



DRAFT UNIFIED PLANNING WORK PROGRAM (UPWP)

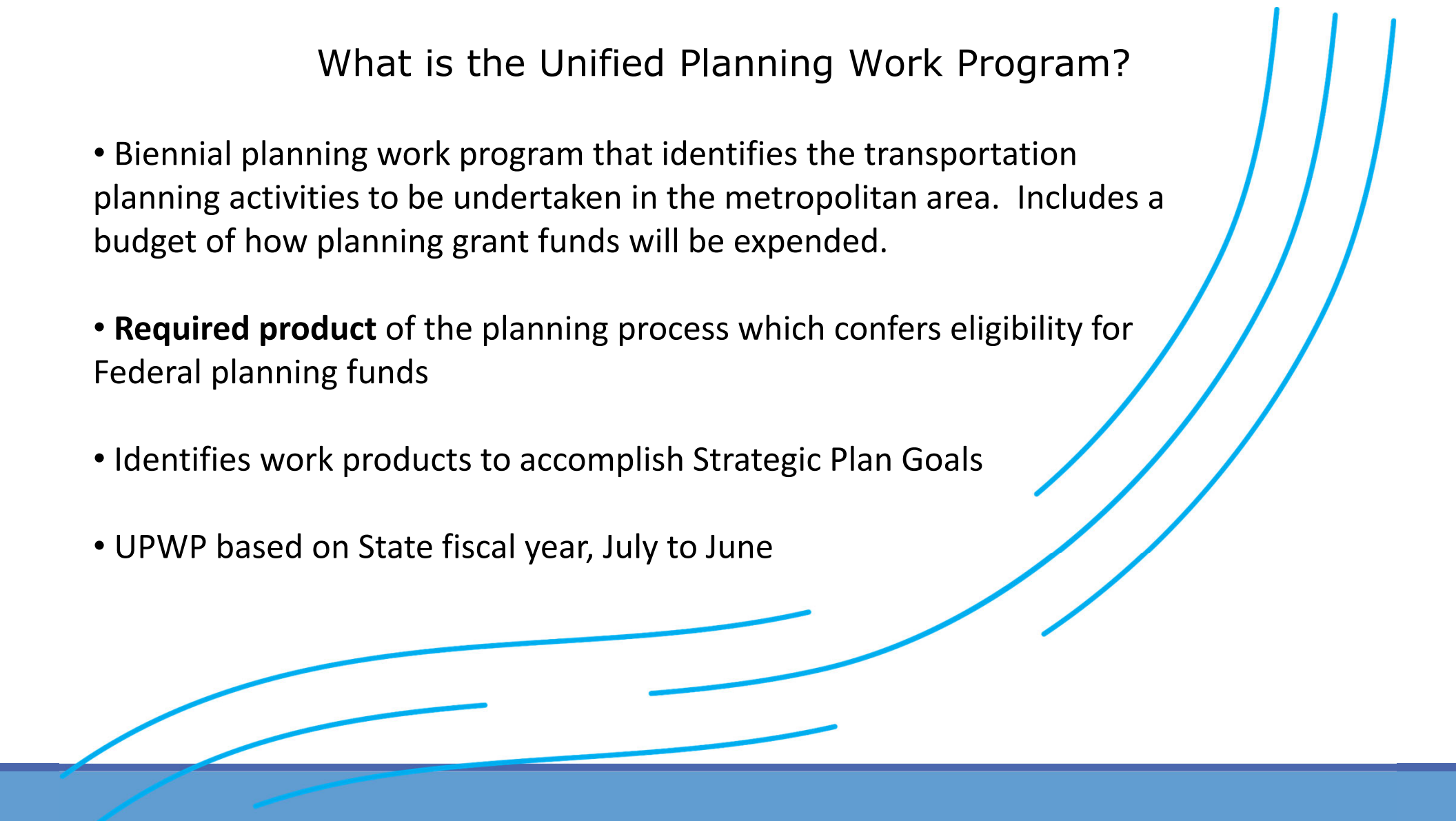
Year 1 - FY 24/25: July 1, 2024 – June 30, 2025

Year 2 - FY 25/26: July 1, 2025 – June 30, 2026

Technical/Citizens Advisory Committee – March 11, 2024







Governing Board – March 14, 2024

What is the Unified Planning Work Program?


