



## TPA GOVERNING BOARD MEETING AGENDA

DATE: THURSDAY, SEPTEMBER 19, 2019  
TIME: 9:00 a.m.  
PLACE: Spanish River Library  
1501 Spanish River Boulevard, Boca Raton, FL 33431

*Transportation facilities and services around the Board meeting location are provided on page 5.*

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### 1. REGULAR ITEMS

- A. Prayer
- B. Pledge of Allegiance
- C. Roll Call
- D. MOTION TO ADOPT Agenda for September 19, 2019
- E. MOTION TO APPROVE Minutes for July 18, 2019
- F. Comments from the Chair and Member Comments
- G. Executive Director's Report
- H. MOTION TO ADOPT/APPROVE Consent Agenda Items
  - 1. Appointment of Mr. Richard Pereira as the Representative and Ms. Cynthia Fuentes as the Alternate for the City of Delray Beach on the Technical Advisory Committee (TAC). A summary of qualifications is attached.
  - 2. Appointment of Mr. Brian Ruscher as the Representative and Ms. Amy Alvarez as the Alternate for the City of Delray Beach on the Bicycle Trailways Pedestrian Advisory Committee (BTPAC). A summary of qualifications is attached.
  - 3. Revisions to the Citizens Advisory Committee (CAC) by-laws to obtain reaffirmation of a CAC member after a period of absences.
  - 4. The attached Resolution approving enrollment of TPA employees in the Florida Retirement System.
  - 5. The attached Resolution amending Section 4.E, Public Agency Purchases, of the TPA Procurement Policy.
  - 6. The attached Resolution approving an amendment to Public Transportation Grant Agreement G1726 to add Federal Fiscal Year 2020 planning funds.
  - 7. The attached Resolution approving the Transportation Performance Measures Consensus Planning Document.

I. 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 ADOPT a Resolution approving vacation accrual rates and leave balances for TPA personnel that transition to the independent agency

The attached resolution approves two exceptions to Section 2.4 of the TPA's Personnel Handbook only for TPA personnel that transition to the independent agency:

1. Approves inclusion of years of service with Palm Beach County in the determination of vacation leave accrual rate; and
2. Approves an initial Sick Leave balance of the lesser of the employee's Sick Leave balance at the time of termination of County employment or 480 hours.

The TPA Transition Steering Committee recommended adoption unanimously.

B. MOTION TO APPROVE the Executive Director Employment Agreement

The attached comparison table summarizes existing Florida MPO Director Compensation levels and includes both existing Palm Beach TPA director compensation as a County employee and proposed compensation as a TPA employee. The draft employment agreement is also attached.

The TPA Transition Steering Committee recommended approval unanimously.

C. MOTION TO ADOPT Amendment #1 to the TPA's FY 20-24 Transportation Improvement Program (TIP)

The Florida Department of Transportation (FDOT) has requested approval of an amendment to the FY 20-24 TIP to include the FY 19 Roll Forward projects, which are included in the FDOT Report available at [PalmBeachTPA.org/TIP](http://PalmBeachTPA.org/TIP). These projects were funded in FY 19 but not encumbered as programmed, so the remaining funds are being rolled forward into FY 20. The Roll Forward changes to FY 20 are provided in the attached summary table. A roll call vote is required.

TAC: Recommended adoption 16-1 with the West Palm Beach Representative dissenting due to inclusion of SR 7 right-of-way and mitigation funding

CAC/BTPAC: Recommended adoption unanimously

D. MOTION TO ADOPT Amendment #2 to the TPA's FY 20-24 TIP

The South Florida Regional Transportation Authority (SFRTA) has requested the transfer of \$8.5M in SU funds from the Second Tri-Rail Station in Boca Raton project (FM# 4304582) to the Tri-Rail Northern Layover Maintenance Facility project (FM# 4297671). The requested amendment is shown in strikethrough/underline format to highlight the changes from the adopted TIP in the attachment. The SFRTA request letter and a letter of support from the City of Boca Raton are also attached. A roll call vote is required.

TAC/CAC/BTPAC: Recommended adoption unanimously

- E. MOTION TO ADOPT a Resolution Updating the Long Range Transportation Plan (LRTP) Goals, Objectives and Targets

The TPA Board directed staff to evaluate additional objectives related to miles of 8-ft pathways and desired vertical clearance at bridges, and to review and recommend modifications to the TPA-adopted targets for National Highway System bridge condition and travel time reliability. Additionally, federal regulations mandate that the TPA include transit asset management objectives and targets for Tri-Rail. TPA staff will present the recommended updates to the LRTP Goals and Objectives. The draft resolution and supporting justification are attached. A roll call vote is required.

TAC/CAC: Recommended adoption unanimously

BTPAC: Recommended adoption 8-2 with County Planning and Engineering Representatives dissenting to allow for additional collaboration, but County Environmental Resource Management and Parks and Rec Representatives supporting.

### 3. INFORMATION ITEMS

- A. LRTP Scenario and Implementation Plan

TPA staff will review the attached draft Scenario and Implementation Plan, including a section on Monitoring. The Scenario Plan identifies a menu of potential actions and associated outcomes that would provide more flexibility to implement the LRTP. However, the Scenario Plan is not a commitment of the TPA or any local governments to perform any of the actions. The Implementation Plan is a summary of the steps the TPA will take to implement the Cost Feasible Plan. The Monitoring section commits the TPA to providing an annual progress report.

- B. I-95 at Central Boulevard Interchange

FDOT staff and consultants will present the preferred alternative in the Project Development and Environment (PD&E) Study for the interchange at I-95 and Central Boulevard. The presentation will include location, typical sections, and timeline. There is no backup for this item.

BTPAC: Recommended endorsement with suggested modifications to provide separated bicycle facilities or shared-use pathways with landscaping between the vehicle lanes and non-motorized users, to incorporate decorative design elements on the bridge, and to include pedestrian lighting and street trees, and terraced retaining walls.

- C. Transit Shelter Design Guide

TPA staff will present a Transit Shelter Design Guide that was developed by the TPA to serve as a resource for Palm Tran and local municipalities to reference when designing new transit shelters. The guide includes a summary of existing Palm Tran shelter conditions and national best practices for transit shelter design. The Guide is available at [PalmBeachTPA.org/Transit](http://PalmBeachTPA.org/Transit).

- D. 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. Correspondence**

1. Letter from the FHWA/FTA certifying the TPA for compliance with 23 CFR 450 through August 2023

**B. Special TPA Reports**

1. Subsidy Award Report for the GIS Expo

**C. Routine TPA Reports**

1. Public Involvement Activity Report for July and August

**D. Next Meeting - **October 17, 2019 in Palm Beach Gardens****

Palm Beach Gardens City Hall, 10500 N Military Trail, Palm Beach Gardens, FL 33410

