



**OFFICIAL MEETING MINUTES OF THE  
BICYCLE, TRAILWAYS AND PEDESTRIAN ADVISORY COMMITTEE (BTPAC)**

**Thursday, February 3, 2022**

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  
[PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC)*

**1. REGULAR ITEMS**

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

CHAIR THOBURN called the meeting to order at 9:01 a.m. and provided an overview of the meeting procedures.

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

Member	Roll Call	Member	Roll Call	Member	Roll Call
Tracy Phelps	P	Fadi Nassar	P	Christian Santa-Gonzalez (Alt)	P
Bruce Rosenzweig	P	Jacey Biery	A	John Roach	P
Craig Pinder	P	David Wiloch	P	Larry Wallace	A
Ted Goodenough	A	Jean Matthews	P	Brian Ruscher	P
Joanna Peluso	P	Yash Nagal	P	Stephanie Thoburn	P
Joann Skaria	P	Michael Owens	A		

P = Present A = Absent

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

The Recording Secretary stated Michael Owens requested permission to participate remotely due to School District staffing shortages.

There were no objections to his virtual participation, and he was permitted to join the meeting.

**1.C. APPROVED Minutes for December 2, 2021**

**MOTION to approve the Minutes made by Brian Ruscher, seconded by Michael Owens, and carried unanimously 14-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Tracy Phelps	Y	Fadi Nassar	Y	Christian Santa-Gonzalez (Alt)	Y
Bruce Rosenzweig	Y	Jacey Biery	A	John Roach	Y
Craig Pinder	Y	David Wiloch	Y	Brian Ruscher	Y
Ted Goodenough	A	Jean Matthews	Y	Stephanie Thoburn	Y
Joanna Peluso	Y	Yash Nagal	Y		
Joann Skaria	Y	Michael Owens	Y		

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

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

There were no general public comments received.

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

VICE CHAIR RUSCHER requested a group photo with members attending the Safe Streets Summit on February 17-18 and shared that Delray Beach passed a Vision Zero Proclamation on February 2, 2022. Additionally, he congratulated Alyssa on her upcoming life event.

JOANNA PELUSO mentioned the walk audit that is upcoming in Jupiter.

CHAIR THOBURN expressed excitement for the addition of ped/bike facility, potentially a multi-use path, and planning along Indiantown Road. She expressed gratitude to the TPA for performing an upcoming nighttime walk audit in Jupiter and commented on an upcoming bike pathway on Indiantown Road.

**1.F. BTPAC Liaison's Report**

ALYSSA FRANK, TPA Pedestrian & Bicycle Coordinator, reviewed the full report, which can be viewed at [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC).

Jacey Biery and Wibet Hay joined the meeting in-person.

**2. ACTION ITEMS****2.A. RECOMMENDED ADOPTION of Amendment #3 to the TPA's Fiscal Year (FY) 22-26 Transportation Improvement Program (TIP).**

JASON PRICE provided a PowerPoint presentation that can be viewed at [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC). Jason stated the TIP is the TPA's five-year funding program for transportation projects in Palm Beach County. The requested amendments included the following:

- Delete project - Indiantown Rd from US-1 to A1A (#4415721)
- Add new project - I-95 wrong way detection systems (#4495201)
- Add new projects with FTA 5310 Operating Assistance
  - Mae Volen Center – Operation funds for fixed route service (#4502781)
  - Mae Volen Center – Purchase vehicle (#4504521)
  - Mae Volen Center – Operating funds for fixed route service (#4504531)
  - Mae Volen Center – Operating funds for fixed route service (#4504751)
  - Mactown, Inc – Operating funds for fixed route service (#4504971)

There were no public comments on this item.

Member discussed ensued on the mechanisms of the wrong way detection systems and how intersections were prioritized. Members expressed concern that the Indiantown Road project should be delayed rather than removed from the TIP.

