



BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE MEETING

Martin County Administrative Center
Board of County Commission Chambers
2401 SE Monterey Road, Stuart, FL 34996

www.martinmpo.com

(772) 221-1498

Monday, April 13, 2026 @ 1:00 PM

AGENDA

| <u>ITEM</u> | <u>ACTION</u> |
|---|----------------------|
| 1. CALL TO ORDER | |
| 2. ROLL CALL | |
| 3. APPROVE AGENDA | APPROVE |
| 4. APPROVE MINUTES (Pg. 3) <ul style="list-style-type: none">• BPAC Meeting – September 8, 2025 | APPROVE |
| 5. COMMENTS FROM THE PUBLIC (PLEASE LIMIT YOUR COMMENTS TO THREE MINUTES; COMPLETE CARD TO COMMENT) | |
| 6. AGENDA ITEMS | |
| A. ELECTION OF OFFICERS (Pg. 11) | APPROVE |
| B. DRAFT FY27-FY28 UNIFIED PLANNING WORK PROGRAM (UPWP) (Pg.13) | APPROVE |
| C. PUBLIC INVOLVEMENT ANNUAL REPORT (Pg. 108) | APPROVE |
| D. TITLE VI PLAN UPDATE (Pg. 123) | APPROVE |
| E. BRIDGE REHABILITATION FOR DIXIE HIGHWAY OVER ST. LUCIE RIVER PRESENTATION (Pg. 138) | DISCUSSION |
| 7. COMMENTS FROM COMMITTEE MEMBERS | |

8. COMMENTS FROM FDOT

9. NOTES

10. NEXT MEETING

- May 6, 2026 – Martin County BOCC Growth Management Conference Room

11. ADJOURN

The Martin MPO solicits public participation without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the American with Disabilities Act or persons who require language translation services (free of charge) should contact Ricardo Vazquez, Principal Planner (Title VI/Non-discrimination Contact) at (772) 223-7983 or rvazquez@martin.fl.us in advance of the meeting. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

**MARTIN METROPOLITAN PLANNING ORGANIZATION
BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING**

Martin County Administrative Building Commission Chambers
2401 SE Monterey Road, Stuart, FL 34996
(772) 221-1498
www.martinmpo.com

Monday, September 08, 2025 @ 1:00 pm

MEETING MINUTES

1. CALL TO ORDER

The meeting was called to order at 1:00 PM by Chair Pinal Gandhi-Savdas.

2. ROLL CALL

Susan Ortiz, Administrative Assistant, called the roll.

BPAC Members in Attendance:

Pinal Gandhi-Savdas
Julie Preast
Bonnie Moser
Don Fabricy

BPAC Excused Members:

Dawn Arvin
Mike Bocchino
Hal Forslund
Michael MacLeod
Bradford Davey
Yvette Goodiel

Staff in Attendance:

Beth Beltran, MPO Administrator
Ricardo Vazquez, Principal Planner
Margie Tamblyn, Senior Planner
Lucine Martens, Planner
Susan Ortiz, Administrative Assistant

Others in Attendance:

Vikas Jain, TYLin
Rana Keel, FDOT
Martha Morales, FDOT
Lisa Stone, Kimley-Horn
Chris Rizzolo, AECOM
Maria Formoso, FDOT
Juan Calderon, Caltren
Mike Melendez, FDOT

Julie Bjornson, Port Salerno
Nathan Bjornson, Port Salerno

A quorum was present.

3. APPROVE AGENDA

A motion to approve the agenda was made by Julie Prest and was seconded by Bonnie Moser. The motion passed unanimously.

4. APPROVE MINUTES

- BPAC Meeting – June 9, 2025

A motion to approve the BPAC Meeting Minutes of June 9, 2025, was made by Julie Prest and seconded by Don Fabricy. The motion was passed unanimously.

5. COMMENTS FROM THE PUBLIC – None

6. AGENDA ITEMS

A. FY26-FY30 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AMENDMENTS

Margie Tamblyn, Senior Planner with the Martin MPO, provided an overview of the annual Transportation Improvement Program (TIP) update process, noting that each year includes a series of amendments and modifications. She began with the first amendment of the cycle, the annual Roll-Forward Report. This amendment reallocates unspent funds from the previous TIP (Fiscal Years 2025–2029) to the current TIP (Fiscal Years 2026–2030) to ensure that all active projects retain their programmed funding, thereby preventing delays or interruptions. The second amendment addressed was the removal of the Alice Street project. Ms. Tamblyn explained that the Florida East Coast Railroad determined the project was not feasible, and the MPO received written confirmation to that effect. As a result, an amendment is required to formally remove the project from the TIP. Finally, she presented one modification requested by FHWA involving a non-budgeted Federal Lands project at the Hobe Sound National Wildlife Refuge. This project includes boardwalk replacements, repairs to the headquarters building, and improvements to the visitor center parking area. Although the project does not use MPO-managed funds, it must be added to the TIP to ensure consistency across federal and state planning documents and to support federal oversight and project alignment.

Ms. Prest stated she would vote against the item, clarifying that her opposition is unrelated to the sidewalk component. She explained that the Alice Street location is immediately adjacent to the FEC railroad crossing and Dixie Highway, both of which have long-standing intersection deficiencies. In her view, installing a sidewalk at this

location would provide little benefit because it would not connect to any meaningful pedestrian network. She emphasized that the broader intersection needs to be addressed comprehensively and, for that reason, could not support the amendment. Ms. Beltran explained that District 4 had worked closely on the Alice Street project and was prepared to advance it, noting that it had long been a priority for local stakeholders. However, the Florida East Coast Railroad classified the proposed sidewalk as a new crossing. Under FEC policy, adding a crossing over their corridor requires closing two existing crossings, a condition that rendered the project unfeasible and prevented intended safety improvements for pedestrians. She stated that this requirement was the determining factor behind its removal, underscoring regulatory impact on local infrastructure goals.

Ms. Preast responded that she has been aware of FEC's position on crossings for two to three decades and understands that this has been their consistent policy. Even so, she emphasized that she would continue to represent her neighborhood's concerns.

A motion to approve the Roll-Forward Report Amendment was made by Bonnie Moser and was seconded by Don Fabricy. The motion passed unanimously.

A second motion to approve the Alice Street Removal was offered by Chair Pinal Gandhi-Savdas. The motion did not pass, with dissenting votes from Julie Preast, Bonnie Moser, and Don Fabricy.

B. 2050 LONG RANGE TRANSPORTATION PLAN (LRTP) DRAFT COST FEASIBLE PLAN

Ricardo Vazquez opened the item by expressing enthusiasm for presenting the 2050 Long Range Transportation Plan (LRTP) Cost Feasible Plan. He noted that development of the LRTP began in April 2024 and that the MPO has already reviewed several foundational components, including the goals and objectives and the Needs Plan. Mr. Vazquez explained that the Cost Feasible Plan represents the next major step in the LRTP process. It incorporates all input received from the public, advisory committees, and the MPO Board, and evaluates which projects can realistically be funded over the next 50 years. He emphasized that the plan is cost-constrained, ensuring that all identified projects are financially achievable within projected revenues. He then introduced Vikas Jain, Project Manager with TYLin, to present the detailed Cost Feasible Plan.

Ms. Preast raised a question about future water taxi service and whether the Rio area could be included as the Rio Marine Village develops. She explained that the project is expected to bring restaurants, a marine supply store, and other waterfront uses, though construction has not yet begun pending final County approvals. Ms. Beltran clarified that the existing water taxi operation in Stuart is privately owned and operates under a contract with the City. Chair Gandhi-Savdas asked whether the Rio dock would be public or private. Ms. Preast clarified that while a private entity is developing the dock, the waterfront will include a public boardwalk and multiple commercial uses, including restaurants. Chair Gandhi-Savdas stated that understanding how the water taxi operator

currently handles docking agreements, such as the arrangement at TideHouse, would be helpful.

Don Fabricy asked whether the Committee would be voting on the entire package as a single item. He explained that while he supports many elements of the package, he disagrees with some portions and wants the opportunity to comment on individual components as they arise. Ms. Beltran confirmed that the item under consideration represents the complete package. She assured him that there would be opportunities for discussion and comment.

Bonnie Moser requested clarification on the Tier 1 roadway priority list, specifically the proposed widening of Newfield Parkway from two lanes to four. She noted that she was not familiar with the project's background and asked whether the Newfield developer was contributing financially or if any cost-sharing arrangements were planned. Mr. Vazquez responded that he was not aware of any confirmed developer contributions at this time. He explained that the developer does have plans to build out the 86th Street and 84th Street corridors connecting Newfield to Martin Highway, and there may be some level of contribution, but he would need to verify the details. Ms. Moser expressed concern that development had already been approved and that taxpayers could end up funding expensive roadway improvements that may not serve a large portion of the county. She also commented on the broader highway project prioritization, observing that most of the listed projects involve roadway widening. She stated that Martin County has a limited roadway network with few alternative routes and argued that widening roads alone is not a long-term solution to congestion, noting that previously widened highways remain congested.

Discussion ensued and Ms. Preast requested clarification on the long-standing Willoughby Boulevard project, noting that it has been discussed for many years as a potential alternative route to US-1. She asked whether the project is currently funded and requested a brief opportunity to review its status. Ms. Beltran responded that an agenda item later in the meeting would provide a full update on the project.

A motion to approve the 2050 Long Range Transportation Plan (LRTP) Draft Cost Feasible Plan was made by Julie Preast and was seconded by Don Fabricy. The motion passed unanimously.

C. US-1 AND PALM CITY ROAD INTERSECTION IMPROVEMENTS

Juan Calderon provided an overview of the proposed alternative project at the US-1 and Southwest Palm City Road intersection.

Ms. Preast asked Chair Gandhi-Savdas whether, as the City of Stuart's representative, the project would be brought forward to residents who live along and regularly use Palm City Road. She emphasized that these neighborhoods have long requested improvements and asked how the city planned to engage those residents. Chair Gandhi-Savdas responded that the item was scheduled for consideration by the City Commission later that day. Ms. Beltran explained that the City intentionally reviewed the project first,

and the MPO Board would discuss it the following week. She confirmed that there will be an additional open houses or public meetings for residents before the segment concludes. Ms. Prest noted that this was the first time she had heard of a roundabout being considered for the location and felt it could be an effective solution. She pointed out the safety challenges posed by the curve on US-1 and the traffic that veers onto Palm City Road, issues that have long been concerns for nearby residents. Ms. Prest expressed appreciation for the public's involvement in the process and noted that the new concept appears promising.

Bonnie Moser expressed appreciation for the work completed on the project, noting that she had not been satisfied with the original concepts but believes the proposed roundabout will be a safer and more effective solution. She commented, however, that the current layout appears overdesigned, with geometry that may be unnecessary. While acknowledging the need to accommodate Publix truck traffic, she encouraged the design team to keep the roundabout as tight as possible to ensure slower vehicle speeds. Ms. Moser also emphasized the importance of incorporating bicycle and pedestrian facilities early in the design process. She urged the team to indicate at least the locations of these facilities so that safety considerations are integrated from the beginning. She added that doing so would also reinforce the cross-section that has been repeatedly discussed for Palm City Road as that project progresses.

Chair Gandhi-Savdas asked whether the proposed roundabout would be raised or flat, noting that flat designs often lead drivers to cut across the center. Mr. Calderon explained that the roundabouts do include a raised central area. The inner portion is designed as a truck apron to allow off-tracking, but the center island itself is solid and elevated, preventing vehicles from driving straight through. The Chair suggested reviewing the design of the Colorado Avenue roundabout in Stuart, where the truck apron is narrower and the landscaping more prominent. She cautioned that if the apron is too wide, both cars and trucks may be tempted to drive over it, and a more compact design could improve driver behavior. Mr. Calderon acknowledged the point and emphasized that the truck design vehicle ultimately dictates the geometry. He noted that if the truck used in the concept model is larger than necessary, the design can be tightened.

Ms. Prest interjected to share the neighborhood's perspective. She explained that residents strongly prefer discouraging cut-through traffic, and any design that reduces the appeal of this route is welcome.

D. WILLOUGHBY BOULEVARD EXTENSION PD&E STUDY PRESENTATION

Chris Rizzolo thanked the Committee for the opportunity to present the Project Development and Environment (PD&E) Study for the Willoughby Boulevard Extension. He introduced himself as the project consultant manager and Maria Formoso, the FDOT project manager, for the study.

Ms. Moser sought clarification on the engineering alternatives under evaluation, asking whether the current concept includes one vehicular travel lane in each direction, with left-turn lanes added where necessary. Mr. Rizzolo confirmed that the completed traffic

analysis shows that two lanes, one in each direction, will adequately accommodate projected demand. He said that the team is developing the necessary turn lanes as part of the design. Ms. Moser offered additional comments, noting that she attended the June workshop and was pleased to see the project limited to two lanes. She stated that the reduced footprint makes the corridor feel less intrusive, particularly given earlier concerns about potential impacts to the Monterey community. She expressed strong support for the context-sensitive approach. Drawing on her daily use of Central Parkway, she praised the traffic-calming measures implemented there and suggested that a roundabout might be more effective at the Central Parkway intersection, provided sufficient right-of-way is available. Mr. Rizzolo responded that while roundabouts can eliminate signal delay, they typically require more right-of-way. Initial analysis indicates that a signalized intersection would operate acceptably, but the team will continue evaluating options.

Chair Gandhi-Savdas asked whether the final selection between Corridor 1 or Corridor 2 would be based on public feedback, cost, and environmental impacts. Mr. Rizzolo explained that once the alternatives are fully developed, the team will evaluate them alongside planned development in the Baron Business Park area. He noted that PD&E studies often require adjustments such as relocating pond sites or modifying alignments as environmental and engineering constraints become clearer. After the concepts are finalized, the next phase will involve assessing ecological impacts, compiling an evaluation matrix, and presenting the findings at a public meeting before returning to the Board.

Ms. Preast asked whether, under Corridor 1, the proposed connection to U.S. 1 would align with Tressler Drive. Mr. Rizzolo replied that the team is actively studying that area. He explained that the existing curve in the conceptual alignment follows the right-of-way set aside roughly 20 years ago when the surrounding park was developed, but that does not obligate the project to follow it. The team is examining how Tressler Drive, Dixie Cut-Off Road, and the Willoughby extension could be integrated into a single, functional intersection with US-1. He noted that the western open space is part of a master-planned preserve, which introduces additional coordination requirements with the City, County, and regulatory agencies. Once preliminary concepts are drafted, the PD&E process will guide the environmental review, permitting considerations, and refinement of alternatives.

[Chair Pinal Gandhi-Savdas departed the meeting, after which Vice Chair Julie Preast assumed responsibility for presiding over the remainder of the meeting.]

E. CR-708/BRIDGE ROAD – HOBE SOUND FEASIBILITY STUDY PRESENTATION

Lisa Stone of Kimley Horn, working with HDR, provided an overview of the feasibility study for the Hobe Sound Bridge on County Road 708. The feasibility phase evaluates existing bridge conditions and compares reasonable alternatives before advancing to PD&E. The existing 1985 movable bridge is in good to satisfactory condition, with recent electrical upgrades and mechanical components not expected to require major work for 15 to 20 years. Traffic projections show no capacity issues through 2045, and the structure continues to meet current multimodal needs. Scour concerns exist but are being

addressed separately. Several alternatives were reviewed, including No Build, Rehabilitation, a High-Level Fixed Bridge, and a New Movable Bridge. Rehabilitation would improve shoulders and add a shared use path but would not meet Coast Guard navigational standards. A High-Level Fixed Bridge would reduce long term maintenance but would create substantial visual and environmental impacts. A New Movable Bridge would meet navigation requirements but carries the highest cost and continues operational delays.

Cost estimates and a weighted comparison matrix were prepared for all options. The No Build alternative received the highest overall score due to the bridge's satisfactory condition, the absence of capacity needs, and the significant cost and environmental impacts associated with the build alternatives. The draft recommendation is to advance the No Build option while continuing to monitor long term needs and address scour through the separate ongoing effort.

Ms. Moser asked a question regarding Alternatives 3A and 3B, noting that the presentation showed a widened path for Alternative 3A under the rehabilitation option. She wondered whether those alternatives would also include a path. Ms. Stone confirmed that the typical section is consistent across all alternatives, meaning each option would consist of the same path treatment.

7. COMMENTS FROM COMMITTEE MEMBERS - None

8. COMMENTS FROM FDOT - None

9. NOTES

Ms. Tamblyn presented the updated 2025 Bicycle and Pedestrian Map. She noted that the Martin County Transit map is printed on the reverse side, along with frequently asked questions and the ABC Quick Check to remind riders of basic bicycle safety steps before heading out. She added that the map is also available online.

Ms. Preast asked how frequently the Bicycle and Pedestrian Map might be updated. Ms. Tamblyn responded that updates would depend on need and public engagement, noting that staff can track online views to gauge interest. Ms. Preast stated that frequent updates would be beneficial, mainly since most cyclists now rely on mobile devices rather than printed maps. She then raised a broader concern about e-bikes, noting that she has read about safety issues and that law enforcement officers have expressed similar concerns. She emphasized that regulatory action will likely be needed in the future, acknowledging that such authority rests mainly with the state.

Mr. Fabricy echoed these concerns, stating that e-bike safety issues are becoming more urgent and that some riders are creating hazards on sidewalks. He urged the MPO to treat the problem with greater urgency. Mr. Vazquez responded that staff are aware of the concerns and that e-bike issues frequently arise during roadway and alternative discussions. He clarified that the MPO does not set policy for bike lanes

or e-bike usage but remains engaged in ongoing conversations at both the County and State levels.

Mr. Martinez added that discussions on e-bikes are active statewide. He participates in statewide coordinator meetings where emerging information is shared. He emphasized that FDOT is not an enforcement agency but supports law enforcement through education and communication. As new information becomes available, staff will bring it back to the MPO.

10. NEXT MEETING

- Joint BPAC/CAC/TAC – October 20, 2025

ADJOURN – Julie Preast adjourned the meeting at 2:23 P.M.

Prepared by:

Susan Ortiz, Administrative Assistant

Date

Approved by:

Pinal Gandhi-Savdas, BPAC Chair

Date

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**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING
AGENDA ITEM SUMMARY**

| | | |
|---|--|--|
| MEETING DATE: April 13, 2026 | DUE DATE: April 6, 2026 | UPWP#: 1 |
| WORDING: ELECTION OF OFFICERS | | |
| REQUESTED BY: MPO | PREPARED BY: Ricardo Vazquez / Beth Beltran | DOCUMENT(S) REQUIRING ACTION: BPAC Chair; BPAC Vice-Chair |

BACKGROUND

In accordance with Section 1.03 B. (2) of the MPO Bylaws, Standing Committee Officers “shall be elected at the first meeting of the Calendar year. The Chairman and Vice-Chairman shall serve for a period of one year or until a successor is elected and shall be voting members.” According to Section 1.03 B. (3), “The Chairman shall call and preside at all meetings. The Vice-Chairman shall serve as Chairman in the absence of the Chairman.” As stated in Section 1.02 C. (1), all MPO meetings will need to be conducted according to Robert’s Rules of Order.

ISSUES

At the April 2026 advisory committee meetings, committee members shall nominate and elect a Chair and a Vice-Chair.

RECOMMENDED ACTION

Move appointment of _____ as BPAC Chair and _____, as BPAC Vice-Chair.

APPROVAL

MPO

ATTACHMENTS

MPO Bylaws Excerpt

(3) Meetings of the TCTC shall be hosted by the Martin MPO, Indian River MPO, and the St. Lucie Transportation Planning Organization (TPO) on a rotation basis.

(4) The **Treasure Coast Technical Advisory Committee (TCTAC)** – The function of the Treasure Coast Technical Advisory Committee is to provide technical and citizen input on regional transportation planning activities related to regional plan amendment activities and regional project prioritization and funding activities.

The TCTAC consists of representatives from the Martin MPO, the Indian River MPO, and the St. Lucie TPO. The TCTAC is comprised of seven total members; two representatives from each T/MPO, and an FDOT representative.

The TCTAC would be scheduled to meet prior to any Treasure Coast Transportation Council Meetings. These meetings shall be hosted by the three MPOs on a rotation basis.

1.03 COMMITTEES

A. *Standing Committees*

(1) There are hereby created three standing committees, which shall be advisory committees to the governing board of the MPO. These advisory committees are the Technical Advisory Committee (TAC), the Citizens Advisory Committee (CAC) and the Bicycle and Pedestrian Advisory Committee (BPAC).

B. *Operation*

(1) Committee Members having three consecutive unexcused absences in succession or four unexcused absences in the previous 12 months, will require a replacement or reappointment by the MPO, except as noted below. The active roster shall be comprised of committee members who have not had three consecutive unexcused absences in succession or four unexcused absences in the previous 12 months.

(a) For the Citizens Advisory Committee and the Bicycle and Pedestrian Advisory Committee, seasonal residents may serve any resident appointment. Seasonal residents, if so declared upon their appointment, shall be required to attend at least three meetings per year between September and May.

(2) **Officers – A Chairman and Vice Chairman shall be elected at the first meeting of the Calendar year. The Chairman and Vice Chairman shall serve for a period of one year or until a successor is elected and shall be voting members.**

(3) **Chairman – The Chairman shall call and preside at all meetings. The Vice Chairman shall serve as Chairman in the absence of the Chairman.**



**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING
AGENDA ITEM SUMMARY**

| | | |
|---|--|---|
| MEETING DATE: April 13, 2026 | DUE DATE: April 6, 2026 | UPWP#: 1 |
| WORDING: DRAFT FY27 – FY28 UNIFIED PLANNING WORK PROGRAM (UPWP) | | |
| REQUESTED BY: MPO | PREPARED BY: Ricardo Vazquez / Beth Beltran | DOCUMENT(S) REQUIRING ACTION: Draft FY27-FY28 UPWP |

BACKGROUND

The MPO is required to develop a Unified Planning Work Program (UPWP) document identifying the planning activities budgeted for the upcoming two-year period. Tasks described in the UPWP may be completed by MPO staff or consultants. All tasks are funded by Federal Highway Administration (FHWA) planning (PL) funds that incorporate Federal Transit Administration (FTA) Section 5305(d) funds through a Consolidated Planning Grant (CPG), Transportation Disadvantaged (TD) planning funds, State match funds, local match funds, and in-kind contributions made by Martin County.

Funding received by each MPO is awarded in accordance with a distribution formula developed by the Florida Department of Transportation (FDOT) and approved by FHWA and may be expended only in accordance with an approved UPWP. The DRAFT UPWP was submitted to FDOT by the established March 15th deadline.

The DRAFT UPWP supports the continuity of MPO activities. This work plan includes an update to the Bicycle, Pedestrian and Trails Master Plan Update, US-1 Congestion Management Study, and quarterly updates to the Development Review Interactive Map.

ISSUES

At the April 2026 advisory committee meetings, staff will provide an overview of the Draft FY27-FY28 UPWP. The Final FY27-FY28 UPWP will be presented at the advisory committee meetings in May 2026.

RECOMMENDED ACTION

Approve the Draft FY27-FY28 UPWP

FISCAL IMPACT

The budget for the Draft FY27-FY28 UPWP includes the estimated UPWP allocation and carry-forward funds.

AGENDA ITEM 6B

APPROVAL

MPO

ATTACHMENTS

Martin MPO Draft FY27-FY28 UPWP

MARTIN METROPOLITAN PLANNING ORGANIZATION

FY26/27 – FY27/28

UNIFIED PLANNING WORK PROGRAM

JULY 1, 2026, THROUGH JUNE 30, 2028

Martin Metropolitan Planning Organization

3481 SE Willoughby Boulevard, Suite 101

Stuart FL 34994

www.martinmpo.com

772-221-1498

Funding for this Planning Work Program is Provided by:

Federal Highway Administration

Federal Transit Administration

Florida Department of Transportation

Florida Commission for the Transportation Disadvantaged

Martin County Board of County Commissioners

Catalog of Federal Domestic Assistance Numbers:

CFDA No. 20.205 – Highway Planning and Construction

CFDA No. 20.505 – Federal Transit Technical Studies Grant (Metropolitan Planning)

Federal Aid Project Number _____

Financial Project Number _____

Adopted by the Martin MPO on May 11, 2026

Commissioner Sarah Heard, MPO Chair

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825-010-08
POLICY PLANNING
12/25

Florida Department of Transportation

605 Suwannee Street
Tallahassee, FL 32399-0450

RON DESANTIS
GOVERNOR

JARED W. PERDUE, P.E.
SECRETARY

Cost Analysis Certification

Select MPO name

Unified Planning Work Program Fiscal Year – Select Fiscal Year

UPWP Status - Select Status, Select Date

UPWP Revision Number - Select Revision Number, Select Revision Date

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

FDOT District Representative: Type Name Here

Title and District: Type Here

Date: Select Date

Signature

www.fdot.gov

MPO ACRONYMS* - (*Note: not all acronyms listed here are referred to in this document)

- AADT Annual Average Daily Traffic
- AAR Administrative Approval Request
- AARP American Association of Retired Persons
- AASHTO American Association of State Highway & Transportation Officials
- AADT Annual Average Daily Traffic
- ACES Automated/Connected/Electric/Shared-use
- ADA Americans with Disabilities Act
- AOR Annual Operating Report
- ARC Advocates for the Rights of Challenged
- BDB Business Development Board
- BEBR Bureau of Economic and Business Research
- BOCC Board of County Commissioners
- BPAC Bicycle and Pedestrian Advisory Committee
- BPSAP Bicycle and Pedestrian Safety Action Plan
- CAC Citizens Advisory Committee
- CDC Center for Disease Control
- CDP Census-Designated Place
- CEI Construction Engineering and Inspection
- CFP Cost Feasible Plan
- CFR Code of Federal Regulations
- CIP Capital Improvement Program
- CMS Congestion Management System
- CMP Congestion Management Process
- CPTHSTP Coordinated Public Transit-Human Services Transportation Plan
- CTC Community Transportation Coordinator
- CTD Commission for the Transportation Disadvantaged
- CTPP Census Transportation Planning Program
- CR County Road
- CRA Community Redevelopment Area
- CUTR Center for Urban Transportation Research
- DOPA Designated Official Planning Agency
- E+C Existing +Committed
- EO Executive Order
- EPA Environmental Protection Agency
- ETAT Environmental Technical Advisory Team
- ETDM Efficient Transportation Decision Making
- FAA Federal Aviation Administration
- FAC Florida Administrative Code
- FAST Act Fixing America’s Surface Transportation
- FCTS Florida Coordinated Transportation System
- FDOT Florida Department of Transportation
- FEC Florida East Coast
- FHWA Federal Highway Administration
- FPTA Florida Public Transportation Association
- FS Florida Statutes
- FSUTMS Florida Standard Urban Transportation Model Structure

FTA Federal Transit Administration
FTAC..... Freight Transportation Advisory Committee
FTP Florida Transportation Plan
FY Fiscal Year
GIS..... Geographical Information System
GIS-TM Geographical Information System - Transportation Modeling
GOS..... Goals, Objectives, and Strategies
GUI Graphic User Interface
HOA..... Homeowner’s Association
HPMS Highway Performance Monitoring System
ICWW..... Intracoastal Waterway
IIJA Infrastructure Investment and Jobs Act
ISTEA..... Intermodal Surface Transportation Efficiency Act
ITS Intelligent Transportation System
JPA..... Joint Participation Agreement
LCB-TD..... Local Coordinating Board for the Transportation Disadvantaged
LCI..... Livable Communities Initiative
LEP Limited English Proficiency
LGCP Local Government Comprehensive Plan
LOGT Local Option Gas Tax
LOPP List of Project Priorities
LOS..... Level of Service
LRTP..... Long-Range Transportation Plan
MAP-21 Moving Ahead for Progress in the 21st Century Act
MARTY..... Martin County Public Transit
MCTV..... Martin County Television
MMUNP Multimodal Unfunded Needs Plan
MOE Measure of Effectiveness
MPA..... Metropolitan Planning Area
MPO Metropolitan Planning Organization
MPOAC MPO Advisory Council
MTP Metropolitan Transportation Plan (same as LRTP)
NAAQS National Ambient Air Quality Standards
NAC..... Neighborhood Advisory Committee
NEPA National Environmental Policy Act
NHTSA..... National Highway Traffic Safety Administration
OA Other Arterials
OMD Office of Modal Development
PD&E Project Development & Environmental (Study)
PE Preliminary Engineering
PEA..... Planning Emphasis Areas
PIP Public Involvement Plan
POP Program of Projects
PPP..... Public Participation Plan
RFP..... Request for Proposal
RFS Request for Service
RLRTP..... Regional Long Range Transportation Plan
RTTAC Regional Transportation Technical Advisory Committee

SEE..... Sociocultural Effects Evaluation
SEFTEC Southeast Florida Transportation Council
SFRTA..... South Florida Regional Transportation Authority
SFY..... State Fiscal Year
SHSP Strategic Highway Safety Plan
SIS..... Strategic Intermodal System
SOV..... Single Occupancy Vehicle
SR..... State Road
STIP State Transportation Improvement Program
STRA-21 Surface Transportation Reauthorization Act of 2021
SUN..... Shared-Use Nonmotorized
TAC..... Technical Advisory Committee
TAP Transportation Alternatives Program
TAZ Traffic Analysis Zone
TCQSM..... Transit Capacity and Quality of Service Manual
TCRPC..... Treasure Coast Regional Planning Council
TCRPM Treasure Coast Regional Planning Model
TCSP..... Transportation and Community and System Preservation (Grant)
TCTAC Treasure Coast Technical Advisory Committee
TCTC Treasure Coast Transportation Council
TDM..... Transportation Demand Management
TDP..... Transit Development Plan
TD..... Transportation Disadvantaged
TDSP..... Transportation Disadvantaged Service Plan
TIMAS Transportation Inventory Management and Analysis
TIP Transportation Improvement Program
Title VI..... Title VI of the Civil Rights Act of 1964
TMA Transportation Management Area
TPA..... Transportation Planning Agency (same as MPO)
TPO..... Transportation Planning Organization (same as MPO)
TRIP Transportation Regional Incentive Program
ULAM..... Urban Land use Allocation Model
UPWP Unified Planning Work Program
USC United States Code
USDOT United States Department of Transportation
UZA Urbanized Area

SECTION I – INTRODUCTION 8

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SECTION I – INTRODUCTION

1.1 Definition, Purpose, and Process of the UPWP

Unified Planning Work Program (UPWP) Definition – “a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds” 23 C.F.R. 450.104.

