



BICYCLE TRAILWAYS PEDESTRIAN ADVISORY COMMITTEE (BTPAC) AGENDA

DATE: Thursday, December 6, 2018
TIME: 9:07 A.M.
PLACE: Vista Center 4th Floor Conference Room 4E-12
2300 North Jog Road
West Palm Beach, FL 33411

1. REGULAR ITEMS

- A. Roll Call
- B. MOTION TO ADOPT Agenda for December 6, 2018
- C. MOTION TO APPROVE Minutes for October 4, 2018
- D. Comments from the Chair
- E. BTPAC 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 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 2019 Calendar Year
The By-Laws stipulate that the committee shall 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 (February 7, 2019) and shall serve for one year. Ms. Heather Tribou is the current Chair and Ms. Jean Matthews is the current Vice Chair. Both positions are up for election.
- B. 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 TPA via an annual, competitive application process. TPA staff is recommending approval of the attached 2019 program guidelines and scoring system.

C. MOTION TO RECOMMEND APPROVAL of the Priority Projects List Amendment

Palm Tran is requesting the transfer of \$2,500,000 in Local Initiatives funds (SU) from the Route 43 and Route 62 Transit Signal Prioritization project (FM 4317331) to instead be used on Fare Technology Interoperability (FM 4317611). The Palm Tran letter and Priority Project List amendment are attached.

D. MOTION TO RECOMMEND APPROVAL of the Florida Department of Transportation FY 20-24 Draft Tentative Work Program

Pursuant to §339.135(4)(d), F.S., the Florida Department of Transportation (FDOT) shall present the work program to the TPA “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 TPA review, the documents listed below are attached.

1. Palm Beach TPA Executive Summary of FDOT Draft Tentative Work Program FY 20-24
2. FDOT District 4 Funding Report of Projects in Palm Beach County included in the Tentative Work Program for FY 20-24
3. FDOT Turnpike Enterprise Summary of Projects in District 4 included in the Tentative Work Program for FY 20-24

Additionally, the FDOT District 4 Funding Report of district-wide projects and activities for FY 20-24 can be viewed at www.PalmBeachTPA.org/TIP.

3. INFORMATION ITEMS

A. Vision Zero Action Plan Progress

The Palm Beach TPA is preparing an Action Plan to be adopted by the TPA Governing Board in March of 2019. The Plan will provide actionable strategies and countermeasures the TPA can push to reduce fatalities and serious injuries in Palm Beach County. A presentation on the current progress will be given.

B. Annual Obligations Report for FY 18

The TPA is obligated by 23 CFR 450.334 to create an annual report comparing the Federal funds requested in the Transportation Improvement Plan (TIP) with the Federal funds obligated in the previous year. TPA staff will review the attached report.

C. Summary Points from the October 18, 2018 Governing Board Meeting

4. ADMINISTRATIVE ITEMS

A. 2019 Board and Committee Meetings Schedule

B. Member Comments

C. Next Meeting - February 7, 2018 **(No January Meeting)**

D. Adjournment

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@PalmBeachTPA.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, December 6, 2018 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.PalmBeachTPA.org/BTPAC

1. REGULAR ITEMS

CHAIR TRIBOU called the meeting to order at 9:13 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 6, 2018

MOTION to adopt the Agenda of December 6, 2018. Motion by Mr. Michael Howe, seconded by Ms. Jean Matthews and carried unanimously 10-0.

Member	Vote	Member	Vote	Member	Vote
Channon	Y	Nassar	Y	Watson (ALT)	Y
Dunmyer	A	Owens	Y	Tribou	Y
Howe	Y	Harding (ALT)	Y	Puszkin-Chevlin (ALT)	Y
Matthews	Y	Sabin	Y	Vacant - Boca Raton	A

Y = Yes N = No A = Absent ABST = Abstain

1.C. APPROVED: Minutes of October 4, 2018

MOTION to approve the Minutes of October 4, 2018. Motion by Mr. Michael Owens, seconded by Mr. Michael Howe and carried unanimously 10-0.

Member	Vote	Member	Vote	Member	Vote
Channon	Y	Nassar	Y	Watson (ALT)	Y
Dunmyer	A	Owens	Y	Tribou	Y
Howe	Y	Harding (ALT)	Y	Puszkin-Chevlin (ALT)	Y
Matthews	Y	Sabin	Y	Vacant - Boca Raton	A

Y = Yes N = No A = Absent ABST = Abstain

1.D. Comments from the Chair

CHAIR TRIBOU noted the following updates for the City of West Palm Beach:

- Currently planning their Bike to Work Week event, which will be held March 11-15, 2019.
- Working with Art in Public Places to have the Dreyfoos School of the Arts students redo the design for the intersection of Fern Street and Tamarind Avenue. A public painting piece event will be held February 16-17, 2019.
- Vision Zero Coordinator has organized a Vision Zero Safety Fair on February 9, 2019 in coordination with the Green Market.

