



**OFFICIAL MEETING MINUTES OF THE
CITIZEN'S ADVISORY COMMITTEE (CAC)**

Wednesday, July 6, 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/CAC*

1. REGULAR ITEMS

1.A. Call to Order and Roll Call

CHAIR DANG called the meeting to order at 1:33 p.m. and provided an overview of the meeting procedures.

The Recording Secretary called the roll, an in-person quorum was not present as depicted in the table below.

Member	Roll Call	Member	Roll Call	Member	Roll Call
Ryan Rossi	P	Richard Vassalotti	A	Greg Fagan	A
Michael Fitzpatrick	P	Varisa Dass	P	Belle Glade – VACANT	A
James Garvin	P	Sammie Brown	P	Greenacres – VACANT	A
Marc Bruner	A	Mark Forrest	A	Jupiter - VACANT	A
Ramona Bean	A	Vijay Mishra	A	Lake Worth Beach - VACANT	A
Paula Ryan	P	Francisco Gil	A	Albert Richwagen	P
Jim Knight	P	Myron Uman	A	Uyen Dang	P
James Bonfiglio	A	Terry Brown	A		

P = Present, A = Absent

1.B. Modifications to the Agenda

The Recording Secretary stated that Vijay Mishra requested permission to participate remotely due to a conflicting meeting out of town. James Bonfiglio requested permission to participate due to travel out of town.

There were no objections to their virtual participation, and the members were permitted to join the meeting.

Greg Fagan joined the meeting in-person. An in-person quorum was established.

1.C. APPROVED Minutes for June 1, 2022

MOTION to approve the minutes made by Paula Ryan and seconded by James Garvin. A verbal vote was taken and carried unanimously 11-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Richard Vassalotti	A	Greg Fagan	Y
Michael Fitzpatrick	Y	Varisa Dass	Y	Belle Glade – VACANT	A
James Garvin	Y	Sammie Brown	Y	Greenacres – VACANT	A
Marc Bruner	A	Mark Forrest	A	Jupiter - VACANT	A
Ramona Bean	A	Vijay Mishra	A	Lake Worth Beach - VACANT	A
Paula Ryan	Y	Francisco Gil	A	Albert Richwagen	Y
Jim Knight	Y	Myron Uman	A	Uyen Dang	Y
James Bonfiglio	Y	Terry Brown	A		

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

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

There were no general public comments received.

1.E. Comments from the Chair and Member Comments

MICHAEL FITZPATRICK provided an update on the Environmental Research Paper that was presented to the TPA Board in June, 2022.

Member discussion ensued regarding handicap parking in downtown West Palm Beach.

1.F. CAC Liaison's Report

JASON PRICE, TPA Transportation Improvement Plan (TIP) Coordinator, reviewed items from the Liaison's Report. The full report can be viewed at PalmBeachTPA.org/CAC.

There were no public comments on this item.

Member discussion ensued about the Mobility Options Video.

2. ACTION ITEMS**2.A. RECOMMENDED ADOPTION of the Fiscal Year (FY) 24-28 List of Priority Projects (LOPP)**

JASON PRICE provided a PowerPoint presentation that can be viewed at PalmBeachTPA.org/CAC. The LOPP guides development of the Florida Department of Transportation (FDOT) Five-Year Work Program and the TPA's Transportation Improvement Program (TIP). The LOPP is organized into State Road Modifications, Local Initiatives Projects, and Transportation Alternative Projects.

There were no public comments on this item.

James Bonfiglio and Jim Knight exited the room due to conflicts of interest with the I-95 at Boynton Beach Blvd interchange project (FM# 435804-1). They completed Florida Commission on Ethics Form 8B, attached hereto as Exhibit B.

JAMES GARVIN requested an update on SFRTA northern expansion projects.

Member discussion ensued about Palm Tran routes, electrification, and additional initiatives.

