TPA GOVERNING BOARD MEETING AGENDA

DATE: THURSDAY, MARCH 15, 2018
TIME: 9:00 A.M.
PLACE: Acreage Branch Library
15801 Orange Boulevard, Loxahatchee, FL 33470

Transportation facilities and services around the Board meeting location are provided on page 4.

1. REGULAR ITEMS
   A. Roll Call
   B. Prayer
   C. Pledge of Allegiance
   D. MOTION TO ADOPT Agenda for March 15, 2018
   E. MOTION TO APPROVE Minutes for February 15, 2018
   F. Special Presentation
      1. March 2018 Florida Bicycle Month – Proclamation
         The TPA Chair will present the attached March 2018 Florida Bicycle Month Proclamation. TPA staff will highlight the attached list of Florida Bike Month activities.
   G. Comments from the Chair and Member Comments
   H. Executive Director’s Report
   I. MOTION TO APPROVE/ADOPT Consent Agenda Items
      1. Appointment of Dr. Elsa DeGoias as the Representative for CareerSource Palm Beach County on the Transportation Disadvantaged Local Coordinating Board (TDLCB). A summary of qualifications is attached.
      2. Amendment to Agreement with Kimley-Horn and Associates, Inc. to provide General Planning Services
         The Amendment will extend the term of the existing Agreement to December 31, 2020 and increase the maximum agreement amount to $1,500,000. The draft amendment is attached.
      3. Amendment to Agreement with Kittelson & Associates, Inc. to provide General Planning Services
         The Amendment will extend the term of the existing Agreement to December 31, 2020 and increase the maximum agreement amount to $1,500,000. The draft amendment is attached.
      4. Federal Transit Administration Fiscal Year (FY) 2018 Certifications and Assurances. The draft resolution is attached.
J. General Public Comments

General comments will be heard prior to consideration of the first action item. Public comments on specific agenda items will be heard following the presentation of the item to the TPA Governing Board. Please complete a comment card, which is available at the welcome table, and limit comments to three minutes.

2. ACTION ITEMS

A. MOTION TO APPOINT a Transportation Disadvantaged Local Coordinating Board Chair

The purpose of the TDLCB is to identify local service needs and to advise Palm Tran Connection on the coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System (FCTS).

Pursuant to Rule 41-2.012, FAC, the Palm Beach TPA Governing Board (TPA) shall appoint a Chair for all Local Coordinating Board meetings. The Chair shall be an elected official within Palm Beach County and shall serve until their elected term of office has expired or they are otherwise replaced by the TPA. City of Boca Raton Council Member Robert Weinroth served as the Chair for one year and has resigned from his position.

The TDLCB meets quarterly on the second month of each quarter in February, May, August and November at the Vista Center 1st Floor Hearing Chambers, 2300 N Jog Road, West Palm Beach, FL 33411.

B. MOTION TO APPROVE Palm Beach TPA FY 19 Budget for submittal to Palm Beach County

The Interlocal Agreement for Staff and Services between the TPA and Palm Beach County requires the TPA to submit its budget to the County in accordance with the timetable established by the County's Administrator and section 8.1(c) mandates that the TPA Governing Board shall approve the TPA's annual operating budget. This agenda item approves the TPA's FY 19 operating budget. The draft budget is attached.

3. INFORMATION ITEMS

A. Complete Streets – Creative, Cost Effective, and Championed

Smart Growth America will recap the Complete Streets workshop held on March 14 and summarize how to champion and implement creative and cost effective Complete Streets projects. There is no backup for this item.

B. Draft Unified Planning Work Program (UPWP)

TPA staff will present the attached draft UPWP, the 2-year business plan and budget for the agency. The UPWP includes a description of the planning work, deliverables, timeframes, costs, and sources of funds.

C. Partner Agency Updates

Agency staff from Palm Tran, SFRTA/Tri-Rail, FDOT and/or Palm Beach County Engineering may provide brief updates on items relevant to the TPA.
4. **ADMINISTRATIVE ITEMS**

A. February’s Public Involvement Activity Report

B. Next Meeting – **April 19, 2018** in Greenacres
   City Council Chambers, 5800 Melaleuca Lane, Greenacres, FL

C. Adjournment

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**NOTICE**

This is a meeting of the Palm Beach MPO doing business as the Palm Beach Transportation Planning Agency.

In accordance with Section 286.0105, *Florida Statutes*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purposes, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge), please call 561-684-4143 or send email to MBooth@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.
Attending the: March 15th
TPA Board Meeting
at: Acreage Branch Library
Address: 15801 Orange Boulevard, Loxahatchee, FL

By Foot

By Bike

By Transit

By Car

Facility Type
No Sidewalk
Sidewalk
Buffered
Designated
Undesignated
Sharrow

Suitability
Caution
Fair
Good

6 Lane
8 Lane
10 Lane
2 Lane
4 Lane
TPA GOVERNING BOARD MEMBERS

**CHAIR**
Susan Haynie, Mayor  
City of Boca Raton  
*Alternate:* Scott Singer, Council Member

Robert Weinroth, Council Member  
City of Boca Raton  
*Alternate:* Jeremy Rodgers, Council Member

Steve B. Wilson, Mayor  
City of Belle Glade  
*Alternate:* Michael C. Martin, Commissioner

Steven B. Grant, Mayor  
City of Boynton Beach  
*Alternate:* Mack McCray, Commissioner

Cary D. Glickstein, Mayor  
City of Delray Beach  
*Alternate:* Jim Chard, Vice Mayor

Joel Flores, Mayor  
City of Greenacres  
*Alternate:* Councilman Peter Noble

Jim Kuretski, Council Member  
Town of Jupiter  
*Alternate:* Wayne Posner, Council Member

Pam Triolo, Mayor  
City of Lake Worth  
*Alternates:* Scott Maxwell, Vice-Mayor & Andy Amoroso, Vice Mayor Pro Tem

Maria Marino, Mayor  
City of Palm Beach Gardens  
*Alternate:* Carl Woods, Councilmember

Joni Brinkman, Council Member  
Village of Palm Springs  
*Alternate:* Doug Gunther, Council Member

**VICE CHAIR**
Hal Valeche, Commissioner  
Palm Beach County

Paulette Burdick, Commissioner  
Palm Beach County

Steven L. Abrams, Commissioner  
Palm Beach County

Melissa McKinlay, Mayor  
Palm Beach County

Mary Lou Berger, Commissioner  
Palm Beach County  
*Palm Beach County Alternates:*  
Dave Kerner, Commissioner  
Mack Bernard, Vice Mayor

Lynne Hubbard, Council Member  
City of Riviera Beach  
*Alternate:* Terence D. Davis, Council Member

Fred Pinto, Mayor  
Village of Royal Palm Beach  
*Alternate:* Jeff Hmara, Councilman

Anne Gerwig, Mayor  
Village of Wellington  
*Alternate:* Michael Napoleone, Councilman

Keith A. James, Commissioner  
City of West Palm Beach

Paula Ryan, Commissioner  
City of West Palm Beach  
*West Palm Beach Alternate:*  
Cory Neering, Commissioner

Gerry O’Reilly, District 4 Secretary  
FDOT Non-Voting Advisory Member
1. REGULAR ITEMS

Mayor Haynie called the meeting to order at 9:04 a.m.

1.A. Roll Call

The recording secretary called the roll. A quorum was present as depicted in Exhibit A of these Minutes.

1.B. Prayer

Mayor Haynie requested a moment of silence in honor of the Marjory Stoneman Douglas victims and survivors.

1.C. Pledge of Allegiance

MAYOR MARINO welcomed meeting attendees to the City of Palm Beach Gardens and noted future expansions to the facilities.

1.D. ADOPTED: Agenda for February 15, 2018

MR. UHREN requested removal of Consent Agenda Item 1.H.4 and noted it would be brought back at a future meeting. He also noted Information Items 3.B and 3.C were deferred from the previous meeting and staff would only make a presentation if requested by the Board.

MOTION to ADOPT the Amended Agenda for February 15, 2018. Motion by Commissioner Berger, seconded by Commissioner Abrams, and carried unanimously. Council Member Weinroth, Commissioner Ryan, and Mayors Gerwig, Glickstein, McKinlay and Wilson were absent.

1.E. APPROVED: Minutes for December 14, 2017

MOTION to APPROVE the Minutes for December 14, 2017. Motion by Mayor Marino, seconded by Commissioner Burdick, and carried unanimously. Council Member Weinroth, Commissioner Ryan, and Mayors Gerwig, Glickstein, McKinlay and Wilson were absent.

1.F. Comments from the Chair and Member Comments

Mayor Haynie commented as follows:

- Thanked the TPA staff, especially Ms. Valerie Neilson, for hosting a great and well attended Safe Streets Summit.
There were no member comments received.

1.G. Executive Director’s Report

Mr. Uhren reviewed the following from the report provided to Representatives:

- Highlighted the Multimodal Facilities and Services graphic included in the agenda packet, which shows the pedestrian and bicycle facilities, transit service lines, and vehicle travel lanes around the meeting location.

Commissioner Paula Ryan joined the meeting at 9:09 a.m.

- Stated Brightline notified the TPA they are still scheduled to complete the Supplemental Safety Measures Construction in the City of West Palm Beach by the first week in March, and expect the entirety of Palm Beach County will be completed before the end of March.

Mayor Anne Gerwig joined the meeting at 9:10 a.m.

- Noted the Florida Department of Transportation (FDOT) Human Services Summit will be held on Tuesday, February 20 and will focus on sharing best practices, networking, and improving coordination transportation services.

- Encouraged member local governments to celebrate and promote safe bicycling through proclamations and special events during March for Florida Bicycle Month.

- Stated applications for the Local Initiatives (LI) and Transportation Alternatives (TA) Programs are due on Friday, March 2.

- Noted the TPA is hosting a Smart Growth America Complete Streets Workshop on Wednesday, March 14 with the target audience of TPA Board Members as well as City, County, and FDOT staff that want to learn more about implementing Complete Streets projects that are creative, cost-effective, and championed.

- Stated the White House released a legislative outline for rebuilding infrastructure in America with a full outline available at [www.PalmBeachTPA.org/Infrastructure](http://www.PalmBeachTPA.org/Infrastructure). He also noted House Bill 33 is moving through the Florida Legislature and seeks to make texting while driving a primary offense.

- Noted FDOT staff will review plans for a traffic signal east of Jog Road at the intersection of Forest Hill Boulevard and 16th Place South along with median modifications on Thursday, February 22.

- Noted FDOT staff will review plans for a third westbound left turn lane and a northbound continuous right turn lane at the intersection of SR 80 and Forest Hill Boulevard intersection on Wednesday, February 28.

1.H. APPROVED/ADOPTED: Consent Agenda Items

1. Appointment of Ms. Laura Shultze as the Representative for the School District of Palm Beach County on the Transportation Disadvantaged Local Coordinating Board (TDLCB).

2. Appointment renewal of Mr. Glen Harvie on the Citizen’s Advisory Committee (CAC) through February 2021 at the request of County Commissioner Mary Lou Berger.

3. Appointment of Mr. Quan Yuan as Alternate for the City of Boca Raton on the Technical Advisory Committee (TAC).
4. Resolution establishing a TPA Sponsorship Policy that allows the provision of sponsorship support by means of direct funding and/or materials for activities, initiatives and/or events that align with the mission and purpose of the TPA.

5. The TPA’s Limited English Proficiency (LEP) Plan for local populations in need of language translations for effective outreach and the strategies to meet those needs.

6. The TPA’s Title VI and ADA Nondiscrimination Policy and Plan outlining the TPA’s commitment to serve LEP and disabled persons, including the complaint process.

MOTION to APPROVE the Consent Agenda less item 1.H.4. Motion by Mayor Pinto, seconded by Commissioner Burdick, and carried unanimously 17-0. Council Member Weinroth, and Mayors Glickstein, McKinlay, and Wilson were absent.

1.I. General Public Comments

Dr. Lori Vinikoor, representing the Alliance of Delray Residential Associations, commented on the widening project of Atlantic Avenue from Jog Road to Florida’s Turnpike. She requested the Palm Beach TPA adjust the timeline to expedite the expansion project with the hopes to provide congestion relief for local residents.

MR. UHREN noted this item is included in the TPA’s Major Priority Project list and noted that FDOT will construct the project using only state funds to accelerate completion.

Mayor Melissa McKinlay joined the meeting at 9:18 a.m.

MOTION to RECEIVE the comments into the record. Motion by Commissioner Abrams, seconded by Commissioner Burdick, and carried unanimously 18-0. Council Member Weinroth, and Mayors Glickstein and Wilson were absent.

COMMISSIONER BURDICK expressed her appreciation for the advocacy on behalf of the Alliance of Delray and noted it is also the Board’s responsibility to review traffic safety and concerns throughout Palm Beach County.

2. ACTION ITEMS

2.A.1. CONCEPTUALLY APPROVED: Per Capita Member Dues for Governmental Entities with Voting Membership on the TPA Governing Board

MR. UHREN noted per capita member dues would provide TPA Agency Funds for non-reimbursable expenses, which include advocacy, peer exchanges/special events, promotional materials, and non-federal matching funds. He stated the annual dues are proposed at 10 cents per capita, which will be fixed for the first five years then as approved by the Board and payable to the TPA by October 31, 2018. He reviewed the dues amounts for each member agency, with emphasis on Palm Beach County’s member dues being calculated based on the unincorporated area and the Port of Palm Beach being calculated at the median value of other TPA agencies.

COMMISSIONER JAMES stated in order for him to justify this item to his Commission he would need more specifics on the use of the member dues and a proposed budget.

COMMISSIONER WALDRON requested a meeting with Mr. Uhren to discuss the Port’s estimated dues payment.