The Martin Metropolitan Planning Organization (MPO) works with local citizens and agencies to prioritize State and Federal transportation funding for the Martin MPO planning area. This UPWP defines the planning studies and tasks that will be undertaken by the MPO over the next two years, specifically from July 1, 2026, to June 30, 2028. This document outlines the Martin MPO transportation planning tasks and initiatives as well as ongoing regional coordination efforts.

The objective of the UPWP is to ensure that the Martin MPO’s continuing, cooperative, and comprehensive (3-C) approach to planning for transportation needs is maintained and coordinated with other parties as appropriate and required. This effort includes the monitoring and evaluation of existing conditions, the development of improvement strategies, the facilitation of meaningful public input, and the implementation of evaluated and funded strategies. The UPWP is a comprehensive document that communicates to the public and stakeholders how Federal and State transportation dollars will be used for transportation planning activities. MPO plans are often the earliest stage of any major transportation project implemented within the planning area. The MPO provides the public with information about these activities with opportunities to comment early in the planning process.

The UPWP is required for the MPO to receive funds from the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Florida Commission for the Transportation Disadvantaged (CTD) and the Florida Department of Transportation (FDOT). The major funding category is FHWA Planning (PL) funds. The UPWP is reviewed and endorsed biannually by the MPO Policy Board and is submitted for review and approval by various Federal funding agencies. The indirect cost rate is not applicable.

The MPO’s mission to collaboratively plan, prioritize, and fund the transportation system is carried out pursuant to 23 United States Code (U.S.C.) §134, 49 U.S.C. §5303, 23 Code of Federal Regulations (C.F.R.) §450 Subpart C, and Section 339.175, Florida Statutes (F.S.). Martin County is in an air quality attainment area and does not anticipate nonattainment-related planning activities.

The MPO Policy Board includes elected officials from the Martin County Board of County Commissioners, the City of Stuart, the Town of Sewall's Point, and the Village of Indiantown. FDOT is not a voting member on the MPO Board and committees but serves in an advisory capacity.

The Martin MPO will continue to promote regional coordination by participating in local, regional, and State organizations. These include but are not limited to FDOT, FHWA, FTA, Martin County, the City of Stuart, the Towns of Ocean Breeze, Jupiter Island, Sewall's Point, the Village of Indiantown, the St. Lucie Transportation Planning Organization (TPO) and Indian River MPO. Coordination of planning and projects has also occurred with the Palm Beach MPO, through MPO staff attendance at meetings, and peer exchanges with the Palm Beach MPO office.

1.2 Transportation Planning Activities

The Martin MPO has comprehensive transportation planning activities as follows:

- **Bicycle Pedestrian and Trails Master Plan** – The Martin MPO's Bicycle, Pedestrian & Trails Master Plan was adopted in 2017. It provides the foundation for the County becoming a pedestrian and bicycle friendly, walkable and livable community. The MPO will be updating the Master Plan to help reflect the current environment, with attention to establish a multimodal transportation system that will expand transportation options and improve quality of life. The Master Plan builds from the non-motorized transportation foundation set by the 2050 Long Range Transportation Plan (LRTP), known as Martin Moves 2050 and prior plans and studies.
- **US-1 South Corridor Congestion Management Study** – US-1 in this area has been widened as far as feasible, and an Advanced Traffic Management System (ATMS) has been deployed along the corridor in Martin County. This study explores the full range of remaining techniques including investments that encourage the use of non-auto modes, Complete Streets and Transportation Demand Management (TDM). The Martin MPO will continue to work with FDOT, the County and City of Stuart to identify techniques to manage congestion on US-1 in Martin County. The City of Stuart's Master Plan for US-1, City of Stuart's Gateway Triangle District and FDOT's Multimodal US-1 Corridor Study will be explored for implementation strategies. The public outreach will address safety improvements and congestion mitigation concerns that adjacent businesses express.
- **2050 Regional Long Range Transportation Plan (RLRTP)** – The 2050 Treasure Coast RLRTP creates a regional overlay and combines the regional projects from the local transportation plans for Martin, St. Lucie, and Indian River M/TPOs to create an integrated long-term transportation plan for the regional transportation network. The RLRTP has a 25-year

planning horizon and provides guidance for federal and state regional funding toward projects valued by the Treasure Coast region. The RL RTP focuses on regional planning and decision-making, advances the facilities and quantity of modal options, improves connectivity, expands public transportation service, and prioritizes safety improvements across all transportation modes.

1.3 MPO and Local Priorities

- **Congestion Management Process** – The Congestion Management Process (CMP) is a systematic procedure that provides for safe and effective management and operation of transportation facilities through the use of demand reduction and operational management strategies. Demand reduction may include improving street and land use connectivity so that fewer local trips must use arterial roadways, as well as providing facilities for pedestrian and bicycle travel. Operational management strategies may include intersection and driveway improvements. Both strategies are lower-cost alternatives to traditional roadway widening. The CMP Major Update was included in the 2050 LRTP.
- **Development Review Interactive Map** – The Development Review Interactive Map was developed in 2022. This GIS web application map was originally updated on a bi-annual basis, but due to its success and popularity, the MPO will now update it every quarter. The map will be used to continue to track all developments in the unincorporated Martin County and within Stuart, Sewall’s Point, Ocean Breeze, Indiantown, and Jupiter Island on a single map. The map allows the public and staff to see the spatial relationship between development throughout Martin County and assists the MPO Policy Board in setting transportation project priorities.
- **Coordination and Support** – Coordinating transportation planning activities in the region is important to the Martin MPO. The Treasure Coast Transportation Council (TCTC) was established by the Martin MPO, the St. Lucie TPO, and the Indian River County MPO to formally coordinate transportation planning activities in the region. The Treasure Coast Technical Advisory Committee (TCTAC) serves as the formal technical advisory committee to the TCTC. Support and coordination for the TCTAC and the TCTC will assist in the development of regional plans. The St. Lucie TPO will be the Lead Agency in developing the 2050 RL RTP. The 2050 RL RTP will be complementary, with the Martin, St. Lucie and Indian River LRTPs focused on the community/county level and the RL RTP focused on the regional level. The intent is for the four plans together to provide for a complete transportation system, well integrated with land use, able to meet community/county and regional level transportation needs.

1.4 Consolidated Planning Grant Participation

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

1.5 Soft Match Definition

- Section 120 of Title 23, U.S.C., permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. FDOT has adopted the policy to use the toll credits for statewide and metropolitan planning funds.
- The “soft match” amount being utilized to match the FHWA Planning (PL) funding in this UPWP is \$176,621 for FY27 and \$127,168 for FY28 for a total soft match amount of \$269,299. Soft match was calculated using the following formula.

| Soft Match Formula | | | |
|---------------------------|--------------|-------------------|---------------------------|
| Fiscal Year | Total | PL (.8193) | Soft Match (.1807) |
| FY27 | \$977,429 | \$800,808 | \$176,621 |
| FY28 | \$703,753 | \$576,585 | \$127,168 |

1.6 Public Participation Process in Developing the UPWP

The Martin MPO UPWP is developed in accordance with the MPO's Public Participation Plan. The MPO obtains public input on a regular, on-going basis through the involvement of its Advisory Committees, informational meetings, public hearings, and the active involvement of its MPO Policy Board members. The Advisory Committees are the: Citizens' Advisory Committee (CAC); Technical Advisory Committee (TAC); Bicycle & Pedestrian Advisory Committee (BPAC) and the Freight Transportation Advisory Committee (FTAC). The MPO also staffs the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD). These committees provide recommendations regarding projects, activities, and priorities to the MPO Policy Board. The culmination of this input is reflected in this UPWP and other planning documents to be developed through this UPWP.

All draft documents are made available to the public for comment in reference sections of the County's libraries and Administrative Center and are posted to the MPO's website. Comments received through the website, email, or in writing are responded to via email/phone and then incorporated into the plans and documents.

1.7 Federal Planning Factors

The following ten federal planning factors have been incorporated into the MPO Planning process and this UPWP.

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

| MPO Planning Tasks | Federal Planning Factors | | | | | | | | | |
|---|--------------------------|---|---|---|---|---|---|---|---|----|
| | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 1. UPWP and Organization Administration | X | X | X | X | X | X | X | X | X | X |
| 2. Public Involvement and Outreach | X | X | X | X | X | X | X | X | X | X |
| 3. Data Collection and Analysis | X | X | | | X | X | X | X | X | |
| 4. Long Range Transportation Plan | X | X | X | X | X | X | X | X | X | X |
| 5. Transportation Improvement Program | X | X | X | X | X | X | X | X | X | X |
| 6. Transportation Systems Planning | X | X | X | X | X | X | X | X | X | X |
| 7. Regional Planning | X | X | X | X | X | X | X | | X | |

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

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

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

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

RESOLUTION NUMBER #26-07

A RESOLUTION OF THE MARTIN METROPOLITAN PLANNING ORGANIZATION (MPO) OF MARTIN COUNTY, FLORIDA, APPROVING THE FY27 – FY28 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZING THE EXECUTION OF THE MPO AGREEMENT WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION FOR FEDERAL HIGHWAY ADMINISTRATION FUNDS UNDER THE FEDERAL TRANSPORTATION ACT

WHEREAS, the Martin Metropolitan Planning Organization ("Martin MPO") is the designated and constituted body responsible for the urban transportation planning and programming process of the Martin County, Florida, portion of the Port St. Lucie urbanized area; and

WHEREAS, the United States Department of Transportation Regulations and Florida Statutes require that Martin MPO prepare the FY27 – FY28 Unified Planning Work Program as a prerequisite for certification of the transportation planning process and as a condition of Federal Financial Assistance; and

WHEREAS, the Metropolitan Planning Organization Agreement between the Martin MPO and the Florida Department of Transportation (FDOT) identifies the responsibilities for cooperatively carrying out the Federal Highway Administration portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and

WHEREAS, the FY27 – FY28 UPWP is Exhibit A of the MPO Agreement between the Martin MPO and FDOT.

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

Section 1. The Martin MPO approves the FY27 – FY28 Unified Planning Work Program.

Section 2. The Martin MPO Administrator or designee is authorized to make minor changes and to furnish additional information as the Florida Department of Transportation may require in connection with the FY27 – FY28 Unified Planning Work Program.

Section 3. The Chairman or his designee is authorized to execute the Metropolitan Planning Organization Agreement and other documents the Florida Department of Transportation requires to aid in the financing of the Federal Highway Administration-funded portions of the Martin MPO FY27 – FY28 Unified Planning Work Program.

DULY PASSED AND ADOPTED THIS ____ DAY OF _____, 2026

MARTIN METROPOLITAN PLANNING ORGANIZATION

Sarah Heard, Chair

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

Elysse Elder, County Attorney

ATTEST:

Susan Ortiz, Clerk

SECTION II – ORGANIZATION AND MANAGEMENT

The Martin MPO is a governmental entity that functions independently but is under the umbrella of the Martin County host support system through a staff services agreement and in close coordination with the Martin County Public Works Department. The MPO is the primary agency for coordinating transportation planning activities impacting Martin County. A Policy Board composed of local elected officials directs the activities of the MPO. Citizen and standing committee input is regularly solicited and obtained in the course of developing and carrying out MPO responsibilities. The following is a membership profile of the Policy Board and standing committees active in Martin MPO planning activities implemented through this UPWP.

2.1 Participants in the Transportation Planning Process

Metropolitan Planning Organization Policy Board

The Martin Metropolitan Planning Organization Policy Board is a nine-voting member Board responsible for establishing policies to guide MPO planning activities and projects. The following documents govern the characteristics of this Board: Title 23 USC 134(b), 23 CFR 450.306 and 311 (Federal), and Sec.339.175(2) FS (State). The makeup of the Board is as follows:

- Martin County: five Commissioners
- City of Stuart: two Commissioners
- Town of Sewall’s Point: one Commissioner
- Village of Indiantown: one Council Member

The Florida Department of Transportation (FDOT) is not a voting member on the MPO Board and committees but serves in an advisory capacity.

Technical Advisory Committee (TAC)

The TAC is comprised of representatives of those agencies responsible for the planning and implementation of the transportation system within the Metropolitan Planning Area (MPA). This Committee provides a vital inter-governmental coordination function in addition to providing technical input to the MPO Policy Board. The 12 members and 2 non-voting members are as follows:

- Martin County Public Works Department
- Martin County Growth Management Department
- City of Stuart Planning Department
- City of Stuart Public Works Department
- Village of Indiantown
- Town of Sewall’s Point

- Town of Ocean Breeze Park
- Town of Jupiter Island
- Witham Airport Management
- Martin County Public Transit
- Treasure Coast Regional Planning Council (TCRPC)
- Transportation Director - Martin County School Board
- Martin County Fire/Rescue (non-voting)
- Martin County Sheriff (non-voting)
- Florida DOT District IV Planning and Environmental Management Office (serves as a non-voting advisor)
- Florida DOT District IV Office of Modal Development (serves as a non-voting advisor)

Citizens Advisory Committee (CAC)

The purpose of this 12-person committee is to provide input to the MPO Policy Board and the planning process from a diverse geographic and demographic group of citizens. The members represent the following entities:

- Five appointed by each of the five Martin County Commissioners
- One appointed by the Stuart City Commission
- One appointed by the Sewall's Point Town Commission
- One appointed by the Jupiter Island Town Commission
- One appointed by the Village of Indiantown
- Three at large members; at least two of which represent either the disabled or age 65 or older, and a minority population

Bicycle and Pedestrian Advisory Committee (BPAC)

This group is charged with providing public input to the MPO Policy Board on transportation planning needs and issues relating to bicycle routes, sidewalks, and other non-motorized mobility facilities. The 16 voting members and three non-voting members are as follows:

- Five appointed by each of the five County Commissioners
- Two appointed by the City of Stuart City Commission
- One appointed by the Sewall's Point Town Commission
- One appointed by the Village of Indiantown Council
- Seven appointed by the MPO Administrator representing individuals with disabilities, merchants, the County Parks and Recreation Department, the bicycling community, the elderly, neighborhood associations and homeowner associations, and a parent of a school child.

- Three non-voting members representing Martin County Sheriff's Office, the City of Stuart Police Department (PD) and the Town of Sewall's Point PD. FDOT serves as a non-voting advisor

Freight Transportation Advisory Committee (FTAC)

This group is charged with providing public input to the MPO Policy Board on freight transportation needs and issues relating to shipping, warehousing, trucking, airport or water-based transportation operations, freight forwarding, logistics, rail, industrial real estate, commercial deliveries, and wholesale activity. The 20 voting members are appointed as follows:

- Martin County Public Works
- Martin County Growth Management
- Martin County Airport/Witham Field
- City of Stuart Representative
- Stuart/Martin County Chamber of Commerce
- Indiantown Chamber of Commerce
- Marine Industries Association of the Treasure Coast
- Port Salerno Commercial Fishing Dock Authority
- Treasure Coast Regional Planning Council (TCRPC)
- Florida Department of Transportation: Policy Planning, Freight Coordinator
- Florida Inland Navigation District (FIND)
- Florida East Coast Railroad
- US Customs and Border Protection
- Florida Trucking Association
- University of Florida/Institute of Food and Agricultural Sciences (UF/IFAS Martin County Extension)
- Five at-large members representing the transportation freight industry appointed by the MPO

Local Coordinating Board for the Transportation Disadvantaged (LCB-TD)

The mission of this Board is to guide mobility services through the coordination of transportation services provided to the transportation disadvantaged through the Florida Commission for the Transportation Disadvantaged (CTD) supported through the administration of Transportation Disadvantaged Trust Fund. The LCB is comprised of 18 members representing the following entities:

- MPO Policy Board Member (Chairperson)
- FDOT District IV Office of Modal Development
- Florida Department of Children and Families

- Florida Division of Vocational Rehabilitation or the Division of Blind Services representing the Department of Education
- The public education community (School Board of Martin County)
- The Florida Department of Veterans Affairs
- A representative for the economically disadvantaged, recognized by the Florida Association for Community Action (President)
- A disabled person representing the disabled in the County
- Two citizen advocate representatives in the county; one who must be a person who uses the transportation service(s) of the system as their primary means of transportation
- A person over sixty years of age representing the elderly in the County
- A representative for “children at risk”
- Florida Department of Elder Affairs
- Florida Agency for Health Care Administration (Medicaid)
- A representative of the Private Transportation Industry
- A representative of the Agency for Persons with Disabilities
- A representative of the Regional Work Force Development Board
- A representative of the local medical community, which may include, but not be limited to, kidney dialysis centers, long-term care facilities, assisted living facilities, hospitals, local health department, or other home and community-based services, etc.

Treasure Coast Transportation Council

The Treasure Coast Transportation Council (TCTC) is an entity created to address regional transportation funding and priorities to meet the growing, cross-county travel demands. Officially established on April 10, 2006, membership is comprised of the Chairs and a second member of the Martin, St. Lucie, and Indian River M/TPOs. The TCTC will meet regularly to address regional projects, including projects eligible for Transportation Regional Incentive Program (TRIP) funding. The meetings of the TCTC and its Treasure Coast Technical Advisory Committee (TCTAC) will be alternately hosted by the three M/TPOs on a rotating basis. The staff of the host M/TPO provides support for the business of the meetings that are held.

2.2 MPO Agreements

The MPO has executed agreements with State and local governments and agencies to promote a comprehensive, continuing, and cooperative (3-C) transportation planning process. All MPO agreements will be reviewed and updated for accuracy and applicability. The current agreements are:

Treasure Coast Transportation Council Interlocal Agreement - April 10, 2006

This agreement involves the MPOs serving three counties: Martin, St. Lucie, and Indian River, establishing the entity responsible for regional transportation planning activities and goals in the tri-county region referred to as the “Treasure Coast.”

Staff Services Agreement - Executed October 16, 2007

This agreement between the Martin MPO and Martin County for Staff Services provides professional services to carry out the terms of the Interlocal Agreement establishing the MPO and the Urbanized Area Transportation Planning Agreement between the MPO and the FDOT, and to provide personnel for the administration of the MPO.

Interlocal Agreement for Creation of the Metropolitan Planning Organization – Executed April 7, 2015, and amended on February 7, 2019

This is an agreement involving Martin County, the City of Stuart, the Town of Sewall’s Point and the FDOT, establishing the MPO as the entity responsible for conducting transportation planning activities in the MPA. It also sets authorities, responsibilities, membership, and other necessary features of the MPO. The first amendment to the Interlocal Agreement added the Village of Indiantown as a voting member. The second amendment added a fifth Martin County Commissioner as a voting member.

Standard Intergovernmental Coordination and Review Agreement (ICAR) - October 25, 2016

This agreement between the MPO, Martin County, the Treasure Coast Regional Planning Council and the FDOT and sets forth mutually agreeable procedures for carrying out applicable Federal and State laws.

Transportation Disadvantaged Planning Grant – July 1st, 2025 – June 30th, 2026

This agreement between the Florida Commission for the Transportation Disadvantaged (CTD) and the MPO provides funding that is allocated for the purpose of completing the planning duties and responsibilities of the Metropolitan Planning Organization, as identified in Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code. The CTD agreement was approved by the Martin MPO on June 16, 2025, becoming effective July 1st, 2025.

MPO Agreement for FHWA Planning (PL) Funds for FY25 and FY26 – Executed June 18, 2024, expires and is replaced every 2 years. The next agreement is anticipated to be executed no later than June 30, 2026.

This agreement between the FDOT and the MPO provides for the administration of all “pass-through” PL funds to the MPO. It identifies the responsibilities and outlines the requirements

that must be met to receive these FHWA program funds, effective July 1, 2024 - June 30, 2026. The FY25-FY26 UPWP is Exhibit “A” of the MPO Agreement.

2.3 Operational Procedures and Bylaws

The Martin MPO operates under a duly adopted set of Bylaws and in conformance with all applicable Federal, State, and local, laws, rules, regulations, and procedures. With recommendations from its Advisory Committees, the MPO Policy Board approves operating Bylaws and any revisions to them. The Bylaws describe membership composition, voting status, and procedures of the MPO Policy Board and its Advisory Committees. These groups generally follow Roberts Rules of Order in the conduct of its meetings. To ensure the continued operations of the Martin MPO in the event of an emergency, the MPO must have a plan in place. The Martin Metropolitan Planning Organization (MPO) Continuity of Operations Plan (COOP) serves that function. As structured, the plan guarantees the continuous operations of the MPO in the event of an emergency and ensures that the MPO’s resources can be efficiently deployed to supplement wider emergency planning efforts. The COOP was originally adopted on October 22, 2012, with the most recent update occurring on May 6, 2024. Staff reviews the COOP internally on an annual basis or after an activation to determine if any major revisions or updates are needed.

Martin County provides support services (legal, financial, purchasing, and others). The MPO staff positions consist of an MPO Administrator, Principal Planner, Senior Planner, Planner, an Administrative Assistant, and a part-time employee to provide financial support. Consultant services are purchased as needed and affordable within budget constraints.

The MPO office is located at the Willoughby Commons Plaza at 3481 SE Willoughby Boulevard, Suite 101, Stuart, FL 34994. All of the MPO planning documents are available upon request.

The Martin MPO’s operational procedures fully comply with the Public Records laws and the Sunshine Laws of the State of Florida. The MPO operates under applicable rules and procedures set forth by Martin County, the State of Florida, and the Federal Government.

2.4 Forms, Certifications, and Assurances

Annually, the State and the MPO are required to certify to the FHWA and FTA that the planning process is addressing the major issues facing the Metropolitan Planning Area and that it is being conducted in accordance with all applicable requirements of:

- Section 134 of Title 23, United States Code (Metropolitan Planning),
- Section 5305(d) of the Federal Transit Act,
- Section 450.334 of Title 23, Code of Federal Regulations (Certification),

- Sections 174 and 176 (c) & (d) of the Clean Air Act,
- Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by the State,
- Provisions of the American Disabilities Act of 1990 and the United States Department of Transportation (USDOT) regulations (“Transportation for Individuals with Disabilities”),
- All applicable provisions and corresponding regulations identified in current Federal legislation.

FHWA and FTA conduct Federal certification reviews of MPOs designated for census urbanized areas that are also TMAs (i.e., greater than 200,000 in population). The most recent Federal Certification Report for the Martin MPO - as part of the Port St. Lucie TMA - was completed in 2025. The Martin MPO received certification from FHWA through September 2029. Federal law and regulation require FDOT and the MPO to jointly certify the transportation planning process for the metropolitan area, on an annual basis. Recommendations identified in the Federal and State certifications are addressed throughout this UPWP in various tasks. The Assurances for the Martin MPO are in the Appendices.

SECTION III – UPWP WORK PROGRAM TASKS

TASK 1: UPWP AND ORGANIZATION ADMINISTRATION

TASK 2: PUBLIC INVOLVEMENT AND OUTREACH

TASK 3: DATA COLLECTION AND ANALYSIS

TASK 4: LONG RANGE TRANSPORTATION PLAN

TASK 5: TRANSPORTATION IMPROVEMENT PROGRAM

TASK 6: TRANSPORTATION SYSTEMS PLANNING

TASK 7: REGIONAL PLANNING

Task 1: UPWP and Organization Administration

Purpose: To support, coordinate and administer, a continuing, comprehensive, and cooperative transportation planning process for the Martin Metropolitan Planning Area (MPA). This includes coordinating with the planning, goals, and processes of other transportation planning entities in the Treasure Coast Region. This includes preparing and monitoring, as needed, the two-year, FY26/27 – FY27/28 UPWP, reflecting a program of planning activities and financial support for the activities to be undertaken during this period. The Martin MPO will adhere to all Federal, State, and local, laws, rules, regulations, procedures, and guidelines, as applicable. This includes reviewing and updating all agreements as needed and requested by FDOT, FHWA, the Governor’s office, or local municipality.

Previous Work:

- Provided technical and administrative support towards local and regional planning and public transit efforts.
- Provided technical and administrative support to MPO Board and Advisory Committees including documenting attendance records and minutes of meetings.
- Provided administrative activities for the preparation and coordination of various assessments.
- Reviewed studies to assure legal, regulatory, and procedural compliance with local, State and Federal laws, rules, regulations, procedures, and guidelines applicable to activities supported by transportation funding. In addition, Intergovernmental liaison responsibilities that fall under this area of responsibility were carried out.
- Created quarterly progress reports, financial status reports, and invoices.
- Completed State Certification.
- Attended workshops and training sessions to facilitate the above activities.
- Prepared, adopted, developed, and made revisions to the FY25-FY26 UPWP.

Required Activities:

- Provide technical assistance to the MPO Policy Board and appropriate committees.
- Schedule and make arrangements for facilities to accommodate training, inter-agency meetings, CAC, TAC, BPAC, FTAC, LCB-TD, MPO Policy Board, TCTC meetings, and others.
- Create and distribute materials (meeting minutes, notifications, agendas, packets, schedules, documents) for meetings.
- Provide staff support to joint meetings with the St. Lucie, Indian River, and Palm Beach T/MPOs.
- Coordinate with FDOT, TCRPC, St. Lucie TPO, Indian River County MPO, Palm Beach MPO, local governments, CRAs, Chambers of Commerce, and other entities, as appropriate and as needed.

