



MEMORANDUM

TO: Technical Coordinating Committee
FROM: Deanna Trebil – MPO Administrator
DATE: February 4, 2020
RE: TCC Meeting – February 13, 2020

The Technical Coordinating Committee will meet at **10:30 AM** on **Thursday, February 13, 2020** in the **Executive Conference Room** of the **Jacksonville-Onslow Commerce Center** (1099 Gum Branch Road). Discussion topics for this meeting include the Draft 2045 Metropolitan Transportation Plan, Draft FY21 Unified Planning Work Program, P6.0 new project submittals, as well as other transportation-related topics.

Your attendance, or that of your alternate, at this meeting is very important. Conference call participation is available upon request.

Please contact me at (910) 938-5073 with any questions or concerns.



AGENDA

TECHNICAL COORDINATING COMMITTEE

February 13, 2020 – 10:30 AM

Jacksonville - Onslow Commerce Center, Executive Conference Room

- | | | |
|------|---------------------------|------------|
| I. | Call to Order | Ben Warren |
| II. | Welcome and Introductions | Ben Warren |
| III. | Public Comment | Ben Warren |

Action Items

Consent

- | | | |
|-----|--|------------|
| IV. | November 14, 2019 Meeting Minutes (Attachment 1)
<i>Recommended Action: Approval of meeting minutes</i> | Ben Warren |
| V. | Annual Self-Certification (Attachment 2)
<i>Recommended Action: Recommend approval to the TAC</i> | |

Non-Consent

- | | | |
|-------|--|---------------|
| VI. | Election of Officers | Ben Warren |
| VII. | Draft Metropolitan Transportation Plan (MTP)
<i>Recommended Action: Recommend approval of the Draft 2045 MTP to the TAC</i> | Deanna Trebil |
| VIII. | Draft FY21 Unified Planning Work Program
<i>Recommended Action: Recommend adoption of the draft FY 2021 UPWP to the TAC</i> | Deanna Trebil |

Discussion Items

- | | | |
|-----|-----------------------------------|----------------|
| IX. | P6.0 – New Projects for Submittal | Stephanie Kutz |
|-----|-----------------------------------|----------------|

Reports/Comments

- | | | |
|-------|--|-----------------|
| X. | Report from MPO | Deanna Trebil |
| XI. | Report from NCDOT Division 3 | Caitlin Marks |
| XII. | Report from NCDOT Transportation Planning Division | Behshad Norowzi |
| XIII. | Report from FHWA Field Officer | Bill Marley |
| XIV. | Questions, Closing Comments | Ben Warren |



To: Technical Coordinating Committee
From: Deanna Trebil, MPO Administrator
Subject: November 14, 2019 Meeting Minutes

2/13/2020

Recommended Action: Approval of meeting minutes

Attachments: November 14, 2019 meeting minutes

**JACKSONVILLE METROPOLITAN PLANNING ORGANIZATION
TECHNICAL COORDINATING COMMITTEE
REGULAR MEETING
November 14, 2019**

**JACKSONVILLE – ONSLOW COMMERCE CENTER
EXECUTIVE CONFERENCE ROOM**

Present: Mr. Wally Hansen, Mr. Ryan King, Mr. Ron Massey, Ms. Jessica Rhue, and Ms. Carol Long

Others Present: Mr. Anthony Prinz, Mr. Chris White, Ms. Debbie Jefferson, Ms. Stephanie Kutz, Ms. Deanna Trebil, Mr. Behshad Norowzi, Lt. Sean Magill, Mr. Tim McCurry, Ms. Caitlin Marks, Mr. Trevor Carroll, Mr. David Mohr, Mr. Roy Bredahl, Mr. Parks Kelly, Mr. Chad Davis, Mr. Sam Burdick, and Mr. Chris Pulsgrove

Absent: Mr. Bill Marley

I. [Call to Order](#)

Mr. Wally Hansen called the TCC meeting to order at 10:36 am, Thursday, November 14, 2019, at Jacksonville Onslow Commerce Center Executive Conference Room – 1099 Gum Branch Road., Jacksonville, NC.

II. [Welcome and Introductions](#)

Mr. Hansen welcomed everyone to the meeting and introductions were made.

