1. **REGULAR ITEMS**

   A. Roll Call
   B. Prayer
   C. Pledge of Allegiance
   D. **MOTION TO ADOPT** Agenda for September 17, 2015
   E. **MOTION TO APPROVE** Minutes for July 16, 2015
   F. Comments from the Chair
   G. Executive Director’s Report
   H. **MOTION TO APPROVE** Consent Agenda Items

   1. Appointment of Vinod Sandanasamy as the City of Boca Raton’s alternate member of the Technical Advisory Committee. The request and resume are attached.

   2. Appointment of J. Phillip Higbee as the Village of Wellington’s alternate member of the Bicycle/Greenway/Pedestrian Advisory Committee (BGPAC). The request is attached.

   3. New three (3) year agreement with the Treasure Coast Regional Planning Council for planning services in an amount not to exceed $450,000. The draft agreement is attached.

   4. Conceptual scope of services and schedule to retain two (2) professional consulting teams for assistance in implementing the Unified Planning Work Program. Attached is the Scope of Services and process timeline.
I. General Public Comments

Any member from the public wishing to speak at this meeting must complete a Comment Card which is available at the welcome table. General Public comments will be heard prior to 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 Board. Please limit comments to three minutes.

2. ACTION ITEMS

A. MOTION TO ADOPT a resolution approving the Executive Director Annual Evaluation

The evaluation committee met on August 18, 2015 and recommends approval of a 2% special salary adjustment in addition to the budgeted 3% cost of living adjustment, with an effective date of October 1, 2015. The committee requested development of a strategic plan to better direct the activities of the MPO and to serve as the basis for future evaluations. The draft resolution is attached.

B. MOTION TO APPROVE Amendment #1 to the 2040 Directions Long Range Transportation Plan (LRTP)

The MPO Board directed staff at the July MPO Board meeting to revise the northern limits of the US-1 Express Bus project from the West Palm Beach intermodal center to Indiantown Road and to include associated multimodal corridor improvements in the project description. Cost estimates for this project and the Tri-Rail extension to Jupiter were also revised such that the LRTP cost feasible plan remains fiscally constrained. The amended pages of the LRTP are attached.

C. MOTION TO APPROVE an Amendment to the FY 2017-2021 Priority Projects List

This amendment will modify the Location, Improvement Description and Total Cost of project #12, the US-1 Multimodal Corridor Study, on the list of Major Highway, Transit and Freight Projects to be consistent with the amended limits in the 2040 Directions Long Range Transportation Plan (LRTP). The amended table of the priority list is attached.

D. MOTION TO APPROVE Amendment #1 to the FY 2016-2020 Transportation Improvement Program (TIP) to include FDOT’s Roll Forward projects

The Florida Department of Transportation (FDOT) has requested approval of amendments to the FY 2016-2020 Transportation Improvement Program to include the FY 2016 Roll Forward Report. These are projects which were funded in FY 2015 but not completed as scheduled so the remaining funds are being rolled forward into FY 2016. The amended projects are shown in strikethrough/underline format to highlight the changes from the adopted TIP in the attachment.

3. INFORMATION ITEMS

A. Hazardous Walking Conditions for Public School Students

MPO Staff will provide an overview of HB 41, also known as “Gabby’s Law for Student Safety,” as it relates to identification and correction of hazardous walking conditions defined by s. 1006.23, F.S. MPO staff will provide an overview of the requirements and illustrate the procedure followed to identify potential hazards for
three schools in Palm Beach County, and outline the avenues for potential correction of the hazards. The final text for HB 41 is attached.

B. Complete Streets Draft Policy and Proposed Process

MPO Staff will review the preliminary draft complete streets policy for the Palm Beach MPO, highlight the components of the draft policy and outline the proposed process to solicit input and establish an adopted policy for the MPO. The draft policy is attached.

