



Citizens Advisory Committee
Agenda Book

2:00 pm
Wednesday, April 6, 2022

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



**Citizens Advisory Committee
Meeting Agenda
Wednesday, April 6, 2022
2 p.m.**

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

Agenda

A. March 2, 2022 Minutes

ACTION ITEM

These minutes are ready to review and approve.

B. CAC Membership Approval Requested

ACTION ITEM

- Approval is requested for Lisa Marasco representing Duval County At-large. Her application is included in Section B.

**C. 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 C, which includes the following projects:

Duval County

- **209543-5** – SR 212 (US 90) Beach Blvd. at Eunice Road
- **434044-1** – SR 109A (Cesery) at Arlington River Bridge No. 720264
- **447525-1** – SR (US 1) from SR 152 (Baymeadows Road) to CR 116 (Sunbeam Road)
- **209137-6** – SR 5 (US 17) N. from Trout River to North of SR 104
- **209443-2** – SR 228 (Post St.) from Cassat Avenue to Old Roosevelt
- **209697-4** – SR 13 (Hendricks Ave.) at San Marco Blvd.
- **432259-2** – I-95 (SR 9) from South of SR 202 (JT Butler) to Atlantic Blvd.

St. Johns County

- **210230-2** – SR 313 from SR 207 to SR 16
- **210269-4** – SR 5 (US 1) from Moultrie Creek Bridge to North of SR 207

D. CAC Bylaws Update **ACTION ITEM**

The revised bylaws are included in Section D.

E. DRAFT Joint Certification of the Metropolitan Transportation Planning Process Information Only

The draft annual Self-Certification Report conducted with FDOT is included in Section E.

F. DRAFT Project Sections for the FY 2022/23 through FY 2026/27 Transportation Improvement Program (TIP) Information Only

TIP draft project sections are posted on the TPO website. A complete draft will be provided at the May meeting and approval will be requested at the June meeting.

G. DRAFT FY 2022/23 through FY 2023/24 Unified Planning Work Program (UPWP) Information Only

The draft FY 2022/23 through FY 2023/24 UPWP is located on the TPO website. Approval will be requested at the May meeting.

H. Commuter Rail Presentation Information Only

JTA will give a presentation on their Commuter Rail project.

I. Smart North Florida Update Information Only

J. Old Business

- March 10, 2022 North Florida TPO Meeting Report

K. New Business

- Chip Dobson has been appointed by the Clay County Board of County Commissioners to fill a Clay County At-large seat.
- Brian Kraut has been appointed by the Clay County Board of County Commissioners to fill a Clay County At-large seat.

L. Public Comment

M. Adjournment

The next meeting will be May 4, 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 March 2, 2021 Meeting

Action Item



CITIZENS ADVISORY COMMITTEE
MEETING SUMMARY

Wednesday, March 2, 2022 - 2 p.m.
980 North Jefferson Street
Jacksonville, FL 32209

MEMBERS PRESENT

John Stack, **CHAIRMAN**
Tyrona Clark-Murray – **VICE CHAIRMAN**
Mario Dipola
David Duckworth
James Green
Jim Hill
Candice LeCompte
Lisa McGlynn
Bernie O'Connor
Charles Pappas
Barney Roberts
Jim Robinson
Oksana Spears
Eugene Yerkes

MEMBERS ABSENT:

Roy Buncome
Austin Chapman
Branch Davis
Nicole Hamm
Patrick Keogh
Walter Kloss
Thomas Martin
Michael Wallwork

OTHERS PRESENT:

Jeremy Norsworthy, JTA
Lisa Marasco, Fuel Force
Victor Coleman
Cheryl Freeman, 321 Strategies
Mari Schwabacher, FDOT
Victoria Pennington, MVP
Mila Vega, JTA

TPO STAFF PRESENT:

Elizabeth DeJesus, Transportation Programs Manager
Clark Letter, Dir. of Planning and Analytics
Jennifer Lott, Executive Assistant

CALL TO ORDER

Chairman Stack called the meeting to order at 2:01 p.m. and Jim Hill led the Pledge of Allegiance.

PUBLIC COMMENT

Chairman Stack informed the group that if a member is unable to attend and has comments/questions to please forward them to Jennifer Lott. This will allow for one point of contact.

▶ A. APPROVE THE FEBRUARY 2, 2022 MEETING MINUTES

Chairman Stack asked for approval of the minutes of the February Citizens Advisory Committee meeting.

- Mario Dipola commented that his response related to the state traffic counts was that they have transitioned into a better dashboard. Mr. Dipola also commented that the traffic counts have not just transitioned, but are truly outdated.

Mr. Letter responded that the local traffic counts are collected by the county agencies. In the past, they were sent to us annually for update. Some of the counties no longer do them annually and have begun to do them every other year. The TPO will request those counts from the counties and update the website.

Mario Dipola commented he thinks the counties do the traffic counts, but do not post them due to an accessibility lawsuit.

- Lisa McGlynn wanted to know the timeframe for responses to questions raised during the meetings.

Chairman Stack responded that the questions are documented and sent to the appropriate staff member/agency for response.

- Lisa McGlynn commented last month she asked if the 312 extension has been renamed to 313. Mr. Letter deferred to FDOT for a response. Ms. McGlynn would like to know the status of her question.

Mr. Letter responded that FDOT reached out to us earlier today regarding the 312 extension. Mr. Letter asked if he should discuss this now or when we go over the LOPP.

Chairman Stack responded that we can discuss this when we go over the LOPP.

Barney Roberts moved to approve the February 2, 2022 minutes; Bernie O'Connor seconded; motion unanimously carried.

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

Mari Schwabacher presented the amendment to the Transportation Improvement Program (TIP) for FY 2021/22 through FY 2025/26.

- **445426-2** – SR 13 (San Jose Blvd.) South of Oak Bluff Lane

Ms. Schwabacher asked for questions.

- Jim Hill asked if this widening will add an additional lane before the entrance to I-295.

Ms. Schwabacher responded this modifies the left turn lane by Chick-Fil-A and Zoë's due to a high volume of crashes.

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

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

D. 2022 LIST OF PRIORITY PROJECTS (LOPP) APPROVAL

Clark Letter presented the 2022 List of Priority Projects (LOPP) for approval.

Mr. Letter provided the following responses to questions from last month regarding projects in the LOPP.

- SR 228 Normandy Blvd. – Thomas Martin wanted to know if this project was already construction funded in the Work Program.

This project is not construction funded in the Work Program. This is a resurfacing project.

- Race Track Road – Is it possible for #10 Race Track Road and #13 US 1 to be consolidated into one project?

FDOT has suggested that we leave these as separate projects.

- SR 313 – Lisa McGlynn wanted to know if the 312 extension has been renamed to 313.

