



**Jacksonville Urban Area**  
Metropolitan Planning Organization

**MEMORANDUM**

TO: Transportation Advisory Committee Members  
FROM: Anthony Prinz, Transportation Services Administrator  
DATE: February 6, 2015  
RE: TAC Meeting – **February 12, 2015**

A Transportation Advisory Committee meeting will be held at **3:30 PM** on **Thursday, February 12**, in the **New Bridge Street Conference Room** of Jacksonville City Hall (815 New Bridge Street). The purpose of this meeting is to consider adoption of a Draft FY 2015-2016 Unified Planning Work Program and to discuss ongoing transportation initiatives.

An agenda for this meeting is attached. Please let me know if you have additional items for discussion.

Those unable to attend the meeting in-person are encouraged to participate via conference call (910) 938-6543.



## AGENDA

### TRANSPORTATION ADVISORY COMMITTEE

February 12, 2015 – 3:30 PM

Jacksonville City Hall, New Bridge Street Conference Room

- 
- |      |                           |                  |
|------|---------------------------|------------------|
| I.   | Call to Order             | Chairman Lazzara |
| II.  | Welcome and Introductions | Chairman Lazzara |
| III. | Adoption of Agenda        | Chairman Lazzara |
| IV.  | Public Comment            | Chairman Lazzara |

#### Action Items

##### Consent

- |    |  |                  |
|----|--|------------------|
| V. | December 11, 2014 Meeting Minutes (Attachment 1) | Chairman Lazzara |
|----|--|------------------|
- Recommended Action: Approval of the draft meeting minutes*

##### Non-Consent

- |      |   |                  |
|------|---|------------------|
| VI.  | Election of Officers – Calendar Year 2015 | Chairman Lazzara |
| VII. | FY 2016 UPWP (Attachment 2)               | Anthony Prinz    |
- Recommended Action: Adoption of the draft FY 2016 UPWP*

#### Discussion Items

- |       |   |               |
|-------|---|---------------|
| VIII. | NC 53 Corridor Study                    | Peggy Holland |
| IX.   | Sneads Ferry Community Plan             | Peggy Holland |
| X.    | Strategic Transportation Corridors      | Anthony Prinz |
| XI.   | GROW AMERICA Act                        | Anthony Prinz |
| XII.  | Downtown Jacksonville Circulation Study | Anthony Prinz |

#### Reports/Comments

- |       |  |                |
|-------|--|----------------|
| XIII. | Report from MPO Administrator                    | Anthony Prinz  |
| XIV.  | Report from NCDOT Division 3                     | Patrick Riddle |
| XV.   | Report from NCDOT Transportation Planning Branch | Nazia Sarder   |
| XVI.  | Report from FHWA Field Officer                   | Bill Marley    |
| XVII. | Questions, Closing Comments                      | Chairman       |



# Attachment: 1

## Transportation Advisory Committee Consent - Action Required

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To: Transportation Advisory Committee  
From: Anthony Prinz, Transportation Services Administrator  
Subject: December 11, 2014 Meeting Minutes

**2/12/2015**

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Recommended Action: Approval of the draft meeting minutes

Attachments: Draft December 11, 2014 meeting minutes

**TRANSPORTATION ADVISORY COMMITTEE  
TECHNICAL COORDINATING COMMITTEE**

**SPECIAL CALLED MEETING**

**December 11, 2014 3:30 P.M.**

**2nd FLOOR COMMUNITY TRAINING ROOM, CENTER FOR PUBLIC SAFETY**

Present: Mr. Michael Lazzara, Mr. Bob Warden, Mr. Jack Bright, Mr. Wally Hansen, Ms. Sheila Pierce, Ms. Carol Long, Ms. Nazia Sarder, Mr. Patrick Riddle, Mr. Ron Massey

Others Present: Mr. Anthony Prinz, Mr. Patrick Flanagan, Ms. Debbie Jefferson, Ms. Peggy Holland, Mr. Robert Vause, Mr. Timothy Akers, Mr. Tim McCurry, Mr. Dan Oliver, Mr. Roy Bredahl, Mr. Johnny Stiltner, Lt. Sean Magill, Mr. Robert Myers, Ms. Stephanie Kutz and Chief Yaniero

I. [Call to Order](#)

Before calling the meeting to order Mr. Michael Lazzara acknowledged the passing of Mr. Lionell Midgett. Mr. Lazzara called the Transportation Advisory Committee & the Technical Coordinating Committee Special Called Meeting to order at 3:35 pm on Thursday, December 11, 2014 in the Center for Public Safety building, 2<sup>nd</sup> Floor Community Training Room.

II. [Welcome and Introductions](#)

Mr. Lazzara welcomed everyone to the meeting and to the New Center for Public Safety building.

III. [Ethics Awareness and Conflict of Interest Reminder](#)

Mr. Lazzara read the Ethics Awareness and conflict of Interest Reminder and reminded the Committee of the deadlines approaching the Ethics Awareness and Conflict of Interest.

IV. [Public Comment](#)

No Public Comment was made.

**Action Items:**

**Consent:**

V. [Draft Meeting Minutes](#)

Mr. Lazzara asked for a motion to accept the Agenda and the Consent Items.