III. [Public Comment](#)

Mr. Hansen asked if there were any public comments. No public comments were made.

Action Items

IV. [August 8, 2019 Meeting Minutes](#)

Mr. Hansen asked for a motion to approve the August 8, 2019 Meeting Minutes.

Ms. Jessica Rhue moved to approve the August 8, 2019 Meeting Minutes. Ms. Carol Long seconded the motion.

The motion to approve the August 8, 2019 Meeting Minutes was unanimously approved by the Committee Members present.

V. [Draft Metropolitan Transportation Improvement Program \(MTIP\)](#)

Ms. Deanna Trebil discussed that the MPO must update our local (MTIP) to compliment the adopted STIP. We have to be aligned before any federal funds can be appropriated to the projects contained within. This Draft MTIP is identical to the STIP adopted by the Board of Transportation in September and remains unchanged from the draft that was reviewed by the TAC and TCC in October of last year.

Mr. Anthony Prinz informed the Committee there is a difference on these maps than before. These maps include the multi-modal projects, also the greenway and the aviation projects.

Mr. Hansen asked for a motion to approve the Draft Metropolitan Transportation Improvement Program (MTIP).

Ms. Long moved to approve the Draft Metropolitan Transportation Improvement Program (MTIP). Mr. Ryan King seconded the motion.

The motion to approve the Draft Metropolitan Transportation Improvement Plan (MTIP) was unanimously approved by the Committee Members present.

Discussion Items

VI. [MPO Boundary Expansion](#)

Ms. Trebil discussed the expansion stated the TAC has been very supportive. It has been well received with all of the municipalities. We are waiting for Surf City to approve the resolution and then we will ask the County to do the same. After we have approvals from all municipalities in hand, we will begin discussions with each of them regarding organizational structure.

Ms. Caitlyn Marks asked once the Onslow County signs, does that make it officially approved? Ms. Trebil replied that each municipality is approving a resolution of support meaning they are interested in becoming a part of the MPO.

Mr. Prinz stated it's like a letter of intent.

Mr. Hansen asked will this change the makeup of the TCC. Mr. Prinz stated yes it will.

VII. [NCDOT Funding Update](#)

Mr. Prinz expanded on the Fund Balance of NCDOT. The storm expenses were explained in detail. Also discussed was the Map Act, and the construction cost.

Mr. Chris White asked about the map act being a large expense. Ms. Marks stated the whole state is being impacted.

Mr. White gave the committee an update on projects for the airport.

Mr. Prinz stated the intent of the presentation was to provide information. Projects are still flowing, not just as fast.

VIII. [P6.0 – Work Plan and Project Modifications](#)

Ms. Stephanie Kutz stated the TAC Committee felt because of the funding issues, P6.0 should be delayed and a letter is being drafted to send to DOT. Ms. Kutz stated not sure she was not sure if this would change anything so we still needed to push forward for P6.0.

Ms. Marks stated we are required by law to update the STIP every four years and right now with the current scheduled it had already been delayed.

Ms. Kutz reaffirmed that we are moving forward with the P6.0, and that today's discussion is about modifications to any of the carry over projects. The committee discussed the current interactive map with the projects.

Reports/Comments

IX. [Report from MPO](#)

Ms. Trebil stated the Hawk Beacon is working well. Another update is Henderson Drive will be repaved in the spring of next year. Also Ms. Trebil discussed the FIMAN-T presentation. City Council has given us permission to advertise in January for the New Jacksonville Station.

X. [Report from NCDOT Division 3](#)

Ms. Marks gave her updated report.

XI. [Report from NCDOT Transportation Planning Division](#)

Mr. Behshad Norowzi gave his report discussing the Onslow County CTP, the preliminary Engineering Project Suspension List and NC Moves 2050. Mr. Behshad also discussed a kickoff meeting for the preparation of Flood Resilience Feasibility studies.

XII. [Report from FHWA Field Officer](#)

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

XIII. [Questions, Closing Comments](#)

Mr. Hansen asked for an adjournment of the November 14, 2019 TCC meeting.

The meeting was adjourned at 12:00 p.m.



