



PALM BEACH Transportation Planning Agency

TPA TRANSITION STEERING COMMITTEE MEETING AGENDA

DATE: Tuesday, February 19, 2019
TIME: 10:00 a.m.
PLACE: Palm Beach TPA
2300 N Jog Road, 4th Floor Conference Room 4E-12
West Palm Beach, Florida 33411

AGENDA

1. Roll Call
2. Review Meeting Summary from October 3, 2018
3. **MOTION to RECOMMEND APPROVAL** of Amendment #2 to the FY19 & FY20 Unified Planning Work Program (UPWP)

TPA staff will review Amendment #2 to the FY19 & FY20 UPWP. The TPA adopted amendment #1 to its UPWP on October 18, 2018 to add \$1.2M of available FHWA planning funds to FY 19 in order to lease expenses anticipated as part of the transition to an independent agency. Shortly thereafter, FDOT notified the TPA that the state's FY 19 budget for planning funds could not accommodate the UPWP amendment.

Consequently, TPA staff created and will present UPWP amendment #2 that refines available FY 19 funding and how this funding will be used, and increases its FY 20 budget request to fully encumber all available FHWA planning funds in order to support TPA planning and administrative activities. Both a summary of Amendment #2 and the detailed modifications are attached.
4. 301 Datura Buildout Progress

The building permit plans were submitted to West Palm Beach on February 1, 2019. TPA staff will provide a tentative schedule for construction and occupancy as well as an overview of the TPA's funding authority and timing for various expenses. A summary of anticipated expenses through June 30, 2020 are attached including key dates for buildout of the new office and meeting space.
5. Draft Personnel Handbook

TPA staff will review the attached highlights from the draft Personnel Handbook for committee input. The draft document has been developed by staff based on a thorough review of current TPA member and Florida MPO best practices, will be refined based on steering committee feedback, and then will be subjected to a full legal review.
6. Adjournment



TPA STEERING COMMITTEE MEMBERS

Hal Valeche, Commissioner
TPA Chair
Palm Beach County

Maria Marino, Mayor
TPA Vice Chair
City of Palm Beach Gardens

Steven Grant, Mayor
City of Boynton Beach

Paula Ryan, Commissioner
City of West Palm Beach

Joni Brinkman, Council Member
Village of Palm Springs

Fred Pinto, Mayor
Village of Royal Palm Beach

NOTICE

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.

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