

**SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION
Policy Board**

Monday, March 22, 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/478619429>

AGENDA

- a. **Flag Salute, Open Public Meetings Law Announcement**
- b. **Roll Call**
 - 1. Board Member
 - 2. Attendees on Phone
- c. **Approval of [Minutes: January 25, 2021](#)**
- d. **[Communications](#)**
- e. **Report of the Technical Advisory Committee – Leslie Gimeno, Chairperson**
- f. **Chairperson's Remarks**
- g. **[Report of the Executive Director](#) – Jennifer Marandino**
- h. **Unfinished Business**
 - 1. **[Resolution 2101-02: Approving Amendments to the Technical Advisory Committee Bylaws](#)**
Presenter: Jennifer Marandino, Executive Director
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. Other minor revisions were made to indicate meetings will be held in-person, with provisions to explicitly allow participation via telephone or other remote technology. Clarification related to votes was made to indicate votes will be taken through collective vote.
 - 2. **[Resolution 2101-03: Approving Amendments to the SJTPO Bylaws](#) *discussion only, no vote***
Presenter: Jennifer Marandino, Executive Director
Revisions to the SJTPO Bylaws are necessary to reflect the dissolution of the CAC, removing reference to the Committee and updating the number of voting members on TAC. *Board membership was revised to permit a local elected official (Mayor or any councilperson from the City) to represent Atlantic City and the City of Vineland.* Other revisions to the bylaws were made including, updating reference to the primary location of the SJTPO office, changing references from Freeholders to Commissioners, clarifying that meetings are held in accordance with the Open Public Meetings Act. Reference to the fact that meetings will be held in-person but allow for participation via telephone or other remote technology was added. Text within the bylaws was added related to procedures for Executive Session. The Order of Business was revised along with other minor revisions.

i. Public Comment (limit to three (3) minutes per person)

j. New Business

1. [Resolution 2103-08](#): Adopting the FY 2022 Unified Planning Work Program (UPWP)

Presenter: Jennifer Marandino, Executive Director

The FY 2022 UPWP has undergone a 44-day public comment period (from Wednesday, December 16, 2020 through Friday, January 29, 2021), with comments received by NJDOT, FHWA, and FTA. All comments and responses are included as appendices in the revised document, which is available on the SJPTO website at www.sjtpo.org/upwp.

2. [Resolution 2103-09](#): Adopting the Access for All Transit Plan as the 2020 Update to the 2015 Coordinated Human Services Transportation Plan

Presenter: David Heller, Program Manager, Systems Performance & Subregional Program

SJTPO's draft Coordinated Human Services Transportation Plan, known as the Access for All Transit Plan, underwent a 31-day public comment period (from January 25, 2021 through February 24, 2021). Two virtual public meetings were held; Thursday February 11, 2021 (10:00 – 11:00 AM) and Wednesday, February 17, 2021 (6:00 – 7:00 PM), with a TAC Workshop additionally conducted on Monday, February 8, 2021. All comments and responses are included as a separate appendix in the revised plan, which is available on the SJTPO website at <https://www.sjtpo.org/accessforall>.

3. [Resolution 2103-10](#): Supporting NJ TRANSIT's Public Transportation Agency Safety Plan (PTASP) Safety Performance Targets

Presenter: David Heller, Program Manager, Systems Performance & Subregional Program

The Public Transportation Agency Safety Plan regulation, (49 CFR Part 673), requires public transportation providers and State Departments of Transportation to establish Safety Performance Targets to address the safety performance measures identified in the National Public Transportation Safety Plan. In 2020, NJ TRANSIT released its PTASP containing the safety performance measures and targets for calendar year 2021. SJTPO supports the specific performance measures and targets set by NJ TRANSIT.

k. NJDOT Update

l. Adjournment

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

Policy Board Virtual Teleconference Reorganization Meeting

Monday, January 25, 2021 - 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)
P. Edward McKelvey, Alloway Township
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
John Musto, Atlantic County
Leslie Gimeno, Cape May County
Matt Pisarski, Cumberland County
Kathleen Hicks, City of Vineland
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
Jason Simmons, SJTPO

Executive Director Marandino welcomed Mayor McKelvey of Alloway Township to the Policy Board explaining that Salem County each year designates a municipality to serve.

REORGANIZATION

Executive Director Marandino stated that as the first meeting of calendar year 2021, this meeting is the Annual Reorganization Meeting of the SJTPO Policy Board. She further stated that at this meeting, the Board must act on adoption of the meeting schedule for the upcoming year, presentation of credentials, for which Monica Butler coordinated with the members, and designation of the officers.

1. Report of the Nominating Committee

Executive Director Marandino reported that at the November 23, 2020 Policy Board meeting, Chairman Desiderio appointed members to a Nominating Committee for the appointment of officers for calendar year 2021. The members appointed to the Nominating Committee were as follows: Commissioner Director Thornton, Commissioner Director Laury, Commissioner Risley, Commissioner Castellini, and Mayor Fanucci, with Commissioner Director Thornton serving as Chair. Given COVID-19, coordination was done via email, with the proposal to keep the current slate of officers. The Nominating Committee unanimously agreed to reappoint Mayor Desiderio as Chairman, Commissioner Director Laury as Vice Chairman, and Commissioner Risley as Secretary/Treasurer. There were no additional nominations recommended.

On Motion by Commissioner Director Thornton and seconded by Stephen Mazur, it was unanimously approved to close the nominations.

2. Election of Officers

On Motion by Commissioner Director Thornton and seconded by Commissioner Castellini, the selection of officers was unanimously approved. Ms. Marandino thanked the Committee for their coordination and continued service to SJTPO.

Ms. Marandino advised the Board the GAU asked SJTPO to Table Resolutions 2101-02 and 2101-03 approving amendments to both the Technical Advisory Committee and SJTPO Bylaws to allow the GAU additional time to review the recommended revisions to ensure consistency with other agencies within the State. A discussion of the two items will still take place, however, further action for approval will be tabled at this time.

Chairman Desiderio thanked everyone for the nominations and congratulated all others reelected.

3. Resolution 2101-01: Adopting Annual Notice of Schedule of Regular Meetings

On Motion by Commissioner Director Laury and seconded by Commissioner Risley, Resolution 2101-01 was opened for discussion. With no further discussion, Resolution 2101-01 was unanimously approved. Executive Director Marandino stated that all meetings will be conducted virtually, utilizing GoToMeeting, until further notice. SJTPO staff continues to work remotely and will continue to do so until local, State, and Federal health officials declare it safe and prudent to return to work. Ms. Marandino noted that all Policy Board meetings are conducted on the 4th Monday of the month, with no holidays intruding this year.

APPROVAL OF MINUTES: November 23, 2020

On Motion by Commissioner Director Thornton and seconded by Commissioner Castellini, the minutes of November 23, 2020 were unanimously approved.

COMMUNICATIONS

Executive Director Marandino reported that correspondence was received after the Policy Board packets were emailed from NJDOT transmitting comments from FHWA, FTA, and NJDOT on SJTPO's draft FY 2022 UPWP. Ms. Marandino stated that if any Board Member is interested, she would share the review letters, however, all comments will be addressed in a point-by-point response included as part of the final FY 2022 UPWP.

Ms. Marandino reported on an email that was included in Board packets from James Schwarzwald, a retired manager from NJ TRANSIT. Ms. Marandino stated that she had a conversation with Mr. Schwarzwald, and he proposed a toll plaza along Route 55 near Exit 39 in Malaga. His view is that the revenue could be used to generate additional funding for roadway improvements to several state routes in the region. During the conversation, Ms. Marandino stated that she would relay his message, adding that she wasn't sure what role SJTPO would play. Mr. Schwarzwald commented that he had also reached out to the Cape May County Herald for their consideration in publishing his idea. Ms. Marandino also stated that Mr. Schwarzwald sent additional emails as a follow-up and noted that she will forward the email to Stephen Mazur for information as the idea was to have SJTA consider taking over Route 55.

Louis Millan added that James Schwarzwald was a long-time NJ TRANSIT employee noting that it is important to remember that his comments are from him as a private member of the public and not as a representative of NJ TRANSIT. Ms. Marandino agreed and thanked Mr. Millan for pointing that out. Stephen Mazur questioned if the letter suggests that SJTA construct the remaining portion of Route 55 or that SJTA take over Route 55. Ms. Marandino replied that his email stated, "that the continuation of Route 55 is like the Jersey Devil...you hear about it, but you don't actually see it." Ms. Marandino shared that his email further suggesting that SJTA take over Route 55 and then have the revenue as an additional resource to be utilized for roadway improvements.

TECHNICAL ADVISORY COMMITTEE REPORT

Chairperson Leslie Gimeno reported that at the January 11, 2021 virtual meeting TAC recommended approval of Resolutions 2101-02 through 2101-07 noting the change per Ms. Marandino to table Resolution 2101-02 and 2101-03.

CHAIRMAN'S REMARKS

Chairman Desiderio wished everyone a happy, healthy, and safe New Year. He then welcomed the new member to the Policy Board and thanked everyone again for their recommendation to reelect him as Chairman.

