

*FINAL*  
*Public Participation*  
*Update for 2018*



Pasco County  
Metropolitan Planning Organization (MPO)  
Public Participation Plan – Update for 2018  
Adopted: May 10, 2018

## Additional Accommodations

For further information or clarification regarding items such as technical drawings or maps, please contact the Pasco County MPO's [Public Outreach Specialist](#) at (727) 847-8140.

# **PUBLIC PARTICIPATION PLAN**

## **2018 UPDATE**

### **A Guide to the Transportation Planning Process**



Pasco County Metropolitan Planning Organization  
West Pasco Government Center  
8731 Citizens Drive, Suite 320  
New Port Richey, FL 34654

**FINAL**  
**May 10, 2018**

The preparation of this report has been financed in part through grant(s) from the Federal Highway Administration and Federal Transit Administration (U.S. Department of Transportation) under the State Planning and Research Program, Section 505 (or Metropolitan Planning Program, Section 104(f)), of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

In accordance with Title VI of the Civil Rights Act of 1964 and other nondiscrimination laws, public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, familial, or income status. It is a priority for the MPO that all citizens of Pasco County be given the opportunity to participate in the transportation planning process, including low-income individuals, the elderly, persons with disabilities, and persons with limited English proficiency. You may contact the MPO's Title VI Specialist at (727) 847-8140 if you have any discrimination complaints.

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## **Pasco County MPO Board Members**

The Honorable Camille S. Hernandez (MPO Chair) ..... Mayor, City of Dade City  
The Honorable Jeff Starkey (MPO Vice-Chair) ..... Councilman, City of New Port Richey  
The Honorable Dale Massad ..... Mayor, City of Port Richey  
The Honorable Lance Smith ..... Councilman, City of Zephyrhills  
The Honorable Ron Oakley ..... County Commissioner, District 1  
The Honorable Mike Moore ..... County Commissioner, District 2  
The Honorable Kathryn Starkey ..... County Commissioner, District 3  
The Honorable Mike Wells ..... County Commissioner, District 4  
The Honorable Jack Mariano ..... County Commissioner, District 5  
Mr. David Gwynn, P.E. (non-voting advisory) ..... FDOT, District Seven Secretary

*This report was funded in part through grant[s] from the Federal Highway Administration [and Federal Transit Administration], U.S. Department of Transportation. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.*

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*The Draft Public Participation Plan for 2018 was available for the required 45-day comment period from February 22 to April 12, 2018 as advertised by newspaper, MPO's website, social media and presented to the MPO's Citizens Advisory Committee and MPO Board. Comments on the Draft Plan were incorporated throughout draft development as numerous presentations were made to the MPO's Committees.*



## Table of Contents

<u>Section</u>	<u>Page</u>
List of Tables.....	iii
List of Figures.....	iii
<b>Section 1 Getting Started.....</b>	<b>1-1</b>
About the Pasco Metropolitan Planning Organization .....	1-1
What is a Public Participation Plan? .....	1-3
Who Can Participate?.....	1-3
Organization of the PPP .....	1-4
<b>Section 2 Pasco County MPO Functions .....</b>	<b>2-1</b>
Plans and Programs Conducted By the MPO .....	2-1
MPO Board and Committees .....	2-12
<b>Section 3 Public Notification Requirements.....</b>	<b>3-1</b>
Legal Advertisements.....	3-1
Notification Tools for Public Participation.....	3-4
<b>Section 4 Tools and Techniques for PPP.....</b>	<b>4-1</b>
Public Review and Comment .....	4-2
MPO Committees and Board Meetings.....	4-4
MPO's Website.....	4-5
Social Media Networking .....	4-5
Resource Tools including PlanWorks.....	4-6
Materials and Visual Aids .....	4-6
Engaging the Community.....	4-7
Efficient Transportation Decision-Making Process.....	4-9
Agency Coordination .....	4-9
Media Relations.....	4-10
<b>Section 5 Engaging the Traditionally Underserved.....</b>	<b>5-1</b>
About Pasco County .....	5-1
Populations for Special Consideration in Outreach.....	5-3
<b>Section 6 MPO's Goal and Objectives .....</b>	<b>6-1</b>
Setting a Public Participation Goal.....	6-1
Objectives and Performance Measures.....	6-2
<b>Appendix A Transportation Acronyms and Definitions and Federal and State Requirements .....</b>	<b>A-1</b>
Appendix A-1 Transportation Acronyms and Definitions.....	A-1
Appendix A-2 Federal and State Requirements .....	A-10
<b>Appendix B Pasco MPO Certification Letter .....</b>	<b>B-1</b>
<b>Appendix C Demographic Maps to Support Section 5: Engaging the Traditionally Underserved.....</b>	<b>C-1</b>

## List of Tables

### Tables By Section

### Page

2-1	Board and Committee Meeting Times and Locations .....	2-21
3-1	Public Notice Requirements .....	3-1
3-2	Revisions (Amendments and Modifications) Public Notice Requirements.....	3-2
3-3	Notification Tools for Public Participation.....	3-4
4-1	Transportation Planning Activities and Public Participation Tools.....	4-1
4-2	Summary of TDP Public Engagement Program from 2013.....	4-7
5-1	Demographic and Economic Characteristics of Pasco County .....	5-1
5-2	Pasco County Population Characteristics, 2010 to Present .....	5-2
5-3	Pasco County Population Trends for Cities and Towns, 2000, 2010, and 2016.....	5-3
6-1	Pasco MPO's Goal and Objectives .....	6-1

## List of Figures

### Figures By Section

### Page

2-1	Population Density in Pasco County with Transit Route Overlay, January 2018 .....	2-22
5-1	Population Density in Pasco County.....	5-4
5-2	Minority Population in Pasco County .....	5-6
5-3	Hispanic Population in Pasco County .....	5-7
5-4	Population below Poverty in Pasco County .....	5-8
5-5	LEP Population in Pasco County .....	5-9
5-6	Population Age 65 and Over in Pasco County .....	5-10
5-7	Zero Vehicle Households in Pasco County .....	5-11

## Section 1 Getting Started

### ABOUT THE PASCO METROPOLITAN PLANNING ORGANIZATION

The Pasco County Metropolitan Planning Organization (MPO) was established in 1982, and serves as the transportation planning agency responsible for establishing priority multimodal transportation projects (such as highway, transit, bicycle, pedestrian, aviation, freight, and rail) for Pasco County. The Pasco County MPO ensures that federal funds for transportation are spent throughout the County based on a continuing, cooperative, and comprehensive process (commonly referred to as the 3-C process) that is fair and neutral and incorporates public participation.

The *Federal-Aid Highway Act of 1973* established the requirements that every urbanized area with a population of more than 50,000 persons must have a designated MPO to qualify for federal highway or transit assistance (23 Code of Federal Regulations (CFR) 450.310(a)). The primary funding sources for the Pasco MPO come from two federal grants administered through the Florida Department of Transportation (FDOT), District Seven. Statewide and metropolitan planning processes are governed by federal law and applicable state and local laws, specifically if federal highway or transit funds are used for transportation investments.

The 2005 *Safe, Accountable, Flexible, Efficient, Transportation Equity Act - A Legacy for Users* (SAFETEA-LU) established a requirement for transparency for the public engagement process using electronic methods and visualization techniques to guide the development of public participation plans and programs (23 CFR, parts 450.210 and 450.316). Federal legislation, including *Moving Ahead for Progress in the 21<sup>st</sup> Century Act* (MAP-21) enacted in 2012 and *Fixing America's Surface Transportation Act* (FAST Act) signed into law in 2015, supported the same public participation requirements established in SAFETEA-LU. For more information on the acronyms and definitions used in this document see **Appendix A-1** and for a summary of federal and state requirements, see **Appendix A-2**.

The MPO works hand-in-hand with Pasco County residents; local, state, regional, and federal transportation agencies; and elected officials to develop plans, programs, and projects that address short-term (up to five years) and long-term (up to 20 years) needs. The MPO is required to consider public input during the transportation planning process. The MPO staff is responsible for coordinating

**MPO Board Representatives include:**

- City of Dade City
- City of Zephyrhills
- City of Port Richey
- City of New Port Richey
- County Commission Districts 1, 2, 3, 4, and 5
- FDOT, District Seven Secretary (non-voting advisory)

public input and incorporating the desires of the citizens into the plans and programs that are approved by the MPO Board. The MPO Board includes elected officials with one representative from each of the four city governments and all five County Commission Districts.

The United States Department of Transportation (USDOT) relies on MPOs to develop plans and programs to ensure that existing and future expenditures of governmental funds are based on the 3-C process. The USDOT will only approve federal funding for intermodal transportation projects if they

are in adopted plans and programs. The MPO acts as the liaison between the local communities and the USDOT to ensure the development of transportation plans that represent local needs and desires.

The FDOT provides guidelines to MPOs across Florida as outlined in the FDOT's *MPO Program Management Handbook* (update June 2017). As defined by federal and state transportation regulation, the primary functions of the Pasco County MPO are as follows:

- Prepare and adopt a Public Participation Plan (PPP), which describes how the MPO involves the public and stakeholder communities in transportation planning. The MPO also must periodically evaluate its public involvement process.
- Direct the preparation of, adopt, and maintain the long-range and short-range projects and strategies of the Long Range Transportation Plan (LRTP) which addresses no less than a 20-year planning horizon.
- Develop and adopt a Unified Planning Work Program (UPWP) that identifies activities and budget per planning activities to be undertaken in the metropolitan area by the MPO.
- Update and recommend projects for implementation through the adoption of the Transportation Improvement Program (TIP), a five-year program for intermodal improvement, along with performing the air quality conformity determination if required based on a change of conformity status.

In addition to the annual review of plans and programs, the Pasco County MPO participates in a quadrennial certification process as part of the Tampa Bay Transportation Management Area (TMA) along with the Pinellas (Forward Pinellas) and Hillsborough MPOs. TMAs are designated by the U.S. Census Bureau every 10 years for urbanized areas (UZAs) with populations exceeding 200,000. The Tampa Bay TMA was part of a quadrennial review conducted in early 2017, and public comment was invited during a Pasco MPO Board public hearing in March 2017. As part of the Tampa Bay TMA, the Pasco MPO was certified on January 22, 2018; as stated below and included in **Appendix B**. The certification will remain in effect through June 2021. ***"The FHWA and the FTA jointly certify that the planning process of the Pasco County MPO substantially meets the federal planning requirements in 23 CFR 450, Subpart C."***



### NOTICE OF PUBLIC MEETINGS

*Review of Metropolitan Transportation Planning in Tampa Bay Region*

Under federal law, Metropolitan Planning Organizations (MPOs) are responsible for bringing together local communities to create long-range plans and priorities for major transportation projects. In the federally-defined Tampa Bay Transportation Management Area, there are three MPOs serving Hillsborough, Pasco, and Pinellas Counties working together to address local and regional needs. Every four years, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conduct a review to certify that all MPOs are satisfactorily meeting the requirements for metropolitan transportation planning, as defined in federal laws and regulations.

*The federal review team would like you to share thoughts on how transportation planning is conducted here.*

**Public Meetings will be held in each county as follows:**

**Pasco County MPO**  
Monday, March 27, 2017 @ 5:30 p.m.

*At location A on map*  
**West Pasco Government Center**  
BCC Board Room - 1<sup>st</sup> Floor, 6731 Citizens Drive, New Port Richey, FL 34654  
For more information regarding this public meeting, please contact:  
Merry Lopez - 727-847-8148 or [mlopez@pascompo.net](mailto:mlopez@pascompo.net)  
If you are a person with a disability who needs an accommodation to participate in this proceeding, you are entitled, at no cost to you, to the provision of certain services. At least five business days before the meeting, please contact the Customer Service Department at 727-847-8148 or New Port Richey, 35252-2411 x 9110, or in Duval City, or in 800-955-8771. If you are hearing impaired.

**Forward Pinellas**  
Wednesday, March 29, 2017 @ 5:30 p.m.

*At location B on map*  
**Pinellas County Planning Department**  
310 Court Street, Clearwater, FL 33756  
For more information regarding this public meeting, please contact:  
Sarah Ward - 727-864-8225 or [sward@forwardpinellas.org](mailto:sward@forwardpinellas.org)  
Persons needing special accommodations under the Americans with Disabilities Act, or who require interpreter services (free of charge), should contact the Pinellas County Office of Human Rights at 727-864-4080.

**Hillsborough MPO**  
Wednesday, April 12, 2017 @ 10:00 a.m.

*Immediately following a 9 a.m. Citizens Advisory Committee Meeting*  
*At location C on map*  
**Planning Commission Board Room**  
601 E Kennedy Boulevard - 10<sup>th</sup> Floor, Tampa, FL 33602  
For more information regarding this public meeting, please contact:  
Rich Cleveland - 813-273-3774 x488 or [rcleveland@hillsboroughmop.org](mailto:rcleveland@hillsboroughmop.org)  
Persons planning to attend this public meeting in need of special accommodations under the Americans with Disabilities Act, or who require interpreter services (free of charge), should contact Rich Cleveland, 813-273-3774 x488, or by email, [rcleveland@hillsboroughmop.org](mailto:rcleveland@hillsboroughmop.org) at least 7 business days in advance.

**ForwardPinellas.org**    **PascoMPO.net**    **PlanHillsborough.org**  
727/464-8225    727/847-8140    813/273-3774 x368

The MPOs representing Hillsborough, Pasco, and Pinellas Counties do not discriminate in any of their programs or services. Public participation is solicited without regard to race, color, national origin, sex, age, disability, family, or religious status.

March 17, 2017

### WHAT IS A PUBLIC PARTICIPATION PLAN?

The Public Participation Plan (PPP) describes the Pasco County MPO's strategies and techniques to inform and involve the public in the transportation planning process. This Plan is a blueprint to follow on how the public can participate in the MPO's required activities. Engaging the public in the decision-making process is important to the success of all the MPO's transportation planning programs, and the purpose of a PPP is to provide ample opportunities to ensure the public participation is facilitated. The PPP encourages interaction with citizens at locations where residents naturally gather, such as the Dade City Farmer's Market in September 2017.



Public involvement is encouraged at all stages of the transportation lifecycle. Early and continuing public involvement allows the MPO Board to be aware of potential issues, problems, and impacts; to discuss them more comprehensively; and to determine how to address such concerns. There is tremendous value in emphasizing the benefits of public outreach and participation at these early stages as the public may evaluate the options and provide the necessary input before the project goes to the funding and implementation stages.

### WHO CAN PARTICIPATE?

Who can participate? All interested parties may participate. The Florida Statutes (FS), Chapter 339.155 includes a listing of how the state and federal government define an interested party as shown in the graphic box.

#### ***Interested parties:***

- General public
- Affected public agencies
- Public transportation employees
- Private transportation providers
- Public transportation users
- Freight shippers
- Users of bicycle/pedestrian facilities
- Disabled
- Others as appropriate

The Pasco MPO held an outreach event in August 2017 at the San Antonio Recreation Complex from 6 a.m. to 2 p.m. on both a Saturday and a Sunday to be available when the cycling clubs and local residents were more likely to use the complex. This event was an example of interested parties such as users of bicycle and pedestrian facilities participating in the process because the MPO went to the activity site.



In carrying out the guidelines in the PPP, the MPO holds public meetings at accessible locations and times; employs visualization techniques to describe transportation plans and programs; and makes public information available in an electronically-accessible format (such as the MPO's website) to afford reasonable opportunities for consideration of public comment and opinion.



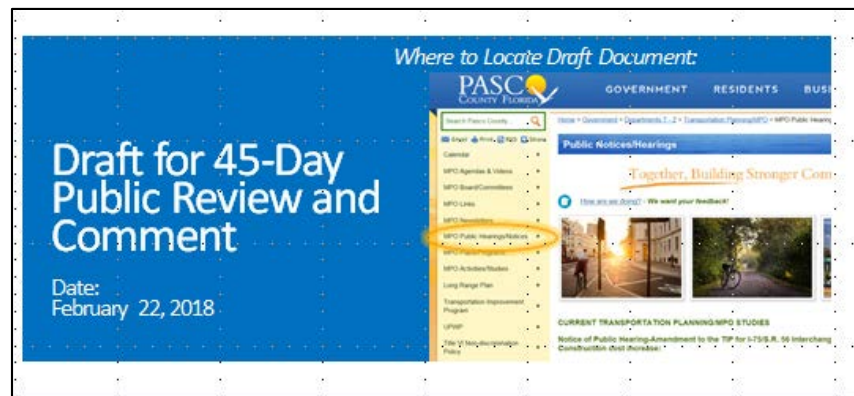
The goal of the MPO's PPP is to ensure that all citizens, regardless of race, color, religion, familial and income status, national origin, age, gender, disability, marital status, or political affiliation, have an equal opportunity to participate in the MPO's planning process.

### ORGANIZATION OF THE PPP

The Pasco County MPO is responsible for conducting many required activities that support the transportation planning process. Citizen participation is encouraged and incorporated into each of the plans and programs the MPO develops. Committees such as the Citizens Advisory Committee (CAC) and the Bicycle/Pedestrian Advisory Committee (BPAC) are chaired and conducted through citizen participation. The CAC is pictured conducting a monthly meeting prior to the MPO Board's monthly meeting. The CAC and BPAC provide recommendations to the MPO Board on plans, programs, and special studies prior to adoption.



For example, the Draft PPP to 2018 was developed through CAC and BPAC participation from July 2017 to February 2018. The Draft PPP to 2018 was also advertised for public comment based on the required 45-day comment period prior to adoption. All comments were incorporated into the Final PPP to 2018.



The Technical Advisory Committee/Congestion Management Process (TAC/CMP) includes technical staff from the various transportation entities, including the County Engineering and Planning departments. It also includes representatives from the FDOT, local governments, school board, and agencies that represent the general population of Pasco County. This PPP is organized to provide an explanation of the required public participation functions of the Pasco County MPO. The sections are detailed below.

[Section 1: Getting Started](#)

[Section 2: Pasco County MPO Functions](#)

[Section 3: Public Notification Requirements](#)

[Section 4: Tools and Techniques for PPP](#)

[Section 5: Engaging the Traditionally Underserved](#)

[Section 6: MPO's Goals and Objectives](#)

## Section 2 Pasco County MPO Functions

### PLANS AND PROGRAMS CONDUCTED BY THE MPO

The Pasco County Metropolitan Planning Organization (MPO) is responsible for developing and adopting a variety of plans and programs that support the transportation system for Pasco County and appropriate regional connections. This section provides a brief summary of the MPO's major functions.

Public participation is encouraged during the development of the plans and programs through several types of events and locations for outreach. Public outreach is also accomplished through participation of the MPO's advisory committees such as the Citizen Advisory Committee (CAC). Information about the functions of the MPO is available to the public through the MPO's website: [www.pascompo.net](http://www.pascompo.net). Citizens can also contact the MPO directly by calling (727) 847-8140 or sending an email with the Comments/Questions link on the website.



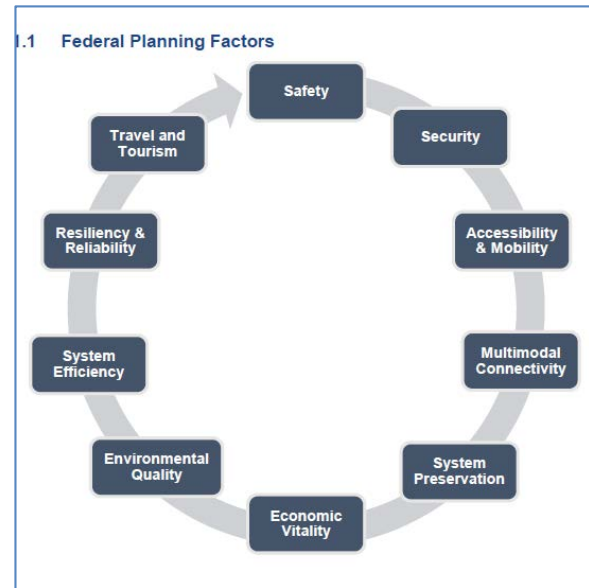
As mentioned in the prior section, as defined by federal and state transportation regulation, the primary functions of the Pasco County MPO are as follows:

- Prepare and adopt a Public Participation Plan (PPP), and periodically evaluate its public involvement process.
- Develop and adopt a Long Range Transportation Plan (LRTP) which addresses no less than a 20-year planning horizon.
- Develop and adopt a Unified Planning Work Program (UPWP) that identifies activities and budget per planning activities to be undertaken in the metropolitan area by the MPO.

- Update and recommend projects for implementation through the adoption of the Transportation Improvement Program (TIP), a five-year program for intermodal improvements.

As shown in the Florida Department of Transportation's (FDOT) *MPO Program Management Handbook* (updated June 2017), the MPO must consider several factors when developing plans and programs and assessing the multimodal transportation needs of the public.

This Section 2 describes the how each of the MPO's functions incorporates public outreach and how the various MPO committees help facilitate outreach as the Pasco MPO conducts it processes.



### Public Participation Plan

Section 6 of this document details the MPO's 2018 public participation Goal and supporting objectives and performance measures. The overarching goal is listed below. **Objective 5 from the 2014 PPP document required the PPP to be updated at least every 3 to 5 years. This update to 2018 meets the MPO's required performance measures.**

**PPP Goal:** Effectively involve the public in the Pasco County MPO's transportation planning activities.

**2014 PPP Objective 5:** Continuously monitor and improve the PPP. The MPO Performance Measures supporting Objective 5 are listed:

- (5.1) Continuously explore new ideas and public input strategies and tools used to improve the public participation process, and incorporate into the PPP as part of the evaluation and update process.
- (5.2) Evaluate the PPP every two to three years.
- (5.3) Update the PPP at least every three to five years based on the evaluation of performance measures, changes to federal rules and regulations concerning public involvement, and particularly prior to major updates of plans and programs such as the LRTP and Transit Development Plan (TDP).

The Pasco County MPO has been certified by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly that the planning process of the Pasco County MPO substantially meets the federal planning requirements in 23 Code of Federal Regulations (CFR) 450, Subpart C as of January 22, 2018. The certification process included a thorough review of the public participation process. The certification will remain in effect through June 2021.



### Long Range Transportation Plan

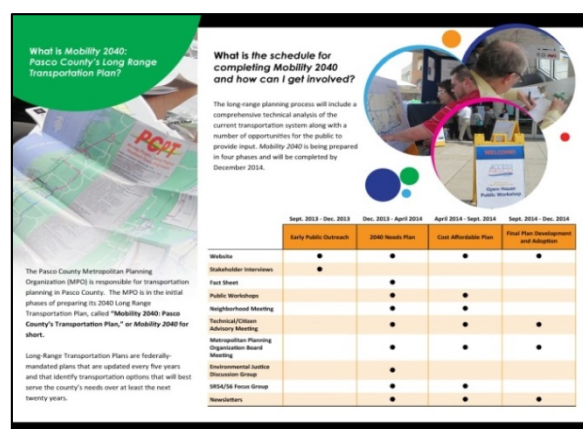
The LRTP identifies Pasco County's transportation improvements for highway, transit, bicycle, pedestrian, aviation, freight, rail, and Intelligent Transportation System (ITS) projects over the next 20 to 25 years. The LRTP includes both long-range and short-range actions that provide for the development of an integrated multimodal transportation system (including accessible pedestrian walkways and bicycle transportation facilities) to facilitate the safe and efficient movement of people and goods in addressing current and future transportation demand (23 CFR 450.324(a)(b)). The LRTP is reviewed and updated at least every five years in air quality attainment areas to confirm the transportation plan's validity and consistency with current and forecasted transportation and land use trends and conditions (23 CFR 450.324(d)).

The LRTP is a required function of the MPO and is reviewed by the FDOT, FHWA, and the FTA, as the primary funding sources for the Pasco MPO comes from two federal grants administered through the FDOT, District Seven. The LRTP starts with identifying a list of needed improvements without concern for costs. The list of needed projects is then balanced with the amount of funding available or estimated to be available to create a comprehensive list of all cost affordable transportation improvements.

The MPO Board adopted MOBILITY 2040 on December 11, 2014 and it stays in effect until the next update is adopted. The MOBILITY 2040 is a comprehensive, multimodal "blueprint" aimed at meeting the transportation needs of Pasco County and the incorporated cities/towns of Dade City, New Port Richey, Port Richey, San Antonio, Zephyrhills, and St. Leo. MOBILITY 2040 was developed consistent with the Comprehensive Plans of Pasco County and the six incorporated cities, which identify the goals, objectives, and policies that guide future growth. As a multimodal transportation plan, MOBILITY 2040 considered not only needed road improvements, but also public transportation, bicycle, pedestrian, freight, and other transportation projects.

The MOBILITY 2040 relied heavily on input from the public to help identify and prioritize multimodal transportation projects in the development of the plan.

### Example of Mobility 2040 Outreach Brochure from 2014



### Participation in the 2045 LRTP and the PIP

An LRTP requires extensive public outreach, and a Public Involvement Plan (PIP) specific to the LRTP is created to guide the process. The PIP does not require adoption, as PIPs are created for many of the MPO's projects. The PPP is recognized as the overarching adopted outreach plan.

The 2045 PIP will outline the tools and techniques that may be applied during the 2045 LRTP and details the outreach plan for the LRTP's major phases with a schedule for outreach. The MPO has initiated the development of the next LRTP cycle to 2045 with the creation of a 2045 Logo and presentations on outreach to the CAC.

The MPO initiated an on-line community survey as part of the 2045 LRTP process and to start the public conversation on the goals for the LRTP. The MPO did a live push for this tool on April 16, 2018 for the survey and a 30-second video spot on social media.

**MOBILITY 2040**  
TRANSPLANNING


**Public Involvement Plan**



**Who is involved?**

- The Public
- Stakeholders
- MPO Staff
- LRTP Technical Review Team
- FDOT/County/City Staff
- MPO Committees
  - Citizens Advisory Committee
  - Technical Advisory Committee
  - Bicycle and Pedestrian Advisory Committee



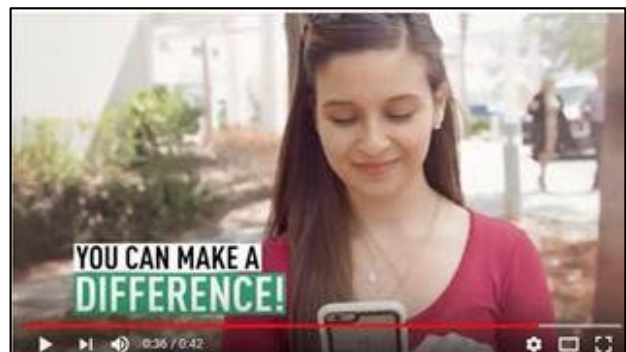
**PPP Goes Live!  
What's Next?  
Outreach for the 2045 LRTP**



  
PLANNING, RECREATION, AND NATURAL RESOURCES

Date: February 28, 2018  
Presentation: Citizen Advisory Committee

As of April 20, over 500 surveys had been submitted that showed countywide responses.




**Pasco County 2045 Long Range Transportation Plan**  
Progress:


**Welcome!**

**Pasco 2045 Long Range Transportation Plan**

The Pasco Metropolitan Planning Organization (MPO) is updating the 2045 Long Range Transportation Plan (LRTP). This plan identifies how and where we invest transportation funding for roads, transit, trails, and sidewalks. If a project is not in this plan then it cannot receive state or federal funding. Tell us what you think the investment priorities should be by completing this 5 to 10 minute survey!

[More about this study](#) [Begin](#)






Every workday 70% of workers that live in Pasco commute to a different County to work. In order to address the issues that this raises, the Pasco MPO is working with the economic development agencies and adjacent counties to identify opportunities to provide more efficient travel options.

**2 PRIORITIES**  
**3 RATINGS**  
**4 ISSUES MAP**  
**5 THANK YOU**

### Transportation Improvement Program

The Transportation Improvement Program (TIP) is used as a short-term transportation planning document and is updated annually. An MPO's TIP reflects the short-term transportation investment priorities established in the MPO's current LRTP. It includes surface transportation projects within the boundaries of the MPO that receive federal funds. Federal law requires the TIP to cover a period of no less than four years, and to be updated at least every four years. If the TIP covers more than four years, the FHWA and the FTA will consider the projects in the additional years as informational (23 CFR 450.326(a)). However, Section 339.175(8)(a), Florida Statutes (FS), requires that MPOs develop an annual TIP that identifies projects to be carried out over the next five years.

The schedule for the development of the Pasco MPO's TIP must be compatible with the schedule for the development of FDOT's Work Program (Section 339.175(8)(c)(1), FS). Since the five-year work program is adopted annually, the TIP covers five years instead of four. This fifth year is considered "illustrative" for planning purposes. The Pasco MPO's TIP is included in the Statewide Transportation Improvement Plan (STIP).



PASCO COUNTY  
METROPOLITAN PLANNING ORGANIZATION  
FISCAL YEARS 2017-18 THROUGH 2021-22  
TRANSPORTATION IMPROVEMENT PROGRAM - FINAL


ADOPTED DATE: 6/08/17  
MODIFICATION DATE:  
AMENDED DATE:  
SIGNATURE: Camille S. Hernandez, MPO CHAIRMAN

Prepared By:  
Pasco County Metropolitan Planning Organization,  
with Funding by the Federal Highway Administration,  
Federal Transit Administration, Federal Aviation Administration,  
Florida Department of Transportation,  
Florida Transportation Disadvantaged Commission,  
and Pasco County Board of County Commissioners

The preparation of this report has been financed in part through grant(s) from the FHWA and the FTA, United States Department of Transportation (USDOT), under the State Planning and Research Program, Section 505 (or Metropolitan Planning Program, Section 104(f) of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the USDOT.

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The Pasco County TIP contains the list of the priority transportation improvements that are funded in the upcoming five years and covers the needs specific to Pasco County (locally and regionally). The Pasco County TIP is also reviewed and considered as part the Transportation Management Area (TMA) Leadership Group's regional project list for developing a regional LRTP.



PUBLIC HEARING NOTICE  
PROPOSED TRANSPORTATION IMPROVEMENT  
PROGRAM (TIP) AMENDMENT FOR THE  
I-75/S.R. 56 DIVERGING DIAMOND INTERCHANGE

The Pasco County Metropolitan Planning Organization (MPO) will hold a public hearing on Thursday, February 22, 2018, at the West Pasco County Government Center, Board Room, First Floor, 8731 Citizens Drive, New Port Richey, Florida, at 10:00 a.m., for the purpose of allowing the public to comment on a proposed amendment to the MPO's Fiscal Year 2017-18 Transportation Improvement Program (TIP) for Project Name: 430573-1, I-75/S.R. 56 Interchange from East of C.R. 54 to West of Cypress Ridge Blvd (Phase 1). This is an existing capacity project (diverging diamond interchange).

Public comment is solicited during the development and adoption of the Pasco MPO's TIP amendments to the TIP. The MPO places a public announcement in the newspaper and appropriate media outlets, and places the draft TIP document on the MPO's website for public comment. The MPO's committees including the CAC are presented with the draft TIP during development, and all TIP amendment requests prior to Board adoption.