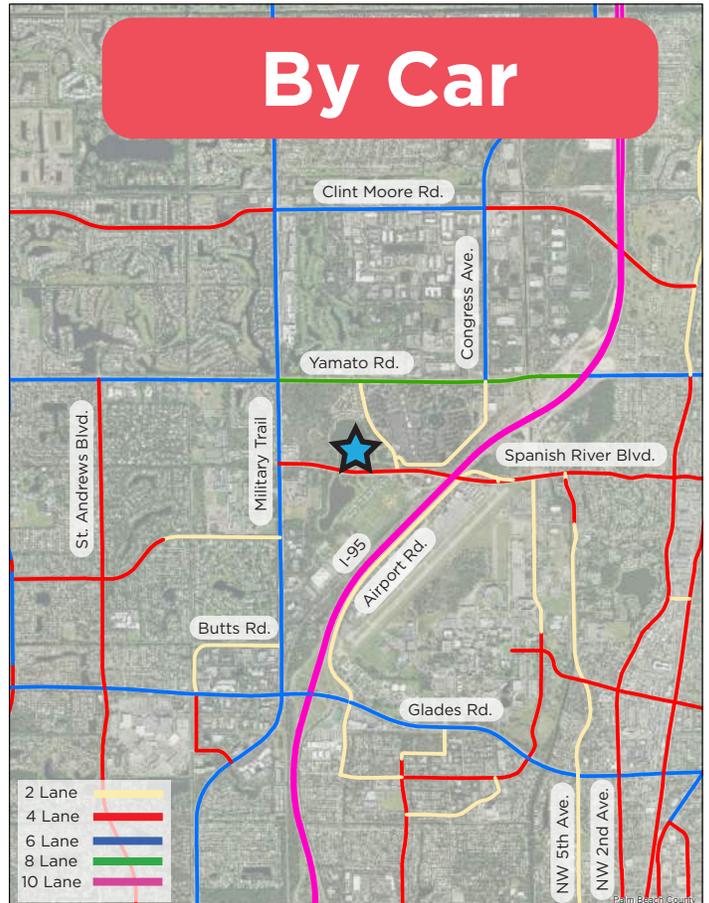
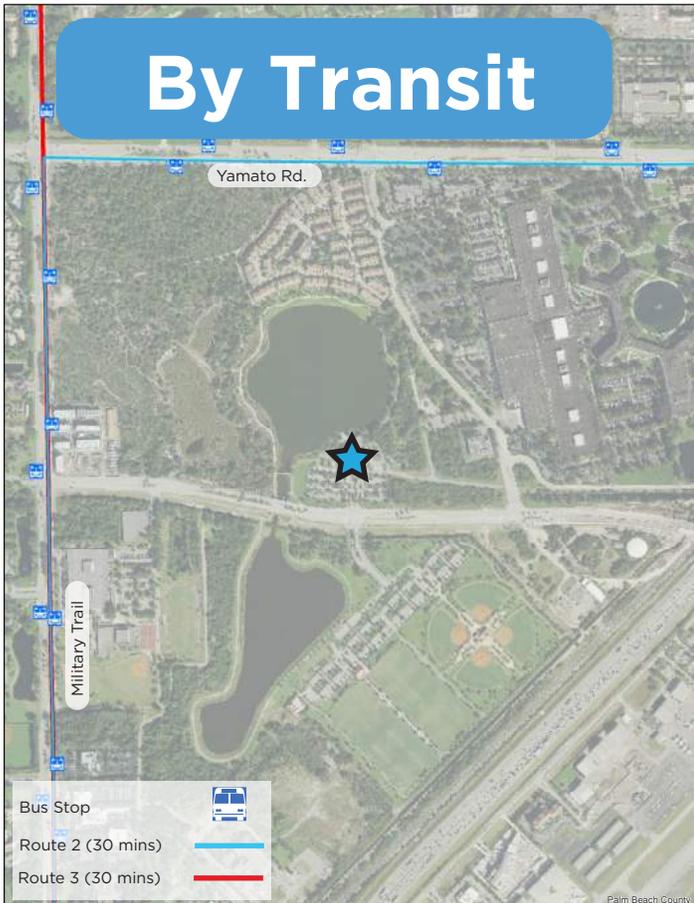
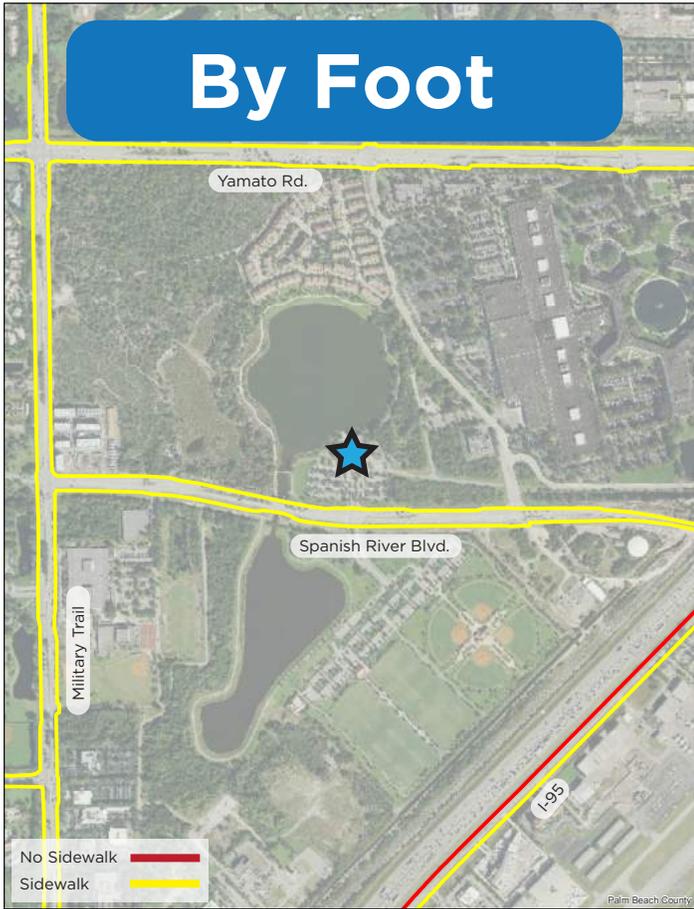
**E. Adjournment**

**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](mailto:MBooth@PalmBeachTPA.org) at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.





## TPA GOVERNING BOARD MEMBERS

### **CHAIR**

**Hal Valeché, Commissioner**  
Palm Beach County

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

**Scott Singer, Mayor**  
City of Boca Raton  
*Alternate: Deputy Mayor Jeremy Rodgers*

**Andy Thomson, Council Member**  
City of Boca Raton  
*Alternate: Monica Mayotte, Council Member*

**Steven B. Grant, Mayor**  
City of Boynton Beach  
*Alternate: Christina L. Romelus, Commissioner*

**Shelly Petrolia, Mayor**  
City of Delray Beach  
*Alternate: Bill Bathurst, Deputy Vice Mayor*

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

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

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

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

**Joseph Anderson, Commissioner**  
Port of Palm Beach  
*Alternate: Katherine Waldron, Commissioner*

### **VICE CHAIR**

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

**Mary Lou Berger, Commissioner**  
Palm Beach County

**Melissa McKinlay, Commissioner**  
Palm Beach County

**Robert S. Weinroth, Commissioner**  
Palm Beach County

**Gregg K. Weiss, Commissioner**  
Palm Beach County

*Palm Beach County Alternates:*  
Mack Bernard, Mayor  
Dave Kerner, Vice Mayor

**Shirley Lanier, Councilwoman**  
City of Riviera Beach

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

**Michael J. Napoleone, Vice Mayor**  
Village of Wellington  
*Alternate: John T. McGovern, Councilman*

**Cory Neering, Commissioner**  
City of West Palm Beach

**Joseph Peduzzi, Commissioner**  
City of West Palm Beach

*West Palm Beach Alternate:*  
Christina Lambert, Commissioner

**Gerry O'Reilly, District 4 Secretary**  
Florida Department of Transportation  
Non-Voting Advisory Member



# PALM BEACH Transportation Planning Agency

# 1.E

## OFFICIAL MEETING MINUTES OF THE PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) GOVERNING BOARD

July 18, 2019

West Palm Beach Lake Pavilion  
101 S Flagler Drive  
West Palm Beach, FL 33401

PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at [www.PalmBeachTPA.org/Board](http://www.PalmBeachTPA.org/Board)

### 1. REGULAR ITEMS

Commissioner Valeché called the meeting to order at 9:03 a.m.

1.A. Prayer - Led by Mayor Steve Wilson

1.B. Pledge of Allegiance

1.C. Roll Call

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

1.D. **ADOPTED:** Agenda for July 18, 2019

**MOTION to ADOPT the Agenda for July 18, 2019. Motion by Mayor Pinto, seconded by Councilmember Marino, and carried unanimously 17-0.**

Member	Vote	Member	Vote	Member	Vote
Anderson	Y	Marino	Y	Singer	Y
Berger	A	McKinlay	Y	Thomson	Y
Brinkman	Y	Napoleone	Y	Triolo	Y
Flores	Y	Neering	Y	Valeché	Y
Grant	A	Lambert (ALT)	Y	Weinroth	A
Kuretski	Y	Petrolia	A	Weiss	Y
Lanier	Y	Pinto	Y	Wilson	Y

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

1.E. **APPROVED:** Minutes for June 20, 2019

**MOTION to APPROVE the Minutes for June 20, 2019. Motion by Councilmember Marino, seconded by Council Member Thomson and carried unanimously 17-0.**

Member	Vote	Member	Vote	Member	Vote
Anderson	Y	Marino	Y	Singer	Y
Berger	A	McKinlay	Y	Thomson	Y
Brinkman	Y	Napoleone	Y	Triolo	Y
Flores	Y	Neering	Y	Valeché	Y
Grant	A	Lambert (ALT)	Y	Weinroth	A
Kuretski	Y	Petrolia	A	Weiss	Y
Lanier	Y	Pinto	Y	Wilson	Y

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### 1.F. Comments from the Chair and Member Comments

CHAIR VALECHÉ noted the meeting location is just a few blocks from the new TPA office and meeting space at 301 Datura Street.

COMMISSIONERS NEERING and LAMBERT welcomed all attendees to the City of West Palm Beach and provided background of the venue.

### 1.G. Executive Director's Report

MR. NICK UHREN reviewed the following from the report provided to the Board:

- With the support of TPA Board members and the Mayor of West Palm Beach, the City issued the full permit for construction of the TPA's new office and meeting space on July 12. Construction is now expected to be completed in mid-October.
- To support the advancement of a Transit Vision Plan for Palm Beach County, the TPA is hosting a Transit Peer Exchange for local elected officials and key transit, roadway, and county administration staff on August 20-21, 2019. Transit leaders from Phoenix, AZ (Valley Metro) and Austin, TX (CapMetro) will share lessons learned in planning, design, funding, and building support for the transit systems in two urbanized areas of similar size, climate, and complexity.
- At its July 2 Commission meeting, the Board of County Commissioners directed staff to conduct a workshop on the impacts of city and county mobility plans and fees. At the TPA's July 10 Technical Advisory Committee (TAC) meeting, the TAC voted to recommend that the TPA Board request a TPA presentation at the July 23 Workshop and TPA participation in the ongoing countywide discussion on Road and Mobility Fees. County staff have offered to include some background on the TPA's role and relationships with the cities and county as part of the county staff presentation, and to include data regarding how other jurisdictions in the state are utilizing mobility fees.
- FDOT will hold a Public Kick-Off Meeting to learn about the Project Development and Environment (PD&E) Study for the I-95 at 10<sup>th</sup> Avenue North Interchange project to evaluate the social, economic and environmental impacts associated with the planned transportation improvement project. The meeting will be held on July 24, 2019 from 5:30 to 7:30 p.m. at Lake Worth Beach City Hall, 7 North Dixie Highway, Lake Worth Beach, FL 33460.
- The TPA encourages municipalities and the County to pursue Bicycle Friendly Community designations. The deadline to submit a Bicycle Friendly Community application is August 8. For more information visit [www.bikeleague.org/community](http://www.bikeleague.org/community).
- The Florida Department of Transportation (FDOT) is offering up to \$7M statewide (minimum of \$250K per project) for Statewide Safe Routes to School (SRTS) projects. FDOT is holding a mandatory Workshop on August 13, 2019 from 9:00 a.m. to 12:00 p.m. in the FDOT District 4 Auditorium located at 3400 W Commercial Boulevard, Fort Lauderdale, FL 33309. Applications are due to FDOT by December 31, 2019. For more information visit [www.SRTSFL.org](http://www.SRTSFL.org).
- As a reminder, there are no Governing Board or advisory committee meetings held in August. The next Board meeting will be held on Thursday, September 19 at the Spanish River Library, 1501 Spanish River Boulevard, Boca Raton, FL 33431.

