BICYCLE, TRAILWAYS AND PEDESTRIAN ADVISORY COMMITTEE (BTPAC) AGENDA

DATE: Thursday, June 7, 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 June 7, 2018
   C. MOTION TO APPROVE Minutes for May 3, 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 RECOMMEND APPROVAL of Revisions to the Bicycle Trailways Pedestrian Advisory Committee By-Laws

The revised draft BTPAC By-Laws provides clarification on abstaining from voting procedures. The strikethrough/underline draft also updates the document consistent with the new TPA branding. The draft BTPAC By-Laws are attached.

B. MOTION TO RECOMMEND APPROVAL of the FY 19-23 Transportation Improvement Program (TIP)

The draft executive summary for the FY 19 - 23 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. The full TIP document and appendices can be viewed at PalmBeachTPA.org/TIP
3. INFORMATION ITEMS
   A. Summary Points from the May 17, 2018 Governing Board Meeting

4. ADMINISTRATIVE ITEMS
   A. Member Comments
   B. Next Meeting - July 12, 2018
   C. 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, June 7, 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
VICE CHAIR ANIE DELGADO called the meeting 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 June 7, 2018
MOTION to adopt the Agenda of June 7, 2018. Motion by Mr. David Wiloch, seconded by Dr. Ana Puszkin-Chevlin and carried unanimously.

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1.C. APPROVED: Minutes of May 3, 2018
MOTION to approve the Minutes of May 3, 2018. Motion by Mr. David Wiloch, seconded by Mr. Michael Owens and carried unanimously.

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1.D. Comments from the Chair
VICE CHAIR DELGADO wished everyone a safe hurricane season.
Ms. Stephanie Thoburn joined the meeting at 9:10 a.m.

1.E. BTPAC Liaison’s Report
MR. KEVIN FISCHER reviewed the following from the Liaison’s Report:

- Palm Tran is seeking input to improve their system as part of their RPM effort and have developed a survey, currently set to close on June 14. To provide input visit: http://discover.pbcgov.org/palmtran/pages/RPM.aspx
• Palm Beach County Engineering updated their Typical Sections on the Roadway Production page under the Documents section. The new typical sections, effective as of April 2018, include bicycle facilities.

• June 21 will be the 13th annual national Dump the Pump Day to highlight the many benefits of using public transportation. Drivers are encouraged to park their cars and skip the gas pumps.

• To further supplement the TPA’s investment in rail crossing safety along the Florida East Coast (FEC) Railway, Brightline will submit an application for the Federal Rail Administration (FRA) Consolidated Rail Infrastructure and Safety Improvements (CRISI) grant program. The application will seek funding for additional exit gates and active warning signs at various crossing within the three South Florida counties. The roadway owners of crossings that will receive the additional safety treatments are being asked for a commitment of local funds not to exceed 20% of the total cost of the improvements at each crossing, payable to Brightline only upon successful award of grant funds and completion of construction of the grant-funded improvements. The roadway owners are being asked to provide executed letters of support to the TPA no later than June 12.

• SFRTA staff will hold a public meeting regarding the Boca Raton II Tri-Rail Station located near Glades Road and Military Trail on Wednesday, June 20 at 6:00 p.m. at the Spanish River Library, 1501 Spanish River Blvd, Boca Raton. A short presentation will be given at 6:15 p.m.

• The next TPA Governing Board Meeting will be held on June 21 near the Port of Palm Beach at the FPL Manatee Lagoon, 6000 N Flagler Drive, West Palm Beach, FL, 33407. Noted Mr. Carl Baker gave a behind the scenes tour of the Port of Palm Beach to TPA staff earlier in the year.

• Welcomed Mr. Greg Gabriel as the TPA’s Transportation Planner II and Mr. Naveel Fontus as the TPA’s Intern for the summer. Mr. Gabriel and Mr. Fontus introduced themselves and provided a brief background of their credentials.