**MOTION to Adoption Amendment #3 to the TPA’s FY 22-26 TIP made by Brian Ruscher and seconded by Fadi Nassar. A verbal vote was taken and carried unanimously 15-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Tracy Phelps	Y	Fadi Nassar	Y	Christian Santa-Gonzalez (Alt)	Y
Bruce Rosenzweig	Y	Jacey Biery	Y	John Roach	Y
Craig Pinder	Y	David Wiloch	Y	Brian Ruscher	Y
Ted Goodenough	A	Jean Matthews	Y	Stephanie Thoburn	Y
Joanna Peluso	Y	Yash Nagal	Y		
Joann Skaria	Y	Michael Owens	Y		

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

**2.B. RECOMMENDED ADOPTION of 2022 Safety Targets**

ANDREW UHLIR provided a PowerPoint presentation that can be viewed at [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC). Andrew shared a variety of safety metrics, such as travel times, transit safety, and transit asset management, that are required by FDOT. He displayed 2022 targets as recommended by the TPA and Palm Tran based on past trends and a commitment to Vision Zero.

There were no public comments on this item.

Member discussion ensued on the methodology for data collection and presentation. John Roach clarified a typo in the table shown on slide nine.

**MOTION to Recommend Adoption of 2022 Safety Targets made by Brian Ruscher and seconded by John Roach. A verbal vote was taken and carried unanimously 15-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Tracy Phelps	Y	Fadi Nassar	Y	Christian Santa-Gonzalez (Alt)	Y
Bruce Rosenzweig	Y	Jacey Biery	Y	John Roach	Y
Craig Pinder	Y	David Wiloch	Y	Brian Ruscher	Y
Ted Goodenough	A	Jean Matthews	Y	Stephanie Thoburn	Y
Joanna Peluso	Y	Yash Nagal	Y		
Joann Skaria	Y	Michael Owens	Y		

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

**2.C. RECOMMENDED ADOPTION of an Amendment to Section 5 of the TPA’s Operating Procedures**

ALYSSA FRANK provided a PowerPoint presentation that can be viewed at [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC). Alyssa provided context that changing the committee’s name from Bicycle, Trailways and Pedestrian Advisory Committee (BTPAC) to Vision Zero Advisory Committee (VZAC) would not change the work completed by the committee. In addition to a new name, the committee would be restructured to include membership from local governments, health departments, law enforcement, school districts and active transportation advocacy groups.

There were no public comments on this item.

Member discussion ensued about the potential to confuse the purpose of the committee with a new name. Additionally, members expressed that they did not believe the general public would know what Vision Zero is.

**MOTION to Recommend Adoption of an Amendment to Section 5 of the TPA’s Operating Procedures made by Brian Ruscher and seconded by Michael Owens.**

JEAN MATTHEWS suggested a name change to Vision Zero Bicycle Pedestrians Advisory Committee (VZBPAC) instead of Vision Zero Advisory Committee (VZAC) and member discussion ensued.

**SUBSTITUTE MOTION to Recommend Adoption of an Amendment to Section 5 of the TPA’s Operating Procedures with the change to name the committee to Vision Zero Bicycle Pedestrian Advisory Committee (VZBPAC) made by Jean Matthews and seconded by David Wiloch. A roll call vote was taken and carried 9-6 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Tracy Phelps	N	Fadi Nassar	Y	Christian Santa-Gonzalez (Alt)	Y
Bruce Rosenzweig	Y	Jacey Biery	Y	John Roach	Y
Craig Pinder	Y	David Wiloch	Y	Brian Ruscher	N
Ted Goodenough	A	Jean Matthews	Y	Stephanie Thoburn	N
Joanna Peluso	N	Yash Nagal	N		
Joann Skaria	N	Michael Owens	Y		

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

**3. INFORMATION ITEMS**

**3.A. DISCUSSED: Performance Measures Dashboard**

JASON PRICE provided a PowerPoint presentation that can be viewed at [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC). Jason summarized highlights from the TPA’s 2021 Performance Measure Report Card, including the adoption of Federal measures and targets. He noted many performance measures were impacted by the COVID-19 pandemic, due to changes in traffic patterns. The full Report Card can be viewed at [PalmBeachTPA.org/PM](http://PalmBeachTPA.org/PM).