MR. UHREN welcomed and introduced Mr. Ryan Matting, representative from Senator Rick Scott's office.

**1.H. APPROVED: Consent Agenda Items**

1. A Resolution approving the Fiscal Year (FY) 2020 Promotional Item Expenditure Plan with a not-to-exceed overall budget of \$30,000. These expenses will be paid with TPA member dues consistent with Task 7 of the adopted Unified Planning Work Program.
2. A Resolution approving Federal Transit Administration (FTA) required Certifications and Assurances and authorizing the TPA Executive Director to apply for FTA planning funds and to execute public transportation grant agreement(s) with FDOT.
3. Appointment of Mr. Brian Ruscher as the Alternate for the City of Delray Beach on the TAC.
4. Appointment of Mr. Aaron Hoffman as the Representative and Mr. Carl Baker as the Alternate for the Port of Palm Beach on the TAC.
5. Appointment of Ms. Mary Edwards as the Alternate for the Agency for Persons with Disabilities on the Transportation Disadvantaged Local Coordinating Board (TDLCB).
6. Appointment of Ms. Merlene Ramnon as the Representative for the Florida Department of Health on the TDLCB.

**MOTION to APPROVE the Consent Agenda. Motion by Commissioner Neering, seconded by Mayor Triolo, and carried unanimously 17-0.**

Member	Vote	Member	Vote	Member	Vote
Anderson	Y	Marino	Y	Singer	Y
Berger	A	McKinlay	Y	Thomson	Y
Brinkman	Y	Napoleone	Y	Triolo	Y
Flores	Y	Neering	Y	Valeché	Y
Grant	A	Lambert (ALT)	Y	Weinroth	A
Kuretski	Y	Petrolia	A	Weiss	Y
Lanier	Y	Pinto	Y	Wilson	Y

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**1.I. General Public Comments**

There were no general public comments received.

**2. ACTION ITEMS**

**2.A. ADOPTED: a Resolution approving the TPA’s Personnel Handbook**

MR. UHREN reviewed the draft handbook that is based on Federal and State regulations, TPA member agencies, and other Florida MPOs. He noted the handbook’s purpose is to document terms and benefits of employment with the TPA, establish the authority structure, and declare the administrative processes. He noted the TPA Board would have approving authority over the policies, and the TPA Executive Director would have approving authority over the procedures. He reviewed each policy in detail, which included salary, insurance, retirement, transportation benefits, holidays, paid leave types, among others. He noted the draft presented was unanimously endorsed by the TPA Transition Committee and reviewed with commendation by TPA General Counsel.

COMMISSIONER MCKINLAY inquired if the reimbursement for transit passes included Virgin Trains/Brightline tickets and asked for more details regarding the reimbursement for bicycle commuting expenses.

MR. UHREN noted in the handbook it states publically operated transit services would be reimbursed, which would exclude Virgin Trains/Brightline. He noted the bicycle commuting provision would be to the maximum amount allowed by the Internal Revenue Service and documentation would need to be provided by the employee.

MAYOR TRIOLO stated criteria for the 401(a) money-purchase retirement plan benefit should be for all full-time or select employees based on a set criteria.

MR. UHREN noted this could be for everyone or just management staff, it was the Board's discretion on the language.

COMMISSIONER WEISS inquired if the TPA has a Living Wage Policy similar to the Palm Beach County.

MR. UHREN noted the TPA does not have such policy.

A discussion ensued on the tuition reimbursement amounts and procedure if an employee left TPA employment.

COMMISSIONER MCKINLAY expressed her objections to the language that the Executive Director has the discretion to offer an initial vacation and sick leave balance and/or initial accrual rate to new hires that differs from the outlined set rate by tenure.

Mayor Shelly Petrolia joined the meeting at 9:47 a.m.

A discussion ensued on the potential merits and abuse on this policy, as well as the financial impacts on the agency's budget for vacation and sick leave payouts.

MAYOR PETROLIA inquired why the TPA was using the Federal mileage rate versus the State rate.

MR. UHREN noted the Federal mileage rate was higher and the State statutes have a set number that does not auto adjust to the Federal level. He noted utilizing the Federal mileage rate is a current County practice.

Additional discussion ensued on the treatment of current TPA staff in relation to accrual rates.

MR. UHREN noted a Resolution would be brought before the Board during the next meeting to address his contract and the current TPA staff's accrual rates and sick leave balances.

**MOTION to Adopt a Resolution approving the TPA's Personnel Handbook less sections 2.4.B.2 and 2.4.C.2 relating to the Executive Director's discretion over initial vacation accrual rates and initial vacation and sick leave balances, and modify policy 2.3.B to include all employees. Motion by Commissioner McKinlay, seconded by Commissioner Anderson, and carried unanimously 18-0.**

Member	Vote	Member	Vote	Member	Vote
Anderson	Y	Marino	Y	Singer	Y
Berger	A	McKinlay	Y	Thomson	Y
Brinkman	Y	Napoleone	Y	Triolo	Y
Flores	Y	Neering	Y	Valeché	Y
Grant	A	Lambert (ALT)	Y	Weinroth	A
Kuretski	Y	Petrolia	Y	Weiss	Y
Lanier	Y	Pinto	Y	Wilson	Y

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**2.B. APPROVED:** TPA’s FY 20 Strategic Plan

MS. VALERIE NEILSON, TPA Deputy Director of Multimodal Development, noted the TPA is required to adopt a Long Range Transportation Plan (LRTP), Priority Projects List, Transportation Improvement Program (TIP), and Unified Planning Work Program. She stated the Strategic Plan is a bonus document that includes tasks the agency would like to accomplish over a 1 year period above and beyond the list of required tasks. She reviewed key highlights from the FY 19 report card including the provided FY 19 Annual Report, which was created in-house by staff to provide a visual highlight of the agency’s accomplishments over the previous fiscal year. She reviewed revisions to the FY 20 actions and outcomes in detail.

VICE MAYOR KURETSKI expressed his concerns with previous Board conflicts of Action Item 5.A: Research an alternative to road impact fee system. He noted in the past it was suggested to research a supplemental system versus replacing the current County Road Impact Fee system.

CHAIR VALECHÉ noted this item was kept on the Plan as the southern counties are implementing mobility fees and he requested the TPA to provide a future presentation outlining their plans and outcomes.

A lengthy discussion ensued on the Board’s previous concerns and the potential for conflict with the County’s current Road Impact Fee system.

MR. UHREN noted the action could be amended to state, “Research existing mobility plans throughout the State of Florida.”

**MOTION to Adopt the TPA’s FY 20 Strategic Plan with modified text for Action 5.B: Research existing mobility plans throughout the State of Florida. Motion by Council Member Marino, seconded by Mayor Pinto, and carried unanimously 18-0.**

Member	Vote	Member	Vote	Member	Vote
Anderson	Y	Marino	Y	Singer	Y
Berger	A	McKinlay	Y	Thomson	Y
Brinkman	Y	Napoleone	Y	Triolo	Y
Flores	Y	Neering	Y	Valeché	Y
Grant	A	Lambert (ALT)	Y	Weinroth	A
Kuretski	Y	Petrolia	Y	Weiss	Y
Lanier	Y	Pinto	Y	Wilson	Y

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**2.C. ADOPTED:** Resolution approving the FY 21-25 Annual List of Priority Projects

MR. JASON PRICE, TPA TIP Coordinator, presented the FY 21-25 Annual List of Priority Projects. He highlighted the TPA’s mission to collaboratively plan, prioritize and fund the transportation system. He reviewed the timeline to the FY 21-25 TIP and broke down the content within the document, stating the project categories are derived from the LRTP for Major Projects and a Competitive Grant Process for Local Initiatives (LI) and Transportation Alternatives (TA) projects.

Ms. Mary McNicholas, Town of Loxahatchee Groves representative, expressed her appreciation to TPA staff for their assistance in the competitive grant process. She noted without their help, expertise and accessibility the Town would not have been able to navigate the process.

A discussion ensued on project specific questions and the need to continue to make safety a priority.

MAYOR WILSON expressed his appreciation for the SR 80 lighting study to be a priority and the need to continue advocating for the implementation of lights to improve safety along the corridor.

MAYOR TRIOLO noted she would be objecting due to the exclusion of a Lake Worth Beach application.

COMMISSIONERS NEERING, LAMBERT AND WEISS noted they would be objecting due to the inclusion of the SR 7 extension.

**MOTION to Adopt a Resolution approving the FY 21-25 Annual List of Priority Projects. Motion by Mayor Pinto, seconded by Council Member Thomson, and carried 14-4 with dissention from Mayor Triolo and Commissioners Neering, Lambert and Weiss.**

Member	Vote	Member	Vote	Member	Vote
Anderson	Y	Marino	Y	Singer	Y
Berger	A	McKinlay	Y	Thomson	Y
Brinkman	Y	Napoleone	Y	Triolo	N
Flores	Y	Neering	N	Valeché	Y
Grant	A	Lambert (ALT)	N	Weinroth	A
Kuretski	Y	Petrolia	A	Weiss	N
Lanier	Y	Pinto	Y	Wilson	Y

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

Mayor Flores and Commissioner Lambert left at 10:42 a.m.

Mayor Triolo left at 10:43 a.m.

**3. INFORMATION ITEMS**

**3.A. DISCUSSED: Draft 25-Year Cost Feasible Plan**

MR. MICHAEL LYNCH, TPA LRTP Coordinator, provided a brief summary of the transportation revenues available for new projects in Palm Beach County. He reviewed the cost feasible project tables that show estimated implementation costs by phase for each individual project. He further highlighted that the projects reviewed were selected from the TPA’s Desires Plan, which seek to advance the TPA’s vision, goals and objectives. He briefly noted that the Desires Plan includes pedestrian, bicycle, transit and motorized vehicle facilities based on gaps, accessibility needs and congestion through the next 25 years.

