



Technical Advisory Committee
Agenda Book

10:00 am
Wednesday, November 1, 2023

North Florida TPO Board Room
980 North Jefferson Street
Jacksonville, FL 32209



**Technical Advisory Committee
Meeting Agenda
Wednesday, November 1, 2023
10 a.m.**

**Call to Order
Introductions
Public Comment**

Agenda

A. October 4, 2023 Minutes ACTION ITEM

These minutes are ready to review and approve.

B. FDOT Requests Amending the FY 2023/24 – FY 2027/28 Transportation Improvement Program (TIP) ACTION ITEM

A copy of the request is included in Section B, which includes the following projects:

- **447125-1** – SR 109 (University Blvd.) from SR 13 (San Jose Blvd.) to I-95 Resurfacing – Duval County *Non-SIS*
- **447126-1** – SR 228A (Emerson St. Xway) and SR 126 (Emerson St. Ext.) Resurfacing – Duval County *Non-SIS*
- **422938 – 8** – SR 23 (First Coast Xway) from East of CR 2209 to East of CR 16A Spur – New Road Construction – St. Johns County *SIS*

C. List of Priority Projects (LOPP) Information Only

The LOPP identifies potential projects to be funded in the FDOT Tentative Work Program for FY 2025/26 through FY 2029/30.

D. Unified Planning Work Program (UPWP) FY 2024/25 through FY 2025/26 Information Only

The UPWP is the North Florida TPO's two-year planning and operational budget. It describes the TPO's upcoming studies and administrative tasks, and details the funding sources. JTA's planning tasks funded by the Federal Transit Administration (FTA) are also included.

E. FDOT Urban Boundary and Functional Classification Update

Information
Only

Aubyn Bell of HDR will present an update to FDOT’s Urban Boundary and Functional Classification.

F. FDOT Tentative Work Program for FY 2025/26 through FY 2028/29

Information
Only

Victoria Kutney of FDOT will give a presentation on the FDOT Tentative Work Program for FY 2025/26 through FY 2028/29.

G. Smart North Florida Update

Information
Only

H. Old Business

- October 12, 2023 North Florida TPO Meeting Report

I. New Business

- North Florida TPO 2024 Meeting Schedule
- December Elections – According to the TAC Bylaws, the Committee will elect a Chair (Nassau County) and Vice Chair (St. Johns County) at the last meeting of each calendar year.

J. Public Comment

K. Adjournment

The next meeting will be December 6, 2023.

NOTICE

In accordance with Section 286.01105, *Florida Statutes*, any person wishing to appeal a decision reached at this meeting will need a record of the proceedings. He may need to ensure that a verbatim record of the proceedings be made, which record would include the testimony and evidence upon which the appeal is to be made.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Marci Larson at 904-306-7513 at least seven days prior to the meeting.

Agenda Item A.

Minutes of October 4, 2023 Meeting

Action Item



TECHNICAL ADVISORY COMMITTEE
MEETING SUMMARY

Wednesday, October 4, 2023 - 10 a.m.

MEMBERS PRESENT:

Bill Killingsworth, City of Atlantic Beach, **CHAIRMAN**
Robert Companion, Nassau County Planning Dept., **VICE CHAIR**
Taylor Abernathy, Clay County Engineering Dept.
Elizabeth Backe, Nassau County Planning Dept.
Mike Daniels, City of Green Cove Springs Planning Dept.
Dick D'Souza, St. Johns County Planning Dept.
Reuben Franklin, City of St. Augustine
Heather Ireland, Jacksonville Beach Planning Dept.
Victoria Kutney, Florida Department of Transportation
Chris LeDew, COJ Public Works Dept.
Clint Lynch, St. Johns County Public Works Dept.
Dave McKee, JEA
Mark McManus, U.S. Navy
Colin Moore, City of Neptune Beach
Jeremy Norsworthy, JTA
Elizabeth Payne, Northeast Florida Regional Council
Sean Rush, CareerSource
Lynn Rutkowski, City of Keystone Heights
Justin Ryan, JAXPORT
Dodie Selig, Clay County Planning Dept. (for Ed Lehman)
Ashley Shorter, JAA (for Lauren Scott)
Richard Smith, Clay County Engineering & Public Works Dept.
Steve Smith, Town of Orange Park
Jason Sparks, City of St. Augustine Beach

MEMBERS ABSENT:

