



**South Jersey
Transportation
Planning Organization**

Serving Atlantic, Cape May, Cumberland, and Salem Counties since 1993.

782 South Brewster Road, Unit B6,
Vineland, New Jersey 08361

www.sjtpo.org
(856) 794-1941
(856) 794-2549 (fax)

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Citizens Advisory Committee**

Thursday, November 3, 2016 - 6:30 PM
Vineland City Hall - Caucus Room
640 East Wood Street, Vineland, NJ

AGENDA

1. Flag Salute
2. Roll Call
3. Approval of Minutes from May 31, 2016
4. Report from Chair (6:35 PM)
5. Proposed CAC Redirection: Discussion, led by Acting Executive Director (6:40 PM)
see attached memos
 - Additional topics for future meetings
 - Meeting schedule for 2018
 - Introduction of proposed changes to By-Laws
6. Upcoming SJTPO Meetings (8:10 PM)
 - **Technical Advisory Committee**, Monday, November 14, 2016, 10:00 AM, Vineland City Hall
 - **Policy Board**, Monday, November 28, 2016, 10:00 AM, Vineland City Hall
7. Adjournment (8:15 PM)



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SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION Citizens Advisory Committee (Draft Meeting Summary)

Tuesday, May 31, 2016- 6:30 PM
Vineland City Hall—Caucus Room
640 E. Wood Street, Vineland, NJ

AGENDA

Attendees:

Rodney Guishard, Chair

Mike Hajek, Co-Chair

Pat Bomba

Bob Campbell

Kevin Dixon

Linda DuBois

Tom Garrett

John Hall

Harry Moore

Nancy Ridgway

Jackie Amado-Belton (via phone)

David Heller, Alan Huff; SJTPO

1. Flag Salute
2. Roll Call
3. Approval of Minutes from February 29, 2016

These were approved after item #4.

4. Report from Chair (6:35 PM)

RG remarked about the Plan, which was a comprehensive effort. RG expressed his interest in how the CAC can have an impact on the transportation planning process. He noted that they have solicited input from people on the outside, but in many cases, when the inputs have come, we need to hear from the person's municipality, or has to come up with more detail, which is not very satisfying. He remarked about the small percentage of funds (4.7%) of the funds in relation to the area the region covers. He suggested this as a possible area in which the CAC can help to improve. He also commented on the general lack of

responsiveness of the transportation system, citing as an example an intersection near one of the biggest elementary schools in New Jersey. He commented on the length of time to install a traffic signal at this location, taking four 4 years. He continued about the length of time to get bridges built, citing China as a good example of getting good infrastructure built rapidly.

DH suggested that the discussion related to SJTPO's role and future direction (Item #8) be tabled until the next meeting as Jennifer Marandino was not able to attend this meeting. DH reiterated the CAC's role as a conduit to SJTPO's Transportation Advisory Committee. RG reiterated that we need to find an effective way to address citizens' concerns while staying within the constraints of the SJTPO transportation planning guidelines. RG brought up the \$1M of unspent earmarked funds (raised at the last TAC meeting) to use money. DH noted that the \$1.3 M is going to go towards a project in Cape May County but again stipulated that this was not really the direct role of the CAC.

BC expressed his frustration with respect to projects that Hamilton Township has sent in, as well as other projects (e.g. Oldmans Township), following the protocols, etc.

In response to a comment from NR, DH noted that SJTPO's activity is 100% Federally-funded, with some state-funded projects in our TIP. DH noted the fact that the public doesn't know if a road is a State road, county, or municipal road, etc., is causing a problem. LD noted that the jurisdiction of each roadway could be easily determined, but redirecting the public to all these different entities is not encouraged.

BC brought up speed bumps—asked if safety problem needed to be on a Federal highway, or can it be on a local highway, etc. BC wanted to know the laws regulating speed bumps within a Federal, State, local highway—e.g. permissible, size, etc. PB noted that it all comes down to who is financially responsible for the road. RG noted that we need to establish some guidelines as to how we treat problems like this. KD cited Title 39—Speed Hump Law, enacted in 2004. A municipality or county may construct on two-way residential streets (under county or municipality) with posted speed of 30 MPH, and less than 3,000 vehicles per day. BC asked if SJTPO is supposed to look at potential safety problems. KD noted that it is under the jurisdiction of whatever political subdivision that road falls under—e.g. State DOT, municipality, etc to handle the problem. But KD also noted that it would seem to make sense that SJTPO would take the initiative to forward the problem to the appropriate organization, rather than kick it back. SJTPO should not only copy to the appropriate jurisdiction, but also the original citizen who originated the complaint.

5. Presentation on Transportation Matters-A Plan for South Jersey; Alan Huff (6:40 PM)

AH made a formal presentation on the current regional transportation plan (RTP), noting that SJTPO serves as a technical resource for our jurisdictions, providing access to some Federal funding sources. An RTP is required by the Federal government. Any project that receives Federal funds must be included in the RTP and TIP.

RG asked who put the Plan together. AH responded that the plan was mostly written by David Heller and Bill Schiavi, but in terms of looking at goals, strategies, it was all hands on deck. The plan itself is the latest update to a planning process that has gone on for years. AH noted that the last two goals of the plan are new, relating to tourism and resiliency. As part of a consultant-led public input process, the goals were arrayed in order of importance as input by the public via online survey. TG asked if we had anything pertaining to Complete Streets in the Plan. AH addressed the question noting while there is no Complete Streets funding source that goes through SJTPO, but there is Safe Routes to School, Transportation Alternatives, for which staff is on the project selection committee with the State DOT. TG asked if we work with CCCTMA, to which AH responded that we do work with them a little. AH noted that we want to start evaluating all of the projects, which is a big step in NJ.

JH asked about increasing Federal funding for these projects to which it was pointed out that there was discussion within the Financial chapter of the plan.

AH cited the regional projections, which are estimated in five year increments through 2040. JH asked how we quantitate the numbers. DH replied that we hired an outside contractor who developed a population and employment model, based on a variety of different factors (e.g. mortality rates, cohort-survival rates, etc.). DH noted that the methodology report for these calculations is part of Appendix C.

AH continued his discussion related to the bicycle facilities within the plan, which included both on- and off-road facilities, as well as existing and proposed facilities. On-road facilities, especially in Cumberland County, are predominately bikeways--which consist of shoulders on roadways. TG brought up CCCTMA Complete Streets webinar he attended, noting that Salem County has no Complete Streets adopted policies. RG questioned what Complete Streets is to which TG noted that, when a road is repaved, a Complete Street project would enable a cyclist to ride along the road, (as comfortably as possible), as well as a pedestrian to be able to walk on it, etc. AH noted that the State has a Complete Streets policy, which indicates all projects must “consider” Complete Streets principles.

JA noted that Pleasantville is Complete Streets city, nothing that. Complete Streets is an initiative that comes through a State and Federal funding program, and it is a grant that the municipality usually applies for. It has to have a certain amount of streets on Federal and State and County highways that are complete—for which the municipality gets points. With this funding, the municipality can do sidewalks, curves, bike lanes, different street alignments, etc. RG asked if SJTPO would be involved with this? AH noted that it is not a program that goes through the SJTPO.

MH noted that the rail line coming through Cape May County is obsolete. [DH Note: He is referring to the Cape May County Seashore Line, which has a line that goes from Rio Grande to Cape May.] Referencing the Glassboro-Camden Rail Line, PB noted that the ROW is still there and usable, and is being studied by the State for funding. PB noted that the line will be used as a combination light-rail/cable type mover.

AH continued his presentation talking about environmental constraints, e.g. CAFRA, noting that much of the SJTPO region is in CAFRA or Pinelands. LD asked what is difference between “Environmentally Sensitive” and “Environmental Constraints.” AH explained that environmental constraints are constraints to the transportation system.

AH touched briefly upon three different scenarios in the plan; Business-As-Usual, Critical Needs, Bridge Closures.

AH discussed three major issues in the Financial Section:

- (1) SJTPO’s share of State’s dollar allocation is lower than share of population, based on year-round residents. MH brought up the seasonal influx the region experiences. RG noted that we have more roads per person, and should get a much higher share of the statewide allocation. AH noted that this translates into more than \$391M lost since 2004.*
- (2) SJTPO experiences a 177% spike in population during the summer months. This translates into about 1M extra people (much of which from out-of-state), coming into our region on any given summer weekend.*
- (3) The cost of critical needs outweighs the amount of funding received. Included within the plan, SJTPO lists \$660M in unfunded critical needs projects.*

JH requested that the PPT presentation be transmitted to the CAC.

In closing his presentation, AH mentioned four public meetings coming up, noting all public comments are due by Friday, June 24, 2016. The schedule for the public meeting is up on the website; all meetings start at 6:00 PM, and go to 7:30 PM. MH recommended that CAC members attend that meeting that is within their respective jurisdiction. AH also noted that we put out press releases advertising these meetings as

well. AH stated that the presentation made this evening at the CAC meeting was largely similar to what will be presented at the upcoming public meetings.

BC put forward a motion; CAC recommends to Policy Board that when applications come in for review of problem in a municipality, that SJTPO staff reviews it, determines if within their purview or not. If the problem is not, staff would notify the applicant and the proper authorities that would handle that problem as to the request for consideration. The TAC and/or the Policy Board should review the scenario. The applicant will get notice from the CAC Board directly, and the problem will get forwarded to the proper authority (which would handle the problem), with the applicant also getting notice of where this problem was forwarded to. The applicant should be notified of the decision of the Board and/or staff, and staff direct application to proper person and notify applicant of where the problem being directed. The “applicant” is person who goes online (or presents via other medium) and requests a project for that specific municipality. The motion passed by an all in favor vote.

6. SJTPO Updates; Jennifer Marandino (7:15 PM)

- FY 2016-2025 TIP Project List
- FY 2016 Local Lead Project Status
- Repurposing Federal earmarks
- Local Safety Program

There was no discussion related to this agenda due to the unexpected absence of JM, due to a personal emergency.

7. Road Diet Workshop—NJDOT--Michael Hajek, Jr. (7:25 PM)

MH attending a workshop at NJDOT discussing Road Diets. MH provided an overview of the workshop, nothing that reducing lanes as part of a diet could reap roadway benefits akin to health benefits from losing weight. MH couldn't understand how numbers are better, recognizing there are pro's and con's with diets. MH shared handouts that he brought with him from the workshop.

8. CAC Roundtable, Member Discussion (7:30 PM)

RG noted that one of the reasons for this was to find out more about each of the members, asking if members had shared resumes. DH indicated that providing a resume was not a formal requirement. RG also asked if we had a list of all the members, to which DH noted that he does maintain a list of CAC members. RG asked people to send him their resumes. He also wanted to keep track of CAC inputs and the results of what happens to those.

BC recommend that DH as the secretary inquire about any application that comes in, by any method, that at the meeting, that a copy of those particular requests be brought to the meeting, and presented. DH noted that we do have a record of all the different concerns that have come in.

*RG liked the recommendation from BC. DH said he would craft and send it out in writing to the CAC members. RG also said he would be working on guidelines, and more precisely how the CAC should work.**

BC saluted all the veterans on the CAC and offered to help municipalities form a veterans' advisory board.

NR asked that SJTPO contact NJDOT and ask them to update their road opening permits that they issue to contractors.

MH also announced that as of June 6, he is going to be part of the Middle Twp. Traffic Advisory Committee.