**Mr. Bob Warden moved to approve the agenda and accept the consent item. Mr. Jack Bright seconded the motion.**

**The motion to approve the agenda as amended and accept the consent items was unanimously approved by the Committee Members present.**

**Non-Consent:**

VI. [Draft FY 2015 UPWP Amendment](#)

Mr. Anthony Prinz discussed and explained the UPWP – annual operating budget, then the FY 2014 encumbrance rollovers. The projects are the NC 53 Corridor Study and the Sneads Ferry Community Plan. Mr. Prinz stated the budget impact needs to be increased to \$91,000, with no additional funding needed. Mr. Prinz stated the recommendation is for the approval of the UPWP amendment along with the adoption of the Resolution.

**Mr. Bob Warden made a motion to approve the Draft FY 2015 UPWP Amendment and Mr. Jack Bright seconded the motion.**

**The motion to approve the Draft FY 2015 UPWP Amendment was unanimously approved by the Committee Members present.**

VII. [Draft 2015 Meeting Schedule](#)

Mr. Prinz stated that at this time of year we ask the TCC/TAC to adopt the meeting schedule for the upcoming year. Stating the proposal from staff is to move away from quarterly meetings to a bimonthly meeting schedule. It does add two meetings but operationally it provides more flexibility to schedule tasks for the next FY and minimizes the need for special called meetings. Mr. Prinz also informed the Committees of the tasks in 2015.

Tasks 2015:

- UPWP adoption
- MTIP adoption
- LRTP adoption
- Prioritization 4.0
- Special Projects

**Mr. Jack Bright made a motion to approve the Draft 2015 Meeting Schedule and Mr. Bob Warden seconded the motion.**

**The motion to approve the Draft 2015 Meeting Schedule was unanimously approved by the Committee Members present.**

## **Discussion Items:**

### VIII. [Draft FY2016-2025 State Transportation Improvement Program](#)

Mr. Anthony Prinz gave a brief discussion of the past, future and present of the Strategic Transportation Investments (STI).

Some of the discussions included the statewide summary which includes 1,073 projects. The P3.0 funded projects by division were discussed. Also P3.0 funded projects by MPO/RPO were discussed.

Mr. Prinz also discussed the summation of the JUMPO STIP funding. The committees were instructed to view the attachment in the agenda packet to view the formula and the JUMPO projects.

Mr. Prinz discussed the more specific projects.

- Western Blvd Drainage Improvements
- NC 172 Widening
- Trade Street Extension
- Western Blvd & Piney Green Intersection
- US 17/MCAS New River Interchange
- Ridge Road Realignment
- NC 111 Extension
- Jacksonville Parkway Extension

Other Projects:

- Western/Gum Branch improvements – 2015
- Marine/Bell Fork intersection improvements – 2020
- Western Blvd access management – 2022
- Lejeune Boulevard access management - 2022
- US 258/NC 24/NC 53 interchange – 2022

Multi-Modal projects:

- OAJ apron improvements – 2017
- Gum Branch sidewalks – 2025

Mr. Prinz talked about the next steps:

- NCDOT public comment period
- Local hearings as requested
- Develop MTIP
- Adopt MTIP-April 2015
- NCDOT to adopt STIP-June 2015
- Begin Prioritization 4.0
- GA funding discussion

IX. [Prioritization 4.0 Update](#)

Mr. Prinz talked about the Tentative Schedule for the Prioritization 4.0. Stating we will get a Technical Committee together to get started. The end goal is to have another version of the TIP in December 2016.

Peggy Holland is one of the MPO members selected for the P4.0 workgroup. They will help shape the content of the next Prioritization process.

X. [2015 State Ethics Reporting](#)

Mr. Prinz stated the requirements have evolved. The TAC members are only required to file two documents. The Statement of Economic Interest (SEI) and the Real Estate Disclosure (RED), before April 15, 2015.

In the past you were required to file online. It's no longer a requirement, it's a preference now and the benefit to filing online is the system remembers all of your information. When you go in year after year you do not have to start from the beginning, all you need to do is make any changes that have occurred.

There are now civil and criminal penalties for not complying with the deadline. The filing period starts in January and runs thru April 15, 2015.

New members have to be reviewed prior to participating.

**Reports/Comments**

XI. [Report from MPO Administrator](#)

Mr. Prinz gave his report. He talked about reauthorization for the Federal appropriation for Transportation projects. We have authorization through May.

The flashing pedestrian signs are up on Henderson Drive at Jacksonville High School. We will install the same type of signs at the Hargett St. trail crossing. The pedestrian signals have been installed at the intersection of Gum Branch Rd & Henderson Dr.

One of our former TAC members was successful in his bid for State Senate, Mr. Michael Lee.

Ms. Peggy Holland gave her report. Ms. Holland discussed the Long Range Transportation Plan (LRTP). By February we will have a draft ready for public review. Hopefully we will be able to adopt by April 2015. The final report for the NC 53 Corridor Study is up on the website; and the Sneads Ferry Community Plan final report is done and the goal is to have it to County planning by February 2015.

XII. [NCDOT Division 3 Project Update](#)

Mr. Patrick Riddle gave his report.

