



Citizens Advisory Committee
Agenda Book

2:00 pm
Wednesday, February 2, 2022

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



**Citizens Advisory Committee
Meeting Agenda
Wednesday, February 2, 2022
2 p.m.**

**Call to Order
Pledge of Allegiance
Introductions
Public Comment**

Agenda

A. December 1, 2021 Minutes ACTION ITEM

These minutes are ready to review and approve.

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

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

Duval County

- **209433-2** – SR 228 (Post St.) from Cassat Ave. to Old Roosevelt
Add PE (design) funding

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

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

- **FIM #444078-3** – 2021 Rebuilding American Infrastructure with
Sustainability and Equity (RAISE) Grant Program

**D. JTA Requests Amending the FY 2020/21 through FY 2021/22 Unified ACTION ITEM
Planning Work Program (UPWP)**

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

- FCF Green Line TOD Planning Study
- SE Commuter Rail TOD Planning Study

E. Resolution Adopting the 2022 Safety Performance Targets **ACTION ITEM**

The targets are included in Section E.

F. Revised CAC Bylaws **POSSIBLE ACTION**

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

G. DRAFT 2022 List of Priority Projects (LOPP) Information Only

The draft 2022 LOPP identifies potential projects to be funded in the FDOT Tentative Work Program for FY 2021/22 through FY 2025/26. A copy will be distributed and presented at the meeting. Approval will be requested at the March meeting.

H. DRAFT Requested Studies for FY 2022/23 Unified Planning Work Program (UPWP) Information Only

The draft list of requested studies is included in Section H. Approval will be requested at the May meeting.

I. Annual Review of the Public Participation Plan Information Only

Marci Larson and Victoria Pennington will present the Public Participation Plan for review.

J. Smart North Florida Update Information Only

K. Old Business

- December 9, 2021 North Florida TPO Meeting Report

L. New Business

M. Public Comment

N. Adjournment

The next meeting will be March 2, 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 December 1, 2021 Meeting

Action Item



CITIZENS ADVISORY COMMITTEE
MEETING SUMMARY

Wednesday, December 1, 2021 - 2 p.m.
980 North Jefferson Street
Jacksonville, FL 32209

MEMBERS PRESENT

Bo Norton, **CHAIRMAN**
John Stack – **VICE CHAIRMAN**
Ken Blackett
Roy Buncome
Austin Chapman
Tyrona Clark-Murray
Mario Dipola
David Duckworth
James Green
Jim Hill
Patrick Keogh
Walter Kloss
Lisa McGlynn
Bernie O'Connor
Charles Pappas
Barney Roberts
Eugene Yerkes

MEMBERS ABSENT:

Branch Davis
Nicole Hamm
Candice LeCompte
Thomas Martin
Jim Robinson
Oksana Spears
Michael Wallwork

OTHERS PRESENT:

Wiley Page, Atkins
Phil Shad, Atkins
Richard Clark, JTA
Eron Thompson, JTA
Jeremy Norsworthy, JTA
Lisa Marasco, Fuel Force
Mari Schwabacher, FDOT

Karen Taulbee, FDOT
Wiatt Bowers, Atkins

TPO STAFF PRESENT:

Jeff Sheffield, Executive Director
Denise Bunnewith, Planning Director
Marci Larson, Public Affairs Manager
Clark Letter, Dir. of Planning and Analytics
Milton Locklear, Transportation Modeling Specialist
Jennifer Lott, Executive Assistant

CALL TO ORDER

Chairman Norton called the meeting to order at 2 p.m. and Jim Green led the Pledge of Allegiance.

PUBLIC COMMENT

None.

▶ A. APPROVE THE NOVEMBER 3, 2021 MEETING MINUTES

Chairman Norton asked for approval of the minutes of the November Citizens Advisory Committee meeting.

Barney Roberts moved to approve the November 3, 2021 minutes; Jim Hill seconded; motion unanimously carried.

▶ B. ELECTING OFFICERS

Chairman Norton stated that according to the Citizens Advisory Committee (CAC) bylaws, the Committee will elect a Chairman and a Vice Chairman at the last meeting of each calendar year.

