



NORTHEAST FLORIDA
**REGIONAL
TRANSPORTATION
COMMISSION**

April 27, 2016
9:30 AM

980 North Jefferson Street, Jacksonville, Florida 32209

Agenda

1. Welcome and Introductions
2. Public Comment
3. Approval of the January 27, 2016 and February 24, 2016 Meeting Summaries*
4. Treasurer's Reports*
5. Fiscal Year 2015 Audit Report*
6. Economic Analysis Report*
7. *Transit Planning 4 All* Grant Application*
8. Regional Transit Action Plan: Draft Report Review, Comment & Accept*
9. Public Involvement Plan
10. Executive Director's Report
11. Public Comment
12. Adjourn

*Action Items



NORTHEAST FLORIDA REGIONAL TRANSPORTATION
COMMISSION (NEFRTC)
MEETING SUMMARY

Wednesday, April 27, 2016 - 9:30 AM
NFTPO Office
TPO Board Room
980 North Jefferson Street
Jacksonville FL 32209

MEMBERS PRESENT:

Commissioner Doug Conkey, Clay County, Chairman
Commissioner James Bennett, Baker County, Vice Chairman
Commissioner Rachael Bennett, St. Johns County, Secretary
Commissioner Chip Laibl, Putnam County, Treasurer
Commissioner Danny Leeper, Nassau County
Commissioner Scott Wilson, Duval County
Commissioner Lindsey Brock, Duval County
Commissioner Bill Bishop, Duval County
Jim Knight, FDOT, Board Advisor

MEMBERS ABSENT:

Commissioner Ennis Davis, Duval County

OTHERS PRESENT:

Jeff Sheffield, North Florida TPO
Richard Milian, Broad and Cassel (via phone)
Carolyn Morgan, Clay County Planning Dept.
Liz Peak, JTA
Brad Thoburn, JTA
Jackie Wright, Baker County Council on Aging
Cheryl Freeman, RS&H
April Bacchus, ETM
David Kaufman, JAXPORT
Mike Hays, Nassau Transit
Phong Nguyen, St. Johns County

STAFF PRESENT:

Joe Stephenson, Executive Director
Ginny Montgomery, North Florida TPO Staff

CALL TO ORDER

Chairman Doug Conkey called the meeting to order at 9:45 am. He then led the Invocation and Pledge of Allegiance. Introductions were made around the room.

2. PUBLIC COMMENT

None at this time.

▶ 3. APPROVAL OF JANUARY 27 AND FEBRUARY 24, 2016 MEETINGS' SUMMARIES

Chairman Conkey asked for review and approval of January and February meetings' summaries.

Bill Bishop made a motion to approve the January 27 meeting summary; seconded by Chip Laibl; motion carried unanimously.

Bill Bishop made a motion to approve the February 24 meeting summary; seconded by Danny Leeper; motion carried unanimously.

▶ 4. TREASURER'S REPORT

Treasurer Chip Laibl reviewed the January, February and March Treasurer's Reports. The remaining balance is \$389,767.62

Bill Bishop made a motion to accept the three reports as presented; seconded by Lindsey Brock; motion carried unanimously.

▶ 5. FISCAL YEAR 2015 AUDIT REPORT

Joe Stephenson reminded the commission that, at the February 24th meeting, auditor Mary Ann Magers presented the Fiscal Year 2015 Audit Report. She reported there were no issues or adjustments made. Mr. Stephenson, as part of the February meeting discussion, stated that copies of the audit had to be sent to various agencies by a March 1 deadline. The members present acknowledged

the need to send the audit but could not approve the audit due to lack of a quorum. Mr. Stephenson asked for an approval of the 2015 Audit.

Chip Laibl made a motion to approve the 2015 Audit Report; seconded by Rachael Bennett; motion carried unanimously.

► 6. **ECONOMIC ANALYSIS REPORT**

Mr. Stephenson reported there was no surprising information in the report that identified funding sources available to the Commission. He stated key information from this report will be included in the Regional Multimodal Transportation Plan (RMTP).

James Bennett moved to accept the Economic Analysis Report to be included in the RMTP; seconded by Bill Bishop; motion carried unanimously.

► 7. **TRANSIT PLANNING 4 ALL GRANT APPLICATION**

Mr. Stephenson gave a presentation on the "*Transit Planning 4 All*" grant application. He told of the purposes of the grant and the next steps. He reported the application was submitted by the March 17 deadline without Board approval due to the lack of Quorum at the February meeting. Mr. Stephenson requested that the Board approve the grant application retroactively, for the record.

Rachael Bennett made a motion to approve the Grant Application; seconded by Danny Leeper; motion carried unanimously.

