SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Policy Board

Monday, January 25, 2021 - 10:00 A.M.

Virtual GoToMeeting
Please join the meeting from your computer, tablet or smartphone
Simply click on the link: https://global.gotomeeting.com/join/354153173

AGENDA

a. Flag Salute, Open Public Meetings Law Announcement

b. Roll Call
1. Board Member
2. Attendees on Phone

c. Reorganization
1. **Report of Nominating Committee**
2. Election of Officers
3. **Resolution 2101-01**: Adopting Schedule of Regular Meetings for Calendar Year 2021
4. Policy Board **Schedule of Action Items**

d. Approval of Minutes: November 23, 2020

e. Communications

f. Report of the Technical Advisory Committee – Leslie Gimeno, Chairperson

g. Chairman's Remarks

h. Report of the Executive Director – Jennifer Marandino

i. Public Comment

j. New Business

1. **Resolution 2101-02: Approving Amendments to the Technical Advisory Committee Bylaws**
Presenter: Jennifer Marandino, Executive Director **TABLED**
With the dissolution of the Citizens Advisory Committee (CAC), changes to the TAC Bylaws are necessary. The CAC Chairperson was included as a voting member of the TAC. Removal of this position would leave a total of thirteen voting members. The bylaws also explicitly allow participation via telephone or other remote technology as well as clarification that voting is taken through collective vote. SJTPO is seeking approval of the revised TAC Bylaws, as amended.

2. **Resolution 2101-03: Approving Amendments to the SJTPO Bylaws**
Presenter: Jennifer Marandino, Executive Director **TABLED**
Like the TAC Bylaws, revisions to the Policy Board Bylaws are necessary to reflect the dissolution of the CAC. Other revisions updating reference to the primary location of the SJPTO office along with other minor changes, as noted. SJTPO is seeking approval of the revised Policy Board Bylaws, as amended.

3. **Resolution 2101-04: Adopting RTP 2050 as the 2020 Update to *Transportation Matters*: A Plan for South Jersey**
   Presenter: David Heller, Program Manager, Systems Performance & Subregional Program
   SJTPO's draft RTP 2050, underwent a 177-day public comment period (from June 26, 2020 through December 18, 2020). This included four virtual public meetings, with the last one conducted in Spanish. Extensive comments were received from FHWA, FTA, NJ TRANSIT and NJDOT, as well as a handful from other stakeholders and members of the public. All comments were addressed and are included as Appendix H to the RTP. The revised draft RTP 2050 is available on the SJTPO website https://www.sjtpo.org/rtp. SJTPO is seeking adoption of RTP 2050, as the current regional transportation plan for SJTPO's four-county region.

4. **Resolution 2101-05: Supporting the Updated NJDOT Pavement and Bridge Performance Measure Targets (PM2)**
   Presenter: David Heller, Program Manager, Systems Performance & Subregional Program
   In May 2018, NJDOT initially set targets for the infrastructure condition (PM2) targets, supported by SJTPO in September 2018. For the Mid-Performance Period Progress Report (due October 1, 2020) State DOT's have the option of adjusting their four-year targets. NJDOT has chosen to adjust three of the initial target sets, Percentage of Non-Interstate Pavements in "Poor" Condition, Percentage of Bridges in "Good" Conditions, and Percentage of Bridges in "Poor" Conditions. The other associated pavement measure targets remain unchanged from initially set. SJTPO is seeking support for NJDOT's updated PM2 targets as included within the recent Mid-Performance Period Progress Report.

5. **Resolution 2101-06: Approving an Amendment and Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) for Cumberland and Salem Counties**
   Presenter: Jason Simmons, Program Manager, Capital Programming & Project Development
   To further expend the remaining Transportation Trust Fund (TTF) balances, Cumberland County has requested to add a new construction project, FFY 2021 Road Program (DBNUMB S2116), which requires an amendment to add the project to the SJTPO TIP. Salem County has requested to move the construction phase of CR 551 Hook Road Phase II (DBNUM S1406) from FFY 2020 to FFY 2021. The action requires a modification to the SJTPO TIP. SJTPO is seeking approval of both actions, as neither involves the use of federal funds, no formal action is necessary by NJDOT or in e-STIP.

6. **Resolution 2101-07: Correcting the Previously Approved Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Technical Study**
   Presenter: Alan Huff, Program Manager, Safety Initiatives & Public Outreach
   In November, the Policy Board approved a No Cost Time Extension for this technical effort. An Amendment to the Subcontract Agreement was subsequently executed, at which time an error was noted. Resolution 2011-30 incorrectly noted the total cost of the contract as $86,661.05 as opposed to $80,661.05, consistent with the initial Subcontract Agreement. Action by the Policy Board would correct the previously approved Resolution.

k. NJDOT Update

l. Adjournment

South Jersey
Transportation
Planning Organization

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

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

Date: January 15, 2021

To: Policy Board

From: Jennifer Marandino on behalf of Policy Board Nominating Committee

Re: 2021 Officers

At the November 23, 2020 meeting, Chairman Desiderio appointed the following members to the Nominating Committee for the appointment of officers at the January 25, 2021 Reorganization Meeting:

- Atlantic County Commissioner John Risley,
- Cape May County Commissioner Director Gerald Thornton,
- Salem County Commissioner Director Benjamin Laury, and
- Cumberland County Commissioner George Castellini, and
- City of Vineland Mayor Anthony Fanucci

After discussion, the Nominating Committee recommend the current officers remain as the 2021 officers, with no change, as listed below.

- Chairman – Leonard Desiderio
- Vice Chairman – Benjamin Laury
- Secretary/Treasurer – John Risley

Reorganization is agendized for action at the January 25, 2021 Policy Board Meeting. Additional nominations for the 2021 officers will be accepted during the meeting.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

SCHEDULE OF REGULAR
POLICY BOARD MEETINGS

FOR 2021

Monday, January 25, 2021 – 10:00 a.m. **(Reorganization Meeting)**

Monday, March 22, 2021 - 10:00 a.m.

Monday, May 24, 2021 - 10:00 a.m.

Monday, July 26, 2021 - 10:00 a.m.

Monday, September 27, 2021 - 10:00 a.m.

Monday, November 22, 2021 – 10:00 a.m.

Monday, January 24, 2022 – 10:00 a.m. **(Reorganization Meeting)**

Meeting Location: *In accordance with Governor Murphy's request that all departments work from home, effective Tuesday, March 17, 2020, SJTPO staff was ordered to work remotely until local, State, and Federal health officials declare it safe and prudent to return to work. As such, all meetings will be conducted virtually, utilizing GoToMeeting until further notice.*

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2101-01: Adopting Schedule of Regular Meetings for Calendar Year 2021

WHEREAS, the Bylaws of the South Jersey Transportation Planning Organization (SJTPO) require the Policy Board at its Annual Meeting to adopt a Schedule of Regular Meetings to be held during the upcoming Calendar Year; and

WHEREAS, the South Jersey Transportation Planning Organization is a federal metropolitan planning organization, which under state and federal law is not subject to the Open Public Meetings Law and the specific procedures relating to public comment and public notice; and

WHEREAS, while not legally required to do so, the South Jersey Transportation Planning Organization will nonetheless require that the Policy Board of the SJTPO, as a public body, within seven days following the annual organization meeting:

(1) post prominently and maintain posted throughout the year in at least one public place reserved for such or similar announcements,

(2) mail to at least two newspapers, which newspapers shall be designated to receive such notices because they have the greatest likelihood of informing the public within the SJTPO's area of jurisdiction, and

(3) submit to the clerk or chief administrative officer of SJTPO and each county clerk of each county encompassed within the jurisdiction of the SJTPO, a schedule of the regular meetings of the Policy Board of the SJTPO to be held during the succeeding year.

NOW, THEREFORE, BE IT RESOLVED that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the attached Schedule of Regular Meetings.

BE IT FURTHER RESOLVED that The Press of Atlantic City, The Daily Journal, and South Jersey Times are hereby designated to receive the meeting schedule and any other notices during the year; and

BE IT FURTHER RESOLVED that the Executive Director shall cause the meeting schedule to be posted, mailed, and submitted within seven days following this meeting.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

John W. Risley /MB

John W. Risley, Secretary/Treasurer

1/6/2021

Policy Board
Schedule of Action Items for 2021

January

- Report of Nominating Committee
- Election of Officers
- Adopting the Annual Notice of Schedule of Regular Meetings
- Amendment to Technical Advisory Committee Bylaws
- Amendment to Policy Board Bylaws
- Adopting SJTPO's Regional Transportation Plan, RTP 2050
- Support for NJ TRANSIT's Public Transportation Safety Action Plan Safety Performance Targets
- Support for updated NJDOT Pavement and Bridge Performance Measure Targets (PM2)
- Recognizing Services of any Outgoing Board Members*, if applicable*
- FY 2022 Unified Planning Work Program (UPWP), *Draft provided*

March

- Adopting the Environmental Justice (EJ) Plan
- Adopting the FY 2022 Unified Planning Work Program (UPWP)
- Adopting SJTPO's Access for All Transit Plan

May

- Adopting Community Outreach and Engagement Committee (COEC) Bylaws
- Adopting updates to the Title VI Implementation Plan
- Adopting updates to the Limited English Proficiency (LEP) Plan
- Adopting updates to the Public Involvement Plan (PIP)
- Support for Calendar Year 2021 Transit Asset Management Plan (TAMP) Targets, *contingent upon release of NJ TRANSIT FY 2021 TAMP targets*
- Approving a Consultant for SJTPO's Regional Freight Plan Data Collection and Analysis technical study
- FFY 2022-2025 Transportation Improvement Program (TIP), *Released for Public Comment*

July

- Adopting the FFY 2022-2025 Transportation Improvement Program (TIP)
- Self-Certifying the SJTPO Transportation Planning Process
- Adopting the FFY 2022-2025 TIP Air Quality Conformity Determination

September

- Support for Calendar Year 2022 Safety Performance Targets
- Approving Consultant Selection for:
    - Automated Traffic Signal Performance Measure Feasibility and Deployment Study
    - SJTPO Trails Feasibility Survey (Cape May County)
- Adopting the SJTPO Continuity of Operations Plan, *tentative*

November

- Draft Annual Policy Board Meeting Schedule for 2022
- Designation of Nominating Committee for 2022 Policy Board Members
- Request for Credential Letters
- FY 2023 UPWP, *initial discussion*

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

Policy Board Virtual Teleconference Meeting

Monday, November 23, 2020 - 10:00 A.M.

The meeting was called to order at 10:05 a.m. by Executive Director Jennifer Marandino, followed by the flag salute. Ms. Marandino then advised that while SJTPO is not legally required to do so, the requirements of the New Jersey Open Public Meetings Act were met through Annual Notice early February 2020 to The Press of Atlantic City, The Daily Journal, The South Jersey Times, and to the Clerks of the four-member counties. Also, the Notice was posted on the designated bulletin board in Vineland City Hall.

ATTENDANCE (virtually):

Members:
John Risley, Atlantic County
Gerald Thornton, Cape May County
George Castellini, Cumberland County
Benjamin Laury, Salem County
Marty Small, Sr., City of Atlantic City (Not present)
Raymond Owens, Quinton Township (Not present)
Leonard Desiderio, Sea Isle City
Anthony Fanucci, City of Vineland
James Lewis, NJDOT
Louis Millan, NJ TRANSIT
Stephen Mazur, SJTA

Also, in attendance (virtually):

John Peterson, Atlantic County
James Rutala, Atlantic City
Kathleen Hicks, City of Vineland
Leslie Gimeno, Cape May County
Megan Wren, NJOPA
Brian Goodson, FHWA
Uzoma Anukwe, FTA
Rudy Rodas, Governor's Authorities Unit
Michael Watson, Esq., Brown & Connery, LLP
Nancy Ridgway, SJTPO CAC member and resident
Monica Butler, SJTPO
David Heller, SJTPO
Alan Huff, SJTPO
Jennifer Marandino, SJTPO
Melissa Melora, SJTPO
Jason Simmons, SJTPO

She also explained that outside of the Director's Report submitted, she wanted to draw attention to the following items:

FY 2020 PROJECT AUTHORIZATIONS – Ms. Marandino reported that the Federal Fiscal Year ended on September 30th. A total of 19 projects were authorized (summary included) totaling $17,278,751.12 under six different funding sources. She noted that Salem County's federal project, Hook Road (CR 551), Phase 3 was not authorized in FY 2020. Salem County has communicated with Jason Simmons that they plan on using County Aid funding towards the Phase 3 project. She noted that there are no immediate plans to fund the project with federal funds since it is located in the Philadelphia Urbanized Area. In 2020, there was an arrangement with NJDOT for Salem County to use STBGP-Flex funds, however, the County were unable to get their project authorized this year.

SJTPO LOCAL LEAD PROJECT STATUS CHARTS – Ms. Marandino reported that the summary charts were included in the packet.

FFY 2020-2029 TIP/STIP MODIFICATIONS – Ms. Marandino reported that several TIP modifications advanced which did not require Policy Board approval, including moving funds from the SJTPO Future Projects into Local CMAQ Initiatives.

FFY 2022-2025 TIP PROJECT POOL SOLICITATION – Ms. Marandino reported that SJTPO staff is working with the subregions, soliciting projects for the FFY 2022-2025 Transportation Improvement Program. A workshop will be held virtually on December 14th with TAC members and NJDOT Local Aid to finalize the projects before submitting the fiscally constrained projects to NJDOT.

FY 2022 UPWP – Ms. Marandino reported that the UPWP describes all the transportation planning activities to be conducted by SJTPO staff, subregional partners and other members agencies during FY 2022 (July 1, 2021 – June 30, 2022). SJTPO is expected to receive approximately $1.60 million from FHWA and FTA, programmed as FHWA PL funds; which does not include the partial release of funds from SJTPO's FY 2020 UPWP in the amount of $71,818. She stated that SJTPO anticipates a need of $1.16 million in Central Staff Salaries and Labor, $201,000 in Operating/Direct Expenses, and an additional $71,500 for Financial and Administrative Services provided by SJTA. This leaves approximately $169,000 available for consultant-led technical studies.

Ms. Marandino stated that a memo from staff was included in the packet explaining the technical study ideas. She noted that conversations with the Planning Directors lead to the ranking of the studies, further stating that the top ranked study was the Automated Traffic signal Performance Measures Pilot Project, followed by a Trails Feasibility Survey. The Automated Traffic Signal Performance Measures Pilot is scalable with budget estimates ranging from $80,000 to $200,000. The Trail Feasibility Study has an initial budget estimate of $70,000, which will hopefully get SJTPO one step closer to a full connection from DVRPC Circuit Trail in Camden County to Cape May County. Mr. Huff stated that the Policy Board action to follow in the agenda will provide the connection just mentioned, and the Trail Feasibility Study will connect to Cape May City.

Ms. Marandino reported that the estimate of total costs for the Subregional Planning Work Program were due on October 12th with Dave Heller and Mike Reeves gathering all the descriptions to be included in the draft UPWP. The draft UPWP is due to NJDOT in mid-December, with comments expected from NJDOT and FHWA/FTA in mid-January, followed by SJTPO responses to comments in early February, with a final FY 2022 UPWP approval in March 2021.

APPROVAL OF MINUTES: September 28, 2020

On Motion by Commissioner Risley and seconded by Commissioner Director Laury, the minutes of September 28, 2020 were unanimously approved.

TENTATIVE 2021 MEETING SCHEDULE AND SCHEDULE OF EVENTS

Executive Director Marandino stated that both the tentative 2021 meeting schedule and schedule of events were included as part of the Policy Board packet. She stated that the meetings for 2021 are anticipated to be attended virtually, although, the caucus room in Vineland City Hall has been reserved for when meetings can convene in person. The schedule of events serves as a guide internally as action items are anticipated for Policy Board approval for the upcoming calendar year. Some major planning documents highlighted include adoption of the Regional Transportation Plan in January, the UPWP in March, along with updates to the Title VI Plan, and the Access for All Transit Plan.

