



Items to Support TPA Transition to an Independent Agency

Agenda Item 2.A

February 15, 2018



Background - TPA Resolution 2017-08

- Create future board items to allow independent operation:
 - ✓ TPA Procurement Process (Dec. 2017)
 - Per Capita Member Dues
 - Administrative Services Agreement for capital float
 - Legal Services Contract
 - Amendment to Agreement with PBC for staff services
 - ❑ Office Lease, Employee Handbook, Operating Agreements (future)

2.A.1 Per Capita Member Dues

Why?

- Provide TPA Agency Funds for non-reimbursable expenses
 - Advocacy, peer exchanges/special events, promotional materials, non-federal matching funds

What?

- Annual Dues at 10 cents per capita
- Fixed for first five years, then as approved by TPA Board
- Payable to TPA by October 31, 2018

2.A.1 Per Capita Member Dues Amounts

Local Government	Dues Amt	Local Government	Dues Amt
Palm Beach County	\$61,811	Palm Beach Gardens	\$5,259
West Palm Beach	\$11,015	Greenacres	\$3,977
Boca Raton	\$9,180	Lake Worth	\$3,795
Boynton Beach	\$7,399	Royal Palm Beach	\$3,749
Delray Beach	\$6,580	Riviera Beach	\$3,506
Wellington	\$6,178	Palm Springs	\$2,325
Jupiter	\$6,139	Belle Glade	\$1,729
Port of Palm Beach	\$5,699		

2.A.2 Admin Support for TPA Operations

Why?

- The TPA requires temporary local funding to support operations until federal reimbursement payments are received

What?

- Seek 5-year Agreements with at least 2, up to 4 TPA member agencies
- Member Agency provides TPA w/ access to Revolving Account up to \$300K
- TPA compensates Member Agency for staff costs to provide access to funds

2.A.2 Admin Support - Key Terms

- TPA spending is governed by Unified Planning Work Program (UPWP) adopted by TPA Board
 - Member Agency cannot limit usage of funds if consistent with UPWP
- TPA reimburses Member Agency upon receipt of grant funds
- Member Agency is not responsible for TPA Liabilities

2.A.3 Legal Services Agreement

Why?

- County legal review of agreements between PBC and TPA is only appropriate if both parties are completely aligned; if not, TPA is without legal support
- TPA requires specialized legal advice on specific items

What?

- Agreement with Weiss, Serota, Helfman, Cole & Bierman
- Provide Legal Services through June 30, 2020, potential 2-year extension
- Not to Exceed Amount of \$125K in total

2.A.4 TPA Transition Steering Committee

Why?

- Facilitate TPA Transition Activities, advise TPA Board

Who?

Name	Position
Mayor Haynie	TPA Chair
Commissioner Valeche	TPA Vice Chair
Mayor Steven Grant	At-Large Member
Commissioner Paula Ryan	At-Large Member
Mayor Fred Pinto	At-Large Member
Council Member Joni Brinkman	

2.A.5 PBC Staff Services Amendment

Why?

- Current agreement between TPA and PBC terminates September 30, 2018
- Agreement provides TPA staff, office and meeting space, revolving fund, local matching funds, and legal support

What?

- Extend term to September 30, 2019 with option for 2 more years
- Reduce notice period from 180 days to 90 days for termination by TPA
- Terminate County legal support when separate legal services obtained