DRAFT FY26/27 - FY27/28 UPWP

- Participate in the process of achieving annual State Certification of the MPO.
- Review and update agreements.
- Prepare Grant Quarterly Progress Reports and invoices.
- Complete Fiscal accounting and invoicing for MPO FY25-FY26 UPWP.
- Work with County staff to maintain financial records including an annual audit as required by 23 CFR 420.121; the audit is to be performed in accordance with 49 CR 18.26, OMB Circular A133, and Section 215.97 FS.
- MPO Administrator and Board member to attend quarterly meetings of the MPO Advisory Council (MPOAC) and regional planning and transportation forums.
- Board members to attend the MPOAC Weekend Institute as it becomes available.
- Travel to workshops, conferences, and training sessions to facilitate the planning process and provide staff with the necessary education to maintain and acquire professional certifications, including geographic information systems, transportation planning, congestion management, public involvement, modeling, community livability/sustainability, and other relevant subjects.
- Monitor and administer the activities of the General Planning Consultants to provide assistance to staff on a task-order basis and assist the MPO with required work products.
- Purchase office supplies and purchase/lease equipment to ensure efficiency in MPO activities.
- Select (based on qualifications) and contract with one or more consulting firms (General Planning Consultants (GPC)) to provide assistance to staff on a task order basis and assist the MPO with required work products since the current GPC contract ends May 12, 2028.
- Purchase new and update existing software to maximize staff productivity and allow a multitude of capabilities.
- Purchase and update equipment to provide record and reference storage.
- Review and update agreements.
- Advertise the LRTP, TIP, and required work products in accordance with Federal regulations, State guidelines, and the Public Participation Plan (PPP).
- Implement the FY27-FY28 UPWP.
- Develop the FY29-FY30 UPWP, submit draft documents to reviewing agencies, and incorporate comments into the final UPWP.
- Process revisions (amendments and modifications) to the adopted UPWP as necessary.
- Process budget revisions to the adopted UPWP as necessary.
- Coordinate with neighboring M/TPOs.
- Closeout of FY25-FY26 UPWP.

| <u>Product</u> | <u>Schedule</u> |
|--|--|
| • Office supplies & equipment purchase/lease | As needed |
| • Software purchase..... | As needed |
| • Policy Board meetings, packets, minutes, agendas | Bi-monthly & as needed |
| • Advisory Committee meetings, packets, minutes, agendas | Bi-monthly & as needed |
| • Arrangements for training & meeting rooms | As needed |
| • Regional coordination | As needed |
| • Collaborative meetings..... | As needed |
| • Annual state certification review | 3 rd & 4 th Qtr. FY27 & FY28 |
| • Annual audit (Martin County internal audit) | 1 st Qtr. FY27 & FY28 |
| • Financial and other record keeping | Ongoing |
| • Progress reports and invoices | Quarterly |
| • GPC Selection Process | January 2028 |
| • Workshops and training | As needed |
| • MPOAC/statewide meetings | Quarterly and as needed |
| • Performance measure compliance | Ongoing |
| • Conduct annual review of COOP | May 2027, May 2028 |
| • Advertise the draft TIP | May 2027, May 2028 |
| • Advertise the amendments to the LRTP and TIP | As needed |
| • UPWP FY27-FY28 amendments/modifications..... | As needed |
| • FY29-FY30 UPWP kickoff meeting..... | January 2028 |
| • FY29-FY30 draft UPWP submitted to FDOT | March 2028 |
| • FY29-FY30 draft UPWP to Committees & MPO Board..... | April 2028 |
| • Meetings with St. Lucie and Indian River T/MPOs..... | As needed |
| • Open public comment period for FY29-FY30 UPWP..... | April 2028 |
| • Final submittal of FY29-FY30 UPWP to FDOT..... | May 2028 |
| • Closeout of FY27-FY28 UPWP | June 2028 |

Responsible Agency: Martin MPO

Task 1: Budget Category Description Detail FY27 & FY28

Consultant/ Contract Services:

Professional Services Contract - Provide professional assistance to staff and assist the MPO with required work products. Professional assistance support may include, but not be limited to, the following: assisting the MPO with public involvement efforts, outreach initiatives, and safety campaigns; pursue grant funding for non-motorized transportation projects and preparation of grant applications; evaluate projects on the Electronic Review Comments (ERC) System for their impact on bicycle and pedestrian facilities; attend meetings; assist with LRTP modifications and amendments; assist with State Review Certification, perform GIS analysis and mapping for a variety of items; and other professional assistance support tasks described in the MPO’s adopted UPWP.

| Task 1 UPWP AND ORGANIZATION ADMINISTRATION | | |
|---|---|-------------------------------|
| 2026/2027 | | |
| Funding Source | FHWA | FY 2026/2027 Total |
| Contract Number | GXX1 | |
| Source Level | PL | |
| Lookup Name | 2026/2027 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 130,000 | \$ 130,000 |
| Personnel (salary and benefits) Subtotal | \$ 130,000 | \$ 130,000 |
| Consultant | | |
| Professional Services Contract | \$ 30,000 | \$ 30,000 |
| Consultant Subtotal | \$ 30,000 | \$ 30,000 |
| Travel | | |
| Travel/Training | \$ 5,000 | \$ 5,000 |
| Travel Subtotal | \$ 5,000 | \$ 5,000 |
| Direct Expenses | | |
| Advertising | \$ 750 | \$ 750 |
| County Administrative and Event | \$ 500 | \$ 500 |
| Office Furniture | \$ 500 | \$ 500 |
| Postage and Freight | \$ 300 | \$ 300 |
| Printing and Binding Services | \$ 1,000 | \$ 1,000 |
| Vehicle Expenses | \$ 6,000 | \$ 6,000 |
| Direct Expenses Subtotal | \$ 9,050 | \$ 9,050 |
| Supplies | | |
| Office Supplies | \$ 1,000 | \$ 1,000 |
| Supplies Subtotal | \$ 1,000 | \$ 1,000 |
| Equipment | | |
| Computer/Equipment | \$ 1,000 | \$ 1,000 |
| Software Programs | | \$ - |
| Equipment Subtotal | \$ 1,000 | \$ 1,000 |
| Total | \$ 176,050 | \$ 176,050 |

| Task 1 UPWP AND ORGANIZATION ADMINISTRATION | | |
|---|---|-------------------------------|
| 2027/2028 | | |
| Funding Source | FHWA | FY 2027/2028 Total |
| Contract Number | GXX1 | |
| Source | PL | |
| Lookup Name | 2027/2028 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 110,800 | \$ 110,800 |
| Personnel (salary and benefits) Subtotal | \$ 110,800 | \$ 110,800 |
| Consultant | | |
| Professional Services Contract | \$ 10,000 | \$ 10,000 |
| Consultant Subtotal | \$ 10,000 | \$ 10,000 |
| Travel | | |
| Travel /Training | \$ 5,000 | \$ 5,000 |
| Travel Subtotal | \$ 5,000 | \$ 5,000 |
| Direct Expenses | | |
| Advertising | \$ 750 | \$ 750 |
| County Administrative and Event | \$ 500 | \$ 500 |
| Office Furniture | \$ 500 | \$ 500 |
| Postage and Freight | \$ 300 | \$ 300 |
| Printing and Binding Services | \$ 1,000 | \$ 1,000 |
| Vehicle Expenses | \$ 6,000 | \$ 6,000 |
| Direct Expenses Subtotal | \$ 9,050 | \$ 9,050 |
| Supplies | | |
| Office Supplies | \$ 1,000 | \$ 1,000 |
| Supplies Subtotal | \$ 1,000 | \$ 1,000 |
| Equipment | | |
| Computer/Equipment | \$ 1,000 | \$ 1,000 |
| Software Programs | \$ - | \$ - |
| Equipment Subtotal | \$ 1,000 | \$ 1,000 |
| Total | \$ 136,850 | \$ 136,850 |

Task 2: Public Involvement and Outreach

Purpose: To ensure citizen participation in the transportation planning process. This involves presenting information to the citizens, soliciting input, and using the input (data) obtained to continually revise and refine proposed programs, plans, and projects. These efforts include ensuring that population groups and geographic areas have opportunities to provide input on transportation planning and have access to and be involved in the MPO decision-making process.

Previous Work:

In FYs 2025 and 2026, the MPO engaged the public through several avenues supported by the Public Participation Plan, including:

- Updated the Interactive TIP web-application.
- Reviewed the Public Participation Plan (PPP) as well as annually reviewed the Title VI/Nondiscrimination Policy and Plan to ensure Federal compliance.
- Conducted outreach initiatives and held multiple virtual bicycle and pedestrian Safety Campaigns to target diverse groups of individuals and promote safe walking and bicycling on busy roadway corridors.
- Organized National Walk to School Day Event to promote safe walking and bicycling for over 50 individuals.
- Hosted multiple Open Houses and Public Workshops for projects such as the 2050 LRTP and the US-1 Congestion Management Study.
- Continued to use techniques to involve/engage the public in decision-making and ensure materials were produced in Spanish.
- Continued to use the MPO's traditional website as a means of providing information to the public (www.martinmpo.com) where all pages are available in more than 75 languages.
- Continued to contract with a translator provider, a nationwide leader in the field of translation and interpretation services. The service provides over-the-phone, face-to-face, and videoconference interpreting, and document translation services. This allows the MPO to communicate with the public in different languages as needed.
- MPO Board meetings continued to be live streamed on television.
- Continued to contract services for the Martin MPO website.
- Continued to maintain a Facebook page and Instagram account
- Maintained the Development Review Interactive Map to assist with prioritizing transportation priority projects.

Required Activities

- Review PPP and prepare Public Involvement Annual Reports.
- Attend Title VI, ADA, and public involvement training.
- Title VI Plan Review and Update.
- Maintain MPO Website to disseminate information.

- Attend Community Redevelopment Area (CRA) - Neighborhood Advisory Committee (NAC) meetings and other community and partner agency meetings.
- Create newsletters and brochures to inform the public of MPO activities.
- Participate in community events and meetings.
- Promote Bicycle and Pedestrian Safety Education.
- Social Media outreach.
- Public Involvement Activities for MPO work products.

Product and Schedule:

- Documentation of public involvement efforts.....Ongoing
- Attend community/partner agency meetingsOngoing
- Website maintenanceOngoing
- Create newsletters and brochures.....Ongoing
- Review PPP and develop annual reportJune 2027 and 2028
- Attend Title VI, ADA, and public involvement trainingOngoing
- Title VI plan review and updateJune 2027 and 2028
- Bicycle and pedestrian safety education.....Ongoing
- Social media outreachOngoing
- Public involvement activities.....Ongoing

Responsible Agency: Martin MPO

Task 2: Budget Category Description Detail FY27 & FY28

Consultant/Contract Services:

Website Maintenance - Continue to contract services for hosting the Martin MPO Website. Includes monthly web hosting, support, and domain registration.

| Task 2 PUBLIC INVOLVEMENT AND OUTREACH | | |
|---|-------------------------------------|-------------------------------|
| 2026/2027 | | |
| Funding Source | FHWA | FY 2026/2027 Total |
| Contract Number | GXX1 | |
| Source Level | PL | |
| Lookup Name | 2026/2027 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 60,000 | \$ 60,000 |
| Personnel (salary and benefits) Subtotal | \$ 60,000 | \$ 60,000 |
| Consultant | | |
| Website Maintenance | \$ 4,200 | \$ 4,200 |
| Consultant Subtotal | \$ 4,200 | \$ 4,200 |
| Total | \$ 64,200 | \$ 64,200 |
| 2027/2028 | | |
| Funding Source | FHWA | FY 2027/2028 Total |
| Contract Number | GXX1 | |
| Source | PL | |
| Lookup Name | 2027/2028 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 51,600 | \$ 51,600 |
| Personnel (salary and benefits) Subtotal | \$ 51,600 | \$ 51,600 |
| Consultant | | |
| Website Maintenance | \$ 4,200 | \$ 4,200 |
| Consultant Subtotal | \$ 4,200 | \$ 4,200 |
| Total | \$ 55,800 | \$ 55,800 |

Task 3: Data Collection and Analysis

Purpose: To support data collection efforts that address multimodal planning, including land use, roadway, rail, transit, and bicycle/pedestrian. To analyze social and economic factors as well as the use of land during the planning process. To maintain the traffic volume, turning movements and crash databases on the public roadway network impacting the MPA; and to support data collection efforts that address multimodal planning, including land use, roadway, rail, transit, and bicycle/pedestrian. Task is also funded through in-kind contributions made by Martin County.

Previous Work:

- In FYs 2025 and 2026, the MPO collected, analyzed and shared transportation-related data such as traffic counts and crashes.
- Martin County Public Works Department continued to gather traffic count data so that Annual Average Daily Traffic (AADT) counts could be calculated for the collector and arterial roadway system. The data was used to help plan roadway improvements that further the safety and security of the system.
- Collected and analyzed crash data using the web-based database Signal Four Analytics, managed by the University of Florida. This crash database was used to collect the crash hotspots concerning bicyclists and pedestrians.
- Assisted FDOT with the development of the Treasure Coast Regional Planning Model Version 6 (TCRPM6).
- Participated in the development of the Federal Highway Administration Urban Area Boundary and Functional Classification System.

Required Activities:

- Coordinate with local governments, including during the comprehensive plan updates.
- Acquire big data (such as Origin/Destination, travel time, travel speed, and travel volumes) to support the validation and calibration of the regional model to support the metropolitan transportation planning process.
- Identify locations with a high number of traffic crashes (including bike and pedestrian crashes) for safety improvements working with FDOT and Martin County.
- Work with the County’s Traffic Division to access and analyze traffic count data including land use, roadway, rail, transit, and bicycle/pedestrian counts.
- Assist in collecting and analyzing and sharing crash data.
- Update Development Review Interactive Map.

Products and Schedule:

- Local government coordinationOngoing
- Plans and development reviewOngoing
- GIS analyses and census data reviewOngoing

- Update Development Review Interactive Map.....Quarterly
- Bicycle/pedestrian data collectionOngoing
- Level of Service (LOS) reviewOngoing
- Traffic countsOngoing
- Review databasesOngoing

Required Agency: Martin MPO

Task 3: Budget Category Description Detail FY27 & FY28

Consultant/Contract Services:

Development Review Interactive Map - Update the GIS web application quarterly including all the existing residential and commercial developments within unincorporated Martin County and Stuart, Sewall’s Point, Ocean Breeze, Indiantown, and Jupiter Island. The web mapping application enables all the public and staff to see the spatial relationship between developments through Martin County and assists the MPO Policy Board in setting project priorities.

| Task 3 DATA COLLECTION AND ANALYSIS | | | |
|---|-----------------------------|-------------------------------|-----------------------|
| 2026/2027 | | | |
| Funding Source | FHWA | Local | FY 2026/2027 Total |
| Contract Number | GXX1 | | |
| Source Level | PL | Source 1 | |
| Lookup Name | 2026/2027 FHWA GXX1 (PL) | 2026/2027 Local (Source 1) | |
| Personnel (salary and benefits) | | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 60,000 | \$ 130,070 | \$ 190,070 |
| Personnel (salary and benefits) Subtotal | \$ 60,000 | \$ 130,070 | \$ 190,070 |
| Consultant | | | |
| Development Review Map | \$ 8,400 | | \$ 8,400 |
| Consultant Subtotal | \$ 8,400 | \$ - | \$ 8,400 |
| Total | \$ 68,400 | \$ 130,070 | \$ 198,470 |
| 2027/2028 | | | |
| Funding Source | FHWA | Local | FY 2027/2028 Total |
| Contract Number | GXX1 | | |
| Source | PL | Source 1 | |
| Lookup Name | 2027/2028 FHWA GXX1 (PL) | 2027/2028 Local (Source 1) | |
| Personnel (salary and benefits) | | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 51,600 | \$ 133,300 | \$ 184,900 |
| Personnel (salary and benefits) Subtotal | \$ 51,600 | \$ 133,300 | \$ 184,900 |
| Consultant | | | |
| Development Review Map | \$ 8,400 | | \$ 8,400 |
| Consultant Subtotal | \$ 8,400 | \$ - | \$ 8,400 |
| Total | \$ 60,000 | \$ 133,300 | \$ 193,300 |

Task 4: Long Range Transportation Plan

Purpose: The Long Range Transportation Plan (LRTP) is developed to cover a 20-year planning horizon and is updated and adopted every five years. The intent and purpose of the LRTP is to ensure that a continuous, cooperative, and comprehensive transportation planning process follows all Federal, State, and local rules and regulations. This long-range process encourages and promotes the safe and efficient management, operation, and development of a multimodal transportation system that serves the mobility needs of both people and freight, while simultaneously minimizing fuel consumption and air pollution.

Previous Work:

- The Martin MPO 2050 LRTP, also known as Martin Moves 2050, was prepared, reviewed, and adopted.
- Maintained a webpage to help inform the public regarding the LRTP development process.
- Held several Open Houses/Public Workshops prior to the adoption of the 2050 LRTP.
- Participated in the Federal Certification Review Process which included discussion about the 2045 LRTP.

Required Activities:

- Implement 2050 LRTP Projects
- Coordinate with other agencies to implement projects in the LRTP
- Modifications and amendments to the LRTP
- Implementation of FHWA Performance Measures and Performance Targets.

Products and Schedule:

- Implement 2050 LRTP Projects.....Ongoing
- Modify/Amend adopted LRTPAs needed
- Attend model task force meetingsOngoing
- Performance measure implementationOngoing
- Data sharing among agenciesOngoing

Responsible Agencies: Martin MPO

| Task 4 LONG RANGE TRANSPORTATION PLAN | | |
|--|---|-------------------------------|
| 2026/2027 | | |
| Funding Source | FHWA | FY 2026/2027 Total |
| Contract Number | GXX1 | |
| Source Level | PL | |
| Lookup Name | 2026/2027 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 35,000 | \$ 35,000 |
| Personnel (salary and benefits) Subtotal | \$ 35,000 | \$ 35,000 |
| Total | \$ 35,000 | \$ 35,000 |
| 2027/2028 | | |
| Funding Source | FHWA | FY 2027/2028 Total |
| Contract Number | GXX1 | |
| Source | PL | |
| Lookup Name | 2027/2028 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 30,100 | \$ 30,100 |
| Personnel (salary and benefits) Subtotal | \$ 30,100 | \$ 30,100 |
| Total | \$ 30,100 | \$ 30,100 |

Task 5: Transportation Improvement Program

Purpose: To develop an annual List of Project Priorities (LOPP), serving as the basis of this five-year capital improvement plan. The project priorities will be coordinated and maintained in a single document reflecting Federal, State, and local funding levels for the Martin County Area.

Previous Work:

- In FYs 2025 and 2026, the MPO prepared an updated Transportation Improvement Programs (TIP) including LOPPs.
- The MPO has annually reviewed FDOT’s Draft Tentative Five-year Work Program and has coordinated with FDOT. The MPO has also coordinated with local municipalities to include the Capital Improvement Programs. The completed TIPs are submitted to FDOT. Staff worked with FDOT and District Four MPOs to develop the Interactive TIP.

Required Activities:

- Develop an annual List of Project Priorities.
- Review and endorse FDOT’s Draft Tentative Work Program.
- Develop annual TIP.
- Utilize Interactive TIP tool.
- Amendments to TIP/STIP.
- Research and review interactive TIP tool options.
- Coordinate with FDOT to ensure consistency with NEPA and ETDM Program Screening.
- Coordinate with local governments on TIP projects.
- Coordinate with FDOT to update FHWA Performance Measures in the Transportation Improvement Program.
- Adoption of Transit Asset Management (TAM) targets and Safety Performance Targets and inclusion into the TIP.

Products and Schedule:

- Development of LOPPsJanuary 2027 and 2028
- Submittal of LOPPs to FDOT.....March 2027 and 2028
- Review and endorse FDOT’s Five-Year Tentative Work Program December 2027 and 2028.....December 2027 and 2028
- Develop annual TIPJune 2027 and 2028
- Publish notice of public hearing of Draft TIPMay 2027 and 2028
- Advisory committee reviewsJune 2027 and 2028
- Annual publication of federally funded project listingJune 2027 and 2028
- MPO approval of TIPJune 2027 and 2028
- EDTM training and studyOngoing
- TIP modifications/amendmentsAs needed

- Utilize interactive TIP tool.....Ongoing
- Coordination and training for interactive TIP tool.....As needed
- Performance measures implementation.....Ongoing
- Adoption of TAM targets and inclusion in the TIP.....June 2027 and 2028
- Adoption of Transit Safety Performance Targets as identified in the Public Transit Agency Safety Plan (PTASP) and inclusion into the TIPJune 2027 and 2028

Required Agencies: Martin MPO

Task 5: Budget Category Description Detail FY27 & FY28

Consultant/Contract Services

Interactive TIP: Consulting services include database management, hosting of the Interactive TIP, and data transfer from the FDOT’s Work Program. The Interactive TIP is an intuitive software application that helps MPOs comply with Federal Transportation Improvement Program (TIP) reporting requirements for Federal and State funds. The software is a tool for all TIP users, especially the general public, to review TIP projects better and more easily.

| Task 5 TRANSPORTATION IMPROVEMENT PROGRAM | | |
|---|---|-------------------------------|
| 2026/2027 | | |
| Funding Source | FHWA | FY 2026/2027 Total |
| Contract Number | GXX1 | |
| Source Level | PL | |
| Lookup Name | 2026/2027 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 45,000 | \$ 45,000 |
| Personnel (salary and benefits) Subtotal | \$ 45,000 | \$ 45,000 |
| Consultant | | |
| Interactive TIP Tool | \$ 7,560 | \$ 7,560 |
| Consultant Subtotal | \$ 7,560 | \$ 7,560 |
| Total | \$ 52,560 | \$ 52,560 |
| 2027/2028 | | |
| Funding Source | FHWA | FY 2027/2028 Total |
| Contract Number | GXX1 | |
| Source | PL | |
| Lookup Name | 2027/2028 FHWA GXX1 (PL) | |
| Personnel (salary and benefits) | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 38,700 | \$ 38,700 |
| Personnel (salary and benefits) Subtotal | \$ 38,700 | \$ 38,700 |
| Consultant | | |
| Interactive TIP Tool | \$ 7,560 | \$ 7,560 |
| Consultant Subtotal | \$ 7,560 | \$ 7,560 |
| Total | \$ 46,260 | \$ 46,260 |

Task 6: Transportation Systems Planning

Purpose: To implement a comprehensive approach to developing and implementing an integrated multi-modal system, including sidewalks, bikeways/cycle tracks, bicycle lanes, shared-use pathways, trails, complete streets, transit, and freight into the transportation system throughout Martin County while managing congestion and creating livable communities. To develop, implement, and maintain the MPO's Congestion Management Process (CMP) including implementation of CMP projects that support all modes of transportation. Collaborating with FDOT's Planning & Environmental Management (PLEMO) staff on their CMP results and recommendations from their Districtwide Congestion Assessment effort.

Previous Work:

- Organized an annual Walk to School Day and provided safety bags to students.
- Served as the Designated Official Planning Agency (DOPA) for Martin County. The MPO provided staff support to the Community Transportation Coordinator (CTC), and the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD).
- Advertised and held annual Public Workshops for the LCB-TD.
- Submitted TD Planning Grant quarterly reports, as required by State Law, and worked with the CTC to provide quarterly progress reports to the LCB-TD.
- Worked with Martin County staff to update the Transportation Element of the Martin County Comprehensive Plan and to address Transportation Demand Management (TDM) components of Development Review.
- Partnered with Chambers of Commerce through the membership of the Transportation Committee of Stuart/Martin County Chamber of Commerce.
- Attended the Business before Breakfast at Stuart/Martin County Chamber of Commerce and Luncheon at Jensen Beach Chamber of Commerce to gain input from local business on the LRTP.
- Serves on the Chamber of Commerce/Local Government Transportation Committee.
- Presented to the Economic Council of Martin County.
- Participated in the Business Development Board of Martin County Commercial Real Estate Forum
- Staffed MPO Freight Transportation Advisory Committee (FTAC) meetings.

Required Activities:

- Work with partner agencies to ensure the needs of non-motorist travelers are being considered.
- Update the Martin MPO Bicycle, Pedestrian and Trails Master Plan.

- Pursue grant funding or assist local governments with grant applications such as Transportation Alternatives Program (TAP) and Shared-Use Nonmotorized (SUN) Trail Network Program for non-motorized improvements.
- Evaluate programmed projects that go through the Electronic Review Comments (ERC) System.
- Coordinate with governments, agencies, and organizations on planning, prioritizing, and funding bicycle/pedestrian/greenways facilities, including the Sailfish Capital Trail, part of the East Coast Greenway.
- Work with community groups and local governments to develop bicycle/pedestrian awareness and traffic safety.
- Develop a Targeted Public Outreach Campaign to communicate transportation alternatives to the Population in Martin County; including PSAs, safety campaigns, and programs with partner agencies to facilitate equitable access to affordable, safe, carefree, reliable modal choices/options/alternatives.
- Work with partner agencies to ensure the needs of non-motorist travelers are being considered.
- Pursue grant funding or assist local governments with grant applications such as Transportation Alternatives Program (TAP) and Shared-Use Nonmotorized (SUN) Trail Network Program for non-motorized improvements.
- Evaluate programmed projects that go through the Electronic Review Comments (ERC) System.
- Organize events to promote walking and bicycling as an important mode of transportation.
- Assist in collecting, analyzing, and sharing bicycle and pedestrian counts and crash data over multiple years.
- Staff the Local Coordinating Board for the Transportation Disadvantaged (LCB-TD).
- Develop Transportation Disadvantaged Service Plan (TDSP) annual updates.
- Prepare CTC Evaluations.
- Prepare TD Planning Grant Quarterly Progress Reports and invoices.
- Attend conferences, workshops, and training.
- Coordinate with Martin County Public Transit (MCPT) to analyze data for Transit System Planning projects and to identify connectivity gaps in the bus service.
- Plan for all multimodal connections to the proposed Treasure Coast Brightline Station in downtown Stuart.
- Meet public participation requirements for the MCPT Program of Projects (POP).
- Adopt MCPT's Public Transportation Agency Safety Plan (PTASP) safety targets and include in TIP and LRTP.
- Adopt the Transit Asset Management (TAM) plan performance targets and include in TIP and LRTP.
- Coordinate with other agencies on planning activities.

- Continue to provide planning services as the DOPA to the Florida Commission for the Transportation Disadvantaged (CTD) for the Transportation Disadvantaged (TD) Program in accordance with Chapter 427, Florida Statutes and Rule 41-2.
- CMP project implementation, including analyzing improvements along US-1 that integrate transit accessibility, walkability, and emerging technologies that support transit.
- Complete the development of the US-1 South Corridor Congestion Management Study.
- Support transit and TSM&O strategies to improve corridor carrying capacity for person trips.
- Identify congestion management and livability planning strategies to reduce congestion, improve mobility and address multimodal transportation options.
- Collaborate with FDOT’s Transportation Systems Management and Operations (TSM&O) staff in developing the TSM&O strategies and identifying the investments needed.
- Collaborate with County Public Works Staff and utilize Intelligent Transportation System to assist in data collection for monitoring and improving traffic flows.
- Continue MPO efforts in the implementation of the Florida Transportation Plan (FTP) and in planning and implementation efforts for the FDOT Strategic Intermodal System (SIS) Plan.
- Continue System Connectivity efforts such as coordination with member jurisdictions to identify their connectivity needs and emphasize continuity on facilities that link to other metropolitan and rural areas.
- Work with other agencies and stakeholder groups on regionally significant projects, such as Greenways and Blueways.

Product and Schedules

- Attend Advisory Committees meetings.....Bi-monthly
- Coordinate bicycle and pedestrian safety and data analysisOngoing
- Agency project review and coordination.....Ongoing
- Public safety awareness.....Ongoing
- Review bicycle and pedestrian counts.....Ongoing
- LCB meetings.....Quarterly
- LCB annual public workshop.....1st Qtr. FY27 & FY28
- CTC evaluationJune 2027 and 2028
- Annual CTD conference and business meeting1st/2nd Qtr. FY27 & FY28
- TD progress reports, invoicing, meeting attendanceQuarterly
- TDSP annual updatesJune 2027 and 2028
- Finalize Bicycle, Pedestrian and Trails Master Plan UpdateJune 2028
- MCPT Program of Projects (POP)/Public InvolvementMay 2027 and 2028
- Adopt MCPT’s PTASP targets and inclusion into TIP & LRTPJune 2027 and 2028
- Adopt new TAM targets and inclusion into TIP & LRTP.....October 2027 and 2028
- MPO staff-related training.....Ongoing
- CMP improvements recommended for funding.....Ongoing

- Finalize US-1 South Corridor Congestion Management Study....June 2027
- Meetings of the MPOAC Freight & Rail CommitteeOngoing
- Coordinate with Chambers of CommerceOngoing

Responsible Agency: Martin MPO

Task 6: Budget Category Description Detail FY27 & FY28

Consultant/Contract Services

Bicycle, Pedestrian and Trails Master Plan Update: The Martin MPO’s Bicycle, Pedestrian & Trails Master Plan was adopted in 2017. It provides the foundation for the County becoming a pedestrian and bicycle friendly, walkable and livable community. The MPO will be updating the Master Plan to help reflect the current environment, with attention to establish a multimodal transportation system that will expand transportation options and improve quality of life. The Master Plan builds from the non-motorized transportation foundation set by the 2050 Long Range Transportation Plan (LRTP), known as Martin Moves 2050 and prior plans and studies.

US-1 South Corridor Congestion Management Study: This study will explore the full range of remaining techniques available for improving congestion along US-1, including investments that encourage the use of non-auto modes, Safe Streets, and Transportation Systems and Operations Management (TSM&O) improvements. The Martin MPO will continue to work with FDOT, the County and City of Stuart to identify techniques to manage congestion on US-1 in Martin County. The City of Stuart’s Federal Highway Master Plan, City of Stuart’s Gateway Triangle District Master Plan, and FDOT’s Multimodal US-1 Corridor Study will be explored for implementation strategies.