COMMUNICATIONS

Executive Director Marandino reported on two items of correspondence received: first, a letter dated September 23, 2020 from NJDOT followed by a letter dated September 17, 2020 from FHWA addressed to all three MPO's outlining the Planning Priorities requested for the FY 2022 UPWP. Ms. Marandino stated that she will use these as a guide when creating the FY 2022 UPWP; for which a draft is due to NJDOT by mid-December. The second piece of correspondence is an email received from Sutapa Bandypopadhyay, planner at FHWA, soliciting nominations for Alternative Fuel Corridor (AFC) designations. A Section of the FAST Act directed the Department to designate national electric vehicle charging, hydrogen, propane, and natural gas fueling stations. Ms. Marandino stated that there are several interstate routes in New Jersey that have been designated including I-78, I-80, I-95, I-287, and I-295 with currently no US or state routes in New Jersey. She noted that nominations are due February 24, 2021.

TECHNICAL ADVISORY COMMITTEE REPORT

Chairperson Leslie Gimeno reported that at the November 9, 2020 virtual meeting, TAC recommended approval of Resolutions 2011-25 through 2011-34.

CHAIRMAN'S REMARKS

Chairman Desiderio commented that he hopes everyone continues to stay safe during these difficult times and wished everyone a happy Thanksgiving.

REPORT OF THE EXECUTIVE DIRECTOR

Executive Director Marandino explained that the agenda looks a bit different from previous versions, adding that to provide more information to the public the additional details were added. Additionally, if SJTPO needs to make accommodations for someone, the agenda will be available in advance of the full packet with the supporting Item Sheet and Resolutions. More information and background have been included under each action item that will allow the public enough information to decide if they want to attend or participate in the meeting.

PUBLIC OUTREACH EFFORTS – Ms. Marandino reported that several SJTPO public outreach efforts have been impacted greatly by COVID-19, and the inability to conduct traditional in-person public meetings. SJTPO has purchased the GoToMeeting platform that has been working well for staff. However, staff is investigating how to best conduct equitable outreach, engaging minority, Limited English Proficient (LEP), Environmental Justice (EJ), and disabled populations especially in the virtual environment of conducting meetings. Ms. Marandino stated that to receive feedback on SJTPO's RTP 2050 from non-English speaking member of the public, SJTPO will host a virtual public meeting in Spanish with translation and interpretation support provided by the Multilingual Outreach Services contract. The meeting will take place on Wednesday, December 9th at 6:00 p.m. Staff will also host a virtual public meeting for the Cumberland County Bicycle/Pedestrian Safety Action Plan in Spanish on Thursday, December 10th from 6:00-8:00. Similar meetings will be held in English on Monday and Tuesday, December 7th and 8th for Vineland, Millville, and Bridgeton.

SELECTION OF NOMINATING COMMITTEE FOR JANUARY 2021 REORGANIZATION

Chairman Desiderio nominated the following members to serve on the Committee: Commissioner Director Thornton, Commissioner Director Laury, Commissioner Risley, Commissioner Castellini, and Mayor Fanucci, with Commissioner Director Thornton serving as the Chair.

PUBLIC COMMENT

Nancy Ridgway commented that the new agenda is wonderful and enjoyed reading it. She commented on Resolution 2011-25: Approving the Dissolution of Citizens Advisory Committee (CA) and Authorizing the Executive Director to Make Recommendations for Establishing and Implementing a New Committee. Ms. Ridgway mentioned that she has been a member of the CAC since the restart and believes that it is time to reorganize the committee. She further stated that she had a conversation with both Jennifer Marandino and Melissa Melora a couple weeks prior about the dissolution and agree with the ideas given. She then wished everyone a happy holiday.

Executive Director Marandino commented that members of the public were asked to submit comments on agenda items through SJTPO general comment from the SJTPO website, and asked Monica Butler any comments were received. Ms. Butler replied that no on-line public comments were received. No additional comments were made.

NEW BUSINESS

1. **Resolution 2011-25: Approving the Dissolution of Citizens Advisory Committee (CAC) and Authorizing the Executive Director to Make Recommendations for Establishing and Implementing a New Committee**

   On Motion by Commissioner Castellini and seconded by Commissioner Director Thornton, Resolution 2011-25 was opened for discussion. Executive Director Marandino explained that the Citizens Advisory Committee was originally established in 1993 and was initially very active then tapered off. Based upon recommendation from FHWA and FTA, SJTPO reconstituted the CAC in 2014. While the CAC started with a total of thirteen (13) members, it now consists of a roster of only eight (8) members. It has been determined that the role of the CAC is no longer consistent with its intended objectives, due to limited membership and participation. Therefore, it has been determined to dissolve the existing CAC and establish a new committee under a new set of bylaws later (possibly Spring) to facilitate the transition of changes to objectives, procedures, participation,

and expectations of the Committee. Ms. Marandino also stated that both the TAC and Policy Board Bylaws reference the CAC which they will need to be amended. She spoke with seven (7) members along with Alan Huff about the dissolution and has set a call with the eighth member later this week. After Policy Board action, SJTPO will send a thank you letter along with a Certificate of Appreciation acknowledging the participation of the members service. The new committee will have a new name which will not include the name Citizen as it is thought to be too restrictive. With no further comment, Resolution 2011-25 was unanimously approved.

2. **Resolution 2011-26: Adopting the SJTPO Public Involvement Plan (PIP)**

   On Motion by Commissioner Director Laury and seconded by Stephen Mazur, Resolution 2011-26 was opened for discussion. Melissa Melora explained that the Public Involvement Plan update is a result of the Corrective Action received during the 2019 Federal Certification Review. In comparison to the 2019 PIP, this Plan more fully addresses SJTPO's efforts to engage the under-represented populations in the region. Additionally, information has been included on the recently adopted Title VI and Limited English Proficiency Plan and the use of virtual public meeting due to the pandemic. She stated that it is anticipated that another update to the PIP will take place next year. This is because the Multilingual Outreach Services contract is set to conclude in early 2021 and will provide more insight on how to meaningfully engage the under-represented populations. Ms. Melora noted that the comment period for the Plan was opened from October 7th through 9:00 a.m. November 23rd. A total of eleven minor comments were received, all from NJDOT. The comments were addressed, and included in Appendix H, and did not require substantive changes to the Plan. With no further comment, Resolution 2011-26 was unanimously approved.

3. **Resolution 2011-27: Amending the FY 2021 Unified Planning Work Program (UPWP) for the SJTPO Regional Freight Plan Data Collection and Analysis to Add as a Two-Year Effort**

   On Motion by Commissioner Castellini and seconded by Stephen Mazur, Resolution 2011-27 was opened for discussion. Alan Huff explained that the Regional Freight Plan Data Collection and Analysis study is included in the FY 2021 UPWP as Task 21/401 and originally scheduled as a one-year study. For the past several months, SJTPO has coordinated extensively with NJDOT to make sure that the effort included as much data as possible. NJDOT is expecting to acquire data that will be of great value to this effort and anticipates its availability around June 2021. Therefore, SJTPO has created the schedule for this effort to correspond with the data availability, thus warranting a one-year extension on the technical study effort. Mr. Huff stated that staff currently plans to release a Request for Proposal (RFP) in February 2021 with an anticipated kick-off in June. He noted that this effort is a prequel to the Regional Freight Plan which has been an interest of several Board members. He stated that this technical study effort will look at the data and the regional freight network throughout the state level; which should provide enough information to be able for SJTPO staff to develop the Regional Freight Plan. With no further comment, Resolution 2011-27 was unanimously approved.

4. **Resolution 2011-28: Amending the FY 2021 Unified Planning Work Program (UPWP) for the Atlantic County Subregional Planning Work Program to Allow for an Alternative Task III Supportive Study**

   On Motion by Commissioner Director Thornton and seconded by Commissioner Risley, Resolution 2011-28 was opened for discussion. David Heller explained that Atlantic County initially proposed data collection at ten (10) intersections as part of a Task III Supportive Study using Miovision

equipment. Unfortunately, due to budgetary constraints, Atlantic County was not able to purchase the Miovision cameras and software, thus necessitating a change to their FY 2021 study. Mr. Heller stated that the County is proposing to conduct a County Road Resiliency Project as part of their new Task III study to be completed by Planning and GIS staff. This will be reflected as an Amendment to the FY 2021 UPWP. He noted that the full revised Task III description is contained within the board packet. With no further comment, Resolution 2011-28 was unanimously approved.

5. **Resolution 2011-29: Approving a Contract Modification for a No-Cost Time Extension for the Cumberland County Bicycle and Pedestrian Safety Action Plan Technical Study**

   On Motion by Commissioner Director Laury and seconded by Commissioner Risley, Resolution 2011-29 was opened for discussion. Alan Huff explained that this is the Fourth Amendment to the Subcontract Agreement, extending the contract from December 31, 2020 to June 30, 2021, essentially due to COVID, with no additional funds being added. As far as public outreach is concerned, a new plan, as Ms. Marandino mentioned earlier, is in place to conduct virtual public outreach efforts in December. He noted that to try and mitigate the public outreach concerns to the underserved communities there is a mailout going to all households who live within a quarter mile of the corridors included within this technical study. The project should be wrap up by March. With no further comment, Resolution 2011-29 was unanimously approved.

6. **Resolution 2011-30: Approving a Contract Modification for a No-Cost Time Extension for the Multilingual Outreach Services Technical Study**

   On Motion by Commissioner Risley and seconded by Stephen Mazur, Resolution 2011-30 was opened for discussion. Alan Huff explained that public outreach delays due to COVID is the reason for a no-cost time extension request from December 31, 2020 to March 31, 2021. Rutgers is expected to complete the project by January/February, and they are involved with the upcoming Spanish public meetings as well as the outreach related to Title VI, Public Involvement Plan, and LEP Plan anticipated in January. With no further comment, Resolution 2011-30 was unanimously approved.

7. **Resolution 2011-31: Approving a Contract Modification for a Scope and Cost Increase for the Local Safety Program Design Assistance Technical Study for Five Points and Six Points Roundabouts**

   On Motion by Commissioner Director Thornton and seconded by Commissioner Castellini, Resolution 2011-31 was opened for discussion. Jason Simmons explained that Urban Engineers is currently under contract for design services associated with the proposed Five Points and Six Points Roundabouts in Salem County. The original consultant selection was for both Preliminary Engineering and Final Design services. Mr. Simmons stated that Preliminary Engineering is complete and Final Design was authorized in September. Based on several factors, Urban Engineers is seeking additional funds in the amount of $118,005.08. This cost increase is a result of additional survey work resulting from the "peanut" roundabout design for Six Points, virtual public outreach meetings and one-on-one meetings were needed related to right-of-way, which was not part of the original scope, and additional design work associated with drainage issues that were uncovered during the Preliminary Engineering phase. He stated that all supporting documents were included in the packet and SJTPO staff agree with the changes in the scope and cost. With no further comment, Resolution 2011-31 was unanimously approved.

8. **Resolution 2011-32: Approving the Selection of WSP USA, Inc. as Consultant for the Regional Trail Network – Feasibility Survey**

On Motion by Commissioner Risley and seconded by Commissioner Director Thornton, Resolution 2011-32 was opened for discussion. Alan Huff explained that this survey would look at the corridor between the Atlantic County Bikeway West which would connect between the Atlantic County Bikeway East (just east of Mays Landing) and connect to the Camden County Trail (which ends at the intersection of Gloucester, Atlantic, and Camden Counties, near Folsom). The Bikeway East connects near the former Shore Mall, with a small gap then other bikeways continue to the Route 52 Bridge in Ocean City. This survey would connect the missing pieces. He stated that RFPs were due on September 17th with six proposals received, one being disqualified. He noted that most of the proposals were very solid, with the recommendation of WSP USA, Inc. The scope had been negotiated with a final cost of $87,445.11 and a 13.26% DBE participation.

Commissioner Risley commented that this Atlantic County project is very near and dear to him since he had been involved with the Atlantic County Bikeway East in 2003 and has always wants to see the project completed. He questioned what the other proposers quoted on the total cost to do the project, and Mr. Huff replied that due to following the Brooks Act, only the cost proposal for the chosen consultant is viewed. No other cost proposals are opened unless staff is unable to negotiate with the chosen firm, then only the second chosen firm's cost proposal would be opened. He mentioned that the WSP's original cost proposal was slightly less, but after negotiations, it increased. Ms. Marandino questioned if Mr. Huff was able to roughly estimate the cost of others based on the hours submitted, to which he replied that the WSP's hours may have been slightly higher than the second-choice firm with the other proposals having more hours. Ms. Marandino also noted that Mr. Huff had conversations with Camden County who completed a similar study, and have determined the budget is within reason. Chairman Desiderio questioned where the consultant is located, and Mr. Huff replied Philadelphia. With no further comment, Resolution 2011-32 was unanimously approved.

9. **Resolution 2011-33: Endorsing Support for SJTPO's Congestion Mitigation and Air Quality (CMAQ) FFY 2022-2024 Project List**

On Motion by Commissioner Director Laury and seconded by Commissioner Risley, Resolution 2011-33 was opened for discussion. Jason Simmons explained that this is the first time SJTPO is approving a three-year solicitation for CMAQ projects, which is a process that DVRPC and NJTPA both follow. One of the considerations of a three-year solicitation is to get a better sense of the projects that are available and to better manage the projects getting authorized. Ms. Simmons stated that the solicitation for new projects were opened in April and due in August with a total of seven (7) projects applications totaling $7.2 million; with $4.5 million is available. Therefore, the CMAQ Selection Committee reviewed and recommended the following six (6) projects which were evaluated based on CMAQ eligibility and scored based on project deliverability, air quality benefit, cost benefit, and other factors: 1) Atlantic City – Pacific Avenue Traffic Signal Optimization; 2) City of Vineland – Alternative Fuel Vehicles; 3) Cumberland County Workforce Development – Transportation Vehicle Replacement; 4) Somers Point – Bike Path Enhancements; 5) Ventnor – Ventnor Avenue Signal Synchronization; and 6) Cape May County – Roosevelt Boulevard/34th Street Advanced Traffic Signal Project. For reference, Mr. Simmons noted that in FY 2022 there was a little less money than the $1.9 million allocated due to a previous Cape May County project that ended up carrying over into FY 2022. With no further comment, Resolution 2011-33 was unanimously approved.

10. **Resolution 2011-34: Approving a Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) to Flex CMAQ Funds to NJ TRANSIT**

On Motion by Commissioner Director Thornton and seconded by Louis Millan, Resolution 2011-34 was opened for discussion. Jason Simmons explained that staff is requesting a modification to DBNUM X065 Local CMAQ Initiatives in the amount of $1.096 million. The action would reduce SJTPO's line item in FFY 2021 and increase program line item for NJ TRANSIT's DBNUM T150 in the same amount. This "Flex" of funds to NJ TRANSIT would allow NJ TRANSIT to procure the 12 vehicles requested by Atlantic and Cape May Counties. This action was originally anticipated to occur in FFY 2020, however, was unable to meet the timeline for the action to be executed by NJDOT and FTA. Mr. Simmons stated that given federal funds are provided by a Continuing Resolution, the authorization of the flex may be delayed until there is more certainty of the funding. With no further comment, Resolution 2011-34 was unanimously approved.

11. **Resolution 2011-35: Approving the Executive Director's Recommendations for a Salary Increase for Melissa Melora for her Role as SJTPO's Title VI Coordinator**

On Motion by Mayor Fanucci and seconded by Commissioner Director Laury, Resolution 2011-35 was opened for discussion. Alan Huff explained that last month the Title VI Plan was adopted, and a part of the plan, SJTPO designated a Title VI Coordinator to oversee all the Title VI efforts and to ensure compliance. Melissa Melora, Public Outreach Planner, was identified as the ideal candidate to serve as the Coordinator based on her public outreach background and participation in the Title VI process to date. The tasks and responsibilities related to Title VI are not currently included within her job description. Therefore, with her increased responsibilities, an updated job description and compensation is more than appropriate. Ms. Marandino added that the resolution has not been presented to SJTA and is scheduled for their December 16th meeting followed by the Governor's Veto Period.

Mr. Huff noted that after the two merit increases, Ms. Melora's salary would become $50,000.00, then with the increase of compensation for the added responsibilities, it would become $55,000.00. He also noted that SJTA has relayed there is a cap on increases, and this would fall within the cap. Ms. Marandino added that due to the COVID-19 pandemic, two merit increases for SJTPO employees, are currently on hold and added that Ms. Melora's adjustment will not be affected by the hold up. Commissioner Castellini questioned if the new salary increase is equivalent to others within the State who are in a similar role of Title VI Coordinator, and Ms. Marandino replied that she hadn't checked. Mr. Huff added that Ms. Melora's proposed salary is within her current Salary Range. Commissioner Castellini questioned if the Title VI Coordinator is within the range she currently is proposed, and Ms. Marandino stated that she will look into Title VI Coordinator salaries within the state but noted that Ms. Melora will be taking on additional tasks to her current job description, however, those tasks are not necessarily full time tasks. With no further comment, Resolution 2011-35 was unanimously approved.

