

## **GLOSSARY of TRANSPORTATION PLANNING TERMS**

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**Access Management** – The regulation and control of vehicular access to public roads to insure the safe and efficient operation of the roadway system.

**Advanced Traffic Management Systems (ATMS)** – This is an intelligent transportation system (ITS) approach using advanced technology tools such as closed-circuit television cameras, radar detectors and communication devices to monitor traffic, optimize signal timing and control traffic flow.

**Agency for Health Care Administration (AHCA)** – The AHCA is designated as the chief health policy and planning entity for the state and licenses and regulates health care facilities and health maintenance organizations (HMOs) across the state. AHCA also administers the Florida Medicaid program that provides health care to Florida's low-income and disabled citizens.

**Americans with Disabilities Act (ADA)** – A federal law that requires public facilities and services to be accessible to persons with disabilities, including those with mental disabilities, temporary disabilities and conditions related to substance abuse.

**Association of Metropolitan Planning Organizations (AMPO)** – A nonprofit membership organization serving the interests of metropolitan planning organizations nationwide.

**Average Daily Traffic (ADT)** – The number of vehicles passing a fixed point in a day, averaged over a number of days. The number of count days included in the average varies with the intended use of the data.

**Average Vehicle Occupancy (AVO)** – The ratio of person trips to vehicle trips; often used as a criteria in judging the success of trip reduction programs.

**Average Vehicle Ridership (AVR)** – The ratio of employees scheduled to start work during specified hours divided by the number of vehicles arriving at the site during those same hours.

**Bicycle Pedestrian Advisory Committee (BPAC)** – An MPO appointed committee comprised of representatives of various government agencies, law enforcement officials and private citizens interested in bicycle and pedestrian issues. The BAC advises the MPO in the process of planning and developing bicycle and pedestrian facilities and promoting bicycling and walking in Pinellas County.

**Bicycle Facilities** – Any travel corridor designed to accommodate non-motorized traffic, including bike and pedestrian paths and bike lanes on roadways.

**Bridges Management System (BMS)** – Process for analyzing existing conditions and identifying future needs with respect to bridges designated as part of the National

Highway System (NHS). The extent to which other public bridges are included in the process is left to the discretion of state and local officials.

**Bus Rapid Transit (BRT)** – A flexible high performance mode of travel that combines the features of rail transit with those of over-the-road vehicles and that operates within special purpose lanes or city streets. Service is frequent enough that passengers do not need a schedule. Moreover, service is integrated with other regional transportation systems, enhancing mobility and promoting intermodal connectivity. ITS technology is used to keep track of the vehicles while providing passengers with updated travel information and improved safety.

**Capital Improvements Element (CIE)** – A required element of local comprehensive plans which evaluates the need for public facilities and associated costs and construction schedules. The required content of CIEs is stipulated in Rule 9J-5.016 of the Florida Administrative Code and Chapter 163.3177(3), Florida Statutes.

**Capital Improvement Program (CIP)** – A five/six year schedule of capital improvements adopted by local governments and transportation agencies.

**Center for Urban Transportation Research (CUTR)** – A legislatively created research center located at the University of South Florida whose purpose is to conduct and facilitate research and serve as an information exchange on issues and ideas related to urban transportation problems in Florida.

**Chairs Coordinating Committee (CCC)** – Consists of the chairpersons of the Pinellas, Pasco, Polk, Sarasota/Manatee, Hillsborough and Hernando/Citrus County MPOs. The FDOT District 1 and 7 Secretaries, and representatives of the Tampa Bay Regional Planning Council (RPC), Central Florida RPC, Withlacoochie RPC and Southwest Florida RPC also serve on the CCC as non-voting members. The CCC serves as the central entity coordinating transportation planning among the MPOs in West Central Florida.

**Chapter 163, Florida Statutes (F.S.)** – Requires local governments to develop comprehensive plans assessing existing and future public service and facility needs and identifies policies and capital improvement projects necessary to address them.

**Citizen’s Advisory Committee (CAC)** – Private citizens representing municipal area and at-large membership appointed by the MPO to review transportation issues and topics that will be considered by the MPO. The CAC forwards recommendations to the MPO regarding these issues and topics.

**Clean Air Act Amendments (CAAA)** – 1990 amendments to the federal Clean Air Act establishing “nonattainment” designations identifying local air sheds needing to implement pollution control measures in accordance with the Law and state implementation plans.

**Community Traffic Safety Teams (CTST)** – Community Traffic Safety Teams are locally based groups of highway safety advocates who are committed to solving traffic safety problems through a comprehensive, multi-jurisdictional, multi-disciplinary approach. Members include local city, county, state, and occasionally federal agencies, as well as private industry representatives and local citizens.