A lengthy discussion ensued on TPA presentations already provided on independence to certain municipalities, the utilization of dues collected for advocacy and its benefits, the County’s current role in providing matching funds, and the impact on smaller municipalities or those municipalities that serve on the Board that wish to not pay.
MOTION to ADOPT a Resolution Establishing Per Capita Member Dues for Governmental Entities with Voting Membership on the TPA Governing Board. Motion by Commissioner Abrams, seconded by Mayor McKinlay.

COMMISSIONER JAMES requested to table this item until further information is provided from staff as even in concept it is difficult to approve the motion.

Further discussion ensued on the budget impacts, and the need for additional presentations to municipality governing bodies.

AMENDED MOTION to CONCEPTUALLY APPROVE Per Capita Member Dues for Governmental Entities with Voting Membership on the TPA Governing Board. Motion by Commissioner Abrams, seconded by Mayor McKinlay.

Discussion ensued regarding the dues amount to be charged per capita.

MAYOR MCKINLAY noted a draft Resolution was included in the agenda packet and requested that staff modify the resolution to make it actionable by each TPA member and then distribute it to each member.

A brief discussion ensued.

The motion was called to vote and carried 17-1 with Commissioner James dissenting. Council Member Weinroth, and Mayors Glickstein and Wilson were absent.

2.A.2. ADOPTED: Resolution Directing the TPA Executive Director to Pursue Administrative Support from TPA Member Agencies

MR. UHREN noted the TPA requires temporary local funding to support operations until federal reimbursement payments are received. He stated the TPA is seeking 5-year Agreements with at least two (2) and up to four (4) TPA member agencies, with the member agency providing TPA with access to a Revolving Account up to $300,000, and the TPA reimburses the Member Agency for staff costs to provide access to funds.

MR. UHREN noted the TPA spending is governed by the Unified Planning Work Program (UPWP) and that the Member Agency cannot limit usage of funds if consistent with the UPWP. He also noted the TPA reimburses the Member Agency upon receipt of its grant reimbursement funds and the Member Agency is not responsible for TPA Liabilities.

MAYOR PINTO inquired if the TPA would pay an interest rate and the reasoning behind the revolving model.

MR. UHREN noted any interest rate incurred is a non-reimbursable expense, which the TPA would not pay. He also noted the Agreement would include a reasonable estimate of staff time, and conceptual approval of the agreement would allow the municipality to make adjustments as needed.

MAYOR MARINO expressed the City of Palm Beach Garden's support of this item.

MOTION to ADOPT a Resolution Directing the TPA Executive Director to Pursue Administrative Support from TPA Member Agencies. Motion by Mayor McKinlay, seconded by Mayor Marino, and carried unanimously 18-0. Council Member Weinroth, and Mayors Glickstein and Wilson were absent.
2.A.3. **APPROVED**: Agreement for Legal Services

MR. UHREN stated the Legal Services Selection Committee recommends an Agreement with Weiss, Serota, Helfman, Cole & Bierman through June 30, 2020 with a potential 2-year extension and not to exceed amount of $125,000 total. He noted Mr. Paul Gougelman would be the lead counsel and has served as legal counsel the Florida Metropolitan Planning Advisory Council (MPOAC) for 25-years as well as to the Space Coast TPO and Manatee County MPO.

Council Member Terence D. Davis left the meeting at 10:06 a.m.

CHAIR HAYNIE expressed her endorsement of Mr. Gougelman’s credentials as she serves as Chair on the Florida MPOAC.

MR. GOUGELMAN expressed his appreciation to represent the TPA and provided a brief background of his start as a Law Clerk with Palm Beach County.

**MOTION to APPROVE an Agreement for Legal Services.** Motion by Mayor McKinlay, seconded by Commissioner Abrams.

COMMISSIONER ABRAMS noted this is a without cause transaction and a furtherance of the TPA seeking independence. He expressed his thanks to Ms. Donna Raney for her service as the TPA legal council.

The motion was called to vote and carried unanimously 17-0. Council Members Davis and Weinroth, and Mayors Glickstein and Wilson were absent.

2.A.4. **CREATED**: TPA Steering Committee for Transition Activities

MR. UHREN requested the Board to establish a committee of Board representatives and alternates to investigate and report on specific subject areas as it relates to the TPA transitioning to an independent agency. He noted he would greatly benefit from receiving feedback from these committee members while going through the process.

The Board identified the following representatives to serve on the committee: Chair Susan Haynie, Vice Chair Hal Valeche, Mayor Steven Grant, Mayor Fred Pinto, Commissioner Paula Ryan, and Council Member Joni Brinkman.

**MOTION to CREATE a TPA Steering Committee comprised as noted above for Transition Activities.** Motion by Commissioner Abrams, seconded by Commissioner Waldron, and carried unanimously 17-0. Council Members Davis and Weinroth, and Mayors Glickstein and Wilson were absent.

2.A.5. **APPROVED**: First Amendment to the Interlocal Agreement for Staff and Services between Palm Beach County and the Palm Beach TPA

MR. UHREN stated the current agreement between the TPA and Palm Beach County, which provides TPA staff, office and meeting space, revolving funds, local matching funds, and legal support terminates on September 30, 2018. He noted this amendment would extend the term to September 30, 2019 with an option for two (2) more years, reducing the notice period from 180 days to 90 days for termination by the TPA, and to terminate County legal support when separate legal services are obtained.

A brief discussion ensued.

**MOTION to ADOPT the First Amendment to the Interlocal Agreement for Staff and Services between Palm Beach County and the Palm Beach TPA.** Motion by Mayor Marino, seconded by Mayor Flores, and carried unanimously 17-0. Council Members Davis and Weinroth, and Mayors Glickstein and Wilson were absent.
2.B. **ADOPTED:** Resolution establishing Targets for federally required Safety Performance Measures

MR. ANDREW UHLIR, Palm Beach TPA Transportation Improvement Program (TIP) Coordinator, stated performance based measuring has been around since 2012 with MAP-21 (Moving Ahead for Progress in the 21st Century), and requires the FDOT and the TPA to monitor required performance measures, establish targets, and report progress. He noted the required safety performance measures that include number and rate of fatalities, number and rate of serious injuries, and number of non-motorized fatalities and serious injuries.

MR. UHLIR noted FDOT’s target of Vision Zero, which is zero fatalities and serious injuries for 2018, and the TPA’s recommendation based on this same principal. He noted the advisory committees unanimously recommended support of Vision Zero, with the CAC requesting that the Board direct staff to create a Vision Zero action plan by February 2019, and evaluate current and future TIP projects to determine safety effectiveness.

MR. UHLIR reviewed prior data for the number and rate of fatalities, number and rate of serious injuries, and number of non-motorized fatalities and serious injuries since 2006 and noted that 2017 data will not be available until April 2018. He highlighted the current and future planning and implementation steps the TPA is taking toward Vision Zero.

A lengthy discussion ensued with several Board members expressing concerns over the target of Vision Zero and the reality of the targets being met this year especially with the Brightline fatalities. Board members directed staff to get rolling 12-month fatality data, map hot spots for use in creating a list for future safety projects, and bringing this back before the Board earlier in the year.

**MOTION to ADOPT a Resolution establishing the target of zero traffic fatalities and serious injuries for 2018.** Motion by Mayor McKinlay, seconded by Commissioner Berger, and carried unanimously 17-0. Council Members Davis and Weinroth, and Mayors Glickstein and Wilson were absent.

3. **INFORMATION ITEMS**

3.A. **DISCUSSED:** Downtown West Palm Beach Mobility Study

MR. SCOTT KELLY, Assistant City Administrator for the City of West Palm Beach, provided a background of the study area and the public outreach effort. He described the vision for creating a connected community with increased biking, walking and transit use along with short and long-term strategies to implement the vision.

Mayor Susan Haynie left the meeting at 11:06 a.m. and Vice Chair Hal Valeche assumed the responsibilities of chair.

3.B. Congestion Management Process (CMP)

There was no discussion on this item.

3.C. Fiscal Year 2017 Federal Obligations Report

There was no discussion on this item.

Mayor Fred Pinto, and Commissioners Keith James and Paula Ryan left the meeting at 11:08 a.m.

3.D. Partner Agency Updates

There were no partner agency updates received.
3.E. Correspondence

1. Letter from the Village of Palm Springs designating Council Member Doug Gunther as the new TPA Governing Board Alternate.

There was no discussion on this item.

4. ADMINISTRATIVE ITEMS

4.A. December and January’s Public Involvement Activity Report

There was no discussion on this item.

4.B. TPA FY 2018 Second Quarter Fiscal Report

There was no discussion on this item.

4.C. Next Meeting – March 15, 2018 in Belle Glade

A brief discussion ensued on the meeting location specifics.

VICE CHAIR VALECHE inquired on details for the Bike to Work ride.

COMMISSIONER BURDICK requested a copy of the City of West Palm Beach’s presentation on the Downtown Mobility Study.

4.D. Motion to Adjourn

There being no further business, the Vice Chair declared the meeting adjourned at 11:11 a.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the Transportation Planning Agency and that information provided herein is the true and correct Minutes for the February meeting of the Transportation Planning Agency Governing Board, dated this ___ day of ______________, 2018.

________________________________
Chair
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<td>Susan Haynie, Mayor - CHAIR</td>
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<td>Lynne Hubbard, Council Member/Terence D. Davis, Council Member</td>
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<td>Keith James, Commissioner</td>
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<td>Jim Kuretski, Council Member/Town of Jupiter</td>
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<td>Maria Marino, Mayor/City of Palm Beach Gardens</td>
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<td>Melissa McKinlay, Mayor/Palm Beach County</td>
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<td>Paula Ryan, Commissioner/Cory Neering, Commissioner</td>
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*** New Appointment  P - Representative Present  ALT - Alternate Present  
E - Excused  A - Absent  Shaded months - No Meeting
### EXHIBIT A (cont’d)

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<tr>
<th>Representative/Alternate</th>
<th>Mar '17</th>
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**Hal Valeche, Commissioner - VICE CHAIR**  
Palm Beach County

- P - Representative Present  
- ALT - Alternate Present  
- E - Excused  
- A - Absent  
- Shaded months - No Meeting

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**Katherine Waldron, Commissioner**  
Port of Palm Beach

- P - Representative Present  
- ALT - Alternate Present  
- E - Excused  
- A - Absent  
- Shaded months - No Meeting

**Robert Weinroth, Council Member/ Jeremy Rodgers, Council Member**  
City of Boca Raton

- P - Representative Present  
- ALT - Alternate Present  
- E - Excused  
- A - Absent  
- Shaded months - No Meeting

**Steve B. Wilson, Mayor**  
City of Belle Glade

- A - Absent  
- P - Representative Present  
- ALT - Alternate Present  
- E - Excused  
- Shaded months - No Meeting

*** New Appointment

**OTHERS PRESENT**

- Milory Senat  
  Agency for Persons with Disabilities
- Lori Vinilkoon  
  Alliance of Delray
- Brian Mercurio  
  Bike Keeper
- Don Mathis  
  Citizen
- Peter Hofheinz  
  City of Palm Beach Gardens Planning & Zoning
- Scott Kelly  
  City of West Palm Beach
- Mayur Patel  
  Florida Department of Transportation
- Yanique Kelly  
  Florida Department of Transportation
- Alison Stettner  
  Florida's Turnpike
- Victoria Williams  
  Florida's Turnpike
- Lori Treviranus  
  Keith & Associates
- Todd Bonlarron  
  Palm Beach County Administration
- David Ricks  
  Palm Beach County Engineer
- Richard Radcliffe  
  Palm Beach County League of Cities
- Khurshid Mohyuddin  
  Palm Beach County Planning
- Motasem Al-Turk  
  Palm Beach County Traffic
- Steve Anderson  
  Palm Tran
- Malissa Booth  
  Palm Beach Transportation Planning Agency
- Renee Cross  
  Palm Beach Transportation Planning Agency
- Kevin Fischer  
  Palm Beach Transportation Planning Agency
- Alyssa Frank  
  Palm Beach Transportation Planning Agency
- Valerie Neilson  
  Palm Beach Transportation Planning Agency
- Alexa Sanabria  
  Palm Beach Transportation Planning Agency
- Andrew Uhlir  
  Palm Beach Transportation Planning Agency
- Nick Uhren  
  Palm Beach Transportation Planning Agency
- Tim Verbeke  
  Palm Beach Transportation Planning Agency
- Margarita Pierce  
  Palm Beach Transportation Planning Agency
- Thomas Lanahan  
  Treasure Coast Regional Planning Council
- Vice Mayor Jeff Hmara  
  Village of Royal Palm Beach
- Paul Gougelman  
  Weiss, Serota, Helfman, Cole & Bierman
DECLARING MARCH 2018 AS FLORIDA BICYCLE MONTH

WHEREAS, the State of Florida and the Florida Bicycle Association recognizes March officially as Florida Bicycle Month and the Palm Beach Transportation Planning Agency (TPA) will recognize it locally; and

WHEREAS, the Palm Beach TPA and its Bicycle, Trailways, and Pedestrian Advisory Committee (BTPAC) encourage active mobility as well as bicycle infrastructure that improves safety for citizens through both the planning and programming of bicycle facilities throughout the County; and

WHEREAS, the Palm Beach TPA has set a target of zero bicycle related fatalities and injuries, and;

WHEREAS, the Palm Beach TPA will work with Palm Beach County, Palm Tran, the Florida Department of Transportation, and various other organizations and local municipalities to encourage bicycling as an alternative form of transportation and fund infrastructure projects for non-motorized users, and;

WHEREAS, through these partnerships Palm Beach County now has over 170 miles of designated bicycle lanes, 90 miles of paved shared-use pathways, more than 600 additional miles planned, and will continue to promote a connected network of improved bicycle level of service.

