



Technical Advisory Committee
Agenda Book

10:00 am
Wednesday, June 1, 2022

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



**Technical Advisory Committee
Meeting Agenda
Wednesday, June 1, 2022
10 a.m.**

**Call to Order
Introductions
Public Comment**

Agenda

- A. May 4, 2022 Minutes** **ACTION ITEM**

These minutes are ready to review and approve.

- B. FDOT Requests Amending the FY 2021/22 through FY 2025/26
Transportation Improvement Program (TIP)** **ACTION ITEM**

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

Duval County

- **432849-1** – Beach Blvd. (SR 212) from Cedar Swamp Creek to Brougham Ave. Drainage Improvements

- C. Approval of the Transportation Improvement Program (TIP) for
FY 2022/23 through FY 2026/27** **ACTION ITEM**

Previously, staff posted the March and April drafts of the TIP on the TPO website for review at the April and May meetings. A PowerPoint presentation was given at the May meeting.

- D. Revised TAC Bylaws** **POSSIBLE
ACTION**

The revised TAC Bylaws were reviewed by the Bylaws Committee and are included in Section D for review.

- E. Annual Mobility Report Update** **Information
Only**

Terry Shaw of Kimley-Horn will give an Annual Mobility Report update.

F. Smart North Florida Update

Information
Only

G. Old Business

- May 12, 2022 North Florida TPO Meeting Report

H. New Business

I. Public Comment

J. Adjournment

The next meeting will be August 3, 2022.

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 May 4, 2022 Meeting

Action Item



TECHNICAL ADVISORY COMMITTEE
MEETING SUMMARY

Wednesday, May 4, 2022 - 10 a.m.

MEMBERS PRESENT:

Lynn Rutkowski, City of Keystone Heights, **CHAIRMAN**
Shane Corbin, City of Atlantic Beach
Thad Crowe, Nassau County Dept. of Planning and Economic Opportunity
Mike Daniels, City of Green Cove Springs Planning Dept.
Reuben Franklin, City of St. Augustine
Scott Kornegay, Keystone Heights Airport Authority
Clint Lynch, St. Johns County Public Works Dept.
Sean Lynch, Mayor - Town of Baldwin
Colin Moore, City of Neptune Beach
Phong Nguyen, St. Johns County Planning Dept.
Elizabeth Payne, Northeast Florida Regional Council
Sean Rush, CareerSource
Justin Ryan, JAXPORT
Laurie Santana, COJ Planning and Development Dept. (for Bill Killingsworth)
Mari Schwabacher, Florida Dept. of Transportation
Dodie Selig, Clay County Planning Dept. (for Ed Lehman)

MEMBERS ABSENT:

Nelson Anderson, Clay County Engineering Dept.
Robert Companion, Nassau County
Nathan Coyle, Fernandina Beach Municipal Airport
Scott Hanna, Ocean Highway & Port Authority – Nassau County
Kevin Harvey, St. Johns County/St. Augustine Airport
Heather Ireland, Jacksonville Beach Planning Dept.
Chris LeDew, COJ Public Works Dept.
Jeremy Norsworthy, JTA
James Richardson, Jacksonville Environmental Protection Board
Matt Schellhorn, U.S. Navy
Lauren Scott, Jacksonville Airport Authority
Richard Smith, Clay County Engineering & Public Works Dept.
Steve Smith, Town of Orange Park
Bryan Spell, JEA
William Tredik, City of St. Augustine Beach
Brad Underhill, Nassau County Schools Transportation

OTHERS PRESENT:

Ryan Asmus, FDOT
Amanda Hendley, Atkins
Justin Fairman, FDOT
Phil Shad, Atkins
April Bacchus, ETM
Mark Manwell, ETM
Clayton Levins, SNF

TPO STAFF PRESENT:

Jeff Sheffield, Executive Director
Elizabeth De Jesus, Transportation Programs Manager
Marci Larson, Public Affairs Manager
Clark Letter, Dir. of Planning and Analytics
Milton Locklear, Transportation Planner/Modeling Specialist
Jennifer Lott, Executive Assistant

CALL TO ORDER

Chairman Rutkowski welcomed everyone and called the Technical Advisory Committee meeting to order at 10:02 a.m. Introductions were made around the room.

PUBLIC COMMENT

None at this time.

► A. APPROVE THE APRIL 6, 2022 MEETING MINUTES

Chairman Rutkowski asked that the April Technical Advisory Committee meeting minutes be approved.

Laurie Santana moved to approve the April 6, 2022 meeting minutes; Elizabeth Payne seconded; motion unanimously carried.