C. Correspondence

1. Letter removing Mr. Bruce Bastian from the Citizens Advisory Committee (CAC) due to three consecutive unexcused absences
2. Letter notifying Ms. Ingrid Allen that her membership is in jeopardy of being withdrawn from the Technical Advisory Committee (TAC) due to two consecutive unexcused absences
3. Federal Certification of the Palm Beach Metropolitan Planning Organization Planning Process Report

4. ADMINISTRATIVE ITEMS

A. Member Comments
B. Next Meeting – October 15, 2015
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@PalmBeachMPO.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.
CHAIR
Mayor Susan Haynie  
City of Boca Raton

Mayor Steve B. Wilson  
City of Belle Glade  
Alternate: Commissioner Michael C. Martin

Deputy Mayor Robert Weinroth  
City of Boca Raton

Commissioner Michael M. Fitzpatrick  
City of Boynton Beach  
Alternate: Vice-Mayor Joe Casella

Mayor Cary D. Glickstein  
City of Delray Beach  
Alternate: Deputy Vice-Mayor Al Jacquet

Vice-Mayor Jim Kuretski  
Town of Jupiter  
Alternate: Vacant

Mayor Pam Triolo  
City of Lake Worth  
Alternates: Vice-Mayor Scott Maxwell &  
Vice Mayor Pro tem Andy Amoroso

Mayor Eric Jablin  
City of Palm Beach Gardens  
Alternate: Council Member Marcie Tinsley

Vice Chairman Wayne Richards  
Port of Palm Beach  
Alternate: Chairman Blair Ciklin

Councilman Bruce Guyton  
City of Riviera Beach  
Alternate: Councilman Cedrick Thomas

VICE CHAIR
Commissioner Hal Valeche  
Palm Beach County

Vice-Mayor Mary Lou Berger  
Palm Beach County

Commissioner Steven L. Abrams  
Palm Beach County

Commissioner Melissa McKinlay  
Palm Beach County

Commissioner Priscilla A. Taylor  
Palm Beach County  
Palm Beach County Alternates:  
Mayor Shelly Vana  
Commissioner Paulette Burdick

Vice-Mayor Richard Valuntas*  
Village of Royal Palm Beach  
Alternate: Councilman Jeff Hmara

Commissioner Keith A. James  
City of West Palm Beach

Commissioner Shanon Materio  
City of West Palm Beach  
West Palm Beach Alternate:  
Commissioner Paula Ryan

Councilman Matt Willhite  
Village of Wellington  
Alternate: Councilwoman Anne Gerwig

District Secretary Gerry O’Reilly  
FDOT Non-Voting Advisory Member

*The City of Greenacres and the Village of Royal Palm Beach share membership by alternating years.
1. **REGULAR ITEMS**

Chair Haynie called the meeting to order at 9:05 a.m.

1.A. **Roll Call**

The recording secretary called the roll. (Attendance is listed in Exhibit A.)


1.C. **Pledge of Allegiance**

1.D. **ADOPTED:** Agenda for September 17, 2015

MOTION to adopt the agenda. Motion by Commissioner McKinlay, seconded by Commissioner Valeche, and carried unanimously. Commissioner Taylor was absent.

1.E. **APPROVED:** Minutes for July 16, 2015

MOTION to approve the Minutes for July 16, 2015. Motion by Commissioner Abrams, seconded by Commissioner Valeche, and carried unanimously. Commissioner Taylor was absent.

1.F. **Comments from the Chair**

Chair Haynie said that:

- She presented on FTP SIS update to the Florida APA at its annual conference. A vision element for the FTP SIS document was created. A copy of this document will be distributed to all members at the next meeting.

- The Board will be doing the work program in the next meeting due to the legislative session being earlier. A consensus was taken and it was agreed that the meeting will remain at the Government Center for the October and December meetings.
1.G. Executive Director's Report

Mr. Uhren reported as follows:

- Welcome to Matthew Komma, the MPO’s new Financial Analyst who joined the Team on August 3, 2015.

- Elizabeth Requeny has accepted a promotion to the County Attorney’s office.

- All parties except the District Secretary, DOT have signed the Interlocal Agreement, which increases the MPO Board membership from 19 to 21. All 21 Board Members are expected at the October meeting.

- A presentation was made to the Florida Engineering Society about the projects and programs being funded through the MPO. This presentation was well received.

- MPO staff is exploring the ability to use the existing traffic camera systems in tandem with the new bicycle/pedestrian counters. The Signal Systems Manager at the County confirmed testing this technology on September 24, 2015.

- All Aboard Florida
  - Invoice for maintenance work received by municipalities are for maintenance of the existing facility and not for work associated with the All Aboard Florida Project.
  - All Aboard Florida Schedule - Phase 1 construction in various forms is underway along the corridor. You can sign up for e-mail notifications regarding individual crossing activity.