**Community Transportation Coordinator (CTC)** – Agency responsible for delivering coordinated transportation services to the transportation disadvantaged population in the designated service area. In Pinellas County, the Pinellas Suncoast Transit Authority (PSTA) is the CTC.

**Concurrency Management System (CMS)** – The process local governments use to ensure that level of service standards on public services and facilities are adopted and maintained. In addition, CMS' require that public services and facilities necessary to accommodate the impacts of development projects are in place prior to their approval.

**Conformity Determination Report** – Requirement under the Clean Air Act Amendments for “non-attainment” and “maintenance” areas necessary to demonstrate conformance of the Long Range Transportation Plan and Transportation Improvement Program with the State Implementation Plan.

**Congestion Mitigation and Air Quality (CMAQ)** – A program born out of the Intermodal Surface Transportation Efficiency Act that provides funding for projects which contribute to the attainment of the National Ambient Air Quality Standards. In Pinellas County, CMAQ funds have been used for constructing bicycle/pedestrian facilities, intersection improvements, transportation management organization operations, transit vehicle acquisition, traffic signal system upgrades and the funding of studies that lead to the reduction of traffic congestion.

**Congestion Management Process (CMP)** – A federally mandated program within metropolitan planning areas to address and manage congestion through the implementation of strategies not calling for major capital investments. The CMP was formerly known as Congestion Management System (CMS).

**Dial A Ride Transit (DART)** – Demand response transportation service provided by the Pinellas Suncoast Transit Authority (PSTA) under the Americans with Disabilities Act (ADA) for people who, because of their disability, are unable to use the fixed route bus system.

**Designated Official Planning Agency (DOPA)** – Agency designated by the state Commission for the Transportation Disadvantaged to provide planning services to the local transportation disadvantaged service area. The MPO is the DOPA for the Pinellas County Transportation Disadvantaged Program.

**Development Of Regional Impact (DRI)** – Any land development that, because of its character, magnitude, or location, would have a substantial effect upon the health,

safety, or welfare of citizens of more than one county. These developments are governed by the provisions of Chapter 380.06, F.S.

**Disadvantaged Business Enterprise (DBE)** – Businesses owned and operated by members of one or more socially and economically disadvantaged minority groups, such as African Americans, Hispanic Americans, Native Americans, Asian Pacific Americans and Asian Indian Americans.

**Efficient Transportation Decision Making (ETDM)** – A FDOT initiative to improve and streamline the environmental review and permitting process of transportation projects by providing resource protection agencies and concerned citizens opportunities to comment on them during the initial planning phase. This is intended to improve the coordination of transportation decisions with social, land use and ecosystem preservation concerns.

**Evaluation and Appraisal Report (EAR)** – Periodic review and evaluation of local government comprehensive plans in accordance with Rule 9J-5, F.A.C., and Chapter 163, F.S.

**Federal Highway Administration (FHWA)** – The federal agency that develops regulations, policies and guidelines to achieve safety, economic development, and other goals of FHWA programs through the construction and improvement of the nation's transportation infrastructure and highway system.

**Federal Highway Administration (FHWA) Metropolitan Planning (PL) Funds** – Primary source of planning funds allocated to the MPO and budgeted in the Unified Planning Work Program (UPWP) in accordance with 23 U.S.C., Section 134.

**Federal High Priority Projects (FHPP)** – Projects earmarked by Congress as high priorities for federal funding. These projects typically consume approximately five percent of the total federal transportation budget.

**Federal Transit Administration (FTA)** – The agency that develops policy on public transit issues and allocates capital and operating funds for public transit projects.

**Federal Transit Administration (FTA) Section 5303** – Source of transit planning funds allocated in Pinellas County UPWP in accordance with 49 U.S.C., Chapter 53.

**Fiscal Year (FY)** – Defines budget year; runs from July 1 through June 30 for the state of Florida and from October 1 through September 30 for federal and local governments.

**Florida Administrative Code (FAC)** – A compilation of the rules and regulations of state agencies that have been filed with the Department of State pursuant to the provisions of Chapter 120, F.S.

**Florida Department of Transportation (FDOT)** – Formed in 1969, FDOT is a decentralized agency responsible for the development, maintenance, and regulation of public transportation systems and facilities in the state. The mission of FDOT is to provide a safe transportation system that ensures the mobility of people and goods, enhances economic prosperity and preserves the quality of our environment and communities.

**Florida Intrastate Highway System (FIHS)** – A statewide network of limited and controlled access highways primarily intended for high speed and high volume traffic movements constructed and maintained by FDOT.