- Biennial planning work program that identifies the transportation planning activities to be undertaken in the metropolitan area. Includes a budget of how planning grant funds will be expended.
 - **Required product** of the planning process which confers eligibility for Federal planning funds
 - Identifies work products to accomplish Strategic Plan Goals
 - UPWP based on State fiscal year, July to June
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UPWP TASKS

UPWP Work Product Categories

-  ➤ Task 1.0 Manage
-  ➤ Task 2.0 Monitor
-  ➤ Task 3.0 Prioritize
-  ➤ Task 4.0 Plan
-  ➤ Task 5.0 Implement
-  ➤ Task 6.0 Engage

Work products
implement/support
Board Strategic Plan



SCTPO Strategic Plan Emphasis Areas

-  ➤ Leadership
-  ➤ Safety
-  ➤ Linking Transportation & Land Use
-  ➤ Resiliency & Sustainability
-  ➤ Technology & Data



Leadership

➤ General/Administrative Activities:

- TPO Governing Board and Committee meetings (prepare agendas; minutes; maintain memberships)
- Governing Board and Staff Strategic Plans
- Legislative Priorities
- Annual Certifications by FDOT; Federal Certification by FHWA every 4 years, next due May/June 2026
- Financial Management (budgets; UPWP; audits)
- Contracts Management
- Conduct annual Community Transit Coordination evaluation
- Maintain professional staffing of TPO (Personnel/HR)

Space Coast Transportation Planning Organization (SCTPO)
GOVERNING BOARD MEETING

Andree Young, SCTPO Chair, Presiding

DATE: Thursday, February 8, 2024
TIME: 1:30 p.m.
LOCATION: Center for Collaboration
1100 Rockledge Blvd., Rockledge, FL 32955

Webinar Access Available
Network Name: GuestUser
Password: GuestTV

AGENDA

1. Call to Order and Pledge of Allegiance
2. Public Comment (non-agenda items only)
Anyone wishing to make a comment on an item not on the agenda should complete a "speaker at the sign-in desk." For items on the agenda, please fill out a "speaker card" and you will be called upon when the item is discussed. Comments are limited to three minutes.
3. Reports
 - A. Executive Director's Report (Pg. 3)
 - B. Technical and Citizen's Advisory Committee (TAC/CAC) Report (Pg. 32)
 - C. Bicycle, Pedestrian, and Trails Advisory Committee (BP/TAC) Report (Pg. 46)
 - D. Space Coast Area Transit Report (Pg. 52)
 - E. Florida Department of Transportation (FDOT) Report (Pg. 55)
4. Consent Agenda
(The entire Consent Agenda will be passed in one motion and read aloud for the record.)
 - A. Approval RE: TPO Governing Board Meeting Minutes – October 12 and December 14, 2023 (Pg. 58)

Space Coast Transportation Planning Organization
DRAFT Governing Board Strategic Plan
FY 2023 - FY 2025

MISSION: To plan a transportation system that enhances quality of life and economic development by engaging the community.

VISION: Provide a safe, multimodal, innovative, and resilient transportation system for all.

Leadership Engage the community to improve the local transit system.	Priority Action: • Develop TPO leaders and public in Grand Hills and other TPO communities. • Share TPO social media with other communities. • Pursue leadership development opportunities.
Safety Implement a safe transportation system for all users.	Priority Action: • Support the implementation of Vision Zero Action Plan. • Support innovative safety countermeasures.
Linking Transportation & Land Use Plan schools and provide transportation options.	Priority Action: • Participate in 2025 Long Range Transportation Plan development. • Develop opportunities to connect transportation and land use.
Resiliency & Sustainability	Priority Action: • Participate and share Resiliency Public Engagement opportunities.

2024 Legislative Priorities & Positions
For Adoption: October 12, 2023

Top Priorities

- Increased funding for transportation that does not negatively impact the State Transportation Trust Fund
- Greater flexibility for transit projects (capital & operations) identified through the MPO process by removing funding limitations for the State Transportation Trust Fund (STTF)
- Expand regulations on distracted driving

The Space Coast TPO is the transportation planning organization (TPO) for Brevard county in Central Florida. TPOs were created under federal law to direct urban transportation planning and the allocation of federal and state funds. We plan for a transportation system that enhances the quality of life and economic development by engaging the community and we aim to provide a safe, multimodal, and resilient transportation system for all.

