



Citizens Advisory Committee
Agenda Book

2:00 pm
Wednesday, May 3, 2023

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



Citizens Advisory Committee
Meeting Agenda
Wednesday, May 3, 2023
2 p.m.

Call to Order
Pledge of Allegiance
Introductions
Public Comment

Agenda

A. April 5, 2023 Minutes

ACTION ITEM

These minutes are ready to review and approve.

**B. FDOT Requests Amending the FY 2022/23 through FY 2026/27
Transportation Improvement Program (TIP)**

ACTION ITEM

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

- **452917-1** – JTA Mandarin Pedestrian Safety Improvements Urban Corridor Improvements – Duval County
- **424367-3** – JTA Bus Stop Cleanliness, Safety, and Security Improvements Earmark Transit Improvement – Duval County
- **443297-2** – JTA Low No Emission Grant - Purchase Vehicles/Equipment – Duval County
- **432259-3** – I-95 (SR 9) from SR 202 (J.T. Butler) to South of SR 126 (Emerson St.) Add Lanes & Reconstruct – Duval County

**C. Amendment of the Metropolitan Transportation Planning
Organization Agreement**

ACTION ITEM

Resolution is included in Section C.

**D. Amendment of the Unified Planning Work Program (UPWP) for
FY 2022/23 through FY 2023/24 (Addition of Second Year Projects)**

ACTION ITEM

A copy of the request is included in Section D.

E. Approval of Public Participation Plan Update **ACTION ITEM**

Draft changes to the Public Participation Plan were presented at the April meeting.

F. Staff Presentation on the DRAFT FY 2023/24 through FY 2027/28 Transportation Improvement Program (TIP) Information Only

A memo identifying the changes is included in Section F. A final draft of the TIP is available on the TPO website. Approval will be requested at the June meeting.

G. DRAFT Project Recommendations for SU Funding for FY 2024/25 through FY 2028/29 Information Only

Jeff Sheffield will discuss the draft project recommendations.

H. DRAFT Project Recommendations for CMAQ Funding for FY 2024/25 through FY 2028/29 Information Only

Jeff Sheffield will discuss the draft project recommendations.

I. Smart North Florida Update Information Only

J. Old Business

- April 13, 2023 North Florida TPO Meeting Report

K. New Business

L. CAC Comment

M. Public Comment

N. Adjournment

The next meeting will be June 7, 2023.

NOTICE

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

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

Agenda Item A.

Minutes of April 5, 2023 Meeting

Action Item



TECHNICAL ADVISORY COMMITTEE
MEETING SUMMARY

Wednesday, April 5, 2023 - 10 a.m.

MEMBERS PRESENT:

Taylor Abernathy, Clay County Engineering Dept.
Ray Albury, Nassau County Planning Dept. (for Robert Companion)
Amanda Askew, City of Atlantic Beach
Rodney Cooper, St. Johns County Public Works Dept.
Kelsey Cox, JAXPORT (for Justin Ryan)
Holly Coyle, Nassau County Planning Dept.
Mike Daniels, City of Green Cove Springs Planning Dept.
Dick D'Souza, St. Johns County Planning Dept.
Reuben Franklin, City of St. Augustine
Heather Ireland, Jacksonville Beach Planning Dept.
Victoria Kutney, Florida Department of Transportation
Chris LeDew, COJ Public Works Dept.
Dave McKee, JEA
Mark McManus, U.S. Navy
Colin Moore, City of Neptune Beach
Jeremy Norsworthy, JTA
Elizabeth Payne, Northeast Florida Regional Council
Lynn Rutkowski, City of Keystone Heights
Laurie Santana, COJ Planning and Development Dept. (for Bill Killingsworth)
Dodie Selig, Clay County Planning Dept. (for Ed Lehman)
Ashley Shorter, JAA (for Lauren Scott)
Steve Smith, Town of Orange Park

MEMBERS ABSENT:

Russell Adams, City of St. Augustine Beach
Kevin Harvey, St. Johns County/St. Augustine Airport
Sean Lynch, Mayor - Town of Baldwin
Sean Rush, CareerSource
Richard Smith, Clay County Engineering & Public Works Dept.
Justin Taylor, Nassau County Ocean Hwy. & Port Authority

OTHERS PRESENT:

Wiley Page, Atkins
Tsopie Trottie, JTA
Garrett Cox, City of Keystone Heights
Endya Freeman, JTA
Wes Markham, STV

Wiatt Bowers, Atkins
Jason Sparks, St. Johns County Public Works Dept.
Chris Macklin, JTA
April Bacchus, ETM
Mark Manwell, ETM
Yetunde Oyewole, JTA

TPO STAFF PRESENT:

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

CALL TO ORDER

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

PUBLIC COMMENT

None at this time.

