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## PALM BEACH METROPOLITAN PLANNING ORGANIZATION

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### MINUTES OF THE BICYCLE, TRAILWAYS, AND PEDESTRIAN ADVISORY COMMITTEE (BTPAC) Thursday, March 2, 2017 9:07 A.M.

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

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*PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at [www.PalmBeachMPO.org/BTPAC](http://www.PalmBeachMPO.org/BTPAC)*

#### 1. REGULAR ITEMS

CHAIR TRIBOU called the meeting to order at 9:09 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 March 2, 2017

**MOTION to adopt the Agenda. Motion by Mr. Mike Righetti, seconded by Mr. Mark Stivers and carried unanimously.**

##### 1.C. **APPROVED:** Minutes for February 2, 2017

MS. SALLY CHANNON noted that there was a typo on the second page which referred to Mr. Lee Lietzke incorrectly and request it be corrected.

**MOTION to approve the Minutes for February 2, 2017. Motion by Mr. Mike Righetti; seconded by Ms. Jean Matthews, and carried unanimously.**

##### 1.D. Comments from the Chair

CHAIR TRIBOU noted that the City of West Palm Beach has a bike master plan in process with a few public outreach meetings to be held on March 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup>. She noted that the City's Mobility Plan is in process and there will be an outreach meeting on March 8<sup>th</sup> at the Flagler Gallery.

##### 1.E. Bicycle/Pedestrian Coordinator's Report

MS. FRANCESCA TAYLOR reviewed the following from the Liaison Report provided to members:

- She highlighted that Friday, March 3<sup>rd</sup> is the application deadline for the Local Initiatives and Transportation Alternatives programs.

- She noted the updated 2017 meeting calendar which reflects the MPO committees and Board meeting in July with a break in August, and stated this committee will meet on Wednesday, July 13<sup>th</sup>.
- She noted Florida Department of Transportation (FDOT) staff will be holding a preconstruction open house for the Southern Boulevard/State Road 80 Bridge Replacement over the Intracoastal Waterway and Lake Worth Lagoon on Wednesday, March 15<sup>th</sup> from 5:30 to 7:30 p.m. at St. Catherine Greek Church Cultural Center, 110 Southern Boulevard, West Palm Beach.
- She noted Florida's Turnpike staff will be holding a design public information meeting for the planned improvements along Florida's Turnpike between Boynton Beach Boulevard and Lake Worth Road at the West Boynton Beach Recreation Center on Thursday, March 30<sup>th</sup> at 5:30 p.m.
- She encouraged everyone to participate in Florida Bike Month activities and noted [BikePalmBeach.org](http://BikePalmBeach.org) is a resource for staying abreast of upcoming bike activities.
- She noted a mandatory workshop for Safe Route to School applicants and maintaining agencies, which will be held on May 18<sup>th</sup> from 9:00 a.m. to 1:00 p.m.

VICE CHAIR MATTHEWS inquired of the date for the BTPAC to review and rank the Transportation Alternatives applications received.

MS. TAYLOR noted it will be held following the April 6<sup>th</sup> BTPAC regular meeting.

#### **1.F. General Public Comments and Public Comments on Agenda Items**

No general public comments were received.

Mr. Michael Owens joined the meeting at 9:15 a.m.

## **2. ACTION ITEMS**

**2.A. RECOMMENDED APPROVAL:** of the recommended alternative from the Road Impact Fee Alternatives Ad Hoc Committee

MR. KEVIN FISCHER, Palm Beach MPO Senior Planner, gave a brief background on the creation of the Road Impact Fee Alternatives Ad Hoc Committee, which was formed in April 2016 by the Technical Advisory Committee. He stated during the Ad Hoc Committee's last meeting in early February they selected an alternative to propose to the MPO Governing Board, who would then make a recommendation to the Palm Beach County Commission. He noted that the MPO Governing Board cannot change the road impact fee structure, it is under the County Commission's authority. He briefly reviewed the alternatives examined, which included keeping the status quo, Alternative 1, a Road Impact Fee in designated areas, Alternative 2, a Countywide Multimodal Fee, and Alternative 3, a Countywide Multimodal Fee with a municipality component.