REPORT OF THE EXECUTIVE DIRECTOR

FY 2022 UPWP – Executive Director Marandino explained that her Executive Director's Report includes a good bit of detail related to SJTPO's draft FY 2022 UPWP, which will be effective July 1,

2021 through to June 30, 2022. Public comment for the draft FY 2022 UPWP was opened on Wednesday, December 16th and will remain open until Friday, January 29, 2021. No formal public meeting will be held. Ms. Marandino stated that the draft FY 2022 UPWP will be brought for consideration at the March 22, 2021 Policy Board meeting.

Ms. Marandino summarized some highlights mentioning that SJTPO anticipates approximately \$1.16 million in Central Staff to include salaries and labor and \$201,000 in Operating and Direct Expenses. Without including the Highway Safety Improvement Program (HSIP) funds, a total of \$1.92 million is anticipated in USDOT resources with \$168,157 to be utilized for consultant-led technical studies. She stated that there are two studies are anticipated, including Automated Traffic Signal Performance Feasibility and Deployment and Trails Feasibility Survey. The SJTPO Regional Freight Plan Data Collection and Analysis study is also continuing from the current fiscal year.

ACCESS FOR ALL TRANSIT PLAN – Executive Director Marandino reported that the draft Access for All Transit Plan will be released today, January 25th, with the formal comment period extending through to Wednesday, February 24th. SJTPO will host two virtual public meetings on Thursday, February 11th (10:00-11:00 AM) and Wednesday, February 17th (6:00-7:00 PM). She noted that a TAC Workshop will be held on Monday, February 8th, with an anticipated consideration of approval at the March 22nd Policy Board meeting.

FFY 2022-2031 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT – Ms. Marandino reported that both Jason Simmons and Katie Elliott have been working with the subregional partners to develop a list of projects that fit into SJTPO’s allocation of federal resources. Last week, staff had a conversation with Eric Powers, NJDOT Capital Programming, who shared that there are additional federal resources available, specifically in the Atlantic City Urbanized Area that SJTPO will work to expend. She noted that the money is essentially a result of two sources: Highway Infrastructure Funds provided over several years; each year with their own obligation date, and more recently, additional funds were provided by the COVID-19 bill. Ms. Marandino noted that staff will work directly with the eligible counties to program those additional federal resources in the Atlantic City Urbanized Area.

PUBLIC COMMENT

Executive Director Marandino stated that an email was sent to SJTPO’s General Information mailing list, in which the public was advised that the meeting was to be conducted virtually. Members of the public were asked to submit comments on agenda items through SJTPO general comment on our website. The meeting agenda and details to connect to the meeting were also posted to the SJTPO website. Monica Butler stated that no comments were received.

Nancy Ridgway wished everyone a happy and healthy new year.

NEW BUSINESS

1. Resolution 2101-02: Approving Amendments to the Technical Advisory Committee Bylaws - TABLED

Executive Director Marandino explained that in November, the Citizens Advisory Committee was dissolved with a new Community Outreach and Engagement Committee to be established later in the year. The anticipation is that the Chairperson will not be a voting member of the TAC, thus

requiring a change to the TAC Bylaws. She stated that removal of this position would leave a total of 13 voting members. SJTPO General Counsel did a review of the TAC Bylaws and made recommendations to include language to explicitly allow participation via telephone or other remote technology as well as clarification that voting is taken through collective roll call vote. She stated that although TAC had a positive action to move the bylaws to the Policy Board for consideration, any formal action by the Board will be made at the March meeting at the request of the Governor's Authorities Unit. The request was made so that the GAU could have more time to review the TAC and SJTPO Bylaws.

2. Resolution 2101-03: Approving Amendments to the SJTPO Bylaws - TABLED

Executive Director Marandino explained that SJTPO General Counsel reviewed the SJTPO Bylaws and made several revisions for consideration, including updating certain language as the bylaws were previously last amended in March 2004. Reference to the SJTPO office located in Vineland City Hall was removed, as that has not been the case for more than 20 years. Similar language to the TAC Bylaws was added to explicitly allow participation via telephone or other remote technology, with prior notice. A new section related to Executive Session was added to formally layout the procedures to hold a closed session to the public.

Ms. Marandino stated that the Order of Business was also update, noting that at the next Policy Board meeting, Unfinished Business will be utilized to include both TAC and SJTPO Bylaws. Also, under Article 4, reference to the Citizens Advisory Committee was removed and the number of voting members on TAC was updated from 14 to 13. Reference to the Open Public Meeting Law was removed through the Bylaws, based upon guidance from General Counsel.

Michael Watson, SJTPO General Counsel, stated that Ms. Marandino covered all counsel recommendations and stated if there are any substantive questions, they can be addressed when both bylaws are scheduled to be approved at the next meeting. Rudy Rodas commented that the GAU appreciates that extra time given to review the recommended changes. Ms. Marandino stated that she looks forward to receiving the GAU's comments.

3. Resolution 2101-04: Adopting RTP 2050 as the 2020 Update to Transportation Matters: A Plan for South Jersey

On Motion by Commissioner Director Laury and seconded by Commissioner Castellini, Resolution 2101-04 was opened for discussion. David Heller explained that the recommendation is to adopt the RTP 2050 as the 2020 Update to Transportation Matters: A Plan for South Jersey which was adopted in July 2016. The RTP 2050 is the result of a multi-year effort by SJTPO to meet the federally mandated planning requirements for Metropolitan Planning Organizations.

Mrs. Heller stated that RTP 2050 was originally anticipated to be adopted in July 2020 (every four years). However, SJTPO was granted a six-month extension from the FHWA-NJ Division to complete the RTP due to COVID-19. Mr. Heller stated the original anticipation was that in-person meetings could be held to allow for equitable outreach, supplementing virtual outreach during the summer 2020. Unfortunately, SJTPO was not able to hold in-person public meetings because of the pandemic.

Mr. Heller stated that 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. Mr. Heller noted that the final draft RTP 2050, which incorporates all the comments, as well as, all the appendices, is available on the SJTPO website at www.sjtpo.org/rtp. Appendix H includes SJTPO's detailed responses to comments.

With no further comment, Resolution 2101-04 was unanimously approved.

4. **Resolution 2101-05: Supporting the Updated NJDOT Pavement and Bridge Performance Measure Targets (PM2)**

On Motion by Commissioner Director Thornton and seconded by Commissioner Director Laury, Resolution 2101-05 was opened for discussion. David Heller explained that TAC recommends support of three updated National Highway System (NHS) Infrastructure Management Targets for Pavement and Bridge Conditions, as established by the NJDOT. He stated that 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).

Mr. Heller stated that 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); which is a network of strategic highways throughout the United States that lead to major airports, major railroad stations, etc., and includes the interstate system as well as many other major arterials.

Mr. Heller stated that on May 18, 2018, NJDOT initially set targets for the infrastructure condition (PM2) targets, which were supported by SJTPO's Policy Board on September 24, 2018. As part of NJDOT's Mid-Performance Period Progress Report, submitted to FHWA in Fall 2020, progress towards meeting the targets were evaluated. He stated that 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.

Mr. Heller stated that 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.

With no further comment, Resolution 2101-05 was unanimously approved.

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

On Motion by Commissioner Director Laury and seconded by Commissioner Castellini, Resolution 2101-06 was opened for discussion. Jason Simmons explained that a new project will be added on behalf of Cumberland County to utilize the remaining unexpended balance of their Transportation Trust Fund (TTF) Swap Funds of \$2,547,235 for a new construction project (FFY 2021 TTF Road Program). He stated that an amendment is required since it is a new project, however, since state funds are being used, no actions are necessary or required by NJDOT. A second action, an Administrative Modification, is required to modify the current TIP to reprogram Salem County's CR551 Hook Road Phase II project from FFY 2020 to FFY 2021; again, with TTF funds and no action required by NJDOT.

With no further comment, Resolution 2101-06 was unanimously approved.

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

On Motion by Commissioner Director Laury and seconded by Stephen Mazur, Resolution 2101-07 was opened for discussion. Alan Huff explained that the No-Cost Time Extension extending the Multilingual Outreach Services technical study contract (December 31, 2020 to March 31, 2021) was brought to the Policy Board for approval in November. However, there was an error in the total contract amount of \$86,661.05, which should have been \$80,661.05. Mr. Huff stated that the consultant has been made aware of the error, and the consultant has agreed that billing would not exceed the original agreed upon contract amount of \$80,661.05. This action was formalized and reviewed by counsel in a letter to the consultant. The action for Policy Board approval is primarily to correct the error as reported in the previous resolution, approved in November.

With no further comment, Resolution 2101-07 was unanimously approved.

NJDOT UPDATE – James Lewis

James Lewis reported that during these circumstances (pandemic), the Department is very much open for business. The Department has been experiencing some challenges in the building, however, NJDOT is still working very diligently to get projects out and the Capital Program delivered. Mr. Lewis thanked the SJTPO staff for the shared communication.

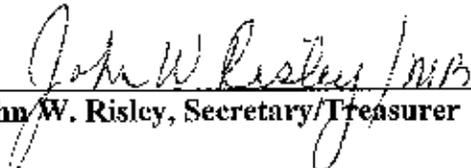
BOARD COMMENT

No additional Board comment was received.

