CITIZENS ADVISORY COMMITTEE (CAC) AGENDA

DATE: Wednesday, October 3, 2018
TIME: 1:30 P.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 October 3, 2018
   C. MOTION TO APPROVE Minutes for September 5, 2018
   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 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 ADOPTION an Amendment #1 to the FY 19-20 Unified Planning Work Program (UPWP) for TPA Lease Costs

   The Palm Beach TPA is requesting an amendment to the FY 19-20 UPWP for TPA Lease Costs. The TPA’s Transition Steering Committee approved these costs on August 15. The requested amendments are shown in strikethrough/underline format to highlight the changes from the adopted UPWP in the attachment.

   B. MOTION TO RECOMMEND ADOPTION of targets for System Performance, Bridge Condition, and Pavement Condition Federal Performance Measures

   Pursuant to Federal Highway Administration (FHWA) performance measures implementation requirements, the TPA is required to adopt targets for System Performance, Bridge Condition, and Pavement Condition that will be included in the Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP). The attachment provides the adopted State targets and accompanying data.
3. INFORMATION ITEMS

A. Lake Worth Road Multimodal Corridor Study Update
   Treasure Coast Regional Planning Council (TCRPC), as consultant to the TPA, will provide an update on the Lake Worth Road Multimodal Corridor Study from Raulerson Drive to S Congress Avenue. Recommendations from this study will be incorporated into the planned FDOT FY 2021 resurfacing project for this roadway segment. There is no backup for this item.

B. School Hazardous Walking Conditions Analysis
   TPA staff will provide an overview of the school hazardous walking conditions analysis of Palm Beach County public elementary schools, per Section 1006.23, F.S. There is no backup for this item.

C. Draft Local Initiatives (LI) and Transportation Alternatives (TA) Program Policy Updates
   TPA staff will present the attached draft 2019 LI and TA program guidelines and scoring system. Also included are policy guidance items for further research. TPA staff is seeking committee feedback and will present the final program overview and scoring system in December.

D. TPA's FY 19 Strategic Plan
   The Strategic Plan serves to focus the TPA’s priorities for the current year. The Strategic Plan Committee met on August 20, 2018 to review the agency's performance for FY 18 and to identify updates for FY 19. The FY 18 report card and meeting summary are attached. TPA staff will highlight the attached FY 19 strategic plan that was approved by the Governing Board on September 20, 2018.

E. Public Involvement Activity Reports (PIAR) for June, July and August 2018 and Sponsorship Report for the GIS Expo
   TPA staff will provide an overview of the attached PIARs, which are monthly reports highlighting activity from the TPA website, social media platforms, e-newsletter issues, recent and upcoming events, activities and meetings of public interest. A supplemental one-page report is provided on the TPA Patron Level sponsorship of the 25th Anniversary of the GIS Expo held on August 23-24, 2018.

F. LRTP Public Involvement
   TPA staff and consultants will provide an overview of outreach goals, messaging and a transportation survey to gather public feedback for the TPA’s LRTP and the regional transportation plan. There is no backup for this item.

G. Summary Points from the September 20, 2018 Governing Board Meeting.

4. ADMINISTRATIVE ITEMS

A. Member Comments

B. Next Meeting - December 5, 2018 (No November Meeting)
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.
1. REGULAR ITEMS
CHAIR HARVIE called the meeting to order at 1:42 p.m.

1.A. Roll Call

The recording secretary called the roll. A quorum was not present at this time.

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P = Member Present  A = Absent/No Attendance

CHAIR HARVIE stated items 1.B. and 1.C. will be postponed until a quorum is present and proceeded to item 1.D. and Informational Item 3.A.

1.D. Comments from the Chair

CHAIR HARVIE introduced new CAC member Michelle Damone.

MS. MICHELLE DAMONE provided a brief introduction on herself and noted she was nominated by Mayor Melissa McKinlay and is looking forward to serving on committee.

