DATE:       WEDNESDAY, DECEMBER 2, 2015  
TIME:      1:30 P.M.  
PLACE: Vista Center 4th Floor Conference Room 4E-12  
           2300 North Jog Road, 4th Floor  
           West Palm Beach, Florida 33411  

1. REGULAR ITEMS  
A. Roll Call  
B. MOTION TO ADOPT Agenda for December 2, 2015  
C. MOTION TO APPROVE Minutes of October 7, 2015  
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 which is 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 ITEMS  
A. MOTION TO ELECT OFFICERS for the 2016 Calendar Year  
   The CAC, by majority vote of the voting members present, shall elect a Chair and  
   a Vice Chair who shall serve for one year. Mr. Greg Fagan is the current Chair  
   and Mr. Glen Harvie is the current Vice Chair.  
B. MOTION TO RECOMMEND APPROVAL of the Local Initiatives (LI) Program  
   Guidelines and Scoring System  
   Directions 2040 created the Local Initiatives Program to be funded primarily with  
   the MPO’s suballocation of federal Surface Transportation Program funds. This  
   program provides an annual, competitive application process to identify and fund  
   the best non-regionally significant, lower-cost transportation projects that our  
   communities want and our economies need. In order to create a more  
   streamlined and transparent process, staff is recommending the attached 2016  
   program guidelines and scoring system. Staff recommendations include  
   improvements to the application and required documents, scoring evaluation  
   criteria, and application handling process by switching to an online submission  
   form.
C. **MOTION TO RECOMMEND APPROVAL** of the Transportation Alternatives (TA) Program Guidelines and Scoring System

Established by MAP-21 the federal Transportation Alternatives Program is a cost-reimbursement program where projects are selected by the MPO. In order to create a more streamlined and transparent process and to better align project scoring with Directions 2040 goals, objectives and values, staff is recommending the attached 2016 program guidelines and scoring system. Staff recommendations include improvements to the application and required documents, scoring evaluation criteria, and application handling process by switching to an online submission form.

D. **MOTION TO RECOMMEND APPROVAL** of the Safer People/Safer Streets Initiative

The attached resolution authorizes the Palm Beach MPO to join the US DOT Mayors’ Challenge for Safer People, Safer Streets in an effort to promote safe and convenient streets for all modes of transportation and users, including pedestrians, motorists, bicyclists, and transit riders of all ages and abilities. For more information on the Mayors’ Challenge for Safer People, Safer Streets, please visit: [http://www.dot.gov/mayors-challenge](http://www.dot.gov/mayors-challenge).

E. **MOTION TO RECOMMEND APPROVAL** of the Palm Beach County portion of the Regional Greenways and Trails Plan

The attached plan identifies a system of existing and proposed greenways and trails that seek to establish a connected, integrated regional network. The plan is intended to serve as a guide for the MPO and others for prioritizing and advancing projects over time. The plan focuses on three facility types:

- Multi-Use Paved Trails ≥ 10-ft in width, used by pedestrians and cyclists
- Multi-Use Unpaved Trails ≥ 10-ft in width, used by pedestrians, cyclists, and equestrians
- Unpaved Hiking Trails ≥ 5-ft in width, used by pedestrians exclusively

The Palm Beach County map is attached and reflects modifications requested by the County Engineering department for facilities shown within county rights of way. Regional maps are included for informational purposes.

3. **INFORMATION ITEMS**

A. **Transit Planning Activities Update**

MPO staff will present on:

- Transit App, a smart phone app to access real time transit services, Uber cars and bike share stations
- Remix Software, a web based system recently acquired jointly with Palm Tran to evaluate changes to fixed route bus service, and
- Commuter Challenge, an opportunity in March 2016 to compete against other agencies, companies, etc. for most miles commuted without driving alone.

B. **State Road 80 Corridor Action Plan**

FDOT staff and their consultant will present on the SR 80 project, a study of the 45-mile Strategic Intermodal System (SIS) corridor from US 27 to I-95 aimed at maintaining a safe and efficient transportation system that accommodates all
users and modes and is well integrated with the land uses in the study area. The final plan will ultimately recommend actions to be taken by FDOT, local governments, and other stakeholders to protect and enhance the corridor and identify improvements necessary to bring the roadways to SIS standards within a 20-year planning horizon. A project overview is attached.