DRAFT FY26/27 - FY27/28 UPWP

| Task 6 TRANSPORTATION SYSTEMS PLANNING | | | |
|---|--------------------------------|-------------------------------|-----------------------|
| 2026/2027 | | | |
| Funding Source | FHWA | CTD | FY 2026/2027 Total |
| Contract Number | GXX1 | GXX2 | |
| Source Level | PL* | State | |
| MPO Budget Reference | | | |
| Lookup Name | 2026/2027 FHWA GXX1 (PL) | 2026/2027 CTD GXX2 (State) | |
| Personnel (salary and benefits) | | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 168,303 | \$ 26,488 | \$ 194,791 |
| Personnel (salary and benefits) Subtotal | \$ 168,303 | \$ 26,488 | \$ 194,791 |
| Consultant | | | |
| US-1 South Corridor Congestion Management Study | \$ 25,000 | | \$ 25,000 |
| Bicycle, Pedestrian & Trails Master Plan Update | \$ 57,295 | | \$ 57,295 |
| Consultant Subtotal | \$ 82,295 | \$ - | \$ 82,295 |
| Total | \$ 250,598 | \$ 26,488 | \$ 277,086 |
| 2027/2028 | | | |
| Funding Source | FHWA* | CTD | FY 2027/2028 Total |
| Contract Number | GXX1 | GXX2 | |
| Source | PL | State | |
| MPO Budget Reference | | | |
| Lookup Name | 2027/2028 FHWA GXX1 (PL) | 2027/2028 CTD GXX2 (State) | |
| Personnel (salary and benefits) | | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 136,635 | \$ 26,488 | \$ 163,123 |
| Personnel (salary and benefits) Subtotal | \$ 136,635 | \$ 26,488 | \$ 163,123 |
| Consultant | | | |
| | | | \$ - |
| Consultant Subtotal | \$ - | \$ - | \$ - |
| Total | \$ 136,635 | \$ 26,488 | \$ 163,123 |

* These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning. [§ 11206(b)] The total amount of funds used by the MPO for Complete Streets planning for FY 26/27 is \$20,020 of \$250,598 PL, and for FY27/28, it is \$14,415 of \$136,635 PL.

Task 7: Regional Planning

Purpose: To support a regional transportation planning process while considering both local and regional transportation needs and ensuring multi-jurisdictional coordination for the Treasure Coast urbanized area. Assist in future planning and decision-making process for Regional Corridor Planning.

Previous Work:

- Attended the Treasure Coast Transit Meetings (TCTMs).
- Assisted in the development of the Treasure Coast Regional Planning Model Version 6 (TCRPM6).
- Attended TCRPC, MPOAC, Treasure Coast Technical Advisory Committee (TCTAC), and Treasure Coast Transportation Council (TCTC) meetings.
- Attended the St. Lucie TPO TAC and Board meetings.

Required Activities:

- Attend TCTC and TCTAC meetings.
- Attend regional meetings for regional collaboration.
- Coordinate with neighboring MPOs and other government agencies.
- Assist in the preparation and submittal of the Transportation Regional Incentive Program (TRIP) Grant Applications.
- Continue contact with neighboring MPOs, including attending meetings of the Southeast Florida Transportation Council (SEFTC) and the Regional Transportation Technical Advisory Committee (RTTAC).
- Develop 2050 Regional LRTP with other Treasure Coast M/TPO's
- Assist FDOT with the Treasure Coast Regional Planning Model
- Conduct regional freight planning
- Participate in the reestablished TCTM meetings
- Conduct research, analysis, and coordination in regard to Regional Transit and Passenger Rail projects.

Products and Schedule

- TCTC Meetings.....As needed
- TCTAC MeetingsAs needed
- TCTM MeetingsAs needed
- Attend other agency and regional meetingsOngoing
- TRIP GrantMarch 2027 and 2028
- 2050 Regional LRTPAs needed

Responsible Agency: Martin MPO, FDOT, St. Lucie TPO, Indian River MPO, TCRPC

| 7 REGIONAL PLANNING | | | |
|--|------------------------|-------------------|-----------------------|
| 2026/2027 | | | |
| Funding Source | FHWA | | FY 2026/2027 Total |
| Contract Number | | | |
| Source Level | PL | Total | |
| Lookup Name | 2026/2027 FHWA (PL) | FHWA (Total) | |
| Personnel (salary and benefits) | | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 129,000 | \$ 129,000 | \$ 129,000 |
| Personnel (salary and benefits) | \$ 129,000 | \$ 129,000 | \$ 129,000 |
| Consultant | | | |
| Transfer to St. Lucie TPO | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Consultant Subtotal | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Total | \$ 154,000 | \$ 154,000 | \$ 154,000 |
| 2027/2028 | | | |
| Funding Source | FHWA | | FY 2027/2028 Total |
| Contract Number | | | |
| Source Level | PL | Total | |
| MPO Budget Reference | | | |
| Lookup Name | 2027/2028 FHWA (PL) | 2027/2028 FHWA | |
| Personnel (salary and benefits) | | | |
| MPO staff salaries, fringe benefits, and other deductions | \$ 110,940 | \$ 110,940 | \$ 110,940 |
| Personnel (salary and benefits) | \$ 110,940 | \$ 110,940 | \$ 110,940 |
| Total | \$ 110,940 | \$ 110,940 | \$ 110,940 |

| 7 REGIONAL PLANNING Detailed Breakdown | | | | | |
|---|----------------------|-----------|------------------|------------------|------------------|
| 2026/2027 | | | | | |
| Funding Source | | | FHWA | | FY |
| Source Level | Transfer from | | PL | Total | 2026/2027 |
| 2050 Regional Long Range Transportation Plan | | | | | |
| <i>Lead Agency:</i> | St. Lucie TPO | No | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| <i>(Other contributing</i> | Martin MPO | Yes | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| | Indian River MPO | Yes | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| <i>2050 Regional Long Range Transportation Plan Subtotal</i> | | | \$ 75,000 | \$ 75,000 | \$ 75,000 |
| Total | | | \$ 75,000 | \$ 75,000 | \$ 75,000 |
| 2027/2028 | | | | | |
| Funding Source | | | | | FY |
| Source Level | Transfer from | | | Total | 2027/2028 |
| | | | | | |
| Total | | | \$ - | \$ - | \$ - |

**Italicized amounts denote transfers to the lead agency as identified per regional task.*

****Notes: One-Time Cost Sharing for Treasure Coast Memorandum of Understanding (MOU) (funds to St. Lucie TPO) Regional Planning Activities. MOU Participant Members: Martin MPO, St. Lucie TPO, and Indian River County MPO.**

MARTIN MPO FY27 and FY28 UPWP FHWA PL FUNDING BUDGET

| | | | |
|--|----------------|-----------|------------------------|
| PL Carry Forward Balance | | \$224,223 | |
| FHWA FY27 PL Allocation | | \$492,846 | |
| FY27 PL Amount related to CPG | | +83,739 | |
| FY27 PL Budget | | | \$800,808 |
| FHWA FY28 PL Allocation | \$492,846 | | |
| FY28 PL Amount related to CPG | <u>+83,739</u> | | |
| FY28 PL Budget | | | <u>+576,585</u> |
| <u>TOTAL FY27/FY28 UPWP PL BUDGET</u> | | | \$1,377,393 |

Table 1A: Agency Participation FY27 & FY28

| Funding Source Contract | CTD GXX2 | | FHWA GXX1 | | Local | |
|--|------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| | 2026/2027 | 2027/2028 | 2026/2027 | 2027/2028 | 2026/2027 | 2027/2028 |
| Total Budget | \$ 26,488 | \$ 26,488 | \$ 800,808 | \$ 576,585 | \$ 130,070 | \$ 133,300 |
| Task 1 UPWP AND ORGANIZATION ADMINISTRATION | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ 130,000 | \$ 110,800 | \$ - | \$ - |
| Consultant | \$ - | \$ - | \$ 30,000 | \$ 10,000 | \$ - | \$ - |
| Travel | \$ - | \$ - | \$ 5,000 | \$ 5,000 | \$ - | \$ - |
| Direct Expenses | \$ - | \$ - | \$ 9,050 | \$ 9,050 | \$ - | \$ - |
| Indirect Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| Equipment | \$ - | \$ - | \$ 1,000 | \$ 1,000 | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ 176,050 | \$ 136,850 | \$ - | \$ - |
| Task 2 PUBLIC INVOLVEMENT AND OUTREACH | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ 60,000 | \$ 51,600 | \$ - | \$ - |
| Consultant | \$ - | \$ - | \$ 4,200 | \$ 4,200 | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ 64,200 | \$ 55,800 | \$ - | \$ - |
| Task 3 DATA COLLECTION AND ANALYSIS | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ 60,000 | \$ 51,600 | \$ 130,070 | \$ 133,300 |
| Consultant | \$ - | \$ - | \$ 8,400 | \$ 8,400 | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ 68,400 | \$ 60,000 | \$ 130,070 | \$ 133,300 |
| Task 4 LONG RANGE TRANSPORTATION PLAN | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ 35,000 | \$ 30,100 | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ 35,000 | \$ 30,100 | \$ - | \$ - |
| Task 5 TRANSPORTATION IMPROVEMENT PROGRAM | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ 45,000 | \$ 38,700 | \$ - | \$ - |
| Consultant | \$ - | \$ - | \$ 7,560 | \$ 7,560 | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ 52,560 | \$ 46,260 | \$ - | \$ - |
| Task 6 TRANSPORTATION SYSTEMS PLANNING | | | | | | |
| Personnel (salary and benefits) | \$ 26,488 | \$ 26,488 | \$ 168,303 | \$ 136,635 | \$ - | \$ - |
| Consultant | \$ - | \$ - | \$ 82,295 | \$ - | \$ - | \$ - |
| Sub Total | \$ 26,488 | \$ 26,488 | \$ 250,598 | \$ 136,635 | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| 7 REGIONAL PLANNING | | | | | | |
| Personnel (salary and benefits) | \$ - | \$ - | \$ 129,000 | \$ 110,940 | \$ - | \$ - |
| Consultant | \$ - | \$ - | \$ 25,000 | \$ - | \$ - | \$ - |
| Travel | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Direct Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Indirect Expenses | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Supplies | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Equipment | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Sub Total | \$ - | \$ - | \$ 154,000 | \$ 110,940 | \$ - | \$ - |
| Sub-Total (less the de-obligated funds) | \$ - | \$ 52,976 | \$ - | \$ 1,377,393 | \$ - | \$ 263,370 |
| Total De-ob. Funds (PL) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total De-ob. (Other Source) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL PROGRAMMED | \$ 26,488 | \$ 26,488 | \$ 800,808 | \$ 576,585 | \$ 130,070 | \$ 133,300 |

Table 2A: Funding Source FY27 & FY28

| Contract | Funding Source | Source Level | 2026/2027 | 2027/2028 | FY 2026/2027 Funding Source | | | | FY 2027/2028 Funding Source | | | |
|----------|----------------|------------------------|-------------------|-------------------|-----------------------------|-------------------|------------------|-------------------|-----------------------------|-------------------|------------------|-------------------|
| | | | | | Soft Match | Federal | State | Local | Soft Match | Federal | State | Local |
| GXX2 | CTD | State | \$ 26,488 | \$ 26,488 | \$ - | \$ - | \$ 26,488.00 | \$ - | \$ - | \$ - | \$ 26,488.00 | \$ - |
| | | CTD GXX2 TOTAL | \$ 26,488 | \$ 26,488 | \$ - | \$ - | \$ 26,488 | \$ - | \$ - | \$ - | \$ 26,488 | \$ - |
| GXX1 | FHWA | PL | \$ 800,808 | \$ 576,585 | \$ 176,621.51 | \$ 800,808.00 | \$ - | \$ - | \$ 127,168.20 | \$ 576,585.00 | \$ - | \$ - |
| | | FHWA GXX1 TOTAL | \$ 800,808 | \$ 576,585 | \$ 176,622 | \$ 800,808 | \$ - | \$ - | \$ 127,168 | \$ 576,585 | \$ - | \$ - |
| | Local | Source 1 | \$ 130,070 | \$ 133,300 | \$ - | \$ - | \$ - | \$ 130,070.00 | \$ - | \$ - | \$ - | \$ 133,300.00 |
| | | Local TOTAL | \$ 130,070 | \$ 133,300 | \$ - | \$ - | \$ - | \$ 130,070 | \$ - | \$ - | \$ - | \$ 133,300 |

Appendix A

Noteworthy Practices

Martin MPO Noteworthy Practices

2050 Long Range Transportation Plan (LRTP)

The Martin MPO successfully adopted its 2050 Long Range Transportation Plan (LRTP), establishing a vision for a safe and efficient transportation system through 2050. The plan was developed through extensive public involvement, data-driven analysis, and coordination with local partners.

Development Review Interactive Map

In cooperation with Martin County and its municipalities, the Martin MPO developed a Martin County Development Review Interactive Map to track County and municipal developments on a single map. This map provides continuously updated data that will enable the Martin MPO to coordinate and prioritize future planning and transportation projects based on future developments.

Walk to School Day

Staff members met with staff from J.D. Parker Elementary School on October 15, 2025, to promote safe walking. The MPO gave out backpacks filled with comic books, stickers, arm bands, trading cards, blinking lights and other items (provided by the University of Florida's Pedestrian and Bicycling Safety Resource Center) that all reinforced the message of how to walk to school safely. The MPO has made it a priority that people of all ages especially young children learn about the dangers of crossing driveways and intersections along roadways, and how to do it in the safest way possible.

Social Media

The Martin MPO has been working to build their following and increase their presence on social media, which includes the Facebook Page and Instagram. The Martin MPO shares safety messages and advertises the various public involvement the agency hosts such as public workshops, open houses, and meetings.

Appendix B

Joint Certification & Statements and Assurances

Debarment and Suspension

Lobbying

DBE

Title VI

Appendix A&E

*Will be included with Final UPWP Submission

Appendix C

Transportation Disadvantaged Planning Grant Application

*Will be included with Final UPWP Submission

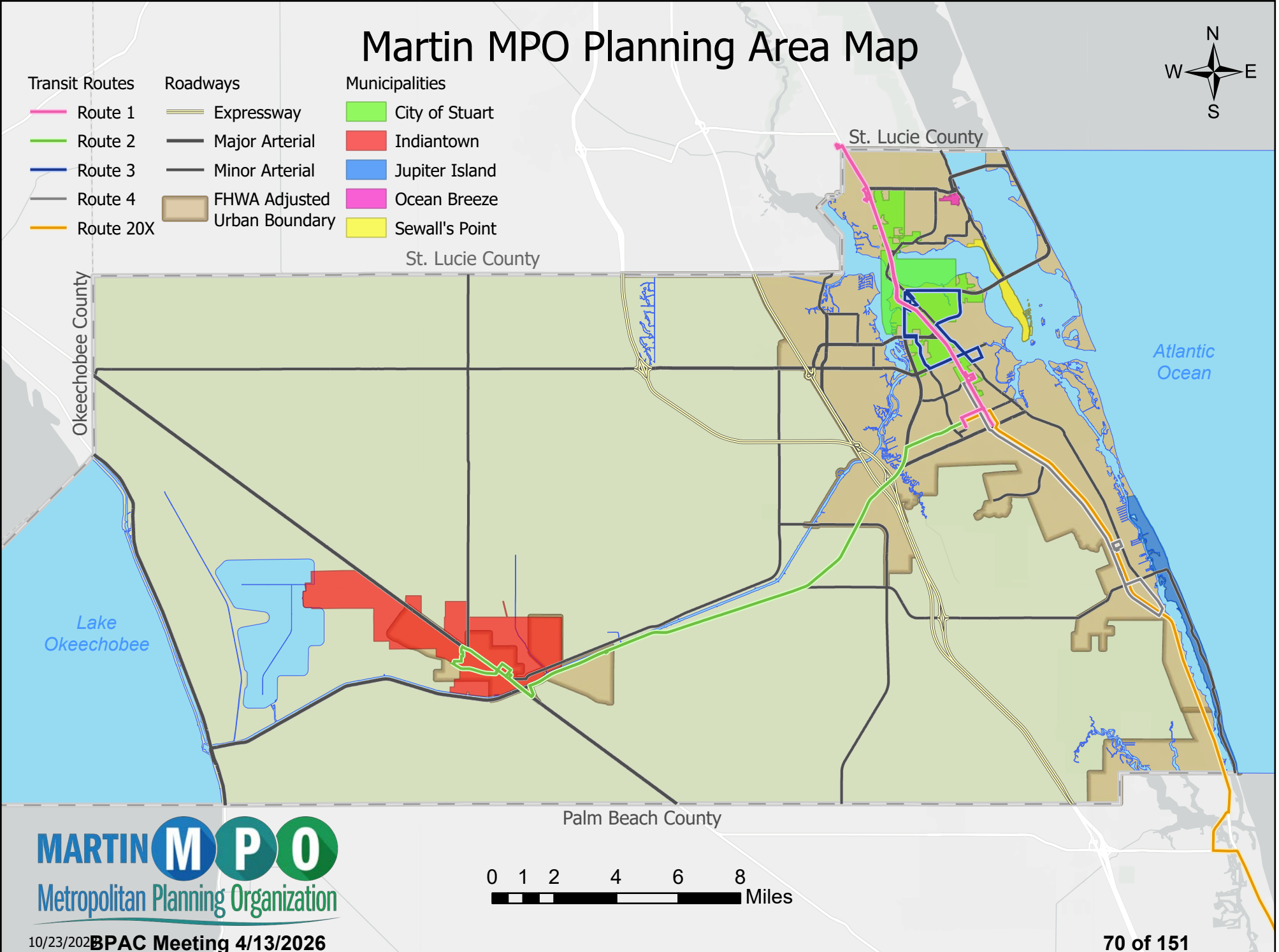
Appendix D

Planning Area Map

Martin MPO Planning Area Map



- | | | |
|-----------------------|------------------------------|-----------------------|
| Transit Routes | Roadways | Municipalities |
| Route 1 | Expressway | City of Stuart |
| Route 2 | Major Arterial | Indiantown |
| Route 3 | Minor Arterial | Jupiter Island |
| Route 4 | FHWA Adjusted Urban Boundary | Ocean Breeze |
| Route 20X | | Sewall's Point |



Appendix E

FDOT District Four/FHWA Planning Activities

*Will be included with Final UPWP Submission

Appendix F

Miscellaneous Exhibits

Exhibit 1: Staff Services Agreement with Martin County

Exhibit 2: Resolution 22-04 – Travel Policy

Exhibit 3: MPO Bylaws

Exhibit 4: State Emphasis Areas

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AGREEMENT

Between

THE MARTIN
METROPOLITAN PLANNING ORGANIZATION

And

MARTIN COUNTY, FLORIDA

For

STAFF SERVICES

THIS AGREEMENT made and entered into this 16th day of OCTOBER, 2007, by and between THE MARTIN METROPOLITAN PLANNING ORGANIZATION, hereinafter called the "MPO," and MARTIN COUNTY, FLORIDA, hereinafter called the "COUNTY."

WITNESSETH:

WHEREAS, the MPO, pursuant to the authority conferred upon it by Article 5 of the Interlocal Agreement establishing the Martin County Metropolitan Planning Organization effective July 18, 2006, may enter into contracts with local or state agencies to utilize the staff resources of such agencies and for the performance of certain services by such agencies; and

WHEREAS, pursuant to the aforesaid Interlocal Agreement and the companion Joint Participation Agreement between the MPO and the Florida Department of Transportation dated September 19, 2006, it is contemplated that COUNTY personnel will perform a substantial portion of each task necessary to carry out the Transportation Planning and Programming Process mandated by Federal Regulations as a condition precedent to the receipt of Federal Funds for the planning, construction or operation of Transportation Programs and Projects; and

WHEREAS, it is deemed by the parties to be appropriate and necessary that the duties and obligations of the COUNTY in providing Staff Services to the MPO be defined and fixed by formal agreement; NOW, THEREFORE,

IN CONSIDERATION of the mutual covenants, promises and representations herein, the parties agree as follows:

1.0 PURPOSE

For the reasons recited in the preamble, which are hereby adopted as part hereof, this Agreement is to provide for professional services to carry out the terms of the Interlocal Agreement establishing the MPO and the Joint Participation Agreement between the MPO and the Florida Department of Transportation, and to provide personnel for the administration of the MPO.

2.0 DEFINITIONS

- .01 COUNTY ADMINISTRATOR: Shall mean the Martin County Administrator.
- .02 FDOT: shall mean the Florida Department of Transportation.
- .03 FHWA: shall mean the United States Federal Highway Administration.

- 1 .04 UPWP: shall mean the annual Unified Planning Work Program required by Federal
2 Regulations. (23 CFR 450 A)
3
- 4 .05 FTA: shall mean Federal Transit Administration.
5
- 6 3.00 SCOPE OF SERVICES
7
- 8 It is agreed by the COUNTY that it shall furnish the MPO with the professional, technical,
9 administrative and clerical services, the supplies, the equipment, the office and other
10 space, and such other incidental items as may be required and necessary to manage the
11 business and affairs of the MPO and to carry on the Transportation Planning and
12 Programming Process specified by the Joint Participation Agreement between the MPO
13 and FDOT dated September 19, 2006; provided, it is understood and agreed that unless
14 otherwise provided for, the performance of such service and functions shall be limited to
15 those specified and allocated in the UPWP budget and all approved budgets under
16 Federal or state grant contracts with the MPO. It is further agreed:
17
- 18 .01 COUNTY ADMINISTRATOR
19
- 20 The County Administrator, or his/her designee, shall be responsible to the MPO for the
21 Conduct of the Transportation Planning Process as well as the appointment, assignment,
22 direction and control of all county personnel necessary thereto; the development of
23 appropriate organizational structure to carry out the responsibilities set forth in this
24 Agreement; and the development of procedures to monitor and coordinate the Planning
25 Process.
26
- 27 .02 COMMITMENT OF PERSONNEL
28
- 29 The COUNTY Administrator, or his/her designee, shall annually have prepared a detailed
30 listing of all tasks necessary and incident to carry out the Planning Process, the man-
31 hours required to carry out such tasks, and the required skills or qualifications of the
32 personnel assigned to MPO duties. The personnel so assigned shall, when performing
33 such duties, be under the direction of the person in charge of and bearing the
34 responsibility for, producing the required work product.
35
- 36 .03 TECHNICAL ADVISORS
37
- 38 The head of each COUNTY department or agency participating in the Transportation
39 Planning Process shall be deemed a Technical Advisor in the field of his competency and
40 shall be expected to provide the MPO with expert advice or perform such duties incident
41 thereto as the COUNTY Administrator shall assign.
42
- 43 .04 GENERAL COUNSEL
44
- 45 The COUNTY Attorney shall be the legal advisor to the MPO and shall represent the
46 MPO in all legal matters provided that the MPO may employ special counsel for specific
47 needs.
48
- 49 .05 MPO STAFF DIRECTOR
50
- 51 An MPO Staff Director to be designated by the COUNTY Administrator and serving at
52 his/her pleasure, shall be considered a county employee with all associated rights and
53 obligations, shall report directly to the MPO Policy Board for all matters regarding the
54 administration and operation of the MPO and, shall have the following duties and
55 functions with relation to the MPO: coordinating the activities of the various structures
56 established by the Interlocal Agreement heretofore mentioned; preparing the agendas of

1 the MPO and MPO Technical Advisory Committee and Citizens Advisory Committee;
 2 preparing Resolutions and other appropriate documents; scheduling meetings; giving
 3 notice; keeping minutes; preparing an annual report; preparing such interim reports as
 4 may be required; developing and implementing operating procedures necessary to carry
 5 out the functions and duties of the MPO Staff Director, directing the implementation of
 6 policies established by the MPO, and performing such other duties as may be assigned
 7 by the MPO Board or required by governing local, state or federal regulations or laws.

8
 9 **.06 ANNUAL BUDGET**

10
 11 The COUNTY Administrator shall have prepared an Annual Budget on October 1 to
 12 September 30 fiscal year basis. The budget shall identify funding sources, participating
 13 agencies and the level of participation by the various agencies. The MPO shall prepare
 14 its operating Budget to address its use of state, federal and local funds as part of the
 15 UPWP on a fiscal year basis of July 1 to June 30.

16
 17 **.07 FINANCIAL ADMINISTRATION**

18
 19 Through the MPO Staff Director:

20
 21 **.07.1** The Records and accounts of the MPO shall be administered by the
 22 COUNTY in accordance with accounts and accounting procedures which
 23 shall be developed by the COUNTY for the MPO and in accordance with
 24 all state and federal regulations and laws applicable to the MPO.

25
 26 **.07.2** Contracts and bids for the purchase of materials and services shall be in
 27 accordance with COUNTY procedures and all state and federal rules,
 28 regulations and laws applicable to the MPO.

29
 30 **.07.3** Purchasing of materials, supplies, equipment and services shall be
 31 through the COUNTY Purchasing Division in accordance with COUNTY
 32 procedures and practices and all state and federal rules, regulations and
 33 laws applicable to the MPO.

34
 35 **.07.4** Expenditures of money shall only be made in accordance with
 36 procedures which shall be developed by the COUNTY for the MPO and
 37 shall comply with all state and federal rules, regulations and laws
 38 applicable to the MPO.

39
 40 **.07.5** Deposit of Funds. All monies received by the MPO shall be deposited
 41 with the COUNTY in a trust account and applied only in accordance with
 42 the provisions of the procedures established pursuant to Section 3.07.4
 43 of this Agreement.

44
 45 **4.0 REIMBURSEMENT OF COUNTY**

46
 47 The MPO hereby agrees that it shall reimburse the COUNTY for all services rendered
 48 under this Agreement as specified in the UPWP budget and all approved budgets under
 49 Federal or state grant contracts with the MPO and in accordance with the procedures
 50 established pursuant to 3.07 of this Agreement.

51
 52 **5.0 CONSULTANTS**

53
 54 It is agreed by the parties that nothing in this Agreement shall limit or preclude the
 55 prerogative of the MPO to enter into contracts for other professional consultant services
 56 to perform such tasks as the MPO may deem appropriate provided the control and

1 direction of such consultants and the administration of such contracts shall be in
 2 conformance with all applicable local, state and federal, rules, regulations and laws,
 3 related to procuring professional services.

4
 5 6.0 FEDERAL ASSURANCES

6
 7 .01 SUBCONTRACTING

8
 9 The MPO may perform or may subcontract with other public agencies, work valued at not
 10 more than 50 per cent of the value of the annual Unified Planning Work Program,
 11 excluding specialized services. Specialized services are those items not ordinarily
 12 furnished in support of the urban transportation planning process. Specialized services
 13 and subcontract work should be itemized in the Unified Planning Work Program to the
 14 extent that they are determinable, and approved in the process of approval of the Unified
 15 Planning Work Program.

16
 17 .02 SUPPLEMENTAL AGREEMENTS

18
 19 It is understood and agreed that, in order to permit federal participation, no supplemental
 20 agreement of any nature may be entered into by the parties hereto with regard to the
 21 work to be performed hereunder without the approval of the U.S. Department of
 22 Transportation, anything to the contrary in the Agreement notwithstanding.

23
 24 .03 THIRD PARTY CONTRACTS

25
 26 Except as otherwise authorized in writing by the Florida Department of Transportation,
 27 FTA, and FHWA, the COUNTY shall not execute any contract or obligate itself in any
 28 other manner with any third party with respect to the Staff Services provided under this
 29 Agreement without the prior written concurrence of the Florida Department of
 30 Transportation, FTA, and the FHWA. Subletting of consultant contracts and contracts
 31 with other public agencies shall be in accordance with the requirements of 23 CFR 172.

32
 33 .04 TERMINATION OR SUSPENSION

34
 35 .04.1 Termination or Suspension Generally. If the COUNTY abandons or, before
 36 completion, finally discontinues the Staff Services provided under this
 37 Agreement; or if for any other reason, the commencement, prosecution, or timely
 38 completion of the Staff Services provided under this Agreement by the COUNTY
 39 is rendered improbable, infeasible, impossible, or illegal, the MPO may, by
 40 written notice to the COUNTY, suspend any or all of its obligations under this
 41 Agreement until such time as the event or condition resulting in such suspension
 42 has ceased or been corrected, or the MPO may terminate any or all of its
 43 obligations under this agreement.

