CITIZENS ADVISORY COMMITTEE (CAC) AGENDA

DATE:          WEDNESDAY, MAY 3, 2017
TIME:          1:30 P.M.
PLACE:         Vista Center 4th Floor Conference Room 4E-12
                2300 North Jog Road
                West Palm Beach, Florida 33411

1. REGULAR ITEMS
   A. Roll Call
   B. MOTION TO ADOPT Agenda for May 3, 2017
   C. MOTION TO APPROVE Minutes of April 5, 2017
   D. Comments from the Chair
   E. CAC 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. INFORMATION ITEMS
   A. Draft FY 18 – 22 Transportation Improvement Program (TIP)
      The draft executive summary for the FY 18 – 22 TIP is attached. This program was developed based on information provided from the Florida Department of Transportation (FDOT) and various local sources and includes transportation projects funded by federal, state and local sources for all modes of transportation. The program reflects revenue expectations for the next five fiscal years and shows phases and funding sources by year for each project.
   B. Gas Tax Transportation Funding
      MPO staff will review how gas tax revenues are collected and allocated to various programs at the federal, state and local levels.
C. Sunshine Laws in Florida
MPO staff will provide an overview of the Sunshine Laws in Florida and how they relate to the MPO and the Citizens Advisory Committee.

D. US 1 Multimodal Corridor Study Kickoff
MPO staff will give an overview of the project and discuss project deliverables, the study timeline and upcoming public outreach events. The kickoff event flyer is attached, and the project website is: www.US1PBCorridorStudy.com

E. Regional Commuter Challenge Update
MPO staff will provide an update on the Regional Commuter Challenge being led by South Florida Commuter Services and the Florida Department of Transportation. The flyer for this initiative is attached, and the project website is www.sflcommutes.com/.

F. Summary Points from the April 20, 2017 Governing Board Meeting

3. ADMINISTRATIVE ITEMS
A. Member Comments
B. Next Meeting – June 7, 2017
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 FAGAN called the meeting to order at 1:36 p.m.

1.A. Roll Call

The Recording Secretary called the roll. A quorum was present as depicted on Exhibit A of these minutes.

1.B. ADOPTED: Agenda for May 3, 2017

MOTION to adopt the Agenda. Motion by Mr. Andrew Thomson, seconded by Mr. Terry Brown, and carried unanimously.

1.C. APPROVED: Minutes of April 5, 2017

MOTION to approve the Minutes for April 5, 2017. Motion by Mr. Tomas Boiton, seconded by Ms. Judy Daversa, and carried unanimously.

1.D. Comments from the Chair

Chair Fagan welcomed William Klein to the committee as a proposed member until approved at the May 18th MPO Governing Board meeting.

1.E. CAC Liaison’s Report

MR. ANDREW UHLIR reviewed the following from the Liaison Report provided to members:

- He highlighted that the South Florida Commuter Challenge is taking place during the month of May, and encouraged members to try an alternative mode of transportation for their daily work commute. He noted this is a collaborative effort amongst the Florida Department of Transportation (FDOT) and partners in Monroe, Miami-Dade, Broward, Palm Beach, Martin and St. Lucie counties. For more information visit: www.sfcommutes.com

- He noted the MPO is still working to schedule the requested Road Impact Fee Workshop in May and meeting specifics are forthcoming.
• He stated the Palm Beach MPO’s 40th Anniversary will be on November 10th, and to commemorate this event the MPO will be celebrating this at the MPO Governing Board meeting on December 14th.

Discussion ensued regarding MPO independence from the county, and members requested further clarification on what it means to be a hosted MPO.

1.F. General comments and Public Comments on Agenda Items

No general public comments were received.

2. INFORMATION ITEMS

2.A. DISCUSSED: Draft FY 18 - 22 Transportation Improvement Program (TIP)

MR. ANDREW UHLIR, Palm Beach MPO Senior Planner, noted only the draft executive summary was included in the agenda packet, with the complete draft TIP forthcoming. He reviewed the TIP schedule, and noted it is currently open for public review and comment. He highlighted administrative updates of adding the Shared-Use Nonmotorized (SUN) Trail project type and changing “Minor Projects” to Other FOOT and Local Projects”. He highlighted the major projects, along with the five-year funding target and allocated FY 18 – 22 funding.

Discussion ensued regarding the Technical Advisory Committees (TAC) thoughts on this preliminary draft. Members commented on ways to improve the TIP document by including the following: Acronyms Index of road names, an interactive map of canals and a listing of all FY 2018 projects.

The committee sided with the TAC’s recommendation to show progress and provide current updates regarding the LRTP.

Ms. Judy Daversa joined the meeting at 1:50 p.m.