<u>NJDOT UPDATE – James Lewis</u>

James Lewis reported that the Federal Fiscal Year started October 1st, and we are currently entering uncertain times, because there is no federal legislation in place to continue to provide funding. He stated that it appears that there will be Continuing Resolutions, but not a full reauthorization of a transportation act. NJDOT will continue to monitor, however, there may be some limitations on authorizations going forward.

BOARD COMMENT

No additional Board comment was received.

ADJOURNMENT

On Motion by Commissioner Risley and seconded by Commissioner Castellini, the meeting was adjourned at 11:08 a.m.

Approved Minutes Certified Correct:

John W. Risley, MB

John W. Risley, Secretary/Treasurer

From: Joanne Schwarzwalder
To: Jennifer Marandino
Subject: Fwd: Letter to the Editor
Date: Wednesday, January 6, 2021 12:30:57 PM
Attachments: Outlook-mth3nw1l.png

Jennifer,

Below is a copy of a correspondence that I submitted to the Cape May Herald Newspaper last September for publication. The correspondence briefly discusses the highway network into and out of Cape May County particularly from the Gloucester/Cumberland/Salem County region. As you know the completion of Route 55 is akin to the Jersey Devil, you occasionally hear about it, but never see it. So I propose that a toll plaza or toll barrier be erected along the southern portion of Route 55 in the area where the Counties of Salem, Cumberland and Gloucester come together in the vicinity of Malaga. The proposed toll plaza would be similar to the Egg Harbor Toll Plaza on the Atlantic City Expressway. The South Jersey Transportation Authority could be given responsibility and authority to construct, operate, maintain and manage the new toll plaza. Revenues would be dedicated to local share funding for the county and state highways in Cumberland, Cape May, Gloucester and Salem Counties including the various highways I mentioned below. That is, Routes #47,#347.#83, #49 and #50. In last Fall's congressional election, neither candidate addressed the completion of Route 55 and I doubt that roadway will ever be completed to join to the Garden State Parkway due to environmental objections. In traveling between my residence in Lindenwold and a seasonal residence in Avalon, I note the construction on the Garden State Parkway which appears to include widening and replacement of bridges. It appears the long range plan for the Parkway south of the ACXway to and from Cape May County includes a road widening to three lanes in each direction. This widening will help some but will not address the high number of dangerous vehicle accidents that occur on the roadways I mentioned, largely due to the incomplete nature of Route 55.

I request that my observations and recommendations be circulated among SJTPO, NJDOT, SJTA and County Highway & Planning Departments. Freeholders and State legislators could also be contacted.

As a retired manager at NJTRANSIT, I am aware of the dire revenue shortfall at that agency due to the COVID 19 loss of riders. The State of New Jersey will be facing daunting fiscal problems due to COVID 19. Costs of public education will also be rising due to necessary COVID 19 related capital and operating expenses. Tolling Route 55 is one way to help insure that funding for highways in South Jersey does not fall short.

Thank you.

James Schwarzwalder
400 East Elm Avenue
Lindenwold NJ 08021-1728

-----Original Message-----
From: billvigrass@verizon.net
To: coachjoannes@verizon.net <coachjoannes@verizon.net>
Sent: Wed, Sep 16, 2020 4:03 pm
Subject: Re: Letter to the Editor

-----Original Message-----
From: Joanne Schwarzwalder <coachjoannes@verizon.net>
To: billvigrass@verizon.net <billvigrass@verizon.net>

U.S. Department of Transportation
Federal Highway Administration

Memorandum

Subject: **INFORMATION**: MUTCD – Official Ruling No. 2(09)-174 (I) – Uses of and Nonstandard Syntax on Changeable Message Signs

Date: **January 4, 2021**

From: Mark R. Kehrli
Director, Office of Transportation Operations

In Reply Refer To: HOTO-1

To: Federal Lands Highway Division Directors
Division Administrators

Purpose: The purpose of this memorandum is to provide an official interpretation of the provisions of the 2009 edition of the *Manual on Uniform Traffic Control Devices for Streets and Highways* (MUTCD) related to changeable message sign messaging. Specifically, we have been asked whether the MUTCD provides for displays on changeable message signs (CMS) that use unconventional wording typically not found on standard signing and how public input into the development of CMS messages may be used. This information will clarify the provisions of the MUTCD and will assist States and local agencies in ensuring that their traffic control devices will promote the safe and efficient utilization of the highways.

Background: A CMS can be an effective tool to provide real-time traffic regulatory, warning, or guidance information to the traveling public. In most cases, the messages displayed on CMS are related to traffic delays, travel times, lane closures, rerouting due to traffic incidents, and similar strategies to manage traffic actively on the highway system. With few exceptions, the MUTCD limits the use of CMS to the display of traffic operational, regulatory, warning, and guidance information.[1] Chapter 2L of the MUTCD contains information on all the general types of messages allowed on CMS.

A determination of whether a specific CMS message is suitable begins with consideration of the fundamental principles common to all official traffic control devices:

> **Traffic control devices or their supports shall not bear any advertising message or any other message that is not related to traffic control.**[2]

In addition, for a traffic control device to be effective, it should meet the following characteristics:[3]

A. Fulfill a need;
B. Command attention;
C. Convey a clear, simple meaning;
D. Command respect from road users; and
E. Give adequate time for proper response.

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[1] *Manual on Uniform Traffic Control Devices for Streets and Highways* (MUTCD) 2009 Ed. § 2L.01 ¶ 3
[2] *Id.*; § 1A.01.
[3] *Id.*; § 1A.02.

It is when these five traffic control device principles are engineered into the design, placement, and use of a CMS that it is most effective. When one or more of these principles is compromised, so, too, is the effectiveness of the CMS.

Similarly, it has been shown that inappropriate or excessive use of a traffic control device can diminish its effectiveness:

> A standard device used where it is not appropriate is as objectionable as a non-standard device; in fact, this might be worse, because such misuse might result in disrespect at those locations where the device is needed and appropriate.[4]

The application of this principle to CMS becomes even more complex as it can refer to the location of the CMS itself, the frequency of display of messages on the CMS, the content of the message displayed, or combinations thereof.

The following illustrates the application of the five principles of an effective traffic control device as they apply to CMS:

1. *Fulfill a need*. Signs fulfill a need by providing regulatory, warning, or guidance information to the road user at the point that information is needed to ensure safe and efficient operation. The primary purpose of CMS is to provide relevant information on changing highway traffic conditions. To meet this need, these signs are most often located in advance of major junctions, before areas prone to incidents or adverse road-weather conditions, and in areas of recurring congestion on facilities with higher volumes and speeds where driver workload demands are high. Thus, the need to display a message is determined in response to nonpermanent or temporal factors.
2. *Command attention*. By their nature of displaying an illuminated message and, often, by their placement to take advantage of long viewing distances and in an overhead position, electronic CMS tend to capture the attention of the road user.
3. *Convey a clear, simple meaning*. Clear and simple messages are easy to read and comprehend with only short glances away from the roadway, resulting in minimal visual and cognitive distraction from the driving task. The use of witticisms, colloquialisms, and popular culture references that target or are comprehended only by a limited segment of the population is not consistent with a clear, simple meaning for all. Instead, these messages rely on hidden meanings or targeted cultural knowledge to understand the message. Similarly, the use of newly coined terms (neologisms), words combining the meanings of two words or blending of sounds (portmanteaus), metadata tags ("hashtags"), electronic shorthand ("Internet slang"), and other forms that do not use conventional syntax do not convey a clear, simple meaning to many road users.
4. *Command respect from road users*. Respect for CMS is gained through the posting of information that is relevant to all road users at the location and time it is displayed. Just as important, CMS messages also command respect through the consistent use of simple, official language and design. The use of colloquialisms, popular culture references, and other types of indirect or potentially esoteric messaging tends to diminish respect of a CMS as a traffic control device because of its unauthoritative tone and its similarity to promotional advertising that employs a similar approach.
5. *Give adequate time for proper response*. The use of nonstandard or unconventional syntax in a message often results in significantly longer times for the observer to recognize and

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[4] *Id.*; § 1A.06.

process. Further, if comprehension of such a message is poor, then a significant portion of drivers will not respond accordingly or might respond unpredictably, negating any potential benefit that might be gained.

It is important to recognize that the non-static nature and advanced technological capabilities of CMS still require adherence to the principles that govern other types of official traffic signs whose messages do not change. While many of the criteria specific to CMS are stated in Chapter 2L of the MUTCD, it is not an independent or comprehensive Chapter unto itself. Other criteria, such as background and legend color, for example, are stated in Chapter 2A and apply to CMS.

Similarly, the format, content, and amount of legend displayed on CMS should be based on scientific principles that account for the human factors that include the information processing capabilities of the road user, habituation, and credulity. These principles should not be relegated to lesser importance simply because of the procedures by which the CMS are operated or because of the attractiveness and versatility of their capabilities. For those cases in which a new technology exists, but appears not to be addressed in the MUTCD, the official interpretation and official experimentation provisions[5] of the MUTCD apply.

Effective and Safe Uses of CMS

The primary purpose of CMS is for the display of traffic operational, regulatory, warning, and guidance information. Other messages allowed by the MUTCD include traffic safety campaigns (by contrast with active warning messages of downstream conditions) and non-commercial messages related to improving traffic conditions such as those providing information on alternative means of transportation, electronic toll collection, or carpooling. In addition, the display of emergency and homeland security messages, and America's Missing: Broadcast Emergency Response (AMBER) alerts, is also allowed in the relatively rare instances when specific conditions are met. Primarily displaying relevant traffic-related messages of changing conditions due to congestion, incidents, weather, etc., will help to condition the motoring public to expect a message pertinent to them during those times. In contrast, excessive display of messages not relevant to traffic operational, regulatory, warning, and guidance information, regardless of the travel or traffic conditions, might adversely impact driver attention to the display of information that is critical to the driving task. Therefore, the selective and judicious use of CMS for these other purposes will promote the effectiveness of the sign for its primary purpose, which is to display real-time traffic information. Lastly, adherence to a policy establishing suitable controls that limit the number and duration of non-traffic related messages should make the signs less prone to requests to use them for inappropriate purposes.

The use of CMS to help promote traffic safety is becoming increasingly popular among States and transportation agencies. It is recognized that CMS can be an effective means of further propagating traffic safety campaign messages directly to the motoring public in a cost-effective manner. However, to ensure safety and effectiveness as a traffic control device, it is expected that CMS will be used judiciously for the display of safety messages, and that those messages will be derived from larger safety campaigns that rely on other media as their principal means of communicating the campaign message. These other media generally include, but might not be limited to, such outlets as television, radio, and Internet advertisements; 511 travel information system and Highway Advisory Radio messages; displays in rest areas; and mailings with motor vehicle registrations. The CMS display, if used as part of a traffic safety campaign, should be a supplement to the broader national or State-level campaign. In addition, a safety campaign, such as seat-belt use or prevention of impaired driving, should include active enforcement as a primary element of the campaign.

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[5] *Id.*; § 1A.10.

Design of Sign Messages

- Basic Message Development
  Many of the current generation of electronic-display CMS have significant technological advancements when compared with their predecessors. Their high-resolution, full-color display capabilities have improved representation of sign lettering and allow the accurate depiction of route shields, symbols, and other features commonly used on static signs. While these capabilities are quite enabling, their overuse can result in overly complex or superfluous messages. Accordingly, it is essential that detailed messages developed for CMS adhere to the same principles used for static, non-changeable sign legends to the extent practicable. For example, displaying an image of a Speed Limit sign with a redundant word legend placed next to it within the CMS display confronts the observer with what appears to be multiple messages when, in fact, they convey the same message. Similarly, displaying the Slippery When Wet symbol sign adjacent to a word message that advises motorists of slippery roadway conditions also imposes an unnecessary informational load on observers. This effect of a duplicative sign and message within the same sign display is merely a product of the advanced capabilities of the CMS rather than actual need or improved effectiveness. The advanced functionality of newer CMS should be used only to improve legibility and comprehension of the sign message to convey a clear, simple meaning.

- Engaging the Public
  Public input on official matters can be helpful in informing agency decisions on transportation issues. However, the messages that are displayed on signs including CMS are expected to adhere to the basic principles of traffic control devices and the provisions of the MUTCD. To this end, if public input is solicited on traffic control devices, it should only serve to inform whatever message is developed and displayed by the agency technical representatives, in accordance with conventional sign legend syntax.

- Unconventional Message Syntax
  There is no objective evidence that colloquial, popular culture, or other unconventional messages on CMS have any greater effect on driver behavior than conventional sign messages. Further, the use of nonstandard language, neologisms, portmanteaus, and witticisms has the potential to result in additional time and attention on the message when compared with a standard or conventional message. Similarly, most references to popular culture simply will not be understood by certain segments of the population, again resulting in more attention directed toward viewing and attempting to decipher the message and away from the road. The result is that the intended message is not received by some if not many observers due to the use of nonstandard or unconventional diction and an increased safety risk.

Principal Uses of CMS

The MUTCD lists several uses of CMS. These uses are consistent with the uses of traffic control devices in general throughout the rest of the MUTCD and, with two special exceptions, are related to traffic control. The public has now developed a confidence in the operational capabilities of CMS and has come to primarily expect that information relevant to travel conditions will be displayed on them in the event of unexpected conditions.

- Real-Time Traffic Control Messages
  The original intent of CMS was to provide information about traffic and travel conditions in real time. Whether for non-recurring congestion, incidents, work zones, or similar conditions, CMS are mainly used for the purpose of informing the traveling public of

unexpected or atypical travel conditions. Accordingly, uses other than relevant real-time traffic control messages should be selective and confined to periods during which traffic exposed to those messages will not be likely to habituate to seeing non-relevant messages on the signs.

- Travel Time Messages
  Travel time messages are a valuable resource to travelers during periods of congestion when travel time might vary considerably. To be effective, the travel time should have some point of reference, most often a distance, over which that time applies so that the traveler can gauge the level of congestion and extent of any delay. Either a distance or a reference-location-based exit number[6] appropriately provides this context. Ideally, comparative travel times for alternative routes to a common destination will provide the most direct message and help to balance traffic volumes among the two routes.

These two uses remain the principal function of CMS. Any other uses, to the extent that they are allowed, are considered secondary.

Acceptable Secondary Uses of CMS

- Traffic Safety Campaign Messages
  It is important that any safety campaign related messages be limited in duration. Displaying safety campaign messages on a near-continuous basis can be counterproductive to the intended purpose, as motorists might habituate to and ignore messages that are displayed for long periods of time or with such frequency or predictability that motorists perceive them as being displayed continually.

  Frequencies as often as weekly (e.g., "Safety Sundays," "Message Mondays," "Haiku Holidays") typically do not tie into an active safety campaign whose primary components include outreach and enforcement concurrent with the display of the messages as only a supporting element. Instead, a more effective and strategic approach to traffic safety campaigns and accompanying messages is for them to coincide with those on the National Highway Traffic Safety Administration's annual communications calendar.[7] Alignment with national campaigns helps ensure consistency for long-distance travel from one State to the next and may avoid the need for States to establish individual policies that might vary widely. It also helps to stem overuse of the CMS for such messages making the messages more impactful.

  In addition, it is important that any safety campaign message be in response to a specific traffic safety concern relevant to the roadway type on which it is displayed. For example, a safety campaign message reminding drivers to watch for school children at the beginning of the school year would be inappropriate for a freeway application where school children and other school activity are not present.

  In summary, whether part of a broader national or State-level traffic safety campaign, the display of the associated safety message on CMS should be limited to provide optimum impact and must be relevant to the roadway type on which it is displayed.

- Emergency and Homeland Security Messages
  In times of a declared state of emergency, it might be appropriate to display messages related to evacuation or homeland security information, pre-empting other messages that are not related to the emergency. Traffic patterns likely will be atypical due to the

[6] *See* MUTCD § 2E.31.
[7] https://www.trafficsafetymarketing.gov/calendars

emergency, necessitating unique messaging that might not be specifically related to traffic conditions.