FDOT responded that initially the roadway was named 312 because it primarily runs east to west. The extension would have made this a more north to south roadway. FDOT's naming convention is anything running north to south ends in an odd number and east to west ends in an even number. The suggestion was made to change it to 313 because it was more of a north to south corridor. That suggestion was dismissed and the roadway reverted back to 312. This change will be reflected in the updated LOPP document brought before the Board.

Lisa McGlynn commented that there is already a sign on US 1 going over the railroad tracks to a development not yet built identifying the road as 313. Ms. McGlynn wanted to know how money was spent to have a sign put up wrongly identifying a road that is not built and is not going to be built.

Mr. Letter responded that the sign is a product of the decision to rename the roadway. FDOT has since decided not to rename the road.

Lisa McGlynn commented that this particular part of the road is not reflected in any of these documents.

- Chairman Stack commented that during the vote Ms. McGlynn could make her question an exception for approval.

Lisa McGlynn responded that could not be done, as that particular part of the road is not a part of this document.

- Mario Dipola commented, in his opinion, we should approve this item without an exception since he does not know enough about this issue.

Chairman Stack commented that when the CAC members have a discussion regarding an agenda item it does not automatically get routed to the TPO Board. Once we vote on an item, the TPO Board gets an indication of "APPROVED" or "NOT APPROVED." If we want to communicate with the TPO Board on an item that we feel is significant, we would need to make an amendment to the approval.

- Oksana Spears wanted to know if Ms. McGlynn should put her questions/concerns in writing and send them to Marci Larson.

Chairman Stack responded that all questions/comments should be sent to Jennifer and she will route it to the appropriate staff member/agency for a response.

- Lisa McGlynn commented that it is highly confusing that for 20 years it has been noted as 313 and now somebody made an executive decision to change it to 312. It will be mass confusion for the citizens.
- Jim Green wanted to know if the two Race Track Road projects were FDOT projects or their respective local county's projects.

Mr. Letter responded that they will be FDOT funded.

- James Green commented that Race Track Road is not a state road, and wanted to know what FDOT funding category it will fall under.

Ms. Schwabacher responded that she is not sure which funding category these projects will fall under. Sometimes local roads receive state funding to advance the project at the request of the city or an MPO.

Ms. Schwabacher will look into it and report back.

- Jim Green wanted to know how both Race Track Road projects end at US 1 and are in two different counties.

Mr. Hill responded that these two projects meet at the Duval and St. Johns County lines.

- Lisa McGlynn wanted to know why FDOT changed the designation of 312 to 313. SR 312 is a road that is approximately six miles long that goes north to south. Ms. McGlynn commented that she would file a Freedom of Information Act if that is the only way to get an answer to her question.

Chairman Stack responded that is not necessary. The question will be routed to the appropriate agency for a response.

- Ms. Schwabacher wanted to know what information Ms. McGlynn received in response to her question.

Mr. Letter responded that the road is named 312 with the extension identified as 313. After review, FDOT decided since the road was going more north to south it would be renamed 313. They have since decided it does not make sense to rename an existing road and it will remain 312.

- Lisa McGlynn commented that explanation does not make sense.

Ms. Schwabacher will look into it and report back.

- Jim Hill commented that Councilman Michael Boylan is under the impression that the FDOT TIP Amendment for the SR 13 south of Oak Bluff Lane project will move the curb back and widen San Jose Blvd. going southbound to help traffic get onto I-295. Mr. Hill commented that there is an existing project to install a traffic light at the I-295 on-ramp for traffic coming northbound and southbound in the two lanes. Councilman Boylan is under the impression this is all part of the same project. Mr. Hill would like to know if #15 and the TIP amendment are all one project. If they are not one project, should they be?

Mr. Letter responded that #15 I-295 was approved by the Jacksonville City Council and they are probably aware of the two projects.

Ms. Schwabacher responded that the FDOT's TIP amendment is a separate project. This is a safety project that involves a left-turn lane due to high crashes in the area.

- Jim Hill commented the one that was approved is south of Oak Bluff Road. The Chick-fil-a is on the southwest corner of Oak Bluff and San Jose. Mr. Hill would like to know if there is a second left turn lane on San Jose northbound.

Ms. Schwabacher responded that it is a left turn lane going south on San Jose across from the Target/Publix parking lot that people use to get into the parking lot and was causing crashes.

- Jim Hill wanted to know if moving the curbs back to widen the entrance on San Jose to get onto I-295 is part of #15 I-295.

Ms. Schwabacher responded that she does not know the details of that specific project.

- Mario Dipola recommended in the future a KMZ link for the projects be provided so we could look it up on a map.

Mr. Letter responded that we include a graphic for projects in the TIP. As for the projects on this list, what you see is what we received from the counties. These do not have a FDOT project number and there are no details available.

- Tyrone Clark-Murray commented that SR 111 (Edgewood Ave.) limits are US 17 Main Street to Cassat Avenue. Main Street is south of this area. Ms. Clark-Murray commented that it should say Roosevelt Blvd. because US 1 continues and becomes Roosevelt Blvd., which would be closer to Cassat Ave.

Mr. Letter responded that this project is a rollover from last year's list and is already construction funded.

Ms. Schwabacher responded that it might be on US 17 from Main Street to Cassat Avenue.

Tyrone Clark-Murray responded if that is correct, it is a long stretch of roadway. Cassat Avenue is on the west side of town and Main Street is downtown heading north.

- James Green commented that Edgewood changes to Tallulah when it crosses Moncrief Creek and intersects Main Street just south of Trout River, which is US 17. Main Street is the northern limit of this project.
- Tyrone Clark-Murray commented this is why we need a map. Edgewood Avenue does not connect to Main Street at Cassat. This is right before Cassat Avenue. Ms. Clark-Murray would like the limits of the project corrected to read US 17 Roosevelt Blvd. to Cassat Avenue.

Mr. Letter responded that we will check with FDOT and report back.

Bernie O'Connor moved to approve the 2022 List of Priority Projects (LOPP); Barney Roberts seconded; motion unanimously carried.

E. DRAFT FY 2022/23 UNIFIED PLANNING WORK PROGRAM (UPWP)

Clark Letter presented the draft FY 2022/23 Unified Planning Work Program (UPWP) requested list of studies.

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

F. ANNUAL ASSESSMENTS FOR FY 2022/23

Clark Letter presented the annual assessments for FY 2022/23.

Mr. Letter asked for questions.

- Jim Robinson asked if the annual assessments are used to determine funding for projects.

Mr. Letter responded that we have a table that shows the percentage for each county. Every fall Mr. Sheffield does a detailed analysis and budget breakdown of how SU dollars are applied by county. It works on a rolling four-year average to show equitable distribution.

- Jim Robinson commented that past discussions have focused on each county getting their fair share. Projects that come out of the Needs Plan do not necessarily see the county boundaries and population differences.