Based on the Federal Certification review conducted in 2017, the Pasco MPO is required to include as part of the TIP document: *The TIP notice also satisfies the Program of Projects (POP) requirements of the Urbanized Area Formula Program of the FTA for Pasco County Public Transportation (PCPT) as per FTA Circular 9030.1 E. The MPO and its Advisory Committees are involved in the transportation planning process. The TIP also covers PCPT's federal requirements for Public Participation portion of 9030.1.*

2040 Transportation Plan Update: Mobility 2040	<b>Programs</b>
Annual Programs- Priority List, TIP, UPWP	<b>Priority List</b> Browse current and past MPO Priority Lists. <a href="#">Most Recent Plan (PDF)</a>   <a href="#">View All</a>
Capital Improvement Plan (PDF)	<b>Transportation Improvement Program (TIP)</b> Browse current and past MPO Transportation Improvement Program (TIP). <a href="#">Most Recent Plan (PDF)</a>   <a href="#">View All</a>
Coast to Coast Trail Connector (PDF)	<b>Transportation Improvement Program (TIP) Amendment/Modification</b> Browse current and past Amendments/Modifications for MPO Transportation Improvement Program (TIP). <a href="#">Most Recent Amendment/Modification (PDF)</a>   <a href="#">View All</a>
Congestion Management Process (CMP)	

### **TIP Priority List Development**

The TIP's List of Priority Projects (LOPP) is completed on an annual cycle in two steps. The first step creates a multimodal list of priority projects to be completed in the next five years and begins in the August/September timeframe. The LOPP is taken to the MPO Board for adoption each September with a transmittal deadline of October 1st to the FDOT. The LOPP is used as input for the development of the FDOT's Tentative Five-Year Work Program (and ultimately into the STIP) for consideration as part of the statewide funding allocation process.

The FDOT Work Program also has a public review and comment period in December, which leads to a public hearing and approval of a Final FDOT Work Program and a Final MPO TIP LOPP which moves forward into the MPO's next year TIP. The LOPP is adopted in June/July of the following year and is used to develop the next draft of the final TIP document. This cycle re-occurs again in August/September for the next cycle of development of the LOPP. It should be noted that the MPO's public participation process for the TIP document also satisfies the Pasco County Board of County Commissioners' (BOCC) public participation requirements for the FTA Section 5307 POP.

### **Final TIP Development**

Following adoption of the LOPP, the MPO develops the draft TIP document, which is produced and taken to the MPO Board for a 30-day comment period the following year between March/April and approved during June/July. The final document must be submitted to the FDOT by July 15th. Public involvement is encouraged throughout the process, but more specifically solicited during the development of the TIP LOPP and again prior to the final TIP adoption.

The MPO is also responsible for developing a Congestion Management Process (CMP) Plan for Pasco County, which identifies operational and safety improvements that are anticipated to reduce congestion and improve the overall operation of the transportation system, with specific attention paid to safety and mobility. Each year, in conjunction with the annual TIP update, the CMP Task Force assesses the transportation system, reviews congested and hazardous corridors and hot spots, and



develops a project priority list to be considered as part of the LOPP and TIP development process. The CMP is available on the MPO's website.

### Unified Planning Work Program

Each Florida MPO, in cooperation with the state and public transportation operator(s), must develop a UPWP that includes a discussion of the planning priorities for the MPO's planning area (23 CFR 450.308(c)). The UPWP identifies work proposed for the next one- or two-year period. In Florida, the MPOs are currently on a two-year UPWP schedule. The UPWP also provides a status report on the activities undertaken in the previous year to highlight accomplishments. The FDOT provides the MPOs with a UPWP balance sheet indicating available federal and state funding for each MPO in Florida. The MPOs use this FDOT balance sheet, which includes year one allocation and, for illustrative purposes, the anticipated year two allocation of funding that is available to develop the draft UPWP for citizen comment, review by committees, and review by their Boards.

The MPO's UPWP is developed on a bi-annual basis to define the planning activities and estimated budget for tasks to be undertaken by the Pasco MPO staff to address the planning process for Pasco County. The UPWP is amended every other year and must be approved by the MPO's advisory committees and the Pasco MPO Board, as well as FDOT, FTA, and FHWA. The Pasco MPO develops and adopts the tasks for the first year, and includes an estimated budget for the following year, which may be amended as necessary after adoption. Public comment is solicited during the development and adoption of the Pasco MPO's UPWP. The MPO places a public announcement in the newspaper and appropriate media outlets, and places all draft UPWP documents on the MPO's website. The website provides language translation to browse the site, with a website example shown here *in Spanish*.



The MPO's committees including the CAC are presented with the draft UPWP during development for comment and recommendations to the Board, and citizens and the committees have the ability to comment on all UPWP amendment requests.

### Special Projects

The MPO undertakes special studies and projects that are of particular community, regional, and statewide significance. These projects are provided on the MPO's website as they are developed and public participation is invited through project announcements, newspaper notifications, committee review, and links on the MPO's website. Examples of special projects (underway or completed) are highlighted below:

**The NE Pasco "The Hills" Multimodal Safety Study** was initiated in January 2017 and focused on multimodal safety issues for over 60 miles of rural roadway in San Antonio and surrounding areas, including Dade City. The study area included numerous hills that are attractive to runners and cyclists. The cycling clubs plan rides on weekends and some weeknights that include over 100 riders in a day. The MPO held outreach events, shown here, to collect data from users of the roadway system with a focus on safety concerns. Comments were gathered from local citizens visiting the county park and runners and cycling clubs. The outreach event was conducted over a two-day period; over 150 persons participated.



**The Withlacoochee State Trail Connector Study** was initiated in 2016 and focuses on identifying a preferred route to connect the future northern extension of the Hardy Trail in Dade City to the Owensboro Junction Trailhead of the Withlacoochee State Trail, approximately six miles.

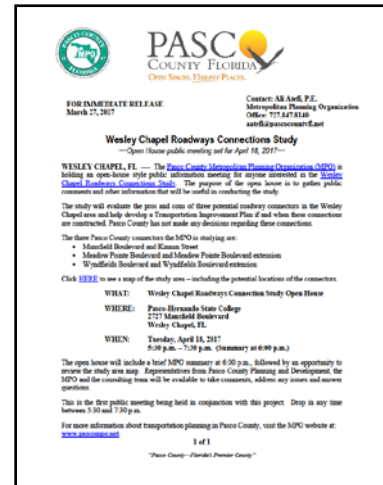
The study is being conducted such that the preferred route will be consistent with the Pasco County 2040 LRTP and potential linkages to the PCPT bus routes.



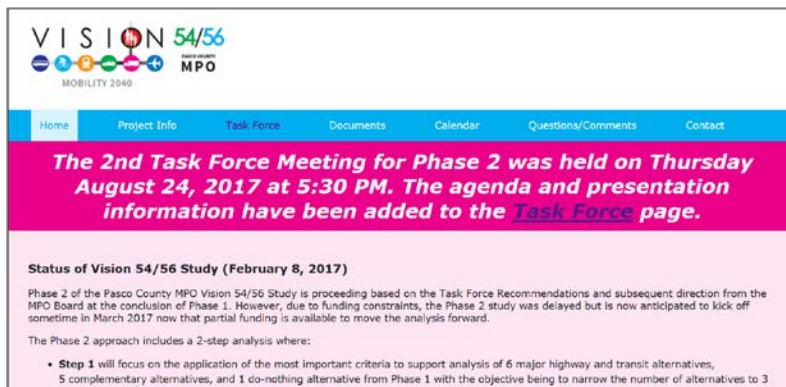
Public outreach for the project is scheduled to conclude in February 2018 and the recommended alternative will be presented to the MPO Board in May 2018. The outreach included three workshops in Dade City and public outreach at the Dade City Farmer's Market. The MPO advertised the project through public notices in the paper, email blasts, a link to the County's website, and the Dade City website.

The **Wesley Chapel Roadway Connections Study** was initiated by the Pasco MPO in January 2017 to evaluate the pros and cons of three potential roadway connections in the Wesley Chapel area: Mansfield Boulevard and Kinnan Street, Meadow Pointe Boulevard and Meadow Pointe Boulevard Extension, and Wyndfields Boulevard and Wyndfields Boulevard Extension.

Engaging the public is an integral part of the Wesley Chapel Roadway Connections Study. To kick off the project, an open-house style public information meeting was held on April 18, 2017 to gather public comments. A second public meeting will be conducted in April 2018 to present the Draft Study Report results along with a 30-day comment period to allow input from the public on the findings. An online opinion poll will be conducted to enable the public to vote (yes or no) on the proposed connections. The results of the Final Study Report and all public involvement efforts will be presented to the MPO Board and the BOCC.



**The 54/56 Vision.** The MPO began studying potential highway and transit improvements on the SR 54/56 corridor from U.S. 19 to Bruce B. Downs Boulevard in 2014 with a stakeholder steering committee. The MPO provided all material for this vision process on the MPO's website. Materials for both Phase 1, conducted previously in 2014/2015, and Phase 2, currently underway, are on the 54/56 Special Project public outreach page. Phase 2 includes a continued stakeholder outreach team to evaluate alternatives resulting from the process.






### Transit Development Plan

The Pasco County Board of County Commissioners provides fixed-route and paratransit services through the PCPT Department. The County's website provides the contact information for PCPT including links to fares, routes and schedules, Title VI and American with Disabilities Act (ADA) options.

[ADA Complaints, Policies, and Procedures](#)  
[Advertisement](#)  
[About Us](#)  
[Contact Us](#)  
[Documents & Forms](#)  
[Fares and Passes](#)  
[Paratransit](#)  
[Planning and Projects](#)  
[Public Transportation Calendar](#)

[Home > Government > Departments > Departments I - P > Public Transportation/PCPT](#)  

### Public Transportation - PCPT



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### Welcome to Pasco County Public Transportation

Public transportation services are provided by the Pasco County Board of County

▼ ▲

### Contact Us

[Email Kurt M. Scheible](#)  
Public Transportation Director

8620 Galen Wilson Boulevard  
Port Richey, FL 34668  
[View map](#)

**Ph: (727) 834-3322**  
Ph: (352) 521-4587  
Ph: (813) 235-6073  
Fx: (727) 859-0589

**Hours**  
Administration Office  
Monday - Friday  
8:00 am - 5:00 pm

**Reservations**  
Monday - Friday 6  
6:00 am - 5:00 pm

Saturday  
8:00 am - 4:00 pm

*Closed Sunday's and Select*

PCPT is the lead agency to conduct the development of the TDP and is responsible for public notices and outreach. The MPO supports the TDP by providing funding, data development, and participating in outreach. The TDP is a 10-year strategic transit plan (updated every five years), which addresses the needs and objectives of the transit operator.

In developing the TDP, PCPT analyzes the existing transit system, including all routes, shelters and connectivity to stops such as sidewalks and trails.





The current TDP update was adopted by the MPO Board on October 10, 2013 and is listed on the County's website. The branded logo is Access Pasco and the document is the Access Pasco Ten-Year Transit Development Plan FY 2014-2023. The next cycle for the TDP Update is underway for 2018.

The TDP requires extensive public outreach specific to local, state and federal transit outreach requirements as outlined by the FDOT, FHWA and FTA. The PCPT staff will use the MPO's adopted PPP to be consistent with County's outreach policy. The flyer shown here lists two outreach public workshops scheduled for February 2018. The first at the Wiregrass Mall (an open air mall with a farmer's market on Saturday which increases access to Pasco residents). The second workshop will be held at the West Pasco Government Center on a Thursday, a location with transit access.

### **MPO Committee and Board Meetings for TDP**

The MPO's advisory committees review the TDP, the MPO Board adopts it, and then the Board of County Commissioners adopts the TDP. Public notice is provided for these meetings to hear and respond to concerns during the public comment portion of the meetings. Throughout development of the TDP, materials are placed on the PCPT website for the public to reference. Items may include maps, project lists, newsletters, and comment forms.

Based on the Federal Certification review conducted in 2017, the Pasco MPO is required to include as part of the TIP document: *The TIP notice also satisfies the POP requirements of the Urbanized Area Formula Program of the FTA for PCPT as per FTA Circular 9030.1 E. The MPO and its Advisory Committees are involved in the transportation planning process. The TIP also covers PCPT's federal requirements for Public Participation portion of 9030.1.*

### **TDP Agency Coordination**

Regional Coordination – Throughout development of the TDP, PCPT and the MPO work closely with regional agencies such as the Tampa Bay Area Regional Transit Authority (TBARTA was recently rebranded by the Florida Legislature as the transit authority for the region) and neighboring transit agencies such as the Hillsborough Area Regional Transit Authority (HART) and the Pinellas Suncoast Transit Authority (PSTA) to develop a transit plan that reflects regional needs, as well as connections to adjacent transit agencies. A representative of PCPT participates on the TBARTA Transit Committee and works closely with TBARTA staff to ensure the PCPT plan is regionally consistent.

**WE WANT YOUR INPUT!**

**ACCESS PASCO**  
A PASCO TRANSIT

If you are unable to attend one of the workshops, written comments will be accepted through March 15, 2018, and may be sent to:

**PCPT**  
Attn: Chris DeAmunis  
8620 Galen Wilson Boulevard  
Port Richey, FL 34668

For disability accommodations, within at least five (5) business days before the meeting, please contact PCPT at (727) 834-3200 or visit [www.ridepcpt.com](http://www.ridepcpt.com)

**PCPT Ten-Year Transit Development Plan Open House Public Workshops**

Pasco County Public Transportation (PCPT) is planning for its future, and we want your input! Please stop by any time during the following two public workshops and let us know how you think PCPT should grow.

**Workshop #1 Saturday, February 17, 2018 (10 AM – 1 PM)**  
Wiregrass Mall Center Court  
(coincides with Fresh Market)  
Pasco Drive, Wesley Chapel, FL 33543  
(PCPT Bus Route 54)

**Workshop #2 Thursday, February 22, 2018 (9 AM – 12 PM)**  
West Pasco Government Center Courtyard  
8731 Citizens Drive, New Port Richey, FL 34654  
(PCPT Bus Routes 14 & 23)

**PCPT**

**PASCO County**

**Tindale Oliver**

In accordance with Title VI of the Civil Rights Act of 1964 and other nondiscrimination laws, public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, familial, or income status. It is a priority for the PCPT that all citizens of Pasco County are given the opportunity to participate in the transportation planning process including low-income individuals, the elderly persons with disabilities, and persons with limited English proficiency. You may contact PCPT at (727) 834-3200 if you have any discrimination complaints.

### Quadrennial Certification

The Pasco County MPO participates in a quadrennial certification process as part of the Tampa Bay TMA along with Forward Pinellas (Pinellas County MPO) and the Hillsborough County MPO. TMAs are designated by the U.S. Census Bureau every 10 years for new urbanized areas (UZAs) with populations exceeding 200,000, following the conclusion of each decennial census. Once designated as part of a TMA, each MPO participates in a quadrennial review by the federal government, which includes a review of all of the processes the MPO is responsible for administering, including implementing a PPP.

The Tampa Bay TMA was part of a quadrennial review in early 2017, and public comment was invited during an MPO Board public hearing in March 2017. Pasco County received the certification approval as of January 22, 2018. The certification will remain in effect through June 2021.

***"The FHWA and the FTA jointly certify that the planning process of the Pasco County MPO substantially meets the federal planning requirements in 23 CFR 450, Subpart C."***


### NOTICE OF PUBLIC MEETINGS

*Review of Metropolitan Transportation Planning in Tampa Bay Region*

Under federal law, Metropolitan Planning Organizations (MPOs) are responsible for bringing together local communities to create long-range plans and priorities for major transportation projects. In the federally-defined Tampa Bay Transportation Management Area, there are three MPOs serving Hillsborough, Pasco, and Pinellas Counties working together to address local and regional needs. Every four years, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) conduct a review to certify that all MPOs are satisfactorily meeting the requirements for metropolitan transportation planning, as defined in federal laws and regulations.

*The federal review team would like you to share thoughts on how transportation planning is conducted here.*

**Public Meetings will be held in each county as follows:**



**Not able to attend a meeting but would like to comment on how your MPO is doing?**

Comments are being accepted by the federal review team for 30 days after each public meeting respectively.

Visitor comments may be submitted via mail, email, or fax. Comment forms are available on your MPO's web site.

Need a comment form mailed to you? Please call your MPO.

**Pasco County MPO**

**Monday, March 27, 2017 @ 5:30 p.m.**

at location A on map

**West Pasco Government Center**

BCC Board Room - 1<sup>st</sup> Floor, 8731 Citizens Drive, New Port Richey, FL 34654

For more information regarding this public meeting please contact:

Manny Lapini - 727-847-8148 or [mlapini@pascocountyfl.net](mailto:mlapini@pascocountyfl.net)

If you are a person with a disability who needs an accommodation to participate in the proceeding, you are entitled, at no cost to you, to the provision of certain assistance. At least five business days before the meeting please contact the Customer Service Department at 727-847-2411 in New Port Richey, 35252-2411 or 810 in Dade City, or via 800-655-8771. TTY: 813-273-3774.

**Forward Pinellas**

**Wednesday, March 29, 2017 @ 5:30 p.m.**

at location B on map

**Pinellas County Planning Department**

310 Court Street, Clearwater, FL 33756

For more information regarding this public meeting please contact:

Sarah Ward - 727-464-8225 or [sward@forwardpinellas.org](mailto:sward@forwardpinellas.org)

Persons needing special accommodations under the Americans with Disabilities Act, or who require interpreter services (free of charge), should contact the Pinellas County Office of Human Rights at 727-464-4888.

**Hillsborough MPO**

**Wednesday, April 12, 2017 @ 10:00 a.m.**

Immediately following 9:00 a.m. Citizens Advisory Committee Meeting

at location C on map

**Planning Commission Board Room**

801 E. Kennedy Boulevard - 18<sup>th</sup> Floor, Tampa, FL 33602

For more information regarding this public meeting please contact:

Rich Clewerson - 813-273-3774 x368 or [rclewerson@planning.org](mailto:rclewerson@planning.org)

Persons planning to attend this public meeting in need of special accommodations under the Americans with Disabilities Act, or who require interpreter services (free of charge), should contact Michael O'Leary at 813-273-3774 x367, or by emailing [egh@planning.org](mailto:egh@planning.org) at least 7 business days in advance.

**ForwardPinellas.org**

727/464-8225

**PascoMPO.net**

727/847-8140

**PlanHillsborough.org**

813/273-3774 x368

The MPOs representing Hillsborough, Pasco, and Pinellas Counties do not discriminate in any of their programs or services. Public participation is solicited without regard to race, color, national origin, sex, age, disability, family, or religious status. March 17, 2017

### MPO BOARD AND COMMITTEES

The MPO is required to have an MPO Board; a Technical Advisory Committee/Congestion Management Process (TAC/CMP) and a Citizens Advisory Committee (CAC). The MPO also supports a Bicycle/Pedestrian Advisory Committee (BPAC), created in 2012.

#### MPO Board

The MPO is required to have a governing board of voting members (elected officials) appointed by the Governor of Florida. The MPO Board consists of five county commissioners, one elected official from each of the four largest municipalities in Pasco County, and the FDOT District Seven Secretary (as a non-voting advisory member). City representatives have the option of identifying an alternate member that may vote in his or her place.

MPO Board Members			
Name	Position	Address	Phone & Fax Number
<a href="#">Lance Smith</a>	City Council Member City of Zephyrhills	5335 8th St. Zephyrhills, FL 33540	Ph: (813) 780-0000 Fx: (813) 780-0005
<a href="#">Jeff Starkey</a>	MPO Vice Chairman City Council Member City of New Port Richey	City of New Port Richey 5919 Main St. New Port Richey, FL 34652	Ph: (727) 841-4500 Fx: (727) 841-4575
<a href="#">Mike Wells</a>	County Commissioner, District 4 Pasco County Board of County Commissioners	West Pasco Government Ctr. 8731 Citizens Drive, Suite 150 New Port Richey, FL 34654	Ph: (727) 847-8100 Fx: (727) 847-8969
<a href="#">Kathryn Starkey</a>	County Commissioner, District 3 Pasco County Board of County Commissioners	West Pasco Government Ctr. 8731 Citizens Drive, Suite 150 New Port Richey, FL 34654	Ph: (727) 847-8100 Fx: (727) 847-8969
<a href="#">Jack Mariano</a>	County Commissioner, District 5 Pasco County Board of County Commissioners	West Pasco Government Ctr. 8731 Citizens Drive, Suite 150 New Port Richey, FL 34654	Ph: (727) 847-8100 Fx: (727) 847-8969
<a href="#">Mike Moore</a>	County Commissioner, District 2 Pasco County Board of County Commissioners	Pasco County Historic Courthouse 37918 Meridian Ave. Dade City, FL 33525	Ph: (352) 521-4111 Fx: (727) 847-8969
<a href="#">Camille Hernandez</a>	MPO Chairman Mayor, City of Dade City	14022 Fifth Street Dade City, FL 33525	Ph: (352) 567-2260
<a href="#">Dale Massad</a>	Mayor, City of Port Richey	6333 Ridge Rd. Port Richey, FL 34668	Ph: (727) 816-1900 Fx: (727) 845-3975
<a href="#">Ron Oakley</a>	County Commissioner District 1 Pasco County Board of County Commissioners	Pasco County Historic Courthouse 37918 Meridian Ave. Dade City, FL 33525	Ph: (352) 521-4111 Fx: (352) 521-4105
<b>Non Voting Advisor</b> <a href="#">Mr. David Gwynn, P.E.</a>	Secretary, District Seven (Non-Voting Advisor) Florida Department of Transportation	11201 N. McKinley Dr. Tampa, FL 33612-6403	Ph: (813) 975-6039 Fx: (813) 975-6738

FINAL Public Participation Plan 2018 Update

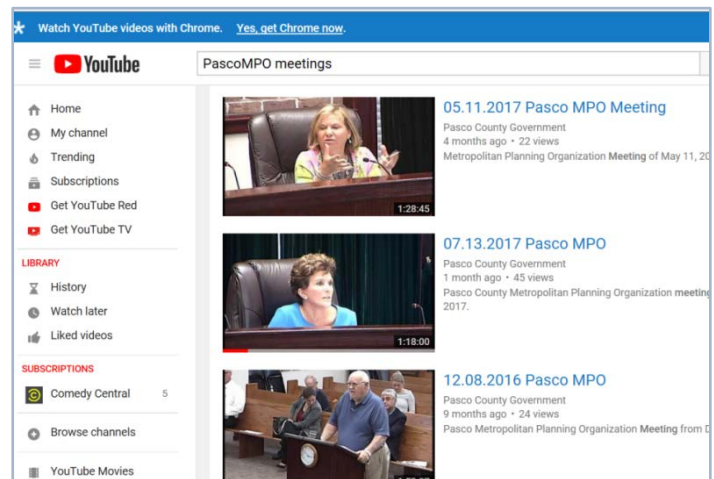
2-12 | Page

## A Guide to the Transportation Planning Process

**Live MPO Board Meetings!** The Media Relations and Communications Department of the County has instituted live broadcasts of several Pasco County functions, including Pasco County MPO Board meetings. The public meetings can be viewed on YouTube, with videos of MPO meetings in the library since September 8, 2016.



The MPO Board rotates meeting locations between the Historic Pasco County Courthouse (served by Route 30) and the West Pasco Government Center (served by Routes 14 and 23). The MPO staff considers the location for MPO Board meetings in coordination with routes provided by PCPT.



The live streaming option is available through the County's phone-based **MyPASCO** App.



### Citizens Advisory Committee

The MPO supports a CAC comprised of residents who represent a broad spectrum of backgrounds and interest in the transportation system. The CAC reviews all of the MPO's plans and programs and provides a citizen's perspective relating overall community needs and values to planning goals for transportation decisions. There are nine positions on the CAC, each appointed by a MPO Board member. Committee members serve three-year terms, with an option to be re-appointed. As vacancies occur, nominees are chosen in several ways including applicants on file; citizens referred by other CAC, TAC, or MPO Board members; or general solicitation through the local news media.



The MPO staff coordinates the locations at each meeting considering transit and accessibility:

- 1) West Pasco Government Center, 8731 Citizens Drive, New Port Richey (served by Routes 14 and 23).
- 2) City of Dade City, 14150 5th Street, Dade City (served by Route 30).
- 3) Pasco Economic Development Council of Land O' Lakes on SR 54 at 16506 Pointe Village Drive, Suite 101, Lutz (a transit stop is located on SR 54 at Crossing Boulevard that is within a mile walking distance).
- 4) Wesley Chapel American Consulting Office, 2818 Cypress Ridge Boulevard, Wesley Chapel.

The agenda for the CAC is advertised on the Pasco County website prior to the meeting date. Minutes and attendance are provided upon request and are kept in hard copy at the MPO office. The CAC meets on a monthly basis, one week and one day before the MPO Board meeting.



## A Guide to the Transportation Planning Process

The CAC provides recommendations to the MPO Board based several aspects of outreach:

- Promote better public outreach using general information about the transportation planning process;
- Relate overall community needs and values relative to planning goals to future land use and transportation decisions;
- Evaluate and propose solutions and alternatives on the transportation planning activities;
- Identify existing transportation problem areas of general citizen concern;
- Review and comment on the TIP, UPWP, PPP and LRTP; and
- Provide recommendations to the MPO Board through CAC monthly meetings.

To become a member of the CAC, interested persons are encouraged to contact their county or city representative on the MPO Board, or the MPO office at (727) 847-8140.

### Bicycle/Pedestrian Advisory Committee

The MPO Board approved a staff recommendation authorizing the creation of a Bicycle/Pedestrian Advisory Committee (BPAC) in April 2012. The BPAC meets on the fourth Tuesday of each month and the meetings are rotated across the County to increase participation.

The BPAC reviews plans, programs and special studies to promote safety, security, education, and enforcement of laws pertaining to both pedestrians and bicycles. The BPAC is responsible for recommendations to the MPO Board on matters concerning developing and implementing a comprehensive bikeway and pedestrian system, which is a part of the MPO's LRTP. The BPAC considers both pedestrian and bicycle needs, and connectivity to local projects.



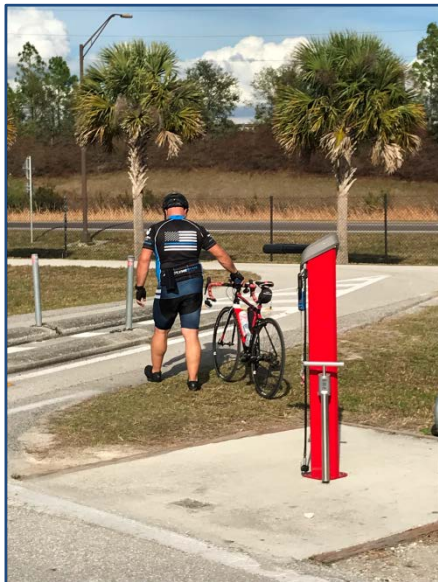


## A Guide to the Transportation Planning Process

BPAC scheduled meetings and agendas are provided on the County's website prior to the meetings. Currently, the BPAC has twenty volunteers: twelve seats are held by citizens and eight seats are held by representatives of local agencies, cities and representatives from Pasco County.



The BPAC reviews Pasco MPO projects such as bicycle and pedestrian connectivity projects and trail feasibility studies, makes recommendations to the MPO Board, and BPAC members often participate in public outreach events. The BPAC also participates on a Tri-County Regional BPAC with Hillsborough and Pinellas BPACs. The Tri-County meetings focus on projects that connect the three counties and the meetings are rotated among the counties.



## Technical Advisory Committee/Congestion Management Process

The TAC/CMP is an advisory group made up of professional and technical representatives including planners, engineers, and other disciplines. The TAC/CMP members meet on a monthly basis and review technical matters and make recommendations concerning transportation plans and programs to the MPO Board.



The CMP Task Force was created in 1996 to function under the TAC to help produce an operational congestion management plan for Pasco County. The CMP involves developing and monitoring performance measures that address the


level of service for roadways, safety/crashes, public transportation, goods/freight movement, trail facilities, and bicycle and pedestrian facilities. The CMP is used to create a state of the system report that supports the development of projects that improve congestion in Pasco County and can be incorporated.

### Local Coordinating Board

The Pasco County Transportation Disadvantaged Local Coordinating Board (LCB) is part of the network of organizations that serve as an advisory board and the Pasco LCB aids in the planning, reviewing and approving the Pasco County Transportation Disadvantaged Service Plan (TDSP). The TDSP outlines how the Community Transportation Coordinator (CTC) (for Pasco this is PCPT) will address the mobility needs of Pasco County through the provision of demand-response public transportation.

The Pasco MPO (non-voting) is responsible for conducting the Pasco County LCB. The MPO as the LCB provides input in the development of the TDSP, but PCPT is responsible for adopting the document.

The Pasco County LCB includes members representing senior citizens, persons with disabilities, social service agencies, state agencies, and private providers of transportation. Transportation disadvantaged persons are those that cannot provide their own transportation due to age, disability, or income level. The Pasco County LCB identifies local service needs and provides information, advice, and direction to the MPO and PCPT. The LCB is comprised of 17 positions, 14 of which are representatives of agencies including one County Commissioner/MPO Board member as chair as mandated by the State of Florida Commission for the Transportation Disadvantaged; and three are citizens, acting on behalf of the Transportation Disadvantaged community. Non-agency members are selected by a subcommittee of the LCB and serve a term of three years.



PASCO COUNTY  
METROPOLITAN PLANNING ORGANIZATION  
TECHNICAL ADVISORY COMMITTEE MEETING  
MONDAY, MAY 7, 2018, 1:30 P.M.

WEST PASCO GOVERNMENT CENTER  
8731 CITIZENS DRIVE,  
THIRD FLOOR - CONFERENCE ROOM A  
NEW PORT RICHEY, FL 34654

CONFERENCE CALL IN 1-800-368-2411 Ext.8001

AGENDA

I. CALL TO ORDER AND INTRODUCTIONS

II. PUBLIC COMMENT – (Items or issues not scheduled on today's agenda)

III. APPROVAL OF MEETING MINUTES

A. Approval of Minutes – Meeting of April 9, 2018 (not available)

IV. ACTION ITEMS

A. Two Year Unified Planning Work Program - Fiscal Year 2018-19 thru 2019-20 @ page 2

B. Public Participation Plan Update @ page 6

### LCB AGENDA ITEM VI. B.

#### 2018 LCB Quarterly Meeting Schedule

Florida Statutes, Chapter 427 and Florida Administrative Code, Rule 41-2 require that the LCB Board meet at least quarterly. To ensure meetings are scheduled and conducted within each quarter, we are asking the Board to approve the attached proposed LCB meeting schedule. All meetings start at 10:00 AM.