• Noted his departure from the Palm Beach TPA to the City of Lake Worth, his last day being Thursday, June 7.

Kevin Fisch
• Noted that the TPA’s Pedestrian Bicycle Lead Planner will be starting on July 2.

• The grand reopening of El Rio Trail is expected to happen on July 10. The trail has been improved and expanded as part of the new Spanish River interchange project.

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

There were no general public comments received.

2. ACTION ITEMS

2.A RECOMMENDED APPROVAL: Revisions to the Bicycle Trailways Pedestrian Advisory Committee By-Laws

MR. FISCHER reviewed the revisions to Section E, which included abstaining from voting procedures. He noted this new language clarifies the procedures and if there were a conflict of interest, a simple form would need to be completed and submitted to the TPA. He also noted that other changes reflected the TPA’s branding updates and Public Participation Plan (PPP) references.

A brief discussion ensued regarding the clarification of the committee procedures, specifically abstaining from voting and what potential conflicts of interest could arise within the committee.
SUBSTITUTE MOTION to table this item to the upcoming Agenda. Motion by Ms. Jean Matthews, seconded by Mr. David Wiloch and carried unanimously.

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2.B   RECOMMENDED APPROVAL: of the FY 19-23 Transportation Improvement Program (TIP)

MR. ANDREW UHLIR, Palm Beach TPA TIP Coordinator, presented this item. He stated the TIP would go before the TPA Governing Board on June 21, leaving about a week for additional committee and public comments to be received for inclusion in the final version for the Board agenda package. He highlighted the number of projects included and provided a breakdown of total funding by project section and source. He noted updated maps were included and online maps are forthcoming.

Members expressed their gratitude for the maps distributed.

A brief discussion ensued regarding the viewing of all projects and graphics.

MR. FISCHER noted that projects could be found by reaching out to specific project managers, or by creating an account through the Electronic Review Committee (ERC). He explained that once in the system, you are able to log in and search all projects and details by entering the project number. He pointed out that this system is very user friendly and should provide most of the up to date information on specific projects.

MOTION to Recommend Approval of the FY 19-23 TIP. Motion by Ms. Jean Matthews, seconded by Mr. David Wiloch and carried unanimously.

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3.   INFORMATION ITEMS

3.A   Summary Points from the April 19, 2018 Governing Board Meeting

There was no discussion on this item.

4.   ADMINISTRATIVE ITEMS

4.A.  Member Comments

MS. LISA JUAN, Transportation Analyst with Kimley-Horn noted that she is filling in for Mr. Alexander Barr from FDOT, as he recently entered a new position. She explained that they are currently trying to fill there Complete Streets Coordinator position.

VICE CHAIR DELGADO stated that she is now AICP certified and expressed her gratitude to the committee for their support throughout the process.

MS. ANA PUSKIN-CHEVLIN noted that she rode on the El Rio Trail in Boca Raton and was impressed with the improvements. She explained it was a wonderful experience and it was great to see the trail being utilized by bicyclists and pedestrians of all ages. She encouraged expansion of the trail.
4.B. Next Meeting - July 12, 2018

4.C. Motion to Adjourn

There being no further business the meeting was adjourned at 9:42 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 June meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this 6th day of September, 2018.

[Signature]

Chair
## EXHIBIT A

Bicycle, Trailways and Pedestrian Advisory Committee  
Attendance Record: 2017 - 2018

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*2018 Chair
**2018 Vice-Chair
P = Member Present
Alt = Alternate Present
Shaded Area= Meeting not held

### OTHERS PRESENT

- Lisa Juan
- Joy Puerta
- Renee Cross
- Valerie Neilson
- Kevin Fischer
- Andrew Uhlir
- Alyssa Frank
- Navael Fontus
- Margarita Pierce
- Alexa Sanabria

### REPRESENTING

- FDOT
- Martin County
- Palm Beach Transportation Planning Agency