Homeland security messages are displayed only in emergency situations when there is an imminent security threat to the general population. These messages are not "promotional" or "advisory" in nature and should undergo significant levels of scrutiny prior to being approved for broadcast. Conversely, generic security or personal safety messages do not promote safe and effective highway use when there is no context of a declared state of emergency or known imminent national security threat.

- America's Missing: Broadcast Emergency Response (AMBER) Alerts
  The posting of AMBER alerts on CMS is the result of a statutory requirement.[8] The AMBER alert is a nationally coordinated program under the U. S. Department of Justice. Its stated purpose is to recover an abducted child where an intent to harm has been determined. A case goes through multiple levels of law enforcement review before an AMBER alert is ever issued. The information also must have been entered into the National Crime Information Center system. Accordingly, AMBER alerts on CMS are relatively rare, making them a true exception. These messages are not "promotional" or "advisory" in nature.

  No other types of alerts have been authorized for display on CMS. Other "alert" concepts have been extrapolated inappropriately from the AMBER alert concept and are inconsistent with the safe and effective use of a traffic control device, which is not intended or the purpose of displaying public notices.

- Transportation-Related Messages
  Transportation agencies sometimes desire to display messages for the purpose of improving traffic conditions such as those providing information on alternative means of transportation, electronic toll collection, or carpooling as a means of reminding drivers of relevant options or opportunities for transportation. The provision in the MUTCD allowing for transportation-related messaging is intended only for messages narrowly focused toward these types of purposes. Messages regarding broader transportation items not related to improving traffic conditions, such as reminders of driver's license or vehicle registration renewal, vehicle recall information, and vehicle maintenance, are outside the intent of this provision.

Consistent with the principles articulated in the MUTCD, CMS are not intended for promotional purposes or messages that are unrelated to traffic control. Limiting the uses of CMS to messages primarily related to traffic control is expected to help transportation agencies preserve the effectiveness of the sign and its primary function as traffic control devices whose messages adhere to established criteria. Among the uses that are inappropriate for CMS are the following:

- Date and time (except as related to expected roadway or traffic conditions, such as planned closures or other events affecting traffic)
- Display of Web site or e-mail addresses, uniform resource locators (URL), domain names, metadata tags ("hashtags"), electronic device applications ("apps"), or similar forms
- Display of telephone numbers (except as specifically allowed)[9]

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[8] Pub. L. 108-21 (April 30, 2003).
[9] *See* MUTCD § 2A.06.

- Display of statistics, such as highway fatalities or summonses issued
- Personal safety messages (e.g., WEAR SUN SCREEN)
- Promotional advertising (commercial or non-commercial)
- Public awareness campaigns unrelated to traffic operation or safety
- Public safety alerts (except homeland security and AMBER alerts as described herein)
- Public service announcements
- Sponsor acknowledgment
- Weather conditions or advisories (except as related to expected adverse road-weather conditions)
- Any use of video, motion, flashing, or other graphic features not specifically provided for in the MUTCD

Conclusion: Electronic-display CMS, when used judiciously, provide important, real-time information to travelers for improving the safe and effective utilization of the highways. Their messages help road users navigate congestion and prepare for other unexpected roadway conditions. As official traffic control devices, it is important that all the allowable types of messages displayed on these signs adhere to the most fundamental principles of effective traffic control devices, among which are relevance and timeliness, simplicity and familiarity of message, minimization of legend elements and complexity, and consistency with other types of signs. To maintain the integrity and effectiveness of CMS, prudent judgment should be employed in the determination of the use of CMS as well as the content and syntax of messages displayed thereupon. The adoption by agencies of sound policies governing the judicious use of these official traffic signs is expected to benefit the motorist by preserving their primary use of relevant and timely messages that help the motorist navigate unexpected or unusual traffic and travel conditions.

For recordkeeping purposes, this interpretation has been assigned the following Official Ruling number and title: "2(09)-174 (I) – Uses of and Nonstandard Syntax on Changeable Message Signs." Please direct any inquiries regarding appropriate CMS use or message design to Mr. Marty Calawa, Martin.Calawa@dot.gov, of the Office of Transportation Operations MUTCD Team.

Copy:
Associate Administrators
Chief Counsel
Chief Financial Officer
Directors of Field Services
Chief Technical Services Officer

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)

Jennifer Marandino, P.E.
Executive Director

Leonard Desiderio, *Chairman* Benjamin H. Laury, *Vice Chairman* John W. Risley, *Secretary/Treasurer*

EXECUTIVE DIRECTOR'S REPORT – January 25, 2021

FY 2022 UPWP

SJTPO's Draft FY 2022 Unified Planning Work Program (UPWP) was submitted to NJDOT for their review on December 11, 2020, with the same available on the SJTPO website at www.sjtpo.org/upwp. In combination, federal, state, and regional identified priorities influence the work program in various activities and tasks, including SJTPO's technical studies. The tasks and activities within the UPWP are intended to advance the priorities of the region, as reflected in SJTPO's federally required long range plan, RTP 2050. The RTP highlighted several issues that have regularly arisen, with Chapter II dedicated to the five critical issues.

This UPWP continues with much of the same Central Staff Program Areas from previous years with a few exceptions. SJTPO has added the Regional Transportation Plan (RTP) Development task, back into this year' UPWP, to access the impacts of COVID-19 on the region's demographics, traffic patterns, and overall economy. While examining the impacts, SJTPO will contemplate a short-term update to RTP 2050 with support for the initial development of an update included in this year's UPWP. Two other tasks were renamed. All other tasks remain, with the specific activities and products changed to reflect new priorities.

At this time, SJTPO anticipates a need of $1.16 million in Central Staff Salaries and Labor, $201,000 in Operating/Direct Expenses, and an additional $71,500 is needed for Financial and Administrative Services for SJTA. A total of $2.4 million is anticipated as USDOT resources, of which $668,157 will be available as part of the FY 2022 technical program. This total will be reduced by $500,000, which was programmed for the Local Safety Program Technical Assistance, but the effort will not advance in the FY 2022 program. This leaves $1.92 million of as USDOT resources in FY 2022.

Review comments from NJDOT/FHWA/FTA are anticipated by mid-January, which will be addressed and submitted to NJDOT in early February, at which time a 2nd draft document will be made available. Consideration of adoption is expected to be at the March 22nd Policy Board meeting.

SJTPO opened a public comment period for the FY 2022 UPWP on Wednesday, December 16th and it will remain open until Friday, January 29, 2021. No formal public meeting will be held. To date we have received no comments. All comments and responses will be summarized as Appendix F as part of the final document.

ACCESS FOR ALL TRANSIT PLAN

SJTPO is in the final stages of updating its Access for All Transit Plan, which serves as the five-year update to the 2015 Coordinated Human Services Transportation Plan (CHSTP). The purpose of this plan is to identify unmet transportation needs and recommend measures to increase the quality and reduce the cost of providing services to those in the region who are unable to or not permitted to operate a vehicle. Inclusion in a CHSTP is a requirement under certain programs, such as the Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities, for a project to receive Federal funding.

SJTPO will open a public comment period for the Access for All Transit Plan on Monday, January 25th, which will remain open until Wednesday, February 24th. Two virtual public meetings will be held:

- Thursday, February 11th from 10-11:00 AM
- Wednesday, February 17th from 6-7:00 PM

The Access for All Transit Plan is anticipated to be approved at the March 22nd Policy Board Meeting.

FFY 2022-2031 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT

SJTPO staff has been working with our subregional partners to develop projects for the new Federal Fiscal Year (FFY) 2022-2031 TIP. SJTPO participated in several meetings with NJDOT Capital Programming staff related to schedule and funding associated with NJDOT-lead projects and available resources, both at the State level and for SJTPO, specifically. Staff is currently working to score projects led by subregional partners, utilizing the new Project Selection Criteria. This will lead to a fiscally constraint list of projects, which will be submitted to NJDOT as the Project Pool in late January and ultimately a draft TIP in mid-May. The FFY 2022-2031 TIP is anticipated to be approved at July 26th Policy Board Meeting, with a public comment period and public meeting(s) to be held in May.

SJTPO LOCAL LEAD PROJECT STATUS AND TIP/STIP PROJECT CHARTS

The FY 2021 Local Lead Project Status Chart is attached along two additional project charts, which display the HSIP and CMAQ projects programmed.

TECHNICAL STUDIES UPDATE

SJTPO currently SJTPO currently has five (5) ongoing technical studies with an additional sixth technical study being led by DVRPC. The Automated Pavement Condition Data Collection Study is complete, with only the final invoice pending. A memo (1/17/2020) provides information regarding the status of all six technical studies.

FFY 2021 Local Lead Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
Atlantic City											
S1602	2017 TTF	**Atlantic Avenue, Morris Avenue to Rhode Island Avenue**	CON	$1.110	*FY 2017 Dollars*	3/18/2016	4/26/2016				
	Policy Board Action 11/23/15 to add project to TIP; Recertification interview completed 8/4/16, City's eligibility renewed 8/18/17; design phase of project authorized 9/17/18 in amount of $116,909.06; Resolution for DES phase on City's Council mtg 1/17/19; based on pool sheet requests, limits for construction to be changed to "California Avenue to Indiana Avenue"; agreements were submitted to LA on 1/24/19; as of 3/28/19 (LA status meeting), change in scope of work, CME no longer design consultant, City readvertised, RFP for Road Safety Assessment from Boston Ave (MP 5.73) to Maine Ave (MP 8.15) issued on 3/26/19, proposals due 4/26/19; JMT as consultant for RSA ($180,557.69); additional TTF funds in amount of $63,648.63 were approved by Local Aid on 6/19/19 to increase total funding to an amount of $180,557.69 for design phase (RSA); Local Aid provided award conurrence on 6/28/2019; BEPR stated a new CED/EO215 may be needed or just an ER (depending on scope change); project will advance in FY 2021 after design is authorized, project name/limits to change as City anticpates to use TTF funds for the construction phases of Atlantic Avenue along with their STBGP funds in FY 2021 and FY 2022 for construction; 9/30/20 DOT sent Atlantic City a letter asking for reasoning on delay in advertisement of firm selection										
S1916	2021 STBGP-AC	**Atlantic Avenue, Tennessee to Maine Avenues**	CON	$0.964							
	DES not started yet; Initial PS&E scheduled 5/1/21										
X107	2020 TAP-AC	**Caspian Pointe Pedestrian and Bicycle Connection**	CON	$0.558	$0.935	3/28/2018	9/4/2019	11/27/2019	3/26/2020	4/8/2020	5/21/2020
	CED submitted on 3/28/18; field visit by LA (V.Darji) on 5/8/18 for CED review; RFP released using City dollars; design (Ponzio); field visit by LA staff on 10/25/18, no CON activity for NJDEP bulkhead project; as of 1/22/19 CED still on hold until NJDEP project (seawall construction) gets underway; City received letter from LA dated 1/8/19 stating LA contacted NJDEP; as of 1/24/19 J.Rutala sent documents to NJDEP; City requested a time extension for authorization deadline; NJDEP advertised bulkhead project on 2/14/19 (expected to take 4 to 5 months): bid opening 4/25, award in June, CON in July then City's project can advance; field visit by LA staff on 6/5/19 no CON activity for bulkhead project; pre-CON meeting for NJDEP held early July, Original CED scope hasn't changed. BEPR to move forward with review; CED approved on 9/4/19; Revised cost of project $1.1 million, Local Aid sent request for additional funding to Julie Seaman, Local Aid provided additional materials requested by JS week of 11/4, additional funding request approved by Local Aid; Local Aid received Prelim. PS&E on 11/27/19 and is reviewing pkg and will provide comments back to City; ER required; Darji/Amin (3/10/20) City is advertising RFP for CE/I services. A request for federal authorization can be submitted when City has negotiated a price for CE/I; 4/8/20 Authorization request sent; Authorized on 5/21 for $935,181.65. Requested more funding from FHWA for construction on 11/5/20.										
Atlantic County											
X107	2021 TAP-AC	**Lighthouse District Streetscape Improvement Program** ***(Project Sponsor: Brigantine City)***	CON	$1.000							
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Philip J. Guenther; kick-off meeting held 8/17/17; City requested Design Assistance from NJDOT, GPI is design consultant; once design schedule is determined, submital dates for CED and plans will be determined; Design Assistance meeting held on 6/5/19 with City/GPI; PE phase authorized; J.Seaman to send out agreement to City with GPI (design consultant); 6/15/20 Agreement received from LPA;										
X107	2021 TAP-AC	**Cedar Creek/Egg Harbor Lake Pedestrian Connection** ***(Project Sponsor: Egg Harbor City)***	CON	$0.723							
	Received support of SJTPO Policy Board 5/22/17, NJDOT Notice of Award per 7/8/17 letter addressed to Mayor Lisa Jiampetti; City requested design assistance from Julie Seaman; LA provided comments on Design Assistance cost proposal, Design kick-off meeting held on 11/13/18, proposal received on 12/21/18; based on schedule provided by the consultant, final design is expected to be complete in 2021; PE phase authorization request sent on 5/22/19; PE phase authorized on 5/29/19; FY 2021, CED still not submitted										
X107	2023 TAP-FLEX	**Borough of Folsom 13th Street Pedestrian Path** ***(Project Sponsor: Folsom Boro)***	CON	$0.414							
	Kick-off meeting held 8/9/19; design assistance kickoff mty with LPAs to be held by J.Seaman; Darji/Amin; DES to occur in FY 2021										
X107	2023 TAP-AC	**Linwood/Seaview Bike Path Extension** ***(Project Sponsor: Linwood City)***	CON	$0.127							
	Kick-off meeting held; design assistance may be needed; As of 12/11/20 status meeting with Atlantic Count & DOT, design will be done in-house										
99358	2023 SRTS	**Ventnor School Safety Improvement Program** ***(Project Sponsor: Ventnor City)***	CON	$0.207							
	Kick-off meeting held; Local Aid met with Ed Stinson, Local Aid needs to reach out again; DES authorized 7/24/20'; As of 12/11/20 status meeting with Atlantic County & DOT, program dropped and no longer proceeding, waiting for official letter confirming before removal										
X065	2021 CMAQ	**Purchase of Eight (8) Replacement Paratransit Passenger Buses**	CON	$0.616	*FY 2021 Dollars*	NJ Transit lead on vehicle purchase					
S2003	TTF	**English Creek Avenue - CR 603**	CON	$0.498	$0.330	6/23/2020	6/23/2020	6/17/2020	9/11/2020		11/18/2020
	New project funded with TTF Swap balances; Waiting for SBE goal. Rec'd final PS&E on 6/17/20. No EO 215 required as per BEPR email dated 6/23/20; Submission anticipated week of 8/31/20; Authorized for $329,998.31 on 11/18/2020										
S2003	i-Bank	**Atlantic County Route 629 Pedestrian and Traffic Signal Improvement**	CON	$9.600	$9.720	1/17/2017	7/10/2020	3/3/2020	6/17/2020		12/3/2020
	Orginally programed with CMAQ funds, but scope of project was too large so county is applying to i-Bank for funding; DES under federal funds; ER approved 7/10/20; As of 9/17/20, Atlantic County has not provided a final PS&E for acceptance and to close out of design phase; If the county cannot meet the scheduled award date of 9/30/20, it will result in deobligation of funding for the project; 8/24/20 contract modification to DOT extending the deadline for design to 12/31/20; Email dated 12/3/20 states that DOT agrees with the receommendation to award a CON contract to L. Feriozzi Concrete Company, Inc. in the amount of $9,720,139.25.										
S1706	2021 STBGP-AC	**CR 559 Alternate (Ocean Heights Avenue), Harbor Ave to Salma Terrace**	CON	$1.571							
	DEC sent ot DOT 8/25/20; 11/30/20 DOT reviewing CED but need submission of preliminary PSE package, final PSE package, and federal authorizaton package; Proposed dates: Preliminary PS&E package 2/1/21, documentation for consult selection 3/1/21, final PS&E packaage 4/1/21, federal authorization package for CON and CE service 5/1/21										