G. JTA MOBILITY OPTIMIZATION THROUGH VISION AND EXCELLENCE (MOVE) PLAN PRESENTATION

Mila Vega of JTA presented their Mobility Optimization through Vision and Excellence (MOVE) Plan.

Ms. Vega asked for questions.

- Mario Dipola commented that he thinks one of the highest regional priorities should be getting people across the road safely. There are guidelines for unsignalized intersections where JTA may have stops. FDOT wants the mid-block crossings to be away from intersections. People want to cross wherever their destination or origin is.

There is a graphic of a bus full of people showing the equivalent of how many cars are removed from the road.

A Complete Streets lane elimination project that proposed to take an unsafe four-lane corridor to a three-lane corridor was publicly destroyed because a citizen followed a JTA bus and saw that they were unable to pass the bus because of a thru lane. The commute went from four minutes to sixteen minutes. We need to find ways to mitigate so we can see the full benefits.

- Lisa McGlynn commented that the highest priority should be effectively moving people not cars. We need to message our residents about getting around without putting them into little boxes. This region is so far behind other places with regards to moving people.
- Mila Vega wanted to know Ms. McGlynn was talking about micro-mobility.

Lisa McGlynn responded that she does not know what that means.

Mario Dipola commented that micro-mobility is short trips and not a bus full of people.

- Lisa McGlynn commented that we should use the existing railroad tracks for a commuter line.
- Tyrone Clark-Murray commented in her community they need more direct bus routes without an excessive amount of stops. Ms. Clark-Murray suggested a flyer to get people to their destination faster. Many roads where the JTA stops are located are in horrible condition.

- Mario Dipola commented there should be a way to work with FDOT to get right-of-way to widen the sidewalks; thereby, providing more room for bus stops and shelters.
- Mario Dipola commented that Disney buses have a point-to-point system instead of a hub and spoke system to move people.
- Bernie O'Connor commented we have had trouble before by thinking about transit service within the political boundaries. Mr. O'Connor feels we need to think region-wide and forget about the geographical boundaries. There needs to be a way to overcome funding problems.
- David Duckworth said that the hub and spoke model is outdated. Something more regionalized or more grid like would be beneficial to transit riders.

H. SMART NORTH FLORIDA UPDATE

- Jim Robinson requested the SNF update carry more priority, either attendance by the Executive Director or a written update. Mr. Robinson is struggling with the mission of SNF, and not hearing any frequent substantive updates causes the struggle to continue.

I. OLD BUSINESS

- Chairman Stack commented that it would be useful to know how the TAC members voted on a particular agenda item.

February 2, 2022 CAC Meeting – Response Needed from Staff/FDOT

- Agenda Item B – FDOT's Request to Amend the TIP

Jim Green commented that SR 228 (Post St.) from Cassat Ave. to Old Roosevelt appears to be a new project added to the TIP. Mr. Green wanted to know what FDOT intends to do to this segment of SR 228 (Post St.). As the TIP amendment is adding the PE (Design) phase, it is reasonable to assume that FDOT has at least conceptual plans for the project.

The intent of this project is to resurface, rehabilitate, and restore SR 228 (Post Street) from the pavement change on the eastern side of the intersection with SR 111 (Cassat Avenue) (CMP 21.083) to the pavement change approximately 200' east of the Old Roosevelt Boulevard intersection (under the Roosevelt Boulevard overpass) all within the Jacksonville city limits.

****Emailed to CAC members 3.3.22.***

- Agenda Item C – JTA’s Request to Amend the TIP

Jim Green would like to know what JTA intends to do with the nearly \$3.5 million in RAISE funding? What projects will be funded through this grant?

The U.S. Department of Transportation awarded the Jacksonville Transportation Authority (JTA) a \$1.72 million RAISE Grant in support of the third phase of the Ultimate Urban Circulator (U2C) project. The RAISE grant will help the JTA advance planning, environmental and preliminary project development activities positioning the JTA to pursue FTA Capital Improvement Grants (CIG) and/or other U.S. Department of Transportation competitive discretionary grant funding for design and construction of Phase III of the U2C project. The JTA is required to provide a 50 percent match to FTA/US DOT funds.

****Emailed to CAC members 3.3.22.***

- Tyrone Clark-Murray requested the results of JTA’s FCF Green Line TOD Planning Study and the SE Commuter Rail TOD Planning Study.

Per JTA, this 24-month study will begin in November 2022, with anticipated completion in November 2024.

- Thomas Martin commented that #18 Blanding Blvd. is a state project to change the intersections between Argyle Forest Blvd. and Wells Road and is already in the TIP.

The limits of the intersections listed in the LOPP include a nearly 12-mile stretch of roadway where the Wells Rd./Argyle Forest portion represents less than half a mile of this stretch. The request encompasses 25+ intersections.

****Emailed to CAC members 3.3.22.***

- Thomas Martin commented that # 2 Normandy Boulevard is already in the TIP.

The Normandy Blvd. project is in the TIP, but we typically do not remove the project from our LOPP until construction funding has been programmed. In some cases preliminary work has been performed, but the project is never construction-funded. Leaving it in the list ensures the project is visible until completely funded.

****Emailed to CAC members 3.3.22.***

- Lisa McGlynn wanted to know if the 312 extension has been renamed to 313.

FDOT responded that initially the roadway was named 312 because it primarily runs east to west. The extension would have made this a more north to south roadway. FDOT's naming convention is that anything north to south ends in an odd number and east to west ends in an even number. The suggestion was made to change it to 313 because it was more of a north to south corridor. That suggestion was dismissed and the roadway reverted back to 312.

J. NEW BUSINESS

- Mario Dipola wanted to know if Nassau County has to be on the LOPP to get in the TIP.

Mr. Letter responded that it does not have to be on the LOPP to get in the TIP. The LOPP allows the TPO to provide specific federal funding to those projects, and does not preclude FDOT from providing funds to those projects.

- Mario Dipola wanted to know how the order of the TRIP projects was determined.

Mr. Letter responded that out of convenience they were placed in the same order as the region-wide priorities.

- Mario Dipola said he is opposed to widening Mickler Road from Palm Valley to A-1-A.
- Mario Dipola requested that at the next meeting, for the UPWP, we show the studies not selected vs. selected.

Mr. Letter responded that we could strike through the studies on the list not selected.

- Jim Robinson commented that he did not receive a response to his question regarding what the RAISE grant program encompasses.

Ms. Lott responded that a response was provided by JTA, and emailed to the CAC.

- Tyrone Clark-Murray wanted to know when a specific member asks a question if the response is emailed to that member only.

Ms. Lott responded that if the responses are a paragraph in length they are included in the minutes under "Old Business". If it is a lengthy response, it is emailed to the specific member.

