TECHNICAL ADVISORY COMMITTEE AGENDA

DATE: WEDNESDAY, DECEMBER 7, 2016
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 7, 2016
   C. MOTION TO APPROVE Minutes of October 18, 2016
   D. Comments from the Chair
   E. TAC 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 2017 Calendar Year

      The by-laws stipulate that the committee shall, by majority vote of the voting
      members present, elect a chair and a vice chair annually at the last regularly
      scheduled meeting of the calendar year. The newly elected officers shall take
      office at the first regularly scheduled meeting of the following calendar year and
      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 Florida Department of
      Transportation (FDOT) FY 18-22 Draft Tentative Work Program

      Pursuant to §339.135(4)(d), Fla. Stat. (2014), FDOT shall present the work
      program to the MPO “to determine the necessity of making any changes to
      projects included or to be included in the district work program and to hear
      requests for new projects to be added to, or existing projects to be deleted from,
      the district work program.” To facilitate the MPO review, the documents listed
      below are attached.
1) MPO-created work program summary highlighting:
   a) Status of MPO Priority Projects
   b) FY 18 Construction Projects
   c) Any other significant changes between the adopted Transportation Improvement Program and the new draft program
2) FDOT District 4 Citizen’s Report of projects in Palm Beach County included in the Tentative Work Program for FY 18-22
3) FDOT Turnpike Enterprise Summary of Projects in District 4 included in the Tentative Work Program for FY 18-22

Additionally, the FDOT District 4 Citizen’s Report of district-wide projects and activities for FY 18-22 can be viewed at http://www.fdot.gov/designsupport/Districts/D4/DTWPUBLICHEARING2016.shtm

C. **MOTION TO RECOMMEND APPROVAL** of the Local Initiatives (LI) Program Guidelines and Scoring System

*Directions 2040* Long Range Transportation Plan 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 within our communities. MPO staff is recommending the attached 2017 program guidelines and scoring system.

D. **MOTION TO RECOMMEND APPROVAL** of the Transportation Alternatives (TA) Program Guidelines and Scoring System

Established by MAP-21 and re-authorized through the FAST Act, the federal Transportation Alternatives Program is a cost-reimbursement program where non-motorized projects are selected by the MPO via an annual, competitive application process. MPO staff is recommending the attached 2017 program guidelines and scoring system.

3. **INFORMATION ITEMS**

A. Annual Obligations Report for FY 16

MPOs are obligated by the 23 CFR 450.334 to create an annual report comparing the Federal funds requested in the Transportation Improvement Program (TIP) with the Federal funds obligated in the previous year. MPO staff will review the attached report.

B. Operation Lifesaver

Brightline staff will give an Operation Lifesaver presentation, a nationwide, non-profit public information program dedicated to reducing collisions, injuries and fatalities at highway-rail crossings and on railroads.

C. Bike Suitability Map

MPO staff and consultants will present the attached Bike Suitability Map. This map displays the bicycle facilities and the suitability for each major road segment in Palm Beach County. The suitability is based on a calculation of bicycle level of service.
D. Transitioning to an Independent MPO
MPO staff will review the attached document entitled Transitioning to an Independent MPO. The Palm Beach MPO has been hosted by Palm Beach County since its inception in 1979. The MPO Board has indicated an interest in becoming an independent agency to create greater functional independence from its host and other member jurisdictions. The attached document highlights the objectives and process to become an independent MPO. It also addresses frequently asked questions and estimates the cost to each MPO member.

E. Public Involvement Activity Report
MPO staff will present the attached Public Involvement Activity Report. This report will be presented to the MPO Governing Board on a monthly basis to reflect public participation on social media and highlight upcoming events. MPO staff is requesting your feedback on format and content.

F. Summary Points from the October 20, 2016 MPO Board Meeting

4. ADMINISTRATIVE ITEMS
A. Member Comments
B. Next Meeting – February 1, 2017 (no January meeting)
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.
MINUTES OF THE
TECHNICAL ADVISORY COMMITTEE
Tuesday, December 7, 2016 9:00 A.M.

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

1. REGULAR ITEMS

CHAIR LIVERGOOD called the meeting to order at 9:03 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 7, 2016

MOTION to adopt the Agenda. Motion by Mr. Khurshid Mohyuddin, seconded by Ms. Maria Tejera, and carried unanimously.

1.C. APPROVED: Minutes for October 18, 2016

MOTION to approve the Minutes for October 18, 2016. Motion by Ms. Maria Tejera, seconded by Mr. Xavier Falconi, and carried unanimously.