Chairman Norton opened the floor for nominations for Chairman. Pat Keogh nominated John Stack, who accepted the nomination. The Chair asked for any other nominations. Seeing none, **Chairman Norton moved to close the nominations for Chairman; seconded by Barney Roberts; motion unanimously carried. John Stack will be the 2022 CAC Chairman.**

Chairman Norton opened the floor for nominations for Vice Chairman. Jim Hill nominated Tyrona Clark-Murray, who accepted the nomination. The Chair asked for any other nominations. Seeing none, **Chairman Norton moved to close the nominations for Vice Chairman; seconded by Bernie O'Connor; motion unanimously carried. Tyrona Clark-Murray will be the 2022 CAC Vice Chairman.**

- Lisa McGlynn thanked Chairman Norton for his hard work and dedication.

C. JTA REQUESTS AMENDING THE FY 2021/22 THROUGH FY 2025/26 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Richard Clark presented the amendment to the Transportation Improvement Program for FY 2021/22 through FY 2025/26.

- **FM#435741-2** – 2021 Federal Lands Access Program (FLAP) Grant

Mr. Clark asked for questions. There are no questions at this time.

Barney Roberts moved to approve the JTA's request to amend the FY 2021/22 through FY 2025/26 Transportation Improvement Program (TIP); Mario Dipola seconded; motion unanimously carried.

D. A1A SPEED DESIGN CORRIDOR STUDY

Wiley Page of Atkins gave a brief presentation on the A1A Speed Design Corridor Study.

Mr. Page asked for questions.

- Barney Roberts wanted to know the result of the traffic counts.

Mr. Page responded that the traffic counts were conducted before COVID occurred. There were just above 20,000 vehicles per day. Historically, it ranges from 21,000 to 24,000 per day.

- Tyrone Clark-Murray wanted to know if commercial semi-trucks were an issue.

Mr. Page responded that they are not an issue. The only truck traffic is for the businesses along the corridor.

- Jim Hill wanted to know about the hawk system.

Mr. Shad responded that a hawk system is a pedestrian activated signal that has three heads that flash yellow to alert drivers to slow down and then flash red for drivers to stop to allow pedestrians to cross.

- Mario Dipola wanted to know if the hawk system could be used in the Red Cox area. Mr. Dipola also wanted to know the pedestrian volume.

Mr. Page responded that pedestrians walk along the road, but do not cross. There is not a safe place to cross within this area.

- Barney Roberts wanted to know if the beacon lights could work in conjunction if one is at ground level and one is overhead.

Mr. Shad responded that on a four-lane divided roadway you have to do a cantilevered overhead beacon.

- David Duckworth wanted to know if the five-lane format induces speeding.

Mr. Page responded that this is a long straight stretch of road. If you shrink the lanes and bring the cars closer together, psychologically drivers will slow down. If we introduce raised median plantings, this restricts the driver's field of view and changes perception and they will slow down.

- Mario Dipola wanted to know if there are plans to drop the speed limit to 35 mph.

Mr. Page responded that FDOT has reviewed this, and is open to this recommendation.

- Bernie O'Connor asked where this road is in FDOT's resurfacing cycle.

Mr. Page responded that the county is aware, and will coordinate with FDOT for resurfacing.

- Barney Roberts asked if there is a plan for a pedestrian overpass.

Mr. Page responded that a pedestrian overpass is very expensive. There are no plans to include one.

E. ANASTASIA BOULEVARD COMPLETE STREETS CORRIDOR STUDY

Wiley Page of Atkins gave a brief presentation on the Anastasia Boulevard Complete Streets Corridor Study.

Mr. Page asked for questions.

- John Stack wanted to know if there was any planning or demand for golf carts in the area.

Mr. Page responded that there is no demand for golf carts.

Charles Pappas commented that golf carts are not allowed within St. Augustine's city limits.

- Lisa McGlynn wanted to know how the citizens can help this project move forward.

Mr. Page responded that the citizens can help by supporting the project. The hope is that FDOT can do this project within their safety program.

- Jeff Sheffield commented that this project cannot move forward until the firehouse is relocated. The city is currently working to find a suitable location.

Mario Dipola moved to approve the CAC's endorsement of the concept presented for Red Cox Road; Lisa McGlynn seconded; motion unanimously carried.

- Austin Chapman wanted to know if there were any bicycle or pedestrian crashes in the area.

Mr. Page responded that there was a non-vehicular fatality in this area.

- Charles Pappas commented that the city is in talks with the state for a land swap to move the firehouse.

F. SMART NORTH FLORIDA UPDATE

Clayton Levins gave the following update.