- Tyrona Clark-Murray wanted to know if there is a way that everyone can see the responses to the questions.

Ms. Lott responded that she can email the responses to the group.

- Tyrona Clark-Murray asked for more detail on JaxPort's priority projects.

Mr. Letter responded that he will make a request for more detailed information.

March 2, 2022 CAC Meeting – Response Needed from Staff/FDOT

- James Green commented that Race Track is not a state road, and wanted to know the FDOT funding category.

****See FDOT's response below.***

The MPO is able to put a local road on the LOPP because certain local roads can receive federal funding as long as the road is in the Federal Aid Highway List, and Race Track Road is one of them. SU funds can also be used on local roads, so if the MPO wanted to use that type of funding on a local road, it would have to be in the LOPP.

- Lisa McGlynn wanted to know why FDOT changed the designation of 312 to 313.

****See FDOT's response below.***

The road previously named SR 312 will still be SR 312. However, a new road is being constructed which connects to the western terminus of SR 312 and continues to the northwest. The new road will be named SR 313. The existing portion of SR-312 was designated SR 312 consistent with an east/west road many decades ago. When SR-312 was considered for extension to north of the airport (many decades later), it was felt that the road should change designations from SR-312 to SR-313 to be consistent with naming conventions for north/south roadways (as the major length of the road once completed would be north/south, not east/west. However, prior to beginning construction on any portion of SR-313, FDOT further determined that it would be better to keep the original name and remain with SR-312.

- Tyrona Clark-Murray asked for the limits of the SR 111 (Edgewood Avenue) project be corrected to read US 17 Roosevelt Blvd. to Cassat Avenue.

Mr. Letter responded that he will check with FDOT and report back.

- Tyrone Clark-Murray asked for more detail on JaxPort's priority projects.

Mr. Letter responded that he will request more detailed information.

K. PUBLIC COMMENT

L. ADJOURNMENT

There being no further business, the meeting was adjourned at 3:07 p.m. The next CAC meeting will be April 6, 2022.

Agenda Item B.

CAC Membership Approval Requested

Action Item

**NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION
CITIZENS ADVISORY COMMITTEE MEMBERSHIP APPLICATION**

Name: LISA MARASCO

Home Address: 2154 THE WOODS DR E

Home Phone: 904-237-5452 Business Phone: -

Mailing Address (if different from above) _____

Email Address: MARASCOLISA@YAHOO.COM

Place of Residence: { } Clay County Duval County { } Nassau County
{ } St. Johns County How long have you resided in this location? _____

Employer & Job Title: FUEL FORCE Southeast Sales Manager

Please describe your background and experience, which you believe provides a useful perspective for the CAC.

Interested in the sustainability of the environment and how our cities/counties are going to be maintained, at what rate and at what level.

Please list membership in civic and professional organizations and leadership roles you have held.

LIONS CLUB (Jax Beach)

First Coast Republican club (Secr.)

Do you serve on a city or county board or committee? If so, what is the name?
N/A

Can you commit to consistently attending the CAC monthly meetings? Yes No

If a membership vacancy is not available on the CAC, may we submit your application when one occurs? Yes No

Demographic Information (Optional)

Gender

Female

Male

Other

Race/Ethnicity

White

Hispanic or Latino

Black or African American

Asian or Pacific Islander

American Indian or Alaskan Native

Multi-racial

Other

Your Age Range

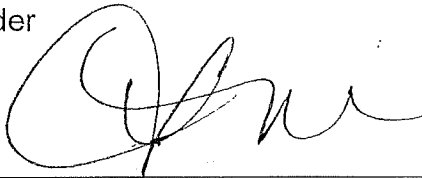
18-29

30-44

45-59

60 or older

Signature



Date

3/2/22

Return to Marci Larson, Public Affairs Manager, 980 N. Jefferson Street, Jacksonville, FL 32209 by mail or email: mlarson@northfloridtpo.com.

Agenda Item C.

**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

March 18, 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 April meeting.

DUVAL COUNTY

209543-5 SR212 (US90) BEACH BLVD AT EUNICE RD

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| CST | DIH | 25,000 |
| CST | ARPA | 618,571 |
| CST | DDR | 25,001 |
| Total: | | \$ 668,572 |

434044-1 SR109A (CESERY) AT ARLINGTON RIVER BRIDGE NO720264

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| CST | ARPA | 5,941,884 |
| CST | DIH | 74,960 |
| CST | DS | 23,768 |
| CST | BRRP | 65,590 |
| Total: | | \$ 6,106,202 |

447525-1 SR (US1) FROM SR152 (BAYMEADOWS ROAD) TO CR116 (SUNBEAM ROAD)

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| CST | ARPA | 1,582,379 |
| CST | DIH | 29,422 |
| CST | DS | 228,020 |
| CST | DDR | 25,744 |
| Total: | | \$ 1,865,565 |

209137-6 SR5 (US17) N FROM TROUT RIVER TO NORTH OF SR104

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| PE | SA | 310,794 |
| PE | DIH | 46,022 |
| PE | DDR | 450,000 |
| PE | DS | 276,166 |
| Total: | | \$ 1,082,982 |

209443-2 SR228 (POST ST) FROM CASSAT AVENUE TO OLD ROOSEVELT

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| PE | SA | 445,613 |
| PE | DIH | 15,915 |
| PE | DDR | 292,583 |
| PE | DS | 95,489 |
| Total: | | \$ 849,600 |

209697-4 SR13 (HENDRICKS AVE) AT SAN MARCO BLVD

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| PE | CM | 321,800 |
| PE | ACCM | 89,930 |
| Total: | | \$ 411,730 |

432259-2 I-95(SR9) FROM SOUTH OF SR202(JT BUTLER) TO ATLANTIC BLVD

| <u>Phase</u> | <u>Fund</u> | <u>FY 2023</u> |
|--------------|-------------|----------------|
| CST | ACNP | 211,483,345 |
| CST | DI | 111,826,921 |
| CST | STED | 30,318,935 |
| Total: | | \$ 353,629,201 |

ST. JOHNS COUNTY

210230-2 SR313 FROM SR207 TO SR16

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| PE | ARPA | 8,000,000 |
| PE | DIH | 100,000 |
| | Total: | \$ 8,100,000 |

210269-4 SR5(US1) FROM MOULTRIE CREEK BRIDGE TO NORTH OF SR207

| <u>Phase</u> | <u>Fund</u> | <u>FY 2022</u> |
|--------------|-------------|----------------|
| PE | DIH | 67,827 |
| PE | SA | 271,309 |
| PE | DDR | 772,598 |
| PE | DS | 339,136 |
| | Total: | \$ 1,450,870 |

Please let me know if you need any additional information.

Sincerely,

Mari Schwabacher

Mari Schwabacher
MTPO Liaison

Agenda Item D.

