BICYCLE/TRAILWAYS/PEDESTRIAN ADVISORY COMMITTEE AGENDA

DATE: THURSDAY, June 2, 2016
TIME: 9:07 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 June 2, 2016
   C. MOTION TO APPROVE Minutes for May 5, 2016
   D. Comments from the Chair
   E. Bicycle/Pedestrian Coordinator’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 RECOMMEND APPROVAL of the Palm Beach MPO Bicycle, Trailways and Pedestrian Advisory Committee (BTPAC) By-Laws

MPO staff will review updates to the attached BTPAC By-laws that include roles and responsibilities consistent with the MPO Board By-laws.

   B. MOTION TO RECOMMEND ADOPTION of the FY 17 – 21 Transportation Improvement Program (TIP)

The draft FY 17 - 21 TIP for the Palm Beach MPO is attached, including a countywide map highlighting project locations and activities. This program includes transportation projects funded by federal, state and local sources for all modes of transportation.

3. INFORMATION ITEMS
   A. Draft Strategic Plan for the Palm Beach MPO

MPO staff and consultants will present the updated mission and vision statements, six strategic goals and draft measurable objectives for each goal. An outline of the draft plan is attached.
B. Transportation Photo Contest

MPO staff will present the Palm Beach MPO’s photo contest that will run through August 31, 2016. This is an effort to collect the best transportation photos of Palm Beach County to be featured in future MPO documents, website, etc. For more information see the attached contest flyer.

C. Summary Points from the May 19, 2016 MPO Board Meeting

4. ADMINISTRATIVE ITEMS

A. Member Comments

B. Next Meeting – July 7, 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.
MINUTES OF THE
BICYCLE, TRAILWAYS, AND PEDESTRIAN
ADVISORY COMMITTEE (BTPAC)
Thursday, June 2, 2016 9:07 A.M.

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

PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at
www.palmbeachmpo.org/BTPAC

1. REGULAR ITEMS
CHAIR SABIN called the meeting to order at 9:10 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 June 2, 2016
MOTION to adopt the Agenda. Motion by Mr. Michael Owens; seconded by Ms. Sally Channon, and carried unanimously.

1.C. APPROVED: Minutes for May 5, 2016
MOTION to approve the Minutes for May 5, 2016. Motion by Mr. David Wiloch; seconded by Mr. Michael Owens, and carried unanimously.

1.D. Comments from the Chair
CHAIR SABIN apologized for not being present at the last meeting and thanked Vice-Chair Kovner for filling in for him.

1.E. Bicycle/Pedestrian/TDM Coordinator's Report
MS. TAYLOR reported the following:
- Welcomed Chair Sabin back after his recent bicycle accident.
- Welcomed Kevin Fischer, Senior Planner as the new Long Range Transportation Plan Coordinator for the MPO.
- The next Bicycle/Pedestrian Safety Team meeting will be held on June 22 at 1:30 p.m. at the Vista Center and will include a State of the System analysis.
- The first Road Impact Fee Alternatives Ad Hoc Committee Meeting has been scheduled for Monday, June 13 at 1:30 p.m. at the Vista Center.
• The Planning Congress, City of West Palm Beach, Downtown Development Authority and Treasure Coast Regional Planning Council are sponsoring a half-day forum on Tuesday, June 7 beginning at 8 a.m. in the West Palm Beach city chambers to discuss population growth and management issues.

• SUNTrail funding applications are due to FDOT by June 20, 2016 and are required to be a MPO priority in order to be eligible. Staff requests to be informed if any applications are being submitted as soon as possible to ensure applications will meet eligibility requirements.

• FDOT's new Complete Streets liaison is Alexander Barr and will begin attending committee meetings in July.

• The MPO has a Planner I position available.

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

2. ACTION ITEMS

2.A. RECOMMENDED APPROVAL: Palm Beach MPO Bicycle, Trailways and Pedestrian Advisory Committee (BTPAC) By-Laws

MS. TAYLOR highlighted the addition of the roles and responsibilities to the BTPAC By-Laws to be consistent with the MPO Board By-Laws, the previous draft brought before the committee for approval had this omitted in error. Several discussions and concerns arose on this matter including grammatical errors, discussions among members outside of meetings and lack of language regarding public outreach and other modes of transportation.

Ms. Jacquelyn Smith joined the meeting at 9:25 a.m.

MS. MATTHEWS made a motion for approval with a modification to the Purpose to state “Assist the MPO in formulation of its goals and objectives, including outreach and educational efforts.”, and to include this committee is concerned with greenways and blueways and their interface with other modes of transportation.

MOTION to RECOMMEND APPROVAL of the Palm Beach MPO Bicycle, Trailways and Pedestrian Advisory Committee (BTPAC) By-Laws. Motion by Ms. Jean Matthews with suggested modifications; seconded by Mr. Michael Owens, and carried unanimously.

