BICYCLE-TRAILWAYS-PEDESTRIAN ADVISORY COMMITTEE (BTPAC) AGENDA

DATE: Thursday, April 4, 2019
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 April 4, 2019
   C. MOTION TO APPROVE Minutes for March 7, 2019
   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 the Vision Zero Action Plan
      Federal regulations require the TPA to annually adopt safety targets for each of five safety performance measures. In February 2018 and again in February 2019, the TPA Governing Board adopted targets of zero traffic-related fatalities and serious injuries, and directed staff to create a Vision Zero Action Plan to progress toward these targets. TPA staff will present the attached final draft Vision Zero Actions. The full Action Plan can be viewed at PalmBeachTPA.org/safety.

3. INFORMATION ITEMS
   A. Palm Beach County Local Road Safety Plan
      County Engineering staff will provide an overview of the recently completed Palm Beach County Local Road Safety Plan. The full document can be viewed at PalmBeachTPA.org/safety.
   B. TPA Governing Board and Advisory Committee Orientation Handbook
      TPA staff will present the attached version of the updated TPA Board and Committee Member handbook, which can also be accessed at PalmBeachTPA.org/BTPAC. The handbook has been updated to serve as a resource for both Board and Committee members.
C. TPA Priority Projects Status Report

Objective 4.C of the TPA’s FY 19 Strategic Plan directs staff to monitor the status of TPA priority projects and report every six months. TPA staff will review the attached status report for Major Projects, Local Initiatives, and Transportation Alternatives (TA).

4. REVIEW AND RANKING OF 2019 TA PROJECT SUBMITTALS

Presentations from the 2019 TA Program applicants and committee member rankings.

<table>
<thead>
<tr>
<th>Applicant</th>
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<td>Final committee rankings</td>
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5. ADMINISTRATIVE ITEMS

A. Member Comments
B. Summary Points from the March 21, 2019 Governing Board Meeting
C. Next Meeting – May 2, 2019
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.
1. REGULAR ITEMS

CHAIR DANFORTH called the meeting to order at 9:09 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 April 4, 2019

MOTION to adopt the Agenda. Motion by Ms. Stephanie Thoburn, seconded by Mr. Bob Sabin, and carried unanimously 12-0.

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

1.C. APPROVED: Minutes of March 7, 2019

MOTION to approve the Minutes. Motion by Mr. Bob Sabin, seconded by Mr. Michael Owens, and carried unanimously 12-0.

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1.D. Comments from the Chair

CHAIR DANFORTH wished everyone a happy April and noted the following updates for the City of West Palm Beach:

- Highlighted that last month was Bike to Work Week, and noted that on the day of the Bike to Work Day Ride there was severe rain and weather conditions. She expressed the
need to communicate with staff on lessons learned for next year's coordination. She expressed gratitude to TPA staff and partners for their efforts despite the conditions.

- Noted on March 12 Mr. Nicholas Hernandez did a presentation during a lunch & learn held at the library and had 40 attendees.
- Noted the City of West Palm Beach's Vision Zero Coordinator has been doing outreach to different schools, and did safety presentations to Forest Hill High School and Cardinal Newman High School.

1.E. BTPAC Liaison’s Report

Mr. Nicholas Hernandez, Palm Beach TPA Pedestrian-Bicycle Coordinator, reviewed the following from the Liaison’s Report:

- In response to a TPA Board request on February 21, the Florida Department of Transportation (FDOT) formally committed to a $1.7M initial authorization of PL funds for FY 20. This would allow the TPA to commence construction on its new office and meeting space as soon as a building permit is received.
- TPA staff would like to thank everyone who participated in Florida Bicycle Month activities including the TPA's Bike to Work Day Ride on March 15. A total of 12 Proclamations were adopted in Palm Beach County, up from 8 from last year.
- April is Distracted Driving Awareness Month, for more information visit: www.nsc.org/road-safety/get-involved/distracted-driving-awareness-month.
- Federal Highway Administration (FHWA) staff will be conducting a Joint Federal Transportation Management Area Certification site visit with the TPA on April 10-11 that will focus on the organization of the TPA; Transportation Performance Management; transit; interested parties for outreach and public participation; interested parties for Title VI and related requirements; prior certification findings; and the 2040 and 2045 Long Range Transportation Plans (LRTP).
- The LRTP goals, objectives and measures were approved unanimously by the TPA Governing Board on March 21. The TPA is undertaking the LRTP Desires Plan as the next step, which is analysis of existing facilities and gaps based on the approved goals, and will include a cost analysis.
- TPA and FDOT staff will be meeting one-on-one with consultants to visit each Transportation Alternatives (TA) and Local Initiatives (LI) project between April 22-24.
- FDOT is holding a Public Information Workshop on Tuesday, April 30 from 5:30 to 7:30 at the West Boynton Beach Library to discuss the proposed improvements at SR 804/Boynton Beach Boulevard from Lyons Road to east of Florida’s Turnpike.
- TPA staff encourages members of the committee to recommend a new member to the BTPAC to represent the disability community and is aware of the challenges commonly faced by mobility-impaired users of the transportation system.