1.D. Comments from the Chair

No comments from the Chair were received.

Mr. Christopher Marsh and Mr. Steve Anderson joined the meeting at 9:05 a.m.

1.E. TAC Liaison’s Report

MR. KEVIN FISCHER reported the following:

- He distributed printed copies of his report and explained this will provide members a reference point for web links or meetings mentioned and will help expedite his reporting process.
- He stated the MPO will be hosting a funding workshop for the Local Initiatives and Transportation Alternatives programs on December 15, 2016 at the Vista Center.
- He noted the Safe Streets Summit will take place in late January, and nominations are currently being accepted for the Complete Streets Community award and Complete Streets Champion award. The link to make a nomination was provided in the printed report.

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 2017 Calendar Year

MOTION to elect Mr. Jeff Livergood as the 2017 TAC Chair. Motion by Mr. Khurshid Mohyuddin, seconded by Mr. Jamie Brown and carried unanimously.

MOTION to elect Mr. Terrence Bailey as the 2017 TAC Vice Chair. Motion by Dr. Motasem Al-Turk, seconded by Mr. Khurshid Mohyuddin and carried unanimously.

Ms. Kara Iwrin-Ferris joined the meeting at 9:09 a.m.

2.B. RECOMMENDED APPROVAL: Florida Department of Transportation (FDOT) FY18-22 Draft Tentative Work Program

MR. NICK UHREN, MPO Executive Director presented this item. He reviewed the timeline to the FY 18-22 Transportation Improvement Plan (TIP) and highlighted the suggested approach along with the Long Range Transportation Plan (LRTP) and MPO funding resolution.

Ms. Ingrid Allen joined the meeting at 9:12 a.m.

MR. UHREN reviewed the funding, requests and other highlights for Major Projects, Local Initiatives and Transportation Alternatives. He implored the members to apply for Local Initiatives funding, as an objective in the Strategic Plan is to get twice as many applications then funding is available for. He reviewed the FY 18 Construction Highlights and noted the Turnpike widening/express lanes from Boynton Beach to the West Palm Beach Service Plaza are not in the LRTP cost feasible plan. He highlighted significant changes and discussed the additions and modifications made.

MR. UHREN reviewed a new FDOT policy memo and highlighted a key update which would change the way collected funds are distributed for projects. He reviewed a suggested action to recommend with comments as follows: object to new FDOT policy claiming express lane toll revenue for FDOT central office; direct FDOT to seek LRTP amendment with full justification for Turnpike express lanes and I-95 at Northlake, I-95 at Glades Road; and direct FDOT to make a future presentation to the MPO to justify US 27 safety project and identify how the MPO can participate in future district discretionary funding decisions. A brief discussion ensued.

MS. LESLIE WETHERELL, FDOT District Four Program Management Administrator, made brief comments on the current status of the State. She reviewed the current status of the Fast Act and noted next year the legislature will be meeting on an earlier schedule then this past year.

Dr. Kim DeLaney joined the meeting at 9:44 a.m.

A lengthy discussion ensued regarding project specific questions, road diets, other funding sources and suggested comments.

MOTION to RECOMMEND APPROVAL of the FDOT FY 18-22 Draft Tentative Work Program with comments. Motion by Mr. Christopher Marsh; seconded by Mr. Khurshid Mohyuddin; and carried 17-2. Mr. Terrence Bailey objected, and Ms. Khanh Uyen Dang objected due to the presence of the State Road 7 project which the City of West Palm Beach opposes.

Chair Livergood stated there was a MPO staff request to hear Information Item 3.A next and requested consensus to allow this change. A consensus was given.

3. INFORMATION ITEMS

3.A. DISCUSSED: Annual Obligations Report for FY 16

MR. LUKE LAMBERT, MPO TIP Coordinator presented this item. He provided a brief overview of the Report's summary page, which shows the project totals where the TIP request differs from Obligations by greater than $200,000.
The meeting resumed following the original agenda order.

2. ACTION ITEMS

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

MR. LAMBERT gave a high level overview of the LI Program packet that was included in the agenda with backup. He stated there is a recommendation to change the maximum funding amount from $2.5M to $3.5M, due to comments received last year as well as reviewing the average project costs from previous years. He noted further details will be reviewed during the funding workshop on December 15, 2016.

A discussion ensued on raising the maximum funding to $5M and equity concerns.

MOTION to RECOMMEND APPROVAL of the LI Program Guidelines and Scoring System with the maximum funding amount from $2.5M to $3.5M and removal of funding rounds. Motion by Mr. Terrence Bailey with no second. Motion failed.