- Phase 2 of the All Aboard Florida project – The MPO has identified and distributed a draft list of vehicular and pedestrian safety improvements to make the FEC corridor from West Palm Beach to Martin County eligible for a quiet zone designation. Before giving that list to All Aboard Florida and requesting that those improvements are designed, the municipalities that will be affected by the introduction of additional equipment needs to consent that they are willing to pay the additional maintenance cost associated with this. A response is needed no later than October 1, 2015.

- Tri-Rail will commence a new shuttle service between West Palm Beach station and Palm Beach International Airport which is scheduled to commence on October 16, 2015.

- The South East Florida Transportation Council (SEFTEC) is scheduled to accept their 2040 Regional Long Range Transportation Plan at their meeting on October 9, 2015. A Rolling Roll-Out Tri-County event is scheduled to take place on November 6, 2015 starting at the Boca Raton Tri-Rail Station at 10:45 a.m.

- Notices were dispatched regarding upcoming FDOT project open houses. A meeting will be held this afternoon for the I-95 planned improvements at Boynton and Gateway interchanges and a meeting for I-95 at Woolbright Road on September 29, 2015.
1.H. **APPROVED:** Consent Agenda Items

1. Appointment of Mr. Vinod Sandanasamy as the City of Boca Raton’s alternate member to the Technical Advisory Committee.

2. Appointment of Mr. J. Phillip Higbee as the Village of Wellington’s alternate member to the Bicycle/Greenway/Pedestrian Advisory Committee.

3. New three (3) year agreement with the Treasure Coast Regional Planning Council for planning services in the amount not exceeding $450,000.

4. Conceptual scope of services and schedule to retain two (2) professional consulting teams for assistance in implementing the Unified Planning Work Program.

MOTION to approve the consent agenda. Motion by Commissioner Berger, seconded by Commissioner Richards, and carried unanimously. Commissioner Taylor was absent.

1.I. General Public Comments and Public Comments on Action Items

There were no public comments and public comments on Action Items.

2. **ACTION ITEMS**

2.A. **ADOPTED** Resolution approving the Executive Director Annual Evaluation

The Evaluation Committee met on August 19, 2015 and discussed the Executive Director’s performance over the last year. Approval of the Executive Director’s evaluation, including a request for a special salary increase of 2% in addition to the 3% cost of living increase effective October 1, 2015 was recommended. Among other things discussed at the meeting was the MPO proposed strategic plan which is currently in the pipelines.

MOTION to adopt a Resolution approving the Executive Director’s Evaluation. Motion by Commissioner Richards; seconded by Commissioner Valeche and carried unanimously. Commissioner Taylor was absent.

2.B. **APPROVE** Amendment #1 to the 2040 Directions Long Range Transportation Plan (LRTP)

MR. SETH CONTRERAS, Long Range Transportation Plan Coordinator, presented that these proposed changes were in relation to the cost feasible plan section relating to the US-1 Express Bus service. He added that this amendment is being made to extend the project limits north to Indiantown Road, to include associated multimodal corridor improvements, to modify the cost from $3.9M to $54.5M, and to modify the estimated cost for the Tri-Rail extension project from $125M to $75M.

MOTION to approve Amendment #1 to the 2040 Directions Long Range Transportation Plan (LRTP). Motion by Commissioner Valeche, seconded by Commissioner Berger, and carried unanimously. Commissioner Taylor was absent.
2.C. **APPROVE** an Amendment to the FY 2017-2021 Priority Projects List

MR. LAMBERT advised that this amendment is to modify the Location, Improvement Description and Total Cost of project #12, the US-1 Multimodal Corridor Study, on the list of Major Highway, Transit and Freight Projects to be consistent with the amended limits in the 2040 Directions Long Range Transportation Plan (LRTP).

**MOTION to approve Amendment to the FY 2017-2021 Priority Project List.** Motion by Commissioner Valeche, seconded by Commissioner Berger, and carried unanimously. Commissioner Taylor was absent.