**Florida Standard Urban Transportation Modeling Structure (FSUTMS)** – Computer model used in Florida for transportation planning to simulate existing and future travel patterns developed by FDOT for long-range urban area transportation modeling.

**Florida Transportation Plan (FTP)** – Establishes long range goals to provide a policy framework for the expenditure of federal and state transportation funds in Florida. Every five years, the Florida Department of Transportation (FDOT) takes the lead in updating this plan to respond to new trends and challenges to meet the future mobility needs of Florida's residents, visitors and businesses.

**Functional Classification** – The process by which streets and highways are grouped into classes, or systems, according to the character of service they are intended to provide. Local governments are required to identify the functional classification of roadways within their jurisdiction in their comprehensive plans.

**High Occupancy Vehicle (HOV)** – Vehicles carrying two or more people. Freeways, expressways and other limited access roads may have lanes designated for HOV use by carpoolers, vanpools and buses.

**High Speed Rail (HSR)** – A railway system that can transport people and goods at speeds in excess of 125 miles per hour.

**Institute of Transportation Engineers (ITE)** – An international society of professionals in transportation and traffic engineering. The organization publishes the [Trip Generation Manual](#), which provides trip generation data.

**Intelligent Transportation Systems (ITS)** – An umbrella term for a range of advanced technologies that monitor and manage traffic flow, reduce congestion, provide alternate routes to travelers, enhance productivity, respond to incidents, adverse weather or other road capacity constricting events.

**Intelligent Transportation Systems (ITS) Advisory Committee** – An MPO advisory group comprised of public and private sector transportation planners, engineers, and representatives from a variety of transportation-related specialties including traffic management, emergency management (includes fire and rescue), law enforcement,

transit, communications and tourism. MPO board members also serve on the committee. The committee meets twice per year.

**Intermodal Facilities** – Transportation facilities that different travel modes, such as rail or bus stations at airports.

**Joint Citizens Advisory Committee (JCAC)** – Pinellas, Hillsborough, Pasco, Hernando, Polk, Sarasota and Manatee County citizen’s advisory committee (CAC) representatives who meet to discuss and review transportation issues of regional significance.

**Joint Participation Agreement (JPA)** – Legal instrument describing intergovernmental tasks to be accomplished and/or funds to be paid between government agencies.

**Level of Service (LOS)** – A qualitative assessment of operating conditions for transportation facilities using the letter grades A through F (best to worst), to describe their performance.

**Livable Communities** – A planning concept that applies to initiatives and programs directed at improving and/or maintaining an urban environment that promotes walking, bicycling and transit use and that provides a sense of place and opportunities for employment, education, recreation, entertainment and shopping.

**Local Coordinating Board (LCB)** – A 15-member board comprised of representatives of the MPO Board, social service agencies, PSTA, private transportation providers, the Pinellas County School Board, FDOT and citizens. The LCB is responsible for governing the Pinellas County Transportation Disadvantaged Program.

**Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21)** – The 2012 federal surface transportation legislation (Public Law 112-141) that authorizes federal-aid highway and transit programs. MAP-21 sets forth funding and associated requirements for the MPOs and transportation improvement projects. The Act succeeded the 2005 Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy For Users (SAFETEA-LU).

**Metropolitan Planning Organization Advisory Council (MPOAC)** – An advisory council consisting of one member from each MPO that serves as the principal forum for collective policy discussion in urban areas. The MPOAC was created by law to assist Florida MPOs in carrying out the urbanized area transportation planning process.

**MPO Level of Service (LOS) Report** – Annual report containing roadway performance and operations data such as average annual daily traffic counts, level of service grades, volume-to-capacity ratios and speed limits.

**MPO Long Range Transportation Plan (LRTP)** – Federally required plan that assesses existing and future transportation needs in the MPO planning area and

identifies strategies, capital improvements and associated funding needed to address them. The LRTP addresses all principal modes of travel including the automobile, bicycle, airplane, transit and walking.

**MPO Public Participation Plan** – Sets forth strategies for generating meaningful public involvement in the course of preparing, developing and implementing MPO plans, programs and projects.

**National Ambient Air Quality Standards (NAAQS)** – Minimum air quality standards established by the Clean Air Act Amendments of 1990.

**National Highway System (NHS)** – Includes the interstate system and other routes identified as having strategic defense characteristics as well as routes providing access to major ports, airports, public transportation, intermodal transportation facilities and routes of particular importance to local governments.

**Pavement Management System (PMS)** – A systematic process utilized by state agencies and MPOs to analyze and summarize pavement information for use in selecting and implementing cost effective pavement construction, rehabilitation and maintenance programs. It is required for roads in the National Highway System.