- Neptune Beach's resiliency lab is fully funded. It will deploy technologies that will solve stormwater and resiliency issues.
- Smart Regions Zone legislation will allow four or more contiguous counties to designate a Center of Excellence to deploy funding from Enterprise Florida directly related to technology projects that would innovate public sector processes spread across the entire smart region zone. We now have SB 1098 and will have a House bill number by the end of the week.
- Lisa McGlynn requested the talking points for this bill.

Mr. Levins responded that he would send Ms. McGlynn some talking points on this bill.

G. OLD BUSINESS

H. NEW BUSINESS

1. BYLAWS COMMITTEE

Marci Larson asked for volunteers to serve on the Bylaws Committee.

Chairman Norton, Jim Hill, Barney Roberts, Roy Buncome and Ken Blackett will serve on the Bylaws Committee.

2. LIST OF PRIORITY PROJECTS (LOPP)

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 FDOT's Five Year Work Program. Please submit your initial priority projects no later than January 21, 2022. This will enable TPO staff to prepare a first draft of the LOPP for the February meetings. The expectation will be to adopt the LOPP in March.

3. UNIFIED PLANNING WORK PROGRAM (UPWP)

The UPWP is the TPO's two-year task based budget. Bi-annually, the staff 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, 2022 and ending June 30, 2024.

Staff is requesting studies for the FY 2022/23 through FY 2023/24 UPWP no later than December 31. These projects are located in Section 5 – Special Projects section of the UPWP, and are executed by a TPO General Consultant.

- Jeff Sheffield informed the group that today is Denise Bunnewith's last day. Denise is retiring after 32 years of service.

Bernie O'Connor commended Ms. Bunnewith for her hard work and dedication during her tenure.

- Mario Dipola commented that he is against six-lane facilities, and is urging other options to be explored. Mr. Dipola commented that the St. Johns County LOPP has a six-lane project that has been moving steadily up the list.

Lisa McGlynn commented that the citizen's input on this project has not been taken into account.

- Chairman Norton suggested that Ms. McGlynn attend the TPO Board meeting as a CAC member to voice her concerns.
- Chairman Norton commented that another way is to voice your concerns is to contact your county's Planning Department.
- James Green wanted to know what projects will be coming from the infrastructure bill.

Mr. Sheffield responded that it will be awhile before we know what projects will be included in the infrastructure bill. The bill is continuing our ability to fund the projects already underway with a handful of new projects.

I. **PUBLIC COMMENT**

- Chairman Norton submitted his CAC resignation because of time constraints and thanked everyone for their hard work and dedication.

J. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 3:35 p.m. The next CAC meeting will be February 2, 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

January 26, 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- REVISED

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 February meeting.

DUVAL COUNTY

209433-2 SR 228 (Post St.) from Cassat Avenue to Old Roosevelt

<u>Phase</u>	<u>Fund</u>	<u>FY 2022</u>
PE	DIH	\$ 15,915
PE	SA	\$ 63,659

<u>Phase</u>	<u>Fund</u>	<u>FY 2023</u>
PE	DDR	\$ 292,583
PE	DS	\$ 95,489
PE	SA	\$ 381,954

Total: \$ 849,600

Please let me know if you need any additional information.

Sincerely,

Mari Schwabacher

Mari Schwabacher- MTPO Liaison

Agenda Item C.

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

Action Item



**JACKSONVILLE
TRANSPORTATION
AUTHORITY**

Board of Directors

Ari Jolly
Chair

Debbie Buckland
Vice-Chair

G. Ray Driver, Jr.
Secretary

Nicole Padgett
Treasurer

Kevin J. Holzendorf
Immediate Past Chair

Abel Harding
Board Member

Greg Evans
Board Member

Chief Executive Officer

Nathaniel P. Ford Sr.

Administration
Jacksonville Regional
Transportation Center
at LaVilla
100 LaVilla Center Drive
Jacksonville, FL 32204

Operations
P.O. Drawer "0"
100 N. Myrtle Avenue
Jacksonville, FL 32203

Main (904) 630-3181
Fax (904) 630-3166
www.jtafla.com

January 26, 2022

Mr. Jeff Sheffield
Executive Director
North Florida Transportation Planning Organization
980 North Jefferson Street
Jacksonville, FL 32209

Reference: Jacksonville Transportation Authority (JTA)
Transportation Improvement Program Amendment;
Transportation Improvement Program for FY 2021/22
State Transportation Improvement Program for FY 2021/22

Dear Mr. Sheffield:

The JTA requests placement on the agendas of the February meetings of the Technical Coordinated Committee, Citizens Advisory Committee and the Board of Directors of the North Florida Transportation Planning Organization (North Florida TPO), to consider the following amendment to add funding to the Transportation Improvement Program (TIP) for FY 2021/22 and State Transportation Improvement Program (STIP) for FY 2021/22.