FFY 2021 Local Lead Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
Cape May County											
99358	2023 SRTS	**West Cape May Borough Elementary School Pedestrian Safety Improvements** ***(Project Sponsor: West Cape May Boro)***	CON	$0.252							
	Kick-off meeting held on 6/26/19; design assistance may be needed; J.Seaman to coordinate with Boro and staff augmentation for Boro's eligibility; Boro is in design process and consultant will prepare CED and PS&E via design assistance. As of 2/15/2020 design is 46% complete. Project will not be ready for authorization in FY2020;										
X065	2021 CMAQ	**Procurement of 7 low emission, unleaded fuel, body on chassis mini-buses**	CON	$0.480	*FY 2021 Dollars*	NJ Transit lead on vehicle purchase					
S1710	2021 STBGP-AC	**Ocean Drive (CR 619), 62nd Street to 80th Street**	CON	$1.676							
X065	2021 CMAQ	**Improving Air Quality and Reducing Traffic Congestion through Biking in Ocean City**	CON	$0.222		6/6/2016	7/19/2016	9/10/2020			
	SJTPO Policy Board support 7/27/15; kickoff mtg 1/6/16; CED approved 7/19/16; County reviewed plans & specs submitted by Ocean City, provided comments to Ocean City Engineer on 4/29/19, awaiting changes to plans by city, once comments are addressed County will submit Prelim. PS&E to Local Aid; anticipate FY 2020 authorization; ER required; County to meet with City week of January 20th; Preliminary PS&E and ER anticipated to be submitted by County in April; City of Ocean City has not submitted final documents to County for submissioin to Local Aid. SJTPO staff has reached out to the city to explain that funding will likely be re-programed due to slippage in submissions and project unlikely to be authorized FY 2020; Moved from 2020 to 2021; Anticipated authorization 12/31/20										
City of Vineland											
04314	2020 HSIP	**Garden Road & Mill Road Traffic Signalization**	ROW	$0.247	$0.247						5/8/2020
	2021 HSIP		CON	$1.978		10/18/2019		8/27/2019			
	TRC 1/29/15; recommended by NJDOT TD&S for HSIP funding 5/29/15; Public Information Session 7/11/17; design CED approved 8/28/15; initial ROW negiotations began June 2018; ER approved 5/9/18 for ROW; re-kickoff meeting week of April 29th with design consultant (RVE), appraisials old, City had to re-negotiate with property owners; City provided updated cost for CON (updated from $1.282 to $1.978) and will provide ROW after negiotations are finalized; plans are 95% complete; project to be fully funded with HSIP money (AH sent email to TRC on 9/16/19 for information only); City met with ROW consultant on 10/3 and 10/17; E&S permit submitted; City submitted CON CED to Local Aid on 9/26/19; Local Aid submitted additional information from City that was needed for CED to BEPR on 11/13/19; as of 12/12/19 (email from D.Maillet) ROW process moving along with few issues (non-responsive/non-cooperative property owners); City to request for ROW funding to Local Aid immediately after the last owner is in agreement, as of 2/13/19 (LA mtg), City is still having issues with property owners and no response from Verizon; consultant is working on addressing Prelim. PS&E comments and changing pay items to reflect one funding source, City is awaiting final resolution of utility relocation (with Verizon) issues before submitting Final PS&E; Authorization for ROW begin sent on 3/16/2020; City is negotiated ROW parcels. Appraisal reports received. Review ongoing, preparing and submitting authorization package by 4/20/20; ROW authorized 5/8/2020;										
X065	2021 CMAQ	**Landis & Mill, Landis & Orchard Traffic Signal Upgrades**	CON	$0.548		5/7/2018	2/25/2019	8/18/2019			
	Design with City funds (RVE) awarded of City Council 2/27/18; CED submitted to BEPR on 5/7/18; lots of coordination with Landis Avenue Phase V required; City submitted draft Concept Plan showing widening associated with traffic signals to Local Aid on 2/11/19, Local Aid forwarded to BEPR on 2/13/19, City sent revised project description to BEPR on 2/15/19; CED approved 2/25/19; project still under design; ER (for supplement of sidewalks) submitted on 4/29/19; City submitted Preliminary PS&E to Local Aid on 8/18/19, Local Aid provided comments back to City on 8/22/19; as of 2/13/20 (LA mtg) City is having issues with Verizon, City to submit Final PS&E to Local Aid after final resolution of utility relocation issues; ER needed; City to request funding be reprogramed for 2021; Feb. 2021 PS&E anticipated submission										
S1407	2021 STBGP-B5K200K	**Landis Avenue, Phase V, Mill Road to Orchard Road (CR 628)**	CON	$1.869							
	CED approved; April 2021 PS&E packet anticipated										
Cumberland County											
X107	2023 TAP-L5K	**Newport Streetscape Improvement Project** ***(Project Sponsor: Downe Twp)***	CON	$0.990							
	Kick-off meeting held; Cumberland County most likely to take lead on project; Township selected GPI for Design Assistant. Project Kick off on 5/12/20; Proposal only recently received, moved to FY21; Township/county inter-local agreement in process; Will be using design assistance										
X065	2021 CMAQ	**Millville Broad Street Traffic Signal Upgrades** ***(Project Sponsor: CON - City of Millville)***	CON	$0.825			4/24/2020	5/8/2020			
	DES phase authorized 3/8/17; RVE for design; Initial PS&E Package received on 8/31/18. Review comments sent to LPA on 9/17/18; as of 1/4/19 (email from B.Prohowich), City of Millville will be sponsor of CON phase of project instead of County; as of 2/19/19 (Federal Status Conference call spreadsheet), plans were sent to NJDOT Traffic Department for review/recommendation. Recevied comments back on 2/8/19; Additional Design funds authorized on 5/7/19 in the amount of $19,404.70; CED and Preliminary PS&E need to be submitted, waiting on additional design plans to be completed and reviewed by NJDOT Traffic ; 5/8/20 revised PS&E sent to NJDOT; NJDOT Traffic still reviewing and making comments; Waiting on revised PS&E Package from LPA.PS&E comment response sent to traffic on 2/28/20. "R&V informed the county that they are on track to make a submission of revisions by 3/30/20; CED Approved on 4/24/20; Traffic Submittal #5 submitted to Local Aid 7/16/20; City plans to authorize CON in FY21; Authorization planned for June 2021										
X107	2021 TAP-B5K200K	**Maurice River Bikeway Trail - Phase V** ***(Project Sponsor: City of Millville)***	CON	$0.517							
	SJTPO Policy Board support 3/23/15; NJDOT worked with City on Eligibility; in-house DES; TWT selected as Design Assistance Consultant, NJDOT to serve as PM for Design; Design Assistance kick-off meeting held 7/17/17; PE phase authorized on 9/15/18; Local Aid sent agreement to City for signature, City sent signed agreement to LA; City met with TWT week of 10/7, anticipated CON auth. depends on progress of Design Assistance and delivery of plans (consultant anticipates 7 months for PE phase and 7 months for FD phase); FY 2021 CON authorization anticipated; design is ongoing, CED needs to be submitted; Design invoice #2 submitted for work through January 2020, Millville will hold a PIC once a preliminary design is finalized; Planned for FY21; PS&E anticipated submittal in July 2021; Push to FY22 instead of FY21										
S1403	2021 STBGP-B5K200K	**Cumberland County Federal Road Program; FY 2021**	ERC	$2.100		8/17/2020					
	Funded for $2.1M in 2021, $2.2M in 2022, and $2.2M in 2023										
04314	2021 HSIP	**Cumberland County Pilot Roundabout (West Park Drive)**	ROW	$0.001							
	2022 HSIP		CON	$1.035							
	Rough scope has been completed with the city of Bridgeton										
S1403	TTF	**FY 2021 TTF Road Program**	CON	$2.547							

FFY 2021 Local Lead Project Status

DB Number	Funding Source	Project Name	Phase	Cost (millions)		CED/ECE		Preliminary PS&E Submitted	Final PS&E Submitted	Authorization	
				Programmed	Authorized	Submitted	Approved			Submitted	Approved
Salem County											
S1909	2020 STBGP-L5K	**South Greenwich Street/Telegraph Road (CR 540), Phase 1**	DES	$0.150	$0.150	Estimated 3/15/2020					5/14/2020
	2021 STBGP-L5K		CON	$1.500	*FY 2021 Dollars*						
	County to submit CED to Local Aid on March 15th, Local Aid will then review and submit CED to BEPR, County anticipates to submit request for design authorization (project description, preliminary construction cost estimate, design funding estimate, RFP for survey and base mapping) by May 1st; Authorized DES 5/14/20;										
04314	2020 HSIP	**Five Points Roundabout**	FD	$0.124	$0.175	Estimated 2/2020	8/20/2020			9/17/2020	9/21/2020
	2021 HSIP		ROW	$0.100							
	2022 HSIP		CON	$1.052	*FY 2021 Dollars*			9/30/2020	Estimated 2/2021		
	Location at Porchtown Road (CR 613), Upper Neck Road (CR 690), and Lawrence Corner Road (CR 621); project received final approval by Traffic Data & Safety for project to advance on 10/1/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/12/18 for consultant costs of $104,550.38 and state forces costs of $63,821.56; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting #1 held on 8/28/19; design progress meeting #2 held on 12/17/19, intial PIC to be scheduled, CED to be submitted; Virtual outreach to begin; PE phase is underway. Estimated date for submittal of CED: February 28, 2020 Estimated date for submittal of Preliminary PS&E: February 28, 2020: Estimated date for submittal of Final PS&E: October 2020: Estimated date for submittal of Authorization: December 2020; COVID-19 has delayed outreach; 7/23/20 Lauralee indicated 5 and 6 points must undergo Cultural Resource Investigation prior to CED being approved; PIC held 7/29/20; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering; Authorized with the name "Five Points Roundabout"										
04314	2020 HSIP	**Six Points Roundabout**	FD	$0.124	$0.182	Estimated 2/2020				9/17/2020	9/21/2020
	2021 HSIP		ROW	$0.100	*FY 2021 Dollars*						
	2023 HSIP		CON	$1.100	*FY 2022 Dollars*			9/30/2020	Estimated 2/2021		
	Location at Garden Road (CR 674), Parvin Mill Road (CR 645), and Alvine Road (CR 655); Project received final approval by Traffic Data & Safety for project to advance on 5/4/18; project is apart of SJTPO's FY 2019 Local Safety Program Design Assistance, RFP for design issued on 9/6/18; Urban selected as design consultant; PE phase authorized on 12/27/18 for consultant costs of $109,852.00 and state forces costs of $57,350.35; NTP issued 3/26/19, kick-off meeting held on 5/1/19; Design progress meeting held on 8/28/19; design progress meeting #2 held on 12/17/19, intial PIC to be scheduled, CED was submitted in October 2019; CED approved on 1/6/2020. 7/23/20 Lauralee indicated 5 and 6 points must undergo Cultural Resource Investigation; PIC held 7/29/20; Potential impact to swamp pink species have been identified by USFWS. Further consultation will be required during final design; authorization submittal estimated 9/16/20; Preliminary PS&E submitted for preliminary engineering; Authorized in the name "Six Points Roundabout"										
99358	2021 SRTS	**Sidewalk, crosswalk and signalization improvements at various locations *(Project Sponsor: Woodstown Borough)***	CON	$0.237		1/14/2020		6/30/2020		9/16/2020	
	Received support of SJTPO Policy Board kick-off and eligibility meeting scheduled 7/1/2017; 12/19/17 design assistance kick-off; PE authorized 11/21/18; project currently under design (Design Assistance); kick-off meeting held early July 2019; CED submitted in January 2020; Waiting on USFWS										
S1908	2021 STBGP-L5K	**Telegraph Road (CR 540), Phase 2**	DES	$0.150							
	2022 STBGP-L5K		CON	$1.500							
	Salem County awaiting executed contract from DOT for incurrent costs associated with DES as of 12/29/20										
04314	2021 HSIP	**City of Salem Roadway Corridor and Intersection Safety Improvements**	PE	$0.189							
	2022 HSIP		FD	$0.189							
	2023 HSIP		ROW	$0.100							
	2024 HSIP		CON	$4.160							
	PE scheduled for FY21										
New Jersey Department of Environmental Protection											
X065	2021 CMAQ	**It Pay$ to Plug in: New Jersey's Electric Vehicle Charging Grants Program**	CON	$0.399	*FY 2021 Dollars*						

29-Dec

CED Submission to BEPR Deadline: mid-February 2021

Final PS&E Submission Deadline: early June 2021

Auth. Pkg. to NJDOT Deadline: mid-June 2021

	Cost (millions)					
	Programmed FY 2021	Authorized	Apportionment	FY 2021 "Balance"*	Unprogrammed Funds*	
2021 STBGP-AC	$4.211000	$0.000000	$4.211943	$4.211943	$0.000943	
2021 STBGP-B5K200K	$3.969000	$0.000000	$4.747000	$4.747000	$0.778000	**$0.600 decreased from 2021 B5K200K, moved to 2021 CMAQ
2021 STBGP-L5K	$1.650000	$0.000000	$2.910000	$2.645000	$0.995000	
2021 CMAQ	$3.089500	$0.000000	$1.900000	$1.900000	-$1.189500	**$0.600 increased in 2021 CMAQ from 2021 B5K200K
2021 HSIP	$2.368165	$0.000000	$2.000000	$2.000000	-$0.368165	
2021 SRTS	$0.237000	$0.000000	-	-		
2021 TAP-AC	$1.723000	$0.000000	-	-		
2021 TAP-Regional	$0.000000	$0.000000	-	-		
2021 TAP-B5K200K	$0.517000	$0.000000	-	-		
2021 TAP-L5K	$0.000000	$0.000000	-	-		
2021 TAP-FLEX	$0.000000	$0.000000	-	-		

* includes Metropolitan Planning (X30A) $0.265 million

SJTPO HSIP PROJECTS

Emphasis Area	Project Name	SPONSOR	MUNCIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	2021	2022	2023	2024
Intersections	Cape May County Pilot Roundabout 1 (*West Perry)*	Cape May County	West Cape May Boro	Cape May	SJTPO	ROW	HSIP	Programmed		$ 0.2250		
Intersections						CON	HSIP	Programmed			$ 0.6750	
Intersections	Cumberland County Pilot Roundabout (*West Park Drive)*	Cumberland County	Bridgeton City	Cumberland	SJTPO	ROW*	HSIP	Programmed	$ 0.0010			
Intersections						CON	HSIP	Programmed		$ 1.0350		
Intersections	Garden Road & Mill Road Traffic Signalization	City of Vineland	Vineland City	Cumberland	SJTPO	CON	HSIP	Programmed	$ 1.9782			
Pedestrians and Bicyclists	FY 2023 Local Safety Design Assistance - Cumberland County Ped & Bike Action Plan*	Cumberland County	Various	Cumberland	SJTPO	PE	HSIP	Programmed			$ 0.2500	
Pedestrians and Bicyclists						FD	HSIP	Programmed				$ 0.2500
Pedestrians and Bicyclists						CON	HSIP	Programmed				
Intersections	Salem County Roundabout (Six Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	ROW	HSIP	Programmed	$ 0.1000			
Intersections						CON	HSIP	Programmed			$ 1.1000	
Intersections	Salem County Pilot Roundabout (Five Points)	Salem County	Pittsgrove Twp	Salem	SJTPO	ROW**	HSIP	Programmed	$ 0.1000			
Intersections						CON	HSIP	Programmed		$ 1.0523		
Pedestrians and Bicyclists	City of Salem Roadway Corridor and Intersection Safety Improvements	City of Salem	Salem City	Salem	SJTPO	PE	HSIP	Programmed	$ 0.1891			
Pedestrians and Bicyclists						FD	HSIP	Programmed		$ 0.1891		
Pedestrians and Bicyclists						ROW	HSIP	Programmed			$ 0.1000	
Pedestrians and Bicyclists						CON	HSIP	Programmed				$ 1.0000
								SJTPO HSIP Total Programmed	$ 2.368	$ 2.501	$ 2.125	$ 1.250
								SJTPO HSIP Line Item	$ 2.000	$ 2.000	$ 2.000	$ 2.000
								SJTPO HSIP Balance	$ (0.368)	$ (0.501)	$ (0.125)	$ 0.750

29-Dec

*5 project locations will need Design Assistance from the Ped & Bike Safety Action plan (once it is complete)

