PALM BEACH
METROPOLITAN PLANNING ORGANIZATION

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PALM BEACH
METROPOLITAN PLANNING ORGANIZATION
GOVERNING BOARD MEETING AGENDA

DATE: MONDAY, December 7, 2015
TIME: 9:00 A.M.
PLACE: Palm Beach County Governmental Center
301 North Olive Avenue
12th Floor McEaddy Conference Room
West Palm Beach, FL 33401

1. REGULAR ITEMS
   A. Roll Call
   B. Prayer
   C. Pledge of Allegiance
   D. MOTION TO ADOPT Agenda for December 7, 2015
   E. MOTION TO APPROVE Minutes for October 15, 2015
   F. Comments from the Chair
   G. Executive Director's Report
   H. MOTION TO APPROVE Consent Agenda Items
      1. Resolution approving MPO Board Member Travel to MPOAC Meetings and MPOAC Weekend Institute
         The Staff Services Agreement with the County dictates that "All travel by MPO Governing Board members shall be approved by the MPO Governing Board." Approval of this item authorizes the MPO to reimburse travel expenses incurred for one Board member to attend the MPOAC Quarterly Governing Board Meetings and for one Board member to attend each session of the MPOAC Weekend Institute. The draft resolution is attached.
      2. Appointment renewals to the Technical Advisory Committee (TAC)
         Pursuant to Section 1.02 of the bylaws, "Members shall serve at the pleasure of the MPO Board for a three year term. Members may be reappointed by the MPO Board and are not required to submit an updated letter of request or resume." Approval of the following current members would extend their term to December 2018.
• Mr. Kenny Wilson as representative and Ms. Janelle St. Ange as Alternate for the Palm Beach County Health Department

• Ms. Natalie Crowley as representative and Mr. Todd Engle and Ms. Dawn Sonneborn as Alternates for the City of Palm Beach Gardens

• Mr. Terrence Bailey as representative of the City of Riviera Beach.

3. Reinstatement of Mr. Bruce Bastian to the Citizens Advisory Committee (CAC):

Mayor Cary Glickstein is requesting the reinstatement of Mr. Bruce Bastian to the CAC. The request letter is attached.

4. Appointment of Mr. Motasem Al-Turk (representative) and Mr. Giridhar Jeedigunta P.E., PTOE (alternate) to the TAC

Palm Beach County Traffic Engineering is requesting the appointment of Mr. Motasem Al-Turk, P.E., Ph.D., as the representative and Mr. Giridhar Jeedigunta P.E., PTOE, as the alternate on the Technical Advisory Committee. The request memorandum is attached.

5. Appointments to the Transportation Disadvantaged Local Coordinating Board (TDLCB):

Florida Agency for Health Care Administration/Medicaid is requesting the appointment of Ms. Maria Hernandez as representative and Ms. Marielisa Amador as the alternate on the TDLCB. The request letter and supporting resumes are attached.

Department of Children and Families is requesting the appointment of Mr. W. Clay Walker as representative on the TDLCB. The request and supporting resumes are attached.

6. New one (1) year Professional Services Agreement with Frankel Interactive in an amount not to exceed $13,000 to provide website support and create a mobile friendly version of the website. The draft agreement is attached.

7. Resolution to authorize MPO participation in US DOT’s Mayor's Challenge for Safer People/Safer Streets 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. The draft resolution is attached.

I. General Public Comments

General comments will be heard prior to consideration of the first action item. Public comments on specific agenda items will be heard following the presentation to the MPO Board. Please complete a Comment Card which is available at the welcome table and limit comments to three minutes.
2. ACTION ITEMS

A. **MOTION TO APPROVE** a new three (3) year General Planning Consultant Agreement with Kittelson & Associates, Inc. in an amount not to exceed $900,000 ($300,000/yr) to provide assistance with Unified Planning Work Program tasks.

The draft agreement is attached.

B. **MOTION TO APPROVE** a new three (3) year General Planning Consultant Agreement with Kimley-Horn and Associates, Inc. in an amount not to exceed $900,000 ($300,000/yr) to provide assistance with Unified Planning Work Program tasks.

The draft agreement is attached.

C. **MOTION TO APPROVE** the MPO Governing Board Bylaws

The attached draft MPO Bylaws would replace the current Bylaws that have been in place since 1986. The amended Bylaws would create a Second Vice Chair and a standing Executive Committee consisting of five (5) Board members including the Chair, Vice-Chair and Second Vice Chair and two other members of the Board. The current bylaws are also attached for reference.