Mr. Tomas Boiton joined the meeting at 2:09 p.m.

2.B. DISCUSSED: Gas Tax Transportation Funding

MR. NICK UHREN, Palm Beach MPO Executive Director, gave an overview of Transportation Funding with a focus on Fuel Tax Revenues. He noted the money comes from Fuel Taxes, Motor Vehicle Licenses, Title Registration Fees, User Fees, Road Impact Fees, and Property Taxes. He highlighted how much fuel is being used within the statewide area during fiscal year 2017, and briefly defined how fuel is taxed at a Federal level, State level and Local level.

Mr. Uhren, noted that Federal Gas Tax Revenue is 18.4¢ per gallon of the total 55.1¢ per gallon tax on fuel. This 18.4¢ is split into three components: Transit, Roads & Bridges, and Storage Tanks. He also explained that State Gas Tax Revenue is 24.7¢ per gallon of the total which is broken up into: General Transportation, Public Transportation, State Comprehensive Enhanced Transportation System Tax (SCETS) and Distributed to Locals. Lastly he identified that Local Gas Tax Revenue is 12¢ per gallon of the total, which is distributed among the County and Cities.

CHAIR FAGAN, noted this presentation was requested by the committees.

Comments were made regarding the MPO Governing Board receiving this presentation in the future.

No further discussion ensued.
2.C. **DISCUSSED:** Sunshine Laws in Florida

MR. KEVIN FISCHER, Palm Beach MPO Senior Planner presented on this item. He provided the committee with a summary of MPO Applicability to the committees per Chapter 286 of the Florida Statutes. He noted that within the bylaws for each committee, the applicability of the Sunshine Law is confirmed by the County Attorney. He defined the Scope of the Sunshine Law and stated the law is equally applicable to elected and appointed boards and has been applied to any gathering of two or more members of the same board to discuss some matter which foreseeably come before that board for action. He briefly reviewed the three basic requirements of section 286.011 of the Florida Statutes.

Mr. Fischer highlighted that, this specifically means the committees must comply with the State's Sunshine Law requirements and further must not discuss any current agenda items or other matters outside of a noticed meeting.

A brief discussion ensued regarding members deliberating future agenda items via email. MPO staff noted that in compliance with the Sunshine Law, this is coordinated through staff members first then discussed with the committee chair prior to the meeting.

2.D. **DISCUSSED:** US 1 Multimodal Corridor Study Kickoff

MS. VALERIE NEILSON, Palm Beach MPO Multimodal Manager, provided an update on this Study. She reviewed the Study’s goals, Health Impact Assessment (HIA) expectations, consultant teams involved, the project timeline, and study area. She highlighted the next steps and noted a kickoff event in the City of Boca Raton on May 6th. She briefly reviewed the schedule of Charrettes and Stakeholder interviews that will occur between May and October 2017. She invited all to get involved and provided the Study’s website and social media platform information.

Members requested a future progress report on this study.

2.E. **DISCUSSED:** Regional Commuter Challenge Update

MS. NEILSON noted its National Bike Month and provided a brief update on the Regional Commuter Challenge that is in collaboration with South Florida Commuter Services and FDOT. She noted this year’s challenge will feature a mobile app for participants to use for logging their daily miles, and encouraged all present to take part in the challenge.

2.F. **Summary Points from the April 20, 2017 MPO Board Meeting.**

There was no discussion on this item
3. ADMINISTRATIVE ITEMS

3.A. Member Comments

3.B. Next Meeting – June 7, 2017

3.C. Motion to Adjourn

There being no further business, the meeting was adjourned at 3:03 p.m.

This signature is to attest that the undersigned is the Chairperson, or a designated nominee of the Citizens Advisory Committee and that information provided herein is the true and correct Minutes for the May meeting of the Citizens Advisory Committee, dated this day of 2017.

Chairperson

AUDIO FILES OF CITIZENS ADVISORY COMMITTEE MEETINGS ARE AVAILABLE ON THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION WEBSITE: www.PalmBeachMPO.org
### EXHIBIT A
Citizens Advisory Committee
Attendance Record – 2016-2017

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*2017 Chair
A = Absent/No Attendance
**2017 Vice-Chair
- = Member not assigned
P = Member Present
***New Appointment
E = Excused Absence

Shaded Area= Meeting not held

### OTHERS PRESENT
- William Klein
- Leonard Simons
- Robert Hintersteiner
- Nick Uhren
- Valerie Neilson
- Andrew Uhler
- Franchesca Taylor
- Tim Verbeke
- Malissa Booth
- Alexa Sanabria
- Margarita Pierce (Cortez)

### REPRESENTING
- Village of Wellington
- COBWRA
- Palm Beach MPO