1. **REGULAR ITEMS**

   A. Roll Call
   
   B. **MOTION TO ADOPT** Agenda for May 4, 2017
   
   C. **MOTION TO APPROVE** Minutes of April 6, 2017
   
   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. **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. US 1 Multimodal 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](http://www.US1PBCorridorStudy.com)
C. 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.sfcommutes.com/.

D. Route Condition Tool Webinar
The University of Florida Transportation Institute is offering a webinar regarding the new Route Condition Tool. This tool is a Geographic Information Systems (GIS) transportation database that aims to improve walk-ability and safety by providing urban planners and engineers with a comprehensive and never-before-seen view of their transportation systems.

E. Draft FDOT Complete Streets Handbook
FDOT has released an external draft of the Complete Streets Handbook. They are seeking review and comments no later than May 26th. The draft Handbook can be downloaded here: www.flcompletestreets.com/Files/CSIHandbookEXTDraft.pdf
Comments may be submitted here: https://form.jotform.us/71093902789163

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

3. ADMINISTRATIVE ITEMS
A. Member Comments
B. Next Meeting – June 8, 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

The meeting was called to order at 9:08 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 May 4, 2017

MOTION to adopt the Agenda with Modifications to skip to Information Item 2.D prior to continuation of Item 2.B and thereafter resume Agenda in order. Motion by Mr. Mike Righetti; seconded by Mr. Mark Stivers and carried unanimously.

1.C. APPROVED: Minutes for April 6, 2017

MOTION to approve the Minutes for April 6, 2017 with Amendment to correct wording under Item 1.D to reflect that consultants are currently reviewing a comprehensive plan. Motion by Mr. Bob Sabin; seconded by Mr. Michael Owens, and carried unanimously.

1.D. Comments from the Chair

CHAIR HEATHER TRIBOU, noted that the city of West Palm Beach is getting ready for National Bike to School Day on May 10th, with three schools participating this year; Roosevelt Middle School, Northmore Elementary and Grassy Waters Elementary. She also stated that the city is working on Mobility Fees, and preparing for an intense study on Okeechobee Boulevard.

1.E. Bicycle/Pedestrian Coordinator’s Report

MS. TAYLOR distributed printed copies of her report and highlighted the following:

- She wished everyone a happy National Bike Month.
- She highlighted the Safe Routes to School Workshop and stated that attendance is mandatory for anyone submitting an application beginning September 1, 2017. District
4's upcoming Workshop is scheduled for May 18th from 9 a.m. until 1 p.m. Register at http://www.srtsf.org/.

- She noted the MPO is still working to schedule the requested Road Impact Fee Workshop in May and meeting specifics are forthcoming.
- She highlighted that the Draft Complete Streets Design Guidelines will be presented at a working group meeting on Wednesday, May 10th from 2:00 p.m. to 4:00 p.m. The meeting will be held at the Palm Beach MPO Conference Room (4E-12), 2300 N. Jog Road, West Palm Beach.

1.F. General Public Comments and Public Comments on Action 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 to be published online before the next MPO Governing Board meeting. He reviewed the TIP schedule, and noted its currently open for public review and comment. He highlighted administrative updates of adding the Shared-Use Non-motorized (SUN) Trail project type and changing "Minor Projects" to "Other FDOT and Local Projects". He highlighted the major projects, along with the five-year funding target and allocated FY 18 – 22 funding.

A brief discussion ensued regarding the addition of an index of acronyms noting what roads and phases are referred to in the TIP, as well as the inclusion of a detailed map with labels to canals and uncommon roads.

Chair Tribou, commented on the MPO major projects list, requesting that the Federal Department of Transportation (FDOT) notify the municipalities on any updates.

Further discussion ensued regarding the inclusion of projects on the TIP that have not been part of the Long Range Transportation Program (LRTP).

Ms. Ana Puszkin-Chevlin joined the meeting at 9:18 a.m.

MOTION to have the I-95 at Northlake Boulevard interchange project not included in the TIP as it is not included in the LRTP, with the Recommendation for the state to provide additional information to all committees as to why a project is included in the TIP. Motion by Ms. Sally Channon, seconded by Mr. Mark Stivers and carried unanimously.

2.B. DISCUSSED: US 1 Multimodal 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 briefly reviewed the HIA statistics for vehicle access and commuting, employment, demographics, income and poverty, transit, walking and bicycling facilities and safety. 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.

Discussion ensued regarding the inclusion of the chronological history of US 1 within the Study, as well as projected dates for Section 2 study kickoff.
2.C. **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.D. **DISCUSSED**: Route Condition Tool Webinar

MR. PJ SMITH, Senior GIS Analyst and Urban Designer for East Central Florida Regional Planning Council (ECFRPC) presented this item via Webinar. He provided a brief overview about the areas ECFRPC covers, and what their job entails. He noted Community Planning, Corridor Analysis, Transportation Planning, Economic Development, Community Health, Urban Design and Emergency Management.

Mr. Smith defined the Route Condition Tool to be a GIS-based system that compiles roadway characteristics and performs functions on those variables to solve complex transportation problems and highlighted the process, and how it is made. He also briefly introduced some Route Condition Tool Applications, and noted Bicycle and Pedestrian analytics and findings.

Lastly, he stated that the next steps consist of scoring the roadways based on a regression of bike-ped crash incidence by variable.

Brief discussion ensued regarding grass medians being visually safer than concrete medians.

2.E. **DISCUSSED**: DRAFT FDOT Complete Streets Handbook

MS. FRANCHESCA TAYLOR, Palm Beach MPO Senior Planner, presented this item and noted May is National Bike Month. She provided a brief review of the handbook’s timeline for 2014-present. She gave a brief overview of the handbook’s context and its four chapters. She highlighted the context-based complete streets zones. She noted the partial draft of the design manual is also available online and handbook comments are due by May 25th.

A brief discussion ensued regarding future upcoming meetings to discuss this handbook further.

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

MS. TAYLOR, welcomed Gary Dunmyer to the committee.

3. **ADMINISTRATIVE ITEMS**

3.A. **Member Comments**

VICE CHAIR JEAN MATTHEWS, expressed gratitude towards progress being made with projects within the Local Initiatives Program.

3.B. **Next Meeting – June 8, 2017**
3.C. Motion to Adjourn

There being no further business, the meeting adjourned at 11:14 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 May meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this 8th day of June, 2017.

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

### Attendance Record 2016 – 2017

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

*2017 Chair  **2017 Vice-Chair  P = Member Present  Alt = Alternate Present  E = Excused Absence  A = Absent/No Attendance  Shaded Area= Meeting not held

### OTHERS PRESENT

- Lisa Juan
- Nick Uhren
- Andrew Uhlir
- Franchesca Taylor
- Valerie Neilson
- Malissa Booth
- Alexa Sanabria
- Margarita Pierce (Cortez)

### REPRESENTING

- Kimley-Horn & Associates
- Metropolitan Planning Organization
- Metropolitan Planning Organization
- Metropolitan Planning Organization
- Metropolitan Planning Organization
- Metropolitan Planning Organization
- Metropolitan Planning Organization