CITIZENS ADVISORY COMMITTEE (CAC) AGENDA

DATE: Wednesday, June 5, 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 June 5, 2019
   C. MOTION TO APPROVE Minutes for May 1, 2019
   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 FY 20-24 Transportation Improvement
      Program (TIP)
      The draft executive summary for the FY 20-24 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.
   B. Long Range Transportation Plan (LRTP) Update
      1. MOTION TO RECOMMEND ADOPTION of the 10-Year Plan
      2. MOTION TO RECOMMEND ADOPTION of a Resolution seeking a higher
         allocation of existing state and federal revenue to TPA major priority projects
      TPA staff will review the following attached documents:
         • Multimodal desires plan maps;
• Tables summarizing annual estimates of federal, state and local transportation revenues and noting costs associated with operating and maintaining the existing transportation system;
• A map and table of the recommended 10-year transportation plan that focuses use of the revenues available for new projects on the highest priority projects over the next ten years; and
• A draft Resolution for action by the Governing Board regarding State and Federal revenue allocation.

3. INFORMATION ITEMS
   A. Transit Access Plan
      TPA staff will review the findings and recommendations from its Transit Access Plan that identified roadway modifications to improve pedestrian and bicycle safety and access to six (6) high ridership Palm Tran locations. An executive summary is attached and the full document can be viewed at PalmBeachTPA.org/TransitAccessPlan.

4. ADMINISTRATIVE ITEMS
   A. Member Comments
   B. Summary Points from the May 16, 2019 Governing Board Meeting
   C. Public Involvement Activity Report (PIAR) for April 2019
   D. Next Meeting - July 10, 2019
   E. 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 1:36 p.m.

1.A. Roll Call

The Recording Secretary called the roll and a quorum was not present.

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CHAIR HARVIE noted the action items would be deferred until a quorum was present.

1.D. Comments from the Chair

There were no comments received from the Chair.

1.E. CAC Liaison’s Report

MR. JASON PRICE, Transportation Improvement Program (TIP) Coordinator, reviewed the following from the Liaison’s Report:


- The next TPA Governing Board Meeting will be held on Thursday, June 20 at 9:00 a.m. at the Dolly Hand Cultural Arts Center, 1977 SW College Drive, Belle Glade, FL 33430.

- The July advisory committee meetings will be held in the second week of the month due to the Fourth of July holiday. The next CAC meeting will be held on Wednesday, July 10.
• Members of the committee were encouraged to recommend a new member to the Bicycle Trailways Pedestrian Advisory Committee (BTPAC) who can represent the disabled community and is aware of the challenges commonly faced by mobility-impaired transportation system users.

• Information about upcoming conferences relevant to transportation planning can be viewed at www.PalmBeachTPA.org/Conferences.

Ms. Tinu Peña joined the meeting at 1:39 p.m. A quorum was present.

1.B. **ADOPTED: Agenda for June 5, 2019**

**MOTION to adopt the Agenda.** Motion by Ms. Michelle Damone, seconded by Mr. Bill Klein and carried unanimously 8-0.

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1.C. **APPROVED: Minutes for May 1, 2019**

**MOTION to approve the Minutes.** Motion by Ms. Michelle Damone, seconded by Mr. Bill Klein and carried unanimously 8-0.

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

There were no general public comments received.

2. **ACTION ITEMS**

2.A. **RECOMMENDED ADOPTION: FY 20-24 TIP**

MR. PRICE noted the draft TIP was presented last month, and is being presented in its final form prior to being recommended to the TPA Governing Board. He reviewed the timeline to the FY 20-24 TIP and noted once adopted, the agency will commence operating under the FY 20-24 TIP. He provided an overall summary of the total projects and funding available and proceeded to break down the total funding available by specific project section. He highlighted significant changes on I-95 and Florida’s Turnpike.

There was a brief discussion regarding Transportation Alternatives (TA) program grant requirements and state involvement in funding these specific projects.

MR. ANDREW UHLIR, TPA Deputy Director of Program Development, noted the TA projects are non-motorized projects funded through a Federal grant and make up the smallest part of the total funding available. He highlighted that annually, the TA projects are awarded approximately 3.1M dollars.
There was a brief discussion regarding programmed projects at the Seaport.

MR. BILL KLEIN inquired about the delays in the priority projects presented on I-95 and Turnpike.

MR. JIM CARROLL inquired about resurfacing projects and noted that those projects seem to be completed less often. He referenced specific sections on I-95 that need resurfacing and maintenance work.

Further discussion ensued.

MS. TINU PENA and MR. JASON MANKOFF stated they would be leaving the meeting early.

MOTION to recommend adoption of the FY 20-24 TIP. Motion by Ms. Michelle Damone, seconded by Ms. Tinu Peña and carried 7-1, with Mr. Jim Carroll opposing due to insufficient funds devoted to maintenance and resurfacing work on I-95.

