TPA GOVERNING BOARD MEETING AGENDA

DATE: THURSDAY, MARCH 15, 2018
TIME: 9:00 A.M.
PLACE: Acreage Branch Library
15801 Orange Boulevard, Loxahatchee, FL 33470

Transportation facilities and services around the Board meeting location are provided on page 4.

1. REGULAR ITEMS
   A. Roll Call
   B. Prayer
   C. Pledge of Allegiance
   D. MOTION TO ADOPT Agenda for March 15, 2018
   E. MOTION TO APPROVE Minutes for February 15, 2018
   F. Special Presentation
      1. March 2018 Florida Bicycle Month – Proclamation
         The TPA Chair will present the attached March 2018 Florida Bicycle Month Proclamation. TPA staff will highlight the attached list of Florida Bike Month activities.
   G. Comments from the Chair and Member Comments
   H. Executive Director’s Report
   I. MOTION TO APPROVE/ADOPT Consent Agenda Items
      1. Appointment of Dr. Elsa DeGoias as the Representative for CareerSource Palm Beach County on the Transportation Disadvantaged Local Coordinating Board (TDLCB). A summary of qualifications is attached.
      2. Amendment to Agreement with Kimley-Horn and Associates, Inc. to provide General Planning Services
         The Amendment will extend the term of the existing Agreement to December 31, 2020 and increase the maximum agreement amount to $1,500,000. The draft amendment is attached.
      3. Amendment to Agreement with Kittelson & Associates, Inc. to provide General Planning Services
         The Amendment will extend the term of the existing Agreement to December 31, 2020 and increase the maximum agreement amount to $1,500,000. The draft amendment is attached.
      4. Federal Transit Administration Fiscal Year (FY) 2018 Certifications and Assurances. The draft resolution is attached.
J. General Public Comments

General comments will be heard prior to consideration of the first action item. Public comments on specific agenda items will be heard following the presentation of the item to the TPA Governing Board. Please complete a comment card, which is available at the welcome table, and limit comments to three minutes.

2. ACTION ITEMS

A. MOTION TO APPOINT a Transportation Disadvantaged Local Coordinating Board Chair

The purpose of the TDLCB is to identify local service needs and to advise Palm Tran Connection on the coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System (FCTS).

Pursuant to Rule 41-2.012, FAC, the Palm Beach TPA Governing Board (TPA) shall appoint a Chair for all Local Coordinating Board meetings. The Chair shall be an elected official within Palm Beach County and shall serve until their elected term of office has expired or they are otherwise replaced by the TPA. City of Boca Raton Council Member Robert Weinroth served as the Chair for one year and has resigned from his position.

The TDLCB meets quarterly on the second month of each quarter in February, May, August and November at the Vista Center 1st Floor Hearing Chambers, 2300 N Jog Road, West Palm Beach, FL 33411.

B. MOTION TO APPROVE Palm Beach TPA FY 19 Budget for submittal to Palm Beach County

The Interlocal Agreement for Staff and Services between the TPA and Palm Beach County requires the TPA to submit its budget to the County in accordance with the timetable established by the County's Administrator and section 8.1(c) mandates that the TPA Governing Board shall approve the TPA's annual operating budget. This agenda item approves the TPA's FY 19 operating budget. The draft budget is attached.

3. INFORMATION ITEMS

A. Complete Streets – Creative, Cost Effective, and Championed

Smart Growth America will recap the Complete Streets workshop held on March 14 and summarize how to champion and implement creative and cost effective Complete Streets projects. There is no backup for this item.

B. Draft Unified Planning Work Program (UPWP)

TPA staff will present the attached draft UPWP, the 2-year business plan and budget for the agency. The UPWP includes a description of the planning work, deliverables, timeframes, costs, and sources of funds.

C. Partner Agency Updates

Agency staff from Palm Tran, SFRTA/Tri-Rail, FDOT and/or Palm Beach County Engineering may provide brief updates on items relevant to the TPA.
4. **ADMINISTRATIVE ITEMS**
   A. February’s Public Involvement Activity Report
   B. Next Meeting – **April 19, 2018** in Greenacres
      City Council Chambers, 5800 Melaleuca Lane, Greenacres, FL
   C. Adjournment

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**NOTICE**

This is a meeting of the Palm Beach MPO doing business as the Palm Beach Transportation Planning Agency.