2021 Rebuilding American Infrastructure With Sustainability and Equity (RAISE) Grant Program

1) FM #	444078-3
FTA Grant	\$1,728,552.00
JTA Match	\$1,728,552.00
Total	\$3,457,104.00

Should you have any questions, please call me at 904-632-5256.

Sincerely,

Richard Clark

Richard Clark
Director Economic Development

Agenda Item D.

**JTA Requests Amending the FY 2020/21 through
FY 2021/22 Unified Planning Work Program
(UPWP)**

Action Item



**JACKSONVILLE
TRANSPORTATION
AUTHORITY**

Board of Directors

Ari Jolly
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Debbie Buckland
Vice-Chair

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Secretary

Nicole Padgett
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Immediate Past Chair

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Board Member

Greg Evans
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January 26, 2022

Mr. Jeff Sheffield
Executive Director
North Florida Transportation Planning Organization
980 North Jefferson Street
Jacksonville, FL 32209

Reference: Jacksonville Transportation Authority (JTA)
Unified Planning Work Program Amendment;
Unified Planning Work Program for FY 2022

Dear Mr. Sheffield:

The JTA requests placement on the agendas of the February meetings of the Technical Coordinated Committee, Citizens Advisory Committee and the Board of Directors of the North Florida Transportation Planning Organization (North Florida TPO), to consider the following amendment to add the two planning projects listed below with the associated funding to the Unified Planning Work Program (UPWP) for FY 2022.

FTA's Pilot Program for Transit-Oriented Development (TOD) Planning

- FCF Green Line TOD Planning Study – \$314,208
- SE Commuter Rail TOD Planning Study – \$292,356

Should you have any questions, please call me at 904-632-5544.

Sincerely,

Jeremy Norsworthy
Planner III - Transportation Planning & Modeling

Agenda Item E.

**Resolution Adopting the 2022 Safety
Performance Targets**

Action Item



**RESOLUTION 2022-1
ADOPTING SAFETY PERFORMANCE TARGETS**

WHEREAS, as required by 23 CFR 490, for Calendar Year 2022 the Florida Department of Transportation has adopted aspirational targets for number of *fatalities*, *number of serious injuries*, *fatality rate*, *serious injury rate*, *total number of non-motorized fatalities* and *serious injuries*; and

WHEREAS, the North Florida Transportation Planning Organization is also required to adopt annual performance targets for these measures;

NOW, THEREFORE, BE IT RESOLVED THAT the North Florida Transportation Planning Organization adopts the Florida Department of Transportation performance targets as follows:

National Performance Measures to Assess Safety	
FHWA Performance Measure	FDOT 2022 Target
Number of Fatalities	0
Number of Serious Injuries	0
Fatality Rate	0
Serious Injury Rate	0
Total Number of Non-Motorized Fatalities and Serious Injuries	0

ATTEST:

The Honorable Wayne Bolla, Chairman

Jeff Sheffield, Executive Director

Agenda Item F.

Revised CAC Bylaws

Possible Action



January 26, 2022

TO: Citizens Advisory Committee

FROM: Jim Hill, Chairman
Bylaws Committee

RE: Update/Changes to the CAC Bylaws

This is a follow up to the discussion held during the December CAC meeting about several modest changes to the CAC bylaws that will allow for at-large members to be added in several instances. The Bylaws committee includes Bo Norton, Kenneth Blackett, Roy Buncome, Barney Roberts and myself as chair. Outlined in this memo are the suggested changes. They are also noted in red in the Bylaws attached to the agenda. The Committee **moves** these changes be adopted.

1. Article IV: Membership, Section 1: adding at-large members if the respective Planning Districts in Duval County cannot find members for the CAC.
2. In Nassau County the four members will be at large vs. one from Amelia Island/Fernandina Beach. See the new language in red in the Bylaws.
3. One member representing the Jacksonville beaches will not be changed since the Jacksonville beaches has a TPO member.
4. Housekeeping edits were also made to the bylaws.