NOW THEREFORE, BE IT PROCLAIMED BY THE GOVERNING BOARD OF THE PALM BEACH TRANSPORTATION PLANNING AGENCY, assembled in regular session this 15th day of March 2018, that the month of March 2018, in Palm Beach County, is hereby proclaimed:

Florida Bicycle Month

BE IT FURTHER PROCLAIMED BY THE GOVERNING BOARD OF THE PALM BEACH TRANSPORTATION PLANNING AGENCY that this proclamation is duly sealed, ribboned and executed by the Chair and Vice Chair of this Board.

Attest:

_______________________________________
Nick Uhren
TPA Executive Director

_______________________________________
Chair Susan Haynie

_______________________________________
Vice Chair Hal Valeche
Florida Bike Month Activities 2018

Friday, March 2nd

• Full Moon Bike Ride – Jupiter, Florida
  o Riverbend Park, 9060 Indiantown Road, Jupiter, Florida 33478
  o 6:30 – 8 p.m.
  o $10 per person / Advanced registration is required

Saturday, March 3rd

• Outdoor Adventure Day – Lake Worth, Florida
  o John Prince Park, 4759 South Congress Avenue, Lake Worth, Florida 33461
  o 10:00 a.m. – 3:00 p.m.

Saturday, March 10th

• Bicycle Rodeo – Village of Palm Springs, Florida
  o Parking Lot of 226 Cypress Lane, Palm Springs Florida
  o 10:00 a.m. – 12:00 p.m.

• Handcycling Clinic – Lake Worth, Florida
  o CMAA Therapeutic Recreation Complex, 2728 Lake Worth Road, Lake Worth, Florida 33461
  o 8:30 – 10:30 a.m.

• City of Boca Raton Bicycle Ride – Boca Raton, Florida
  o Plaza Real E/W Median Park
  o 9:00 – 10:00 a.m.

• Bike Trail Rodeo – Royal Palm Beach, Florida
  o Royal Palm Beach Commons Park, 11600 Poinciana Boulevard, Royal Palm Beach, Florida 33411
  o 9:00 a.m. – 12:00 p.m.

• Guided Pedal – Jupiter, Florida
  o Riverbend Park, 9060 Indiantown Road, Jupiter Florida 33478
  o 9:30 a.m. – 12:00 p.m.
  o $5 per person / Advanced registration is required

• Westgate Recreation Bike Rodeo – Westgate, Florida
  o Westgate Park & Recreation Center, 3691 Oswego Avenue, West Palm Beach, Florida 33409
  o 11:00 a.m. – 2:00 p.m.
Monday, March 12th
- Bike-to-Work Week Kick-Off
  - West Palm Beach City Hall Courtyard
  - 11:30 a.m. – 1:30 p.m.

Tuesday, March 13th
- Bike-to-Vote
  - Bike to your voting precinct
  - All day

Wednesday, March 14th
- Bike-in-Movies
  - Subculture Coffee, 509 Clematis Street, West Palm Beach, Florida 33401
  - Time: 6:00 p.m.
  - Free of Charge

Friday, March 16th
- Bike-to-Work Day Celebration
  - Join a group to ride to the West Palm Beach City Hall Bike-to-Work Day
  - 7:00 – 9:00 a.m.

For more Bicycle Events and information, visit:

www.BikePalmBeach.org

#BikePalmBeach
February 21, 2018

Mr. Nick Uhren
Executive Director
Palm Beach TPA
2300 N. Jog Road, 4th Floor
West Palm Beach, FL 33411-2749

Dear Mr. Uhren,

We are requesting that Dr. Elsa DeGoias replace Dina Hill as CareerSource Palm Beach County’s representative on the Palm Beach Transportation Disadvantaged Local Coordinating Board.

Sincerely,

Steve Craig
President & Chief Executive Officer
ELSA DEGOIAS, Ed.D.  631.682.0711
Lake Worth, FL  sabjust65@gmail.com

Administrator, offering over twenty years of leadership experience to a diverse population focusing on client evaluation, measurement of patient satisfaction, educational and healthcare outcomes, as well as maintaining organizational goals.

AREAS OF EXPERTISE
- Client Services Focused
- Integrity with Confidentiality
- Organizational Development
- Quality Improvement
- Patient Satisfaction Data Analysis
- Team Commitment & Building
- Fluent English & Spanish
- Statistical Analysis and reporting
- Conflict Resolution
- Recruitment & Retention
- Service Excellence Experience
- Sense of Humor
- Staff Training & Supervision
- Detail Oriented
- Integrity with Confidentiality
- Patient Satisfaction Data Analysis
- Team Commitment & Building

EDUCATION
- Doctor of Education Degree (Ed.D.), Dowling College, Oakdale, NY
- Master of Science Degree (M.S.), New York University/CUNY, New York City, NY
- Bachelor of Arts Degree (B.A.), Hunter College/CUNY, New York City, NY
- Six-Sigma Green Belt Certification, Palm Beach State College 2017, Lake Worth, FL

PROFESSIONAL EMPLOYMENT

Disability Services Manager, CAREER SOURCE OF P.B.C., West Palm Beach, FL 2014 - Present
- Lead the Ticket to Work Program connecting over 220 clients to employment for self-sufficiency and independence.
- Build Business relationships for placement opportunities, job fairs and sponsorships for annual conference.
- Provide educational/vocational evaluative support to youth and adults with disabilities.
- Build professional relationships with employers to determine staffing and training needs.
- Assist employer with entering and reviewing job orders to ensure compliance with State regulations.
- Search for appropriate candidates for companies needs utilizing Employ Florida Website, LinkedIn and Indeed.
- Reach out to our partners possible Ticket to Work candidates assisting them with their job readiness and recruitment needs.
- Send prescreened candidates resumes to employers and provide assistance with setting up interviews.
- Coordinate and schedule onsite recruitment events for individuals with disabilities.
- Maintain case notes, activity codes and employer information on company database for data analysis.
- Develop and execute yearly business to business conference and workshops for disability employment awareness and client hiring.
- Review, investigate and answer client concerns.
- Grant writing.

Recruiter, Sr. Trainer MANPOWER/CAREER SOURCE OF P.B.C., West Palm Beach, FL
- Built professional relationships with employers to determine staffing and training needs.
- Assisted employer with entering and reviewing job orders to ensure compliance with State regulations.
- Networked with employer and answer their questions fulfill their hiring needs.
- Recruited and prepare business partners onsite or offsite Career Expos and employer workshops.
- Searched for appropriate candidates utilizing Employ Florida Website, LinkedIn and Indeed.
- Interviewed and assessed customer needs by reviewing job skills, salary requirements.
- Placed Job Seekers in positions throughout Palm Beach County.
- Provided expert career coaching, and training.
- Supported on-site recruitment with qualified candidates.
- Maintained case notes, activity codes and employer information on company database.
- Met monthly placements goals.
- Developed the Hospitality Training Program of the Palm Beaches (special project).
- Executed and lead the inaugural hospitality class and others that have followed.
FIRST AMENDMENT TO AGREEMENT BETWEEN
PALM BEACH TRANSPORTATION PLANNING AGENCY
AND GENERAL PLANNING CONSULTANT

This First Amendment is made as of this ___ day of _______, 2018, by and between the Palm Beach MPO d/b/a the Palm Beach Transportation Planning Agency, an entity created pursuant to the provisions of Chapters 163 and 339, Florida Statutes, (hereinafter referred to as the "TPA") and Kimley-Horn and Associates, Inc., a North Carolina Corporation, authorized to do business in the State of Florida and whose principal place of business is located at 1920 Wekiva Way, Suite 200, West Palm Beach, Florida 33411, (hereinafter referred to as the “CONSULTANT”).

WITNESSETH

WHEREAS, on December 7, 2015, the TPA and CONSULTANT entered into that certain agreement for planning, design and implementation of the TPA’s Unified Planning Work Program (hereinafter: the “Agreement”); and

WHEREAS, the TPA now wishes to extend the contract for two additional years pursuant to the terms of the Agreement and to add funding to support the additional work to be performed during that time.

NOW, THEREFORE, in consideration of the mutual terms, conditions, promises, covenants, and obligations set forth herein, the TPA and CONSULTANT agree as follows:

Section 1. The facts set forth above, in the preamble and recitals to this Agreement, are true and correct and incorporated herein by this reference. The use of the term “MPO” as used in the Agreement and “TPA” as used in this First Amendment to the Agreement refer to the same organization, to-wit: the Palm Beach MPO d/b/a the Palm Beach Transportation Planning Agency.

Section 2. Section 4 of the Agreement is amended as set forth below. Added text and deleted text are shown as set forth.

Section 4. Effective Date, Term, and Renewal. This Agreement shall take effect on January 1, 2016 and shall remain in full force and effect for a period of three (3) years, expiring on until December 31, 2018. The CONSULTANT hereby grants to the MPO the option to extend the term of this Agreement for two (2) additional years or two (2) additional one (1) year periods as deemed appropriate by the MPO. If the MPO elects to exercise the option(s), the MPO will notify the CONSULTANT of its election at least fifteen (15) days prior to the expiration of the then current term of the Agreement at the address set forth in Section 36 of this Agreement.
Section 6. Payments.

A. The maximum amount to be paid by the MPO TPA to the CONSULTANT under this Agreement is One-Million Five Hundred Thousand Dollars ($1,500,000) Nine Hundred Thousand Dollars ($900,000), including all out-of-pocket or reimbursable expenses. MPO TPA anticipates that funds will be allocated and distributed for each year of the Agreement as follows:

<table>
<thead>
<tr>
<th>Year</th>
<th>Amount</th>
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<tr>
<td>FY 2016</td>
<td>$300,000.00</td>
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<td>FY 2017</td>
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<td>FY 2018</td>
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<td>FY 2019</td>
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<tr>
<td>FY 2020</td>
<td>$300,000.00</td>
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The CONSULTANT acknowledges that this Agreement is executory only for that portion of the value of the Services to be rendered or agreed to be paid each successive year of the Agreement. The amount allocated for each year is contingent upon an annual appropriation for such purposes by the State, the availability of funds and the MPO's TPA's and/or Palm Beach County's allocation of funds each year for the purposes of this Agreement.

Section 4. Except as amended herein, all other terms and conditions of the Agreement are hereby confirmed and shall remain unchanged and in full force and effect.
IN WITNESS WHEREOF, TPA and the CONSULTANT have hereunto set their hands to this First Amendment on this ___ day of _______, 2018.

KIMLEY-HORN AND ASSOCIATES, INC.
a North Carolina Corporation

By: _____________________________
   Signature

________________________________
Print Name, Title

WITNESS:

________________________________
Signature

________________________________
Print Name

Palm Beach MPO d/b/a Palm Beach Transportation Planning Agency

By: _____________________________
   Mayor Susan Haynie, TPA Chair

________________________________
Margarita Pierce, TPA Executive Asst.

Approved as to Form and Legal Sufficiency:

________________________________
Paul Gougelman, TPA Attorney

Approved as to Terms and Conditions:

________________________________
Nick Uhren, P.E., TPA Executive Director
FIRST AMENDMENT TO AGREEMENT BETWEEN
PALM BEACH TRANSPORTATION PLANNING AGENCY
AND GENERAL PLANNING CONSULTANT

This First Amendment is made as of this ___ day of ______, 2018, by and between the Palm Beach MPO d/b/a the Palm Beach Transportation Planning Agency, an entity created pursuant to the provisions of Chapters 163 and 339, Florida Statutes, (hereinafter referred to as the "TPA") and Kittelson & Associates, Inc., an Oregon Corporation, authorized to do business in the State of Florida and whose principal place of business is located at 110 East Broward Boulevard, Suite 2410, Fort Lauderdale, Florida 33301 (hereinafter referred to as the "CONSULTANT").

WITNESSETH

WHEREAS, on December 7, 2015, the TPA and CONSULTANT entered into that certain agreement for planning, design and implementation of the TPA's Unified Planning Work Program (hereinafter: the "Agreement"); and

WHEREAS, the TPA now wishes to extend the contract for two additional years pursuant to the terms of the Agreement and to add funding to support the additional work to be performed during that time.

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24
Section 3. Section 6.A. of the Agreement is amended as set forth below. Added text and deleted text are shown as set forth.

Section 6. Payments.

A. The maximum amount to be paid by the MPO TPA to the CONSULTANT under this Agreement is One-Million Five Hundred Thousand Dollars ($1,500,000) Nine Hundred Thousand Dollars ($900,000), including all out-of-pocket or reimbursable expenses. MPO TPA anticipates that funds will be allocated and distributed for each year of the Agreement as follows:

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Section 4. Except as amended herein, all other terms and conditions of the Agreement are hereby confirmed and shall remain unchanged and in full force and effect.

[The Remainder of this Page is Intentionally Left Blank]
IN WITNESS WHEREOF, TPA and the CONSULTANT have hereunto set their hands to this First Amendment on this ___ day of ______, 2018.

KITTLESON & ASSOCIATES, INC.
an Oregon Corporation

By: __________________________
    Signature

    CHRISTOPHER L. RASMUSSEN, SENIOR PRINCIPAL
    Eng.
    Print Name, Title

WITNESS:

    __________________________
    Signature
    Janice Frantz
    Print Name

PALM BEACH MPO d/b/a
PALM BEACH TRANSPORTATION PLANNING AGENCY

By: __________________________
    Mayor Susan Haynie, TPA Chair

WITNESS:

    __________________________
    Margarita Pierce, TPA Executive Asst.

Approved as to Form and Legal Sufficiency:

    __________________________
    Paul Gougelman, TPA Attorney

Approved as to Terms and Conditions:

    __________________________
    Nick Uhren, P.E., TPA Executive Director
TPA RESOLUTION 2018-

RESOLUTION AUTHORIZING THE CHAIR TO EXECUTE THE FEDERAL TRANSIT ADMINISTRATION FISCAL YEAR (FY) 2018 CERTIFICATIONS AND ASSURANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA), annually applies to the Federal Transit Administration (FTA) for planning grant formula funds; and

WHEREAS, before the FTA will award a federal grant, an Applicant must make required Certifications and Assurances to bind its compliance with all federal rules and regulations; and


NOW THEREFORE, BE IT RESOLVED THAT:

1. The Palm Beach TPA approves the FTA’s FY 2018 Certifications and Assurances and authorizes the Chair to sign on the TPA Governing Board’s behalf. A copy of Exhibit A, the FTA FY 2018 Certifications and Assurances selected and the Affirmation of Applicant and Affirmation of Applicant’s Attorney, is attached hereto and by this reference incorporated herein.

2. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by _____________________ who moved its adoption. The motion was seconded by ____________________, and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this ____ day of ________________, 2018.

PALM BEACH MPO,

d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: _________________________________________
Chair

ATTEST:

________________________________
TPA Executive Director

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

_______________________________________
TPA Legal Counsel
### Exhibit A

**FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES**

**FEDERAL FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: **Palm Beach Transportation Planning Agency**

The Applicant agrees to comply with applicable provisions of Categories 01 – 21. **X**

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>01.</td>
<td>Required Certifications and Assurances for Each Applicant.</td>
</tr>
<tr>
<td>02.</td>
<td>Lobbying.</td>
</tr>
<tr>
<td>03.</td>
<td>Private Sector Protections.</td>
</tr>
<tr>
<td>04.</td>
<td>Rolling Stock Reviews and Bus Testing.</td>
</tr>
<tr>
<td>05.</td>
<td>Demand Responsive Service.</td>
</tr>
<tr>
<td>06.</td>
<td>Intelligent Transportation Systems.</td>
</tr>
<tr>
<td>07.</td>
<td>Interest and Financing Costs and Acquisition of Capital Assets by Lease.</td>
</tr>
<tr>
<td>09.</td>
<td>Alcohol and Controlled Substances Testing.</td>
</tr>
<tr>
<td>11.</td>
<td>State of Good Repair Program.</td>
</tr>
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<td>12.</td>
<td>Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.</td>
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<tr>
<td>13.</td>
<td>Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.</td>
</tr>
<tr>
<td>14.</td>
<td>Enhanced Mobility of Seniors and Individuals with Disabilities Programs.</td>
</tr>
<tr>
<td>15.</td>
<td>Rural Areas and Appalachian Development Programs.</td>
</tr>
<tr>
<td>16.</td>
<td>Tribal Transit Programs (Public Transportation on Indian Reservations Programs).</td>
</tr>
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<td>17.</td>
<td>State Safety Oversight Grant Program.</td>
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<td>18.</td>
<td>Public Transportation Emergency Relief Program.</td>
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<tr>
<td>19.</td>
<td>Expedited Project Delivery Pilot Program.</td>
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<tr>
<td>20.</td>
<td>Infrastructure Finance Programs.</td>
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</table>
FTA FISCAL YEAR 2018 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2018 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for federal assistance to be awarded by FTA in FY 2018)

AFFIRMATION OF APPLICANT

Name of the Applicant: Palm Beach Transportation Planning Agency

Name and Relationship of the Authorized Representative: Susan Haynie, Chair, Palm Beach TPA

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2018, irrespective of whether the individual that acted on his or her Applicant’s behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2018.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 et seq., and implementing U.S. DOT regulations, “Program Fraud Civil Remedies,” 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature_______________________________________________________ Date: _______________________

Name__________________________________________________________
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT’S ATTORNEY

For (Name of Applicant): Palm Beach Transportation Planning Agency

As the undersigned Attorney for the above-named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature_______________________________________________________ Date: _______________________

Name______________________________
Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA must provide an Affirmation of Applicant’s Attorney pertaining to the Applicant’s legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney’s signature within TrAMS, provided the Applicant has on file and uploaded to TrAMS this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.
Date: March 30, 2018  
To: Lisa Pontius  
   Director, Budget Division, Office of Financial Management & Budget  
From: Nick Uhren, P.E.  
   Executive Director, Palm Beach TPA  
Re: FY 2019 Budget Request  

The Palm Beach TPA hereby submits its FY 2019 balanced budget request to the Budget Division.

**Budget**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>Positions</th>
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</thead>
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<tr>
<td>Base Expenditure Budget (as loaded in PB)</td>
<td>$2,677,416</td>
<td>13</td>
</tr>
<tr>
<td>- Reduction Strategies</td>
<td></td>
<td></td>
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<tr>
<td>+ Supplemental Budget Request</td>
<td>$2,871,158</td>
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<td>Total Budget Request</td>
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<tr>
<td>Base Revenue Request</td>
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<td>+/- Revenue Reduction/Supplemental Request</td>
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<td>Total Revenue Budget</td>
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<tr>
<td>FY 2019 Net Ad Valorem Request</td>
<td>$96,095</td>
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</table>
This report was prepared in cooperation with our funding partners including United States Department of Transportation Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, Florida Commission on Transportation Disadvantaged, Palm Beach County and in coordination with other participating governments.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the American with Disabilities Act or translation services, free of charge, or for complaints, questions or concerns about civil rights, please contact: Malissa Booth at 561-684-4143 or email MBooth@PalmBeachTPA.org. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.
Cost Analysis Certification

Palm Beach TPA

Unified Planning Work Program - FY 2019 & FY 2020

Adopted 5/17/2018

Revision Number: Initial Adoption

I hereby certify that the cost for each line item budget category has been evaluated and determined to be allowable, reasonable, and necessary, as required by Section 216.3475, F.S. Documentation is on file evidencing the methodology used and the conclusions reached.

Name: Yanique Kelly

Planning Specialist, District Four
Title and District

Signature

6/1/2018

www.fdot.gov


Executive Summary

The Palm Beach Metropolitan Planning Organization doing business as the Palm Beach Transportation Planning Agency (TPA) is responsible for coordinating the transportation planning activities in Palm Beach County for both the incorporated and unincorporated areas. The TPA is part of a larger South Florida urbanized area referred to as the Miami FL Urbanized Area (UZA) that includes the Miami-Dade Transportation Planning Organization (TPO) and the Broward Metropolitan Planning Organization (MPO).

The TPA’s foundation for the transportation planning process is based largely on the development of a Long Range Transportation Plan (LRTP) that is updated every five years. The LRTP seeks to accommodate projected transportation demands by allocating anticipated revenues to projects and programs as guided by community values. The LRTP is implemented through adoption of a five-year Transportation Improvement Program (TIP) that is updated annually. The TIP allocates funds to projects by Fiscal Year (FY). The TPA Governing Board adopted the current LRTP on October 16, 2014 and the FY 2018-2022 TIP on June 15, 2017.

The Unified Planning Work Program (UPWP) is a statement of work identifying the planning activities to be carried out by the TPA and other agencies. The plan is guided by the vision set forth in the LRTP as well as federal and state Planning Emphasis Areas (PEAs). The UPWP includes a description of the planning work and resulting products, responsible agencies, schedules, cost and sources of funds for the two-year period. Throughout the document FY 19 refers to the period from July 1, 2018 to June 30, 2019 and FY 20 refers to the period from July 1, 2019 to June 30, 2020.

The TPA receives a majority of planning funds through grants from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). FHWA funds are for surface transportation planning activities and require an 18.07% non-cash match which is provided by the Florida Department of Transportation (FDOT) in the form of toll revenue expenditures. The funds are used to supplement TPA planning activities through FDOT planning activities. FTA funds are designated for transit planning activities and require a 20% match, of which FDOT will contribute a 10% cash match. In FY 19 Palm Beach County will contribute the remaining 10% cash match and in FY 2020, the 10% match will be an in-kind (soft) match from TPA Governing Board and committee activities. The Florida Commission for Transportation Disadvantaged (CTD) provides funding for the TPA to plan transit service for the transportation disadvantaged. FHWA and FTA planning grant funds not expended in prior fiscal years are carried forward into the current fiscal year. The TPA also has local funds for non-reimbursable activities and expenses.

The projected expenditures by funding source for FY 2019 and FY 2020 are shown below. Note that the TPA receives approximately $1.8M in recurring grant funds but that funds carried forward from previous fiscal years allow for higher expenditure amounts.

<table>
<thead>
<tr>
<th>Funding Source</th>
<th>FY 2019 Expenditures</th>
<th>FY 2020 Expenditures</th>
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</thead>
<tbody>
<tr>
<td>FHWA</td>
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<td>$1,003,880</td>
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<tr>
<td>FTA</td>
<td>$1,933,283</td>
<td>$2,145,677</td>
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<td>FDOT</td>
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<td>$125,486</td>
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<tr>
<td>PBC</td>
<td>$100,000</td>
<td>$100,000</td>
</tr>
<tr>
<td>CTD</td>
<td>$49,795</td>
<td>$49,795</td>
</tr>
<tr>
<td>TPA</td>
<td>$127,229</td>
<td>$100,000</td>
</tr>
</tbody>
</table>

1. FDOT funds shown do not include 18.07% non-cash (soft) match to FHWA funds
2. Funds shown in FY 2020 do not include required 10% non-cash (soft) match to FTA funds.
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Introduction

The Unified Planning Work Program (UPWP) identifies the Palm Beach Transportation Planning Agency’s (TPA) transportation planning activities for the two-year period starting July 1, 2018 through June 30, 2020, using the state of Florida’s fiscal year (FY) timeframes. The UPWP is guided by the vision set forth in the adopted TPA’s Long Range Transportation Plan (LRTP) and includes a description of planning work and resulting products, responsible agencies, schedules, cost and sources of funds. The development of the UPWP included a “call for ideas” on work activities from stakeholders, partners and citizens through the TPA’s advisory committees.

The purpose of the TPA is to provide for a Continuing, Comprehensive, and Cooperative (3-C) transportation planning process. Planning tasks are conducted in compliance with Title 23, Sections 134 (Metropolitan Transportation Planning) and Section 135 (Statewide Transportation Planning) and Title 49 Chapter 53 (Public Transportation).

Florida Department of Transportation (FDOT) provides a non-cash (soft) match for the Federal Highway Administration (FHWA) funds. The “soft match” amount being utilized to match the FHWA funding in the UPWP is 18.07% of FHWA program funds for a total of $829,028 through the use of toll revenue expenditures. The planning activities performed by FDOT with the soft match funds are shown in Appendix D.

The Federal Transit Administration (FTA) grant provides funding for transit related planning activities at 80% and are matched by FDOT and Palm Beach County (PBC) at 10% each in FY 2019. In FY 2020 the 10% PBC match will be replace with an in-kind (soft) match from the TPA Governing Board and committee activities. The TPA also receives funding from the State of Florida Commission on Transportation Disadvantaged (CTD) to implement transportation disadvantaged planning activities.

Continuing

TPA planning activities are ongoing and continuous from previous efforts. The status of on-going planning activities is highlighted below.

- The TPA performs continuing public engagement activities;
- The current LRTP was adopted by the TPA in October of 2014. The TPA monitors and updates the LRTP in coordination with participating agencies, FDOT, the Broward Metropolitan Planning Organization (MPO) and Miami-Dade Transportation Planning Organization (TPO) and the South Florida Regional Transportation Authority (SFRTA);
- The TPA assists local governments in planning transit services and establishing appropriate service levels for projected populations;
- The TPA coordinates with Palm Tran and SFRTA for updates to their Transit Development Plans (TDP) in order to select projects for inclusion in the Transportation Improvement Program (TIP);
- The TPA continuously monitors congestion levels on the transportation system and identifies potential projects and strategies for reducing congestion at bottleneck locations;
- The TPA reviews the Strategic Intermodal System (SIS) cost feasible plan for consistency and potential inclusion in the TPA’s LRTP and TIP;
- The TPA uses the Efficient Transportation Decision Making (ETDM), Electronic Review Comments (ERC) and Multimodal Checklist processes developed by FDOT to review projects on state facilities and provides comments.
Comprehensive

The planning activities of the TPA are comprehensive in addressing all modes of transportation and work tasks have been identified to plan roadways, reduce congestion, optimize public transit, increase non-motorized transportation options and provide for efficient freight movement.

Cooperative

The TPA cooperates with many participating agencies within Palm Beach County and on a regional and statewide level to assure seamless transportation within PBC, the region and interregional travel. The following are a list of agencies that the TPA interacts with throughout the year.

- Broward Metropolitan Planning Organization
- Federal Highway Administration
- Federal Transit Administration
- Florida Commission on Transportation Disadvantaged
- Florida Department of Environmental Protection
- Florida Department of Transportation
- Florida Metropolitan Planning Organization Advisory Council
- Indian River County Metropolitan Planning Organization
- Martin County Metropolitan Planning Organization
- Miami-Dade Transportation Planning Organization
- Palm Beach County Department of Airports
- Palm Beach County Department of Environmental Resource Management
- Palm Beach County Engineering Department
- Palm Beach County Health Department
- Palm Beach County Municipalities
- Palm Beach County Parks and Recreation Department
- Palm Beach County Planning Division
- Palm Beach County School District
- Palm Tran
- Port of Palm Beach District
- Treasure Coast Regional Planning Council
- South Florida Regional Planning Council
- South Florida Regional Transportation Authority
- Southeast Florida Transportation Council
- St. Lucie Transportation Planning Organization
Planning Area

The TPA is part of the Miami FL UZA/TMA with the primary planning area being the whole of Palm Beach County as identified in Figure 1. For context, a map of the entire Miami UZA/TMA is included in Appendix B.

Figure 1 - Palm Beach TPA Planning Area
Planning Priorities, Emphasis Areas and Factors:

The prime objective of the UPWP is to aid in the development and maintenance of a coordinated transportation system plan. The UPWP is further designed to produce required work products to serve several purposes:

- To aid federal and FDOT modal agencies in reviewing, monitoring and evaluating the transportation planning process in metropolitan areas;
- To aid in advancing multimodal transportation planning on a regional and system wide level;
- To develop performance measures to guide transportation decision making and evaluate transportation system performance outcomes;
- To improve the effectiveness of transportation decision making by guiding various jurisdictions in their individual planning efforts to ensure the efficient use of resources; and
- To develop a regional approach to transportation planning to help guide the various transportation planning participants to ensure that an integrated transportation analysis is accomplished.

