



**OFFICIAL MEETING MINUTES OF THE  
TECHNICAL ADVISORY COMMITTEE (TAC)**

Wednesday, September 1, 2021

301 Datura Street, West Palm Beach, FL 33401  
Meeting was also conducted virtually via Zoom.

*These minutes are a summary of the meeting events and may not reflect all discussion that occurred. PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at [www.PalmBeachTPA.org/TAC](http://www.PalmBeachTPA.org/TAC)*

**1. REGULAR ITEMS**

**1.A. Call to Order and Roll Call**

CHAIR FERRIS called the meeting to order at 9:00 a.m. She provided an overview of the virtual meeting procedures.

The Recording Secretary called the roll. A quorum was present in-person as depicted in the table below.

Member	Roll Call	Member	Roll Call	Member	Roll Call	Member	Roll Call
Bell	A	Brown	P	Hoffman	P	O'Dell	P
Tejera	P	Morrow (ALT)	P	Bailey	P	Hansen	P
Dunmyer	A	Cabrera (ALT)	P	Marsh	A	Volbrecht	P
Pereira	P	Hicks (ALT)	P	Cai (ALT)	A	Krane	P
Wilson	A	Davis	P	Cargill	A	Al-Turk	P
Driscoll	A	Bielawska (ALT)	P	DeLaney	A	Ferris	P

P = Present A = Absent

**1.B. Modifications to the Agenda**

The Recording Secretary stated pursuant to state law, a quorum of the TAC must be physically present at the advertised meeting site in order to conduct the meeting and take action as a body. However, the Florida Attorney General has previously opined that so long as a quorum is physically present at the meeting site, additional members may participate remotely provided that they have a "significant circumstance" that justifies their absence, with significant circumstance being reasonably determined by the physically present members. The list of members attending virtually, and their reasoning were read into the record.

The Recording Secretary stated Kim DeLaney requested permission due to a personal matter that required her to be home, Joyce Cai requested permission due to work commitments that required her to be in the office, Chang-Jen Lan requested permission due to health concerns, and Jim Bell requested permission due to City of Boca Raton staff travel restrictions.

There were no objections to allowing these members to participate remotely.

**1.C. APPROVED: Minutes for June 2, 2021**

**MOTION to approve the Minutes made by Alex Hansen, seconded by Aaron Hoffman, and carried unanimously 19-0.**

Member	Vote	Member	Vote	Member	Vote	Member	Vote
Bell	Y	Brown	Y	Hoffman	Y	O'Dell	Y
Tejera	Y	Morrow (ALT)	Y	Bailey	Y	Hansen	Y
Dunmyer	A	Cabrera (ALT)	Y	Marsh	A	Volbrecht	Y
Pereira	Y	Hicks (ALT)	Y	Cai (ALT)	Y	Al-Turk	Y
Wilson	A	Davis	Y	Cargill	A	Ferris	Y
Lan (ALT)	Y	Bielawska (ALT)	Y	DeLaney	Y		

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

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

There were no public comments received.

**1.E. Comments from the Chair and Member Comments**

There were no member comments received.

**1.F. TAC Liaison’s Report**

CONOR CAMPOBASSO, TPA Long Range Transportation Plan (LRTP) Coordinator, reviewed the Liaison’s Report that can be viewed at [www.PalmBeachTPA.org/TAC](http://www.PalmBeachTPA.org/TAC) under “Presentations.”

There were no public comments or member discussion on this item.

**2. ACTION ITEMS**

**2.A. RECOMMENDED ADOPTION of the Fiscal Year (FY) 23-27 List of Project Priorities**

TPA staff members ANDREW UHLIR, CONOR CAMPOBASSO, and ALYSSA FRANK provided a PowerPoint presentation that can be viewed at [www.PalmBeachTPA.org/TAC](http://www.PalmBeachTPA.org/TAC) under “Presentations.” The List of Priority Projects guides development of the Florida Department of Transportation (FDOT) Five-Year Work Program and the TPA’s Transportation Improvement Program (TIP). Florida Statutes require the TPA to annually adopt and transmit the List of Priority Projects to FDOT by August 1. The list of projects is consistent with the TPA’s adopted LRTP and its associated goals, objectives, and values. The draft FY 23-27 List of Priority Projects are organized into State Road Modifications, Local Initiatives Projects, and Transportation Alternative Projects. The list identifies the additional funding needs of those projects previously approved by the TPA and requests funding for several new projects.

Gary Dunmyer and Vicki Gatani joined the meeting in-person.

There were no public comments received.

Member discussion ensued regarding a project upgrading span wires across the county, a project to purchase a Tri-Rail passenger car, and Local Initiatives project scoring trends and concerns.