C. Southeast Florida Transportation Council (SEFTC) 2040 Regional Transportation Plan

On October 27, 2015, SEFTC adopted the 2040 Regional Transportation Plan. The plan was developed in coordination between the three MPOs and is consistent with each MPO’s locally adopted LRTPs and desire to move the entire Southeast Florida region toward an agreed-upon transportation vision. The regional consultant will present and overview of the plan. The full regional plan can be viewed at http://www.palmbeachmpo.org/RTP

D. January 2016 MPO Board Retreat

In lieu of the January 21, 2016 MPO Board meeting, Board members are invited to participate in a rolling retreat according to the attached draft schedule. Review of the draft schedule is requested.

E. Summary Points from October 15, 2015 MPO Board Meeting

4. ADMINISTRATIVE ITEMS

A. Member Comments

B. Next Meeting – February 3, 2016

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 561-844-4143 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.
MINUTES OF THE
CITIZENS ADVISORY COMMITTEE
Wednesday, December 2, 2015 1:30 P.M.

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

1. REGULAR ITEMS
CHAIR FAGAN called the meeting to order at 1:33 P.M.

1.A. Roll Call
The Recording Secretary called the roll. A quorum was present as depicted on Exhibit A of these Minutes.

1.B. ADOPTED: Agenda for December 2, 2015
MR. MYRON UMAN requested that Item 4a be presented after Item 1F as he had another engagement and needed to leave the meeting by 3:00 p.m.

MOTION to adopt the agenda. Motion by Mr. Glen Harvie, seconded by Ms. Tinu Peña, and carried unanimously.

1.C. APPROVED: Minutes for October 7, 2015
MOTION to approve the Minutes for October 7, 2015. Motion by Mr. Myron Uman, seconded by Mr. David Flanigan, and carried unanimously.

1.D. Comments from the Chair
CHAIR FAGAN welcomed Mr. Richard Gonzalez to the committee and Mr. Randy Whitfield (former Palm Beach MPO Director) who participated as a consultant.

1.E. CAC Liaison’s Report
MR. LAMBERT reported the following:

- The Public Comment Tracking form was created. He welcomed feedback. MR. UMAN suggested categorizing modes.
- The Complete Streets Workshop is planned for Tuesday, December 8, starting at 8:30 am in the WPB Flagler Gallery at 401 Clematis Street.
- The Tri-City Barbeque is scheduled to be held on December 4, 2015.
- Palm Tran’s new executive director, Clinton Forbes, started in November.
MINUTES OF THE CITIZENS ADVISORY COMMITTEE, DECEMBER 2, 2015

- The Congress Committee of the senate agreed upon a surface transportation bill. It is a five-year bill entitled, Fixing America's Surface Transportation (FAST) Act. This bill increases the overall federal spending over the 5 year period to 305 billion dollars.

- Personnel updates - Janice Allwood has been promoted to the Administrative Secretary position.

Mr. Tomas Boiton joined the meeting at 1:35 p.m.

Mr. Terry Brown joined the meeting at 1:37 p.m.

1.F. General comments and Public Comments on Agenda Items

No general public comments were received.

2. ACTION ITEMS

2.A. ELECTED: Officers for the Citizens Advisory Committee (CAC) for the 2016 Calendar Year

MOTION to elect Mr. Glen Harvie as the 2016 CAC Chair. Motion by Mr. Myron Uman.

MOTION to elect Mr. Greg Fagan as the 2016 CAC Chair. Motion by Mr. Terry Brown, seconded by Mr. David Flanigan; and carried 5-4.

MOTION to elect Mr. Glen Harvie as the 2016 CAC Vice Chair. Motion by Ms. Tinu Peña, seconded by Mr. Greg Fagan and carried unanimously.

2.B. RECOMMENDED APPROVAL: Local Initiatives (LI) Program Guidelines and Scoring System

MR. LUKE LAMBERT presented the proposed 2016 program guidelines and scoring system. He advised that this exercise is intended to make improvements to the application process. Some recommendations include improvements to the application and required documents, scoring evaluation criteria, and application handling process by switching to an online submission form to create a more streamlined and transparent process.

MR. MYRON UMAN suggested that local support and environmental impacts be separated as they are not related. Several discussions arose from this suggestion.

MOTION to recommend approval of the Local Initiatives (LI) Program Guidelines and Scoring System. Motion by Ms. Tinu Peña with suggested changes to Item #7 to separate local support and environmental impact and also to change the values to read, 0/3/5; seconded by Mr. Myron Uman, and carried unanimously.

2.C. RECOMMENDED APPROVAL: Transportation Alternatives (TA) Program Guidelines and Scoring System

MS. FRANCHESCA TAYLOR presented the 2016 program Guidelines and scoring system. She outlined the changes over last year in an effort to improve the process. She advised that unlike the Local Initiatives Program, the applicants will present to the Bicycle/Greenways/Pedestrian Advisory Committee (BGPAC).

