CITIZENS ADVISORY COMMITTEE (CAC) AGENDA

DATE: Wednesday, February 6, 2019
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 February 6, 2019
   C. MOTION TO APPROVE Minutes for December 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 of the 2019 Safety Targets
      The TPA is required to adopt Safety Targets annually. Last year the TPA Board
      adopted targets of Zero (0) fatalities and serious injuries for all Safety Targets.
      Attached are the Florida Department of Transportation (FDOT) provided 2017
      performance measures, with additional 2018 draft measures provided by TPA
      staff.
   B. MOTION TO RECOMMEND ADOPTION of Transportation Improvement Program
      (TIP) Amendment #4
      The City of Boca Raton is requesting deletion of TPA funding for new trolley
      service (FM 4383991) because they have chosen not to implement the project.
      Since these funds are in the current fiscal year and are intended to be flexed
      from Federal Highway Administration (FHWA) to Federal Transit Administration
      (FTA), it is only possible to reassign them to another TPA priority transit project.
      The Fare Technology Project (FM 4317611) is the next transit project on the
      TPA’s Local Initiatives priority project list that needs additional funding, and this
      amendment assigns the $1,505,000 in Local Initiatives funds (SU) to the project.
      The draft amendment is attached.
C. **MOTION TO RECOMMEND ADOPTION** of Unified Planning Work Program (UPWP) Amendment #2

The TPA amended its UPWP on October 18, 2018 to add $1.2M of available FHWA planning funds to FY 19 in order to lease expenses anticipated as part of the transition to an independent agency. Shortly thereafter, FDOT notified the TPA that the state's FY 19 budget for planning funds could not accommodate the UPWP amendment. TPA staff will present UPWP amendment #2 that refines available FY 19 funding and how this funding will be used, and increases its FY 20 budget request to fully encumber all available FHWA planning funds in order to support TPA planning and administrative activities. The draft amendment is attached.

3. **INFORMATION ITEMS**

A. American Association of Retired Persons (AARP) Livable Communities

A representative from AARP will present on our rapidly aging population and the AARP/World Health Organization Network of Age-Friendly Communities. The presentation will discuss the planning, implementation and continual improvement components of the program, which promotes livability for all ages. AARP's Livability Index tool will also be presented, and can be accessed at [http://livabilityindex.aarp.org/](http://livabilityindex.aarp.org/).

B. Florida Bicycle Month

TPA staff will provide an update on Florida Bicycle Month activities in March and encourage municipalities to do a Florida Bicycle Month Proclamation to celebrate and support bicycling in their community. A sample proclamation is attached and also available along with a calendar of events at: [www.BikePalmBeach.org](http://www.BikePalmBeach.org).


D. Correspondence

1. TPA Resolution 2018-18: Acknowledging the cooperative process to develop the Draft FY 20-24 Work Program; Endorsing the Draft Program with requested modifications to advance TPA Major Projects.

2. Response letter from FDOT Secretary O’Reilly.

E. Public Involvement Activity Reports (PIAR) for September, October, November and December 2018 and Sponsorship Report for the Tri-Cities BBQ

The PIAR reports from September-December 2018 are attached along with a supplemental one-page TPA Subsidy Award Report of the Palm Beach County League of Cities 49th Annual Tri-Cities Barbeque held on December 7, 2018.

F. Summary Points from the December 13, 2018 Governing Board Meeting
4. **ADMINISTRATIVE ITEMS**

   A. **Member Comments**
   
   B. **Next Meeting - March 6, 2019**
   
   C. **Adjournment**

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**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 1:30 p.m.

1.A. **Roll Call**

The Recording Secretary called the roll. A quorum was present as depicted in Exhibit A of these Minutes.

CHAIR HARVIE welcomed new members.

MR. DOM GUARNAGIA provided a brief background of himself and his relation to transportation. He noted Commissioner Paulette Burdick nominated him to serve on the committee.

MR. JAMES CARROLL provided a brief background of himself. He noted Commissioner Katherine Waldron nominated him to serve on the committee.

1.B. **ADOPTED:** Agenda for February 6, 2019

**MOTION to adopt the Agenda.** Motion by Mr. Bill Klein, seconded by Ms. Chelsea Smith Reed, and carried unanimously 11-0.

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MR. JASON PRICE introduced himself to the committee as the new Palm Beach TPA TIP Coordinator and CAC Liaison. He provided a brief background on his work credentials in relation to transportation.

1.C. **APPROVED:** Minutes for December 5, 2018

CHAIR HARVIE noted his last name was misspelled under action item 2.A.

**MOTION to adopt the Minutes spelling revisions under Action Item 2.A.** Motion by Dr. Myron Uman, seconded by Mr. Terry Brown, and carried unanimously 11-0.
1.D. Comments from the Chair
There were no comments received from the Chair.

1.E. CAC Liaison’s Report

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

- He introduced Michael Lynch, the new Palm Beach TPA Lead Planner/LRTP Coordinator.

MR. MICHAEL LYNCH, provided a brief background of his work credentials.

- The deadline for applications to the Local Initiatives (LI) and Transportation Alternatives (TA) programs is Friday, March 1 by 5:00 p.m. For more information, visit: [www.PalmBeachTPA.org/Funding](http://www.PalmBeachTPA.org/Funding)

- The 2019 Safe Streets Summit will be held at the Downtown Miami Intercontinental Hotel on Monday, February 25 (conference) and Tuesday, February 26 (mobile workshops). The last day to register is February 15. For more information and to register, visit [www.SafeStreetsSummit.org](http://www.SafeStreetsSummit.org)

MS. VALERIE NEILSON, Palm Beach TPA Deputy Director of Multimodal Development encouraged members to register for the event.