► B. FDOT REQUESTS AMENDING THE FY 2021/22 THROUGH FY 2025/26 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mari Schwabacher presented the following amendments to the Transportation Improvement Program for FY 2021/22 through FY 2025/26.

Duval County

- **431955-2** – SR 212 (US 90) Beach Blvd. at Hodges Blvd.
- **433899-2** – I-95 (SR 9) @ SR 115 (US 1)/ML King/20th Street
- **435741-2** – Timucuan Preserve Access St. Johns River Ferry – JTA
- **439468-1** – SR 115 (Southside Blvd.) at Deerwood Park
- **445340-1** – SR 115 from US 1 to SR 202 (Butler Blvd.)

- **445417-1** – SR 5 (US 17) from State Street to Trout River
- **447226-1** – SR 115 (Lem Turner Rd.) from I-95 (SR 9) to SR 111 (Edgewood)
- **449843-1** – SR 115 (Southside Blvd.) at SR 10 (US 90) Atlantic Blvd.

Nassau County

- **447290-1** – SR 5 (US 17) at Pages Dairy Road
- **447364-1** – SR 5 (US 17) from South of William Burgess Blvd. to SR 200

St. Johns County

- **445546-1** – SR 207 from I-95 to SR 312
- **449841-1** – SR A1A from Gate gas station to Professional Dr.

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

Laurie Santana moved to approve the FDOT’s request to amend the Transportation Improvement Program (TIP) for FY 2021/22 through FY 2025/26; Scott Kornegay seconded; motion unanimously carried.

C. JOINT CERTIFICATION OF THE METROPOLITAN TRANSPORTATION PLANNING PROCESS

Clark Letter presented the annual Joint Certification of the Metropolitan Transportation Planning Process that is conducted with the FDOT.

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

Reuben Franklin moved to approve the Joint Certification of the Metropolitan Transportation Planning Process; Colin Moore seconded; motion unanimously carried.

D. APPROVAL OF THE FY 2022/23 THROUGH FY 2023/24 UNIFIED PLANNING WORK PROGRAM (UPWP)

Clark Letter presented the FY 2022/23 through FY 2023/24 Unified Planning Work Program (UPWP). Since last month, the following changes were made.

- *Palm Valley Road Corridor Study (Safety Project) will replace Task 5.9 CR 305 Feasibility Study (St. Johns County) as the work has already been performed.*
****This change was made at the request of St. Johns County.***

Mr. Letter asked for questions.

- Jeff Sheffield informed the group that the funds will be available July 1. Staff will assign one of the four consultants to each of the projects.
- Chairman Rutkowski asked if the reports will be available when those studies are concluded.

Mr. Sheffield responded that is correct.

Laurie Santana moved to approve the FY 2022/23 through FY 2023/24 Unified Planning Work Program (UPWP); Phong Nguyen seconded; motion unanimously carried.

E. STAFF PRESENTATION ON THE DRAFT FY 2022/23 THROUGH FY 2026/27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Elizabeth De Jesus presented highlights from the FY 2022/23 through FY 2026/27 Transportation Improvement Program (TIP). The complete draft approval will be requested at the June meeting.

The following projects were deleted from the TIP.

- **4299311** – SR A1A from Palmetto Ave. to Sand Castle Lane
- **4260781** – SR 13 @ Acosta Bridge & Connector Bridge No. 720570 to Bridge No. 420584
- **4324011** – University Blvd. (SR 109) from Los Santos Way to Merrill Road
- **4359521** – Cesery Blvd. (SR 109)
- **4380821** – Zoo Parkway (SR 105) from I-95 to Main St. ITS Deployment
- **4432981** – SR A1A @ Timucuan Trail Crossing and Sawpit Creek Boat Ramp
- **4455761** – Dunn Ave. (SR 104) from N. Campus Blvd. to Monaco Dr.

Ms. De Jesus asked for questions. There were no questions at this time.

F. FDOT SAFETY PRESENTATION

Ryan Asmus of FDOT gave a brief presentation on their new safety initiative.

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

G. SMART NORTH FLORIDA UPDATE

Clayton Levins gave the following brief update.

- The City of Neptune Beach will continue their partnership with StormSensor by expanding their deployment of storm sensors within the community.
- In discussions with Advanced Navigation regarding their underwater drone solution for high-resolution imagery and assessment, and with Blue Vigil for a tethered drone to be used by first responders and utility linemen to provide better lighting for them to do their job.
- Emerald Coast MPO is a regional planning council that is home to three MPOs. They came and toured our facility. They are planning to build a TMZ, move into

the data space, and start up a Smart Cities initiative. They want to enter into a consultant agreement with SNF to help them move forward with these initiatives.