Chair Livergood made a request to MPO staff to present these guidelines earlier in the year for committee feedback on the guidelines and scoring system.

MOTION to RECOMMEND APPROVAL of the LI Program Guidelines and Scoring System with the maximum funding amount from $2.5M to $3.5M. Motion by Mr. Terrence Baily; seconded by Dr. Motasem Al-Turk; and carried unanimously.

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

MS. FRANCHESCA TAYLOR, MPO Bike-Ped-TDM Coordinator presented an overview of the TA Program packet that was included in the agenda with backup. She noted the suggested changes of a minimum request of $250K and maximum funding of $1M, and required documents. A brief discussion ensued.

Ms. Maria Tejera left the meeting at 10:39 a.m.

Ms. Loraine Cargill left the meeting at 10:42 a.m.

MS. TAYLOR reviewed changes to the scoring criteria and highlighted the removal of a maintenance program criteria. She stated due to this removal, points were reallocated to other criteria’s such as improving safety based on the Palm Beach MPO’s Pedestrian and Bicycle Safety Plan.

MOTION to RECOMMEND APPROVAL of the TA Program Guidelines and Scoring System. Motion by Dr. Kim DeLaney; seconded by Mr. Christopher Marsh; and carried unanimously.

Chair Livergood, on behalf of the committee, recognized Mr. Luke Lambert and thanked him for his service at the Palm Beach MPO.

3. INFORMATION ITEMS

3.B. DISCUSSED: Operation Lifesaver

MS. ALI SOULE, Public Affairs Manager for All Aboard Florida/Brightline, presented on behalf of Operation Lifesaver. She stated a comprehensive safety program is forthcoming for 15th Street in West Palm Beach south to Miami, and noted that Brightline will begin testing trains in January. She highlighted key train facts and important safety information. She requested committee members to provide information for additional groups that would benefit from this presentation. A brief discussion ensued.

Chair Jeff Livergood left the meeting at 10:58 a.m.
3.C. **DISCUSSED:** Bike Suitability Map

MS. FRANCHESCA TAYLOR presented a proof version of the Bike Suitability Map and noted its purpose is to inform cyclists of the level of connectivity and comfort they will experience while traveling in Palm Beach County. She stated one side of the map includes safety information and proper riding etiquette for cyclists, with the other containing a suitability map. She noted attributes factored into the suitability levels include the amount of cars present on the road, the posted speed and the presence of on-street parking. A brief discussion ensued.

3.D. **DISCUSSED:** Transitioning to an Independent MPO

MR. UHREN presented on this item and reviewed what an independent MPO is. He noted the Palm Beach MPO has been hosted by the County since its inception in 1979, and stated there is an Interlocal Agreement between the two parties which is set to expire in 2018. He discussed the key areas of why independence is being sought. He noted this same information item will be presented next week before the MPO Board, and again in 2017 as an action item to approve terms and conditions for draft two-party Interlocal Agreements.

A lengthy discussion ensued.

3.E. **DISCUSSED:** Public Involvement Activity Report

MS. MALISSA BOOTH, MPO Public Information Officer presented a brief review of this Report. She noted this report will be presented to the MPO Board on a monthly basis to reflect public participation on social media and highlight upcoming events. She requested committee member feedback on format, content and readability. A brief discussion ensued.

3.F. **Summary Points from the October 20, 2016 MPO Board Meeting**

There was no discussion on this item.

4. **ADMINISTRATIVE ITEMS**

4.A. **Member Comments**

No member comments were received.

4.B. **Next Meeting – February 1, 2017** (no January meeting)

4.C. **Motion to Adjourn**

There being no further business the meeting was adjourned at 11:30 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 1st day of February, 2017.

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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*2016 Chair  **2016 Vice-Chair  P = Member Present  A = Absent/No Attendance  Alt = Alternate Present  E = Excused Absence  - = Member not assigned  ***New Appointment

Shaded Area= Meeting not held
**EXHIBIT A (cont’d)**

<table>
<thead>
<tr>
<th>OTHERS PRESENT</th>
<th>REPRESENTING</th>
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<tbody>
<tr>
<td>Stacy Miller</td>
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<tr>
<td>Leslie Wetherell</td>
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<tr>
<td>Antonette Adams</td>
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<td>Sabrina Aubrey</td>
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<td>Patrick Kennedy</td>
<td>Cardno</td>
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<td>Mira Skoroden</td>
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<td>Margarita Yerastova</td>
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<td>Ali Soule</td>
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