There were no public comments on this item.

Member discussion ensued on the Report Card, specifically discussion on pavement metrics.

**3.B. DISCUSSED: Florida Bicycle Month**

ALYSSA FRANK provided a PowerPoint presentation that can be viewed at [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC). Alyssa highlighted events that will occur in March for Florida Bicycle Month. She encouraged local municipalities to adopt a proclamation in celebration of Florida Bicycle Month to bring awareness and support for bicycling in their community. A calendar of bicycle month activities is available at [WalkBikePalmBeach.org](http://WalkBikePalmBeach.org).

There were no public comments on this item.

JOHN ROACH shared that West Palm Beach would likely release a Bicycle Month proclamation on February 22, 2022.

CHAIR THOBURN shared that Jupiter would likely release a Bicycle Month proclamation in February.

**4. ADMINISTRATIVE ITEMS**

**4.A. Governing Board Summary Points – December 16, 2021**

There was no discussion on this item.

**4.B. FDOT Scheduling Report – February 2022**

There was no discussion on this item.

**4.C. 2022 TPA Meeting Dates**

The Recording Secretary noted the 2022 meeting dates were adopted during the TPA Board's December meeting and any requested changes would need to go to them for approval. It was also noted that the October meeting was moved in observance of the affected Jewish holidays.

**4.D. Next Meeting – March 3, 2022**

The meeting was adjourned at 10:59 a.m.

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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 February 3, 2022 meeting of the Bicycle, Trailways, and Pedestrian Advisory Committee, dated this 3rd day of March 2022.



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Stephanie Thoburn  
BTPAC Chair

**EXHIBIT A**  
BTPAC Member Attendance Record

REPRESENTATIVE /Alternate Agency Name	Mar '21	Apr '21	May '21	Jun '21	Jul '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22
CHAIR STEPHANIE THOBURN/Garret Watson Town of Jupiter	ALT	P	P	P	P	E	P	No Meeting Held – Scheduled Break	P	No Meeting Held – Scheduled Break	P
VICE CHAIR BRIAN RUSCHER/Amy Alvarez City of Delray Beach	P	P	P	P	P	P	P		P		P
TRACY PHELPS/Kimberly Kosirog City of Boca Raton	P	A	*P	ALT	P	P	P		P		P
BRUCE ROSENZWEIG Boca Raton Bicycle Club	A	A	A	*P	P	P	P		P		P
CRAIG PINDER/Kathleen Hatcher City of Boynton Beach	P	P	P	P	P	ALT	E		P		P
TED GOODENOUGH Disabled Community	P	E	P	P	P	P	P		P		E
JOANNA PELUSO Healthier Jupiter	*P	P	P	E	P	P	P		P		P
JOANN SKARIA City of Palm Beach Gardens	P	P	P	P	P	E	P		P		P
FADI NASSAR/Neil Wantz PBC Engineering	ALT	P	P	P	P	P	P		P		P
JACEY BIERY/ Sally Channon PBC ERM	P	P	P	P	P	P	P		*P		P
DAVID WILOCH/Michael Howe PBC Planning	ALT	P	P	*P	P	P	P		P		P
JEAN MATTHEWS/Casey Pranckun PBC Parks and Recreation	P	P	P	P	ALT	P	P		P		P
YASH NAGAL Palm Tran	P	P	P	P	P	A	P		P		P
MICHAEL OWENS/Joyell Shaw School District of Palm Beach County	P	P	P	P	P	P	ALT		P		P
RYAN HARDING/Christian Santa-Gonzalez Village of Wellington	ALT	ALT	ALT	P	ALT	ALT	P		P		ALT
JOHN ROACH City of West Palm Beach	P	P	P	P	P	P	P	P	P		
LARRY WALLACE/Wibet Hay Florida Department of Transportation <i>Non-Voting Advisory Member</i>	P	E	P	P	E	P	ALT	E	ALT		

P = Member Present                      E = Excused Absence                      A = Unexcused Absence  
 \*New Appointment                      - = Member not assigned                      \*\*Nominated Prior to current Operating Procedures