ADJOURNMENT

On Motion by Commissioner Director Thornton and seconded by Commissioner Risley, the meeting was adjourned at 10:45 a.m.

Approved Minutes Certified Correct:



John W. Risley, Secretary/Treasurer

Dedicated Funding for NJ Transit

Prepared by Sanjeev Ramchandra, M.Ed.

I propose a sales tax increase dedicated to NJ Transit that is deposited into a transit lockbox. I recommend a two-tiered transit tax reflecting a higher sales tax rate for North Jersey since it has greater costs due to its population density and its demand for more transit frequency.

Northern Region is defined as these 14 counties: Bergen, Essex, Hudson, Hunterdon, Mercer, Middlesex, Monmouth, Morris, Ocean, Passaic, Somerset, Sussex, Union, and Warren. These counties (except Mercer) are members of the North Jersey Transportation Planning Authority.

Southern Region is defined as these seven counties: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, and Salem. These counties are in partnership with the South Jersey Metropolitan Planning Organization and the Delaware Valley Regional Planning Commission.

Raise the 6.625% NJ sales tax by 0.575% and 0.375% for the Northern and Southern Regions, respectively, into a combined total of 7.2% for Northern Region and 7% for Southern Region. The 0.2% surcharge is for the extra cost of providing train and bus service into New York City.

A 7.2% combined sales tax rate for the Northern Region is still lower than the combined sales tax rate found in nearby regions: New York City (8.875%), Long Island (8.625%), Westchester County (8.375%), Rockland County (8.375%), Orange County (8.125%), and Philadelphia (8%).

A 7% combined sales tax rate for the Southern Region is still less than the combined sales tax rate in Philadelphia (8%) and represents a zero-net increase from a 7% sales tax rate in 2016.

This NJ Transit tax (0.575% or 0.375%) is still less than the 1% transit sales tax found in major cities: Atlanta, Boston, Chicago, Cleveland, Dallas, Denver, Houston, Los Angeles, and Seattle. This two-tiered transit sales tax will generate more than \$500 million per year for NJ Transit.

A transit sales tax guarantees that more out-of-state residents including tourists, commuters, customers, college students, and travelers are contributing to NJ Transit funding through their sales tax eligible purchases in New Jersey. The revenues from this tax will grow over time due to the rising populations of in-state and out-of-state residents in the Northeast Corridor along with NJ residents making Internet purchases which could be captured by this transit sales tax.

During the past 25 years, voters in many states across America have agreed to raise their sales taxes to offer a dedicated funding source for mass transit; New Jersey should be no exception. I ask the Legislature to use my proposal to initiate a new ballot referendum to allow NJ voters a chance to establish a new, two-tiered transit sales tax that will fund a NJ Transit investment.

This transit sales tax is permanent. South Jersey has a lower transit tax rate to avoid concerns of subsidizing North Jersey's heavy transit usage. Alternative sales tax rates could be initially chosen but only voters in each region shall decide if this tax should be increased in the future.

Sanjeev Ramchandra was a community college math instructor who lived his childhood in New Jersey.



South Jersey Transportation Planning Organization

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

Leonard Desiderio, *Chairman*

Benjamin H. Laury, *Vice Chairman*

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

John W. Risley, *Secretary/Treasurer*

EXECUTIVE DIRECTOR'S REPORT – March 22, 2021

FFY 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) Modifications

A series of modifications for NJDOT and NJ TRANSIT were approved, with the details of each as follows:

NJDOT

1. SJTPO's Technical Advisory Committee approved a Committee Action associated with DBNUM X51 Pavement Preservation. The Route 322, Route 73 to Route 50 is ready for construction authorization in the amount of \$9.653 million. The action changes NHPP funding to STBGP-FLEX and increases the STBGP-FLEX for a total STBGP-FLEX increase of \$14.328 million, thus requiring an MPO Committee Action to advance.
2. NJDOT approved an Information TIP Modification for DBNUM 99327A Resurfacing, Federal for the SJTPO region. The Route 54, Atlantic City Expressway to Route 30 (Whitehorse Pike) project has requested Design authorization. This project is eligible for STBGP-FLEX funds, with a modification necessary to add the fund type for SJTPO.
3. An Administrative Modification (approved by Executive Director) was approved for DBNUM 13323 Bridge Preventative Maintenance. The Signature Bridge Preventative Maintenance Contract 2020-1 has come in for authorization using STBGP-FLEX funding in the amount of \$16.396 million. The action increases the STBGP-FLEX and changes NHPP funding to STBGP-FLEX and for a total STBGP-FLEX increase of \$7.225 million and a total of \$42.225 of STBGP-FLEX available in FFY 2021 in this program line item.

NJ TRANSIT

SJTPO approved a series of Administrative Modifications, whose purpose was to move funds into the current federal fiscal year (FFY 2021). As per FTA's request, funds must be shown in the fiscal year the grant application is being submitted. Action was taken on ten different program line items, including:

1. DBNUM T170 Cumberland County Bus Program
2. DBNUM T151 Section 5311 Program
3. DBNUM T150 Section 5310 Program
4. DBNUM T39 Preventative Maintenance-Rail
5. DBNUM T53E Locomotive Overhaul
6. DBNUM T111 Bus Acquisition Program
7. DBNUM T112 Rail Rolling Stock Procurement
8. DBNUM T135 Preventive Maintenance – Bus
9. DBNUM T210 Transit Enhancements/Transportation Alternatives Program (TAP)
10. DBNUM T08 Bus Support Facilities and Equipment

A memo outlining each modification is attached for additional reference.

FFY 2022-2031 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) DEVELOPMENT

SJTPO staff continues to work with subregional partners to evaluate and score locally lead projects for the new Federal Fiscal Year (FFY) 2022-2031 TIP. Draft Scoring of projects were submitted to project sponsors for review and comments to be received no later than March 19th. Staff will make edits to scoring, if needed. Scoring recommendations will be brought to the TAC for review, comment, and final recommendation to the Policy Board in May.

Delivery of the constrained draft STIP database to the MPOs is delayed and is now expected in April, ultimately a draft TIP in June, leading to a final TIP adoption planned for September. A public comment period and public meeting(s) will likely be held in July/August.

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. All charts have been updated as of 3/11/2021.

TECHNICAL STUDIES UPDATE

SJTPO currently has three (3) ongoing technical studies. The Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study was recently completed. The attached memo provides information regarding the status of all four technical studies.

SJTPO is actively seeking consultant support for the Regional Freight Plan Data Collection and Analysis technical study. Proposals were received on March 16th with consultant interviews tentatively scheduled for the week of April 19th. Consultant Selection is anticipated to be brought to the Policy Board in May.

SUBREGIONAL PLANNING WORK PROGRAM – ANNUAL PRE-AWARD RISK ASSESSMENT

NJDOT conducts an annual risk assessment of SJTPO in advance of execution of the task order authorizing the use of federal funds as part of SJTPO's UPWP. Last year, SJTPO conducted a similar assessment of our counties as subrecipients of federal funds. As part of our oversight responsibility as a pass-through agency, SJTPO is required to evaluate the risk of each subrecipient prior to entering any contractual relationship with the organization.

SJTPO will again conduct that Pre-Award Risk Assessment, which was approved by the Policy Board last year. As part of minor revisions each County will be required to submit a copy of their signed Title VI Policy Statements and Standard Title VI Assurances. SJTPO has shared our Title VI Policy Statement and Notice as an example. The standard USDOT nondiscrimination assurances, which will also require signature, will be provided along with the Pre-Award Risk Assessment.

The Pre-Award Risk Assessment Form and requested materials will be sent to each County Planning Director in late-March/early-April and must be provided in advance of execution of their FY 2022 Subregional Work Program contracts.

CIVIL RIGHTS LISTENING SESSIONS AND PUBLIC OUTREACH OPPORTUNITY

SJTPO will host virtual listening sessions for the public to learn about and comment on the documents that guide SJTPO's outreach process in meeting Civil Rights laws and regulations, including SJTPO's Title VI Implementation Plan, Limited English Proficiency (LEP) Plan, and Public Involvement Plan (PIP). A formal comment period was opened on Thursday, March 4, 2021 and will remain open through April 18th. Advertisement of the public comment period and the virtual meetings were published in the local newspapers on March 4th.

Virtual meetings are scheduled for Thursday, March 18th at 6:00 PM and on Saturday, March 20, 2021 at 10:00 AM, which will be in Spanish. Pending sufficient public feedback, the plans will be brought to the TAC for consideration at the May meeting. SJTPO is utilizing consultant support through the Multilingual Outreach Services technical study to be able to host the Spanish meeting.

2020 TRANSPORTATION ALTERNATIVES SET-ASIDE SELECTION

SJTPO's 2020 Transportation Alternatives (TA) Set-Aside Program Selection Committee met on Friday, March 12th. The purpose of the Selection Committee is to select a list of projects and identify the funding amounts for each project on the list for the TA Set-Aside program; to provide program level quality control; to ensure projects considered are consistent with program criteria; discuss eligibility concerns; to review ratings and comments justifying scores, to identify outliers; and to ensure consistency and equity throughout the project selection process.