Project updates were included in the packet. Mr. Riddle stated he will be updating as projects come his way.

XII. [Report from NCDOT Transportation Planning Branch](#)

Ms. Nazia Sarder presented her report.

Currently the Jacksonville Model is being developed (includes the whole county). Base year model calibration has been completed for Jacksonville MPO, future year network roads have been coded into the model.

The future year network roads have been sent to Kimley Horn to review and establish their final road network for the LRTP. Once the final LRTP road network has been established and returned to NCDOT, we will then run future year application and complete the model. After the model has been completed, the Onslow County CTP will start. We are hoping to complete the model in January.

XIV. [Report from FHWA North Carolina Division Office](#)

Mr. Bill Marley was not present to give his report.

XV. [Question, Closing Comments](#)

Mr. Lazzara wished everyone Merry Christmas. Mr. Prinz mentioned to the Committee members if they haven't seen the new Traffic Operations center then please go and view it. It is in this building.

**Mr. Bright made a motion to adjourn the TAC/TCC Special Called Meeting. Mr. Warden seconded the motion.**

**The motion to adjourn the TAC/TCC Special Called Meeting was unanimously approved by the Committee Members present.**

Mr. Lazzara adjourned the TAC/TCC Special Called Meeting at 4:45pm.





## Attachment: 2 Transportation Advisory Committee Action Required

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To: Transportation Advisory Committee  
From: Anthony Prinz, Transportation Services Administrator  
Subject: FY 2016 UPWP

**2/12/2015**

Each year the Jacksonville MPO adopts a Unified Planning Work Program (UPWP) to outline planning activities and associated expenses for the upcoming fiscal year. The NCDOT Transportation Planning Branch requires the UPWP be adopted and submitted by March 27 for FY 2016.

The draft FY 2016 UPWP is similar to the prior year and is created to further the operational objectives identified by the 2010 strategic prioritization workshop. The work program accounts for all direct operating expenses and includes funding for consultant services to complete a Downtown Jacksonville Circulation Study, provide on-call professional services and to begin work on the 2018-2027 Transportation Improvement Program. The draft work program has been advertised in accordance with Public Participation Plan requirements.

Recommended Action: Adoption of the draft FY 2016 UPWP

Attachment: Draft FY 2016 UPWP



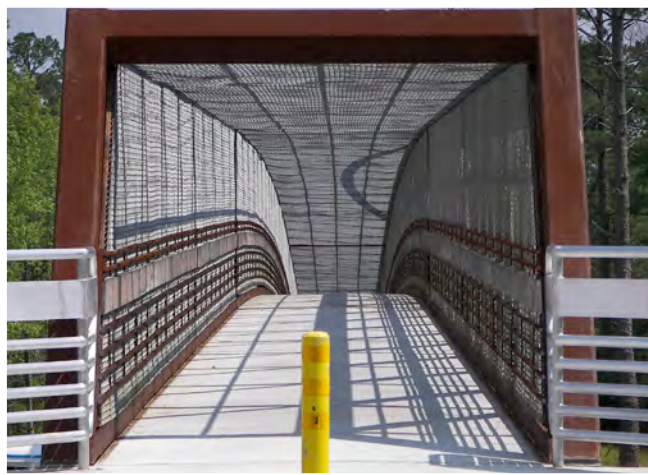
# Jacksonville

Urban Area Metropolitan Planning Organization

## Unified Planning Work Program FY 2015 - 2016

Prepared by the Jacksonville Urban Area  
Metropolitan Planning Organization

[www.jumpo-nc.org](http://www.jumpo-nc.org)



Lead Planning Agency  
City of Jacksonville  
North Carolina

Planners  
Associates

**JACKSONVILLE URBAN AREA  
METROPOLITAN PLANNING ORGANIZATION  
UNIFIED PLANNING WORK PROGRAM**

**FISCAL YEAR 2016**

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## **INTRODUCTION**

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The Unified Planning Work Program (UPWP) is a document that outlines planning activities for the Jacksonville MPO during each fiscal year using funds provided by federal and state transportation agencies as well as local MPO contributions from the City of Jacksonville and Onslow County. UPWPs are adopted prior to the beginning of each fiscal year and serve as the program for coordinating MPO activities with the goal of developing an integrated program that addresses current and future mobility needs of our region. Many tasks contained within the UPWP are required by federal or state law and are ongoing from year-to-year. Some of these reoccurring tasks include conducting Transportation Advisory Committee (TAC) and Technical Coordinating Committee (TCC) meetings, maintaining a current Metropolitan Transportation Improvement Program, long-range transportation planning and implementing our Public Participation Plan, just to name a few. Other planning initiatives contained within the UPWP vary from year-to-year. For instance, the scope of special projects completed by the MPO to address specific areas of transportation concern (such as small area plans, modal plans or corridor studies) change on an annual basis. This document blends ongoing and year-to-year activities into a cohesive program that builds consensus among federal, state and local stakeholders regarding MPO operations and budgetary needs.