2.B. RECOMMENDED ADOPTION: Draft FY 17 – 21 Transportation Improvement Plan (TIP)

MR. LUKE LAMBERT, MPO TIP Coordinator presented the Final Reading of the Draft FY 17 – 21 TIP. He reviewed the timeline that culminates with adoption of the TIP by the Board in June and a suggested approach to review. He highlighted FY 17 – 21 projects under the Major MPO Projects, Local Initiative and Transportation Alternatives Programs (TAP), with their funding targets and actual allocations.

MS. MATTHEWS requested funding is included for drainage on the Boutwell Road project in the City of Lake Worth.

MR. LAMBERT reviewed the FY 2017 construction highlights and significant changes, which include I-95 managed lanes being split into two projects and the Turnpike widening to eight lanes. He gave a brief overview of the map of major projects included in the TIP and noted that an interactive map is in development which will include multiple Geographic Information System (GIS) layers. A discussion ensued.
MOTION to RECOMMEND ADOPTION of the FY 17 – 21 Transportation Improvement Plan (TIP). Motion by Mr. Michael Owens; seconded by Ms. Jean Matthews, and carried unanimously.

Ms. Neil Wantz left the meeting at 9:47 a.m.

3. INFORMATION ITEMS

3.A. DISCUSSED: Draft Strategic Plan for the Palm Beach MPO

MS. JESSICA JOSSELYN and MR. PHILL WORTH, Consultants with Kittelson & Associates, Inc. presented this item. MS. JOSSELYN reviewed the background, process and schedule, which will culminate with the MPO Board adopting the Final Strategic Plan in July. She discussed the updated Mission and Vision statements which are more concise and contain less jargon compared to prior statements brought to the committee and MPO Board in April.

MS. JOSSELYN highlighted the six measurable goals, gave a brief overview of their objectives and received real time feedback from committee members as they utilized electronic response cards to rank each goal's objectives from most important to least important. She explained that these ranking results would assist MPO staff in determining what is most important to the committee, not to remove objectives from the Strategic Plan.

A discussion ensued among members before and after each vote.

3.B. DISCUSSED: Transportation Photo Contest

MS. VALERIE NEILSON, MPO Transit Coordinator gave a brief overview of the MPO's Transportation Photo Contest which is an effort to collect photos of Palm Beach County's transportation modes. She reviewed the five transportation categories, contest rules, and stated the deadline for submission is August 31, 2016. She noted the top photo in each category will be selected and recognized by the MPO Board.

3.C. Summary Points from the May 19, 2016 MPO Board Meeting.

MS. TAYLOR highlighted Raphael Clemente's public comments regarding Road Impact Fees. Staff also noted upcoming MPO Board presentations which include George Webb presenting on Road Impact Fees in June and FDOT District One Secretary Billy Hattaway presenting on Complete Streets in July.

4. ADMINISTRATIVE ITEMS

4.A. Member Comments

MS. MATTHEWS inquired on which TAP rankings were forwarded to the MPO Board. MS. TAYLOR clarified that all TAP projects were forwarded to FDOT and both committee and MPO staff rankings will be forwarded to the MPO Board.

Vice-Chair Isaac Kovner left the meeting at 10:45 a.m.

MS. CHANNON reviewed the Regional Greenways and Trails Plan map in regards to a potential SUNTrall funded project. A discussion ensued.

Ms. Olga Prieto left the meeting at 10:49 a.m.

MS. TAYLOR presented a Get Well card to Chair Sabin on behalf of the committee.


4.C. Motion to Adjourn

There being no further business the meeting was adjourned at 11:09 a.m.
This signature is to attest that the undersigned is the Chairperson, or a designated nominee, of the Bicycle, Trailways, and Pedestrian Advisory Committee and that information provided herein is the true and correct Minutes for the June meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this __________ day of ________, 2016.

__________________________
Chairperson

AUDIO FILES OF BICYCLE/TRAILWAYS/PEDESTRIAN ADVISORY COMMITTEE MEETINGS ARE AVAILABLE ON THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION WEBSITE: www.PalmBeachMPO.org
### EXHIBIT A

**Bicycle, Trailways and Pedestrian Committee**  
**Attendance Record 2015 – 2016**

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<th>Representative/Alternate</th>
<th>Jun '15</th>
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* = 2016 Chair  
** = 2016 Vice-Chair  
P = Member Present  
Alt = Alternate Present  
E = Excused Absence  
A = Absent/No Attendance  
- = Member not assigned  
*** = New Appointment  
Shaded Column – Meeting not held
## EXHIBIT A (cont’d)

### OTHERS PRESENT
Heather Tribou  
Rosemary Rayman  
Erich Lindstrom  
Stewart Robertson  
Jessica Josselyn  
Phill Worth  
Margarita Cortez  
Franchesca Taylor  
Anie Delgado  
Renee Cross  
Valene Neilson  
Luke Lambert  
Malissa Booth  
Kevin Fischer

### REPRESENTING
City of West Palm Beach  
Lake Worth Drainage  
FORCE  
Kimley-Horn & Associates, Inc.  
Kittelson & Associates, Inc.  
Kittelson & Associates, Inc.  
Metropolitan Planning Organization  
Metropolitan Planning Organization  
Metropolitan Planning Organization  
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