NJDOT's (TA-FLEX) share of \$1.081 million will be allocated to the MPOs, as follows: NJTPA 70%, DVRPC 20%, SJTPO 10%. This equates to the following breakdown:

- NJTPA - \$6.116 mil + \$0.757 mil (70% of \$1.081 mil) = \$6.873 million
- DVRPC - \$1.427 mil + \$0.216 mil (20% of \$1.081 mil) = \$1.643 million
- ***SJTPO - \$0.245 mil + \$0.108 mil (10% of \$1.081 mil) = \$0.353 million***

With more than \$11.1 million of total request made between 13 total project application submitted, no selection was made. Several concerns arose during the Selection Committee, requiring further conversation.

Some issues surrounded the advertisement of the program with a \$1 million soft cap for projects, while the total available balance in the SJTPO region is only \$353 thousand, of which \$245 thousand which can only be spent in the Atlantic City Urbanized Area. The average project request was \$855, which is well more than TA Set-Aside Program funds available in the SJTPO region during this round of solicitation.

The desire is to bring action to the SJTPO TAC and Policy Board at a special meeting in April, if these issues can be resolved. SJTPO is waiting for further direction and conversation by NJDOT.



Date: February 4, 2021

To: Jennifer Marandino, Executive Director

From: Jason Simmons, Program Manager

Re: Notice of Action
Administrative Modifications to the FY 2020 – 2023 TIP

TIP Modification Review

According to the joint *Memorandum of Understanding of Statewide Procedures for TIP/STIP Revisions between the DVRPC, NJTPA, SJTPO, NJ TRANSIT and NJDOT* when federal funds are added below the specified threshold or when a project's phase of work is moved among the constrained years of the TIP, action by the SJTPO Technical Advisory Committee (TAC) or Policy Board is not required. Section B. Paragraphs 1, 2, and 3 define the specifics related to TIP/STIP Modifications. The TIP modification, as listed below, falls within the MOU guidelines to be approved administratively by the SJTPO Executive Director.

The following updates are necessary according to NJ TRANSIT Project Managers. These revisions have been reviewed by SJTPO Capital Programming staff and found that fiscal constraint is maintained. The ten TIP modifications, as listed below, fall within the MOU guidelines to be approved administratively by the SJTPO Executive Director. All ten (10) TIP modifications should be included as part of your Executive Director's Report for the upcoming Policy Board meeting. Project information and financial revisions are detailed on the attached documents and in the text below.

Revisions Requesting Modification

Administrative Modifications

1. DBNUM T170 Cumberland County Bus Program

NJ TRANSIT is requesting to move prior year funds to FFY 2021 funding year. Funds in the amount of \$1.020 million were obligated to Section 5307 in the SJTPO region. Provides funding for Cumberland County UZA, including the purchase of buses, minivans, and support equipment.

2. DBNUM T151 Section 5311 Program

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$0.301 million are being obligated to Section 5311 in the SJTPO region. This program funds rural public transportation programs.

3. DBNUM T150 Section 5310 Program

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$0.511 million are being obligated to Section 5310 in the SJTPO region. This funds purchase of small buses or van type vehicles for agencies that serve elderly and persons with disabilities.



Date: February 4, 2021

Re: Notice of Action
Administrative Modifications to the FY 2020 – 2023 TIP

4. DBNUM T39 Preventative Maintenance-Rail

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$2.138 million are being obligated to Section 5307 and funds in the amount of \$0.430 million to Section 5337 in the SJTPO region. Funds will support the preventative maintenance rail projects.

5. DBNUM T53E Locomotive Overhaul

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$4.308 million are being obligated to Section 5337 in the SJTPO region. This program funds the overhaul of locomotives based on manufacturer replacement standards.

6. DBNUM T111 Bus Acquisition Program

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$2.266 million are being obligated to Section 5339 in the SJTPO region. This program provides funds for replacement of transit, commuter, access link and suburban buses for NJ TRANSIT.

7. DBNUM T112 Rail Rolling Stock Procurement

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$9.091 million are being obligated to Section 5307 in the SJTPO region along with \$1.550 million in CMAQ funds in the SJTPO region. This program funds the replacement of rail rolling stock.

8. DBNUM T135 Preventive Maintenance - Bus

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$8.446 million are being obligated to Section 5307 in the SJTPO region. This program funds the overhaul of buses including preventive maintenance costs.

9. DBNUM T210 Transit Enhancements/Transportation Alternatives Program (TAP)

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$2.347 million are being obligated to Section 5337 and \$0.020 million to Section 5312 in the SJTPO region. This program funds projects that enhance mass transportation.

10. DBNUM T08 Bus Support Facilities and Equipment

NJ TRANSIT is requesting an administrative modification to move prior year funds to FFY 2021. Funds in the amount of \$0.050 million are being obligated to Section 5339 in the SJTPO region. These funds are to maintain NJ TRANSIT bus fleet.



Date: February 4, 2021

Re: Notice of Action
Administrative Modifications to the FY 2020 – 2023 TIP

Staff Recommendation

As Program Manager of Capital Programming & Project Development, I recommend the approval of the Administrative Modifications listed above for the FFY 2020 – 2023 TIP.

Concurrence

A handwritten signature in black ink, appearing to read 'J Marandino', is written over a horizontal line.

Jennifer Marandino, SJTPO Executive Director

2/8/2021

Date

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											
S1916	2021 STBGP-AC	Atlantic Avenue, Tennessee to Maine Avenues	CON	\$0.964				Estimated 6/1/21		Estimated 8/1/21	
CED submission estimated for March 2021; City has hired R&D as consultants to design corridor, anticipate CED in March 2021; Preliminary PS&E anticipated for June 2021											
S1602?	TTF	Atlantic Avenue, Albany to Maine Avenues	DES	\$0.450	\$0.409						1/19/2021
On 7/23/20, DOT notified the city they can proceed with the advertisement of the RFP; 11/16/20 bid opening for RFP held in Atlantic City; DES is for the entire corridor, CON phases are S1916 for FY21 and S1913 (Albany to Tennessee) fro FY22											
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 CEI services. A request for federal authorization can be submitted when City has negotiated a price for CEI; 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 <i>(Project Sponsor: Brigantine City)</i>	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, submittal 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; Environmental document approved for DES, should be authorized soon based on status call 1/26/21; FD has been submitted as of status call on 2/23/21;											
X107	2021 TAP-AC	Cedar Creek/Egg Harbor Lake Pedestrian Connection <i>(Project Sponsor: Egg Harbor City)</i>	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 Jampetti; 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; Environmental document approved for DES, should be authorized soon based on status call 1/26/21; DES authorization anticipated for 4/23/21 as of status call 2/23/21;											
X107	2023 TAP-FLEX	Borough of Folsom 13th Street Pedestrian Path <i>(Project Sponsor: Folsom Boro)</i>	CON	\$0.414							
Kick-off meeting held 8/9/19; design assistance kickoff mtg 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 <i>(Project Sponsor: Linwood City)</i>	CON	\$0.127							
Kick-off meeting held; design assistance may be needed; As of 12/11/20 status meeting with Atlantic County & DOT, design will be done in-house; Authorization anticipated for 5/29/21											
99358	2023 SRTS	Ventnor School Safety Improvement Program <i>(Project Sponsor: Ventnor City)</i>	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; 3/4/21: Commissioners application funds agreement 1/19/21;											
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
Originally programmed 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 recommendation to award a CON contract to L. Feriozzi Concrete Company, Inc. in the amount of \$9,720,139.25; 3/4/21: DES complete											
S1706	2021 STBGP-AC	CR 559 Alternate (Ocean Heights Avenue), Harbor Ave to Salma Terrace	CON	\$1.571		8/25/2020		2/10/2021			
DEC sent to DOT 8/25/20; 11/30/20 DOT reviewing CED but need submission of preliminary PSE package, final PSE package, and federal authorization package; Proposed dates: Preliminary PS&E package 2/1/21, documentation for consult selection 3/1/21, final PS&E package 4/1/21, federal authorization package for CON and CE service 5/1/21; Environmental document received 10/30/20; Preliminary PS&E and preliminary construction plans were submitted 2/10/21; On 2/10/21 Atlantic County submitted additional documentation for CED; Preliminary documents submitted for CE service on 2/17/21; County submitted updated information on Pre-PS&E on 2/25/21;											

