



**North Jersey Transportation Planning Authority, Inc.**

**This meeting will be held remotely via telephone and/or computer connection.  
Instructions for dialing in are attached.**

**REGIONAL TRANSPORTATION ADVISORY COMMITTEE (RTAC)**

Mark Jehnke, Chair  
Barkha Patel, Vice Chair

**AGENDA  
October 13, 2020  
10:30 AM**

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- I. Roll Call
  - II. Approval of Minutes
  - III. Presentation: Active Transportation Background Paper for Plan 2050 – Keith Hamas and Aimee Jefferson, Central Staff
  - III. Information Items
    - 1. TMA Report - Tara Shepherd, goHunterdon
    - 2. Plan 2050: Transportation, People and Opportunity Update – Lois Goldman and Ted Ritter, Central Staff
    - 3. FY 2022 UPWP Development – Karen Rosenberger, Central Staff
    - 4. FY 2022 Subregional Transportation Program Solicitation – Peter Zambito, Central Staff
    - 5. NJTPA CMAQ Performance Plan and NJDOT Mid Period Performance Measures Report – Rick Cipolletti and Keith Miller, Central Staff
    - 6. TNJ Initiative Update – Jeff Perlman, Central Staff
  - IV. Written Information Items
    - 1. Congestion Management Process Working Group Update – Eugene McGuinness, Central Staff
    - 2. Allocating Regional 2050 Population and Employment Forecasts to Municipalities and Traffic Analysis Zones – Bob Diogo, Central Staff
    - 3. Complete Streets Technical Assistance Program – Peter Bilton, Central Staff
    - 4. Conformity RFP Update – Liz DeRuchie, Central Staff
    - 5. Title VI Plan Update – Angel Young, Central Staff

## V. Review of Standing Committees Action Items

### Project Prioritization Committee

1. Endorsement of the Draft FY 2021 Transportation Capital Program – Ann Ludwig, Central Staff
2. Approval of Projects for the 2020 Local Safety Program and High Risk Rural Roads Program – Christine Mittman and Patricia Newton, Central Staff
3. Minor Amendment to the FY 2020 - 2023 Transportation Improvement Program to Add the Route 15, Route 94 to Route 206/CR 565 Project in Sussex County – Eve Chamberlain, Central Staff
4. Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the CR510 (Columbia Turnpike) Bridge over Black Brook Project in Morris County – Eve Chamberlain
5. Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the East Anderson Street Bridge over the Hackensack River Project in Bergen County – Eve Chamberlain
6. Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the Kingsland Avenue Bridge over Passaic River in Bergen County – Eve Chamberlain
7. Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the CR 567 (Picket Place) Bridge over South Branch of Raritan River Project in Somerset County – Eve Chamberlain
8. Minor Amendment to the FY 2020-2023 Transportation Improvement Program to Add the CR 512 (Valley Road) Bridge over Passaic River Project in Somerset County

### Planning and Economic Development Committee

9. Support for 2021 Safety Performance Measure Targets Set by the NJDOT in Collaboration with the NJTPA and other MPOs in New Jersey – Keith Miller, Central Staff
10. Approval of FY 2021-2023 Congestion Management Air Quality (CMAQ) Funding for the Transportation Clean Air Measures Program – Liz DeRuchie, Central Staff
11. Approval of FY 2021-2023 CMAQ Funding for the Local Mobility Initiatives Program – Peter Bilton, Central Staff

