



## **CITIZENS ADVISORY COMMITTEE (CAC) AGENDA**

DATE: **Wednesday, March 7, 2018**  
TIME: **1:30 P.M.**  
PLACE: **Vista Center 4<sup>th</sup> Floor Conference Room 4E-12  
2300 North Jog Road  
West Palm Beach, FL 33411**

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### **1. REGULAR ITEMS**

- A. Roll Call
- B. MOTION TO ADOPT Agenda for March 7, 2018
- C. MOTION TO APPROVE Minutes for February 7, 2017
- D. Comments from the Chair
- E. CAC Liaison's Report
- F. General Public Comments and Public Comments on Agenda Items

Any members from the public wishing to speak at this meeting must complete a Comment Card available at the welcome table. General Public comments will be heard prior to the consideration of the first action item. Public comments on specific items on the Agenda will be heard following the presentation of the item to the Committee. Please limit comments to three minutes.

### **2. ACTION ITEM**

- A. MOTION TO RECOMMEND APPROVAL of Amendment #4 to the FY 18-22 Transportation Improvement Program (TIP) to include the Florida Department of Transportation's (FDOT) advance the State Road 7 project from 60<sup>th</sup> Street to Northlake Blvd.

The project funding was programmed in FY 17 but was not obligated, so FDOT is requesting the funding be rolled into FY 18. The requested amendment is shown in strikethrough/underline format to highlight the changes from the adopted TIP in the attachment.

### **3. INFORMATION ITEMS**

- A. Draft FY 19-20 Unified Planning Work Program (UPWP)

The UPWP is the business plan identifying activities the TPA will carry out over the next two years. The UPWP includes a description of the planning work, deliverables, timeframes, costs, and sources of funds. The UPWP is the business plan identifying activities the TPA will carry out over the next two years. The UPWP includes a description of the planning work, deliverables, timeframes, costs, and sources of funds. The draft document is attached.

B. Bike Month Activities

TPA staff will provide an update on Florida Bike Month activities held around Palm Beach County.

C. Summary Points from the February 15, 2017 Governing Board Meeting

4. **ADMINISTRATIVE ITEMS**

A. Member Comments

B. Next Meeting – April 4, 2018

C. MOTION TO ADJOURN

**NOTICE**

In accordance with Section 286.0105, *Florida Statutes*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purposes, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge), please call 561-684-4143 or send email to [MBooth@PalmBeachTPA.org](mailto:MBooth@PalmBeachTPA.org) at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.



MINUTES OF THE  
CITIZEN'S ADVISORY COMMITTEE (CAC)  
Wednesday, March 7, 2018 1:30 p.m.

Vista Center 4th Floor Conference Room 4E-12  
2300 North Jog Road  
West Palm Beach, Florida

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*PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at [www.PalmBeachTPA.org/CAC](http://www.PalmBeachTPA.org/CAC)*

**1. REGULAR ITEMS**

CHAIR HARVIE called the meeting to order at 1:31 p.m. and due to lack of quorum, the meeting would proceed in an informational format.

**1.B. DISCUSSED: Agenda for March 7, 2018**

Mr. Michael Fitzpatrick requested an additional item for TPA staff to provide a status update on the Brightline quiet zones.

**1.C. DISCUSSED: Minutes of February 7, 2018**

There were no revisions requested.

**1.D. Comments from the Chair**

No comments from the Chair were received.

**1.E. CAC Liaison's Report**

MR. ANDREW UHLIR reviewed the following from the Liaison Report provided:

- The TPA Funding Program Applications are now closed. Eleven (11) Local Initiatives applications requesting \$32,188,000 in federal funds, and eight (8) Transportation Alternatives (TA) applications requesting \$6,147,740 in federal funds were submitted.
- He stated that March is Florida Bike Month, and that a variety of events will be occurring around Palm Beach County. More information could be found on the TPA Bike Palm Beach webpage.
- He relayed an update from the Governing Board meeting regarding safety performance measures. He noted that the safety measures discussed at the prior committee meeting were approved with their recommendations.

Mr. Greg Fagan joined the meeting at 1:40 p.m. and a quorum was present.

Ms. Tinu Pena and Mr. Bruce Bastian joined the meeting at 1:45 p.m.

**1.A. Roll Call**

The Recording Secretary called the roll. A quorum was present as depicted in Exhibit A of these Minutes.

**1.B. ADOPTED: Agenda for March 7, 2018**

**MOTION to adopt the Amended Agenda to include the status update on Brightline quiet zones. Motion by Mr. Bill Klein, seconded by Mr. Terry Brown, and carried unanimously.**

**1.C. APPROVED:** Minutes of February 7, 2018

**MOTION** to approve the Minutes for February 7, 2018. Motion by Dr. Myron Uman, seconded by Mr. Bill Klein, and carried unanimously.

**1.F. General Public Comments**

There were no general public comments.

DR. MYRON UMAN asked that TPA staff provide more information on the liaisons report - interim approval by FHWA to allow Palm Beach County to use green pavement in bike lanes.

MR. NICK UHREN, Palm Beach TPA Executive Director explained: FHWA publishes the Manual on Uniform Traffic Control Devices (MUTCD) that provides standards used nationwide to install traffic control devices. There is an interim process where improvements that have yet to be added could be requested to be allowed on roadways. The County just filed the request to FHWA for interim approval.

**2. ACTION ITEMS**

**2.A. RECOMMENDED APPROVAL:** of Amendment #4 to the FY 18-22 Transportation Improvement Program (TIP) to include the Florida Department of Transportation's (FDOT) advance the State Road 7 Project from 60<sup>th</sup> Street to Northlake Blvd.