44
 45 .04.2 Action Subsequent to Notice of Termination or Suspension. Upon receipt of any
 46 final termination notice under this Section, the COUNTY shall proceed promptly
 47 to carry out the actions required therein which may include any or all of the
 48 following: (1) necessary action to terminate or suspend, as the case may be,
 49 Staff Services provided under this Agreement and contracts and such other
 50 actions as may be required or desirable to keep to the minimum the costs upon
 51 the basis of which the financing is to be computed; (2) furnish a statement of the
 52 status of the Staff Services provided under this Agreement and of the Payroll
 53 Accounts as well as a proposed schedule, plan, and budget for terminating or
 54 suspending and closing out Staff Services provided under this Agreement and
 55 contracts, and other undertakings the costs of which are otherwise includable as
 56 costs; and (3) remit to the MPO such portion of the financing and any advance

1 payment previously received as is determined by the parties to be due under the
 2 provisions of the Agreement. The closing out shall be carried out in conformity
 3 with the latest schedule, plan, and budget as approved by the MPO or upon the
 4 basis of terms and conditions imposed by the MPO upon the failure of the
 5 COUNTY to furnish the schedule, plan and budget within a reasonable time. The
 6 acceptance of a remittance by the COUNTY or the closing out of Federal
 7 financial participation in the Staff Services provided under this Agreement shall
 8 not constitute a waiver of any claim which the MPO may otherwise have arising
 9 out of this Agreement.

10
 11 **.05 AUDIT AND INSPECTION**

12
 13 The COUNTY shall permit, and shall require its contractors to permit FHWA, FTA, and
 14 the Florida Department of Transportation authorized representatives to inspect all work,
 15 materials, payrolls, records of personnel, invoices of materials, and other relevant data
 16 and records; and to audit the books, records, and accounts of the COUNTY, pertaining to
 17 the development of the Staff Services provided under this Agreement. Records of costs
 18 incurred under terms of the Agreement shall be maintained and made available upon
 19 request of the Florida Department of Transportation, FTA, or FHWA at all times during
 20 the period of a specific Unified Planning Work Program and for three years after final
 21 payment is made on a specific Unified Planning Work Program. Copies of these
 22 documents and records shall be furnished to Florida Department of Transportation, FTA,
 23 or FHWA upon request. The COUNTY shall furnish annual audit reports to Florida
 24 Department of Transportation in accordance with UPWP procedures, and all applicable
 25 local, state and federal, rules, regulations and laws.

26
 27 **.06 EQUIPMENT**

28
 29 Where Federal funds are to be used to provide part or all of the cost of equipment, such
 30 Expenditures must have the prior written approval of the Florida Department of
 31 Transportation and the FHWA, and must be in accordance with the requirements of 23
 32 CFR 420A.

33
 34 **.07 PUBLICATION, RENTAL OF SPACE OR EQUIPMENT AND INDIRECT COSTS**

35
 36 This Agreement is subject to all applicable requirements of 23 CFR and all other
 37 applicable Federal regulations related to approval of travel, report publication provisions,
 38 rental of space or equipment, and indirect costs. All reports published by the MPO or
 39 COUNTY which were funded wholly or in part by FHWA Planning (PL) funds shall contain
 40 the credit "prepared in cooperation with the U.S. Department of Transportation, Federal
 41 Highway Administration."

42
 43 **.07.1 Indirect Costs (Reserved)**

44
 45 **.08 NONDISCRIMINATION**

46
 47 **.08.1 Compliance with Regulations.** The COUNTY shall comply with the regulations of
 48 Fed. DOT relative to nondiscrimination in federally-assisted programs of the Fed.
 49 DOT (Title 49, Code of Federal Regulations, Part 21, and Part 23, hereinafter
 50 referred to as the Regulations), which are herein incorporated by reference and
 51 made a part of the contract.

52
 53 **.08.2 Nondiscrimination.** The COUNTY, with regard to the work performed by it after
 54 award and prior to completion of the contract work, will not discriminate on the
 55 grounds of race, color, religion, sex, national origin, age, marital status, or
 56 disability, in the selection and retention of subcontractors, including

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procurements of material and leases of equipment. The COUNTY will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers the program set forth in Appendix B of the Regulations.

.08.3 Solicitations for Subcontracts, Including Procurements of Materials and Equipment. In all solicitations made by the COUNTY for work to be performed under a subcontract, including procurements of materials and leases of equipment, each potential subcontractor, supplier or lessor shall be notified by the COUNTY of obligations under this contract and the regulations relative to nondiscrimination on the grounds of race, color, religion, sex, national origin, age, marital status, or disability.

.08.4 Information and Reports. The COUNTY will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Florida Department of Transportation, FTA, or FHWA to be pertinent to ascertain compliance with such Regulations, orders and instruction. Where any information required of the COUNTY is in the exclusive possession of another who fails or refuses to furnish this information, the COUNTY shall certify to the Florida Department of Transportation, FTA, or FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.

.08.5 Sanctions for Noncompliance. In the event of the COUNTY's noncompliance with the nondiscrimination provisions of this contract, the Florida Department of Transportation shall impose such contract sanctions as it or FTA or FHWA may determine to be appropriate, including, but not limited to, withholding of payments to the COUNTY under the contract until the COUNTY complies; and/or cancellation, termination or suspension of the contract, in whole or in part.

.08.6 Incorporation of Provisions. The COUNTY will include the provisions of Paragraphs 6.08.1 through 6.08.6 in every subcontract, including procurement of materials and leases pursuant thereto. The COUNTY will take such action with respect to any subcontract or procurement as the Florida Department of Transportation, FTA, or FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance, provided, however, that, in the event the COUNTY becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the COUNTY may request the State to enter into such litigation to protect the interests of the State, and, in addition, may request the United States to enter into such litigation to protect the interests of the State, and, in addition, may request the United States to enter into such litigation to protect the interests of the United States.

.09 TRAINING

The use of federal funds for training of employees of the COUNTY shall be in accordance with the requirements of 23 CFR, and all other applicable Federal Regulations.

.10 PROHIBITED INTERESTS

The COUNTY shall insert in all contracts entered into in connection with the Staff Services provided under this Agreement or any property included or planning to be included in any Staff Services provided under this Agreement, and shall

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require its contractors to insert in each of their subcontracts, the following provision:

“No member, officer, or employee of the COUNTY or of the locality during his tenure or for one year thereafter shall have any interest, direct or indirect, in this contract or the proceeds thereof.”

This provision shall not be applicable to any agreement between the COUNTY and its fiscal depositories, or to any agreement for utility services the rates for which are fixed or controlled by a Governmental agency.

7.0 MISCELLANEOUS PROVISIONS

.01 HOW CONTRACT AFFECTED BY PROVISION BEING HELD INVALID

If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected thereby if such remainder would then continue to conform to the terms and requirements of applicable law.

.02 EXECUTION OF AGREEMENT

This Agreement may be simultaneously executed in several counterparts, each of which so executed shall be deemed t be an original, and such counterparts together shall constitute one and the same instrument.

.03 DURATION OF AGREEMENT AND WITHDRAWAL PROCEDURE

This Agreement shall remain in effect until terminated by the parties to the Agreement. Any party may withdraw from said Agreement after presenting, in written form, a notice of intent to withdraw, to the other parties, at least sixty (60) days prior to the intended date of withdrawal, provided financial commitments made prior to withdrawal are effective and binding for their full terms and amount regardless of withdrawal.

.04 AMENDMENT OF AGREEMENT

The COUNTY and the MPO may upon initiation of either party amend this Agreement to cure any ambiguity, defect, omission or to grant any additional powers, or to confer additional duties which are consistent with the intent and purpose of this Agreement.

.05 CONFIRMATION OF AGREEMENT

The Agreement shall be reviewed annually by the MPO to confirm the validity of the contents and to recommend the type of amendments, if any, that are required.

.06 AGREEMENT FORMAT

All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

IN WITNESS WHEREOF, the undersigned parties have caused the Agreement to be duly executed in their behalf on the respective date indicated.

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ATTEST:



MARSHA EWING, CLERK

BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA

BY:


MICHAEL DITERLIZZI, CHAIRMAN

APPROVED AS TO FORM AND
CORRECTNESS:


STEPHEN FRY
COUNTY ATTORNEY

METROPOLITAN PLANNING ORGANIZATION


MICHAEL DITERLIZZI, CHAIRMAN

September 17, 2007
Date

**A RESOLUTION OF THE
MARTIN METROPOLITAN PLANNING ORGANIZATION (MPO)
AMENDING ITS STAFF SERVICES AGREEMENT BETWEEN
THE MARTIN MPO AND MARTIN COUNTY
RESOLUTION NUMBER 08-03**

WHEREAS, the Staff Services Agreement between the Martin Metropolitan Planning Organization (MPO) Policy Board and the Martin County Board of County Commissioners was last executed on January 17, 1995; and,

WHEREAS, Committee names, and references to applicable rules, regulations and laws require updating; and,

WHEREAS, consistent with the recently enacted State of Florida HB 985, the MPO Coordinator shall be called the MPO Staff Director; and,

WHEREAS, all other agreements referenced in the 1995 Staff Services Agreement have been recently updated are now obsolete necessitating the update of this Agreement; and,

WHEREAS, Martin County does not draw indirect costs from the MPO Planning Funds that it provides to the MPO in support of administrative costs but may wish to do so in the future; and,

WHEREAS, the Staff Services Agreement requires updating and is reflective of the MPO's relationship to its host, Martin County;

NOW, THEREFORE, BE IT RESOLVED BY THE MARTIN METROPOLITAN PLANNING ORGANIZATION POLICY BOARD MEMBERS:

- 1) The Martin Metropolitan Planning Organization shall propose that the January 17, 1995, Staff Services Agreement be amended as reflected in the attached, Staff Services Agreement.
- 2) The proposed, amended Agreement shall be submitted to the Martin Board of County Commissioners for consideration and execution at the earliest opportunity.
- 3) The January 17, 1995, Staff Services Agreement between Martin County and the Martin Metropolitan Planning Organization shall remain in full force and effect until replaced by a new Staff Services Agreement duly considered and executed by parties thereto.

DULY PASSED AND ADOPTED THIS 17TH DAY OF September, 2007

Attest:


 Faith Simpson, Clerk

Martin Metropolitan Planning Organization
Policy Board


 Michael DiTerlizzi, Chairman

Approved as to Form:


 Stephen Fry, County Attorney

RESOLUTION NUMBER #22-04

A RESOLUTION OF THE MARTIN METROPOLITAN PLANNING ORGANIZATION (MPO) OF MARTIN COUNTY, FLORIDA, TO UTILIZE THE MARTIN COUNTY BOARD OF COUNTY COMMISSIONERS (THE "COUNTY") TRAVEL POLICY FOR REIMBURSEMENT OF TRAVEL EXPENSES.

WHEREAS, the travel policy of the Martin County Board of County Commissioners is governed by Section 112.061, Florida Statutes; and

WHEREAS, Martin County is authorized by state law to reimburse individuals for expenses incurred while traveling on official County business when the expenses directly relate to the purpose of the trip; and

WHEREAS, the County's policies and procedures concerning the reimbursement of travel expenses are explained in the Martin County Travel Policy effective December 30, 2020 (see attached); and

WHEREAS, Section 112.061 (14), Florida Statutes provides that if an MPO has not approved a written travel policy, the Florida State requirement/rules apply; and

WHEREAS, Martin MPO has no approved written travel policy; and

WHEREAS, the duties and obligations of the County in providing Staff Services to the MPO are defined by Agreement dated October 16, 2007 (also attached).

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

Section 1. The Martin MPO hereby approves the Martin County Travel Policy as its adopted travel policy for reimbursement of travel expenses.

Section 2. The MPO Administrator or designee is authorized to work with the Martin County Administration/Office of Management and Budget for travel expense and reimbursement.

DULY PASSED AND ADOPTED THIS 9th DAY OF MAY, 2022

MARTIN METROPOLITAN PLANNING ORGANIZATION



Troy McDonald, Chairman

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:



Sarah W. Woods, County Attorney

ATTEST:



Cheryl White, Clerk

ADMINISTRATIVE DIRECTED POLICY

To: BCC Employees

From: Don D. Donaldson, County
Administrator

Subject: Travel Policy – Revised

Effective Date: August 22, 2023

Created by: Administration & Clerk of Court

PURPOSE

The travel policy of the Martin County Board of County Commissioners (the "County") is regulated by Section 112.061, Florida Statutes. Standard Mileage Rate is published by the Internal Revenue Service.

The purpose of this policy is to establish uniform guidelines that are consistent with the business objectives of Martin County. It is the County's policy to reimburse employees for reasonable expenses incurred when traveling for official county business, including meetings conferences, trainings, workshops, and seminars. Travel may be local, in state, out of state and/or overnight.

Procedures for travel to include the requests, approval, reimbursement, and related documents will be found in the Travel Automation User Training Guides.



Don G. Donaldson, County Administrator

Suppression History:

219 – June 1, 2023
POL219 - December 30, 2020
POL219 - August 1, 2019
POL219 - June 17, 2019
POL204 - April 30, 2018
POL195 - June 8, 2017
POL193 - June 1, 2017
POL164 - March 16, 2015
POL136 - July 24, 2013
POL101 - June 7, 2011
POL74 - March 10, 2010
POL13 - October 3, 2006
POL5 - December 6, 2005
cwd04o.004 - January 7, 2004
cwd0lo.007 - January 23, 2001
adm00m.023 - October 20, 1999

POLICY

AUTHORITY TO TRAVEL

All travel requests to a non-contiguous County require pre-approval whether or not expenses are incurred. The County is authorized by state law to reimburse individuals for expenses incurred while traveling on official County business. The expenses must be directly related to the purpose of the trip, evidenced by receipts and other supporting documentation.

State law and County policy require approval by the County Administrator or designee for all travel by a County employee, prior to the date of travel, when possible. Local travel or day travel within the Treasure Coast does not require a travel authorization unless an expense is incurred other than registration.. Emergencies may preclude the applicability of policy in certain instances.

The reimbursement of travel expenditures must be in compliance with Section 112.061, Florida Statutes. Travel expenditures will be reimbursed only upon submission of the Expense Report, after completion of a trip. The County will not process requests for travel reimbursement not in compliance with this section of the law.

A Purchasing Card (P-Card) shall be used for all travel related expenses where allowed. Travel expenses utilizing grant funds where the granting agency does not allow use of a credit card shall be paid by County check.

DEFINITIONS

I. Definitions

- A. Department Director - Director of a given department with the responsibility to verify that sufficient budgeted funds are available prior to authorizing travel.
- B. Approver - Authorized staff to approve Pre-Approval Report and Expense Reports
- C. Designee - An Approval Delegate that has been assigned by an approver in their absence
- D. Delegate - Assigned staff with the ability to create and submit Pre-Approval Report and Expense Reports on a traveler's behalf
- E. M & IE - meals and incidental expenses such as laundry room services, tips for services and other fees that may be associated with travel
- F. Per Diem - Daily allowance for M & IE
- G. GSA - US General Services Administration, guidelines for meals reimbursement
- H. Blanket Request Travel Authorization - A BTRA may be used when an employee performs numerous trips out of the County to the same destination and/or to neighboring counties. This may be set up for a fiscal year or shorter period; however, they all will expire at the end of the fiscal year (September 30)
- I. Pre-Approval Report - Request for travel authorization
- J. Expense Report - Post travel reimbursement
- K. Treasure Coast - Martin, St. Lucie, Palm Beach, Indian River and Okeechobee Counties.

II. Policy

A. TRAVEL REQUEST

All requests for travel must be approved in advance by applicable Department Director or their designee. Please refer to the Travel Automation User Training Guides for the procedures related to the travel request submission, expense management and travel reconciliation.

The traveler is responsible for making reservations for airline tickets, hotels, and car rental. It is the traveler's responsibility to provide a tax-exempt certificate to the hotel, car rental agency, etc., and to ensure that sales tax is not charged. If the traveler chooses to use a personal credit card, the County's tax exemption certificate will not be honored by the vendor and the traveler will not be reimbursed for taxes. The County shall not pay any State sales taxes except for extenuating circumstances and out of state travel. Travel time compensation will be consistent with the Fair Labor Standards Act (FLSA).

1. Common Carrier/Air

The County will only reimburse economy class airline, train, or bus travel. Travelers securing upgraded fares must personally pay for the upgraded fare and request reimbursement for the cost of the economy fare. A statement must be attached to the Expense Report showing the economy rate.

2. Cancelled Airline Tickets

The traveler must maintain airline tickets that are not used due to cancellation of the trip. In most cases the airline ticket will remain open up to one (1) year of original purchase date. For an additional fee a transfer can be done to use the open ticket. Notify the Clerk of the Court/Accounting of cancellation and notice of open ticket.

3. County Vehicles

County vehicles shall be used whenever possible. A justification shall be provided when using a personal vehicle for County travel. Indicate County vehicle use in the map mileage section on the Expense Report.

4. Car Rental

The County will only reimburse travelers for the rental of compact cars. An exception to this rule is normally allowed when the automobile is shared with other travelers resulting in a savings to the County. It is recommended that staff use cooperative purchasing agreements when available.

Before driving away from the rental premises, the traveler should examine the car to make sure it is not damaged. If the car is damaged, the traveler should notify the rental company and request either another car or a written statement from a representative of the company acknowledging that the car was damaged when delivered to the traveler.

All accidents are to be reported to the car rental company. Any forms or reports prepared by the police or car rental company shall be turned in to Risk Management.

The traveler must obtain the original copy of the receipt from the car rental company at the time the car is returned. The receipt must be attached to the Expense Report. Car rental companies have "drop off" facilities at most airports. When such facilities are used, the traveler must contact

the rental company to obtain a copy of the receipt. Clerk of the Court/Accounting cannot process the Expense Report until all receipts are available for audit.

5. Mandatory Use of Seat Belts

All occupants of County vehicles and/or rented vehicles are required by law to use seat belts while traveling in such vehicles. Failure to use seat belts may result in disciplinary action or reduced worker's compensation benefits in the event of an accident.

6. Fuel Reimbursement

Travelers shall use a P-Card or will be reimbursed for gasoline purchased while renting a car, or while utilizing a County vehicle on County business. Fuel cost reimbursement will not be allowed when using a personal vehicle. The original gas receipt must be turned in with the Expense Report. In the event of a fuel pump malfunction or inability to obtain a printed receipt, a photograph of the pump with the amount of fuel and the cost of that fuel, plus a matching P-Card charge is adequate. In lieu of utilizing a gas station, vehicle should be fueled at the General Services gas pump prior to leaving the County and/or when returning to the County when possible.

7. Hotel Accommodations/Lodging

The traveler is responsible for making appropriate arrangements with hotels for the rental of rooms. A P-Card shall be used to reserve the hotel room unless P-Card use is not permitted due to grant restrictions.

The County will pay for single occupancy only unless the room is shared with another County authorized traveler. When multiple travelers share a hotel room, and the hotel bill is paid by one of the travelers, the traveler paying the bill shall request reimbursement for the total amount of the bill. When multiple travelers have separate rooms and one traveler pays the hotel bill for all, then the traveler paying the hotel bill shall request reimbursement for the total amount on the Expense Report.

The traveler whose hotel bill is being paid must state on his Expense Report "hotel room compliments of John Doe". If two travelers share a hotel room and split the bill, each traveler may claim one-half of the hotel bill on their Expense Report. In each of the above situations, each traveler shall provide an explanation of the circumstances and submit their Expense Report together or provide copies of the approved Expense Report of the other traveler(s).

The *itemized* hotel receipt must be filed with the Expense Report and must have a zero balance. A copy of the credit card charge slip alone is not acceptable. If payment is made by County P-Card the expense shall be shown as an advance on the Expense Report. Only the cost of the room (including tax when applicable) and allowable parking fees pursuant to this policy per night will be reimbursed. It is your responsibility to supply a Tax-Exempt Certificate to the hotel. Personal calls, meals, or any other charges included in the hotel bill are not reimbursable. Any calls made strictly for business must be clearly marked as such if the traveler is requesting reimbursement.

Hotel parking fees are reimbursable for *self-parking* only unless valet is the only option (statement required on Expense Report). Receipts are required for reimbursement. Parking charges shown on a hotel bill are an acceptable form of receipt for reimbursement. Tax is reimbursable for parking expenses if the tax cannot be forgiven in cases such as parking meters, automated parking lot machines, airport lots, etc.

The traveler is responsible for canceling hotel reservations when a trip is cancelled, or the dates changed. The traveler will be personally liable to the hotel for any charges or penalties resulting from failure to give proper notice of cancellation, except in the case of extenuating circumstances approved by the County Administrator or designee.

A traveler may not claim per diem or reimbursement for lodging for overnight travel within 50 miles of headquarters or residence, unless the circumstances necessitating such overnight travel are fully explained by the traveler and approved by the County Administrator. Criteria for approval may include late night or early morning job responsibilities and excessive travel time because of traffic conditions.

8. Tax Exemption

The County is Tax-Exempt and will not pay any State taxes except for extenuating circumstances, out of state travel and other instances stated herein. When making travel arrangements supply a copy of the tax-exempt form to vendors to waive all and any State taxes. The Tax-Exempt Certificate is available on the website at www.martin.fl.us, type **tax exempt** in the Search field. Tax will not be reimbursed to employees who choose to use their personal credit card for travel.

9. Registration Fees

A registration fee to attend a conference, convention, or any other event is frequently required prior to the date of the event. A P-Card should be used when possible. If agency does not accept the P-Card, a check will be mailed directly to the payee along with a copy of the registration form.

If a check is required, the traveler must submit the following to the Clerk of the Court/Accounting at least ten (10) working days prior to the due date for the registration fee:

- A copy of the 'approved' Pre-Approval Report;
- A vendor invoice OR literature from the organization if one is available (must include name of payee, mailing address, amount of registration fee and actual date of conference or event);
- A copy of the registration form (be sure the form is properly completed as it will be mailed directly to the payee).

Optional entertainment included on the registration form outside of the base cost of the event is a personal expense and will not be reimbursed by the County.

III. **Expense Report Reimbursement**

1. General

The Expense Report is to be used to reimburse travelers for expenses incurred while on travel. Upon completion of the travel, the traveler must submit the Expense Report, with original receipts for hotel room, gas, parking, car rental, airline ticket, screenshot of the official FDOT city to city mileage and google maps for vicinity travel if using a personal vehicle, and other expenses to be approved by their supervisor and the County Administrator where the final/complete travel will be submitted to Clerk of the Court/Accounting and uploaded to Banner/Financial system. If receipts cannot be produced, then a sworn and signed Affidavit must be completed and included with the Expense Report.

2. Non-Reimbursable Expenses

- Tips, except for approved transportation services and tourism marketing expenses as defined in the Tourism Familiarization Travel Policy in the County Purchasing Manual, and Section 125.0104, Florida Statutes.
- Personal travel insurance (travel insurance that benefits the County is acceptable)
- Rental car insurance
- Personal laundry service
- Locksmith services
- Personal telephone calls
- Mileage between home and official place of work
- Fines for traffic violations
- Room service
- Food (except as provided herein)
- Any other personal expense

3. Personal Travel While on County Business

Travelers occasionally extend their visit to a city beyond the period required to complete the official business of the County. The traveler's supervisor, prior to the date of travel, must approve annual leave. A traveler will not be reimbursed for expenses incurred beyond the time required to complete the official business of the County. The Expense Report must show "personal" on the days that the traveler was on personal business.

IV. PER DIEM AND MEAL ALLOWANCES

Per Diem is subsistence allowance that a traveler is authorized to receive when traveling on official business. A P-Card shall not be used for meals. The rates for reimbursement will be according to the U.S. General Service Administration (GSA) Per Diem Rates (Meals and Incidental Expense Breakdown) on the website: <https://www.gsa.gov/>.

A. CLASS OF TRAVEL

- CLASS A:** Continuous travel of 24 hours or more away from official headquarters.
- CLASS B:** Continuous travel of less than 24 hours that requires overnight absence from official headquarters. Cannot exceed four quarters.
- CLASS C:** Travel for short day trips not requiring overnight absence from official headquarters.

Day trip/travel - a period of 24 hours consisting of four quarters of 6 hours each.

Meal allowance reimbursements for Class C travel are included in employee's paycheck. An ACH refund will be processed for other expenses such as mileage and tolls.

B. AUTOMOBILE TRAVEL

1. Use of Own Automobile

A traveler may use his/her own automobile when it is in the best interest of the County. A justification shall be provided. The County will reimburse the traveler for the official mileage between the cities, or the negotiated airfare, whichever is less. Costs of operation, maintenance and ownership of a vehicle are the responsibility of the traveler. The County is not authorized

to reimburse a traveler for repairs or other related costs incurred while traveling on official business of the County.

2. Mileage Allowance

Travelers using their own automobiles will be eligible for reimbursement a rate regulated by the IRS.

Whenever possible, mileage between cities must be obtained from the FDOT Official Highway Mileage website <https://fdotewpl.dot.state.fl.us/CityToCityMileage/viewer.aspx>. Traveler will not be reimbursed for mileage between home and official place of business. Mileage will be reimbursed for travel between home and travel destination OR official place of work and travel destination, whichever is less.

3. Mileage to Airport

When traveling to the airport, the traveler is authorized to claim mileage from his/her official headquarters, or home, whichever is less.

4. Travel Route

All travel connected with the official business of the County must be by the most direct route. If a person travels by an indirect route for his/her own convenience, the extra costs must be borne by the traveler. The County will only reimburse the traveler for those expenses that would have been incurred had the traveler used the most direct route. If the employee is travelling by air and will not return home immediately following the end of County business due to personal travel, the County will reimburse the employee for the cost of round-trip airfare to and from Florida airport that the employee departed from (with proof of such cost) **or** the cost of round-trip airfare to the employee's personal destination, whichever is less. If proof of round-trip airfare cost to and from Florida airport is not provided, the traveler will be reimbursed for the cost of one-way airfare only.

5. Treasure Coast Travel

The employee may be reimbursed for in-County mileage traveled for County related business. **An employee may attend a seminar that takes place within the Treasure Coast. Submitting a travel request is not required for this type of travel, unless there are expenses that will be incurred other than registration.** Use of a personal vehicle for in-County travel must be justified. Mileage will be reimbursed for travel between home and travel destination **or** official place of work and travel destination, whichever is less. Class C meals will not be paid for in-County travel. A reimbursement voucher for in-County travel can be submitted to the County at any time; however, the Clerk of the Court/Accounting encourages submission once or twice a month.

6. Commissioner Day Travel Mileage/Tolls Monthly Reimbursement Report (Exhibit A)

When using a personal vehicle, County Commissioners may submit a Commissioner Day Travel Mileage/Tolls Monthly Reimbursement Report (Report), which includes mileage, tolls, and a description of the public purpose, for all day travel conducted that does not involve any ancillary reimbursement(s) other than tolls for which a receipt is provided. The Report shall be submitted to the Clerk of the Court/Accounting in a timely manner at the conclusion of each month and shall have attached maps depicting the travel route(s) that also notes the mileage used. As FDOT map sourcing does not provide for detailed mileage within the vicinity of local jurisdictions, a Mapquest or Google Maps product may be used. The Report must be

completed in its entirety prior to submission. Mileage reimbursement shall not be allowed for travel between home and the official place of work (headquarters). Mileage will be reimbursed for travel between home and travel destination OR official place of work and travel destination, whichever is less.

7. Fire Rescue Mileage Allowance

Mileage allowance from fire station to fire station for employees covered by the Agreement between Martin County and Martin County Firefighters Association, Local 2959, IAFF shall be in accordance with that Agreement.

C. CASH ADVANCE

Cash advances in a form determined by the Martin County Clerk of the Court/Accounting Department will be permitted only when P-Card use is not feasible or allowed.

D. MISCELLANEOUS

1. Workshops, Seminars, or Other Training

Travel expenses to attend workshops, seminars or other types of training must be incurred only when the subject matter of the training is relevant to the duties required in the employee's current position. The training must be intended to improve the efficiency of a "qualified" employee.

2. Purchasing Card

P-Cards shall be used for the purpose of County authorized travel unless prohibited by grant rules. Absolutely no personal purchases or cash advances are allowed when using a County issued P-Card. In accordance with the P-Card Policy, the card should be used for conference registration (when required) and to charge expenses incurred while traveling on the official business of the County such as hotel rooms, car rental, and airfare. All Vendors must be notified of the County's Tax-Exempt status prior to processing sales transaction.

3. Overpayments

Any overpayment made to an employee must be paid back to the County as soon as they are notified of such overpayment, and/or a date is mutually arranged. Any advance requests or reimbursements submitted for processing will be held until reimbursement to the County has been made.