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

H. OLD BUSINESS

I. NEW BUSINESS

- The Bylaws Committee has met. There are some proposed minor changes. This item will be brought before the committee next month for action.

J. PUBLIC COMMENT

None at this time.

K. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:51 a.m. The next TAC meeting will be June 1, 2022.

Agenda Item B.

**FDOT Requests Amending the FY 2021/22
through FY 2025/26 Transportation Improvement
Program (TIP)**

Action Item



Florida Department of Transportation

RON DESANTIS
GOVERNOR

2198 Edison Avenue
Jacksonville, FL 32204

KEVIN J. THIBAUT, P.E.
SECRETARY

May 20, 2022

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

RE: FDOT Request Amendments to the North Florida TPO Transportation Improvement Program (TIP) FY 2021/22 - 2025/26

Dear Elizabeth:

The Florida Department of Transportation (FDOT) requests an amendment to the Transportation Improvement Program (TIP) for FY 2021/22 - 2025/26. Please add the following TIP Amendment requests for action by the TPO Board at their June meeting.

DUVAL COUNTY

432849-1 BEACH BLVD (SR212) FROM: CEDAR SWAMP CREEK TO: BROUGHAM AVE

Description: Drainage Improvements

<u>Phase</u>	<u>Fund</u>	<u>FY 2023</u>
CST	ARPA	3,668,434
CST	DDR	2,323,490
CST	DIH	57,141
CST	DS	361,657
	Total:	\$ 6,410,722

Please let me know if you need any additional information.

Sincerely,

Mari Schwabacher

Mari Schwabacher
TPO Liaison

Agenda Item C.

Approval of the Transportation Improvement Program (TIP) for FY 2022/23 through FY 2026/27

Action Item



MEMORANDUM

TO: Technical Coordinating Committee
Citizens Advisory Committee
North Florida TPO Board

FROM: Elizabeth De Jesus
Transportation Programs Manager

SUBJECT: Transportation Improvement Program FY 2022/23 – 2026/27

DATE: May 16, 2022

TPO staff requests approval of the Transportation Improvement Program (TIP) for FY 2022/23 – 2026/27 at the June meetings. During the April meetings, staff presented the draft TIP project sections for review. This first draft was also posted online April 1. During the May meetings, a complete draft was presented as well as a TIP PowerPoint presentation. This final draft was posted online April 29.

Email your questions to Jennifer Lott at jlott@northfloridatpo.com

Agenda Item D.

Revised TAC Bylaws

Possible Action

⋮

**North Florida
Transportation Planning Organization**

Bylaws

Technical Advisory Committee

Approved March 7, 2001

Amended March 2, 2005

Amended May 2, 2008

Amended October 14, 2010

Amended October 13, 2011

Amended April 11, 2013

Amended June 13, 2018

May 18, 2022

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Article I: Preamble

Preamble

The following sets forth the rules of Procedures and Bylaws of the Technical Advisory Committee (TAC) of the North Florida Transportation Planning Organization (North Florida TPO).

Article II: Creation

Creation

The North Florida TPO shall appoint the TAC that includes City and County planners; engineers; representatives of local aviation authorities, port authorities, and public transit authorities; and other appropriate representatives of affected federal, state and local government agencies.

Article III: Responsibilities

Responsibilities

1. The TAC is created to assist the North Florida TPO in effectively managing a continuing, cooperative and comprehensive planning process ~~that~~-based upon prevailing principles, results in developing plans and programs, which are consistent, to the maximum extent feasible, with the approved comprehensive plans of the local governments within the TPO's jurisdictional boundaries.
2. The TAC is the forum for cooperative decision-making by representatives of the affected governmental entities in developing plans and programs required by law.
3. The TAC is also the forum to disclose previously unidentified locally and privately funded transportation improvements of regional significance. Identified improvements shall be included in the conformity analysis for the Transportation Improvement Program and the Long Range Transportation Plan when appropriate.
4. Members of the TAC may request that items be placed on the TAC Agenda. The information must be provided to the TPO Staff no later than 12 calendar days prior to the meeting date. If extenuating circumstances exist, e.g., outside scheduling/deadline hardships arise, the Chairman may approve the addition of an item to the final agenda. For any item added to the final agenda, efforts will be made to provide the item to the TAC members prior to the meeting.