## VI. RTAC Teleconference – November 16, 2020 (Tentative)

## VII. Other

## VIII. Next Meeting: December 7, 2020

## IX. Adjournment

**North Jersey Transportation Planning Authority, Inc.**

**REGIONAL TRANSPORTATION ADVISORY COMMITTEE (RTAC)**

Mark Jehnke, Chair  
Barkha Patel, Vice Chair

**AGENDA**  
**October 13, 2020**  
**10:30 AM**

**IV. Written Information Items**

**1. Congestion Management Process Working Group Update**

Eugene McGuinness, Central Staff

Analysis for the NJTPA Accessibility and Mobility Strategy Synthesis study has continued following the August 6 Congestion Management Process Working Group meeting. The meeting focused on the study's draft needs assessment and its maps, charts and descriptions of transportation performance issues and opportunities throughout the region. The assessment will contribute important material for the NJTPA's long range transportation plan update and is organized around five categories of needs: mobility to and from New Jersey urban areas and New York City; accessibility and mobility within urban areas; within and between suburban areas; within and between rural areas; and freight transport. The consultant team (including ICF, AECOM, and FHI) is taking into account Working Group comments as the study progresses.

The work assessing needs will continue into the next task of the CMP, the Equity Assessment, where analysis will be conducted to understand disparities faced by disadvantaged groups. The next CMP working group meeting will cover findings from the upcoming equity analysis as well as an initial discussion of strategies to address the needs from the Needs Assessment. RTAC members are still welcome to comment on the draft memorandum circulated in August.

**2. Allocating Regional 2050 Population and Employment Forecasts to Municipalities and Traffic Analysis Zones**

Bob Diogo, Central Staff

As part of the long-range transportation planning process, NJTPA staff works with partner agencies to develop updated demographic forecasts for the NJTPA region. To create consistent forecasts for the entire NY/NJ/CT metropolitan area, the NJTPA collaborates closely with the New York Metropolitan Planning Council (NYMTC) and engages with other regional and state planning and transportation agencies. This includes ongoing coordination with NJTPA subregions. After development and consultation, the partner agencies agreed to move forward with county-level population, household and employment forecasts. The NJTPA is now at the next step in forecast creation, which is to allocate the county forecasts to the municipal and traffic analysis zone (TAZ) levels.

The COVID-19 pandemic began at the time county employment forecasts were close to completed. While the implications of this pandemic to regional employment and population growth will not be fully known for years, the forecasting team examined the economic recoveries after other major shocks to the economic system such as September 11<sup>th</sup> attacks and the Great Recession and decided to scale back growth for 2020 and start showing a recovery 5-10 years afterwards. Long-term forecasts were kept relatively the same with only minor adjustments lower.

Staff uses the NJTPA's Demographic and Employment Forecast Model to help with the allocation process. Using the county-level forecasts as a base, the model incorporates TAZ characteristics such as current densities, current historical growth shares, transit and highway accessibility measures and other factors. Estimates of the impacts of known future projects are also included in the model.

The initial municipal and TAZ-level allocation results were shared with our region's partner agencies on September 25 with feedback expected by October 9. This process should conclude in coming weeks and the final forecasts will be available for use in the Long Range Transportation Plan update, air quality conformity analysis, and other regional planning efforts.

### **3. Complete Streets Technical Assistance Program**

Peter Bilton and Keith Hamas, Central Staff

Under Complete Streets Technical Assistance – Phase 2, the Voorhees Transportation Center at Rutgers and the Sustainability Institute at the College of New Jersey are providing training and planning-level technical assistance to municipalities on how to implement Complete Streets. The project team conducted virtual walkable community workshops for Bradley Beach on July 21, Dunellen on July 13, Hackensack on July 7, and West Orange July 29. Public input provided during and after the workshops helped inform the development of recommendations that the project team presented in follow-up virtual public input meetings in August and September. The team conducted virtual public input meetings on bicycle improvement concepts for Cranbury on June 23, Garwood on August 10, and Manville on June 9, where participants learned about bicycle infrastructure best practices and provided input on bicycle network recommendations. A virtual Crime Prevention Through Environmental Design workshop was conducted for Franklin Township on August 6, with a follow-up public input meeting on October 7. The consultant team is preparing final report drafts that will be reviewed by NJTPA, municipal leaders, and state and subregional stakeholders.