Sean Lynch, Mayor - Town of Baldwin
Justin Taylor, Nassau County Ocean Hwy. & Port Authority
Jaime Topp, St. Johns County Airport Authority

OTHERS PRESENT:

J. Frederikson, City of St. Augustine
Wiley Page, Atkins
Achaia Brown, FDOT
Hillary Laskey, FDOT
Rebecca Dennis, Atkins
Cox Garrett, City of Keystone Heights

Philip Shad, Atkins
Caleb Hurst, Nassau County
Andrew Avent, Nassau County
Rodney Cooper, ETM
Mark Manwell, ETM
Terry Shaw, Kimley-Horn
April Bacchus, ETM
Clayton Levins, SNF

TPO STAFF PRESENT:

Jeff Sheffield, Executive Director
Elizabeth De Jesus, Transportation Programs Manager
Marci Larson, Public Affairs Manager
Milton Locklear, Transportation Planner/Modeling Specialist
Jennifer Lott, Executive Assistant

CALL TO ORDER

Chairman Killingsworth welcomed everyone and called the Technical Advisory Committee meeting to order at 10 a.m. Introductions were made around the room.

PUBLIC COMMENT

None at this time.

► A. APPROVE THE AUGUST 2, 2023 MEETING MINUTES

Chairman Killingsworth asked that the August Technical Advisory Committee meeting minutes be approved.

Lynn Rutkowski moved to approve the August 2, 2023 meeting minutes; Robert Companion seconded; motion unanimously carried.

► B. AMENDMENT OF THE TAC BYLAWS

Jeff Sheffield informed the group the St. Johns River Water Management District has requested to be a member of the TPO Board. Based on our Board structure, we recommend they be added to the TAC.

Mr. Sheffield asked for questions.

- Lynn Rutkowski asked if this amendment would add one seat to the TAC and one seat to the TPO Board.

Mr. Sheffield responded this amendment would only add one seat to the TAC.

Lynn Rutkowski moved to approve the amendment of the TAC Bylaws to include the St. Johns River Water Management District; Reuban Franklin seconded; motion unanimously carried.

► C. **FDOT REQUESTS AMENDING THE FY 2023/24 – FY 2027/28 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

Victoria Kutney presented the following amendments to the Transportation Improvement Program for FY 2023/24 through FY 2027/28.

- **209443-5** – SR 129 (US 17) McDuff Ave. at SR 228 (Post St.) RR Crossing #621216V – Rail Safety Project – Duval County
- **209443-6** – SR 228 (Post St.) at SR 129 (US 17) McDuff Ave. RR Crossing #621215N – Rail Safety Project – Duval County
- **433112-5** – SR 139 (US 23) Kings Rd. at Union St., Brady St., and Whitner St. Pedestrian Safety Improvement – Duval County
- **443614-2** – JTA – St. Johns Ferry Expanded Service Hours – Transit Service Demonstration – Duval County
- **428801-2** – SR 16 at RR Crossing #271844H in St. Augustine; RRMP: 34.93 Railroad Crossing – St. Johns County
- **429931-2** – SR A-1-A (Costal Hwy.) from south of Beachcomber Way to Sand Castle Lane - Bike Path/Trail – St. Johns County
- **428271-2** – SR 5A from Bridge of Lions to Charlotte St. Drainage Improvements – St. Johns County

Projects with Description Changes

- **422938-8** – SR 23 (First Coast Expressway) from east of CR 2209 to east of CR 16A – New Road Construction – St. Johns County

Previous Project Description – First Coast Expressway (SR 23) from I-95 (SR 9) to east of CR 16A Spur

Ms. Kutney asked for questions.

Chris LeDew asked if project #433112-5 – SR 139 (US 23) Kings Rd. at Union St., Brady St., and Whitner St. Pedestrian Safety Improvement is the Hawk signal at the “S” line bike trail.

Ms. Kutney responded this project is to install a mid-block crossing upgrade in the existing crosswalks.

Dodie Selig moved to approve the FDOT’s request to amend the FY 2023/24 through FY 2027/28 Transportation Improvement Program (TIP); Justin Ryan seconded; motion unanimously carried.

► **D. DRAFT BOUNDARY AND APPORTIONMENT PLAN**

Clark Letter presented the draft Boundary and Apportionment Plan, with no proposed changes.

