Jacksonville Urban Area
Metropolitan Planning Organization

MEMORANDUM

TO: Transportation Advisory Committee Members

FROM: Anthony Prinz, TAC Secretary

DATE: January 6, 2017

RE: TAC Meeting – January 12, 2017

A Transportation Advisory Committee meeting will be held at **3:30 PM** on **Thursday, January 12,** in the **Johnson Boulevard Conference Room** (2nd floor) of **Jacksonville City Hall** (815 New Bridge Street). The purpose of this meeting is to consider an amendment to the Fiscal Year 2017 Unified Planning Work Program and to discuss other regional transportation initiatives. An agenda for the meeting is attached.

Jacksonville Urban Area
Metropolitan Planning Organization

AGENDA
TRANSPORTATION ADVISORY COMMITTEE
January 12, 2017 – 3:30 PM
Jacksonville City Hall, Johnson Boulevard Conference Room

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

Consent Action Items — Chairman Lazzara

V. Draft October 20, 2016 Meeting Minutes (Attachment 1)

Recommended Action: Approval of draft meeting minutes

VI. Draft FY 2017 UPWP Amendment (Attachment 2)

Recommended Action: Adoption of the Draft 2017 UPWP Amendment

Discussion Items

VII.	Draft 2018-2027 State Transportation Improvement Program	Anthony Prinz
VIII.	Review of Concept Roadway Designs	Anthony Prinz
IX.	TAC/TCC Joint Strategic Planning Meeting	Anthony Prinz

Reports/Comments

X.	Report from TAC Secretary	Anthony Prinz
XI.	Report from NCDOT Division 3	Patrick Riddle
XII.	Report from NCDOT Transportation Planning Branch	Nazia Sarder
XIII.	Report from FHWA Field Officer	Ron Lucas
XIV.	Closing Comments	Chairman Lazzara

Jacksonville Urban Area
Metropolitan Planning Organization

Attachment: 1
Transportation Advisory Committee
Consent - Action Required

To: Transportation Advisory Committee
From: Anthony Prinz, TAC Secretary
Subject: Draft October 20, 2016 Meeting Minutes

1/12/2017

Recommended Action: Approval of draft meeting minutes

Attachments: Draft October 20, 2016 meeting minutes

TRANSPORTATION ADVISORY COMMITTEE
REGULAR MEETING AGENDA
October 20, 2016

JACKSONVILLE CITY HALL,
JOHNSON BOULEVARD CONFERENCE ROOM

Present: Mr. Michael Lazzara, Mr. Bob Warden, Ms. Sandra Fountain, Mr. Paul Buchanan

Absent: Mr. Jack Bright

Others Present: Mr. Anthony Prinz, Ms. Peggy Holland, Lt. Sean Magill, Mr. Patrick Riddle, Mr. Roy Bredahl, Ms. Debbie Jefferson Ms. Nazia Sarder, Mr. Ron Massey, Mr. Robert Myers, Mr. Tim McCurry, Ms. Stephanie Kutz, Ms. Carol Long, Mr. Alan Pytcher, Mr. Derek Hart and Ms. Karen Collette

I. Call to Order

Mr. Michael Lazzara called the Jacksonville Urban Area MPO Transportation Advisory Committee Meeting to order at 3:30 pm on Thursday, October 20, 2016 at Jacksonville City Hall, Johnson Boulevard Conference Room.

II. Welcome and Introductions

Mr. Lazzara welcomed everyone to the TAC Meeting and introduced Mr. Alan Pytcher.

III. Adoption of the Agenda

Mr. Lazzara asked for a motion to accept the Agenda as written.

Mr. Paul Buchanan made a motion to adopt the Agenda. Mr. Bob Warden seconded the motion.

The Agenda was accepted unanimously by the Committee Members present.

IV. Public Comment

No Public Comment was made.

Action Items:

Consent:

V. Draft July 14, 2016 Meeting Minutes

Mr. Lazzara asked for a motion to accept the meeting minutes as written.

Mr. Paul Buchanan made a motion to accept the meeting minutes. Ms. Sandra Fountain seconded the motion.

VI. Draft 2017 TAC Meeting Calendar

Mr. Lazzara asked for a motion to adopt the 2017 TAC Meeting Calendar, noting that the calendar is once again bimonthly and meetings will be cancelled as needed.