MR. UHLIR presented on this item. He provided a quick update regarding construction phase funds that were programmed for FY 17, however now are being rolled into FY 18. He noted all changes are in strikethrough and underline format. The construction phase is not expected to be rolled-over again. The project is expected to be advertised later in March and awarded by June 30, 2018.

A discussion ensued regarding right of way (ROW) funds and costs.

DR. UMAN questioned why there are ROW expenditures three years after construction.

MR. UHLIR stated that the ROW acquisition happens prior to construction, even though the legal process has not finalized the total cost of acquisition.

MR. NICK UHREN, Palm Beach TPA Executive Director, stated the sometimes the state takes ownership of the land prior to final payment to the property owner.

DR. UMAN questioned the reasoning behind the large increase in the right of way costs from the original estimates, and stressed that the precision of cost estimates so far out for project phases misleads people on how precise the cost estimate truly is.

MR. UHLIR stated that the cost estimates would become more precise the closer the project gets to actual implementation. He could not provide an answer on why the cost increased for the ROW phase. He mentioned that staff would follow up with FDOT for further information.

**MOTION** to recommend approval of Amendment #4 to the FY 18-22 TIP. Motion by Ms. Tinu Pena, seconded by Mr. Greg Fagan and carried 7-1-1, with Mr. Fitzpatrick opposed and Dr. Myron Uman abstaining.

**3. INFORMATION ITEMS****3.A DISCUSSED:** Brightline Quiet Zone Update

MR. UHREN, gave an update on the Brightline quiet zones. He noted that the TPA has a reimbursement agreement with Brightline to install supplemental safety measures for 34 Florida East Coast Railway (FEC) crossings in Palm Beach County. Brightline will be done with exit gates in the City of West Palm Beach by end of next week, and the rest of Palm Beach



County by the end of the month. The next steps will be for the cities to validate the crossings to ensure improvements were properly installed, and then file for the quiet zone designation. There is then a 21-day period before the quiet zone becomes effective.

**3.B. DISCUSSED: Draft FY 19-20 Unified Planning Work Program (UPWP)**

MR. NICK UHREN presented the draft FY 19-20 UPWP, a 2-year business plan and budget for the TPA. He noted the draft includes a description of the planning work, deliverables, timeframes, costs, and sources of funds. He briefly highlighted the tasks included in the draft, and requested committee member feedback on ideas for additional items to consider.

There was a brief discussion regarding board member dues.

**3.C. DISCUSSED: Bike Month Activities**

MS. ALYSSA FRANK, Palm Beach TPA Transportation Planner presented this item. She highlighted the five Bike Proclamations in Palm Beach County and noted the upcoming events. She encouraged members to participate in the City of West Palm Beach's Bike to Work week activities from March 12<sup>th</sup> through the 16<sup>th</sup>. The Bike to Work Day Ride event on Friday March 16<sup>th</sup> will be split into three groups with all rides ending at West Palm Beach City Hall. She informed members that more information could be found at [www.BikePalmBeach.org](http://www.BikePalmBeach.org).

A brief discussion ensued regarding the use of electric bikes for these events.

**3.D. Summary Points from the February 15, 2017 Governing Board Meeting**

There was no discussion on this item.

**4. ADMINISTRATIVE ITEMS**

**4.A. Member Comments**

MS. MALISSA BOOTH, Palm Beach TPA Public Relations Manager, noted the committee member spotlight featured in the TPA newsletter. She requested that members provide an up to date photo of themselves or meet with her post meeting to take a photo.

DR. UMAN thanked TPA staff for communicating the committee's recommendations to the governing board, in regards to the safety performance measures.

**4.B. Next Meeting - April 4, 2018**

**4.C. Motion to Adjourn**

There being no further business, the meeting was adjourned at 2:41 p.m.

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This signature is to attest that the undersigned is the Chair, or a designated nominee of the Citizens Advisory Committee and that information provided herein is the true and correct Minutes for the March meeting of the Citizen's Advisory Committee, dated this 2<sup>nd</sup> day of May, 2018.

  
Chair

## EXHIBIT A

## Citizens Advisory Committee Attendance Record 2017- 2018

Representative Appointed by	Apr '17	May '17	Jun '17	Jul '17	Aug '17	Sep '17	Oct '17	Nov '17	Dec '17	Jan '18	Feb '18	Mar '18
BRUCE BASTIAN Mayor Cary Glickstein	P	E	A	A		MEETING CANCELLED	E		E		E	P
TOMAS BOITON Commissioner Melissa McKinlay	E	P	E	E			A		P		P	A
TERRY BROWN General Public	P	P	E	A			E		P		A	P
JUDY DAVERSA General Public	P	P	P	P			A		E		P	E
GREG FAGAN Former Board Representative, Jeff Koons	P	P	P	P			P		P		P	P
MICHAEL FITZPATRICK Mayor Steven Grant	P	E	P	P			P		P		A	P
DAVID FLANIGAN Former Board Representative, Wendy Harrison	P	E	P	P			P		P		P	P
RICHARD GONZALEZ Commissioner Steve Abrams	P	P	E	P			P		E		P	E
*GLEN HARVIE Commissioner Mary Lou Berger	P	E	P	P			P		P		P	P
WILLIAM (BILL) KLEIN Mayor Anne Gerwig	-	-	***P	P			P		P		P	P
TINU PEÑA Former Board Representative, Richard Valuntas	E	E	E	Alt			P		P		P	P
ANDREW THOMSON Council Member Robert Weinroth	P	P	P	P			P		P		E	E
**MYRON UMAN Commissioner Keith James	P	P	P	P		P		P		P	P	

E = Excused Absence  
Shaded Area= Meeting not held

## REPRESENTING

[illegible]