CAC Bylaws Update

Action Item



**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 website 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/TPO's Executive Assistant** 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~~ TPO's Executive Assistant 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~~ 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)

- The members are At-large and may represent civic organizations, environmental groups, community redevelopment authorities, homeowner associations and other similar organizations.
- ~~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. Every effort is made to ensure 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.

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 TPO's Executive Assistant~~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. 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 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](#) [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 E.

**DRAFT Joint Certification of the Metropolitan
Transportation Planning Process**

Information Only



**North Florida TPO
Joint Certification 2022
3/31/2022**

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Purpose

Each year, the District and the Metropolitan Planning Organization (MPO) must jointly certify the metropolitan transportation planning process as described in [23 C.F.R. §450.336](#). The joint certification begins in January. This allows time to incorporate recommended changes into the Draft Unified Planning Work Program (UPWP). The District and the MPO create a joint certification package that includes a summary of noteworthy achievements by the MPO and, if applicable, a list of any recommendations and/or corrective actions.

The certification package and statement must be submitted to Central Office, Office of Policy Planning (OPP) no later than June 1.

Certification Process

Please read and answer each question using the checkboxes to provide a “yes” or “no.” Below each set of checkboxes is a box where an explanation for each answer is to be inserted. The explanation given must be in adequate detail to explain the question.

FDOT's [MPO Joint Certification Statement](#) document must accompany the completed Certification report. Please use the electronic form fields to fill out the document. Once all the appropriate parties sign the MPO Joint Certification Statement, scan it and email it with this completed Certification Document to your District MPO Liaison.

Please note that the District shall report the identification of, and provide status updates of any corrective action or other issues identified during certification directly to the MPO Board. Once the MPO has resolved the corrective action or issue to the satisfaction of the District, the District shall report the resolution of the corrective action or issue to the MPO Board.

Part 1

Part 1 of the Joint Certification is to be completed by the MPO.

Part 1 Section 1: MPO Overview

1. Does the MPO have up-to-date agreements such as the interlocal agreement that creates the MPO, the intergovernmental coordination and review (ICAR) agreement; and any other applicable agreements? Please list all agreements and dates that they need to be readopted. The ICAR Agreement should be reviewed every five years and updated as necessary. Please note that the ICAR Agreement template was updated in 2020.

Please Check: Yes No

A 5 year extension to the ICAR was executed in February 2022. The agreement will be newly executed after the 2020 Decennial Census data is available.

2. Does the MPO coordinate the planning of projects that cross MPO boundaries with the other MPO(s)?

Please Check: Yes No

The North Florida TPO does not share a boundary with another MPO.

3. How does the MPOs planning process consider the 10 Federal Planning Factors ([23 CFR § 450.306](#))?

Please Check: Yes No

The Federal Planning Factors are addressed in the Unified Planning Work Program (see page 37) and Long Range Transportation Plan (see pages 47 -48) adopted November 2019.

<https://northfloridatpo.com/uploads/documents/Unified-Planning-Work-Program-Year-2-Amendment-ADOPTED-May-13-2021.pdf>

<http://northfloridatpo.com/uploads/2045-LRTP-Summary-Report.pdf>

4. How are the transportation plans and programs of the MPO based on a continuing, comprehensive, and cooperative process?

Please Check: Yes No

The North Florida TPO practices a continuing, comprehensive and cooperative planning process working closely with the Florida Department of Transportation, the local transportation authorities, counties and cities. The TPO goes to great length to ensure public participation with special effort to include the underserved.

5. When was the MPOs Congestion Management Process last updated?

Please Check: Yes No N/A

The Congestion Management Process (CMP) was updated in 2019 https://northfloridatpo.com/uploads/Studies/performance/2019_NFTP_CMP.pdf, concurrent with update of the Long Range Transportation Plan. As part of this effort a real time CMP dashboard was created: <https://cmp.northfloridatpo.com/>

6. Has the MPO recently reviewed and/or updated its Public Participation Plan (PPPs)? If so, when? For guidance on PPPs, see the Federal Highway Administration (FHWA) checklist in the [Partner Library](#) on the MPO Partner Site.

Please Check: Yes No

The Public Participation Plan (PPP) was updated in 2020. https://northfloridatpo.com/uploads/documents/public-participation/Public_Participation_Plan_finalrev.pdf

7. Was the Public Participation Plan made available for public review for at least 45 days before adoption?

Please Check: Yes No

The North Florida TPO complied with the Federal requirements and observes the required 45 day public comment period. The public comment period for the Public Participation Plan was Jan. 17-March 4, 2020. The TPO adopted it March 12.

Part 1 Section 2: Finances and Invoicing

1. How does the MPO ensure that Federal-aid funds are expended in conformity with applicable Federal and State laws, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by FDOT and the Division Administrator of FHWA?

Familiarity with state and federal requirements and responsible practice by an experienced professional insures that expenditures of Federal-aid funds by the North Florida TPO comply with prescribed procedures

2. How often does the MPO submit invoices to the District for review and reimbursement?

The North Florida TPO invoices monthly.

3. Is the MPO, as a standalone entity, a direct recipient of federal funds and in turn, subject to an annual single audit?

Yes

4. How does the MPO ensure their financial management system complies with the requirements set forth in [2 C.F.R. §200.302?](#)

The North Florida TPO undergoes an annual audit performed by a CPA which reviews and verifies compliance with 2 C.F.R. §200.302

5. How does the MPO ensure records of costs incurred under the terms of the MPO Agreement maintained and readily available upon request by FDOT at all times during the period of the MPO Agreement, and for five years after final payment is made?

The North Florida TPO keeps all current year expenditures organized in files readily available to the FDOT. The past records are stored based on Schedule GS1-SL under Chapter 119 of the Florida Statute.

- 6. Is supporting documentation submitted, when required, by the MPO to FDOT in detail sufficient for proper monitoring?

Yes

- 7. How does the MPO comply with, and require its consultants and contractors to comply with applicable Federal law pertaining to the use of Federal-aid funds and applicable State laws?

Compliance with Federal law is a term of the General Consulting Services contract signed by the Consultant. Consultant invoices are reviewed for compliance upon receipt. The MPO undergoes an annual audit performed by a CPA which reviews and verifies the compliance with Federal law. Additionally, FDOT has a review process for 3rd party contracts.

- 8. Does the MPO have an existing negotiated indirect cost rate from the Federal government or use the de minimis rate (currently set at 10% of modified total direct costs which may be used indefinitely [\(2 C.F.R. 200.414\(f\)\)](#)?

In general, only those MPOs that are hosted by agencies that receive direct Federal funding in some form (not necessarily transportation) will have available a Federally approved indirect cost rate. If the MPO has a staffing services agreement or the host agency requires the MPO to pay a monthly fee, the MPO may be reimbursed for indirect costs.