Ms. Sandra Fountain made a motion to adopt the 2017 TAC Meeting Calendar. Mr. Bob Warden seconded the motion.

VII. Draft P4.0 Division Needs Local Input Point Assignment

Mr. Anthony Prinz discussed the initial work plan for 4.0 and noted that since the last meeting the regional points had been submitted. Today's meeting, they would discuss the last piece of P4.0, local points. Mr. Prinz briefly went over the Regional Impact Results, noting projects that were both funded and not funded. He then went on to discuss the Division Needs Local Points, noting that the functionality of these facilities in the lowest. He went over the draft spreadsheet and addressed the local points allocation. He made note of the survey that was available online, making references between the survey and how points were allocated. He went on to discuss what is next, stating that the purpose of this process is to create a TIP.

Mr. Lazzara asked for a motion to approve the P4.0 Division Needs Local Input Point Assignment.

Mr. Paul Buchanan made a motion to approve the P4.0 Division Needs Local Input Point Assignment. Ms. Sandra Fountain seconded the motion.

Discussion Items:

VIII. Strategic Prioritization

Mr. Prinz discussed the Strategic Prioritization process. He noted the success Jacksonville had in P3.0 and mentioned the changes that were made in P4.0, noting that the project turnout was not as great as in P3.0. He continued on mentioning that P5.0 committee was already having meetings. A lengthy discussion developed between Mr. Prinz and Ms. Karen Collette regarding funding and the formula used in the process. Mr. Prinz closed the discussion by noting that there would be more to come.

IX. Blue TOAD

Mr. Prinz began the discussion by mentioning an origin and destination study that was done in 2002 that had negative feedback because of the way it was handled. BlueTOAD will provide the MPO with continuous origin and destination data. The data can also be integrated directly into the City's traffic signals. He noted that the request is to reallocate funds in the UPWP that were originally earmarked to update the LRTP but based on some delays the MPO is not in the position to update the LRTP at this time. Mr. Prinz is asking for consensus from the group to reallocate the funds, a formal resolution will be brought to the next meeting.

X. TAC/TCC Joint Strategic Planning Meeting

Mr. Prinz began by mentioning the joint strategic planning meeting in 2010, he noted that the main purpose of that meeting was to go from a contracted MPO service to an in house MPO service. It has now been 6 years and it is time to revisit that strategic process and look out 5-6 years from now. Mr. Prinz would like to develop some type of document or brochure for the public to help them better understand what an MPOs responsibility is in the community.

XI. iLegislate Update

Mr. Prinz noted that the agenda was integrated into the iLegislate system. The system must be used on an apple product. It is being tested first with the TAC members and then will be offered to other stakeholders.

Reports/Comments:

XII. Report from TAC Secretary

Mr. Prinz mentioned that staff is working with By His Design to update the current MPO webpage. He noted that $3K was allocated in the UPWP to update the webpage and the costs are coming in right at that allocated amount. Discussion developed over the renaming of the MPO and Mr. Prinz presented some possible logo updates.

Mr. Prinz also addressed questions he had been receiving about intersections in correlation with the Gateway Marketplace project and what effect it will have. He noted that there are three TIP projects in that area and that the developer is responsible for improvements as well.

XIII. Report from NCDOT Division 3

Mr. Alan Pytcher gave an update on Piney Green Road and noted that completion date for the project had been moved back to spring/summer of 2017. He also mentioned some resurfacing projects in the area.

XIV. Report from NCDOT Transportation Planning Branch

Ms. Nazia Sarder gave an update on the Onslow County CTP noting that it is about 2-3 months away from public involvement. However, the committee is trying to decide how to move forward because Pender County did not include a piece of Topsail/Surf City. This inclusion could potentially delay the CTP.

XV. Report from FHWA Field Officer

Mr. Ron Lucas was absent from the meeting.

XVI. Closing Comments

Mr. Prinz mentioned a public meeting that will be held on November 3rd, 2016 for project U-5728, the intersection of Gum Branch/Bell Fork and Marine Blvd. to be held at the Center for Public Safety. Mr. Patrick Riddle mentioned a public meeting on December 8th, 2016 for the intersection of Pony Farm and NC 53 at the Onslow Government Center.

Mr. Lazzara asked for a motion to adjourn. Mr. Lazzara called the meeting adjourned at 5:07pm.