4. Metropolitan Planning Organization (MPO)

The MPO shall utilize County procedures for travel authorization and reimbursement with the exception of P-Card use. Check advances for hotel, registration and airfare shall be allowed. Reimbursement for mileage, tolls, meals and per diem shall be after the fact. State grant funds may not be used for Class C travel per Section 112.061(15), Florida Statutes. MPO members who are not employees of the Martin County Board of County Commissioners shall be reimbursed for meals and mileage in accordance with the rates outlined in Section 112.061, Florida Statutes.

5. Mutual Aid Deployment

In the event that Fire Rescue or other County employees are deployed outside the County for mutual aid, the employee shall be permitted to use a P-Card to pay for meals or may choose to follow the travel reimbursement guidelines herein to request reimbursement for travel expenses. If using a P-Card, the daily allowance for meals shall not exceed the daily authorized M & IE amount allowed by GSA.

6. State Funded Travel

Travel funded by the State will be reimbursed to the employee in accordance with the County travel policy regardless of State reimbursement rates. Employee must attach proof of State funding to the travel request.

7. Non-Employee Travel for Tourist Development

Travel expense for travel writers/bloggers, tour operators and travel agents shall be in accordance with the Tourism Familiarization Travel Policy in the County Purchasing Manual, and Section 125.0104, Florida Statutes. The Tourism Director is delegated authority to authorize travel and incur expenses. A Tourist Development Travel Expense Voucher shall be completed and submitted Clerk of the Court/Accounting upon completion of travel.

8. Tips for Transportation Services

Reimbursable transportation cost include taxi, bus, shuttle, ride sharing, and other fares required to get to and from the business travel destination. Receipts for transportation cost are to be submitted as back-up for reimbursement or recondition purposes. Traveler will be reimbursed up to 20% for a tip for a taxi, shuttle or ride sharing; Traveler will need to provide a receipt that includes the tip. If the receipt does not include the tip traveler may add the tip amount to the receipt and sign the receipt to attest to the payment.

Example: - Uber Rideshare Total \$20.00.

Tipping will be reimbursable up to 20% of the total or any amount up to \$4.00 (20% of \$20.00). The Clerk's office will request reimbursement from the employee for any amount which exceeds \$1.00 over the 20% allowable tip amount.

**BYLAWS
OF THE
MARTIN
METROPOLITAN PLANNING
ORGANIZATION
(MPO)**

DULY PASSED AND AMENDED THIS 16th DAY OF SEPTEMBER 2024

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons with questions or concerns about nondiscrimination, or who require special accommodations under the Americans with Disabilities Act or language translation services (free of charge) should contact the MPO Principal Planner (Title VI/Non-discrimination Contact) at (772) 221-1498. Hearing-impaired individuals are requested to telephone the Florida Relay System at #711.

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Creation of the MPO is for the purpose of implementing Title 23, United States Code, Section 134, and Title 49, United States Code, Sections 1602, 1603, and 1604, and Title 23, Code of Federal Regulations, part 450, and Chapter 339.175, Florida Statutes. The MPO is created to work in cooperation with the Florida Department of Transportation (FDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and local participating governments.

1 DESCRIPTION OF ORGANIZATION

1.01 THE AGENCY

The Martin Metropolitan Planning Organization, hereinafter referred to as MPO, is created pursuant to Florida Statue 339.175, and will operate under an Interlocal Agreement, dated May 6, 2015, and amended on February 7, 2019, authorized under Chapter 163, Florida Statues. The parties to the Interlocal Agreement are the Martin County Board of County Commissioners, City of Stuart, Town of Sewall’s Point, Village of Indiantown, and Florida Department of Transportation.

1.02 COMPOSITION OF THE MPO

A. Composition

(1) The Martin MPO is the primary agency responsible for transportation planning in Martin County. The MPO consists of nine elected officials who are voting members representing four local governments and one non-voting advisor representing the Florida Department of Transportation (FDOT). The FDOT member serves as a Technical Advisor to the MPO Board. The MPO is a planning and policy-making body with the power to develop and adopt plans and to program improvements to the transportation system for facilities receiving state or federal funds. The MPO voting membership is as shown below.

| | |
|--------------------------|-----|
| Martin County Commission | (5) |
| City of Stuart | (2) |
| Town of Sewall’s Point | (1) |
| Village of Indiantown | (1) |

(2) Officers – A Chairman and Vice Chairman shall be elected at the first meeting of the calendar year. The Chairman and Vice Chairman shall serve for a period of one year or until a successor is elected and shall be voting members.

(3) Chairman – The Chairman and Vice Chairman must have completed the MPOAC Institute training program for elected officials or served on the Martin MPO for at least two (2) years. The Chairman shall call and preside at all meetings. Upon approval of the Martin County Department Director, the MPO Chairman shall review and approve or disapprove the MPO Administrator’s timesheets and expense reimbursements, in accordance with FDOT Technical Memorandum 19-05. The Vice Chairman shall serve as Chairman in the absence of the Chairman.

In the absence of both the Chairman and Vice Chairman, the voting members of the MPO that are present, if comprising a quorum, shall elect a voting member to serve as a Chairman for the meeting or until the Chairman or Vice Chairman are present.

(4) Minutes – The staff of the MPO shall maintain the minutes and other records. The minutes shall accurately reflect the proceedings.

(5) Quorum – At least five of the voting members of the MPO must be present for the MPO to conduct business.

B. *Alternate Membership*

(1) If desired, an MPO member governmental entity may appoint, by action taken at an official meeting of the governmental entity, an alternate for one or more of its appointed MPO members.

(a) The alternate member must be an elected official and serve the same governmental entity or area that the regular member serves as defined in 339.175(3)(a), Florida Statutes.

(b) An alternate voting member’s term shall be for not longer than the term of the voting member he or she represents as defined in 339.175(3)(b), Florida Statutes.

(2) The member governmental entity shall notify the MPO Chairman in writing that the appointed individual may act as an alternate member in accordance with 339.175(3)(a), Florida Statutes, if the regular member cannot attend a meeting. A copy of the governmental entity’s minutes of the meeting when the alternate member was appointed shall accompany this written notification.

C. Conduct of Business

(1) Robert’s Rules of Order most recent edition shall govern all MPO meetings and hearings.

D. Treasure Coast Transportation Council

(1) The Chairman and Vice Chairman of the MPO shall represent the Martin MPO on the Treasure Coast Transportation Council (TCTC). The MPO Board shall also appoint two alternates to the TCTC.

(2) The TCTC shall meet for the purposes stated in its governing agreement, as amended, as frequently as needed to approve regional project funding and associated planning activities but no less than twice per year.

(3) Meetings of the TCTC shall be hosted by the Martin MPO, Indian River MPO, and the St. Lucie Transportation Planning Organization (TPO) on a rotation basis.

(4) The **Treasure Coast Technical Advisory Committee (TCTAC)** – The function of the Treasure Coast Technical Advisory Committee is to provide technical and citizen input on regional transportation planning activities related to regional plan amendment activities and regional project prioritization and funding activities.

The TCTAC consists of representatives from the Martin MPO, the Indian River MPO, and the St. Lucie TPO. The TCTAC is comprised of seven total members; two representatives from each T/MPO, and an FDOT representative.

The TCTAC would be scheduled to meet prior to any Treasure Coast Transportation Council Meetings. These meetings shall be hosted by the three MPOs on a rotation basis.

1.03 COMMITTEES

A. *Standing Committees*

(1) There are hereby created four standing committees, which shall be advisory committees to the governing board of the MPO. These advisory committees are the Technical Advisory Committee (TAC), the Citizens Advisory Committee (CAC), the Bicycle and Pedestrian Advisory Committee (BPAC) and the Freight Transportation Advisory Committee (FTAC).

B. *Operation*

(1) Committee Members having three consecutive unexcused absences in succession or four unexcused absences in the previous 12 months, will require a replacement or reappointment by the MPO, except as noted below. The active roster shall be comprised of committee members who have not had three consecutive unexcused absences in succession or four unexcused absences in the previous 12 months.

(a) For the Citizens Advisory Committee and the Bicycle and Pedestrian Advisory Committee, seasonal residents may serve any resident appointment. Seasonal residents, if so declared upon their appointment, shall be required to attend at least three meetings per year between September and May.

(b) For the Freight Transportation Advisory Committee, due to the semi-annual meetings, Committee Members having two consecutive unexcused absences in succession, will require a replacement or reappointment by the MPO.

(2) Officers – A Chairman and Vice Chairman shall be elected at the first meeting of the Calendar year. The Chairman and Vice Chairman shall serve for a period of one year or until a successor is elected and shall be voting members.

(3) Chairman – The Chairman shall call and preside at all meetings. The Vice Chairman shall serve as Chairman in the absence of the Chairman.

(4) Minutes – The staff of the MPO shall maintain the minutes of other records. The minutes shall accurately reflect the proceedings.

(5) Quorum – A majority of the TAC and FTAC voting members on the active roster must be present for the Technical Advisory Committee and Freight Transportation Advisory Committee, proceeding, to conduct business. Due to seasonal membership, a majority of the CAC or BPAC members on the active roster at the time of the respective meeting must be present for the CAC or BPAC to conduct business.

C. Composition and Duties:

(1) The **Technical Advisory Committee (TAC)** – The responsibility of the Technical Advisory Committee, hereinafter referred to as the TAC, shall serve the MPO in an advisory capacity on technical matters, including promoting communication among members, promoting coordination of transportation planning and programming, reviewing technical sufficiency, accuracy, and completeness of appropriate studies, making priority recommendations for transportation plans and program implementation, and providing technical responses on other transportation planning issues.

The TAC shall be composed of 12 voting members and an undesignated number of non-voting members. The voting member sponsoring agencies are as listed below.

1. Martin County Public Works
2. Martin County Growth Management
3. City of Stuart Representatives (2)
4. Town of Sewall’s Point
5. Village of Indiantown
6. Town of Ocean Breeze Park
7. Town of Jupiter Island
8. Witham Airport Management
9. Public Transit Provider
10. Treasure Coast Regional Planning Council
11. Transportation Director – Martin County School Board
12. Martin County Fire Rescue (non-voting)
13. Martin County Sheriff’s Office (non-voting)

Each TAC voting member may designate in writing an alternate or alternates from the same sponsoring agency to serve as a replacement in his/her absence. The TAC shall meet monthly or as needed to provide review of all technical matters prior to MPO action.

(2) The **Citizens Advisory Committee (CAC)** – The function of the Citizens Advisory Committee is to provide public involvement and input to the MPO. It is referred to as the CAC and advises the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs. The CAC shall consist of 12 voting members appointed by the MPO. Membership shall be nine citizens residing in the following areas and three citizens at large.

- 5 – Unincorporated Martin County – appointed one by each Martin County Commissioner
- 1 – City of Stuart – appointed by the City of Stuart Commission
- 1 – Town of Sewall’s Point – appointed by the Town of Sewall’s Point Commission
- 1 – Town of Jupiter Island – appointed by the Jupiter Island Commission
- 1 – Village of Indiantown – appointed by the Village of Indiantown Council
- 3 – Citizens at large, including a minimum of one disabled or 65 years or older citizen and one racial minority citizen appointed by the MPO.

All CAC members must reside within Martin County Metropolitan Planning Area boundaries..

The CAC shall meet generally every other month or as needed to provide public input on relevant matters prior to MPO action.

(3) The **Bicycle and Pedestrian Advisory Committee (BPAC)** – The function of the Bicycle and Pedestrian Advisory Committee is to provide public involvement and input to the MPO on all bicycle and pedestrian issues and advise the MPO by reviewing, reacting to, and providing comment on transportation planning issues and needs related to bicycle and pedestrian issues. The BPAC shall consist of 16 voting members appointed as follows.

- 5 Representatives – Appointed by their district commissioners
- 2 Representatives – Appointed by the City of Stuart Commission
- 1 Representative – Appointed by the Town of Sewall’s Point Commission
- 1 Representative – Appointed by the Village of Indiantown Council
- 7 Representatives – Appointed by the MPO Administrator with the intent of representing individuals with disabilities, merchants, the County Parks and Recreation Department, the bicycling community, the elderly, neighborhood and homeowner associations, and a parent of a school child.
- 3 Non-Voting members representing the Martin County Sheriff’s Office, the City of Stuart Police Department, the Town of Sewall’s Point Police Department. FDOT serves as a non-voting advisor.

BPAC Members must reside within the Martin County Metropolitan Planning Area boundaries.

The BPAC shall meet generally every other month or as needed to provide public input on all pedestrian and bicycle matters prior to MPO action.

(4) The **Freight Transportation Advisory Committee (FTAC)** – The responsibility of the Freight Transportation Advisory Committee, hereinafter referred to as the FTAC, shall serve the MPO in an advisory capacity on freight transportation matters. The membership of the FTAC shall consist of representatives with expertise in matters related to the various aspects of the freight industry including, but not limited to, shipping, warehousing, trucking, airport or water-based transportation operations, freight forwarding, logistics, rail, industrial real-estate, commercial deliveries and wholesale activity. They shall provide guidance and make recommendations to the MPO Policy Board on topics, such as, safety, infrastructure planning and design, commercial loading and parking, land use management, educational events, traffic and delivery management, noise reduction, truck parking, education and enforcement, marine Industries and waterway initiatives, MPO Priorities, and emerging technologies.

The FTAC shall be composed of 20 voting members and an undesignated number of non-voting members. The voting member sponsoring agencies are as listed below.

1. Martin County Public Works
2. Martin County Growth Management
3. Martin County Airport/Witham Field
4. City of Stuart Representative
5. Stuart/Martin County Chamber of Commerce
6. Indiantown Chamber of Commerce
7. Marine Industries Association of the Treasure Coast
8. Port Salerno Commercial Fishing Dock Authority
9. Treasure Coast Regional Planning Council (TCRPC)
10. Florida Department of Transportation: Policy Planning, Freight Coordinator
11. Florida Inland Navigation District (FIND)
12. Florida East Coast Railroad
13. US Customs and Border Protection
14. Florida Trucking Association
15. University of Florida/Institute of Food and Agricultural Sciences (UF/IFAS Martin County Extension
16. Five (5) at-large members representing the transportation freight industry appointed by the MPO

Each FTAC voting member may designate in writing an alternate or alternates from the same sponsoring agency to serve as a replacement in his/her absence. The FTAC shall meet on a semi-annual basis or as needed to provide review of all freight matters prior to MPO action.

1.04 PUBLIC INFORMATION ON THE MPO

All public records of the MPO are open for inspection and examination by appointment at the MPO office, located at 3481 SE Willoughby Boulevard, Suite 101, Stuart, FL 34994, between the hours of 8:30 A.M. to 4:30 P.M.

1.05 PUBLIC ACCESS TO MEETINGS AND WORKSHOPS

All meetings, workshops and proceedings shall be open to the public.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons with questions or concerns about nondiscrimination, or who require special accommodations under the American with Disabilities Act or language translation services (free of charge) should contact the MPO Senior Planner (Title VI/Non-discrimination Contact) at (772) 221-1498. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

1.06 RIGHTS OF REVIEW

The FDOT, FHWA, and the FTA shall have the rights of technical review and comment on MPO projects.

If any persons decides to appeal any decision made with respect to any matter considered at the meetings of hearings of any board, committee, agency, council or advisory group, that the person will need a record of proceedings and, for such purposes, may need to insure that the verbatim record of the proceedings is made, which record should include the testimony and evidence upon which the appeal is to be based.

2 AGENDA AND SCHEDULING – Meetings and Workshops

2.01 NOTICE OF MEETINGS AND WORKSHOPS

A. Except in the case of emergency meetings or workshops, the MPO shall give at least five (5) days of public notice of any meeting or workshop by posting on the MPO website and through various communication platforms.

The notice of such meeting or workshop shall provide the following information.

- (1) The date, time and place of the event
- (2) A brief description of the purpose of the event.
- (3) The address where interested persons may obtain a copy of the agenda.

B. The Chair may cancel regular meetings should there be insufficient business on the MPO's tentative agenda or a lack of anticipated quorum.

2.02 AGENDA

A. At least seven days prior to a meeting or workshop, the MPO staff shall prepare and make available an agenda for distribution to members.

B. The agenda shall list the items in the order they are considered provided, however, that for good cause stated in the record by the Chair, items may be considered out of their listed order.

C. The agenda shall be specific as to items to be considered. All matters involving the exercise of agency discretion and policy shall be listed on the agenda.

D. Additional items not included on the meeting agenda may be considered at a meeting if the Chairman or his/her designee feels that the item requires immediate action by the MPO. Such items will be considered as an addition to the agenda and shall be heard in the order adopted by the MPO.

E. An agenda of items to be considered will be available to the public in the Martin County Administration Building, 2401 SE Monterey Road, Stuart, Florida; the MPO office at 3481 SE Willoughby Boulevard, Suite 101, Stuart, Florida; or through the MPO's website at www.martinmpo.com.

2.03 EMERGENCY MEETINGS AND WORKSHOPS

A. The MPO may hold an emergency meeting or workshop notwithstanding the provisions of Rules 2.01 and 2.02, for the purpose of acting upon matters affecting the public health, safety, and welfare.

B. Whenever an emergency meeting or workshop is scheduled to be held, the MPO shall notify, as soon as possible prior to the meeting, at least one major newspaper or major circulation in the Martin County area stating time, date, place, and purpose of the meeting or workshop.

2.04 VIRTUAL PUBLIC MEETINGS.

In some emergency situations, and/or when permitted by an order of the Governor of Florida or Martin County Board of County Commissioners, it may be necessary to conduct public meetings virtually. When this occurs, the MPO shall utilize technology available to provide its Board, committee members, and the public with opportunities for participation in public meetings. Virtual public meetings held by the MPO shall be conducted in accordance to Martin County procedures.

ADOPTED BY THE MARTIN METROPOLITAN PLANNING ORGANIZATION

This 16TH day of September, 2024



Chairman
Martin Metropolitan Planning Organization

09/16/2024

Date

Attest: 

Brittany Truong, Administrative Assistant

09/16/2024

Date

State Emphasis Areas

FDOT Office of Policy Planning has identified planning emphasis areas for Florida MPOs to consider when developing their UPWPs. The emphasis planning areas set planning priorities, support the Florida Transportation Plan, and give importance to topics MPOs are encouraged to address.

Safety

The Florida Transportation Plan and the State's Strategic Highway Safety Plan place top priority on safety, with a State target of zero traffic fatalities and serious injuries. The Martin MPO adopted the State's "Vision Zero" performance measure targets for safety on February 23, 2026. In addition to adopting safety targets, the MPOs must show how their Long Range Transportation Plan (LRTP) and priority projects in their Transportation Improvement Program (TIP) support progress toward those targets. The UPWP considers enhancements to data analyses and community involvement to better inform the identification and prioritization of safety projects.

The Martin MPO prioritizes safety in all our planning efforts. The 2050 Long Range Transportation Plan (LRTP) addresses safety through safe streets projects and ranking projects based on their impact on reducing fatalities and serious injuries. The MPO will develop a Bicycle, Pedestrian and Trails Master Plan to identify improvements to the transportation network that will increase the safety of alternative modes of transportation. The MPO will also conduct a US-1 South Corridor Congestion Management Study that will make recommendations to improve vehicle, pedestrian, and bicyclist safety along one of the busiest corridors in Martin County.

Resilience

Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts. MPOs were informed that they can address resilience within their planning processes by leveraging tools such as the FHWA Resilience and Transportation Planning Guide and the FDOT Quick Guide: Incorporating Resilience in the MPO LRTP. It should be noted that while these two guides focus primarily on the development of MPO LRTPs and TIPs, addressing resilience needs to be a consideration within every planning document prepared by an MPO. The Martin MPO places a particular emphasis on the coordination with agency partners responsible for natural disaster risk reduction and the agency partners who are developing local resilience planning initiatives. MPOs have been informed that they should consider the additional costs associated with reducing the vulnerability of the existing transportation infrastructure. Proactive resiliency planning helps the MPO develop planning documents that are ultimately more realistic and cost-effective.

Emerging Mobility

Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles, ridesharing, and micro-mobility, to

flying cars and space travel. These changes may be disruptive and transformational, with impacts to safety, vehicle ownership, travel capacity, vehicle miles traveled, land use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. Implementation of the goals in the Florida Transportation Plan can be furthered through both the transformation of major corridors and hubs and the expansion of transportation infrastructure to embrace and support the adoption of emerging mobility.

Appendix G

Comments and Responses

Appendix H

Revisions



**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING
AGENDA ITEM SUMMARY**

| | | |
|--|--|--|
| MEETING DATE: April 13, 2026 | DUE DATE: April 6, 2026 | UPWP#: 2 |
| WORDING: PUBLIC INVOLVEMENT ANNUAL REPORT - 2025 | | |
| REQUESTED BY: MPO | PREPARED BY: Ricardo Vazquez / Beth Beltran | DOCUMENT(S) REQUIRING ACTION: Public Participation Plan Annual Report |

BACKGROUND

The MPO Public Participation Plan (PPP) is a guiding document to help ensure public input is considered during the transportation planning process. To this end, the Martin MPO Annual Report evaluates the MPO’s success in meeting the objectives and strategies outlined in the PPP.

ISSUES

MPO Staff has reviewed the PPP and has no recommended changes at this time. At the April 2026 advisory committee meetings, MPO staff will present the 2025 Public Involvement Annual Report for discussion and approval.

RECOMMENDED ACTION

- a. Approve the Public Involvement Annual Report – 2025 as presented.
- b. Approve the Public Involvement Annual Report – 2025 with comments.

APPROVAL

MPO

ATTACHMENTS

Public Involvement Annual Report – 2025

Public Involvement Annual Report 2025



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PUBLIC INVOLVEMENT ANNUAL REPORT 2025

Introduction

Each year, the Martin Metropolitan Planning Organization (MPO) assesses the effectiveness of its public outreach techniques and strategies to ensure that funds and time are invested efficiently and only after consultation with the public on a regular and as-needed basis. The MPO measures its overall performance by conducting a Public Involvement Annual Report. In doing so, the MPO evaluates the Objectives and Strategies detailed in the MPO's Public Participation Plan (PPP), adopted on February 21, 2022.

This Annual Report aims to showcase the MPO's public involvement efforts in 2025 and review the objectives and strategies listed in the PPP to assess if/when they were met during the 2025 calendar year. To access the previously approved 2024 Public Involvement Annual Report, visit www.martinmpo.com.



Martin CARES, Hoke Library – 1/16/25



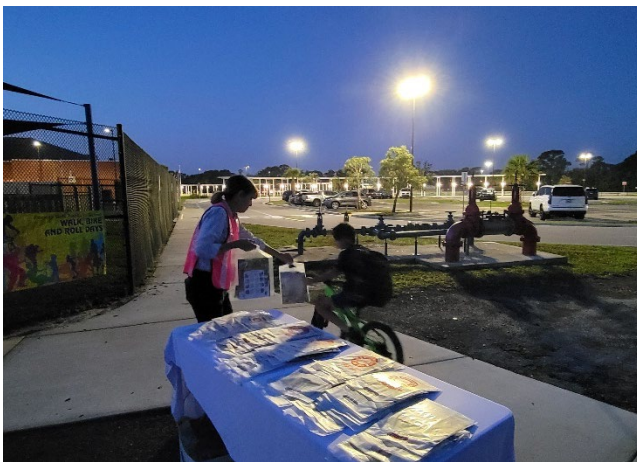
2050 LRTP Visioning Session – Peter and Julie Cummings Library – 1/16/25



Jammin' Jensen 2050 LRTP Outreach – 2/20/25



2050 LRTP Visioning Session- Hobe Sound Civic Center – 2/24/25



Walk and Roll to School – 3/26/25



Business Development Board CRE Forum – 7/17/25



Economic Council of Martin County Meeting – 7/8/25



2050 LRTP Cost Feasible Plan Open House – 8/26/25



J.D. Parker Elementary Walk to School Day – 10/15/25



Jensen Beach Elementary Walk to School Day – 10/8/25



US-1 at Palm City Road Proposed Alternatives Workshop – 12/10/25

MARTIN METROPOLITAN PLANNING ORGANIZATION 2025 PUBLIC INVOLVEMENT ANNUAL REPORT

The Martin MPO PPP contains the following six objectives:

Objective 1: Hold regular public meetings with MPO advisory committees to obtain feedback on all documents, projects, and funding determinations prior to consideration by the MPO Board.

Objective 2: Provide equitable access to information regarding transportation decision making.

Objective 3: Engage the public early, often, and with clarity so that opportunities exist for public feedback in the transportation decision-making process.

Objective 4: Use a variety of methods to involve and engage the public.

Objective 5: Gather public feedback on the Program of Projects for Martin County Public Transit.

Objective 6: Strive to continuously improve the public participation process.

Objective 1: Hold regular public meetings with MPO advisory committees to obtain feedback on all documents, projects, and funding determinations prior to consideration by the MPO Board.

Objective 1 Strategies:

Strategy 1A: Advisory Committee positions are filled.

- Technical Advisory Committee: 83% positions filled
- Citizen's Advisory Committee: 83% positions filled
- Bicycle and Pedestrian Advisory Committee: 75% positions filled
- Freight Transportation Advisory Committee: 95% positions filled
- Local Coordinating Board for the Transportation Disadvantaged: 88% positions filled.
- Overall 89% average of all Committee positions filled in 2025.

Evaluation: Strategy achieved. (Satisfaction 90%; Measure 80%)

Strategy 1B: Advisory Committees receive meeting notices, agenda items and information at least 5 days prior to meetings.

- One hundred percent (100%) of Advisory Committee meeting notices and information were sent at least 5 days prior to the meeting.

Evaluation: Strategy achieved. (Satisfaction 100%; Measure: 80%)

Strategy 1C: Advisory Committee recommendations/actions are presented to the MPO Board.

- Advisory Committee recommendations and actions are presented to the MPO Board. In 2025, committee members had opportunities to provide comments and recommendations to the MPO Board for planning studies and products such as the 2050 Long Range Transportation Plan, FY26 – FY30 Transportation Improvement Program (TIP), FY27 – FY31 List of Project Priorities, Development Review Interactive Map, Willoughby Boulevard Extension PD&E, and the Monterey Road at FEC Grade Separation PD&E.

Evaluation: Strategy achieved. (Satisfaction 100%; Measure: 100%)

Objective 2: Provide equitable access to information regarding transportation decision making.

Objective 2 Strategies:

Strategy 2A: Meetings and events are held at convenient times and locations.

- In 2025, the MPO held over 25 public meetings which were held at various times of the day as well as different locations in Martin County, such as the County Administrative Center, the Hobe Sound Civic Center, the Flagler of Stuart, and Stuart City Hall, and Cummings Library in Palm City. Open houses and public workshops are conducted between 4:00 pm and 6:00 pm.

Evaluation: Strategy achieved.

Strategy 2B: Persons with disabilities are provided access to information and participation opportunities.

- All meetings are held in ADA accessible locations and project related information is made accessible to vision-impaired persons by using the “Searchable” feature of Adobe Acrobat Pro.
- In addition, Persons with Disabilities are represented on the Local Coordinating Board for the Transportation Disadvantaged.
- The public is also notified on how to access accommodations as needed. All meeting notices, agendas and staff e-mails contain information regarding nondiscrimination or who to contact if special accommodations or language translation services are required.

Evaluation: Strategy achieved. One-hundred percent (100%) of meetings and project-related information are accessible to persons with disabilities. (Satisfaction 100%; Measure: 100%)

Strategy 2C: Public involvement activities are geographically dispersed throughout the MPO area.

- Draft documents of the TIP were made available for public review and comment in every branch of the Martin County Library System, as well as the Martin County Administration Building.
- MPO staff held several open houses throughout the county for the 2050 Long Range Transportation Plan. These locations included the Stuart City Hall, Hobe Sound Civic Center, Elisabeth Lahti Library in the Village of Indiantown, and the Peter and Julie Cummins Library in Palm City.

Evaluation: Strategy achieved. (Satisfaction 100%)

Strategy 2D: Public involvement activities and events target a diverse group of participants.

- MPO staff held an 2050 LRTP Visioning Session for the Village of Indiantown to gain input from the community, and had Spanish speaking staff present to assist participants who did not speak English. Village of Indiantown has a large Spanish speaking population.
- Staff presented information about the MPO and 2050 LRTP to the Martin Citizens Academy and Resource Education Series (CARES).
- Staff made a presentation about transportation options for seniors at a Whispering Pines Homeowners Association Meeting on April 1, 2025.
- Staff participated in the in the Health Council of Southeast Florida (HCSEF) Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) meetings.