*DH noted that the next CAC meeting is the 5th Monday in August—August 29, 2016.***

9. Upcoming SJTPO Meetings (7:55 PM)

- **Technical Advisory Committee**, July 11, 2016, 10:00 AM, Vineland City Hall
- **Policy Board**, July 25, 2016, 10:00 AM, Vineland City Hall

10. Adjournment (8:00 PM)

Notes:

* It was decided after this meeting that because of the different direction that SJTPO staff has in mind for the CAC, we will not be proceeding with drafting this motion at this time.

** This meeting was postponed to Thursday, November 3, 2016, at 6:30 PM.



Transportation Matters - A Plan for South Jersey

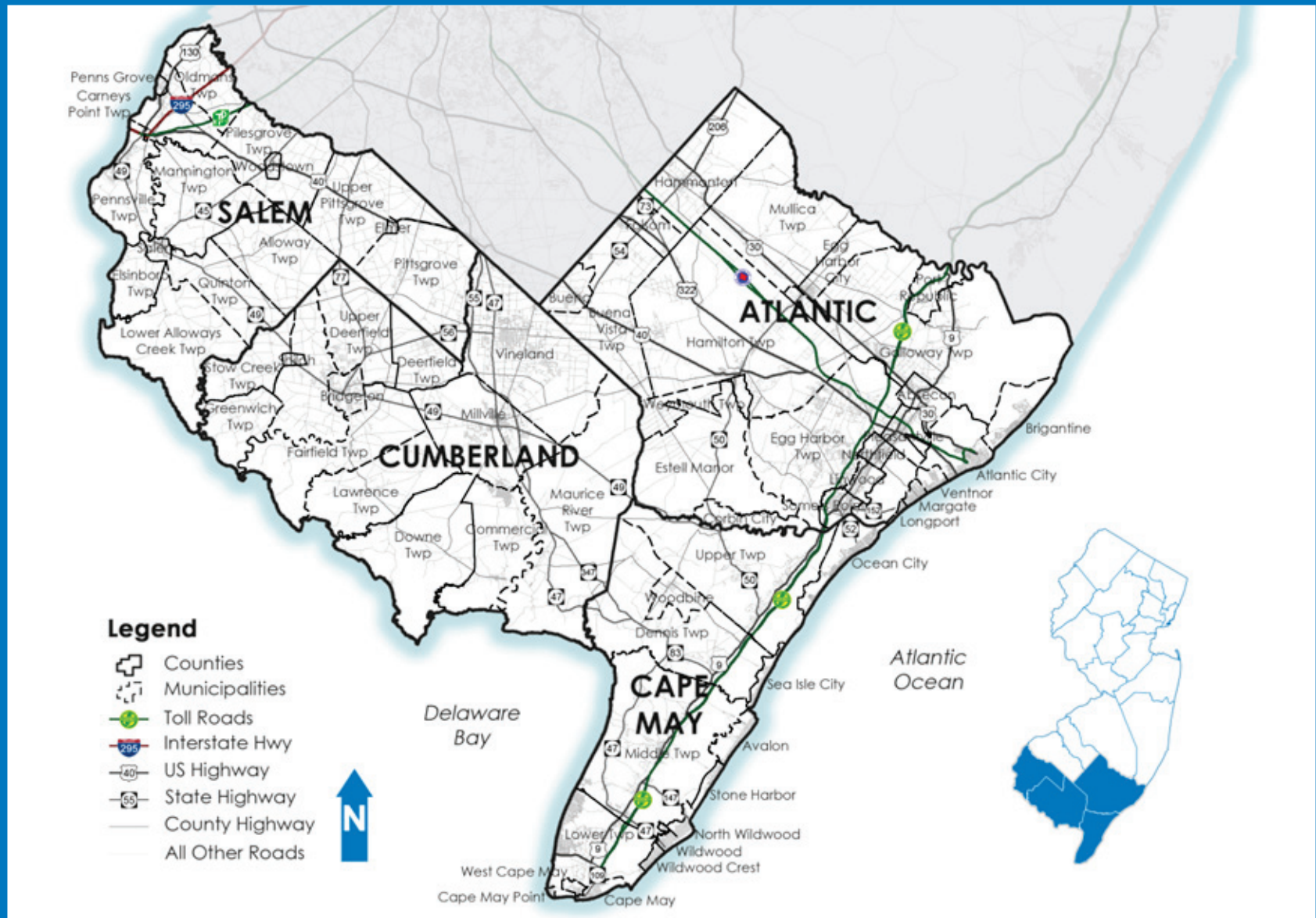
South Jersey Transportation Planning Organization

Welcome

Agenda

- About SJTPO
- Overview of Transportation Matters
- Plan vision and goals
- Description of region
- Summary of transportation network
- Scenarios
- Relationship between the plan, the TIP, and funding sources
- Public outreach process and results
- Opportunities for continued public involvement

A Plan for South Jersey
TRANSPORTATION
matters



What is *Transportation Matters*?



- Serves as the official regional transportation plan for the SJTPO region
- Guides the region's transportation decision-making for the next 24 years



Our Vision

A transportation system, based on regional collaboration that moves people and goods in a safe and efficient manner and incorporates all modes and users.



Our Goals



1. Promote accessibility and mobility for the movement of people and goods
2. Support the regional economy
3. Mitigate traffic congestion
4. Improve transportation safety
5. Protect and enhance the environment
6. Restore, preserve, and maintain the existing transportation system
7. Enhance the integration and connectivity of the transportation system
8. Improve security
9. Improve the resiliency and reliability of the transportation infrastructure, particularly along the Atlantic and Delaware Bay shorelines
10. Increase and enhance opportunities for travel and tourism

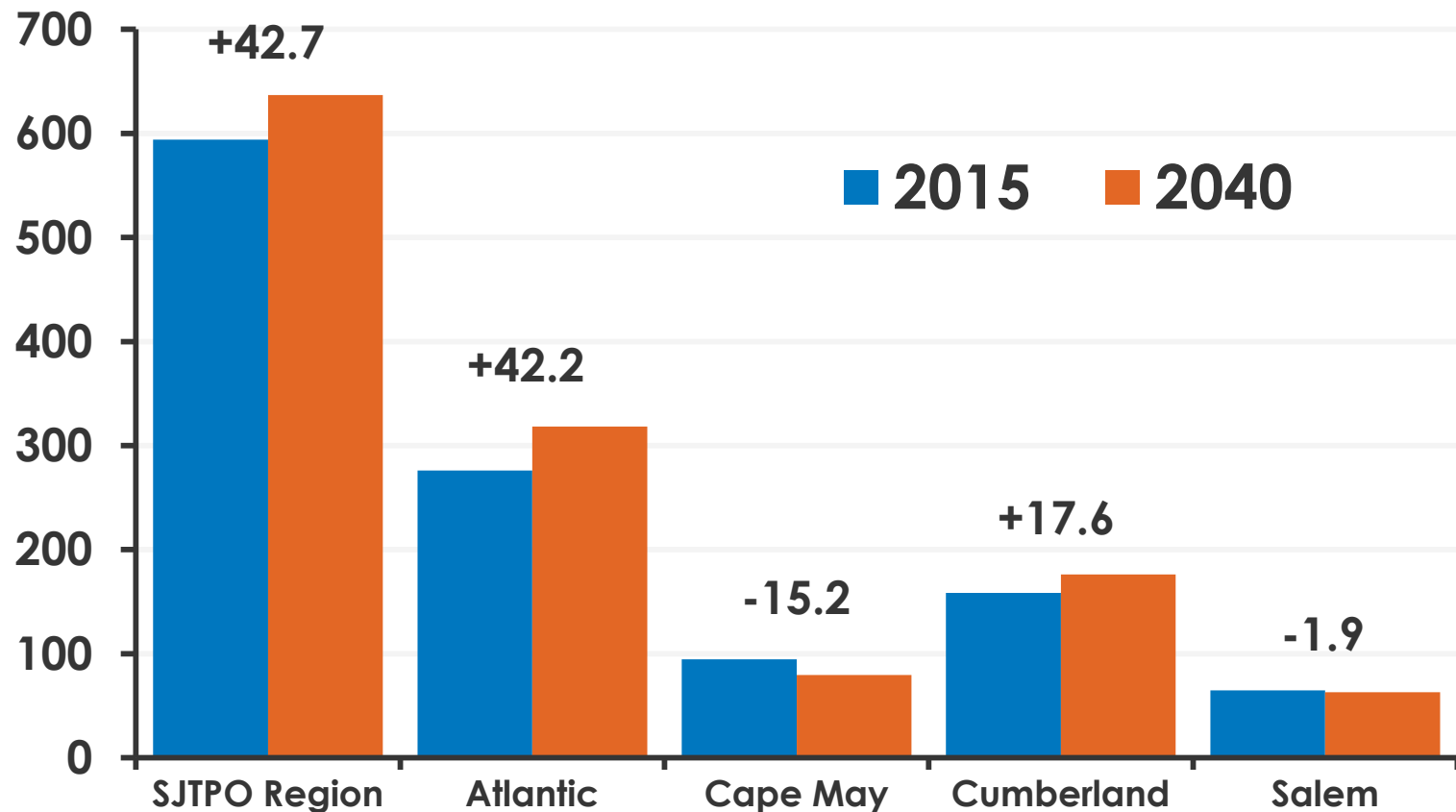
Community Priorities

1. Promote **accessibility and mobility** for the movement of people and goods
2. Support the regional **economy**
3. Mitigate traffic **congestion**