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.
Attending the: March 15th TPA Board Meeting at: Acreage Branch Library Address: 15801 Orange Boulevard, Loxahatchee, FL

By Foot

By Bike

By Transit

By Car

Facility Type
- No Sidewalk
- Sidewalk

Buffered
- Designated
- Undesignated
- Sharrow

Suitability
- Caution
- Fair
- Good
TPA GOVERNING BOARD MEMBERS

**CHAIR**  
Susan Haynie, Mayor  
City of Boca Raton  
*Alternate:* Scott Singer, Council Member

Robert Weinroth, Council Member  
City of Boca Raton  
*Alternate:* Jeremy Rodgers, Council Member

Steve B. Wilson, Mayor  
City of Belle Glade  
*Alternate:* Michael C. Martin, Commissioner

Steven B. Grant, Mayor  
City of Boynton Beach  
*Alternate:* Mack McCray, Commissioner

Cary D. Glickstein, Mayor  
City of Delray Beach  
*Alternate:* Jim Chard, Vice Mayor

Joel Flores, Mayor  
City of Greenacres  
*Alternate:* Councilman Peter Noble

Jim Kuretski, Council Member  
Town of Jupiter  
*Alternate:* Wayne Posner, Council Member

Pam Triolo, Mayor  
City of Lake Worth  
*Alternate:* Scott Maxwell, Vice-Mayor & Andy Amoroso, Vice Mayor Pro Tem

Maria Marino, Mayor  
City of Palm Beach Gardens  
*Alternate:* Carl Woods, Councilmember

Joni Brinkman, Council Member  
Village of Palm Springs  
*Alternate:* Doug Gunther, Council Member

Katherine Waldron, Commissioner  
Port of Palm Beach

**VICE CHAIR**  
Hal Valeche, Commissioner  
Palm Beach County

Paulette Burdick, Commissioner  
Palm Beach County

Steven L. Abrams, Commissioner  
Palm Beach County

Melissa McKinlay, Mayor  
Palm Beach County

Mary Lou Berger, Commissioner  
Palm Beach County  
*Palm Beach County Alternates:*  
Dave Kerner, Commissioner  
Mack Bernard, Vice Mayor

Lynne Hubbard, Council Member  
City of Riviera Beach  
*Alternate:* Terence D. Davis, Council Member

Fred Pinto, Mayor  
Village of Royal Palm Beach  
*Alternate:* Jeff Hmara, Councilman

Anne Gerwig, Mayor  
Village of Wellington  
*Alternate:* Michael Napoleone, Councilman

Keith A. James, Commissioner  
City of West Palm Beach

Paula Ryan, Commissioner  
City of West Palm Beach  
*West Palm Beach Alternate:*  
Cory Neering, Commissioner

Gerry O’Reilly, District 4 Secretary  
FDOT Non-Voting Advisory Member
1. **REGULAR ITEMS**

Mayor Haynie 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. **Prayer - Led by Mayor Steve Wilson**

1.C. **Pledge of Allegiance**

MAYOR MCKINLAY welcomed everyone to the Acreage and noted if attendees traveled along Southern Boulevard they drove through the new City of Westlake. She noted although the meeting was supposed to be held in the City of Belle Glade, she thanked staff for keeping the meeting in the western area.

1.D. **ADOPTED:** Agenda for March 15, 2018

MOTION to ADOPT the Agenda for March 15, 2018. Motion by Mayor Pinto, seconded by Commissioner Berger, and carried unanimously 13-0. Mayors Flores, Glickstein and Triolo, Councilwoman Hubbard, Commissioners James and Ryan, Council Members Kuretski and Weinroth were absent.

1.E. **APPROVED:** Minutes for February 15, 2018

MOTION to APPROVE the Minutes for February 15, 2018. Motion by Commissioner Burdick, seconded by Mayor McKinlay, and carried unanimously 13-0. Mayors Flores, Glickstein and Triolo, Councilwoman Hubbard, Commissioners James and Ryan, Council Members Kuretski and Weinroth were absent.

1.F. **Special Presentation**

1. **March 2018 Florida Bicycle Month - Proclamation**

CHAIR HAYNIE presented the March 2018 Florida Bicycle Proclamation and noted the Board members would take a photo with the Proclamation at the conclusion of the meeting.

Mayor Joel Flores joined the meeting at 9:14 a.m.
MS. VALERIE NEILSON, Palm Beach TPA Deputy Director of Multimodal Development highlighted other municipalities that have adopted similar proclamations and provided details for the Bike to Work Ride on March 16, 2018.

A discussion ensued regarding the potential and drawbacks for a bike share program in Palm Beach County, as well as members suggesting for future collaboration with local bicycle shops to encourage more to participate in these events.

1.G. Comments from the Chair and Member Comments

Mayor Haynie commented as follows:

- Noted she was re-elected as Chair for the Southeast Florida Transportation Council (SEFTC).
- Congratulated Mayor Fred Pinto on his re-election as Mayor for the Village of Royal Palm Beach.

