and ADA Coordinator
4. Data collection & Data Analysis
5. Conducting self-evaluation plans
6. Implementation of Transition Plans.

Further, the following activities took place in the 2018:

- The MPO established a program for providing technical assistance to municipalities related to ADA Transition Plans.
- The MPO created an ADA Transition Plan Clearinghouse - interactive map on the MPO Web site with ADA Transition Plan status contact information.
- The MPO hosted a half-day ADA Transition Plan introductory training on 09/05/2018, providing the basics on ADA background, transition plan development process, lessons learned/best practices, available resources, requirements, etc. (50 participants)
- The MPO hosted a half-day ADA Transition Plan Training on 11/15/2018, providing a check list to participants for completing their own ADA Transition Plans and reviewing best practices, policies, design standards and ADA guidelines for pedestrian facilities in the public rights-of-way. (30 participants)
- The MPO added a section on the MPO web site to share all the presentations, forms and material related with the ADA trainings.  
<http://www.browardmpo.org/index.php/technical-assistance>

4. **Long Range Transportation Plan: Multimodal.** The supporting technical documentation for the Commitment 2040 Plan make it very clear that this is a multimodal plan developed with input from all the MPO's modal partners. This concept was not as clear in the actual *Commitment 2040* Plan as it could have been. If the Plan is read on its own without using the links to some of the supporting documents, this important aspect of the Plan could have been overlooked by the reader. The Federal Review Team recommends that in the next update of the LRTP, the multimodal nature of the Plan be given more emphasis and a more clear connectivity between all the modes be provided.

**Status:** With the current LRTP update (Commitment 2045), the MPO continues to emphasize the multimodal nature of our transportation system. The *Commitment 2045* LRTP scope specifically calls for the inclusion and assessment of roadway, freight, transit,

*bicycle, pedestrian, waterborne, and airborne projects. These projects are being identified in close coordination with all MPO transportation planning partners (including transit, port, and airport partners) and internal/external plans and programs (including Broward County Transit's Transit Development Plan, the MPO's Complete Streets Master Plan, Broward County Aviation Department's Master Plan, etc.). As part of the initial tasks for the LRTP, staff has met one-on-one with these planning partners in order to build a robust and diverse list of projects for the Commitment 2045 needs assessment. In addition, the project prioritization process includes six (6) planning factors (Mobility, Accessibility, Safety, Equity, Economic Vitality, and Environmental Stewardship) which include criteria for multimodal project elements. Further, the cost-feasible plan is currently being developed using a program-based approach which includes specific programs (and ultimately funding) for the Broward MPO's Complete Streets Master Plan (regional bicycle/pedestrian needs), the Complete Streets and Localized Initiatives Program (local bicycle and pedestrian needs), and the Mobility Hub Program (site specific amenities and infrastructure to enhance transit access). In support of this multimodal vision, Commitment 2045 is also conducting alternative land use scenarios. Five (5) scenarios have been adopted by the MPO Board including Trend, Compact Development, Technology, Resiliency, and Community Vision. In particular, the Compact Development Scenario allocates future growth along Broward's major transit corridors and shifts focus to more non-motorized travel for short trips. A final hybrid scenario will be developed to establish a balanced vision for Broward's future transportation needs based on the above assumptions. The results of the scenario planning will ultimately be used to identify multimodal projects to address the deficiencies and opportunities identified in the hybrid scenario and help to supplement the LRTP needs assessment. Taken together, these efforts, including scenario planning and a focus on funding programs, should ensure Commitment 2045 is the most inclusive and comprehensive multimodal LRTP to date.*



## Appendix G. Acronym List

ADA – Americans with Disabilities Act	NHS – National Highway System
AQ – Air Quality	NTI – National Transit Institute
CAAA – Clean Air Act Amendments of 1990	PEA – Planning Emphasis Area
CFP – Cost Feasible Plan (of the LRTP)	PL – Metropolitan Planning Funds
CFR – Code of Federal Regulations	PPP – Public Participation Plan
CMAQ – Congestion Mitigation and Air Quality	RA – Regional Administrator
CMP – Congestion Management Process	RTIP – Regional Transportation Implementation Plan
DA – Division Administrator	RTP – Regional Transportation Plan
DBE – Disadvantaged Business Enterprises	SAFETEA-LU – Safe, Accountable, Efficient Transportation Equity Act: A Legacy for Users
DHHS – Department of Health and Human Services	RPC – Regional Planning Commission
EJ – Environmental Justice	SFY – State Fiscal Year
ETDM – Efficient Transportation Decision Making	SHA – State Highway Administration
EPA – Environmental Protection Agency	SHSP – Strategic Highway Safety Plan
FAST Act – Fixing America’s Surface Transportation Act	SIP – State Implementation Plan
FDOT – Florida Department of Transportation	SOP – Standard Operating Procedures
FHWA – Federal Highway Administration	SOV – Single Occupancy Vehicle
FTA – Federal Transit Administration	SPR – State Planning and Research
FY – Federal Fiscal Year	STIP – Statewide Transportation Improvement Program
GIS – Geographic Information Systems	STP – Surface Transportation Program
HSIP – Highway Safety Improvement Program	TAZ – Transportation Analysis Zone
HPMS Reviews – Highway Performance Monitoring System	TCM – Transportation Control Measure
ISTEA – Intermodal Surface Transportation Efficiency Act	TDM – Transportation Demand Management
ITS – Intelligent Transportation Systems	TEA-21 – Transportation Equity Act for the 21 <sup>st</sup> Century
LEP – Limited English Proficiency	TIP – Transportation Improvement Program
LRTP – Long Range Transportation Plan	Title VI – Title VI of the 1964 Civil Rights Act
M&O – Management and Operations	TAM – Transit Asset Management
MAP-21 – Moving Ahead for Progress in the 21 <sup>st</sup> Century	TAMP – Transportation Asset Management Plan
MOA – Memorandum of Agreement	TMA – Transportation Management Association
MOU – Memorandum of Understanding	TMIP – Travel Model Improvement Program
MPA – Metropolitan Planning Area Boundary	TPCB – Transportation Planning Capacity Building Program
MPO – Metropolitan Planning Organization	TPO – Transportation Planning Organization
MPOAC – Metropolitan Planning Organization Advisory Council	TPA – Transportation Planning Agency
NAAQS-National Ambient Air Quality Standards	TSP – Transportation Safety Planning
NEPA – National Environmental Policy Act	UAB – Urban Area Boundary
NHI – National Highway Institute	UPWP – Unified Planning Work Plan
	U.S.C. – United States Code
	UZA – Urbanized Areas
	VMT – Vehicle Miles Traveled

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Table of Contents  
Miami-Dade TPO

Section I. Overview of the Certification Process .....	32
Section II. Boundaries and Organization (23CFR 450.310, 312, 314).....	33
A. Description of Planning Area .....	33
B. Metropolitan Planning Organization Structure .....	35
C. Agreements .....	36
Section III. Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d)) .....	36
Section IV. Scope of the Planning Process (23 CFR 450.306).....	38
A. Transportation Planning Factors .....	38
B. Air Quality .....	38
C. Bicycle and Pedestrian Planning Activities .....	38
D. Transit.....	38
E. Intelligent Transportation Systems (ITS).....	39
F. Freight Planning.....	39
G. Security Considerations in the Planning Process .....	39
H. Safety Considerations in the Planning Process .....	39
Section V. Unified Planning Work Program (23 CFR 450.308).....	39
Section VI. Interested Parties (23 CFR 450.316).....	40
A. Outreach and Public Participation.....	40
B. Tribal Coordination.....	42
C. Title VI and Related Requirements .....	42
Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g)).....	42
Section VIII. Congestion Management Process (CMP) (23 CFR 450.322) .....	43
Section IX. Long Range Transportation Plan (23 CFR 450.324).....	43
A. Scope of LRTP .....	43
B. Travel Demand Modeling/Data .....	43
C. Financial Plan/Fiscal Constraint.....	44
Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334) .....	44
Section XI. Findings/Conclusions .....	44
A. Noteworthy Practices .....	44
B. Corrective Actions.....	46
C. Recommendations .....	46
D. Training/Technical Assistance .....	46
E. Conclusion .....	46
<b>Appendices</b>	
Appendix A. Summary of Risk Assessment .....	47
Appendix B. Site Visit Participants.....	48
Appendix C. TMA Certification Site Visit Agenda .....	49
Appendix D. Public Engagement Notice .....	51
Appendix E. Summary of Public Feedback.....	55
Appendix F. Status of Previous Certification Findings .....	64
Appendix G. Acronym List .....	67

# Miami-Dade Metropolitan Planning Organization

## Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.336(b) and 49 CFR 613.100, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years.” This four-year cycle runs from the date of issuance of the previous joint certification report.

The primary purpose of a certification review is to formalize the continuing oversight and evaluation of the planning process. The FHWA and the FTA work cooperatively with the TMA planning staff on a regular basis. By reviewing and approving planning products, providing technical assistance, and promoting best practices, the formal assessment involved in a certification review provides an external view of the TMA’s transportation planning process.

A certification review generally consists of four primary activities. These activities include: 1) a “desk audit” which is a review of the TMA’s planning documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP); 2) a “site visit” with staff from the TMA’s various transportation planning partners (e.g. the Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; 3) the Federal Review Team prepares this Certification Report to document the results of the review process; and, 4) a formal presentation of the review’s findings at a future Miami-Dade TPO oversight practices after considering the risk factors.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in metropolitan areas. The certification review also helps ensure that the major issues facing a metropolitan area are being addressed. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Beginning in 2018, to initiate the TMA certification review process, the Federal Review Team utilizes a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. **Appendix A** summarizes the section evaluation, and the report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after considering the risk factors.

The review for the Miami-Dade TPO was held April 2-3, 2019. During this site visit, the Federal Review Team met with the staff of the Miami-Dade TPO, FDOT, Miami-Dade Transit, committee representatives, other partnering agencies, and the public. See **Appendix B** for a list of review team members and site visit participants, and **Appendix C** for the TMA Certification Meeting Agenda.

A public meeting for this certification review was held on April 2, 2019. Public feedback and engagement was also obtained through electronic newsletters, social media, website, etc., with the initial announcement on March 18, 2019. The purpose of the public engagement process is to inform the public of the Federal transportation planning requirements and allow the public an opportunity to provide input on the transportation planning process to the Federal Review Team. For those that could not attend the public meeting or who did not want to speak or post publicly, contact information for the Federal Review Team was provided. Members of the public were given 30 days from the public meeting to mail, fax or email their comments and/or request a copy of the certification review report. Several additional comments were received by FHWA and FTA during the 30-day comment period.

A copy of the public engagement notices can be found in **Appendix D**. Screenshots of public input, minutes from the public meeting, including a listing of commenters and a summary of the public comments is provided in **Appendix E**.

A summary of the August 2015 recommendations and their status can be found in **Appendix F**. There were no corrective actions for Miami-Dade TPO in the 2015 Certification.

An explanation of planning acronyms can be found in **Appendix G**.

## **Section II. Boundaries and Organization (23CFR 450.310, 312, 314)**

### **A. Description of Planning Area**

Observations: The Miami Urbanized Area consists of three MPOs, representing the counties of Miami-Dade, Broward and Palm Beach. Although there have been no changes to the MPO boundaries, the three MPOs maintain an Inter-Local Agreement (IA), which formalizes regionally coordinated activities. Miami-Dade County, the third largest county in Florida, is located at the southeastern tip of Florida with a total land area of 1,944 square miles. While the MPO planning area boundary covers the entire county approximately 2,000 square miles, the urbanized portion of this large jurisdiction is only about 430 square miles.

According to the information presented in the Miami-Dade TPO's recently adopted 2040 Long Range Transportation Plan (LRTP), Miami-Dade County is the 7th most populous county in the nation and the most populous in the State of Florida. With two-thirds of the population born outside of the United States, the county experienced a high growth rate of 10.8% from 2000 to 2010 and continues to see an increase in residents of about 27,000 annually. The county has a projected estimate of 3.3 million residents by 2040, with the greatest population growth expected to occur in the southern portion of the planning area. The MPO and the County are limited in geographical growth potential to the urbanized areas due to the Florida Everglades located in the western portion of the County and the Atlantic Ocean in the east.

The Southeast Florida Transportation Committee (SEFTC) was created in 2005, through an interlocal agreement, to serve as a formal forum for policy coordination and communication to carry out regional planning initiatives. SEFTC's Board is comprised of three representatives from each of the respective MPOs, and has numerous committees to support regional coordination efforts.

## **B. Metropolitan Planning Organization Structure**

Observations: The Miami-Dade TPO Governing Board approves federally required plans and transportation policies. The development of transportation plans and programs is coordinated through the Transportation Planning Council (TPC) which makes recommendations to the MPO Governing Board. Citizen Involvement and participation occurs through several community advisory committees which advise the MPO Governing Board.

The MPO Governing Board is comprised of the following 25 members:

- 13 Miami-Dade County Board of County Commissioners;
- 8 elected officials; one from each of the eight municipalities with a population over 50,000 (The MPO staff stated that Doral and Coral Gables have recently been added based on census estimates);
- 4 appointed by the Governor, representing –
  - Miami-Dade Expressway Authority (MDX)
  - Miami-Dade County School Board
  - A municipality of the county
  - A non-elected official residing in unincorporated Miami-Dade County

The MPO used peer exchanges to gather best practices from similar MPOs across the United States. As a result of their best practice observations, the MPO explained at the certification site visit that they have made changes to their bylaws to reflect these best practices. The MPO now uses census estimates to include those municipalities transitioning to over 50,000 people, and as a result, the Board membership has recently expanded. The Board Chair is also now rotated between a County and non-County Chair. The MPO Board has no cap, and staff stated to the FRT that the organizational representation is consistent with Florida Statutes.

The MPO Governing Board created three permanent MPO Committees: The Executive Policy Committee; the Transportation and Mobility Committee, and the Fiscal Priorities Committee. In addition, the following five advisory committees report directly to the MPO Governing Board:

- Transportation Planning Council (TPC)
- Bicycle Pedestrian Advisory Committee (BPAC)
- Citizen's Transportation Advisory Committee (CTAC)
- Freight Transportation Advisory Committee (FTAC)
- Transportation Aesthetics Review Committee (TARC)

The FRT asked the Miami-Dade TPO staff about how items are added on to the Board's agenda, particularly those that come just prior to the meeting. The MPO responded that their procedures and bylaws have agenda item deadlines, but do allow for emergency

items. The procedures have a 4-day rule for “walk on” items. There are no exceptions for the TIP, LRTP, and Public Participation Plan changes since these items must be advertised. The MPO employs other strategies for to reduce time for consideration, however, such as the use of joint Board and TPC meetings.

As indicated previously, the MPO benefitted substantially from peer exchanges where they could use national collaboration to compare staff size with similar MPOs and identify best practices in MPO organizational structure and procedures. The MPO used these best practices to adjust the organizational structure, justify an expansion in staffing, include a Board Administration section, and hold CAC and BPAC meetings in varying locations across the MPO.

**Noteworthy Practice:** The Federal Review Team recognizes one noteworthy practice related to MPO Organization Structure. For more details about this noteworthy practice, please see Section XI.

Finding: The MPO’s boundaries and organization substantially satisfies the federal requirements as outlined in 23 CFR 450.310 and 312.

### **C. Agreements**

Current Agreement(s)/Date(s) Adopted:

- Interlocal Agreement, 02/22/2012 – Establishing the Miami-Dade MPO (now called the Miami-Dade TPO) for the Miami Urbanized Area;
- Urban Transportation Planning Agreement, 04/04/1977 – Between MPO and FDOT;
- First Amendment to the Interlocal Agreement, 04/25/2005;
- Management Services Agreement (MSA), 07/1/2013 – Between MPO and Miami-Dade County;
- Interlocal Coordination and Review (ICAR) Agreement and Public Transportation Coordination Joint Participation Agreement, 06/26/18;
- By-Laws of the Miami-Dade TPO, 02/22/2018

Observations: All agreements are up-to-date.