To: Technical Coordinating Committee
From: Deanna Trebil, MPO Administrator
Subject: Annual Self-Certification

2/13/2020

The Jacksonville Metropolitan Planning Organization is responsible for performing a continuous, cooperative and comprehensive, "3-C," transportation planning process for the Jacksonville Urbanized Area. The MPO must annually certify that our transportation planning process is being conducted in accordance with federal regulations.

Please review the attached checklist, which demonstrates our efforts to carry out the transportation planning process in accordance with federal regulations.

Recommended Action: Recommend approval to the TAC

Attachments: Self-certification checklist
Resolution

Self-Certification Checklist

1. Is the MPO properly designated by agreement between the Governor and 75% of the urbanized area, including the central city, and in accordance in procedures set forth in state and local law (if applicable)? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (a)]
Yes
2. Does the policy board include elected officials, major modes of transportation providers and appropriate state officials? [23 U.S.C. 134 (b); 49 U.S.C. 5303 (c); 23 CFR 450.306 (i)]
Yes, Jacksonville MPO policies are crafted by a Transportation Advisory Committee and Technical Coordinating Committee that consist of elected officials, staff representatives from local government agencies and military installations, representatives from local transportation agencies, the North Carolina Department of Transportation and the North Carolina Board of Transportation.
3. Does the MPO boundary encompass the existing urbanized area and the contiguous area expected to become urbanized within the 20-yr forecast period? [23 U.S.C. 134 (c), 49 U.S.C. 5303 (d); 23 CFR 450.308 (a)]
Yes, the MPO boundary was expanded to encompass existing and projected urbanized areas of Onslow County based on the 2010 U.S. Decennial Census.
4. Is there a currently adopted Unified Planning Work Program (UPWP)? 23 CFR 450.308
 - a. Is there an adopted prospectus - *Yes*
 - b. Are tasks and products clearly outlined - *Yes*
 - c. Is the UPWP consistent with the LRTP - *Yes*
 - d. Is the work identified in the UPWP completed in a timely fashion - *Yes*
5. Does the area have a valid transportation planning process?
23 U.S.C. 134; 23 CFR 450
 - a. Is the transportation planning process continuous, cooperative and comprehensive - *Yes*
 - b. Is there a valid LRTP – *Yes, adopted April 2015 and amended March 8, 2018 and later amended on January 10, 2019. Staff is working on the 2045 LRTP to be submitted by April 1, 2020.*
 - c. Did the LRTP have at least a 20-year horizon at the time of adoption - *Yes*
 - d. Does it address the 8-planning factors - *Yes*
 - e. Does it cover all modes applicable to the area - *Yes*
 - f. Is it financially constrained - *Yes*
 - g. Does it include funding for the maintenance and operation of the system - *Yes*
 - h. Does it conform to the State Implementation Plan (SIP) (if applicable) – *N/A*
 - i. Is it updated/reevaluated in a timely fashion (at least every 4 or 5 years) – *Yes, the LRTP was updated in 2019 and a new one, 2045 LRTP, will be adopted by April 1, 2020.*
6. Is there a valid TIP? 23 CFR 450.324, 326, 328, 330, 332
 - a. Is it consistent with the LRTP - *Yes*
 - b. Is it fiscally constrained - *Yes*
 - c. Is it developed cooperatively with the state and local transit operators - *Yes*
 - d. Is it updated at least every 4-yr and adopted by the MPO and the Governor - *Yes*
7. Does the area have a valid CMP? (TMA only) 23 CFR 450.320 – *n/a*
 - a. Is it consistent with the LRTP - *n/a*
 - b. Was it used for the development of the TIP – *n/a*
 - c. Is it monitored and reevaluated to meet the needs of the area – *n/a*
8. Does the area have a process for including environmental mitigation discussions in the planning process?
 - a. *Because of our proximity to sensitive environmental resources, our discussions with the TAC, TCC and the community at large focus on potential environmental impacts*

of transportation projects. The NCDOT Merger process also considers the environmental impacts of transportation construction projects in detail.