.....

**North Florida
Transportation Planning Organization**

Bylaws

Citizens Advisory Committee

Approved 1/10/02

Amended 2/12/04

Amended 2/10/05

Amended 12/10/09

Amended 4/11/13

Amended 6/3/15

Amended 5/1/19

Amended 12/10/20

Draft 2/2/22

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Article I: Preamble

The following sets forth the Bylaws of the Citizens Advisory Committee (CAC) of the North Florida Transportation Planning Organization (North Florida TPO).

Article II: Creation

The North Florida TPO shall appoint a Citizens Advisory Committee, the members of which serve at the pleasure of the North Florida TPO. The membership must reflect a broad cross-section of local residents with an interest in developing an efficient, safe and cost-effective transportation system. The membership must also include representation of communities within the urbanized area, persons with disabilities, women, minorities and persons with low income.

Article III: Purpose and Responsibilities

The Citizens Advisory Committee (CAC) provides citizen comments and views on the metropolitan planning process and serves in an advisory capacity to the **North Florida TPO** on matters related to transportation planning. Responsibilities of the CAC include:

1. Review and comment on proposed goals and policies for the transportation planning process,
2. Review and comment on developing the long range transportation plan,
3. Review and comment on specific projects and corridor studies,
4. Review and comment on short range transportation planning, and
5. Carry out other tasks as requested by the North Florida TPO.

Article IV: Membership

Section 1: Appointing Members

The CAC shall be composed of no fewer than fifteen (15) and no more than thirty (30) members. Any person residing within the North Florida TPO geographical boundary is eligible for membership unless that person holds elective office or a non-elective position in any unit of state or local government having jurisdiction.

Section 2:

Members of the public wishing to serve on the Citizens Advisory Committee can do so in the following ways:

- Submit a letter of interest and a completed membership application available on the TPO web site at www.northfloridatpo.com or picked up in person at the North Florida TPO offices. The form may also be requested by telephone or email. The Public Affairs Manager is the point of contact. S/he will then facilitate the completed paperwork with the appropriate elected officials from the respective county serving on the TPO board.
- Citizens can also express interest through their respective counties by contacting a member of the Jacksonville City Council or the County Commission in Clay, Nassau and

St. Johns Counties. The respective elected bodies then implement their processes and approve the member's application.

- A completed application and letter of interest should be sent to the TPO Public Affairs Manager to continue the facilitation process. If vacancies persist, current CAC members can facilitate/recruit possible candidates from their geographic area following the same processes as outlined above.
- An interested candidate must attend at least one CAC meeting, preferably two so s/he fully understands the CAC's work. Either the TPO's Executive Assistant or the Public Affairs Manager is the point of contact to answer questions.
- Once the candidate has met all the requirements, the application will be submitted to the CAC for their approval and then to the TPO for final approval.

Membership applications are accepted at any time and held one year for consideration should a vacancy occur. Vacancies are posted on the website. In addition, the local governments in which the vacancy occurs may wish to nominate a member.

Every effort is made to ensure that the membership represents a socio-economic, racial and geographic cross section of the population within the North Florida TPO boundary.

Consistent with the apportionment of elected officials on the North Florida TPO Board, and to ensure compliance with **Title VI of the Civil Rights Act**, CAC membership is as follows:

Clay County (Maximum 4)

- At least one (1) member from the Town of Orange Park
- The remaining three (3) members are at large and may include members of civic organizations, environmental groups, community redevelopment authorities, homeowner associations and other similar organizations.

Duval County (Maximum 18)

- At least one (1) member from each Planning District (6). **If Planning Districts cannot fill a vacancy, then the TPO shall fill it with an at-large representative.**
- One (1) member representing the three Jacksonville Beaches communities (Cities of Atlantic Beach, Neptune Beach and Jacksonville Beach).
- The remaining members are at large and may include members of civic organizations, environmental groups, community redevelopment authorities, homeowner associations and other similar organizations.

Nassau County (Maximum 4)

- **The members are at-large and may represent civic organizations, environmental groups, community redevelopment authorities, homeowner associations and other similar organizations.**

St. Johns County (Maximum 4)

- At least one (1) member from the City of St. Augustine
- The remaining three (3) members are at large and may represent civic organizations, environmental groups, community redevelopment authorities, homeowner associations and other similar organizations.

