



JACKSONVILLE URBAN AREA
JUMPO
METROPOLITAN PLANNING ORGANIZATION

FY25 Unified Planning Work Program

DRAFT

January 25, 2024

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

FISCAL YEAR 2025

Table of Contents

Introduction.....3
Five Year Planning Calendar5
Budget Summary6
Unified Planning Work Program Table8
Section 104 PL Work Task Narrative.....9
Section 5303 Work Task Narrative15
Section 5307 Work Task Narrative16
DBE Contracting Opportunities.....17
Resolution of Approval18

Introduction

The Unified Planning Work Program (UPWP) outlines planning activities for the Jacksonville Urban Area Metropolitan Planning Organization (MPO) during the fiscal year using funds provided by federal and state transportation agencies as well as the City of Jacksonville and Onslow County. The UPWP is adopted prior to the beginning of the fiscal year and serves 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. 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 (PPP). 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. Robert Warden, Chairman, Jacksonville City Council
Mr. Paul Buchanan, Vice-Chairman, Onslow County Commission
Mr. Royce Bennett, Onslow County Commission
Ms. Cindy Edwards, Jacksonville City Council
Mr. Landon Zimmer, North Carolina Board of Transportation
Ms. Laura Olszewski, Town of North Topsail Beach Board of Aldermen
Ms. Kandy Koonce, Town of Richlands Board of Aldermen
Mr. Larry Philpott, Town of Swansboro Commission
Mr. Phil Misciagno, Town of Holly Ridge Council

Technical Coordinating Committee Members:

Mr. Wally Hansen, Chairman, Public Services Director, City of Jacksonville
Mr. Mitch Sprunger, Vice-Chairman, Interim OAJ Airport Director, Onslow County
Mr. Carter Metcalf, Director of Planning and Development, Onslow County
Mr. Ryan King, Director of Planning and Permitting, City of Jacksonville
Mr. Ben Warren, Assistant County Manager, Onslow County
Mr. Ronald Massey, Deputy City Manager, City of Jacksonville
Mr. Nathan Rhue, Community Development Director, Holly Ridge
Mr. Gregg Whitehead, Town Administrator, Richlands
Ms. Jonathan Barlow, Interim Town Manager, Swansboro
Ms. Alice Derian, Town Manager, North Topsail Beach
Mr. Danny Ferucci, Executive Director, Onslow United Transit System
Mr. Mark Sutherland, Executive Director, Jacksonville-Onslow Economic Development
Mr. Chad Kimes, Division 3 Engineer, NCDOT
Mr. Behshad Norowzi, Coastal Planning Group Supervisor, NCDOT Transportation Planning Division

This UPWP has been developed in accordance with the Infrastructure Investment and Jobs (IIJA) Act, which requires a planning process that is continuing, cooperative, and comprehensive for making transportation investment decisions in metropolitan areas. The IIJA Act 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, and resiliency. The Jacksonville Urban Area MPO strives to maintain a cooperative relationship with all 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 the planning process.

The IIJA Act 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 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; and
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

Each work element within the UPWP satisfies at least one of these ten factors. Further, planning activities associated with each work element emanate from and support the goals of the Jacksonville Metropolitan Planning Organization's 2045 Long Range Transportation Plan.

Citizen involvement is a vital component of IIJA Act compliance. As such, resources and activities have been included in this UPWP to implement the Jacksonville Urban Area MPO PPP. As a component of the PPP, the Jacksonville Urban Area MPO website shall be maintained on a regular basis to broadcast information on MPO activities and to encourage community involvement in the MPO planning process. The MPO shall also proactively notify citizens of plans and activities on a regular basis through public notices, press releases, social media, virtual public involvement tools, and other commonly used media outlets and public presentations.

All MPO plans and programs comply with the public participation provisions of Title VI from the Civil Right Act of 1964 and its amendments which states: "No 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

	FY 2025 <i>July 1, 2024 - June 30, 2025</i>	FY 2026 <i>July 1, 2025 - June 30, 2026</i>	FY 2027 <i>July 1, 2026 - June 30, 2027</i>	FY 2028 <i>July 1, 2027 - June 30, 2028</i>	FY 2029 <i>July 1, 2028 - June 30, 2029</i>
Planning Process Action					
UPWP	X	X	X	X	X
Certification of Planning Process	X	X	X	X	X
Products of the Planning Process					
MTP Review	X	X	X	X	X
MTP Update	Adopt Update		Adopt Update		Begin Update
Special Studies / State & Regional Planning (as necessary)	MTP Update	Corridor/ Small Area Study	Corridor/ Small Area Study	Corridor/ Small Area Study	MTP Update
Metropolitan Transportation Improvement Program (MTIP)					
Project Prioritization	X	X	X	X	X
Draft MTIP	X		X		X
Adopt MTIP		X		X	

Budget Summary

Revenue

Funding the Jacksonville Urban Area 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) Public Transportation Division (PTD) typically providing 2% and local MPO member agencies (City of Jacksonville and Onslow County) provide 18%.