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Space Coast Transportation Planning Organization
FY 24 Operating Budget - October 1, 2023 through September 30, 2024
First Quarterly Report - 10/1/2023 - 12/31/2023

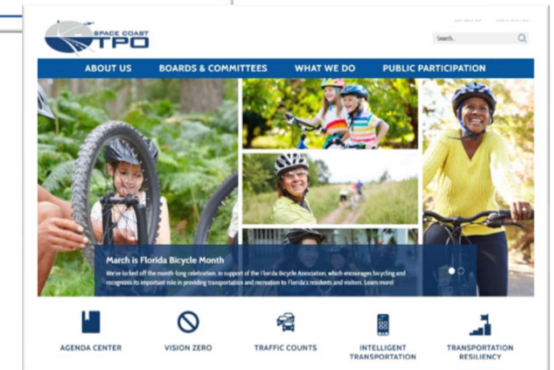
FY 23/24 Budget	2023 Oct - Dec Quarter 1	2024 Jan - Mar Quarter 2	2024 Apr - June Quarter 3	2024 July - Sept Quarter 4	Y-T-D	Balance
REVENUES						
FEDERAL						
Communicated Planning Grant (CPG)	\$ 1,360,886	\$ 155,168			\$ 1,516,054	\$ 1,058,718
Surface Transportation (STF)	\$ 1,423,549	\$ 323,127			\$ 1,746,676	\$ 1,300,452
Corrosion Reduction (CR)	\$ 1,234,433	\$ -			\$ 1,234,433	\$ -
STATE						
Intermodal Grant	\$ 300,000	\$ -			\$ 300,000	\$ 300,000
LOCAL						
County	\$ 60,000	\$ -			\$ 60,000	\$ 60,000
Other Contributions	\$ 500	\$ -			\$ 500	\$ -
Balance Forward	\$ -	\$ -			\$ -	\$ -
TOTAL REVENUES	\$ 3,265,368	\$ 478,295	\$ -	\$ -	\$ 3,743,663	\$ 2,359,170
EXPENDITURES						
Salary & benefits	\$ 1,893,760	\$ 142,732			\$ 2,036,492	\$ 811,074
Contract	\$ 60,000	\$ -			\$ 60,000	\$ -
Travel & Expense Allowances	\$ 176,144	\$ 13,797			\$ 189,941	\$ 141,574
Consulting Services	\$ 1,274,881	\$ 68,264			\$ 1,343,145	\$ 1,026,148
Audit	\$ 45,300	\$ -			\$ 45,300	\$ -
Travel	\$ 12,342	\$ 768			\$ 13,110	\$ 4,440
Printing	\$ 78,760	\$ 1,311			\$ 80,071	\$ 80,071
Other Support	\$ 19,000	\$ -			\$ 19,000	\$ -
Non-personnel expenses	\$ 9,000	\$ -			\$ 9,000	\$ -
TOTAL EXPENDITURES	\$ 3,265,368	\$ 286,435	\$ -	\$ -	\$ 3,551,803	\$ 1,288,897
BALANCE	\$ -	\$ (28,140)	\$ -	\$ -	\$ (28,140)	\$ 27,645



Leadership

➤ Public Participation/Outreach

- Public Participation Plan (Update due Dec 2025)
- Community Presentations
- Annual Open House (June)
- E-news newsletters; website; surveys
 - Update Website Agenda Center (Fall 2024)
- Social media use: Facebook, Nextdoor, YouTube and Twitter

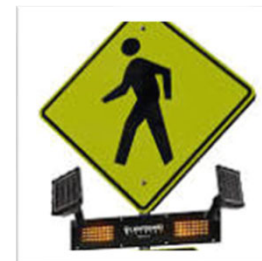
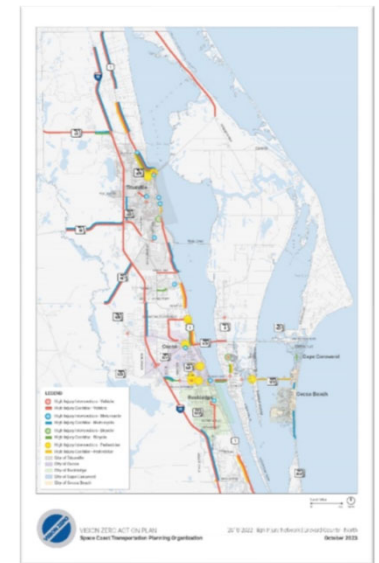