Jacksonville Urban Area
Metropolitan Planning Organization

Attachment: 2
Transportation Advisory Committee
Consent - Action Required

To: Transportation Advisory Committee
From: Anthony Prinz, TAC Secretary
Subject: Draft FY 2017 UPWP Amendment

1/12/2017

In October, the TAC agreed with a proposal from staff to reallocate $70,000 within the adopted FY 2017 Unified Planning Work Program (UPWP) to facilitate purchase of an automated origin and destination data collection system for the urbanized area. Action is required by the TAC to formalize the reallocation of funds within the UPWP to authorize purchase of the system.

Recommended Action: Adoption of the Draft 2017 UPWP Amendment

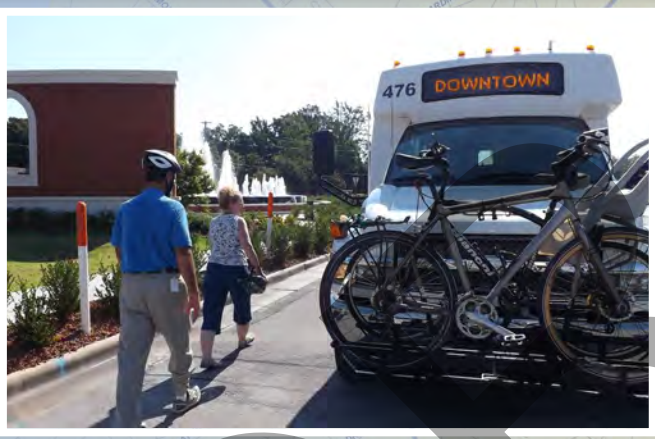
Attachments: Draft FY 2017 UPWP Amendment

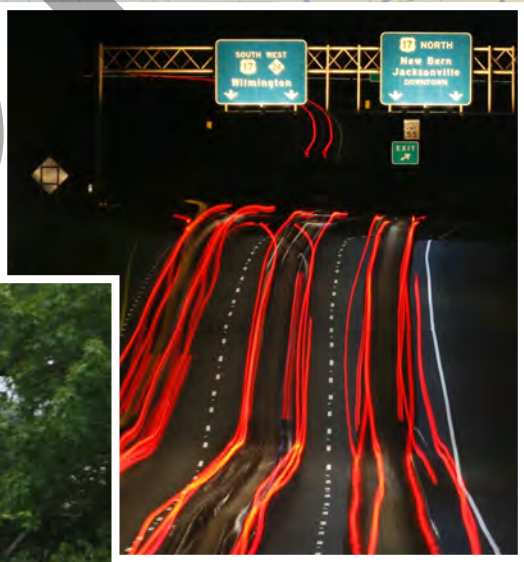
Jacksonville

Urban Area Metropolitan Planning Organization

Unified Planning Work Program
FY 2017 Amendment 1

Prepared by the Jacksonville Urban Area
Metropolitan Planning Organization
www.jumpo-nc.org





Lead Planning Agency
City of Jacksonville
North Carolina

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JACKSONVILLE URBAN AREA METROPOLITAN PLANNING ORGANIZATION UNIFIED PLANNING WORK PROGRAM- AMENDMENT 1

FISCAL YEAR 2017

TABLE OF CONTENTS

Introduction	1
Five Year Planning Calendar	3
Budget Summary	4
Unified Planning Work Program Table	6
Section 104 (f) PL Work Task Narrative	7
Section 5303 Work Task Narrative	12
Section 5307 Work Task Narrative	13
DBE Contracting Opportunities Table	14
Resolution of Approval	-
Resolution of Amendment Approval	-

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INTRODUCTION

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. 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:

Mr. Michael Lazzara, Chairman, Jacksonville City Council
Mr. Paul Buchanan, Vice-Chairman, Onslow County Commission
Mr. Jack Bright, Onslow County Commission
Mr. Robert Warden, Jacksonville City Council
Ms. Sandra Fountain, North Carolina Board of Transportation

Technical Coordinating Committee Members:

Mr. Ben Warren, Chairman, Planning and Development Director, Onslow County
Mr. Wally Hansen, Vice-Chairman, Public Services Director, City of Jacksonville
Mr. Reginald Goodson, Development Services Director, City of Jacksonville
Mr. Ronald Massey, Deputy City Manager, City of Jacksonville
Mr. David Cotton, Deputy County Manager, Onslow County
Ms. Carol Hurst Long, Executive Director, Onslow United Transit System
Ms. Sheila Pierce Knight, Executive Director, Jacksonville-Onslow Economic Development
Ms. Karen Collette, 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 21st 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

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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 2040 Long Range Transportation Plan, which was adopted by the TAC in April 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."