Commissioner Anderson and Councilwoman Lanier left the meeting at 10:48 a.m.

MR. LYNCH reviewed a map of cost feasible projects, illustrating the projects that would be funded for construction as well as a map of projects that would only be studied/planned for implementation through 2045 based on the existing financial resources and regulations constraining their use.

A brief discussion ensued on a countywide transportation surtax and alternate transportation methods.

**3.B. Partner Agency Updates**

There were no partner agency updates received.

COMMISSIONER WEISS commented on the August 20 Workshop and noted the County Commission had a meeting that conflicted.

MR. UHREN noted the TPA was informed of the conflict and unfortunately were constrained with the dates available.

**4. ADMINISTRATIVE ITEMS**

**4.A.1. Routine TPA Reports - Public Involvement Activity Report for June**

There was no discussion on this item.

**4.B. Next Meeting - September 19, 2019 in Boca Raton (No August meeting)**

Spanish River Library, 1501 Spanish River Boulevard, Boca Raton, FL 33431

**4.C. Adjournment**

There being no further business, the Chair declared the meeting adjourned at 10:58 a.m.

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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 July meeting of the Transportation Planning Agency Governing Board, dated this \_\_\_ day of \_\_\_\_\_, 2019.

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Chair

**EXHIBIT A**  
 Transportation Planning Agency Governing Board  
 Attendance Record: 2018-2019

Representative/Alternate Local Government	Aug '18	Sep '18	Oct '18	Nov '18	Dec '18	Jan '19	Feb '19	Mar '19	Apr '19	May '19	Jun '19	Jul '19
Joseph Anderson, Commissioner Port of Palm Beach		P	P		A		***E	E	P	P	P	P
Mary Lou Berger, Commissioner Palm Beach County		E	P		E		P	E	P	P	E	E
Joni Brinkman, Vice Mayor / Doug Gunther, Council Member Village of Palm Springs		P	P		P		P	P	ALT	P	P	P
Joel Flores, Mayor City of Greenacres		P	P		E		P	P	P	P	E	P
Steven B. Grant, Mayor City of Boynton Beach		P	P		P		P	P	P	P	E	A
Jim Kuretski, Vice Mayor Town of Jupiter		P	P		P		E	P	P	P	E	P
Shirley Lanier, Councilwoman City of Riviera Beach		P	E		E		A	A	***A	A	A	P
Maria Marino, Councilmember - VICE CHAIR City of Palm Beach Gardens		P	P		P		P	P	P	E	P	P
Melissa McKinlay, Commissioner Palm Beach County		P	P		P		P	E	E	E	P	P
Michael Napoleone, Vice Mayor / John McGovern, Councilman Village of Wellington		ALT	***E		P		P	P	ALT	P	P	P
Cory Neering, Commissioner City of West Palm Beach		P	P		P		P	ALT	ALT	***E	P	P
Joseph Peduzzi, Commissioner / Christina Lambert, Commissioner City of West Palm Beach		P	P		E		P	P	A	***P	P	ALT
Shelly Petrolia, Mayor / Bill Bathurst, Commissioner City of Delray Beach		P	P		P		P	ALT	P	ALT	ALT	P
Fred Pinto, Mayor / Jeff Hmara, Councilman Village of Royal Palm Beach		P	P		P		P	ALT	P	P	P	P
Scott Singer, Mayor / Jeremy Rodgers, Deputy Mayor City of Boca Raton		P	P		P		P	P	ALT	P	P	P
Andy Thomson, Council Member City of Boca Raton		ALT	P		P		ALT	ALT	***P	P	P	P
Pam Triolo, Mayor/ Scott Maxwell, Vice Mayor Pro Tem & Andy Amoroso, Vice Mayor City of Lake Worth Beach		ALT	P		P		ALT	P	ALT	P	ALT	P

\*\*\* New Appointment  
 E - Excused

P - Representative Present  
 A - Absent

ALT- Alternate Present  
 Shaded months - No Meeting

EXHIBIT A (cont'd)

Representative/Alternate Local Government	Aug '18	Sep '18	Oct '18	Nov '18	Dec '18	Jan '19	Feb '19	Mar '19	Apr '19	May '19	Jun '19	Jul '19
Hal Valeché, Commissioner - CHAIR Palm Beach County		P	P		P		P	P	P	P	P	P
Robert Weinroth, Commissioner Palm Beach County		P	P		***P		P	P	P	P	E	E
Gregg Weiss, Commissioner Palm Beach County		P	P		***E		P	P	P	P	P	P
Steve B. Wilson, Mayor City of Belle Glade		P	P		P		P	P	P	P	P	P

\*\*\* New Appointment  
E - Excused

P - Representative Present  
A - Absent

ALT- Alternate Present  
Shaded months - No Meeting

OTHERS PRESENT

Michael Morrow  
Christine Fasiska  
Victoria Williams  
Raymond Saavedra  
Todd Bonlarron  
David Ricks  
Richard Radcliffe  
Malissa Booth  
Alyssa Frank  
Greg Gabriel  
Alan Gabriel, Esq.  
Nicholas Hernandez  
Matthew Komma  
J. Michael Lynch  
Valerie Neilson  
Margarita Pierce  
Jason Price  
Alexa Sanabria  
Andrew Uhlir  
Nick Uhren  
Steve Anderson  
Anna Bielawska  
Clinton Forbes  
Yash Nagal  
Nikasha Wells  
Ryan Hnatiuk  
Jessica Vargas Astaria  
Anders Vime  
Councilman Jeff Hmara  
Elizee Michel

REPRESENTING

City of Palm Beach Gardens  
Florida Department of Transportation  
Florida's Turnpike Enterprise  
KKCS  
Palm Beach County Administration  
Palm Beach County Engineering  
Palm Beach County League of Cities  
Palm Beach Transportation Planning Agency  
Palm Tran  
Palm Tran  
Palm Tran  
Palm Tran  
Palm Tran  
Senator Rick Scott  
South Florida Regional Transportation Authority  
Town of Lake Park  
Village of Royal Palm Beach  
Westgate CRA



# CITY OF DELRAY BEACH

## CITY MANAGER'S OFFICE

100 N.W. 1<sup>ST</sup> AVENUE • DELRAY BEACH • FLORIDA 33444 • (561) 243-7015



July 30, 2019

**RECEIVED**

AUG 02 2019

**Palm Beach Transportation  
Planning Agency**

Mr. Nick Uhren, PE  
Executive Director  
Palm Beach Transportation Planning Agency  
2300 North Jog Road, 4<sup>th</sup> Floor  
West Palm Beach, Florida 33411-2749

**Subject:** Replacement of City Representatives on the Palm Beach Transportation Planning Agency  
Technical Advisory Committee and on the Bicycle-Trailways-Pedestrian Advisory Committee

Dear Mr. Uhren:

The purpose of this letter is to appoint Richard Pereira, PE, who has recently joined the City of Delray Beach as Transportation Engineer as the City's representative on the Technical Advisory Committee (TAC) and to appoint Brian Ruscher, AICP, who has joined as the City's Transportation Planner to the Bicycle-Trailways-Pedestrian Technical Advisory Committee (BTPAC). Mr. Pereira will replace Mr. Tim Stillings, who has resigned his position with the City of Delray Beach. Mr. Ruscher will replace Ms. Amy Alvarez, AICP. Resumes outlining the expertise and experience for Mr. Pereira and for Mr. Ruscher are attached to this letter. Contact information for each is as follows:

Mr. Richard Pereira, PE  
Transportation Engineer  
Public Works Department  
City of Delray Beach  
434 S. Swinton Avenue  
Delray Beach, Florida 33444  
(561) 243-7343  
[pereirar@mydelraybeach.com](mailto:pereirar@mydelraybeach.com)

Mr. Brian Ruscher  
Transportation Planner  
Development Services Department  
City of Delray Beach  
100 NW 1<sup>st</sup> Avenue  
Delray Beach, Florida 33444  
(561) 243-7000, ext. 6236  
[ruscherb@mydelraybeach.com](mailto:ruscherb@mydelraybeach.com)

**S**ERVICE • **P**ERFORMANCE • **I**NTEGRITY • **R**ESPONSIBLE • **I**NNOVATIVE • **T**EAMWORK

Mr. Pereira's alternate will be Engineering Division Manager Cynthia Fuentes, PE, who currently serves as the alternate on the BTPAC. Mr. Ruscher's alternate will be Senior Planner Amy Alvarez, AICP, who currently serves as the representative on the BTPAC. Both of their resumes already are on file with your organization.

The City of Delray Beach is excited to recommend these individuals to serve on your boards and looks forward to enhanced participation with your organization. Thank you in advance for bringing these appointments forward for consideration to the TPA Board of Directors.

Sincerely,



Neal de Jesus  
Interim City Manager

Cc: Caryn Gardner-Young, Assistant City Manager  
Missie Barletto, Assistant Public Works Director  
Steve Tobias, Acting Development Services Director

## **Richard L. Pereira, P.E.**

### **QUALIFICATIONS SUMMARY**

Accomplished professional manager with successful track record managing complex, politically sensitive public works projects with outstanding communications, writing and public speaking skills. A consensus-builder forging productive working relationships with the community.

### **PROFESSIONAL EXPERIENCE**

#### **CITY OF DELRAY BEACH**

Transportation Engineer responsible for engineering planning, design and construction associated with roadways and other transportation modes.