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2.B.1. RECOMMENDED ADOPTION: 10-Year Plan

MR. UHLIR provided an update on the 2030 short-term plan for the Long Range Transportation Plan (LRTP). He highlighted staff wanted to focus not only on the year 2045, but also on the year 2030. He explained this could show what would be accomplished by the time the LRTP needs to be updated again. He reviewed the TPA’s vision and noted the vision guides the selection of desired facility investments by mode. He briefly reviewed the list of desires presented at the last committee meeting and reviewed updates. He proceeded to review in detail the federal, state and local fund estimates per year, project eligibility for federal, state and local funding projects.

MOTION to recommend adoption of the 10-Year Plan. Motion by Mr. Michael Fitzpatrick, seconded by Ms. Michelle Damone and carried unanimously 8-0.

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There was a brief discussion regarding State funding and whether FDOT will prioritize projects that are not program ready.

There was another brief discussion regarding the amount of funding available to put towards the priority projects.

2.B.2. RECOMMENDED ADOPTION: Resolution seeking a higher allocation of existing state and federal revenue to TPA major priority projects

MR. UHLIR noted that the information provided in the backup was the Resolution for the proposed recommendations. He highlighted upcoming new construction sources, funding amounts and outcomes for pedestrian and bicycle facilities, transit corridors, roadway and
freight projects, Strategic Intermodal System (SIS) Capacity projects, and TPA prioritized projects. He reviewed the potential funding sources needed to build the Desires Plan and potential strategies (i.e. Transportation Surtax, Tax Increment Financing (TIF), mobility fees). He explained in further detail the maps provided and highlighted the schedule provided in the backup, illustrating the steps taken and noting final adoption of the plan in October.

There was a brief discussion regarding funding allocations, the need for a legend in the backup material provided for this item.

**MOTION** to recommended adoption of a Resolution seeking a higher allocation of existing state and federal revenue to TPA major priority projects. Motion by Ms. Michelle Damone, seconded by Ms. Tinu Pena and carried unanimously 8-0.

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Ms. Tinu Peña and Mr. Jason Mankoff left the meeting at 2:30 p.m.

3. INFORMATION ITEMS

3.C. **DISCUSSED:** Transit Access Plan

MS. ALYSSA FRANK, TPA Transportation Planner, presented on this plan. She highlighted the TPA, in collaboration with partners, conducted an analysis of six high ridership Palm Tran stops with a lack of facility connections. She noted walking audits were completed that included local municipalities, Palm Tran, roadway owners, etc. She explained that following the analysis, TPA and partners identified proposed modifications to promote a safe, efficient and connected multimodal network. She proceeded to review the locations chosen, and the project specifics and conditions for each location. She identified the next steps to plan, prioritize and fund proposed modifications to create a safe, efficient and connected multimodal transportation system.

CHAIR HARVIE inquired about who the responsible party is for funding the proposed project recommendations and requested more of an explanation on the process.

MS. VALERIE NEILSON, TPA Deputy Director of Multimodal Development, explained that the TPA’s funding programs, Local Initiatives (LI) and TA, are meant to help municipalities fund improvements. The TPA serves as a funding source to help implement modifications with the roadway owner and other responsible entities.

CHAIR HARVIE inquired about how the TPA acquires the financial monies and costs for the improvements.

MS. NEILSON noted that in the plan there are cost estimates for each location and noted this information could be found on the TPA website.

There was a brief discussion regarding the different entities and roadway ownerships, and conflicts when they are merging.
4. **ADMINISTRATIVE ITEMS**

4.A. **Member Comments**

MR. KLEIN recommended that TPA Governing Board Representatives be made aware of their nominee’s attendance record on all committees.

A discussion ensued regarding the committee attendance records being shared with Board Representatives more frequently.

MS. MARGARITA PIERCE, TPA Executive Assistant, stated if the committee desired, the CAC by-laws could be included in an upcoming agenda. She also noted that when the TPA Executive Director meets with Governing Board Representatives, he advises the Representative of the nominee’s expectations prior to appointment.

CHAIR HARVIE requested the by-laws be included on the September committee agenda.

4.B. **Summary Points from the May 16, 2019 Governing Board Meeting**

There was no discussion on this item.

4.C. **Public Involvement Activity Report (PIAR) for April 2019**

There was no discussion on this item.

4.D. **Next Meeting - July 10, 2019**

4.E. **Adjournment**

There being no further business the meeting was adjourned at 3:14 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 June meeting of the Citizens Advisory Committee, dated this 10 day of July, 2019.

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 Cohen
- Leonard Simons
- Lisa Juan
- Alyssa Frank
- Michael Lynch
- Valerie Neilson
- Margarita Pierce
- Jason Price
- Alexa Sanabria
- Andrew Uhlen
- Nick Uhren

### REPRESENTING
- COBWRA
- Kimley-Horn and Associates
- Palm Beach Transportation Planning Agency