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FIVE YEAR PLANNING CALENDAR

	FY 2017 *July 1, 2016 - June 30, 2017*	FY 2018 *July 1, 2017 - June 30, 2018*	FY 2019 *July 1, 2018 - June 30, 2019*	FY 2020 *July 1, 2018 - June 30, 2019*	FY 2021 *July 1, 2019 - June 30, 2020*
Planning Process Action					
UPWP	Yes	Yes	Yes	Yes	Yes
Certification of Planning Process	Yes	Yes	Yes	Yes	Yes
Products of the Planning Process					
LRTP Review	Yes	Yes	Yes	Yes	Yes
Major Update				Start 2045 LRTP	Adopt 2045 LRTP
Special Studies / State & Regional Planning	LRTP Update	Rail Study/Strategic Plan Update	Corridor/Small Area Study	LRTP Update	LRTP Update
Metropolitan Transportation Improvement Program (MTIP)					
Project Prioritization	Yes	Yes	Yes	Yes	Yes
Draft MTIP	Yes		Yes		Yes
Adopt MTIP		Yes		Yes	

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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 2017 Section 104(f) PL revenue summary:

FHWA (80%)	$ 236,000
Local (20%)	$ 59,000
Total	**$ 295,000**

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 2017 authorization from PTD.

Fiscal Year 2017 Section 5303 revenue summary:

FTA (80%)	$ 28,000
NCDOT - PTD (10%)	$ 3,500
Local (10%)	$ 3,500
Total	**$ 35,000**

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 2017 authorization from FTA.

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Fiscal Year 2017 Section 5307 revenue summary:

FTA (80%)	$36,000
NCDOT - PTD (10%)	$4,500
Local (10%)	$4,500
Total	**$45,000**

A composite summary of Jacksonville MPO revenues for the Fiscal Year 2017 work program is provided below:

Revenue Source	Total Amount	Percent of Total
Section 104 (f) PL (federal)	$224,000	62%
Section 5303 (federal)	$28,000	8%
Section 5307	$36,000	10%
NCDOT	$8,000	2%
Local	$64,000	18%
Total	**$360,000**	**100%**

Expenditures

Fiscal Year 2017 work program expenditures are expected to match our projected revenues. A detailed summary of our anticipated expenditures is provided by the FY 2017 Unified Planning Work Program Table, Section 104(f) PL work task narrative, Section 5303/5307 work task narratives and DBE contracting opportunities table.

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Jacksonville Urban Area Metropolitan Planning Organization
FY 2017 Planning Work Program: Funding Sources Table - Amendment 1