#### **JACKSONVILLE TRANSPORTATION AUTHORITY**

Program Administrator responsible for all delivering a \$146 million series of roadway projects under the JTAMobilityWorks Program. This includes 13 major roadway, 14 mobility corridor projects and 5 complete streets projects. Development of a multi-lane TURBO roundabout project is underway under the complete streets program as are 4 projects under the federally funded Local Agency Program. Major accomplishments include letting to \$40.7 million in construction and \$4.5 million in design contracts. (<http://mobilityworks.jtafla.com/>)

#### **BROWARD COUNTY AVIATION DEPARTMENT**

Project manager responsible for major component projects associated with the new \$791 million South Runway Expansion project including: runway & taxiway bridge/tunnel construction; runway & taxiway paving; as well as the airspace obstruction clearance program. Manage design and construction of multiple minor supporting projects including Taylor Lane drainage improvement project, airport vicinity traffic study, taxicab & limo hold lot, roadway, garage and curbside way-finding sign design. (<https://www.broward.org/Airport/FLLAir/Fast%20Facts/Pages/Default.aspx>)

#### **EAC CONSULTING, INC.**

Task order manager and civil engineer for Federal Transit Administration Project Management Oversight contract. Prepare consultant proposal in response to RFP for The Wave Streetcar Project in downtown Fort Lauderdale.

#### **SEMINOLE TRIBE OF FLORIDA, INC.**

Transportation Program Director responsible for administration and direction of a full-service highway construction and engineering program; directs through subordinates the planning, scheduling and coordination of divisional activities; develops policies, procedures and priorities to meet established goals by Tribal Council. Significant achievements include: completion of design and construction of Snake Road Bridge replacement on-time and under budget; completion of construction plans for 4.3 miles of Snake Road Segment 3 Project; awarded TIGER III Grant (\$3.7 million) and Public Lands Highways Discretionary Grant (\$1.5 million). (<http://www.dot.gov/sites/dot.dev/files/docs/TIGER-bca-examples-03-06-12.pdf>)

#### **MIAMI-DADE COUNTY**

Project Director/Sr. Professional Engineer responsible for program management of a 9.2-mile elevated heavy rail transit extension in Miami-Dade County. Provide oversight of in-house and consultant engineering design team advancing construction plans to an approximate 60% level of completion for guideway structures, foundations, systems, trackwork, station/site/civil, roadway and right-of-way. Forecast project budgets and maintain cost-control reports and schedules. Meet with property owners, developers and agency legal staff to determine right-of-way acquisition takings and impacts and discuss joint development proposals. Serve as project lead interfacing with Federal Transit Administration, local transportation and permit agencies and municipalities. Oversee preparation of Project Management Plan, annual New Starts Criteria Report and Financial Plan and other guidance documents. Prepare and negotiate consultant and agency joint project agreements. Serve as project spokesman conducting public hearings and meetings and coordination with public boards, committees and elected officials. Manage revisions to environmental document under the National Environmental Policy Act (NEPA). (<http://www.miamidade.gov/transit/corridor-plans.asp>)

### **FLORIDA DEPARTMENT OF TRANSPORTATION**

Project management oversight of 43-mile Segment 5 and New River Bridge double track design-build construction projects in the South Florida Rail Corridor (SFRC). Manage a general engineering consultant services contract, engineering studies and construction plans for rail and building facilities. Prepare construction plans for a historic restoration of the Hollywood Boulevard rail station, rehabilitation of the Deerfield Beach rail station and design-build plans for replacement of the electrical distribution system at the Hialeah Rail Yard. Provide oversight on maintenance of 23 buildings in the SFRC. Prepare long range master plan for the Hialeah Rail Yard in conjunction with SFRC stakeholders. Supervise staff in processing utility permits, and property sales and leases.

### **FLORIDA DEPARTMENT OF TRANSPORTATION**

Manage consulting engineering firms preparing transportation studies and construction plans for highway and bridge improvements.

### **FLORIDA DEPARTMENT OF TRANSPORTATION**

Transportation planning with responsibility for review of Developments of Regional Impact (DRI) and coordination with two Regional Planning Councils. Development of design year traffic estimates for all planning and design projects using computerized network assignments from the Metropolitan Planning Organization's Urban Transportation Planning Models. Participate on a statewide task force to develop statewide procedures for review of DRI's and for design traffic forecasting. Supervise a staff of seven (7) in the collection of traffic, vehicle classification and turning movement counts; determination of 18-kip pavement design loading special traffic studies; maintenance of the computerized traffic counts system and Roadway Characteristics Inventory.

### **BROWN & ROOT, INC.**

Structural design of offshore petroleum drilling and production platforms. Cost engineering for the design of a 2500-Megawatt nuclear power plant.

### **STONE & WEBSTER ENGINEERING CORPORATION**

Contractor's field cost engineer for the construction of a 1200 Megawatt nuclear power plant.

### **EDUCATIONAL/PROFESSIONAL**

- Bachelor of Science in Civil Engineering, University of Florida
- Florida Professional Engineering Registration

### **AWARDS**

- JTA 2019 Award of Excellence in recognition of highly professional services in managing construction of the Girvin Road Project
- JTA 2018 Award of Excellence in recognition of highly professional services in managing the St. Johns River Ferry Rehabilitation program
- JTA 2017 Award of Excellence in recognition of highly professional services in managing the JTA's Roadway program
- American Council of Engineering Companies, Engineering Excellence Award, S.E. 17<sup>th</sup> Street Causeway Bridge (<https://www.dropbox.com/s/ie0iksu8kppsr01/2004honoraward.pdf>)
- American Institute of Steel Construction, National Steel Bridge Alliance, Prize Bridge Award to the S.E. 17<sup>th</sup> Street Causeway Bridge, moveable bridge category ([https://www.dropbox.com/s/ffab56szi5xlnhs/30723\\_17th\\_Street.pdf?n=74825329](https://www.dropbox.com/s/ffab56szi5xlnhs/30723_17th_Street.pdf?n=74825329))
- Greater Ft. Lauderdale Chamber of Commerce Award, "For His Outstanding Leadership in the Public Involvement Process in the Conceptual Planning of the 17th Street Signature Bridge"
- FDOT Bill Gartner Award, "For Achieving a Significant Degree of Excellence Through His Individual Accomplishments and Contributions in Which he is Recognized as a Good Role Model by His Male Peers"

# Cynthia D. Fuentes, P.E., PMP

## Skills

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- Lead project teams to define, plan, schedule, budget and deliver a broad range of projects.
- Ability to solve problems with technical knowledge and using available resources.
- Self-starter and motivated, able to motivate others by appealing to mutual values and highlighting the importance of achieving goals.
- Thoughtful decision-making with consideration to other positions and ideas and acceptance of responsibility for the outcomes of said decisions.
- Strong communication skills, ability to quickly establish and maintain positive working relationships.
- Extensive knowledge of the City's existing process and software, including ESRI Geographic Information Systems, Microsoft Office products including Word, Excel, Power Point, Outlook, Project, Publisher, Tyler and Legistar.

## Experience

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### **Engineering Division Manager – City of Delray Beach, Delray Beach, FL**    April 2017 - Current

- Manage over \$20 million of Capital Improvement Projects (CIP) for new and existing City infrastructure. These projects range in scope from beach nourishment to complete street improvements with new water, sewer, reclaimed, storm and roadway improvements.
- Lead project management coordination with the Public Works (PW) engineering staff to develop programmatic CIP schedules that can be achieved within the City's timelines, processes and procedures. The schedules developed as a part of this effort were used to develop baseline information and for continued progress reporting.
- Oversee project scopes, schedules and costs for adherence to the baseline and current project schedules, approved CIP budgets and schedules, and City's needs (regulatory, maintenance, emergency or otherwise). Work with consultants or contractors to address any deviations while maintaining the highest possible return on investment for the City.
- Coordinate and facilitate meetings, including public outreach meetings with the City's stakeholders (residents, businesses, commissioners, management and other interested parties); allowing them to be a part of the capital improvements in their community and an opportunity to provide input and feedback for upcoming projects.
- Perform technical plan reviews, from RFQ's to design plan and construction submittals. Provide formal and useful feedback and comments from technical reviews for use in helping the City's projects achieve excellence.

### **Senior Civil Engineer – Seminole Tribe of Florida, Hollywood, FL**    November 2012 – April 2017

- Managed over \$20 million in new and existing Capital Improvement projects ranging from small pipeline projects to a new wastewater treatment plant and deep injection wells.
- Developed the Capital and Operational budgets for the Public Works department by assessing existing processes and needs of the department. Created and prioritized projects from the Capital Program, establishing baseline scope, costs and schedules for budgeting.
- Reviewed, commented and approved engineering and consultant technical submittals, including technical memorandums, bid submissions, engineering, construction and service contracts,

facility assessments, design and construction documents, invoices, etc. for the Public Works Department.

- Lead project assistants in the selection and usage of document storage and sharing solutions, project scheduling software, and procurement processes.
- Managed administrative staff for document creation, filing, organization, and other administrative tasks.

**Project Manager – Nutting Environmental, Boynton Beach**                      October 2011 – November 2012

- Performed Phase I Environmental Site Assessments, including full comprehensive reports.
- Manage administrative and technical staff in field data development and report reproduction and distribution.

