



Polk Transportation Planning Organization

MEETING AGENDA

Date: Thursday, August 24, 2023
Time: 9:00 a.m.
Location: Commission Boardroom
Polk County Administration Building
330 West Church Street
Bartow, Florida 33830

Commissioner Jack Myers, Board Chairman, Presiding

INTRODUCTION

1. Call to Order – Jack Myers, Polk TPO Chairman
2. Confirmation of Quorum
3. Opportunity for Public Comment
4. Agenda Review – Mr. Parag Agrawal, Polk TPO Executive Director

CONSENT AGENDA (TAB 1)

These action items are considered to be routine and will be enacted by one motion. There will be no separate discussion on these items. A Board member may request an item be moved to the regular agenda for discussion.

5. Approve Minutes – June 8, 2023
6. Approve Polk TPO Executive Director Quarterly Timesheets and Expense Reimbursements

Staff requests the Board to approve the timesheets and expense reimbursements for the Polk TPO Executive Director for the second quarter of 2023, in accordance with FDOT Technical Memorandum 19-05, as amended.

7. Approve Intergovernmental Coordination and Review and Public Transportation Collaborative Planning Agreement

Staff requests the Board to authorize the TPO Chairman to execute the attached agreement on its behalf.

8. Approve an Amendment to the Metropolitan Planning Organization Agreement (PL) Agreement in Support of the FY 2022/23 – 2023/24 Unified Planning Work Program

Staff requests the Board to approve the referenced funding agreement with FDOT. The amended funding agreement is based on amendments to the TPO's Unified Planning Work Program (UPWP), or grant budget, that were approved by the Board at the April meeting.

9. Approve Consultant Services Authorization (CSA) TPO-20-1009-02-02 with Kimley Horn and Associates, Inc. to Prepare a Carbon Reduction and Resiliency Plan at a Cost Not-to-Exceed \$200,000.00

Staff requests the Board approve this authorization for professional services consistent with the TPO's adopted Fiscal Years 2022/23 – 2023/24 Unified Planning Work Program (UPWP).

OTHER ACTION ITEMS (TAB 2)

10. Review/Approval of Draft Amendments to the TPO's Public Participation Plan (PPP) and Supporting Documents

The TPO's Public Participation Plan (PPP), Limited English Proficiency (LEP) and Non-Discrimination Plans are updated periodically as part of an ongoing attempt to increase the effectiveness of community outreach efforts of the TPO. Staff will review the public comments received during the public comment period, ask the Board to close public comment period, and request the Board to approve the Public Participation Plan (PPP) and related documents. The TPO's Technical Advisory Committee (TAC) recommends approval.

11. Review/Approval of Draft TPO Resolution 2023-08 Approving the TPO Membership Apportionment Plan for Submittal to Member Jurisdictions and the Florida Department of Transportation (FDOT)

Staff has prepared a Draft TPO Membership Apportionment Plan based on the request of FDOT. This Membership Plan proposes adding three (3) new voting members to the TPO Board. Following a presentation, staff will request the Board to approve the draft resolution approving the membership plan for submittal to the TPO's member jurisdictions and FDOT.

12. Review/Approval of Draft TPO Resolution 2023-09 Approving the Draft Vision Zero Conditions Assessment Report

TPO staff and the project consultant will provide an overview of the Draft Vision Zero Conditions Assessment Report and request the Board to approve the report, and to approve Draft Resolution 2023-09 in support of the Vision Zero Conditions Report.

13. Review/Approval of Draft TPO Resolution 2023-10 Supporting a Proposed Priority Trail Corridor between Collier and Polk Counties

The FDOT is seeking MPO/TPO support to upgrade the existing regional trail designation in central and southwest Florida – Collier to Polk Regional Trail Corridor. This designation would make candidate projects along the corridor eligible for SUN Trail funding.

REPORTS

14. Executive Director’s Report

a. Federal Certification Review

15. Florida Department of Transportation (FDOT) Report

16. Opportunity for Public Comment

17. Board Member Comments

18. Adjournment

PLEASE NOTE: The Polk Transit Authority (PTA) meeting will start immediately following the Polk TPO meeting.

In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the Board of County Commissioners, Communications Office, at 330 W. Church Street, Bartow. Telephone (863) 534-6090, not later than four days prior to the proceeding. If hearing impaired call: (TDD) (863) 534-7777 or 1-800-955-8771, or Voice impaired call: 1-800-955-8770, via Florida Relay Service.

The TPO planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or family status may file a complaint with the TPO’s Title VI Specialist at (863) 534-6486, or by writing Ms. Julia Davis at Post Office Box 9005, Bartow, Florida 33831-9005.