Section 2: Membership Term

Members shall serve a term of four years, can be reappointed for additional terms and serve in accordance with these Bylaws.

Section 3: Terminating Membership

The Citizens Advisory Committee declares a member's term vacant for either of the following causes:

1. The member no longer resides within the geographical boundaries s/he was appointed to represent.
2. Since a CAC member has no alternate there are no excused absences. If a member misses four meetings during the calendar year, s/he will be notified by staff via U.S. mail, email or phone advising the member of the absences to determine continued interest and/or availability as a member. A vacancy will be filled appropriately.

Section 4: Resigning Membership

A member wishing to resign prior to the end of his/her term shall submit a letter of resignation to the CAC Chair and/or the Public Affairs Manager stating the effective date of such resignation.

Article V: Electing Officers

Section 1: Electing Officers

Officers of the Citizens Advisory Committee (CAC) are chair and vice chair. Officers shall serve a one-year term starting January 1 annually with a two-term limit and be elected at the last meeting of the calendar year. Whenever possible the officers shall rotate among the counties represented by the North Florida TPO.

1. **Chair:** The Chair is elected from the CAC membership and shall preside at all CAC meetings. S/he shall appoint all subcommittee members and subcommittee chairs and shall have the authority to call special CAC meetings or to cancel any regularly scheduled CAC meetings.
2. **Vice Chair:** The Vice Chair, during the absence of the Chair or his/her inability to serve, shall perform the duties as may be assigned by the CAC that are consistent with the Chair's authority. S/he shall appoint all subcommittee members and subcommittee chairmen and shall have the authority to call special CAC meetings or to cancel any regularly scheduled CAC meeting.
3. If for any reason the Chair is unable to complete his/her term, the Vice Chair will serve as Chair until the next regular election. Vacancy of the Vice Chair shall be filled by majority vote of the CAC members at the next meeting for the remaining balance of the term.

Section 2: Establishing Committees

1. The Chair may establish committees from time to time on an as-needed basis.
2. The Chair will establish a Bylaws Committee at least every two years on odd-numbered years to review the Bylaws and report their recommendations to the CAC. The Bylaws Committee will be appointed within the first quarter of the odd numbered year. The immediate past chair of the CAC shall chair the Bylaws committee. If the immediate past chair is not available then the current CAC chair will appoint the chair of the Bylaws committee. The Bylaws Committee will include at least three CAC members.

Article VI: Meetings

Section 1: Meetings

Regular meetings are at 2 p.m. monthly the first Wednesday, except January and July. When conflicting with a national, state or local holiday the meeting will move to the following Wednesday or as otherwise agreed to by the CAC by a majority vote. The meetings are in a facility that is readily accessible to all citizens including those with disabilities. (The TPO does not determine the use of virtual platforms for its meetings; the Governor establishes the flexibility.)

Section 2: Meeting Notices

All meetings shall be noticed in accordance with Chapter 285.01, *Florida Statutes*.

Section 3: Special Meetings

The Chair may call special meetings or a majority of the Committee members may call a meeting.

Section 4: A Quorum of Voting Membership

The CAC membership present shall constitute a quorum.

Section 5: Parliamentary Procedures

The CAC will follow the most current edition of "Robert's Rules of Order," unless superseded by law or these Bylaws.

Article VII: Public Participation in CAC Meetings

Persons attending a CAC meeting have the opportunity to address the committee during a scheduled public hearing, at all regularly scheduled business meetings and when otherwise invited by the Chair. A time limit of three minutes is allowed for presentation unless extended by the Chair. If the speaker is reading from a prepared text, a copy is provided for the recording secretary. The following guidelines are followed when a speaker is addressing the board or committee:

1. When called upon, the speaker should come promptly to the podium (if available), speak clearly into the microphone (if available), and state name and address.
2. The speaker should identify the organization s/he represents, if any.

3. The speaker must limit remarks to three minutes.
4. The speaker may direct questions to the Chairman 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. The Chair will revoke the speaker's privilege to address the committee if this rule is violated.
7. Once a public hearing is closed, no further audience participation is allowed. Violating this rule may result in removing the violator from the meeting room.

Article VIII: Administrative Services

Designated North Florida TPO staff will provide all general administrative services.