Article IV: Membership

Section 1: Membership

The following governments/agencies shall have one representative on the TAC:

- City of Atlantic Beach
- City of Fernandina Beach
- City of Green Cove Springs
- City of Jacksonville Neighborhoods Department

- City of Jacksonville Planning and Development Department
- City of Jacksonville Department of Public Works
- City of Jacksonville Beach
- City of Keystone Heights
- City of Neptune Beach
- City of St. Augustine
- City of St. Augustine Beach
- Clay County Engineering Division
- Clay County Planning and Zoning Division
- Clay County Public Works Division
- Clay County School Board
- Duval County School Board
- Florida Department of Environmental Protection
- Florida Department of Transportation District 2 (Planning)
- Jacksonville Aviation Authority
- Jacksonville Port Authority
- Jacksonville Transportation Authority, Strategic Planning Department
- JEA
- St Johns County School Board
- Keystone Heights Airport
- Nassau County ~~Growth Management~~Planning Department
- Nassau County Ocean, Highway and Port Authority
- Nassau County Public Works Department
- Nassau County School Board
- National Park Service
- Northeast Florida Regional Council

- St. Augustine-St. Johns County Airport Authority
- St. Johns County Growth Management Department
- St. Johns County Public Works Department
- Town of Baldwin
- Town of Callahan
- Town of Hilliard
- Town of Orange Park
- U. S. Navy
- Baker, ~~Flagler~~ and ~~Putnam~~ Counties Representatives (Ex-Officio)

Each member is entitled to one vote. Absentee ballots shall not be allowed.

Section 2: Adding New Members/Agencies

An agency may be added to the voting governmental/agency membership of the TAC by approval of the TAC and of the North Florida TPO Board. Members from new governments/agencies, as well as new members replacing existing members, shall be appointed in writing by member governments and agencies. Notice shall be provided by the TPO Staff to the TAC and the North Florida TPO Board.

Section 3: Alternate Members

Alternates for voting members may be appointed and permitted to vote at meetings at which the regular members do not attend. An appointed alternate member must represent the same governmental entity or agency that the regular member serves. The designated governmental entity shall appoint the alternate member.

Section 4: Membership Term

A member shall serve at the will of the government entity or agency the member represents with no term limit.

Section 5: Terminating Membership

A member's term may be declared vacant by the North Florida TPO for either of the following causes:

1. The member is no longer employed by the agency/entity the member represents.
2. If an agency is not represented by the appointed member or alternate for three (3) consecutive meetings, the entity or agency represented by the member shall be contacted and asked to designate a new member and alternate.

Section 6: Resigning Membership

A member wishing to resign ~~prior to the end of his/her term~~ shall submit a resignation letter to the TAC Chair stating the effective date of such resignation.

Section 7: Officers

Officers of the TAC are Chair and Vice Chair.

1. The Chair shall be elected and preside at all TAC meetings. The Chair shall appoint all subcommittee members and Chairs and shall have the authority to call special meetings or to cancel any regularly scheduled TAC meeting. The TAC Chair or designee shall attend TPO meetings and be available to answer questions.
2. The Vice Chair shall be elected, and during the absence of the Chair or the Chair's inability to serve, shall perform the duties as may be assigned by the TAC that are consistent with the Chair's authority. The Vice Chair will serve as the floor leader during meetings, moving motions for a vote.

Section 8: Electing Officers

1. The Chair and Vice Chair's election shall be held at the last meeting of each calendar year and become effective at the first meeting of the new calendar year. The Chair shall represent an agency/entity within Jacksonville/Duval County, and Clay, Nassau, and St Johns Counties according to the schedule set forth in the table below. The Chair may serve no more than one consecutive term.

COUNTY	2020	2021	2022	2023	2024	2025	2026	2027	2028
CLAY			X				x		
DUVAL				X				x	
NASSAU	X				X				x
ST. JOHNS		X				X			

2. Vacancies for either office shall be filled by majority vote of the voting members present from the remaining TAC members for the term balance for said office.

Section 9: A Quorum of Voting Membership

~~The voting members present shall constitute a quorum. A simple majority of the voting members constituting the quorum shall be required to approve an item on the agenda.~~

Committee members or their designated alternates must be present to cast a vote. A quorum shall consist of the majority of those members entitled to vote. (Committee vacant seats will not be counted as eligible votes until filled.)

Section 10: Establishing Committees

1. The Chair may establish committees on an as-needed basis.
2. The Chair will establish a Bylaws Committee at least every two years on even-numbered years to review the Bylaws and report their recommendations to the TAC.