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

Fiscal Year 2025 Section 104 PL revenue summary:

FHWA (80%) Metropolitan Planning	\$225,900
FHWA (80%) Safe & Acc Transp Options Set Aside	\$ 3,500
<u>Local (20%)</u>	<u>\$ 56,475</u>
Total	\$285,875

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 PTD through a formula based on transit operating statistics. Section 5303 funds require a 10% local match, provided by the City of Jacksonville, and a 10% state match, provided by PTD. Section 5303 funding levels are also based on IIJA Act authorization. Revenues for this work program reflect the Fiscal Year 2025 authorization from PTD.

Fiscal Year 2025 Section 5303 revenue summary:

FTA (80%)	\$ 53,434
NCDOT - PTD (10%)	\$ 6,679
<u>Local (10%)</u>	<u>\$ 6,679</u>
Total	\$ 66,792

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, provided by the City of Jacksonville, and a 10% state match, provided by PTD. Section 5307 funding levels are also based on IIJA Act authorization. Revenues for this work program reflect the Federal Fiscal Year 2025 authorization from FTA.

Fiscal Year 2025 Section 5307 revenue summary:

FTA (80%)	\$70,400
NCDOT - PTD (10%)	\$8,800
<u>Local (10%)</u>	<u>\$8,800</u>
Total	\$88,000

A composite summary of Jacksonville Urban Area MPO revenues for the Fiscal Year 2025 work program is provided below:

Revenue Source	Total Amount	Percent of Total
Section 104 PL (federal)	\$225,900	51%
Section 104 PL Set Aside (federal)	\$3,500	1%
Section 5303 (federal)	\$53,434	12%
Section 5307 (federal)	\$70,400	16%
NCDOT	\$15,479	4%
Local	\$71,954	16%
Total	\$440,667	100%

Expenditures

Fiscal Year 2025 work program expenditures are expected to match our projected revenues. A detailed summary of our anticipated expenditures is provided by the FY 2025 Unified Planning Work Program Table (Section 104 PL work task narrative, Section 5303 work task narrative, Section 5307 work task narrative) and DBE contracting opportunities table.

**Jacksonville Urban Area Metropolitan Planning Organization
FY 2024 Unified Planning Work Program: Funding Sources Table**