D. **MOTION TO ELECT** 2016 officers for the MPO Governing Board

Pursuant to the bylaws, the MPO shall elect annually a Chair, a Vice Chair, a Deputy Vice Chair and two executive committee members who shall serve for the 2016 calendar year. The Chair must have served as a representative for a minimum of one year prior to taking office. All officers must have completed the MPOAC Institute training program for elected officials, attended a national Association of MPOs (AMPO) Conference, or received similar training. The training criteria can be waived by majority vote of the MPO Governing Board.

Mayor Susan Haynie is the current Chair and Vice Mayor Hal Valeche is the current Vice Chair. The current executive director evaluation committee members are Mayor Mary Lou Berger, Commissioner Steve Wilson and Commissioner Shanon Materio.

E. **MOTION TO APPROVE** representatives for the Southeast Florida Transportation Council

The Southeast Florida Transportation Council (SEFTC) was created in 2006 by interlocal agreement of the three MPOs in the Miami Urbanized Area (Miami-Dade, Broward, and Palm Beach) to carry out regional transportation planning activities. Pursuant to that agreement as amended in 2009, each MPO must designate a representative to the Council and may designate an alternate.

Mayor Susan Haynie is the current representative and Commissioner Keith James is the current alternate.

F. **MOTION TO APPROVE** representatives to the Florida MPO Advisory Council Governing Board

The Florida MPO Advisory Council (MPOAC) is comprised of representatives from the 27 MPOs throughout the state. The MPOAC serves as a forum for common issues and activities among the MPOs, establishes annual legislative
positions and facilitates communication with FDOT central office, the Federal Highway Authority (FHWA) and the Federal Transit Authority (FTA).

MPOAC bylaws indicate that "Each MPO or TPO shall appoint one (1) representative and one (1) alternate representative to serve on the MPOAC Governing Board. The term for a representative and an alternate representative shall be from January 1st to December 31st of each calendar year."

Mayor Susan Haynie is the current representative and former Councilor Wendy Harrison is the current alternate representative.

G. **MOTION TO APPROVE** 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 Greenways and Trails map is attached. The regional plan and associated maps are also included for informational purposes.

H. **MOTION TO APPROVE** 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. The program guidelines and scoring system are attached.

I. **MOTION TO APPROVE** 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. The program guidelines and scoring system are attached.
3. INFORMATION ITEMS

A. Complete Streets Presentation

National Complete Streets Coalition instructor, Ryan Snyder, will provide an overview presentation on Complete Streets with an opportunity for questions and answers.

B. 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.

C. State Road 80 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.

D. Southeast Florida Transportation Council (SEFTC) 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

E. MPO Board Retreat Schedule – January 21, 2016

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.
4. ADMINISTRATIVE ITEMS
   A. Member Comments
   B. Next Meeting – January 21, 2016 – Board Retreat
   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.
MPO BOARD MEMBERS

**CHAIR**
Mayor Susan Haynie  
City of Boca Raton

Deputy Mayor Robert Weinroth  
City of Boca Raton

*Boca Raton Alternate: Vacant*

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

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

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

**Mayor Samuel J. Ferreri**  
City of Greenacres  
*Alternate: Deputy Mayor Jonathan Pearce*

**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*

**Mayor Pro Tem Joni Brinkman**  
Village of Palm Springs  
*Alternate: Vice Mayor Douglas Gunther*

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

**VICE CHAIR**
Vice-Mayor Hal Valeche  
Palm Beach County

**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*

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

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

**Councilman Matt Willhite**  
Village of Wellington  
*Alternate: Councilwoman Anne Gerwig*

**Commissioner Keith A. James**  
City of West Palm Beach

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

**District Secretary Gerry O’Reilly**  
FDOT Non-Voting Advisory Member
1. **REGULAR ITEMS**

Chair Haynie called the meeting to order at 9:02 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. **Prayer** – Led by Mayor Sam Ferreri.