Article V: Public Participation in TAC Meetings

Public Participation

Members of the public attending a TAC meeting have the opportunity to address the Committee. The TAC meeting agenda shall include an agenda item for the sole purpose of public participation. Should a member of the public request to speak during another TAC agenda item, s/he may be allowed to do so at the Chair's discretion. Prior to addressing the TAC, all speakers must fill out a speaker's card. If the speaker is reading from a prepared text, a copy should be provided for the recording secretary.

The following standards shall be observed when a member of the public is addressing the Committee:

1. When called upon, the speaker should come promptly to the podium (if available), speak clearly into the microphone (if available), and state his/her name and address.
2. The speaker should identify the organization being represented, if any.
3. The speaker must limit remarks to three minutes, unless extended by the Chair.
4. The speaker may direct questions to the Chair only.
5. Members of the audience must refrain from audible comments and/or applause during the meeting. Under no circumstance may any audience member interrupt a speaker or otherwise attempt to intimidate or discourage a speaker from addressing the Committee through audible comments or noise making.
6. No speaker may indulge in personal attacks on any Committee or staff member(s). The Chair will revoke the speaker's privilege to address the Committee if this rule is violated.

Article VI: Administrative Services

Administrative Services

All general administrative services for the ~~TCC-TAC~~ shall be provided by the designated North Florida TPO staff members(s).

Article VII: General Information Concerning Agency

Location of Offices

The North Florida TPO is located at 980 North Jefferson Street, Jacksonville, Florida 32209. All North Florida TPO publications, forms and documents are available at this location from 8 a.m. to 5 p.m., Monday through Friday, except holidays.

Agenda Item G.

Old Business

- **May 12, 2022 TPO Meeting Report**

North Florida TPO Meeting Report



Meeting Agenda

Thursday, May 12, 2022

10 a.m.

Call to Order
Pledge of Allegiance
Introductions
Public Comment

Consent Agenda

1. **North Florida TPO Minutes of April 14, 2022**

These minutes are ready for review and approval.

**UNANIMOUSLY
APPROVED**

TPO Agenda

A. **Finance Committee Report**

- March Monthly Financial Statement

Information
Only

B. **FDOT Requests Amending the FY 2021/22 through FY 2025/26
Transportation Improvement Program (TIP)**

**APPROVED
TAC and CAC
Approved**

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

Duval County

- **431955-2** – SR 212 (US 90) Beach Blvd. at Hodges Blvd.
- **433899-2** – I-95 (SR 9) @ SR 115 (US 1)/ML King/20th Street
- **435741-2** – Timucuan Preserve Access St. Johns River Ferry – JTA
- **439468-1** – SR 115 (Southside Blvd.) at Deerwood Park
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Nassau County

- 447290-1 – SR 5 (US 17) at Pages Dairy Road
- 447364-1 – SR 5 (US 17) from South of William Burgess Blvd. to SR 200

St. Johns County

- 445546-1 – SR 207 from I-95 to SR 312
- 449841-1 – SR A1A from Gate gas station to Professional Dr.

- | | |
|---|--|
| <p>C. Joint Certification of the Metropolitan Transportation Planning Process</p> <p>The annual Self-Certification Report conducted with the FDOT is included in Section C. A draft was presented at the April meeting.</p> | <p>ACTION ITEM
TAC and CAC
Approved</p> |
| <p>D. Approval of the FY 2022/23 through FY 2023/24 Unified Planning Work Program (UPWP)</p> <p>The draft FY 2022/23 – FY 2023/24 UPWP was presented in April. A memo is included in Section D identifying the new tasks.</p> | <p>ACTION ITEM
TAC and CAC
Approved</p> |
| <p>E. Staff Presentation on the DRAFT FY 2022/23 through FY 2026/27 Transportation Improvement Program (TIP)</p> <p>A memo identifying the changes is included in Section E. A final draft of the TIP is available on the TPO website. Approval will be requested at the June meeting.</p> | <p>Information
Only</p> |
| <p>F. FDOT Safety Presentation</p> <p>Ryan Asmus of FDOT will present FDOT’s new safety initiative.</p> | <p>Information
Only</p> |
| <p>G. Smart North Florida Update</p> | <p>Information
Only</p> |
| <p>H. Executive Director’s Report</p> | <p>Information
Only</p> |
| <p>I. Secretary of Transportation’s Report</p> | <p>Information
Only</p> |
| <p>J. Authority Reports</p> | <p>Information
Only</p> |
| <p>K. Old Business</p> | |

L. New Business

M. Public Comment

N. Adjourn

Information

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

The next meeting will be June 9, 2022.

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.