1.E. CAC Liaison’s Report

MR. ANDREW UHLIR reviewed the following from the Liaison’s Report:

- The 22nd annual Walk to School Day is October 10, 2018. Encouraged members to participate and encourage their local schools to plan and register their events to celebrate walking at: [www.walkbiketoschool.org](http://www.walkbiketoschool.org).

- The next TPA Governing Board Meeting will be held on October 18 at the South County Civic Center, 16700 Jog Road, Delray Beach, FL 33446.

- FDOT has provided an updated spreadsheet that serves as a tracker for FDOT projects heading into the design and scoping phase. The spreadsheet is a 3-12 month preview that will be updated quarterly.

- The TPA held a local MPOAC Institute Training for Governing Board members in May, which provided an understanding of transportation decision-making, including the key role they play in the process as well as provide members with the knowledge and tools.
necessary to engage in the metropolitan planning process. Committee members are
encouraged to visit www.PalmBeachTPA.org/Board to view the training and become
more familiar with MPOs and expectations.

- There will be no TPA committee or Governing Board Meetings held in November. The
next CAC meeting will occur on Wednesday, December 5th.

MR. UHLIR noted that information regarding pavement materials is forthcoming and TPA staff
is working with FDOT to coordinate.

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

There were no general public comments received.

3. INFORMATION ITEMS

3.A. DISCUSSED: Lake Worth Road Multimodal Corridor Study Update

DR. KIM DELANEY, Treasure Coast Regional Planning Council’s Director of Strategic Development
and Policy presented on this item. She noted the study is a multi-agency approach and reviewed
the need and purpose. She highlighted possible future considerations and provided evidence
supporting the safety concerns along the corridor. She reviewed the corridor context for
Complete Streets, the design speeds, arterials and collectors, minimum travel and auxiliary
lane widths and medians for the C4 - General Urban Land Use FDOT context classification of
this corridor. She proceeded to review safety statistics and provided a detailed graphic
illustrating vehicle speeds of 20, 30 and 40 MPH and the pedestrian chances of survival if hit by
a vehicle at each speed. She reviewed the current speed (40 MPH) along the corridor and
emphasized the speed reduction request made by the Village of Palm Springs and the City of
Greenacres.

Mr. Greg Fagan joined the meeting at 1:38 p.m.

DR. DELANEY reviewed the existing conditions along the corridor and highlighted the lack of
pedestrian crossings and neighborhood connections. She reviewed the Complete Street design
alternative emphasizing the design speed as 35 MPH and the reduced center median, and the
addition of a Davis Road signal and two pedestrian-only mid-block crossings. She reviewed the
Complete Streets Road Diet design alternative emphasizing that local governments did not
support this alternative.

Ms. Judy Daversa joined the meeting at 1:52 p.m.

A quorum was present as of 1:52 p.m.

There was a brief discussion regarding safety concerns about the two pedestrian mid-block
crossings at design speeds of 40 mph along the corridor, and about the continuation of bicyclist
education for the area.

DR. DELANEY noted the TPA collaborated with the Sheriff’s department to identify the most
dangerous places for bicyclists in Palm Beach County. She stated that the Complete Streets
guidelines are the solution for reducing the amount of accidents along this corridor.

There was a brief discussion regarding FDOT current policies regarding speed studies.

MOTION to request to FDOT that they implement a 35 MPH design speed on the corridor
based on requests from the two local governments. Motion by Mr. Terry Brown seconded
by Ms. Judy Daversa and carried unanimously 7-0.
1.8. ADOPTED: Agenda for October 3, 2018

MOTION to adopt the Agenda for October 3, 2018. Motion by Mr. Bill Klein, seconded by Mr. Greg Fagan and carried unanimously 7-0.

1.C. ADOPTED: Minutes for September 5, 2018

DR. MYRON UMAN requested revisions to the voting table. He requested the inclusion of a legend to help clarify when a member abstains during voting versus being absent.