Mr. Fadi Nassar stated he would reach out to a potential candidate.

Vice Chair Matthews stated her staff reached out to the Special Olympics who provided the information to several people that unfortunately had scheduling conflicts.

- The next TPA Governing Board Meeting will be held on April 18 at 9:00 a.m. at the Delray Municipal Golf Club, 2200 Highland Avenue, Delray Beach, FL 33445.
• The TPA has updated their ‘Conferences’ page to provide information about upcoming conferences that are of interest for transportation planners, engineers, officials and advocates at PalmBeachTPA.org/Conferences.

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: Vision Zero Action Plan

MR. ANDREW UHLIR, Palm Beach TPA Deputy Director of Program Development, presented on this item. He highlighted that this would be the final review of the Vision Zero Action Plan and proceeded to describe the Plan’s vision and goals. He reviewed the changes made since the draft Plan was presented. He reviewed the next steps that include adopting a vision zero resolution, assigning staff to actions, and producing an annual vision zero report to track progress and updates. He stated the official progress report would return to the committee annually in February in conjunction with the Safety Targets that are readopted annually in February.

There was a brief discussion regarding the approach and comparison of other cities with a Vision Zero Action Plan.

MR. ERIK FERGUSON requested staff to research the roads applicable to the Florida Greenbook.

MR. UHLIR noted the plan’s targets are aspirational and other cities’ targets were considered when establishing these targets. He noted there are not many other MPOs that have adopted Vision Zero as it has been mostly a city driven initiative. He further specified the TPA’s Vision Zero Action Plan targets are more localized in comparison to others.

CHAIR DANFORTH expressed her excitement for this plan. She stated it would be beneficial in the future to further analyze pedestrian and bicycle crashes and demographics on sidewalks, as well as incorporate pedestrian and bicycle counts into the FDOT website.

MOTION to Recommend Approval of the Vision Zero Action Plan. Motion by Ms. Jean Matthews, seconded by Mr. Michael Owens, and carried unanimously 12-0.

3. INFORMATION ITEMS

3.A. DISCUSSED: Palm Beach County Local Road Safety Plan (LRSP)

DR. MOTASEM AL-TURK, Palm Beach County Director of Traffic Engineering highlighted the plan development timeline noting the kick off for this plan was in August 2016 and a final plan was established in February 2019. He defined the LRSP vision as a fatality free roadway system in Palm Beach County and reviewed the mission and strategic goal. He noted the plan draws from documents prepared by FHWA, that support statewide goals and priorities established in the Florida Strategic Highway Safety Plan (SHSP). He stated the SHSP identified 13 emphasis areas for serious injuries and fatalities over a 5-year period (2011-2015).

DR. AL-TURK reviewed the roadway network map, the severe crashes breakdown for the LRSP 4-Year Crash Tree and highlighted that more than 200,000 total crashes occurred in FDOT
District 4 between 2011-2014. He reviewed the LRSP Crash Tree data for intersection and non-intersection disaggregation as well signalized intersection and divided non-intersection disaggregation.

DR. AL-TURK highlighted the risk factors for multivehicle and pedestrian and bicyclist crashes at signalized intersections and noted the LRSP developed “Project Development Decision Trees” for each facility type based on the selected strategies and countermeasures. He provided an example of a Decision Tree illustration of urban/suburban signalized intersections. Lastly, he noted the next steps in the Palm Beach County LRSP Action Plan. He noted the LRSP action plan is a specific set of activities with defined objectives, targets, time frames and status updates. He reviewed the upcoming activities and highlighted the lessons learned in regards to road characteristics inventory and crash reporting limitations.

There was a brief discussion regarding the counter measures and strategies, and the color-coding on mast arms in Palm Beach County.

3.B. DISCUSSED: TPA Governing Board and Advisory Committee Orientation Handbook

MS. VALERIE NEILSON, Palm Beach TPA Deputy Director of Multimodal Development, provided a brief overview of the handbook. She noted this handbook is a valuable resource for new members illustrating the TPA Board composition, the agency’s roles and responsibilities and core products such as the Unified Planning Work Program (UPWP), the Public Participation Plan (PPP), LRTP, etc. She highlighted the agency’s relationships across the different districts and noted the handbook includes a staff directory and glossary of transportation related terms for reference.