Green = within budget

Red = overbudget

SJTPO CMAQ PROJECTS

DBNUM	Project Name	SPONSOR	MUNCIPALITY	COUNTY	MPO	PHASE	FUND	Amount Type	Solicitation Year	2021	2022	2023	2024
X065	Ventnor Avenue Signal Synchronization Project	Ventnor	Ventnor	Atlantic	SJTPO	DES	CMAQ	Programmed	FY 2022-2024		$ 0.2900		
						CON	CMAQ	Programmed	FY 2022-2024			$ 1.3500	
X065	Somers Point Bike Path Enhancements	Somers Point	Somers Point	Atlantic	SJTPO	CON	CMAQ	Programmed	FY 2022-2024		$ 0.1650		
X065	Pacific Avenue Traffic Signal Optimization	Atlantic City	Atlantic City	Atlantic	SJTPO	DES	CMAQ	Programmed	FY 2022-2024		$ 0.2000		
						CON	CMAQ	Programmed	FY 2022-2024				$ 1.2000
X065	Purchase of eight (8) Replacement Paratransit Passenger Buses	AC Transportation Unit	Various	Atlantic	SJTPO	CON	CMAQ	Programmed	FY 2018	$ 0.6160			
X065	Roosevelt Blvd/34th St Advanced Traffic Signal Project	Cape May County	Ocean City	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018, FY 2021				$ 0.5000
X065	Improving Air Quality and Reducing Traffic Congestion through Biking in Ocean City	Cape May County	Ocean City	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2016	$ 0.2220			
X065	Cape May County Route 621 (New Jersey Ave) Improvements	Cape May County	Various	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018		$ 1.2450		
X065	Procurement of 7 low emission, unleaded fuel, body on chassis mini-buses	CMC Fare Free Transportation	Various	Cape May	SJTPO	CON	CMAQ	Programmed	FY 2018	$ 0.480			
X065	Cumberland County Department of Workforce Development "To-Work" Transportation Vehicle Replacement	Cumberland County Department of Workforce Development	Various	Cumberland	SJTPO	N/A	CMAQ	Programmed	FY 2022-2024			$ 0.3500	
X065	Vineland Alternative Fuel Vehicles Phase 1	City of Vineland	City of Vineland	Cumberland	SJTPO	N/A	CMAQ	Programmed	FY 2022-2024			$ 0.2000	
X065	Vineland Alternative Fuel Vehicles Phase 2	City of Vineland	City of Vineland	Cumberland	SJTPO	N/A	CMAQ	Programmed	FY 2022-2025				$ 0.2000
X065	Landis & Mill, Landis & Orchard Traffic Signal Upgrades	City of Vineland	City of Vineland	Cumberland	SJTPO	CON	CMAQ	Programmed	FY 2015	$ 0.5475			
X065	Millville Broad Street Traffic Signal Upgrades	Millville	Millville	Cumberland	SJTPO	CON	CMAQ	Programmed	FY 2017	$ 0.8250			
X065	It Pay$ to Plug in: New Jersey's Electric Vehicle Charging Grants Program	NJDEP	Various	Various	SJTPO	CON	CMAQ	Programmed	FY 2018	$ 0.3990			
29-Dec									*SJTPO CMAQ Total Programmed*	$ 3.090	$ 1.900	$ 1.900	$ 1.900
									Supplemental STBGP B5K200K	$ 0.600			
									SJTPO CMAQ Line Item	$ 1.900	$ 1.900	$ 1.900	$ 1.900
									SJTPO CMAQ Balance	$ (0.590)	$ -	$ -	$ -

Green = within budget
Red = overbudget

South Jersey Transportation Planning Organization

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

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

Date: January 13, 2021

To: SJTPO Policy Board

From: SJTPO Staff

Re: Technical Studies Update

Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study *ongoing*; Jennifer Marandino

Michael Baker International, Inc. in association with WSP, Churchill Consulting Engineers (DBE), and Richard Grubb & Associates (DBE)

Project website www.capemaytwomilebridge.com

The scope of the technical effort includes Ocean Drive (County Road Number 621) from NJ Route 109 to Madison Avenue in Lower Township, Cape May County with the main objective of the Local Concept Development (LCD) phase to identify and compare reasonable alternatives and strategies that address the requirements of the initial stages of the project delivery process, and to select a Preliminary Preferred Alternative (PPA). Alternative 3 was selected as the PPA, which includes the realignment of the Middle Thorofare Bridge to the South and realignment of the Mill Creek and Upper Thorofare Bridges to the north.

After a mid-June Internal Review Committee (IRC) meeting with NJDOT, FHWA, and the project team a formal letter was issued on August 2, 2019 indicating that the Committee cannot recommend the project advance to the Preliminary Engineering phase with two outstanding issues:

1. Evaluation based upon the Secretary of Interior Standards for Rehabilitation

   The additional rehabilitation analysis has been completed with the LCD report updated

2. The project must undergo a NJDOT-led Value Engineering Workshop

   The workshop was held on Monday, January 6th through Wednesday, January 8th. NJDOT transmitted an initial draft of the Value Engineering Report (Sections 4 and 5) on March 13th.

The Michael Baker team completed further investigation of one NJDOT-developed concept, resulting from the Value Engineering Analysis. It was determined that Alternative 9 was more expensive than the PPA (Alternative 3). No further investigation of the VE Alternative, Alternative 9, was necessary. The team prepared a formal response to the VE Report, with a virtual meeting held (November 17th) with NJDOT to review the VE Report. NJDOT prepared a final VE Report, which was transmitted on December 10th. The VE Report will be included in the Local Concept Development Report, prepared by Michael Baker.

A letter has been drafted, by SJTPO, requesting that NJDOT and the IRC approve the Ocean Drive project be advance to the next phase of the project delivery process; Preliminary Engineering. The work associated with the consultant lead technical is complete with the contract having ended on December 31, 2020.

Date: January 13, 2021
Re: Technical Studies Update

Cumberland County Bicycle/Pedestrian Safety Action Plan *ongoing*; Alan Huff

Urban Engineers, Inc. in association with Fitzgerald & Halliday, Inc. (DBE), Civic Eye Collaborative, LLC (DBE), and NV5, Inc.

This effort includes several action-oriented tasks geared towards advancing data-driven bicycle and pedestrian projects in Cumberland County, through SJTPO's Local Safety Program. The project is being funding through the federal Highway Safety Improvement Program (HSIP).

A delayed Notice to Incur Cost was issued by NJDOT in April 2018 with a kick-off meeting held on May 4th. To-date, network screening has been completed, public feedback received and summarized, and municipalities have selected their project locations for advancement. SJTPO has received resolutions of support from Vineland, Bridgeton, Millville, and Cumberland County. The toolbox of safety countermeasure strategies has been drafted and updated to reflect SJTPO comments. Crash report data has been collected and analyzed. Road Safety Audits have been performed at all locations. Crash diagrams have been created for all locations. Civic Eye has created a series of videos that educate the public about select safety countermeasures, which will be used in the next round of outreach.

Project alternatives and recommendations as well as other information for the public were presented at a series of virtual public meetings in English on December 7th (Millville and Vineland) and December 8th (Bridgeton) and Spanish on December 10th (all locations). Notifications were mailed in English and Spanish to 9,500 residents within the corridors and information related to project content, the meetings, and feedback opportunities were promoted via social media, email, and through our partners for the general population. Public comment is open through January 11th and all content is available on the SJTPO website at www.sjtpo.org/CumberlandSAP.

After public comment concludes, the Steering Committee will be reconvened to review safety data and public feedback to select preferred alternatives, which the Urban team will translate into completed Local Safety Program project applications for HSIP funds. Data will be collected, if necessary. Finally, the team will compile the Safety Action Plan, which essentially documents the process, data analyses, toolkits, and conclusions. Project completion is anticipated well before the recently extended June 30, 2021 deadline.

Local Safety Program Design Assistance *ongoing*; Alan Huff/Jason Simmons

Urban Engineers, Inc., in association with Churchill Consulting Engineers (DBE/ESBE)

The purpose of this project is to assist Salem County in advancing two roundabout projects, selected under SJTPO's Local Safety Program, through the federal authorization process for construction with assistance in the preparation of plans, specifications, and cost estimates. The project is being funded through the federal Highway Safety Improvement Program (HSIP). The consultant team is led by Urban Engineers, with Adam Brown serving as Project Manager.

The Notice to Proceed for the Preliminary Engineering (PE) phase was issued on March 26, 2019. During the PE phase a CED for Five Points and Six Points was approved, with a virtual Public Information Center held on July 29th. The PE phased concluded with submission of the final PS&E to Local Aid on September 30th. Staff worked diligently with Urban Engineers and our NJDOT partners, resulting in project authorization for Final Design Services for both 5-points and 6-points.

NJDOT provided a digital copy of the two fully executed Task Order Modifications, which added funding for Final Design to the original Task Order. New Letter to Incur Costs are pending. The amended Subcontract Agreement between Urban Engineers and SJTA has been fully executed. A Notice to Proceed for Final Design services has been issued.

Multilingual Outreach Services *ongoing*; Alan Huff

Rutgers Public Outreach and Engagement Team (POET) in association with CQ Fluency (DBE)

This technical study is intended to assist SJTPO in addressing several multilingual needs related to the development of the Language Access Plan, associated with Limited English Proficiency requirements in Title VI, as had been detailed to SJTPO in a corrective action in the 2019 Federal Certification Review. The project will develop a Public Outreach Strategy and will evaluate online translation tools to determine financially sustainable ways to meet these requirements going forward. The project will also assist in identifying communities of concern, which will help to establish meetings with these communities, providing translators for these meetings to solicit input on how to improve community outreach in the future.

A Notice to Proceed was issued on January 30, 2020 with a kick-off meeting held on February 6th, a month behind the original schedule. Rutgers has completed Part B, related to SJTPO's Safety Education programs. Rutgers has been working on the outreach strategy and identifying partners for SJTPO to reach to better access underserved populations. Efforts to evaluate automated translation tools are nearing completion. Most document translation included with the contract has been completed. Public outreach, a major task of this effort was put on hold due to COVID-19 but is now underway.

A Spanish public meeting for the RTP was held on December 9th and meetings in English and Spanish related to updating the Title VI, Limited English Proficiency (LEP) Plan, and Public Involvement Plan (PIP) are underway and are expected to take place in February. Project completion is anticipated before the recently extended March 31, 2021 deadline.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

TECHNICAL ADVISORY COMMITTEE

~~BY-LAWS~~ BYLAWS

ADOPTED: March 14, 2000
REVISED: January 12, 2009
November 10, 2014
January 25, 2021

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

TECHNICAL ADVISORY COMMITTEE

PURPOSE

The Technical Advisory Committee (TAC) shall advise the Policy Board on technical matters related to the development and implementation of transportation plans and programs consistent with the SJTPO ~~bylaws~~ Bylaws and ~~mission~~ Mission ~~statement~~Statement.

MEMBERSHIP

TAC membership shall consist of ~~fourteen~~ thirteen (13) ~~(14)~~= voting members as follows: one (1) individual appointed by each member of the Policy Board, ~~the Chairperson of the~~= ~~Citizen's Advisory Committee,~~ and one (1) representative from each of the Delaware River Bay Authority~~,~~ and the New Jersey Turnpike Authority. The Federal Highway Administration, Federal Transit Administration, South Jersey Economic Development District (SJEDD), and Cross County Connection Transportation Management Association (CCCTMA) shall each have one (1) non-voting representative.

Each TAC member shall exercise the duties of his/her membership in good faith and shall attend the regular meetings of the TAC on a consistent basis.

QUORUM

A quorum for the purposes of transacting business at any TAC meetings shall consist of a majority of total voting membership. ~~(8 voting members).~~

OFFICERS

The TAC voting membership shall appoint a Chairperson, and a Vice-Chairperson as officers. Officers shall serve without compensation.

The Chairperson and Vice-Chairperson shall be elected by the TAC at its annual meeting in January for a one-year term commencing on that date and ending when their successors are elected. Any vacancy in these positions shall be filled by the TAC through a special election.

OFFICER RESPONSIBILITIES

The Chairperson shall preside at all TAC meetings and shall have the power to appoint subcommittees, to designate subcommittee Chairpersons, to call meetings, and to perform other such actions as ~~is~~ are normally performed by a committee chairperson.

The Chairperson or Vice Chairperson shall attend Policy Board meetings and provide the Board with a report on the previous TAC meeting.

The Vice-Chairperson shall act in the absence of the Chairperson and shall perform such duties as assigned to him or her by the Chairperson.

In the event both the TAC Chairperson and the Vice-Chairperson are absent from a meeting, a temporary Chairperson will be selected by the TAC members to preside over that meeting.

The TAC officers shall serve no more than two (2) consecutive terms in the same office. In the event that a TAC officer serves four (4) consecutive terms in any position, he or she will not be eligible to hold office for a period of at least one year.

MEETINGS

The annual meeting for election of officers shall be held at the regularly scheduled January meeting.

A regular meeting schedule will be established annually to correspond with the SJTPO Policy Board meeting cycle. Adjustments to the regular meeting schedule shall be made on an as-needed basis by the Chairperson. One or more TAC members may participate in a meeting via telephonic or other form(s) of remote technology. Meetings may also be held remotely, where all or the majority of TAC members attend via telephonic or other remote technology, as long as prior notice of the remote meeting is provided to the public.

The TAC Chairperson shall coordinate with the SJTPO on all matters to be included on the TAC agenda.

SJTPO staff shall make the TAC meeting agenda and meeting materials available to all TAC members no later than five (5) days prior to the meeting.

Special meetings may be called by the Chair. The meeting announcement will be circulated to all TAC members no later than five (5) days prior to the meeting. SJTPO staff will be responsible for sending meeting notices to members.

Any TAC member may bring an item up for discussion and possible action that is not on the meeting agenda. Whenever possible, information on this item shall be provided to all TAC members no later than five (5) days prior to the meeting.

VOTES

When a quorum is present, ~~Action~~ action may be taken and motions and resolutions adopted by the TAC at any meeting by the affirmative vote of a majority of the voting members present. Unless otherwise noted by the Chairperson, votes will be taken by Collective vote. All motions and resolutions are provided in an advisory capacity, except where they pertain to activities internal to the functioning of the TAC.

MINUTES

SJTPO staff shall provide secretarial functions including the recording and preparation of minutes. Meeting minutes shall be included in the following months agenda package at least five days prior to the meeting.

SUBCOMMITTEES

The TAC may establish subcommittees to handle specific issues as needed. The members shall be appointed by the Chairperson. The subcommittees will report their findings to the full TAC for review and approval.

STAFF SUPPORT

The chairperson can request SJTPO staff for technical support to assist the TAC in carrying out its responsibilities.

AMENDMENTS

The TAC ~~bylaws~~ Bylaws may be amended, repealed, or revised by an affirmative vote of two-thirds of the voting members present at any TAC meeting provided that the meeting notice contains a copy of the proposed change and members were given adequate advance notice of the meeting.

RELEVANT LAW

All Members and officers shall comply with all relevant Federal and State laws, regulations and directives governing MPOs and member agencies under U.S. Title 23, USC 134, and Section 8 of the Federal Transit Act, as amended and Section 174 of the Clean Air Act of 1990 as amended.

MEETING PROCEDURES

Unless otherwise specified in these Bylaws, ~~The~~ the latest annotated version of Roberts' Rules of Order will govern the procedural conduct for all TAC meetings.

EFFECTIVE DATE

These bylaws shall go into effect on ~~November 10, 2014.~~ January 25, 2021.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2101-02: Approving Amendments to the Technical Advisory Committee Bylaws

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties (the Counties); and

WHEREAS, the Bylaws of the South Jersey Transportation Planning Organization set for the specific voting membership of the Technical Advisory Committee (TAC) in Article IV, Committees; and

WHEREAS, on March 14, 2020, the SJTPO Policy Board adopted Bylaws for the affairs and business of the TAC, which was most recently amended on November 10, 2014; and

WHEREAS, the membership of the Technical Advisory Committee (TAC) consist of fourteen voting members to include the Chairperson of the Citizens Advisory Committee; and

WHEREAS, on November 23, 2020, the Citizens Advisory Committee was dissolved; and

WHEREAS, an amendment to the Bylaws is required to reflect a Technical Advisory Committee membership of thirteen (13) voting members; and

WHEREAS, an amendment to the <u>Meetings</u> section of the Bylaws include additional language as follows: *One or more TAC members may participate in a meeting via telephonic or other form(s) of remote technology. Meetings may also be held remotely, where all or the majority of TAC members attend via telephonic or other remote technology, as long as prior notice of the remote meeting is provided to the public*; and

WHEREAS, an amendment to the <u>Votes</u> section of the Bylaws include additional language as follows: *When a quorum is present,* action may be taken and motions and resolutions adopted by the TAC at any meeting by the affirmative vote of a majority of the voting members present. *Unless otherwise noted by the Chairperson, votes will be taken by Collective vote.*; and

WHEREAS, an amendment to the <u>Meeting Procedures</u> section of the Bylaws include additional language as follows: *Unless otherwise specified in these Bylaws,* the latest annotated version of Roberts' Rules of Order will govern the procedural conduct for all TAC meetings; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the amendments to the Technical Advisory Committee Bylaws, effective January 25, 2021.