TASK CODE	TASK DESCRIPTION	SEC. 104 (f) PL		SECTION 5303			SECTION 5307 Transit			TASK FUNDING SUMMARY				EXPENDITURES SUMMARY			
		Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Local 10%	NCDOT 10%	FTA 80%	LOCAL	STATE	FEDERAL	TOTAL	MPO Staff	Direct Expenses		Consultant Outside Contract	
II-A	**Data & Planning Support**																	
II-A-1	Networks & Support Systems	$750	$3,000	$3,500	$3,500	$28,000	$4,500	$4,500	$36,000	$8,750	$8,000	$67,000	$83,750	$81,750	$2,000	1		
II-A-2	Travelers and Behavior	$14,250	$57,000							$14,250	$0	$57,000	$71,250	$1,250	$70,000	7		
II-A-3	Transportation Modeling	$250	$1,000							$250	$0	$1,000	$1,250	$1,250				
II-B	**Planning Process**																	
II-B-1	Targeted Planning	$1,000	$4,000							$1,000	$0	$4,000	$5,000	$5,000				
II-B-2	Regional Planning	$1,250	$5,000							$1,250	$0	$5,000	$6,250	$6,250				
II-B-3	Special Studies	$11,000	$44,000							$11,000	$0	$44,000	$55,000	$35,000			$20,000	5
III-A	**Unified Planning Work Program**																	
III-A-1	Unified Planning Work Program	$1,250	$5,000							$1,250	$0	$5,000	$6,250	$6,250				
III-A-2	Metrics & Performance Measures	$1,250	$5,000							$1,250	$0	$5,000	$6,250	$6,250				
III-B	**Transportation Improvement Program**																	
III-B-1	Prioritization	$1,250	$5,000							$1,250	$0	$5,000	$6,250	$6,250				
III-B-2	Metropolitan TIP	$2,250	$9,000							$2,250	$0	$9,000	$11,250	$11,250				
III-B-3	Merger & Project Development	$2,500	$10,000							$2,500	$0	$10,000	$12,500	$12,500				
III-C	**Civil Rights Compliance & Other Regulatory Requirements**																	
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 Participation	$4,000	$16,000							$4,000	$0	$16,000	$20,000	$7,000	$8,500	2	$4,500	3
III-C-7	Private Sector Participation	$250	$1,000							$250	$0	$1,000	$1,250	$1,250				
III-D	**Statewide & Extra-regional Planning**																	
III-D	Statewide & Extra-regional Planning	$4,000	$16,000							$4,000	$0	$16,000	$20,000	$14,000	$6,000	4		
III-E	**Management, Operations, & Program Support Administration**																	
III-E	Management, Operations, & Program Support Administration	$12,500	$50,000							$12,500	$0	$50,000	$62,500	$56,200	$6,300	6		
TOTALS		**$59,000**	**$236,000**	**$3,500**	**$3,500**	**$28,000**	**$4,500**	**$4,500**	**$36,000**	**$67,000**	**$8,000**	**$300,000**	**$375,000**	**$257,700**	**$92,800**		**$24,500**	

[1] JUMPO street inventory $2,000
[2] Advertising and Printing $8,500
[3] JUMPO webpage $4,500
[4] Travel and Training $6,000

[7] O&D Technology $70,000

On-Call Professional Services $20,000
~~Bicycle & Pedestrian Plan~~ ~~$70,000~~
[5] **Total** **$20,000**

Supplies $2,000
Phones $2,700
Memberships $950
Fuel/Vehicle $650
[6] **Total** **$6,300**

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SECTION 104 (F) PL WORK TASK NARRATIVE

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

II-A Data and Planning Support

II-A-1 Networks and Support Systems

- Traffic Volume Counts
  - MPO staff will collect traffic count data on a regular basis. NCDOT traffic counts will be used to supplement the counts collected by staff.
- Vehicle Miles of Travel (VMT)
  - Vehicle miles of travel is tabulated annually by NCDOT. MPO staff will evaluate data.
- 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.
- Traffic Crashes
  - MPO staff will collect, summarize and evaluate traffic crash data for planning projects as well as inquiries from the general public.
- Transit System Data
  - MPO staff will collect and report on data throughout the year to meet the reporting requirements for Jacksonville Transit.
- Air Travel
  - Data will be collected and analyzed throughout the year on the impact of local air travel on the transportation system.
- Central Area Parking Inventory
  - Inventories of both on and off street parking will be maintained.
- Bicycle and Pedestrian Facilities Inventory
  - MPO staff will work with city planners and engineers to update the bicycle and pedestrian facility inventory.
- 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.
- 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-A-2 Travelers and Behavior

- 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. Updates will be made as necessary.
- Collection of Base Year Data

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    - MPO staff will maintain a geodatabase with all relevant information for population, housing and employment.
- Travel Surveys
    - MPO Staff will coordinate with the City of Jacksonville on the acquisition of new technology which will have the ability to provide Origin/Destination data in real time.
- Vehicle Occupancy Rates (Counts)
    - MPO Staff will review when available.
- Travel Time Studies
    - MPO Staff will assist with travel time studies as deemed necessary. The addition of an origin and destination system will allow continual travel time studies.

II-A-3 Transportation Modeling

- Travel Model Updates
    - MPO staff will work with the NCDOT to update our regional Travel Demand Model as necessary.
- Forecast of Data to Horizon Year
    - MPO Staff will review data to ensure accuracy.
- Forecast of Future Year Travel Patterns
    - MPO staff will work with the NCDOT to test alternative roadway network improvements for system benefit.
- Financial Planning
    - MPO staff will work with the NCDOT to develop realistic transportation revenue and cost estimates for various transportation planning initiatives.