### Transportation Advisory Committee Members:

Hon. Michael Lazzara, Chairman, Jacksonville City Council  
Vacant, Vice-Chairman, Onslow County Commission  
Hon. Jack Bright, Onslow County Commission  
Vacant, North Carolina Board of Transportation  
Hon. Robert Warden, Jacksonville City Council

### Technical Coordinating Committee Members:

Mr. Ben Warren, Chairman, Planning and Development Director, Onslow County  
Mr. Reginald Goodson, Vice-Chairman, Development Services Director, City of Jacksonville  
Mr. Ronald Massey, Deputy City Manager, City of Jacksonville  
Mr. David Cotton, Deputy County Manager, Onslow County  
Mr. Wally Hansen, Public Services Director, City of Jacksonville  
Ms. Carol Hurst Long, Executive Director, Onslow United Transit System  
Ms. Sheila Pierce, Executive Director, Jacksonville-Onslow Economic Development  
Ms. Karen Fussell, Division 3 Engineer, NCDOT  
Ms. Nazia Sarder, Jacksonville MPO Coordinator, NCDOT Transportation Planning Branch

This UPWP has been developed in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century Act or MAP-21, which requires a planning process that is continuing, cooperative, and comprehensive for making transportation investment decisions in metropolitan areas. MAP-21 also encourages MPOs to consult with planning officials responsible for other types of planning activities affected by transportation, including areas pertaining to land development, environmental protection, economic development, etc. The Jacksonville MPO strives to maintain a cooperative relationship with all of our local planning partners by

including them as members of our TCC. Understanding that transportation issues impact all of these areas of concern, MPO staff works to balance these needs throughout our planning process.

MAP-21 requires the metropolitan planning process to provide for consideration of projects and strategies that will:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and nonmotorized users;
3. Increase the security of the transportation system for motorized and nonmotorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

Each work element within the UPWP satisfies at least one of these eight factors. Further, planning activities associated with each work element emanate from and support the goals of the Jacksonville Metropolitan Planning Organization's 2035 Long Range Transportation Plan, which was adopted by the TAC in June of 2010 and the 2040 Long Range Transportation Plan to be adopted in June 2015.

Citizen involvement is a vital component of MAP-21 compliance. As such, resources and activities have been included in this UPWP to implement the Jacksonville MPO Public Participation Plan. As a component of our Public Participation Plan, the Jacksonville MPO website will be maintained on a regular basis to broadcast information on MPO activities and to encourage community involvement in the MPO process. The MPO will also proactively notify citizens of plans and activities on a regular basis through public notices, press releases and other commonly used media outlets and public presentations.

All MPO plans and programs comply with the public participation provisions of Title VI which states: "[n]o person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

**FIVE YEAR PLANNING CALENDAR**

	<b>FY 2016</b> <i>July 1, 2015 - June 30, 2016</i>	<b>FY 2017</b> <i>July 1, 2016 - June 30, 2017</i>	<b>FY 2018</b> <i>July 1, 2017 - June 30, 2018</i>	<b>FY 2019</b> <i>July 1, 2018 - June 30, 2019</i>	<b>FY 2020</b> <i>July 1, 2018 - June 30, 2019</i>
<b>Planning Process Action</b>					
UPWP	Yes	Yes	Yes	Yes	Yes
Certification of Planning Process	Yes	Yes	Yes	Yes	Yes
<b>Products of the Planning Process</b>					
LRTP Review	Yes	Yes	Yes	Yes	Yes
Major Update				Start 2045 LRTP	Adopt 2045 LRTP
Special Studies / State & Regional Planning	Downtown Circulation Study	Rail Feasibility Study	Northwest Corridor Study	LRTP Update	LRTP Update
<b>Metropolitan Transportation Improvement Program (MTIP)</b>					
Project Prioritization	Yes	As Needed	Yes	As Needed	Yes
Draft MTIP		Yes		Yes	
Adopt MTIP		Yes		Yes	

## BUDGET SUMMARY

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### Revenue

Funding the Jacksonville MPO is a collaborative effort among federal, state and local transportation stakeholders. The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) provide 80% of MPO operating funds, the North Carolina Department of Transportation (NCDOT) provides 2% and local MPO member agencies (City of Jacksonville and Onslow County) provide 18%.

FHWA funds (commonly known as Section 104(f) PL) are administered by the NCDOT Transportation Planning Branch (TPB) and require a 20% local match. The North Carolina Section 104 (f) PL funding apportionment is distributed to MPOs by the TPB through a population-based formula. Section 104(f) PL funding levels are based on MAP-21 authorization.

Fiscal Year 2016 Section 104(f) PL revenue summary:

FHWA (80%)	\$ 224,000
<u>Local (20%)</u>	<u>\$ 56,000</u>
<b>Total</b>	<b>\$ 280,000</b>

Metropolitan Planning Program funds from the FTA (commonly known as Section 5303) are intended to provide assistance to urbanized areas for planning and technical studies in support of public transportation services. The North Carolina Section 5303 funding apportionment is distributed to MPOs by the NCDOT Public Transportation Division (PTD) through a formula based on transit operating statistics. Section 5303 funds require a 10% local match, which is provided by the City of Jacksonville, and a 10% state match, which is provided by PTD. Section 5303 funding levels are also based on MAP-21 authorization. Revenues for this work program reflect the Fiscal Year 2016 authorization from PTD.