To facilitate this end, the TPA has identified the following planning goals:

- Prioritize a safe and convenient non-motorized transportation network
- Provide an efficient and reliable motorized vehicle system
- Prioritize an efficient and interconnected transit system
- Maximize the efficient movement of freight through the region
- Preserve and enhance social and environmental resources

In addition, FDOT and the federal government have issued Planning Emphasis Areas (PEAs). Figure 2 provides a matrix of how the PEAs are reflected in TPA’s UPWP work activities. The PEAs include:

**FDOT Planning Emphasis Areas:**

- **Rural Transportation Planning** - MAP-21 defined the structure and responsibilities of designated regional transportation planning organizations in federal regulations for the first time. Florida Statutes include several provisions that require coordination with local governments including those in rural areas. Some rural communities in Florida face significant development pressures and need transportation investments to handle growing populations and economic activities. Others simply struggle to maintain their existing transportation system and with providing services to a spread-out community. MPOs are encouraged to plan for and coordinate with rural governmental entities both within their planning boundaries as well as those areas outside of the current boundaries that are impacted by transportation movements between regions.

- **Transportation Performance Measures** - FHWA has finalized six interrelated performance rules to implement the transportation performance measures framework established by MAP-21 and the FAST Act. Collectively, the rules address challenges facing the transportation system, including: improving safety, maintaining the condition of the infrastructure, reducing traffic congestion, improving the efficiency of the system and freight movement, protecting the environment, and reducing delays in project delivery. The rules established national performance measures. State DOTs and the TPAs must establish targets for each measure. Planning documents will identify the strategies and investments used to reach the targets. Progress towards meeting the targets will be reported through new and existing mechanisms.
• ACES (Automated/Connected/Electric/Shared-use) Vehicles - According to FHWA, “Transportation is in the midst of disruptive change from new technologies (automated and connected vehicles); new institutions (shared mobility firms); and changing attitudes (reduced car ownership). Across the nation, transportation planners are under pressure to develop performance-oriented policies, plans, and investment decisions that consider an increasingly complex transportation landscape. In the process, planners need to consider, but cannot yet reliably predict, the potential impact of disruptive and transformational Connected Vehicle (CV) and Automated Vehicle (AV) technologies on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development, among others. While some forms of CV and AV are already being deployed across the United States, significant unknowns exist regarding the rate of technology adoption, which types of technologies will prevail in the marketplace, the interaction between CV/AV vehicles and various forms of shared mobility services, and the impacts of interim and widespread levels of CV/AV usage.”

Federal Highway and Federal Transit Administration PEAs:

• Implementation of the Fixing America’s Surface Transportation (FAST) Act - Coordinate with FHWA, FTA and FDOT on implementation as policy and regulations are developed.

• Regional Models of Cooperation - An enhanced process for effective communication used by state DOTs, MPOs and transit authorities can result in improved collaboration, policy implementation, and use of technology and performance management. Using these Regional Models of Cooperation requires thinking beyond traditional borders and brings together many entities to support common goals on transportation planning topics such as congestion management, safety, freight, livability and commerce. The Palm Beach TPA adopted an interlocal agreement to participate in the SEFTC in 2006. FHWA recognized SEFTC as a national example of a regional model for policy coordination and communication to carry out regional initiatives.

• Ladders of Opportunity/Access to Essential Services - Identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, schools/education, and recreation.

<table>
<thead>
<tr>
<th>UPWP Work Task</th>
<th>State PEAs</th>
<th>Federal PEAs</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Engage the Public</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>2. Plan the System</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>3. Prioritize Funding</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>4. Implement Projects</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>5. Collaborate with Partners</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>6. Administer the Agency</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>7. Agency Expenditures</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

Figure 2 – Planning Emphasis Areas Matrix
Federal Planning Factors:

Finally, the FAST Act identified 10 planning factors to be considered by the TPA in developing the tasks and activities of the UPWP. These factors are to:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance travel and tourism.

Figure 3 below shows a matrix of how the 10 Federal Planning Factors are integrated into the UPWP work tasks.

<table>
<thead>
<tr>
<th>UPWP Work Task</th>
<th>1</th>
<th>2</th>
<th>3</th>
<th>4</th>
<th>5</th>
<th>6</th>
<th>7</th>
<th>8</th>
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<tr>
<td>1. Engage the Public</td>
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<tr>
<td>2. Plan the System</td>
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<tr>
<td>3. Prioritize Funding</td>
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<td>4. Improve the Experience</td>
<td>●</td>
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<tr>
<td>5. Collaborate with Partners</td>
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<tr>
<td>6. Administer the Agency</td>
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<td>●</td>
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<td>●</td>
<td>●</td>
</tr>
<tr>
<td>7. Agency Expenditures</td>
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<td>●</td>
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<td>●</td>
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<td>●</td>
<td>●</td>
<td>●</td>
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<td>●</td>
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</tbody>
</table>

Figure 3 – Federal Planning Factors Matrix

Public Participation Process

The TPA continues to prioritize an increased emphasis on public engagement to promote greater awareness of TPA functions and increase information and analysis of TPA projects and programs. The TPA presents at many public meetings and provides additional information on the TPA website (www.PalmBeachTPA.org).

The TPA conducted a major update of its Public Participation Plan (PPP) in 2017. The PPP guides the process to provide complete information, timely public notice, full public access to key decisions, and support for early and continued involvement.

The UPWP was developed in cooperation with federal, state and regional transportation agencies, county departments and local municipalities and input from the public during the ongoing transportation planning process.
Organization and Management

The TPA’s Governing Board consists of twenty-one (21) members: five (5) county commissioners, fifteen (15) elected officials from thirteen (13) largest municipalities and (1) commissioner from the Port of Palm Beach. The TPA Governing Board is responsible for providing overall policy and direction for transportation planning and serves as the coordination mechanism with various state agencies for transportation and land use plans.

The TPA By-Laws facilitate efficient conduct by the Palm Beach TPA Governing Board as it leads in the planning, prioritizing and funding the transportation system for Palm Beach County. The TPA Governing Board also coordinates with all MPO’s in the state through the Florida Metropolitan Planning Organization Advisory Council (MPOAC) and its committees. The MPOAC is composed of an elected official and staff director from each MPO in the state and serves as a forum to discuss transportation issues and provide advice and input into FDOT plans and programs. Interaction with the local municipalities occurs through the TPA Governing Board, advisory committees as well as through comprehensive planning activities.

In performing these functions, the TPA Governing Board is served by three advisory committees. FDOT has non-voting members on the TPA Governing Board and advisory committees.

- Technical Advisory Committee (TAC) - Comprised of representatives with technical expertise in transportation from state, county and municipal departments who are involved in transportation planning and engineering.

- Citizens Advisory Committee (CAC) - Comprised of citizens reflecting a broad cross-section of local residents including minorities, elderly, and handicapped individuals with an interest in the development of a safe, efficient and cost-effective transportation system.

- Bicycle Trailways Pedestrian Advisory Committee (BTPAC) - The BTPAC is comprised of county and municipal planners; school district; health department; law enforcement; and bicycle advocacy groups selected from a variety of disciplines in order to address the comprehensive effort in implementing bicycle, greenway and pedestrian infrastructure and initiatives.

The TPA Governing Board is the Designated Official Planning Agency for the PBC Transportation Disadvantaged program. The Local Coordinating Board is an advisory body to the Florida Commission on Transportation Disadvantaged and identifies local service needs and provides information, advice and direction to the PBC Community Transportation Coordinator (CTC) on coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System.

The TPA Governing Board is also a member of the Southeast Florida Transportation Council (SEFTC), overseeing regional transportation planning activities for the Palm Beach TPA, Broward MPO and the Miami-Dade TPO in Southeast Florida.

The TPA has executed the required agreements to facilitate the transportation planning process. A list and execution status of these agreements follows.

- MPO Interlocal Agreement – October 13, 2015 (creates the TPA to reflect membership apportionment)
- MPO Staff Services Agreement – March 12, 2013 (provides staff for carrying out TPA activities)
- MPO Agreement – July 1, 2016 through June 30, 2018 (provides FHWA funding)
- Public Transportation Joint Participation Agreement (JPA) – October 1, 2015 (provides for FTA Section 5305d funding)
• Transportation Disadvantaged (TD) Planning Grant – July 22, 2017 (provides state planning funds to coordinate the Transportation Disadvantaged Service)
• Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement – April 21, 2008 (coordination of multimodal transportation planning and comprehensive plans)
• Southeast Florida Transportation Council (SEFTC) Interlocal Agreement as amended – January 9, 2006 (for regional transportation planning and coordination in South Florida)

Required Certifications and Policies

In response to relevant laws and regulations governing the use of federal and state grants, the TPA has included a certification concerning the use of these funds for lobbying purposes. No federal or state funds are used for lobbying.

It is a requirement for the TPA to include an assurance that federal funds are not being used for procurement from persons who have been debarred or suspended, in accordance with the provisions of 49 Code of Federal Regulations Part 29, subparts A through E.

It is a requirement for TPAs to include a policy that the TPA will provide an opportunity for disadvantaged business enterprises to participate in the performance of transportation planning contracts.

The TPA is required to adopt and maintain a Title VI - Nondiscrimination Policy and program to assure the Florida Department of Transportation that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 and the Florida Civil Rights Act of 1992 be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The certifications, assurances and policy statements are included in Appendix C.
Work Program

The Work Program consists of tasks required to carry out the 3-C (continuing, comprehensive and coordinated) transportation planning process. This plan was developed utilizing the following as a framework.

**Mission**

To collaboratively plan, prioritize, and fund the transportation system for Palm Beach County

**Vision**

A safe, efficient, and connected multimodal transportation system

Annual and multi-year activities, deliverables and estimated completion dates are identified within each task. Each task is budgeted individually with funding amounts identified by source.

Figure 4 - Work Program Tasks
Task 1 – Engage the Public

Purpose

The TPA’s goal for public participation is to enable and encourage public awareness and input into the transportation planning and project prioritization process.

Previous Work

TPA staff conducted a tour of the new train station in West Palm Beach for TPA Governing Board members and others to see firsthand what the new commuter train service would be like. Staff participated in the “Bike Valet” at the SunFest event in West Palm Beach to distribute safety information and receive input on TPA planning activities.

Public Participation Plan (PPP) - Staff conducted a major update of the PPP that is user-friendly, visually appealing and up-to-date with the latest regulations. It includes measurable targets for monitoring the effectiveness of strategies in meeting program objectives. Included were updates to the Limited English Proficiency (LEP) Plan and the Title VI/ADA Non-Discrimination Plan.

Bicycle and Pedestrian Safety Campaign - As a continuation of the Pedestrian and Bicycle Safety Study, the TPA partnered with local agencies to conduct a Safety Outreach Campaign at the intersection of Military Trail and Forest Hill Boulevard. This intersection is the highest crash location for pedestrians and cyclists. A team of volunteers from the TPA, FDOT, City of Palm Springs Police Department, School District and Department of Health talked to local citizens, encouraged them to use crosswalks, use bike lights, and collected comments on possible intersection improvements.

On-going activities included email distribution of news and documents, printing and distribution of informational materials, website and social media maintenance and updates, disadvantaged business enterprise (DBE) and Title VI monitoring.

Task 1 Activities for Fiscal Years 2019 and 2020

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable(s)</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Encourage public participation at TPA Board and advisory committee meetings</td>
<td>Public Involvement Activity Report</td>
</tr>
<tr>
<td>B</td>
<td>Present information and seek input from local governments, chambers of commerce, civic organizations, neighborhood associations, etc.</td>
<td>List of presentations</td>
</tr>
<tr>
<td>C</td>
<td>Distribute concise and relevant TPA information electronically</td>
<td>Emails</td>
</tr>
<tr>
<td>D</td>
<td>Expand the social media outreach to solicit input into TPA plans</td>
<td>Postings</td>
</tr>
<tr>
<td>E</td>
<td>Track performance measures and targets for public outreach</td>
<td>Annual Report Card</td>
</tr>
<tr>
<td>F</td>
<td>Advertise the LRTP, TIP, etc. in accordance with federal regulations, state guidelines and the PPP</td>
<td>Advertisements</td>
</tr>
<tr>
<td>Activity</td>
<td>Deliverable(s)</td>
<td>Completion Date</td>
</tr>
<tr>
<td>----------</td>
<td>----------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>G</td>
<td>Conduct training / educational events</td>
<td>Training event</td>
</tr>
<tr>
<td>H</td>
<td>Create electronic surveys and interactive electronic data collection tool for public input</td>
<td>Surveys and data collection tool</td>
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<tr>
<td>I</td>
<td>Monitor and update the website with current events, meeting agendas, reports, etc.</td>
<td>Updated website</td>
</tr>
<tr>
<td>J</td>
<td>Monitor Disadvantaged Business Enterprise (DBE) participation and report payments</td>
<td>Monitoring report</td>
</tr>
<tr>
<td>K</td>
<td>Videotape TPA Board and Local Coordinating Board meetings for public access</td>
<td>Videotape</td>
</tr>
<tr>
<td>L</td>
<td>Prepare outreach materials for various planning initiatives (i.e. videos, print material, etc.) including alternate formats upon request</td>
<td>Targeted outreach materials</td>
</tr>
<tr>
<td>M</td>
<td>Participate and coordinate with SEFTC and partner agencies for regional public participation</td>
<td>Meeting attendance</td>
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<tr>
<td>N</td>
<td>Monitor countywide statistical data (race, color, national origin, sex, age, disability) of participants and beneficiaries of the TPA programs and activities</td>
<td>Data summaries</td>
</tr>
<tr>
<td>O</td>
<td>Attend Title VI, ADA and public involvement training</td>
<td>Completed training</td>
</tr>
<tr>
<td>P</td>
<td>Monitor ADA and Title VI compliance and process all complaints</td>
<td>Monitoring report</td>
</tr>
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</table>

**Responsible Agency:** Palm Beach Transportation Planning Agency

**Participating Agencies:** FHWA, FDOT, BMPO, MDTPO, TCRPC, SEFTC, School District

### Budget for Fiscal Years 2019 and 2020

#### Task 1 Engage the Public

<table>
<thead>
<tr>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
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<tr>
<td><strong>TOTAL EXPENDITURE</strong></td>
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<td>$85,769</td>
<td>$10,721</td>
<td>$10,721</td>
<td>$256,225</td>
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</table>
**Task 2 – Plan the System**

**Purpose**

Plan for a safe, efficient, connected multimodal transportation system for all users. To provide the necessary data and analysis tools in order to support and perform the multi-modal planning processes for the TPA region, including:

- Planning and evaluation for all modes and services including pedestrian, bicycle, transit, freight, automobile, airport, seaport, intermodal and non-emergency transportation services
- Providing technical support to coordinate land use with the transportation system

**Previous Work**

US-1 Multimodal Corridor Study & Health Impact Assessment - The TPA conducted a 42-mile multimodal corridor study that includes a Health Impact Assessment. The US-1 corridor crosses 14 communities in Palm Beach County and aims to create a unified vision and implementable plans for continuous sidewalks, bicycle lanes and enhanced transit service.