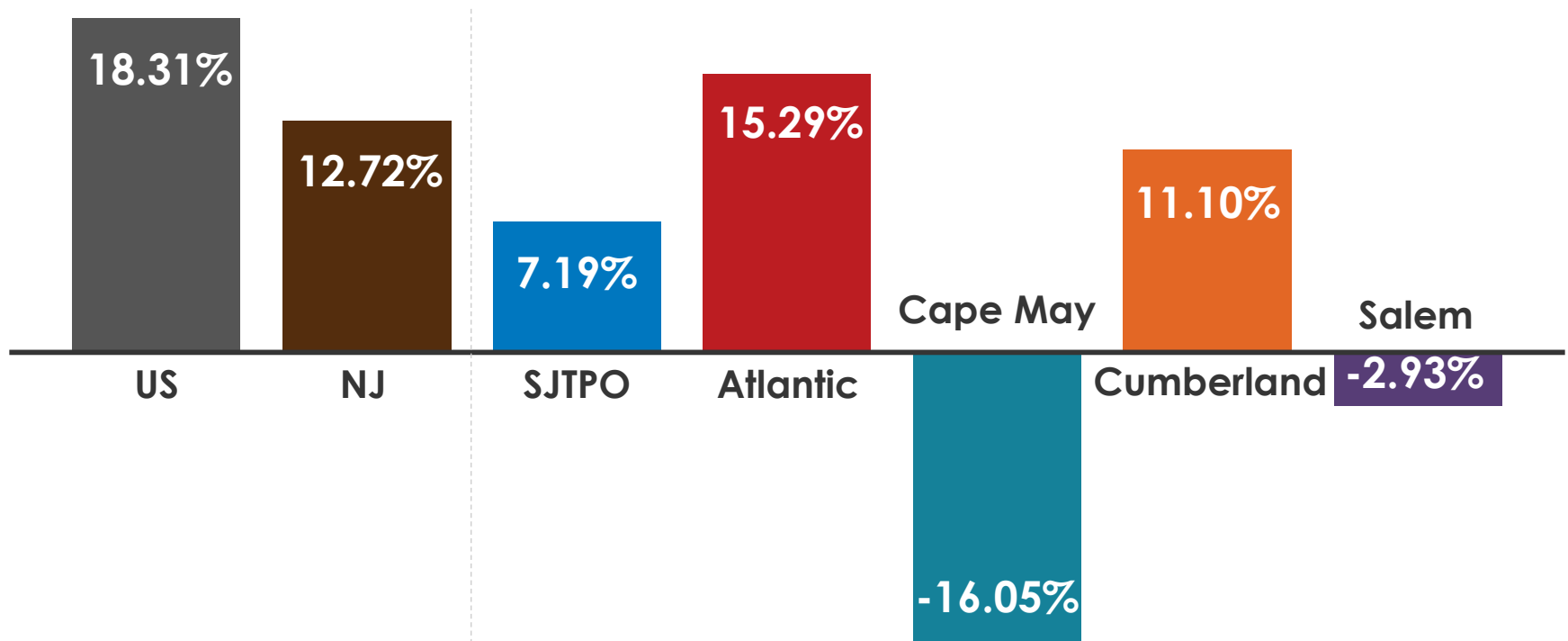


Our Region

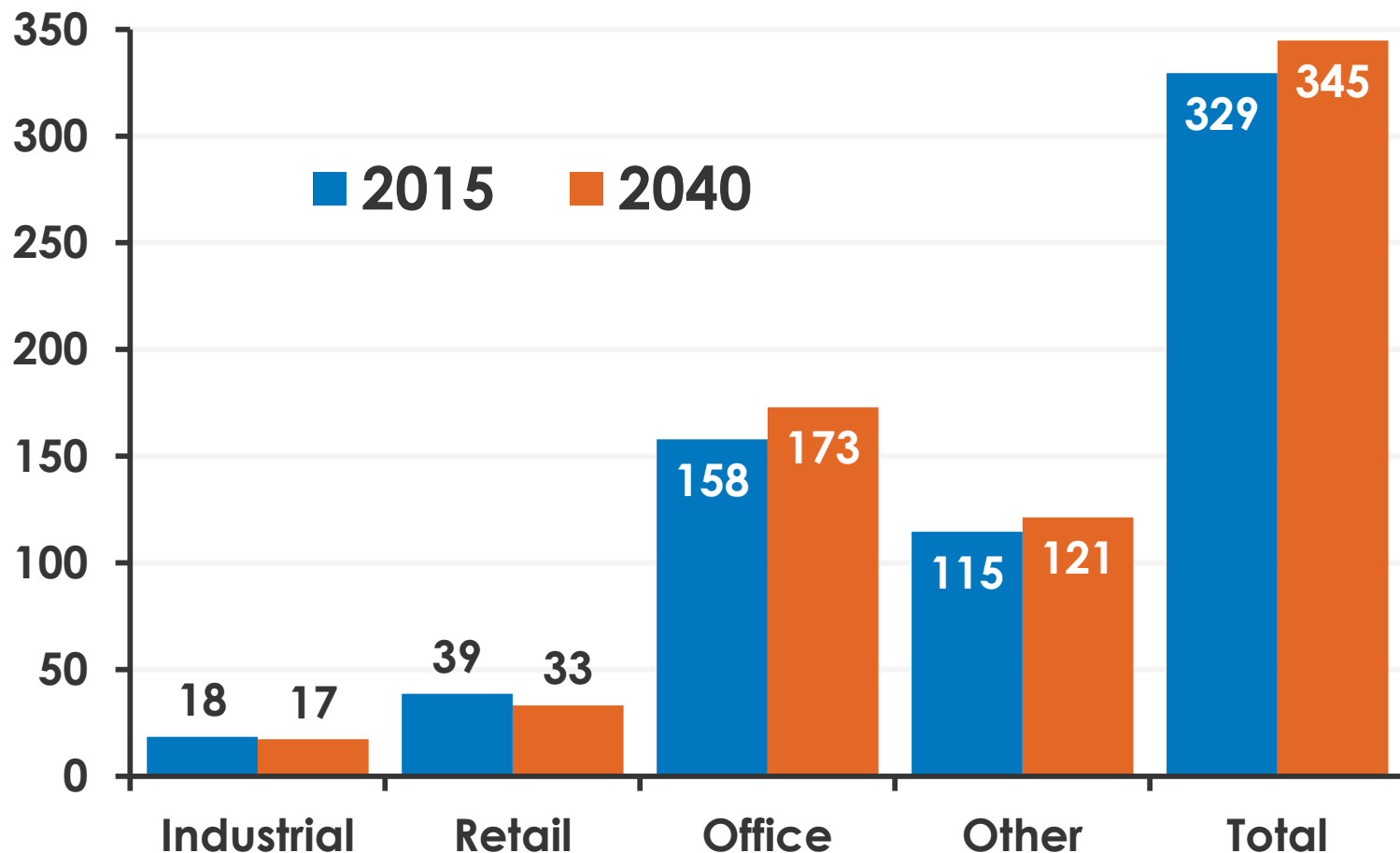
Population (thousands)



Population Growth, 2015 to 2040



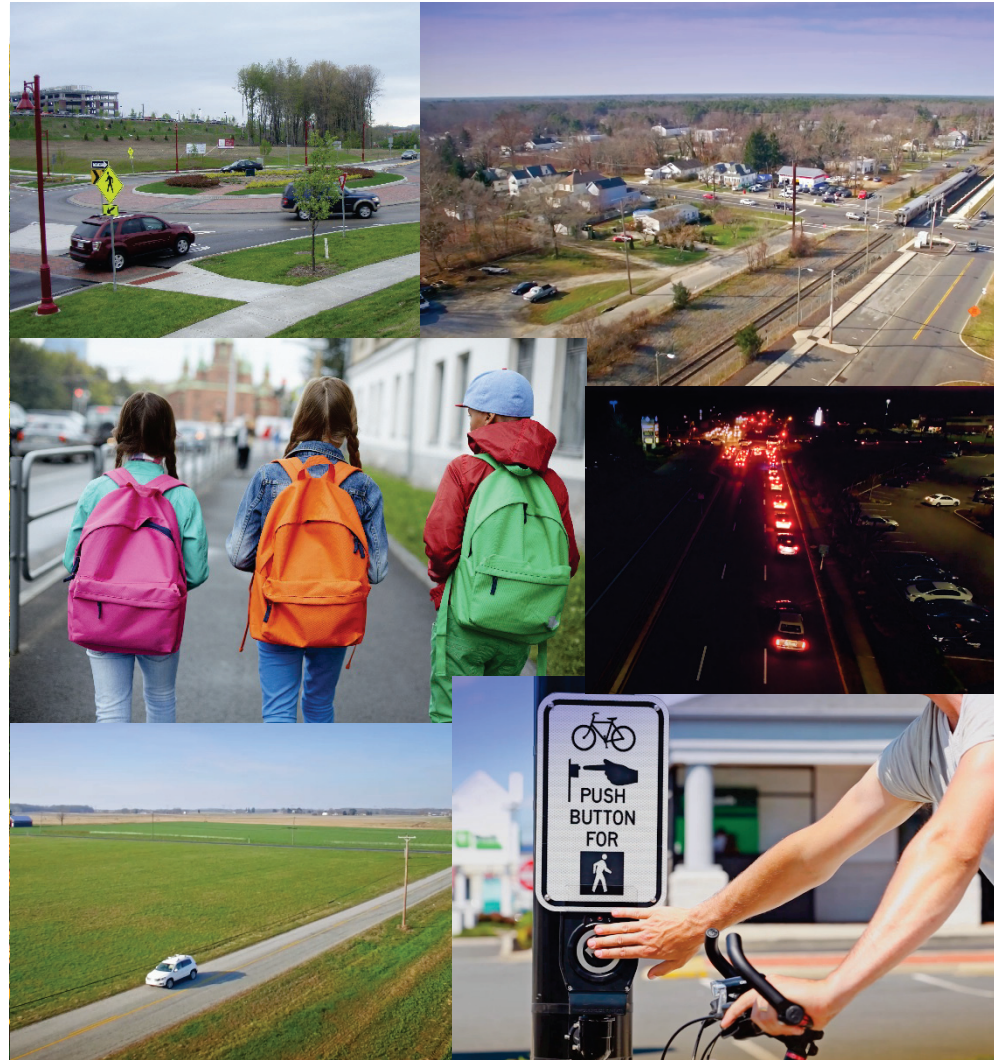
Employment by Sector (thousands)