**Research Assistant – Miami-Dade Water & Sewer, Miami, FL**                      December 2010 – October 2011

- Create geographic information systems (GIS) maps for the addresses that have implemented the water savings programs. Use GIS and its tables to correlate data for local consumption tracking
- Perform analysis of Miami-Dade County water savings programs, such as high efficiency toilets, showerheads, and aerators to track total County and District water savings

**Manager of Private Provider Services – NOVA Engineering, Sunrise, FL**      May 2005 – April 2009

- Through my expert knowledge of Florida Statute 553.791, a Florida Law that allows project owners to elect privately scheduled inspection services in lieu of the local municipalities, I enabled hundreds of owners, builders, contractors and design professionals to make informed decisions on how to execute each project in the most efficient and time friendly manner
- Actively managed a team of administrative staff and licensed professionals tasked with a wide range of responsibilities including but not limited to reporting, scheduling and problem solving

## **Education**

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**Masters in Science for Civil/Environmental Engineering**                      August 13, 2011  
Florida International University, Miami, FL  
Outstanding Master's Graduate Award (One per school)

**Bachelors in Civil/Environmental Engineering**                                      May 2, 2011  
Florida International University Miami, FL

## **Qualifications**

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- Professional Engineering License Number 79386
- Project Management Professional Certificate Number 1695004
- Geographic Information Systems (GIS) Level I, II, and III
- Proficient in the English and Spanish languages, Some French (Ongoing study)

## **References**

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Gary Elzweig, P.E.	Chairman, Quality Built, LLC	(954) 448-2591
Derek Koger	Director of Public Works, Seminole Tribe of Florida	(954) 369-8899
Dr. Berrin Tansel, P.E.	Program Director, Florida International University	(305) 348-2928

Additional references available upon request.

# Brian Ruscher, AICP

## EXPERIENCE



April 2019

### Alta Planning and Design Planner II

- West Palm Beach: Mobility Plan, and Okeechobee Corridor, Trolley, Downtown Parking, and Lighting Study (assistant PM)
- Sarasota County Trails Master Plan
- Ft. Myers JYLP Linear Park Extension Feasibility Study
- Bonita Springs FHWA BUILD Grant and West Terry Street Charette
- Palm Beach TPA 2045 LRTP
- Martin County, FL Complete Streets: Access to Transit Study

August 2016

### Florida Department of Environmental Protection Regional Land Trails Coordinator

August 2013

### Florida Department of Health Public Health Research Intern

August 2012

## EDUCATION



### Florida State University

- Master's of Science in Planning, 2013
- Bachelor's of Science in International Affairs, 2011

August 2008

## ORGANIZATIONS



- Connect West Palm Beach Board of Directors
- American Institute of Certified Planners
- Black Marlin Swim and Triathlon Club
- American Trails\*
- Southern Regional & Tallahassee Model United Nations\*

\*Represents ex-officio or former membership

I am a motivated active transportation planner with six years of experience across the public and private sector. My goals is to creatively and proactively implement new mobility options for people of all ages and abilities through thoughtful planning and design of complete transportation networks.

# 1.H.2



West Palm Beach, FL

[www.linkedin.com/in/brianruscher](http://www.linkedin.com/in/brianruscher)

- Prepared **mobility, bike share, and active transportation master plans**, feasibility studies, memoranda and technical reports
- Applied **Palm Beach TPA Complete Streets Design Guidelines, FDOT Concept Classification**, and NACTO and FHWA Design Guidance
- Prioritized **low-stress, high quality walkways and bikeways** for clients
- Co-leader, Alta's Greenways and Trails In-House Leadership Team
- Developed **Complete Streets** policies and **Vision Zero** campaigns
- Evaluated street capacity for potential right-of-way re-allocation
- Assisted communities with **Transportation Network Company** Policies
- Evaluated **on-street parking existing conditions** for rate adjustments
- Advised on **New Mobility** regulatory standards (e-scooters, bike share)
- Prepared **Agenda Cover Memos, Resolutions, Presentations** and other materials for consideration by clients and advisory bodies
- Wrote successful **FDOT grant applications totaling over \$125,000**
- Collaborated with web developers and graphic designers on interactive, attractive online **public engagement webpages**

- **Coordinated 250 miles of capital trail projects across 9 counties**
- Created dynamic **Communications and Marketing Plans** for trails
- Developed Strategic Plan with FDEP Executive Leadership
- **Updated natural surface trail design guidelines**
- Wrote two successful grant applications totaling over \$100,000
- Led the **Branding and Wayfinding Study** for the Coast to Coast Trail

- **Contributed to state Health Impact Assessment (HIA) Technical Guide**
- Research HIA, environmental health, and urban planning trends

## SKILLS



- Project Management
- Grants
- MS Office and Project
- Geographic Information Systems
- Adobe InDesign and Illustrator
- Prioritization Methods
- Applying Local, State, and National Complete Streets, Walkway, Bikeway, and Transit Design Guidance

## PRESENTATIONS & HONORS



- Assistant Chair of Mobile Workshops, Annual Conference Planning Committee; FL Chapter of the American Planning Association, 2018
- Conference Panel Moderator, Presenter, Mentor, and Planning Committee in Dayton, Ohio; American Trails, 2017
- The Coast to Coast Trail and Other Regional Trails in Florida; Presenter to the Southeast Trail Summit in Durham, NC, 2017
- Presenter at Pedaling to Eco-Tourism Success: A Summit on Cycling and Trails in Lake County, 2015
- American Trails Emerging Leaders Fellowship, 2015
- Gubernatorial Recognition for the Coast to Coast Trail Summit, Winter Garden, FL, 2014

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**AMY E. ALVAREZ, AICP**

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**PROFESSIONAL EXPERIENCE:**

**City of Delray Beach, Development Services Department**-Delray Beach, Florida

Senior Planner, Long Range Planning, 2017 - Present

Senior Planner, Current Planning, 2015-2017

Senior Planner, Historic Preservation Planning, 2005-2015

**United States Peace Corps**-San Antonio de Copán and Santa Bárbara, Santa Bárbara, Honduras, Central America

Municipal Development Volunteer, 2003-2005

**Town of Nantucket, Historic District Commission**-Nantucket, Massachusetts

Assistant Administrator/Sign Officer, 2000-2002

**City of West Palm Beach, Development Services Department**-West Palm Beach, Florida

Historic Preservation Intern, 2000

**Nantucket Preservation Trust**-Nantucket, Massachusetts

Office/Research Assistant, 1999

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**EDUCATION:**

**University of Florida**- School of Architecture

Master of Science in Architectural Studies, 1998-1999 (Studies Incomplete)

Studies specialized in Historic Preservation

**Preservation Institute: Nantucket**

University of Florida Study Program, 1999

**Florida State University**- Department of Interior Design (now Department of Interior Architecture & Design)

Bachelor of Science, Interior Design, 1998

Studies concentrated on Historic Preservation and Architectural History

Minor: Spanish, 1998

**Spain Summer Study Program**

Florida State University, 1997

**Palm Beach Community College** (now Palm Beach State College)

Associate of Arts, 1995

Studies concentrated on art and architectural design

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**BOARDS AND COMMITTEES:**

**Palm Beach County Historical Resources Review Board**-Palm Beach County, Florida

Member, 2006 – Present

**Nantucket Planning Board**-Nantucket, Massachusetts

Associate Member, 2002

# 1.H.3



**PALM BEACH**  
Transportation  
Planning Agency

## CITIZENS ADVISORY COMMITTEE (CAC) BY-LAWS

Draft Modifications  
September 19, 2019

## 1. PURPOSE

Pursuant to Section 339.175(6)(e) Florida Statutes, the Palm Beach Transportation Planning Agency (TPA) Governing Board has created the Citizens Advisory Committee (CAC) to review and make recommendations regarding items to be considered by the TPA Governing Board. These by-laws facilitate efficient conduct by the CAC as it serves in its advisory capacity to the TPA Governing Board. In the event of a conflict between these by-laws and the TPA Governing Board's by-laws, the TPA Governing Board's by-laws shall control. In the event of a conflict between these by-laws and the foregoing referenced Florida Statutes, the statutes shall control.

The CAC responsibilities to the TPA Governing Board are to provide comments and recommendations with respect to the concerns of the various segments of the community regarding their transportation needs. It shall be the function of the CAC to:

Assist the TPA Governing Board in formulation of their goals and objectives.

Provide citizens' review of the preliminary findings and make recommendations to the TPA regarding:

- Public participation programs
- Proposed Transportation Improvement Program (TIP), Unified Planning Work Program, Long Range Transportation Plan (LRTP) and Air Quality Planning and amendments
- Position statements regarding general plan proposals and means to implement plans
- The effect of transportation plans, as proposed, upon the various segments of the population
- Review the TPA's Public Participation Plan (PPP)
- Regional transportation projects that involve Miami-Dade, Broward and Palm Beach counties.

These recommendations and findings shall be transmitted to the TPA Governing Board for consideration through the TPA Executive Director.

## 2. DEFINITIONS

The following terms when used in these by-laws shall be defined as set forth below, unless the context of usage affirmatively dictates to the contrary:

- A. TPA - The Palm Beach TPA, which serves as the Metropolitan Planning Organization (MPO) for part of the Miami Urbanized Area Transportation Management Area (TMA).
- B. TPA Governing Board - The policy-making body for the TPA responsible for coordinating the cooperative decision-making process of the TPA's actions and taking required actions as the TPA.
- C. Governing Board Member - A unit of General Purpose Local Government or an agency that operates or administers a major mode of transportation with voting membership on the TPA pursuant to the most current Interlocal Agreement (and any amendment thereto) creating the TPA.

- D. CAC Member - An individual nominated by a TPA Governing Board Member and appointed by the TPA Governing Board to represent the citizenry of Palm Beach County at CAC meetings.
- E. Quorum - A quorum of the CAC shall be constituted by the physical presence of a majority of the CAC Members at the site of the CAC meeting.
- F. Robert's Rules of Order - *Roberts Rules of Order, Newly Revised (10th Edition)*

### 3. MEMBERSHIP

#### A. Number of CAC Members

The CAC is comprised of up to twenty-one (21), and no less than eleven (11) CAC Members, representing a diverse segment of Palm Beach County's citizenry.