MR. FISCHER discussed Alternative 1 of a road impact fee in designated areas with the option to create municipal mobility fees. He stated Palm Beach County would administer road impact fees in designated areas, while municipalities could administer mobility fees. He summarized that this alternative would eliminate road impact fees in areas with no planned future road projects based on the Long Range Transportation Plan (LRTP) cost feasible plan, and that municipalities may develop their own mobility plans and set mobility fee rates. He also noted that this alternative does not require a charter amendment, just a modification to the Unified Land Development Code (ULDC).

A lengthy discussion ensued with inquiries on the difference between mobility and impact fees, the effect on coastal communities, the flexibility with how mobility fees are spent, and further explanation of Alternatives 2 and 3.

MR. FISCHER provided further explanation of Alternatives 2 and 3. He noted both Alternatives would require the development of a countywide mobility plan, the County Commission modifying the ULDC Article 13, and a Palm Beach County Charter amendment.

Discussion continued.

**MOTION to RECOMMEND APPROVAL of the recommended alternative from the Road Impact Fee Alternatives Ad Hoc Committee, with the change to reduce the impact fee zones and review how the fees could be administered, with smaller municipalities going through the County. Motion by Mr. Mark Stivers, seconded by Mr. Michael Owens and carried 7-1. Ms. Heather Tribou opposed.**

More discussion ensued on County Charter restrictions and the need for voters to be included in the decision process.

**The Motion to Recommend Approval made by Mr. Mark Stivers was called for a roll call vote and resulted in a 1-7 vote, the motion failed.**

**MOTION to NOT RECOMMEND APPROVAL of the recommended alternative from the Road Impact Fee Alternatives Ad Hoc Committee, and with the recommendation for the Ad Hoc Committee to review Alternatives 2 and 3 in more detail. Motion by Ms. Sally Channon, seconded by Mr. David Wiloch, and carried unanimously.**

### **3. INFORMATION ITEMS**

#### **3.A. DISCUSSED: West Palm Beach Intersection Repair**

CHAIR TRIBOU presented the City of West Palm Beach's Intersection Repair project at Fern Avenue and Tamarind Street. She noted it originated from Street Plans, which received a grant from the Knight Foundation, to deliver a workshop and assist with a pilot project for intersection repair. She stated a workshop was held in conjunction with Dreyfoos School of the Arts, the Palm Beach MPO and County staff. She reviewed the process and noted a culminating event would take place on Sunday, March 5<sup>th</sup>.

A brief discussion ensued.

#### **3.B. DISCUSSED: Pedestrian and Bicycle Safety Study**

MS. TAYLOR reviewed the Pedestrian and Bicycle Safety Study At-a-Glance document. She stated the document provides a high level overview of the effort pursued with respect to pedestrian and bicycle safety. She noted it gives statistics about national and local trends, a map of the top ten hot spots and high crash corridors as well as their potential countermeasures. She noted the safety performance measures and targets along with the safety initiatives are also included.

A brief discussion ensued.

#### **3.C. DISCUSSED: Florida Bike Month Activities**

MS. TAYLOR reviewed updates to the Palm Beach MPO initiatives for Florida Bike Month. She thanked members for pursuing proclamations in their municipalities and noted the MPO Governing Board will adopt one later this month. She reviewed the Safety Outreach Campaign that will occur March 7<sup>th</sup> at Military Trail and Forest Hill Boulevard. She highlighted the Let's Bike Palm Beach event, West Palm Beach's Bike to Work Week, a bike ride in the City of Boca Raton, and a culminating event on April 1<sup>st</sup> at the Lake Pavilion in the City of West Palm Beach. She also noted that more information is forthcoming in regards to the Commuter Challenge scheduled

for May during the National Bike and Clean Air Month. She encouraged members to review [BikePalmBeach.org](http://BikePalmBeach.org) for further updates or to refer to for upcoming events.

**3.D. DISCUSSED: MPO Board Member Handbook**

MS. MARGARITA CORTEZ, Palm Beach MPO Administrative Secretary, reviewed the draft MPO Board Member Handbook and stated this resource will assist all of the elected officials who currently serve on the MPO, as well as incoming Representatives, to understand the roles and responsibilities of the MPO Governing Board. She noted the handbook includes information on the Board’s roles and responsibilities, core products, boards and committees, agency relationships, and a glossary. She briefly reviewed the MPO Board profiles and noted that County district specific and Port of Palm Beach profiles are forthcoming. She requested member feedback regarding usability and if any beneficial information was missing.