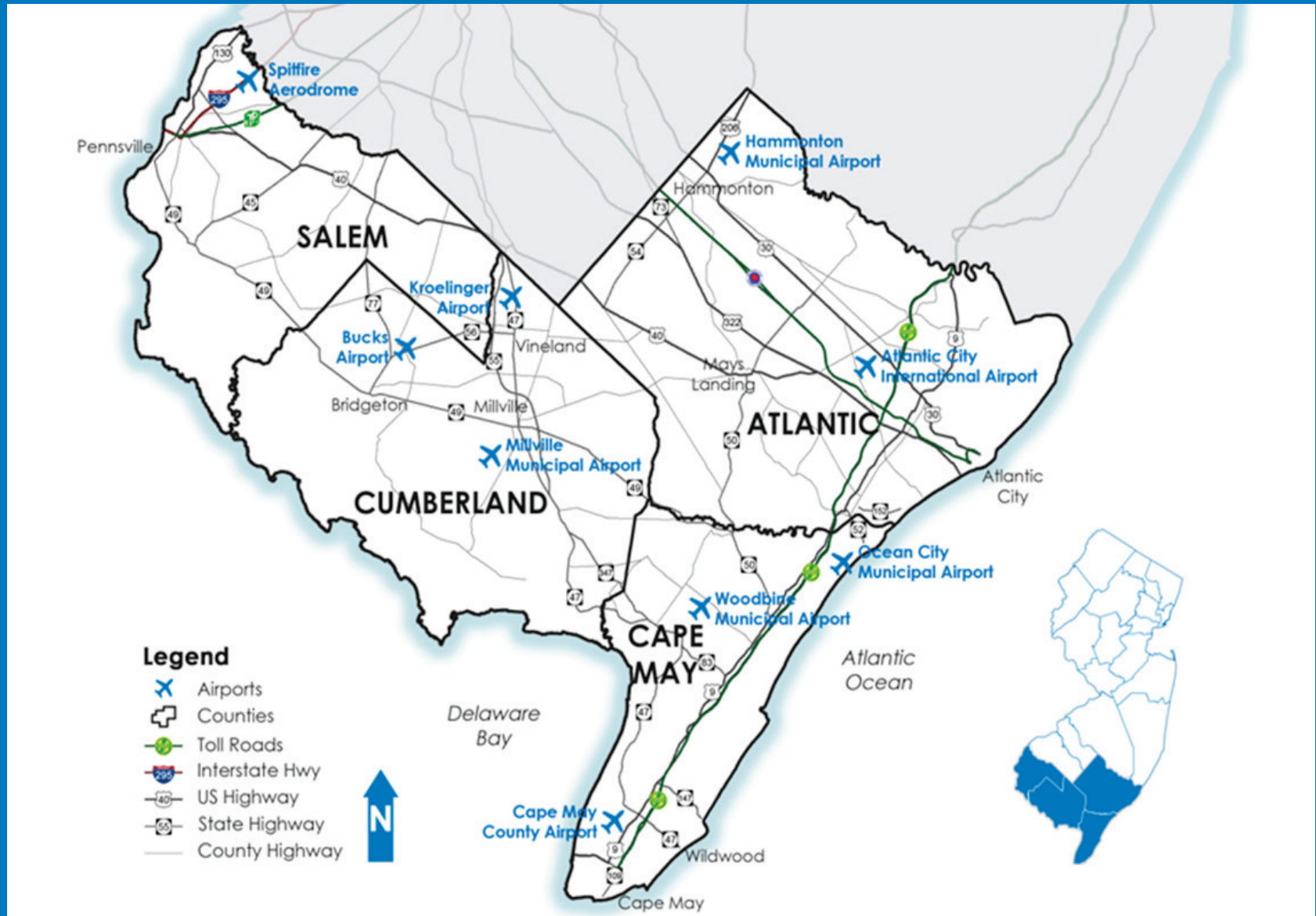
Transportation Network



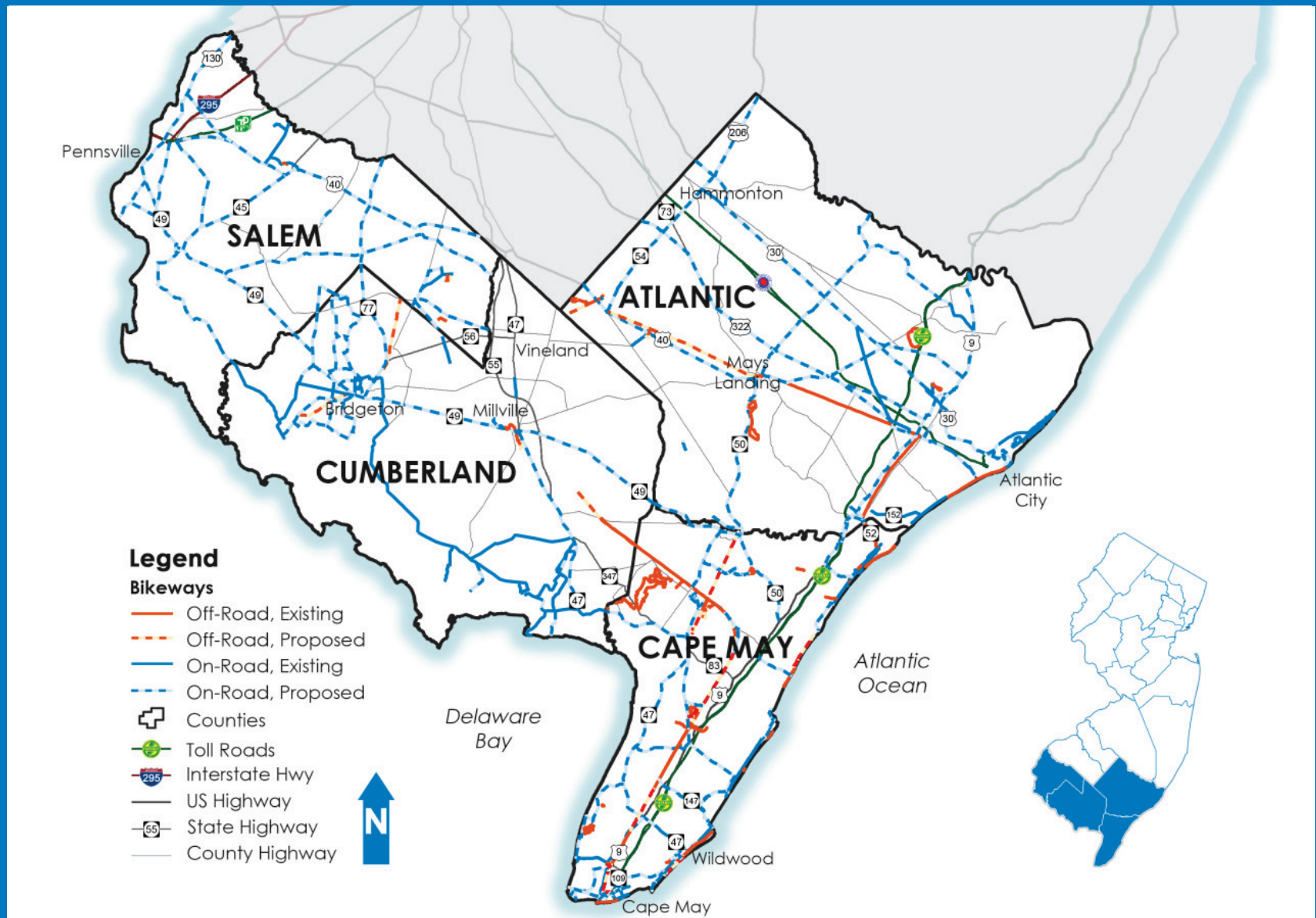
- Aviation
- Bicycle and pedestrian system
- Freight
- Public transportation
- Human service transportation
- Roadway system