Article IX: General Information Concerning Agency

Location of Offices

The North Florida TPO office is located at 980 North Jefferson Street, Jacksonville, with telephone number 904-306-7500. The TDD number is 904-306-7502. 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 H.

**DRAFT Requested Studies for FY 2022/23 Unified
Planning Work Program (UPWP)**

Information Only

DRAFT 2022 UNITED PLANNING WORK PROGRAM STUDY REQUESTS

Study Name	Description	Recommended By
A1A Ocean Islands Trail Scenic Byway Sustainability Study	The scenic byway has the potential to be both an economic and tourism generator. This study will explore ways for the byway to achieve local, regional and state economic development and tourism goals.	Northeast Florida Regional Council
SR 21/Highway 100 Traffic Study	This traffic study will identify and recommend potential safety/operational improvements within the SR 21/Hwy 100 intersection and surrounding corridor. An ITS evaluation of the corridor will be performed.	Keystone Heights
Regional Freight Study	An update to the 2012 North Florida Freight Logistics and Intermodal Framework Plan.	TPO Staff
Regional Bike and Ped Study	An update to the 2013 North Florida TPO Bike and Pedestrian Plan.	TPO Staff
Regional Opportunities for Alternative Fuels	This study will identify opportunities and develop transition plans for use of zero-, no- and low-emission alternative fuel vehicles (AFVs) in the region's public sector fleets, including supporting fueling infrastructure consistent with new federal guidance, programs and funding sources.	TPO Staff
Regional Transit Feasibility Study	This study will research existing transit conditions and perform a peer comparison to identify near and long term transit needs and services. The report will detail transit service alternatives, recommendations, financial plan and a final implementation plan	JTA
SR 200 Corridor Study	Widening SR 200 from CR 107 (Old Nassauville Road) to Amelia Island Parkway from 4 lane to 6 lanes (2.8 miles) – Includes widening of Shave Bridge.	Nassau County Staff
Corridor Safety and Access Management Study	A list of corridors were identified as needing Targeted Roadway Improvements for Pedestrian Safety (TRIPS). The analysis should include pedestrian, bicycle and vehicle counts and provide recommended scenarios for safety, lighting, landscape, roadway and intersection configurations,	City of Jacksonville

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	<p>signage, Bluetooth origin and destination data collection, speed control analysis, traffic calming and access management improvements.</p>	
<p>Myrtle Ave Bicycle Facilities Feasibility Study</p>	<p>Determine feasibility of bicycle facilities to provide the highest level of comfort for non-motorized users of all ages and abilities for travel along Myrtle Ave from W 33rd St (N) to Forest St (S), including a safe and comfortable undercrossing beneath I-95. Deliverables will include a final report with schematics/mapping detailing each type and location of bicycle facility along the route.</p>	<p>City of Jacksonville</p>
<p>Springfield Bicycle and Pedestrian Crash Reduction Study</p>	<p>Determine feasibility of bicycle facilities to provide the highest level of comfort for non-motorized users of all ages and abilities along both Laura St and Hubbard St (N-S), without reducing number of on-street parking for autos. Parking protected lanes will be analyzed, amongst other designs. Collect before and after data for overall non-motorized user counts and number of bike-ped crashes. Analysis of recently reduced posted auto speeds will be factored in to final report to serve as a pilot for improved bike-ped facilities and reduced speeds throughout the rest of the city.</p>	<p>City of Jacksonville</p>
<p>Core to Coast Alignment and Feasibility Study</p>	<p>Determine the alignment and feasibility of constructing a continuous shared use path or the safest traversable facilities from Downtown Jacksonville to the Beaches Loop. Cost Estimates and utility adjustments should be considered.</p>	<p>City of Jacksonville</p>
<p>Roosevelt Shared Use Path from NAS Jax to Orange Park Path - PD&E</p>	<p>Determine the feasibility of constructing a continuous shared use path along US 17, identify preferred alignments, right-of-way needs and cost estimates. (Black Creek to NAS Trail)</p>	<p>City of Jacksonville</p>