MOTION to adopt the Minutes for September 5, 2018 with requested modifications to the voting table, to include a legend to help clarify when a member abstains from voting versus being absent. Motion by Mr. Bill Klein seconded by Mr. Terry Brown and carried unanimously 7-0.

2. ACTION ITEMS

2.A. RECOMMENDED ADOPTION: an Amendment #1 to the FY 19-20 Unified Planning Work Program (UPWP) for TPA Lease Costs

MR. NICK UHREN, Palm Beach TPA Executive Director presented a brief overview on this item. He highlighted some background and noted that the UPWP is the federal name for the TPA planning budget that covers a 2-year period. He also mentioned that the requests made are in coordination with the TPA’s transition into an independent agency. He reviewed the FY 19 request to increase the Florida Highway Administration (FHWA) planning funds by $1.2M and decrease the Federal Transit Administration (FTA) funds by $300K. He noted this would allow the $900K net increase to support the TPA office buildout. He reviewed the FY 20 request to decrease FHWA planning funds by $550K dollars, and to decrease FTA funds by $150K dollars and add a request of $600K dollars of FHWA Surface Transportation Funds for planning and administrative costs to allow the agency to operate independently. He noted that by reducing Task 6 (Administer the Agency) by $100K, the TPA would be paying lower rent cost in year two
and upcoming years. He noted that the TPA has a transition committee consisting of six
governing board members that have been meeting regularly to discuss the transition process.
They recommended approval to the Governing Board regarding this request.

There was a brief discussion regarding the new office location, available parking and the
execution of lease agreements timeline.

There was another brief discussion regarding the Vision Zero action plan and the distribution of
current data and information regarding this plan to members.

**MOTION to recommend adoption of Amendment #1 to the FY 19-20 UPWP for TPA Lease
Costs.** Motion by Mr. Terry Brown, seconded by Mr. Greg Fagan and carried unanimously 7-
0.

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**2.B. RECOMMENDED ADOPTION:** of Targets for System Performance, Bridge Condition, and
Pavement Condition Federal Performance Measures

MR. UHLIR presented this item. He noted that Moving Ahead for Progress in the 21st Century
(MAP-21) and Fixing America's Surface Transportation (FAST) Act legislation established five
Safety Measures that state DOTs and MPOs must address. He noted these performance measures
would be updated annually and inclusive in the Long Range Transportation Plan (LRTP) goals
and objectives. He focused on the National Highway System (NHS) performance measures and
targets. He reviewed pavement and bridge performance measures and targets for percent of
Interstate pavements in good/poor condition; the non-interstate NHS pavements in good/poor
condition; and the percent of NHS bridges by deck area in good/poor condition. He highlighted
the 2017 state and county targets, the state 2-year (2019) and 4-year target (2021), and the
county 2 and 4-year targets.

MR. UHLIR reviewed the 0-10 ratings given for substructure, superstructure and deck when
measuring bridge conditions. He highlighted the good, fair and poor rating scale conditions,
and noted that ranking seven and above is considered good condition and ranking one to four
is considered poor condition. He reviewed the lowest rating bridge in Palm Beach County and
noted the roadway as US-1 (SR-5).

**MOTION to amend the Agenda for October 3, 2018 with the modification to have Information
Item 3.F after Action Item 2.B.** Motion by Mr. Glen Harvie and carried unanimously.

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**3.F DISCUSSED:** LRTP Public Involvement

MS. MALISSA BOOTH, Palm Beach TPA Public Relations Manager reviewed outreach goals and
messaging for the 2045 LRTP and the regional transportation plan. The goals include
consistency with the TPA’s adopted Public Participation Plan, Limited English Proficiency (LEP) Plan and the Title VI and ADA Nondiscrimination Policy and Plan. She reported that the regional Public Participation Subcommittee (PPS) produced a video to promote involvement in the Regional Transportation Plan and the local LRTPs, and that the PPS agreed on regional survey questions. She introduced Holt Communications President, Yvette Holt and Associate Merri Starr.