ALEX HANSEN and KEVIN VOLBRECHT stated they could not support this item due to the inclusion of the SR 7 projects.

**Motion to Recommend Adoption of FY 23-27 List of Project Priorities as presented made by Maria Tejera and seconded by Jamie Brown. A roll call vote was taken and passed 19-2 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote	Member	Vote
Bell	Y	Brown	Y	Hoffman	Y	O'Dell	Y
Tejera	Y	Morrow (ALT)	Y	Bailey	Y	Hansen	N
Dunmyer	Y	Cabrera (ALT)	Y	Marsh	A	Volbrecht	N
Pereira	Y	Hicks (ALT)	Y	Cai (ALT)	Y	Al-Turk	Y
Wilson	A	Davis	Y	Gatanis (ALT)	Y	Ferris	Y
Lan (ALT)	Y	Bielawska (ALT)	Y	DeLaney	Y		

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

**2.B. RECOMMENDED APPROVAL: FY 22 Strategic Plan**

VALERIE NEILSON, TPA Deputy Director of Multimodal Development, provided a PowerPoint presentation that can be viewed at [www.PalmBeachTPA.org/TAC](http://www.PalmBeachTPA.org/TAC) under "Presentations." The TPA established a Strategic Plan in 2016 to guide its conduct for the upcoming 12-month period based on a state fiscal year. Each year, the TPA reviews prior year performance and then updates the plan to identify specific and relevant actions that advance the TPA's mission and vision. A Strategic Plan Steering Committee comprised of five TPA Board Members met on June 21, 2021 to review the agency's performance for FY 21 and recommend updates for FY 22.

There were no public comments received.

A member discussion ensued regarding the TPA's role for land use changes, Goal 3.A - State Road Modifications (SRM) scoring system details, creation of a subcommittee to evaluate the SRM process and scoring system, and FDOT's involvement in the SRM process.

**Motion to Recommend Approval of the FY 22 Strategic Plan as presented made by Kim DeLaney and seconded by Michael O'Dell. A roll call vote was taken and passed unanimously 21-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote	Member	Vote
Bell	Y	Brown	Y	Hoffman	Y	O'Dell	Y
Tejera	Y	Morrow (ALT)	Y	Bailey	Y	Hansen	Y
Dunmyer	Y	Cabrera (ALT)	Y	Marsh	A	Volbrecht	Y
Pereira	Y	Hicks (ALT)	Y	Cai (ALT)	Y	Al-Turk	Y
Wilson	A	Davis	Y	Gatanis (ALT)	Y	Ferris	Y
Lan (ALT)	Y	Bielawska (ALT)	Y	DeLaney	Y		

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

**Motion for Creation of a SRM Subcommittee made up of no more than 13 TAC members made by Terrence Bailey, seconded by Maria Tejera, and carried unanimously 21-0 as depicted in the table below.**

Chang-Jen Lan, Terrence Bailey, Maria Tejera, Anna Bielawska, Kim DeLaney, Alex Hansen, and Kara Ferris volunteered to serve on the committee. TPA staff were directed to provide all TAC members another opportunity to volunteer via email.

Member	Vote	Member	Vote	Member	Vote	Member	Vote
Bell	Y	Brown	Y	Hoffman	Y	O'Dell	Y
Tejera	Y	Morrow (ALT)	Y	Bailey	Y	Hansen	Y
Dunmyer	Y	Cabrera (ALT)	Y	Marsh	A	Volbrecht	Y
Pereira	Y	Hicks (ALT)	Y	Cai (ALT)	Y	Al-Turk	Y
Wilson	A	Davis	Y	Gatanis (ALT)	Y	Ferris	Y
Lan (ALT)	Y	Bielawska (ALT)	Y	DeLaney	Y		

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

Terrence Bailey, Michael O'Dell and Gary Dunmyer left the meeting.

**3. INFORMATION ITEMS**

**3.A. DISCUSSED: Bicycle and Pedestrian Safety Update**

ALYSSA FRANK provided a PowerPoint presentation which can be viewed at [www.PalmBeachTPA.org/TAC](http://www.PalmBeachTPA.org/TAC), under "Presentations." Alyssa summarized changes to Florida Law included in Senate Bill (SB) 950 which was approved by the Governor on June 29 and became effective on July 1. SB 950 revises and provides requirements for motor vehicle drivers, bicyclists or other non-motorized users, and electric bicycles.

There were no public comments received.

Member discussion ensued regarding the state law change for drivers crossing over a double solid line, conditions of sharrows, and the emphasis on the law change that recognizes drivers make lane changes safely and briefly.

**4. ADMINISTRATIVE ITEMS**

**4.A. Governing Board Summary Points - June 17, 2021**

There were no public comments or member discussion on this item.