She welcomed Dr. Fadi Nassar to the BTPAC as the new Representative for the Palm Beach County Traffic Division.

DR. NASSAR introduced himself and provided a brief background of his credentials.

The BTPAC committee members and meeting attendees briefly introduced themselves.

Mr. Gary Dunmyer joined the meeting at 9:15 a.m.

1.E. BTPAC Liaison's Report

MR. NICHOLAS HERNANDEZ reviewed the following from the Liaison's Report:

- A workshop for potential applicants of the TPA annual funding programs, the Local Initiatives (LI) and Transportation Alternatives (TA) programs, will be held on Friday, December 14 at 9 a.m. The workshop will be held in the TPA Conference Room 4E-12 at Vista Center, 2300 N Jog Road, West Palm Beach.
- Registration is now open for the 2019 Safe Streets Summit that will be held at the Downtown Miami Intercontinental Hotel on Monday, February 25 (conference) and Tuesday, February 26 (mobile workshops). Nominations for Safe Streets Community, Individual and Project Awards are due January 15. Register online and submit nominations at www.SafeStreetsSummit.org.
- Recommended by the Governing Board and Federal Highway Administration (FHWA), TPA staff is summarizing committee demographic information including race, ethnicity, and sex. The committee Representatives and Alternates will be sent a survey link via email to complete, with responses due December 31, 2018.
- The Palm Beach TPA is hosting an FHWA Lane Repurposing Workshop for local municipalities on February 15, 2019. Registration instructions will be sent via email to the Governing Board and Committees.
- FDOT District 4 is holding a Public Hearing and Webinar on the FY 2020-2024 Draft Tentative Work Program (DTWP) on December 6, 2018 from 6:30 to 7:30 p.m.
- The next TPA Governing Board Meeting will be held on December 13 at the Jupiter Community Center, 200 Military Trail, Jupiter, FL 33458.
- As a reminder, there will be no TPA committee or Governing Board Meetings held in January. The next BTPAC meeting will occur on Wednesday, February 7, 2019.
- The TPA is seeking public input to inform the content and transportation priorities of the Long Range Transportation Plan (LRTP) update via an online survey available at PalmBeachTPA.org/participate. Please share to help spread the word.

MR. HERNANDEZ noted Florida Bicycle Month is in March with upcoming events listed on an interactive calendar available at www.BikePalmBeach.org. He encouraged members to add and promote their events on this calendar. He mentioned the TPA is conducting walking safety audits, noted that an audit was completed for H.L. Johnson Elementary, and requested feedback of any other potential schools in the area that have pedestrian or bicycle issues.

1.F. General Public Comments and Public Comments on Action Items

There were no general public comments received.

2. ACTION ITEMS

2.A. ELECTED: Officers for the 2019 Calendar Year

MOTION to Elect Ms. Heather Tribou as the 2019 TAC Chair. Motion by Mr. Michael Owens and carried unanimously 11-0.

A brief discussion took place regarding interest in the Vice Chair position.

MOTION to Elect Ms. Jean Matthews as the 2019 Vice Chair. Motion by Ms. Heather Tribou and carried unanimously 11-0.

Member	Vote	Member	Vote	Member	Vote
Channon	Y	Nassar	Y	Watson (ALT)	Y
Dunmyer	Y	Owens	Y	Tribou	Y
Howe	Y	Harding (ALT)	Y	Puszkin-Chevlin (ALT)	Y
Matthews	Y	Sabin	Y	Vacant - Boca Raton	A

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2.B. RECOMMENDED APPROVAL: Transportation Alternatives Program Guidelines and Scoring System

MR. HERNANDEZ reviewed the program overview included in the agenda packet and noted the track changes are reflected in strikethrough and underline format. He reviewed the schedule change to move up the due date for community letters of support to April 3, 2019. He stated this date has changed because the letters of support from community groups are needed for scoring projects.

MR. BOB SABIN voiced concerns about the bicycle lane criteria and scoring.

A discussion ensued on bicycle lane types, scoring changes and safety data.

MR. HERNANDEZ reviewed updates to the submittal checklist including community letters of support and documentation of public outreach.

VICE CHAIR MATTHEWS inquired if a planner could sign the detailed cost estimate spreadsheet as many agencies submitting do not have a professional engineer on staff and would incur a cost to have one.

TPA staff noted they would talk to FDOT staff to see if this would be possible.

A discussion ensued on the need for public outreach and the allowable documentation municipalities can use from public meetings and mailers.