Pedestrian and Bicycle Safety Study - The TPA developed a study that analyzes five years of pedestrian and bicyclist crash data in Palm Beach County. Crash heat maps for each mode helped define the 10 most dangerous intersections and corridors. Other deliverables of this effort include safety targets including ongoing educational and enforcement opportunities, and performance measures to track progress. Consistent with adopted Complete Streets policy, the overall vision is zero deaths and fatalities.

Community Profile Maps - The TPA has developed a series of maps for each municipality with representation on the TPA Governing Board that offers a snapshot of the existing transportation network within each city limit. The map series contains a demographic overview, roadway ownership, sidewalk inventory, bicycle suitability of on-road facilities, Palm Tran average monthly stop activity and stop amenities, roadway lanes, and Transportation Improvement Program (TIP) projects.

The TPA provided support in the development of version 8.0 of the Southeast Regional Planning Model (SERPM). The TPA participated in SEFTC Transportation System Management and Operations (TSM&O) Subcommittee activities.

**Task 2 Activities for Fiscal Years 2019 and 2020**

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable(s)</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Update the Long Range Transportation Plan (LRTP) for the year 2045</td>
<td>Adopted LRTP</td>
</tr>
<tr>
<td>B</td>
<td>Process amendments to the 2040 Long Range Transportation Plan</td>
<td>LRTP Amendments</td>
</tr>
<tr>
<td>C</td>
<td>Plan the fixed route transit system, including TDP updates for Palm Tran and SFRTA, Tri-Rail service expansions, transit amenities and security, evaluation of access to transit, analysis of rail crossing safety and quiet zone eligibility</td>
<td>TDP Minor Update, Quiet Zones</td>
</tr>
<tr>
<td>Activity</td>
<td>Deliverable(s)</td>
<td>Completion Date</td>
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<tr>
<td>----------</td>
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<td>-----------------</td>
</tr>
<tr>
<td><strong>D</strong></td>
<td>Plan the Transportation Disadvantaged (TD) Paratransit system, including TD System Plan updates, CTC evaluations, LCB meeting coordination</td>
<td>TDSP Update, CTC Evaluation, LCB Meetings</td>
</tr>
<tr>
<td><strong>E</strong></td>
<td>Plan the non-motorized transportation system, including: updates to the bike master plan, protected bicycle network plan, bikeshare plan, bicycle pedestrian count program</td>
<td>Bike Plans, Bike/Ped count program</td>
</tr>
<tr>
<td><strong>F</strong></td>
<td>Vision Zero Action plan</td>
<td>Completed plan</td>
</tr>
<tr>
<td><strong>G</strong></td>
<td>Assist local governments with preparation of Complete streets community plans and studies</td>
<td>Community plans</td>
</tr>
<tr>
<td><strong>H</strong></td>
<td>Conduct corridor studies to evaluate safety and identify complete street infrastructure investment opportunities and health impact assessments</td>
<td>Corridor studies</td>
</tr>
<tr>
<td><strong>I</strong></td>
<td>Update the freight system plan, including the regional plan, participate on committees, coordinate with stakeholders</td>
<td>Freight Plan, GIS datasets</td>
</tr>
<tr>
<td><strong>J</strong></td>
<td>Collect and analyze population and employment data, vehicular traffic, non-motorized activity, transit ridership data and intermodal freight statistics, maintain GIS datasets</td>
<td>Data collected and updated GIS datasets</td>
</tr>
<tr>
<td><strong>K</strong></td>
<td>Investigate automation of data collection processes related to traffic volumes, speeds, travel time and origin-destination pairs</td>
<td>Automated data collection process</td>
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<tr>
<td><strong>L</strong></td>
<td>Plan for and coordinate with the Glades communities on freight, bike/ped. and commuter movements</td>
<td>Coordination</td>
</tr>
<tr>
<td><strong>M</strong></td>
<td>Identify transportation connectivity gaps in accessing essential services including employment, health care, schools/education, and recreation</td>
<td>Connectivity Plan</td>
</tr>
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</table>
Activity | Deliverable(s) | Completion Date
--- | --- | ---
N | Study transformational technologies (i.e. Connected Vehicle (CV) and Automated Vehicle (AV)) on safety, vehicle ownership, road capacity, VMT, land-use, roadway design, future investment demands, and economic development | CV/AV Study | June 2019
O | Attend training for planning the non-motorized (bicycle and pedestrian), transit, freight, and roadway systems | Completed training | Annually

**Responsible Agencies:** Palm Beach Transportation Planning Agency
**Participating Agencies:** FDOT, FHWA, SEFTC, SFRTA, SFRPC, TCRPC, Broward MPO, Miami-Dade TPO, Freight Industry, FDEP, PBC, PBCSD, PBCHD, Local Municipalities, Northern and Western MPOs/TPO, Palm Tran

### Budget for Fiscal Years 2019 and 2020

#### Task 2 Plan the System

<table>
<thead>
<tr>
<th>FY 2019</th>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
<th>CTD</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>Personnel &amp; Benefits</td>
<td>$123,597</td>
<td>$24,816</td>
<td>$65,919</td>
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<td>$8,240</td>
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<td></td>
<td>$44,600</td>
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<td>$68,240</td>
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<table>
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<tr>
<th>FY 2020</th>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
<th>10% Soft Match to FTA</th>
<th>CTD</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Personnel &amp; Benefits</td>
<td>$141,650</td>
<td>$28,440</td>
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<td>$10,493</td>
<td>$10,493</td>
<td>$49,795</td>
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<tr>
<td>Other Direct Expenses</td>
<td>$44,600</td>
<td>$8,955</td>
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<td>$44,600</td>
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<tr>
<td><strong>TOTAL EXPENDITURE</strong></td>
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<td>$51,604</td>
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<td>$1,105,479</td>
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</table>
Task 3 – Prioritize Funding

Purpose

Prioritize funding to maximize implementation of projects that support the Plan. Ensure that anticipated revenues are allocated to projects and programs in the Five-Year TIP consistent with the LRTP and according to the project priorities set forth by the TPA Governing Board.

Previous Work

The TPA coordinated annually with FDOT on development of the Tentative Work Program and adoption of the TPA's Transportation Improvement Program (TIP) and processing of TIP amendments, as necessary. An interactive map of major projects was also developed for display on the website.

The TPA identified major projects from the LRTP to be advanced for funding in the TIP, developed and administered a prioritization process for projects to be funded via the Local Initiatives Program established by the LRTP, administered the Transportation Alternatives Program, participated in project implementation through review comments entered in the ERC system, and participated in Project Development & Environment (PD&E) studies associated with specific projects in the TIP.

Online TIP Mapping Tool - Staff created an on-line tool to assist the public in mapping TIP projects.

TPA staff refined the scoring system for the LI & TA programs and video recorded the training workshop to allow agencies to view it at their convenience.

TPA Governing Board created a steering committee focused on identifying new service and funding options for the Tri-Rail Extension to Northern Palm Beach County.

Task 3 Activities for Fiscal Years 2019 and 2020

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable(s)</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Develop an annual List of Priority Projects identifying TPA Major Projects, Local Initiative projects, and Transportation Alternative and SUNTrail projects for funding in the TIP</td>
<td>Priority Project List</td>
</tr>
<tr>
<td>B</td>
<td>Administer the Local Initiatives and Transportation Alternatives annual competitive grant program, update scoring system, review applications and associated activities</td>
<td>TA and LI Program administration</td>
</tr>
<tr>
<td>C</td>
<td>Review FDOT Draft Work Program for consistency with the LRTP and adopted priorities of the TPA Governing Board</td>
<td>Review Letter</td>
</tr>
<tr>
<td>D</td>
<td>Prepare the TIP, including a project map and interactive online database, and process required TIP amendments</td>
<td>TIP</td>
</tr>
<tr>
<td>E</td>
<td>Prepare the annual list of projects for which Federal funds (FHWA and FTA) were obligated in the previous fiscal year</td>
<td>List of Federally Funded Projects</td>
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<tr>
<td>Activity</td>
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<td>----------</td>
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</tr>
<tr>
<td>F</td>
<td>Identify safety projects to be funded from Federal Highway Safety Program funds</td>
<td>Safety Project List</td>
</tr>
<tr>
<td>G</td>
<td>Review and score FTA 5310 Program grant applications</td>
<td>Grant Application Review</td>
</tr>
<tr>
<td>H</td>
<td>Review and comment on TIP projects to ensure final design and construction plans are consistent with TPA priorities</td>
<td>Project Review</td>
</tr>
<tr>
<td>I</td>
<td>Perform Efficient Transportation Decision making screening, environmental justice, Title VI reviews for major TPA projects</td>
<td>ETDM Report</td>
</tr>
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**Responsible Agency:** Palm Beach Transportation Planning Agency

**Participating Agencies:** FDOT, FDEP, PBC, Palm Tran, PPB, SFRTA, Local Municipalities, PBCHD

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### Budget for Fiscal Years 2019 and 2020

**Task 3 Prioritize Funding**

#### FY 2019

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<tr>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
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<td>Personnel &amp; Benefits</td>
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<td>$91,941</td>
<td>$11,493</td>
<td>$11,493</td>
<td>$245,084</td>
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</table>
Task 4 – Implement Projects

Purpose
Staff renamed this item to "Implement Projects" to focus attention on the implementation of projects and project scope details that accomplish the goals and objectives of the TPA Governing Board.

Previous Work
The TPA prepares a report card on the progress of the Congestion Management Process (CMP) that is being utilized as a feedback loop to improve the transportation system.

Complete Streets Design Guidelines - Staff and consultants worked with the Complete Streets Working Group to develop a set of guidelines tailored to assist in designing complete streets solutions on state and local roadways in Palm Beach County.

Staff continued to participate actively in the design review process for state and local projects to ensure the final outcomes are consistent with the planning objectives.

Task 4 Activities for Fiscal Years 2019 and 2020

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable(s)</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Monitor implementation of Long Range Transportation Plan (LRTP) projects including Transportation Alternatives and Local Initiatives</td>
<td>LRTP Report Card</td>
</tr>
<tr>
<td>B</td>
<td>Develop a TIP project management, prioritization and mapping tool</td>
<td>Prioritization tool</td>
</tr>
<tr>
<td>C</td>
<td>Develop performance measures in compliance with Federal regulations</td>
<td>Adopted performance measures</td>
</tr>
<tr>
<td>D</td>
<td>Update the Congestion Management Report Card to evaluate LRTP goals and objectives and identify potential projects for funding in the TIP</td>
<td>Activity Report</td>
</tr>
<tr>
<td>E</td>
<td>Coordinate with Broward MPO and Miami-Dade TPO to address regional congestion</td>
<td>Regional Transportation Plan</td>
</tr>
<tr>
<td>F</td>
<td>Provide partner agencies input for upcoming projects (i.e. ERC reviews and multimodal checklists)</td>
<td>Project reviews</td>
</tr>
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</table>

Responsible Agency: Palm Beach Transportation Planning Agency
Participating Agencies: FDOT, TCRPC, PBC, Local Municipalities
## Task 4 Implement Projects

<table>
<thead>
<tr>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
<th>TOTAL</th>
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<tbody>
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<td>Personnel &amp; Benefits</td>
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<td>$4,500</td>
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<table>
<thead>
<tr>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
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<th>FTA 5305d</th>
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<tr>
<td>Personnel &amp; Benefits</td>
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<td>$41,971</td>
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<td>$5,246</td>
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<tr>
<td>TOTAL EXPENDITURE</td>
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<td>$14,220</td>
<td>$81,971</td>
<td>$10,246</td>
<td>$10,246</td>
<td>$163,042</td>
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</table>
Task 5 – Collaborate with Partners

Purpose

Work with, and provide technical assistance to, transportation partners to establish and implement policies, programs and projects consistent with the LRTP.

Previous Work

Regional Commuter Challenge - The TPA worked with FDOT and South Florida Commuter Services on a similar but regional effort that covered Miami-Dade, Broward and Palm Beach counties.

Tour of Brightline Train Station and Bicycle Tour of West Palm Beach - TPA Governing Board representatives attended a tour of the new downtown West Palm Beach Brightline train station. After the station tour, the group went on a bicycle tour of downtown.

Tactical Urbanism - TPA staff participated in a tactical urbanism workshop with the City of West Palm Beach to implement an intersection pop-up project. The TPA also joined City’s Mayor and leadership staff to meet with the Miami Downtown Development Authority and learn about their Biscayne Green pop-up project to implement a similar pop-up project locally.

