TECHNICAL ADVISORY COMMITTEE AGENDA

DATE: WEDNESDAY, DECEMBER 2, 2015
TIME: 9:00 A.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. Executive Director’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 TAC, by majority vote of the voting members present, shall elect a Chair and
      a Vice Chair who shall serve for one year. Mr. Jeff Livergood is the current Chair
      and Mr. Terrence Bailey 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 USDOT 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](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 561-684-4143 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.
1. **REGULAR ITEMS**

CHAIR LIVERGOOD called the meeting to order at 9:05 A.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 December 2, 2015

MOTION to adopt the agenda. Motion by Mr. Alex Hansen, seconded by Mr. Randal Krejcarek, and carried unanimously.

1.C. **APPROVED:** Minutes for October 7, 2015

MOTION to approve the Minutes for October 7, 2015. Motion by Mr. Alex Hansen, seconded by Ms. Angela Usher, and carried unanimously.

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

CHAIR LIVERGOOD had no comments.

1.E. **Executive Director’s Report**

MR. UHREN reported the following:

- Welcome to Richard Reade from Palm Springs and Bradford O’Brien from Royal Palm Beach as new TAC members. We now have 22 members so the room layout has been modified to accommodate the group and feedback is appreciated.
- Six (6) sets of bike/ped counters have now been deployed and are collecting data. He advised that the goal is to collect 7-day counts at 54 stations around PBC to establish baseline activity levels for non-motorized transportation.
- The Complete Streets Workshop is planned for Tuesday, December 8, starting at 8:30 am in the WPB Flagler Gallery at 401 Clematis Street.
- Personnel updates - Luke Lambert is now a Senior Planner with the MPO and will be the point of contact for any questions regarding the Transportation Improvement Program (TIP), Local Initiatives Program and our forecasted population and
employment growth. Janice Allwood has been promoted to the Administrative Secretary position.

- Palm Tran's new Executive Director, Clinton Forbes, started in November and will address the MPO's committees in February.
- Miami Dade MPO's new Executive Director, Aileen Boucle from FDOT District 6, is scheduled to start with the MPO in January 2016.
- Congress approved a new five-year surface transportation bill entitled Fixing America's Surface Transportation (FAST) Act. This bill increases the overall federal spending over the five-year period to $281 billion dollars.

Mr. Wil Hicks joined the meeting at 9:10 a.m.

1.F. General Public Comments and Public Comments on Action Items
No general public comments were received.

2. ACTION ITEMS
2.A. ELECTED: Officers for the Technical Advisory Committee (TAC) for the 2016 Calendar Year

MR. ALEX HANSEN pointed out that the current Bylaws stipulated that elections be done at the first meeting of the year and recommend that the Bylaws be amended as soon as possible to reflect the annual election of officers be done at the last meeting of the year.

MOTION to elect Mr. Jeff Livergood as the 2016 TAC Chair. Motion by Mr. Alex Hansen, seconded by Ms. Kim Delaney and carried unanimously.

MOTION to elect Terrence Bailey as the 2016 TAC Vice Chair. Motion by Mr. Alex Hansen, seconded by Mr. Khurshid Mohyuddin 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. Jamie Brown joined the meeting at 9:20 a.m.

MR. HANSEN inquired whether there was a minimum amount for the application. MR. UHREN responded that $250,000 is a reasonable minimum, but pointed out that these guidelines may change to more closely align with the new surface transportation bill. A discussion ensued on each of areas presented.

Motion to amend Exhibit A to require that only projects exceeding the median score of all applications submitted will be considered for funding in the first round. Motion by Dr. Kim Delaney, seconded by Mr. Alex Hansen, and carried unanimously.

Motion to amend Exhibit A to include a minimum requested funding amount of $250,000. Motion by Mr. Alex Hansen, seconded by Mr. Khurshid Mohyuddin, and carried unanimously.

Motion to recommend approval of Exhibit B without changes. Motion by Mr. Randall Krejcarek, seconded by Mr. Kenny Wilson, and carried unanimously.
Motion to amend Exhibit C to change the language in items #1 and #6 to include safety for all users. Motion by Dr. Kim Delaney, seconded by Ms. Angela Usher, and carried unanimously.

Motion to amend Exhibit C to modify scoring by decreasing item #4 to 5/3/1, increasing #5 to 10/7/3, defining the benefit area as 1-mile and revising #7 to state “Provide evidence of community support.” Motion by Dr. Kim Delaney, seconded by Mr. Steve Anderson, and carried unanimously.

2.C. DEFERRED TO BICYCLE/GREENWAYS/PEDESTRIAN ADVISORY COMMITTEE (BGPAC): Transportation Alternatives (TA) Program Guidelines and Scoring System

MS. FRANCHESCA TAYLOR gave a brief overview of the Transportation Alternatives (TA) Program. The Committee agreed that this item should be deferred to the Bicycle/Greenways/Pedestrian Advisory Committees for discussion and approval.

2.D. RECOMMENDED APPROVAL: Safer People/Safer Streets Initiative

MR. UHREN explained that MPO’s are also eligible to participate in the USDOT Mayors’ Challenge for safer people/safer streets. 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. Khurshid Mohyuddin; seconded by Ms. Kim Delaney, 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.

MR. HANSEN pointed out minor edits to be made.

MOTION to recommend approval of the Palm Beach County portion of the Regional Greenways and Trails Plan with identified edits. Motion by Mr. Joe Quinty; seconded by Mr. Alex Hansen, 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 application to access real time transit services.

MS. NEILSON also 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. Vinod Sandanasamy left the meeting at 11:20 a.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 Long Range Transportation Plans.

3.D. DISCUSSED: January 2016 MPO Board Retreat

MR. UHREN announced that a second annual rolling retreat with a northern county focus will be held on January 21, 2016. He welcomed suggestions/concerns.

Mr. Khurshid Mohyuddin left the meeting at 11:50 a.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. RANDAL KREJCAREK announced that this meeting is his last meeting as he will be moving to California.


4.C. Motion to Adjourn

There being no further business the meeting was adjourned at 11:58 A.M.

This signature is to attest that the undersigned is the Chairperson, or a designated nominee, of the Technical Advisory Committee and that information provided herein is the true and correct Minutes for the December meeting of the Technical Advisory committee, dated this 3rd day of February, 2016.

[Signature]

Chairperson

AUDIO FILES OF TECHNICAL ADVISORY COMMITTEE MEETINGS ARE AVAILABLE ON THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION WEBSITE: www.PalmBeachMPO.org
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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
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