MOTION to Recommend Adoption of FY 24-28 LOPP made by Paula Ryan, seconded by Michael Fitzpatrick, and carried unanimously 9-0, as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Richard Vassalotti	A	Greg Fagan	Y
Michael Fitzpatrick	Y	Varisa Dass	Y	Belle Glade – VACANT	A
James Garvin	Y	Sammie Brown	Y	Greenacres – VACANT	A
Marc Bruner	A	Mark Forrest	A	Jupiter - VACANT	A
Ramona Bean	A	Vijay Mishra	A	Lake Worth Beach - VACANT	A
Paula Ryan	Y	Francisco Gil	A	Albert Richwagen	Y
Jim Knight	ABST	Myron Uman	A	Uyen Dang	Y
James Bonfiglio	ABST	Terry Brown	A		

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2.B. RECOMMENDED ADOPTION of the FY 23 Strategic Plan

ANDREW UHLIR, TPA Deputy Director of Programs, provided a PowerPoint presentation that can be viewed at PalmBeachTPA.org/CAC. The Strategic Plan identifies specific and relevant actions that will advance the TPA's mission and vision. The Plan is reviewed and updated annually.

There were no public comments on this item.

Member discussion ensued on workplace designations being sought by the TPA and legislative policies.

MOTION to Recommend Adoption of the FY 23 Strategic Plan made by James Garvin, seconded by Paula Ryan, and carried unanimously 11-0, as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Richard Vassalotti	A	Greg Fagan	Y
Michael Fitzpatrick	Y	Varisa Dass	Y	Belle Glade – VACANT	A
James Garvin	Y	Sammie Brown	Y	Greenacres – VACANT	A
Marc Bruner	A	Mark Forrest	A	Jupiter - VACANT	A
Ramona Bean	A	Vijay Mishra	A	Lake Worth Beach - VACANT	A
Paula Ryan	Y	Francisco Gil	A	Albert Richwagen	Y
Jim Knight	Y	Myron Uman	A	Uyen Dang	Y
James Bonfiglio	Y	Terry Brown	A		

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

2.C. RECOMMENDED RATIFICATION of the FY 21-22 Unified Planning Work Program (UPWP) Revision #4 Amendment

MATTHEW KOMMA, TPA Chief Financial Officer, provided a PowerPoint presentation that can be viewed at PalmBeachTPA.org/CAC. The UPWP is the 2-year business plan and budget for the TPA's planning activities.

There were no public or member comments on this item.

MOTION to Recommend Ratification of the FY 21-22 UPWP made by Paula Ryan and seconded by Sammie Brown, and carried unanimously 11-0, as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Richard Vassalotti	A	Greg Fagan	Y
Michael Fitzpatrick	Y	Varisa Dass	Y	Belle Glade – VACANT	A
James Garvin	Y	Sammie Brown	Y	Greenacres – VACANT	A
Marc Bruner	A	Mark Forrest	A	Jupiter - VACANT	A
Ramona Bean	A	Vijay Mishra	A	Lake Worth Beach - VACANT	A
Paula Ryan	Y	Francisco Gil	A	Albert Richwagen	Y
Jim Knight	Y	Myron Uman	A	Uyen Dang	Y
James Bonfiglio	Y	Terry Brown	A		

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

3. INFORMATION ITEMS

There were no information items on this agenda.

4. ADMINISTRATIVE ITEMS

4.A. Governing Board Summary Points – June 16, 2022

There was no discussion on this item.

4.B. FDOT Scheduling Report – July 2022

There was no discussion on this item.

4.C. Public Involvement Activity Report – May 2022

There was no discussion on this item.

4.D. Ped/Bike Quarterly Fatal Crash Analysis

Member discussion ensued around staff presentation of this report in future quarters.

4.E. FY 22 Annual Report

There was no discussion on this item.

4.F. Next Meeting – September 7, 2022

The meeting adjourned at 2:48 p.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee of the Citizen's Advisory Committee and that information provided herein is the true and correct Minutes for the July 6, 2022, meeting of the Citizen's Advisory Committee, dated this 7th day of September 2022.