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<p>Main St Bridge Multimodal Study</p>	<p>Assess potential improvements to bicycle and pedestrian access and safety on the bridge, including the reconfiguration for dedicated, protected bike lanes connecting the North Bank to the new protected bike lanes on Riverplace Blvd. Create a concept for creating the Main Street Bridge into a walkable pedestrian bridge to connect to the Bay Street Smart Corridor. Consider Lane Repurposing.</p>	<p>City of Jacksonville</p>
<p>Blue Zones Analysis</p>	<p>Assess the potential tradeoffs between speed limits, safety and traffic flow specifically targeted in the at risk communities residing in downtown Jacksonville and Beaches communities.</p>	<p>TPO Staff</p>
<p>Bassett Rd/ Island Point Dr Overpass</p>	<p>A traffic study to determine the viability of an overpass spanning the trout river from Bassett Rd to Island Point Dr. The study will consider TEU traffic from Jaxport/Blount island.</p>	<p>CAC Member</p>
<p>Livable Community Centers And Mobility Hubs</p>	<p>This study will coordinate with local governments in preparation for the comprehensive plan updates and the 2050 Long Range Transportation Plan to identify these mobility and livability hubs to focus investments for non-motorized transportation. The plan will also coordinate with JTA on their transit-oriented development strategy.</p>	<p>TPO Staff</p>
<p>TSM&O Strategies To Address Flood Vulnerable Mobility</p>	<p>This study will recommend short-term, low-cost Transportation Systems Management and Operations (TSM&O) strategies to detect, management and inform multimodal travelers of operational strategies and to address the needs associated with more frequent flooding events. The strategies will address the needs of disadvantaged, disabled, non-motorized, transit dependent, first responder and essential social services during the more frequent flooding</p>	<p>TPO Staff</p>

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	caused by king tides, severe storm events and sea-level rise for the 5- and 10-year horizon.	
Bicycle And Pedestrian Accessibility, St. Augustine, FL	This study will evaluate the feasibility of constructing or reconfiguring existing facilities to provide a multiuse trail from the Historic Parking Garage along W. Castillo Drive in St. Augustine to the St. Johns County Government Center (San Sebastian View) using US 1 (Dixie Highway or Ponce de Leon Boulevard) or alternate corridors such as US 1B (San Marco Avenue).	TPO Staff
Transportation Demand Analysis For TSM&O Improvements For The 2050 LRTP	This study will build on the work performed in related prior projects to develop tools to leverage probe vehicle data to analyze and the potential benefits of TSM&O strategies.	TPO Staff
Dunn Ave Corridor Study	A study to identify context sensitive solutions to address access management, speed and safety issues along the corridor from US 1 to US 17.	CAC Member
TPO Distribution Method	The purpose of the study is to assess the MPO's current methods and guiding principles for the allocation of transportation resources throughout the region.	CAC Member
Road Classification Safety Study	The study will quantify safety costs (using actual KABCO costs from the true breakdown of crashes on our facilities) of 6 lane facilities vs. 4 lane, and then what capacity the roads carry in a day.	CAC Member

Agenda Item K.

Old Business

- **December 9, 2021 North Florida TPO Meeting Report**

North Florida TPO Meeting Report



Meeting Agenda

Thursday, December 9, 2021

10 a.m.

Call to Order

Invocation

Pledge of Allegiance

Introductions

Public Comment

Consent Agenda

1. North Florida TPO Minutes of November 10, 2021

**UNANIMOUSLY
APPROVED**

These minutes are ready for review and approval.

TPO Agenda

A. Finance Committee Report

Information
Only

- October Monthly Financial Statement
- Audit Presentation

B. Electing Officers

ACTION ITEM

According to the TPO Bylaws, Officers shall be elected at the December meeting by majority vote of the voting members present, and their terms become effective at the first meeting of the new calendar year.

2022 TPO Board Officers

TPO Chair – Wayne Bolla (Clay County)

TPO Vice Chair – Mike Cole (Nassau County)

TPO Treasurer – Christian Whitehurst (St. Johns County)

**C. JTA 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 C, which includes the following project:

- **FM #435741-2** – 2021 Federal Lands Access Program (FLAP) Grant

D. A1A Speed Design Corridor Study

Information
Only

Wiley Page of Atkins will give a brief presentation of the A1A Speed Design Corridor Study.

E. Anastasia Boulevard Complete Streets Corridor Study

Information
Only

Wiley Page of Atkins will give a brief presentation on the Anastasia Boulevard Complete Streets Corridor Study.

F. Smart North Florida Update

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

- List of Priority Projects (LOPP)
- Unified Planning Work Program (UPWP)
- North Florida TPO 2022 Meeting Schedule

L. Public Comment

M. Adjourn

Information

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

The next meeting will be February 10, 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.