MOTION to Recommend Approval of the TA Program Guidelines and Scoring System. Motion by Ms. Jean Matthews, seconded by Dr. Ana Puszkin-Chevlin.

SUBSTITUTE MOTION to Recommend Approval of the TA Program Guidelines and Scoring System with an increase in buffered bike lanes to 4 points. Motion by Mr. Bob Sabin, seconded by Ms. Sally Channon, and carried 8-3.

Member	Vote	Member	Vote	Member	Vote
Channon	Y	Nassar	Y	Watson (ALT)	Y
Dunmyer	Y	Owens	Y	Tribou	N
Howe	Y	Harding (ALT)	Y	Puszkin-Chevlin (ALT)	N
Matthews	N	Sabin	Y	Vacant - Boca Raton	A

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MR. ANDREW UHLIR, Palm Beach TPA Deputy Director of Program Development, stated he would discuss with TPA staff the BTPAC recommendations for bicycle scoring before presenting to the Governing Board, as they were different from the LI Program scoring that the Technical Advisory Committee (TAC) reviewed and recommended approval.

2.C. POSTPONED: Priority Projects List Amendment

MR. UHLIR reviewed the amendment included in the agenda packet and noted the track changes are highlighted in strikethrough and underline format. He noted the TAC postponed this item until February to receive a formal presentation. He stated this amendment would reprogram funding from two Palm Tran projects for Transit Signal Prioritization, which have been in the system for a while and have not moved forward, to FM 4317611 for Fare Technology Interoperability to implement Easy Card Interface Mobile Ticketing with a new total cost of \$3.820M. He noted two letters from Palm Tran describing the request in more detail were included in the agenda packet.

A discussion ensued on allowable amendments, the need for transit signal prioritization and a request to have a formal presentation with more details.

MOTION to Postpone the Priority Projects List Amendment to the February 2019 meeting and request Palm Tran staff to present and explain this request. Motion by Ms. Jean Matthews, seconded by Mr. Michael Owens, and carried unanimously 11-0.

Member	Vote	Member	Vote	Member	Vote
Channon	Y	Nassar	Y	Watson (ALT)	Y
Dunmyer	Y	Owens	Y	Tribou	Y
Howe	Y	Harding (ALT)	Y	Puszkin-Chevlin (ALT)	Y
Matthews	Y	Sabin	Y	Vacant - Boca Raton	A

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2.D. RECOMMENDED APPROVAL: FDOT FY 20-24 Draft Tentative Work Program

MR. UHLIR noted TPA staff review and provide a summary of all priorities for the FY 20-24 Draft Tentative Work Program (DTWP). He reviewed the timeline for the FY 20-24 Transportation Improvement Program (TIP), the role of the TPA in response to the DTWP per Section 339.135, F.S., and the project sections in the DTWP and TIP. He reviewed the Major TPA Projects and the recommendation for adoption of a resolution to request changes to advance these projects as outlined in the provided PowerPoint presentation. He highlighted funding amounts and project highlights for major Turnpike projects, LI, TA and SUN Trail Program projects. He noted the FY 2020 construction highlights and the new projects being included.

MS. SALLY CHANNON inquired if Florida’s Turnpike and I-95 staff review intersections that are set for widening to ensure bicycles and pedestrians can get across them.

MR. HERNANDEZ noted a resolution was adopted with the BTPAC recommendations for these types of reviews.

Ms. Jean Matthews left the meeting at 10:34 a.m.

MR. UHLIR briefly recapped the comments made by FDOT during the TAC meeting in respect to transportation revenue being down. He provided a brief background on a local and statewide level.

A discussion ensued on the requested TPA recommendations.

MOTION to Recommend Approval of the FDOT FY 20-24 Draft Tentative Work Program with staff recommendations as outlined in the PowerPoint presentation. Motion by Mr. Michael Howe, seconded by Mr. Michael Owens, and carried unanimously 10-0.

Member	Vote	Member	Vote	Member	Vote
Channon	Y	Nassar	Y	Watson (ALT)	Y
Dunmyer	Y	Owens	Y	Tribou	Y
Howe	Y	Harding (ALT)	Y	Puszkina-Chevlin (ALT)	Y
Matthews	A	Sabin	Y	Vacant - Boca Raton	A

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Ms. Jean Matthews joined the meeting at 10:40 a.m.

3. INFORMATION ITEMS

3.A. DISCUSSED: Vision Zero Action Plan Progress

MS. ALIA AWWAD, Palm Beach TPA Consultant with Kittelson & Associates, stated the Vision Zero Action Plan will establish a comprehensive, data-driven approach to eliminating traffic-related fatalities and serious injuries in Palm Beach County. She reviewed the Action Plan needs, goals and best practices. She highlighted data from major cities throughout the country as well as Palm Beach fatalities and serious injuries data and trends as they relate to population & driver age, commute and driver behavior. She reviewed the project timeline and noted a draft and final Action Plan would be presented to the TPA Committees and Board in early 2019.