Safety

➤ Implementation of Vision Zero Action Plan

- VZ High Injury Corridor Analysis – 2025
- Speed Management Study
- High Injury Network – Lighting Study
- Safe Streets for All grant opportunities/support
- Community Traffic Safety Team
- Transportation Safety Education Program
- Walk and Bike to School Days; World Day of Remembrance
- Bicycle/Pedestrian safety campaigns, workshops
- Innovative safety countermeasures, RRFB's, lane reassignment, roundabouts





Linking Transportation & Land Use

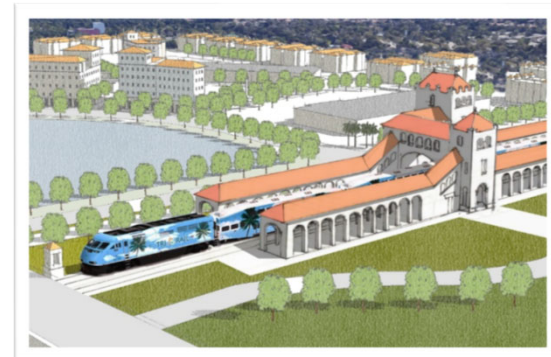
➤ Development of system wide planning documents

Complete:

- ✓ Transit Development Plan – Sept 2024
- ✓ Intermodal Station Feasibility Study – Sept 2024
- ✓ Mobility on Demand – Dec 2024
- ✓ 2050 Long Range Transportation Plan – July 2025
- ✓ S. Brevard Trails Master Plan – March 2025
- ✓ N. Merritt Island Pioneer Trail Study – June 2025
- ✓ Dixon Blvd. Complete Street Study – Dec 2025

Initiate:

- VZ High Injury Corridor Analysis
- Bike/Ped Master Plan Gap Analysis

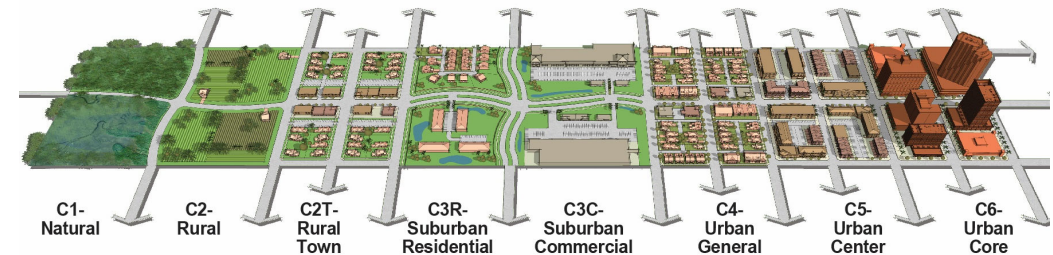




Linking Transportation & Land Use

➤ Focus on implementation of project priorities

- Annual List of Project Priorities
- Annually adopt Transportation Improvement Program
- Participate in coordination of TPO priority projects throughout the various implementation phases:
 - Planning: Norfolk Extension; SR 405; SR 520
 - PD&E: SJHP
 - Design/ROW: SR 524; SR 528; SR 401; SR A1A; SR 501
 - Construction: Ellis Rd.; US 192 & Evans; SR A1A
- Adoption of Context Classification and Level of Service Methodology – Sept 2024
- Implementation of Bike/Ped Master Plan

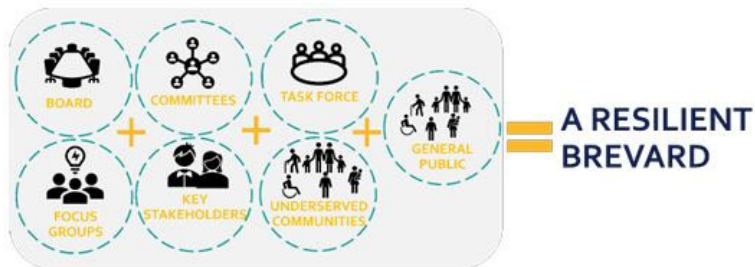




Resiliency & Sustainability

➤ Planning & Coordination

- Implementation of Resiliency Master Plan
- Resiliency Corridors Analysis – 2025
- East Central Florida Regional Resiliency Collaborative
- Transit Planning & Coordination
- Coordination with Environmental Partners