3.C. DISCUSSED: TPA Priority Projects Status Report

MR. UHLIR noted Objective 4.C of the TPA’s FY 19 Strategic Plan directed staff to monitor the status of the TPA List of Priority Projects and report every six months. He mentioned this report is a collaborative effort with FDOT and proceeded to explain the table on the backup. He noted the table includes the year the project was added as well as its ranking, location, and description, etc. He noted that staff is still contemplating on how to properly display a project that has been awarded funds, but is not yet under construction.

MR. NASSAR requested clarification on the meaning of “On Hold” under the CST FY column of the table.

MR. UHLIR stated it means the project is delayed when displayed as “On Hold.”

A brief discussion ensued on the US-1 projects listed under TPA Major Projects.

Ms. Heather Danforth left the meeting at 9:50 a.m.

4. REVIEW AND RANKING OF 2019 TA PROJECT SUBMITTALS

MR. HERNANDEZ recommended a 10-minute break to handle the meeting logistics.

A lengthy discussion ensued on the semantics of scoring the TA project presentations with an emphasis on the BTPAC member agencies that have a project coming before the committee for presentation.

MOTION to allow BTPAC member agencies to allow the agencies to rank their own projects. Motion by Mr. Erik Ferguson, seconded by Mr. Bob Sabin, and carried 8-3.
At 10:20 a.m. the presentations were heard from the TA applicants as follows:

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5. ADMINISTRATIVE ITEMS
5.A. Member Comments
VICE CHAIR MATTHEWS stated the County Engineering Department provided the Parks & Recreation Department with a map of local roads for overlaying on the Park’s shape files to determine the impacts on the Park facilities.

5.B. Summary Points from the March 21, 2019 Governing Board Meeting
There was no discussion on this item.

5.C. Next Meeting - May 2, 2019

5.D. Adjournment
There being no further business the meeting was adjourned at 3:05 p.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 April meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this 2nd day of May, 2019.

Chair
# EXHIBIT A

## Bicycle, Trailways and Pedestrian Advisory Committee

### Attendance Record: 2018-2019

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<td>LARRY WALLACE/Wibet Hay Florida Department of Transportation Non-Voting Advisory Member</td>
<td>A A A ***P E P P P</td>
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</tbody>
</table>

*2019 Chair **2019 Vice Chair P = Member Present Alt = Alternate Present E = Excused Absence A = Absent/No Attendance |

** = Member not assigned ***New Appointment

### OTHERS PRESENT

- Gary Dunmyer
- Paola Mendoza
- Natalie Crowley
- Michael Morrow
- Dawn Sonneborn
- Ryan Ruskin
- Joseph Capra
- Motasem Al-Turk
- David Wiloch
- Valerie Neilson

### REPRESENTING

- City of Boynton Beach
- City of Boynton Beach
- City of Palm Beach Gardens
- City of Palm Beach Gardens
- City of Palm Beach Gardens
- Indian Trail Improvement District
- Indian Trail Improvement District/Captec Engineering Inc.
- Palm Beach County Engineering & Public Works
- Palm Beach County Planning
- Palm Beach Transportation Planning Agency
EXHIBIT A (cont’d)

<table>
<thead>
<tr>
<th>OTHERS PRESENT</th>
<th>REPRESENTING</th>
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<tbody>
<tr>
<td>Andrew Uhlir</td>
<td>Palm Beach Transportation Planning Agency</td>
</tr>
<tr>
<td>Jason Price</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Malissa Booth</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Nicholas Hernandez</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Alyssa Frank</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Margarita Pierce</td>
<td>Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Alexa Sanabria</td>
<td>Palm Beach Transportation Planning Agency</td>
</tr>
<tr>
<td>Jim Fleischmann</td>
<td>Town of Loxahatchee Groves</td>
</tr>
<tr>
<td>Mary McNicholas</td>
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<tr>
<td>Tricia Barr</td>
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<tr>
<td>Adamo DiSisto</td>
<td>Village of Royal Palm Beach</td>
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<tr>
<td>Ryan Harding</td>
<td>Village of Wellington</td>
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<tr>
<td>Elizee Michel</td>
<td>Westgate CRA</td>
</tr>
<tr>
<td>Tabb Ormsby</td>
<td>Westgate CRA</td>
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<tr>
<td>Denise Pennell</td>
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<tr>
<td>Angela Biagi</td>
<td>Westgate CRA</td>
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