There were no member comments received.

1.H. Executive Director’s Report

Mr. Uhren wished Mayor Steve Wilson a happy birthday.

He reviewed the following from the report provided to the Board:

- Noted if attendees used Northlake Blvd. to attend the meeting they travelled through the Avenir project area in Palm Beach Gardens.
- Noted eleven (11) Local Initiatives (LI) project applications requesting total funding of $32.2M and eight (8) Transportation Alternatives (TA) applications requesting a total of $6.1M were submitted.
- Stated Brightline notified the TPA they are still scheduled to complete the Supplemental Safety Measures in the City of West Palm Beach by the first week in March, and expect the entirety of Palm Beach County will be completed before the end of March. He implored the members to engage their public outreach staff and media outlets when they move forward with a quiet zone, to remind our communities to respect the gates and stay off the tracks when they are down.
- Noted House Bill 33 sought to make texting while driving a primary offense but did not pass this legislative session. Also, there were several bills and amendments which sought to make changes to the laws regulating MPO Board composition but none of them passed this session.
- Highlighted that FDOT added 2.5 miles of buffered bike lanes on State Road 7 from north of Clint Moore Road to Atlantic Avenue, and the section from Broward County to Glades Road will provide an additional 2.8 miles. Additionally, Palm Beach County has committed to providing 11-foot vehicle lanes and designating bike lanes wherever possible as part of their infrastructure surtax projects. Finally, the County recently received interim approval from the Federal Highway Administration to use green colored pavement in bike lanes.

Commissioner Paula Ryan joined the meeting at 9:26 a.m.

- Included updates of the Uniform Municipal Election as it relates to the TPA Board members.
A discussion ensued on the Cumberland Drive project and the process for municipalities to receive green bicycle lanes.

MAYOR MCKINLAY requested staff to reach out to the Water Utilities Department to see if upgrades can be made while they are repairing roads in the Glades area, as these road repairs fall under their jurisdiction and not the Engineering Department.

1.1. APPROVED/ADOPTED: Consent Agenda Items

1. Appointment of Dr. Elsa DeGoias as the Representative for CareerSource Palm Beach County on the Transportation Disadvantaged Local Coordinating Board (TDLCB).
2. Amendment to Agreement with Kimley-Horn and Associates, Inc. to provide General Planning Services
3. Amendment to Agreement with Kittelson & Associates, Inc. to provide General Planning Services
4. Resolution authorizing the Chair to execute the Federal Transit Administration Fiscal Year (FY) 2018 Certifications and Assurances

MOTION to APPROVE the Consent Agenda. Motion by Mayor McKinlay, seconded by Commissioner Burdick, and carried unanimously 15-0. Mayors Glickstein and Triolo, Councilwoman Hubbard, Commissioner James, Council Members Kuretski and Weinroth were absent.

1.J. General Public Comments

There were no general public comments received.

2. ACTION ITEMS

2.A. APPOINTED: Transportation Disadvantaged Local Coordinating Board (TDLCB) Chair

MR. UHREN noted the TDLCB identifies local service needs for paratransit service, that will be funded through a state transportation disadvantaged grant to Palm Tran. He noted the Board is comprised of appointees from various entities in Palm Beach County, and is Chaired by a local elected official. He stated Council Member Weinroth served in this position and has stepped down. He noted the TDLCB meets quarterly in the afternoon on the second month of each quarter in February, May, August, and November.

MAYOR GRANT noted he expressed interest last year and would be happy to accept this role.

MOTION to APPOINT Mayor Steven Grant as TDLCB Chair. Motion by Commissioner Abrams, seconded by Mayor McKinlay, and carried unanimously 15-0. Mayors Glickstein and Triolo, Councilwoman Hubbard, Commissioner James, Council Members Kuretski and Weinroth were absent.

2.B. APPROVED: Palm Beach TPA FY 19 Budget for submittal to Palm Beach County

MR. UHREN noted this item is out of sequence on the agenda as more detail in what the TPA hopes to accomplish in the coming two-years will be discussed during the Unified Planning Work Program (UPWP) information item. He stated due to Palm Beach County requiring the TPA to transmit the budget request on their schedule, and not on the federal schedule, this item was being brought before the Board for approval.
MR. UHREN noted the request includes additional funding for one-time moving costs, an estimated amount of funding needed for increased lease expenses associated with the office space, and two additional staff positions for the agency. He highlighted the request and responsibilities for a Lead Planner to focus on transit initiatives and a Public Relations Specialist to grow public outreach.

A discussion ensued on the funding available for the moving costs and position requests, the impact of this request on the County budget, and clarification was given on the manner in which the County provides matching funds.