Fiscal Year 2016 Section 5303 revenue summary:

FTA (80%)	\$ 27,840
NCDOT - PTD (10%)	\$ 3,480
<u>Local (10%)</u>	<u>\$ 3,480</u>
<b>Total</b>	<b>\$ 34,800</b>

Urbanized Area Formula Program funds from the FTA (commonly known as Section 5307) are intended to provide operating assistance to urbanized areas for providing public transportation services. For use in supporting transit planning initiatives, Section 5307 funds require a 10% local match, which is provided by the City of Jacksonville, and a 10% state match, which is provided by PTD. Section 5307 funding levels are also based on MAP-21 authorization. Revenues for this work program reflect the Federal Fiscal Year 2016 authorization from FTA.

Fiscal Year 2016 Section 5307 revenue summary:

FTA (80%)	\$36,000
NCDOT - PTD (10%)	\$4,500
Local (10%)	\$4,500
<b>Total</b>	<b>\$45,000</b>

A composite summary of Jacksonville MPO revenues for the Fiscal Year 2016 work program is provided below:

<b>Revenue Source</b>	<b>Total Amount</b>	<b>Percent of Total</b>
Section 104 (f) PL (federal)	\$224,000	62%
Section 5303 (federal)	\$27,840	8%
Section 5307	\$36,000	10%
NCDOT	\$7,980	2%
Local	\$63,980	18%
<b>Total</b>	<b>\$359,800</b>	<b>100%</b>

### **Expenditures**

Fiscal Year 2016 work program expenditures are expected to match our projected revenues. A detailed summary of our anticipated expenditures is provided by the FY 2016 Unified Planning Work Program Table, Section 104(f) PL work task narrative, Section 5303/5307 work task narratives and DBE contracting opportunities table.



**Jacksonville Urban Area Metropolitan Planning Organization  
FY 2016 Planning Work Program: Funding Sources Table**

MPO: JACKSONVILLE

TASK CODE	TASK DESCRIPTION	SPR		SEC. 104 (f) PL		SECTION 5303			SECTION 5307			ADDITIONAL FUNDS			TASK FUNDING SUMMARY				EXPENDITURES SUMMARY			
		Highway		Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Transit			Local 100%	NCDOT		LOCAL	STATE	FEDERAL	TOTAL	MPO Staff	Direct Expenses	Consultant Outside Contract	
		NCDOT 20%	FHWA 80%						Local 10%	NCDOT 10%	FTA 80%		TE 100%	DO 100%								
<b>II-A</b>	<b>Surveillance of Change</b>																					
II-A-1	Traffic Volume Counts			250	1,000									250	0	1,000	1,250	1,250				
II-A-2	Vehicle Miles of Travel			-	-									0	0	0	0	0				
II-A-3	Street System Changes			250	1,000									250	0	1,000	1,250	1,250				
II-A-4	Traffic Accidents			500	2,000									500	0	2,000	2,500	2,500				
II-A-5	Transit System Data			500	2,000									500	0	2,000	2,500	2,500				
II-A-6	Dwelling Unit, Pop. & Emp. Change			500	2,000									500	0	2,000	2,500	2,500				
II-A-7	Air Travel			-	-									0	0	0	0	0				
II-A-8	Vehicle Occupancy Rates			-	-									0	0	0	0	0				
II-A-9	Travel Time Studies			-	-									0	0	0	0	0				
II-A-10	Mapping			2,000	8,000									2,000	0	8,000	10,000	8,000	2,000	1		
II-A-11	Central Area Parking Inventory			-	-									0	0	0	0	0				
II-A-12	Bike & Ped. Facilities Inventory			750	3,000									750	0	3,000	3,750	3,750				
<b>II-B</b>	<b>Long Range Transportation Plan</b>																					
II-B-1	Collection of Base Year Data			-	-									0	0	0	0	0				
II-B-2	Collection of Network Data			250	1,000									250	0	1,000	1,250	1,250				
II-B-3	Travel Model Updates			250	1,000									250	0	1,000	1,250	1,250				
II-B-4	Travel Surveys			-	-									0	0	0	0	0				
II-B-5	Forecast of Data to Horizon year			-	-									0	0	0	0	0				
II-B-6	Community Goals & Objectives			125	500									125	0	500	625	625				
II-B-7	Forecast of Future Travel Patterns			125	500									125	0	500	625	625				
II-B-8	Capacity Deficiency Analysis			250	1,000									250	0	1,000	1,250	1,250				
II-B-9	Highway Element of the LRTP			125	500									125	0	500	625	625				
II-B-10	Transit Element of the LRTP			125	500									125	0	500	625	625				
II-B-11	Bicycle & Ped. Element of the LRTP			125	500									125	0	500	625	625				
II-B-12	Airport/Air Travel Element of LRTP			125	500									125	0	500	625	625				
II-B-13	Collector Street Element of LRTP			125	500									125	0	500	625	625				
II-B-14	Rail, Water or other mode of LRTP			-	-									0	0	0	0	0				
II-B-15	Freight Movement/Mobility Planning			125	500									125	0	500	625	625				
II-B-16	Financial Planning			125	500									125	0	500	625	625				
II-B-17	Congestion Management Strategies			125	500									125	0	500	625	625				
II-B-18	Air Qual. Planning/Conformity Analysis			-	-									0	0	0	0	0				
<b>III-A</b>	<b>Planning Work Program</b>			1,250	5,000									1,250	0	5,000	6,250	6,250				
<b>III-B</b>	<b>Transportation Improvement Program</b>			2,500	10,000									2,500	0	10,000	12,500	12,500				
<b>III-C</b>	<b>Civil Rights Cmp./Otr .Req. Reqs.</b>																					
III-C-1	Title VI			250	1,000									250	0	1,000	1,250	1,250				
III-C-2	Environmental Justice			250	1,000									250	0	1,000	1,250	1,250				
III-C-3	Minority Business Enterprise			250	1,000									250	0	1,000	1,250	1,250				
III-C-4	Planning for the Elderly & Disabled			250	1,000									250	0	1,000	1,250	1,250				
III-C-5	Safety/Drug Control Planning			250	1,000									250	0	1,000	1,250	1,250				
III-C-6	Public Involvement			3,750	15,000									3,750	0	15,000	18,750	5,750	12,000	2	1,000	3
III-C-7	Private Sector Participation			250	1,000									250	0	1,000	1,250	1,250				
<b>III-D</b>	<b>Incidental Png./Project Dev.</b>																					
III-D-1	Transportation Alternatives Png.			500	2,000									500	0	2,000	2,500	2,500				
III-D-2	Enviro. Analysis & Pre-TIP Png.			2,500	10,000									2,500	0	10,000	12,500	12,500				
III-D-3	Special Studies			25,000	100,000				4,500	4,500	36,000			29,500	4,500	136,000	170,000	35,000			135,000	5
III-D-4	Regional or Statewide Planning			2,250	9,000			3,480	3,480	27,840				5,730	3,480	36,840	46,050	40,050	6,000	4		
<b>III-E</b>	<b>Management &amp; Operations</b>			10,000	40,000									10,000	0	40,000	50,000	43,700	6,300	6		
<b>TOTALS</b>				<b>56,000</b>	<b>224,000</b>	<b>3,480</b>	<b>3,480</b>	<b>27,840</b>	<b>4,500</b>	<b>4,500</b>	<b>36,000</b>			<b>63,980</b>	<b>7,980</b>	<b>287,840</b>	<b>359,800</b>	<b>197,500</b>	<b>26,300</b>		<b>136,000</b>	