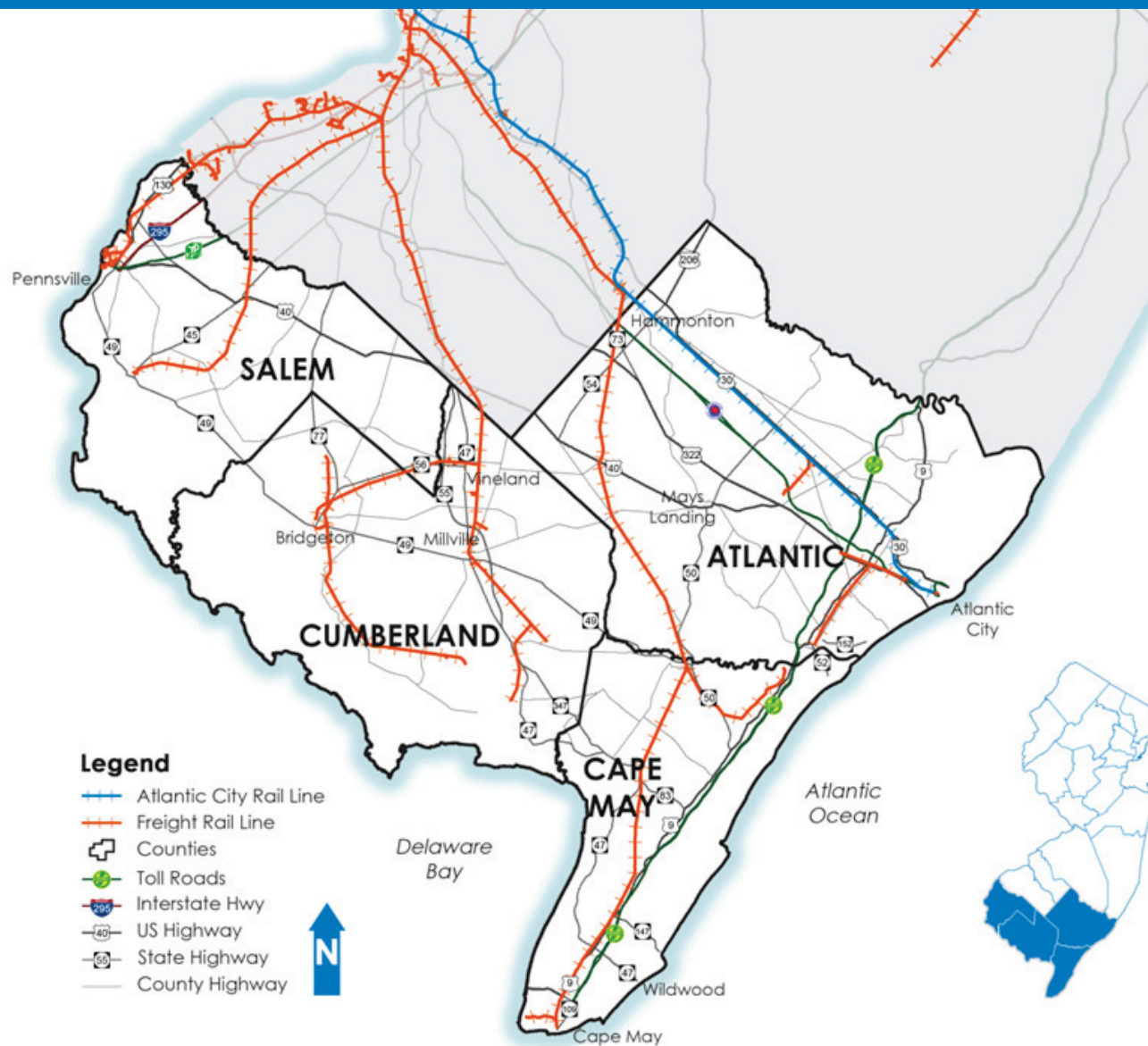
Public and Private Airfields



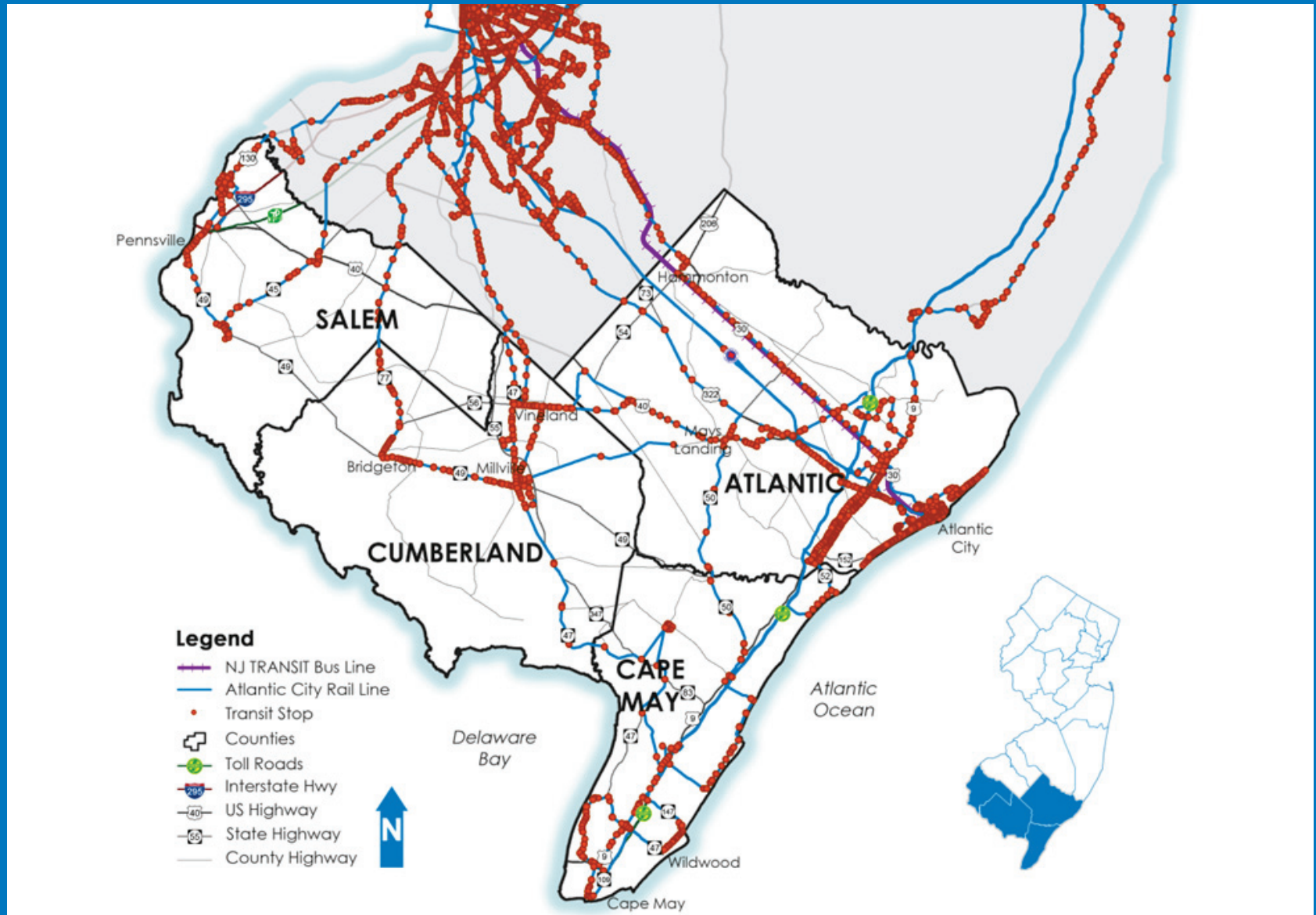
Existing & Proposed Bikeways



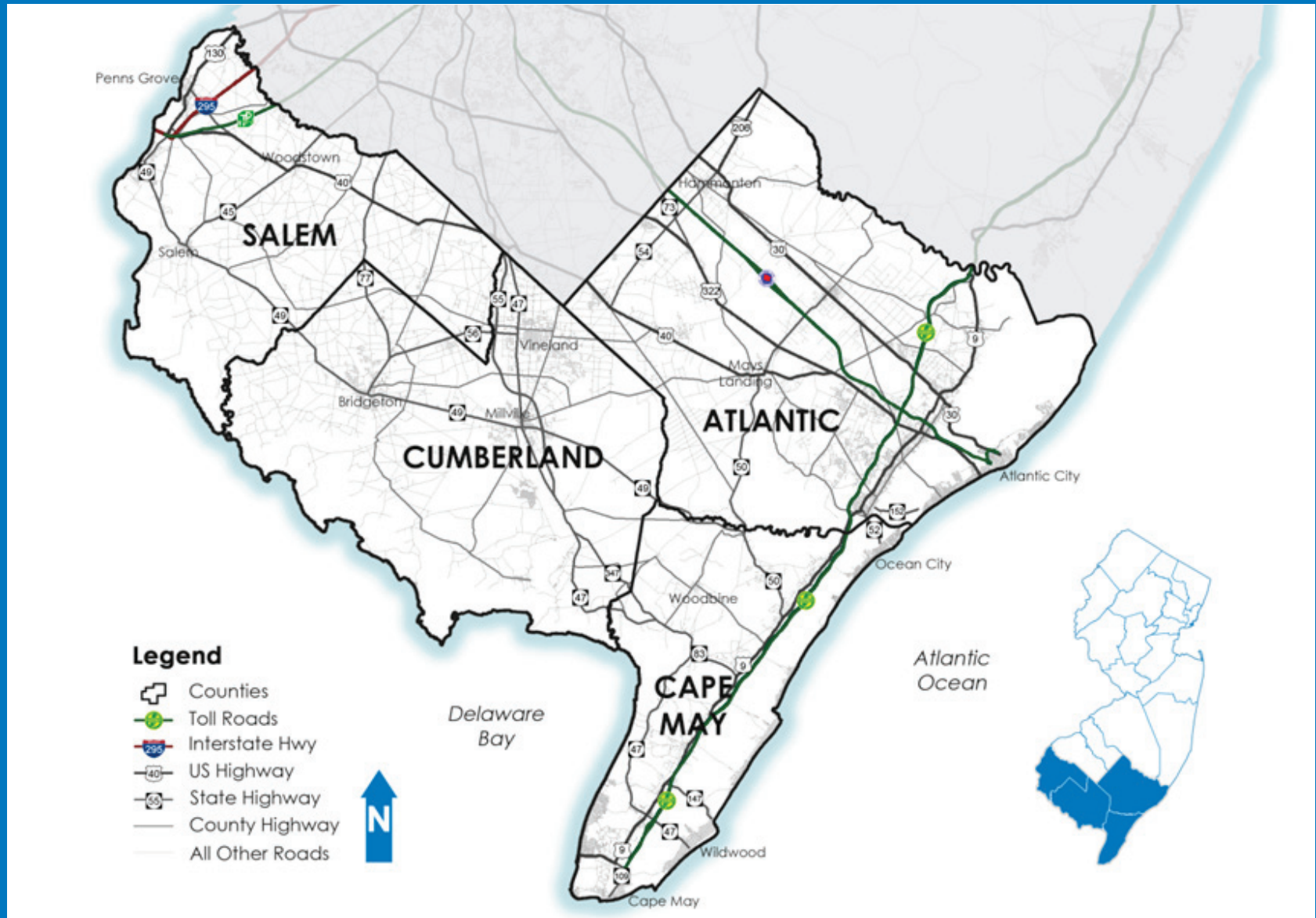
Rail Freight Lines



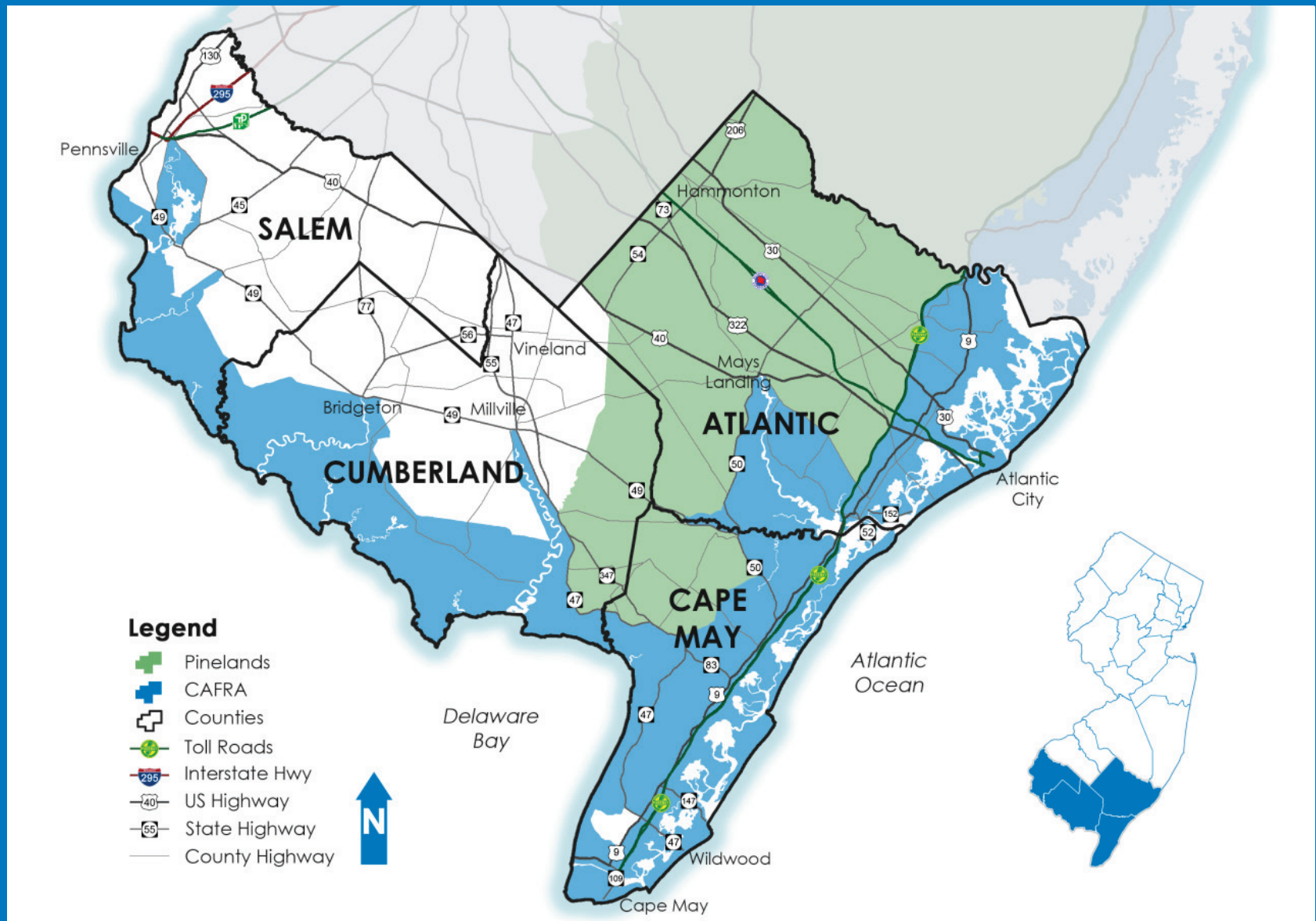
Public Transit System



Existing Roadway Network



Environmental Constraints



Scenarios

Process of visualizing:

- Probable future conditions or events
- Consequences or effects of future conditions
- How to respond to or benefit from future conditions



Scenarios

2015 Base Year

- 2015 population and employment
- Existing roadway network

2040 Business as Usual

- 2040 population and employment forecasts
- All regionally significant projects in 2016-2025 TIP
- Authority projects (non-federally funded)

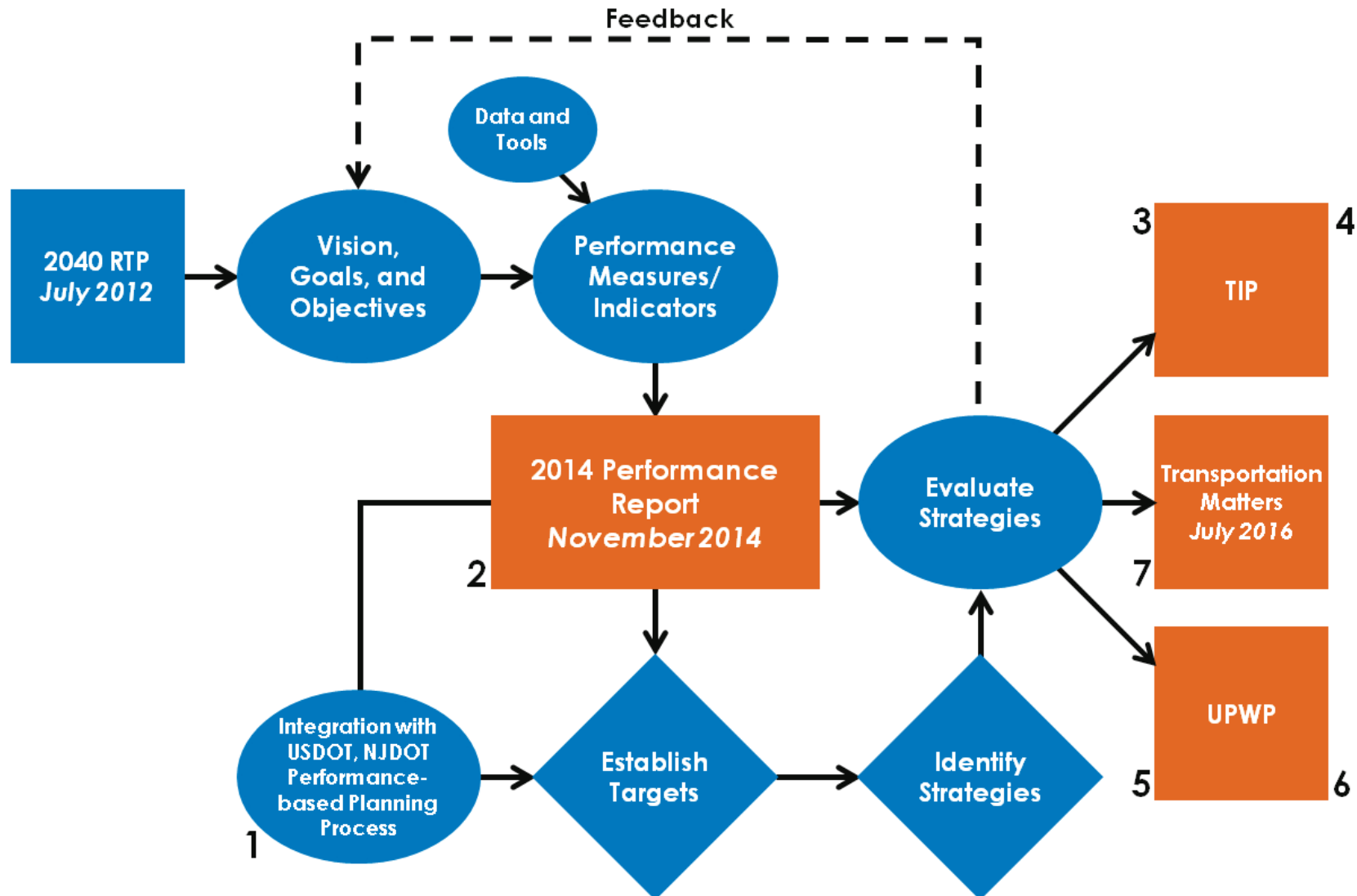
2040 Critical Needs

- Same demographics and roadway projects as "Business as Usual"
- Potential future conditions; increased transportation funding
- "Critical needs" projects identified by subregions