► 8. **REGIONAL TRANSIT ACTION PLAN**

Ms. Peak presented an update on the Regional Transit Action Plan (RTAP). She emphasized regional nature of working group participants and the transit projects that are included. She described the Regional Mobility Council that the RTAP recommends as a formal continuation of the working group and a committee of the RTC. She noted that funding from the pending grant will help to create that committee. She then overviewed the numerous opportunities identified and recommendations included in the draft document. She identified next steps, including the RTC Board accepting the Draft RTAP, future revisions to the RTAP document based on today's Board comments and continuing input, and incorporation of key elements from the RTAP into the Draft Regional Multimodal Transportation Plan.

There was considerable discussion on the origin and destination data available for transit demand and whether this data supports such things as a regional transit fare system. "Do we know where people are going today?" is the question to be addressed.

Mr. Stephenson explained that existing data for the process was received from all the area counties: For example, both Transportation Disadvantaged Service Plans and Transit Development Plans are updated every 5 years. Some such plans were recently completed, thereby offering new data. Others are currently in process, resulting in the use of older data. The methodology of the RTAP focused on the use of data developed by existing plans rather than the development of new data.

Cheryl Freeman reported that data is in tables and maps, which are appendices of the RTAP document, available on the RTC website: www.nefrtc.com.

Jeff Sheffield stated the North Florida TPO is working with JTA and FDOT on a Household Travel Survey to get input from 4000 confirmed individuals. He says the effort is very costly and may be a 2 year effort.

Commissioner Rachael Bennett pointed out that the 1st Coast Expressway was not identified as a future transit route. Liz Peak responded that this would be added to the report.

Bill Bishop made a motion to accept the plan; seconded by Chip Laibl.

There was some discussion about linking the data in the appendices to the recommendations in the document. It was noted that this is a living document that will be amended by adding or deleting projects or recommendations based on new data and input. This process is expected to continue through the Public Hearing and County review and approval process.

Lindsey Brock amended the motion to include the proposed revisions; seconded by Bill Bishop; the motion to amend was accepted by the maker and second to the initial motion. The amended motion carried unanimously.

9. PUBLIC INVOLVEMENT PLAN

Victoria Pennington presented the recommended Communications Plan. She reviewed elements of the plan and her recommendations of "how to tell the story." She emphasized that the RTC story is complicated but must be presented in an easily understood manner. Ms. Pennington highlighted some key projects and how she recommends making them personal and compelling. She said the two objectives on which the RTC needs to focus are: To ask for and gain public support for regional transportation and to convince the region's local

governments to vote in support of the RTC plan. The local government presentations and Public Hearings required by Chapter 343, Part 1, Florida Statutes, will begin as soon as possible after August 30.

There was discussion on the deadline for sunset of the Commission. Mr. Stephenson reported there were 2 ½ years left, which is half of the five years allowed for the RTC to do its job. In spite of that fact, we are behind schedule because it is highly desirable that we present our recommendations to the Florida Legislature for their 2017 session which begins in January, 2017. Richard Milian (via phone) stated the Statue establishes the Sunset date as November 30, 2018. He noted that the Statute also specified that the plan include an implementation plan and that adequate funding sources to carry out the initial phases of such plans must have been secured.

Board discussion suggested emphasis on regional impact and desirability rather than the county in which the project is located. Specific input included dropping the road names "CR 2209" and "U.S. 17," along with focusing on the transit projects that are our most implemental short term projects. With this direction, members agreed by consensus discussion to go forward with the Public Involvement Process as presented.

10. EXECUTIVE DIRECTOR'S REPORT

Mr. Stephenson stated the counties are putting together their budgets for the Fiscal Year 2017 beginning this month, so advance notice of our 2017 RTC assessment amounts needs to go out soon. He requested and received consensus that assessments for FY 2017 will remain the same. Letters will be prepared to convey that information to each County.

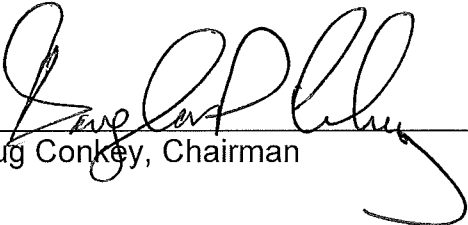
He next moved to the overall RTC schedule. Now that all three components have Board acceptance, the Request for Proposals to compile the Regional Multimodal Transportation Plan will be sent to the specified consultants as soon as possible. The most optimistic schedule for receipt of a Draft Regional Multimodal Transportation Plan for Board review is our August 24, 2016 meeting. He will be sending out requests for proposals for the draft Regional Multimodal Transportation Plan in the immediate future.

11. PUBLIC COMMENT


None at this time.

12. ADJOURN

There being no further business, the meeting was adjourned at 11:45 a.m.



Doug Conkey, Chairman



Rachael Bennett, Secretary