MR. MYRON UMAN suggested that local support and environmental impacts be separated as they are not related.

MOTION to recommend approval of the Transportation Alternatives (TA) Program Guidelines and Scoring System. Motion by Mr. Myron Uman with suggested changes to Item #7 to separate local support and environmental; seconded by Mr. Dick Verduin, and carried unanimously.
2.D. **RECOMMENDED APPROVAL**: Safer People/Safer Streets Initiative

MS. VALERIE NEILSON presented that earlier in the year the Cities were charged to participate in the USDOT Mayors' Challenge for safer people/safer streets, but it was recently learned that MPO's are eligible to participate in this challenge as well. As such, the Palm Beach MPO is seeking to demonstrate its commitment to promoting safe and convenient streets for all modes of transportation and users.

**MOTION** to recommend approval of the Safer People/Safer Streets Initiative. Motion by Mr. Tomas Boiton; seconded by Ms. Tinu Peña, and carried unanimously.

2.E. **RECOMMENDED APPROVAL**: Palm Beach County portion of the Regional Greenways and Trails Plan

MS. FRANCHESCA TAYLOR presented that this plan was updated and returned with revisions as discussed with Palm Beach County Engineering as it relates to right of way issues.

**MOTION** to recommend approval of the Palm Beach County portion of the Regional Greenways and Trails Plan. Motion by Ms. Tinu Peña; seconded by Mr. Dick Verduin, and carried unanimously.

3. **INFORMATION ITEMS**

3.A. **DISCUSSED**: Transit Planning Activities Update

MS. VALERIE NEILSON presented an update/overview of transit initiatives in Palm Beach County. She spoke about the Remix Program, which is a web-based system recently acquired jointly with Palm Tran to evaluate changes to fixed route bus service. Also mentioned is the Transit App, which is a smart phone App to access real time transit services.

MS. NEILSON gave a brief presentation on the Commuter Challenge and advised that a task force meeting will be held monthly beginning December 17, 2015.

3.B. **DISCUSSED**: State Road 80 Corridor Action Plan

MS. JESSICA JOSSELYN, Project Manager with Kittelson & Associates, Inc. presented on the SR 80 action plan. She shared information on the reason for the study, an overview of the scope and the schedule, the technical review committee and their roles and responsibilities, strategy, decision making framework and next steps for project.

MR. UMAN left the meeting at 2:55 p.m.

3.C. **DISCUSSED**: South Florida Transportation Council (SEFTC) 2040 Regional Transportation Plan

MS. JESSICA JOSSELYN, Project Manager with Kittelson & Associates, Inc. presented an overview of the Plan. She advised that the plan was developed in coordination with the three MPOs (Palm Beach, Broward and Miami-Dade) and is consistent with each MPO’s locally adopted LRTPs.

3.D. **DISCUSSED**: January 2016 MPO Board Retreat

MR. LAMBERT announced that a second annual rolling retreat with a northern county focus will be held in January, 2016. He advised that the retreat is scheduled from 9 a.m. to 12:00 p.m.

3.E. **Summary Points from the October 15, 2015 MPO Board Meeting.**

There were no comments on the Summary Points from the October 15, 2015 MPO Board Meeting.
4. ADMINISTRATIVE ITEMS

4.A. Member Comments

MR. MYRON UMAN commented on the adaptive traffic management system operating on Northlake Blvd. He outlined a few challenges resulting from this system.

He also commented on the State Road 7 extension and the permit acquisition steps.

MR. RICHARD GONZALEZ thanked the committee for welcoming him as a part of the group.

4.B. Next Meeting – February 3, 2016

4.C. Motion to Adjourn

There being no further business the meeting was adjourned at 3:15 p.m.

This signature is to attest that the undersigned is the Chairperson, or a designated nominee of the Citizens Advisory Committee and that information provided herein is the true and correct Minutes for the December meeting of the Citizens Advisory Committee, dated this __th day of ________________, 2016.

Chairperson

AUDIO FILES OF CITIZENS ADVISORY COMMITTEE MEETINGS ARE AVAILABLE ON THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION WEBSITE: www.PalmBeachMPO.org
# Attendance Record – 2014-2015

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*2015 Chair  **2015 Vice-Chair  P = Member Present  Alt = Alternate Present
E = Excused Absence  A = Absent/No Attendance  - = Member not assigned  ***New Appointment
Shaded Area= Meeting not held
### EXHIBIT A (Cont'd)

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