II-B Planning Process

II-B-1 Targeted Planning

- Hazard Mitigation and Disaster Planning
    - MPO Staff will work with other agencies to ensure resiliency of future projects.
- Congestion Management Strategies
    - MPO staff will develop strategies for managing congestion by increasing transportation system capacity or reducing demand.
- 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-2 Regional Planning

- 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.

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- Highway Element of the CTP/MTP
    - MPO staff will identify highway deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.
- Transit Element of the CTP/MTP
    - 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.
- Bicycle and Pedestrian Element of the CTP/MTP
    - MPO staff will identify bicycle and pedestrian facility deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.
- Airport/Air Travel Element of the CTP/MTP
    - 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.
- Collector Street Element of the CTP/MTP
    - MPO staff will identify collector street deficiencies and work with the TAC to identify priorities and improvements for effectively accommodating demand.
- Rail, Waterway, or Other Mode of the CTP/MTP
    - MPO Staff will assist in the completion of the Rail Study.

II-B-3 Special Studies

- Special Studies
    - 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.

III-A Unified Planning Work Program

III-A-1 Unified Planning Work Program

- Development of Unified Planning Work Program and Five-Year Plan
    - MPO staff will continuously evaluate the Fiscal Year 2017 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 2018 UPWP.

III-A-2 Metrics and Performance Measures

- Metrics and Performance Measures
    - MPO Staff will work with NCDOT and FHWA to ensure performance measures are established and reporting is accomplished.

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III-B Transportation Improvement Program

III-B-1 Prioritization

- Project development, selection and submission through the STI process will be completed.

III-B-2 Metropolitan TIP (TIP)

- MPO staff will maintain the FY 2016-2025 MTIP and coordinate with NCDOT to develop the FY 2018-2027 MTIP/STIP.

III-B-3 Merger and Project Development

- Merger Process
    - MPO Staff will participate as needed in the merger process during project development and permitting of TIP projects.
- Feasibility Studies
    - MPO Staff will participate in any feasibility studies identified for the MPA.

III-C Civil Rights Compliance and Other Regulatory Requirements

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.

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II-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. The MPO website will be totally revamped.

III-C-7 Private Sector Participation

- MPO staff will encourage private sector participation in planning and project activities throughout the year.

III-D Statewide and Extra-Regional Planning

- 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.
- Statewide and Federal Policy Development and Implementation
    - MPO Staff will work with partner agencies as necessary.

III-E Management, Operations, and Program Support Administration

- Board Support
    - 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.
- Subcommittee Support
    - MPO Staff will provide support to any subcommittees designated by the TAC or TCC.
- Workgroup Support
    - MPO Staff will provide support to any workgroups designated by the TAC or TCC.
- Members Services
    - MPO Staff will provide support as needed.
- Administration
    - MPO Staff will conduct administrative tasks as necessary.

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SECTION 5303 WORK TASK NARRATIVE

MPO	Jacksonville
FTA Code	44.24.00 Short Range Transportation Planning
Task Code	II-A Network & Support Systems
Title of Planning Task	Transit System Data
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, other planning-related activities.
Tangible Product Expected	Jacksonville Transit web page, route schedules, outreach materials, maps, socieoeconomic data, long- and short-range plan updates, etc.
Expected Completion Date of Products	June 30, 2017
Previous Work	2013 Coordinated Human Services Transit Plan, 2040 Jacksonville MPO Long-Range Transportation Plan, 2011 Transit System Development Plan
Previous FTA Funds	$27,840
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%	$3,500
Section 5303 NCDOT 10%	$3,500
Section 5303 FTA 80%	$28,000

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SECTION 5307 WORK TASK NARRATIVE

MPO	Jacksonville
FTA Code	44.24.00 Short Range Transportation Planning
Task Code	II-A Networks & Support Systems
Title of Planning Task	Transit System Data
Task Objective	Jacksonville MPO staff will support the operations of Jacksonville Transit through the completion of local and regional planning activities. This work will include data collection, public outreach, other planning-related activities.
Tangible Product Expected	Route restructuring and amenities plan, passenger surveys, inventories of bus stop amenities
Expected Completion Date of Products	June 30, 2017
Previous Work	
Previous FTA Funds	$0
Relationship	This is an effort of the City of Jacksonville
Responsible Agency	City of Jacksonville
Section 104 (f) PL, Local 20%	-
Section 104 (f) PL, FHWA 80%	-
Section 5303 Local 10%	-
Section 5303 NCDOT 10%	-
Section 5303 FTA 80%	-
Section 5307 Transit - Local 10%	$4,500
Section 5307 Transit - NCDOT 10%	$4,500
Section 5307 Transit - FTA 80%	$36,000