1.C. **Pledge of Allegiance**

1.D. **ADOPTED:** Agenda for December 7, 2015

MOTION to adopt the agenda. Motion by Commissioner Taylor, seconded by Councilman Willhite, and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

1.E. **APPROVED:** Minutes for October 15, 2015

MOTION to approve the Minutes for October 15, 2015. Motion by Commissioner Abrams, seconded by Mayor Berger, and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

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

Chair Haynie said that:

- She and Nick Uhren attended the Emerald Coast Transportation Symposium in Sandestin, hosted by the West Florida Regional Planning Council (WFRPC). She commented that the symposium was very interesting as they were able to dialogue with the executive director of the Turnpike Authority as well as the Secretary of Transportation.
• The special 2% pay increase approved by the board for Mr. Uhren was not accepted by the County Administrator.

1.G. Executive Director’s Report

Mr. Uhren reported as follows:

• In September of this year, the MPO Governing Board recommended a 2% pay increase in addition to the 3% across the board county employee increase with a requested effective date of October 1 based upon his annual Performance Evaluation. This increase was not approved by the County Administrator, who advised that her decision was not reflective of his performance, but that the recommended increase would have been greater than and therefore inconsistent with the 3% increase that was granted to all County employees at that time. A discussion ensued.

• Using a Federal Highway Administration (FHWA) pilot study grant for purchasing funds and Palm Beach County traffic staff for deployment, six (6) sets of bike/ped counters are in the field collecting data. The goal is to collect 7-day counts at 54 stations around PBC to establish baseline activity levels for non-motorized transportation.

• A 5-year federal transportation bill entitled FAST Act was passed last Friday. The bill preserves all the major federal funding programs with a slight uptick in funding and creates a new competitive national freight program.

• Personnel updates - Luke Lambert is now a Senior Planner with the MPO and will be your point of contact for any questions regarding projects in the Transportation Improvement Program, the Local Initiatives Program and forecasted population and employment growth. Janice Allwood has been promoted to our Administrative Secretary position and will be your direct liaison for the MPO Board meetings.

• The Miami Dade MPO’s new Executive Director, Aileen Boucle from FDOT’s District 6, is scheduled to start with the MPO in January 2016.

• Palm Tran’s new Executive Director, Mr. Clinton Forbes started in November.

There was a 2-minute coffee break.

1.H. APPROVED: Consent Agenda Items

1. Resolution approving MPO Board Member Travel to MPO Advisory Committee (MPOAC) Meetings and the MPOAC Weekend Institute

2. Appointment renewals of Mr. Kenny Wilson as representative and Ms. Janelle St. Ange as Alternate for the Palm Beach County Health Department; Ms. Natalie Crowley as Representative and Mr. Todd Engle and Ms. Dawn Sonneborn as Alternates for the City of Palm Beach Gardens; and Mr. Terrence Bailey as Representative of the City of Riviera Beach to the Technical Advisory Committee (TAC).

3. Reinstatement of Mr. Bruce Bastian to the Citizens Advisory Committee (CAC).
4. Appointments of Mr. Motasem Al-Turk (Representative) and Mr. Giridhar Jeedigunta P.E., PTOE (alternate) for Palm Beach County to the TAC.

5. Appointments of Ms. Maria Hernandez as Representative and Ms. Marielisa Amador as the Alternate for Florida Agency for Health Care Administration/Medicaid; and Mr. W. Clay Walker as Representative for the Department of Children and Families to the Transportation Disadvantaged Local Coordinating Board (TDLCB):

6. New one (1) year Professional Services Agreement with Frankel Interactive in an amount not to exceed $13,000 to provide website support and create a mobile friendly version of the website.

7. Resolution to authorize MPO participation in US DOT’s Mayor’s Challenge for Safer People/Safer Streets 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.

MOTION to approve the Consent Agenda. Motion by Mayor Ferreri, seconded by Commissioner Taylor, and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

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

No general public comments were received.

2. ACTION ITEMS

2.A. APPROVED a new three (3) year General Planning Consultant Agreement with Kittelson & Associates, Inc. in an amount not to exceed $900,000 ($300,000/yr) to provide assistance with Unified Planning Work Program tasks.

MR. UHREN advised that the purpose of this contract is to assist with implementing the planning tasks, particularly comprised in the Long Range Transportation Plan (LRTP), Transportation Improvement Plan (TIP) and the Unified Planning Work Program (UPWP).

MOTION to approve a new three (3) year General Planning Consultant Agreement with Kittelson & Associates, Inc. in an amount not to exceed $900,000 ($300,000/yr) to provide assistance with Unified Planning Work Program tasks. Motion by Commissioner Taylor; seconded by Commissioner Materio; and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.B. APPROVED a new three (3) year General Planning Consultant Agreement with Kimley-Horn and Associates, Inc. in an amount not to exceed $900,000 ($300,000/yr) to provide assistance with Unified Planning Work Program tasks.