- The Florida Department of Transportation (FDOT) will be hosting a FREE community safety event at the West Palm Beach Waterfront, along Flagler Drive and Clematis Street, on February 9 from 9:00 a.m. to 1:00 p.m. Activities include a Children's Bike Rodeo hosted by FDOT, Roll-Over Vehicle Demonstrations hosted by Florida Highway Patrol (FHP), free bike helmets & fittings and safety tips for children & adults.

Ms. Judy Daversa joined the meeting at 1:40 p.m.

2. General Public Comments and Public Comments on Agenda Items
There were no general public comments received.

2. ACTION ITEMS

2.A. RECOMMENDED ADOPTION: 2019 Safety Targets

MR. UHLIR noted Moving Ahead for Progress in the 21st Century Act (MAP-21) requires state DOTs and MPOs to monitor required performance measures, establish targets and report progress. He stated the TPA adopted targets of zero fatalities and serious injuries for 2018 and the Vision Zero Action Plan is on pace for March/April adoption. He reviewed the required Safety Performance Measures of number of fatalities, rates of fatalities per 100M vehicle miles traveled (VMT), number of serious injuries, rate of serious injuries per 100M VMT, and number of non-motorized fatalities and serious injuries. He highlighted data from 2010-2018 for an annual and 5-year average.

A discussion ensued regarding the proper categorization of pedestrian and bicycle performance measures, use of electric scooters and calculating their proper categorization, and hotspot
location identification and incorporation into project rankings within the funding application process.

DR. MYRON UMAN requested that TPA staff look into the number of traffic tickets issued for driving within 3-feet of a cyclist per state law.

Further discussion ensued on the recommended adoption of Vision Zero for 2019 and the potential of reaching that goal.

MR. KLEIN inquired about the possibility of postponing the motion to recommend adoption by a month. He insisted that TPA staff provide more information on the Vision Zero action plan.

MS. VALERIE NEILSON recapped the ultimate objective of Vision Zero. She highlighted upcoming initiatives to help encourage the zero fatalities goal and noted no specific number of fatalities is acceptable other than zero.

**MOTION to Recommend Adoption of the 2019 Safety Targets.** Motion by Mr. Bill Klein, seconded by Mr. Terry Brown, and carried 8-4.

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2.B. **RECOMMENDED ADOPTION:** Transportation Improvement Program (TIP) Amendment #4

MS. NEILSON stated the City of Boca Raton has formally withdrawn its request for FY19 $1,505,000 in LI funds for new trolley service (FM 4383991). She said the City cannot commit to operating service at this time and are unable to consume the funds as proposed. She noted the FTI Project (FM 4317611) is the next transit project on the TPA’s Local Initiatives priority project list that needs additional funding. This would give a total of $5.325M in TPA funding for the project with the remaining $675,000 coming from Palm Tran’s 5307 funds.

There was a brief discussion regarding the details of the Palm Tran FTI Project and thresholds amongst agencies providing funds for LI projects.

MR. UHLIR clarified the transfer of these specific funds should not cause issues, as the funds are being used for another transit project. If there were no project in place during the same fiscal year, Federal Department of Transportation would reallocate the funds elsewhere.

**MOTION to Recommend Adoption of the TIP Amendment #4.** Motion by Dr. Myron Uman, seconded by Mr. Terry Brown, and carried unanimously 12-0.

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highlighted the Palm Beach TPA’s Bike to Work Day Ride on March 15 starting at 7:30 a.m. at the Mangonia Park Tri-Rail Station and ending at 8:15 a.m. at West Palm Beach City Hall. He reviewed Florida Bicycle Month events that took place last year and pointed out that more information and events for this year could be found at www.BikePalmBeach.org. He noted that in the 2018 there were seven Florida Bicycle Month proclamations in Palm Beach County and encouraged more municipalities to do Florida Bicycle Month proclamations this year.

Mr. Michael Fitzpatrick left the meeting at 3:16 p.m.

There was no discussion on this item.


MR. UHLIR provided a PowerPoint presentation on the 2018 CMP Report Card that was included in the agenda packet. He noted once all measures are finalized an updated version will be posted to the TPA website at www.PalmBeachTPA.org/CMP. He noted the CMP originated as a federal requirement to monitor congestion and the TPA has shifted it towards multimodal goals and objectives, which will be revamped in the upcoming 2045 LRTP update. He reviewed data for the Vehicular Transportation, Mass Transit, Non-Motorized, Freight, and Social and Environmental goals as shown in the Report Card.

A discussion ensued on each goal’s updates, bicycle facilities, updates to the LRTP, and transit.

3.E. Public Involvement Activity Reports (PIAR) for September, October, November and December 2018 Sponsorship Report for the Tri-Cities BBQ

There was no discussion on this item.

3.F. Summary Points from the December 13, 2018 Governing Board Meeting

There was no discussion on this item.

4. ADMINISTRATIVE ITEMS

4.A. Member Comments

There was no discussion on this item.

4.B. Next Meeting - March 6, 2019

4.D. Adjournment

There being no further business, the meeting was adjourned at 3:35 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 February meeting of the Citizen’s Advisory Committee, dated this 6th day of March, 2019.

[Signature]
Chair
### EXHIBIT A
Citizens Advisory Committee
Attendance Record 2018-2019

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*2019 Chair **2019 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
- Ken Reinhardt
- Valerie Neilson
- Matthew Komma
- Andrew Uhlir
- Michael Lynch
- Jason Price
- Margarita Pierce
- Alexa Sanabria

### REPRESENTING
- AARP
- Palm Beach Transportation Planning Agency