**4.B. FDOT Scheduling Report - July 2021**

There were no public comments or member discussion on this item.

**4.C. FY 21 Strategic Plan Annual Report**

There were no public comments or member discussion on this item.

**4.D. Next Meeting - September 1, 2021 (No August meeting)**

**4.E. Adjournment**

There being no further business the meeting was adjourned at 10:56 a.m.

---

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the Technical Advisory Committee and that information provided herein is the true and correct Minutes for the June meeting of the Technical Advisory Committee, dated this 1st day of September 2021.



---

Kara Ferris  
TAC Chair

**EXHIBIT A**  
 Technical Advisory Committee  
 Attendance Record 2020-2021

REPRESENTATIVE/Alternate Agency Name	Oct '20	Nov '20	Dec '20	Jan '21	Feb '21	Mar '21	Apr '21	May '21	Jun '21	Jul '21	Aug '21	Sep '21
*KARA FERRIS City of Greenacres - Planning & Engineering	P		P	P	P	P	P	P	P	P		P
**MOTASEM AL-TURK/Melissa Ackert PBC Engineering Department	P		P	P	P	P	P	ALT	P	P		ALT
JAMES BELL/Tamashbeen Rahman City of Boca Raton - Planning	P		P	P	P	P	P	P	P	P		P
MARIA TEJERA/Quan Yuan City of Boca Raton - Engineering	P		P	P	P	P	E	P	P	P		P
GARY DUNMYER/Amanda Radigan City of Boynton Beach - Public Works & Engineering	ALT		ALT	ALT	ALT	ALT	ALT	***P	P	P		ALT
RICHARD PEREIRA/Cynthia Fuentes City of Delray Beach	P		P	P	P	P	P	P	P	P		P
KENNY WILSON/Janelle St. Ange PBC Health Department - Environ/Air Pollution	P		A	E	P	P	P	P	P	A		P
THOMAS DRISCOLL/Chang-Jen Lan Town of Jupiter- Engineering	ALT		ALT	ALT	ALT	ALT	ALT	P	ALT	ALT		ALT
JAMIE BROWN/Felipe LoFaso City of Lake Worth - Public Services	P		P	P	P	P	P	P	P	P		P
NATALIE CROWLEY/Michael Morrow/Peter Hofheinz City of Palm Beach Gardens - Planning	P		ALT	ALT	ALT	P	ALT	P	ALT	ALT		P
KIM GLAS-CASTRO/Iramis Cabrera Village of Palm Springs	ALT		ALT	ALT	ALT	ALT	ALT	***ALT	P	ALT		ALT
GARY SYPEK/Wil Hicks PBC Airports Department - Planning	ALT		ALT	ALT	ALT	ALT	ALT	ALT	ALT	ALT		ALT
BRYAN DAVIS/Jorge Perez PBC Planning, Zoning & Building	P		P	P	P	P	P	ALT	P	P		P
LEVI MCCULLOM/Anna Bielawska Palm Tran	ALT		E	ALT	E	ALT	ALT	ALT	ALT	ALT		ALT
AARON HOFFMAN/Carl Baker Port of Palm Beach	P		P	P	P	ALT	P	P	P	P		P
TERRENCE BAILEY City of Riviera Beach - Community Dev.	P		P	P	P	P	P	A	A	P		P
CHRISTOPHER MARSH/Bradford O'Brien Village of Royal Palm Beach	P		P	P	P	ALT	ALT	P	P	A		P
JOYCE CAI School District of Palm Beach County	P		ALT	P	P	P	ALT	ALT	ALT	ALT		***P
LORAIN CARGILL/Vicki Gatani South Florida Regional Transportation Authority	E		ALT	ALT	ALT	ALT	ALT	ALT	ALT	ALT		E
KIM DELANEY/Thomas Lanahan Treasure Coast Regional Planning Council	P		P	P	P	P	P	P	P	P		P
MICHAEL O'DELL/Patrick Barthelemy Village of Wellington	P		P	P	P	P	P	P	P	P		ALT
ALEX HANSEN City of West Palm Beach - Planning	P		P	P	P	P	P	P	P	P		P
KEVIN VOLBRECHT/Cristine Perdomo City of West Palm Beach - Engineering	P		P	ALT	ALT	ALT	ALT	***P	P	P		P
JOHN KRANE/Marsha Taylor/John Podczewinsky/Christine Fasiska FDOT - Planning & Environmental Management <i>Non-Voting Advisory Member</i>	P		P	P	P	P	P	P	ALT	P		P

\*2021 Chair  
E = Excused Absence

\*\*2021 Vice Chair  
A = Unexcused Absence

P = Member Present  
\*\*\*New Appointment

Alt = Alternate Present  
Shaded Area= Meeting not held