9. Does the planning process meet the following requirements:
 - a. 23 U.S.C. 134, 49 U.S.C. 5303, and this subpart; - *Yes*
 - b. In nonattainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93; - *n/a*
 - c. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21; - *Yes, the TAC adopted an updated Title VI compliance policy on October 18, 2019.*
 - d. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity - *Yes*
 - e. Section 1101(b) of the SAFETEA-LU (Pub. L. 109-59) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects; - *Yes*
 - f. 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts; - *Yes*
 - g. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38; - *Yes*
 - h. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance; - *Yes*
 - i. Section 324 of title 23 U.S.C. regarding the prohibition of discrimination based on gender; and - *Yes*
 - j. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities. - *Yes*
 - k. All other applicable provisions of Federal law. (i.e. Executive Order 12898) - *Yes*
10. Does the area have an adopted PIP/Public Participation Plan? 23 CRR 450.316 (b)(1)
 - a. Did the public participate in the development of the PIP? *Yes, the public was invited to participate in our most recent update to the Public Participation Plan.*
 - b. Was the PIP made available for public review for at least 45-days prior to adoption? - *Yes, online and in-print at Jacksonville City Hall.*
 - c. Is adequate notice provided for public meetings? - *Yes*
 - d. Are meetings held at convenient times and at accessible locations? - *Yes*
 - e. Is the public given an opportunity to provide oral and/or written comments on the planning process? - *Yes*
 - f. Is the PIP periodically reviewed and updated to ensure its effectiveness? - *Yes*
 - g. Are plans/program documents available in an electronic accessible format, i.e. MPO website? - *Yes*
11. Does the area have a process for including environmental, state, other transportation, historical, local land use and economic development agencies in the planning process?
SAFETEA-LU
 - a. *We actively solicit comment from these key stakeholder agencies when developing transportation plans and through implementation of our Public Participation Plan. The NCDOT Merger process also includes many of these groups in the environmental permitting process for transportation construction projects.*



RESOLUTION CERTIFYING THE JACKSONVILLE URBAN AREA METROPOLITAN PLANNING ORGANIZATION’S TRANSPORTATION PLANNING PROCESS FOR FY 2021

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

WHEREAS, the Transportation Advisory Committee has found the Jacksonville Urban Area Metropolitan Planning Organization is conducting transportation planning in a continuous, cooperative and comprehensive manner in accordance with 23 U.S.C. 134, 49 U.S.C. 1607, and 23 CFR 450; and

WHEREAS, the Transportation Advisory Committee has found the Transportation Planning Process to be in full compliance with the Title VI of the Civil Rights Act of 1964 and the Title VI Assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794; and

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100, 49 CFR Part 23); and

WHEREAS, the Transportation Advisory Committee has considered how the Transportation Planning Process will affect the elderly and the disabled per the provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and the U.S. DOT implementing regulations; and

WHEREAS, the Long Range Transportation Plan for Jacksonville Urban Area has a planning horizon year of at least 20 years and meets all requirements for an adequate plan; and

NOW, THEREFORE, BE IT RESOLVED by the Transportation Advisory Committee that the transportation planning process for the Jacksonville Urban Area Metropolitan Planning Organization is certified and meets the criteria as specified above; and this resolution shall be in full force and effect from and after its adoption this the 12th day of March, 2020.

Robert Warden, Chairman

Subscribed and sworn to me this _____ day of _____ 2020.

Notary Public

My commission expires _____



To: Technical Coordinating Committee
From: Deanna Trebil, MPO Administrator
Subject: Draft 2045 Metropolitan Transportation Plan (MTP)

2/13/2020

Formally known as the Long Range Transportation Plan, the scope for the 2045 Metropolitan Transportation Plan (MTP) includes establishing goals for the region, reviewing current plans and studies, analyzing transportation and land use conditions, engaging stakeholders and the community, identifying multimodal recommendations, and developing a financially-constrained plan. The JUMPO 2045 MTP is the largest, most far-reaching, planning effort required by the Jacksonville Urban Area Metropolitan Planning Organization (JUMPO).

It is the intent of the MPO to update the 2040 MTP with minimal changes which will serve as the basis for the 2045 MTP. These changes incorporated the prior Amendments to the 2040 MTP as well as updating the demographics and financials as well as a review of all modes of transportation. The 2045 MTP will be updated again with the boundary expansion.

The Draft 2045 MTP has been uploaded to JUMPO's website for public comment, which can be viewed here: <http://jumpo-nc.org/>.