TASK CODE	TASK DESCRIPTION	SECTION 104 PL			Safe & Acc Transp Options PL104 set aside (Program Code Y410)	SECTION 5303			SECTION 5307			TASK FUNDING SUMMARY				EXPENDITURES SUMMARY			
		Local 20%	FHWA 80%	TOTAL 100%		Federal 100%	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	\$1,500	\$6,000	\$7,500								\$1,500	\$0	\$6,000	\$7,500	\$7,500			
II-A-2	Travelers and Behavior	\$2,500	\$10,000	\$12,500								\$2,500	\$0	\$10,000	\$12,500	\$12,500			
II-A-3	Transportation Modeling	\$1,250	\$5,000	\$6,250								\$1,250	\$0	\$5,000	\$6,250	\$6,250			
II-B	Planning Process																		
II-B-1	Targeted Planning	\$750	\$3,000	\$3,750								\$750	\$0	\$3,000	\$3,750	\$3,750			
II-B-2	Regional Planning					\$6,679	\$6,679	\$53,434	\$8,800	\$8,800	\$70,400	\$15,479	\$15,479	\$123,834	\$154,792	\$154,792			
	Safe & Acc Transp Options				\$3,500							\$0	\$0	\$3,500	\$3,500	\$0	\$ 3,500	⁴	
II-B-3	Special Studies	\$0	\$0	\$0								\$0	\$0	\$0	\$0	\$0	\$	- ⁵	
	Municipal and Small Area Plans	\$9,159	\$36,634	\$45,793								\$9,159	\$0	\$36,634	\$45,793	\$0	\$ 45,793	³	
III-A	Unified Planning Work Program																		
III-A-1	Unified Planning Work Program	\$1,250	\$5,000	\$6,250								\$1,250	\$0	\$5,000	\$6,250	\$6,250			
III-A-2	Metrics & Performance Measures	\$1,250	\$5,000	\$6,250								\$1,250	\$0	\$5,000	\$6,250	\$6,250			
III-B	Transportation Improvement Program																		
III-B-1	Prioritization	\$1,000	\$4,000	\$5,000								\$1,000	\$0	\$4,000	\$5,000	\$5,000			
III-B-2	Metropolitan TIP	\$1,500	\$6,000	\$7,500								\$1,500	\$0	\$6,000	\$7,500	\$7,500			
III-B-3	Merger & Project Development	\$1,500	\$6,000	\$7,500								\$1,500	\$0	\$6,000	\$7,500	\$7,500			
III-C	Civil Rights Compliance & Other Regulatory Requirements																		
III-C-1	Title VI	\$250	\$1,000	\$1,250								\$250	\$0	\$1,000	\$1,250	\$1,250			
III-C-2	Environmental Justice	\$250	\$1,000	\$1,250								\$250	\$0	\$1,000	\$1,250	\$1,250			
III-C-3	Minority Business Enterprise	\$250	\$1,000	\$1,250								\$250	\$0	\$1,000	\$1,250	\$1,250			
III-C-4	Planning for the Elderly & Disabled	\$250	\$1,000	\$1,250								\$250	\$0	\$1,000	\$1,250	\$1,250			
III-C-5	Safety/Drug Control Planning	\$250	\$1,000	\$1,250								\$250	\$0	\$1,000	\$1,250	\$1,250			
III-C-6	Public Participation	\$1,750	\$7,000	\$8,750								\$1,750	\$0	\$7,000	\$8,750	\$5,650	\$3,100	¹	
III-C-7	Private Sector Participation	\$250	\$1,000	\$1,250								\$250	\$0	\$1,000	\$1,250	\$1,250			
III-D	Statewide & Extra-regional Planning																		
III-D-1	Statewide & Extra-regional Planning	\$3,500	\$14,000	\$17,500								\$3,500	\$0	\$14,000	\$17,500	\$15,500	\$2,000	²	
III-E	Management, Operations, & Program Support Administration																		
	Management, Operations, & Program Support Administration	\$28,066	\$112,266	\$140,332								\$28,066	\$0	\$112,266	\$140,332	\$138,832	\$1,500	⁶	
TOTALS		\$56,475	\$225,900	\$285,875	\$3,500	\$6,679	\$6,679	\$53,434	\$8,800	\$8,800	\$70,400	\$71,954	\$15,479	\$353,234	\$440,667	\$384,774	\$6,600	\$49,293	
		Local	Federal	Total	Federal	Local	State	Federal	Local	State	Federal	Local	State	Federal					
			PL 104		Safe & Acc Transp Options PL104 set aside (Program Code Y410)	Transit Planning - 5303			Transit Planning - 5307			Totals			Grand Total				

¹ Advertising and Printing

² Travel and Training

\$3,100

\$2,000

³ Municipal Community Plans

⁴ MTP Update - Safe & Acc Trans Opt

⁵

Total \$ 49,293

Supplies

Phones

Memberships/Subscriptions/Publications

Fuel/Vehicle

Total

\$1,200

\$100

\$0

\$200

\$1,500

Section 104 PL Work Task Narrative

(Work to be performed by Jacksonville Urban Area 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.
 - MPO staff will work to identify barriers to and opportunities for deployment of fueling and charging infrastructure.
 - MPO staff will evaluate opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation.
- 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 and town planners and engineers to maintain 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.
 - MPO staff will encourage data sharing throughout the transportation planning process for all modes of transportation as well as participate in data sharing principles and management.
 - MPO staff will consider planning and environmental linkages as an integrated approach to transportation decision making that considers environmental, community, and economic goals early in the planning process and uses the information, analysis, and products developed to inform the environmental review process.
- Capacity Deficiency Analysis
 - MPO staff will identify areas of deficient capacity through use of the 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 the plans against socioeconomic forecasts used by our regional Travel Demand Model.
- Collection of Base Year Data
 - MPO staff will maintain a geodatabase with all relevant information for population, housing and employment.
- Travel Surveys
 - MPO Staff will utilize the O&D hardware system in place of origin/destination travel surveys. These will be available to evaluate the MPO area as well as small area studies.
- 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 the O&D hardware system will allow this to be much more flexible and timely.

II-A-3 Transportation Modeling

- Travel Model Updates
 - MPO staff will work with the NCDOT to update our regional Travel Demand Model for use in the MTP.
- 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.
 - MPO Staff will work continue to identify transportation system vulnerabilities due to climate change and to help plan for potential solutions (TRAC Initiative).
- 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 and strengthen meaningful involvement by integrating Virtual Public Involvement (VPI) tools while seeking to advance racial equity and support for underserved and disadvantaged communities.
- Highway Element of the Comprehensive Transportation Plan (CTP)/ Metropolitan Transportation Plan (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 the 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 coordinate with other agencies on the potential for rail freight within the area.
- Complete Streets Element of the CTP/MTP
 - MPO staff will prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks.
- Metropolitan Transportation Plan Update
 - MPO staff in conjunction with a consultant will continue to work on updates to the 2050 Metropolitan Transportation Plan to reflect performance measures, adopted goals, and strategies that will be used to reach those goals.
 - MPO staff in conjunction with a consultant (\$3,500 contracted) will update the Bike/Ped element of the Metropolitan Transportation Plan using the new Metro Planning set-aside for Increasing Safe & Accessible Transportation Options in conjunction with the funding appropriated for the MTP update with the goal to improve safety, mobility or accessibility of a street and to connect neighborhoods with destinations such as workplaces, schools, residences, businesses, recreational areas, healthcare and childcare services.
 - This update will include updates associated with the MPO boundary expansion.