#### B. CAC Members

Each TPA Governing Board Member may nominate one CAC Member via submittal of a written request to the TPA along with a concise summary of the nominee's credentials for consideration and approval by the TPA Governing Board. When nominating CAC Members, TPA Governing Board members shall ensure adequate representation for minorities, the elderly and the handicapped in accordance with Section 339.175 (6)(e)(1) Florida Statutes. Additionally, TPA Governing Board member nominations shall promote representation for environmental issues, business interests, the construction and development industry, the freight and goods movements industry, and private transportation providers as well as the general public. All CAC Members shall be residents and electors of Palm Beach County. A CAC Member cannot be an elected official or directly employed by an elected official. No advisory committee member may serve on more than one advisory committee to the TPA Governing Board at any time.

The TPA Governing Board shall have the authority to grant waivers to the CAC membership and governance requirements.

#### C. Term Limits for CAC Members

CAC Members shall serve at the pleasure of the TPA Governing Board for a three (3) year term. CAC Members may be reappointed by the TPA Governing Board.

### 4. OFFICERS

#### A. Officers Defined

The officers of the CAC shall consist of a Chair and a Vice Chair.

#### B. Elections

The officers shall be elected annually at the last regularly scheduled meeting of the calendar year. The newly elected officers shall take office at the first regularly scheduled meeting of the following calendar year. Additional elections may be held as necessary if an officer cannot carry out his/her duties and complete the remainder of the appointed term.

#### C. Terms of Office

The term of office for officers shall be one (1) calendar year.

## D. Duties of Officers

The Chair shall call and preside at CAC meetings and sign official documents for the CAC. In the Chair's absence, the Vice Chair shall preside and complete all other duties of the Chair. In the absence of both the Chair and the Vice Chair, the Members present shall elect a Chair Pro Tem to preside and complete all other duties of the Chair.

In the event that the Chair is unable to carry out his/her duties for the remainder of the term, the Vice Chair shall automatically become Chair and a new Vice Chair shall be elected for the remainder of the term.

## 5. MEETINGS

### A. Regular Meetings

Meetings will be held on the first Wednesday of each month, except as noted on the meeting calendar published to the public on the TPA website. A quorum is required to vote on issues for recommendation to the TPA Governing Board. If a quorum cannot be established, action items on the agenda will receive a consensus, which will be forwarded to the TPA Governing Board. The TPA Executive Director may cancel regular meetings should there be insufficient business on the CAC agenda or a lack of anticipated quorum.

### B. Special Meetings

Special meetings may be called by the Chair with three (3) day notice. Whenever possible, at least seven (7) day notice shall be given.

### C. Attendance

Each CAC Member shall be expected to attend each regular meeting. It shall be the obligation of the CAC Member to provide at least 24-hours advance notice to the TPA when the Member will not be attending a meeting. An absence without advance notice will be considered unexcused.

CAC Members are expected to attend scheduled meetings on a regular basis. CAC Members shall be automatically removed for lack of attendance. Lack of attendance is defined as unexcused absence at three (3) consecutive meetings.

Additionally, when a CAC Member has two (2) consecutive unexcused absences or four (4) absences out of the last six meetings (whether excused or unexcused), the TPA Executive Director will send a letter to the CAC Member with a copy to the nominating TPA Board Member indicating the number of absences. The letter will request both reaffirmation of the CAC Member's intent to serve and the desire of the TPA Board Member to retain the CAC Member as the appointee.

### D. Agenda

The agenda is a published list of items for consideration (action items) or discussion (information items) at a meeting. The agenda and any backup material for a CAC meeting shall be published for the public on the TPA website at least seven (7) days prior to the meeting, or as early as practicable. When good cause is shown in the judgment of the CAC a CAC Member, or the TPA Executive Director, may propose an additional item(s) be added to the agenda prior to adoption of the agenda for a given meeting. Addition of an item to the agenda is, subject to approval by

a majority of the Members voting at the meeting; provided that consideration of such item(s) is consistent with the TPA's Public Participation Plan noticing requirements.

CAC Members wishing to add an agenda item or organizations wishing to make a presentation to the CAC must contact the TPA Executive Director at least ten (10) days prior to the meeting.

#### **E. Voting Procedures**

The Chair and any CAC Member may call for a vote on any issue, provided that it is seconded and within the purposes set forth on the agenda. Voting shall be by voice but the minutes shall contain sufficient detail to record the vote of each Member. A Roll Call vote shall be held upon the request of the Chair, a CAC Member, or the TPA Executive Director. A tie vote shall be interpreted as a failure to pass.

Any CAC Member who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken or at the next regularly scheduled meeting unless the action for which the vote was taken has been completed by the next regularly scheduled meeting and cannot be undone. A CAC Member desiring to request reconsideration of a matter shall advise the Executive Director no less than ten (10) days prior to the meeting. The TPA Executive Director shall endeavor to provide notice of the request to the CAC Members prior to the meeting. Any CAC Member who was not present at the meeting at which the vote was taken shall be deemed to be on the prevailing side unless the absence was unexcused. A motion to reconsider cannot be renewed if it has been voted on and defeated except by unanimous consent of those voting Members present at the meeting. Proxy and absentee voting are not permitted.

CAC Members may not abstain from voting, unless the Member has a voting conflict of interest as defined by Section 112.3143 Florida Statutes, or unless the matter is quasi-judicial in nature and the abstention is to avoid prejudice or bias as provided in Section 286.012 Florida Statutes.

If a CAC Member is going to abstain from voting, the member must declare the conflict at the beginning of the public meeting and not participate in the discussion of the item. The member must then submit a completed Florida Commission on Ethics - Form 8B to the TPA secretary within fifteen (15) days after the abstention occurs.

In the absence of any direction from these by-laws or other duly adopted voting procedures pursuant to certain approval actions, the TPA Governing Board's by-laws will control.

#### **F. Public Comment Procedures**

All CAC meetings shall be open to the public. Members of the public are permitted to speak on any topics not on the agenda during the General Public Comment period by providing a Speaker Card to the CAC Liaison, or the Liaison's designee, prior to the commencement of or during the meeting. Members of the public may speak on agenda items following presentation of the item to the CAC by providing a Speaker Card to the CAC Liaison, or the Liaison's designee. Public comment shall be limited to three (3) minutes.

#### **G. Florida's Open Meetings Law**

Every CAC Member shall comply with the State's Open Meetings Law. This includes not discussing current agenda items or other matters that may foreseeably come before the CAC for action with other CAC Members outside of a noticed meeting.

## TPA RESOLUTION 2019-

### **A RESOLUTION OF THE PALM BEACH TPA APPROVING ENROLLMENT OF EMPLOYEES IN THE FLORIDA RETIREMENT SYSTEM AND AUTHORIZING EXECUTION OF AN AGREEMENT**

**WHEREAS**, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA), a public agency created in accordance with and operating pursuant to 23 CFR 134, 49 CFR 5303-5305, and Sections 163.01 and 339.175, Florida Statutes, is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

**WHEREAS**, pursuant to Section 339.175(2)(b), Florida Statutes, the TPA is an independent governmental entity separate and distinct from the State and the governing body of any entity that is represented on the Governing Board of the TPA; and

**WHEREAS**, pursuant to Section 339.175(6)(g), Florida Statutes, the TPA has the authority to employ an executive director and any additional personnel as deemed necessary; and

**WHEREAS**, the TPA adopted a Personnel Handbook on July 18, 2019 committing to participation in the Florida Retirement System; and

**WHEREAS**, the TPA now wishes to extend to its General Employees, not excluded by law, the benefits of the Florida Retirement System, on the basis of applicable State laws and amendments thereto, and rules and regulations; to authorize and direct the Executive Director to execute agreements thereto with the Department of Management Services, for coverage of said General Employees; to provide for withholding from salaries and wages of its General Employees so covered to be made and paid over as provided by applicable State laws or regulations; to provide that said TPA shall appropriate and pay over employer's contributions and assessments as provided by applicable State laws or regulations; and to provide that said TPA shall keep records and make reports as required by applicable State laws or regulations.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

**SECTION 1.** The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

**SECTION 2.** It is the policy and purpose of the TPA that all its General Employees, except those excluded by law, shall participate in the Florida Retirement System as authorized

by Chapter 121, Florida Statutes. All General Employees shall be compulsory members of the Florida Retirement System as of the effective date of participation in the Florida Retirement System so stated herein.

**SECTION 3.** The Executive Director is hereby authorized and directed to:

- a. Execute all necessary agreements and amendments thereto with the Administrator of the Florida Retirement System for the purpose of extending the benefits provided by the Florida Retirement System to the General Employees of this TPA as provided by Section 2 hereof, which agreement shall provide for such methods of administration of the plan by said TPA as are found by the Administrator of the Florida Retirement System to be necessary and proper, and shall be effective with respect to any employment covered by such agreement for services performed on and after the 28th day of September, 2019.
- b. Withhold from salaries, wages, or other compensation of General Employees for the purport provided in Section 2 in the amounts and at such times as may be required by applicable State laws or regulations, and pay over such amounts to the Administrator designated by said laws or regulations to receive such amounts.
- c. Appropriate from available funds, derived from Federal, State, and Local Transportation Planning funds, such amounts and at such times as may be required to pay promptly the contributions and assessments required of the TPA, as employer, by applicable State laws or regulations, and to pay such amounts over to the lawfully designated Administrator of the Florida Retirement System at the times and in the manner provided by law and regulation.
- d. Keep such records and make such reports as may be required by applicable State laws or regulations, and to adhere to all laws and regulations relating to the Florida Retirement System.
- e. Furnish a copy of this Resolution fully executed as in original, duly attested by the Secretary, to the Administrator of the Florida Retirement System.

**SECTION 4.** The TPA does hereby adopt the terms, conditions, requirements, reservations, benefits, privileges, and other conditions thereunto appertaining, of the Florida Retirement System, for and on behalf of all General Employees of its departments and agencies to be covered under the agreement.