Recommended Action: Recommend approval of the Draft 2045 MTP to the TAC

Attachments: Resolution



JACKSONVILLE URBAN AREA
JUMPO
 METROPOLITAN PLANNING ORGANIZATION

RESOLUTION ADOPTING THE 2045 METROPOLITAN TRANSPORTATION PLAN

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

WHEREAS, the Federal Highway Administration and the Federal Transit Administration require Metropolitan Planning Organizations (MPO) to maintain a long range transportation plan with no less than a 20-year planning horizon; and

WHEREAS, Federal guidelines stipulate that long range transportation plans must be updated every five years; and

WHEREAS, the Jacksonville Urban Area MPO most recently adopted an updated long range transportation plan in June of 2015; and

WHEREAS, the Jacksonville Urban Area MPO has coordinated with federal, state and local stakeholders to develop a 2045 Metropolitan Transportation Plan; and

WHEREAS, the Metropolitan Transportation Plan is inclusive of all modes and is consistent with Federal guidelines; and

WHEREAS, the 2045 Metropolitan Transportation Plan was advertised for public comment in accordance with the adopted Public Participation Plan.

NOW, THEREFORE, BE IT RESOLVED that the Transportation Advisory Committee hereby adopts the 2045 Metropolitan Transportation Plan on this the 12th day of March, 2020.

 Robert Warden, Chairman

Subscribed and sworn to me this _____ day of _____ 2020.

 Notary Public

My commission expires _____



To: Technical Coordinating Committee
From: Deanna Trebil, MPO Administrator
Subject: FY 2021 Unified Planning Work Program

2/13/2020

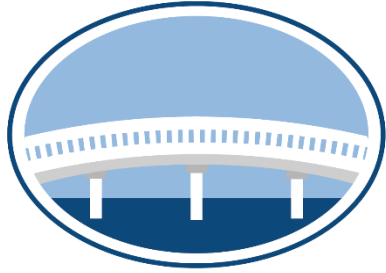
Each year the Jacksonville MPO produces a Unified Planning Work Program (UPWP) to outline expenditures necessary to carry out planning activities by the MPO and its member agencies during the upcoming fiscal year. NCDOT requires the UPWP be adopted and submitted by March 15, 2020 for the coming fiscal year.

The draft FY 2021 UPWP is similar to the current year's budget and is created to further the operational objectives identified by the TCC and TAC. The work program accounts for all direct operating expenses and includes a request for one additional position. This position is requested to continue conducting more feasibility and planning studies in-house.

NCDOT has modified the way they allocate funding for PL104, which now comes in two phases. We have been notified of the first phase of funding which is the basis for the FY 2021 UPWP. However, we anticipate the second phase of funding to be available in the coming months. Staff's intent to increase the overall budget to match the current year's budget after the second phase allocation allowing the funding distribution from both the City and the County to remain the same.

Recommended Action: Recommend adoption of the draft FY 2021 UPWP to the TAC

Attachments: Draft FY 2021 UPWP



JACKSONVILLE URBAN AREA
JUMPO
METROPOLITAN PLANNING ORGANIZATION

DRAFT

FY21 Unified Planning Work Program

January 2020

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

FISCAL YEAR 2021

Table of Contents

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

Introduction

The Unified Planning Work Program (UPWP) outlines planning activities for the Jacksonville 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. 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
Mr. Randy Thomas, Jacksonville City Council
Mr. Mike Alford, North Carolina Board of Transportation

Technical Coordinating Committee Members:

Mr. Ben Warren, Chairman, Assistant County Manager, Onslow County
Mr. Wally Hansen, Vice-Chairman, Public Services Director, City of Jacksonville
Mr. Ryan King, Planning and Permitting Director, City of Jacksonville
Mr. Ronald Massey, Deputy City Manager, City of Jacksonville
Ms. Jessica Rhue, Director of Planning and Development, Onslow County
Ms. Carol Hurst Long, 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 Fixing America's Surface Transportation Act or FAST Act, which requires a planning process that is continuing, cooperative, and comprehensive for making transportation investment decisions in metropolitan areas. The FAST 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, 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.