Thursday, February 8, 2018	West Pasco Government Center, New Port Richey
Thursday, May 24, 2018	Historic Courthouse, Dade City
Thursday, August 30, 2018	West Pasco Government Center, New Port Richey
Thursday, December 06, 2018	Historic Courthouse, Dade City

In Pasco County, the LCB meets quarterly and meeting dates and agendas can be found on the County's website. One of the four quarterly LCB meetings a year is also advertised as a hearing for public comment. Each of the three MPOs in the Tampa Bay TMA support an LCB and they coordinate on regional needs. Those interested in serving on the LCB may contact the Pasco County MPO at (727) 847-8140 for more information.

### Tri-County Access Plan

The Tri-County Access Plan (adopted 2009) is a function conducted by the Pasco MPO and is linked to the MPO's website. The Tri-County Access Plan identifies public transportation services to low-income persons for the purpose of accessing jobs and to elderly and disabled persons to increase integration into the workforce and participation in the community. The Tri-County Access Plan is developed in cooperation with the Pinellas County and Hillsborough County MPOs.

### LEP and Title VI

The LEP and Title VI links (Updated March 2017) on the MPO's website are shown with these screen captures. An example of the Title VI on the website notification in Spanish is provided.

The MPO includes within the text of all public notices the option for a translator. The Title VI contact is also in the notice and on the website.

The screenshot shows the Pasco County website header with the logo "COUNTY FLORIDA OPEN SPACES. VIBRANT PLACES." and a navigation menu. The main content area is titled "Title VI" and "TITLE VI POLICY STATEMENT". It includes a link for "Disadvantaged Business Enterprise (PDF)". The text states that Pasco County Public Transportation (PCPT) recognizes its responsibility to the community and is committed to a policy of nondiscrimination. It also mentions the Environmental Justice component of Title VI, which guarantees fair treatment for all people and provides for PCPT to identify and address, as appropriate, disproportionately high and adverse effects of its programs, policies, and activities on minority and low-income populations.

The screenshot shows the Pasco County website header in Spanish. The main content area is titled "título VI" and "TÍTULO VI DECLARACIÓN POLÍTICA". It includes a link for "Empresas en Desventaja (PDF)". The text states that Pasco County Public Transportation (PCPT) reconoce su responsabilidad de la comunidad que sirve y está comprometido con una política de no discriminación. It also mentions the componente de justicia ambiental del Título VI, que garantiza un trato justo para todas las personas y prevé PCPT para identificar y dirección, como los efectos apropiados, desproporcionadamente altos y adversos de sus programas, políticas y actividades en poblaciones minoritarias y de bajos ingresos.

This document is titled "PASCO COUNTY METROPOLITAN PLANNING ORGANIZATION LIMITED ENGLISH PROFICIENCY PLAN AND TITLE VI DISCRIMINATION COMPLAINT PROCEDURE". It includes the Pasco County MPO logo and contact information: "Prepared By: Pasco County Metropolitan Planning Organization, 8731 Cilena Drive, Suite 300, New Port Richey, FL 34654, March 2017". It also contains a small disclaimer at the bottom.

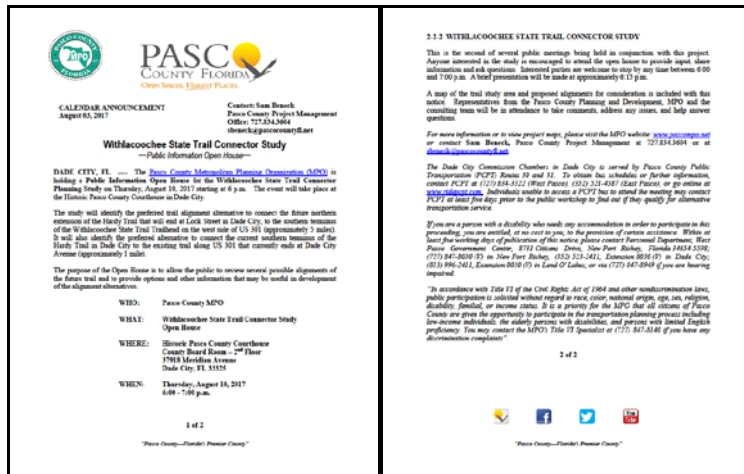
This document is titled "PROCEDIMIENTO DE QUEJAS POR DISCRIMINACIÓN DE LA ORGANIZACIÓN DE PLANIFICACIÓN METROPOLITANA (MPO) DEL CONDADO PASCO". It outlines the process for filing a complaint, including the requirement to provide specific information about the complaint, such as the name, address, and phone number of the complainant, the name and address of the person being discriminated against, the date of the complaint, the date of the alleged act of discrimination, the date of the complaint to the MPO, and the date of the complaint to the complainant.

This document is titled "PROGRAMA Y ESTATUTOS RELACIONADOS A TÍTULO VI FORMULARIO DE RECLAMO DISCRIMINATORIO". It is a form for filing a discrimination complaint. It includes fields for the complainant's name, address, phone number, and email, and for the person being discriminated against. It also includes checkboxes for the type of discrimination (race, color, sex, age, disability, religion, national origin, ancestry, marital status, or sexual orientation) and a section for the complainant to explain the complaint and provide supporting information.



## A Guide to the Transportation Planning Process

An example of Title VI language is shown in this notice for the Withlacoochee Trail Open House.



The MPO includes this text in each notice as shown in the example for the TIP.

**ADOPTION OF THE TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FISCAL YEARS 2017-18 THROUGH 2021-22:** If you are a person who needs translation services, Pasco County MPO will take reasonable steps at no cost to you to allow participation in this proceeding. At least seven days prior to the meeting, please contact the MPO, West Pasco Government Center, 8731 Citizens Drive, New Port Richey, Florida 34654-5598. The Board Room in New Port Richey is served by Pasco County Public Transportation (PCPT) Routes 14 and 23. To obtain bus schedules or further information, contact PCPT at (727) 834-3322 (West Pasco), (352) 521-4587 (East Pasco), or go online at [www.ridepcpt.com](http://www.ridepcpt.com). Individuals unable to access a PCPT bus to attend the meeting may contact PCPT at least five days prior to the public hearing to find out if they qualify for alternative transportation service.

As stated on the MPO's website, it is a priority that all citizens in Pasco County be given the opportunity to participate in the transportation planning process, including low-income individuals, the elderly, persons with disabilities, and persons with limited English proficiency (LEP). In accordance with Title VI of the Civil Rights Act of 1964 and other nondiscrimination laws, public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, familial, or income status.

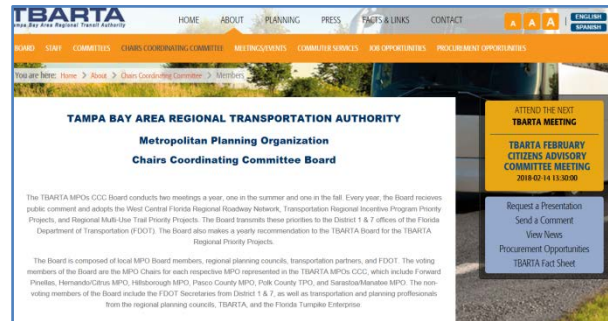
The MPO website includes the MPO's Title VI Specialist for any discrimination complaint. MPO Title VI Specialist, Manny Lajmiri, 727-847-8140.

As part of the MPO's LEP responsibilities, the MPO has persons identified that work for the County who are scheduled to attend meetings, and the MPO also has access to a service that can assist with interpreting questions at either a public meeting or in person if necessary.

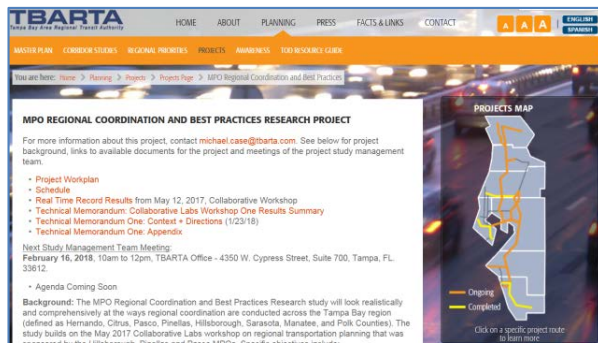
It is standard to include a person who speaks Spanish at public workshops or hearings when deemed necessary by MPO staff. It is also required by the Florida Department of Transportation for projects that involve state or federal roadways such as the Overpass Road Project Development and Environment (PD&E) or the US 301 PD&E that was conducted in Pasco County.

### Regional Coordination

The MPO Board recognizes the importance of regional coordination and the Pasco County MPO participates on regional committees/authorities including the Tampa Bay Transportation Management Area (TMA) Leadership Group, the Chairs Coordinating Committee (CCC), and the Tampa Bay Regional Transit Authority (TBARTA). The Tampa Bay TMA Leadership Group includes representation for Pasco, Pinellas, and Hillsborough MPOs and the MPOs direct the meetings. Additional attendees include state, regional and local transportation and transit agencies.



The Tampa Bay Area Regional Transit Authority (TBARTA) is a regional transit planning agency that coordinates its Master Planning through support from the local MPOs. The CCC is supported through TBARTA with representation from seven West Central Florida MPOs, and state and regional transportation agencies to promote regional consistency among the several plans that guide the West Central Florida area. The CCC meets annually. The Pasco County MPO participates in the annual CCC meeting and TBARTA Board meetings. Documents developed in coordination with the CCC and TBARTA that impact Pasco County are linked on the MPO's website.



The TMA Leadership Group rotates locations and meetings are held every other month with notification by email and on the MPO's websites. The TMA Leadership Group is developing a regional LRTP to coincide and supplement with local LRTP development for each MPO. The outreach for the regional LRTP will be conducted using on-line surveys and each MPO is contributing funding to the regional effort.



**Table 2-1** provides the schedule for MPO Board and committee meetings and the addresses for each potential location are provided in bold following the table. **Figure 2-1** provides a sample of the existing transit route system that is reviewed when selecting meeting locations to enhance public access.

**Table 2-1: Board and Committee Meeting Times and Locations**

	Meeting Day & Time	Location (addresses below)
Please note the Pasco County MPO's website provides a link to the calendar and agenda for the MPO Board and Committees. The website is <a href="http://www.pascompo.net">www.pascompo.net</a>		
MPO Board	Second Thursday of each month at 10:00 a.m.	Locations alternate between the West Pasco Government Center and the Historic Pasco County Courthouse in Dade City, which are both served by transit.
CAC	Wednesday (during week prior to Board meeting) 9:30 a.m.	Locations rotate between the Pasco Economic Development Council, West Pasco Government Center, Historic Pasco County Courthouse, Wesley Chapel, and other locations as necessary.
BPAC	Fourth Tuesday of each month - 5:45 p.m.	Locations rotate among locations to increase participation for citizens residing in the east, central and west portions of the County.
TAC	Monday (week of Board meeting) 1:30 p.m.	West Pasco Government Center. For those unable to attend, please contact MPO for phone number.
LCB	Quarterly, 10:00 a.m., check website for dates	Locations rotate between the Historic Pasco County Courthouse and West Pasco Government Center
TMA Leadership Group	Every other month, locations rotated among counties, per MPO's website.	Locations rotated among facilities in the Tampa Bay area.
Regional CCC	CCC meets annually	Location is generally at TBARTA facilities.
TBARTA	Meets quarterly and meetings are posted on the MPO's website.	Location is generally at TBARTA facilities.

Transit routes are shown on Figure 2-1. Meeting locations are planned to occur near a transit route whenever possible. For all MPO Board meetings, transit is available to attend the meeting.

### **Historic Pasco County Courthouse**

37918 Meridian Avenue  
Dade City, FL 33525

### **Pasco County Economic Development Council**

16506 Point Village Drive, Suite 101  
Lutz, FL 33558

### **Pasco Hernando State College East Campus Dade City**

36727 Blanton Road  
Dade City, FL 33523

### **West Pasco Government Center**

8731 Citizens Drive  
New Port Richey, FL 34654

### **Rasmussen College (BPAC)**

18600 Fernview Street  
N/W Corner of SR 54 and Sunlake Boulevard  
Lutz, FL 33558

### **Pasco County Utilities**

19420 Central Boulevard  
Land O Lakes, FL 34637

### **Wesley Chapel**

Wesley Chapel American Consulting Office  
2818 Cypress Ridge Boulevard  
Wesley Chapel, FL 33544

### **Starkey Park (Tri-County BPAC)**

New Port Richey  
New Port Richey, FL 34655



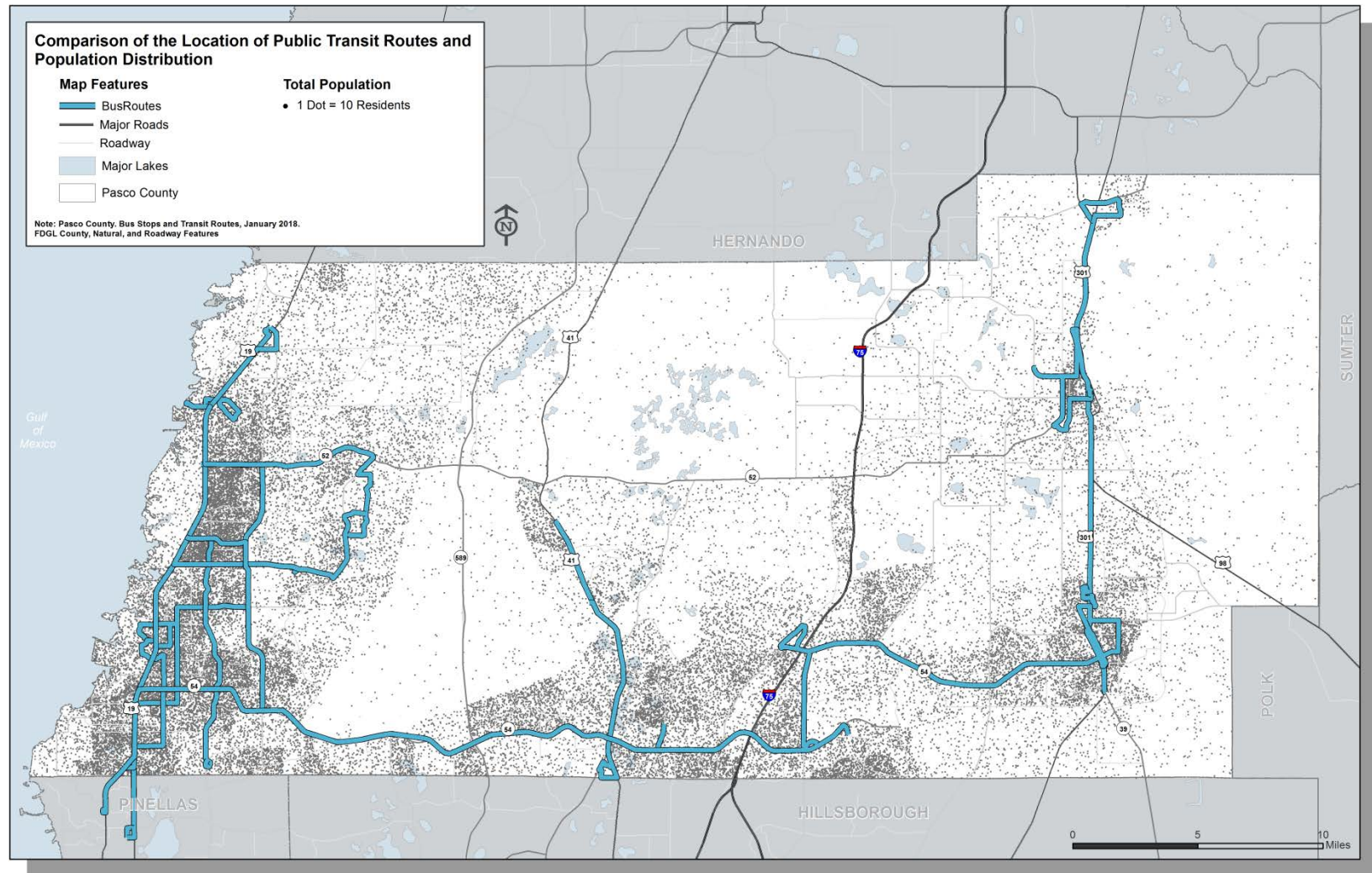


Figure 2-1: Population Density in Pasco County with Transit Route Overlay, January 2018

## Section 3 Public Notification Requirements

Citizen participation is encouraged and incorporated into each of the plans, programs, and projects the Metropolitan Planning Organization (MPO) develops. Florida's *Government-in-the-Sunshine Law* was enacted in 1967 and today the law regarding open government can be found in Chapter 286 of the Florida Statutes (FS); which establishes a basic right of access to most meetings of boards, commissions and other governing bodies of state and local governmental agencies or authorities and requires a board or commission provide reasonable notice of all such meetings.

### LEGAL ADVERTISEMENTS

#### Public Review and Comment Period and Public Hearing

The MPO is required to provide public notice for citizens to participate in the development, review, and adoption process for the MPO's plans and programs. **Table 3-1** specifies the requirements for the minimum review periods and public hearing advertisement requirements for these documents: Public Participation Plan (PPP), Long Range Transportation Plan (LRTP), Transit Development Plan (TDP (not a required advertisement for the MPO, but MPO supports TDP production and uses data from outreach as part of LRTP process), List of Priority Projects (LOPP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP), Transportation Management Area (TMA) Quadrennial Certification, and Transportation Disadvantaged Local Coordination Board (LCB). For the PPP, federal legislation requires that an MPO provide 45 days for comment prior to adoption. The minimum review and comment period for other major plans and programs is set by the discretion of the MPO Board and/or staff and coordinated with participating review agencies such as the FDOT.

**Table 3-1: Public Notice Requirements**

Program or Plan (Adoption)	Advertisement Requirements for Review Period (Calendar Days) <sup>1</sup>	Minimum Review and Comment Period (Calendar Days) <sup>1</sup>	Advertisement Requirements for Public Hearing (Calendar Days) <sup>1</sup>
Public Participation Plan (PPP)	5-10 days	45 Days	5-10 days
Long Range Transportation Plan (LRTP)	5-10 days	Month	5-10 days
Transit Development Plan (TDP) (MPO does not advertise for TDP, but supports TDP development and participates in outreach)	5-10 days	Month	5-10 days
List of Priority Projects (LOPP) for Transportation Improvement Program	5-10 days	Month	5-10 days
Transportation Improvement Program (TIP)	5-10 days	Month	5-10 days
Unified Planning Work Program (UPWP)	5-10 days	Month	5-10 days
Transportation Management Area (TMA) Quadrennial Certification (Federal)	5-10 days	Month	5-10 days
LCB Annual Public Hearing (first part of one of the four quarterly meetings advertised as hearing for public comment)	5-10 days	Month	5-10 days

<sup>1</sup> Advertisement requirements include the number of days a notice must be placed in the newspaper and on the MPO's website prior to when the review period begins and prior to when a public hearing is held. Month is defined as a minimum of 28 days with an average advertisement range of 30 days.

A public notice is required to notify the public that a document is available for public review and comment, with an upcoming public hearing to adopt it. If a public hearing is determined by the MPO Board to be necessary, the first advertisement is published in the newspapers between five to 10 days *prior* to the opening of the public review and comment period. The second notice for a public hearing is placed between five and 10 days *prior* to the public hearing date to adopt the plan or program.

### Short Notice/Special Meetings

Periodically, the MPO staff is requested to hold a public hearing or special meeting on short notice to address an item that requires immediate MPO Board action. In such cases, the MPO may need to advertise the public hearing/meeting in a shorter period of time, or provide a shorter review and comment period than is reflected in Table 3-1 for each of the major plans and programs. All possible effort will be made to adhere to the MPO's notification requirements, but if necessary the MPO staff will place the notices regarding short notice meetings and special meetings on the MPO's website.

### Amendments or Revisions of Plans and Programs

Revisions to a plan or program also involve public participation. **Table 3-2** specifies the advertisement requirements for the minimum review periods and public hearing notification times for revisions to the major plans and programs that are part of the MPO's responsibilities. The following information summarizes the revision process for the PPP, LRTP, TIP and UPWP. Additional information is available through the FDOT's MPO Program Management Handbook.

**Table 3-2: Revisions (Amendments and Modifications) Public Notice Requirements**

Program or Plan Revisions (Amendments and Modifications)	Advertisement Requirements for Review Period (Calendar Days) <sup>1</sup>	Minimum Review and Comment Period (Calendar Days)	Advertisement Requirements for Public Hearing (Calendar Days) <sup>1</sup>
<b>Amendments</b>			
PPP	5-10 days	45 Days	5-10 days
LRTP Amendment	5-10 days	5-10 Days	5-10 days
TIP Amendment	5-10 days	5-10 Days	5-10 days
UPWP Amendment	5-10 days	5-10 Days	5-10 days
<b>Modifications</b>			
LRTP Modification	MPO website	N/A	N/A
TIP Modification	MPO website	N/A	N/A
UPWP Modification	MPO website	N/A	N/A

<sup>1</sup> Advertisement Requirements include the number of days a notice must be placed in the newspaper and on the MPO website prior to when the review period begins.

N/A = not applicable.

### **PPP Amendments**

An amendment to the PPP is considered any change to the document and may occur at any time, but requires a 45-day review and comment period prior to amending the Plan.

### **UPWP Revisions – Modifications and Amendments**

A UPWP modification requires a notification of the change to FDOT and FHWA/FTA, but does not require approval by the MPO Board. A modification is defined by these guidelines: the modification is a minor revision that does not change the FHWA approved planning budget reflected in the adopted UPWP, scope of a project, remove a task, or change the ratio of consultant versus staff time within an individual task.

A UPWP amendment must be approved by FHWA/FTA and is noticed on the MPO's website. A UPWP amendment is defined by these guidelines: the amendment is a major revision that may change an FHWA approval for planning funds, change the scope of the FHWA work tasks, or add or remove a work task. The amendment is posted on the MPO's website.

### **LRTP and TIP Revisions – Modifications and Amendments**

For the LRTP and TIP, federal regulations define two types of revisions: 1) administrative modifications and 2) amendments, as described below:

- 1) An LRTP or TIP *administrative modification* is a minor revision that includes minor changes to project/phase costs, funding sources, or project/phase initiation dates. It does not require public review and comment or re-demonstrating fiscal constraint (23 Code of Federal Regulations (CFR) 450.104) for the FHWA/FTA. An administrative modification is posted on the MPO's website.
- 2) An LRTP or TIP Amendment.
  - LRTP Amendment - A LRTP amendment is a major revision to the adopted 20-year plan, and may occur at any time, but does not require a new 20-year horizon. An LRTP amendment is necessary when one or more of the following criteria are met:
    - A request to delete or add projects that includes major changes to project costs,
    - A change to project phases or initiation dates, and
    - A change to design concepts and/or scopes for existing projects.

An LRTP amendment requires public review and comment and re-demonstrating fiscal constraint for the FHWA/FTA. An LRTP amendment is posted on the MPO's website.

- TIP Amendment - A TIP amendment is a major revision to the program, and is typically initiated by FDOT. The TIP amendment may include adding or deleting a project due to change in the FDOT's Five-Year Work Program, and the FDOT is required to present the change to the Citizens Advisory Committee (CAC) and Technical Advisory Committee (TAC) prior to requesting a review and approval by the MPO Board. A TIP amendment is necessary when one or more of the following criteria are met:
  - The change adds new individual projects,
  - The change adversely impacts financial constraint,

- The change results in major scope changes,
- The change deletes an individually listed project from the TIP, and
- The change results in a cost increase greater than 20% and \$2 million.

A TIP amendment requires public review and comment, re-demonstration of financial constraint, or an air conformity determination, if applicable. All TIP amendment requests are reviewed by the FDOT Office of Policy Planning and the Federal Aid Office to ensure they are accurate and complete prior to submittal to the FHWA and/or the FTA for their review and approval.

### NOTIFICATION TOOLS FOR PUBLIC PARTICIPATION

The MPO staff is responsible for using available notification tools to inform the public of upcoming hearings, meetings, and events. **Table 3-3** provides a cross reference for the types of meetings and the public notification tools utilized by the MPO. The MPO employs several notification strategies to inform the public of these meetings. These tools can include newspaper notification, the Pasco County homepage (<http://pascocountyfl.net/>) and the MPO's website ([www.pascompo.net](http://www.pascompo.net)), distributing flyers and surveys, and using mailing lists and emails lists to notify the public that they are invited to participate in an upcoming meeting or event. The MPO provides information to the Pasco County staff to ensure that upcoming MPO events are listed in both locations: the County's homepage and the MPO's homepage.

**Table 3-3: Notification Tools for Public Participation**

Tools Available for Public Notification or Communication	MPO Board Meetings	TAC and CAC Meetings	Public Review and Comment Periods	Public Hearings	Public Workshops	Regional Participation in CCC and TMA Leadership
Public Notices	X	X	X	X	X	x
Legal Advertisements			X	X		
Mailing List and Email List	X*	X*			X	X
MPO's Website	X	X	X	X	X	X
Flyers and Surveys					X	
Social Media	X	X	X	X	X	X

\* The mailing lists and email lists used for the LRTP and TDP are more extensive than lists used for TIP and UPWP notification. The lists are continuously revised to reflect the most current contact information.

To further ensure notification tools are used to reach audiences that may be underrepresented or underserved, the MPO develops flyer and holds hearing and workshops to follow federal requirements such as the following: *Government in the Sunshine Act* (Section 552b of Title 5, United States Code (U.S.C.)), which states that reasonable notice is required of all public meetings, public review and comment periods, workshops and public hearings, special meetings for minority and underserved populations, and regional coordination efforts. Title VI of the *Civil Rights Act of 1964*, which prohibits exclusion from participation in, denial of benefits of, and discrimination under federally-assisted programs on grounds of race, color, or national origin. Section 162(a) of the *Federal-Aid Highway Act*



of 1973 (23 U.S.C. 324), which states no person shall on the ground of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal assistance. The *Americans with Disabilities Act of 1990*, which states no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.

### Public Notices

#### **MPO Board and Committees**

Meeting dates, times, and locations of MPO advisory committees and Board meetings are posted on the MPO's website and sent via email to local newspapers, local municipalities, other agencies, stakeholders, and trucking industry representatives between five to 10 days in advance of the meetings.

#### **Public Workshop and Public Hearing Meetings**

Public hearings and workshops are advertised in area newspapers and on the MPO's website between five to 10 days prior to the meeting date to announce the upcoming participation opportunities. Additional efforts may be made to notify the public through flyers, newspaper articles, and other means of communication.

Any persons with a disability requiring reasonable accommodations should call New Port Richey (813) 847-8110; Dade City (352) 521-4274, ext. 8110; TDD 1-800-955-8771 via Florida Relay Service; no later than five days prior to any proceeding.

#### **Regional Coordination – TMA Leadership Group, TBARTA, and CCC**

Dates and times for the Transportation Management Area (TMA) Leadership Group, the Tampa Bay Area Regional Transit Authority (TBARTA) Board meetings, and the Chairman's Coordinating Committee (CCC), which is staffed by TBARTA, are listed on the MPO's website.



The Pasco MPO is participating in the development of a regional LRTP that will be consistent with and support the local LRTPs. Notifications for this TMA Leadership Group and meeting agendas are posted on the MPO's website. The logo is for the regional LRTP effort.

## A Guide to the Transportation Planning Process

### Legal Advertisements

Legal advertisements are required to notify the public that a document is available for public review and comment, and of the upcoming public hearing to adopt it. The first advertisement is published in the local newspapers between five to 10 days prior to the opening of the public review and comment period. A second advertisement is placed between five to 10 days prior to the scheduled public hearing to adopt the document. Staff attempts to publish advertisements approximately seven days prior to the public hearing date; however, not all newspapers (local sections, etc.) are distributed daily in Pasco County, thereby requiring a window of five to 10 days. If a newspaper is not able to publish an advertisement within the MPO's required timeframe, the MPO will at a minimum place the notice on the MPO's website.

### Regional Newspapers

Legal advertisements are placed in the following regional newspaper:

#### The Tampa Bay Times, Pasco Section



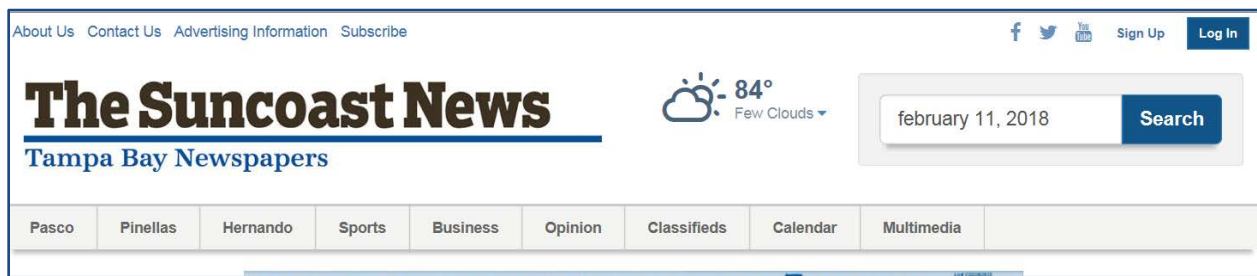
For viewing or contacting the newspaper on-line, please go to <http://www.tampabay.com/>

### Local Newspapers

MPO advertisements may also be placed in the following local newspapers.

#### The Suncoast News

For viewing or contacting the newspaper on-line, please go to <http://suncoastnews.com/su/list/news-pasco/>.



### The Laker/Lutz News

For viewing or contacting the newspaper on-line, please go to <http://lakerlutznews.com/>.



### Mailing List

The Media Relations and Communications Department and the Pasco County MPO maintain a master mailing list containing government and quasi-governmental agency representatives, media personnel, civic associations, homeowners associations and organizations, newspapers, and interested citizens. During select planning activities, the mailing list is reviewed and updated as appropriate. The master mailing list is used primarily to send out notices of upcoming public workshops or meetings.

The mailing list contains both physical/mailed street addresses and email addresses. Email addresses are preferred and used when possible, while street addresses are used only in the instance that an email address is not provided or unavailable. To be environmentally conscious and reduce the cost of hard copy mailings, the MPO offers the option to use email addresses for those on the mailing list as the source of primary contact. However, the MPO make any document available in hard copy for viewing at the MPO's office upon request.

### MPO's Website

The MPO's website, [www.pascompo.net](http://www.pascompo.net), contains all documents that are available to the public for review and comment, all relevant project documents, and all collateral materials used throughout development of the plans and programs. Agendas and minutes for the meetings are available, as well.

### Flyers/Surveys/Brochures

Strategically placed informational flyers are effective in notifying the public of the date, time, and location of upcoming participation opportunities, including public workshops and events. Flyers are customarily placed in the government offices and on all Pasco County Public Transportation (PCPT) buses.

A flyer titled 'WE WANT YOUR INPUT!' with the 'ACCESS PASCO' logo. It features a photo of a person boarding a green PCPT bus. The text provides information about two public workshops for the PCPT Ten-Year Transit Development Plan. It includes contact information for Aileen Chris DeFonseca and lists the locations and times for Workshop #1 and Workshop #2. Logos for PCPT, Pasco County, and Tindale & Oliver are at the bottom. A small disclaimer at the very bottom states that participation is solicited without regard to race, color, national origin, age, sex, religion, disability, marital status, etc., and provides a contact number for discrimination complaints.