**Pinellas Area Transportation Study (PATS)** – Study area addressed by the MPO's plans and programs. The PATS area includes the entire County.

**Pinellas Planning Council (PPC)** – The PPC provides a forum for representatives of Pinellas County's 24 cities and towns, the unincorporated county, and the Pinellas County School Board to address countywide land use issues. The 13 member PPC Board also serves as the MPO Board. In their role as the PPC Board, they provide policy advice and recommendations to the Board of County Commissioners, which serves as the Countywide Planning Authority (CPA).

**PSTA – Pinellas Suncoast Transit Authority** - The PSTA is the primary provider of public transportation services in Pinellas County.

**Public Transportation Facilities and Equipment Management System (PTMS)** – Systematic process utilized by state agencies and MPOs to collect and analyze information on the condition and cost of transit assets on a continual basis. Data is used to help people choose cost effective strategies for providing and maintaining transit facilities and equipment in good condition.

**Regional Transportation Analysis (RTA) Traffic Demand Model** – State-sponsored modeling program used to forecast traffic volumes and to simulate future travel conditions for personal and commercial vehicles and public transit in FDOT District 7.

**SRTS – Safe Routes to School Program** - The SRTS Program helps communities address school transportation needs while encouraging more students to walk or bicycle to school. The SRTS Program funds projects such as the construction and installation of sidewalks, shared-use paths, flashing beacons, and median refuge islands. SRTS guidelines require that proposed projects meet an identified need that is preventing children from walking or biking safely to and from school. The SRTS Program became part of the Transportation Alternatives (TA) Program under MAP-21 in October, 2012.

**St. Petersburg Downtown Transportation Management Initiative (SPDTMI)** – Organization formed in 1996 to develop parking management strategies, promote transit amenities and assist with and promote ride-share programs in downtown St. Petersburg.

**State Implementation Plan (SIP)** – Establishes air quality standards for local air sheds. Local air sheds must meet these standards in order to comply with the requirements of the Clean Air Act Amendments of 1990. The Tampa Bay Air Shed encompasses Hillsborough and Pinellas counties.

**State Infrastructure Bank (SIB)** – Method of financing large capital projects by taking advantage of borrowing against future state revenues.

**State Transportation Improvement Plan (STIP)** – A staged, multi-year, statewide, intermodal program that is consistent with the state and MPO transportation plans and TIPs. It identifies the priority transportation projects to be constructed over the next three years and is developed by the Florida Department of Transportation. It must be approved by the Federal Highway Administration and the Federal Transit Administration at least every two years.

**Strategic Intermodal System (SIS)** – The SIS is a statewide network of high-priority transportation facilities, including the state's largest and most significant commercial service airports, spaceport, deepwater seaports, freight rail terminals, passenger rail and intercity bus terminals, rail corridors, waterways and highways. These facilities are recognized as having the top priority for state and federal funding.

**Strategic Regional Policy Plan (SRPP)** – A plan developed by each regional planning council, which contains goals and policies addressing affordable housing, economic development, emergency preparedness, natural resources of regional significance and regional transportation issues.

**Surface Transportation Program (STP)** – A funding program under SAFETEA-LU that provides monies for federal-aid road improvements. SAFETEA-LU will expire on October 1, 2012, and Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) that will take effect on October 1, 2012.

**Surface Transportation Policy Project (STPP)** – A national public interest group dedicated to ensuring that transportation policy and investments help conserve energy,

protect the environment, promote aesthetic quality, strengthen the economy, promote social equity, and improve livability. The STPP emphasizes the needs of people, rather than vehicles, regarding access to jobs, services and recreational opportunities.

**Tampa Bay Area Regional Transportation Authority (TBARTA)** – TBARTA is an agency tasked by the Florida legislature with coordinating transportation planning in a region that includes Citrus, Hillsborough, Hernando, Manatee, Pasco, Pinellas and Sarasota County. The agency is responsible for developing a transportation system that will serve the region's needs for the next 50 years relying on a variety of rail, bus and roadways.

**Tampa Bay Region** – An area comprised of Pinellas, Pasco, Hillsborough and Manatee Counties.

**Technical Coordinating Committee (TCC)** – Over 30 member committee representing local governments, the School Board, PSTA and the Pinellas Planning Council that assists the MPO by reviewing transportation plans and programs and making recommendations based on their technical adequacy.

**Telecommuting** – An arrangement whereby employees work at a location other than the conventional office site, usually from home or an office close to home.

**Traffic Analysis Zone (TAZ)** – A traffic analysis zone is a spatial area used in the transportation modeling process to tabulate socioeconomic and traffic simulation data. A TAZ usually consists of one or more census blocks, block groups, or census tracts.