Finding: The MPO’s agreements substantially satisfy the federal requirements as outlined in 23 CFR 450.314.

### **Section III. Transportation Performance Planning (23 CFR 450.306(a), 306(d), 314(h), 324(f), 326(c), 326(d))**

Observations: The MPO set all of their targets for safety, bridge, pavement, and system performance and for Transit Asset Management (TAM) within the prescribed timeframes. They documented the setting of their targets through resolutions. The targets are published on the MPO website.



The MPO developed a System Performance Report in June 2018 that is visually appealing and addresses each of the performance measures. This Report is particularly descriptive of the Safety measures and how projects are developed to further the target of zero for each of the five federal Safety performance measures adopted by the MPO through resolution on January 25, 2018. For the other performance measures, the System Performance Report describes the Federal requirements, as well as the State actions in developing targets, but is not yet descriptive of MPO actions to implement the non-safety TPM targets.

The MPO adopted the Transit Asset Management Plan on January 25, 2018. This was then adopted by the Miami-Dade County Department of Transportation and Public Works on June 7, 2018. This document was included as part of the desk audit materials. The TAM includes an illustrative figure on how the TDP relates to other planning documents, including the STIP, TIP, FDOT Work Program, and LRTP project prioritization. During the site visit, the FTA representative was very complementary on the MPO's TAM.

The MPO has documented through their System Performance Report how the MPO has coordinated with FDOT to implement the Vision Zero target for safety, and coordinated with FDOT on other performance measures that FDOT has adopted, baseline data, and to identify the federal requirements for these performance measures. The MPO also adopted primary and secondary criteria to include in the LRTP/TIP interactive plans so they can measure how they are doing and how they are establishing and meeting their dashboard.

The MPO provided a letter from FDOT recognizing the MPO for incorporation of PM2 and PM3 into their TIP. The MPO coordinates with FDOT via webinars related to TPM. During the FRT site visit, the MPO discussed examples of how they coordinated with Tri-Rail, Broward MPO and Palm Beach MPO on Systems performance, freight, and transportation asset management, and with FTA to support the STIP. This TPM coordination is reflective of the Consensus Document the MPO adopted by resolution on June 20, 2019, and has posted on their website. The MPO also has a performance Management Dashboard to give a broad picture of TPM.

The LRTP was last amended on August 30, 2018, and does not yet formally incorporate TPM. The new update for the LRTP is underway, and several documents, such as the System Performance Report, describe how projects will be developed to meet priorities such as the targets adopted for TPM.

In the development of the TIP, the MPO designed their TIP with the intent to achieve targets and described how they linked their project selections and investments to anticipate target achievement. The MPO uses the System Performance Report and the TIP Development tool to quantify the level of investment to priorities such as the performance measures and explain how the measures are incorporated into TIP project prioritization.

Finding: The MPO's transportation performance planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306, 314, 324, and 326.

## **Section IV. Scope of the Planning Process (23 CFR 450.306)**

### **A. Transportation Planning Factors**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process. The site visit, however, provided the Federal Review Team with new information regarding the Miami-Dade TPO's efforts to address resiliency in the planning process by creating a Chief Resiliency Officer, with whom the MPO Executive Director meets quarterly. The site visit also allowed the MPO to showcase their response to hurricane Maria, in quickly coordinating with stakeholders to restore infrastructure for all modes.

**Noteworthy Practice:** The Federal Review Team recognizes one noteworthy practice related to the planning factors. For more details about this noteworthy practice, please see Section XI.

Finding: The MPO's planning process substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b).

### **B. Air Quality**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO is currently designated as an attainment area for all National Ambient Air Quality Standards (NAAQS).

### **C. Bicycle and Pedestrian Planning Activities**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's bicycle and pedestrian planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b), 324(f), and 326.

### **D. Transit**

Observations: Transit service in the Miami-Dade TPO area is provided by Miami-Dade Transit. Miami-Dade Transit is part of the Miami-Dade County Government, providing traditional fixed route bus, express, as well as ADA paratransit services. BCT partners with numerous municipalities in supporting the community bus network.

Miami-Dade Transit also serves Tri Rail commuter rail stations with feeder bus service, while also providing links to Broward and Palm Beach counties. Tri Rail is operated by the South Florida Regional Transit Authority (SFRTA), a state transportation authority. Brightline/Virgin trains, a privately-funded and rail service also operates in the area.

Through the MPO agreements, cooperative development of the planning products, coordination activities, and implementation of transit projects, the Miami-Dade Transit and SFRTA are a full partner in this MPO's planning process.

**Noteworthy Practice and Recommendation:** The Federal Review Team identified one noteworthy practice and offers one recommendation regarding Transit. For more details about this practice and recommendation, please see Section XI.

Finding: The MPO's transit activities substantially satisfy the federal requirements as outlined in 49 CFR 613.100 as well as the transit supportive elements outlined in 23 CFR 450.

### **E. Intelligent Transportation Systems (ITS)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's ITS activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322, and 23 CFR 940.

### **F. Freight Planning**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's freight planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 316, 324, and 326.

### **G. Security Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's security planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(f), 324(h), and 326.

### **H. Safety Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's safety planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(h), and 326.

## **Section V. Unified Planning Work Program (23 CFR 450.308)**

Current Document Title: Final Fiscal Year (FY) 2018/19- 2019/20 Unified Planning Work Program (UPWP)

Date Adopted: April 26, 2018

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Miami-Dade Transportation Planning Organization

Observations: The MPO's above noted UPWP covers transportation planning activities/products for two fiscal years and contains sufficient description of the costs and activities the MPO plans to undertake to complete their planning responsibilities. The Federal Review Team found that there did not seem to be a written process for amending the UPWP. The MPO staff concurred with the observation and noted that this would be addressed. On June 20, 2019 following the site visit, the MPO included UPWP amendment procedures as part of the MPO bylaws (Prospectus). The MPO is currently in process to add these procedures to the Public Participation Plan as well.

Finding: The MPO's UPWP substantially satisfies the federal requirements as outlined in 23 CFR 450.308.

## **Section VI. Interested Parties (23 CFR 450.316)**

### **A. Outreach and Public Participation**

Current Document Title: Miami-Dade TPO Public Participation Plan

Date Adopted: April 26, 2018

Observations: The Miami-Dade TPO Public Participation Plan (PPP) provides numerous and varied opportunities for residents, visitors, affected public transportation employees, freight shippers and providers of freight transportation services, public ports, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian and bicycle facilities, representatives of the disabled, and other interested parties to participate in all transportation processes. The PPP describes the various tools and means the MPO uses to engage the public, many of which piggyback on area festivals and public service events. One notable example is *Wake Up Miami!*, which provides live music and art at a local transit station to promote, enliven and enhance the morning transit commute. Another interesting engagement tool is the publication *TIP: Citizen's Version*, a colorful, informative and easy to read breakdown of the TIP projects and how to learn more about them online or through other means. The publication is also an effective primer on transportation, taking the reader step-by-step through MPO structure, funding and planning.

The MPO electronically provides documentation related to transportation planning processes on their website, as well as through a weekly newsletter and an annual report. The MPO effectively employs visualization techniques in all documents, demonstrating transportation planning processes such as the LRTP, TIP, STIP, and UPWP satisfying federal requirements. In addition to an online interactive TIP, the TPO also has an interactive tool for the LRTP that allows the public to search for and map projects by type, area, transit route, etc. Further, the MPO has a series of YouTube videos that the public can access for a colorful, vibrant look at transportation trends at the local, state and national levels.

The MPO uses the PPP, demonstrates public participation and considers input throughout the development of the LRTP and the TIP, emphasizing consideration of traditionally underserved communities, including minority and low-income households, and coordinates with FDOT. The MPO employs the Transportation Outreach Planner, an extensive online tool developed and maintained under contract with Florida International University that provides the characteristics of all Miami's communities by race, ethnicity, age, income, history, culture, employment, transportation habits and identified needs. It is user-friendly, available to the public and customizable via numerous data layers and report features. The MPO also continues to access community needs and input through the Community Action Agency Centers, regularly speaking directly with representatives and residents of minority neighborhoods regarding their concerns. While this approach is an excellent way for the MPO to garner input on projects, it also provides the more immediate benefit of directing community concerns to appropriate offices. For example, recently the MPO was able to clear a critical access roadway of trash and detritus when the CAAC identified it as a local concern.

An early adopter of social media, the MPO continues to explore and expand various applications that reach those that do not traditionally participate, particularly millennials and those whose electronic access is entirely by smart phone. The MPO's social media includes Facebook, Twitter, YouTube, Simple Syndication, SlideShare, Instagram and SMS EZ Text – all used to advise the public of plans, events and opportunities, but also to collect comments, questions and concerns. Interestingly, and despite its vast online presence, the Public Involvement Coordinator cautions against overreliance on social media. She says, “[i]t is one tool in our toolbox that enhances and expands involvement, but does not take the place of other or more traditional strategies.”

In addition to social media tools, the MPO conducts frequent outreach events with their staff, which are a regular subject of their Twitter notices, which the Federal Review Team found on their website. The MPO stated that since the last certification in 2015, they have conducted 321 outreach events. New to the 2045 LRTP update, the MPO will be experimenting with an “e-townhall.”

The MPO said at the site visit that these outreach efforts enable the MPO to collect a lot of public input, and they consider all input to be ‘substantive.’ The MPO explained to the Federal Review Team their process for receiving comments, which includes documenting the comment; classifying the comment; getting it to the right agency/project manager; documenting a copy of the response; using a specific process for complaints; and an emphasis on personal phone responses to create a more personal response than an email would provide.

Finally, the MPO regularly assesses the effectiveness of its public involvement through a multi-phase methodology that includes involvement targets and indicators at both milestones and overall. It further has a well-organized flow chart that requires data collection, analyzing data against performance targets, and development of improvement strategies where performance falls below expectations. This enables

practical, value-added decision making. For example, when the MPO realized that its quarterly newsletters resulted in outdated news and low readership, it instituted a weekly newsletter to blast critical information, as well as to package and forward other items of interest to its stakeholders. The result is a far more topical and timely document that has broader readership and better stakeholder feedback.

**Noteworthy Practices:** The Federal Review Team recognizes two noteworthy practices related to Outreach and Public Involvement. For more details about these noteworthy practices, please see Section XI.

Finding: The MPO's outreach and public participation activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316.

## **B. Tribal Coordination**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's tribal coordination activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316(c).

## **C. Title VI and Related Requirements**

Current Document Title: Title VI Program

Date Adopted: 5/3/2018

Observations: This topic area was not selected for additional review based on the results of the risk assessment process. Since the last certification, Miami-Dade TPO worked with FHWA and its county procurement office to update the language in its FHWA-assisted contracts template, requiring the use of the FDOT DBE program and prohibiting the use of local preferences and alternate S/W/V/MBE programs. During this certification, FHWA expanded the scope of its review to include an entire procurement package.

**Recommendation:** The Federal Review Team offers one recommendation regarding Title VI and related requirements. For more details about this recommendation, please see Section XI.

Finding: The MPO's Title VI and related activities substantially satisfy the federal requirements as outlined in 49 CFR 21, 49 CFR 27, 23 CFR 200, 23 CFR 450.316 and 336(a).

## **Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The MPO's linking planning and NEPA activities substantially satisfies the federal requirements as outlined in 23 CFR 450.318, 320, 324(f)(10), and 324(g).

## **Section VIII. Congestion Management Process (CMP) (23 CFR 450.322)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's congestion management process substantially satisfies the federal requirements as outlined in 23 CFR 450.322.

## **Section IX. Long Range Transportation Plan (23 CFR 450.324)**

Current Document Title: Miami Dade 2040 Long Range Transportation Plan

Date Adopted: October 23, 2014

### **A. Scope of LRTP**

Observations: A review of the current LRTP based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit. The Miami-Dade MPO includes on their website many documents, updates, interactive and visual tools to provide information about the new LRTP that is under development.

During the site visit, the MPO discussed an impressive range of partners for their 2045 LRTP update, including an Age-Friendly coalition, MDX, Ports, Airports, the Defense Department, Tribal Governments, Brickell Financial Center for foreign investment involvement, and other freight providers. These stakeholders will help the MPO's LRTP, like the SMART Plan, have a corridor approach, instead of a project approach, that uses scenarios to creatively address their new Art District, Design District, the largest mall in the nation, and for ports, everything from luxury cruises to pharmaceutical freight needs.

**Noteworthy Practice**: The Federal Review Team recognizes one noteworthy practice related to the Long Range Transportation Plan. For more details about this noteworthy practice, please see Section XI.

Finding: The general scope of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324.

### **B. Travel Demand Modeling/Data**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's travel demand modeling processes substantially satisfy the federal requirements as outlined in 23 CFR 450.324(e).

## C. Financial Plan/Fiscal Constraint

Observations: A review of the current LRTP based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit. The Miami-Dade MPO provided the federal review team examples of new visualization techniques they will be using in the next LRTP update to provide even greater clarity to the public regarding revenues, costs and funding of projects.

**Noteworthy Practice:** The Federal Review Team recognizes one noteworthy practice related to the Financial Plan/Fiscal Constraint. For more details about this noteworthy practice, please see Section XI.

Finding: The financial plan/fiscal constraint of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324(f)(11).

## Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334)

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's TIP substantially satisfies the federal requirements as outlined in 23 CFR 450.326, 328, 330, 332, and 334.

## Section XI. Findings/Conclusions

The following items represent a compilation of the findings that are included in this 2019 certification review report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the Miami-Dade TPO's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in this TMA. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks, and are intended to assist the Miami-Dade TPO in improving the planning process. Noteworthy practices highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

### A. Noteworthy Practices

- 1. MPO Organization Structure:** The Federal Review Team commends the Miami-Dade TPO for collaborating nationally with other MPOs and incorporating best practices learned into restructuring their MPO organization as follows:
  - Adjusting staff levels to be able to get projects done;
  - Including local governments that will soon meet population criteria on the Board (Doral and Coral Gables now have representative on the Board);



- Establishing an Executive Policy Committee that includes the past Chair;
  - Rotating the Chairperson between County and non-County Board members (currently have their first ever non-County Chair); and
  - Rotating the meeting location of some advisory committees to better recognize the needs of the entire MPO planning area.
2. **Planning Factors:** During the site visit, the Miami-Dade TPO discussed coordination efforts following the Hurricane Maria. The MPO found that it was not only critical to have the road infrastructure quickly back in place to serve area hotels, restaurants and other businesses, but that these businesses were also very reliant on transit service for their employees and could not re-open for business to serve residents and visitors without transit also being restored for the employees. As a result, the MPO coordinated closely with Miami-Dade Department of Transportation and Public Works which led countywide efforts on clearing routes that were important to transit access to employment. This post-event coordination to restore infrastructure and transit service, as well as the creation of a chief resiliency officer, reflects a broadened, coordinated approach to addressing the two new planning factors (for resiliency/reliability and travel/tourism) in the planning process for all modes.
  3. **Transit:** The Federal Review Team commends the MPOs within the Miami Urbanized Area for their regional transit coordination and effective “3-C” planning, as evidenced through the Southeast Florida Transportation Council and corresponding outputs, as well as coordinated efforts such as the vanpool program.
  4. **Outreach and Public Participation:** The Federal Review Team commends the Miami-Dade TPO for creatively using visualization, social media tools and in-staff outreach to increase public understanding, participation and input as part of project identification, prioritization and project development. The MPO has a robust website, weekly newsletters, an annual report, and regular social media notifications to keep the public informed. More importantly, the MPO frequently assesses the effectiveness of these activities and is continually striving for new and improved strategies to engage the public and stakeholders in transportation planning.
  5. **Outreach and Public Participation:** The Federal Review Team commends the Miami-Dade TPO for their step-by-step process for documenting, tracking, and responding to public input in the transportation planning process.
  6. **Long Range Transportation Plan:** The Federal Review Team commends the Miami-Dade TPO for developing the tool, “Addressing Compliance of the 2045 LRTP Update with Federal, State, Regional and Local Requirements.” This document identifies new requirements and includes specific strategies to address these requirements as the new LRTP is developed. This document, along with many other updates, and interactive and visual tools being used as part of the LRTP development, is posted on the MPO’s website for easy access.
  7. **LRTP Financial Plan/Fiscal Constraint:** The Federal Review Team commends the MPO for developing new visual tools as part of the new LRTP development to better explain the revenue and cost estimates and projections that are used for project prioritization and financial planning.