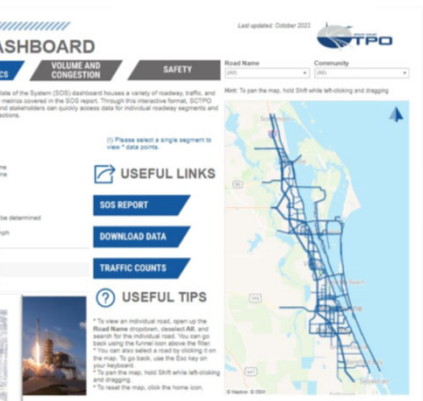
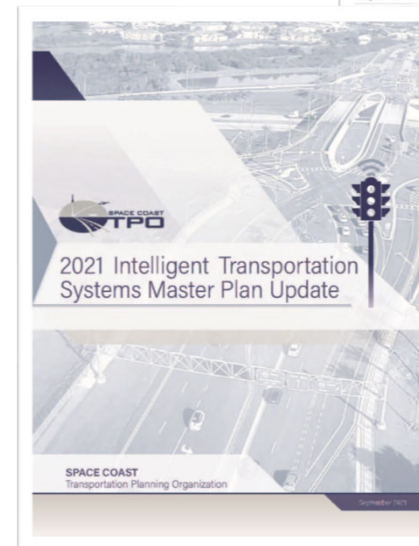




Technology & Data

➤ Monitoring of area travel characteristics, data collection and analysis

- Annual collection of traffic volumes and data
- Congestion Management System (State of the System Report)
- Performance Measures
- Maintenance of GIS datasets (Functional Classifications; Urban Area Boundary; transportation modal layers-sidewalks, bicycle lanes, trails)
- Implementation of ITS Master Plan
- Develop internal TIP tool
- Construction of Traffic Management Center



UPWP Revenue Summary

Funding Source/Grant		FY 25	FY 26
Federal	Consolidated Planning Grant (Includes FTA)	\$1,175,778	\$1,193,405
	SU Support (Recurring – Counts/SOS/Salaries)	\$375,000	\$375,000
	SU Projects (Non-Recurring: S. Brevard Trails MP; LRTP; Mobility on Demand; Dixon Blvd; BPMP Gap Analysis; Resiliency Corridors Analysis; Safety Corridor Analysis) (FY 24 SU De-obligated, to be added to FY 25 \$416,553)	\$675,000	\$424,848
State	Intermodal Station Study (Intermodal (FY23) N. Merritt Island Pioneer Trail (SUN Trails) (FY24)	\$85,000 \$220,000	\$0
	Transportation Disadvantaged	\$32,475	\$32,475
Local	Brevard County	\$12,500	\$12,500
TOTALS		\$2,575,753	\$2,038,228

UPWP Expenditure Summary

Expenditures	FY 25	FY26
Salaries & Benefits	\$1,128,570	\$1,174,777
Consultants SOS, LRTP/TDP, S. Brevard Trails Master Plan, Intermodal Station; Pioneer Trail; MOD	\$1,141,528	\$525,000
Contracts Audit, Legal Services, County Services, Lease, IT, Maintenance Agreements, Traffic Counts	\$155,920	\$157,636
Travel	\$14,000	\$19,000
Audit	\$15,750	\$16,000
Operating	\$80,010	\$106,340
Equipment	\$7,500	\$7,000
Transportation Disadvantaged	\$32,475	\$32,475
TOTAL	\$2,575,753	\$2,038,228

2025-2026 UPWP Development Schedule

Date	Activity
March 15	Draft UPWP Transmitted to Reviewing Agencies
March 15 - April 15	Review and Comment Period
May 16	TPO Adopts Final UPWP
May 17	Final UPWP transmitted to FDOT/FHWA/FTA
July 1	UPWP Effective

REQUESTED ACTION

- Authorize transmittal of Draft FY 25 – FY 26 Unified Planning Work Program to reviewing agencies and open for public comment.