2040 Bridge Closures

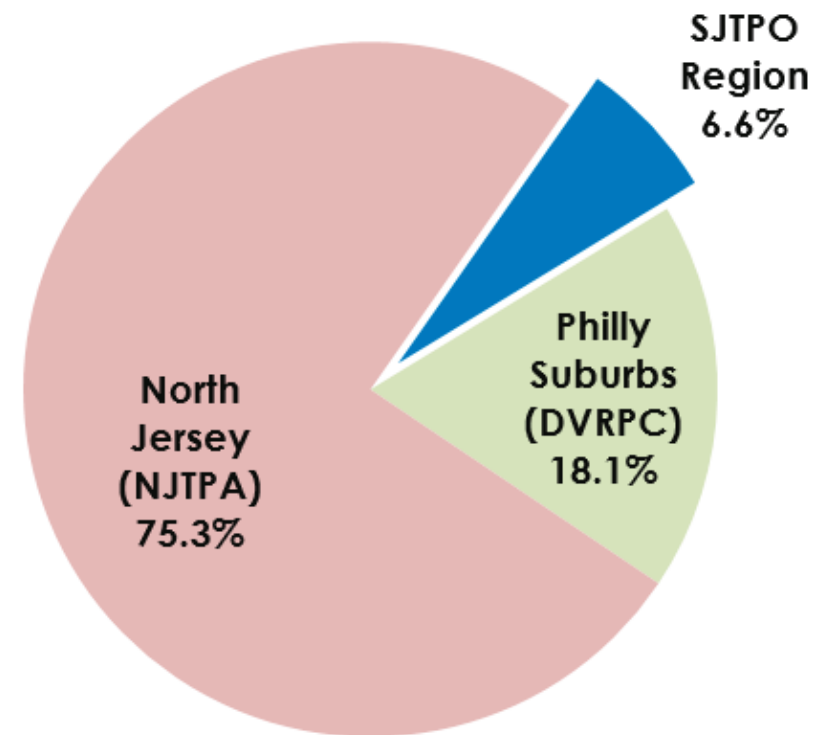
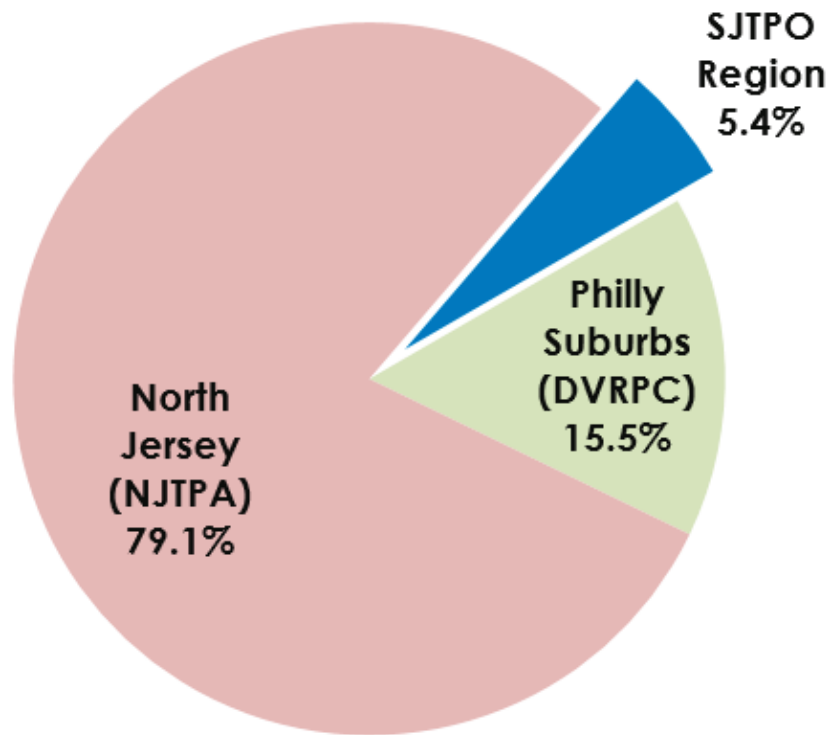
- Same demographics and roadway projects as "Business as Usual"
- Simulated the closure of three critical bridges to the barrier islands:
 - JFK Bridge, EHT to Longport, Atlantic County
 - Roosevelt Boulevard into Ocean City, Cape May County
 - Ocean Drive Bridge, Lower Twp into Wildwood, Cape May Co.

Performance-Based Planning Process



Major Issues

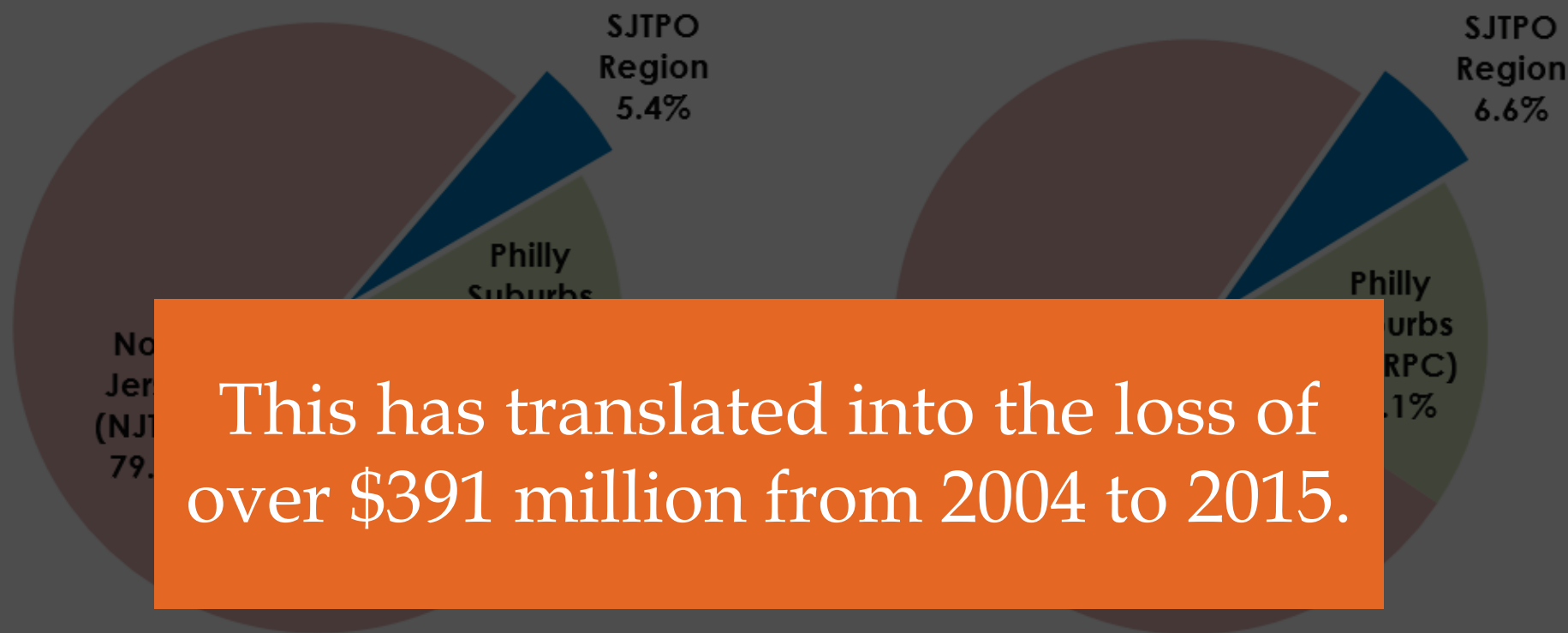
- Issue #1: The region's share of state transportation dollars is far lower than share of state population



FY 2004-2015 Funding (Left) vs. Population (Right), by MPO

Major Issues

- Issue #1: The region's share of state transportation dollars is far lower than share of state population



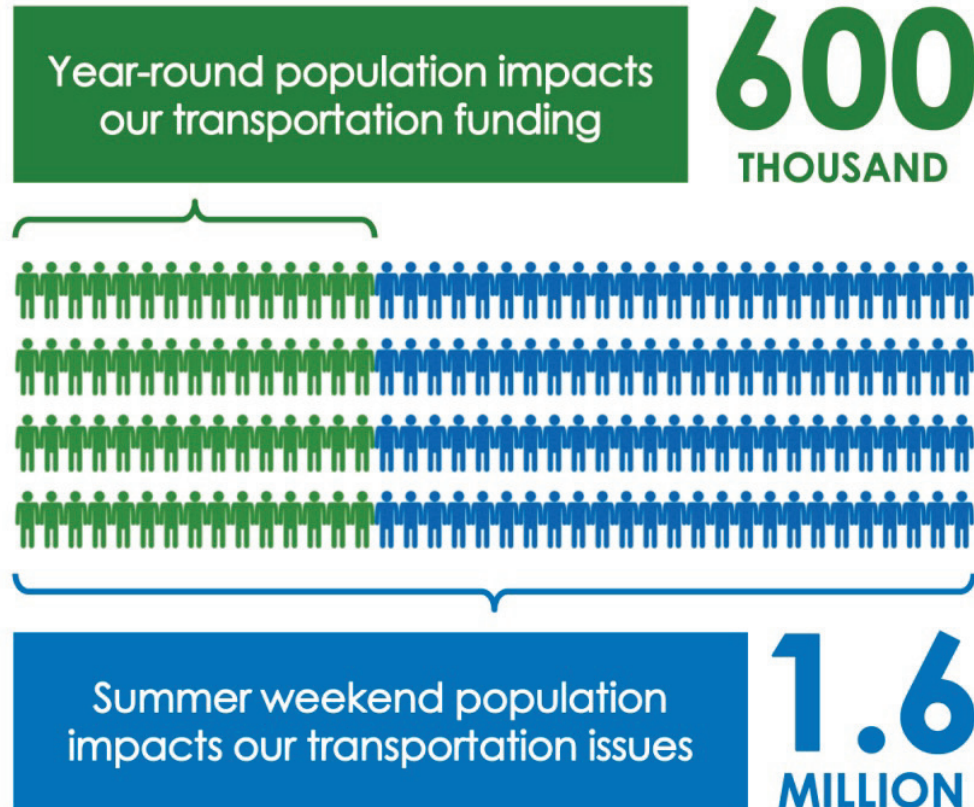
This has translated into the loss of over \$391 million from 2004 to 2015.