MS. YVETTE HOLT presented an overview of an online public values survey in English and Spanish, which was created and distributed in partnership with the Florida International University Metropolitan Center. She reviewed survey goals and targets; sources for the survey questions; methods of data collection; survey promotion; public outreach timeline; uses for the survey feedback; a draft infographic to present survey results; and how CAC members can assist. She also reviewed how numerous “intercept events” were held in August and September at locations throughout the county to assist sample audiences to complete surveys, with an emphasis on reaching diverse and underserved communities. She noted the online survey will remain open until the end of 2018, and is available at PalmBeachTPA.org/participate.

There was no further discussion on this item.

MR. UHLIR briefly highlighted Informational Items 3.C. and 3.D.

3.C. DISCUSSED: Draft Local Initiatives (LI) and Transportation Alternatives (TA) Program Policy Updates

MR. UHLIR noted this update would return in December for final policy approval. He highlighted that there a few significant changes regarding the cap of department submittals and that we currently cap the county total submittals to six applications. He also noted that in the past there has not been a cap on the amount of projects being prioritized per round of available funding. He noted in the past this was not an issue as there were never enough applications submitted to make it competitive.

MR UHLIR noted the program schedule makes specific references to the requirement of community letters of support to be included at the time of application.

3.D DISCUSSED: TPA’s FY 19 Strategic Plan

MR. UHLIR briefly highlighted that the TPA Governing Board adopted the FY 19 strategic plan.

There was no further discussion on this item.

3.B. DISCUSSED: School Hazardous Walking Conditions Analysis

MS. ALYSSA FRANK, Palm Beach TPA Planner presented on this item. She provided a brief background on the House Bill 41 “Gabby’s Law for Student Safety.” She noted the bill was updated to include MPOs in the School Hazardous Walking Conditions analysis process. She noted that the TPA has completed analysis of all 107 Palm Beach County public elementary schools and emphasized three schools with hazardous conditions: Allamanda Elementary School in Palm Beach Gardens, Barton Elementary School in Lake Worth and Sandpiper Shores Elementary School in Boca Raton.

MS. FRANK noted staff is working with schools and local partners to plan, prioritize and fund projects to fix hazardous walking conditions. She encouraged present municipality representatives and FDOT to apply to the TPA for funding to eliminate hazards. She listed the possible funding programs available: TA, LI Program, Safe Routes to School Grant and the Palm Beach County Pathways Program.

Dr. Myron Uman left the meeting at 3:43 p.m.

3.E DISCUSSED: Public Involvement Activity Reports (PIAR) for June, July and August 2018 and Sponsorship Report for GIS Expo
MR. UHLIR noted the reports were provided in the backup. There was no further discussion on this item.

3.D Summary Points from the September 20, 2018 Governing Board Meeting
MR. UHLIR noted the Summary Points were provided in the backup. There was no further discussion on this item.

4. ADMINISTRATIVE ITEMS
4.A. Member Comments
There were no member comments received.

4.B. Next Meeting - December 5, 2018 (no November meeting)

4.C. Motion to Adjourn
There being no further business, the meeting was adjourned at 3:51 p.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee of the Citizens Advisory Committee and that information provided herein is the true and correct Minutes for the October meeting of the Citizen's Advisory Committee, dated this ___ day of December, 2018.

Chair
### EXHIBIT A
Citizens Advisory Committee
Attendance Record 2017-2018

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*2018 Chair **2018 Vice Chair P = Member Present Alt = Alternate Present
E = Excused Absence A = Absent/No Attendance - = Member not assigned ***New Appointment
Shaded Area= Meeting not held

### OTHERS PRESENT
- Merri Starr
- Yvette Holt
- Alexa Sanabria
- Alyssa Frank
- Andrew Uhler
- Gregory Gabriel
- Malissa Booth
- Nicholas Hernandez
- Nick Uhren
- Kim Delaney

### REPRESENTING
- Holt Communications
- 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
- TCRPC