**WE WANT YOUR INPUT!**

**ACCESS PASCO**

If you are unable to attend one of the workshops, written comments will be accepted through March 15, 2018, and may be sent to:

PCPT  
Aileen Chris DeFonseca  
8830 Golden Willow Boulevard  
Port Richey, FL 34668

For disability accommodations, within at least five (5) business days before the meeting, please contact PCPT at (727) 854-3200 or visit [www.ridpcpt.com](http://www.ridpcpt.com)

**PCPT Ten-Year Transit Development Plan Open House Public Workshops**

Pasco County Public Transportation (PCPT) is planning for its future, and we want your input! Please stop by any time during the following two public workshops and let us know how you think PCPT should grow.

**Workshop #1 Saturday, February 17, 2018 (10 AM – 1 PM)**  
Wiregrass Mall Center Court  
(coincides with Fresh Market)  
Paseo Drive, Wesley Chapel, FL 33543  
(PCPT Bus Route 54)

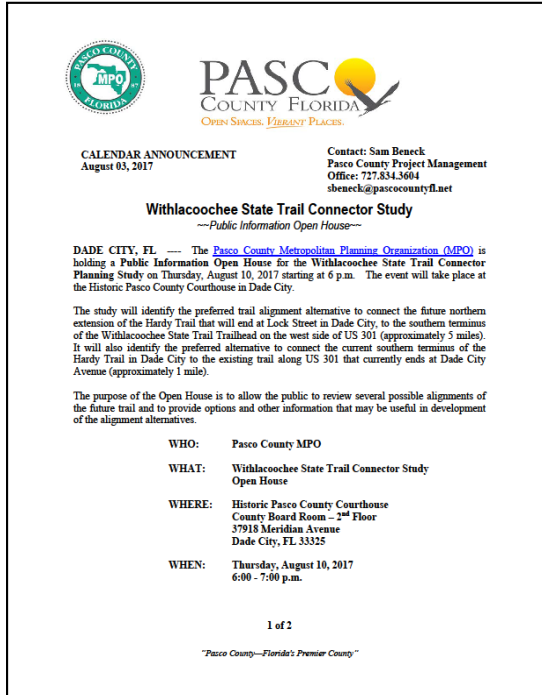
**Workshop #2 Thursday, February 22, 2018 (9 AM – 12 PM)**  
West Pasco Government Center Courtyard  
8731 Citizens Drive, New Port Richey, FL 34654  
(PCPT Bus Routes 14 & 23)

**PCPT** **PASCO** **Tindale & Oliver**

In accordance with Title VI of the Civil Rights Act of 1964 and other nondiscrimination laws, public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, marital status, etc. It is a priority for the PCPT that all citizens of Pasco County are given the opportunity to participate in the transportation planning process including low-income individuals, the elderly persons with disabilities, and persons with limited English proficiency. You may contact PCPT at (727) 854-3200 if you have any discrimination complaints.

## A Guide to the Transportation Planning Process

Additional flyers may be posted in libraries and on community boards in public locations, and distributed to students from the local public schools. Flyers/surveys are produced in both Spanish and English and posted on the MPO's website. An example of comment cards used for the Withlacoochee State Trail Connector project and the Wesley Chapel Roadway Connections Study is included. These comment cards were also available on the MPO's website.



**PASCO COUNTY FLORIDA**  
OPEN SPACES. VIBRANT PLACES.

**CALENDAR ANNOUNCEMENT**  
August 03, 2017

Contact: Sam Beneck  
Pasco County Project Management  
Office: 727.834.3604  
sbeneck@pasco.fl.net

**Withlacoochee State Trail Connector Study**  
---Public Information Open House---

DADE CITY, FL --- The Pasco County Metropolitan Planning Organization (MPO) is holding a Public Information Open House for the Withlacoochee State Trail Connector Planning Study on Thursday, August 10, 2017 starting at 6 p.m. The event will take place at the Historic Pasco County Courthouse in Dade City.

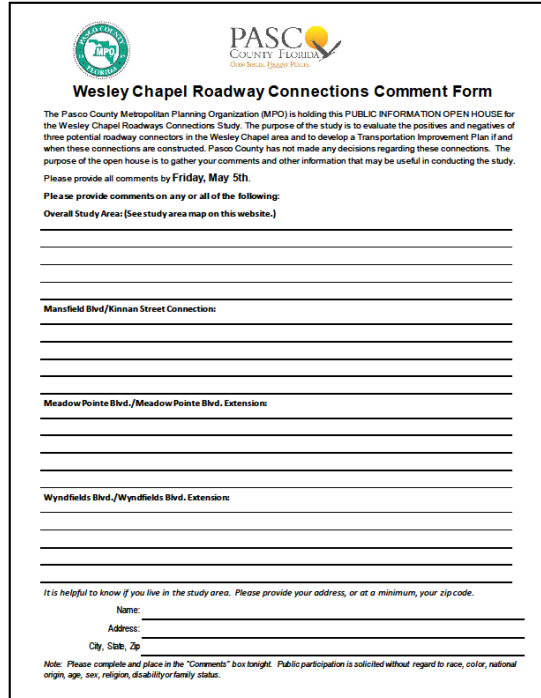
The study will identify the preferred trail alignment alternative to connect the future northern extension of the Hardy Trail that will end at Lock Street in Dade City, to the southern terminus of the Withlacoochee State Trail Trailhead on the west side of US 301 (approximately 5 miles). It will also identify the preferred alternative to connect the current southern terminus of the Hardy Trail in Dade City to the existing trail along US 301 that currently ends at Dade City Avenue (approximately 1 mile).

The purpose of the Open House is to allow the public to review several possible alignments of the future trail and to provide options and other information that may be useful in development of the alignment alternatives.

WHO: Pasco County MPO  
WHAT: Withlacoochee State Trail Connector Study Open House  
WHERE: Historic Pasco County Courthouse  
County Board Room - 2nd Floor  
37918 Meridian Avenue  
Dade City, FL 33525  
WHEN: Thursday, August 10, 2017  
6:00 - 7:00 p.m.

1 of 2

"Pasco County—Florida's Premier County"



**PASCO COUNTY FLORIDA**  
OPEN SPACES. VIBRANT PLACES.

**Wesley Chapel Roadway Connections Comment Form**

The Pasco County Metropolitan Planning Organization (MPO) is holding this PUBLIC INFORMATION OPEN HOUSE for the Wesley Chapel Roadway Connections Study. The purpose of the study is to evaluate the positives and negatives of three potential roadway connectors in the Wesley Chapel area and to develop a Transportation Improvement Plan if and when these connections are constructed. Pasco County has not made any decisions regarding these connections. The purpose of the open house is to gather your comments and other information that may be useful in conducting the study.

Please provide all comments by Friday, May 5th.

Please provide comments on any or all of the following:

Overall Study Area: (See study area map on this website.)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Mansfield Blvd./Kinnam Street Connection:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Meadow Pointe Blvd./Meadow Pointe Blvd. Extension:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Wyndfields Blvd./Wyndfields Blvd. Extension:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

It is helpful to know if you live in the study area. Please provide your address, or at a minimum, your zip code.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Note: Please complete and place in the "Comments" box tonight. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status.

## Social Media

The Media Relations & Communications staff support the MPO and other Departments in using social media for outreach.

## MPO Board

The MPO Board reaches out to citizens using social media as directed by the County media relations staff. The MPO is required to have a governing board of voting members (elected officials) appointed by the Governor of Florida.

The MPO Board consists of five county commissioners, one elected official from each of the four largest municipalities in Pasco County, and the FDOT District Seven Secretary (as a non-voting advisory member). City representatives have the option of identifying an alternate member that may vote in his or her place. Access to the MPO Board's actions is an integral part of the MPO's outreach process.





## A Guide to the Transportation Planning Process

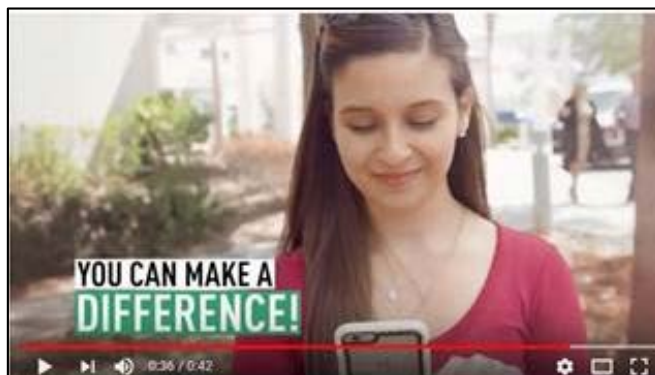
**Live MPO Board Meetings!** The Media Relations and Communications Department has instituted live broadcasts of several Pasco County functions, including Pasco County MPO Board meetings. The public meetings can be viewed on YouTube, with six videos of MPO meetings in the library since September 8, 2016.



The MPO Board rotates meeting locations between the Historic Pasco County Courthouse (served by Route 30) and the West Pasco Government Center (served by Routes 14 and 23). The MPO staff considers the location for MPO Board meetings in coordination with routes provided by PCPT. The live streaming option is available through the County's phone-based **MyPASCO** App.

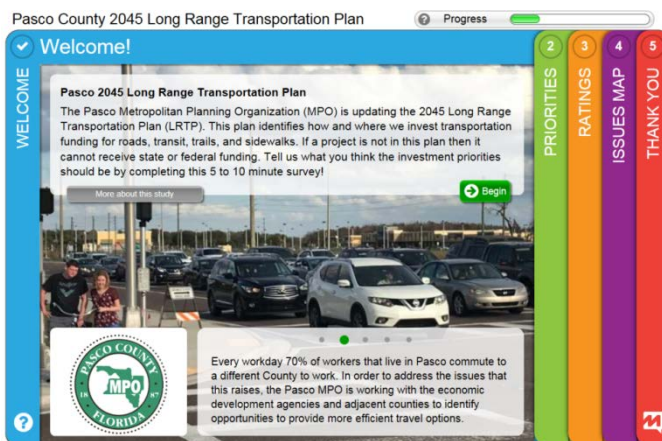


The MPO has used social media to broadcast the MPO's use of an online community survey to develop goals for the 2045 LRTP. The MPO initiated



a 30-second video spot to announce the use of the survey. The

survey and the video have been promoted through social media distribution.



## Section 4 Tools and Techniques for PPP

Section 4 outlines the strategies available to Pasco County Metropolitan Planning Organization (MPO) to engage the public and are often tools coordinated with the County's Media Relations and Communications Department. The strategies may differ among individual projects, but they represent the overarching umbrella of tools and techniques available to conduct outreach. **Table 4-1** summarizes the activities and tools, and each tool is described following the table. The strategies listed in this Section undergo an evaluation process for effectiveness as plans and programs are developed to ensure the process provides full and open access to all interested parties. The TDP is not produced by the MPO, but the TDP is a County function and the MPO uses results of the TDP outreach to develop the LRTP.

**Table 4-1: Transportation Planning Activities and Public Participation Tools**

		PPP	LRTP	TIP		UPWP	TDP	LRTP, TIP, UPWP Amendments	Quad. Cert.
				Priorities	Document				
Public Review and Comment	Formal Public Review & Comment Period	45 Days	30 Days	30 Days	30 Days	30 Days	30 Days	5-10 Days	30 Days
	Comment Forms, Surveys, & Questionnaires		X				X		
	Email, Mail, In Person, or Phone Comments	X	X	X	X	X	X	X	
	Public Workshops, Meetings, Hearings	X	X	X	X	X	X	X	X
Public Participation Tools and Techniques	MPO Committees and Board Meetings	X	X	X	X	X	X		X
	MPO's Website	X	X	X	X	X	X	X	X
	Social Media Networking and Technology		X				X		
	Resource Tools including PlanWorks on FHWA website	X	X						
	Collateral Materials and Visual Aids		X				X		
			X	X	X		X		
	Engaging the Community		X				X		
			X						
			X				X		
	Efficient Transportation Decision-Making Process		X						
Agency Coordination	Regional Coordination		X	X	X	X	X		X
	Federal, State, & Local Officials	X	X	X	X	X	X	X	X
Media Relations		X	X	X	X	X	X	X	X

LRTP – Long-Range Transportation Plan

UPWP – Unified Planning Work Program

TDSP – Transportation Disadvantaged Service Plan

Quad. Cert. – Quadrennial Certification

TIP – Transportation Improvement Program

TDP – Transit Development Plan

FHWA – Federal Highway Administration

### PUBLIC REVIEW AND COMMENT

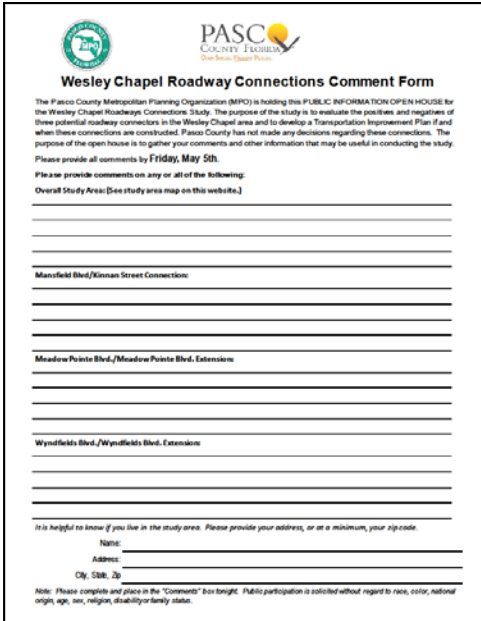
There are many ways to be involved in the transportation planning process, and the MPO continues to improve citizen access and participation through new technology advances such as Live! MPO Board meetings, the MyPasco App, and on-line survey options. To be added to the mailing list for public involvement activities, please contact the MPO by telephone at (727) 847-8140, by email to [mpocomments@pascocountyfl.net](mailto:mpocomments@pascocountyfl.net) or by mail at West Pasco Government Center, 8731 Citizens Drive, New Port Richey, Florida, 34654.

### Formal Public Review and Comment Period

A formal public review and comment period is required prior to adoption of plans or programs by the MPO Board. During this time, the public is encouraged to review the document and provide comments about the information presented. Public comments received that are specific to a planning activity are included in the record of the plan or program. The draft documents are available on the MPO's website ([www.pascompo.net](http://www.pascompo.net)), as well as in hard copy by contacting the MPO directly to view the document at the MPO's office. When feasible, hard copies are placed in the lobby of the West Pasco Government Center in New Port Richey (MPO office), and in the lobby of the Historic Pasco County Courthouse in Dade City. Members of the public may submit general comments to the MPO at any time. Section 3 of this PPP outlines the required public review periods based on the specific plan or program.

### Comment Forms, Surveys, and Questionnaires

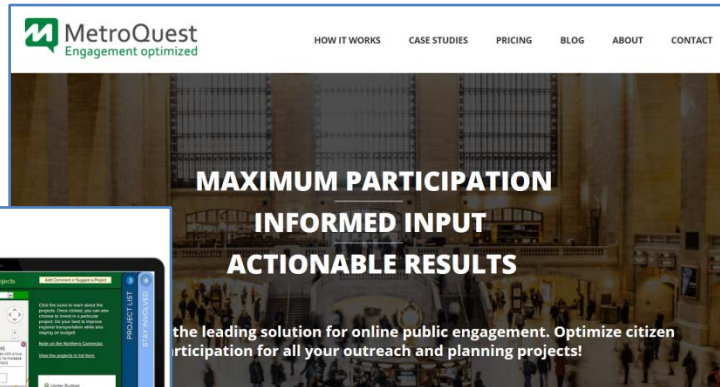
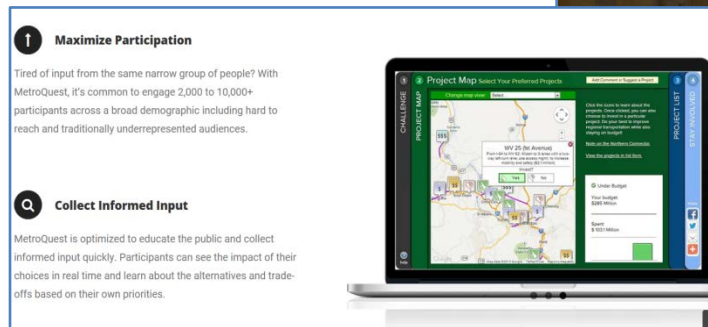
The MPO utilizes public comment forms, surveys, and questionnaires to allow citizens to provide their opinions and suggestions concerning specific transportation planning activities. For example, the Wesley Chapel Roadway Connections Study provided a comment form at the public workshop in April 2017 and provided the same form on the MPO's website for those who could not attend the meeting. The project is scheduled to use an **on-line citizen survey** during 2018 to inquire about the public's view of the study results.



The form is titled "Wesley Chapel Roadway Connections Comment Form". It includes the logos for Pasco County and the Wesley Chapel Roadway Connections Study. The text explains that the Pasco County Metropolitan Planning Organization (MPO) is holding the PUBLIC PARTICIPATION OPEN HOUSE for the Wesley Chapel Roadway Connections Study. The purpose of the study is to evaluate the positives and negatives of three potential roadway connectors in the Wesley Chapel area and to develop a Transportation Improvement Plan if and when these connectors are constructed. Pasco County has not made any decisions regarding these connectors. The purpose of the open house is to gather your comments and other information that may be useful in conducting the study. It requests comments by Friday, May 5th, and provides a list of study areas: Mansfield Blvd./Kinnaman Street Connection, Meadow Pointe Blvd./Meadow Pointe Blvd. Extension, and Wyndfields Blvd./Wyndfields Blvd. Extension. It also includes a section for contact information (Name, Address, City, State, Zip) and a note about confidentiality.

WESLEY CHAPEL ROADWAY CONNECTIONS STUDY PROJECT SCHEDULE	
Task	Date(s)*
Public Meeting (Open House)	Completed April 18, 2017
Draft Study Report	March 2018
Public Meeting (Draft Study Results Presentation)	April 2018
Public Comment Period (Draft Study Report)	April/May 2018
MPO Board Briefing (Draft Study Results Presentation)	May 2018
Final Study Report	May 2018
Public Opinion Poll (Citizen Survey)	May/June 2018
MPO Board Meeting - to make Recommendation to BCC (Final Study Results Presentation)	June 2018
*Schedule is tentative and subject to change Last Updated: 01/23/2018	

The MPO may utilize on-line survey technology to conduct questionnaires for local citizens during the upcoming 2045 LRTP process, or for other projects.



An example of a company that offers on-line survey software is MetroQuest. MetroQuest supports MPOs across the country to develop questionnaires that can be completed on a tablet or phone. The screens are customized to the local area and interview citizens on many topics including transportation, transit and development concerns.

The Pasco MPO is also coordinating with the Transportation Management Area (TMA) Leadership Group as part of developing a regional LRTP. The TMA has asked each of the three MPOs to contribute to the 2045 Regional LRTP effort, and using on-line surveys will be part of the outreach process. The regional logo for the 2045 Regional LRTP effort is provided.



### Email, Mail, In Person, or Telephone Comments

Comments from the public can be submitted in the following ways:

- Email to: [mpocomments@pascocountyfl.net](mailto:mpocomments@pascocountyfl.net) using the MPO's website.
- Mail or in person at, 8731 Citizens Drive, New Port Richey, Florida 34654.
- Telephone at (727) 847-8140.

When the Quadrennial Certification is being conducted, the contact information includes a Tallahassee number and address:

- Mail to Federal Highway Administration (FHWA) Florida Division Office, Attn: Planning Programs Coordinator, 545 John Knox Road, Suite 200, Tallahassee, Florida 32303; and fax to (850) 942-8308.

The Quadrennial Certification process was conducted in 2017 for the Tampa Bay TMA, and Pasco County received the certification approval as of January 22, 2018. The certification will remain in effect through June 2021. *"The FHWA and the FTA jointly certify that the planning process of the Pasco County MPO substantially meets the federal planning requirements in 23 CFR 450, Subpart C."*



### **MPO Public Hearing**

A public hearing is held to close out the public comment period for a plan or program and report all comments and incorporation of these comments to the MPO Board prior to adoption. The MPO is not required by federal guidelines to hold an official public hearing to adopt a plan or program, but Pasco County prefers to conduct hearings as part of the MPO Board's taking action on plans, programs, or special projects. The MPO advertises the hearings to meet County notification requirements.

The public hearings are held during the MPO Board meetings and advertised as such by public notice. Members of the public are able to make formal comments at the hearing. All comments received during the public comment period and at the public hearing are included in the project record and considered prior to adoption by the MPO Board.

### **MPO COMMITTEES AND BOARD MEETINGS**

It is the responsibility of the Citizens Advisory Committee (CAC), Technical Advisory Committee/Congestion Management Process (TAC/CMP), Bicycle and Pedestrian Advisory Committee (BPAC), and MPO Board to review the recommendations of the MPO's planning activities. Action items are vetted through the CAC, TAC/CMP, and BPAC for comment, and recommendations of the committees are brought to the MPO Board for approval. The Local Coordinating Board (LCB) represents the needs of the transportation disadvantaged, but does not report directly to the MPO Board.

The CAC, TAC/CMP, BPAC, and MPO Board meet on a monthly basis. The LCB meets on a quarterly basis. A portion of the agenda at each meeting is reserved for the public to provide comments. The general meeting schedule and locations, as well as a more detailed description of the committees and MPO Board, are provided in Section 2.

#### **Citizens Advisory Committee**

The CAC is a required function of the MPO and is convened to provide a citizen's perspective on the plans, programs, and projects by relating overall community needs and values to planning goals for transportation decisions. To become a member of the committee, interested persons are encouraged to contact their county or city representative on the MPO Board, or the MPO office at (727) 847-8140.

#### **Technical Advisory Committee/Congestion Management Process**

The TAC/CMP is a required function of the MPO and is an advisory group made up of professional and technical representatives including planners, engineers, and other disciplines. The TAC members review technical matters and make recommendations concerning transportation plans and programs to the MPO Board.

#### **Bicycle/Pedestrian Advisory Committee**

The BPAC was formed in 2012 and is responsible for recommendations to the MPO Board on safety, security, education, and law enforcement of laws pertaining to both pedestrians and bicycles. Interested persons are encouraged to contact their county or city representative on the MPO Board, or the MPO office at (727) 847-8140.

### Local Coordinating Board

The LCB is staffed by the MPO and is part of the network of organizations that serve as an advisory board and aid in planning, reviewing, and approving the Pasco County Transportation Disadvantaged Service Plan (TDSP). Those interested in serving on the LCB may contact PCPT at (727) 834-3233.

### MPO'S WEBSITE

Information regarding the MPO's events is provided in two locations: the MPO's website ([www.pascompo.net](http://www.pascompo.net)) and the Pasco County's homepage (<http://pascocountyfl.net>). The Pasco County MPO staff provides the material to keep all interested citizens informed on the activities of the MPO, including schedules and agendas, and the full calendar of events.

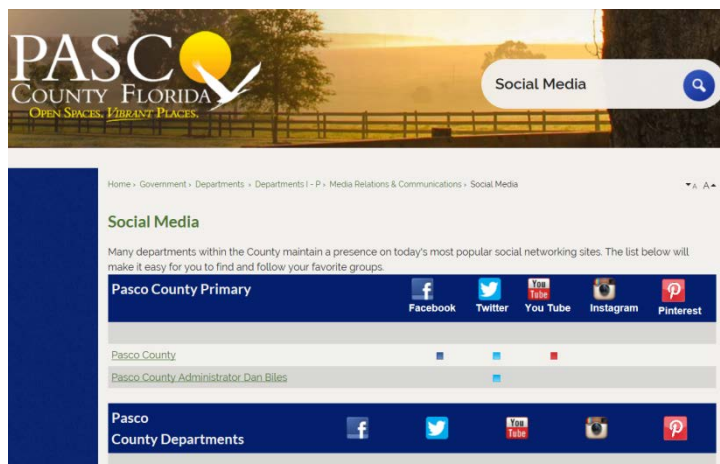


### Translation into Other Languages

The MPO's homepage can be viewed in English and other languages as necessary. To translate into another language, choose the button in the bottom right hand corner that states, "Select Language." You can then navigate the site to look for MPO Board meeting dates and agendas, information about the MPO Board members, MPO staff contact information, and links to related sites.

### SOCIAL MEDIA NETWORKING

Social media sites are popular for interacting with the community and the County has implemented **MyPasco App** as a social media communication tool. The County's Media Relations and Communications Department provides guidelines on how the County utilizes social media. As the MPO conducts a variety of outreach events, the Communications Department provides guidelines on which social networking sites are appropriate.



### RESOURCE TOOLS INCLUDING PLANWORKS

The MPO has several resources to consider when developing strategies and executing public outreach events. The County has a Media Relations and Communications Department that provides templates for public notifications, provides support for utilizing social media and creating press releases, and provides a database for email blasts to large citizen groups such as home owner associations, chambers of commerce, and city and county government contacts. The Florida Department of Transportation (FDOT) provides an *MPO Program Management Handbook* (June 2017) and *Public Involvement Handbook* (2015) that detail the most recent laws and guidelines for conducting public outreach.

The Federal Highway Administration (FHWA) and the Federal Transit Agency (FTA) maintain sites that include resources for transportation projects and public outreach. The FHWA has a site called *PlanWorks* that is dedicated to providing a decision outline for transportation and environmental projects for all practitioners such as MPOs, counties and cities and stakeholders. The site will be useful to the Pasco MPO and PCPT for developing the 2045 LRTP and the 2018 TDP, both plans that involve extensive public outreach.



### MATERIALS AND VISUAL AIDS

#### Flyers, Fact Sheets, or Other Informational Items

Collateral materials such as brochures, flyers, or fact sheets are used to inform the public of major milestones and planning activities and to assist the members of the public in making informed decisions.

The flyers are produced in Spanish when appropriate, particularly for outreach with the TDP and LRTP process. Federal law requires that reasonable steps be taken to provide language assistance for Limited English Proficiency (LEP) persons seeking meaningful access to MPO programs. A LEP person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. The MPO's website includes an option to select Spanish or other languages for translation purposes.

**WE WANT YOUR INPUT!**

**ACCESS PASCO**

**PCPT Ten-Year Transit Development Plan Open House Public Workshops**

Pasco County Public Transportation (PCPT) is planning for its future, and we want your input! Please stop by any time during the following two public workshops and let us know how you think PCPT should grow.

**Workshop #1 Saturday, February 17, 2018 (10 AM – 1 PM)**  
Wiregrass Mall Center Court (coincides with Fresh Market)  
Pasco Drive, Wesley Chapel, FL 33543  
(PCPT Bus Route 54)

**Workshop #2 Thursday, February 22, 2018 (9 AM – 12 PM)**  
West Pasco Government Center Courtyard  
8781 Citizens Drive, New Port Richey, FL 34654  
(PCPT Bus Routes 14 & 23)

**PCPT**

**PASCO County**

**Tindale & Oliver**

In accordance with Title VI of the civil rights act of 1964 and other nondiscrimination laws, public participation is selected without regard to race, color, national origin, age, sex, religion, disability, marital, or income status. It is a priority for the PCPT that all citizens of Pasco County are given the opportunity to participate in the transportation planning process including low-income individuals, the elderly, persons with disabilities, and persons with limited English proficiency. You may contact PCPT at (727) 854-3200 if you have any discrimination complaints.

## ENGAGING THE COMMUNITY

Engaging citizens through informal meetings, presentations, and events is the most effective way to gain citizen perspective and learn how the plan or project will affect the community. They are held at a venue in which the members of the community can easily review project materials, speak directly with staff, and provide comments. An example of the various techniques used to engage the public during the development of the Access Pasco TDP adopted in 2013 are provided in **Table 4-2**.

**Table 4-2: Summary of TDP Public Engagement Program from 2013**

Task	Date	Status	Attendance/ Outreach
<b>Discussion Group</b>			
Stakeholders	3/5/2013	Completed	13
Bus Operators	3/20/2013	Completed	9
<b>Total</b>			<b>22</b>
<b>Public Workshops</b>			
Wesley Chapel	2/16/2013	Completed	67
New Port Richey	2/19/2013	Completed	58
Dade City	4/12/2013	Completed	44
New Port Richey	4/23/2013	Completed	37
<b>Total</b>			<b>206</b>
<b>MPO Committees and Board Transit Workshops</b>			
CAC	4/3/2013	Completed	15
TAC	4/8/2013	Completed	12
MPO Board	4/11/2013	Completed	6
<b>Total</b>			<b>33</b>
<b>Surveys</b>			
On-Board Survey	March 2013	Completed	1,228
Workshop Survey	February-April 2013	Completed	135
Operator Survey	March 2013	Completed	33
<b>Total</b>			<b>1,396</b>
<b>E-Mail Blasts</b>			
Project Initiation and Workshops	February 2013	Completed	272 Opens
Project Update and Workshops	May 2013	Completed	314 Opens
<b>Total</b>			<b>586</b>
<b>Social Media</b>			
Twitter	N/A	Ongoing	8 followers (13 tweets)
Facebook	N/A	Ongoing	48 Likes (89 unique views)
<b>Total</b>			<b>56</b>
<b>TOTAL PARTICIPANTS</b>			<b>2,299</b>



### Public Workshops

Public workshops are useful in providing interested parties that are not customarily knowledgeable about the transportation planning process an opportunity to learn firsthand the background, expected outcomes, and additional information about specific projects or plans. Materials provided at the workshops may include maps, fact sheets, project documents, on-line voting, questionnaires or surveys, and other related project materials. To provide the most convenient location for public participation, the MPO Board and staff hold public workshops, events, and presentations at a variety of locations.

For special projects, locations are identified that target specific citizen input based on geographical locations within the County, minority, and income statistics, or other attributes that may improve the results of the public outreach effort.

Examples of workshops conducted by the MPO include the US 301 Transportation/Land Use Vision project, which included workshops held in both Dade City and Zephyrhills. The Anclote Trail Feasibility Study held two workshops in the study area in the southwest area of Pasco County.

### Participation

- Two Workshops - Over 80 Citizens Participated
  - March - Zephyrhills and June - Dade City
- Meeting announcements sent to property owners along US 301 corridor and stakeholders



301 Corridor Vision



The Withlacoochee State Trail Connections Study held three workshops in Dade City. The Wesley Chapel Roadway Connections Study will include two workshops and an on-line survey of residents when the study is complete.

### Town Hall Meetings

The Pasco County MPO has the option to conduct town halls and will partner with different governmental agencies to hold town hall meetings, such as with the TMA Leadership Group or TBARTA. As part of the TBARTA Regional Master Plan Update, the Pasco County MPO staff partnered with TBARTA by participating in a Pasco Town Hall on April 3, 2013. TBARTA was able to track 7,958 participants and 24 live call-ins.