Evaluation: Strategy achieved. (Satisfaction 100%; Measure: Public involvement activities specifically designed and held for a diverse group.)

Strategy 2E: Public information is available in a format for traditionally underserved populations.

- The MPO continues to contract with LanguageLine Solutions, a nationwide leader in the field of translation and interpretation services. The service provides over-the phone, face-to-face and videoconference interpreting and document translation services. This provides the MPO access to more than 200 languages.
- Marketing materials for the 2050 Long Range Transportation Plan were developed with English and Spanish.
- Martin MPO’s website can be translated into different languages.

Evaluation: Strategy achieved. Staff continues to meet the needs of the underserved populations through outreach efforts and by providing ways to communicate with the non-English speaking population.

Strategy 2F: The MPO maintains an up-to-date database of contacts that regularly receive information.

- The MPO maintains an up-to-date database of contacts in the form of distribution lists who receive regular information from the MPO.

Evaluation: Strategy achieved.

Objective 3: Engage the public early, often, and with clarity so that opportunities exist for public feedback in the transportation decision-making process.

Objective 3 Strategies:

Strategy 3A: Public information regarding MPO actions is available in different formats and easily accessible.

- Documents are available in a searchable format that accommodates the visually impaired.
- MPO meetings are televised live on local television MCTV (Martin County Television) Channel 20, YouTube and U-verse Channel 99; past meetings can be viewed “on demand” on MCTV and YouTube. Agendas, minutes and MPO documents can be found on the Martin MPO website.

Evaluation: Strategy achieved.

Strategy 3B: The MPO responds to public inquiries within seven working days of the date of receipt.

- Martin MPO utilizes the electronic public inquiry system “Request for Service”. This allows the request to be tracked from time of inquiry until time of resolution.

Evaluation: Strategy achieved.

Strategy 3C: Meeting notices and information are available at least five days prior to meetings.

Evaluation: Strategy exceeded measures. Staff has a strong record of providing meeting notices to the public well in advance of meetings and will continue to strive for this 100% goal. One-hundred percent (100%) of all public meeting notices were made available to the public at least five (5) days prior to the meeting on the MPO website. (Satisfaction 100%; Measure: 80%)

Strategy 3D: MPO will provide follow-up information to groups on project process and comments received.

- The FY26 – FY30 Transportation Improvement Program (TIP) was made available for public review and comment for 45 days at the Martin County Administration Building, all County libraries, and on the MPO website.
- During each MPO public meeting, staff shares information related to public comments and recommendations.

- After MPO Meetings, staff shares relevant information to all committee members and Board members. MPO staff provides follow-up notices to groups in form of meetings, flyers, or updates to website.

Evaluation: Strategy achieved.

Strategy 3E: Public participation opportunities will be made available at key decision-making milestones.

- The FY26-FY30 Transportation Improvement Program (TIP) review period was advertised for 45 days prior to adoption. Advisory Committee members and Board members were able to provide comments on the Draft FY26-FY30 TIP in May and the Final FY26-FY30 TIP during the June 2025 cycle of meetings.
- The FY27-FY31 Draft List of Project Priorities was presented at the Advisory Committee meetings and Board meeting in February 2025 and the final LOPP was presented during the June 2025 cycle of meetings.
- The public was given the opportunity to provide input on the 2050 LRTP at several key milestones for the projects, such as the Goals and Objectives, Needs Plan, and the Cost Feasible Plan.

Evaluation: Strategy achieved. (Satisfaction 100%; Measure: 100%)

Strategy 3F: Public feedback is incorporated into transportation decision making.

- Comments received from the public and Advisory Committee meetings were shared with the MPO Policy Board members.
- Comments and feedback from the public were incorporated into 2050 Long Range Transportation Plan.
- Record of public comments and how they were integrated into transportation planning process maintained by MPO staff.

Evaluation: Strategy achieved. (Satisfaction: 100%; Measure: A record of public comments will be maintained by staff.)

Objective 4: Use a variety of methods to involve and engage the public.

Objective 4 Strategies:

Strategy 4A: The MPO utilizes varied public involvement techniques.

- The MPO Facebook page has continued to share safety messages, and also provides updates on current MPO work products.
- The Martin MPO Website shares announcements on upcoming meetings and special events and hosts all MPO documents.
- MPO staff members participated in Walk to School Day with staff from J.D.

- Parker Elementary on October 8, 2025, to promote safe walking.
- During the development of the 2050 LRTP, MPO staff presented to the Martin CARES class, the Business Development Board of Martin County the Economic Council of Martin County, and the Jensen Beach Chamber of Commerce.
- A survey was conducted for the 2050 LRTP, which received over 300 responses.
- A project webpage was created to disseminate information regarding the 2050 LRTP.
- A 2050 LRTP project video was developed and shared to inform the public of what an LRTP is and how to provide input.
- Several Open Houses/Workshops were held during the development of the 2050 LRTP.

Evaluation: Strategy achieved. (Satisfaction 100%; Measure: At least three (3) separate techniques are used to involve/engage the public in decision making.)

Strategy 4B: The MPO conducts surveys on the effectiveness of public outreach techniques.

- During MPO public meetings, members of committees and general public during sign-in are asked if meetings are scheduled at convenient days and times.

Evaluation: Strategy successfully achieved.

Strategy 4C: Public information is available in languages other than English, as appropriate, or in other means to address disabilities.

- The MPO website translates the site to 10 languages.
- The MPO maintains a contract with LanguageLine, a translating service available for written, on-site and telephone translations to accommodate additional languages.
- Currently, two Spanish speaking professionals are on staff.

Evaluation: Strategy successfully achieved. (Satisfaction 100%; Measure: In specific geographic areas and for specific community meetings, presentation materials are produced in a language other than English.)

Strategy 4D: The MPO uses varied website tools to provide information.

- MPO staff continued to use its traditional website as a means of providing information to the public (www.martinmpo.com). All pages of the MPO website are available in different languages.
- The MPO has an interactive web-based TIP that will allow users to see each project on a map, research financial information for specific projects, and generate customized reports.
- MPO staff utilizes social media to share meeting event information, and safety messages.
- Martin MPO staff developed a Development Review Interactive Map to assist

the MPO Board in prioritizing projects in relation to planned developments.

Evaluation: Strategy exceeded measure. (Satisfaction 100%; Measure: At least three separate website tools are used to involve/engage the public.)

Strategy 4E: The MPO uses the website to track public interest in activities.

- Martin MPO uses Google Analytics to track activity on the website.
- The Martin MPO Facebook page allows staff to receive notification when someone comments, 'likes' or shares an announcement from the MPO.
- MPO Facebook page is monitored through the Meta "Insights" feature.

Evaluation: Strategy achieved. (Satisfaction 100%; Measure: Project specific web pages developed and tracked as a method to gather feedback.)

Strategy 4F: The MPO maintains and uses a social media presence to provide information and receive feedback.

- Martin MPO uses Facebook and Instagram to maintain a social media presence.
- **Evaluation: Strategy Achieved**

Objective 5: Gather public feedback on the Program of Projects for Martin County Public Transit

Objective 5 Strategies:

Strategy 5A: Request the Martin County Section 5307 Program of Projects (POP).

- The MPO collaborates with Martin County Public Transit to inform the public about transit projects. In doing so, the public has the opportunity to provide input on the Program of Projects and be involved in the prioritizing of the Program of Projects for funding. During the June 2025 Advisory Committee meetings, individuals present had the opportunity to comment on the Public Transit POP. The MPO Policy Board also reviewed the POP on June 16, 2025.

Evaluation: Strategy successfully achieved. (Satisfaction 100%)

Strategy 5B: POP will be included with the MPO List of Project Priorities (LOPP) and presented at the CAC, TAC, BPAC and MPO Policy Board meetings.

Evaluation: Strategy successfully achieved. (Satisfaction 100%)

Objective 6: Strive to continuously improve the public participation process.

Objective 6 Strategies:

Strategy 6A: Review, revise, and re-adopt the PPP at least once every 3–5 years, amending as necessary in between.

- The PPP was adopted on February 21, 2022. MPO staff has reviewed the PPP and does not have any recommended changes to the document at this time.

Evaluation: Strategy achieved.

Strategy 6B: Continuously evaluate public participation techniques and strategies, changing or adding as necessary.

- MPO staff produces a Public Involvement Annual Report for the purposes of determining the effectiveness of its public outreach.

Evaluation: Strategy achieved.

Strategy 6C: Produce a Public Involvement Annual Report each year using Methods of Effectiveness (MOE) to monitor performance.

- Public Involvement Annual Report has been produced. All strategies have been achieved.
- Public Involvement Annual Report is available on the Martin MPO website, and available upon request.

Evaluation: Strategy achieved.



**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING
AGENDA ITEM SUMMARY**

| | | |
|--|--|--|
| MEETING DATE: April 13, 2026 | DUE DATE: April 6, 2026 | UPWP#: 1 |
| WORDING: TITLE VI AND OTHER NONDISCRIMINATION POLICY AND PLAN UPDATE | | |
| REQUESTED BY: MPO | PREPARED BY: Bolivar Gomez / Beth Beltran | DOCUMENT(S) REQUIRING ACTION: Title VI and Other Nondiscrimination Policy and Plan |

BACKGROUND

Martin MPO must comply with both Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) regulations about Title VI and other nondiscrimination policies. FHWA requires the MPO to review the Title VI language regularly to ensure it is current.

The following updates were made to the Title VI and Other Nondiscrimination Policy and Plan:

- Table 1 updated utilizing US Census Bureau’s 2024 American Community Survey 5-Year Estimates
- Title VI/Nondiscrimination Activity Log updated to reflect recent activities

ISSUES

At the April 2026 advisory committee meetings, MPO staff will present the Title VI and Other Nondiscrimination Policy and Plan Update.

RECOMMENDED ACTION

Recommend approval of Title VI and Other Nondiscrimination Policy and Plan Update

APPROVAL

MPO

ATTACHMENTS

Title VI and Other Nondiscrimination Policy and Plan

Martin MPO

Martin County, FL Board of County Commissioners Title VI and Other Nondiscrimination Policy and Plan

I. Title VI/Nondiscrimination Protection:

Policy Statement:

Martin County values diversity and welcomes input from all interested parties, regardless of cultural identity, background, or income level. Moreover, Martin County believes that the best transportation systems and community services result from careful consideration of the needs of all of its communities and when those communities are involved in the decision-making process. Thus, Martin County does not tolerate discrimination in any of its programs, services, or activities. Pursuant to Title VI of the Civil Rights Act of 1964 and related laws and regulations, Martin County will not exclude from participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, income or family status.

Complaint Procedures:

Martin County has established a discrimination complaint procedure and will take prompt and reasonable action to investigate and eliminate discrimination when found. Any person who believes that he or she has been subjected to discrimination based upon race, color, national origin, sex, religion, age, disability, family or income status in any of Martin County's programs, services or activities may file a complaint with the Martin County Title VI Coordinator:

A complaint must be filed within one hundred eighty (180) days after the date of the alleged discrimination, unless the time for filing is extended by the FTA, FHWA or other federal or state authorities.

If possible, complaints should be in writing, signed by the complainant or his/her representative(s), and must include the complainant(s) name, address and telephone number, along with a description of the alleged discrimination and the date of the occurrence. Allegations of discrimination received via e-mail will be acknowledged and processed. Allegations received by telephone will be documented in writing and provided to the complainant(s) for review before processing. If complainant is hearing or speech impaired, call the Florida Relay Service (FRS) by dialing 711 or 1-800-955-8771 (TTY) or email the Title VI Coordinator for assistance.

Complaints should be submitted to:

Board of County Commissioners

Tanyi Grimm

Title VI Coordinator/ADA Officer/
Human Resources Administrator

2401 SE Monterey Road
Stuart, FL 34996
Email: tgrimm@martin.fl.us
Phone: 772-419-6968

and/or

Martin MPO

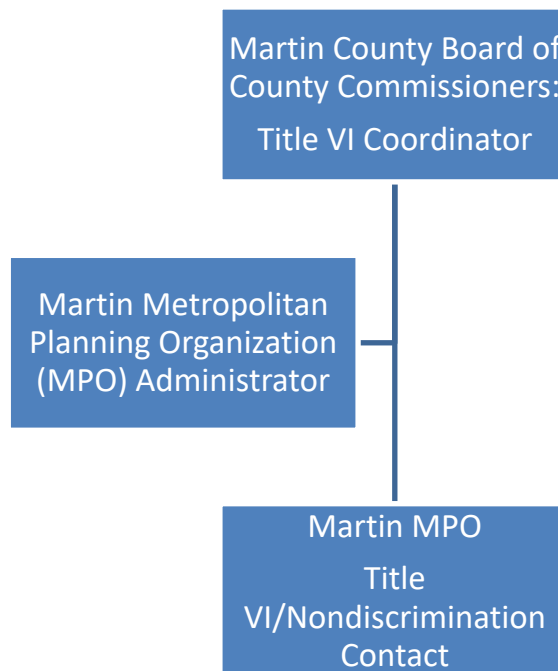
Ricardo Vazquez

Title VI/Nondiscrimination Contact

2401 SE Monterey Road
Stuart, FL 34996
Email: rvazquez@martin.fl.us
Phone: 772-223-7983

Organization Structure

The following chart displays Martin County's organizational structure for the Title VI/Nondiscrimination Program:



Complaint Investigation

Upon receipt of a signed complaint, the Title VI Coordinator will, within five (5) working days, provide the complainant or his/her representative with a written acknowledgement of the complaint.

The Title VI Coordinator will take reasonable steps to resolve the matter and respond to the complaint within thirty (30) days. The Title VI Coordinator has 'easy access' to the Martin County Administrator and is not required to obtain management or other approval to discuss discrimination with the County Administrator.

Regardless of whether Martin County is able to satisfactorily resolve the complaint, the Title VI Coordinator will provide a copy of the complaint, along with a record of its disposition, to the applicable federal or state agency, or oversight board, for further processing, if required.

Retaliation

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

II. ADA/504 Statement

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

Martin County will make every effort to ensure that its facilities, programs, services, and activities are accessible to those with disabilities. Martin County will make every effort to ensure that its advisory committees, public involvement activities and all other programs, services and activities include representation by the disabled community and disability service groups.

Martin encourages the public to report any facility, program, service, or activity that appears inaccessible to the disabled. Furthermore, Martin County will provide reasonable accommodation to disabled individuals who wish to participate in public involvement events or who require special assistance to access facilities, programs, services or activities. Because providing reasonable accommodation may require outside assistance, organization or resources, Martin County asks that requests be made at least five (5) calendar days prior to the need for accommodation.

Questions, concerns, comments, or requests for accommodation should be made to the Martin County's ADA Officer:

Tanyi Grimm
Title VI Coordinator/ADA Officer
Human Resources Administrator
2401 SE Monterey Road
Stuart, FL 34990
Email: tgrimm@martin.fl.us
Phone: 772-419-6968
Hearing or speech impaired: 711 or 1-800-955-8771

Martin County has an informative ADA webpage (www.martin.fl.us/ADA) that describes the County's accessibility program as well as provides certain resources to the community that is disabled. All website information is available in alternative formats. For more information, contact the ADA Officer.

In addition, Martin County has a Transit ADA plan specific to transit services. That plan can be viewed by visiting www.martin.fl.us/resources/ada-transit-plan.

III. Limited English Proficiency (LEP) Plan

Introduction

Title VI of the Civil Rights Act of 1964 prohibits recipients of federal financial assistance from discriminating against or otherwise excluding individuals on the basis of race, color, or national origin in any of their activities. It has been recognized that one form of discrimination occurs through an inability to communicate due to a limited proficiency in the English language. Title VI of the Civil Rights Act of 1964, Executive Order 13166, and various directives from the US Department of Justice (DOJ) and US Department of Transportation (DOT) require federal aid recipients to take reasonable steps to ensure meaningful access to programs, services and activities by those who do not speak English proficiently.

To determine the extent to which LEP services are required and in which languages, the law requires the analysis of four factors:

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

The goal of the *Martin County Limited English Proficiency (LEP) Access Plan* is to ensure that the County recognizes the needs of limited English proficient (LEP) members of the community and implements a plan to communicate effectively and ensure reasonable access to our processes, information and decision-making.

Martin County Four Factor Analysis

To determine the extent to which LEP services are required and in which languages, the law requires the analysis of four factors. The following sections address each of these with respect to the Martin County planning area.

Factor 1: Review of LEP Populations

Understanding the needs of the community begins with identifying the number of Limited English Proficiency (LEP) persons eligible to be served, likely to be served or likely to be encountered by the County through its programs, services, or activities. In an effort to determine potential LEP needs in the County planning area, staff reviewed data available through the U.S. Census Bureau American Community Survey 2024 5-Year Estimates.

Data collected for Martin County indicated that 5.2% of the total population 5 years and older speak English less than “very well”. Further analysis shows that 11.2% of the population speaks Spanish; 3.1% speaks a Indo-European language; 0.7% speaks an Asian or Pacific Islander language; and 0.3% speaks another language (see Table 1). This information led staff to review the Spanish-speaking LEP group to identify whether this population was concentrated into specific communities.

Table 1: The Top Languages Spoken at Home in Martin County

| Population 5 years and older | No. of LEP Persons | % of LEP Persons | % of Persons who speak Spanish | % of Persons who speak Indo-Euro Languages | % of Persons who speak Asian or Pacific Islander Languages | % of Persons who speak Other Languages |
|------------------------------|--------------------|------------------|--------------------------------|--|--|--|
| 155,722 | 8,134 | 5.2% | 11.2% | 3.1% | 0.7% | 0.3% |

Source: US Census Bureau’s 2024 American Community Survey 5-Year Estimates

Spanish (11.2%) was reported to be the second most prevalent language spoken by the population of Martin County. After reviewing the data in GIS, it appears that a high concentration of LEP persons live in the Indiantown and Port Salerno areas.

Factor 2: Assessing Frequency of Contact with LEP Persons

The results of the census data indicate that Spanish is the most prevalent language spoken by the LEP population in Martin County. To date, the MPO has not received any requests for translation or interpretation of its projects, services, or activities into Spanish or any other language.

Factor 3: Assessing the Importance of County Programs

All of the County programs are important; however, those related to safety, public transit, right-of-way, the environment, nondiscrimination and public involvement are among the most important. The County must ensure that all segments of the population, including LEP persons, have been involved or have had the opportunity to be involved in the planning processes to be consistent with its nondiscrimination goals.

Factor 4: Determining Available Resources

When planning any activity, it is imperative that an organization assess the resources available to conduct the activity in a way that is meaningful and balances those efforts with the overall cost to the organization. To that end, Martin MPO contracted with Language Line in October 2013 to assure speakers of other languages may effectively participate in the transportation planning process. Language Line offers over the phone and face to face translation, 24 hours a day, 7 days a week. This professional translation service also provides translation of written documents to ensure the most accurate translation of all written materials provided to the public. For meetings located in areas with a large percentage of LEP citizens, the Martin MPO has an on-site translator available. The Martin MPO will review and update this plan as needed.

Language access implementation plan and procedures

Martin County will:

- Maintain a list of employees who competently speak Spanish and other languages and who are willing to provide translation and/or interpretation services and distribute this list to staff that regularly have contact with the public.
- Provide meeting, program and services availability notifications in English and Spanish, where appropriate, particularly where programs or activities are located in Indiantown, Port Salerno or any other area identified as having higher LEP populations.
- Develop agreements with agencies to provide oral and written LEP services with reasonable notification.
- Identify events and activities that may require a translator to ensure meaningful access by LEP persons.
- State in outreach documents that language services are available free of charge in a language LEP persons can understand.
- Provide Spanish language outreach materials from other organizations including federal, state and local transportation agencies when possible.
- Provide Spanish language format in informational materials that assist in the accessibility of Martin County services.

For questions or concerns regarding Martin County's commitment to nondiscrimination or to request LEP services, contact the Title VI Coordinator.

IV. Public Involvement:

In order to plan for efficient, effective, safe, equitable and reliable transportation systems, and other county services, Martin County must have the input of its public. Martin County spends substantial staff and financial resources in furtherance of this goal and strongly encourages the participation of the entire community. The Local Coordinating Board for the Transportation Disadvantaged (LCB-TD) is composed of disabled representatives, persons over the age of 65, Veterans Service Office and the Florida Division of Vocational Rehabilitation or Division of Blind Services. The LCB-TD provides information, advice, direction and support to the Community Transportation Coordinator (CTC) of Martin County for the delivery of transportation disadvantaged services. Representatives of underserved populations will also serve on other MPO advisory committees. Further, Martin County holds a number of meetings, workshops and other events designed to gather public input on project planning and construction. Martin County officials and employees attend and participate in other community events to promote its services to the public.

Martin County is constantly seeking ways of measuring the effectiveness of its public involvement. Persons wishing to request special presentations by Martin County; volunteer in any of its activities or offer suggestions for improvement of Martin County's public involvement should contact the Title VI Coordinator or any other County department or official. For additional information about Martin MPO Public Involvement, please visit our website:

<https://martinmpo.com/core-products/public-participation-plan/>

Nondiscrimination Program Achievements & Goals:

Identified during the completion of the Public Involvement Plan – Annual Report 2024, the following were accomplished in the Nondiscrimination program: Public involvement activities were geographically dispersed throughout the county, all meeting notices and information were sent at least 7 days prior to the meeting, all meetings were held in ADA accessible locations, and various age groups were targeted. Various programs and planning products such as the TDP, TIP and UPWP went through the advisory committees prior to being adopted to ensure nondiscrimination. The Citizens Advisory Committee (CAC) for instance, is made up of Citizen-At-Large – Racial Minority Person and Citizen-At-Large – Disabled Person or over 65. Two achievable goals for the Nondiscrimination Program are to conduct a survey to evaluate the effectiveness of public outreach techniques and efforts, and to use the updated Community Characteristics Report specified below (V. Data Collection) to assist in future project selection and assist in equity analysis.

V. Data Collection:

FHWA regulations require federal-aid recipients to collect and analyze racial, ethnic and other similar demographic data on beneficiaries of or those affected by transportation programs, services and activities. Martin County accomplishes this through the use of census data, American Community Survey reports, Environmental Screening Tools (EST), driver and ridership surveys, its Community Development Department and other methods. From time to time, Martin County may find it necessary to request voluntary identification of certain racial, ethnic or other data from those who participate in its public involvement events. This information assists Martin County with improving its targeted outreach and measures of effectiveness. Self-identification of personal data to Martin County will always be voluntary and anonymous. Moreover, Martin County will not release or otherwise use this data in any manner inconsistent with federal regulations. The Martin MPO updated the Community Characteristics Report using the 2020 decennial census. The report included minority, age, poverty, mobility, and Limited English Proficiency data, as well as additional demographic information that is vital in identifying diverse groups and incorporating their needs into the transportation decision-making process.

VI. ASSURANCES:

Every three (3) years, or commensurate with a change in Martin County executive leadership, Martin County must certify to US DOT and other applicable federal and state agencies that its programs, services, and activities are being conducted in a nondiscriminatory manner. These certifications are termed 'assurances' and serve two important purposes. First, they document Martin County's commitment to nondiscrimination and equitable service to its community. Second, they serve as a legally enforceable agreement by which Martin County may be held liable for breach. The public may view assurances on Martin County's website or by visiting Martin County offices.

NOTICE TO THE PUBLIC

Martin County Board of County Commissioners complies with Title VI of the Civil Rights Act of 1964 and other civil rights authorities.

NO PERSON OR GROUP OF PERSONS SHALL BE EXCLUDED FROM PARTICIPATION IN, DENIED THE BENEFITS OF OR SUBJECTED TO DISCRIMINATION IN ANY COUNTY PROGRAM, SERVICE, OR ACTIVITY BASED ON RACE, COLOR, NATIONAL ORIGIN, SEX, AGE, DISABILITY, RELIGION OR FAMILY STATUS.

For more information on Martin County's commitment to nondiscrimination or to file a discrimination complaint, visit the Martin County Title VI website (<https://www.martin.fl.us/TitleVI>) or call the Title VI Coordinator, Tanyi Grimm @ 772-419-6968 (711 Florida Relay).

NOTICIA PARA EL PUBLICO

El tablero Del condado Martin County cumple y cooperan con Titulo VI regulación y otros actos de derechos civiles autoridades.

NINGUNA PERSONA O GRUPO DE PERSONAS SERÁ EXCLUIDA DE LA PARTICIPACIÓN EN, NEGADA LOS BENEFICIOS O SUJETA A DISCRIMINACIÓN EN CUALQUIER PROGRAMA, SERVICIO O ACTIVIDAD DEL CONDADO BASADO EN RAZA, COLOR, ORIGEN NACIONAL, SEXO, EDAD, DISCAPACIDAD, RELIGIÓN O ESTADO FAMILIAR.

Para obtener más información sobre el compromiso del condado de martin con la no discriminación o para presentar una queja por discriminación, visite el sitio del Título VI del condado de Martin (<https://www.martin.fl.us/titlevi>) o llame al coordinador del Título VI, Tanyi Grimm @ 772-419-6968 (711 Florida relay).

| Martin County Board of Commissioners Title VI / Nondiscrimination Program | |
|---|---------------------------------|
| Complainant(s) Name: | Complainant(s) Address: |
| Complainant(s) Phone Number: | E-mail Address: |
| Complainant's Representative's Name, Address, Phone Number and Relationship (e.g. friend, attorney, parent, etc.): | |
| Name and Address of Agency, Institution, or Department Whom You Allege Discriminated Against You: | |
| Names of the Individual(s) Whom You Allege Discriminated Against You (If Known): | |
| Discrimination Because of: <input type="checkbox"/> Race <input type="checkbox"/> Origin <input type="checkbox"/> Sex <input type="checkbox"/> Color <input type="checkbox"/> Age <input type="checkbox"/> National <input type="checkbox"/> | Date of Alleged Discrimination: |
| Please list the name(s) and phone number(s) of any person, if known, that the Martin Metropolitan Planning Organization could contact for additional information to support or clarify your allegation(s). | |
| Please explain as clearly as possible how, why, when and where you believe you were discriminated against. Include as much background information as possible about the alleged acts of discrimination. Additional pages may be attached if needed. | |
| Complainant(s) or Complainant(s) Representative(s) Signature: | Date of Signature: |

**Junta de comisionados del Condado de Martin
 Titulo VI / Programa Antidiscriminatorio
 Querrela de Discriminación**

| | | | |
|---|---|-------------------------------------|--|
| Nombre del querellante: | | Dirección: | |
| Número de teléfono: | | Dirección de correo electrónico: | |
| Nombre, dirección, teléfono y relación (ej. amigo, abogado, pariente, etc.) del Representante del querellante: | | | |
| Nombre y dirección de la Agencia, Institución, o Departamento que usted alega discrimino en su contra: | | | |
| Nombre(s) del Individuo(s) Quien(es) Usted Alega Discrimino Contra Usted Si lo(s) Conoce: | | | |
| Razón de la discriminación | <input type="checkbox"/> Raza <input type="checkbox"/> Color <input type="checkbox"/> Origen Nacional <input type="checkbox"/> Incapacidad/Impedimento Físico <input type="checkbox"/> Edad <input type="checkbox"/> Sexo <input type="checkbox"/> Represalia <input type="checkbox"/> Status de Ingreso <input type="checkbox"/> Otro | Fecha de la alegada discriminación: | |
| Favor de indicar el nombre (s) y número(s) de teléfono(s) de alguna persona(s) que del Condado de Martin puede comunicarse para información adicional que clarifique o respalde su alegación o alegaciones. | | | |
| Favor de explicar tan claro como sea posible, como, porque, cuando y donde usted cree que fue discriminado. Incluya suficiente información acerca de los antecedentes según le sea posible, de los alegados actos de discrimen. Puede añadir paginas adicionales, si es necesario. | | | |
| Firma del Querellante(s) o su Representante: | | Fecha: | |

| Martin MPO Title VI/Nondiscrimination Activity Log | | |
|---|---|----------------------------------|
| Date | Activity | Additional Comment(s) |
| February 29, 2024 | Cities for Everyone | Safe Streets Summit Presentation |
| July 30, 2024 | Bridge Conditions & Economic Inequity Meet with Infrastructure Opportunity | Webinar |
| August 8, 2024 | Improving Equity in Transportation Operations Toolbox | Webinar |
| August 13, 2024 | Viewing Resilience Planning Through an Equity Lens | Webinar |
| August 20, 2024 | Progress & Pitfalls: A Real Talk on Equity in Roadway Safety | Webinar |
| September 5, 2024 | When Driving Isn't an Option: Designing for Equitable Mobility | Webinar |
| January 21, 2025 | The Power of Placemaking: Creating Happier Cities from the Ground Up | Webinar |
| August 13, 2025 | Smart Growth America – Community Connectors Informational Webinar | Webinar |
| October 9, 2025 | Safety: Designing Walkable Communities for All | Webinar |
| October 30, 2025 | Regeneration of Mobility: Repurposing Infrastructure for People-First Communities | Webinar |



**BICYCLE AND PEDESTRIAN ADVISORY COMMITTEE (BPAC) MEETING
AGENDA ITEM SUMMARY**

| | | |
|---|--|--|
| MEETING DATE: April 13, 2026 | DUE DATE: April 6, 2026 | UPWP#: 5 |
| WORDING: BRIDGE REHABILITATION FOR DIXIE HIGHWAY OVER ST. LUCIE RIVER PRESENTATION | | |
| REQUESTED BY: MPO | PREPARED BY: Bolivar Gomez / Beth Beltran | DOCUMENT(S) REQUIRING ACTION: N/A |

BACKGROUND

The Florida Department of Transportation (FDOT) is currently in the process of performing Preliminary Engineering (PE) for the bridge rehabilitation for Dixie Highway over the St. Lucie River. PE is the design and planning phase of a project following project identification. The bridge rehabilitation for Dixie Highway over the St. Lucie River is currently funded for construction in the FDOT 2026-2030 Five Year Work Program.