► **A. APPROVE THE MARCH 1, 2023 MEETING MINUTES**

Lynn Rutkowski asked that the March Technical Advisory Committee meeting minutes be approved.

Beth Payne moved to approve the March 1, 2023 meeting minutes; Mike Daniels seconded; motion unanimously carried.

► **B. DRAFT JOINT CERTIFICATION OF THE METROPOLITAN TRANSPORTATION PLANNING PROCESS**

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

Mr. Letter asked for questions.

- Jeff Sheffield informed the group that every four years MPOs go through a federal certification process. In the interim years, we do a self-certification with FDOT District 2. There were no recommendations or corrective actions noted.

Rueben Franklin moved to approve the Joint Certification of the Metropolitan Transportation Planning Process; Rodney Cooper seconded; motion unanimously carried.

C. DRAFT FY 2023/24 through FY 2024/25 UNIFIED PLANNING WORK PROGRAM (UPWP)

Clark Letter presented the draft FY 2023/24 through FY 2024/25 Unified Planning Work Program.

Mr. Letter asked for questions.

- Jeff Sheffield informed the group that the UPWP is the TPO's annual operating budget used to carry out our responsibilities and produce required work products. The studies are a return on investment to the counties.
- Ednya Freeman asked for details of the Moncrief Corridor study.

Ms. Santana, Chief of Transportation Planning – COJ, responded there is a Moncrief Road beautification study that goes from 32nd Street to 45th Street. The Moncrief Corridor Study is a Context Sensitive Solution project for the entire corridor.

D. DRAFT PROJECT SECTIONS FOR THE FY 2023/24 THROUGH FY 2027/28 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Elizabeth De Jesus presented the FY 2023/24 through FY 2027/28 draft project sections for the Transportation Improvement Program (TIP). Approval of the complete draft will be requested at the June meeting.

Ms. De Jesus asked for questions.

- Jeff Sheffield informed the group this year there will be a virtual meeting for each county instead of in-person presentations. The TIP public meeting will be virtual as well. Staff will make every effort to fulfill requests for in-person presentations.

E. CLEAN FUELS UPDATE

Marci Larson gave a brief update on the TPO's Clean Fuels initiative.

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

F. PUBLIC PARTICIPATION PLAN UPDATE

Marci Larson gave a brief update on the Public Participation Plan.

The following minor changes have been made.

- All references to the Transportation Disadvantaged (TD) Coordinating Board were removed. The Northeast Florida Regional Council now handles TD.
- We no longer have to advertise our monthly meetings in the Florida Times Union.

- Minor Scribner changes were made.

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

G. LONG RANGE TRANSPORTATION PLAN UPDATE

Wiley Page of Atkins gave a brief update on the Long Range Transportation Plan.

Mr. Page asked for questions.

- Jeff Sheffield informed the group that if your project is not in the LRTP it will not be eligible to receive federal funding under this plan.

H. SMART NORTH FLORIDA UPDATE

Clayton Levins gave the following update.

- SNF has a new logo with a focus on “smart” technologies.
- Project with Clay County along Wells Road and Blanding Blvd. with Streetscope that uses dash cams and a mobile AI.
- Street Simplified uses automated traffic safety analytics to improve roadway safety. They are currently working on a project that is looking at four-way intersections.

I. OLD BUSINESS

J. NEW BUSINESS

K. PUBLIC COMMENT

None at this time.

L. ADJOURNMENT

There being no further business, the meeting was adjourned at 10:47 a.m. The next TAC meeting will be May 3, 2023.

Agenda Item B.

**FDOT Requests Amending the FY 2022/23
through FY 2026/27 Transportation Improvement
Program (TIP)**

Action Item



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

April 21, 2023

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

Re: FDOT Amendment request for the North Florida TPO Transportation Improvement Program (TIP) for FY 2022/23 – FY 2026/27

Dear Elizabeth:

The Florida Department of Transportation (FDOT) requests Board approval for an amendment to the Transportation Improvement Program (TIP) for FY 2022/23 through FY 2026/27. Please add the following TIP Amendment requests for action by the TPO Board at their May meeting.

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

The following are new individual projects added to the current STIP:

**452917-1 JTA Mandarin Pedestrian Safety Improvements
Urban Corridor Improvements- Duval County**

NON-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2023</u>
CD23	CAP	\$3,000,000
FTAT	CAP	\$3,000,000

**424367-3 JTA Bus Stop Cleanliness, Safety, and Security Improvements Earmark
Transit Improvement- Duval County**

NON-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2023</u>
FTA	CAP	\$3,000,000
LF	CAP	\$750,000

443297-2 Jacksonville Transit Authority Low No Emission Grant

Purchase Vehicles/Equipment- Duval County

NON-SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2023</u>
FTA	OPS	\$15,417,310
LF	OPS	\$4,035,416

432259-3 I-95 (SR9) From SR202 (JT Buter) To South of SR126 (Emerson St.)