**MOTION to APPROVE Palm Beach TPA FY 19 Budget for submittal to Palm Beach County.** Motion by Mayor Pinto, seconded by Commissioner Abrams, and carried unanimously 15-0. Mayors Glickstein and Triolo, Councilwoman Hubbard, Commissioner James, Council Members Kuretski and Weinroth were absent.

### 3. INFORMATION ITEMS

#### 3.A. DISCUSSED: Complete Streets - Creative, Cost Effective, and Championed

MS. EMIKO ATHERTON, Consultant with Smart Growth America, summarized how to champion and implement creative and cost effective Complete Streets projects, and the need for a Complete Streets policy. She provided a recap of the Complete Streets workshop held on March 14, 2018. She reviewed the recommendations that arose from the workshop of a Complete Streets policies for the cities and county, educating cities on upcoming surfacing projects, and consider endorsing a clear recommended alternative to the current road impact fee system.

Commissioner Katherine Waldron left the meeting at 10:03 p.m.

COMMISSIONER BURDICK requested additional information on the disparity that has been encountered in neighborhoods.

MAYOR MCKINALY requested examples of Complete Streets projects in rural or agricultural communities.

#### 3.B. DISCUSSED: Draft Unified Planning Work Program (UPWP)

MR. UHREN presented the draft FY 19-20 UPWP, a 2-year business plan and budget for the TPA. He noted the draft includes a description of the planning work, deliverables, timeframes, costs, and sources of funds. He briefly highlighted the tasks included in the draft, and requested Board member feedback on ideas for additional items to consider, such as corridor studies, action plans, or safety studies.

A discussion ensued on the importance and drawbacks of a regional bike share program, and a request to study waterways to determine if water taxis or other modes can be utilized.

#### 3.C. Partner Agency Updates

MR. DAVID RICKS, Palm Beach County Engineer, provided an update on major resurfacing projects and the collaboration with the TPA to implement bicycle lanes. He noted the County received interim approval from the Florida Highway Administration (FHWA) to use green colored pavement in bicycle lanes, which they will implement in conflict areas.

MAYOR GRANT inquired if the green paint was intensive to maintain and if the bicycle lanes can be designated by the bicycle rider emblem and not necessarily painting the whole lane green.

MR. RICKS noted he would follow up on this request.
4. ADMINISTRATIVE ITEMS

4.A. February's Public Involvement Activity Report

There was no discussion on this item.

4.B. Next Meeting - April 19, 2018 in Greenacres

4.C. Motion to Adjourn

There being no further business, the Chair declared the meeting adjourned at 10:41 a.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the Transportation Planning Agency and that information provided herein is the true and correct Minutes for the March meeting of the Transportation Planning Agency Governing Board, dated this 9th day of April, 2018.

Chair
## EXHIBIT A
Transportation Planning Agency Governing Board Attendance Record: 2017-2018

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**Notes:**
- **P** - Representative Present
- **ALT** - Alternate Present
- **A** - Absent
- **E** - Excused
- *****P** - New Appointment
- **Shaded months** - No Meeting
### EXHIBIT A (cont’d)

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*** New Appointment  
E - Excused  
P - Representative Present  
ALT - Alternate Present  
A - Absent  
Shaded months - No Meeting

### OTHERS PRESENT

- Christine Fasiska  
- Mayur Patel  
- Yanique Kelly  
- Victoria Williams  
- Stewart Robertson  
- Todd Bonlarron  
- David Ricks  
- Richard Radcliffe  
- Motasem Al-Turk  
- Councilman Jeff Hmara  
- Thomas Lanahan  
- Malissa Booth  
- Renee Cross  
- Kevin Fischer  
- Alyssa Frank  
- Matthew Komma  
- Valerie Neilson  
- Alexa Sanabria  
- Andrew Uhlir  
- Nick Uhren  
- Tim Verbeke  
- Margarita Pierce  
- Paul Gougelman  

### REPRESENTING

- Florida Department of Transportation  
- Florida Department of Transportation  
- Florida Department of Transportation  
- Florida’s Turnpike  
- Kimley-Horn and Associates, Inc.  
- Palm Beach County Administration  
- Palm Beach County Engineer  
- Palm Beach County League of Cities  
- Palm Beach County Traffic  
- Village of Royal Palm Beach  
- Treasure Coast Regional Planning Council  
- Palm Beach Transportation Planning Agency  
- Palm Beach Transportation Planning Agency  
- Palm Beach Transportation Planning Agency  
- Palm Beach Transportation Planning Agency  
- Palm Beach Transportation Planning Agency  
- Palm Beach Transportation Planning Agency  
- Weiss, Serota, Helfman, Cole & Bierman