- 1 JUMPO street inventory \$2,000
- 2 Advertising and Printing \$12,000
- 3 JUMPO webpage management fee (\$1,000) \$1,000
- 4 Travel and Training \$6,000

- 5 On-Call Professional Services \$20,000
- Downtown Circulation Study \$70,000
- Multimodal Center Transit Route Planning \$45,000
- Total \$135,000**

- 6 Supplies \$2,000
- Cellular phones \$1,700
- Membership Dues \$950
- Publications \$500
- Air Card \$500
- Telephone \$350
- Fuel \$300
- Total \$6,300**

## **SECTION 104 (F) PL WORK TASK NARRATIVE**

*(Work to be performed by Jacksonville MPO staff except where noted.)*

### **II-A Surveillance of Change**

**II-A-1 Traffic Volume Counts** – MPO staff will collect traffic count data on a regular basis to support our planning efforts. NCDOT traffic counts are often used to supplement the counts collected by staff. Traffic counts from current and previous years will be used to identify trends in travel patterns and to project future conditions.

**II-A-3 Street System Changes** – MPO staff will assist with updating the City of Jacksonville’s street system database as needed to reflect existing and new street infrastructure.

**II-A-4 Traffic Accidents** – MPO staff will collect, summarize and evaluate traffic crash data for planning projects as well as inquiries from the general public.

**II-A-5 Transit System Data** – Continuous updates to transit system databases are needed to meet the reporting requirements for Jacksonville Transit. MPO staff will collect and report on data throughout the year.

**II-A-6 Dwelling Unit, Population, & Employment Changes** – MPO staff will review development plans and continuously compare such against socioeconomic forecasts used by our regional Travel Demand Model.

**II-A-10 Mapping** – MPO staff will maintain Geographic Information System (GIS) files in a current state and produce maps to support transportation plans, programs and projects. Staff will also use GIS to support our local street system survey efforts and to evaluate/track changes in socioeconomic conditions.

**II-A-12 Bicycle and Pedestrian Facilities Inventory** – MPO staff will work with city planners and engineers to update the bicycle and pedestrian facility inventory.

### **II-B Long-Range Transportation Plan**

**II-B-2 Collection of Network Data** – MPO staff will monitor roadway improvements and work with NCDOT staff to update our travel demand model on a regular basis.

**II-B-3 Travel Model Updates** – MPO staff will work with the NCDOT to update our regional Travel Demand Model as necessary.

**II-B-6 Community Goals and Objectives** – MPO staff will monitor public input as it pertains to goals and objectives set forth in the Long Range Transportation Plan.

**II-B-7 Forecast of Future Year Travel Patterns** – MPO staff will work with the NCDOT to test alternative roadway network improvements for system benefit.

**II-B-8 Capacity Deficiency Analysis** – MPO staff will identify areas of deficient capacity through use of travel demand model and field observations for further analysis as potential long range transportation improvement projects.