Add Lanes & Reconstruct- Duval County

SIS

<u>Fund</u>	<u>Phase</u>	<u>FY 2023</u>
ACNP	PE	\$1,587,140
SA	PE	\$13,396

If you have any questions about this project or this amendment request, please email me at Victoria.Kutney@dot.state.fl.us.

Sincerely,

Victoria Kutney

Victoria Kutney
North Florida TPO Liaison
FDOT District Two

cc: James Knight

Agenda Item C.

**Amendment of the Metropolitan Transportation
Planning Organization Agreement**

Action Item



**RESOLUTION 2023-3
AMENDING THE METROPOLITAN PLANNING ORGANIZATION
AGREEMENT**

WHEREAS, the North Florida Transportation Planning Organization is the designated and constituted body responsible for the urban transportation planning and programming process for the Jacksonville and St. Augustine Urbanized Areas; and

WHEREAS, the North Florida Transportation Planning Organization will amend the ***Metropolitan Planning Organization Agreement*** to include the roll forward and additional PL and CM funds in the amounts of \$174,848.00 and \$9,694.43 respectively, for a total increase of \$184,542.

NOW, THEREFORE, BE IT RESOLVED that the North Florida Transportation Planning Organization approves and endorses this amended Metropolitan Planning Organization Agreement.

Adopted by the North Florida Transportation Planning Organization in regular meeting assembled in the City of Jacksonville the 11th day of May 2023.

Attest:

The Honorable Mike Cole, Chairman

Jeff Sheffield, Executive Director

Agenda Item D.

Amendment of the United Planning Work Program (UPWP) for FY 2022/23 through FY 2023/24 (Addition of Second Year Projects)

Action Item



**RESOLUTION No. 2023-4
REVISING THE UNIFIED PLANNING WORK PROGRAM FOR
FISCAL YEARS 2022/23 THROUGH 2023/24**

WHEREAS, the North Florida Transportation Planning Organization is the designated and constituted body responsible for the urban transportation planning and programming process for the Jacksonville and St. Augustine Urbanized Areas; and

WHEREAS, the North Florida Transportation Planning Organization has in accordance with 23 CFR Section 450.108 (c) and Section 339.175(9) (a) (2), *Florida Statutes*, developed a Unified Planning Work Program for Fiscal Years 2022/23 through 2023/24;

WHEREAS, the North Florida Transportation Planning Organization has revised both years of the Unified Planning Work Program to reflect local priorities and include a number of new studies;

NOW, THEREFORE, BE IT RESOLVED that the North Florida Transportation Planning Organization approves and endorses this Unified Planning Work Program for Fiscal Years 2022/23 through 2023/24.

Adopted by the North Florida Transportation Planning Organization in regular meeting assembled in the City of Jacksonville the 11th day of May 2023.

Attest:

The Honorable Mike Cole, Chairman

Jeff Sheffield, Executive Director



MEMORANDUM

To: North Florida Board and Committees
From: Clark Letter, Director of Planning and Analytics
Date: May 11, 2023
Subject: **Amendment of the UNITED PLANNING WORK PROGRAM (UPWP) FOR FISCAL YEAR 2022/23 THROUGH 2023/24**

REQUIRED ACTION: APPROVAL BY RESOLUTION (2023-4)

The Unified Planning Work Program (UPWP) is the task-based budget of the North Florida Transportation Planning Organization (TPO). The format of the two-year document is loosely outlined in federal guidance and more specifically defined by the Florida Department of Transportation. The UPWP includes administrative tasks including developing the UPWP, a number of required work tasks such as the Transportation Improvement Program (TIP), Congestion Management Process (CMP), Long Range Transportation Plan, and other related planning tasks including transit planning most of which is performed by the Jacksonville Transportation Authority.

Section 5, Special Projects is being amended with Resolution 2023-4 to add the following:

- Task 5.16 – Moncrief Rd Corridor Study
- Task 5.17 – Keystone Heights SMART City Master Plan
- Task 5.18 – SMART St. Augustine Performance Measure Evaluation
- Task 5.19 – CR 210 Interchange Traffic Study
- Task 5.20 – JAXPORT Terminal Optimization Study
- Task 5.21 – Amelia Island Trail Phase 5 – Feasibility Study
- Task 5.22 – Orange Park Mobility Fee Plan Study
- Task 5.23 – Congestion Management Process Update
- Task 5.24 – Alignment Feasibility Study for the Southern Section of the Core-2-Coast Trail
- Task 5.25 – Regional First/Last Mile Pedestrian Improvement for Transit Study

Special Projects in Fiscal Year 2023/2024 will also include:

- Task 5.1 – Annual Mobility Report
- Task 5.15 – Regional Freight Study

<https://northfloridatpo.com/uploads/documents/UPWP-Year-2-Amendment-for-approval-May-11-2023.pdf>

Agenda Item F.