Uyen Dang
CAC Chair

EXHIBIT A
CAC Member Attendance Record

MEMBER Nominated by	Aug '21	Sep '21	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	July '22
CHAIR UYEN DANG City of Boca Raton	No Meeting Held – Scheduled Break	-	P	No Meeting Held – Scheduled Break	P	No Meeting Held – Scheduled Break	P	P	P	E	P	P
VICE CHAIR ALBERT RICHWAGEN City of Delray Beach		P	P		P		P	P	E	P	A	P
VACANT City of Belle Glade		-	-		-		-	-	-	-	-	-
RYAN ROSSI City of Boca Raton		P	P		P		P	P	P	A	P	P
MICHAEL FITZPATRICK City of Boynton Beach		P	P		P		P	P	P	P	P	P
VACANT City of Greenacres		-	-		-		-	-	-	-	-	-
VACANT Town of Jupiter		P	P		E		E	E	-	-	-	-
VACANT City of Lake Worth Beach		-	-		-		-	-	-	-	-	-
JAMES GARVIN City of Palm Beach Gardens		P	P		P		P	P	P	P	P	P
MARC BRUNER Village of Palm Springs		P	P		P		P	P	P	P	P	E
RAMONA BEAN Palm Beach County – District 1		P	P		P		P	P	P	P	P	E
PAULA RYAN Palm Beach County – District 2		P	E		P		P	P	P	E	P	P
JIM KNIGHT Palm Beach County – District 4		-	-		*P		P	P	P	E	P	P
JAMES BONFIGLIO Palm Beach County – District 5		*P	P		P		P	P	P	P	P	P
RICHARD VASSALOTTI Palm Beach County – District 6		P	P		P		P	P	P	P	P	A
VARISA DASS Port of Palm Beach		A	A		A		A	-	-	-	*P	P
SAMMIE BROWN City of Riviera Beach		-	-		-		-	-	-	-	*P	P
MARK FORREST Village of Royal Palm Beach		P	E		P		P	E	A	A	P	E
VIJAY MISHRA Village of Wellington		P	P		P		P	E	P	P	P	P
FRANCISCO GIL City of West Palm Beach		*P	P		E		E	E	P	A	E	E
MYRON UMAN City of West Palm Beach		P	E		P		P	E	P	P	E	E
TERRY BROWN**		P	E		P		P	E	P	P	P	E
GREG FAGAN**		P	P		P		P	E	P	P	P	P

P = Member Present

E = Excused Absence

A = Unexcused Absence

*New Appointment

- = Member not assigned

**Nominated Prior to current Operating Procedures

EXHIBIT A (cont.)

OTHERS PRESENT

Andrew Uhler
Melissa Murray
Jason Price
Cassidy Sparks
Amanda Williams
Margie Pierce
Valerie Neilson

REPRESENTING

Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME Bonfiglio James A		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE TPA CAC	
MAILING ADDRESS 5616 N Ocean Blvd		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY Ocean Ridge	COUNTY Palm Beach	<input type="checkbox"/> CITY <input checked="" type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED July 6, 2022		NAME OF POLITICAL SUBDIVISION: Palm Beach County	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, James A. Bonfiglio, hereby disclose that on July 6, 2022, 20 22 :

(a) A measure came or will come before my agency which (check one or more)

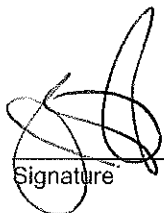
- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____ ;
- ☐ inured to the special gain or loss of my relative, _____ ;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

I own a commercial building at 413 Boynton Beach Blvd. Boynton Beach FL 33435 which will be materially and directly affected by a vote on Agenda Item 2 A July 6, 2022 meeting

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed _____

Signature  _____

07/13/2022

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME KUIGHT JAMES WINSLOW		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE TPA CAC	
MAILING ADDRESS 740 HAVANA DR		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY BOCA RATON FL	COUNTY PALM BEACH	<input type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED 7/6/22		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

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A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, JAMES VINSLOW KNIGHT, hereby disclose that on JULY 6, 20 22:

(a) A measure came or will come before my agency which (check one or more)

- ☒ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☐ inured to the special gain or loss of my relative, _____;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

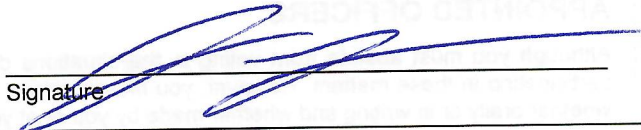
IMPROVEMENT OF BOYNTON BEACH BLVD. I AM
A PARTNER IN 136 OBB PROPERTY LLC WHICH OWNS
THE PROPERTY AT 136 W BOYNTON BEACH BLVD
WHERE A MULTI USE PATH IS PROPOSED TO BE
BUILT

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

Date Filed

7/6/22

Signature



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