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; Anticipated authorization submittal August 2021											
X065	2022 CMAQ	Cape May County Route 621 Improvements	CON	\$1.245			5/26/2017	8/24/2017	Estimated 4/2022		
DES phase authorized 9/19/17; SJTPO Policy Board support 7/25/16; kick-off meeting held; CED approved under design phase 8/24/19; under design (GPI); project not effected by road diet plan proposal; ER required; design 99% complete; County met with City on 12/11/19 to go over road diet issues, which has been resolved, but construction of roadway likely not to advance until two years (Fall 2022); County wants this project and road diet project to move concurrently, FY 2021 authorization anticipated; Follow up to the public meeting held on 12/11/19 is scheduled for 3/28/2020; County now expects road diet project to begin in spring of 2023, PS&E would be submitted April 2022; Scheduled to go out to bid in fall of 2022. Synchronization will be a Federal project, road diet will be county and ATP funds; Borough awaiting public concurrence with the next concept, anticipated resolution by late spring. Synchronization will be submitted September 2022 for authorization;											
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				2/8/2021	Estimated March 2021		
Anticipated authorization June 2021 as of federal status meeting 1/26/21; Plans are approximately 80% completed, CED approved 2/8/21, pre-PS&E is anticipated to be submitted end of March 2021; ER will be submitted by March 31 2021; Anticipated authorization submittal 7/30/21											
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 submission to Local Aid. SJTPO staff has reached out to the city to explain that funding will likely be re-programmed due to slippage in submissions and project unlikely to be authorized FY 2020; Moved from 2020 to 2021; Anticipated authorization 12/31/20; Anticipated authorization changed to March 2021; Pre-PS&E approved by NJDOT on 11/27/20 with comments. Final PS&E anticipated to be submitted March 26th; ERs will be submitted with PS&Es by March 26th (per email from R. Church on 2/19/21)											
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	1/6/2020	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 negotiations began June 2018; ER approved 5/9/18 for ROW; re-kickoff meeting week of April 29th with design consultant (RVE), appraisals 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 negotiations 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.Mallet) ROW process moving along with few issues (non-responsive/non-cooperative property owners); City to request for 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; City is in the process of closing on properties for ROW, on track for FY21											
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 reprogrammed for 2021; Feb. 2021 PS&E anticipated submission; Meeting scheduled 3/3/21 for follow-up; 3/3/21: Final PS&E and ER on track to be submitted within this month. Awaiting NJDEP permits;											
S1407	2021 STBGP-B5K200K	Landis Avenue, Phase V, Mill Road to Orchard Road (CR 628)	CON	\$1.869				8/15/2017	5/30/2019	7/30/2019	9/11/2019
CED approved; April 2021 PS&E packet anticipated; Meeting scheduled 3/3/21 for follow-up; Environmental doc, Pre-PS&E, and authorization submittal dates from 2/23/21 status meeting											
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.Prohovich), 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. Received 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; 3/3/21: Final PS&E submittal planned with endof April 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; CED has been received 8/3/2020 for DES; 3/3/21: Virtual local briefing has been scheduled											
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; Anticipated authorization 6/18/21; CED submitted but waiting for USFWS to review and comment on CED											
04314	2021 HSIP	Cumberland County Pilot Roundabout (West Park Drive)	ROW	\$0.100				2/18/2021			
	2022 HSIP		CON	\$1.035							
Cumberland County has submitted CED and is working to submit consultant for ROW phase; 3/3/21: RFP is submitted for ROW consultant											
S2116	TTF	FY 2021 TTF Road Program	CON	\$2.547							
Added to TIP in January 2021 board meeting											

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
	2022 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; Based on emails (1/7/21) with J. McKelvie, project will not be ready for CON authorization in FY2021; County requested CON be moved to FY2022											
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			1/6/2020				
	2022 HSIP		CON	\$1.052	FY 2021 Dollars				Estimated 8/2022		
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, initial 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 Laurelee 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; Project and CED authorized with the name "Five Points Roundabout"; FD funding authorized for Urban Engineers 1/15/21											
04314	2020 HSIP	Six Points Roundabout	FD	\$0.124	\$0.182	Estimated 2/2020	9/1/2020			9/17/2020	9/21/2020
	2021 HSIP		ROW	\$0.100	FY 2021 Dollars		1/6/2020				
	2023 HSIP		CON	\$1.100	FY 2022 Dollars				Estimated 8/2022		
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, initial PIC to be scheduled, CED was submitted in October 2019; CED approved on 1/6/2020, 7/23/20 Laurelee 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"; FD funding authorized for Urban Engineers 1/15/21											
99358	2021 SRTS	Sidewalk, crosswalk and signalization improvements at various locations (Project Sponsor: Woodstown Borough)	CON	\$0.237		1/14/2020	9/16/2020	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							
	2023 STBGP-L5K		CON	\$1.500							
Salem County awaiting executed contract from DOT for incurrent costs associated with DES as of 12/29/20, therefore CON authorization pushed to FY23											
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						

11-Mar

SJTPO HSIP PROJECTS

Emphasis Area	Project Name	SPONSOR	MUNICIPALITY	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	\$ 0.1000			
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	

11-Mar

SJTPO HSIP Total Programmed \$ 2.278 \$ 2.312 \$ 2.025 \$ 0.250

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

SJTPO HSIP Line Item \$ 2.000 \$ 2.000 \$ 2.000 \$ 2.000

Green = within budget

Red = overbudget

SJTPO HSIP Balance \$ (0.278) \$ (0.312) \$ (0.025) \$ 1.750

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			

11-Mar

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

Green = within budget

Red = overbudget

SJTPO CMAQ Balance \$ (0.590) \$ - \$ - \$ -



Date: March 12, 2021
To: SJTPO Policy Board
From: SJTPO Staff
Re: Technical Studies Update

Ocean Drive (CR 621) Upgrades and Bridge Improvements Local Concept Development Study *completed*; 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. The work associated with the consultant lead technical is complete with the contract having ended on December 31, 2020.

SJTPO is working with NJDOT and FHWA to seek approval from the Internal Review Committee (IRC) to approve the Ocean Drive project advance to the next phase of the project delivery process, Preliminary Engineering. A virtual meeting was held on Tuesday, February 16th with NJDOT, FHWA, SJTPO, Cape May County, and Michael Baker International, Inc. to answer any outstanding questions from NJDOT and FHWA related to funding future phases of work for the effort. A formal reply from NJDOT was received indicating that the IRC concurs with the advancement of the project into the Preliminary Engineering phase.

Cape May County can prepare the scope of work associated with the Preliminary Engineering and Final Design phase of the project. Coordination with NJDOT Bureau of Environmental Resources is necessary to include all necessary NEPA related to work into the scope of work.

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 funded 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



Date: March 12, 2021

Re: Technical Studies Update

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.

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 was open through January 11th with content available on the SJTPO website at www.sjtpo.org/CumberlandSAP. Despite this extensive outreach effort, public participation was minimal. The team conducted extensive research and ultimately began a relationship with LocalIQ, the marketing arm of the Daily Journal, which is a part of the USA Today network. Through this partnership, an extensive paid Ad campaign is underway through April 3rd, focused on social media and video, targeted to Vineland, Millville, and Bridgeton.

After the extended public comment concludes, the Steering Committee will be reconvened on the week of April 5th 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. The team will compile the Safety Action Plan, which essentially documents the process, data analyses, toolkits, and conclusions.

SJTPO, Urban, and FHI will meet with the City of Vineland to discuss the City's needs pertaining to Chestnut Avenue. Chestnut Avenue was identified as a top corridor, but as the safety needs require extensive improvements, including a road diet, it was determined that the City would proceed separately, on a longer-term schedule, led internally, to gather the support needed for the improvements. This project will include providing the City with materials and an outreach strategy to help them through their efforts. The initial outreach strategy has been drafted and will be updated based on discussion with the City.

Urban has brought to SJTPO's attention that conducting virtual outreach in response to the COVID-19 pandemic has required more resources than were originally budgeted for and has requested additional funds to complete the remainder of the project. In addition, internal discussions among SJTPO staff regarding the resources to conduct Highway Safety Manual (HSM) analysis have led SJTPO to conclude that it is in SJTPO's best interests to push the HSM task to Urban rather than attempt to handle them internally, given the complexity of the projects. As a result, SJTPO has asked Urban to put together an estimate of hours and costs to cover their request based on outreach as well as to include HSM work. SJTPO expects to bring a contract modification to the May TAC and Policy Board. This would increase the budget and extend the deadline of the project.



Date: March 12, 2021

Re: Technical Studies Update

Local Safety Program Design Assistance *ongoing*; 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.

A Task Order Modification was fully executed, adding funding for the Final Design phase for both Five Points and Six Points. Additionally, an Amendment to the Subcontract Agreement between Urban Engineers and SJTA has been fully executed, resulting in a Notice to Proceed dated January 15, 2021 for the Final Design Phase.

Urban Engineers has provided Salem County with updated ROW Impacts Map for property owners impacted by the Six Points Roundabout. Urban is also currently in the process of creating a Utility Agreement Plans for each utility company to coordinate final utility relocation and ascertain any ROW impacts.

To facilitate the ROW authorization phase, Salem County is in the process of releasing an RFP for Full-Service Right of Way Consultant Services. SJTPO staff has reviewed and provided feedback to the County. It is possible that ROW authorization will not occur in FFY 2021 as currently programmed. However, every effort is being made to keep on schedule.

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. As a part of Part A, the Rutgers team has translated all Vital documents delivered to them, apart from the three final documents, submitted to them in February. Materials were translated, interpreted, and recorded for a Spanish public meeting for the RTP Update, which took place on December 9th.

SJTPO is reviewing a draft document produced by Rutgers on Methods to Improve and Sustain Outreach Equity in the SJTPO Region. Rutgers is nearing completion on a report that compares and evaluates the



Date: March 12, 2021

Re: Technical Studies Update

effectiveness of online translation tools. Work has wrapped up on identifying partners to which SJTPO can reach out to better capture underserved communities in its planning process.