### Speakers Bureau

The MPO staff present to local groups such as the Rotary Club and Civic Associations, as requested. The meetings are held throughout the County. These presentations vary on a project-by-project basis. If a local organization would like a presentation on a plan or program that is under development, they may contact the MPO at any time to schedule a time and location that is convenient to the group.

## EFFICIENT TRANSPORTATION DECISION-MAKING PROCESS

Another avenue for the public to be involved throughout the planning process is through Efficient Transportation Decision-Making (ETDM), which creates a linkage between land use, transportation, and environmental resource planning initiatives through early and interactive agency coordination and public involvement. Developed by the FDOT, ETDM is an online website that provides public access to information about proposed transportation projects, comments made by agencies on a variety of environmental and sociocultural issues associated with projects and reports.

9871 - Overpass Road from Old Pasco Road to US 301 *** Most Recent Data									
Review Start Date:		2/13/2008			Phase:		Programming Screen		
From:		Old Pasco Road			To:		US 301, "Location not available."		
District:		District 7			County:		Pasco County		
Contact Name:		Carin Watkins			Contact Email:		carin.watkins@dot.state.fl.us		
Project Re-Published 8/12/2008									
Project Overview: Summary Degree of Effect Chart									
Evaluation of Direct Effects									
NaturalCulturalCommunity									
Legend									
N/A N/A / No Involvement									
Enhanced									
0 None									
2 Minimal (after 12/5/2005)									
3 Moderate									
4 Substantial									
Dispute Resolution (Programming)									
Air Quality									
Coastal and Marine									
Contaminated Sites									
Farmlands									
Floodplains									
Infrastructure									
Navigation									
Special Designations									
Water Quality and Quantity									
Wetlands									
Wildlife and Habitat									
Historic and Archaeological Sites									
Recreation Areas									
Section 4(f) Potential									
Aesthetics									
Economic									
Land Use									
Mobility									
Relocation									
Social									
Secondary and Cumulative Effects									
Alternative #1									
From Old Pasco Road To US 301									
- Reviewed from 2/13/2008 to 3/29/2008									
- Published on 8/12/2008									
2									
N/A									
3									
3									
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ETDM will be utilized for Pasco County during the 2045 LRTP Update process. All projects included in the Cost-Affordable Plan of the LRTP are screened through the ETDM process by MPO staff in coordination with the FDOT. A screen shot example of a Pasco County project, Overpass Road, which was screened through the ETDM process, is provided.

The public access website is located at <http://etdmpub.fl-a-etat.org/est> or can be accessed by visiting the Pasco County MPO's website ([www.pascompo.net](http://www.pascompo.net)). ETDM enables potential stakeholders (public, agency, and environmental) to be involved in a process that improves the effectiveness of transportation planning by addressing and including each stakeholder from the start, when future changes to the transportation system are conceptualized, to the end, when changes are specified and implemented.

## AGENCY COORDINATION

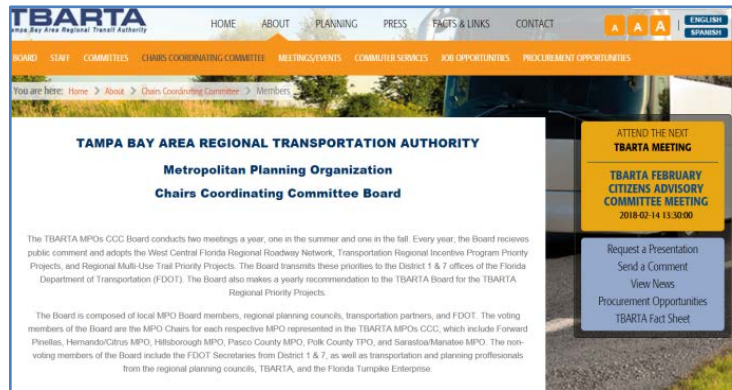
### Regional Coordination – TMA Leadership Group, CCC, TBARTA, and Joint CAC

The MPO participates on regional committees including the Tampa Bay Transportation Management Area (TMA) Leadership Group, the Chairs Coordinating Committee (CCC), and the Tampa Bay Regional Transit Authority (TBARTA). The Tampa Bay TMA Leadership Group includes representation for Pasco, Pinellas, and Hillsborough MPOs and the MPOs direct the meetings. The CCC is supported through

## A Guide to the Transportation Planning Process

TBARTA with representation from seven West Central Florida MPOs, and state and regional transportation agencies to promote regional consistency among the several plans that guide the West Central Florida area. The CCC meets annually. The Pasco County MPO participates in the annual CCC meeting and TBARTA Board meetings. Documents developed in coordination with the CCC and TBARTA and impact Pasco County are linked on the MPO's website.

The TMA Leadership Group rotates locations and meetings are held every other month with notification by email and on the MPO's websites. The TMA Leadership Group is developing a regional LRTP to coincide and supplement with local LRTP development for each MPO. The outreach for the regional LRTP will be conducted using on-line surveys and each MPO is contributing funding to the regional effort. The Joint Citizens Advisory Committee (Joint CAC) is a subcommittee of the CCC and provides input and citizens' perspectives on matters being considered by the CCC.



## Coordination with Federal, State, and Local Officials

The MPO staff and PCPT staff coordinate regularly with federal, state, and local officials in the development of transportation plans and programs. For example, the MPO staff attends regularly scheduled Technical Review Team (TRT) meetings at the FDOT to provide input on regional travel demand forecasting. The MPO also makes presentations to the regional outreach group, the Tampa Bay Transportation Applications Group (TB-TAG), which hosts quarterly meetings to share project information among the various federal, state, and local agencies.

## MEDIA RELATIONS

The Pasco MPO, in coordination with the Media Relations and Communications Department, has many methods to contact the public including newspapers, special mailings through utility bills, email blasts, contacts with local government media departments, and other methods to inform the public about various transportation projects. This is proven to be an efficient way to engage the community and provide a simple background of the transportation planning process, project recommendations, what it means to the average resident, how the public can provide their comments, and how to get involved. Media outlets interested in being included in outreach opportunities may contact the Pasco MPO by email at [mpocomments@pascocountyfl.net](mailto:mpocomments@pascocountyfl.net) or by telephone (727) 847-8140.

## Section 5 Engaging the Traditionally Underserved

### ABOUT PASCO COUNTY

Pasco County is located in the Tampa Bay area, and is bordered by Hernando County to the north, Pinellas and Hillsborough Counties to the south, Sumter and Polk Counties to the east, and the Gulf of Mexico to the west. Within the county, there are six incorporated cities, including Dade City, New Port Richey, Port Richey, St. Leo, San Antonio, and Zephyrhills. Other areas in Pasco County that are Census Designated Places, but are not incorporated, include Aripeka, Bayonet Point, Beacon Square, Blanton, Crystal Springs, Elfers, Holiday, Hudson, Lacoochee, Land O'Lakes, Lutz, Odessa, Shady Hills, Trinity, and Wesley Chapel. Figure 2-1, shown previously, provides a map of the county.

The estimated population in Pasco County in 2016 was 488,310. **Table 5-1** shows the demographic makeup of Pasco County, according to the 2016 American Community Survey (ACS) five-year estimate.

**Table 5-1: Demographic and Economic Characteristics of Pasco County**

	Estimated County Population	Percent of County Population	Percent of Florida Population	Percent of U.S. Population
<b>DEMOGRAPHIC CHARACTERISTICS</b>				
Total Population	488,310	-	-	-
Population Over Age 65	109,345	22.4%	19.1%	14.5%
<b>GENDER</b>				
Male	237,641	48.7%	48.9%	49.2%
Female	250,669	51.3%	51.1%	50.8%
<b>RACE</b>				
One Race	476,099	97.5%	97.5%	96.9%
White	431,979	88.5%	75.9%	73.3%
Black or African American	25,064	5.1%	16.1%	12.6%
American Indian or Alaska Native	1,731	0.4%	0.3%	0.8%
Asian	11,622	2.4%	2.6%	5.2%
Native Hawaiian or Other Pacific Islander	291	0.1%	0.1%	0.2%
Some Other Race	5,412	1.1%	2.5%	4.8%
Two or More Races	12,211	2.5%	2.5%	3.1%
Hispanic or Latino (of any race)	65,569	13.4 %	24.1%	17.3%
<b>ECONOMIC CHARACTERISTICS</b>				
Median Household Income	\$46,010	-	\$48,900	\$55,322
Individuals Below Poverty Level	-	13.6%	15.1%	16.1%

Source: U.S. Census Bureau, 2016 ACS, five-year estimate (2011-2016).



Based on the figures reported in the 2016 ACS, the population present in Pasco County is generally older and somewhat less racially diverse than that found at state and national levels. As noted in Table 5-1, approximately 22.4% of Pasco County's population is age 65+ or older, a figure that is 3.3% greater than the state and 7.9% greater than the national average. Additionally, 88.5% of Pasco County's population is White, which represents a population with fewer minority residents than that present across the state and nation. Finally, the economic characteristics presented in Table 5-1 show that though the median household income in Pasco County is lower than state and national averages, the percent of the population below poverty is also lower.

The urbanized areas of west Pasco County include the municipalities of Port Richey, New Port Richey, and the unincorporated areas of Hudson, Bayonet Point, Elfers, and Holiday. These communities, which represent the county's largest concentration of urban development and population, are located along the US 19 coastal corridor. The eastern portion of the County is not as densely-populated as the western portion and includes the incorporated areas of Zephyrhills, Dade City, San Antonio, and St. Leo and the unincorporated areas of Lacoochee, Trilby, Blanton, Trilacoochee, Jessamine, and St. Joseph.

Central Pasco County does not include incorporated areas, but major population/employment hubs include Land O'Lakes, Wesley Chapel, Quail Hollow, Lutz, and Odessa. The southern portion of central Pasco County has become a bedroom community for workers commuting to Hillsborough County, as well as other areas in Pasco County. One of these unincorporated areas in central Pasco County, Wesley Chapel, has been transformed within the last decade from a sparsely-populated rural area into an area with significant residential, commercial, medical, and education activity.

The 2010 and 2016 ACS five-year estimates were used to develop a population profile for the study area. As displayed in **Table 5-2**, the population of Pasco County increased 7.0% from 2010 to 2016, from 456,514 to 488,310, respectively.

**Table 5-2: Pasco County Population Characteristics, 2010 to Present**

Characteristic	2010	2016	% Change
Persons	456,514	488,310	7.0%
Households	184,813	189,292	2.4%
Number of Workers	208,639	211,419	1.3%
Land Area (square miles)	747	747	0.0%
Water Area (square miles)	122	122	0.0%
Person per Household	2.47	2.54	2.8%
Workers per Household	1.13	1.12	-0.8%
Persons per Square Mile of Land Area	611	654	7.0%
Workers per Square Mile of Land Area	279	283	1.3%

Source: 2010 and 2016 ACS.

In addition to the historical data taken from the Census, the *Florida Statistical Abstract*, published by the Florida Bureau of Economic and Business Research (BEBR), provides future county population projections. Based on these estimates, Pasco County's population is expected to continue to grow. The mid-range projections show the population of the county will increase to 534,800 by the year 2020 and 719,000 by the year 2045, increases of 9.5% and 47.2%, respectively.

A review of population trends for the six municipalities in Pasco County was also conducted, including Dade City, Zephyrhills, New Port Richey, Port Richey, San Antonio, and St. Leo. **Table 5-3** provides population trends for those municipalities and Pasco County for 2000, 2010 and 2016.

**Table 5-3: Pasco County Population Trends for Cities and Towns, 2000, 2010, and 2016**

Municipality	2000	2010	2016	% Change 2000 10	% Change 2010 16	% Change 2000 16
Dade City	6,188	6,707	6,782	8.4%	1.1%	9.6%
New Port Richey	16,117	15,554	15,503	-3.5%	-0.3%	-3.8%
Port Richey	3,021	2,817	2,731	-6.8%	-3.1%	-9.6%
St. Leo	590	630	1,172	6.8%	86.0%	98.6%
San Antonio	684	1,136	1,129	66.1%	-0.6%	65.1%
Zephyrhills	10,833	13,315	14,454	22.9%	8.6%	33.4%
Unincorporated	307,335	416,355	446,539	35.5%	7.2%	45.3%
<b>Total County</b>	<b>344,765</b>	<b>456,514</b>	<b>488,310</b>	<b>32.4%</b>	<b>7.0%</b>	<b>41.6%</b>

Source: 2000 Census, 2010 and 2016 ACS.

In terms of population growth, the fastest-growing municipality in Pasco County was St. Leo with a near doubling in total population from 2000 to 2016. However, the figures show that the cities have received relatively little of the total population increase over the past two decades. The figures show that approximately 97%, or 139,204, of Pasco County's new residents moved in to unincorporated areas of the County. **Figure 5-1** illustrates the population density for Pasco County. Figure 5-1 also includes an illustration of the current Pasco County Public Transportation (PCPT) routes. The overlay illustrates that the most densely populated areas of Pasco County are generally within a short distance of transit service. As public participation outreach efforts are conducted, a more detailed analysis of transit access should be considered when selecting sites for public participation public hearings, meetings, workshops and Metropolitan Planning Organization (MPO) Board and Committee meetings.

## POPULATIONS FOR SPECIAL CONSIDERATION IN OUTREACH

The traditionally underserved, also called the transportation disadvantaged, include those groups within the community that have greater difficulty in accessing places that support activity such as work, school, medical services, recreation, and shopping. The traditionally underserved may include minority groups; persons with low incomes; the elderly; and members of the community that have a Limited English Proficiency (LEP). Transportation and language barriers may keep interested members of these groups from participating in transportation planning activities.

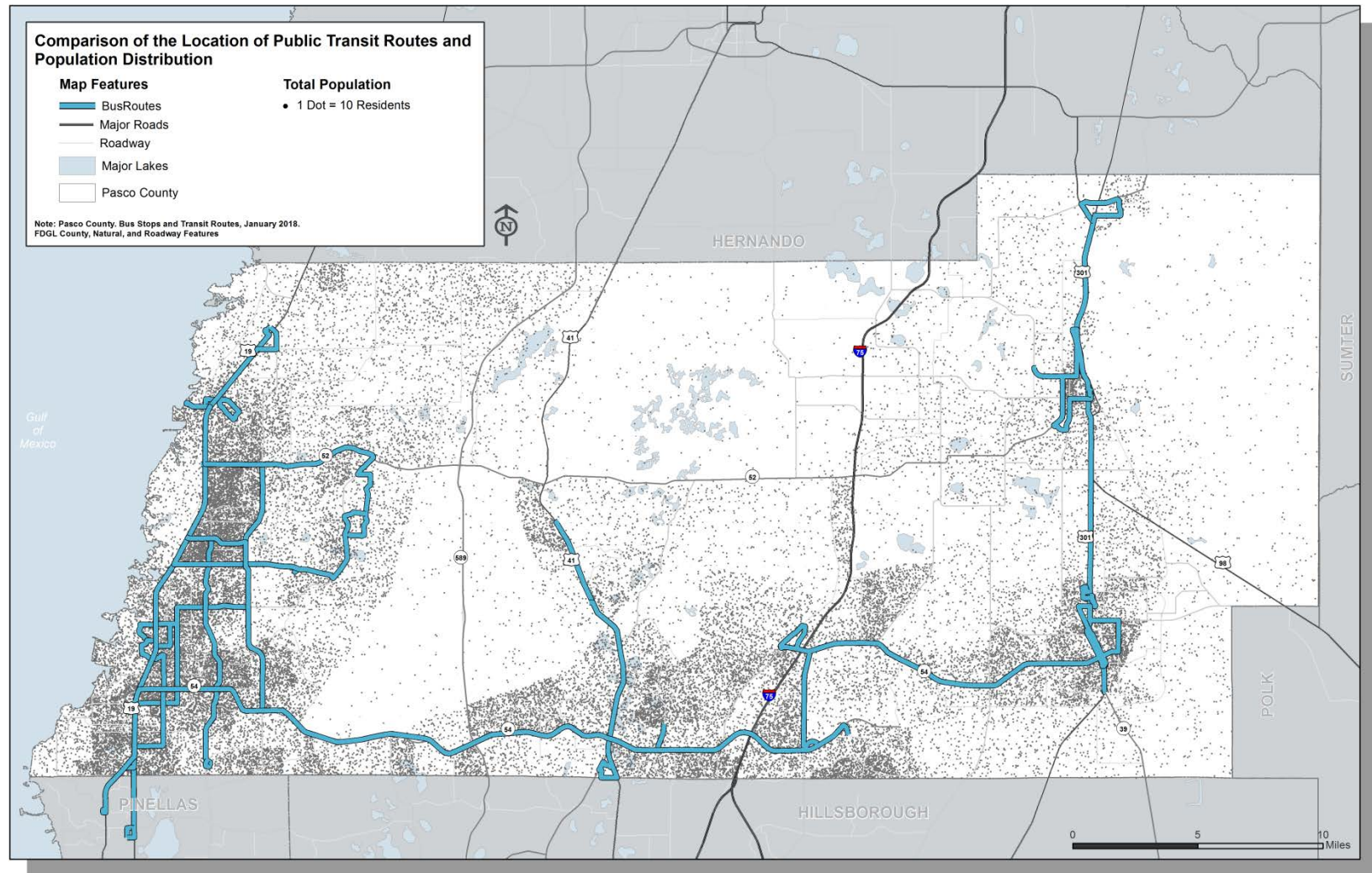


Figure 5-1: Population Density in Pasco County

Therefore, it is important to identify and implement specific strategies that enable these citizens to be meaningfully involved in the decision-making process. The figures shown on the next pages illustrate the location of many of the traditionally underserved groups present within the county and help to identify areas for special consideration during public outreach efforts:

- **Figure 5-2:** Minority Population in Pasco County
- **Figure 5-3:** Hispanic Population in Pasco County
- **Figure 5-4:** Population below Poverty in Pasco County
- **Figure 5-5:** LEP Population in Pasco County
- **Figure 5-6:** Population Age 65 and Over in Pasco County
- **Figure 5-7:** Zero Vehicle Households in Pasco County

**Appendix C** provides a larger (11 X 17) version of these same categories, but includes a combination of the number and percent for the demographic information. The numbers show a general representation of how many residents that are considered traditionally underserved are within each U.S. Census Block group.

The requirements for consideration of the traditionally underserved are based primarily on federal regulations that include: Title VI of the *Civil Rights Act of 1964*, Executive Order 12898 (Environmental Justice Order), *Age Discrimination Act of 1975*, and the *National Environmental Policy Act of 1969* (NEPA). The policies that stem from these requirements were designed to ensure the interests of minority and low-income populations are considered and addressed in transportation decision-making and that negative effects do not fall disproportionately on these groups. Consistent with these orders, special efforts are undertaken to involve population segments understood to be traditionally underserved and/or underrepresented in Pasco County. These efforts may include:

- Identifying geographic locations with a high concentration of the traditionally underserved and underrepresented;
- Holding workshops and other events convenient to these geographic locations;
- Holding workshops and other events in facilities that are convenient and known to these segments of the population such as schools, churches, and community centers;
- Inviting community leaders from these geographic locations to participate on the Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC);
- Distributing information regarding the transportation planning process and opportunities for public involvement on public buses and at select bus stop locations; and
- Meeting with and making presentations to organizations that represent these segments of the population.