2.D. **APPROVE** Amendment #1 to the FY 2016-2020 Transportation Improvement Program (TIP) to include FDOT’s Roll Forward projects

MR. LUKE LAMBERT, Planner II, presented this item. He advised that the Florida Department of Transportation (FDOT) presents a roll forward report each year which brings forward funds that were not spent in the previous year to the current year. MR. LAMBERT referred to items on the report and clarified the brought forward funds. He advised that the amended projects are shown in strikethrough/underline format to highlight the changes from the adopted TIP.

**MOTION to approve Amendment #1 to the FY 2016-2020 Transportation Improvement Program (TIP) to include FDOT’s Roll Forward projects.** Motion by Commissioner Abrams, seconded by Commissioner Richards, and carried unanimously. Commissioner Taylor was absent.

3. **INFORMATION ITEMS**

3.A. **DISCUSSED:** Hazardous Walking Conditions for Public School Students

MS. ANIE DELGADO, Planner I provided an overview of House Bill (HB) 41, as it relates to identification and correction of hazardous walking conditions defined by s. 1006.23, F.S. She advised that this analysis was requested by the MPO Board to work in collaboration with the School District to identify hazardous walking conditions pursuant to statutory language.

MS. DELGADO highlighted three (3) schools as examples of areas with potentially hazardous walking conditions and shared recommendations on how those conditions may be corrected.

3.B. **DISCUSSED:** Complete Streets Draft Policy and Proposed Process

MS. VALERIE NEILSON, Principal Planner provided a presentation on the draft Complete Streets Policy for the Palm Beach MPO. MS. NEILSON highlighted the components of the draft policy and outlined the proposed process to solicit input and establish an adopted policy for the MPO. She advised that the intention is to form a working group and asked for volunteers in this regard.

3.C. The following correspondence was received by the MPO:

1. Letter removing Mr. Bruce Bastian from the Citizens Advisory Committee (CAC) due to three consecutive unexcused absences
2. Letter notifying Ms. Ingrid Allen that her membership is in jeopardy of being withdrawn from the Technical Advisory Committee (TAC) due to two consecutive unexcused absences
3. Federal Certification of the Palm Beach Metropolitan Planning Organization Planning Process Report

4. ADMINISTRATIVE ITEMS

4.A. Member Comments

4.A.1 Commissioner Materio inquired whether the bridge on Palm Beach Lakes Boulevard that goes over the railroad is on the plan in the future to be redone. Mr. George Webb responded that the Palm Beach County is currently in the process of identifying potential projects for funding with the potential sales tax and this bridge is one such project on the list.

4.A.2 Commissioner Valeche commented on the passing of his Assistant, Cindy DeFilipo who died as a result of a traffic accident in June and asked that members keep her in their thoughts.

4.A.3 Councilman Guyton inquired of Mr. George Webb as to whether Silver Beach Road was on the County's radar for repairs as that road is in a very bad condition. Mr. Webb responded that Silver Beach Road is on the list as well.

4.A.4 Mayor Wilson used the opportunity to thank Elizabeth Requeny for the great job she has done during her tenure and wished her well in her new position.

4.A.5 Chair Haynie inquired of Mr. George Webb as to whether the design of the Camino Real Bridge over the intracoastal will take into consideration pedestrian safety. Mr. Webb responded that they are widening the pedestrian sidewalk, but they are unable to provide bicycle lanes across the bridge due to feasibility issues.

4.A.6 Commissioner Berger requested that MPO staff sends an email to remind members of the meeting place for October, November and December. Mr. Uhren responded that there will be no meeting in November, but he would send out the notification as to the venue for the October and December meetings.

4.B. Next Meeting – Monday, December 7, 2015

4.C. Motion to Adjourn

There being no further business, the chair declared the meeting adjourned at 10:52 A.M. Commissioner Taylor was absent.

This signature is to attest that the undersigned is the Chairman, or a designated nominee, of the Metropolitan Planning Organization and that information provided herein is the true and correct Minutes for the SEPTEMBER meeting of the Metropolitan Planning Organization, dated this 15th day of October, 2015.

Chair/Vice Chair

FILE: S:\ADMIN\Board & Committees\MPO Board\Minutes\Working\2015\09-17-15_MPO Minutes.docx
## EXHIBIT A
Palm Beach Metropolitan Planning Organization
Attendance Record - 2014 - 2015

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*** New Appointment
E - Excused
P - Member Present
A - Absent
ALT - Alternate Member Present
Shaded months - No Meeting
### OTHERS PRESENT

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