Please Check: Indirect Rate De Minimis Rate N/A

- a. If the MPO has an existing negotiated indirect cost rate, did the MPO submit a cost allocation plan?

N/A

Part 1 Section 3: Title VI and ADA

1. Has the MPO signed an FDOT Title VI/Nondiscrimination Assurance, identified a person responsible for the Title VI/ADA Program, and posted for public view a nondiscrimination policy and complaint filing procedure?"

Please Check: Yes No

The North Florida TPO Executive Director has signed an FDOT Title VI/Nondiscrimination Assurance. Marci Larson, Public Affairs Manager, is responsible for the Title VI/ADA Program. The Nondiscrimination Policy and procedure is posted electronically in the lobby.

2. Do the MPO's contracts and bids include the appropriate language, as shown in the appendices of the [Nondiscrimination Agreement](#) with the State?

Please Check: Yes No

All contracts include appropriate language.

3. Does the MPO have a procedure in place for the prompt processing and disposition of Title VI and Title VIII complaints, and does this procedure comply with FDOT's procedure?

Please Check: Yes No

Yes
http://northfloridatpo.com/uploads/documents/NON_DISCRIMINATION_PLAN_update_2019_FINAL_January_2020.pdf

4. Does the MPO collect demographic data to document nondiscrimination and equity in its plans, programs, services, and activities?

Please Check: Yes No

Yes. See the attached documents.

http://northfloridatpo.com/uploads/documents/NON_DISCRIMINATION_PLAN_update_2019_FINAL_January_2020.pdf

http://northfloridatpo.com/uploads/documents/FINAL_2019_UPDATE_LEP.pdf

<http://northfloridatpo.com/uploads/Studies/Ladders-of-Opportunity-Final-Draft-Report-20-10-29.pdf>

5. Has the MPO participated in any recent Title VI training, either offered by the State, organized by the MPO, or some other form of training, in the past three years?

Please Check: Yes No

The last in-person workshop that staff attended was the FHWA Title VI training in Tallahassee Feb. 12-13, 2019. With the advent of the pandemic, staff attended a wide range of webinars presented by American Planning Assn., FDOT, AMPO, Metro Quest and others that included portions covering Title VI, equity and environmental justice.

6. Does the MPO keep on file for five years all complaints of ADA noncompliance received, and for five years a record of all complaints in summary form?

Please Check: Yes No

Yes, complaints are filed if received, however, no complaints have been received in the last five years.

Part 1 Section 4: MPO Procurement and Contract Review and Disadvantaged Business Enterprises

1. Is the MPO using a qualifications based selection process that is consistent with [2 C.F.R. 200.320 \(a-c\)](#), [Appendix II to Part 200 - Contract Provision](#), and [23 C.F.R. 172](#), and Florida statute as applicable?

Please Check: Yes No

The North Florida TPO utilizes the Jacksonville Transportation Authority's procurement process. This process is consistent with state and federal requirements. JTA is a federal cognizant agency.

2. Does the MPO maintain sufficient records to detail the history of procurement, management, and administration of the contract? These records will include but are not limited to: rationale for the method of procurement, selection of contract type, contractor selection or rejection, the basis for the contract price, contract, progress reports, and invoices.

Note: this documentation is required by [2 C.F.R. 200.325](#) to be available upon request by the Federal awarding agency, or pass-through entity when deemed necessary.

Please Check: Yes No

All procurement documents are available for your review.

3. Does the MPO have any intergovernmental or inter-agency agreements in place for procurement or use of goods or services?

Please Check: Yes No

The TPO has intergovernmental agreement with the Jacksonville Transportation Authority to procure consultant services.

4. What methods or systems does the MPO have in place to maintain oversight to ensure that consultants or contractors are performing work in accordance with the terms, conditions and specifications of their contracts or work orders?

Please Check: Yes No

Consultants invoice monthly and provide a progress report. Progress reports and deliverables are provided to FDOT for review.

5. Does the MPO's contracts include all required federal and state language from the MPO Agreement?

Please Check: Yes No

Yes, contracts include all required federal and State language from the MPO agreement.

6. Does the MPO follow the FDOT-approved Disadvantaged Business Enterprise (DBE) plan?

Please Check: Yes No

The TPO utilizes the Jacksonville Transportation Authority (JTA) procurement and utilizes the JTA DBE Plan. JTA is a federal cognizant agency.

7. Does the MPO use the Equal Opportunity Compliance (EOC) system to ensure that consultants are entering bidders opportunity list information, as well as accurately and regularly accept DBE commitments and payments?

Please Check: Yes No

The TPO utilizes the Jacksonville Transportation Authority (JTA) procurement and utilizes the JTA DBE services. JTA is a federal cognizant agency.

8. The MPO must be prepared to use the Grant Application Process (GAP) to record their professional services contract information starting on July 1, 2022. Has the MPO staff been trained on the GAP system? If yes, please provide the date of training. If no, please provide the date by when training will be complete (Recordings are available on the FDOT Local Programs [webpage](#)).

Please Check: Yes No

The North Florida TPO is currently performing on demand GAP training and will be complete by June 30, 2022.

9. Does the MPO include the DBE policy statement in its contract language for consultants and subconsultants?

Please Check: Yes No

Yes, The TPO utilizes the Jacksonville Transportation Authority (JTA) procurement, utilizes the JTA DBE Plan and includes appropriate language in all contracts. JTA is a federal cognizant agency.

10. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free from geographical preferences or bidding restrictions based on the physical location of the bidding firm or where it is domiciled?

Please Check: Yes No N/A

11. Are the MPO procurement packages (Project Advertisements, Notices to Bidders, RFP/RFQs, contract templates and related documents) and contracts free of points or award preferences for using DBEs, MBEs, WBEs, SBEs, VBEs or any other business program not approved for use by FHWA or FDOT?

Please Check: Yes No N/A

12. Please identify all locally required preference programs applied to contract awards by local ordinance or rule that will need to be removed from Federal-Aid solicitations and contract.

- a) Minority business
- b) Local business
- c) Disadvantaged business
- d) Small business
- e) Location (physical location in proximity to the jurisdiction)
- f) Materials purchasing (physical location or supplier)
- g) Locally adopted wage rates
- h) Other: _____

13. Do the MPO contracts only permit the use of the approved FDOT race-neutral program?

Please Check: Yes No N/A

14. Do the MPO contracts specify the race neutral or 'aspirational' goal of 10.65%?

Please Check: Yes No N/A

15. Are the MPO contracts free of sanctions or other compliance remedies for failing to achieve the race-neutral DBE goal?