FHWA Road Diet Workshop - The TPA coordinated with FHWA, the Treasure Coast Regional Planning Council, and Palm Tran to organize a Road Diet Workshop for planning and engineering professionals in the region. The workshop was held in Tequesta and had over 30 participants.

Regional Safe Streets Summit - The Palm Beach TPA, Broward MPO and Miami-Dade TPO collectively hosted the 2017 Summit in Sunrise. Additionally, TPA staff worked together with our partners to organize the 2018 Regional Safe Streets Summit in the City of West Palm. The summit includes local and national Complete Streets experts and engaged elected officials, transportation agencies, residents and stakeholders across south Florida.

Through SEFTC, the TPA approved the Southeast Florida Regional Transportation Plan and the Regional Freight Plan. The regional activities include identification of regional corridors; providing technical support for expanded Tri-Rail service; coordinating regionally to adopt a prioritized Transportation Regional Incentive Program project list and coordinating with FHWA, FTA, FDOT and other stakeholders in the development and implementation of performance based planning.

Additionally, the TPA participated in statewide efforts including the FDOT Freight Mobility and Trade Investment Plan and major updates to the Florida Transportation Plan and Strategic Intermodal System Plan.

Task 5 Activities for Fiscal Years 2019 and 2020

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable(s)</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Update the 2045 regional transportation plan and participate in SEFTC activities including strategic scoping with SEFTC/RTTAC</td>
<td>Regional Plan</td>
</tr>
<tr>
<td>B</td>
<td>Adopt a prioritized Transportation Regional Incentive Program (TRIP) project list through SEFTC</td>
<td>TRIP Priority List</td>
</tr>
<tr>
<td>C</td>
<td>Facilitate Ad Hoc Working Groups and establish documents to implement TPA priorities</td>
<td>Facilitated Working Groups</td>
</tr>
<tr>
<td>Activity</td>
<td>Deliverable(s)</td>
<td>Completion Date</td>
</tr>
<tr>
<td>----------</td>
<td>----------------</td>
<td>----------------</td>
</tr>
<tr>
<td>D</td>
<td>Coordinate with local economic boards and Chambers of Commerce to identify travel and tourism infrastructure needs</td>
<td>Meeting attendance</td>
</tr>
<tr>
<td>E</td>
<td>Serve on partner agency committees as appropriate (e.g. SFRTA, School District, etc.)</td>
<td>Meeting attendance</td>
</tr>
<tr>
<td>F</td>
<td>Conduct training to facilitate implementation of new rules, regulations, processes and procedures.</td>
<td>Training</td>
</tr>
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</table>

**Responsible Agency:** Palm Beach Metropolitan Planning Organization  
**Participating Agencies:** PBC, BTPA, MDTPA, SEFTC, Local Municipalities, FDOT, TCRPC, SFRPC

---

**Budget for Fiscal Years 2019 and 2020**

**Task 5 Collaborate with Partners**

**FY 2019**

<table>
<thead>
<tr>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
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<tbody>
<tr>
<td>Personnel &amp; Benefits</td>
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<td>$65,919</td>
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<td>$8,240</td>
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<tr>
<td><strong>TOTAL EXPENDITURE</strong></td>
<td>$123,597</td>
<td>$24,816</td>
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<td>$8,240</td>
<td>$8,240</td>
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**FY 2020**

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<th>FDOT 18.07% Soft Match to FHWA</th>
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<th>FDOT 10% Cash Match to FTA</th>
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<tbody>
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<td>$15,493</td>
<td>$331,084</td>
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Task 6 – Administer the Agency

Purpose
Provide the staff and resources necessary to lead the planning process in order to implement the plans of the board, resulting in a funding program that realizes the vision of the community.

Previous Work
The TPA staff performed required on-going activities including supporting the TPA Board and committee meetings; updated necessary documents, assisted in audits and submitted quarterly/monthly progress reports and reimbursement requests.

TPA Governing Board Handbook - Staff created an orientation handbook to assist new TPA Governing Board Representatives on the mission and vision of the Palm Beach TPA and their roles and responsibilities as they serve on the Governing Board.

Changed the Agency Name and Rebranded the Agency - Through a series of meetings, TPA Governing Board voted to change the name of the agency to the Palm Beach Transportation Planning Agency and adopted a new logo and tagline – “Connecting Communities.”

Created a TPA Procurement Policy and Process - In preparation for independence, staff developed a procurement procedures manual for use in all TPA procurements.

Task 6 Activities for Fiscal Years 2019 and 2020

<table>
<thead>
<tr>
<th>Activity</th>
<th>Deliverable(s)</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Monitor and annually update the Five-Year Strategic Plan</td>
<td>Strategic Plan</td>
</tr>
<tr>
<td>B</td>
<td>Monitor the two-year UPWP for FY 19-20, process modifications and amendments, coordinate tasks with participating agencies, submit progress reports and invoices to FDOT, and adopt the FY 21-22 UPWP</td>
<td>Progress Reports, Invoices FY 21-22 UPWP</td>
</tr>
<tr>
<td>C</td>
<td>Administer TPA Governing Board and Advisory Committee meetings</td>
<td>Agendas, minutes, presentations</td>
</tr>
<tr>
<td>D</td>
<td>Provide training for TPA staff and TPA Governing Board members at conferences, workshops, etc. Attend business meetings as required</td>
<td>Training, conference and meeting attendance</td>
</tr>
<tr>
<td>E</td>
<td>Perform financial tasks including grant reimbursements, audit reports, budget, supporting FDOT audit(s), grant reconciliations, timekeeping, inventory, contract management, invoice payments</td>
<td>Audit report, County budget FDOT audit(s)</td>
</tr>
<tr>
<td>Activity</td>
<td>Deliverable(s)</td>
<td>Completion Date</td>
</tr>
<tr>
<td>-------------------------------------------------------------------------</td>
<td>---------------------------------------------</td>
<td>-----------------</td>
</tr>
<tr>
<td>Participate in state and federal certification reviews</td>
<td>Responses to certification questions</td>
<td>Annually</td>
</tr>
<tr>
<td>Procurement of services, supplies and equipment (RFPs, contracts, etc.)</td>
<td>Executed contracts</td>
<td>As needed</td>
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<tr>
<td>Office relocation: Office space lease, furniture, audio-visual and IT</td>
<td>New office space</td>
<td>December 2019</td>
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<tr>
<td>Independent agency set up: bank account, accounting system, personnel</td>
<td>Agency accounting system</td>
<td>July 2019</td>
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<tr>
<td>Modify/establish agreements, by-laws and COOP. Modify procedures to</td>
<td>Agreements</td>
<td>As needed</td>
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<td>Responsible Agency: Palm Beach Transportation Planning Agency</td>
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<tr>
<td>Participating Agencies: FHWA, FTA, PBC, Local Govt, FDOT, TCRPC, SFRPC</td>
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<tr>
<td>BMPO, MDTPO</td>
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**Budget for Fiscal Years 2019 and 2020**

**Task 6 Administer the Agency**

<table>
<thead>
<tr>
<th>FY 2019 BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
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<th>FY 2020 BUDGET CATEGORY</th>
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<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
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<td>$25,929</td>
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Task 7 – Agency Expenditures with Local Funds

Purpose

This new task is for authorizing local fund expenditures for items that are not reimbursable from state and federal grant sources, or used as a local match.

- Transportation Policy Advocacy - To influence laws, policies and funding of transportation on the state and national levels to help South Florida receive higher funding for transportation projects. This task may include professional lobbyist assistance.

- Peer-to-Peer Exchanges - To gain best practices from other MPOs around the country to inform better decision-making by Governing Board members and TPA staff.

- Non-Reimbursable Expenses - Including refreshments for meetings, promotional items to promote the TPA programs and help solicit feedback, and staff professional planning certification and licensing dues.

- Support of Transportation-Related Activities – Sponsor partner safety campaigns and planning conferences that meet the purpose and intent of the agency.

- Balance to TPA Reserve – The balance of this account will be added to the TPA Reserve Account for purposes approved by the TPA Board including providing revolving agency funds.

Task 7 Activities for Fiscal Years 2019 and 2020

<table>
<thead>
<tr>
<th>Activity</th>
<th>Not to Exceed</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Advocacy activities, Peer-to-Peer exchanges, Governing Board and TPA staff travel expenses, TPA staff time and consultant fees</td>
</tr>
<tr>
<td>B</td>
<td>Promotional items and activities</td>
</tr>
<tr>
<td>C</td>
<td>Non-reimbursable expenses</td>
</tr>
<tr>
<td>D</td>
<td>Sponsorship support</td>
</tr>
<tr>
<td>E</td>
<td>Balance to TPA Reserve Fund</td>
</tr>
</tbody>
</table>

Total Expenditure of Local Funds | $132,640
Summary Budget Tables

The FY 2019 and 2020 UPWP is funded by various federal, state and local sources in the form of grants, cash match and non-cash (soft) match services. An estimate of the costs associated with the individual tasks and the source of funding is listed in the following tables.

### Fiscal Year 2019 Budget by Work Task and Fund Source

<table>
<thead>
<tr>
<th>BUDGET CATEGORY</th>
<th>FHWA PL</th>
<th>FDOT 18.07% Soft Match to FHWA</th>
<th>FTA 5305d</th>
<th>FDOT 10% Cash Match to FTA</th>
<th>Local 10% Cash Match to FTA</th>
<th>CTD</th>
<th>TPA Local Funds</th>
<th>TOTAL less Soft Matches</th>
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</thead>
<tbody>
<tr>
<td><strong>TASK 1. ENGAGE THE PUBLIC</strong></td>
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<td><strong>TASK 2. PLAN THE SYSTEM</strong></td>
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### Fiscal Year 2020 Budget by Work Task and Fund Source

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Multi-Year Business Plan

The transportation planning process is a continuing process with a number of required certifications and reports occurring on a regular basis. The TPA is required to produce and adopt a TIP every year, a UPWP every two years and a major update to the LRTP every five years. The TPA is certified by FDOT annually and by FHWA/FTA every four (4) years.

To accommodate these differing schedules for work products, the TPA has created an overview with a multi-year plan to show how funding availability to accomplish all required planning activities to meet federal and state requirements. These revenues and costs are approximate in outer years.

### Five-Year Business Plan

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<td>$100,000</td>
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<tr>
<td>TOTAL EXPENDITURES</td>
<td>$3,158,861</td>
<td>$3,441,882</td>
<td>$3,201,261</td>
<td>$3,278,176</td>
<td>$3,357,943</td>
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<tr>
<td>Transfer to other MPOs for regional tasks (FHWA)</td>
<td>$100,000</td>
<td>$100,000</td>
<td></td>
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<tr>
<td>TOTAL EXPENDITURES AND TRANSFERS</td>
<td>$3,258,961</td>
<td>$3,541,882</td>
<td>$3,201,261</td>
<td>$3,278,176</td>
<td>$3,357,943</td>
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<tr>
<td>CARRY OVER TO NEXT YEAR</td>
<td>$1,984,332</td>
<td>$628,543</td>
<td>$594,402</td>
<td>$660,837</td>
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1. FHWA funds are supplemented with an 18.07% Non-Cash (Soft) Match from FDOT
2. FTA funds are supplemented with a 10% Non-Cash (Soft) Match from local partners for FY 20 - 23
## A. Glossary

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Description</th>
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<tbody>
<tr>
<td>BMPO</td>
<td>Broward Metropolitan Planning Organization</td>
</tr>
<tr>
<td>BTPAC</td>
<td>Bicycle Trailways Pedestrian Advisory Committee</td>
</tr>
<tr>
<td>CAC</td>
<td>Citizens Advisory Committee</td>
</tr>
<tr>
<td>CMP</td>
<td>Congestion Management Process</td>
</tr>
<tr>
<td>COOP</td>
<td>Continuity of Operations Emergency Recovery Plan</td>
</tr>
<tr>
<td>CTC</td>
<td>Community Transportation Coordinator</td>
</tr>
<tr>
<td>CTD</td>
<td>Florida Commission for the Transportation Disadvantaged</td>
</tr>
<tr>
<td>ERC</td>
<td>Electronic Review and Comment</td>
</tr>
<tr>
<td>ETDM</td>
<td>Efficient Transportation Decisionmaking</td>
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<tr>
<td>FAST Act</td>
<td>Fixing America’s Surface Transportation Act</td>
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<td>FDOT</td>
<td>Florida Department of Transportation</td>
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<td>FHWA</td>
<td>Federal Highway Administration</td>
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<td>FTA</td>
<td>Federal Transit Administration</td>
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<td>FTP</td>
<td>Florida Transportation Plan</td>
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<td>FY</td>
<td>Fiscal Year</td>
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<tr>
<td>GIS</td>
<td>Geographic Information System</td>
</tr>
<tr>
<td>JPA</td>
<td>Joint Participation Agreement</td>
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<tr>
<td>LRTP</td>
<td>Long Range Transportation Plan</td>
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<tr>
<td>MAP-21</td>
<td>Moving Ahead for Progress in the 21st Century</td>
</tr>
<tr>
<td>MDTPO</td>
<td>Miami-Dade Transportation Planning Organization</td>
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<td>MDT</td>
<td>Miami-Dade Transit Agency</td>
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<td>MPO</td>
<td>Metropolitan Planning Organization</td>
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<td>PBC</td>
<td>Palm Beach County</td>
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<tr>
<td>PBIA</td>
<td>Palm Beach International Airport</td>
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<tr>
<td>PD&amp;E</td>
<td>Project Development and Environment</td>
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<td>PEA</td>
<td>Planning Emphasis Area</td>
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<td>PPP</td>
<td>Public Participation Plan</td>
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<td>PL Funds</td>
<td>FHWA Urban Transportation Planning Funds</td>
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<td>Southeast Florida Transportation Council</td>
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<td>SFCS</td>
<td>South Florida Commuter Services</td>
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<td>SFRPC</td>
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<td>South Florida Regional Transportation Authority</td>
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<td>SIS</td>
<td>Strategic Intermodal System</td>
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<td>STIP</td>
<td>State Transportation Improvement Program</td>
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<tr>
<td>SU</td>
<td>Surface Transportation Program Funds</td>
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<td>SUNTrail</td>
<td>Shared Use Network Trail program</td>
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<td>TAC</td>
<td>Technical Advisory Committee</td>
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<td>TDLCB</td>
<td>Transportation Disadvantaged Local Coordinating Board</td>
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<td>Transit Development Plan</td>
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<td>Transportation Disadvantaged Service Plan</td>
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<td>Transportation Improvement Program</td>
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<td>TRIP</td>
<td>Transportation Regional Incentive Program</td>
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<td>TSM&amp;O</td>
<td>Transportation System Management and Operations</td>
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<tr>
<td>USDOT</td>
<td>United States Department of Transportation</td>
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<td>UPWP</td>
<td>Unified Planning Work Program</td>
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<tr>
<td>UZA</td>
<td>Urbanized Area</td>
</tr>
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</table>
B. Map of Miami Urbanized Area
C. Certifications, Assurances & Policies

DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION

It is the policy of the Palm Beach MPO that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The Palm Beach MPO, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the Palm Beach MPO in a non-discriminatory environment.