Meetings in English and Spanish related to updating the Title VI, Limited English Proficiency (LEP) Plan, and Public Involvement Plan (PIP) will be held on Thursday, March 18, 2021 at 6:00 PM and Saturday, March 20, 2021 at 10:00 AM (Spanish). Project completion is anticipated before the March 31, 2021 deadline.

Regional Trail Network – Feasibility Survey *ongoing*; Alan Huff

WSP USA, Inc. in association with KMA Consulting Engineers, Inc. (DBE)

This technical study is intended to assist SJTPO in identifying and evaluating feasible routing for the Atlantic County Bikeway West. The effort will include a number of activities that will help SJTPO understand the existing conditions related to routing this particular bikeway as well as to understand the demand for, economic impact of such a bikeway in addition to assessing operations, maintenance, security, and developing cost estimates and a trail concept plan.

A Notice to Proceed was issued on January 20, 2021 with a kick-off meeting held on January 26th, a month behind the original schedule. As part of the kick-off meeting, Atlantic County requested that the contract be extended beyond the original June 30, 2021 end date to December 31, 2021, to allow time for a proper stakeholder and public outreach process. Work has begun in identifying stakeholders and gathering data for analysis. SJTPO and WSP agreed. A contract modification is expected at the May TAC and Policy Board meetings.



Civil Rights in Outreach

March 4 - April 18, 2021

Comment Period & Listening Sessions

A Meaningful & Equitable Process

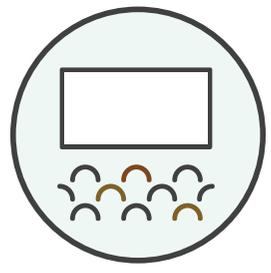
SJTPO is opening a 45-day public comment period for the Title VI Implementation Plan, Limited English Proficiency (LEP) Plan, and Public Involvement Plan (PIP). These plans guide SJTPO's outreach process in meeting Civil Rights laws and regulations. The feedback received during the comment period and listening sessions will help staff to update the plans, improving SJTPO's outreach activities and practices.

How to Get Involved & Comment



7-Question Survey

Quickest way to provide comments & help SJTPO understand your needs



1-Hour Listening Sessions

Thursday, March 18th (6:00 PM) English & Saturday, March 20th (10:00 AM) Spanish



Online Methods

Comment via form, email, social media, & more

www.sjtpo.org/Public-Comment

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

TECHNICAL ADVISORY COMMITTEE

~~BY-LAWS~~ BYLAWS

ADOPTED: March 14, 2000
REVISED: January 12, 2009
November 10, 2014
March 22, 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. Unless otherwise stated in these Bylaws, meetings shall be held in-person. When unable to attend a meeting in-person, one or more TAC members may participate in a meeting via telephonic or other form(s) of remote technology. When required for reasons related to public health emergencies, inclement weather, or other exceptional circumstances, 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~~ March 22, 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, 2000, 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 Meetings section of the Bylaws include additional language as follows: *Unless otherwise stated in these Bylaws, meetings shall be held in-person. When unable to attend a meeting in-person, one or more TAC members may participate in a meeting via telephonic or other form(s) of remote technology. When required for reasons related to public health emergencies, inclement weather, or other exceptional circumstances, 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 Votes 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*

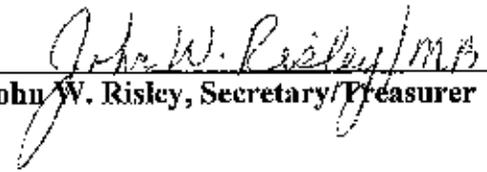
WHEREAS, an amendment to the Meeting Procedures section of the Bylaws include additional language as follows: *Unless otherwise specified in these Bylaws, the latest annotated version of Roberts' Rules of Order will govern the procedural conduct for all TAC meetings; and*

WHEREAS, the proposed amendments have been reviewed and agreed upon by the Technical Advisory Committee at their March 8, 2021 meeting; 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 March 22, 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 March 22, 2021.


John W. Risley, Secretary/Treasurer

BYLAWS
OF THE
SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ADOPTED: August 2, 1993
AMENDED: March 22, 2004
May 24, 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 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”) which, as described below, shall include representatives from the Counties, the cities of Atlantic City and Vineland, designated municipalities within Salem County and Cape May County, and designated State agencies. 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:

- a. One (1) elected official from each of the Counties;
- b. An elected municipal representative consisting of the mayor or one other elected municipal official designated by the mayor, from the City of Atlantic City and the City of Vineland;
- c. An elected municipal representative consisting of the mayor or one other elected municipal official designated by the mayor, from one (1) municipality in Salem County and from one (1) municipality in Cape May County, each such municipality to be designated by the respective County Board of Commissioners or County Executive, as applicable; and
- d. One (1) 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 right to vote shall be vested in the members of the Policy Board. 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.

Unless otherwise stated in these Bylaws, meetings shall be held in-person at a pre-advertised, public location. When unable to attend a meeting in-person, one or more Policy Board members may participate in a meeting via telephonic or other form(s) of remote technology. When required for reasons related to public health emergencies, inclement weather, or other exceptional circumstances, 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 in accordance with the Open Public Meetings Act.

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 **in accordance with the Open Public Meetings Act.**

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 **and the Open Public Meetings Act.**

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; (7) any matters in which the discussions between the Board and its professionals are protected by the attorney-client privilege; **and (8) any other recognized exemptions under the Open Public Meetings Act.**
- 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.
- 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 5. Annual Meeting. At the Annual Meeting, the Policy Board shall take the following actions:

- a. Adopt a Schedule of Regular Meetings to be held during the upcoming Calendar Year **in accordance with the Open Public Meetings Act.**
- 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 6. Public Notice. Unless otherwise stated in these Bylaws, 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 **in accordance with the Open Public Meetings Act.**

SECTION 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.
- c. Reorganization (when required).
- d. Approval of Minutes.
- e. Communications.
- f. Report of Executive Director.
- g. Unfinished Business.
- h. Public Comment (limited to **three (3)** minutes per person).

- i. New Business.
- j. Closed Session (when required).
- k. Adjournment.

SECTION 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 of not less than 48 hours of any such adjourned meeting shall be provided to the public **in accordance with the Open Public Meetings Act.** 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. **Technical Advisory Committee.** The Technical Advisory Committee shall consist of thirteen (13) voting members as follows: one (1) individual appointed by each member of the Policy Board 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.
- 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

ITEM 2103-08: Adopting the FY 2022 Unified Planning Work Program (UPWP)

A copy of the current UPWP is available on the SJPTO website at www.sjtpo.org/upwp/.

The Unified Planning Work Program (UPWP) is one of the major planning documents serving as the budget for SJTPO. The UPWP describes all transportation and planning related activities to be conducted by central staff, subregions, and member agencies during the state fiscal year, effective July 1, 2021 through June 30, 2022 for FY 2022. The document has been developed with direct input from NJDOT, NJ TRANSIT, and has been revised to address comments received by NJDOT, FHWA, and FTA.

Federal planning regulations require that Metropolitan Planning Organizations (MPO's) annually approve Unified Planning Work Programs that guide the transportation planning process in their regions. The tasks and activities within the UPWP are intended to advance the priorities of the region, guided by SJTPO's federally required long-range, regional transportation plan and the planning requirements within the Fixing America's Surface Transportation Act (FAST Act). The UPWP incorporates planning priorities shared annually by NJDOT, FHWA, and FTA. In accordance with SJTPO's Public Involvement Plan, the final UPWP document will be available on the SJTPO website and at State Depository Libraries throughout the four-county region.

The total FY 2022 Program is \$1,922,359, which includes \$66,240 in Local Match and \$1,856,119 in programmed USDOT resources. An additional \$154,000 of FY 2021 NJDOT Continuing Task Orders supplements the technical program associated with the SJTPO Regional Freight Plan Data Collection and Analysis technical study, for a grand total of \$2,010,119.00. The USDOT resources does not include grant funding received from the New Jersey Division of Highway Traffic Safety (NJ DHTS), which we estimate to be approximately \$14,000 consistent with the grant this year in FY 2021. Supporting financial tables are found at the end of the text of the UPWP document.

SJTPO's FY 2022 UPWP is comprised of seven sections of text, ten tables and various appendices (Appendix A through I) which include the comment letters received by NJDOT, FHWA, and FTA along with SJTPO's point-by-point response to the comments. Appendix C is reserved for NJDOT's State Planning and Research and Management System Work Program; to be inserted when it becomes available. The Delaware River and Bay Authority (DRBA) planning activities is included as Appendix D. A copy of SJTPO's current Safety Education and Outreach Grant (10/1/2020 to 9/30/2021), and SJTA's Policies on Travel and Recording of Fixed Assets are included as Appendix E and I, respectively.

A summary of the seven sections is provided as follows:

1. **Overview** This describes the purpose of the UPWP, with a listing of the nine full-time employees two part-time employees, the third of which is vacant, making up the central staff of the organization. The budget assumes a 2% merit pool with increase considered annual at the end of the fiscal year.

The organizational chart, approved by the Policy Board in September 2017, is included within the UPWP document; identifying Safety Education & Outreach and Grants, Contracts & Administration as additional core functions of the MPO; along with Safety Initiatives & Public

Outreach, System Performance & Subregional Program, and Capital Programming & Project Development all under the Program Management & Transportation Planning umbrella. The overview also describes the structure of SJTPO with respect to the relationship of the Policy Board, Technical Advisory Committee, and the Citizen Advisory Committee. The first section finishes with a short write-up of the transportation planning environment and the regional planning priorities for the fiscal year.