The FAST 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 2040 Long Range Transportation Plan, which was adopted by the TAC in April 2015, amended in March 8, 2018, later amended on January 10, 2019, and administratively amended on January 9, 2020. This UPWP also supports the goals of the proposed 2045 Metropolitan Transportation Plan (MTP) (which will be adopted by April 2020).

Citizen involvement is a vital component of FAST Act 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, social media, 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

	FY 2021 <i>July 1, 2020 - June 30, 2021</i>	FY 2022 <i>July 1, 2021 - June 30, 2022</i>	FY 2023 <i>July 1, 2022 - June 30, 2023</i>	FY 2024 <i>July 1, 2023 - June 30, 2024</i>	FY 2025 <i>July 1, 2024 - June 30, 2025</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	
Special Studies / State & Regional Planning (as necessary)	MTP Update /Boundary Expansion and TRAC	Boundary Expansion and MTP Update	Corridor/ Small Area Study	Corridor/ Small Area Study	Corridor/ Small Area Study
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 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 FAST Act authorization. The North Carolina Section 104 PL funding apportionment is distributed to MPOs by the TPD through a population-based formula.

Fiscal Year 2021 Section 104 PL revenue summary:

FHWA (80%)	\$ 203,126
<u>Local (20%)</u>	<u>\$ 50,781</u>
Total	\$ 253,907

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 FAST Act authorization. Revenues for this work program reflect the Fiscal Year 2021 authorization from PTD.

Fiscal Year 2021 Section 5303 revenue summary:

FTA (80%)	\$ 28,080
NCDOT - PTD (10%)	\$ 3,510
<u>Local (10%)</u>	<u>\$ 3,510</u>
Total	\$ 35,100

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 FAST Act authorization. Revenues for this work program reflect the Federal Fiscal Year 2021 authorization from FTA.

Fiscal Year 2021 Section 5307 revenue summary:

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

A composite summary of Jacksonville MPO revenues for the Fiscal Year 2021 work program is provided below:

Revenue Source	Total Amount	Percent of Total
Section 104 PL (federal)	\$203,126	61%
Section 5303 (federal)	\$28,080	8%
Section 5307 (federal)	\$36,000	11%
NCDOT	\$8,010	2%
Local	\$58,781	18%
Total	\$334,007	100%

Expenditures

Fiscal Year 2021 work program expenditures are expected to match our projected revenues. A detailed summary of our anticipated expenditures is provided by the FY 2021 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 2021 Unified Planning Work Program: Funding Sources Table**

TASK CODE	TASK DESCRIPTION	SECTION 104 PL		SECTION 5303			SECTION 5307			TASK FUNDING SUMMARY				EXPENDITURES SUMMARY		
		Local 20%	FHWA 80%	Local 10%	NCDOT 10%	FTA 80%	Transit			LOCAL	STATE	FEDERAL	TOTAL	MPO Staff	Direct Expenses	Consultant Outside Contract
							Local 10%	NCDOT 10%	FTA 80%							
II-A Data & Planning Support																
II-A-1	Networks & Support Systems	\$1,500	\$6,000							\$1,500	\$0	\$6,000	\$7,500	\$7,500		
II-A-2	Travelers and Behavior	\$2,500	\$10,000							\$2,500	\$0	\$10,000	\$12,500	\$12,500		
II-A-3	Transportation Modeling	\$1,250	\$5,000							\$1,250	\$0	\$5,000	\$6,250	\$6,250		
II-B Planning Process																
II-B-1	Targeted Planning	\$750	\$3,000							\$750	\$0	\$3,000	\$3,750	\$3,750		
II-B-2	Regional Planning	\$1,000	\$4,000	\$3,510	\$3,510	\$28,080	\$4,500	\$4,500	\$36,000	\$9,010	\$8,010	\$68,080	\$85,100	\$77,100	\$8,000	⁵
II-B-3	Special Studies	\$8,000	\$32,000							\$8,000	\$0	\$32,000	\$40,000	\$5,000	\$35,000	⁴
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	\$1,000	\$4,000							\$1,000	\$0	\$4,000	\$5,000	\$5,000		
III-B-2	Metropolitan TIP	\$1,500	\$6,000							\$1,500	\$0	\$6,000	\$7,500	\$7,500		
III-B-3	Merger & Project Development	\$1,500	\$6,000							\$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							\$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	\$1,500	\$6,000							\$1,500	\$0	\$6,000	\$7,500	\$2,135	\$5,165	¹ \$200 ²
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	\$3,500	\$14,000							\$3,500	\$0	\$14,000	\$17,500	\$15,000	\$2,500	³
III-E Management, Operations, & Program Support Administration																
III-E	Management, Operations, & Program Support Administration	\$22,781	\$91,126							\$22,781	\$0	\$91,126	\$113,907	\$110,307	\$3,600	⁶
TOTALS		\$50,781	\$203,126	\$3,510	\$3,510	\$28,080	\$4,500	\$4,500	\$36,000	\$58,791	\$8,010	\$267,206	\$334,007	\$279,542	\$11,265	\$43,200