A discussion took place on the mid-block crossing data, collected data timeline, future tracking and strategies, and Vision Zero goal.

3.B. DISCUSSED: Annual Obligations Report for FY 18

MR. UHLIR briefly reviewed the Annual Obligations Report included in the agenda packet, which the TPA is obligated by 23 CFR 450.334 to create, comparing the Federal funds requested in the TIP with the Federal funds obligated in the previous year.

3.C. DISCUSSED: Summary Points from the October 18, 2018 Governing Board Meeting

CHAIR TRIBOU noted the Governing Board adopted a Resolution under Action Item 2.D requesting consideration of context classification and crash history in the establishment of a design speed and inclusion of Complete Streets modifications for the Lake Worth Road Corridor from West of Military Trail to East of Congress Avenue.

4. ADMINISTRATIVE ITEMS

4.A. 2019 Board and Committee Meetings Schedule

There was no discussion on this item.

4.B. Member Comments

MS. MATTHEWS inquired on the status of the TPA moving into their new facility and making the BTPAC into a two-hour committee meeting.

MR. NICK UHREN, Palm Beach TPA Executive Director, stated the TPA plans to move in June 2019 and hopes to submit building permits by February so construction can begin. He noted it was at the pleasure of the Chair whether to adjust the meeting timeframe.

CHAIR TRIBOU noted she allocates two-hours for the BTPAC meetings.

DR. ANA PUSZKIN-CHEVLIN noted the City of Delray Beach has preliminary greenhouse gas inventory results with the tentative numbers having over 1M metric tons of CO₂ annually with 59% coming from the transportation sector. She highlighted additional data and noted transportation and land use are important factors in reaching lower emissions.

4.C. Next Meeting - February 7, 2019 (No January Meeting)

4.D. Adjournment

There being no further business the meeting was adjourned at 11:12 a.m.

This signature is to attest that the undersigned is the Chair, 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 **December** meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this 7 day of February, 2019.



Chair

EXHIBIT A
Bicycle, Trailways and Pedestrian Advisory Committee
Attendance Record: 2018

REPRESENTATIVE/Alternate Agency Name	Jan '18	Feb '18	Mar '18	Apr '18	May '18	Jun '18	Jul '18	Aug '18	Sep '18	Oct '18	Nov '18	Dec '18
SALLY CHANNON/Lee Lietzke PBC - ERM		P	P	P	P	Alt	MEETING CANCELED		Alt	Alt		P
GARY DUNMYER/Debbie Majors City of Boynton Beach		P	P	P	P	P			P	P		P
MICHAEL HOWE/David Wiloch PBC - Planning Division		P	P	P	P	Alt			P	P		P
**JEAN MATTHEWS/Casey Pranckun PBC - Parks and Recreation		P	A	P	P	P			P	Alt		P
FADI NASSAR/Neil Wantz PBC Engineering - Traffic Division		Alt	Alt	Alt	Alt	Alt			Alt	E		***P
MICHAEL OWENS/Joyell Shaw School District of Palm Beach County		P	P	P	P	P			P	P		P
OLGA PRIETO/Ryan Harding Village of Wellington		A	Alt	P	P	P			P	Alt		Alt
BOB SABIN/Alan Friedberg Boca Raton Bicycle Club		P	A	P	P	E			P	P		P
STEPHANIE THOBURN/Garret Watson Town of Jupiter		A	A	P	***P	P			P	Alt		Alt
*HEATHER TRIBOU City of West Palm Beach		P	P	P	P	E			P	P		P
VACANT City of Boca Raton		P	P	P	P	P			A	A		A
VACANT/Ana Puszkin-Chevlin City of Delray Beach		Alt	A	Alt	A	Alt			Alt	E		Alt
LARRY WALLACE/Wibet Hay Florida Department of Transportation <i>Non-Voting Advisory Member</i>		P	P	P	A	A			A	***P		E

*2018 Chair
E = Excused Absence
Shaded Area= Meeting not held

**2018 Vice Chair
A = Absent/No Attendance

P = Member Present
- = Member not assigned

Alt = Alternate Present
***New Appointment

OTHERS PRESENT

Lisa Juan
Alia Awwad
Jacey Biery
Nicholas Hernandez
Margarita Pierce
Andrew Uhlir
Angela Biagi

REPRESENTING

Kimley-Horn and Associates, Inc./FDOT
Kittelson & Associates, Inc.
Palm Beach County ERM Department
Palm Beach Transportation Planning Agency
Palm Beach Transportation Planning Agency
Palm Beach Transportation Planning Agency
Wantman Group, Inc.