## B. Corrective Actions

The Federal Review Team identified no corrective actions for this MPO.

## C. Recommendations

1. **Transit Interoperability:** The MPO and transit providers are commended for their efforts associated with a coordinated interoperability of projects. While it appears that significant progress has been made, the federal review team encourages all agencies involved, including the MPOs, continue to coordinate the implementation of this initiative.
2. **Title VI and Related Requirements:** FHWA identified outdated and incorrect language in some of the County documents ancillary to the contract. FHWA and FDOT met with Miami-Dade County to provide training and technical assistance to eliminate or update outdated language in the procurement material for FHWA funds. On August 29, 2019, FDOT approved Miami-Dade County's new RFP template that will be used for all transportation and public works contracts. The Federal Review Team recommends that the MPO request a quality control review of all MPO contracting documents from the Miami-Dade County Transportation and Public Works, Director of Civil Rights and Labor Relations prior to issuing RFPs.

## D. Training/Technical Assistance

At the conclusion of the site visit, the Federal Review Team asked the MPO staff if they had any training or technical assistance needs. The Miami-Dade TPO identified technical assistance requests for the following topical areas:

- Data Analytics;
- Grants training (specifically 5305, 5303, and Title VI);
- Peer exchange opportunities; and
- Demonstrating and tracking improvements.

FHWA and FTA will work with the MPO to provide resources in these areas.

## E. Conclusion

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Miami Urbanized Area, which is comprised in part by the Miami-Dade TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C. This certification will remain in effect until **August 2023**.

## Appendix A. Summary of Risk Assessment

### Florida TMA Certification Review Risk Assessment

**MPO:** Miami  
**Date of Assessment:** November 2018  
**Cert Review Report Date:** August 2019

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d))	Yes
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	No
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	No
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))	No
Congestion Management Process (23 CFR 450.322)	No
Long Range Transportation Plan (23 CFR 450.324)	No
Long Range Transportation Plan (23 CFR 450.324) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.324) - Financial Plan/Fiscal Constraint	No
Transportation Improvement Program (23 CFR 450.326, 328, 330, 332, 334)	No

\*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed.

The additional areas are: MPO Organization, UPWP, Interested Parties - Outreach and Public Participation

## **Appendix B. Site Visit Participants**

### **Miami-Dade MPO**

Aileen Boucle  
Jeannine Gaslonde  
Mary Tery Vilches  
Wilson Fernandez  
Twean Esmonson  
Filipe Hermida  
Chris Rosenberg  
Carlos Roa  
Lisa Comenares  
Vince Maya  
Oscar Camejo  
Vivian Villaamil  
Bradley Woodson  
Carmen Villaverde  
Jesus Guerra  
Ailin Hernandez  
Zainab Salim  
Regina Serrano  
David Henderson  
Lizabeth Rockwell  
Paul Chance

### **FHWA**

Cathy Kendall  
Stacie Blizzard  
Carey Shepherd

### **FTA**

John Crocker (via phone)

### **MPOAC**

Carl Mikyska

### **Other**

Jill Ditieronimo  
Jennifer Fu  
Wilson Fernandez

### **FDOT**

James Wolfe  
Mark Reichert  
Dat Huynh  
Josemie C. Bermudez  
Paola Machnez  
Claudia Gutierrez  
Ken Jeffries  
Curlene Thomas  
Harold Desdunes

### **Miami-Dade County**

Alice Bravo  
Kiranmai Chirumamilla  
Nathanial Syrancel  
Roberta Pasquer  
Mia Marvin  
Robert Villar  
Marcos Ortega  
Lidia Cordova

### **City of Miami Gardens**

Amanda Miller  
Oliver Gilbert

### **Palm Beach MPO**

Valerie Neilson  
Nick Uhren

### **Palm Beach County**

Andres Uhlis

## Appendix C. TMA Certification Site Visit Agenda

### Miami-Dade Transportation Planning Organization TMA Certification Review

April 2-3, 2019

111 NW 1st Street

18<sup>th</sup> Floor, Conference Room 4 (18-4)

Miami, FL 33128

(305) 375-4507

### AGENDA

Tuesday	April 2, 2019	Day One
<b>Federal Certification Team Members</b>	<ul style="list-style-type: none"> <li>➤ Stacie Blizzard (FHWA)</li> <li>➤ Cathy Kendall (FHWA)</li> <li>➤ Carey Shepherd (FHWA)</li> <li>➤ John Crocker (FTA)</li> </ul>	
<b>8:30 a.m.</b>	Welcome/Introductions <ul style="list-style-type: none"> <li>➤ Roles/Responsibilities/Key Activities of TPO and Transit Agency Staff</li> </ul>	Federal Team, Miami TPO, Transit, FDOT
<b>9:00 a.m.</b>	Site Visit Overview <ul style="list-style-type: none"> <li>➤ Purpose of the Certification Process</li> <li>➤ Discussion of Risk Assessment</li> <li>➤ Review schedule and close-out process</li> </ul>	Federal Team
<b>9:15 a.m.</b>	Discussion of Previous Review Findings <ul style="list-style-type: none"> <li>➤ Federal TMA Certification</li> <li>➤ State/MPO Annual Certification</li> </ul>	Federal Team, Miami TPO, Transit, FDOT
<b>9:45 a.m.</b>	Overview including changes within TPO since last TMA Certification <ul style="list-style-type: none"> <li>➤ Demographics</li> <li>➤ Priorities</li> <li>➤ Boundaries/Membership</li> <li>➤ Political</li> <li>➤ Upcoming Census</li> </ul>	Federal Team, Miami TPO, Transit, FDOT
<b>10:00 a.m.</b>	Share Best Practices and Lessons Learned <ul style="list-style-type: none"> <li>➤ What is the TPO and Transit Agency are most proud of over the last four years?</li> <li>➤ What challenges have you encountered and addressed?</li> </ul>	Miami TPO and Transit
<b>10:30 a.m.</b>	<b>Break</b>	


10:45 a.m.	MPO Structure & Agreements <ul style="list-style-type: none"> <li>➤ Organizational Structure &amp; Staffing</li> <li>➤ Agreements</li> <li>➤ Committee Processes</li> </ul>	Federal Team, Miami TPO, Transit, FDOT
<b>Time</b>	<b>Item</b>	<b>Lead</b>
11:15 a.m.	Transportation Performance Management	Federal Team, Miami TPO, Transit, FDOT
11:45 a.m.	<b>Break for Lunch</b>	
1:00 p.m.	Transit	Federal Team, Miami TPO, Transit, FDOT
1:30 p.m.	Unified Planning Work Program <ul style="list-style-type: none"> <li>➤ Development/Closeout Process</li> <li>➤ Budget</li> <li>➤ Project Selection</li> <li>➤ Consultant Contracting Process</li> </ul>	Federal Team, Miami TPO, Transit, FDOT
2:00 p.m.	Interested Parties – Outreach for Public Participation	Federal Team, Miami TPO, Transit, FDOT
2:45 p.m.	<b>Break</b>	
3:00 p.m.	Long Range Transportation Plan - 2040 and 2045	Federal Team, Miami TPO, Transit, FDOT
3:30 p.m.	Technical Assistance & Training <ul style="list-style-type: none"> <li>➤ Future Needs</li> </ul> Additional Questions Anything else the MPO would like to share with the Federal Team that hasn't been discussed?	Miami TPO, Transit
3:45 p.m.	Preliminary Findings Discussion Among Federal Team	Federal Team, Miami TPO, Transit, FDOT
4:30 p.m.	Adjourn Site Visit Meeting portion	
5:00 p.m.	Prepare for Public Meeting	Federal Team, Miami TPO
5:30 p.m.	Public Meeting – County Commission Chambers	Federal Team, Miami TPO
6:45 p.m.	<b>Adjourn Site Visit for Day</b>	

Wednesday	April 3, 2019	Day Two
Time	Item	Lead
8:30 a.m.	Continued or missed Issues from prior day	Federal Team, Miami TPO, Transit, FDOT
9:00 a.m.	Preliminary Findings Discussion	Federal Team, Miami TPO, Transit, FDOT
10:00 a.m.	<b>Adjourn Site Visit</b>	

## Appendix D. Public Engagement Notice



**Miami-Dade  
Transportation Planning  
Organization (TPO) &  
Transportation Partners'  
*Weekly e-Newsletter***



The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) are conducting an evaluation of the Miami-Dade Transportation Planning Organization (TPO) as part of the Miami Transportation Management Area (TMA) Certification Review. TMA Certification Reviews are required to be conducted every four years by federal law. The site visit will be held as follows:

**April 2, 2019 from 8:30 AM to 4:00 PM**  
**April 3, 2019 from 8:30 AM to 10:00 AM, if needed**

**Public Meeting**

Public comments are also a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area.

**April 2, 2019  
5:30 PM**  
Stephen P. Clark Center  
111 NW First Street  
County Commission Chambers  
Miami, FL 33128

Comments can be submitted at the site visit, during the public meeting, through the FHWA FL Division Website at [www.fhwa.dot.gov/fldiv/tma.cfm](http://www.fhwa.dot.gov/fldiv/tma.cfm), or by email or fax to FHWA's Stacie Blizzard at [Stacie.Blizzard@dot.gov](mailto:Stacie.Blizzard@dot.gov) or 850-942-8308. Comments received until May 2, 2019 will be considered in the writing of the report.

**TP** **Miami-Dade TPO** @miamidadetpo · Apr 2

Miami-Dade TPO Chairman Oliver G. Gilbert III welcoming the Federal team and highlighting the TPO Board and staffs' best practices this morning. @FTA\_DOT @USDOTFHWA



3 3

**TP** **Miami-Dade TPO** @miamidadetpo · Apr 2

Happening now: @USDOTFHWA and @FTA\_DOT are meeting with Miami-Dade TPO staff to discuss their compliance with federal regulations for the transportation planning process in Miami-Dade County.



2



**TPO** Miami-Dade TPO  
@miamidadetpo

Follow

The Federal team is holding a public meeting to learn about how the TPO is adhering to the transportation planning process from stakeholders and the general public.

@USDOTFHWA @FTA\_DOT



3:58 PM - 2 Apr 2019

8 Likes

Comment, Retweet, Like icons



**Miami-Dade TPO** @miamidadetpo · Apr 4

If you missed the Miami-Dade TPO's Federal Certification Public Meeting, comments can still be submitted through the @USDOTFHWA FL Division website at [fhwa.dot.gov/fldiv/tma.cfm](https://fhwa.dot.gov/fldiv/tma.cfm) Comments received until May 2, 2019 will be considered in the writing of the final report.



Miami-Dade TPO Retweeted

## **Appendix E. Summary of Public Feedback**

FHWA and FTA would like to thank everyone who participated in and contributed comments for the Miami-Dade TPO Certification Review. Public comments are a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area. The comments received during the public meeting included those recognizing the MPO as a strong partner, support for the SMART Plan, a request for additional funding for the Transportation Disadvantaged program, and more priority for bikes and pedestrians. Additional comments were received during the 30-day public comment period following the site visit. The comments received through letters, email, and testimony at the public meeting are provided following the meeting notes below.

We have reviewed all comments and have taken them into consideration throughout the writing of this report. The next page begins the public meeting minutes and the public comments received.



**FEDERAL HIGHWAY ADMINISTRATION (FHWA) AND  
FEDERAL TRANSIT ADMINISTRATION (FTA)**

**FEDERAL CERTIFICATION REVIEW  
PUBLIC MEETING MINUTES**

**TUESDAY, APRIL 2, 2019 AT 5:30 PM**

**STEPHEN P. CLARK CENTER  
COMMISSION CHAMBERS  
111 NW 1<sup>ST</sup> STREET  
MIAMI, FL 33128**

## I. CALL TO ORDER

Stacie Blizzard from the Federal Highway Administration (FHWA) called the meeting to order and welcomed everyone. Ms. Blizzard introduced her colleagues Kathy Kendall and Carey Shepherd from FHWA, and recognized Aileen Bouclé, Miami-Dade Transportation Planning Organization (TPO) Executive Director, and Jesus Guerra, Miami-Dade TPO Deputy Director. She then thanked the Miami-Dade TPO for hosting the Federal team.

Ms. Blizzard explained they were here to perform a site visit and review of the Miami-Dade TPO's projects and programs. Every four years federal law requires the FHWA and the Federal Transit Administration (FTA) to certify the planning process in the transportation management area. The South Florida area has three MPOs: Miami-Dade TPO, Broward Metropolitan Planning Organization (MPO), and Palm Beach Transportation Planning Agency (TPA). This public meeting will focus on the Miami-Dade TPO and consist of two sections:

- Desk Audit Reviews of the TPO Plans: Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), Public Participation Plan (PPP), and project studies
- Site Visit: Discussions with staff and the public meeting

A final report will be created as a result of the desk audit and site visit. The certification establishes that the Miami-Dade TPO's planning process has followed the law and the requirements for the past four years.

Ms. Blizzard stated that the team wants to hear from the general public on how the planning process is working at the Miami-Dade TPO. But first, she provided the following key points about the Metropolitan Transportation Planning process:

- What is it?
- Why is it important?
- How it is done? 3-C Approach: Continuing, Cooperative, Comprehensive
- Products/Documents
- How do they fit together?
- Comments

She encouraged everyone to fill out a comment card or submit their comment(s) online or via email by May 2, 2019. All comments are valued and will be considered and summarized in the final report.

## II. PUBLIC COMMENT

*Steven Abrams, South Florida Regional Transportation Authority (SFRTA) Executive Director (verbatim comments)*

Mr. Abrams informed the Federal team that he recently became the Executive Director of SFRTA, and that the Miami-Dade TPO and SFRTA have a great working relationship. The

SFTRA participates on the Miami-Dade TPO's various committees and provides quarterly updates on their projects and programs. The Miami-Dade TPO participates with the SFRTA Planning Technical Advisory Committee (PTAC) via the Strategic Miami Area Rapid Transit (SMART) Plan's planning and visioning efforts for the Northeast and North Corridors.

*Eric Tolbert, TPO Bicycle Pedestrian Advisory Committee (BPAC) Member (verbatim comments)*

Mr. Tolbert stated that in a few months the Miami-Dade TPO will bring forth their 2045 LRTP. Even after 25 years there will be hundreds of millions of unfunded bicycle and pedestrian projects. The planning process is useful in prioritizing projects, but it is also fundamentally flawed. The Miami-Dade TPO Governing Board needs to select more bicycle and pedestrian projects, and find the funds to build those projects.

Mr. Tolbert informed the Federal team that he has been a member of BPAC for 14 years, and there has been progress made. However, he stated that he does not see us getting closer to having the facilities that are needed in the next 25 years, and citizens continue to be short of sidewalks, bikes lanes, and greenways. He made the following critical suggestions:

- Urban Areas:
  - Sidewalks on both sides of the street
  - Enhanced bicycle facilities every quarter mile
  - Full non-motorized access to all transit stops
- Suburban Areas:
  - Sidewalks at least every half-mile and on all major roads
  - Enhanced bicycle facilities every mile
- Rural Areas:
  - Sidewalks on all main roads
  - Bicycle and pedestrian facilities every five miles

He stated, "Would you let your children, or a loved one, walk or ride anywhere in Miami-Dade County? If the answer is "No" then there must be improvements made. If we don't know where we are going, then how will we get there?"