The Palm Beach MPO shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code.

Chair

Palm Beach MPO

Name of MPO

Date 07/20/17
LOBBYYING CERTIFICATION for GRANTS, LOANS
and COOPERATIVE AGREEMENTS

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the Palm Beach MPO that:

(1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Palm Beach MPO, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.

(3) The Palm Beach MPO shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds $100,000, and that all such subrecipients shall certify and disclose accordingly.

(4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each failure.

Chair

Name of MPO

Date
DEBARMENT and SUSPENSION CERTIFICATION

As required by the USDOT regulation on Government wide Debarment and Suspension at 49 CFR 29.510

(1) The Palm Beach MPO hereby certifies to the best of its knowledge and belief, that it and its principals:

(a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

(b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and

(d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.

(2) The Palm Beach MPO also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

MPO Chair: [Signature]

Date: 07/26/17

Palm Beach Transportation Planning Agency
TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Palm Beach MPO assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The Palm Beach MPO further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient’s Chief Executive Officer.

2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient’s organization and to the general public. Such information shall be published where appropriate in languages other than English.

3. Insert the clauses of Appendices A and E of this agreement in every contract subject to the Acts and the Regulations

4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.

5. Participate in training offered on Title VI and other nondiscrimination requirements.

6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.

7. Have a process to collect racial and ethnic data on persons impacted by your agency’s programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

Dated 07/20/17

by [Signature], Chief Executive Officer
APPENDICES A and E

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

(1.) Compliance with Regulations: The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.

(2.) Nondiscrimination: The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3.) Solicitations for Subcontractors, including Procurements of Materials and Equipment: In all solicitations made by the Contractor, either by competitive bidding or negotiation for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.

(4.) Information and Reports: The Contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration as appropriate, and shall set forth what efforts it has made to obtain the information.

(5.) Sanctions for Noncompliance: In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the Florida Department of Transportation shall impose such contract sanctions as it or the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may determine to be appropriate, including, but not limited to:

   a. withholding of payments to the Contractor under the contract until the Contractor complies, and/or
   b. cancellation, termination or suspension of the contract, in whole or in part.

(6.) Incorporation of Provisions: The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a sub-contractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to
(7.) Compliance with Nondiscrimination Statutes and Authorities: Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects), Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964. The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).
D. FDOT D-4 Planning Activities

Bicycle/Pedestrian Activities, Livable Communities and Context Sensitive Solutions
- Support statewide safety campaign, education and outreach activities
- Prepare multi-modal scoping checklist for FDOT design projects
- Develop Bicycle/Pedestrian geographic information system (GIS) count database
- Coordinate with the Metropolitan Planning Organizations (MPO) and local governments to program funds for transit, bicycle and/or pedestrian modes
- Work with partners to facilitate greenways and trails planning, including assessment of greenway crossings, and guidance in programming SUNTrail funds
- Proactively identify and address high pedestrian/bicycle conflict/crash locations

Bicycle & Pedestrian Data Framework - Coordinate with the MPOs on the creation of a standardized database structure designed for the storage, delivery, and analysis of for archiving and accessing multimodal data.

Corridor and Mobility Planning – Conduct corridor studies with partners to identify and evaluate alternative improvements. Examples of studies that are underway or are upcoming include:
- I-95 Palm Beach County Managed Lanes Masterplan
- Tri-Rail Coastal Link Project Development (Miami-Dade, Broward, and Palm Beach Counties)

Community Planning - Local Government Comprehensive Plans – Review local government comprehensive plans and plan amendments within FDOT's purview including developments of regional impact scale, subject to review under the state coordinated review process. Provide technical assistance to help local governments find creative solutions that foster vibrant, healthy communities while protecting the functions of transportation resources and facilities of state importance.

Demand Forecast Model Development, Calibration, and Validation – Maintain the current 2040 model and develop, calibrate and validate the 2015-based model in collaboration with MPOs for the 2045 Long Range Transportation Plans.

District Park-and-Ride Lot Master Plan – Develop a District Plan and a strategy for management of existing facilities.

Efficient Transportation Decision Making (ETDM) Process - The District ETDM coordinator will provide training and guidance to the MPOs on the ETDM process. The District community liaison coordinator will provide guidance and training to MPO staff on socio-cultural effects evaluations.

Extreme Weather/ Climate Resiliency
- Collect, analyze and share related data, reports, guidance, and potential legislation
- Perform research regarding best practices and tools for identifying and addressing extreme weather/climate change impacts including the Florida Sea Level Scenario Sketch Planning Tool.
- Participate in studies with local and regional partners
- Serve on the Broward County Climate Change Task Force and participate in activities of the Southeast Florida Regional Climate Change Compact

Florida Transportation Plan – Support and coordinate with local and regional agencies on Florida Transportation Plan implementation efforts. Contribute to periodic updates of the plan.

Freight Data Collection – Collect annual vehicle classification counts at approximately 350 key locations.
Federal Functional Classifications - Continuously update the functional classification system in coordination with local planning partners.

Interchange Proposal Review and Coordination - Conduct District Interchange Review Committee (DIRC) meetings and coordinate interchange proposals following criteria set forth by the FHWA and FDOT's interchange review process.

Lane Elimination Reviews – Review local governments’ requests to convert travel lanes on the State Highway System to other transportation usages as part of Complete Streets or other efforts.

LRTPs and Regional LRTPs - Provide technical assistance and policy direction to the MPOs in developing and implementing their LRTPs and regional LRTPs.

MPO/Community/Government Liaison - Provide policy direction, technical assistance, and administrative support to MPO boards and advisory committees, local governments, and communities. Assist MPOs in conducting metropolitan transportation planning programs that meet state and federal requirements and are coordinated with the statewide transportation planning program. Conduct annual state certification reviews of the Metropolitan Transportation Planning Process and participate in periodic FHWA/FTA certification reviews of the MPOs. Provide technical assistance on TIP and LRTP consistency issues for Project Development & Environmental (PD&E) and project level amendments.

Multi-Modal Systems and Transportation Studies
- Policy guidance, technical assistance, and research. Monitor and provide input regarding state and federal legislation. Review and analyze the availability of innovative financing methods and techniques
- Managed Lanes - Monitor operations of the I-95 Express Lane/High Occupancy Vehicle facilities on a biannual basis. Document current conditions and determine if improvements are warranted
- Fare Interoperability – Provide technical assistance and facilitate consensus to FDOT 4 County Transit systems to interface with the existing Miami-Dade Transit/SFRTA Easy Card and test new fare collection technologies, such as mobile ticketing

Performance Management/Measurement
- Provide technical support relating to implementation of performance-based planning and programming under the MAP-21 Act, as succeeded by the FAST Act.
- Participate in the FDOT Mobility Performance Measures Program addressing all modes as well as movement of people and freight and maintain a district-level mobility performance measures program.
- Perform research, share information, and support collaboration on the use of performance measures/ measurement systems at the local and regional levels that address access and multimodal mobility for people and freight and other areas.
- Share knowledge of Quality/Level of Service and other performance measures/measurement systems that currently are used or could be used by local governments in their comprehensive plans.

Project Traffic Forecasts – Develop project-specific traffic forecasts to specify traffic demands for the designs of transportation facilities.

Quality/Level of Service - Conduct a review of travel time reliability research including a summary of data and software requirements, relevant applications, types of outputs, and additional work needed to make travel time reliability "implementation ready."
**Railroad Crossing Delay Analysis** - Since 2006, District 4 has performed 5 data collection efforts to quantify the volume and intensity of traffic delay at key railroad crossings along the South Florida Rail Corridor and Florida East Coast Rail corridors. The 2016 study will build upon these efforts by updating the technology and techniques, performing the data collection effort, documenting the results that will be reviewed by the District 4 Rail Office for improvements and/or to conduct further study of specific intersections.

**Regional Transportation Planning and Coordination** - Participate in activities of the Southeast Florida Transportation Council (SEFTC) and SFRTA.

**Safety Reviews** - New process for upcoming PD&Es and address safety concerns identified by the Safety Reviews in the PD&E alternatives.

**Seaport/Airport** - Assist with the development of Seaport and Airport Master Plan updates, and Feasibility studies.

**System-wide Provisional Context Classification** – Maintain districtwide, system-wide provisional context classification maps for the State Highway System, reflecting surrounding land use, roadway connectivity and density, to facilitate identification of context classifications for projects on the State Highway System starting from a system-wide perspective.

**Strategic Intermodal System (SIS)** - Participate in implementation of the statewide long range cost feasible plan for the SIS, including through development of first and second five-year SIS funding plans and coordination with MPOs and modal partners. Address proposed SIS facility designation changes, review potential development and other impacts to the SIS, conduct studies, and undertake special projects relating to the SIS (e.g., ongoing I-95 Multimodal Corridor Mobility Planning Project covering eastern Broward and southeastern Palm Beach County).

**Truck Parking Supply and Demand Study** - District 4 has initiated the first Phase of a Districtwide Truck Parking Study. This Phase will analyze truck parking needs through stakeholder outreach, data collection and the development of supply and demand calculation methodologies to estimate unmet parking demand. A subsequent Phase will be developed to identify the need for additional truck parking, specific opportunities/priorities, and immediate next steps/actions necessary to meet the unmet truck parking demand.

**Transportation Systems Management and Operation (TSM&O)** - Transportation Systems Management and Operation (TSM&O) - Coordinate with the MPOs to incorporate TSM&O into their plans and programs and to structure TSM&O into their respective organizations. Work with the MPOs to reflect in their LRTPs and project priorities projects from the TSM&O Master Plan developed for arterials and freeways.

**Transportation Demand Management** – Utilize transportation demand management strategies to reduce congestion through the South Florida Commuter Services program. South Florida Commuter Services is a regional transportation demand management program that engages commuters in Miami-Dade, Broward, Palm Beach, Martin, and St. Lucie counties to promote regional access and mobility via 1-800-234-RIDE call center and the 1-800234RIDE.com website.

**Transit/Land Use** - Coordinate with local governments to educate, implement and promote acceptance of major transit investments and transit oriented development. Provide guidance documents, training, and technical assistance on transit oriented development as implemented in the Southeast Florida region.

**Transportation Data, Travel Characteristics, and Mapping/Database Development** – Traffic Data Exchange – Share data and exchange experience on use of the National Performance
Management Research Data Set and HERE speed data as available on the Regional Integrated Transportation Information System site.

**Consultant Technical Support** - This section provides a list of District-wide resources available to FDOT 4.

- Area-wide corridor planning studies/planning support
- Planning & Environmental Management transportation data management analysis and development
- Urban model development, Southeast Regional Planning Model
- Corridor planning & congestion management support
- Consultant for the Office of Modal Development & Planning & Environmental Management
- Consultant for the Office of Modal Development & Planning & Environmental Management for freight studies
- Data collection activities
- General consultant technical assistance & coordination
- Regional commuter service program
- Strategic Intermodal System program support
- Traffic data collection routine counts
- Traffic statistics data collection and analysis
- Transit corridor planning
- Transit planning general consultant services
- Transportation statistics data
- Urban model application support
- Multimodal modeling support
- Systems planning activities
The Palm Beach TPA prioritizes public involvement in the local and regional transportation planning process, and utilizes various methods to communicate information and opportunities for public input:

TPA Website | Social Media | Meetings of the TPA Governing Board, Advisory and Ad-Hoc Committees | Special Workshops | Presentations | Exhibits | TPA Activities | Community Events

**Transportation Matters E-News Issues: Feb. 14 & Feb. 28** (439 email recipients)

**Highlights**

- Safe Streets Summit: **Feb. 1-2**
- TPA Gov. Bd. mtg. Palm Beach Gardens: **Feb. 15**
- Human Services Transportation Summit: **Feb. 20**
- Lake Worth Royal Poinciana Trail Opening: **Feb. 27**
- I-95 at Spanish River Blvd. Interchange Opening: **Feb. 28**

**Platforms**

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<th>PB TPA Website</th>
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<td>Impressions / Sessions</td>
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**Online Engagement**

![Graph showing impressions and sessions from March 2017 to February 2018]

**Upcoming Meetings & Events**

- Technical Advisory Committee (TAC) mtg: **Mar. 7**
- Citizens Advisory Committee (CAC) mtg: **Mar. 7**
- Bicycle/Trailways/Pedestrian Advisory Committee (BTPAC) mtg: **Mar. 8**
- TPA Governing Board mtg. - Belle Glade: **Mar. 15**
- Florida Bike Month events: **Mar. 1-31**