**II-B-9 Highway Element of Long Range Transportation Plan (LRTP)** – MPO staff will identify highway deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.

**II-B-10 Transit Element of Long Range Transportation Plan** – MPO staff will identify public transportation deficiencies and work with the Jacksonville City Council and TAC to identify solutions for improving system’s ability to meet demand.

**II-B-11 Bicycle and Pedestrian Element of the Long Range Transportation Plan** – MPO staff will identify bicycle and pedestrian facility deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.

**II-B-12 Airport/Air Travel Element of the Long Range Transportation Plan** – MPO staff will identify airport and air service deficiencies and work with Ellis Airport Staff and the TAC to identify priorities and improvements for effectively accommodating demand.

**II-B-13 Collector Street Element of Long Range Transportation Plan** – MPO staff will identify collector street deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.

**II-B-15 Freight Movement/Mobility Planning** – MPO staff will identify freight movement deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.

**II-B-16 Financial Planning** – MPO staff will work with the NCDOT to develop realistic transportation revenue and cost estimates for various transportation planning initiatives.

**II-B-17 Congestion Management Strategies** – MPO staff will develop strategies for managing congestion by increasing transportation system capacity or reducing demand.

### **III-A Planning Work Program**

**III-A Planning Work Program** – MPO staff will continuously evaluate the Fiscal Year 2016 UPWP and submit changes as necessary to NCDOT. Staff will monitor all tasks identified in the plan and submit timely invoices to NCDOT. Staff will develop the FY 2017 UPWP.

### **III-B Transportation Improvement Program**

**III-B Transportation Improvement Program** – MPO staff will maintain the FY 2016-2025 MTIP and coordinate with the NCDOT to develop the FY 2018-2027 MTIP/STIP. Project development, selection and submission through the STI process will be completed.

### **III-C Civil Rights Compliance / Other Regulations Compliance**

**III-C-1 Title VI** – MPO staff will ensure compliance with the requirements of Title VI in urban area policies and practices.

**III-C-2 Environmental Justice** – MPO staff will ensure that transportation plans and projects comply with Environmental Justice policies.

**III-C-3 Minority Business Enterprise** – MPO staff will encourage participation of minority-owned business enterprises in contractual and supply opportunities.

**III-C-4 Planning for the Elderly and Disabled** – MPO staff will ensure the special needs of the elderly and disabled are addressed in all transportation planning projects. Staff will also identify areas with potential concentrations of elderly and disabled for further analysis and inclusion in planning projects.

**III-C-5 Safety/Drug Control Planning** – MPO staff will ensure that transportation plans and projects comply with Environmental Justice policies.

**III-C-6 Public Participation** – MPO staff will update the adopted Public Participation Plan as required by federal statutes and based upon local need. Staff will also conduct public participation activities in accordance with the Plan as needed for ongoing projects.

**III-C-7 Private Sector Participation** – MPO staff will encourage private sector participation in planning and project activities throughout the year.

### **III-D Incidental Planning / Project Development**

**III-D-1 Transportation Alternatives** – MPO staff will manage the administrative elements required to move forward with system enhancement projects.

**III-D-2 Environmental Analysis and Pre-TIP Planning** – MPO staff will review the scope of recommended projects and their associated environmental impacts for developing the upcoming Transportation Improvement Program.

**III-D-3 Special Studies** – With the assistance of private consulting firms, MPO staff will conduct special studies to address current transportation system challenges. Two specific program elements are included in this task:

- On-call Professional Services (\$20,000): Professional consulting firms will be hired to conduct operational studies or collect data that cannot be carried out by MPO staff or through other in-house resources.
- Downtown Circulation Study (\$70,000): A professional consulting firm will be utilized to conduct an analysis of existing and future travel demand and parking needs to support the redevelopment of downtown Jacksonville.

- Multimodal Center Transit Route Planning (\$45,000): A professional consulting firm will be utilized to develop a route restructuring plan to accommodate the future Jacksonville Multimodal Transportation Center.

**III-D-4 Statewide and Regional Planning** – MPO staff will continue to coordinate urban area activities with federal, statewide and regional initiatives. Staff will continue to participate in activities of adjacent MPOs and RPOs. We will also coordinate with local governments in the region as well as other identified transportation stakeholders. Staff will participate in related workshops, conferences and meetings, as needed and/or required.

Jacksonville MPO staff will support the operations of Jacksonville Transit through the completion of regional planning activities. This work will include updates to short- and long-range plans as needed, mapping, data collection, web page management, public outreach, among other planning-related activities.

### **III-E Management and Operations**

**III-E Management and Operations** – MPO staff will conduct required administrative and operational tasks to support our organization. Staff will also periodically review and update administrative agreements and procedures. MPO staff will perform daily operations to disseminate planning information to the TAC/TCC members, the public and/or other agencies.