Please Check: Yes No N/A

16. Do the MPO contracts contain required civil rights clauses, including:

- a. Nondiscrimination in contracting statement (49 CFR 26.13)
- b. Title VI nondiscrimination clauses Appendices A and E (DBE Nondiscrimination Assurance & 49 CFR 21)
- c. FDOT DBE specifications

Please Check: Yes No N/A

Part 1 Section 5: Noteworthy Practices & Achievements

One purpose of the certification process is to identify improvements in the metropolitan transportation planning process through recognition and sharing of noteworthy practices. Please provide a list of the MPOs noteworthy practices and achievements below.

In 2021 the North Florida TPO completed its first resiliency study identifying impacts to the Mayport Naval Station and surrounding areas. The report can be found here:

<https://storymaps.arcgis.com/stories/29175996c2074fa1ab48a296831d6722>

In 2021 the North Florida TPO also completed a freight study for JAXPORT to identify the movement of freight traffic locally and external to the region. The report can be found here:

https://northfloridatpo.com/uploads/Studies/Final_JAXPORT_Origin-Destination.pdf

The North Florida Clean Fuels Coalition was recognized in 2021 by DOE as the “Greatest energy Use Impact – Fuel or Technology” for both LNG and Off Road in the nation.

Our updated Congestion Management Dashboard continues to provide up-to-date trend tracking and analysis of performance measures identified in our Congestion Management Process. The dashboard which provides granular and summary measures for our partner counties and planning boundary can be viewed here:

<https://cmp.northfloridatpo.com/>

The North Florida TPO also stood up our SMART North Florida Initiative as a 501 c3 non-profit organization and maintain the Integrated Data Exchange (IDE). The IDE provides a community resource to access data from community partners including public and private agencies. This data exchange promotes data sharing, collaboration and entrepreneurial development. The IDE can be accessed here: <https://smartnorthfloridadata.com/>

Part 1 Section 6: MPO Comments

The MPO may use this space to make any additional comments or ask any questions, if they desire. This section is not mandatory, and its use is at the discretion of the MPO.

No additional comments or questions.

Agenda Item J.

Old Business

- **March 10, 2022 North Florida TPO Meeting Report**

North Florida TPO Meeting Report



Meeting Agenda

Thursday, March 10, 2022

10 a.m.

Call to Order

Invocation

Pledge of Allegiance

Introductions

Public Comment

North Florida TRIP Agency Agenda

1. List of Priority Projects (LOPP) – Set Priorities

APPROVED

Included in Section 1 for approval.

Prior to this vote, the TPO Board meeting will be suspended and the TRIP Agency convened for the vote. The TRIP Agency meeting will then be adjourned and the TPO Board meeting reconvened.

Consent Agenda

1. North Florida TPO Minutes of February 10, 2022

*UNANIMOUSLY
APPROVED*

These minutes are ready for review and approval.

TPO Agenda

A. Finance Committee Report

Information
Only

- January Monthly Financial Statement

B. Staff Requests Amending the Unified Planning Work Program (UPWP) for FY 2020/21 through FY 2021/22 (De-obligation of FHWA Funds)

APPROVED

A copy of the request is included in Section B.

C. 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 C, which includes the following projects:

Duval County

- **445426-2** – SR 13 (San Jose Blvd.) South of Oak Bluff Lane
- **447149-1** – SR 202 (J Turner Butler Blvd.) at Kernan Blvd.
- **447122-2** – SR 128 (San Juan Ave.) from SR 15 (US 17) Roosevelt Blvd. to SR 211 (Herschel St.)

D. 2022 List of Priority Projects (LOPP) Approval

**APPROVED
TAC and CAC
Approved**

The 2022 LOPP identifies potential projects to be funded in the FDOT Tentative Work Program for FY 2021/22 through FY 2025/26. A draft was presented at the February meeting.

E. DRAFT FY 2022/23 Unified Planning Work Program (UPWP)

Information
Only

The draft FY 2022/23 UPWP is located on the TPO website.

F. Annual Assessments for FY 2022/23

Information
Only

Clark Letter will discuss the FY 2022/23 Annual Assessments.

G. Smart North Florida Update

Information
Only

Garreth Rempel, CEO of TrainFo, will give a brief presentation.

H. Executive Director's Report

Information
Only

I. Secretary of Transportation's Report

Information
Only

J. Authority Reports

Information
Only

K. Old Business

L. New Business

- Bylaws Committee

M. Public Comment

N. Adjourn

Information

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

The next meeting will be April 14, 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 K.

New Business

- **Chip Dobson has been appointed by the Clay County Board of County Commissioners to fill a Clay County At-large seat.**
- **Brian Kraut has been appointed by the Clay County Board of County Commissioners to fill a Clay County At-large seat.**

Name: Ernest (Chip) Dobson
Name of Board/Committee You are Applying For: North Florida Transportation Planning Org. - Citizens Advisory Committee
Address: 1486 Walnut Creek Drive, Fleming Island
State: Florida
Zip Code: 32003
Number of Years at this Address: 17
Phone: (904) 505-9655
Email Address: chipdobson13@gmail.com
District You Live In: 1
(o) I AM Registered Voter
Job Position: Cybersecurity Business Development Consultant
Employer: The Scarlett Group
Work Phone: (904) 505-9655
Number of Years at Job: 1

Summarize Your Work Experience:

Navy Aviator with 27 years of active duty including command of a carrier based helicopter squadron and several staff tours in Washington DC. Retired as a Captain after serving as Commanding Officer of NAS Jacksonville. Nine years with CSX Transportation, including managing capital projects and coordinating operations with commuter and passenger rail agencies. Additional experience in management and leadership roles with Amazon and Clay County Chamber of Commerce

2. Education

Please List All Schools Attended, Years and Degrees:

University of Delaware, 1974 - 1978, Bachelor of Science in Economics.
National Defense University - Industrial College of the Armed Forces. 2001 - 2002, Master of Science in National Resource Strategy

3. Volunteer Work, Civic, Professional, and other Activities

List any volunteer service organizations, clubs or professional societies you are a member of or titles you have held:

Clay County Development Authority; Board Member 2009 to 2017; Chairman 2015 & 2016.
American Red Cross of Northeast Florida, Board Member 2004 to 2007

Have you ever served on a committee or advisory board? If so, give the details, including any positions held:

North Florida Transportation Planning Organization, 2005 - 2007, non-voting representative of the U.S. Navy.

Have you ever served on a committee or advisory board? If so, give the details, including any positions held:

Not answered

4. Reason for Serving

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of this Board /Committee:

Significant experience with all aspects of pre-construction planning for railroad capital projects, including detailed environmental review and approval process (NEPA), public coordination and outreach, public - private funding issues, property rights, and extensive coordination with federal, state and local government agencies and elected officials.

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of this Board /Committee:

Planning and execution of capital building projects with the U.S. Navy.

