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:
  - ➢ 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

<table>
<thead>
<tr>
<th>Local Government</th>
<th>Dues Amt</th>
<th>Local Government</th>
<th>Dues Amt</th>
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<tbody>
<tr>
<td>Palm Beach County</td>
<td>$61,811</td>
<td>Palm Beach Gardens</td>
<td>$5,259</td>
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<tr>
<td>West Palm Beach</td>
<td>$11,015</td>
<td>Greenacres</td>
<td>$3,977</td>
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<td>Lake Worth</td>
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<td>Boynton Beach</td>
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<td>Delray Beach</td>
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<td>Riviera Beach</td>
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<td>Wellington</td>
<td>$6,178</td>
<td>Palm Springs</td>
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<td>Jupiter</td>
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<td>Port of Palm Beach</td>
<td>$5,699</td>
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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 with 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?

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
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<tbody>
<tr>
<td>Mayor Haynie</td>
<td>TPA Chair</td>
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<tr>
<td>Commissioner Valeche</td>
<td>TPA Vice Chair</td>
</tr>
<tr>
<td>Mayor Steven Grant</td>
<td>At-Large Member</td>
</tr>
<tr>
<td>Commissioner Paula Ryan</td>
<td>At-Large Member</td>
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<tr>
<td>Mayor Fred Pinto</td>
<td>At-Large Member</td>
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<tr>
<td>Council Member Joni Brinkman</td>
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</tbody>
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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