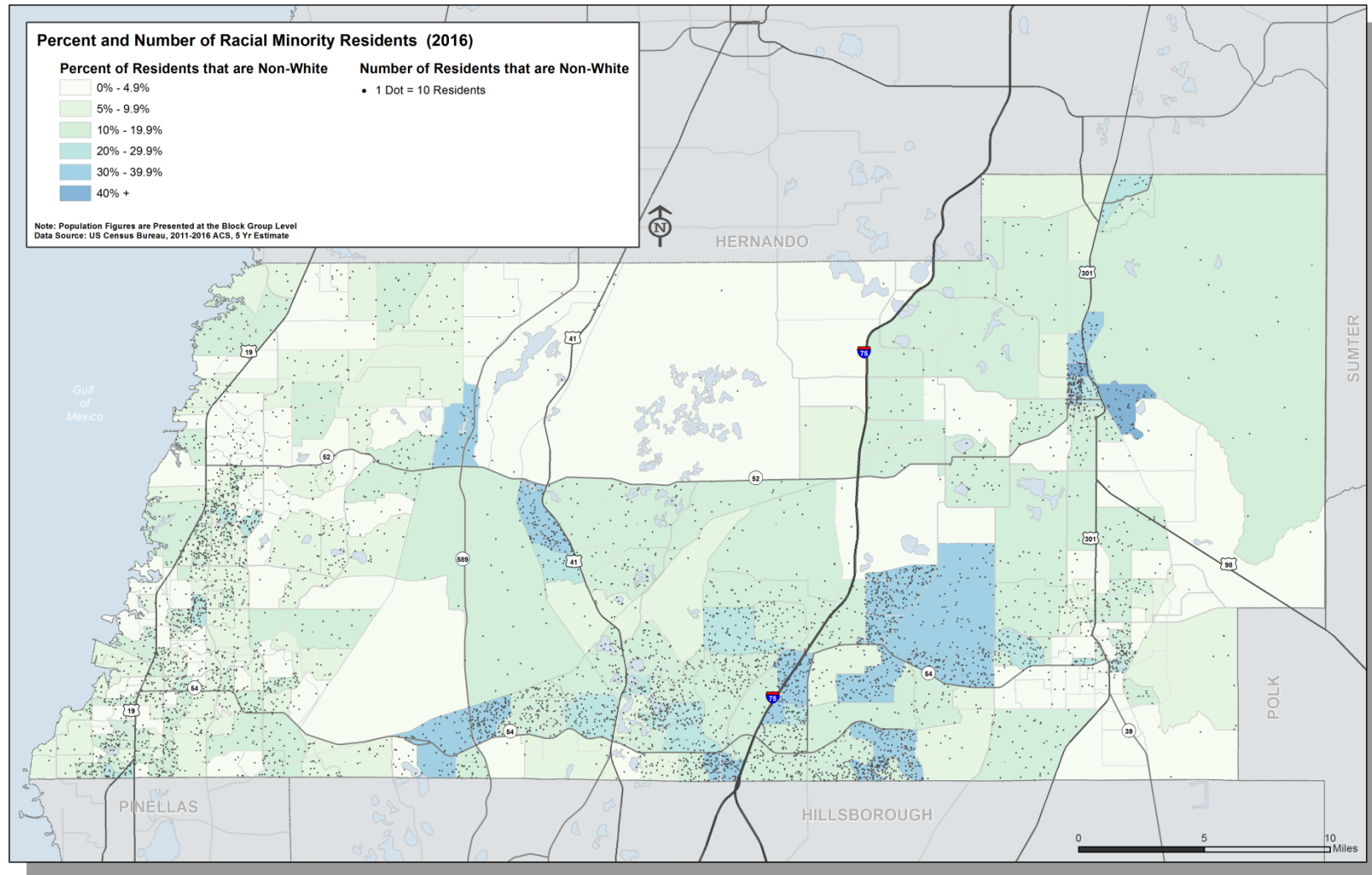


Figure 5-2: Minority Population in Pasco County

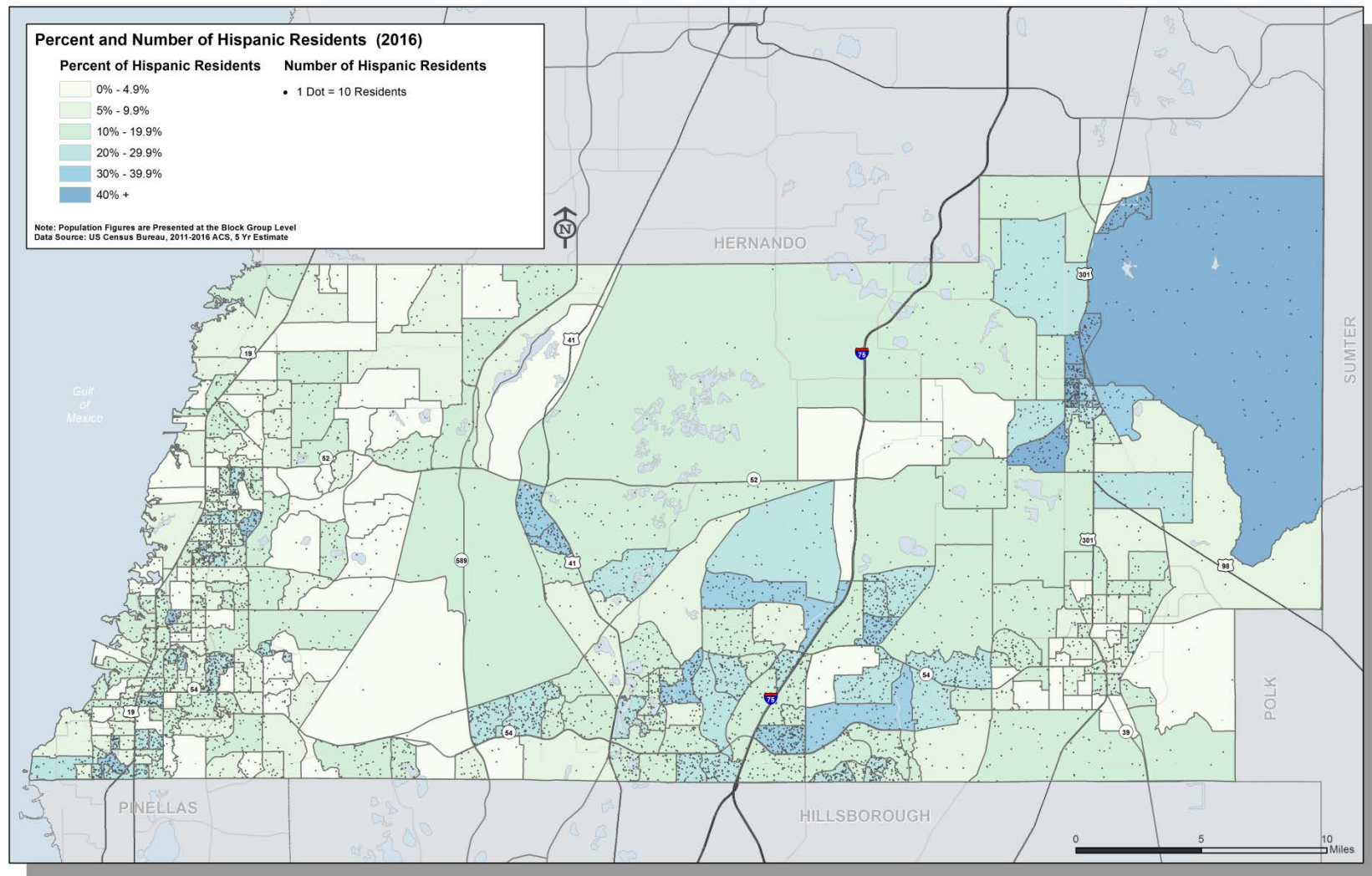


Figure 5-3: Hispanic Population in Pasco County

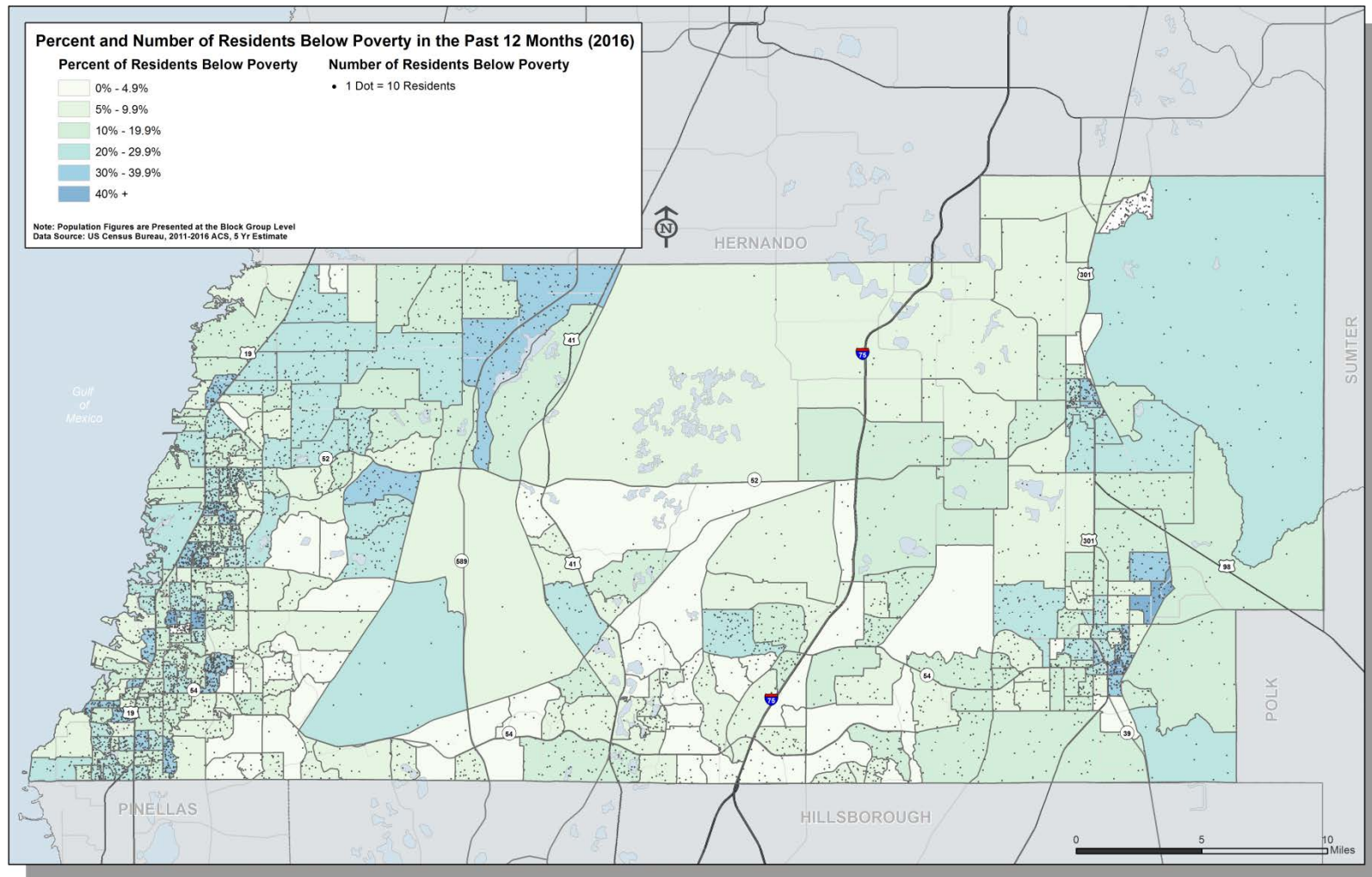


Figure 5-4: Population below Poverty in Pasco County

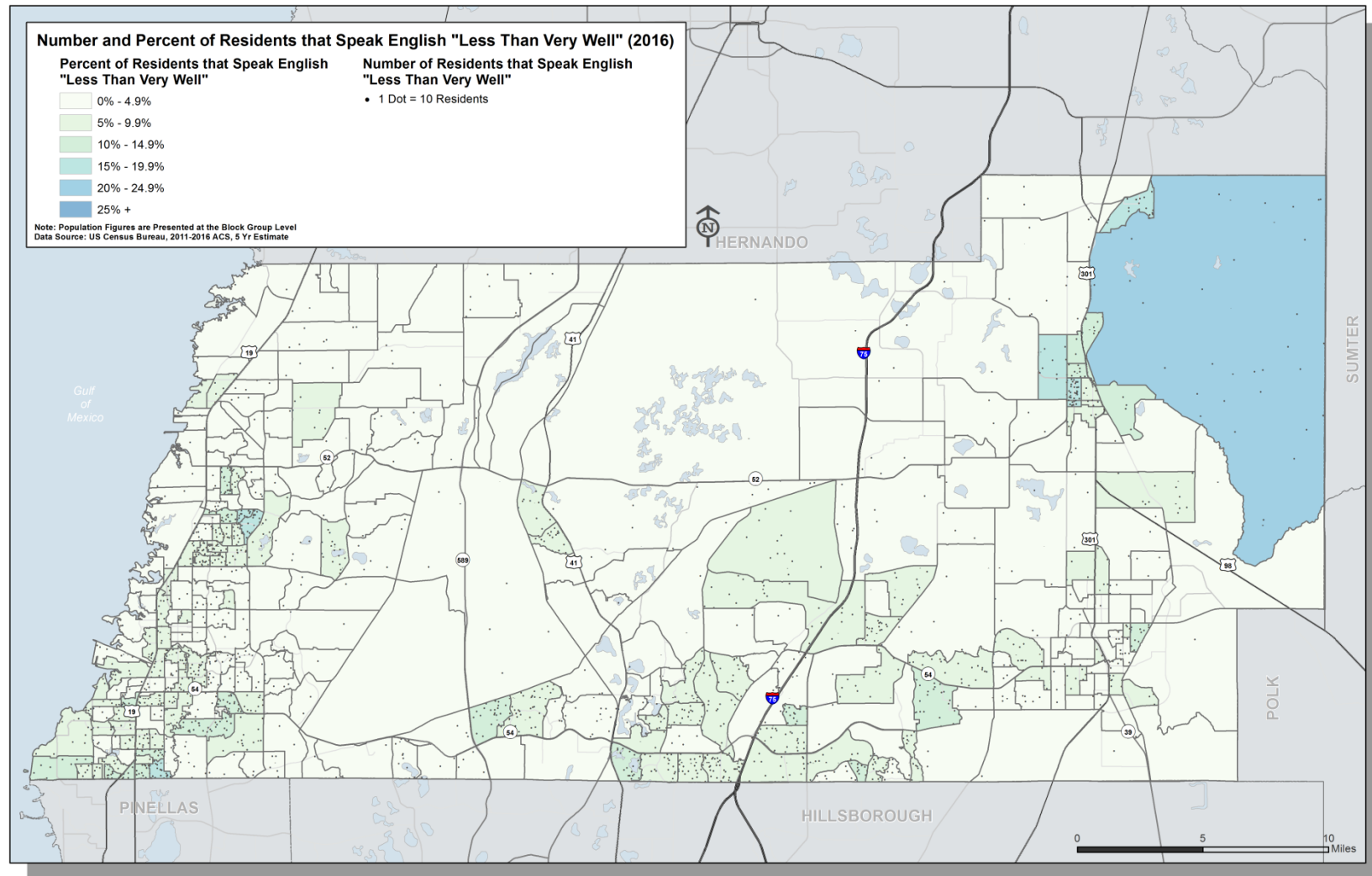


Figure 5-5: LEP Population in Pasco County



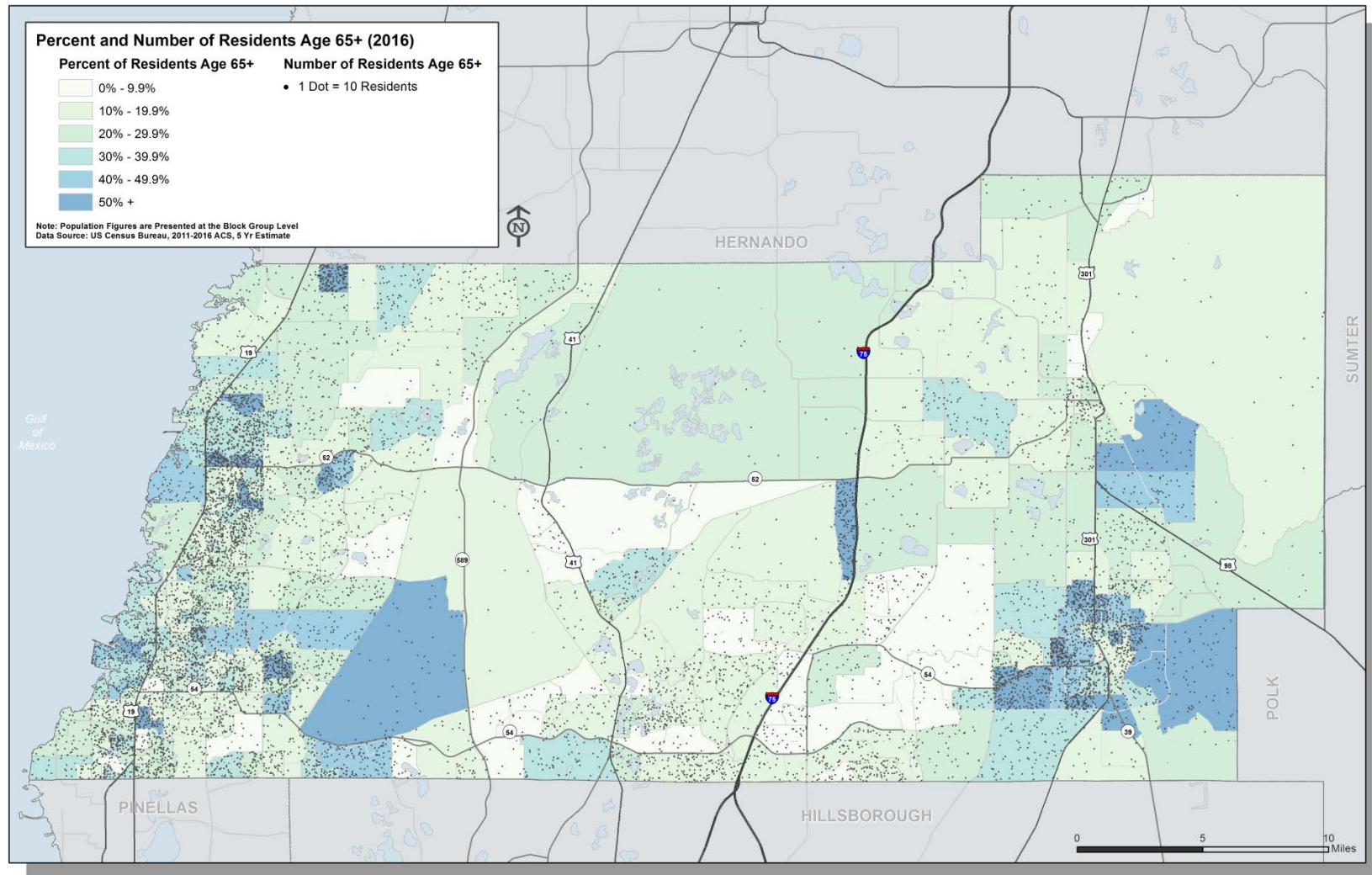


Figure 5-6: Population Age 65 and Over in Pasco County

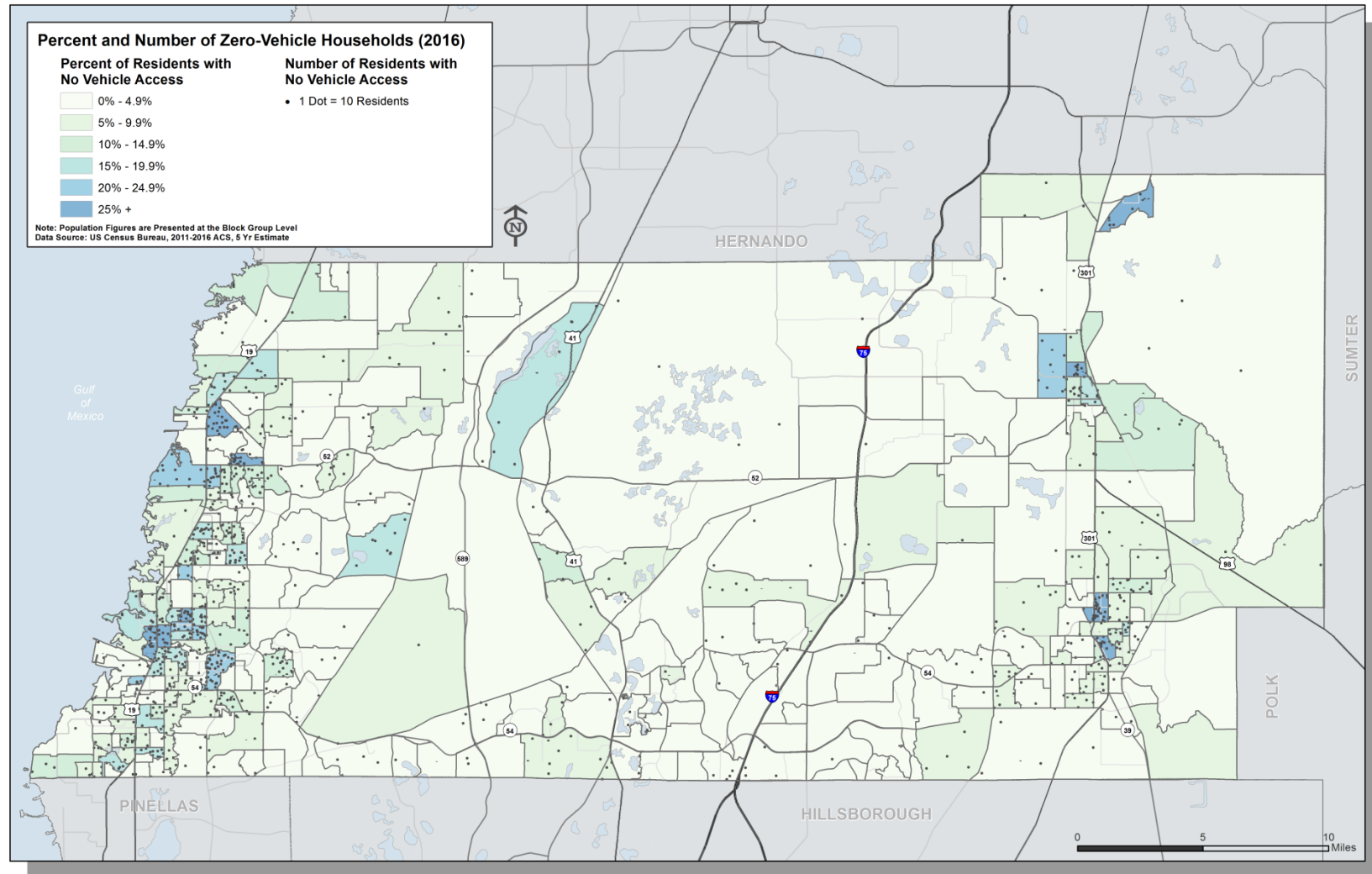


Figure 5-7: Zero Vehicle Households in Pasco County

### Minority Groups

Among the populations protected by the federal policies discussed above are members of minority groups. Both Title VI and Executive Order 12898 provide for the protection of the interests of minority groups. In the implementation of these policies, *U.S. Department of Transportation (USDOT) Updated Environmental Justice Order 5610.2(a)* defines minorities as members of Black or African American, American Indian or Alaska Native, Asian, and Native Hawaiian or Other Pacific Islander racial groupings. Additionally, Order 5610.2(a) identifies residents that identify themselves as “Hispanic or Latino” as part of a minority group, regardless of race.

Consistent with the definitions provided in the USDOT Order, Figures 5-2 and 5-3 reflect the racial and ethnic minority populations present within Pasco County.

### Low-Income Groups

The second population protected by federal policy is that classified as low-income. Only the Environmental Justice policy protects this group as income is not considered in the non-discrimination clause of Title VI. Again, *USDOT Updated Environmental Justice Order 5610.2(a)* defines the members of this group. Based on the order, low-income means person whose median household income is at or below the Department of Health and Human Services poverty threshold.

Consistent with the definitions in the USDOT order, Figure 5-4 reflects the low-income population present within Pasco County.

### Limited English Proficiency

Requirements for the accommodation of LEP stem from the non-discrimination clause contained in Title VI of the *Civil Rights Act of 1964* and *Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency*. Though much of the federal policy allows for flexibility in the assessment of English proficiency, the *Voter Rights Act* codifies a threshold based on the U.S. Census language classification (Speaks English “Less than Very Well”). Figure 5-5 reflects the *Voter Rights Act* threshold in the depiction of LEP populations within Pasco County.

The Pasco County MPO also has developed a LEP Plan that clarifies the responsibilities of the MPO to include those that are LEP. The LEP Plan is available by contacting MPO Staff by telephone at (727) 847-8140 or emailing [mpocomments@pascocountyfl.net](mailto:mpocomments@pascocountyfl.net). Included in the plan are the strategies for identifying LEP persons, the process for requesting resources in Spanish (the most common language spoken next to English), Title VI discrimination information, and how to file complaints. Title VI Discrimination forms and the LEP Plan are made available at all workshops.

The Pasco County MPO staff will make a reasonable effort to provide some publications in Spanish upon request. The MPO will partner with state and local agencies to provide language translators when requested. Requests for translation services must be made at least seven days in advance.

To reach out to more people, the MPO distributes flyers announcing the dates and locations of upcoming workshops. Flyers are posted in the West Pasco Government Center in New Port Richey, the Historic Pasco County Courthouse in Dade City, agency and other organizations' offices, at libraries around the county, on public transit vehicles, and sent home with public school students in areas of the County that are customarily underserved or underrepresented in the transportation planning process. This strategy has been used primarily during the Long Range Transportation Plan (LRTP) and TDP update in the past, but may be used during other planning activities in the future.

To engage those with language barriers, MPO Staff coordinates with *Gaceta Latina*, the Spanish publication in Pasco County, to have newspaper articles written about the planning activities and announce upcoming workshops, public hearings, and comment opportunities.

### Elderly Population

Particularly in Pasco County, the needs of residents age 65 and over should be considered in transportation planning and public engagement efforts. Figure 5-6 represents the age 65 and over population for Pasco County. The right to non-discrimination of the elderly is protected by the *Age Discrimination Act of 1975*. Implementing policies for the accommodation of elderly individuals in the planning process are outlined in various instructions, among them is Federal Transit Authority (FTA) Circular 9070.1F, which defines "elderly" as including, at a minimum, all persons age 65 years of age and older. Figure 5-6, is based upon the minimum definition of elderly and includes all persons age 65 and over.

### Continued Effort

It is of utmost importance to the Pasco County MPO to engage all citizens in the county, including those that are often underrepresented in the transportation planning process. This section provides the basis for identifying the general location of the traditionally underserved populations and recognizing the need to ensure these groups are incorporated in the outreach efforts by the MPO. As plans and programs are developed, and special projects are conducted, the MPO will consider the information from this Section to reach out to these communities. New and innovated strategies utilized to reach these communities during the LRTP and TDP updates will also be considered each time the MPO looks to improve its public participation process. For example, the MPO's website has been revised to include a language "translator" option that allows the user to select Spanish or another language when reading the home page for the MPO's activities to increase access to LEP populations.



## Section 6 MPO's Goal and Objectives

### SETTING A PUBLIC PARTICIPATION GOAL

#### Federal Guidance

The goal and objectives listed in this Section are the foundation for the Public Participation Plan (PPP). The overarching goal sets the framework for responding to the federal requirements as stated in 23 Code of Federal Regulations (CFR), Parts 450.210 and 450.316, which require Metropolitan Planning Organizations (MPOs) to provide the general public and other interested parties with reasonable opportunities to comment on the proposed Unified Planning Work Program (UPWP), proposed Transportation Improvement Program (TIP) and proposed Long-Range Transportation Plan (LRTP) and outlines the MPO's priorities for transportation projects. In addition, MPOs must prepare a PPP in consultation with the general public and specific "interested parties," use visualization techniques when practicable, employ electronic methods to distribute information to the public, and hold public meetings at convenient times and accessible locations.

The federal guidance sets the stage for the PPP and the MPO Board takes this direct all-encompassing view: "Engage the public in the MPO's transportation planning activities." The objectives that support the Goal follow the directives of the federal legislation and are listed in **Table 6-1**.

**Table 6-1: Pasco MPO's Goal and Objectives**

GOAL: EFFECTIVELY INVOLVE THE PUBLIC IN THE PASCO COUNTY MPO'S TRANSPORTATION PLANNING ACTIVITIES	
<b>Objective 1</b>	Promote proactive and early public involvement and provide diverse opportunities for public participation by geographic region to as many people as possible.
<b>Objective 2</b>	Provide easy access to complete information and key decisions in a user-friendly format.
<b>Objective 3</b>	Effectively involve the transportation underserved and underrepresented.
<b>Objective 4</b>	Consider and provide opportunities for public input in transportation decision making.
<b>Objective 5</b>	Continuously monitor and improve the PPP.

#### State Guidance

The State of Florida has adopted several directives that provide guidance for public involvement. Chapter 339.175(16), Florida Statutes (F.S.) requires each MPO to appoint a citizen advisory committee, representing a cross-section of the community (including minorities, the elderly and the disabled), to provide public input to the transportation planning process. Chapter 339.175, F.S., requires public involvement in the development of the LRTP and TIP. Chapter 339.155, F.S., requires that citizens, public agencies, and other known interested parties be given the opportunity to comment on

the long-range component of the Florida Transportation Plan. The *Government in the Sunshine Act* (Section 552b of Title 5, United States Code (U.S.C.)), commonly known as “The Sunshine Law,” addresses public access to governmental proceedings at the state and local level. The Sunshine Law requires that meetings of boards or commissions be open to the public, reasonable notice of such meetings be given, and minutes taken and made available to the public in a timely manner.

Guidance on Florida’s requirements for involving the public during the development of the MPO’s plan, programs, and projects can be further researched through publications by the FDOT:

- MPO Program Management Handbook (2017):  
[http://www.fdot.gov/transit/Documents/FDOT\\_2017\\_MPO\\_Handbook.pdf](http://www.fdot.gov/transit/Documents/FDOT_2017_MPO_Handbook.pdf)
- Public Involvement Handbook (2015):  
[http://www.fdot.gov/environment/pubs/public\\_involvement/handbook\\_July2015.pdf](http://www.fdot.gov/environment/pubs/public_involvement/handbook_July2015.pdf)

## OBJECTIVES AND PERFORMANCE MEASURES

### Objective 1

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Promote proactive and early public involvement and provide diverse opportunities for public participation by geographic region to as many people as possible.

#### **Performance Measures**

- (1.1) Document the number of public workshops, events, presentations, and meetings that are conducted by the MPO and the attendance at these events as required for the development and adoption of the MPO’s plans and programs and special studies. One hundred percent of all MPO publications supporting the PPP, LRTP, TIP and UPWP development or updates will be placed on the MPO’s website.
- (1.2) Utilize visualization tools and/or simplified infographics at MPO public workshops, meetings and hearings (when appropriate) to enhance the communication process for citizens. A copy of the visualization aide will be available (when appropriate) to the public upon request, and provided by a link to the MPO’s website.
- (1.3) One hundred percent of MPO Board meetings/hearings will be rotated between the Dade City Historic Courthouse and the Pasco County Government Center to provide access to both the eastern and western portions of the urbanized areas of the County.
- (1.4) One hundred percent of all MPO Board meetings/hearings that invite citizen input as part of the adoption of the MPO’s plans and programs such as the LRTP, UPWP, TIP, and PPP will be held where transit is available. Hold a minimum of two public workshops for the LRTP update process that are accessible by transit.
- (1.5) Hold a minimum of two public workshops for the LRTP update process in convenient locations as identified by the MPO staff or key community leaders, with particular attention to serving communities identified as an underserved or minority communities such as community centers, churches, or other locations as identified by MPO staff, the LCB and community leaders.

## A Guide to the Transportation Planning Process

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- (1.6) One hundred percent of required public notices (see Table 3.1, Public Notice Requirements) will be placed in regional publications within the recommended public notification time period for the PPP, LRTP, TIP and UPWP.
- (1.7) Continuously review and update, in coordination with County's Media Relations and Communications Department and other County departments, the MPO's mailing list and email lists, with updates and additions based on public engagement events and requests to be added to the list.

### Objective 2

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Provide easy access to complete information and key decisions in a user-friendly format.

#### **Performance Measures**

- (2.1) Continue to support technology opportunities that increase citizen access to the MPO process such as the broadcast of public meetings through Pasco County Television, MyPasco App, social media tools, and track the use of all social media tools/techniques used during the development of the LRTP.
- (2.2) One hundred percent of all major documents/publications produced by the MPO that invite public comment and review or announce public involvement activities will be made available via the MPO's website.
- (2.3) Create and distribute a user-friendly, infographic-style citizen's guide to the MPO planning process document within 12 months of adoption of the PPP in 2018.

### Objective 3

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Effectively involve the transportation underserved and underrepresented.

#### **Performance Measures**

- (3.1) Document the number and type of outreach materials such as special brochures, informational flyers, comment cards or surveys that are developed and distributed specifically for targeted underserved or underrepresented communities (as identified in Section 5) for all events and specifically during the LRTP process.
- (3.2) Annually review and update the membership of organizations representing the underserved/underrepresented as included on a mailing list for MPO planning activities, with assistance from representatives on the Transportation Disadvantaged LCB.
- (3.3) A minimum of two public workshops and/or forums will be held in locations with high concentrations of the transportation underserved for the LRTP (as identified in Section 5) in coordination with the Transportation Disadvantaged LCB and through other efforts such as the Tri-County Access Plan.
- (3.4) Annually identify and communicate with Limited English Proficiency (LEP) media options such as contacts at local newspapers, radio stations, or identify community-based websites that serve specific LEP or underserved communities in Pasco County and distribute plans/program development announcements to reach those with LEP.

- (3.5) Annually evaluate the need to produce and distribute flyers, announcements, and publications to LEP communities based on American Community Survey data or other County demographic information. Translate MPO materials as determined by the evaluation and in coordination with the LCB.
- (3.6) Produce and distribute a minimum of one flyer, survey, or informational sheet in Spanish for public outreach during the LRTP process. Provide, upon request and when feasible, a translated version of materials in Spanish, or provide a meeting opportunity for the LEP citizen to work with an interpreter to respond to questions about a document or public outreach event, as appropriate.
- (3.7) Maintain the LEP and Title VI link on the MPO's website and provide, within a reasonable notice of five to 10 days, a translator for public hearings or major project public workshops, as requested.

### Objective 4

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Consider and provide opportunities for public input in transportation decision making.

#### **Performance Measures**

- (4.1) Maintain an email link on the MPO's website for comments, track comments pertaining to the MPO process that originate from the Customer Service app, and document comments submitted by the public for use during plan/program development.
- (4.2) Document all comment cards, comments made on website, comments made on dedicated special study website links, or comments by other methods such as by survey method to track by project, date, and location for use with plan/program development.
- (4.3) Summarize and document for reporting to the MPO Board the types of responses that are collected during an outreach event, with a focus on reporting a "summary" of consensus of comments during plan/program development. All major documents will include the number of total comments received and the method utilized in responding to the comments.

### Objective 5

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Continuously monitor and improve the PPP.

#### **Performance Measures**

- (5.1) Evaluate the performance measures listed in the PPP every three years, and document for use in updating the PPP (refer to measure 5.2).
- (5.2) Update the PPP at least every three to four years based on an evaluation of performance measures, changes to federal rules and regulations concerning public involvement, and particularly prior to major updates of plans and programs such as the LRTP.



## Appendix A Transportation Acronyms and Definitions and Federal and State Requirements

### APPENDIX A-1 TRANSPORTATION ACRONYMS AND DEFINITIONS

**3C:** Continuing, Cooperative, and Comprehensive: The 3C planning process is a requirement included in the Safe, Accountable, Flexible, Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) or its successors, and the Federal Highway Administration (FHWA)/Federal Transit Administration (FTA) joint planning regulations (23 Code of Federal Regulations (CFR), Part 450, and 49 CFR, Part 613). This process considers all modes of transportation when developing plans, programs, and operations for consistency and supports the transportation planning objectives of the metropolitan area.

**ADA:** Americans with Disabilities Act of 1990: A Federal law that requires public facilities, including transportation services, to be accessible to persons with disabilities, including those with mental disabilities, temporary disabilities, and the conditions related to substance abuse.

**AG:** Agency: An official, officer, commission, authority, council, committee, department, division, bureau, board, section, or any other unit or entity of the State or of a city; town; municipality; County; other local governing body; or a private, nonprofit transportation service-providing entity.

**BACS:** Bay Area Commuter Services: Now known as Tampa Bay Area Regional Transportation Authority (TBARTA) Commuter Assistance Program.

**BCC:** Pasco County Board of County Commissioners: The BCC is the legislative and policy-making body of the County government. The five members of the BCC are elected countywide from all districts. The BCC appoints the County Administrator and the County Attorney and confirms the appointment of department heads. They establish policy and make all budget decisions with regard to appropriation of funds to County departments, divisions, and some constitutional officers.

**BPAC:** Bicycle and Pedestrian Advisory Committee: A subcommittee formed by the MPO governing board to advise, address, and promote bicycle and pedestrian policies, programs, and plans as an alternative means of transportation.

**CAC:** Citizens Advisory Committee: An advisory committee utilized by most metropolitan planning organizations for citizen input into the transportation planning process.

**CCC:** Chairs Coordinating Committee: The goal of the CCC is to prioritize and find ways to address the challenging transportation needs of West Central Florida on a regional, long-range basis. Issues, such as mobility, access to jobs, goods movement, emergency evacuation, and growth management, are some of the concerns addressed. The CCC achieves these goals through the support and cooperation of its member agencies, partner entities, and advisory committees. It is composed of chairmen from the six-member MPOs, FDOT district secretaries (One and Seven), and the regional planning councils on a non-voting capacity.

**CFR:** Code of Federal Regulations: Compilation of the rules of the Executive Department and agencies of the Federal government.

**CIP:** Capital Improvement Program: A multiyear schedule of capital improvement projects, including priorities and cost estimates, budgeted to fit the financial resources of the community. This plan is updated annually and is part of the County's Comprehensive Plan, currently for a five-year period.

**CMP:** Congestion Management Process: A federally-mandated program which provides for the effective management of new and existing transportation facilities through development and implementation of operational and travel-demand-management strategies and by providing information to decision-makers on system performance and the effectiveness of implemented strategies. Although major capital investments are still needed to meet the growing travel demand, the CMP also develops lower-cost strategies that complement capital-investment recommendations. The result is more efficient and effective transportation systems, increased mobility, and a leveraging of resources. Prior to SAFETEA-LU, CMP was referred to as the Mobility Management System (MMS) in Pasco County.

**CMS:** Congestion Management System: A systemic process required under ISTEA to provide information on transportation system performance and identify alternative strategies to alleviate congestion and enhance mobility of persons and goods; the process must be developed in Transportation Movement Areas (TMAs) and in use by October 1, 1997; the use of CMS in non-TMAs is left to the discretion of State and local officials in Florida; MPO will take the lead for the CMS in urbanized areas and the FDOT will take the lead elsewhere.

**CST:** Construction: The act of building or constructing a project.

**CTC:** Community Transportation Coordinator: The person responsible for arranging transportation for people who are elderly or low-income, or who have a disability who, because of physical or mental disability, income status, or age, are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high-risk or at-risk as defined in s. 411.202. This individual is appointed by a transportation entity competitively procured or recommended by the appropriate official planning agency, local coordinating board, and approved by the Commission to ensure that safe, quality-coordinated transportation services are provided or arranged in a cost-effective manner to serve the transportation disadvantaged in a designated service area.

**CTD:** Commission For Transportation Disadvantaged: Created in 1987, under Section 20.23, FS, to serve as a citizen's oversight board for the FDOT. The Commission is assigned to the FDOT for administrative and fiscal purposes. It functions independently of the control and direction of the FDOT. Composed of nine Commissioners appointed by the Governor and confirmed by the Florida Senate for four-year terms, the Commission is required to meet at least four times per year. The function is to review major transportation policy initiatives or revisions submitted by the FDOT pursuant to law, to recommend transportation policy to the Governor and Legislature, to serve as an oversight body for the FDOT, and to serve in the selection of the Secretary of Transportation.

**EEO:** Equal Employment Opportunity: Title VI of the Civil Rights Act of 1964 was the first federal law designed to protect U.S. employees from employment discrimination based upon that employee's (or applicant's) race, color, religion, sex, or national origin (Public Law 88-352, July 2, 1964, 78 Stat. 253, 42 U.S.C. Sec. 2000e et. seq.). The Title also established the U.S. Equal Employment Opportunity Commission to assist in the protection of U.S. employees from discrimination.

**EO:** Executive Order: An order or directive issued by the head of the executive branch at some level of government. The term *executive order* is most commonly applied to orders issued by the President, who is the head of the Executive Branch of the Federal Government. Executive orders may also be issued at the state level by a state's governor or at the local level by the city's mayor.

**EST:** Environmental Screening Tool: This allows resource and regulatory agencies and the public to comment on potential impacts of candidate transportation projects during the development stage of the project.

**ETDM:** Efficient Transportation Decision Making: An FDOT initiative to improve and streamline the environmental review and permitting process by involving resource protection agencies and concerned communities from the first step of planning. Agency interaction continues throughout the life of the project, leading to better quality decisions and an improved linkage of transportation decisions with social, land use, and ecosystem preservation decisions.

**FAA:** Federal Aviation Administration: Provides a safe, secure, and efficient global aerospace system that contributes to national security and the promotion of U.S. aerospace safety. As the leading authority in the international aerospace community, the FAA is responsive to the dynamic nature of customer needs, economic conditions, and environment concerns.

**F.A.C.:** Florida Administrative Code: A set of administrative codes regulating the State of Florida.

**FAST Act:** On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act." It is the first law enacted in over ten years that provides long-term funding certainty for surface transportation, meaning States and local governments can move forward with critical transportation projects, like new highways and transit lines, with the confidence that they will have a Federal partner over the long term.

**FAW:** Florida Administrative Weekly: The publication in Florida where proposed rules, workshops, hearings, and final rules are advertised for public notice.