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DBE CONTRACTING OPPORTUNITIES

Jacksonville Urban Area MPO
Anthony Prinz
(910) 938-5292

Prospectus Task Code	Prospectus Description	Name of Contracting Agency	Type of Contracting Opportunity (consultant, etc.)	Federal Funds to be Contracted	Total Funds to be Contracted
II-B-3	Special Studies	City of Jacksonville	Consultant – On-call professional services	$16,000	$20,000
~~II-B-3~~	~~Special Studies~~	~~City of Jacksonville~~	~~Consultant – LRTP Update~~	~~$56,000~~	~~$70,000~~

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Jacksonville Urban Area
Metropolitan Planning Organization

RESOLUTION APPROVING THE FY 2017 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 2017.

NOW, THEREFORE, be it resolved that the Transportation Advisory Committee hereby approved the Fiscal Year 2017 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 24th day of March, 2016.

_____
Chairman, Transportation Advisory Committee

Subscribed and sworn to me this ___day of _____2016.

_____
Notary Public

My Commission Expires _____.

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Jacksonville Urban Area
Metropolitan Planning Organization

RESOLUTION APPROVING THE FY 2017 UNIFIED PLANNING WORK PROGRAM AMENDMENT 1 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 Highway Administration and Federal Transit Administration metropolitan planning funds; and

WHEREAS, members of the Jacksonville Urban Area Metropolitan Planning Organization Transportation Advisory Committee approved the Unified Planning Work Program in March 2016; and

WHEREAS, a modification in the use of the previously approved funding will effectively advance transportation planning for Fiscal Year 2017.

NOW, THEREFORE, be it resolved that the Transportation Advisory Committee hereby approved the Fiscal Year 2017 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 12th day of January, 2017.

_____
Chairman, Transportation Advisory Committee

Subscribed and sworn to me this ___day of _____2017.

_____
Notary Public

My Commission Expires _____.

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Jacksonville Urban Area
Metropolitan Planning Organization

www.jumpo-nc.org

Jacksonville MPO
815 New Bridge Street
PO Box 128
Jacksonville, NC 28541-0128
jumpo@jacksonvillenc.gov

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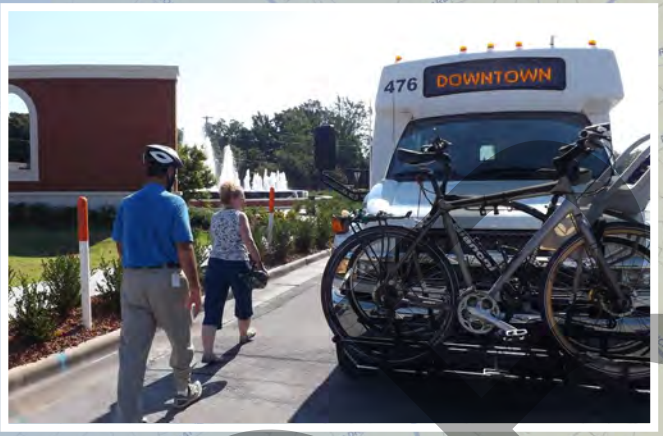

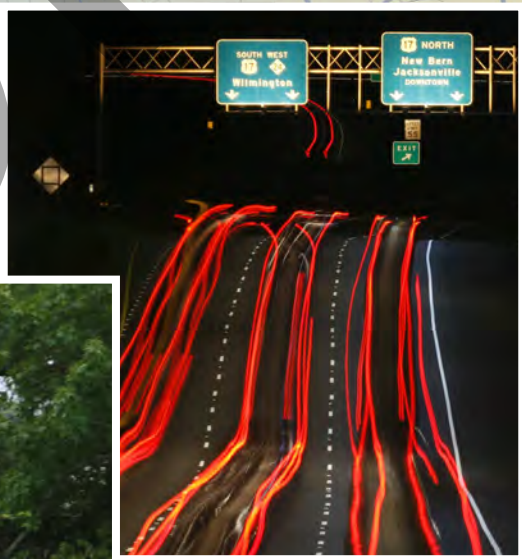

Lead Planning Agency
City of Jacksonville
North Carolina