*Jorge Azor, Miami-Dade County Transportation Disadvantaged Local Coordinating Board (LCB) Vice Chair (verbatim comments)*

Mr. Azor welcomed the Federal team to Miami-Dade County and thanked them for their review of the Miami-Dade TPO planning process. It is important for the LCB to coordinate and find access to transportation for people that cannot get the access that they need. The last four years have been interesting and challenging. Members in Tallahassee, Florida came up with a new funding formula for the Transportation Disadvantaged Trust Fund. Miami-Dade County performed over half of the state's entire transportation disadvantaged trips, and was hit with a severe financial cut. Miami-Dade TPO and Miami-Dade County Transportation and Public Works (DTPW) staff did not take this lightly, and worked very hard to fight for the \$3 million that was ultimately lost.

*Neal Schafers, Miami-Dade Downtown Development Authority (DDA) Urban Design & Capital Improvements Manager (verbatim comments)*

Mr. Schafers stated that the Miami DDA represents Downtown Miami, which is currently home to 90,000 residents and a daytime population of 250,000 people. They also host over 4.5 million visitors every year. These numbers are increasing every year. Miami-Dade County is becoming more congested year by year. The only long-term suitable solution is an effective and truly connected mass transit system. This is why the Miami DDA is a big supporter of the Miami-Dade TPO's SMART Plan. In 2017, the Miami DDA Board passed a resolution supporting the SMART Plan and urging the funding of all SMART Plan corridors. The opportunity to use transit will only continue to grow. The Miami DDA fully believes in transit and invested over \$1.3 million toward the downtown Tri-Rail link. Currently, Downtown Miami is the most accessed neighborhood in Miami-Dade County by transit. Every job created must have multimodal connections into and out of our urban core. One of the best aspects of the SMART Plan is that it includes bold choices that will require tough decisions. There will always be concerns about budgeting and funding. The Miami DDA is always looking for ways to partner and invest in Downtown Miami. He asked the Federal team to let them know how the Miami DDA can assist the federal government in funding the SMART Plan and making it Miami-Dade's number one priority. Mr. Schafers urged the Federal team to recertify the TPO and support their ongoing SMART Plan efforts.

Mr. Schafers continued to explain that another big component of mass transportation system is a first and last mile infrastructure. Over a year ago the Miami DDA led the implementation of Downtown's first complete street pilot projects, but Downtown Miami is severely lacking a connected safe biking network. There should be more funding invested in bike lanes, bus shelter, pedestrian facilities, dedicated bus lanes, protected bike lanes, wider sidewalks, and safer pedestrian crossings. The Bay Walk, the River Walk, and the Miami River Greenways are viable alternatives to driving, but they still have missing connections several of which are FDOT property. The I-395 MacArthur Causeway Bridge that will soon connect the Museum Park, Resorts World Miami and Edgewater, is one of the many examples. Please increase maintenance of FDOT right of way areas. Many FDOT areas are not routinely maintained. Finally, Miami-Dade County, the City of Miami, and the Miami DDA have all adopted the Pedestrian Priority Zone (PPZ). He requested that as the Federal team approves and funds transportation projects in the future, that they please incorporate the PPZ's 10 design recommendations, which will reduce traffic and save lives.

*Javier Betancourt, Citizens Independent Transportation Trust (CITT) Executive Director (verbatim comments)*

Mr. Betancourt informed the Federal team that he gave up his car about a year ago and now he bikes to work or to transit. He echoed some of the same comments about the lack of bicycle infrastructure.

He stated that the CITT is an entity created by the voters 17 years ago to provide oversight of the use of a half penny sales tax and the implementation of the People's Transportation Plan (PTP). CITT works very closely with DTPW and the Miami-Dade TPO. Truthfully, and sincerely, there can be no better partner than the Miami-Dade TPO and their amazing

staff. The Miami-Dade TPO Executive Director has transformative leadership skills to elevate the agency to an organization that is innovative, engaged, proactive, and effective, and to the 4 Cs: Collaboration, Coordination, Communication, and Catalytic. In the past, the Miami-Dade TPO was largely reactive. Today, they are out in front pushing policies, projects, and programs that will address critical mobility challenges. There is no better example than the SMART Plan, and this is where the two agencies intersect. One of the great challenges our community faces is the expansion of our premium transit service to reach different areas of our county along a list of identified corridors. Premium transit service is desperately needed and has been long discussed. The half penny sales tax passed 17 years ago, and only one small piece of the PTP corridors has been achieved. At some point it seemed like the County had given up on realizing the PTP. That is when the Miami-Dade TPO stepped in with the development of the SMART Plan, which rebranded the PTP. The Miami-Dade TPO has been enormously successful in corralling the community and elected officials on this Plan and charting a path forward for its implementation. The Miami-Dade TPO Governing Board managed to prioritize the SMART Plan as the number one priority, selecting two corridors to focus on, receiving support from 34 municipalities, rallying the community to support the efforts, and identifying new funding sources to help bring this Plan to reality. All of the SMART Plan corridors are now in the project development stage and making great progress. The Miami-Dade TPO also had the vision to complement the plan with land use planning and visioning efforts. The SMART Trails Plan will support the corridors with a network of first/last mile bicycle/pedestrian infrastructure, and a series of SMART Plan Demonstration Projects that will accelerate short term improvements to encourage innovative ideas like the Freebee On-Demand Service transportation service while demonstrating progress to a deeply skeptical community. For all these reasons, and many more, Mr. Betancourt urged the Federal team to recertify the TPO and support their ongoing efforts to create a more mobile, connected, and accessible and sustainable Miami-Dade County.

*Spencer Pylant, Greater Miami Chamber of Commerce (GMCC) Vice President of Government Affairs who was joined by the Alfred Sanchez, GMCC President/Chief Executive Officer, and Vicky Leiva, GMCC Vice Chair of Transportation (verbatim comments)*

Mr. Pylant stated that the GMCC supports the SMART Plan and the Miami-Dade TPO's efforts to keep residents and visitors moving. The Miami-Dade TPO has been an educational resource for our members. They have also been an advocacy partner when we shared priorities both in Tallahassee and Washington, DC. It has been very helpful to show our legislators where the public sector and the private sector can come together for the public good. When the SMART Plan South Corridor's technologies were being considered, we invited the Miami-Dade TPO, and other transportation resources, to come and speak to our members to provide educational and insightful resources to them. Our membership found the information very valuable. They voted to support the Locally Preferred Alternate (LPA) as Bus Rapid Transit (BRT) for the South Corridor. We appreciate the Miami-Dade TPO having an open door and being a great partner. Moving forward, Mr. Pylant requested the help from the Federal team as we are a growing, dynamic community that attracts signature events from around the world. If citizens have a hard time moving around, that might prevent them from coming back to visit. The GMCC would like to see mass transit



become more of a reality here in the community. Mr. Pylant urged the federal team to recertify the Miami-Dade TPO.

*Collin Worth, Bicycle Pedestrian Advisory Committee (BPAC) Chairman (verbatim comments)*

Mr. Worth urged the Federal Team to recertify the Miami Dade TPO.

*Dr. Claudius Carnegie, Citizens' Transportation Advisory Committee (CTAC) Vice Chair (verbatim comments)*

Dr. Carnegie stated that he was honored to be at the public meeting and to represent CTAC for the past 13 years. CTAC has been a part of the transportation process for over 30 years. He went onto explain that the Miami-Dade County Board of County Commissioners (BCC) and the Miami-Dade TPO were one board that created the CTAC in 1984. However, in 2015, CTAC was Sunsetting by the BCC, since the Miami-Dade TPO Governing Board had grown from just the 13 County Commissioners. The BCC came to understand that CTAC should be an advisory committee solely to the Miami-Dade TPO Governing Board. As a result of this modification, the CTAC now focuses solely on Miami-Dade TPO related transportation planning topics. Miami-Dade TPO staff was able to guide CTAC members through the change, and assisted in concentrating on the Miami-Dade TPO's planning process. The main documents the CTAC reviews are the LRTP, TIP, UPWP, and TAP. Over the last two years, CTAC has focused on transportation planning, the required documents, and the SMART Plan. Members currently sit on each of the SMART Plan Corridors' Land Use & Visioning Study Advisory Committees (SAC). Dr. Carnegie stated that he hopes the Federal team acknowledges the lack of funding for transportation in Miami-Dade County. With this inclusion and focused attention on the Miami-Dade TPO's requirements, CTAC's voices are being heard more than ever. On behalf of CTAC members, Dr. Carnegie urged the Federal team to recertify the Miami-Dade TPO.

*Kieran Bowers, President of Swire Properties, Inc. (verbatim comments)*

Mr. Bowers stated that his company recently invested over a billion dollars on development of condominiums and mixed-used projects called the Brickell City Centre in the Downtown Brickell area. As a part of that project, work was done very closely with the Miami-Dade TPO to integrate the Metromover system directly into the development. We want to provide a seamless transition for the residents to their workplace. The leadership of the Miami-Dade TPO has been fabulous during our Transit-Oriented Development process. The company has been here for 40 years, and we plan on being here for another 40 years. We have a pipeline of investments of about 3 to 4 billion dollars in the next 7-10 years in the Downtown Miami area. We will continue to assist in developing the transportation connection with the future development of Downtown Miami.

*Stacie Blizzard, FHWA*

Ms. Blizzard noted no other members of the general public coming forward. She then stated that there were speaker cards available for comments. She referenced for those watching online, they could go to the Miami-Dade TPO website and leave a comment. The public has 30 days to submit a comment, until May 2, 2019.

Ms. Blizzard then asked if there were any more speakers. Being none, she then thanked everyone for attending the public meeting, and stated that they will be taking all that they heard into consideration for their final report.

### **III. ADJOURNMENT**

The public meeting adjourned at 6:10 PM.

Public Comments			
Name	Comment Type	Date Received	Summary
Steven Abrams - South Florida Regional Transportation Authority	Testimony	4/2/19	Miami-Dade TPO is good, collaborative partner
Eric Tullberg - TPO BPAC	Testimony	4/2/19	Suggested new prioritization criteria to get more bike lanes and sidewalks
Jorge Azur - Miami-Dade LCB	Testimony	4/2/19	Pleased with TPO efforts to get more funding for transportation disadvantaged.
Neal Schafers - Miami Downtown Development Authority	Testimony	4/2/19	Supports the Smart Plan because all jobs must have multi-modal connections.
Javier Betancourt - CITTs	Testimony	4/2/19	MPO is a catalyst for creating a sustainable network.
Spencer Pylant - Greater Miami Chamber of commerce	Testimony	4/2/19	Recommends re-certification of the MPO who is a strong partner.
Collin Worth - City of Miami	Testimony	4/2/19	Recommends re-certification of the the MPO who provides a balanced planning approach.
Dr. Claudius - Carnegie CTAC VC	Testimony	4/2/19	TPO should get an "A+", but we need more funding.
Kieran Bowers - Swire properties	Testimony	4/2/19	MPO has been a good partner in integrating where people work, live, and hangout.
Liz Saunders	Email	4/5/19	Not happy that MPO defers to input from Commissioner over public input for new bridge.
Gary Huttman - MetroPlan Orlando	Email	4/16/19	Supports the TPO and commends their collaborative efforts.
Alice Bravo - Miami-Dade County	Letter	4/29/19	Supports TPO and appreciates their efforts on the SMART Plan.
David Capelli - Smart Cohort	Email	5/2/19	Appreciates TPO leadership through Safe Streets Summit, TransportationCamp Florida, CTAC, and working with Millennials.
Eric Tullberg	Email	5/2/19	Additional information on LRTP funding recommendation.
Ronald J. Wasson - City of Aventura	Letter	4/12/19	Supports TPO and its efforts on the SMART Plan.
Rafael Casals - Town of Cutler Bay	Letter	4/30/19	Supports TPO and its efforts on the SMART Plan.

## Appendix F. Status of Previous Certification Findings

The following is a summary of the previous corrective actions and recommendations made by the Federal Review Team to the **Miami-Dade TPO**. The MPO's last certification review report was published in 2015.

### A. Corrective Actions

There were no corrective actions in the 2015 Certification for Miami-Dade TPO.

### B. Recommendations

- 1. Bicycle and Pedestrian Activities.** A substantial amount of public involvement in Florida is accomplished through representative committees, particularly in metropolitan planning. Miami-Dade has exceptionally diverse advisory committees that help to represent Miami's myriad of communities and cultures. However, its Bicycle Pedestrian Advisory Committee (BPAC) does not appear to have specific representation by disability service organizations or groups. While not a requirement and though the MPO has multiple means of ensuring input from the community with disabilities, Miami-Dade MPO might consider filling any future BPAC vacancy with a member from one of the area's disability service groups. This would help to ensure that accessibility, a legal requirement for new and altered facilities, has robust representation in committee, as well as in other aspects of public involvement.

**Update:** The MPO staff does not select committee members, however, staff does monitor the diversity representation on the committees and provide suggested names for consideration on the committees with an emphasis on disabled representation. The MPO states that they also have more of an emphasis on outreach to disability service groups than in the past.

- 2. Transit.** Although the Broward County and Palm Beach County Transit services are not fully integrated with the EASY Card payment system at this time, Miami-Dade MPO staff report that Broward is currently undergoing pilot trials. Therefore, the Federal Review Team recommends that the Miami-Dade MPO continue to work with their regional transit agencies to ensure full integration of the EASY Card (or similar fare media) in the three-county region.

**Update:** The MPO is still working to integrate electronic payment technology between three counties. It seems Miami-Dade is focused on the Easy Card, which they have integrated with Tri-Rail, but the other Counties are focused on smartphone applications. Miami-Dade MPO has a goal of getting electronic transit fares better integrated by the 2020 Super Bowl.

- 3. Freight.** With Freight fully integrated into the MPO culture, the MPO will be collaborating with its partners to explore ways to accommodate the increasing demand for safe and accessible truck parking. During this exploration, the Federal Review Team encourages the MPO to work closely to engage and partner with entities working in freight security and cargo theft.

**Update:** The MPO is still exploring sites to provide safe and accessible truck parking. Freight providers are an active stakeholder in the current LRTP update to provide input on freight security and cargo theft, and the MPO states that their staff is very active in freight seminars and cargo safety.

- 4. Title VI and Related Requirements.** Miami-Dade MPO has a longtime Title VI/Nondiscrimination Coordinator who enjoys easy, direct access to the Executive Director for matters involving civil rights and nondiscrimination. This direct access is compliant with regulations at 23 CFR 200.9(b)(1). However, having easy, direct access is not the same as demonstrating this access to the public or outside parties, some of whom may depend on this accountability in choosing whether or not to file a complaint. The Federal Review Team recommends that the MPO consider the simple step of documenting access by adding a direct but dotted line connection between the Title VI/Nondiscrimination Coordinator and the Executive Director on its organization charts for Title VI/Nondiscrimination purposes only. While the Coordinator may have other duties that are supervised by other managers or directors, issues impacting Title VI/Nondiscrimination Compliance must demonstrate easy access.

**Update:** MPO Outreach Coordinator now has direct access to Executive Director.

- 5. Title VI and Related Requirements.** Miami-Dade MPO uses demographic data to target and assess its Public Involvement and also to analyze needs/impacts in areas like safety, bike/pedestrian and corridor studies. As with other Florida MPOs, Miami-Dade is beginning to appreciate that Environmental Justice (EJ) considerations are required in all federally funded programs, services and activities, including the LRTP and TIP. While the Outreach Planner is an excellent source of data and good start, the Team recommends that demographics and other data be used to screen plans and/or projects for potentially high and adverse impacts to minority and low income communities. The Team understands that EJ in planning is a broader approach than during the Project Development and Environment (PD&E) phases. Nevertheless policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities should be described in MPO plans. FHWA is currently releasing an EJ Reference Guide and corresponding training that should provide some practical strategies.