MR. UHREN gave a similar presentation to that of Kittelson & Associates, Inc.

MOTION to approve a new three (3) year General Planning Consultant Agreement with Kimley-Horn & Associates, Inc. in an amount not to exceed $900,000 ($300,000/yr) to provide assistance with Unified Planning Work Program tasks.
Motion by Commissioner Taylor; seconded by Mayor Berger; and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.C. TABLED the MPO Governing Board Bylaws

MR. UHREN advised that the MPO Governing Board Bylaws were last revised in 1986 and they were not up to date. He presented that the major changes were related to the membership to be consistent with the new Interlocal Agreement, to create a Deputy Vice-Chair position as well as to form an Executive Committee. He added that this will allow smaller groups of the MPO Board to meet with him and the other MPO staff to delve deeper into items before the MPO Board meetings.

COMMISSIONER TAYLOR inquired whether an Executive Committee now existed. MR. UHREN responded that a 5-member Evaluation Committee annually meets to evaluate his performance. COMMISSIONER TAYLOR advised that she is not in agreement with this change as all members are equally elected and the Board should make decisions collectively. MR. UHREN clarified the reasons he thought the Committee would be useful. A discussion ensued on this item.

MOTION to table the MPO Governing Board By-laws. Motion by Commissioner Materio; seconded by Commissioner Valeche; and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.D. ELECTED: 2016 officers for the MPO Governing Board

MOTION to elect Commissioner Valeche as the 2016 MPO Chair. Motion by Commissioner Taylor. Commissioner Valeche declined.

MOTION to elect Mayor Haynie as the 2016 MPO Chair. Motion by Commissioner Abrams, seconded by Mayor Glickstein and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

MOTION to elect Commissioner Valeche as the 2016 MPO Vice Chair. Motion by Commissioner Abrams, seconded by Mayor Glickstein and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.E. APPROVED: Representatives for the Southeast Florida Transportation Council (SEFTC)

CHAIR HAYNIE advised that this is our regional MPO with Miami-Dade, Broward and Palm Beach MPOs.

MOTION to approve Mayor Haynie as the Representative and Commissioner James as the Alternate Representative for the SEFTC. Motion by Commissioner Abrams, seconded by Mayor Glickstein and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.F. APPROVED: Representatives to the Florida MPO Advisory Council (MPOAC) Governing Board
CHAIR HAYNIE advised that this is the State of Florida MPO, which represents all 26 MPOs. She advised that an Alternate is needed since Ms. Wendy Harrison is no longer with the MPO Board.

MOTION to approve Mayor Haynie as the Representative and Commissioner McKinlay as the Alternate Representative for the Florida MPOAC. Motion by Councilman Willhite, seconded by Mayor Berger and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.G. **APPROVED:** Palm Beach County portion of the Regional Greenways and Trails Plan

MS. FRANCHESCA TAYLOR presented this item advising that there has been extensive stakeholder engagement and committee reviews leading up to this final document. DR. KIM DELANEY gave an overview of the Southeast Florida Greenways and Trails Plan advising that the intent of the plan is to identify three different types of regionally significant facilities, namely, greenway corridors, pedestrian, bicycle and equestrian trails to enable these facilities in Palm Beach County to be competitive for grant funding and to collaborate with neighboring counties to obtain multi-county facilities.

MOTION to approve the Palm Beach County portion of the Regional Greenways and Trails Plan. Motion by Commissioner Taylor; seconded by Commissioner Ryan; and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.H. **APPROVED:** Local Initiatives (LI) Program Guidelines and Scoring System

MR. LUKE LAMBERT presented the proposed 2016 program guidelines and scoring system. He advised that the new guidelines are intended to make improvements to the application process. Some recommendations included improvements to the scoring evaluation criteria, a new online application process and additional documentation required at time of submittal.

MOTION to approve the Local Initiatives (LI) Program Guidelines and Scoring System. Motion by Mayor Ferreri; seconded by Vice Mayor Valuntas; and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

2.I. **APPROVED:** Transportation Alternatives (TA) Program Guidelines and Scoring System

MS. FRANCHESCA TAYLOR presented that this funding program is a set-aside under MAP-21, which helps to fund non-motorized transportation projects. MS. TAYLOR advised that the minimum and maximum amounts of $250,000 to $750,000 remain the same. She pointed out that applications will be submitted online, but the Bicycle/Greenways/Pedestrian Advisory Committee will have the chance to rank projects once scores have been submitted by staff. A discussion ensued and recommendations were made to update the glossary of terms.