### **4. Conformity RFP Update**

Liz DeRuchie, Central Staff

The NJTPA distributed a Request for Proposals in June of 2020 for professional services to support the federally-required Conformity Determination on the upcoming FY 2022-2025 TIP and the updated Plan 2050. An update to the NJTPA Greenhouse Gas Inventory for on-road vehicles will also be conducted as part of the effort. A consultant selection committee comprised

of representatives from NJDOT, NJDEP, NJ TRANSIT and the NJTPA reviewed and scored the proposals. This project is anticipated to begin in the next few weeks and extend through December 31, 2022.

## **5. Title VI Plan Update**

Angel Young, Central Staff

On July 29, 2020, the NJTPA received comments from FHWA and FTA on its Title VI Implementation Plan adopted in September of 2019. The plan was created in response to a civil rights corrective action issued during the 2019 Certification Review. Upon review, FHWA New Jersey Division's Civil Rights specialist advised that the following additional information is required in order for the NJTPA's plan to meet the requirements of 49 CFR 21.9 (b)

([https://www.ecfr.gov/cgi-bin/text-idx?SID=96f8fcf59f8cc3d4a2689bec286160ee&mc=true&node=pt49.1.21&rgn=div5#se49.1.21\\_19](https://www.ecfr.gov/cgi-bin/text-idx?SID=96f8fcf59f8cc3d4a2689bec286160ee&mc=true&node=pt49.1.21&rgn=div5#se49.1.21_19)):

- 1) ORGANIZATION & STAFFING: The Plan should identify that the Title VI Coordinator has easy access to the head of the organization.
- 2) SUB-RECIPIENT REVIEW PROCEDURES: The Plan should describe the process for determining how many and which sub-recipients will be reviewed each year.
- 3) COMPLIANCE AND ENFORCEMENT PROCEDURES: The Plan should outline Title VI Program compliance and enforcement procedures to address deficiencies or when noncompliance is determined.

Central Staff is in the process of updating the Title VI Implementation Plan to address these comments. The NJTPA intends to present the updated Title VI Implementation plan to the Board of Trustees at the November 9, 2020 Board Meeting.

The NJTPA's current adopted Title VI Implementation Plan may be found on our website at <https://www.njtpa.org/TitleVI.aspx>

## **RTAC Virtual Meeting Notice:**

The agenda package for the October 13 RTAC meeting is attached.

The meeting will be held via GoToMeeting. The log-in details are below. Please login five or ten minutes early to ensure your connection works. Your options for participation, in order of preference, are:

1. on a computer or tablet without a mic, using your phone to call-in for audio (the app will be downloaded and installed if you don't have it already) \*
2. on a computer or tablet with a mic (the app will be downloaded and installed if you don't have it already) \*\*
3. on a smartphone by installing and using the GoToMeeting app (download from Apple store or Playstore)
4. on a phone for audio only (no app required)

\* If you use option 1 (computer/tablet and call-in), log-in to your computer first, choose "phone call" to listen/talk, and you will be provided an audio PIN. The PIN allows you to be identified by name to other meeting participants. If not, you will show up as "Caller #" (the PIN # is also in the audio tab of the comment box after you log in)

\*\* If you use option 2 (computer/tablet with mic), choose "computer audio" to listen/talk.

Further information is available is on the GoToMeeting **Quick Guide for Attendees at**

<https://www.gotomeeting.com/meeting/resources/gotomeeting-quick-and-helpful-guide-for-attendees>

If you have any questions or concerns, don't hesitate to contact me at 973-639-8410.

### **Instructions for Dialing into RTAC Meeting**

Monday October 13, 2020 10:30 AM - 12:30 PM (EDT)

**Please join my meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/197072165>

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**Access Code:** 197-072-165

**Join from a video-conferencing room or system.**

Dial in or type: 67.217.95.2 or inroomlink.goto.com

Meeting ID: 197 072 165

Or dial directly: 197072165@67.217.95.2 or 67.217.95.2##197072165

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*Kathryn A. DeFillippo, Chair*  
*Mary D. Ameen, Executive Director*

## **Regional Technical Advisory Committee (RTAC)**

Mark Jehnke, Chair  
Barkha Patel, Vice Chair

### **Meeting Minutes** **August 10, 2020**

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#### **I. Roll call**

RTAC Chair Mark Jehnke, Ocean County, called the meeting to order at 10:30 a.m. There were 16 voting members present.