**Update:** EJ consideration is now built into all plans, and not just the TIP and LRTP.

**6. Title VI and Related Requirements.** Miami-Dade MPO has access to FDOT's Disadvantaged Business Enterprise (DBE) tracking system, Equal Opportunity Compliance (EOC) and is ensuring that information is input into the system. The MPO has also appropriately adopted the FDOT DBE program and race neutral goal of 9.91% on any projects with Federal-aid. However, the Federal Review Team located some MPO documents stating that the Miami-Dade County Small Business Department approves consultant selection, ensuring set aside goals are met. Since set aside goals, local preferences and alternative small, women or minority business programs are not permitted in federally funded contracts, the Team recommends that the MPO carefully scrutinize any documents referencing the DBE program and/or procurement and contracting procedures, removing any language that is inconsistent with the approved FDOT DBE program.

**Update:** TPO still follows county procurement. However, TPO works with FDOT, FHWA to ensure that DBE and other procurement requirements are followed.

**7. Title VI and Related Requirements.** As part of its UPWP, Miami-Dade MPO provides a Municipal Grants Program (MGP) to area cities which may include federal-aid funds. Under the Civil Rights Restoration Act of 1987, all programs, services and activities of recipients must be in compliance with Title VI and other nondiscrimination authorities, regardless of whether a particular program is federally funded. Thus, in administering the MGP, the MPO must have a method for determining substantial compliance by its grantees with nondiscrimination requirements. To do otherwise exposes the MPO to charges of discrimination leveled at its sub-recipient cities. Such a screening process need not be burdensome and FDOT and the Division have a number of excellent tools and resources to assist local agencies with nondiscrimination programming. The Review Team recommends that the MPO review its Municipal Government Program used in the Unified Planning Work program process to determine whether nondiscrimination compliance is a condition of funding and, if so, that it develop a process to ensure compliance.

**Update:** The MPO now has a process in place as part of their contracts to follow the FDOT process for sub-recipient oversight.

## Appendix G. Acronym List

ADA – Americans with Disabilities Act	NHS – National Highway System
AQ – Air Quality	NTI – National Transit Institute
CAAA – Clean Air Act Amendments of 1990	PEA – Planning Emphasis Area
CFP – Cost Feasible Plan (of the LRTP)	PL – Metropolitan Planning Funds
CFR – Code of Federal Regulations	PPP – Public Participation Plan
CMAQ – Congestion Mitigation and Air Quality	RA – Regional Administrator
CMP – Congestion Management Process	RTIP – Regional Transportation Implementation Plan
DA – Division Administrator	RTP – Regional Transportation Plan
DBE – Disadvantaged Business Enterprises	SAFETEA-LU – Safe, Accountable, Efficient Transportation Equity Act: A Legacy for Users
DHHS – Department of Health and Human Services	RPC – Regional Planning Commission
EJ – Environmental Justice	SFY – State Fiscal Year
ETDM – Efficient Transportation Decision Making	SHA – State Highway Administration
EPA – Environmental Protection Agency	SHSP – Strategic Highway Safety Plan
FAST Act – Fixing America’s Surface Transportation Act	SIP – State Implementation Plan
FDOT – Florida Department of Transportation	SOP – Standard Operating Procedures
FHWA – Federal Highway Administration	SOV – Single Occupancy Vehicle
FTA – Federal Transit Administration	SPR – State Planning and Research
FY – Federal Fiscal Year	STIP – Statewide Transportation Improvement Program
GIS – Geographic Information Systems	STP – Surface Transportation Program
HSIP – Highway Safety Improvement Program	TAZ – Transportation Analysis Zone
HPMS Reviews – Highway Performance Monitoring System	TCM – Transportation Control Measure
ISTEA – Intermodal Surface Transportation Efficiency Act	TDM – Transportation Demand Management
ITS – Intelligent Transportation Systems	TEA-21 – Transportation Equity Act for the 21 <sup>st</sup> Century
LEP – Limited English Proficiency	TIP – Transportation Improvement Program
LRTP – Long Range Transportation Plan	Title VI – Title VI of the 1964 Civil Rights Act
M&O – Management and Operations	TAM – Transit Asset Management
MAP-21 – Moving Ahead for Progress in the 21 <sup>st</sup> Century	TAMP – Transportation Asset Management Plan
MOA – Memorandum of Agreement	TMA – Transportation Management Association
MOU – Memorandum of Understanding	TMIP – Travel Model Improvement Program
MPA – Metropolitan Planning Area Boundary	TPCB – Transportation Planning Capacity Building Program
MPO – Metropolitan Planning Organization	TPO – Transportation Planning Organization
MPOAC – Metropolitan Planning Organization Advisory Council	TPA – Transportation Planning Agency
NAAQS-National Ambient Air Quality Standards	TSP – Transportation Safety Planning
NEPA – National Environmental Policy Act	UAB – Urban Area Boundary
NHI – National Highway Institute	UPWP – Unified Planning Work Plan
	U.S.C. – United States Code
	UZA – Urbanized Areas
	VMT – Vehicle Miles Traveled

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Table of Contents  
Palm Beach TPA

Section I. Overview of the Certification Process .....	70
Section II. Boundaries and Organization (23CFR 450.310, 312, 314).....	71
A. Description of Planning Area .....	71
B. Metropolitan Planning Organization Structure .....	72
C. Agreements .....	73
Section III. Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d)) .....	73
Section IV. Scope of the Planning Process (23 CFR 450.306).....	74
A. Transportation Planning Factors .....	74
B. Air Quality .....	75
C. Bicycle and Pedestrian Planning Activities .....	75
D. Transit.....	75
E. Intelligent Transportation Systems (ITS).....	76
F. Freight Planning.....	76
G. Security Considerations in the Planning Process .....	76
H. Safety Considerations in the Planning Process .....	76
Section V. Unified Planning Work Program (23 CFR 450.308).....	77
Section VI. Interested Parties (23 CFR 450.316).....	77
A. Outreach and Public Participation.....	77
B. Tribal Coordination.....	78
C. Title VI and Related Requirements .....	78
Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g)).....	80
Section VIII. Congestion Management Process (CMP) (23 CFR 450.322) .....	80
Section IX. Long Range Transportation Plan (23 CFR 450.324).....	80
A. Scope of LRTP .....	80
B. Travel Demand Modeling/Data .....	80
C. Financial Plan/Fiscal Constraint.....	80
Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334) .....	81
Section XI. Findings/Conclusions .....	81
A. Noteworthy Practices .....	81
B. Corrective Actions.....	82
C. Recommendations .....	82
D. Training/Technical Assistance .....	83
E. Conclusion .....	83
 <b>Appendices</b>	
Appendix A. Summary of Risk Assessment .....	84
Appendix B. Site Visit Participants.....	85
Appendix C. TMA Certification Site Visit Agenda .....	86
Appendix D. Public Engagement Notice .....	88
Appendix E. Summary of Public Feedback.....	91
Appendix F. Status of Previous Certification Findings .....	95
Appendix G. Acronym List .....	100

# Palm Beach Metropolitan Planning Organization

## Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.336(b) and 49 CFR 613.100, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years.” This four-year cycle runs from the date of issuance of the previous joint certification report.

The primary purpose of a certification review is to formalize the continuing oversight and evaluation of the planning process. The FHWA and the FTA work cooperatively with the TMA planning staff on a regular basis. By reviewing and approving planning products, providing technical assistance, and promoting best practices, the formal assessment involved in a certification review provides an external view of the TMA’s transportation planning process.

A certification review generally consists of four primary activities. These activities include: 1) a “desk audit” which is a review of the TMA’s planning documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP); 2) a “site visit” with staff from the TMA’s various transportation planning partners (e.g. the Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; 3) the Federal Review Team prepares this Certification Report to document the results of the review process; and, 4) a formal presentation of the review’s findings at a future Palm Beach TPA Board Policy meeting.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in metropolitan areas. The certification review also helps ensure that the major issues facing a metropolitan area are being addressed. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Beginning in 2018, to initiate the TMA certification review process, the Federal Review Team utilizes a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. **Appendix A** summarizes the section evaluation, and the report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after considering the risk factors.

The review for the Palm Beach TPA was held April 10-11, 2019. During this site visit, the Federal Review Team met with the staff of the Palm Beach TPA, FDOT, Palm Tran, committee representatives, other partnering agencies, and the public. See **Appendix B** for a list of review team members and site visit participants, and **Appendix C** for the TMA Certification Meeting Agenda.

Public feedback and engagement was obtained through their website, Twitter, an E-Newsletter, staff liaison reports, and meeting presentations, with the initial announcement on March 22, 2019. The purpose of the public engagement process is to inform the public of the Federal transportation planning requirements and allow the public an opportunity to provide input on the transportation planning process to the Federal Review Team. For those that did not post publicly, contact information for the Federal Review Team was provided. Members of the public were given 30 days from the site visit date to mail, fax or email their comments and/or request a copy of the certification review report. Five additional comments were received by FHWA and FTA during the 30-day comment period.

A copy of the public engagement notice can be found in **Appendix D**. Screenshots of public input, including a listing of commenters and a summary of the public comments is provided in **Appendix E**.

A summary of the 2015 corrective actions and recommendations and their status can be found in **Appendix F**.

An explanation of planning acronyms can be found in **Appendix G**.

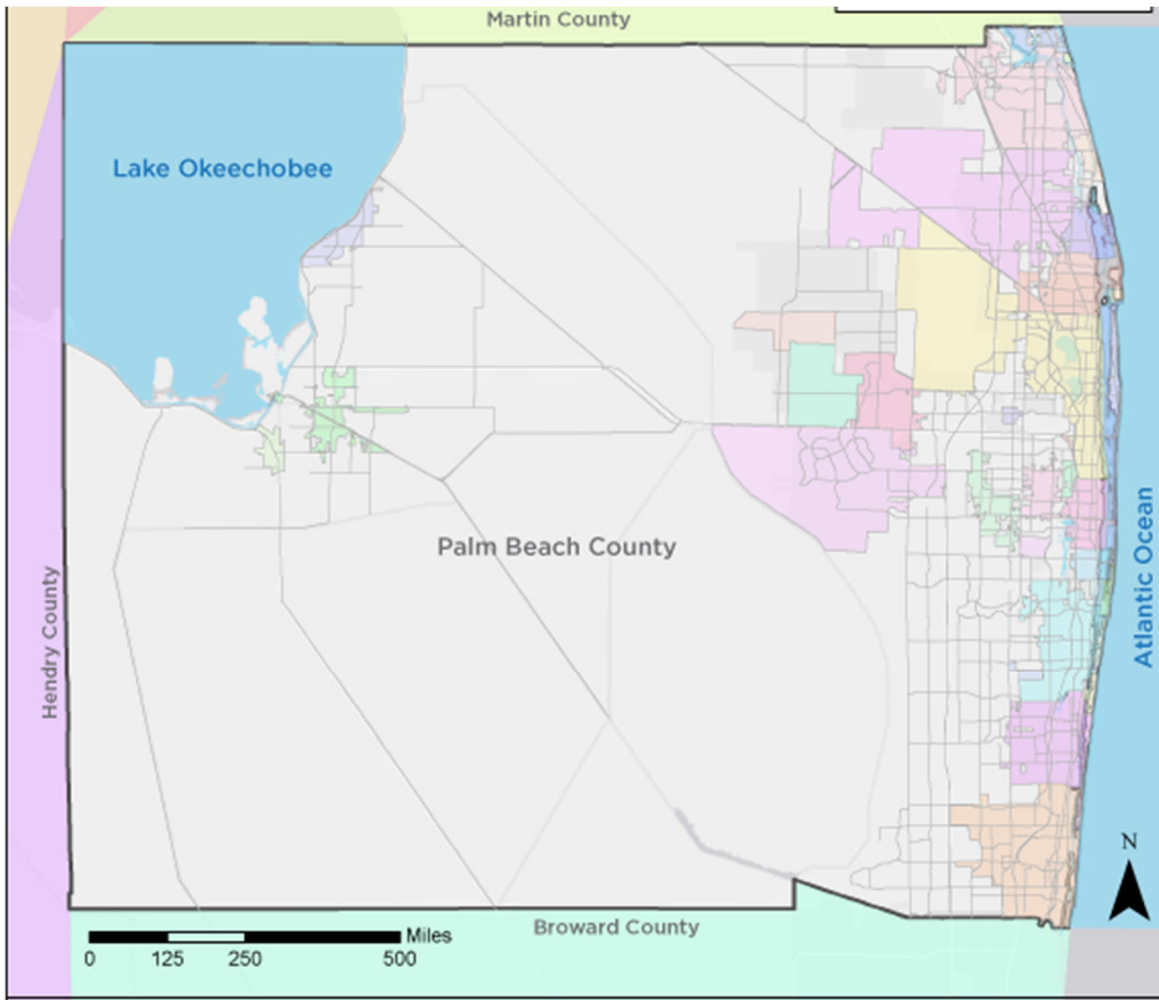
## **Section II. Boundaries and Organization (23CFR 450.310, 312, 314)**

### **A. Description of Planning Area**

Observations: The Miami Urbanized Area encompasses all of Palm Beach, Broward and Miami-Dade counties. The Palm Beach portion is located in the eastern coastal portion of the county as shown on the map below. The Palm Beach TPA planning area encompasses the entire Palm Beach County.

Palm Beach County's population is estimated at 1.5 million according to the 2010 Census and the Florida Bureau of Economic and Business Research. Approximately 42% of the population resides in unincorporated areas, and 45% of the residents are minority. Palm Beach County is the 2nd largest county in Florida (by land area) with tourism as its number one industry, followed by agriculture. The population is projected to grow to 1.81 million by year 2040. The MPO contains 39 member municipalities.

The 2006 Inter-local Agreement between the Broward, Miami-Dade, and Palm Beach MPOs created the Southeast Florida Transportation Council (SEFTC), under Florida Statutes Chapter 339.175, to serve as a formal forum for policy coordination and communication to carry out mutually agreed-upon regional initiatives. The agreement maintains the autonomy of each MPO for decisions that create direct impacts within its geographic area.



## B. Metropolitan Planning Organization Structure

Observations: The Palm Beach TPA Board is comprised of 21 members representing the Palm Beach Board of County Commissioners, the 13 largest cities, and the Port of Palm Beach. The voting membership is comprised of:

- Five (5) Palm Beach County commissioners;
- Two (2) representatives each from West Palm Beach and Boca Raton;
- One (1) representative each from Jupiter, Palm Beach Gardens, Riviera Beach, Lake Worth Beach, Boynton Beach, Delray Beach, Belle Glade, Wellington, Greenacres, Palm Springs and Royal Palm Beach;
- The Port of Palm Beach is represented by one of their elected commissioners; and,
- The FDOT District 4 Secretary is a non-voting member of the Board.

The two largest incorporated cities represented are West Palm Beach and Boca Raton. Transit agencies within the MPO are Palm Tran, which is under the Board of County Commissioners and the South Florida Regional Transportation Authority (Tri Rail), represented by a county commissioner who serves on their board.

The MPO is currently hosted by Palm Beach County, however, the MPO passed a resolution in 2017 to become an independent agency. Most of the 15 member MPO staff are new, and the MPO anticipates that several vacancies will soon be filled.

The MPO is in the process of relocating to a new office and meeting space to serve their staff, committees and Board. Preparations to become an independent MPO by September 30, 2019 include executing an office lease, obtaining legal counsel, banking services, a financial accounting system, an external auditor, budget preparation, and amending the UPWP. The MPO is excited about this major organizational change, as well as about their new office, which will be located in downtown West Palm Beach, and will be accessible by foot, bike, transit, and car.

The MPO has four standing committees:

- The Technical Advisory Committee (TAC);
- The Citizens Advisory Committee (CAC);
- The Bicycle/Trailways/Pedestrian Advisory Committee (BGPAC); and,
- The Transportation Disadvantaged Local Coordinating Board (LCB).