After each decennial census, MPOs must review their membership composition and metropolitan planning area (MPA) boundaries and submit an Apportionment Plan that meets the requirements of FS s.339.175(3), FS s.339.175 (4), and 23 CFR 450.310. Apportionment Plans must include the following:

- 2010 and 2020 Census population in the MPO area
- Current MPO membership (local governments and agencies)
- Proposed MPO membership (local governments and agencies)
- The methodology used to determine the proposed changes if there are any proposed changes.
- MPA boundary map
- MPO Board resolution adopting the Apportionment Plan

Mr. Letter asked for questions. There were no questions at this time.

Justin Ryan moved to approve the Boundary and Apportionment Plan; Mark McManus seconded; motion unanimously carried.

E. BICYCLE AND PEDESTRIAN MASTER PLAN UPDATE

Rebecca Dennis of Atkins presented the Bicycle and Pedestrian Master Plan Update.

Ms. Dennis asked for questions. There were no questions at this time.

F. SMART NORTH FLORIDA UPDATE

Clayton Levins gave the following update.

- Gateway to Clay Smart Corridor – The problem statement was to use data driven studies to present practical solutions to traffic conditions along the Wells Road corridor. StreetScope and Street Simplified were the two technologies that were used for this corridor project.
- StreetScope – Uses a proprietary algorithm to assess traffic risk on the roadway by analyzing dash cam footage. Six different drivers were used to record data at the AM peak, afternoon and PM peak periods over three days. Several “hot spots” were identified.
- Street Simplified – Uses a proprietary algorithm to assess traffic risk at intersections. Cameras are mounted to traffic poles at four-way intersections

recording data for a 24-hour period. The footage is analyzed and feedback is provided in under a month's time.

G. OLD BUSINESS

H. NEW BUSINESS

- Long Range Transportation Plan (LRTP) Update

Wiley Page gave the following update:

- The second stakeholder meeting will be November 1 at 11:30 a.m. It will be a hybrid meeting with in-person and virtual participation.
- Edits have been made to the goals and objectives, based on the feedback we received from the first meeting.
- The committed project list will be distributed at the next meeting.
- The LRTP website and the survey will be rolled out next week. The website is 2050pathforward.com.

I. PUBLIC COMMENT

None at this time.

J. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:56 a.m. The next TAC meeting will be November 1, 2023.

Agenda Item B.

**FDOT Requests Amending the FY 2023/24 –
FY 2027/28 Transportation Improvement
Program (TIP)**

Action Item



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

October 19, 2023

Elizabeth DeJesus
Transportation Planning Manager
North Florida TPO
980 North Jefferson Street
Jacksonville, FL 32209

Re: FDOT Amendment request for the North Florida TPO Transportation Improvement Program (TIP) for FY 2023/24 – FY 2027/28

Dear Elizabeth:

The Florida Department of Transportation (FDOT) requests Board approval for an amendment to the Transportation Improvement Program (TIP) for FY 2023/24 through FY 2027/28. Please add the following TIP Amendment requests for action by the TPO Board at their November meeting.

Please include the amounts listed for the total project in the TIP amendment report.

The following are projects with additional funding:

447125-1 SR 109 (University Blvd) From SR 13 (San Jose Blvd) To I-95

Resurfacing- Duval County

NON-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2024</u>
ACNR	CST	\$1,392,653
DDR	CST	\$3,313,782
DIH	CST	\$111,329
DS	CST	\$3,197,674
LF	CST	\$991,748
SA	CST	\$494,426

447126-1 SR 228A (Emerson St. Xway) And SR 126 (Emerson St. Ext)

Resurfacing- Duval County

NON-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2024</u>
ACNR	CST	\$7,889,009
DDR	CST	\$4,163,402
DIH	CST	\$258,876
SA	CST	\$1,574,327

Prior Costs > FY 23/24 \$4,601

**422938-8 SR 23 (First Coast Xway) From East of CR 2209 to East of CR 16A Spur
New Road Construction- St. Johns County *SIS***

<u>Fund</u>	<u>Phase</u>	<u>FY 2024</u>
ACNP	RRU	\$11,706,166
DI	RRU	\$500,000

If you have any questions about this project or this amendment request, please call me at (904) 360.5668.

Sincerely,

Victoria Kutney

Victoria Kutney
North Florida TPO Liaison
FDOT District Two

cc: Achaia Brown

Agenda Item C.