FY 2004-2015 Funding (Left) vs. Population (Right), by MPO

Major Issues

- Issue #2: The region's transportation needs are defined by a 177% spike in summer population with no funding to address this need

**SOUTH
JERSEY**



Major Issues

- Issue #2: The region's transportation needs are defined by a 177% spike in summer population with no funding to address this need

THE

Year-round population impacts
our transportation funding

600
THOUSAND

Our roadways must accommodate
over a million extra people during
typical summer weekends.

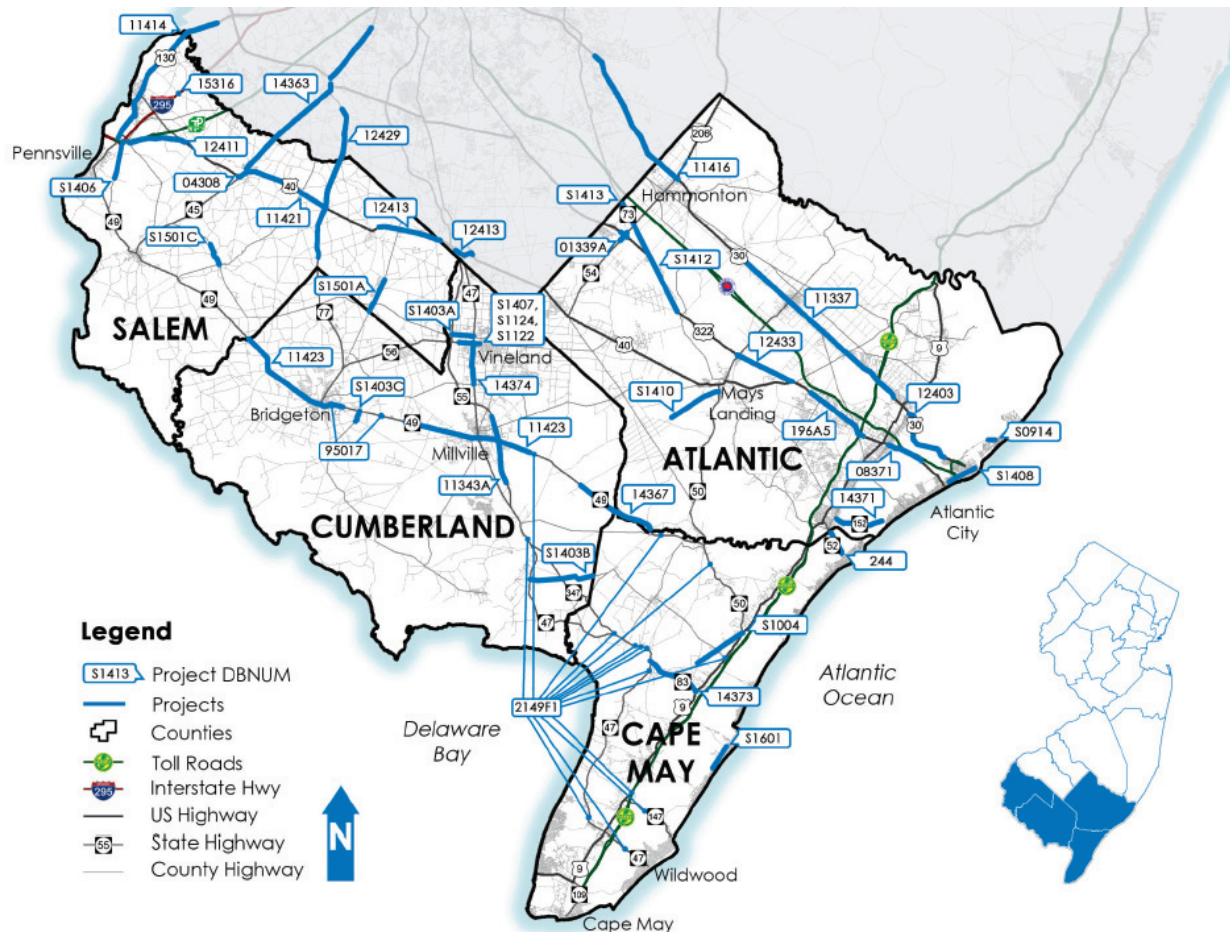
THE

Summer weekend population
impacts our transportation issues

1.6
MILLION

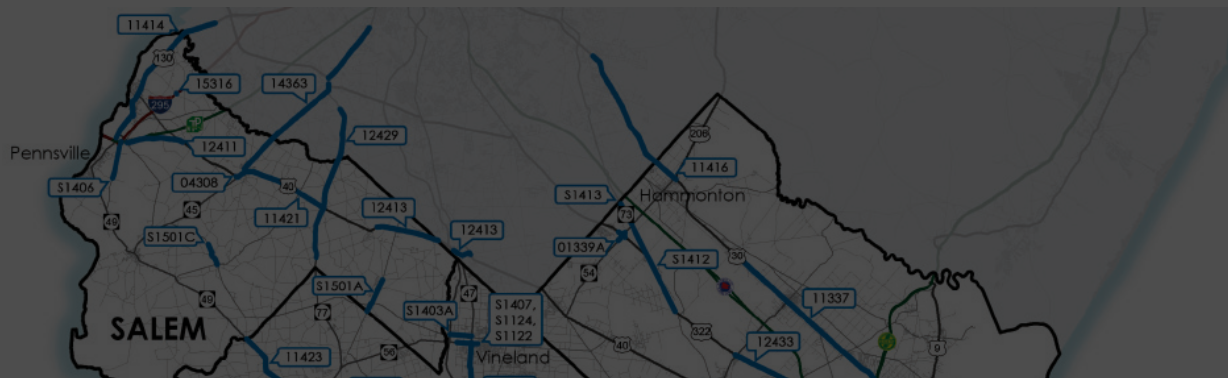
Major Issues

- Issue #3: The cost of critical needs projects in the region vastly outpace available funding



Major Issues

- Issue #3: The cost of critical needs projects in the region vastly outpace available funding

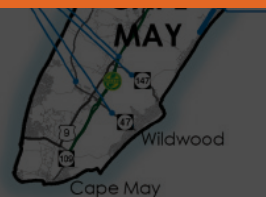


We will receive \$142 million in FY 2016 but have over \$660 million in unfunded project needs today.

- Toll Roads
- Interstate Hwy
- US Highway
- State Highway
- County Highway



Bay



Public Involvement



South Jersey
Transportation
Planning Organization

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WELCOME

Welcome to **Transportation Matters - A Plan for South Jersey**! Transportation Matters will serve as the federally-required regional transportation plan for the South Jersey Transportation Planning Organization (SJTPO) region, which consists of Atlantic, Cape May, Cumberland, and Salem Counties and will guide the region's transportation decision-making for at least the next 20 years.

Public involvement is a crucial component of developing the Plan, and your input is important to us. Please visit the [Survey](#) and take a few minutes to identify issues or projects you envision for our region.

Please visit the [About](#) page to learn more about SJTPO and the Plan.