The MPO tracks demographic make-up of the advisory committees. The MPO is actively seeking a disabled representative for the BTPAC.

Finding: The MPO's boundaries and organization substantially satisfies the federal requirements as outlined in 23 CFR 450.310 and 312.

### **C. Agreements**

Current Agreement(s)/Date(s) Adopted:

Staff Services Agreement – March 12, 2013, amended June 3, 2018

Interlocal Agreement – October 9, 2015

Sub-Recipient Agreement – July 1, 2018

Southeast Florida Regional Planning Model (SERPM) MOU – December 23, 2014

MPO Agreement June 14, 2018

Public Transportation Grant Agreement – no date indicated

Intergov. Coord and Review and Public Transp. Coord. Joint Part. Agmt. - April 21, 2008

SEFTC Interlocal Agreement – January 9, 2006, last amended July 14, 2011

Observations: The agreements are up-to-date.

Finding: The MPO's agreements substantially satisfy the federal requirements as outlined in 23 CFR 450.314.

### **Section III. Transportation Performance Planning (23 CFR 450.306(a), 306(d), 314(h), 324(f), 326(c), 326(d))**

Observations: The MPO set all of their targets for safety, bridge, pavement, and system performance within the prescribed timeframes. The MPO did not set their targets for

Transit Asset Management (TAM) within the prescribed timeframes. They documented the setting of their targets through the TIP as amended on June 21, 2018, September 20, 2018, and February 21, 2019. The targets are published as part of the TIP on the MPO website.

The MPO has not yet documented written provisions for cooperatively developing and sharing information related to transportation performance data, selection of performance targets, reporting of targets, reporting of performance to be used in tracking progress toward attainment of critical outcomes and reporting of data. At the time of the site visit, the MPO had not yet adopted the Consensus Document relating to the coordination of performance measures and data with FDOT.

In the development of the 2045 LRTP, the MPO has approved all measures and targets that will be incorporated into the plan, which is scheduled for adoption by October 16, 2019. The approved measures and targets were presented to the federal review team as part of the site visit and include not only the federally required targets, but local supplemental targets as well. The tables identifying the targets also include actual values for 2014-2018 to provide a baseline for assessing performance. The MPO identified to the federal review team the key next steps, which will be to use the measures and targets in project selection, work with FDOT to improve data timeliness, and track progress.

The MPO has not yet designed their TIP to achieve targets and defers to the LRTP now under development how they will link their project selections and investments to anticipate target achievement. However, the MPO has adopted a Complete Streets Policy and Template, design guidelines, and Vision Zero Action Plan to make progress toward the safety targets. The TIP references the new 2045 LRTP goals that include TPM measures and targets, and are currently being used to develop the priority projects that will then feed into the new TIP.

**Noteworthy Practice and Recommendations:** The federal review team recognizes one noteworthy practice and offers three recommendations regarding Transportation Performance Planning. For more details about these practices, please see Section XI.

Finding: The MPO's transportation performance planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306, 314, 324, and 326, subject to meeting the recommendation deadlines specified in Section XI.

## **Section IV. Scope of the Planning Process (23 CFR 450.306)**

### **A. Transportation Planning Factors**

Observations: 23 CFR 450.306 requires that the metropolitan transportation planning process explicitly consider and analyze a number of specific planning factors that reflect sound planning principles. The degree of consideration for planning factors is based on complexity of issues in geographic area.

The Palm Beach TPA appropriately addresses the required planning factors throughout the planning process and in the development of transportation planning products such as the LRTP, TIP and UPWP. The planning factors are also incorporated into the Goals, Objectives and Policies of the LRTP.

Finding: The MPO's planning process substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b).

## **B. Air Quality**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The Palm Beach TPA is currently designated as an attainment area for all National Ambient Air Quality Standards (NAAQS).

## **C. Bicycle and Pedestrian Planning Activities**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's bicycle and pedestrian planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b), 324(f), and 326.

## **D. Transit**

Observations: Public Transit service in Palm Beach County is primarily provided by Palm Tran, a non-profit corporate entity owned by Palm Beach Government. Palm Tran provides fixed route service and demand response transit is also provided through their Palm Tran connection, as well as deviated "flex" route service.

Palm Tran also operates the Intermodal Transit Center in downtown West Palm Beach, and provides transfers for 11 routes and service to Tri-Rail commuter rail stations. Tri Rail is operated by the South Florida Regional Transit Authority (SFRTA), a state transportation authority.

Palm Tran and SFRTA participate in regional transportation planning activities, including the TIP, LRTP, performance-based planning, and transit studies. Palm Tran is the Community Transportation Coordinator, with Palm Beach TPA serving as the designated official planning agency for transportation disadvantaged populations.

Effective coordination with area transit providers has yielded a multimodal approach to transportation planning and programming. This includes consideration of all modes in project prioritization, a strong transit presence in the congestion management process, complete streets, transit-oriented development, and other initiatives which seek to improve both transit operations, mobility, and access to transit, such as the US-1 study.

As further evidence of effective coordination, the TPA has helped facilitate the “flexing” of surface transportation funds for area transit activities.

Through the MPO agreements, cooperative development of the planning products, coordination activities, and implementation of transit projects, Palm Tran is a full partner in this MPO’s planning process.

**Noteworthy Practices and Recommendations:** The Federal Review Team recognizes five noteworthy practices and offers one recommendation regarding Transit. For more details about these recommendations, please see Section XI.

Finding: The MPO’s transit activities substantially satisfy the federal requirements as outlined in 49 CFR 613.100 as well as the transit supportive elements outlined in 23 CFR 450.

## **E. Intelligent Transportation Systems (ITS)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO’s ITS activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322, and 23 CFR 940.

## **F. Freight Planning**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO’s freight planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 316, 324, and 326.

## **G. Security Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO’s security planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(f), 324(h), and 326.

## **H. Safety Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO’s safety planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 324(h), and 326.



## **Section V. Unified Planning Work Program (23 CFR 450.308)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's UPWP substantially satisfies the federal requirements as outlined in 23 CFR 450.308.

## **Section VI. Interested Parties (23 CFR 450.316)**

### **A. Outreach and Public Participation**

Current Document Title: Palm Beach TPA Public Participation Plan

Date Adopted: 10/17/2017

Observations: The Palm Beach TPA Public Participation Plan (PPP) provides reasonable opportunities for residents, affected public transportation employees, freight shippers and providers of freight transportation services, public ports, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian and bicycle facilities, representatives of the disabled, and other interested parties to participate in all transportation processes. The PPP is a concise document that reflects both the TPA's public involvement policy as well as its regular practices. In addition, the PPP has numerous helpful info boxes and tools that engage the public and break down planning concepts. One example is a color wheel, designed in-house that describes the various ways the public can participate in transportation planning. The TPA assesses the effectiveness of its PPP monthly through use of practical targets and measures, summarized in a Public Involvement Activity Report (PIAR). The PIAR includes analytics for its social media and website hits, as well as a narrative describing distribution/feedback for its bimonthly e-newsletter.

The Palm Beach TPA electronically provides via its website documentation related to transportation planning processes. The site is completely revamped since the last certification and perhaps a model for other MPOs, not the least because the TPA developed it while still within the purview of Palm Beach County government. The website is attractive, colorful and easy to use, complete with pictures from the TPA communities, summary information about plans and activities, and links to all TPA products. One particularly nice feature of the site is a prominent icon for mapping tools that provide instant, usable information on items of interest to the public such as the location of pedestrian features and areas with high crash statistics, to name just two. The planning documents themselves, easily accessed through the website are equally engaging, effectively employing visualization techniques in all documents demonstrating transportation planning processes such as the LRTP, TIP, STIP, and UPWP.

As with the website, the TPA greatly advanced its use of social media in the past few years, using Facebook, LinkedIn, Twitter and YouTube to blast newsletters and other

events of interest to the public. One example is the TPA's continued support of the bike valet at the annual SunFest event in West Palm Beach, participation in which has grown measurably with the proliferation of social media.

Palm Beach TPA is smaller than the other two MPOs in the TMA, which means that all staff must take responsibility for public involvement and identify ways of doing more with fewer resources. This teamwork results in innovative outreach, such as hosting and video recording an abbreviated version of the MPOAC Retreat for its board, committees and the general public. Another example of opportunistic involvement strategies is using the regional Safe Street Summit in lieu of a board meeting, placing transportation officials shoulder to shoulder with stakeholders and the general public. Other examples include info-graphics depicting the Benefits of Complete Streets and Attitudes toward Bike lanes, tools that attract public interest and brand important TPA products.

In summary, the MPO uses the PPP, demonstrates public participation and considers the input throughout the development of the LRTP and the TIP. The MPO also considers the traditionally underserved communities, including minority and low-income households, and coordinates with FDOT. The MPO revisits the PPP to ensure that they maintain a full and open participation process.

**Noteworthy Practices:** The federal review team recognizes two noteworthy practices regarding Outreach and Public Participation. For more details about these practices, please see Section XI.

Finding: The MPO's outreach and public participation activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316.

## **B. Tribal Coordination**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's tribal coordination activities substantially satisfy the federal requirements as outlined in 23 CFR 450.316(c).

## **C. Title VI and Related Requirements**

Current Document Title: Title VI and ADA Nondiscrimination Policy & Plan

Date Adopted: 02/15/2018

Observations: The Palm Beach TPA has a coordinator assigned to Public Involvement and Title VI, who has direct, independent access to the MPO Executive Director, evidenced by an organization chart. The TPA has developed and executed a nondiscrimination policy, assurance, complaint filing procedure and 4-factor Limited English Proficiency (LEP) Plan, all of which are broad enough to cover Title VI classifications and those defined by other federal and state authorities. The MPO posts

nondiscrimination information on all its webpages and documents that are meant for the public, including identifying the coordinator by name and contact information.

Since the last certification, the MPO discontinued participation in the South Florida Transportation Outreach Planner in favor of developing its own community characteristics inventory and associated data layers. The result is a tool comprised of not only census product information, but also secondary data sources such as a Palm Beach County data layer developed from levied impact fees. Rich and varied sources demographic data provide the MPO with useful information, such as the likely race, ethnicity and age of victims in high crash areas around the county, and the ultimate presumption that low income, minority individuals are twice as likely to be the victims of these crashes. The information helps the MPO with prioritizing and scoring projects, as well as determining the equity of its plans and its goal to plan with the most vulnerable users in mind, pedestrians.

The MPO is now an independent organization that uses its own forms and procedures to procure professional services. Though language in its RFP and contract documents is largely accurate, there are several areas that should be updated or modified for optimum compliance, particularly those pertaining to Title VI and Disadvantaged Business Enterprise (DBE).

Palm Beach TPA ensures accessibility under the Americans with Disabilities Act (ADA) in providing access to its plans, programs and services. The TPA-posted nondiscrimination policies and complaint filing procedures specifically enumerate disability as a protected classification and the MPO ensures that its plans and activities include input by and consideration of those with disabilities or their service providers. The MPO has a program access plan as described by 28 CFR 35.150(a) (and the Department of Justice Title II Technical Assistance Manual) that covers both program and facilities access, and its corridor studies and data mapping tool all serve to assist municipalities with identifying and prioritizing safety and accessibility needs. The TPA has also hosted ADA transition planning courses for its municipalities and maintains a webpage of resources for agencies needing assistance with compliance. While the MPO continues to struggle with representation on committees from the community with and groups serving those with disabilities, it engages stakeholders like the Department of Health to ensure both equity and access to the maximum extent feasible.

**Recommendation:** The federal review team offers one recommendation regarding Title VI and Related Requirements. For more details, please see Section XI.

**Finding:** The MPO's Title VI and related activities substantially satisfy the federal requirements as outlined in 49 CFR 21, 49 CFR 27, 23 CFR 200, 23 CFR 450.316 and 336(a).

## **Section VII. Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The MPO's linking planning and NEPA activities substantially satisfies the federal requirements as outlined in 23 CFR 450.318, 320, 324(f)(10), and 324(g).

## **Section VIII. Congestion Management Process (CMP) (23 CFR 450.322)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's congestion management process substantially satisfies the federal requirements as outlined in 23 CFR 450.322.

## **Section IX. Long Range Transportation Plan (23 CFR 450.324)**

Current Document Title: Palm Beach TPA 2040 Long Range Transportation Plan

Date Adopted: October 16, 2014

### **A. Scope of LRTP**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The general scope of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324.

### **B. Travel Demand Modeling/Data**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's travel demand modeling processes substantially satisfy the federal requirements as outlined in 23 CFR 450.324(e).

### **C. Financial Plan/Fiscal Constraint**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The financial plan/fiscal constraint of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.324(f)(11).

## **Section X. Transportation Improvement Program (TIP) (23 CFR 450.326, 328, 330, 332, 334)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's TIP substantially satisfies the federal requirements as outlined in 23 CFR 450.326, 328, 330, 332, and 334.

## **Section XI. Findings/Conclusions**

The following items represent a compilation of the findings that are included in this 2019 certification review report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the Palm Beach TPA's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in this TMA. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks, and are intended to assist the Palm Beach TPA in improving the planning process. Noteworthy practices highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

### **A. Noteworthy Practices**

- 1. Transportation Performance Planning:** The Federal Review Team commends the Palm Beach TPA's efforts to use data from the Census, GIS, crash statistics, and other sources to identify correlations and needs, that can then be used to make progress towards the MPO's Zero Vision safety performance targets. Examples cited include comparing traffic incidents, unusual statistics, and health indicators for vulnerable populations, and provided transit improvements that increased households and jobs access to transit by 138%; identification of sidewalk gaps for interactive online mapping; and the School Hazardous Walking Conditions analysis.
- 2. Transit:** The Federal Review Team commends the MPOs within the Miami Urbanized Area for their regional transit coordination and effective "3-C" planning, as evidenced through the Southeast Florida Transportation Council and corresponding outputs, as well as coordinated efforts such as the vanpool program.
- 3. Transit:** The Federal Review Team commends Palm Beach TPA for their participation and transit-related efforts associated with the Transportation Planning Capacity Building (TPCB) program. This is a nation-wide discretionary program, and Palm Beach has been awarded funding to conduct a peer exchange that is likely to be beneficial to all participants.

4. **Transit:** The partnership between the TPA, transit providers, and area health agencies as part of the US-1 study is an innovative approach and consideration of multiple planning factors. The consideration of safety, transit, health, accessibility and mobility in the planning process resulted in adjustments to proposed transit stations, based on input provided from health industries.
5. **Transit:** The MPOs Interactive GIS-web map provides an effective geospatial analysis of the transportation system, including access to transit. The Federal Review Team commends the TPA for these efforts, which have resulted in the successful identification and implementation of projects to address gaps in the system, such as sidewalks and bicycle networks.
6. **Transit - Palm Tran** is commended for their Route Performance Maximization efforts, which have improved system performance, a benefit to riders. The Federal Review Team also acknowledges their Route 4/Haverhill extension, resulting in an over 200% increase in ridership over the last two years.
7. **Outreach and Public Participation:** The Federal Review Team commends the Palm Beach TPA's use of visualization tools to provide information to the public and encourage feedback. Examples include, "The Benefits of Complete Streets" poster, the Complete Streets Policy, template, and design guidelines, providing continuous plan views of a project corridor to help the public understand what is being proposed, and a website that makes it easy for users to find information about transportation data, plans and processes.
8. **Outreach and Public Participation:** The Federal Review Team commends the Palm Beach TPA for their coordination with Florida East Coast Railway on Supplemental Safety Measures that combined STP funds with safety funds to improve safety along the Brightline corridor where 32 additional trains per day were added with 110 roadway crossings in the county. Also worked with local governments to address noise concerns where "quiet zones" were not feasible.

## B. Corrective Actions

There were no corrective actions identified.