List of Priority Projects (LOPP)

Information Only



MEMORANDUM

To: Members, Citizens and Technical Advisory Committee Members
From: Clark Letter, Director of Planning and Analytics
Date: November 1, 2023
Subject: **Annual List of Priority Projects**

Staff is soliciting projects for the annual List of Priority Projects (LOPP). This is a candidate list of projects for the new fifth year of the Florida Department of Transportation's Five Year Work Program. Please submit your initial priority projects no later than **January 26, 2024**. We understand that formal approval by your county commission or council may take longer, but this request will enable TPO staff to prepare a first draft of the LOPP for the February round of committee and Board meetings. Our expectation will be to adopt the LOPP in March.

The LOPP document includes the following categories of projects:

- **Region-Wide Priority Projects – Transportation Capacity Projects**
This list is perhaps the most important. This list of 20 projects represents the larger capacity and high priority projects throughout the TPO area. This list does not change substantially from year to year, as projects are typically only removed from the list when construction funding has been programmed.
- **Aviation Priority Projects**
Jacksonville Aviation Authority and St. Augustine - St. Johns County Airport Authority can each submit a list of its priorities for inclusion in the document. The TPO includes these as a reference, but does not re-prioritize these projects.
- **Mass Transit Priorities**
Jacksonville Transportation Authority and St. Johns/Sunshine Bus can each submit a list of its priorities for inclusion in the document. The TPO includes these as a reference, but does not re-prioritize these projects.
- **Port Priority Projects**
JAXPORT and the Ocean Highway & Port Authority of Nassau County can each submit a list of its priorities for inclusion in the document. The TPO includes these as a reference, but does not re-prioritize these projects.

- **Transportation Alternatives Program (TAP) – Multi-Use Trails**
TAP projects are funded on a rotational basis by County. Applications must be submitted through the GAP system.
- **Transportation Alternatives Program (TAP) – School Safety Sidewalks**
This program mirrors the Safe Routes to Schools criteria. TAP projects are funded on a rotational basis by County. Applications must be submitted through the GAP system.
- **SUN Trail Program – Multi-Use Trails**
It is especially critical that each county submit one viable project for each of the TAP and SUN Trail Programs. Cost estimates must be provided. It is recommended you revisit the project submitted annually to ensure it is still feasible. Applications must be submitted through the GAP system.
- **Transportation Regional Incentive Program Priorities**
Transportation Regional Incentives Program (TRIP) priorities reflect the region-wide priority list.

Again, please submit your initial priority projects no later than **January 26, 2024**.

If you have questions about TAP or SUN Trails, please contact Elizabeth De Jesus at 904-306-7505 or edejesus@northfloridatpo.com. For any other questions, please do not hesitate to contact me at 904-306-7514 or cletter@northfloridatpo.com. Please copy Jennifer Lott jlott@northfloridatpo.com on all correspondence.

Agenda Item D.

**Unified Planning Work Program (UPWP)
FY 2024/25 through FY 2025/26**

Information Only



MEMORANDUM

To: Members, Citizens and Technical Advisory Committee Members

From: Clark Letter, Director of Planning and Analytics

Date: November 1, 2023

Subject: Request for Study Suggestions, Unified Planning Work Program Fiscal Years 2024/25 – 2025/26

The Unified Planning Work Program (UPWP) is the North Florida Transportation Planning Organization's (TPO's) two-year tasked based budget. Bi-annually, the staff of the TPO updates the UPWP as required by state and federal regulation. The UPWP outlines all major transportation planning activities to be undertaken by the TPO for the two-year planning period beginning July 1, 2024 and ending June 30, 2026.

The North Florida TPO is requesting studies to consider for inclusion in the Fiscal Year 2024/25. These projects are located in **Section 5 – Special Projects** section of the UPWP, and are executed by a TPO General Consultant.

Please submit study requests to Clark Letter cletter@northfloridatpo.com or Jeff Sheffield jsheffield@northfloridatpo.com by **January 26, 2024**. Please also copy Jennifer Lott jlott@northfloridatpo.com.

Agenda Item G.

Old Business

- . October 12, 2023 TPO Meeting Report**

North Florida TPO Meeting Report



Meeting Agenda

Thursday, October 12, 2023
10 a.m.