Advertising and Printing \$5,165
² JUMPO webpage \$200
³ Travel and Training \$2,500

⁴ TRAC \$35,000
⁵ MTP Update/ MPO boundary work \$8,000

Total \$43,000

Supplies \$1,200
Phones \$2,200
Memberships/Subscriptions/Publications \$0
Fuel/Vehicle \$200
⁶ Total \$3,600

Section 104 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 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.
- 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.
- 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 Metropolitan Transportation Plan.
- 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 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.
- Metropolitan Transportation Plan Update
 - MPO staff will update the Metropolitan Transportation Plan to reflect performance measures, adopted goals, and strategies that will be used to reach those goals.
 - It will also incorporate the results of Prioritization 5.0 and 6.0.
 - This update integrates the Collector Street Plan, Comprehensive Bicycle and Pedestrian Plan, Transit system Development Plan, Community Connectivity Plan, and the Camp Lejeune Rail Study into the MTP.
- MPO Possible Boundary Expansion
 - Professional consulting services (\$8,000 contracted) to assist in regional planning efforts of new areas as a result of the MPO Boundary expansion and the 2045 Metropolitan Transportation Plan Update.

II-B-3 Special Studies

- Special Studies
 - Transportation Resiliency Action Plan (TRAC) (\$35,000 contracted)
 - Professional consulting firms will be hired to assist JUMPO with finishing the modeling and scenario based planning tool related to identifying potential transportation areas of concern that need to be addressed during the prioritization process 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 2021 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 2022 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.
 - Establishment of 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

- Project development, selection and submission through the STI process will be completed. Review and update, if necessary, of the Local Input Points Methodology will be completed.

III-B-2 Metropolitan TIP (TIP)

- MPO staff will maintain the FY2020-2029 MTIP/STIP and coordinate with NCDOT for any changes as a result of Prioritization 6.0.

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.

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.

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.
- ADA Feasibility and Connectivity
 - Professional consulting firms will be hired to collect data and conduct a feasibility study of providing ADA connectivity that cannot be carried out by MPO staff or through other in-house resources.

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 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, 2021
Previous Work	2040 and 2045 Jacksonville MPO Long-Range Transportation Plan and the
Previous FTA Funds	\$28,000
Relationship	
Responsible Agency	Jacksonville MPO
Section 104 PL, Local 20%	-
Section 104 PL, FHWA 80%	-
Section 5303 Local 10%	\$3,510
Section 5303 NCDOT 10%	\$3,510
Section 5303 FTA 80%	\$28,080

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 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, 2021
Previous Work	
Previous FTA Funds	\$36,000
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%	\$4,500
Section 5307 Transit - NCDOT 10%	\$4,500
Section 5307 Transit - FTA 80%	\$36,000

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 – MTP Update/MPO Boundary Expansion	\$6,400	\$8,000
II-B-3	Special Studies	City of Jacksonville	Consultant – TRAC	\$28,000	\$35,000



RESOLUTION APPROVING THE FY 2021 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 2021.

NOW, THEREFORE, be it resolved that the Transportation Advisory Committee hereby approved the Fiscal Year 2021 Unified Planning Work Program for the Jacksonville urban area.

I, Robert Warden, 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 March, 2020.

Chairman, Transportation Advisory Committee

Subscribed and sworn to me this ___ day of _____ 2020.

Notary Public

My Commission Expires _____