<u>Certification</u>

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

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John W. Risley, Secretary/Treasurer

BYLAWS

OF THE

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ADOPTED: AUGUST 2, 1993
AMENDED: MARCH 22, 2004
AMENDED: JANUARY 25, 2021

PREAMBLE

WHEREAS, the Counties of Atlantic, Cape May, Cumberland and Salem, in the State of New Jersey (collectively, the "Counties"), together with the Governor of the State of New Jersey, have redesignated certain existing metropolitan planning organizations into the South Jersey Transportation Planning Organization (the "MPO"), pursuant to and in accordance with the provisions of the Intermodal Surface Transportation Efficiency Act (the "ISTEA") of 1991, Title 23 U.S.C., Section 134, Title III Federal Transportation Act Amendment of 1991 (the "Act"); and

WHEREAS, the primary objectives of the MPO, are to develop transportation plans and programs for the Counties which provide for development of transportation facilities (including pedestrian walkways and bicycle transportation facilities) which will function as an Intermodal transportation system; and

WHEREAS, the Counties served as the initial members of the MPO; and

WHEREAS, the members of the MPO desire to authorize and make By-Laws for the affairs and business of the MPO.

NOW, THEREFORE, the By-Laws of the MPO are as follows:

ARTICLE I

THE MPO

SECTION 1. Offices. The principal offices of the MPO shall be located ~~in the building known as City Hall~~ in the City of Vineland, New Jersey or at such other location in any of the Counties as may from time to time be determined by the Policy Board.

ARTICLE II

MEMBERSHIP

SECTION 1. Policy Board. The membership of the MPO and the voting members thereof shall consist of an eleven (11) member Policy Board ("Policy Board" or "Board"). ~~of eleven (11) individuals~~ The Policy Board shall manage the MPO to the extent of the powers and requirements of the Act, other applicable federal, state, and local laws and regulations, and in accordance with these By-laws.

The Board's membership shall be determined as follows: one elected official from each of the Counties, the Mayor of Atlantic City, the Mayor of the City of Vineland, an elected municipal representative consisting of the mayor or one other elected municipal official designated by the mayor, from one municipality in Salem County and from one municipality in Cape May County, each such municipality to be designated by the respective County Board of ~~Freeholders~~ Commissioners or County Executive, as applicable, and one representative each from the New Jersey Department of Transportation, the South Jersey Transportation Authority and New Jersey Transit. Each County member of the MPO and each municipality shall be designated by his, her or its County, by resolution or other appropriate action, each other elected municipal representative shall be designated by the mayor in writing, and each representative of the New Jersey Department of Transportation, the South Jersey Transportation Authority and New Jersey Transit shall be designated by resolution of or by written appointment of the Commissioner or Chief Executive Officer of each respective agency as the designated representative and member of the MPO. Each County may, by resolution, designate an alternate elected official. ~~The eleven (11) members shall constitute the Policy Board of the MPO and t~~The right to vote shall be vested in the members of the Policy Board. ~~The Policy Board shall manage the MPO to the extent of the powers and requirements of the Act.~~Each Policy Board member shall exercise the duties of his/her membership in good faith and shall attend the Regular Meetings of the Board on a consistent basis.

SECTION 2. Term. Each member of the Policy Board shall serve from his or her date of appointment to the next annual meeting of the MPO and until his or her successor is duly appointed and confirmed. The term of any County, Mayor or municipal member (and in the case of a County, the right of any alternate to serve) shall automatically expire if such person shall cease to be elected to the office which

he or she holds on the date of appointment. A vacancy in the membership occurring, other than by expiration of the term, shall be filled in the same manner as the original appointment but only for the unexpired term. No vacancy in the membership of the MPO shall impair the right of a quorum to exercise all the rights and perform all the duties of the MPO.

ARTICLE III

MEETINGS

SECTION 1. Regular Meetings. The MPO shall hold an Annual Meeting in January of each year. Other Regular Meetings shall be held from time to time as determined by the Policy Board. Regular Meetings shall be held at the offices of the MPO, or at such places as shall be designated and advertised. All Regular Meetings of the MPO shall be open to the public. Unless otherwise specified in these Bylaws, the latest annotated version of Roberts' Rules of Order will govern the procedural conduct for all meetings.

One or more Policy Board members may participate in a meeting via telephonic or other form(s) of remote technology. Meetings may also be held remotely, where all or the majority of Policy Board members attend via telephonic or other remote technology, as long as reasonable prior notice of the remote meeting is provided to the public.

SECTION 2. Special Meetings. Special Meetings of the MPO may be called at any time by the Chairperson or upon the request of any three (3) members of the Policy Board. Such request shall state the purpose or purposes of the proposed Special Meeting. The Chairperson may fix any time and place as the time and place for holding any Special Meeting. The Secretary shall be informed of the call of such Special Meeting sufficiently in advance to permit the Secretary to give adequate notice to the public. ~~as defined under the "Open Public Meetings Law."~~

SECTION 3. Emergency Meetings. Emergency Meetings may be called by the Chairperson at any time. The Chairperson shall make all reasonable efforts to provide the public with reasonable notice of the Emergency Meeting, in accordance with Article III, Section 5 of these Bylaws. ~~in accordance with the "Open Public Meetings Law."~~

SECTION 4. Executive Session. During any Regular, Special, or Emergency Meeting, the Policy Board may close its session to the public and enter into an Executive Session.

a. An Executive Session shall be authorized in order to discuss confidential matters including, but not limited to: (1) personnel issues including potential employee promotions, discipline, and/or termination; (2) negotiations and related issues involving pending or current contracts to which the MPO is a party, including matters involving collective bargaining; (3) confidential matters which, if made public, would result in an unwarranted invasion of individual privacy; (4) confidential or sensitive federal, state, or local governmental issues, including matters which, if disclosed, would impede the MPO's eligibility to receive public funds; (5) the lease, acquisition, or purchase of real property; (6) licensing and permitting issues; and (7) any matters in which the discussions between the Board and its professionals are protected by the attorney-client privilege.

b. Prior to entering into an Executive Session, the Executive Session shall first be approved by a majority vote of the Board members in attendance. After the Board has deliberated on the matter(s) for which the Executive Session was held, the Executive Session shall be closed by a majority vote of the Board members in attendance.

~~a.~~c. Minutes of each Executive Session shall be kept separately from other published minutes, and shall be deemed confidential. When the subject matter of the Executive Session minutes is determined to be no longer confidential, such minutes shall be released to the public upon approval by the Policy Board. At all times, the minutes shall be subject to redaction based on the continued confidentiality or sensitive nature of the minutes, and/or minute entries reflecting attorney-client privileged communications, attorney work product, or attorney mental impressions.

SECTION 45. Annual Meeting. At the Annual Meeting, the Policy Board shall take the following actions:

a. Adopt ~~any notice of~~a ~~s~~Schedule of Regular ~~meetings~~Meetings to be held during the upcoming Calendar Year. ~~then required by the "Open Public Meetings Law."~~

b. Each of the members of the Policy Board shall present from the applicable County, resolutions establishing his or her credentials to serve as a member of the Policy Board, from any designating mayor, a letter of appointment and from the applicable agency, a resolution or letter of appointment, and the same shall be accepted or rejected based upon lack of appropriate credentials, by the existing members of the Policy Board.

c. Designate a Chairperson, Vice Chairperson and Secretary/Treasurer for the MPO.

SECTION ~~5~~6. Public Notice. Unless otherwise stated in these Bylaws, ~~All~~ all meetings of the MPO shall be advertised in such places and in such manner to provide adequate notice of the meeting, including the time, date, and location of the meeting. To the extent it is reasonably practicable, notice will be provided within 48 hours of the meeting. ~~as is required pursuant to the provisions of the "Open Public Meetings Law."~~

SECTION ~~6~~7. Order of Business. Except when otherwise directed by the Chairperson, the order of business at any meeting of the MPO shall be:

a. Flag salute.

b. Roll call.

~~b.~~c. Reorganization (when required).

~~c.~~d. Approval of Minutes.

~~d.~~e. ~~Petitions and c~~Communications.

~~e.~~f. Report of Executive Director.

~~f.~~g. Unfinished Business.

h. Public Comment (limited to two (2) minutes per person).

~~g.~~i. New Business.

~~Public Comment (limited to two (2) minutes per person).~~

~~h.~~j. Closed Session (when required).

~~i.~~k. Adjournment.

SECTION ~~7~~8. Quorum. A quorum of the MPO for the purpose of transacting business at any Policy Board meeting shall exist only when there are present at least six (6) members of the Policy Board. No action of the Policy Board shall be effective and binding unless a majority of the members of the Policy Board shall vote in favor thereof and if the action pertains to the adoption of a Transportation Improvement Program, three (3) County representatives vote in favor thereof. If a quorum shall not be present at any meeting of the Policy Board, a majority of the Policy Board members present may adjourn the meeting to another time and place. Reasonable ~~Notice~~ notice of not less than 48 hours of any such adjourned meeting shall be ~~given~~ provided to the public. ~~in accordance with the requirements of "Open Public Meetings Law."~~ The minutes of each meeting shall reflect the presence of each member in attendance.

ARTICLE IV

COMMITTEES

SECTION 1. Composition. The following committees, and the composition thereof are hereby established:

~~a. **Citizens Advisory Committee.** The Citizens Advisory Committee shall consist of such numbers of individuals, as may from time to time be appointed by the Policy Board.~~

~~b.~~a. **Technical Advisory Committee.** The Technical Advisory Committee shall consist of ~~fourteen (14)~~thirteen (13) voting members as follows: one (1) individual appointed by each member of the Policy Board~~, the Chairperson of the Citizens Advisory Committee~~ and one representation from each of the Delaware River and Bay Authority and the New Jersey Turnpike Authority. The Technical Advisory Committee shall also consist of such other individuals as may be appointed by the Policy Board. The Technical Advisory Committee shall advise the Policy Board on technical matters related to the implementation and development of transportation systems in accordance with the Act.

~~c.~~b. **Ad Hoc Committees.** Ad Hoc Committees shall be appointed by the Chairperson of the Policy Board as the Policy Board deems appropriate and shall remain in force as long as determined to be necessary.

ARTICLE V

OFFICERS AND SERVICES

SECTION 1. Officers. The officers of the MPO shall consist of a Chairperson, Vice Chairperson and Secretary/Treasurer who shall be members of the MPO. The Policy Board may appoint such other officers as it shall deem necessary who shall hold their offices for such terms as shall be determined by the Policy Board and who shall exercise such powers and perform such duties as shall be determined from time to time by the Policy Board. The officers of the MPO shall be elected by the Policy Board at its Annual Meeting and each officer shall serve for a term of office for one (1) year from January 1 to December 31 and until his or her successor has been duly chosen and qualified.

SECTION 2. Vacancies. If a vacancy occurs in the office of any of the officers of the MPO during the term for which such officer was elected, the Policy Board shall elect a successor to complete the unexpired term, such election to be held at any Regular Meeting of the MPO.

SECTION 3. Staff. The Policy Board shall hire an Executive Director for the MPO. The Executive Director shall have general supervision over the administration of the MPO's business and affairs and shall perform all duties incident to her position, subject to the review of the Policy Board. All other staffing decisions for the MPO shall be made by the Executive Director, subject to review and approval by the Policy Board or a Subcommittee to be named by the Policy Board.

SECTION 4. Support Arrangements. The Policy Board may enter into contracts with third parties to provide administrative support and services, as needed, to the MPO.

ARTICLE VI

DUTIES OF OFFICERS

SECTION 1. Chairperson. The Chairperson shall preside at all meetings of the MPO and shall have general control over the business and affairs of the MPO.

SECTION 2. Vice-Chairperson. The Vice Chairperson shall perform the duties of the Chairperson in the event that the Chairperson is unable to perform such duties by reason of illness, disability or absence, or when requested to perform such duties by the Chairperson. The Vice Chairperson shall

perform such other duties as may from time to time be assigned by the Chairperson of the Policy Board.

SECTION 3. Secretary/Treasurer. The Secretary/Treasurer shall keep the official records of the MPO's minutes and of the actions taken at meetings of the MPO and shall certify, when required to, copies of records. He or she shall have custody of all funds of the MPO and shall perform, in general, all the duties incident to the office of Secretary/Treasurer, and such other duties as may from time to time be assigned to him or her by the Policy Board or the Executive Director. The actions of the Secretary/Treasurer shall be consistent with the accounting policies adopted by the Policy Board. In the absence of the Secretary/Treasurer at a Board meeting, the Chairman may designate an alternate Board member to carry out the duties that require attention, such as signatures on meeting minutes, resolutions, etc.

ARTICLE VII

AMENDMENTS OF BY-LAWS

SECTION 1. The provisions of these By-Laws may be amended by the following procedure:

a. A proposal to amend the By-Laws setting forth the nature thereof must be mailed to every member of the Policy Board at least ten (10) days prior to the meeting of the Policy Board at which such proposal is to be considered.

b. The amendment must be voted upon favorably at such meeting by a majority of the members of the Policy Board.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2101-03: Approving Amendments to the SJTPO Bylaws

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties (the Counties); and

WHEREAS, on August 2, 1993, the SJTPO Policy Board adopted Bylaws for the affairs and business of the MPO with amendments subsequently made on March 22, 2004; and

WHEREAS, amendments, which are outlined in the attached draft Bylaws, are being proposed as follows: Article I – The MPO; Article II – Membership, Section 1. Policy Board; Article III – Meetings, Section 1. Regular Meetings, Section 2. Special Meetings, Section 3. Emergency Meetings, Section 5. Annual Meeting, Section 6. Public Notice, Section 7. Order of Business, Section 8. Quorum; Article IV – Committees, Section 1. Composition; Article V – Officers and Services, Section 3. Staff; and

WHEREAS, a new sub-section, Section 4. Executive Session, was added to include specific language reference the right, procedures, and minutes associated with conducting a closed session; and

WHEREAS, in accordance with Article VII of the Bylaws, the proposal was emailed to every Policy Board member at least ten (10) days prior to the meeting at which the proposal is to be considered; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the amendments to the SJTPO Bylaws, effective January 25, 2021.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

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John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2101-04: Adopting RTP 2050 as the 2020 Update to the *Transportation Matters*: A Plan for South Jersey

PROPOSAL

At its January 11, 2021 meeting, the Technical Advisory Committee recommended that the Policy Board adopt RTP 2050 as the 2020 Update to *Transportation Matters*: A Plan for South Jersey, adopted in July 2016.

BACKGROUND

RTP 2050 is the result of a multi-year effort by SJTPO to meet the federally mandated planning requirements for Metropolitan Planning Organizations. RTP 2050 was originally anticipated to be adopted in July 2020 (every four years). However, SJTPO was granted a six-month extension from FHWA-NJ Division to complete this RTP due to COVID-19. The original anticipation was that in-person meetings could be held to allow for equitable outreach, supplementing virtual outreach during the summer 2020. SJTPO was not able to hold in-person public meetings as result of the pandemic.

A public comment period of 177 days was held from June 26, 2020 through December 18, 2020. This included four virtual public meetings, including a Spanish meeting. Extensive comments were received from FHWA, FTA, NJ TRANSIT and NJDOT, as well as a handful from other stakeholders and members of the public via the RTP email inbox. The final draft RTP 2050, which incorporates all the comments, as well as all the appendices is available at: www.sjtpo.org/rtp. Appendix H shows SJTPO's detailed responses to comments.