5. Miscellaneous

Do you do business or are you engaged in the management of any business enterprise that has a financial interest in Clay County Government? Please give details, including the name of the enterprise, the nature of the business, and the position you hold:

The Scarlett Group, where I am presently employed with as a consultant, has several pending business proposals with the Clay County Board of County Commissioners regarding information technology and cybersecurity.

Have you ever been convicted for violation of any federal, state, county or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations or fines of \$100 or less that were imposed, unless it also included a jail sentence:

No

6. References

List names, addresses and telephone numbers of at least three persons who are qualified to comment on your qualifications and of whom inquiry may be made by Clay County Board of County Commissioners:

David King, 1416 Kingsley Avenue, Orange Park, 904 269-6699

Christopher Smith, 10401 Deerwood Park Blvd, Jacksonville, 314 443-0832

Howard Wanamaker, 477 Houston Street, Green Cove Springs, 904 269-6347

Additional Information and Comments:

Not answered

By submitting this form, I declare the foregoing facts to be true, correct and complete.

This form can be submitted via email or can be printed and brought into our office.

For any questions concerning this form please contact our County Manager's Office at (904) 284-6352.

You may submit only one application for each committee vacancy. A new application must be submitted for each committee vacancy. Applications will be held for a period of two years.

Thank you,
Clay County, FL

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PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from the North Florida Transportation Planning Organization regarding public business are public records available to the public and media through a request. Your email communications may be subject to public disclosure.

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**NORTH FLORIDA TRANSPORTATION PLANNING ORGANIZATION
CITIZENS ADVISORY COMMITTEE MEMBERSHIP APPLICATION**

Name: Brian J. Kraut

Home Address: 5256 Air Park Loop W.

Home Phone: 904-~~536~~ - 1780 Business Phone: 904-~~536~~ - 1780

Mailing Address (if different from above) _____

Email Address: brian@eamanufacturing.com

Place of Residence: Clay County Duval County Nassau County

St. Johns County How long have you resided in this location? _____

Employer & Job Title: EA Manufacturing - President, Kim's Sweet Treats,

Please describe your background and experience, which you believe provides a useful perspective for the CAC.

29 yrs. Engineer + Project Manager, Owner of Several businesses,
7 yrs. on Board of T+G Aero, which owns + MANAGES Residential Airport
Member of Clay County Board of Adjustments, Duval + Clay
Resident 25 yrs.

Please list membership in civic and professional organizations and leadership roles you have held.

T+G Aero - Secretary, Airport Manager, Vice President, President

Do you serve on a city or county board or committee? If so, what is the name?
yes, Clay County Board of Adjustment

Can you commit to consistently attending the CAC monthly meetings? Yes No

If a membership vacancy is not available on the CAC, may we submit your application when one occurs? Yes No

Demographic Information (Optional)

Gender

- Female
- Male
- Other

Race/Ethnicity

- White
- Hispanic or Latino
- Black or African American
- Asian or Pacific Islander
- American Indian or Alaskan Native
- Multi-racial
- Other

Your Age Range

- 18-29
- 30-44
- 45-59
- 60 or older

Signature  _____

Date 4/30/21 _____

Return to Marci Larson, Public Affairs Manager, 980 N. Jefferson Street, Jacksonville, FL 32209 by mail or email: mlarson@northfloridtpo.com.

1. Your Information:

Date: 03/02/2021
Name: Brian Kraut
Name of Board/Committee You are Applying For: North Florida TPO
Address: 5256 Air Park Loop W
State: Florida
Zip Code: 32043
Number of Years at this Address: 9
Phone: (904) 536-1780
Email Address: brian@eamanufacturing.com
District You Live In: 1
(o) I AM Registered Voter
Job Position: President
Employer: EA Manufacturing, LLC
Work Phone: (904) 536-1780
Number of Years at Job: 25

Summarize Your Work Experience:

Currently engineering and small volume manufacturing. Previously project management and engineering for global corporation providing electronics systems to commercial and military ships designing integrated electronics systems and bridge consoles and managing large refit and new construction projects.

2. Education

Please List All Schools Attended, Years and Degrees:

Monroe Township High School, Monroe, NJ 1984-1987
Embry Riddle Aeronautical University, Daytona Beach, FL 1987-1992 B.S. Engineering Technology Avionics and aircraft maintenance. Also 1/3 through Masters in Management from Embry Riddle.

3. Volunteer Work, Civic, Professional, and other Activities

List any volunteer service organizations, clubs or professional societies you are a member of or titles you have held:

T&G Aero, Inc., Secretary and Airport Manager 2015-2017, President 2017-2019, Currently Vice President of Board of Directors. T&G is the management company that owns and maintains the roads and runway at Haller Airpark and manages leases for property owners.

Have you ever served on a committee or advisory board? If so, give the details, including any positions held:

Currently on Clay County Board of Adjustment

Have you ever served on a committee or advisory board? If so, give the details, including any positions held:

Currently on Clay County Board of Adjustment

4. Reason for Serving

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of this Board /Committee:

I have served as airport manager, secretary, and president of T&G Aero for almost 6 years. T&G acts similar to a home owners association for Haller Airpark which is a private residential airport in Clay County. My experience includes serving on and heading a board of directors, overseeing construction projects, helping to resolve neighborhood disputes, ensuring compliance to airpark rules and corporate bylaws, and acting as the primary representative of T&G in a recent suit between residents.

Describe any additional knowledge, skill, education or experience you have, which would assist you in the duties of this Board /Committee:

I have served as airport manager, secretary, and president of T&G Aero for almost 6 years. T&G acts similar to a home owners association for Haller Airpark which is a private residential airport in Clay County. My experience includes serving on and heading a board of directors, overseeing construction projects, helping to resolve neighborhood disputes, ensuring compliance to airpark rules and corporate bylaws, and acting as the primary representative of T&G in a recent suit between residents.

5. Miscellaneous

Do you do business or are you engaged in the management of any business enterprise that has a financial interest in Clay County Government? Please give details, including the name of the enterprise, the nature of the business, and the position you hold:

No

Have you ever been convicted for violation of any federal, state, county or municipal law, regulation or ordinance? If so, give details. Do not include traffic violations or fines of \$100 or less that were imposed, unless it also included a jail sentence:

No

6. References

List names, addresses and telephone numbers of at least three persons who are qualified to comment on your qualifications and of whom inquiry may be made by Clay County Board of County Commissioners:

Colonel Jimmy Seeley (retired), 5254 Airpark Loop W, Green cove Springs, FL 32043, 904-545-6397

Milford Shirley, 3981 Sereno Ct Middleberg, FL, 32068904-333-1098

Juan Blanco, 1192 Crosswinds Dr Green cove Springs, FL, 904-710-7335

Additional Information and Comments:

Not answered

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Clay County, FL

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