**Transportation Alternatives Program (TAP)** – Allows for up to two percent of Surface Transportation Program funds to be allocated for non-roadway improvements/expenditures, including pedestrian/bicycle facilities, acquisition of scenic easements and scenic historic sites, scenic or historic highway programs, scenic beautification, historic preservation, rehabilitation/operation of historic transportation structures, railway corridor preservation, control/removal of outdoor advertising, archeological planning/research and mitigation of highway runoff water pollution. Under MAP-21, the Transportation Enhancement Program was renamed the Transportation Alternatives (TA) Program, which now includes Transportation Enhancements, Recreational Trails and Safe Routes to Schools programs.

**Transit Development Plan (TDP)** – PSTA's ten-year planning, development and operational guidance document required for Florida Public Transit Block Grant funding. The TDP is used in creating the mass transit elements of the MPO Long Range Transportation Plan, TIP and FDOT Work Program.

**Transportation Demand Management (TDM)** – Employs techniques, such as vanpooling, increasing transit use and telecommuting, to reduce the demand for single-occupant vehicle travel and vehicle-miles traveled.

**Transportation Disadvantaged (TD)** – Those persons who, because of physical or mental disability, income status or age are unable to transport themselves or to purchase transportation and are, therefore, dependent on others to obtain access to health care, employment, education, shopping, social activities or other life-sustaining activities. These persons also include children who are handicapped or high-risk or at-risk as defined in Ch. 411, F.S.

**Transportation Disadvantaged (TD) Program** – Program created by Ch. 427, F.S., to coordinate and provide funding for transportation services to transportation disadvantaged persons.

**Transportation Disadvantaged Service Plan (TDSP)** – A three-year implementation plan, with annual updates developed by the designated official planning agency (DOPA) in coordination with the community transportation coordinator. The TDSP contains the provisions of service delivery for the County's Transportation Disadvantaged Program as well as goals and objectives, vehicle inventory, quality assurance standards and an assessment of unmet needs within the transportation disadvantaged community. The plan is reviewed and approved by the Local Coordinating Board.

**Transportation Impact Fee (TIF)** – Exaction assessed by local governments on new development projects that attempt to recover the cost incurred to provide transportation facilities required to serve the new development.

**Transportation Improvement Program (TIP)** – A five-year program of transportation improvements adopted annually by the MPO that incorporates State and federal work programs along with the capital improvement programs/elements of local governments and the transit agency within the MPO's jurisdiction.

**Transportation Management Area (TMA)** – A special designation given to all urbanized areas with populations over 200,000. These areas must comply with special transportation planning requirements regarding congestion management systems, project selection and certification and requirements identified in 23 CFR 450.300-.336.

**Transportation Management Initiative (TMI)** – Organization formed to encourage and coordinate the participation of local businesses in transportation demand management activities. These agencies are also known as transportation management organizations (TMOs).

**Transportation Regional Incentive Program (TRIP)** – A Florida program that provides state funds to improve regionally significant transportation facilities.

**Transportation System Management (TSM)** – A program involving the implementation of traffic control measures, such as high-occupancy vehicle (HOV) lanes, signal timing adjustments, median closings and access management strategies to increase the operating efficiency of the traffic circulation system.

**Trip Attraction Variables** – Based on employment conditions, trip attraction variables are used by the Regional Transportation Analysis traffic demand model to simulate the attraction of vehicle trips to destination points in Pinellas County.

**Trip Production Variables** – Based on land use conditions and population statistics, trip production variables are used by the Regional Transportation Analysis traffic demand model to simulate the generation of vehicle trips from points of origin in Pinellas County.

**Unified Planning Work Program (UPWP)** – Identifies all transportation planning activities under the auspices of the MPO that are to receive federal and state grant funds.

**United States Code (USC)** – Also referred to as the Code of Federal Requirements, this is the codification of the general and permanent rules published in the Federal Register by the executive departments and agencies of the Federal Government. It is divided into 50 titles that represent broad areas subject to Federal regulation. Each volume of the CFR is updated once each calendar year and is issued on a quarterly basis.

**Vanpool** – A group of six or more passengers sharing a prearranged ride to and from work in a van.

**West Central Florida Air Quality Coordinating Committee (WCFAQCC)** – Formed to provide a continuing forum for the many public and private agencies of the region that address air quality issues.

**Work Program (WP)** – The five-year listing of all transportation projects scheduled by the Florida Department of Transportation.

**Zonal Data** – Trip simulation data that is organized according to individual traffic analysis zones for the Regional Transportation Analysis traffic demand model.