Based upon the public survey responses, completed as part of SJTPO's regional transportation plan (RTP 205), top priorities of South Jersey residents for transportation were identified. In combination with the top priorities identified by residents, SJTPO also included priority areas established by the NJDOT, FHWA, and FTA which serve as a foundation for the development of each MPO's work program.

2. **Central Staff Work Program (\$1,357,708)** Task 22/100 includes budget for salaries and labor for all central staff employees as well as the associated operating and direct expenses. Table 6 provides a summary of costs by task for the Central Staff Work Program. Table 7 displays the Operating/Direct Expense breakdown by category (i.e., office supplies, printing, etc.).

Although travel outside of New Jersey remains restricted, the budget for Operating/Direct expenses includes budget associated with Lodging & Meals (Line Item 52020) and Mileage (Line Item 52021). The budget also includes \$5,000 of the total \$18,000 for translation services under Line Item 57090 Consultant Support. This money will be utilized to translate various items into various languages that maybe requested by the public. Three quotes will be required to secure any services, as necessary.

The FY 2022 UPWP continues with the same Central Staff Program Areas from previous work programs with a few exceptions. SJTPO has added the Regional Transportation Plan (RTP) Development task back into this year' UPWP. The Safety Outreach & Collaboration task was renamed to Safety Education Collaboration & Professional Development and Equity & Public Health was renamed from Title VI & Environmental Justice. All other tasks remain, with the specific activities and products changed to reflect new priorities.

Program Management, including general administration and internal management, oversight of SJTPO's technical program, along with board and committee support will account for slightly more than 40% of the Central Staff budget in the FY 2022 UPWP. Transportation Planning tasks and activities is approximately 30% of the budget, which includes Transportation Safety Planning, Regional Coordination & Collaboration, among other tasks. Slightly more than 20% of the budget is attributed to Safety Education & Public Outreach (21%), which includes Public Involvement & Outreach and the newly renamed Equity & Public Health task. Capital Programming & Project Development represents 8% of the total budget in this year's work program, broken down into Transportation Improvement Program and Local Project Development.

This year's UPWP separates Activities and Products under each individual Central Staff Program Area, providing greater transparency. SJTPO will carefully monitor the progress of all Products listed in the UPWP. If there is a need to add, delete, or a task cannot be completed, SJTPO will list the change in a UPWP Amendment log. Action will be taken by the TAC and Policy Board, as appropriate. Final Products and deliverables will be posted to the SJTPO website, as appropriate.

3. **Financial Administration** (\$71,500) Task 21/200 includes budget associated with administrative services provided by the South Jersey Transportation Authority (SJTA) pursuant to a formal agreement with NJDOT, SJTA, and SJTPO. Activities shall be performed in full compliance with the requirements of OMB 2 CFR Chapter I, Chapter II, Part 200, and others.
4. **Subregional Planning Work Programs** (\$264,960) SJTPO counties are vital partners in all SJTPO planning processes. The funds they receive through the UPWP are utilized to support their contributions to SJTPO, as well as other transportation planning needs of their jurisdictions. They have many activities in common, including contributing to regional transportation plan updates and related projects.

The County Subregional Planning Work Programs include a specific Task III product in addition to general transportation planning activities. All Task III projects conform to the goals and objectives of SJTPO's regional transportation plan, identifying specific goals which are being promoted by the project deliverable. Subregional County Transportation Planning Work Programs include corridor level traffic improvement investigation, tax parcel data, geometry update and land use analysis, as well as roadway and intersection improvement analysis, and select county locations for a traffic counting program. Due to the limited staff resources within the Planning Department, Cape May County has elected not to complete a Task III Supportive Study in FY 2022. The county will explore opportunities to complete a Task III study in the future.

The total STBGP funding provided to each County and their individual Task III products are as follows:

- **Atlantic County (\$142,000)** *Delilah Road (CR 646) Traffic Improvement Study*, intends to conduct an analysis of traffic operations and safety, evaluate bicycle, pedestrian, and transit movements along the corridor along with major commercial access points. Improvement alternatives and conceptual designs will be developed in addition to order of magnitude cost estimates and possible phasing for the improvements. The project will be completed in-house by county staff.
- **Cape May County (\$43,000)** will not be completing a Task III Supportive Study in FY 2022.
- **Cumberland County (\$103,200)** *Tax Parcel Data & Geometry Update and Land Use Analysis*, involves a full update of 2007 Cumberland County tax parcel data with current 2019/2020 information and digitization of parcel boundaries into a GIS coverage. The data to be updated includes parcel ownership and property class codes with road data to include centerlines for all roadways in the county. The final product will be an updated GIS geodatabase of tax parcel data with roadway information for Cumberland County and a report summarizing study findings. The project will be completed by a consultant in cooperation with county staff.
- **Salem County (\$43,000)** *Roadway and Intersection Improvement Analysis and Traffic County Program*. The Roadway and Intersection Improvement Analysis study will include an analysis of the selected intersections and road segments to be identified by the County. Analysis will be conducted to determine appropriate roadway, intersection, and/or traffic signal improvements.

The county will also complete a *Traffic County Program* for selected Salem County roads, which could include bidirectional and turning movement counts.

5. **Technical Program (\$161,956)** Task 22/400 includes budget for two consultant-led efforts for an automated traffic signal performance measure pilot and a trails feasibility effort. Both efforts are anticipated to be two-year efforts. Jason Simmons and Alan Huff will serve project managers for the technical studies.

The *Automated Traffic Signal Performance Feasibility and Deployment* effort will provide consultant support to coordinate with subregional partners to provide various analytical services in determining the best technology to improve traffic operations through Intelligent Transportation Systems (ITS) upgrades. Based upon the findings and defined objectives of the subregional partners, the expectation is that ATSPMs equipment will be deployed at test locations in the SJTPO region.

The *Regional Trails Network – Feasibility Survey, Cape May County* will fund a consultant-led assessment of right-of-way options between Atlantic and Cape May Counties’ existing/funded trails facilities. The technical effort will give participating county and municipal governments a better understanding of the presence, ownership, and condition of rights-of-way to determine potential corridors for future development of this connecting bikeway.

The SJTPO Regional Freight Plan Data Collection and Analysis technical effort was identified within the FY 2021 UPWP as having a continuing task order in SJTPO’s FY 2022 UPWP. The full budget of \$154,000 is available.

Additional details related to the Continuing Task Orders are included as part of Appendix A.

6. **Non MPO-funded Transportation Planning Activities** To help broaden awareness of related planning activities in the region, regardless of funding source, the UPWP includes anticipated regionally significant transportation activities for authorities in the SJTPO region. A description of activities for each agency is provided either in the text of the UPWP or as an appendix. Activities to be completed by the New Jersey Department of Transportation are not included, however, an appropriate contact is noted in the text. Table 2 includes Regional Significant Plan Projects in FY 2022 for the New Jersey Turnpike Authority.
7. **Financial Information** The section briefly describes the expenditures and revenues included in SJTPO’s UPWP. The budget tables, provided as part of the UPWP, details the MPO’s anticipated expenses and how SJTPO intends to allocate the USDOT planning resources received.

There are four separate revenue streams supporting SJTPO’s FY 2022 UPWP:

1. FHWA Statewide Metropolitan Planning (PL) funds;
2. FHWA Flexed FTA Section 5303 (PL) funds;
3. Federal Surface Transportation Block Grant Program (STBGP) funds;
4. Non-federal sources (local match).

Central Staff Work Program and Financial Administration activities are funded through FHWA Statewide Metropolitan Planning (PL) funds and FHWA Flexed FTA Section 5303 planning funds, which are collectively identified as FHWA-PL. The local match requirements are provided through the NJDOT “Soft Match” program. The Subregional Planning Work Programs are funded using FHWA Surface Transportation Block Grant Program, specific funding allocated

to the population area less than 5,000 (STBGP-L5K 80% in FY 2022) funds, with the local match provided by the SJTPO counties themselves.

In previous work programs, FHWA HSIP and CMAQ funds were leveraged to support consultant-led efforts within the Technical Program. However, neither federal funding stream is anticipated for use within the FY 2022 UPWP.