#### **II. Approval of Minutes**

A motion to approve the minutes of the June 8, 2020 meeting was made by Citizens Representative, seconded by Somerset County and carried unanimously.

#### **III. Information Items**

##### **1. TMA Report**

Tara Shepherd, goHunterdon, reported that, in addition to their core work, several TMAs are implementing Street Smart NJ campaigns throughout the state and implementing Coordinated Human Services Transportation Plans at regional and county levels. She said the TMAs continue to respond to issues related to COVID19. Several TMA-operated transportation services have resumed, and TMAs are sharing up-to-date information on the status of all local transit services. They are maintaining communication with employers and commuters to meet their needs, and several are working with local chambers of commerce and economic development organizations to address business needs. Also, TMAs are assisting individuals trying to get to food banks, healthcare and employment interviews. Ms. Shepherd said the TMAs are working extensively with municipalities on closed streets, the uptick in bicycling and pedestrian activity, and potential school transportation challenges. Ms. Shepherd said the TMAs are relying on webinars, videos, and social media to communicate with the public. She invited all to visit their individual websites and social media and the TMA Council website.

### 3. Local Safety/High Risk Rural Roads Programs

Christine Mittman, Central Staff, reported that 12 applications were received in January for the Local Safety Program and two for the High Risk Rural Roads Program. The program Technical Review Committee (TRC) met in April to review the applications, and comments were provided to the applicants in June. The next TRC meeting is scheduled for September 3, 2020, where a final decision will be made on which projects to recommend for Board approval.

### 2. Congestion Management Process Working Group Update

Eugene McGuinness, Central Staff, Central said the August 6 meeting of the Congestion Management Process Working Group focused on the needs assessment portion of the study. Consultant team members, ICF and AECOM, presented an analysis of regional accessibility and mobility needs based on feedback from the CMP Workshop and through data analysis. Meeting participants discussed their reactions to the needs as described in the technical memorandum and presentation and gave suggestions on how to expand on the analysis. Mr. McGuinness said RTAC members can look forward to receiving the draft memorandum later this summer. The work on assessing needs will continue into the next task of the CMP, the equity assessment, where disparities faced by disadvantaged groups will be analyzed and discussed with stakeholders in conjunction with some of the outreach for the long range plan. The next CMP working group meeting will cover findings from the equity analysis and include an initial discussion of strategies to address the findings from the needs assessment.

### 4. Equity Assessment

Blythe Eaman, Central Staff, said that the NJTPA Public Engagement Plan provides strategies to ensure NJTPA studies integrate Title VI, Environmental Justice and additional civil rights authorities' requirements into the planning process. To that end, staff has assembled an Equity Assessment Guide for planners and engineers looking to identify EJ and Title VI populations in planning studies. Ms. Eaman said the guide provides direction for collecting assessment-related data consistent with the NJTPA Title VI Implementation Plan. The Equity Guidance is posted on the NJTPA website at <http://njtpa.org/NJTPA/media/Documents/About-NJTPA/Federal-Regulations/Title-VI/Equity-Assessment-Guide-2020-07.pdf>. Ms. Eaman encouraged all to begin using the guidance and provide feedback for refining it.