**3.E. DISCUSSED: Robert’s Rules of Order**

MS. TAYLOR briefly reviewed this document and noted it’s a resource for committee members to reference in the future.

**3.F. Summary Points from the February 16, 2017 MPO Board Meeting**

MS. TAYLOR noted Mr. Edwin Muller was approved to be the Alternate for the Palm Beach County Park’s and Recreation Department.

**4. ADMINISTRATIVE ITEMS**

**4.A. Member Comments**

Mr. Alexander Barr with FDOT noted the Department is currently developing a pedestrian pilot project at an intersection near District Four’s offices.

Ms. Janelle Wilcox a Professional Engineer (PE) trainee with FDOT, provided more details on the pedestrian pilot project, which is a pedestrian rewards application for smartphones. It was noted the rewards would be issued when positive pedestrian movements were completed.

A brief discussion ensued.

**4.B. Next Meeting – April 6, 2017**

**4.C. Motion to Adjourn**

There being no further business, the meeting adjourned at 10:34 a.m.

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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 **March** meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

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Chair

AUDIO FILES OF BICYCLE/TRAILWAYS/PEDESTRIAN ADVISORY COMMITTEE MEETINGS ARE AVAILABLE ON THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION WEBSITE:  
[www.PalmBeachMPO.org](http://www.PalmBeachMPO.org)

**EXHIBIT A**  
Bicycle, Trailways and Pedestrian Committee  
Attendance Record 2016 – 2017

Representative/Alternate Agency Name	Apr '16	May '16	Jun '16	Jul '16	Aug '16	Sep '16	Oct '16	Nov '16	Dec '16	Jan '17	Feb '17	Mar '17
BRENDA ARNOLD/Jacquelyn Smith Town of Jupiter	Alt	Alt	Alt	P		Alt	A		P		Alt	A
SALLY CHANNON/Lee Lietzke PBC ERM	P	P	P	P		P	Alt		P		Alt	P
MICHAEL HOWE/David Wiloch PBC – Planning Division	P	P	Alt	P		P	P		P		P	Alt
**JEAN MATTHEWS/Edwin Muller PBC- Parks and Recreation	P	P	P	P		Alt	P		P		P	P
MICHAEL OWENS/Joyell Shaw PBC School District	P	P	P	Alt		P	P		P		P	P
AMANDA PARKER/Debbie Majors City of Boynton Beach	A	A	Alt	A		Alt	P		A		A	A
BOGDAN PIORKOWSKI/Neil Wantz PBC Engineering – Traffic Division	Alt	P	Alt	Alt		Alt	Alt		Alt		Alt	Alt
OLGA PRIETO/J. Phillip Higbee Village of Wellington	P	P	P	Alt		E	A		A		Alt	A
BOB SABIN/Alan Friedberg Boca Raton Bicycle Club	P	E	E	P		P	E		E		P	E
MARK STIVERS/Dr. Ana Puszkin-Chevlin City of Delray Beach	E	P	P	P		P	A		***P		Alt	P
*HEATHER TRIBOU City of West Palm Beach	E	A	A	***P		P	P		P		P	P
VACANT/Mike Righetti City of Boca Raton	***Alt	Alt	A	E		E	E		Alt		Alt	Alt

\*2017 Chair  
E = Excused Absence  
Shaded Area= Meeting not held

\*\*2017 Vice-Chair  
A = Absent/No Attendance

P = Member Present  
- = Member not assigned

Alt = Alternate Present  
\*\*\*New Appointment

**OTHERS PRESENT**

Lee Lietzke  
Edwin Muller  
Dr. Ana Puszkin-Chevlin  
Rosemary Rayman  
Jennifer Hoffmeister  
Juan Ortega  
Brian Ruscher  
Alex Barr  
Janelle Wilson  
Xavier Falconi  
Franchesca Taylor  
Kevin Fischer  
Tim Verbeke  
Margarita Cortez

**REPRESENTING**

Palm Beach County ERM  
Department of Parks and Recreation  
City of Delray Beach  
Lake Worth Drainage District  
Wantman Group, Inc.  
Wantman Group, Inc.  
Alta Planning & Design  
Florida Department of Transportation  
Florida Department of Transportation  
City of Delray Beach  
Metropolitan Planning Organization  
Metropolitan Planning Organization  
Metropolitan Planning Organization  
Metropolitan Planning Organization