ISSUES

At the April 2026 advisory committee meetings, FDOT staff and their consultant will present a project update on the bridge rehabilitation for Dixie Highway over the St. Lucie River.

RECOMMENDED ACTION

Provide comments.

APPROVAL

MPO

ATTACHMENTS

Bridge Rehabilitation for Dixie Highway over St. Lucie River - PowerPoint Presentation



Martin Metropolitan Planning Organization (MPO) Meetings

4/1/26 Citizens Advisory Committee

4/6/26 Technical Advisory Committee

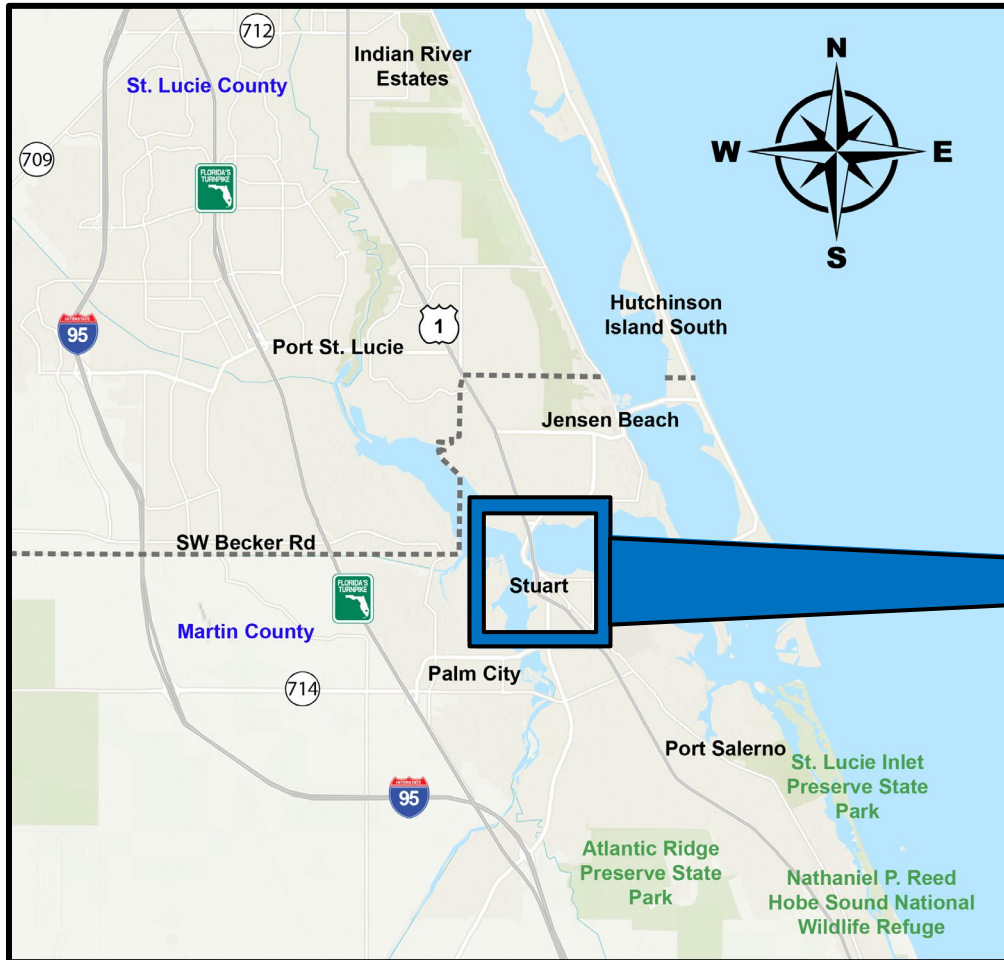
4/13/26 Bicycle/Pedestrian Advisory Committee

4/20/26 MPO Policy Board

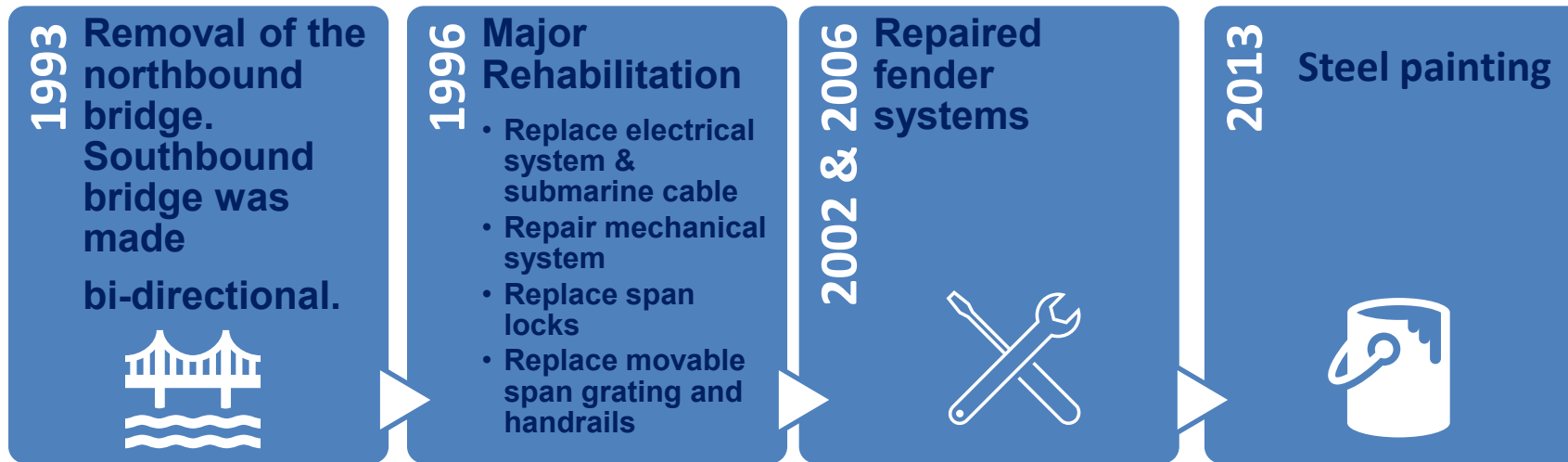


**Bridge Rehabilitation for Dixie Highway Bridge also known as
Old Roosevelt Bridge
Over St. Lucie River in Martin County, FL**

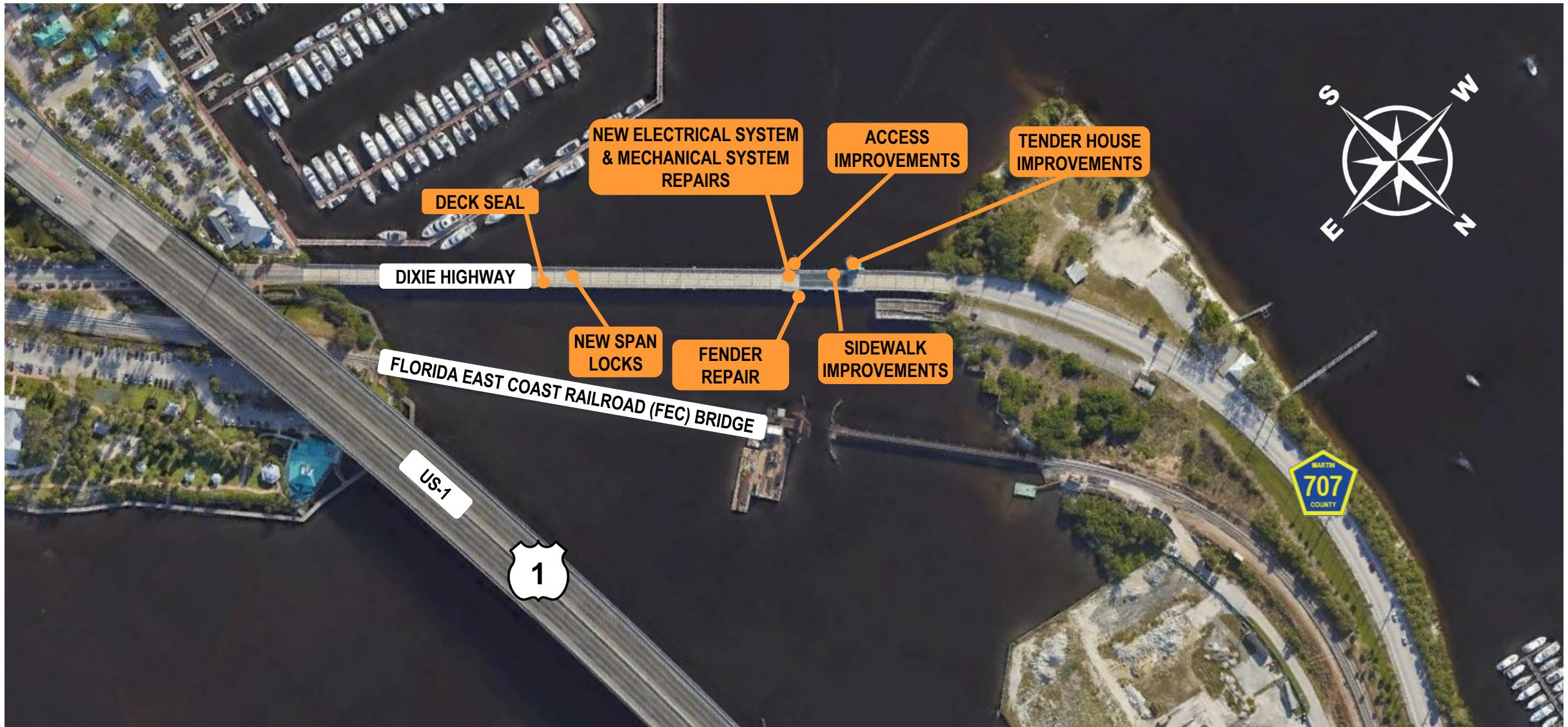
Project Location



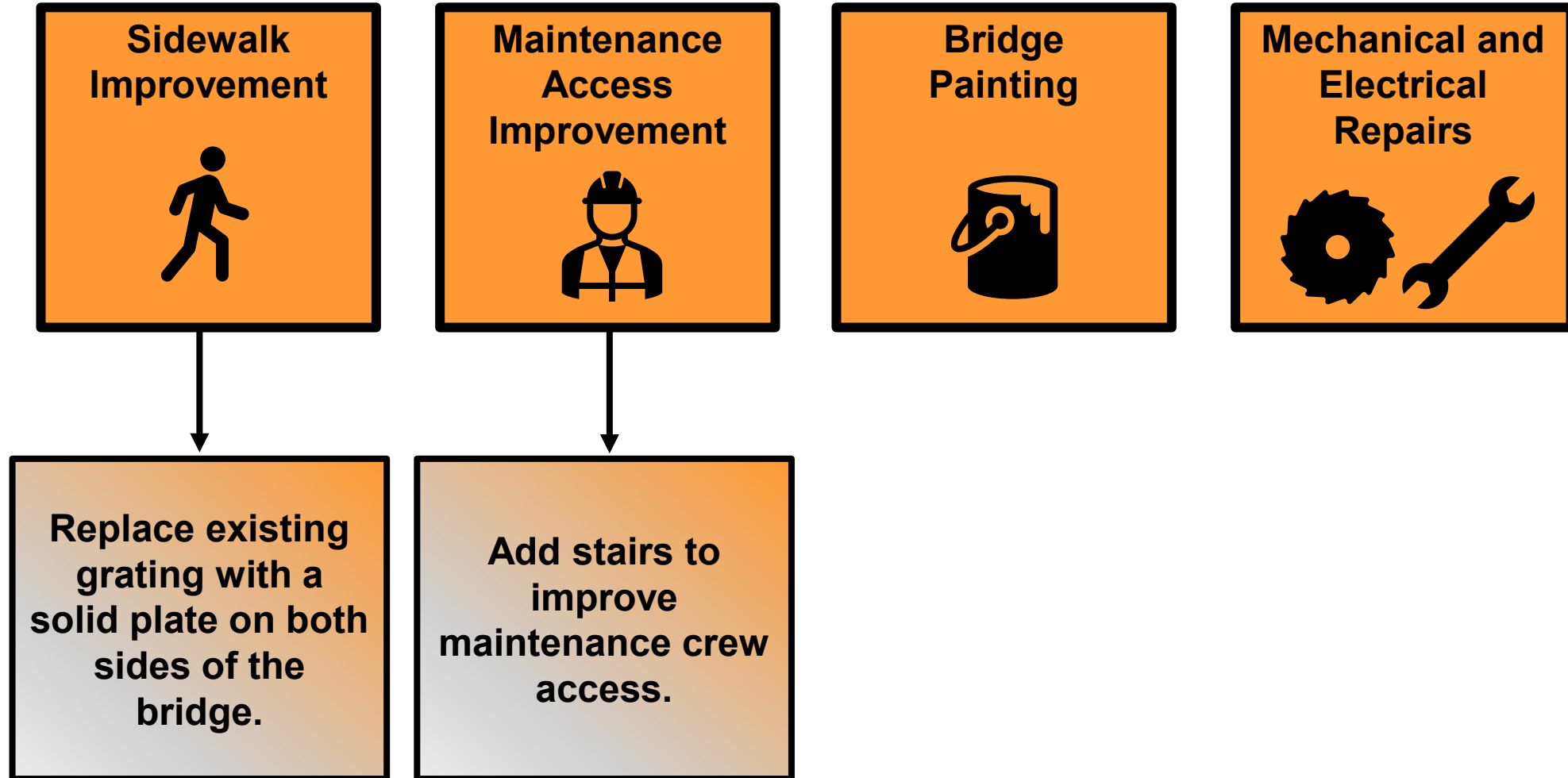
History of Old Roosevelt Bridge Projects



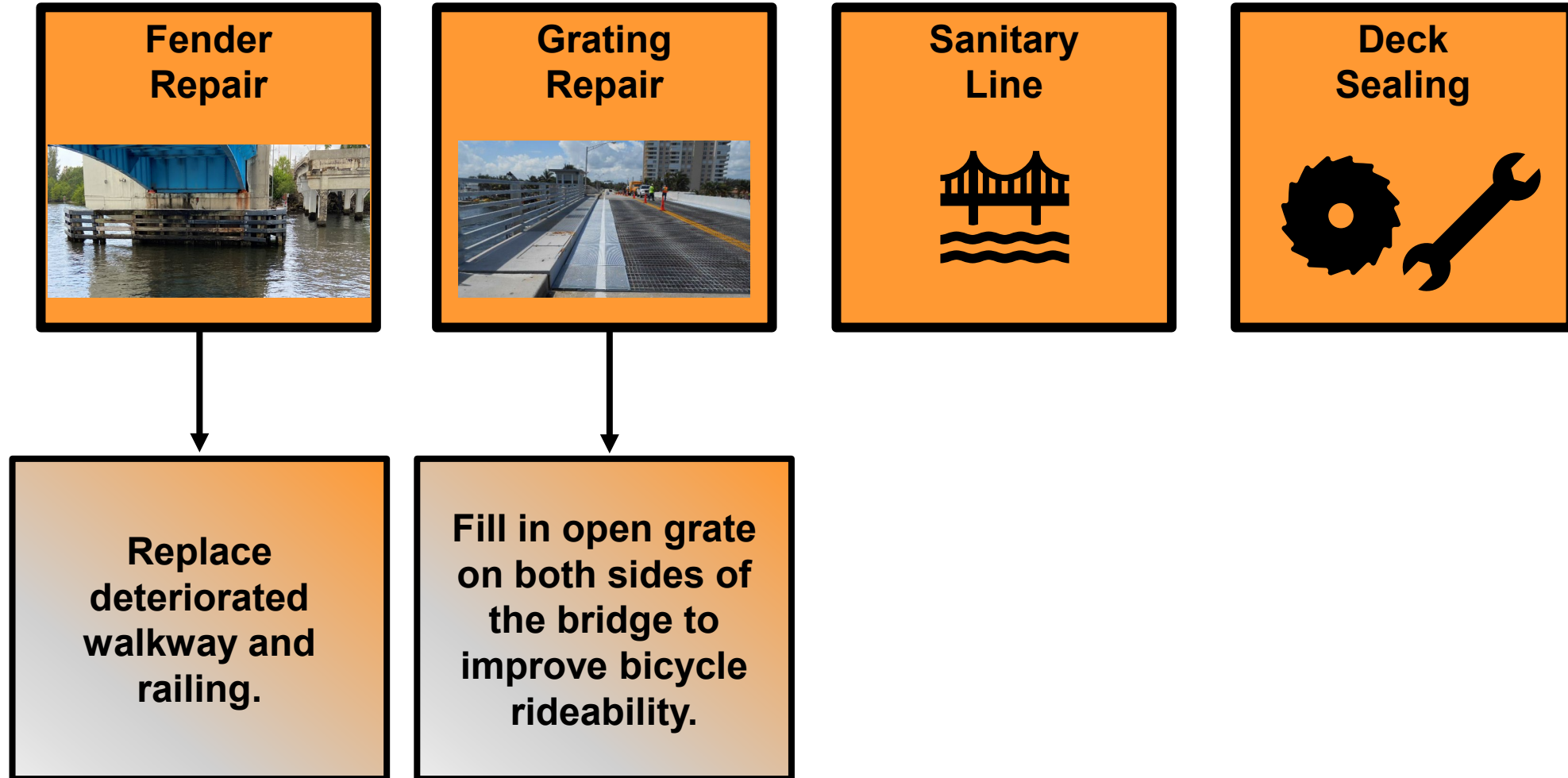
Summary of Proposed Improvements



Proposed Improvements



Proposed Improvements



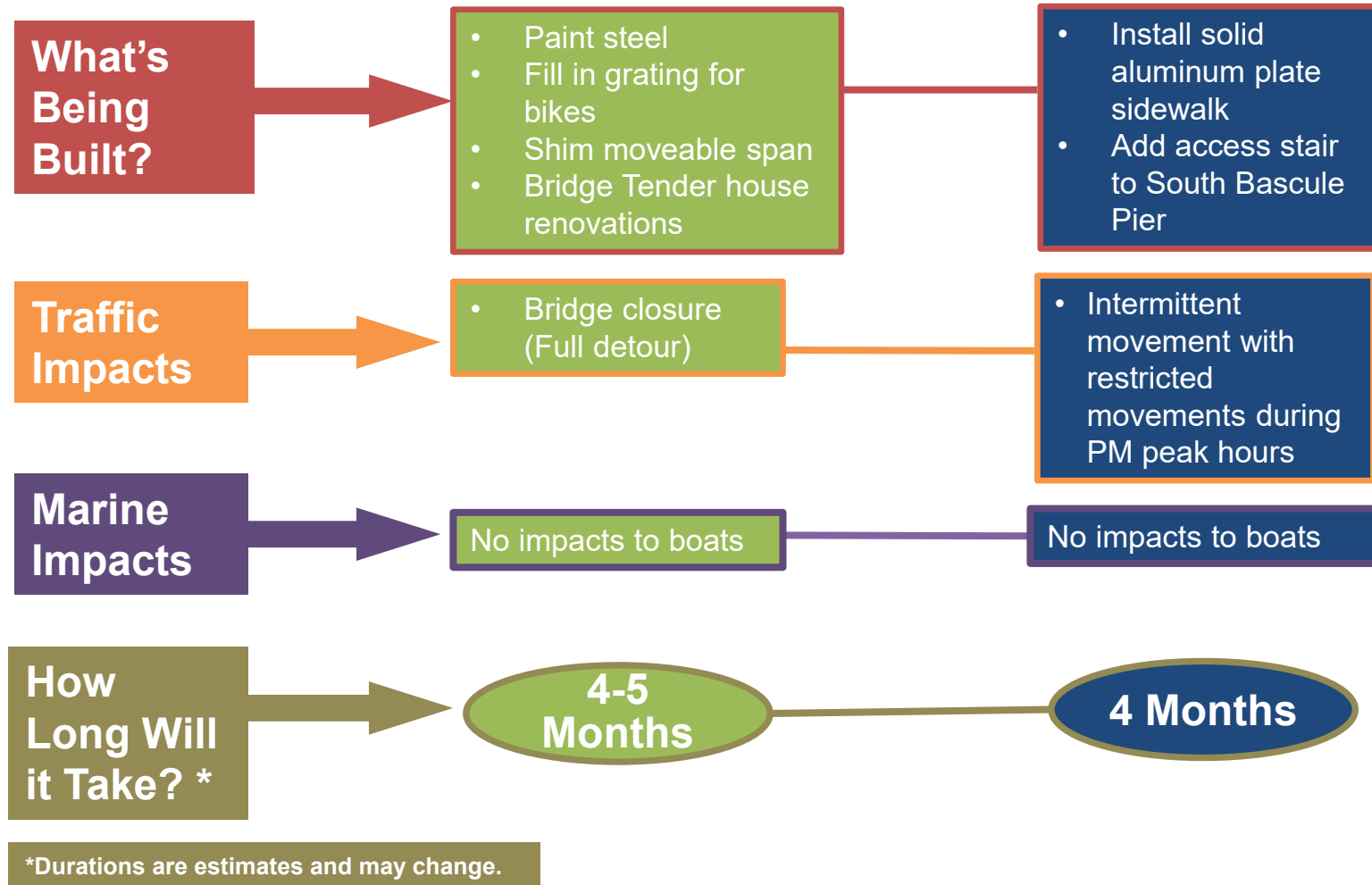
Protecting the Environment

Natural Resources

- Marine environment
- Standard protocols will be followed for the protection of wildlife species
 - National Marine Fisheries Services – smalltooth sawfish, swimming sea turtles, manta ray, queen conch (newly listed)
 - U.S. Fish and Wildlife Service - manatee
 - In-water construction conditions for manatee and smalltooth sawfish
 - If required, monitoring for manatee, swimming sea turtles and manta ray
- Benthic Survey (2016): No resources were identified (seagrass, coral or essential fish habitat)



Duration and Phasing of Construction

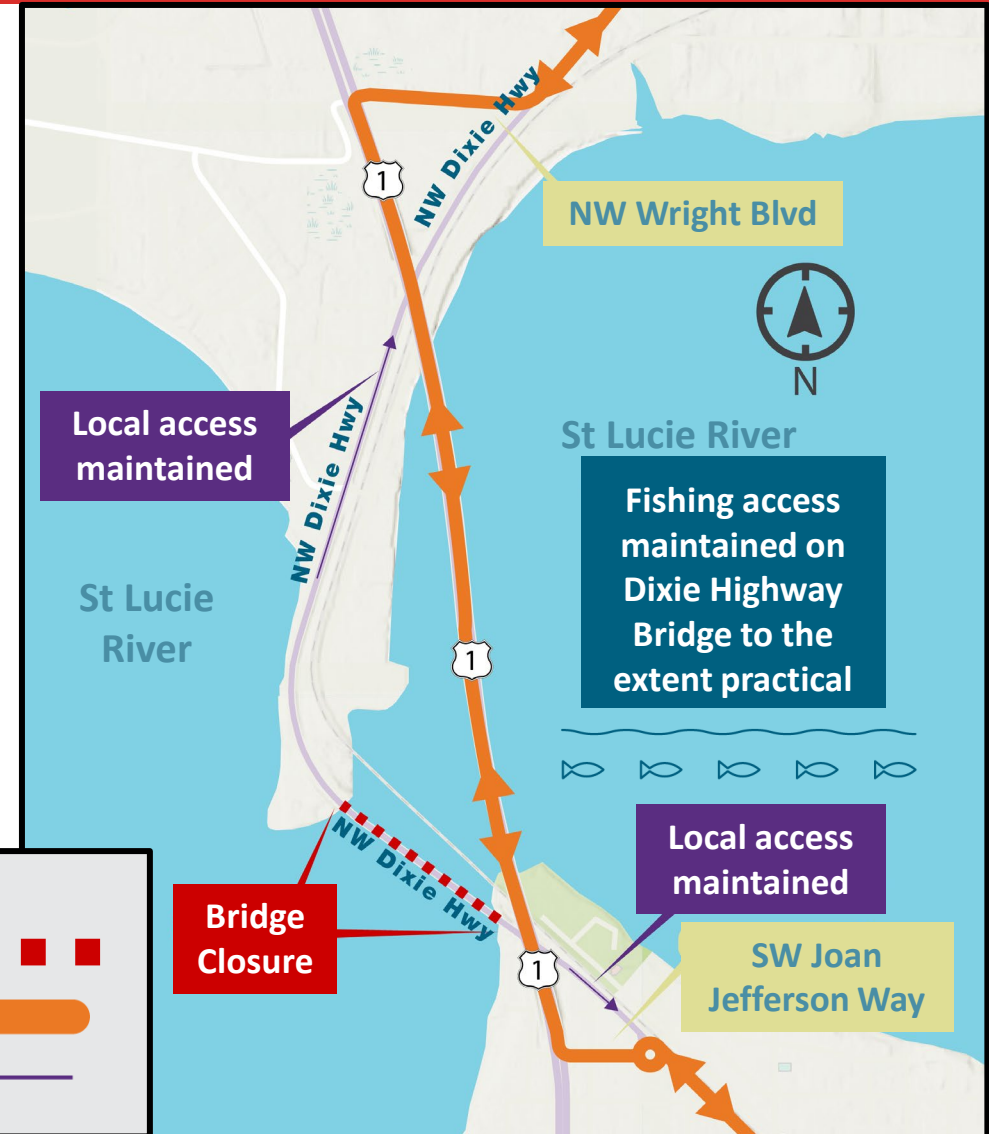
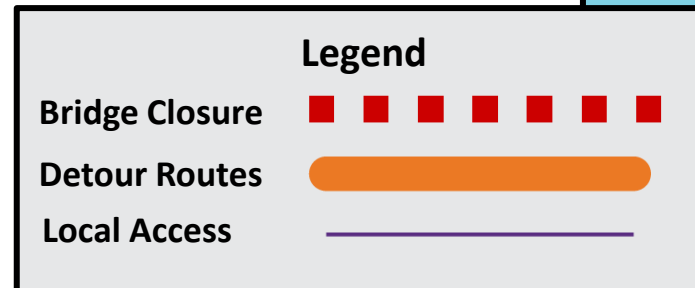


Temporary Traffic Control Plan

The Temporary Traffic Control Plan includes the following:

- Temporary lane closure on Old Roosevelt Bridge will be during non-peak hours on non-event days.
- Temporary detour route will use US-1.

Work will be done in phases to reduce the impacts of construction on the community.



Additional Temporary Traffic Control Plan

Addressing Response Times for Emergency Vehicles:

Advanced notification/
coordination with fire
and police prior to
detours and closures



An additional public
information meeting
will be held prior to
construction

**PUBLIC
MEETING
NOTICE**

Benefits of Proposed Improvements



**Extends bridge life
and keeps marine
traffic flowing**



Improves facility for all users

Project Schedule and Cost

- ❖ **Anticipated Design Completion:**
Early 2026
- ❖ **Anticipated Construction period:**
Fall 2026 through Spring 2028
- ❖ **Estimated Construction Cost:**
\$11 Million



Any Questions or Comments?

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