II-B-3 Special Studies

- Special Studies
 - Municipal Community and Small Area Plans (\$45,000 contracted)
 - Professional consulting firms will be hired to assist JUMPO with completing community plans for the municipalities that joined the MPO through the boundary expansion process.

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 2025 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 2025 UPWP.

III-A-2 Metrics and Performance Measures

- Metrics and Performance Measures
 - MPO Staff will work with NCDOT and FHWA to ensure performance measures and targets are established and reporting is accomplished.
 - Established performance targets that address the standards to use in tracking progress toward attainment of critical outcomes for the region will be completed.
 - Evaluation of the progress through the selection of specific projects will be ongoing.
 - Crashes will be monitored within highway project areas to determine if performance management targets are being met.

III-B Transportation Improvement Program

III-B-1 Prioritization

- Review and update, if necessary, and assign Local Input Points to projects submitted into Prioritization will occur through the STI process will be completed.

III-B-2 Metropolitan TIP (TIP)

- MPO staff will maintain the FY2024-2033 MTIP/STIP and coordinate with NCDOT for any changes as well as assist in the development of the FY2026-2035 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.

- Project Review
 - MPO staff will review all projects under development and provide assistance to design teams, especially with all public outreach efforts.
- 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.

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 PPP 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 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. MPO staff will also coordinate with local governments in the region as well as other identified transportation stakeholders such as the Department of Defense and the Federal Land Management Agency when necessary. 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 the 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.
- Americans with Disabilities Act (ADA) Feasibility and Connectivity
 - MPO Staff will ensure ADA feasibility and connectivity during planning of projects in all modes.

Section 5303 Work Task Narrative

MPO	Jacksonville
FTA Code	44.24.00 Short Range Transportation Planning
Task Code	II-B-2 Regional Planning
Title of Planning Task	Transit System Data
Task Objective	Jacksonville Urban Area 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, socioeconomic data, long- and short-range plan updates, etc.
Expected Completion Date of Products	June 30, 2025
Previous Work	2045 Jacksonville Urban Area MPO Long-Range Transportation Plan
Previous FTA Funds	\$60,080
Relationship	
Responsible Agency	Jacksonville Urban Area MPO
Section 104 PL, Local 20%	-
Section 104 PL, FHWA 80%	-
Section 5303 Local 10%	\$6,679
Section 5303 NCDOT 10%	\$6,679
Section 5303 FTA 80%	\$53,434

Section 5307 Work Task Narrative

MPO	Jacksonville
FTA Code	44.24.00 Short Range Transportation Planning
Task Code	II-B-2 Regional Planning
Title of Planning Task	Transit System Data
Task Objective	Jacksonville Urban Area 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	Updated route schedules, outreach materials, maps, socioeconomic data, long- and short-range plan updates, etc.
Expected Completion Date of Products	June 30, 2025
Previous Work	
Previous FTA Funds	\$88,000
Relationship	This is an effort of the City of Jacksonville
Responsible Agency	City of Jacksonville
Section 104 PL, Local 20%	-
Section 104 PL, FHWA 80%	-
Section 5303 Local 10%	-
Section 5303 NCDOT 10%	-
Section 5303 FTA 80%	-
Section 5307 Transit - Local 10%	\$8,800
Section 5307 Transit - NCDOT 10%	\$8,800
Section 5307 Transit - FTA 80%	\$70,400

DBE Contracting Opportunities

Jacksonville Urban Area MPO
 Anthony Prinz, Transportation Services Director
 (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-2	Regional Planning	City of Jacksonville	Consultant – Bike/Ped element of MTP Update	\$3,500	\$3,500
II-B-3	Special Studies	City of Jacksonville	Consultant – Special Studies	\$36,634	\$45,793



RESOLUTION APPROVING THE FY 2025 UNIFIED PLANNING WORK PROGRAM FOR THE JACKSONVILLE URBAN AREA

A motion was made by _____ and seconded by _____ 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 2025.

NOW, THEREFORE, be it resolved that the Transportation Advisory Committee hereby approves the Fiscal Year 2025 Unified Planning Work Program for the Jacksonville urban area.

I, _____, 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 14th day of March 2024.

, Chairman

Subscribed and sworn to me this ___ day of _____ 2024.

Notary Public

My Commission Expires _____