In addition to USDOT funding, SJTPO is the recipient of a grant administered by DHTS. SJTPO's education and outreach program is funded in part by the grant. While the grant does not include reimbursement of any salaries or wages, travel, equipment, and other contractual services for program presentation development are funded by the DHTS grant. A summary of this funding is provided in Table 10, which includes \$14,000 in FY 2021 with the same estimated for FY 2022.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2103-08: Adopting the FY 2022 Unified Planning Work Program (UPWP)

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, pursuant to 23 U.S.C. Sec. 104 (f) (3) et. seq. and 49 U.S.C. Sec. 1607 et. seq. MPO's are responsible for the development of a Unified Planning Work Program (UPWP) to guide the transportation planning process in the region; and

WHEREAS, the SJTPO FY 2022 Unified Planning Work Program describes the metropolitan transportation and transportation-related air quality planning activities to be undertaken by Central Staff, the Counties, consultants, and other agencies,

WHEREAS, the SJTPO FY 2022 UPWP is fully consistent with the U.S. Department of Transportation Metropolitan Transportation Planning Regulations (23 CFR part 450) which became effective May 27, 2016, as well as the "Fixing America's Surface Transportation Act" (FAST Act); and

WHEREAS, the SJTPO FY 2022 UPWP includes salaries for nine full time and two part-time positions and one part-time vacancy, with a 2% pool for merit-based increases, subject to the discretion of the SJTPO Executive Director and approval of the SJTA Board of Commissioners; and

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the FY 2022 Unified Planning Work Program for the region; and

BE IT FURTHER RESOLVED, that the Policy Board authorizes staff to make minor revisions to the UPWP as may be necessary to carry out the above purpose, 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 March 22, 2021.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2103-09: Adopting the Access for All Transit Plan as the 2020 Update to the 2015 Coordinated Human Services Transportation Plan

PROPOSAL

At its March 8, 2021 meeting, the Technical Advisory Committee recommended that the Policy Board adopt the Access for All Transit Plan, as the 2020 update to the 2015 Coordinated Human Services Transportation Plan, completed in July 2015.

BACKGROUND

The Access for All Transit Plan is SJTPO's update to its 2015 Coordinated Human Services Transportation Plan. The Plan was originally anticipated to be adopted in November 2020, but because of COVID-19 and the inability to conduct in-person public meetings, the FTA granted an extension to complete the Plan. The public comment period lasted 31 days, from January 25th through February 24, 2021. This included two virtual public meetings, as well as a workshop for SJTPO's Technical Advisory Committee.

The Access for All Transit Plan includes a total of eight chapters, six appendices and more than 25 tables and figures supplementing the text. The 1st and 8th chapters are the Introduction and Plan Summary and Next Steps, respectively, with other chapters including:

- Plan Development and Public Outreach
- Regional Profile
- Existing Transportation Services
- Unmet Transportation Needs
- Plan Recommendations
- Plan Implementation and Service Delivery Strategies

The Access for All Transit Plan (including all appendices) can be viewed at <https://www.sjtpo.org/accessforall>.

The Access for All Transit Plan is important because applications for human services transportation funding or vehicles under FTA Section 5310 must show that the proposal is responding to an unmet need or recommendation included in a Coordinated Human Services Transportation Plan. Although inclusion in a Coordinated Human Services Transportation Plan may not be explicitly required for other related funding program, if the needs are identified in the Plan, the application may be looked upon more favorably and receive "extra points".

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2103-09: Adopting the Access for All Transit Plan as the 2020 Update to the 2015 Coordinated Human Services Transportation Plan

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, pursuant to 49 USC §5310, projects selected for funding under the Section 5310 program must be “included” in a locally developed, coordinated public transit-human services transportation plan; and

WHEREAS, projects and recommendations included in a coordinated public transit-human services transportation plan are likely to receive higher priority for funding under other programs; and

WHEREAS, the coordinated public transit-human services transportation plan must be updated every five (5) years; and

WHEREAS, SJTPO has prepared the Access for All Transit Plan as the 2020 Update to the 2015 Coordinated Human Services Transportation Plan, completed on June 19, 2015; and

WHEREAS, FTA Region 2 granted SJTPO an extension in adoption of the Access for All Transit Plan, due to COVID-19 and the inability to conduct in-person public meetings; and

WHEREAS, the Access for All Transit Plan identifies needs and makes recommendations for improved human services transportation by county; and

WHEREAS, the public, private and public transportation providers, and all interested parties have been provided an opportunity to participate and have their views considered in the development of the Access for All Transit Plan; and

WHEREAS, a summary of the significant comments and SJTPO responses has been completed and is a part of the Access for All Transit Plan; and

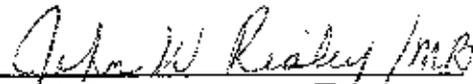
WHEREAS, the Access for All Transit Plan is fully consistent with federal planning regulations and guiding the metropolitan transportation planning process; and,

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the South Jersey Transportation Planning Organization hereby adopts the Access for All Transit Plan as the 2020 Update to the 2015 Regional Coordinated Human Services Transportation Plan; and

BE IT FURTHER RESOLVED, that the Policy Board authorizes staff to include minor revisions in the Access for All Transit Plan as may be necessary to carry out their purposes 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 March 22, 2021.


John W. Risley, Secretary/Treasurer

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

ITEM 2103-10: Supporting NJ TRANSIT’s Public Transportation Agency Safety Plan (PTASP) Safety Performance Targets

PROPOSAL

At its March 8, 2021 meeting, the SJTPO Technical Advisory Committee recommended that the Policy Board endorse and support the Public Transportation Agency Safety Plan Performance targets, as established by NJ TRANSIT.

BACKGROUND

The Public Transportation Agency Safety Plan (PTASP) regulation, at 49 CFR Part 673, requires public transportation providers to establish Safety Performance Targets to address the safety performance measures identified in the National Public Transportation Safety Plan. (49 CFR §673.11(a)(3)).

In 2020, NJ TRANSIT released its PTASP containing the safety performance measures and targets covering fatalities, injuries, and safety events such as collisions, employee injuries, and major bus fire events. The seven required safety performance measures for bus operations are noted below. Each target represents a one-year target for NJ TRANSIT’s Bus Operations in 2021. NJ TRANSIT released transit safety targets for its light rail operations, but as there is no light rail that falls within the SJTPO region, they are not included here. The Atlantic City Rail Line is part of the rail system, for which the PTASP does not apply. Rail operations are subject to a different set of safety regulations—FRA at 49 CFR 673.11(f).

Category	Measure	2021 Target
Fatalities	Total number of reportable fatalities by mode	4
	Rate of reportable fatalities per total vehicle revenue miles (TVRM) by mode	0.055/Million Miles
Injuries	Total number of reportable injuries by mode	244
	Rate of reportable injuries	3.35/Million Miles
Safety Events¹		
• Collisions/Rate	Total number of collisions	264
	Rate of collisions	3.63/Million Miles
• Employee Injuries	Total number of Employee Injuries	423
	Rate of Employee Injuries	7.99/200,000 Hours
• Major Bus Fire Events	Total number of Major Bus Fire Events	12
	Rate of Major Bus Fire Events	0.16/Million

¹ **Safety Events** are defined as the total number of National Transit Database (NTD) reported events and rate that occur during transit operations and the performance of regular supervisory or maintenance activities. Safety events include all NTD reportable collisions, and major smoke conditions and/or fires during revenue service requiring evacuation for life safety reasons per \$1 Million Revenue-Miles.

Category	Measure	2021 Target
System Reliability ²	Mean distance between major mechanical failures	135.45/Million Miles

MPOs are required to establish targets 180 days after the state transit authority in this case, 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.

² **System Reliability** (Mean distance between major mechanical failures)—Average distance between major mechanical failures that inhibit vehicle movement or prevents the start or completion of a scheduled revenue trip due to safety concerns. Examples of factors and/or components impacting System Reliability include tires, brakes, doors, engine/transmission, cooling systems, steering, axles, and suspension. The data is represented as total number of events and the rate is per \$1 Million Revenue-Miles.

SOUTH JERSEY TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2103-10: Supporting NJ TRANSIT's Public Transportation Agency Safety Plan (PTASP) Safety Performance Targets

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 Transit Administration's final rule (49 CFR Part 673) on the Public Transportation Agency Safety Plan (PTASP) became effective on July 19, 2019, requiring NJ TRANSIT to establish Safety Performance Targets to address safety performance measures identified in the National Public Transportation Safety Plan (49 CFR §673.11 (a)(3)); and

WHEREAS, on May 27, 2016 the Federal Highway Administration (FHWA) and Federal Transit Association (FTA) issued a final rule on metropolitan planning (23 CFR 450 & 771 and 49 CFR 613), under which MPOs have the option to (1) agree to program investments in support of NJ TRANSIT's targets, or (2) set their own quantifiable targets; and

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

WHEREAS, in 2020, NJ TRANSIT released its PTASP containing the seven (7) required safety performance measures and targets covering fatalities, injuries, and safety events such as collisions, employee injuries, and major bus fire events; and

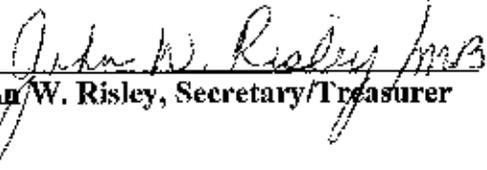
WHEREAS, NJ TRANSIT also released transit safety targets for its light rail operations, with no light rail within the SJTPO region, adoption light rail operation targets are not required; and

NOW, THEREFORE, BE IT RESOLVED, that the SJTPO hereby supports the statewide targets for each of the safety performance measures for calendar year 2021 set by NJ TRANSIT as required by the Public Transportation Agency Safety Plan Final Rule (49 CFR Part 673); and

BE IT FURTHER RESOLVED, that the SJTPO will program investments that support the achievement of the performance targets in support of the Public Transportation Agency Safety Plan.

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 March 22, 2021.


John W. Risley, Secretary/Treasurer