MOTION to approve the Transportation Alternatives (TA) Program Guidelines and Scoring System. Motion by Commissioner Valeche; seconded by Commissioner
Taylor; and carried unanimously. Mayor Jablin, Councilman Guyton, Commissioner James, Mayor Wilson, Commissioner Fitzpatrick and Commissioner Richards were absent.

3. INFORMATION ITEMS

3.A. DISCUSSED: Complete Streets Presentation

MR. RYAN SNYDER, National Complete Streets Coalition instructor, provided an overview presentation on Complete Streets. He briefly went through Complete Streets Best Practices and the impact this initiative has on health, lifestyle and economic development. Mr. Snyder shared the importance and benefits of adopting a Complete Streets Policy.

The following public comments were heard:

Raphael Clemente, Executive Director of the Downtown Development Authority and resident of West Palm Beach spoke in support of the Complete Streets Policy and design criteria as to how the policy will be implemented.

Jeff Koons expressed support for the Complete Streets Policy. He also spoke about the sales tax initiative and implementation of guidelines in this regard. He urged the County and City staff to agree on what is expected of these resources. He suggested that the Board also take a look at Tri-Rail and a regional bus service.

Commissioner Taylor left the meeting at 10:50 a.m.

3.B. 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.C. DISCUSSED: State Road 80 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.

3.D. DISCUSSED: Southeast Florida Transportation Council (SEFTC) Regional Transportation Plan

MS. JESSICA JOSSELYN, Project Manager with Kittelson & Associates, Inc. presented an overview of the Regional Transportation 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.

Mayor Samuel Ferreri left the meeting at 11:12 a.m.
3.E. **DISCUSSED:** MPO Board Retreat Schedule – January 21, 2016

MR. UHREN welcomed feedback on the schedule. He advised that this year the focus is on northern Palm Beach County. The schedule includes taking a Palm Tran Bus from West Palm Beach to Palm Beach Gardens to highlight their bus shelter program and then to the Town of Jupiter's Harbourside Plaza to see how they used the MPO's Transportation Alternatives Program to fund portions of the non-motorized Jupiter Riverwalk.

4. **ADMINISTRATIVE ITEMS**

4.A. **Member Comments**

MAYOR GLICKSTEIN commented on the tabling of the impact fee issue and requested that the item be reconsidered and be placed on the agenda for further discussion pending legal analysis. He further made reference to a document indicating that impact fees are being spent outside zones.

COMMISSIONER ABRAMS commented that he was not aware that impact fee could be utilized outside the zone. Mr. Webb responded that impact fees can be utilized at the border, but impact fees cannot be spent outside the zone where they are collected.

COMMISSIONER RYAN commented on historical spending of impact fees.

COMMISSIONER MATERIO commented that it is important that the public be informed on historical spending.

VICE-MAYOR KURETSKI commented on the benefits of intersection improvements as opposed to road widening.

4.B. **Next Meeting – January 21, 2016 – MPO Board Rolling Retreat**

4.C. **Motion to Adjourn**

There being no further business, the Chair declared the meeting adjourned at 11:35 A.M.

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 **DECEMBER** meeting of the Metropolitan Planning Organization, dated this 18th day of **February** 2016.

Chair/Vice Chair
## EXHIBIT A

Palm Beach Metropolitan Planning Organization
Attendance Record - 2014 - 2015

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<th>Representative/Alternate Local Government</th>
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*** New Appointment  
E – Excused  
P - Member Present  
A – Absent  
ALT- Alternate Member Present  
Shaded months - No Meeting
### EXHIBIT A

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<tr>
<th>Name</th>
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<td>Wayne Richards, Commissioner</td>
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<td>Shanon Materio, Commissioner</td>
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<td>Matt Willhite, Councilman</td>
<td>Village of Wellington</td>
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<td>Richard Valuntas, Councilman</td>
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**OTHERS PRESENT**

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<tr>
<th>INDIVIDUAL’S NAME</th>
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<tr>
<td>Jessica Josselyn</td>
<td>Kittelson &amp; Associates, Inc.</td>
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<td>Malissa Booth</td>
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<td>Franchesca Taylor</td>
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<td>Janice Allwood</td>
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