Public Involvement

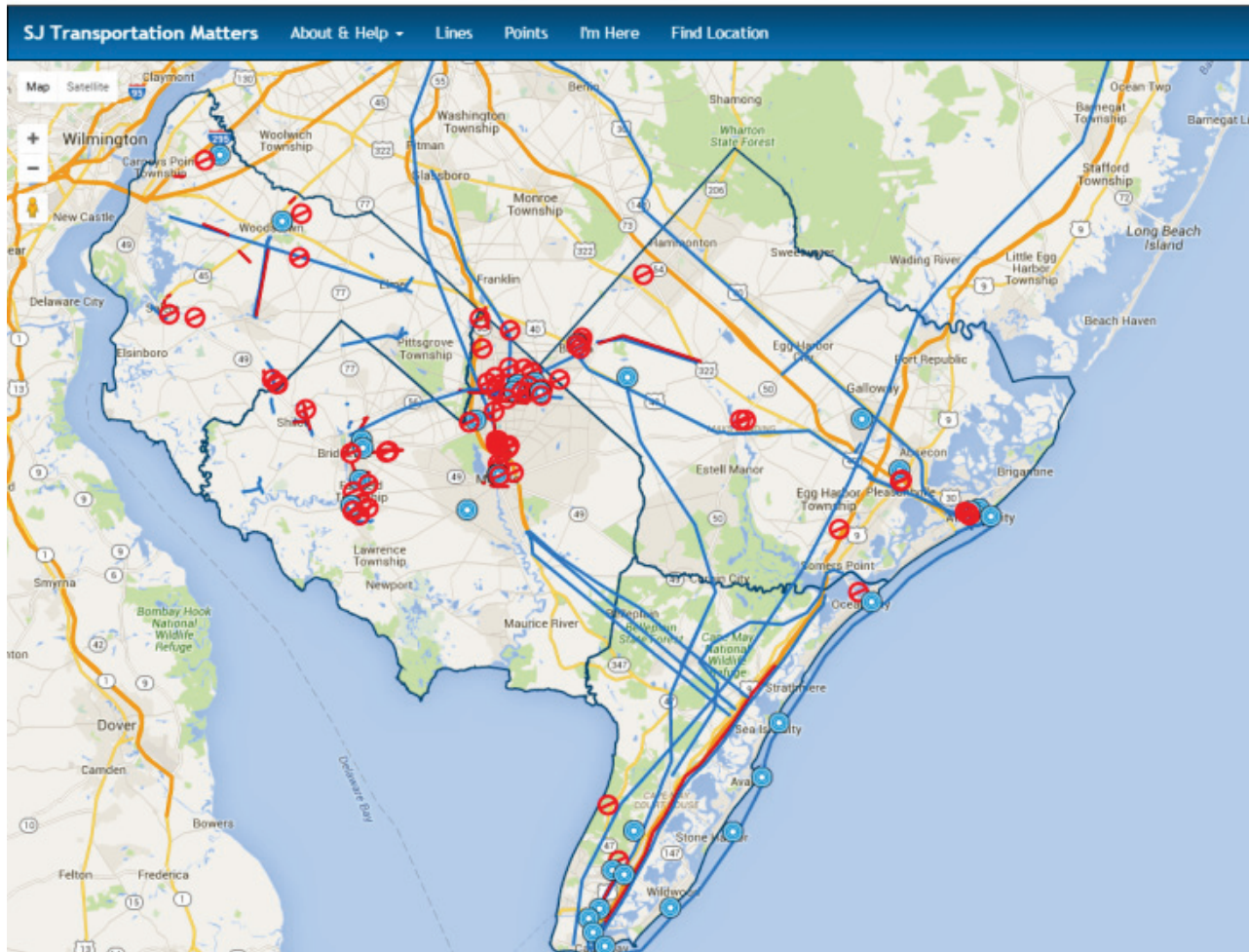


ISSUES

- POOR ROAD CONDITIONS (POT HOLES)
- SAFETY ISSUES
- INADEQUATE PEDESTRIAN FACILITIES
- LACK OF COMFORTABLE BUS STOPS

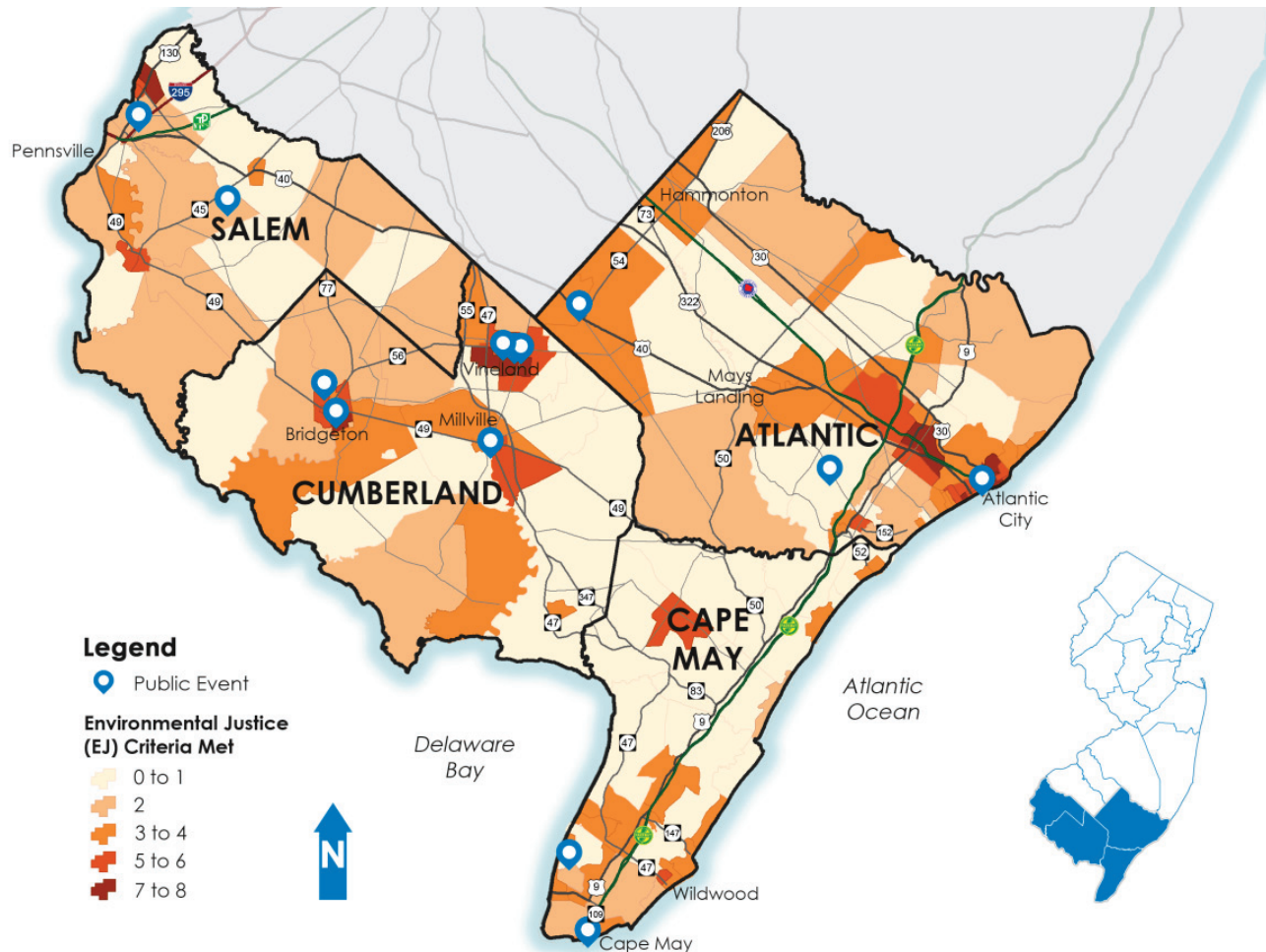
WISH LIST PROJECTS

- IMPLEMENT A NEW BUS ROUTE
- BUILD A NEW BICYCLE TRAIL
- BUILD, WIDEN, OR REPAVE A ROADWAY



Public Involvement

Plan Public Outreach Locations



Wish List

- More bus routes
- Repair potholes
- Repair/repave roads
- More sidewalks
- More bike trails/lanes
- Need traffic lights or 4 way stops
- Better lighting (NJ 55 & park lots)
- Repair bus stops
- Improve traffic signals (Atl. City)
- New or expanded roads
- Need rail service to New York
- Restore rail service in Cape May



Issues

- Intersection safety concerns
- Need for traffic signal
- Drainage
- Congested intersection
- Poor pavement condition
- Roadway safety concerns (curve)
- Need for bike trails (specific)
- Congested roadway
- Bridge (needs to be reopened)
- Potholes (specific location)
- Total specific problem locations



Opportunities for Input

- Attend a public meeting!
- Encourage others to attend
- Comment on plan until Friday, June 24th - www.sjtpo.org/RTP.html
- Join mailing list - www.sjtpo.org/MailingList.html



June Public Outreach



Sun	Mon	Tues	Wed	Thurs	Fri	Sat
29	30	31 6:30pm CAC Meeting Vineland City Hall	1 6-7:30pm Bridgeton Free Public Library	2 6-7:30pm Ware Agricultural Office Complex	3	4
5	6	7	8 6-7:30pm Lower Township Branch of the Cape May County Library	9	10	11
12	13	14 6-7:30pm Egg Harbor Township Branch of the Atlantic County Public Library	15	16	17	18
19	20	21	22	23	24 Deadline to submit comments to sjtpo@sjtpo.org or (856) 794-1941	25
26	27	28	29	30		



A Plan for South Jersey

TRANSPORTATION *matters*



Thank you!

Please Visit: www.sjtpo.org

David Heller, P.P., AICP | Team Leader
(856) 794-1941 | dheller@sjtpo.org



South Jersey Transportation Planning Organization

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jmarandino@sjtpo.org

Date: September 29, 2016
To: Rodney Guishard, SJTPO Citizen Advisory Committee Chairperson
Michael Hajek, SJTPO Citizen Advisory Committee Vice-Chairperson
From: Jennifer Marandino
Re: Proposed Redirection of SJTPO Citizen Advisory Committee

Responding to the frustrations expressed by CAC members and SJTPO staff alike, there has been lots of discussion related to the future direction of the CAC. Discussions have been both internally with staff, County Planning Directors, as well as outreach to the neighboring DVRPC who has a Public Participation Task Force. Discussions have also pulled from research done related to how other MPOs operate as well as reviewing their by-laws.

SJTPO has a very limited focus, including transportation infrastructure funding of projects (TIP), staff's planning work program (UPWP), and the long range regional transportation plan (RTP). Working with the counties, the MPO helps ensure that transportation planning for the region is "coordinated, comprehensive, and continuous". Other planning activities, such as land use planning, etc. are completed at the county or municipal level, with little MPO involvement.

The vision for the new direction of the CAC is to have its members come up with broad issues that would serve as the focus of discussion for these CAC meetings. The group should identify the areas of interest with the main objective of each meeting being to learn about the specific topic and provide feedback to the planning professionals in the four-county region. Each future CAC meeting would be focused on a selected topic, being more of a general nature as opposed to a specific issue at one location. The format for the meeting could allow for a presentation from a subject matter expert on the selected topic with an additional SJPTO staff member speaking about how the topic is incorporated into work at SJTPO.

A schedule of meeting (topic and dates) shall be set at the beginning of each calendar year. The first few meetings of each calendar year can serve as an orientation, with the topics covering the long range regional transportation plan, transportation improvement plan, and what the MPO does. One of the main objectives of the refocused CAC could be to educate the public about the planning process and empower members to advocate for their own issues. The MPO shall not serve as the end for issues, instead the MPO and PPTF allows its members to make connections. Similar to DVRPC's PPTF, SJTPO's CAC can serve as a sounding board to see how the public may respond to certain issues, providing feedback to staff and county professionals.

Under this new format, the Unified Planning Work Program (UPWP) as well as the Technical Program are two areas which the CAC could provide valuable input, based upon hot topics discussed at the CAC meetings. The CAC could help identify areas where SJTPO could put resources and in which staff could develop skills and expertise.

The role of the CAC is not to serve as a buffer or liaison between the public and the SJTPO, but instead represent a snapshot of the public themselves. CAC members should not be the main intake of issues and project ideas from the public. In that same vain and consistent with DVRPC and WILMAPCO (neighboring MPOS with equivalent



Date: September 29, 2016

Re: Proposed Redirection of SJTPO Citizen Advisory Committee

CAC), the name and affiliation (county in which they reside) of the SJTPO CAC members will be posted to http://sjtpo.org/committees/#cac_members. Phone numbers and other contact information for the CAC will not be published to the website.

The Issues Form, which was developed in association with the CAC was not carried over to the new website. The main reason being that the form seems to have been the cause of lots of frustration and circular discussion due to what has been felt as lack of appropriate response to the issues. Several of the counties within the SJTPO region do have the ability to receive issues on specific locations on their respective websites.



Date: September 29, 2016
To: Rodney Guishard, SJTPO Citizen Advisory Committee Chairperson
Michael Hajek, SJTPO Citizen Advisory Committee Vice-Chairperson
From: Jennifer Marandino
Re: Proposed Revisions
SJTPO Citizen Advisory Committee By-Laws

In mid-June, a meeting was held with the County Planning Directors as well as the Planning Director from the City of Vineland to discuss the SJTPO Citizen Advisory Committee (CAC) By-Laws. There was concern that the Policy Board had not approved the CAC By-Laws. During review of those by-laws, there are several statements were found to be problematic; particularly with respect to the stated hierarchy and reporting to the SJTPO Policy Board. The by-laws were written to suggest that the CAC advises both the Policy Board and Technical Advisory Committee (TAC). Changes to the by-laws are recommended to indicate the role of the CAC is to advise TAC and the role of the TAC is to advise the Policy Board. The below summarizes most of the changes that are proposed as a result of a review by myself and the Planning Directors.

Wording as part of an introductory paragraph was added with some general information about SJTPO before moving into the Mission Statement. Wording to specify that the CAC serves in an advisory role to both the Policy Board and TAC was changed to indicate that the committee advises the TAC. The Mission Statement itself was revised to remove wording that suggested the CAC provided local communities with a voice and instead noted the CAC serves as a conduit for information.

Within ***Achieving the CAC Mission*** changes were made to reference the core planning documents of SJTPO and the CAC's role in those documents. Other activities were reordered.

Under ***Membership*** wording was added to indicate that CAC members could live, work, or conduct business in the SJTPO region, thus eliminating the need for a member to resign if they move outside of the region but still work in the region. The CAC may consider listing interest groups, such as regional civic associations, physically or intellectually disabled, etc. rather than specific sectors of transportation stakeholders, with the goal being to expand their outreach to new partners.

As currently written prospective members are to submit a letter of interest and "background qualifications". DVRPC has an online application to be filled out on their website, which is likely very effective in gathering the same information from all prospective members. An application may be something the CAC ought to consider.

Continuing under ***Membership***, wording which stated members may be re-appointed without limits was removed. In its place wording was added to note members can serve a two-year term and a maximum of two terms.

Under ***Quorum***, clarification was made to indicate the purpose of a quorum being necessary for administrative action and defined by 50% of the currently appointed members.



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Under ***Meetings***, wording was added to indicate that the TAC and CAC may choose to meet annually to discuss coordination and resolve mutual concerns regarding the role of the CAC and its effectiveness, which may prove to be helpful.

A section for ***Voting*** is now included, with language stating the purpose of voting to be to gain consensus noting that formalities such as resolutions are not required.

And lastly the ***Effective Date*** of November 10, 2014, was removed as the Planning Directors felt strongly that the CAC By-Laws should be formally approved by the SJTPO Policy Board as the board is the entity which oversees other relevant CAC action.