**SECTION 5303 WORK TASK NARRATIVE**

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**MPO** *Jacksonville*  
**FTA Code** *44.24.00 Short Range Transportation Planning*  
**Task Code** *III-D-4 Regional or Statewide Planning*  
**Title of Planning Task** *Regional Transit Planning*  
**Task Objective** *Jacksonville MPO staff will support the operations of Jacksonville Transit through the completion of regional planning activities. This work will include updates to short- and long-range plans as needed, mapping, data collection, web page management, public outreach, among other planning-related activities.*

**Tangible Product Expected** *Jacksonville Transit web page, route schedules, outreach materials, maps, socioeconomic data, long- and short-range plan updates, etc.*

**Expected Completion Date of Products** *June 30, 2016*

**Previous Work** *2009 Coordinated Human Services Transit Plan, 2040 Jacksonville MPO Long-Range Transportation Plan, 2011 Transit System Development Plan*

**Previous FTA Funds** *\$24,584*

**Relationship** *This is an effort of the City of Jacksonville*

**Responsible Agency** *Jacksonville MPO*

**Section 104 (f) PL, Local 20%** *-*

**Section 104 (f) PL, FHWA 80%** *-*

**Section 5303 Local 10%** *\$3,480*

**Section 5303 NCDOT 10%** *\$3,480*

**Section 5303 FTA 80%** *\$27,840*

**SECTION 5307 WORK TASK NARRATIVE**

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<b>MPO</b>	<i>Jacksonville</i>
<b>FTA Code</b>	<i>44.24.00 Short Range Transportation Planning</i>
<b>Task Code</b>	<i>III-D-3 Special Studies</i>
<b>Title of Planning Task</b>	<i>Multimodal Center Transit Route Planning</i>
<b>Task Objective</b>	<i>Hire a professional consulting firm to assist Jacksonville Transit with a route restructuring plan to accommodate a future multimodal transportation center.</i>
<b>Tangible Product Expected</b>	<i>Route restructuring plan</i>
<b>Expected Completion Date of Products</b>	<i>June 30, 2016</i>
<b>Previous Work</b>	
<b>Previous FTA Funds</b>	<i>\$0</i>
<b>Relationship</b>	<i>This is an effort of the City of Jacksonville</i>
<b>Responsible Agency</b>	<i>City of Jacksonville</i>
<b>Section 104 (f) PL, Local 20%</b>	<i>-</i>
<b>Section 104 (f) PL, FHWA 80%</b>	<i>-</i>
<b>Section 5303 Local 10%</b>	<i>-</i>
<b>Section 5303 NCDOT 10%</b>	<i>-</i>
<b>Section 5303 FTA 80%</b>	<i>-</i>
<b>Section 5307 Transit - Local 10%</b>	<i>\$4,500</i>
<b>Section 5307 Transit - NCDOT 10%</b>	<i>\$4,500</i>
<b>Section 5307 Transit - FTA 80%</b>	<i>\$36,000</i>

**DBE CONTRACTING OPPORTUNITIES**

Jacksonville Urban Area MPO

Anthony Prinz

(910) 938-5292

<b>Prospectus Task Code</b>	<b>Prospectus Description</b>	<b>Name of Agency Contracting Out</b>	<b>Type of Contracting Opportunity (consultant, etc.)</b>	<b>Federal Funds to be Contracted Out</b>	<b>Total Funds to be Contracted Out</b>
III-D-3	Special Studies	City of Jacksonville	Consultant – On-call professional services	\$16,000	\$20,000
III-D-3	Special Studies	City of Jacksonville	Consultant – Downtown Circulation Study	\$56,000	\$70,000
III-D-3	Special Studies	City of Jacksonville	Consultant – Multimodal Center Transit Route Planning	\$36,000	\$45,000





**Jacksonville Urban Area**  
Metropolitan Planning Organization

**RESOLUTION APPROVING THE FY 2016 UNIFIED PLANNING WORK PROGRAM FOR THE JACKSONVILLE URBAN AREA**

A motion was made by TAC Member \_\_\_\_\_ and seconded by TAC Member \_\_\_\_\_ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

**WHEREAS**, a comprehensive, coordinated and continuing transportation planning work program must be carried out cooperatively in order to ensure that funds for transportation projects are effectively allocated to the Jacksonville urban area; and

**WHEREAS**, the Jacksonville Urban Area Metropolitan Planning Organization has been designated as the recipient of Federal Transit Administration Metropolitan Planning Program funds; and

**WHEREAS**, members of the Jacksonville Urban Area Metropolitan Planning Organization Transportation Advisory Committee agree that the Unified Planning Work Program will effectively advance transportation planning for Fiscal Year 2016.

**NOW, THEREFORE**, be it resolved that the Transportation Advisory Committee hereby approved the Fiscal Year 2016 Unified Planning Work Program for the Jacksonville urban area.

I, Michael Lazzara, Chairman of the Jacksonville Urban Area Metropolitan Planning Organization Transportation Advisory Committee, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the Jacksonville Urban Area Metropolitan Planning Organization, duly held on this, the 12<sup>th</sup> day of February, 2015.

\_\_\_\_\_  
Chairman, Transportation Advisory Committee

Subscribed and sworn to me this \_\_\_ day of \_\_\_\_\_ 2015.

\_\_\_\_\_  
Notary Public

My Commission Expires \_\_\_\_\_.



# Jacksonville Urban Area Metropolitan Planning Organization



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Lead Planning Agency  
City of Jacksonville  
North Carolina

Healthcare Associates