### 5. Together North Jersey (TNJ) Initiative Update

Jeff Perlman, Central Staff, said the TNJ Local Technical Assistance Program, a joint effort of the NJTPA and the Voorhees Transportation Center (VTC), will open solicitations for the next round of projects soon. The program is open to all municipal entities, non-profits, and community based organizations in the TNJ region. Under the program, two projects were implemented in FY 2020: Hackensack developed a community based vision to transform Demarest Place into an arts destination that reflected the character of the community, and the

Borough of Bound Brook developed visual identity through wayfinding using unique and memorable characteristics of the town. VTC developed a design concept for a map of destinations of interest to residents and visitors alike. The final report of the Hackensack effort is posted on the TNJ website and the Bound Brook report will follow shortly.

#### 6. Cost Tracking System Update

Kaitlyn Davis, Central Staff, said the Cost Tracking System is being revamped to feature new elements and an improved user interface. IT staff is working closely with the NJTPA Finance & Administration Division to review core reporting and accountability requirements so that the updated system is fully in compliance with NJTPA reporting standards and addresses long-standing end user difficulties. A committee of subregional and TMA staff provided helpful early feedback. Ms. Davis said beta testing is planned for the end of the second quarter into the third quarter of FY 2021 with full deployment targeted for the beginning of FY 2022. Liza Betz, Union County, noted the currently problematic user experience of the current system, despite IT's helpfulness with issues. She inquired about the possibility of rolling out an interim release before then. Noting that IT staff had to rapidly shift priorities to transition Central Staff to working remotely, Ms. Davis said that Ms. Betz suggestion can be discussed at the next project technical advisory committee meeting.

#### VI. Review of Standing Committee Action Items

Members of Central Staff, briefed the Committee on action items slated for consideration at the August 17 joint meeting of the Project Prioritization Committee and Planning and Economic Committee:

##### Project Prioritization Committee

1. Approval of the Initial Financial Plan for the Replacement of Bridge S-32 on County Route 520 (Rumson Road) over the Shrewsbury River – Ann Ludwig
2. Modifications to the FY 2020 - 2023 Transportation Improvement Program to Modify Five Projects as Requested by the New Jersey Department of Transportation – Eve Chamberlain
3. Modification to the FY 2020-2023 Transportation Improvement Program to add Federal Funds to the Restriping Program and Line Reflectivity Management System as requested by the New Jersey Department of Transportation – Eve Chamberlain

Tony Gambilonghi, Middlesex County, requested notification of any county roads included in the restriping program.

Planning and Economic Development Committee

4. Approval of the Henry Hudson Trail Extension to the Matawan/Aberdeen Train Station - Jeffrey Perlman

VII. RTAC Teleconference – Tentative, September 21, 2020.

VIII. Next Meeting: October 13, 2020

IX. Adjournment

At 11:15 a.m., a motion to adjourn was made by Somerset County, seconded by Middlesex County and carried unanimously.

Regional Transportation Advisory Committee  
Attendance  
August 10, 2020

Voting Members	
Mark Jehnke (Chair)	Ocean County
Chris Helms	Bergen County
David Antonio	Essex County
Byron Nicholas	Hudson County
Adam Bradford	Hunterdon County
Tony Gambilonghi	Middlesex County
John Hayes	Morris County
Inkyung Englehart	Monmouth County
Ken Wedeen	Somerset County
Tom Drabic	Sussex County
Liza Betz	Union County
Brian Appezzato	Warren County
Brian Leckie	NJDOT
Megan Massey	NJ TRANSIT
Jay Shuffield	Port Authority of New York & New Jersey
Jared Rodriguez	Citizens' Representative
Other Attendees	
Anna Aleynick	AECOM
Peter Kortright	Bergen County
Robert Clark	Federal Highway Administration
Ray Tomczak	Federal Transit Administration-Region 2
Tara Shepherd	goHunterdon
Bob Werkmeister	GPI
David Schmetterer	Monmouth County
Shilpa Bhojappa	Monmouth County
Kimberly Singleton	City of Newark
Andrew Swords	NJDOT
Jim Vari	NJDOT
Various Members of Central Staff	NJTPA
Steve Brown	PANYNJ
Salvatore Presti	Passaic County
Kyle Winslow	WSP