RTP 2050 includes a total of nine chapters, eight appendices and more than 60 tables and figures supplementing the text. The 1st and 9th chapters are introduction and summary with other chapters including:

- Five Critical Transportation Issues
- Existing Conditions and Trends
- Vision, Goals, and Strategies
- Funded Projects and Critical Needs
- Financial Plan
- Performance Report
- Consultation, Coordination, and Public Involvement

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION: 2101-04: Adopting RTP 2050 as the 2020 Update to *Transportation Matters*: A Plan for South Jersey

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, MPOs are responsible for the development of a Regional Transportation Plan (RTP) pursuant to 23 U.S.C. 450.322; and

WHEREAS, the Regional Transportation Plan must be updated at least every four years in air quality non-attainment areas, pursuant to 23 U.S.C. 450.322; and

WHEREAS, SJTPO has prepared RTP 2050, as the 2016 Update to *Transportation Matters*: A Plan for South Jersey, adopted on July 25, 2016; and

WHEREAS, the FHWA-NJ Division granted SJTPO a six-month extension in adoption of RTP 2050, due to COVID-19 and the inability to conduct in-person public meetings; and

WHEREAS, RTP 2050 guides SJTPO planning activities and investment decisions over the long term to help achieve an intermodal transportation system that facilitates the efficient movement of people and goods; and

WHEREAS, the transportation plans and programs developed by the SJTPO are required to conform to the purposes of the State Implementation Plan for air quality control and the Clean Air Act; and

WHEREAS, a Conformity Demonstration has been completed; this shows that RTP 2050 meets the current emissions budgets that are in effect; and

WHEREAS, the Conformity Demonstration is incorporated into RTP 2050; and

WHEREAS, the public, private transportation providers and all interested parties have now had an opportunity to participate and have their views considered in the development of RTP 2050 and its Conformity Demonstration; and

WHEREAS, a summary of the significant comments and SJTPO responses has been completed and is a part of RTP 2050 incorporated as Appendix H. Questions, Comments, and Responses from RTP 2050; and

WHEREAS, an Interagency Consultation process has been conducted on RTP 2050 and its Conformity Demonstration as required; and

WHEREAS, the RTP 2050 is fully consistent with federal planning regulations and guiding the metropolitan planning process; and

WHEREAS, the current SJTPO Transportation Improvement Program (TIP) is consistent with RTP 2050; such that the regional emissions analysis already performed for the plan applies to the TIP also, as documented the Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts RTP 2050 including the Transportation Conformity Demonstration as the 2020 update to the Transportation Matters: A Plan for South Jersey.

BE IT FURTHER RESOLVED, that the Policy Board authorizes staff to include minor revisions in RTP 2050 and the Conformity Demonstration as may be necessary to carry out their purposes or respond to Federal comments, with subsequent notice to the Policy Board and Technical Advisory Committee.

Certification

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

John W. Risley /MB

John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORATION PLANNING ORGANIZATION

ITEM 2101-05: Supporting the Updated NJDOT Pavement and Bridge Performance Measure Targets (PM2)

PROPOSAL

At its January 11, 2021 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board support three updated National Highway System (NHS) Infrastructure Management Targets for Pavement and Bridge Conditions as established by the New Jersey Department of Transportation (NJDOT).

BACKGROUND

In the interest of improving accountability and transparency, Congress passed the MAP-21 and the FAST Act, which led to the promulgation of performance measures and targets covering the national goals for the Federal-Aid Highway System (23 USC 150). To that end, the Federal Highway Administration (FHWA) enacted the National Performance Management Measures Final Rule (23 CFR 490), which establishes national performance measures for assessing performance for carrying out the National Highway Performance Program (NHPP). These measures, also referred to as the PM2 performance measures, pertain to pavement conditions and bridge conditions and were computed for the entire state on the National Highway System (NHS).

On May 18, 2018, NJDOT initially set targets for the infrastructure condition (PM2) targets, supported by SJTPO Policy Board on September 24, 2018.

As part of NJDOT's Mid-Performance Period Progress Report submitted to FHWA back in the Fall 2020, progress towards meeting the targets were evaluated. At the time it was found that the State did not meet three of the initial targets set. As such, the NJDOT (PM2 Stakeholders Group) agreed to adjust the four-year target for three measures, as follows:

- The four-year target for **Pavement Target (% Non-Interstate NHS in Poor Condition)** was changed from 2.5% to 15%. The reason behind this change was because the two-year performance metric of 10.7% greatly exceeded the original 2.5% target. NJDOT attributes this exceedance due to the unreliability of the baseline data and the limited performance history using these specific metrics.
- The original four-year target for **Percentage of Bridges in "Good" Condition** was increased from 18.6% to 21.3% to account for the fact that more major bridge projects were completed in a two-year period, and the data showed that the deterioration of other bridges was not as rapid as expected.
- The original four-year target for **Percentage of Bridges in "Poor" Condition** increased from 6.5% to 6.8%. According to NJDOT, the main reason behind this slight shortfall was a large NJ Turnpike Bridge in northern NJ which unexpectedly deteriorated to "Poor" condition, which outweighed the net reduction of bridges in poor condition in the rest of the NHS bridges.

MPOs are required to establish targets 180 days after their State DOT, by either establishing specific numeric targets for each measure for the MPO region, or by agreeing to plan and program projects that support the attainment of the state targets. SJTPO staff recommends, with the support of the TAC that the Policy Board endorse and support these updated state targets for the infrastructure condition measures.

The SJTPO's action on targets (either specific numeric targets or support for the state targets) is to be reported to NJDOT and must be available to FHWA, if requested. While the NJDOT can face corrective

actions if the State DOT's Interstate pavement condition falls below the minimum level for the most recent year, no specific regulatory penalties apply to MPOs. Similarly, the NJDOT can face corrective actions if for three consecutive years more than 10.0% of the NJDOT's NHS bridges' total deck area is classified as Structurally Deficient. The ramifications of not meeting statewide targets were factored into the decision-making process for establishing the targets.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2101-05: Supporting the Updated NJDOT Pavement and Bridge Performance Measure Targets (PM2)

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, Title 23, Sections 134 and 150 of the United States Code requires that each MPO undertake a transportation planning process that shall provide for the establishment and use of a performance-based approach to transportation decision-making to support national goals; and that each MPO shall establish performance targets that address the performance measures to use in tracking progress toward attainment of critical outcomes for the region; and

WHEREAS, the Federal Highway Administration (FHWA)'s final rule, (23 CFR Part 490), on the National Highway Performance Program (NHPP) became effective on May 20, 2017, requiring the New Jersey Department of Transportation (NJDOT) to develop and adopt targets assessing percentage of the National Highway System (NHS) lane-miles in good and poor condition; and

WHEREAS, the Federal Highway Administration (FHWA)'s final rule, (23 CFR Part 490), on the National Highway Performance Program (NHPP) also required the NJDOT to develop and adopt targets assessing the percentage of NHS bridge deck areas in good and poor condition; and

WHEREAS, on May 27, 2016 the Federal Highway Administration (FHWA) issued a final rule on metropolitan planning (23 CFR 450 & 771 and 49 CFR 613), under which MPOs must adopt system performance targets no later than 180 days after NJDOT adopts its performance targets; and

WHEREAS, the final rule also requires that MPOs coordinate with NJDOT to set performance targets for the specified measures and integrate those targets into their planning documents and processes; and

WHEREAS, the NJDOT, in consultation with each of the 82 owners of the NHS as well as New Jersey's three MPOs, agreed upon six quantitative targets for each of the six pavement and bridge condition measures identified above, and formally submitted them to the FHWA on May 18, 2018; and

WHEREAS, the SJTPO Policy Board supported these six initial targets on September 24, 2018; and

WHEREAS, as part of its Mid-Performance Period Progress Report submitted to FHWA in the Fall of 2020, it was found that the State did not meet three of the initial six targets set; and

WHEREAS, because they did not meet these targets, in coordination with the PM2 Stakeholders Group, NJDOT adjusted the four-year target for three measures, as follows:

- **The four-year target for % Non-Interstate NHS Pavement in Poor Condition from 2.5% to 15%; and**
- **The four-year target for Percentage of Bridges in "Good Condition" from 18.6% to 21.3%; and**
- **The four-year target for Percentage of Bridges in "Poor Condition" from 6.5% to 6.8%; and**

WHEREAS, the National Performance Management Measures: National Highway Performance Program Final Rule (23 CFR Part 490) states that MPOs have the option to (1) agree to program investments in support of NJDOT's targets, or (2) set their own quantifiable targets; and

NOW, THEREFORE, BE IT RESOLVED, that the SJTPO hereby supports the statewide targets for each of the pavement and bridge condition measures as well as the system performance measures set by NJDOT as required by the National Performance Management Measures: NHPP Final Rule (23 CFR 490).

BE IT FURTHER RESOLVED, that the SJTPO will program investments that support the achievement of the performance targets in support of the NHPP program.

<u>Certification</u>

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

John W. Risley /pmb

John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2101-06: Approving an Amendment and Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) for Cumberland and Salem Counties

PROPOSAL

At its January 11, 2021 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board approve an Amendment and Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) requested by the County of Cumberland and County of Salem. The County of Cumberland will be utilizing unexpended and unprogrammed balances from the Transportation Trust Fund (TTF) to fund a new project, FFY 2021 Road Program (DBNUM S2116). The County of Salem has requested to move the construction phase of CR 551 Hook Road Phase II (DBNUM S1406) from FFY 2020 to FFY 2021.

BACKGROUND

In Federal fiscal years (FFY) 2014-2017, the three MPOs in the State of New Jersey swapped a portion of their federal dollars for state dollars, through the Transportation Trust Fund (TTF). Cumberland and Salem Counties were two of the subregional partners of SJTPO that elected to swap funds. Although the swap ended in 2017, SJTPO has a balance of unexpended funds that the subregion can still utilize to fund surface transportation projects.

To further expend the remaining TTF balances the two actions below are necessary:

- Cumberland County has requested to utilize their remaining unexpended TTF balance of $2,547,235.13 for a new construction project, FFY 2021 TTF Road Program (DBNUM S2116). As such, a TIP amendment is necessary to add the project to the SJTPO TIP.

- A TIP modification is necessary for Salem County's CR 551 Hook Road Phase II (DBNUM S1406) construction phase to move the project from FFY 2020 to FFY 2021.

No formal action in eSTIP is necessary as the project is utilizing State funds.

FY 2020-2029 TRANSPORTATION IMPROVEMENT PROGRAM
South Jersey Transportation Planning Organization

BEFORE

DBNUM: **UPC:** **MILEPOST(S):**
COUNTY:
MUNICIPALITY:

Project Description:

ASSET MANAGEMENT CATEGORY: **SPONSOR:**
AIR QUALITY CODE (NON-EXEMPT/EXEMPT): S10 (Exempt)
FINANCIAL PLAN REQUIREMENT:
STRUCTURE NO: **NA** **LEGISLATIVE DISTRICT:**

MPO	PHASE	FUND	*Amounts in Millions of Dollars* FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029

AFTER

Project Name: FY 2021 TTF Road Program
DBNUM: S2116 **UPC:** 213470 **MILEPOST(S):** CR 552 Spur 0.32 – 1.47
CR 610 6.00 – 8.30
CR 678 0.97 – 2.00

COUNTY: Cumberland
MUNICIPALITY: Cities of Millville & Vineland; Township of Lawrence

Project Description: System Preservation consisting primarily of roadway resurfacing with associated drainage, beam guiderail and striping upgrades

ASSET MANAGEMENT CATEGORY: Local system support-local roadway improvements **SPONSOR:** Cumberland County
AIR QUALITY CODE (NON-EXEMPT/EXEMPT): S10 (Exempt)
FINANCIAL PLAN REQUIREMENT:
STRUCTURE NO: NA **LEGISLATIVE DISTRICT:** **1**

MPO	PHASE	FUND	*Amounts in Millions of Dollars* FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
SJTPO	CON	STATE		2.547								

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2101-06: Approving an Amendment and Modification to the FFY 2020-2023 Transportation Improvement Program (TIP) for Cumberland and Salem Counties

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, MPO's are responsible for developing a Transportation Improvement Program (TIP) that sets forth the capital expenditures for at least four years, as required by the Federal Metropolitan Planning Rule (23 CFR 450C and 49 CFR 613C); and

WHEREAS, in Federal fiscal years (FFY) 2014-2017, the three MPOs in the State of New Jersey swapped a portion of their federal dollars for state dollars, through the Transportation Trust Fund (TTF); and

WHEREAS, the County of Cumberland has requested to utilize their remaining $2.547 million of unexpended TTF balances for the FFY 2021 TTF Road Program (DBNUM S2116) in FFY 2021; and

WHEREAS, Salem County has requested to move the construction phase CR 551 Hook Road Phase II (DBNUM S1406) from FFY 2020 to FFY 2021 which was previously programed with $0.469 million of TTF dollars; and

WHEREAS, this amendment and modification will not have a negative impact on the air quality in the SJTPO region; and

WHEREAS, fiscal constraint will be maintained as both Counties will utilize their portion of unprogrammed funds and other unexpended TTF balances from FFY 2014-2017 balances; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the amendments and modifications to the current FFY 2020-2023 Transportation Improvement Program.

BE IT FURTHER RESOLVED, that the changes will not be incorporated in the current FFY 2020-2023 Statewide Improvement Program as no federal funds will be expended on the projects.

<u>Certification</u>

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

John W. Risley JMB

John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2101-07: Correcting the Previously Approved Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Technical Study

PROPOSAL

At the November 23, 2020 meeting, the Policy Board approved a Contract Modification for a No Cost Time Extension related to the Subcontract Agreement associated with the Multilingual Outreach Services technical study. This action corrects an error in that resolution and clarifies that there is no budget increase associated with the Contract Modification.

BACKGROUND

On November 25, 2019, the Policy Board approved the selection of Rutgers Public Outreach and Engagement Team (POET) for the technical study with a maximum fee of $80,661.05. On January 30, 2020, a Subcontract Agreement was fully executed between Urban Engineers, Inc., and the South Jersey Transportation Authority authorizing work to commence on the technical study under a Notice to Proceed.

At the November 23, 2020 meeting, the Policy Board approved a Contract Modification for a No Cost Time Extension through March 31, 2021. While the Contract Modification was a No Cost action, intended to maintain the $80,661.05 budget, the Amendment to the Subcontract Agreement as well as the associated Item Sheet and Resolution incorrectly referenced a budget of $86,661.05.

SJTPO staff has reached out to Rutgers and documented the error in a formal letter signed by the SJTPO Executive Director. This am is consistent with advice from SJTPO General Counsel to clarify that the budget shall remain at $80,661.05.

Staff is recommending a correction to the previous Contract Modification to clarify that the budget for this effort remains at $80,661.05. The contract end date remains at March 31, 2021, consistent with the approved Contract Modification.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2101-07: **Correcting the Previously Approved Contract Modification for a No Cost Time Extension for the Multilingual Outreach Services Technical Study**

WHEREAS, the South Jersey Transportation Planning Organization (SJTPO) is the Metropolitan Planning Organization (MPO) designated under Federal law for the southern region of New Jersey including Atlantic, Cape May, Cumberland, and Salem Counties; and

WHEREAS, the Fiscal Year 2019 SJTPO Unified Planning Work Program includes Federal Highway Administration Planning funds for this project as Task 19/403; and

WHEREAS, at their November 25, 2019 meeting, the Policy Board approved Rutgers Public Outreach and Engagement Team (POET) as the consultant for the technical study with a maximum fee of $80,661.05; and

WHEREAS, a Subcontract Agreement between Rutgers and the South Jersey Transportation Authority was fully executed on January 30, 2020 with an original contract end date of June 30, 2020; and

WHEREAS, at their November 23, 2020 meeting, through Resolution 2011-30, the Policy Board approved a second No Cost Time Extension, extending the contract end date to March 31, 2021; and

WHEREAS, an error was discovered in the Amendment to the Subcontract Agreement, as well as the associated Item Sheet, and Resolution, which incorrectly referenced a budget of $86,661.05; and

WHEREAS, the budget for this effort remains at $80,661.05; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby approves the Contract Modification for the Multilingual Outreach Services technical study correcting the references to reflect the proper budget of $80.661.05; and

BE IT, FURTHER RESOLVED, that the Policy Board requests that the South Jersey Transportation Authority execute the appropriate contractual arrangements with the consultant on behalf of the SJTPO.

<u>Certification</u>

I hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Policy Board of the South Jersey Transportation Planning Organization at its meeting of January 25, 2021.

John W. Risley, Secretary/Treasurer