**Staff Presentation on the DRAFT FY 2023/24
through FY 2027/28 Transportation Improvement
Program (TIP)**

Information Only



MEMORANDUM

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

FROM: Elizabeth De Jesus
Transportation Programs Manager

SUBJECT: Transportation Improvement Program FY 2023/24 – 2027/28

DATE: April 27, 2023

The complete draft of the Transportation Improvement Program (TIP) for FY 2023/24 – 2027/28 has been posted on the North Florida TPO website. A formal presentation will be provided at the May meeting. Approval will be requested in June.

The draft TIP project sections were distributed at the April meetings.

After reviewing the draft TIP with the FDOT Tentative Work Program, we identified projects that needed to be deleted from the TIP. The attached table identifies those deleted projects.

Should you have any questions, please contact me at (904) 306-7505 or email at edejesus@northfloridatpo.com.

Deleted TIP Projects

Project number	Project Name	County	Project Status
4247811	Push Button Contract for Landscaping Projects	Area Wide	Developing a new push button contract. Pending approvals
4486532	Smart St Augustine Connected Vehicle System in City of St Augustine	St Johns	Construction phase shown under FIP 4486533
4345621	SR 16 From West of Toms Road to East of CR 208	St Johns	Construction funding FY33
4440721	Cecil Airport Design & Construct Hangar	Duval	Dropped/Transferred 03/28/2022 Dropped at the request of JAA due to rising material costs on other higher priority projects.
4461541	US 17 (SR 15) From Ball Road to Black Creek Trail	Clay	Construction under 4461542
4343901	Main St (US 17 / SR 5) at New Berlin Rd	Duval	RRU completed for current FY & RRU for FY 2025 and construction for FY 2026 under 2094118
4471291	Wilson Blvd (SR 208) from Debra Drive to Lane Ave	Duval	Project was requested to be paired with 4453751 that is currently still pending

Agenda Item J.

Old Business

- . April 13, 2023 TPO Meeting Report**

North Florida TPO Meeting Report



Meeting Agenda

Thursday, April 13, 2023

10 a.m.

Call to Order

Pledge of Allegiance

Introductions

Public Comment

Consent Agenda

1. North Florida TPO Minutes of February 9, 2023

APPROVED

These minutes are ready for review and approval.

TPO Agenda

A. Finance Committee Report

Information
Only

- January Monthly Financial Statement

B. FDOT Requests Amending the FY 2022/23 – FY 2026/27 Transportation Improvement Program (TIP)

ACTION ITEM
TAC and CAC
Approved

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

- **452405-1** – I-10 (SR 8) Electric Vehicle Charging Gap Phase 8
Electric Vehicle Charging
- **439181-3** – Nassau County Trail Rehabilitation Study - Bike Path/Trail
- **439181-4** – St. Johns County Trail Rehabilitation Study - Bike Path/Trail
- **439181-5** – Duval County Trail Rehabilitation Study - Bike Path/Trail
- **439181-6** – Clay County Trail Rehabilitation Study - Bike Path/Trail
- **432849-1** – SR 212 (Beach Blvd.) from Cedar Swamp Creek to Brougham Ave.
Drainage Improvements
- **446386-1** – SR 202 (JTB) at Belfort Road Interchange
Interchange – Add Lanes

- | | | |
|---|---|---|
| C. 2023 List of Priority Projects (LOPP) Approval | The 2023 LOPP identifies potential projects to be funded in the FDOT Tentative Work Program for FY 2024/25 through FY 2028/29. A draft was presented at the February meeting. | ACTION ITEM
TAC and CAC
Approved |
| D. DRAFT Joint Certification of the Metropolitan Transportation Planning Process | The draft annual Self-Certification Report conducted with FDOT is included in Section D. | ACTION ITEM
TAC and CAC
Approved |
| E. DRAFT FY 2022/23 through FY 2023/24 Unified Planning Work Program (UPWP) | The draft FY 2022/23 through FY 2023/24 UPWP is located on the TPO website. Approval will be requested in May. | Information Only |
| F. Annual Assessments for FY 2023/24 | Clark Letter will discuss the FY 2023/24 Annual Assessments. | Information Only |
| G. DRAFT Project Sections for the FY 2023/24 through FY 2027/28 Transportation Improvement Program (TIP) | 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. | Information Only |
| H. Public Participation Plan Update | | Information Only |
| I. Smart North Florida Update | | Information Only |
| J. Executive Director’s Report | | Information Only |
| K. Secretary of Transportation’s Report | | Information Only |
| L. Authority Reports | | Information Only |

M. Old Business

N. New Business

O. Public Comment

P. Adjourn

Q. Information

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

The next meeting will be May 11, 2023.

NOTICE

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

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