Call to Order
Pledge of Allegiance
Introductions
Public Comment

REQUEST FOR EMERGENCY AMENDMENT TO THE FY 2023/24 THROUGH FY 2026/27 TIP, BUT WERE NOT AUTHORIZED OR BEGUN PRIOR TO JULY 1, 2023. THESE PROJECTS THEN "ROLL FORWARD" INTO THE FIRST YEAR OF THE NEW FY 2023/24 – FY 2027/28 TIP. APPROVED

The Roll Forward Amendment includes projects or phases of projects that were approved in the FY 2022/23 – FY 2026/27 TIP, but were not authorized or begun prior to July 1, 2023. These projects then “Roll Forward” into the first year of the new FY 2023/24 – FY 2027/28 TIP. **APPROVED**

Consent Agenda

- 1. North Florida TPO Minutes of September 14, 2023** **APPROVED**
- 2. Amendment of TAC Bylaws** **APPROVED**
TAC
Approved
Amendment of the TAC Bylaws to include the St. Johns River Water Management District as a member.

TPO Agenda

- A. Finance Committee Report** **Information Only**
 - July Monthly Financial Statement
 - August Monthly Financial Statement
- B. Legislative Committee Report** **APPROVED**

A draft of the legislative policy positions is included in Section B.

C. FDOT Requests Amending the FY 2023/24 – FY 2027/28 Transportation Improvement Program (TIP)

ACTION ITEM
TAC and CAC
Approved

A copy of the request is included in Section C, which includes the following projects:

- **209443-5** – SR 129 (US 17) McDuff Ave. at SR 228 (Post St.)
RR Crossing #621216V – Rail Safety Project – Duval County
- **209443-6** – SR 228 (Post St.) at SR 129 (US 17) McDuff Ave.
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Pedestrian Safety Improvement – Duval County
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Demonstration – Duval County
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Railroad Crossing – St. Johns County
- **429931-2** – SR A-1-A (Costal Hwy.) from South of Beachcomber Way to Sand
Castle Lane - Bike Path/Trail – St. Johns County
- **428271-2** – SR 5A from Bridge of Lions to Charlotte Street
Drainage Improvements – St. Johns County

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CR 16A – New Road Construction – St. Johns County

*Previous Project Description – First Coast Expressway (SR 23) from I-95 (SR 9) to
East of CR 16A Spur*

D. DRAFT Boundary and Apportionment Plan

ACTION ITEM
TAC and CAC
Approved

Clark Letter will present the updated draft Boundary and Apportionment Plan.

E. Bicycle and Pedestrian Master Plan Update

Information
Only

Rebecca Dennis of Atkins will give an update on the Bicycle and Pedestrian Master Plan.

F. Smart North Florida

Information
Only

G. Executive Director’s Report

Information
Only

H. Secretary of Transportation’s Report

Information
Only

I. Authority Reports

Information
Only

J. Old Business

K. New Business

- Long Range Transportation Plan (LRTP) Update

L. Public Comment

M. Adjourn

N. Information

- Status Report of FDOT Projects in the North Florida TPO area

The next meeting will be November 9, 2023

NOTICE

In accordance with Section 286.01105, *Florida Statutes*, any person wishing to appeal a decision reached at this meeting will need a record of the proceedings. He may need to ensure that a verbatim record of the proceedings be made, which record would include the testimony and evidence upon which the appeal is to be made.

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Agenda Item I.

New Business

- . North Florida TPO 2024 Meeting Schedule**
- . December Elections – According to the TAC Bylaws, the Committee will elect a Chair (Nassau County) and Vice Chair (St. Johns County) at the last meeting of each calendar year.**

North Florida TPO Meeting Schedule 2024

TPO – 10 a.m. 2nd Thursday Monthly	TAC – 10 a.m. 1st Wednesday Monthly	CAC – 2 p.m. 1st Wednesday Monthly
February 8, 2024	February 7, 2024	February 7, 2024
March 14, 2024	March 6, 2024	March 6, 2024
April 11, 2024	April 3, 2024	April 3, 2024
May 9, 2024	May 1, 2024	May 1, 2024
June 13, 2024	June 5, 2024	June 5, 2024
August 8, 2024	August 7, 2024	August 7, 2024
September 12, 2024	September 4, 2024	September 4, 2024
October 10, 2024	October 2, 2024	October 2, 2024
November 14, 2024	November 6, 2024	November 6, 2024
December 12, 2024	December 4, 2024	December 4, 2024

THERE ARE NO MEETINGS IN JANUARY AND JULY.