## C. Recommendations

1. **Transportation Performance Planning:** During the desktop review, it was noted that FTA Transit Asset Management (TAM) targets for Infrastructure were not endorsed. Due to the presence of Commuter Rail within the Metropolitan Planning Area, the Federal Review Team recommends Palm Beach TPA endorse this regional target and incorporate it into their TIP. Progress towards achieving targets should also be included to the maximum extent practicable. Please note that future TIP/LRTP amendments and approval cycles may be contingent on the inclusion of TAM targets and progress towards achieving them.
2. **Transportation Performance Planning:** The MPO has not yet documented written provisions for cooperatively developing and sharing information related to transportation performance data, selection of performance targets, reporting of targets, reporting of performance to be used in tracking progress toward

attainment of critical outcomes and reporting of data. **If the MPO has not adopted the Consensus Document or other coordination documentation, beginning October 1, 2019, FHWA/FTA will not approve S/TIP or LRTP amendments for those MPO areas until they take the appropriate action and provide the documentation to FHWA/FTA.**

3. **Transportation Performance Planning:** The MPO has not yet designed their TIP to achieve targets. Previous federal guidance has stated that the TIPs are required to be designed to achieve targets even if the LRTP has not been updated for TPM requirements. **By December 31, 2019, the TIP needs to be designed such that once implemented, it makes progress toward achieving the performance targets, and shall include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the LRTP, linking investment priorities to those performance targets.**
4. **Transit Interoperability:** The MPO and transit providers are commended for their efforts associated with a coordinated interoperability of projects. While it appears that significant progress has been made, the federal review team encourages all agencies involved, including the MPOs, continue to coordinate the implementation of this initiative.
5. **Title VI and Related Requirements:** The MPO should review and update as needed for compliance, their RFP and contract documents related to Title VI and Disadvantaged Business Enterprise (DBE).

#### **D. Training/Technical Assistance**

At the conclusion of the site visit, the Federal Review Team asked the MPO staff if they had any training or technical assistance needs. The Palm Beach TPA identified technical assistance requests for the following topical areas:

- Durability data of colored materials at crosswalks and within bicycle facilities;
- Additional funds for “Pop-up” pilot projects such as colored sidewalks to demonstrate success;
- More information on the ARNOLD network to help coordinate data sets; and
- More assistance (oversight and applicant support) in meeting deadlines from FDOT on LAP projects.

FHWA and FTA will work with the MPO to provide resources in these areas.

#### **E. Conclusion**

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Miami TMA, which is comprised in part by the Palm Beach TPA, substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the MPO satisfactorily addressing the recommendations with deadlines specified in this report. This certification will remain in effect until **August 2023**.

## Appendix A. Summary of Risk Assessment

### Florida TMA Certification Review Risk Assessment

MPO: Palm Beach TPO  
 Date of Assessment: November 2018  
 Cert Review Report Date: August 2019

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Transportation Performance Planning (23 CFR 306(a), 306(d), 314(h), 324(f), 326(c), 326(d))	Yes
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	No
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	No
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318, 320, 324(f)(10), 324(g))	No
Congestion Management Process (23 CFR 450.322)	No
Long Range Transportation Plan (23 CFR 450.324)	No
Long Range Transportation Plan (23 CFR 450.324) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.324) - Financial Plan/Fiscal Constraint	No
Transportation Improvement Program (23 CFR 450.326, 328, 330, 332, 334)	No

\*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed. The additional areas are: Organization of MPO/TPO; Interested Parties - Outreach and Public Participation and Interested Parties - Title VI and Related Requirements



## **Appendix B. Site Visit Participants**

### **Palm Beach TPA**

Nick Uhren  
Valerie Neilson  
Andrew Uhler  
Matthew Komma  
Malissa Booth  
Margarita Pierce  
Alexa Sanabria  
Michael Lynch  
Jason Price  
Alyssa Frank  
Nicholas Henandez

### **Transit Agencies (Palm Tran)**

Yash Nagal  
Steve Anderson  
Clinton Forbes

### **FDOT**

Erika Thompson  
Mark Reichert  
John Podczerwinsky  
Christine Fasiska  
Yanique Kelly

### **MPOAC**

Carl Mikyska

### **Federal Highway Administration**

Stacie Blizzard  
Cathy Kendall  
Carey Shepherd

### **Federal Transit Administration**

Rob Sachnin

## Appendix C. TMA Certification Site Visit Agenda

**Palm Beach Transportation Planning Agency**  
**TMA Certification Review Site Visit**  
**April 10-11, 2019**  
*2300 North Jog Road, 4th Floor*  
*West Palm Beach, Florida 33411-2749*  
*Phone: 561- 684-4170*  
**AGENDA**

Wednesday	April 10, 2019	Day One
<b>Federal Certification Team Members</b>	<ul style="list-style-type: none"> <li>➤ Stacie Blizzard (FHWA)</li> <li>➤ Cathy Kendall (FHWA)</li> <li>➤ Carey Shepherd (FHWA)</li> <li>➤ Aaron Bustow, (FHWA)</li> <li>➤ Robert Sachnin (FTA)</li> </ul>	

Time	Item	Lead
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<b>8:30 a.m.</b>	Welcome / Introductions <ul style="list-style-type: none"> <li>➤ Roles/Responsibilities/Key Activities of TPA and Transit Agency Staff</li> </ul>	Federal Team, TPA, Palm Tran, FDOT
<b>8:45 a.m.</b>	Site Visit Overview <ul style="list-style-type: none"> <li>➤ Purpose of the Certification Process</li> <li>➤ Discussion of Risk Assessment</li> <li>➤ Review schedule and close-out process</li> </ul>	Federal Team
<b>9:00 a.m.</b>	Discussion of Previous Review Findings: <ul style="list-style-type: none"> <li>➤ Federal TMA Certification</li> <li>➤ State/MPO Annual Certification</li> </ul>	Federal Team, TPA, Palm Tran, FDOT
<b>9:45 a.m.</b>	TPA Overview including changes within TPA since last TMA Certification <ul style="list-style-type: none"> <li>➤ Demographics</li> <li>➤ Boundaries</li> <li>➤ Political</li> <li>➤ Process Changes</li> </ul>	Federal Team, TPA, Palm Tran, FDOT
<b>10:15 a.m.</b>	Share Best Practices and Lessons Learned <ul style="list-style-type: none"> <li>➤ What is the TPA most proud of over the last four years?</li> <li>➤ What challenges have you encountered and addressed?</li> </ul>	TPA and Palm Tran

10:30 a.m.	<b>Break</b>	
10:45 a.m.	Best Practices and Lessons Learned (continued)	TPA and Palm Tran
<b>Time</b>	<b>Item</b>	<b>Lead</b>
11:15 a.m.	TPA Organization/Structure & Agreements	Federal Team, TPA, Palm Tran, FDOT
11:45 a.m.	<b>Break for Lunch</b>	
1:00 p.m.	Transportation Performance Management	Federal Team, TPA, Palm Tran, FDOT
1:30 p.m.	Transit/Transportation Disadvantaged	Federal Team, TPA, Palm Tran, FDOT
2:15 p.m.	Interested Parties – Outreach and Public Participation	Federal Team, TPA, Palm Tran, FDOT
3:00 p.m.	<b>Break</b>	
3:15 p.m.	Interested Parties – Title VI and Related Requirements	Federal Team, TPA, Palm Tran, FDOT
4:00 p.m.	Technical Assistance & Training ➤ Future Needs  Additional Questions Anything else the MPO would like to share with the Federal Team that hasn't been discussed?	Federal Team, TPA, Palm Tran, FDOT
4:30 p.m.	<b>Adjourn Site Visit for the day</b>	

<b>Thursday</b>	<b>April 11, 2019</b>	<b>Day Two</b>
08:30 a.m.	Items not completed the prior day	Federal Team, TPA, Palm Tran, FDOT
08:45 a.m.	Preliminary Findings Discussion with TPA staff	Federal Team, TPA, Palm Tran, FDOT
10:00 a.m.	<b>Adjourn Site Visit</b>	

## Appendix D. Public Engagement Notice

# Website Notice PalmBeachTPA.org

Federal Certification of the Palm Beach TPA  
April 10-11, 2019

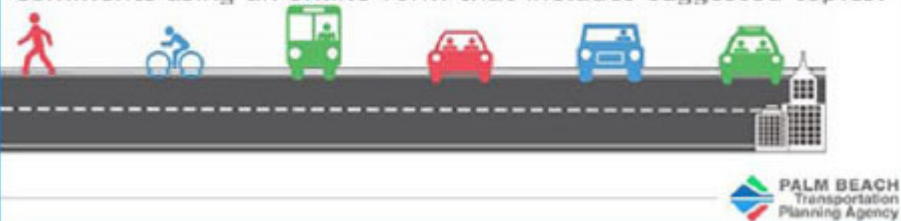
[Click here to learn more and submit comments.](#)

### How are we doing?

Public feedback is an essential part of our Federal agency review!

You can provide direct input on the transportation planning process by sharing your comments about the effectiveness of the Palm Beach TPA.

Go to [PalmBeachTPA.org/FederalCertification](http://PalmBeachTPA.org/FederalCertification) to enter comments using an online form that includes suggested topics!



### ONLINE PUBLIC COMMENT FORM > FEDERAL CERTIFICATION OF THE PALM BEACH TPA

Please provide feedback regarding any of the suggested topics below, or any other aspect of transportation planning, project prioritization, facilities and services in Palm Beach County and southeast Florida. Please include sufficient details including the city to identify any referenced project locations or the names of any transit services mentioned in the comments.

#### Suggested topics:

- Effectiveness of the Palm Beach TPA's outreach strategies and opportunities for public participation during decision making points in the process (meeting notifications, website, e-newsletters, social media, special events, etc.)
- Palm Beach TPA process to determine priorities for project funding including opportunities for public input
- Equity and nondiscrimination in transportation planning and project funding by the Palm Beach TPA or by other transportation planning agencies or service providers
- Planning process and public outreach specifically for transit services (buses, trains, trolleys) and for paratransit to serve those who are disabled or transportation disadvantaged
- Pedestrian and bicycle facilities planning processes
- Other aspects of the Palm Beach TPA or local transportation planning

# Social Media



**Palm Beach TPA**  
@PalmBeachTPA

Palm Beach Transportation Planning Agency plans, prioritizes + funds the transportation system of Palm Beach County, FL by directing state +federal investments

📍 Palm Beach County, FL USA  
[PalmBeachTPA.org](http://PalmBeachTPA.org)  
📅 Joined July 2014

📷 465 Photos and videos

**How are we doing?**  
Public feedback is an essential part of our Federal agency review!  
You can provide direct input on the transportation planning process by sharing your comments about the effectiveness of the Palm Beach TPA.  
Go to [PalmBeachTPA.org/FederalCertification](http://PalmBeachTPA.org/FederalCertification) to enter comments using an online form that includes suggested topics!

HOW ARE WE DOING? Share your feedback about the #PalmBeachTPA and #transportation with Federal agencies currently reviewing the TPA. THEY WANT TO HEAR FROM YOU! Provide comments online at [palmbeachtpa.org/FederalCertifi...](http://palmbeachtpa.org/FederalCertifi...)

1,063 Tweets   619 Following   815 Followers   508 Likes   0 Lists   0 Moments

Tweets   Tweets & replies   Media

FDOT District 4, Palm Beach County, PBC League and 7 others

# E-Newsletters

1,600 direct email recipients

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**Federal Agencies Request Public Input on TPA Performance**  
Public Comments are due by May 10

[Click here](#) to learn more about the Federal Certification schedule and process to evaluate the performance of the Palm Beach TPA.

**How are we doing?**

Public feedback is an essential part of our Federal agency review!

You can provide direct input on the transportation planning process by sharing your comments about the effectiveness of the Palm Beach TPA.

Go to [PalmBeachTPA.org/FederalCertification](http://PalmBeachTPA.org/FederalCertification) to enter comments using an online form that includes suggested topics!



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**Malissa Booth**  
Public Relations Manager  
Title VI and ADA Officer

[MBooth@PalmBeachTPA.org](mailto:MBooth@PalmBeachTPA.org)  
561.684.4143

The opportunity to provide public comments will continue to be promoted through May 10, 2019. Any additional comments that may be received will be incorporated into an updated version of this summary.



## **Appendix E. Summary of Public Feedback**

FHWA and FTA would like to thank everyone who participated in and contributed comments for the Palm Beach TPA Certification Review. Public comments are a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area. The comments received through the website included expressing a preference for more lane miles over bike lanes; more accessible sidewalks; the need to engage with companies that rely on good distribution; appreciation for information the MPO provides to growing institutions, and appreciation for setting a good example and providing technical assistance to adjacent MPOs. We have reviewed all comments and have taken them into consideration throughout the writing of this report. The next page begins the public comments received.



## Online Public Comment Response - #1 of 5



March 28, 2019

Dear Administrator,

Please see below for the details of the "Federal Certification of the Palm Beach TPA" form completed on "Palm Beach TPA".

State (optional):

**Florida**

Email:

[erika846@hotmail.com](mailto:erika846@hotmail.com)

Comment / Feedback:

**Try adding routes that people can use in a reasonable amount of time. It takes hours to go a few miles, because the routes are not convenient. Try educating the public on road rules! when to cross at a crosswalk, how to push the pedestrian signal button, right turn on a solid green does not have the right of way over a pedestrian. U-turn has to yield to right turns. Why not get the news to do a nightly segment on driving rules and laws. Stop with the bike lanes! The bikes still ride on the sidewalks even when there is a bike lane. We could use more road lanes rather than bike lanes. They are a big waste of tax payer money and a big nuisance.**



## Online Public Comment Response - #2 of 5



April 23, 2019

Dear Administrator,

Please see below for the details of the "Federal Certification of the Palm Beach TPA" form completed on "Palm Beach TPA".

First Name (optional):

**Derek**

State (optional):

**Florida**

Email:

[davidderek40@gmail.com](mailto:davidderek40@gmail.com)

Comment / Feedback:

**There is a lack of sidewalks on major roads in the County! Linton, Hyplouxo, Yamato, Belvedere just to name a few. It is hard enough to get around without a car but I am in a wheelchair so the lack of access is appalling.,**





## Online Public Comment Response - #3 of 5



April 23, 2019

Dear Administrator,

Please see below for the details of the "Federal Certification of the Palm Beach TPA" form completed on "Palm Beach TPA".

First Name (optional):

**Lorna**

Last Name (optional):

**Kernizan**

Address (optional):

**13001 Southern Boulevard**

City (optional):

**Loxahatchee**

State (optional):

**Florida**

Zip/Postal Code (optional):

**33470**

Email:

[lorna.kernizan@hcahealthcare.com](mailto:lorna.kernizan@hcahealthcare.com)

Organization (optional):

**Palms West Hospital**

Comment / Feedback:

The TPA, specifically Nick Uhren, has been very key to providing specific data on residential growth and future traffic trends with the developing area to the west of our hospital. He has kept us informed of upcoming developments, ie the widening of SR80, and has been a key voice in providing facts to future expansion, to facilitate decision making for not only our facility but the community at large. The agency has been very proactive in keeping our needs at the forefront of their service offerings. Great job!

14



## Online Public Comment Response - #4 of 5



May 1, 2019

Dear Administrator,

Please see below for the details of the "Federal Certification of the Palm Beach TPA" form completed on "Palm Beach TPA".

First Name (optional):

**Alice**

Last Name (optional):

**Bojanowski**

City (optional):

**West Palm Beach**

State (optional):

**Florida**

Zip/Postal Code (optional):

**33407**

Email:

[alicebojo@bellsouth.net](mailto:alicebojo@bellsouth.net)

Comment / Feedback:

As staff with Martin County MPO and CRA, I always found Palm Beach TPA staff to be very helpful. Resources were shared. We learned from our neighbors to the South, and we benefited from their example. It sure was easy to follow TPA's lead! Thank you, TPA, for sharing and for being so Pro-Active. Our smaller, conservative County found your work inspirational.

15



# Online Public Comment Response - #5 of 5



May 10, 2019

Dear Administrator,

Please see below for the details of the "Federal Certification of the Palm Beach TPA" form completed on "Palm Beach TPA".