**FD:** Federal Funds: Funds distributed from the Federal government for transportation projects which includes Federal expenditures or obligation for the following categories: grants, salaries and wages, procurement contracts, direct payments for individuals, other direct payments, direct loans, guaranteed or insured loans, and insurance. Dollar amounts can represent either actual expenditures or obligations. The FHWA is the largest single source of funding for shared-use paths, trails, and related projects in the U.S. Until 1991, Federal highway funds could be used only for highway projects or specific independent bicycle transportation facilities. Now, bicycle and recreational trails, pedestrian projects and programs are eligible for nearly all major Federal highway funding programs.

**FDOT:** Florida Department of Transportation: A State governmental agency responsible for transportation issues and planning in Florida.

**FHWA:** Federal Highway Administration: A division of the USDOT responsible for administration of Federal highway transportation programs.

**FS:** Florida Statutes: The laws governing the State of Florida.

**FTA:** Federal Transit Administration: A division of the USDOT responsible for transit/multimodal planning and federal programs.

**FY:** Fiscal Year: A budget year that runs from July 1 through June 30 for the State of Florida, and from October 1 through September 30 for the Federal and County Governments.

**GTB:** Greenway, Trails, and Blueways Plan: A master plan developed by Pasco County that will protect open space that is managed for conservation and/or recreation. The focus when forming this plan is to utilize the natural land or water features, like ridges or rivers, or human landscape features, like abandoned railroad corridors or canals; and linking natural reserves, parks, and cultural and historic sites with each other and, in some cases, with populated areas. GTB not only protect environmentally sensitive lands and wildlife, but also can provide people with access to outdoor recreation and enjoyment close to home; i.e., walking, bicycling, hiking, canoeing, etc.

**ISTEA:** Intermodal Surface Transportation Efficiency Act of 1991: The Federal Transportation Bill which governs transportation planning and funding by requiring consideration of multimodal solutions, emphasis on the movement of people and goods as opposed to traditional highway investments, flexibility in the use of transportation funds, a greater role of MPOs, and a greater emphasis on public participation. ISTEA was replaced in 2005 with the new Federal legislation called SAFETEA-LU.

**Joint CAC:** Joint Citizens Advisory Committee: A subcommittee of the Chairs Coordinating Committee, the Joint Citizens Advisory Committee, provides input and citizens' perspectives on matters being considered by the CCC. The Joint CAC, whose members are drawn from the CACs of the member MPOs, meet quarterly to discuss transportation issues such as intercounty commuting, major roadway projects, passenger transit service, freight mobility, and development of a system of multiuse trails, etc.

**JPA:** Joint Participation Agreement: A legal instrument describing intergovernmental tasks to be accomplished and/or funds to be paid between government agencies.

**LCB:** Local Coordinating Board for the Transportation Disadvantaged: An advisory board, which provides information, advice, and direction to the CTC. Serves in an advisory capacity over the TD program in Pasco County. The purpose of the LCB is to identify local service needs and to provide information, advice, and direction to the CTC. The CTC is responsible for arranging transportation for people who are elderly, low-income, or who have a disability. The membership is comprised of agencies and citizens. The PCLCB rotates meetings in different areas of Pasco County (New Port Richey, Land O' Lakes, and Dade City) on a quarterly basis.



**LEP:** Limited English Proficiency: Individuals who do not speak English as their primary language and who have limited ability to read, speak, write, or understand English can be limited English proficient. These individuals may be entitled language assistance with respect to a particular type of service, benefit, or encounter.

**LF:** Local Funds: Any funds other than State or Federal that are applied to the planning program are considered local funds.

**LG:** Local Government: An elected and/or appointed public body existing to coordinate, govern, plan, fund, and administer public services within a designated, limited geographic area of the state. Their Staff Services Agreement with Pasco County to provide certain provisions to the "host agency" (County), such as professional, technical, or administrative support, that is deemed necessary to implement programs, such as the Local Government Comprehensive Plan.

**LRTP:** Long Range Transportation Plan: A document resulting from a regional or statewide process of collaboration and consensus on a region or State transportation system. This document serves as the defining vision for the region or State's transportation systems and services. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over the next 20 years.

**MAP-21:** The 2012 Moving Ahead for Progress to the 21<sup>st</sup> Century Act (MAP-21) extended the funding authorization for federal surface transportation programs for highways, highway safety, and transit through 2014.

**MMS:** Mobility Management System: MMS in Pasco County is now known as Congestion Management Process. See CMP.

**MMT:** Multimodal Transportation: MMT covers all modes of transportation, including vehicle, mass transit, rail, aviation, bicycle, and pedestrian activity.

**MOE:** Measure of effectiveness: A criterion used to assess changes in the transportation system behavior, capability, or operational environment that is tied to measuring the attainment of an end state, achievement of an objective, or creation of an effect. The focus is on the results or consequences of task execution and provides information that guides decisions to take additional or alternate actions.

**MPO:** Metropolitan Planning Organization: A Federally funded and mandated organizational entity designated by Federal law (23 U.S.C., Section 134-135) as provided in 23 U.S.C., Section 104(f)(3), that has the lead responsibility for developing transportation plans and programs for urbanized areas with a population over 50,000 and also serves as the created to ensure that existing and future expenditures of governmental funds for transportation projects and programs based on a continuing, cooperative, and comprehensive (3-C) planning process. Transparency through public access to participation in planning process and electronic publication of plans is now required.

**MPOAC:** MPO Advisory Council: Created by the 1984 Florida Legislature pursuant to Section 339.175(11), Florida Statutes. The MPOAC was created with the primary purpose and duty to assist the Florida MPOs by serving as the principal forum for collective policy discussion pursuant to law, to serve as a clearinghouse for review and comment on the Florida Transportation Plan, and on other issues required to comply with Federal or State law in carrying out urbanized transportation planning processes.

**PCATS:** Pasco County Area Transportation Study: Refers to Pasco County as the area for which the MPO is responsible.

**PCPT:** Pasco County Public Transportation: The Pasco County agency that contracts with operators to provide passenger transportation service operating on established schedules along designated routes or lines with specific stops and designed to move relatively large numbers of people at one time. Passenger transportation service operating on an on-demand basis, where there are flex-routes that are determined by the passenger's traveling needs.

**PEAs:** Planning Emphasis Areas: The FTA and the FHWA identify planning emphasis areas annually to promote priority themes for consideration, as appropriate, in statewide and metropolitan UPWPs proposed for FTA and FHWA funding. For FY 2008, the FTA and the FHWA have identified nine key planning themes: (1) support the economic vitality of the metropolitan area, (2) increase safety, (3) increase security, (4) increase accessibility and mobility options for people and freight, (5) Protect the environment, conserve energy, and improve quality of life, (6) enhance integration and connectivity of the transportation system, (7) promote efficiency, and (8) emphasize preservation of the existing transportation system.

**PGM:** Planning and Growth Management: A full-service department that oversees, conducts, and manages the growth of Pasco County by preparing and ensuring the implementation and consistency of the Comprehensive Plan by enforcing the various land development codes and ordinances. PGM includes the implementation of relevant Florida Statutes and Florida Administrative Code into long-range planning, achieving the objectives identified by the Board of County Commissioners through coordination with the State, Tampa Bay Regional Planning Council, and other interested parties.

**PIP:** Public Involvement Plan: The PIP specifically addresses the Long Range Transportation Plan. It supports the PPP's goals, but provides detailed information on how the public can be involved in the LRTP's planning activities, such as providing information in regard to specific dates of public workshops, public hearings, and committee meetings and other public involvement activities.

**PL:** Planning Funds: Funds that are provided through each Federal highway act. The distribution of PL funds is accomplished through a formula developed by the FDOT in consultation with the MPOs, and must be approved by the FHWA.

**PPP:** Public Participation Plan: The Pasco County PPP was originally adopted in 2004 following the requirements of the 1991 Intermodal Surface Transportation Efficiency Act (ISTEA). In 1998, ISTEA was succeeded by the Transportation Equity Act for the 21st Century (TEA-21), which was

subsequently succeeded by the Safe, Accountable, Flexible, and Efficient Transportation Equity Act - A Legacy for Users (SAFETEA-LU) on August 10, 2005. A continued strong Federal emphasis on public participation resulted from the 1991 ISTEA, requiring that the public participation plans of the metropolitan planning process "shall be developed in consultation with all interested parties and shall provide that all interested parties have reasonable opportunities to comment on the contents of the transportation plan." Metropolitan public participation or involvement processes shall be coordinated with statewide public involvement processes wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs.

**PT:** Public Transit: The transporting of people by conveyances or systems of conveyances traveling on land or water, local or regional in nature, and available for use by the public. Public transit systems may be governmental or privately owned. Transportation by bus, rail, or other conveyance, either publicly or privately owned, which provides to the public general or special service on a regular and continuing basis. Also known as "mass transportation," "mass transit," "transit," and "paratransit."

**RLRTP:** Regional Long Range Transportation Plan: Planning that addresses issues such as transportation, environment, social, and economic concerns that are looked at on a larger basis than municipality by municipality. Planning on a regional level can be very beneficial as it allows cities, towns, and districts to pool resources, and tools that will be beneficial for the region as a whole.

**RPC:** Regional Planning Council: A planning and public policy agency. Activities include responding to statutory requirements and to identify the long-term challenges and opportunities facing and assisting the region's leaders in developing and implementing creative strategies that result in more prosperous and equitable communities, a healthier and cleaner environment, and a more vibrant economy.

**RR:** Railroad: A track consisting of steel rails usually fastened to wood or concrete ties designed to carry a locomotive and its cars or anything similar.

**SAFETEA-LU:** Safe, Accountable, Flexible, Efficient, Transportation Equity Act - A Legacy for Users: Was enacted August 10, 2005, as Federal Public Law No. 109-59. SAFETEA-LU authorizes the Federal surface transportation programs for highways, highway safety, and transit for the five-year period 2005-09. This replaces the Federal legislation called ISTEA.

**SB:** Senate Bill: The principal vehicle employed by lawmakers for introducing their proposals (for example, enacting or repealing laws) in the Senate. The bills are designated S.1, S.2, and so on, depending on the order in which they are introduced; they address either matters of general interest (public bills) or narrow interest (private bills).

**SR:** State Road: Roads maintained by the FDOT or a toll authority are referred to officially as State Roads, abbreviated SR. SRs are always numbered; in general, the numbers follow a grid. Odd numbered roads run north-south, and even numbered roads run east-west. One- and two-digit numbers run in order from 2 in the north to 94 in the south, and A1A (formerly 1) in the east to 97 in the west (99 used to exist but is now a County road). The major cross-State roads end in 0 and 5.

**TAC:** Technical Advisory Committee: An advisory committee of most MPOs that consists of professional and technical planners, engineers, and other appropriate disciplines. Their function is to provide advice on plans or actions relating to transportation issues.

**TAG:** Technical Advisory Group: The technical advisory group for FDOT's Urban Corridor Program (Transit).

**TBARTA:** Tampa Bay Area Regional Transportation Authority: A regional multi-county transportation planners' organization which was created by the State Legislature on July 1, 2007. The purpose of the agency is "to plan, develop, finance, construct, own, purchase, operate, maintain, relocate, equip, repair, and manage multimodal systems in Citrus, Hernando, Hillsborough, Manatee, Pasco, Pinellas, Pasco, and Sarasota Counties." This agency coordinates its efforts with the FDOT and the various MPOs/TPOs to plan for assist in the implementation of transportation infrastructure in the Tampa Bay area.

**TBRPC:** Tampa Bay Regional Planning Council: An organization that promotes communication, coordination, and collaboration among local governments, MPOs, and other local regional authorities on a broad range of regional issues, including transportation and land use planning.

**TCAP:** Tri-County Access Plan: Pasco, Pinellas, and Hillsborough County partnered together to develop a coordinated public transit-human services transportation plan that stemmed from a new Federal legislation requirement for all urbanized areas. The plan identifies the transportation needs of older adults, persons with disabilities, and individuals with lower incomes; inventories existing transportation services available for these groups; identifies gaps and overlaps in existing services; develops strategies to address the gaps and overlaps; and utilizes the JARC, NF, and Elderly Individuals and Individuals with Disabilities Programs.

**TD:** Transportation Disadvantaged: People, including children as defined in Section 411.202, Florida Statutes, who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation and are, therefore, dependent upon others to obtain access to health care, employment, education, shopping, social activities, or other life-sustaining activities, or children who are handicapped or high- risk or at-risk as defined in s. 411.202.

**TDP:** Transit Development Plan: A short-term, 10-year plan (updated every five years) that identifies the intended development of transit, including equipment purchase, system management, and operations.

**TDSP:** Transportation Disadvantaged Service Plan: A five-year implementation plan with annual updates developed by the CTC and the planning agency which contains the provisions of service delivery in the coordinated transportation system. The plan shall be reviewed and recommended by the local coordinating board.

**TE:** Transportation Enhancement: Federal funds provided to the states for safe bicycle and pedestrian facilities, scenic routes, beautification, restoring historic buildings, renovating streetscapes, or providing transportation to museums and visitors centers, etc., under 23 U.S.C. 101(a) and 133(b)(8).



**TEA-21:** Transportation Equity Act of the 21st Century: An act of the U.S. Congress authorizing federal programs established in the ISTEA of 1991 were continued in TEA-21.

**TIP:** Transportation Improvement Program: A priority list of transportation projects developed by an MPO that is to be carried out within the five-year period following its adoption; it must include documentation of Federal and State funding sources for each project and be consistent with adopted local comprehensive plans. The TIP is designed to implement the goals and objectives of the Long Range Transportation Plan (LRTP).

**TMA:** Transportation Management Area: A special designation given to all urbanized areas with a population of over 200,000 (or other area when requested by the Governor and MPO); these areas must comply with special transportation planning requirements regarding congestion management systems, project selection and certification; and requires being identified in 23 CFR 450.300-336.

**TP:** Transportation Plan: The official intermodal transportation plan that is developed and adopted through the metropolitan transportation planning process for the metropolitan planning area, in accordance with 23 U.S.C. 134, 23 U.S.C. 135, and 49 U.S.C. 5303. In metropolitan areas, the plan indicates all of the transportation improvements scheduled for funding over the next 20 years.

**UPWP:** Unified Planning Work Program: An annual planning work program developed by the MPO that identifies all transportation activities and the associated budget to be undertaken in the metropolitan area.

**U.S.C.:** United States Code: Contains a consolidation and codification of all general and permanent laws of the United States of America.

**USDOT:** United States Department of Transportation: A department in the United States government whose mission it is to serve the Country by ensuring a fast, safe, efficient, accessible, and convenient transportation system, while enhancing quality of life today and in the future through its planning process.

**WCFAQCC:** West Central Florida Air Quality Coordinating Committee: Was formed to provide a continuing forum for the many public and private agencies of the region that deal with air quality. The membership of this group includes representatives of air-quality County programs, planning councils, and MPOs in the region, including Hillsborough, Pasco, Polk, Pinellas, Sarasota, and Manatee Counties, Statewide agencies and private industry, as well as agencies within the FDOT, District Seven.

**WPTFS:** West Pasco Trail Feasibility Study: A study to examine potential corridors and trailhead locations to address future greenways and trail projects in West Pasco County. This study focuses on West Pasco County, including the cities of Port Richey and New Port Richey, for inclusion in the County's Greenways/Trails/Blueways Plan and the MPO's LRTP.

### APPENDIX A-2 FEDERAL AND STATE REQUIREMENTS

Every urbanized area with a population of more than 50,000 persons must have a designated Metropolitan Planning Organization to address transportation planning in order to qualify for federal highway or transit assistance (23 CFR 450.310(a)). The United States Department of Transportation (USDOT) relies on the MPO to ensure that highway and transit projects that use federal funds are products of a credible planning process and meet local priorities. Within an MPO area, USDOT will not approve federal funding for urban highway and transit projects unless they are in the MPO's plan. The Pasco County MPO's plans and programs are reviewed by the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA), which are both under the umbrella of the USDOT.

#### Federal History and Requirements

With the Federal-Aid Highway Act of 1962, Congress passed legislation making urban transportation planning a condition for receipt of federal highway funds in urban areas. This legislation encouraged “a *Continuing, Comprehensive* transportation planning process carried on *Cooperatively* by the states and local communities,” thus, the “3-C” planning process evolved. Historically, transportation planning had been voluntarily conducted by state and local agencies in the United States; however, not until the Federal-Aid Highway Act of 1962 was the process of urban transportation planning federally mandated in the US. This mandate required transportation projects in urbanized areas with populations of 50,000 or more to be based on an urban transportation planning process. This 1962 Act was significant since it expanded the planning process beyond the scale of the city, to the larger metropolitan or regional level. It also required planning coordination and cooperation between the state and local jurisdictions.

It was not until the passage of the Federal-Aid Highway Act of 1973 that federal law required urbanized areas of populations of 50,000 and more to have a designated MPO to be part of and facilitate the transportation planning process. This legislation provided the federal backing and funding to establish a more formal planning organization which would meet or carryout the federal mandate.

MPOs represent local governments and work in coordination with state departments of transportation and other major transportation service providers to conduct the regional transportation planning process for urbanized areas. In order to receive federal transportation funding for projects in an urbanized area, these projects must emerge from the planning process undertaken by the relevant MPO and state department of transportation (US Government Accountability Office (GAO), 2009). Although MPOs carry out the federally mandated transportation planning process and its core membership is dictated by law, the organizational structure and staff arrangements are determined by agreement between local officials and the state. Of the 381 identified MPOs in the United States, 52% of these organizations represent populations less than 200,000; 36% represent areas with populations less than 1 million but greater than 200,000; and the remaining 11% of these MPOs represent populations over 1 million persons (GAO, 2009). The 11% of MPOs representing the largest population areas of over 1 million persons actually represents approximately 49% of the country (GAO, 2009).

All MPOs have the same basic requirements which include the production of a long-range transportation plan (LRTP) covering at least a 20-year horizon, production of short-range Transportation Improvement Program (TIP) covering a 4-5 year period, an annual statement of planning priorities and activities known as the Unified Planning Work Program (UPWP), and a Public Participation Plan (PPP). An area's transportation goals and visions are determined by the MPO board which can include representatives from member jurisdictions, transportation operators, area-wide stakeholders and the general public. MPOs must develop their plans and programs in cooperation with their respective state departments of transportation, local transit providers, land-use entities, environmental resource agencies as well as with tribal governments, airports, Amtrak, or any freight rail entities (GAO, 2009).

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) greatly strengthened the MPO's responsibilities by placing the MPO in a primary role for the programming of transportation projects to be carried out in any given year. The MPO was also given the responsibility to involve the public in this process through expanded citizen participation efforts.

When ISTEA expired in 1998, the Transportation Equity Act for the 21st Century (TEA-21) took its place, emphasizing public involvement as well. It was replaced by the Safe, Accountable, Flexible, Efficient, Transportation Equity Act (SAFETEA-LU), signed in 2005, which increased the Public Participation Plan requirements. Since the MPO is made up of agencies responsible for carrying out transportation programs in the MPO area, the process allows for input from all agencies within the MPO area to be engaged in the process. The rule states that "public participation plans" shall be developed in consultation with "interested parties" and expands the definition to include representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, freight shippers, and providers of freight transportation services. SAFETEA-LU also required that MPOs provide adequate, timely public notices; employ visualization techniques; make information available in electronic formats; and hold meetings at convenient and accessible locations and times.

Additionally based on SAFETEA-LU, MPOs are required to:

- Open the PPP document(s) to a public comment period of a minimum of 45 calendar days before the public involvement process is initially adopted or revised.
- Provide timely information about transportation issues and processes to citizens, affected public agencies, transportation agency employees, other interested parties, freight shippers, private providers of transportation, and the segment of the community affected by transportation plans, programs, and projects including, but not limited to, central city and other local jurisdictions.
- Provide reasonable public access to technical and policy information used in the development of plans, Transportation Improvement Programs (TIPs), and open public meetings where matters related to the Federal-aid highway and transit programs are being considered.
- Require adequate public notice of public involvement activities and time for public review and comment at key decision points including, but not limited to, approval of plans and TIPs.

- Demonstrate explicit consideration and response to public comments received during the planning and program development processes.
- Seek out and consider the needs of those traditionally underserved by existing transportation systems including, but not limited to, low-income and minority households in an effort to be inclusive and to ensure that the requirements of Title VI and Environmental Justice have been met during the planning and project process.
- When significant written and oral comments are received on the draft LRTP or TIP (including the financial plan) as a result of the public involvement process or the interagency consultation process required under the United States Environmental Protection Agency's conformity regulations, a summary, analysis, and report on the disposition of comments shall be made part of the final plan and TIP.
- If the final LRTP or TIP differs significantly from the one which was made available for public comment by MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment on the revised plan or TIP shall be made available.
- Public involvement processes shall be periodically reviewed by the MPO in terms of their effectiveness in ensuring that the process provides full and open access to all.
- These procedures will be reviewed by the FHWA and the FTA during certification reviews for Transportation Management Areas, and as otherwise necessary for all MPOs, to ensure that full and open access is provided to the MPO decision-making processes.
- The PPP shall be coordinated with Statewide and regional public involvement plans wherever possible to enhance public consideration of the issues, plans, and programs and reduce redundancies and costs.
- The MPO public involvement process must also abide by Title VI of the Civil Rights Act of 1964, and related federal and state nondiscrimination regulations. Therefore, the MPO does not exclude anyone on the basis of race, sex, color, national origin, religion, age, physical condition, family, or income status.

### MAP-21

The 2012 Moving Ahead for Progress to the 21st Century Act (MAP-21) extended the funding authorization for federal surface transportation programs for highways, highway safety, and transit through 2014. MAP-21 requires the Metropolitan Planning Organizations (MPOs) to provide for consideration of projects and strategies that will serve to implement six (6) transportation planning factors as follows:

- **Strengthens America's Highways**  
MAP-21 expands the National Highway System (NHS) to incorporate principal arterials not previously included. Investment targets the enhanced NHS, with more than half of highway funding going to the new program devoted to preserving and improving the most important highways - the National Highway Performance Program.



- **Establishes a Performance-Based Program**  
Under MAP-21, performance management will transform Federal Highway programs and provide a means to more efficient investment of Federal transportation funds by focusing on national transportation goals, increasing the accountability and transparency of the Federal Highway programs, and improving transportation investment decision-making through performance-based planning and programming.
- **Creates Jobs and Supports Economic Growth**  
MAP-21 authorizes federal funding for FYs 2013 and 2014 for road, bridge, bicycling, and walking improvements. In addition, MAP-21 enhances innovative financing and encourages private sector investment through funding for the Transportation Infrastructure Finance and Innovation Act (TIFIA) program. It also includes a number of provisions designed to improve freight movement in support of national goals.
- **Supports the Department of Transportation's (DOT) Aggressive Safety Agenda**  
MAP-21 continues the successful Highway Safety Improvement Program, doubling funding for infrastructure safety, strengthening the linkage among modal safety programs, and creating a positive agenda to make significant progress in reducing highway fatalities. It also continues to build on other aggressive safety efforts, including the Department's fight against distracted driving and its push to improve transit and motor carrier safety.
- **Streamlines Federal Highway Transportation Programs**  
The complex array of existing programs is simplified, substantially consolidating the program structure into a smaller number of broader core programs. Many smaller programs are eliminated, including most discretionary programs, with the eligibilities generally continuing under core programs.
- **Accelerates Project Delivery and Promotes Innovation**  
MAP-21 incorporates a host of changes aimed at ensuring the timely delivery of transportation projects. Changes will improve innovation and efficiency in the development of projects, through the planning and environmental review process, to project delivery.

### The Fixing America's Surface Transportation Act or "FAST Act"

On December 4, 2015, President Obama signed into law the Fixing America's Surface Transportation Act, or "FAST Act." It is the first law enacted in over ten years that provides long-term funding certainty for surface transportation, meaning States and local governments can move forward with critical transportation projects, like new highways and transit lines, with the confidence that they will have a Federal partner over the long term. Secretary Foxx and his team at U.S. DOT have worked tirelessly to advocate for a long term bill, underscoring the needed sense of urgency to the American people.

As Secretary Foxx said, "After hundreds of Congressional meetings, two bus tours, visits to 43 states, and so much uncertainty – and 36 short term extensions – it has been a long and bumpy ride to a long-term transportation bill. It's not perfect, and there is still more left to do, but it reflects a bipartisan compromise I always knew was possible."

Overall, the FAST Act largely maintains current program structures and funding shares between highways and transit. It is a down-payment for building a 21st century transportation system.

The law also makes changes and reforms to many Federal transportation programs, including streamlining the approval processes for new transportation projects, providing new safety tools, and establishing new programs to advance critical freight projects.

Below is a more detailed summary of some FAST Act provisions. More detailed descriptions of how the FAST Act will affect each mode of transportation will be released in the coming weeks.

**PROJECT DELIVERY:** DOT has been a leader in reducing the bureaucratic red tape that can stall and delay critical transportation projects from moving forward. The FAST Act adopted a number of Administration proposals to further speed the permitting processes while still protecting environmental and historic treasures and also codifying the online system to track projects and interagency coordination processes.

**FREIGHT:** The FAST Act would establish both formula and discretionary grant programs to fund critical transportation projects that would benefit freight movements. These programs are similar to what the Administration proposed and will for the first time provide a dedicated source of Federal funding for freight projects, including multimodal projects. The Act emphasizes the importance of Federal coordination to focus local governments on the needs of freight transportation providers.

**INNOVATIVE FINANCE BUREAU:** The FAST Act establishes a new National Surface Transportation and Innovative Finance Bureau within the Department to serve as a one-stop shop for state and local governments to receive federal funding, financing or technical assistance. This builds on the work of the Department's Build America Transportation Investment Center and provides additional tools to improve coordination across the Department to promote innovative finance mechanisms. The Bureau is also tasked with responsibility to drive efficiency in the permitting process, consistent with our request to establish a dedicated permitting office.

**TIFIA:** The TIFIA Loan program provides important financing options for large projects and public-private partnerships. The FAST Act includes organizational changes that will provide an opportunity for important structural improvements with the potential to accelerate the delivery of innovative finance projects. However, FAST's cut to the TIFIA program could constrain growth in this area over the course of the bill.

**SAFETY:** The FAST Act includes authority sought by the Administration to prohibit rental car companies from knowingly renting vehicles that are subject to safety recalls. It also increased maximum fines against non-compliant auto manufacturers from \$35 million to \$105 million. The law also will help bolster the Department's safety oversight of transit agencies and also streamlines the Federal truck and bus safety grant programs, giving more flexibility to States to improve safety in these areas. However, we know the bill also took a number of steps backwards in terms of the Department's ability to share data with the public and on the Department's ability to exercise aggressive oversight over our regulated industries.

**TRANSIT:** The FAST Act includes a number of positive provisions, including reinstating the popular bus discretionary grant program and strengthening the Buy America requirements that promote domestic manufacturing through vehicle and track purchases.

**LADDERS OF OPPORTUNITY:** The Act includes a number of items that strengthen workforce training and improve regional planning. These include allocating slightly more formula funds to local decision makers and providing planners with additional design flexibilities. Notably, FAST makes Transit Oriented Development (TOD) expenses eligible for funding under highway and rail credit programs. TOD promotes dense commercial and residential development near transit hubs in an effort to shore up transit ridership and promote walkable, sustainable land use.

Updated: Friday, April 8, 2016

### State Requirements

The state requirements for public involvement are outlined in Chapter 339.175, Florida Statutes (FS), requiring that citizens, public agencies, and other known interested parties be given the opportunity to comment during development of the LRTP and TIP.

Additional requirements for public access to governmental proceedings are addressed in Chapter 286, FS, commonly referred to as “The Sunshine Law.” This law requires meetings of boards and commissions be open to the public, reasonable notice of such meetings is given, and minutes taken and made available to the public in a timely manner.

As of year 2013, 26 MPOs exist in Florida serving a wide range of population sizes. There are also 12 Transportation Management Areas (TMAs). A TMA is an urbanized area with a population over 200,000, as defined by the Bureau of the Census and designated by the Secretary of Transportation, or any additional area where TMA designation is requested by the Governor and the MPO and designated by the Secretary of Transportation (23 CFR 450.104). The Pasco MPO is part of the TMA that includes the Hillsborough and Pinellas County MPOs.

The Florida Department of Transportation, Office of Policy Planning coordinates with the MPOs to publish an *MPO Program Management Handbook*, which is used to provide guidance on state and federal legislation. The handbook is available at the following website: <http://www.dot.state.fl.us/planning/policy/metrosupport/mpohandbook/>. The handbook lists all applicable legislation on how an MPO is formed; how its membership is apportioned in metropolitan areas; the establishment of transportation planning boundaries, areas, and designations; and requirements for cooperative agreements between the FDOT and the MPOs. A summary of federal and state regulations is provided below:

- 23 U.S.C. 134(d) and (e); 49 U.S.C. 5303(d)(e) (United States Code); 23 CFR 450.310 (Code of Federal Regulations) and 339.175(2), FS(Florida Statutes); describe the requirements for the designation and re-designation of MPOs.
- 23 U.S.C. 134(d)(2); 23 CFR 450.310(d); 49 U.S.C. 5303(d)(2); and 339.175 (3) and (4) FS; 339.176 FS; describe voting membership and membership apportionment of the MPOs.
- 23 U.S.C. 134(e); 49 U.S.C. 5303(e); 23 CFR 450.312; and 339.175(2)(c)(d) FS; outline the requirements and process for the establishment of transportation planning boundaries of an MPO.

- 23 CFR 450.314; and 339.175(2)(b) and (10) FS, describe the types of agreements necessary to implement the metropolitan transportation planning process.
- 339.175(6)(d) and (e), FS, specify the establishment of MPO technical and citizens advisory committees.
- Establishes Census Based Urban Areas: Qualifying Urban Areas for the 2010 Census; Notice, Bureau of the Census, Department of Commerce, Federal Register March 27, 2012, pages 18625-18669.



## Appendix B Pasco MPO Certification Letter



**Federal Highway Administration**  
Florida Division Office  
3500 Financial Plaza, Suite 400  
Tallahassee, Florida 32312  
(850) 553-2200  
[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)

**Federal Transit Administration**  
Region 4 Office  
230 Peachtree St, NW, Suite 800  
Atlanta, Georgia 30303  
(404) 562-3500

January 22, 2018

Mayor Camille Hernandez  
West Pasco Government Center  
7530 Little Road, Suite 150  
New Port Richey, FL 34654

Dear Mayor Hernandez,

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are in receipt of the Pasco County Metropolitan Planning Organization (MPO) letter dated December 14, 2017, which summarized the actions taken by the MPO to satisfy the corrective actions as issued in the 2017 Tampa Bay Transportation Management Area (TMA) Certification Report.