Address (optional):

**Timber Lane Dr**

City (optional):

**Boca Raton**

State (optional):

**Florida**

Zip/Postal Code (optional):

**33433**

Email:

[diegooliveiraaa1@gmail.com](mailto:diegooliveiraaa1@gmail.com)

Organization (optional):

**Palm Beach County Resident**

Comment / Feedback:

It is not always clear how the TPA proactively plans for projects of 'national' and 'regional' significance. Bike lanes are programmed without regard to Florida elements or consideration to its 'national' or 'regional' significance. It is also not clear how the TPA engages private freight stakeholders: not chambers of commerce heads or port directors, but actual companies that rely on timely delivery of goods operate within Palm Beach County. Finally, it is not clear how 'lane repurposing' projects are balanced with the need for widening roads. This type of project should only be permitted if the local municipalities have made it clear that future growth will align with these plans and will stick to it. There is no linkage between land use changes and 'road diets' which is detrimental to our communities. And then the commissioners ask "Where did all this traffic come from?". The TPA could play a stronger role in making sure our transportation network meets the demands of high density development in an urban sprawl setting. They should also provide substantive planning research showing transit options will solve failing levels of service before changing investment direction. Not sure if this was the intent of performance based transportation planning.

16

## Appendix F. Status of Previous Certification Findings

The following is a summary of the previous corrective actions and recommendations made by the Federal Review Team to the Palm Beach TPA. The MPO's last certification review report was published in 2015.

### A. Corrective Actions

- 1. Linking Planning and NEPA – Mitigation Strategies.** In accordance with 23 CFR 450.322 (f)(7) "A metropolitan transportation plan shall include, a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan. The discussion may focus on policies, programs, or strategies, rather than at the project level. The discussion shall be developed in consultation with Federal, State, and Tribal land management, wildlife, and regulatory agencies. The MPO may establish reasonable timeframes for performing this consultation." **The MPO needs to modify the Directions 2040 Long Range Transportation Plan to include a narrative regarding potential environmental mitigation activities that have been developed in consultation with Regulatory Agencies. This modification needs to be completed by or before February 28, 2016.**

**Status:** The MPO took necessary actions to resolve the corrective action. FHWA/FTA sent formal correspondence on March 24, 2016 confirming that the corrective action had been satisfied.

- 2. Long Range Transportation Plan: Project Phases.** In accordance with 23 CFR 420.322 (f) (10) the metropolitan transportation plan shall, at a minimum include, "A financial plan that demonstrates how the adopted transportation plan can be implemented." During the review of the MPO's Directions 2040 Long Range Transportation Plan the Federal Review Team observed that the MPO's LRTP Cost Feasible table does not include project phase information for projects identified in the Cost Affordable Plan for the first 5 years of the Plan. In the outer years the projects are footnoted that the costs identified are for all project phases. It was not clear if all projects included were indeed fully funded for all phases. As stated in the November 2012 letter on LRTP Expectations, revenues to support the costs associated with the work/phase must be demonstrated. For a project to be included in the cost feasible plan, an estimate of the cost and source of funding for each phase of the project being funded (including the Project Development and Environment (PD&E) phase) must be included. The phases to be shown in LRTPs include Preliminary Engineering, ROW and Construction (FHWA and FTA support the option of combining PD&E and Design phases into "Preliminary Engineering"). **The MPO needs to modify the Directions 2040 Long Range Transportation Plan's Cost Feasible Plan tables to include this project detail. The modification to the Long Range Transportation Plan needs to be completed by February 28, 2016.**

**Status:** The MPO took necessary actions to resolve the corrective action. FHWA/FTA sent formal correspondence on March 24, 2016 confirming that the corrective action had been satisfied.

- 3. Long Range Transportation Plan-Financial Plan/Fiscal Constraint.** The *Directions 2040 Plan* provides the often complex financial information in an easy to read format and infographics for the public and its partners. However, while a comparison of the Plan revenue sources and Cost Feasible Plan was included to demonstrate the fiscal constraint of the Plan, it did not include the first 5 years of the Plan and therefore does not demonstrate full fiscal constraint of the Plan. Cost feasibility was shown only on the last 20 years of the Plan (2020-2040). In accordance with 23 CFR 450 .322(a), and discussed in the November 2012 FHWA/FTA LRTP development expectations letter, the LRTP must show projects and funding for the entire time period covered by the LRTP, from the base year to the horizon year. Because this information is missing from the financial infographics and tables, fiscal constraint of the full plan could not be determined. **Revisions to the *Directions 2040 LRTP Plan* must be made to include this information to clearly demonstrate fiscal constraint for the entire Plan update by February 28, 2016.**

**Status:** The MPO took necessary actions to resolve the corrective action. FHWA/FTA sent formal correspondence on March 24, 2016 confirming that the corrective action had been satisfied.

## **B. Recommendations**

**1. Bicycle and Pedestrian Planning.** The Federal Review Team encourages the MPO to continue its efforts to enlist a member of the disabled community to the BGPAC and to continue its efforts developing a strong partnership with disability service groups. This representation and partnering are critical to ensure this community has a comprehensive voice in the MPO's programs and planning process.

**Status:** The Palm Beach TPA has reached out to the disabled community to invite their participation on the BTPAC but has not yet received a response. A representative from the Achilles International Organization attended a BTPAC meeting and MPO staff followed up to encourage their participation. In addition, the MPO has brought this to the attention of its committees and its Transportation Disadvantaged Local Coordinating Board. The MPO will continue to reach out and seek formal representation from the disabled community on the BTPAC.

**2. Public Participation Plan.** The MPO should examine its Public Involvement performance measures to ensure they are sufficient to adequately guide the process. After several years of using the measures in place, the MPO should have a good sense of which measures provide useful data and those that are of little or no value. While having measures of effectiveness is a regulatory requirement, they are essentially tools for the MPO to make data-driven decisions and decide which methods are useful.

**Status:** The Palm Beach TPA produced a complete update of its Public Participation Plan (PPP), adopted October 19, 2017. After reviewing examples of measurable goals, objectives and strategies that were deemed noteworthy by Federal and State PPP reviewers, the MPO followed one example of including a single public participation goal in its PPP. The MPO developed five objectives along with a total of 18 measures and targets in support of that goal. Some targets are ambitious and will not be easily achieved each year, but were chosen to promote overall growth in outreach and public participation through the years, while allowing for flexibility and program adjustments as deemed appropriate.

**3. Title VI and Related Requirements.** As with other Florida MPOs, the Palm Beach TPA is beginning to appreciate that environmental justice considerations are required in all federally funded programs, services and activities, including the LRTP and TIP. While the [www.MPOTransportationOutreachPlanner.org](http://www.MPOTransportationOutreachPlanner.org) website is an excellent source of data and good start, the Team recommends that demographics and other data be used to screen plans and/or projects for potentially high and adverse impacts to minority and low income communities. The Team understands that EJ in planning is far broader approach than during Project Development and Environment (PD&E). Nevertheless policies, projects and other activities advanced to benefit or to avoid, minimize or mitigate adverse impacts on minority and other communities should be described in MPO plans. FHWA is currently releasing an EJ Reference Guide and corresponding training that should provide some practical strategies.

**Status:** The MPO incorporated traditionally underserved (includes minority race and ethnicity, age 65+, disability status) and low income populations into the scoring criteria of the LRTP Cost Feasible list of projects. The MPO's annual competitive application process for Local Initiatives (SU funding) and Transportation Alternatives (SU TA set-aside funding) projects also includes these same criteria.

The MPO no longer uses or financially supports maintenance or updates to the [www.MPOTransportationOutreachPlanner.org](http://www.MPOTransportationOutreachPlanner.org) because it did not most efficiently meet MPO needs.

**4. Title VI and Related Requirements.** Under 28 CFR 35.105, all public entities, including MPOs are required to conduct a self-evaluation of programs and services for accessibility and where deficiencies are discovered, make necessary modifications for compliance. MPOs share a common minimum obligation; to ensure all planning products include accessibility considerations and to involve the community with disabilities or their service representatives in the planning process. More specific guidance on ADA/504 requirements for planning agencies from FHWA should be available soon. In the meantime, the Review Team recommends that the Palm Beach MPO consider taking strong practice steps to assist its local governments with compliance, which could include sharing data and other pedestrian facility information; identifying partners in need of training or assistance; and reporting to FDOT or FHWA innovative programs or cost effective tools that might assist public agencies with meeting accessibility requirements.

**Status:** The Palm Beach TPA has designated its Public Relations Manager to serve as its Title VI and ADA Officer. Her contact information for requests for special accommodations, complaints, etc. is posted at the end of every MPO meeting agenda. The contact information is prominently posted at the bottom of every page on the MPO website ([www.PalmBeachTPA.org](http://www.PalmBeachTPA.org)), on the Nondiscrimination Policy and Complaints web page ([www.PalmBeachTPA.org/Nondiscrimination](http://www.PalmBeachTPA.org/Nondiscrimination)), and contained within the *Title VI and ADA Nondiscrimination Policy and Plan* document linked from that web page.

On October 11, 2018, the MPO hosted a training workshop to assist local governments and potential MPO funding program applicants to understand and comply with requirements for ADA Transition Plans. The MPO arranged to have the workshop videotaped to expand access to the training. Both the presentation slides and the workshop video which incorporates the slides have been posted to the ADA Transition Plan Requirements web page ([www.PalmBeachTPA.org/ADA](http://www.PalmBeachTPA.org/ADA)). The video is an example of a cost effective tool that the MPO has made available to assist other public agencies with meeting accessibility requirements.

Additionally, the video is available on the Palm Beach TPA YouTube channel at [https://www.youtube.com/watch?time\\_continue=1933&v=a4H4KD0h4fk](https://www.youtube.com/watch?time_continue=1933&v=a4H4KD0h4fk). The video file has also been provided to FDOT for embedding on their website or otherwise distributed to expand training opportunities for other communities. The workshop video may prove especially helpful after the workshop presenter, ADA Coordinator Dean Perkins, retires from FDOT in Spring 2019.

During 2018, the MPO completed a lengthy self-evaluation process of analyzing the presence or absence of sidewalks and bicycle facilities throughout Palm Beach County. The MPO updated appropriate GIS layers, shared data and GIS files with local governments, and encouraged potential MPO funding applications to construct missing links. The MPO considers environmental justice in the prioritization of opportunities to fund new or improved sidewalks and bicycle facilities near schools, transit stops/stations, community parks, and neighborhoods, especially where significant numbers of residents walk, bicycle or rely on transit.

**5. Title VI and Related Requirements.** The Certification concluded with a public meeting and presentation from FHWA/FTA on the planning process. Though largely complimentary of the MPO and its staff, there were a number of scathing public comments about quality and equity of transit services. At least one member of the public specifically implied discrimination as to when and how transit routes were scheduled. The Review Team referred the comment to FTA's Office of Investigations and Adjudications for review. However, the Team recommends that the MPO work with the transit provider(s) to address public concerns over service equity.

**Status:** Palm Tran ensures all operational changes are compliant with FTA's Title VI program, which necessitates an equity analysis whenever a route is being modified

by 25% or more of either its route miles or revenue hours. Palm Tran's last Title VI analysis was completed in the summer of 2018 as part of a Route Performance Maximization (RPM) effort, and had a finding of no disparate impact. Palm Tran uses Remix software to assist in service planning specifically for equity impacts. Remix uses the latest census data that illustrates low income, elderly, zero-car household populations, etc. Palm Tran has also committed itself to enhanced service in our most transit-dependent communities such as the introduction of the new Go Glades flex system as well as community-strengthening improvements in the eastern seaboard communities as part of the RPM.

**6. Congestion Management Plan.** The Federal Review Team recommends that the TPO update and formalize their CMP. It was very clear in the *Directions 2040* LRTP that the CMP was fully integrated into the plan, but the strategies and information were from a 5 year old CMP. With the importance and emphasis being placed on performance measures, an updated CMP becomes even more imperative for the MPO to use in its transportation planning.

**Status:** The MPO adopted a complete overhaul of the Congestion Management Process (CMP) on October 20, 2016. This updated version of the CMP was a push towards the establishment of performance measures based on the Goals and Objectives of the LRTP and provides detailed information on the steps in the process in measuring these outcomes. A report card is produced periodically to track the performance of the CMP. The most recent update of the measures and targets was published in December 2017 and the next update to the CMP is underway. The CMP mirrors the Goals and Objectives identified in the LRTP, including: Provide an efficient and reliable vehicular transportation system, Prioritize an efficient and interconnected mass transit system, Prioritize a safe and convenient non-motorized transportation network, Maximize the efficient movement of freight through the region, and Preserve and enhance social and environmental resources. In future updates, the CMP will reflect the adopted goals, performance measures and targets required by the FAST Act and included in the adopted LRTP to ensure greater focus on performance-based planning.

## Appendix G. Acronym List

ADA – Americans with Disabilities Act	NHS – National Highway System
AQ – Air Quality	NTI – National Transit Institute
CAAA – Clean Air Act Amendments of 1990	PEA – Planning Emphasis Area
CFP – Cost Feasible Plan (of the LRTP)	PL – Metropolitan Planning Funds
CFR – Code of Federal Regulations	PPP – Public Participation Plan
CMAQ – Congestion Mitigation and Air Quality	RA – Regional Administrator
CMP – Congestion Management Process	RTIP – Regional Transportation Implementation Plan
DA – Division Administrator	RTP – Regional Transportation Plan
DBE – Disadvantaged Business Enterprises	SAFETEA-LU – Safe, Accountable, Efficient Transportation Equity Act: A Legacy for Users
DHHS – Department of Health and Human Services	RPC – Regional Planning Commission
EJ – Environmental Justice	SFY – State Fiscal Year
ETDM – Efficient Transportation Decision Making	SHA – State Highway Administration
EPA – Environmental Protection Agency	SHSP – Strategic Highway Safety Plan
FAST Act – Fixing America’s Surface Transportation Act	SIP – State Implementation Plan
FDOT – Florida Department of Transportation	SOP – Standard Operating Procedures
FHWA – Federal Highway Administration	SOV – Single Occupancy Vehicle
FTA – Federal Transit Administration	SPR – State Planning and Research
FY – Federal Fiscal Year	STIP – Statewide Transportation Improvement Program
GIS – Geographic Information Systems	STP – Surface Transportation Program
HSIP – Highway Safety Improvement Program	TAZ – Transportation Analysis Zone
HPMS Reviews – Highway Performance Monitoring System	TCM – Transportation Control Measure
ISTEA – Intermodal Surface Transportation Efficiency Act	TDM – Transportation Demand Management
ITS – Intelligent Transportation Systems	TEA-21 – Transportation Equity Act for the 21 <sup>st</sup> Century
LEP – Limited English Proficiency	TIP – Transportation Improvement Program
LRTP – Long Range Transportation Plan	Title VI – Title VI of the 1964 Civil Rights Act
M&O – Management and Operations	TAM – Transit Asset Management
MAP-21 – Moving Ahead for Progress in the 21 <sup>st</sup> Century	TAMP – Transportation Asset Management Plan
MOA – Memorandum of Agreement	TMA – Transportation Management Association
MOU – Memorandum of Understanding	TMIP – Travel Model Improvement Program
MPA – Metropolitan Planning Area Boundary	TPCB – Transportation Planning Capacity Building Program
MPO – Metropolitan Planning Organization	TPO – Transportation Planning Organization
MPOAC – Metropolitan Planning Organization Advisory Council	TPA – Transportation Planning Agency
NAAQS-National Ambient Air Quality Standards	TSP – Transportation Safety Planning
NEPA – National Environmental Policy Act	UAB – Urban Area Boundary
NHI – National Highway Institute	UPWP – Unified Planning Work Plan
	U.S.C. – United States Code
	UZA – Urbanized Areas
	VMT – Vehicle Miles Traveled