The corrective actions as noted in the certification report and the resulting actions taken by the MPO to address them are outlined below:

- **Transit:** Annual Listing of Obligated Projects – Upon review of the planning documents during the desk audit, and subsequent discussion with MPO staff, it was discovered that transit projects were not included in the annual listing of obligated projects. In accordance with CFR 450.332(a) “In metropolitan planning areas, on an annual basis, no later than 90 calendar days following the end of the program year, the State, public transportation operator(s), and the MPO shall cooperatively develop a listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year.” Based on this requirement, Pasco County MPO staff needs to coordinate with FDOT and the public transportation operator(s) to ensure that transit projects are included in the Annual List of Obligated Projects. **An Annual List of Obligated Projects for transit projects must be completed by December 31, 2017, making it available in a manner consistent with the MPO’s Public Participation Process for the TIP.**

The MPO amended the TIP on December 14, 2017, to address the corrective action related to transit. The MPO coordinated with FDOT and Pasco County Public Transportation (PCPT), and provided an Annual List of Obligated Projects for transit, as noted on pages 6, 67, and 76 of the TIP. These changes were developed and presented consistent with the MPO’s Public Participation Process for the Transportation Improvement Program (TIP).

- **Transportation Improvement Program (TIP):** No information is provided in the TIP as to whether project costs are presented in Year of Expenditure (YOE) dollars, as required in 23 CFR 450.324(h). The type of estimate is not footnoted nor mentioned anywhere in the TIP narrative. **The MPO needs to verify that the funding amounts are shown in YOE and amend the TIP to document the use of YOE to meet this requirement. The TIP must be changed by November 30, 2017.**

The MPO amended the TIP on November 9, 2017, to address the corrective action related to the TIP's Year of Expenditure. These changes consisted of an updated narrative text to now reflect YOE and Table of Contents to reflect changes to the TIP projects, located on pages (i), 2, and, 59. The MPO provided funding amounts that are now shown in the YOE.

- **Transportation Improvement Program (TIP):** While the Pasco County MPO's TIP (FYs 2016-17 through 2020-21) includes broad language related to fiscal constraint within the TIP, there is no discussion of revenues available, or funding estimates with which to compare revenues/expenditures by year. Additional documentation in the TIP to support and demonstrate fiscal constraint by year is needed beyond the general statement that the TIP is constrained by year and the MPO adheres to the FDOT Work Program. The MPO stated at the site visit that they would provide this information in a table in the next TIP (FYs 2017-18 through 2021-22). However, the table provided in the draft TIP did not display an adequate level of detail as required per 23 CFR 450.324 (h) and (i). **The MPO must amend the TIP by November 30, 2017, to provide a clear demonstration of fiscal constraint by year.**

The TIP the MPO amended on November 9, 2017, also addressed the corrective action related to the fiscal constraint of the TIP. The TIP documents now include a summary of available revenues and funding estimates to compare revenues/expenditures by year. The MPO also added a table that provides a clear demonstration of fiscal constraint. These changes are noted on pages 2 and 59.

Based on review of the submitted documentation, FHWA and FTA have determined that the MPO has satisfied the requirements of these corrective actions. Therefore, FHWA and FTA jointly certify that the transportation planning process of the Pasco County MPO substantially meets the federal planning requirements in 23 CFR 450, Subpart C. The MPO has successfully addressed all of the corrective actions identified in the June 2017 TMA Certification Report. This certification will remain in effect until **June 2021**.

If you have any questions regarding the review process, please contact Ms. Teresa Parker at (407) 867-6415 or by email at [Teresa.parker@dot.gov](mailto:Teresa.parker@dot.gov).

Sincerely,



FOR: James Christian, P.E.  
Division Administrator  
Federal Highway Administration

cc: Mr. Craig T. Casper, Pasco MPO  
Ms. Teresa Parker, FHWA  
Ms. Lee Ann Jacobs, FHWA  
Ms. Karen Brunelle, FHWA  
Mr. Carey Shepherd, FHWA  
Ms. Elizabeth Orr, FTA (Region 4)  
Mr. Keith Melton, FTA (Region 4)  
Mr. Brian Beaty, FDOT (District 7)  
Mr. Mark Reichert, FDOT (MS-28)  
Mr. Alexander Gramovot, FDOT (MS 28)  
Mr. Carl Mikyska, MPOAC

## **Appendix C    Demographic Maps to Support Section 5: Engaging the Traditionally Underserved**

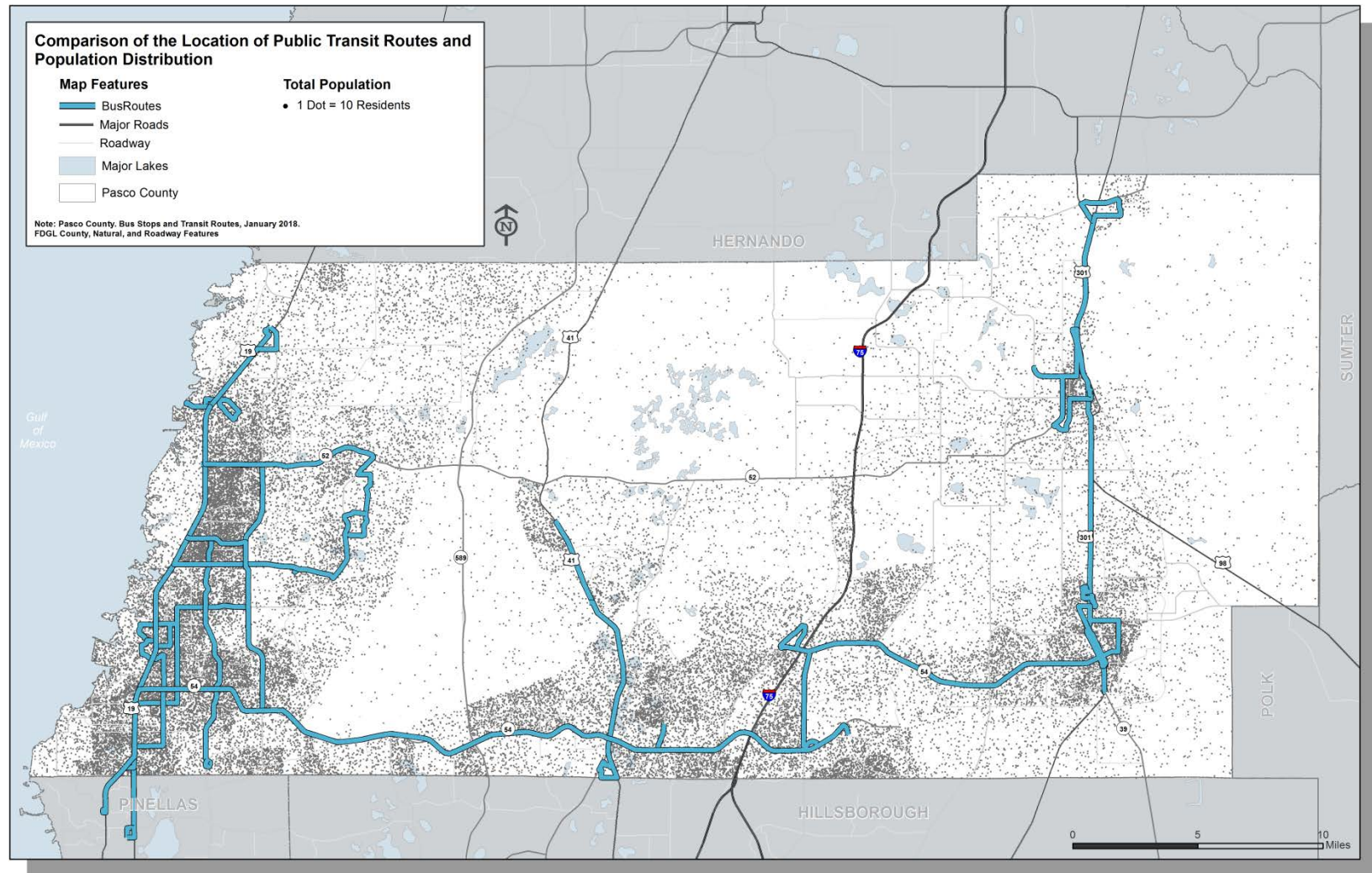


Figure 5-1: Population Density in Pasco County

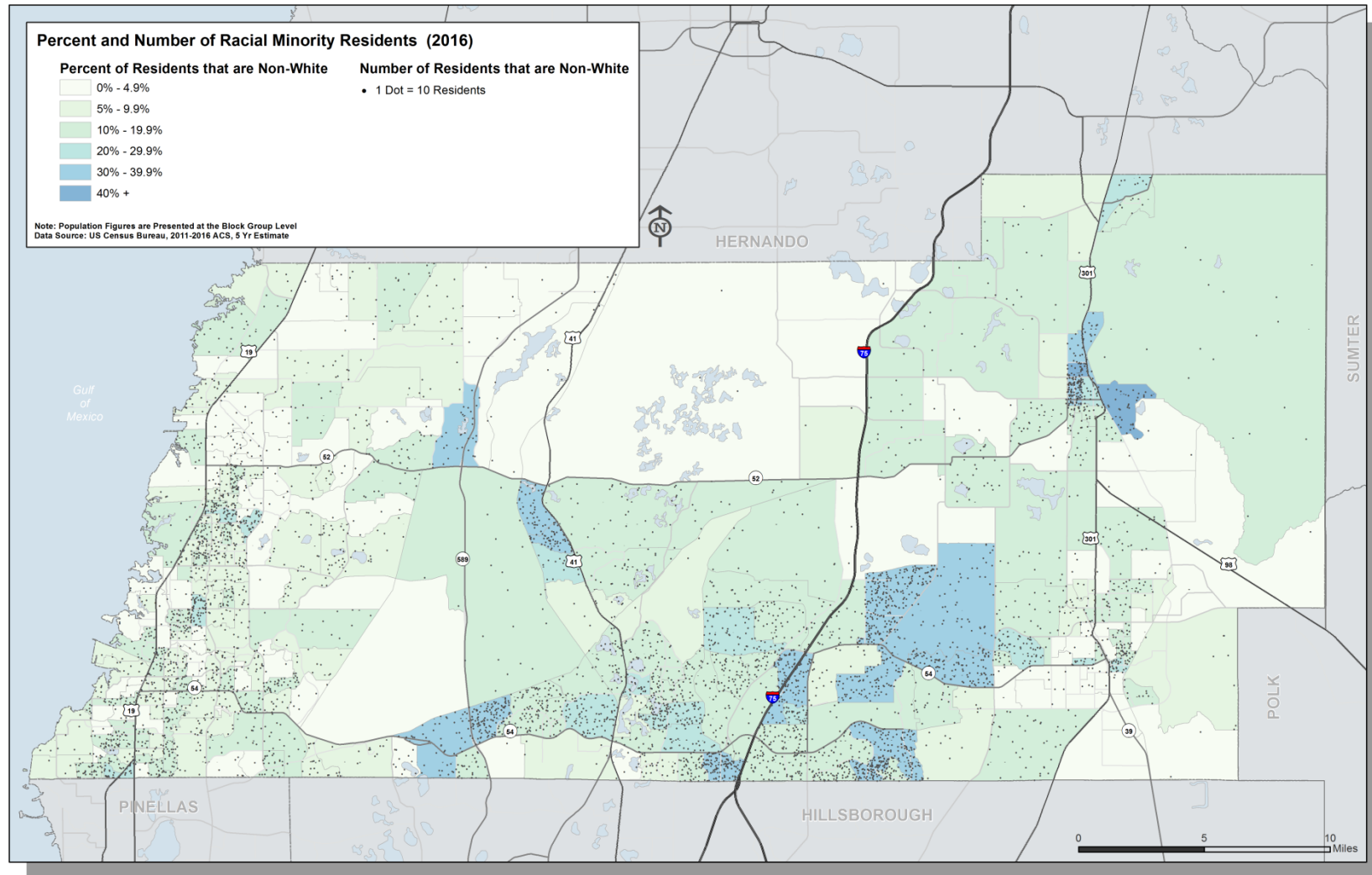


Figure 5-2: Minority Population in Pasco County



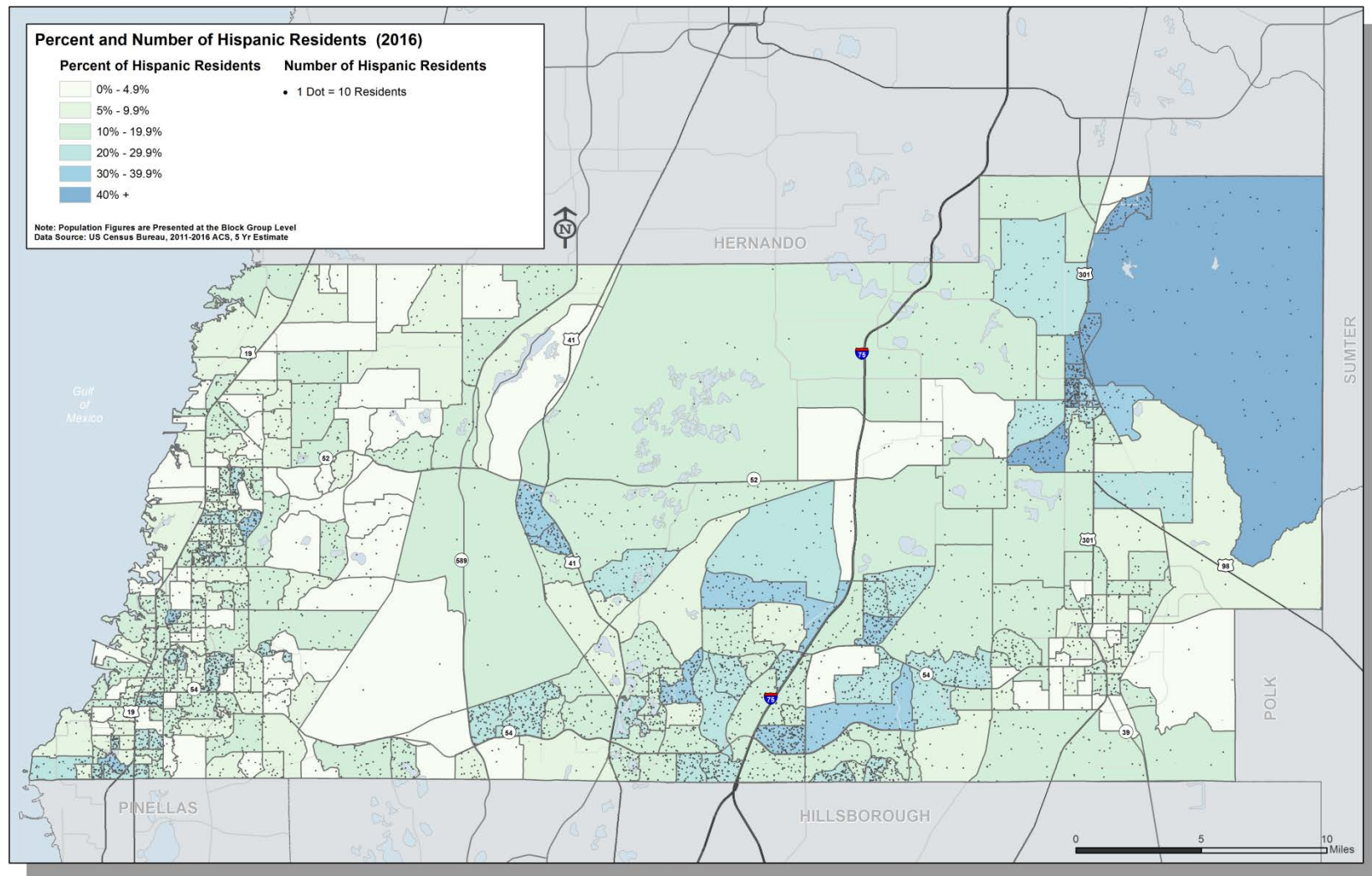


Figure 5-3: Hispanic Population in Pasco County

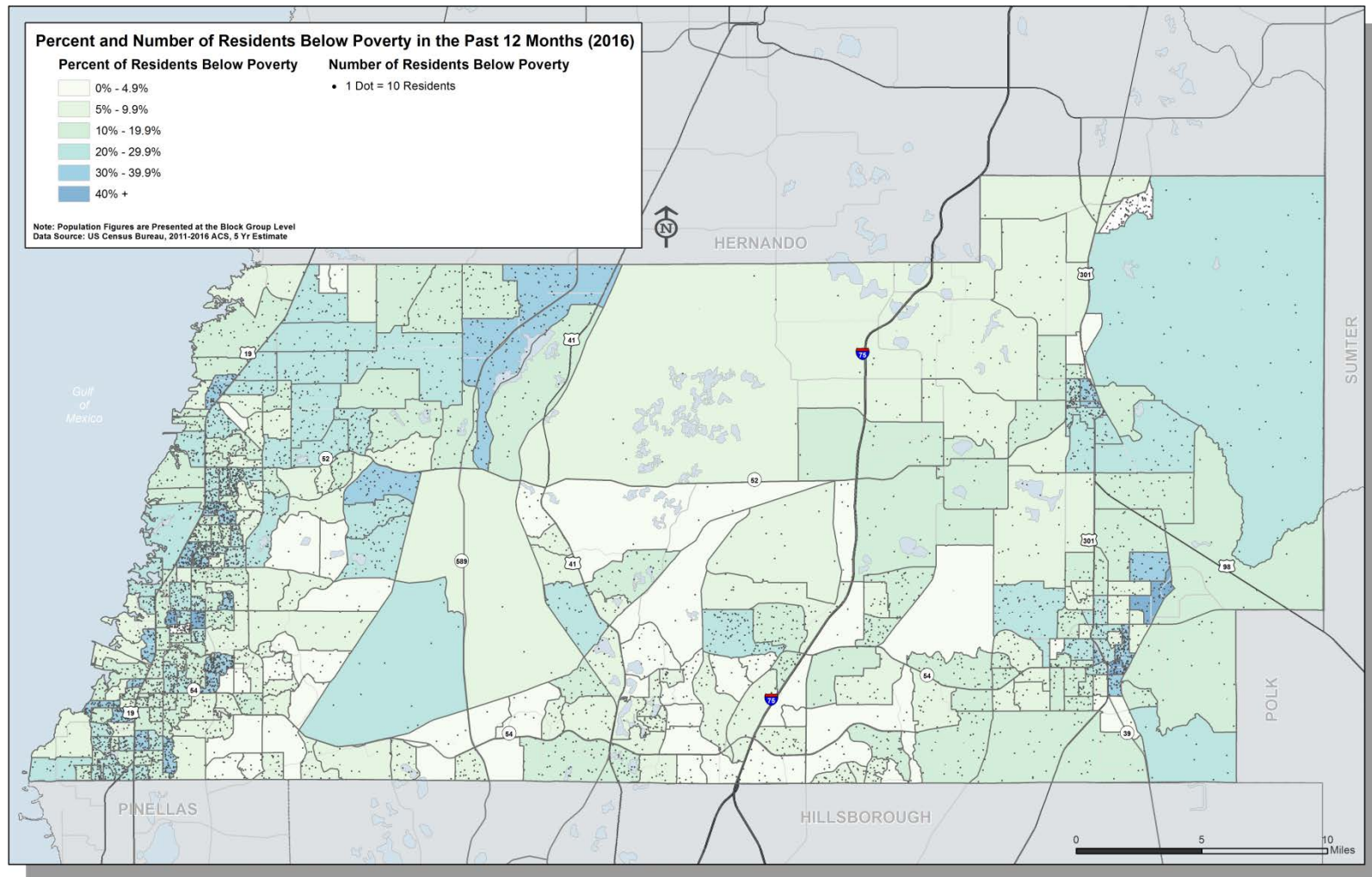


Figure 5-4: Population below Poverty in Pasco County

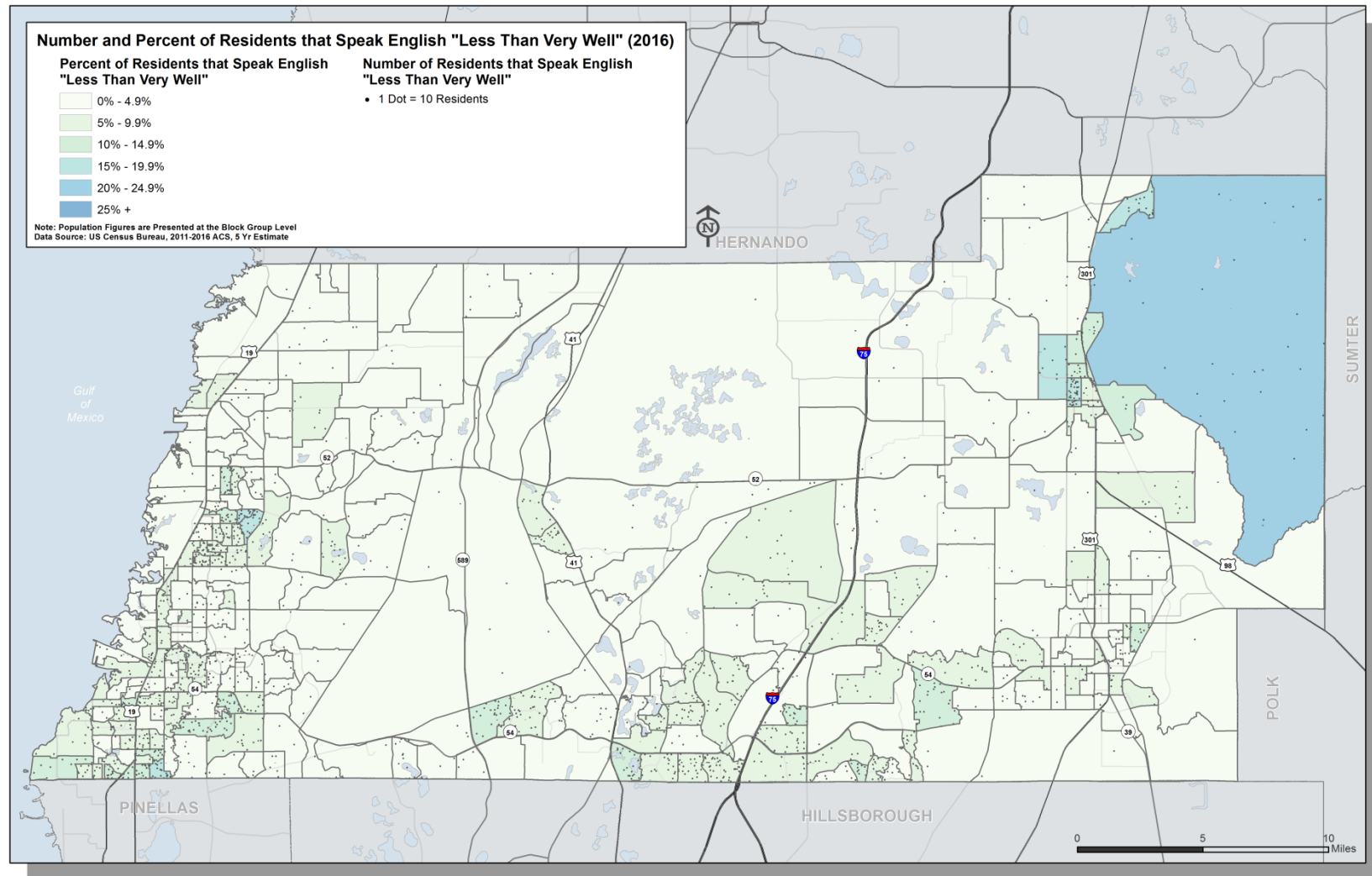


Figure 5-5: LEP Population in Pasco County



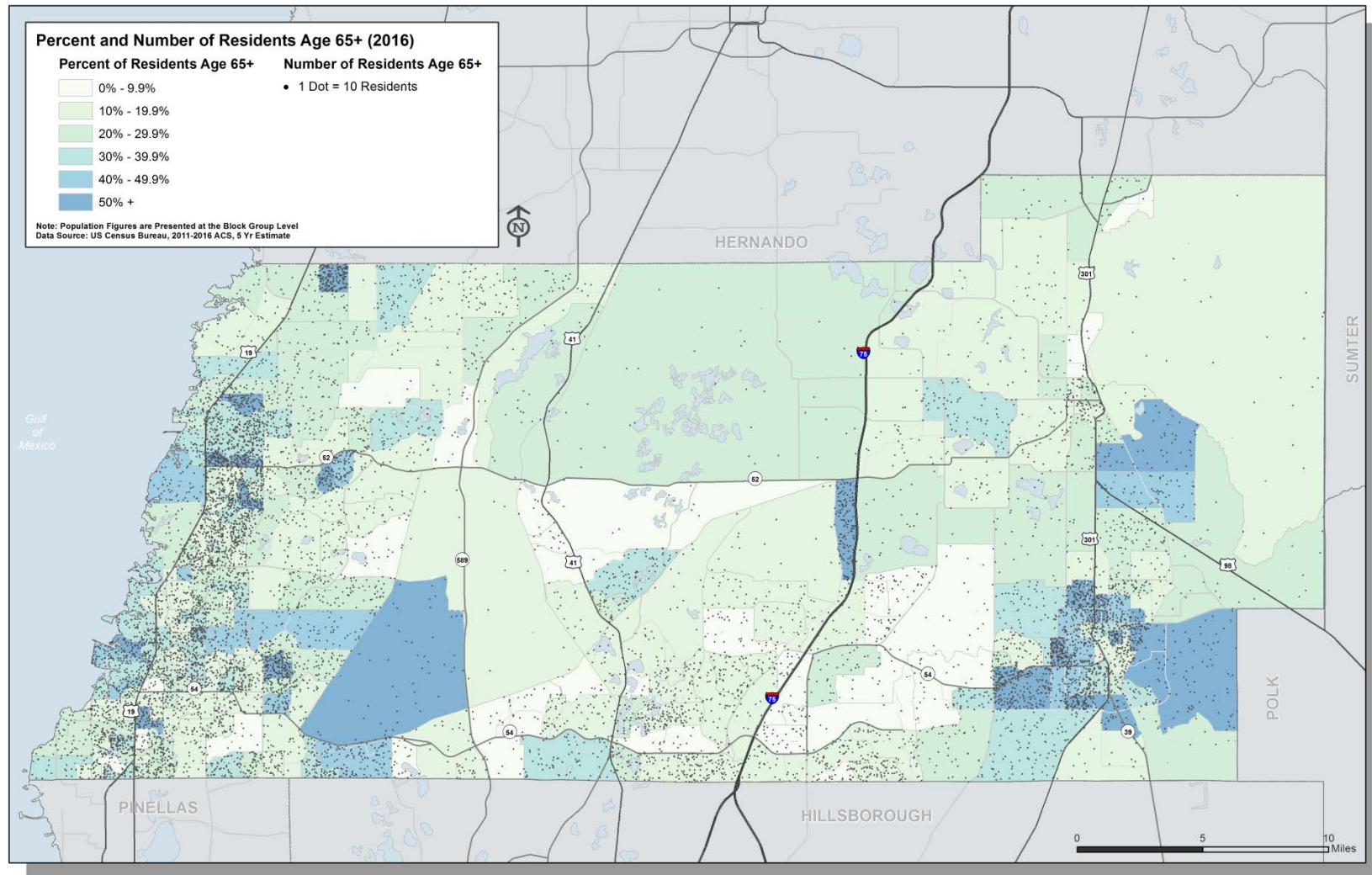


Figure 5-6: Population Age 65 and Over in Pasco County

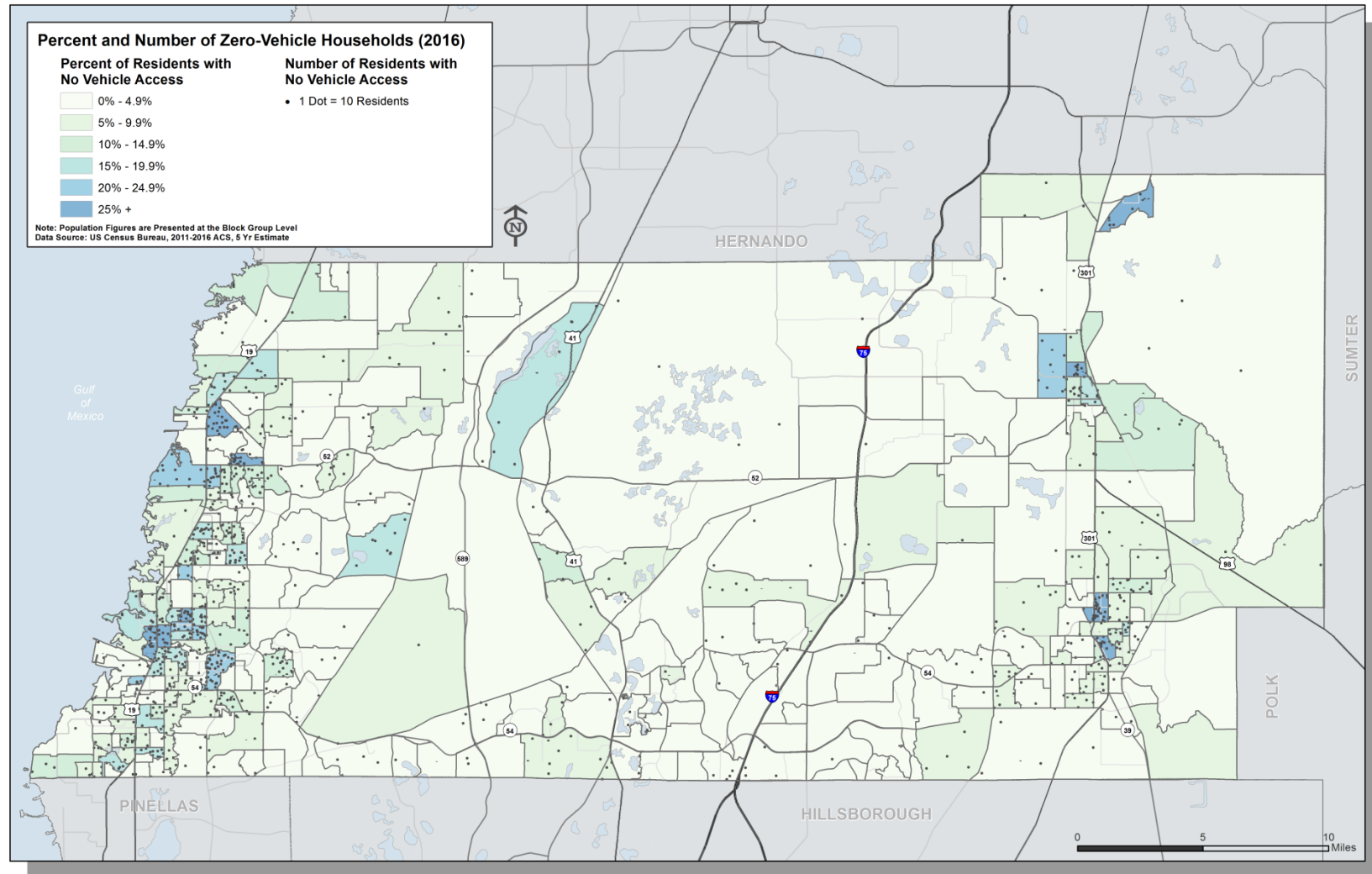


Figure 5-7: Zero Vehicle Households in Pasco County