**SECTION 5.** The Chief Financial Officer of the TPA is hereby designated the custodian of all sums withheld from the compensation of General Employees as authorized herein and of the appropriated funds for the employer’s contributions as provided in Section 3.c hereof. Also, the Chief Financial Officer is hereby designated the withholding and reporting agent and charged with the duty of maintaining records for the purpose of this ordinance.

**SECTION 6.** This Resolution shall take effect upon adoption and publication as required by law.

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 19<sup>th</sup> day of September 2019.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,  
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: \_\_\_\_\_  
Commissioner Hal Valeché, as its Chair

ATTEST:

\_\_\_\_\_  
Margarita Pierce, TPA Executive Assistant

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, TPA General Counsel

## TPA RESOLUTION 2019-

### **A RESOLUTION OF THE PALM BEACH TPA AMENDING ITS PROCUREMENT POLICY AND ASSOCIATED PROCEDURES**

**WHEREAS**, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA), a public agency created in accordance with and operating pursuant to 23 CFR 134, 49 CFR 5303-5305, and Sections 163.01 and 339.175, Florida Statutes, is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

**WHEREAS**, pursuant to Section 339.175(2)(b), Florida Statutes, the TPA is an independent governmental entity separate and distinct from the state and the governing body of any entity that is represented on the Governing Board of the TPA; and

**WHEREAS**, pursuant to Section 339.175, Florida Statutes, the TPA has the authority to procure goods and services; and

**WHEREAS**, the TPA adopted a Procurement Policy on December 14, 2017; and

**WHEREAS**, the TPA Governing Board now wishes to amend that Procurement Policy.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

**SECTION 1.** The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

**SECTION 2.** Section 4.E, Public Agency Purchases, is amended as follows:

Goods and/or services that are provided by a Political Subdivision as defined in section 1.01(8), F.S., a Quasi-public insurance risk management consortium of local governmental entities, a Regional Planning Council as defined in section 186.512, F.S., a Transportation Authority as defined in section 343.1002(5), F.S., or a Local Educational Agency as defined in section 1004.02(18), F.S.

**SECTION 3.** This resolution shall take effect upon adoption.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

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 19<sup>th</sup> day of September 2019.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,  
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: \_\_\_\_\_  
Commissioner Hal Valeché, as its Chair

ATTEST:

\_\_\_\_\_  
Margarita Pierce, TPA Executive Assistant

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, TPA General Counsel

**A RESOLUTION APPROVING AN AMENDMENT TO PUBLIC TRANSPORTATION GRANT AGREEMENT G1726 TO ADD FEDERAL FISCAL YEAR (FFY) 2020 PLANNING FUNDS**

**WHEREAS**, the Palm Beach Metropolitan Planning Organization (MPO), doing business as the Palm Beach Transportation Planning Agency (TPA), is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

**WHEREAS**, the TPA annually receives transportation planning formula funds from Federal Transit Administration (FTA) pursuant to 49 CFR 5305(d); and

**WHEREAS**, the Florida Department of Transportation (FDOT) wishes to add Federal Fiscal Year (FFY) 2020 funding to the FFY 2019 Public Transportation Agreement (G1726) via Amendment to G1726.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

**SECTION 1.** The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

**SECTION 2.** The TPA Governing Board hereby approves the attached Amendment to the Public Transportation Grant Agreement and authorizes the Chair to sign on the TPA Governing Board's behalf, which is attached hereto as "Exhibit A" and by this reference incorporated herein.

**SECTION 3.** 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 19<sup>th</sup> day of September 2019.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,  
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: \_\_\_\_\_  
Commissioner Hal Valeché, as its Chair

ATTEST:

\_\_\_\_\_  
Margarita Pierce, TPA Executive Assistant

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, TPA General Counsel

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION**  
**AMENDMENT TO THE PUBLIC TRANSPORTATION**  
**AGREEMENT**

# Exhibit A

Form 25-001  
 SR/EG  
 DEVELOPMENT  
 OGC 02/19

Financial Project Number(s): <small>(item-segment-phase-sequence)</small>	Fund(s):	DU / DPTO	FLAIR Category: 088774
<u>413735-2-14-01</u>	Work Activity Code/Function:	<u>215</u>	Object Code: <u>780000</u>
	Federal Number/Federal Award Identification Number (FAIN) – Transit only:		Org. Code: <u>55042010429</u>
Contract Number: <u>G1726</u>	Federal Award Date:		Vendor Number: <u>VF596000785063</u>
CFDA Number: <u>20.505</u>	Agency DUNS Number:	<u>799116780</u>	Amendment No.: <u>1</u>
CFDA Title:	Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research		
CSFA Number:	N/A		
CSFA Title:	N/A		

THIS AMENDMENT TO THE PUBLIC TRANSPORTATION GRANT AGREEMENT (“Amendment”) is made and entered into on \_\_\_\_\_, by and between the State of Florida, Department of Transportation (“Department”), and Palm Beach Transportation Planning Agency, (“Agency”), collectively referred to as the “Parties.”

**RECITALS**

WHEREAS, the Department and the Agency on 4/1/2019 (date original Agreement entered) entered into a Public Transportation Grant Agreement (“Agreement”).

WHEREAS, the Parties have agreed to modify the Agreement on the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the mutual covenants in this Amendment, the Agreement is amended as follows:

1. **Amendment Description.** The project is amended to add funding to contract
2. **Program Area.** For identification purposes only, this Agreement is implemented as part of the Department program area selected below (select all programs that apply):

- Aviation
- Seaports
- Transit
- Intermodal
- Rail Crossing Closure
- Match to Direct Federal Funding (Aviation or Transit)  
(Note: Section 15 and Exhibit G do not apply to federally matched funding)
- Other

3. **Exhibits.** The following Exhibits are updated, attached, and incorporated into this Agreement:

- Exhibit A: Project Description and Responsibilities
- Exhibit B: Schedule of Financial Assistance
- \*Exhibit B1: Deferred Reimbursement Financial Provisions
- \*Exhibit B2: Advance Payment Financial Provisions
- \*Exhibit C: Terms and Conditions of Construction
- Exhibit D: Agency Resolution
- Exhibit E: Program Specific Terms and Conditions
- Exhibit F: Contract Payment Requirements

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION  
AMENDMENT TO THE PUBLIC TRANSPORTATION  
AGREEMENT**

Form 725-000-03  
STRATEGIC  
DEVELOPMENT  
OGC 02/19

X \*Exhibit G: Financial Assistance (Single Audit Act)  
\_\_ \*Additional Exhibit(s):

**4. Project Cost.**

The estimated total cost of the Project is X increased/ \_\_ decreased by \$704,142 bringing the revised total cost of the project to \$1,397,544.

The Department's participation is X increased/ \_\_ decreased by \$633,728. The Department agrees to participate in the Project cost up to the maximum amount of \$1,257,790, and, additionally the Department's participation in the Project shall not exceed 90.00% of the total eligible cost of the Project.

Except as modified, amended, or changed by this Amendment, all of the terms and conditions of the Agreement and any amendments thereto shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties have executed this Amendment on the day and year written above.

AGENCY Palm Beach Transportation  
Planning Agency

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

By: \_\_\_\_\_  
Name: Hal R. Valeché  
Title: Palm Beach TPA Chair

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

STATE OF FLORIDA, DEPARTMENT OF TRANSPORTATION

Legal Review: \_\_\_\_\_

\_\_\_\_\_  
Paul R. Gougelman, Esq.  
TPA General Counsel

\_\_\_\_\_

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION  
GRANT AGREEMENT EXHIBITS**

Form 725-000-02  
STRATEGIC  
DEVELOPMENT  
OGC 03/19

**EXHIBIT A**

**Project Description and Responsibilities**

**Refer to Attached UPWP**

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION  
GRANT AGREEMENT EXHIBITS**

Form 725-000-02  
STRATEGIC  
DEVELOPMENT  
OGC 03/19

**EXHIBIT B**

**Schedule of Financial Assistance**

**Refer to Attached UPWP**

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION**  
**GRANT AGREEMENT EXHIBITS**

Form 725-000-02  
STRATEGIC  
DEVELOPMENT  
OGC 06/19

**EXHIBIT D**

**AGENCY RESOLUTION**

***PLEASE SEE ATTACHED***

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**PUBLIC TRANSPORTATION  
GRANT AGREEMENT EXHIBITS**

Form 725-000-02  
STRATEGIC  
DEVELOPMENT  
OGC 06/19

**EXHIBIT G**

**FEDERAL FINANCIAL ASSISTANCE (SINGLE AUDIT ACT)**

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE AS FOLLOWS:**

**CFDA No.:** 20.505

**CFDA Title:** Metropolitan Transportation Planning and State and Non-Metropolitan Planning and Research

**\*Award Amount:** \$1,257,790

**Awarding Agency:** Florida Department of Transportation

**Indirect Cost Rate:**

**\*\*Award is for R&D:** No

\*The federal award amount may change with amendments

\*\*Research and Development as defined at §200.87, 2 CFR Part 200

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT ARE SUBJECT TO THE FOLLOWING  
AUDIT REQUIREMENTS:**

2 CFR Part 200 – Uniform Administrative Requirements, Cost Principles & Audit Requirements for Federal Awards

[www.ecfr.gov](http://www.ecfr.gov)

**FEDERAL RESOURCES AWARDED PURSUANT TO THIS AGREEMENT MAY ALSO BE SUBJECT TO THE  
FOLLOWING:**

Title 23 – Highways, United States Code

<http://uscode.house.gov/browse.xhtml>

Title 49 – Transportation, United States Code

<http://uscode.house.gov/browse.xhtml>

MAP-21 – Moving Ahead for Progress in the 21<sup>st</sup> Century, P.L. 112-141

[www.dot.gov/map21](http://www.dot.gov/map21)

Federal Highway Administration – Florida Division

[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)

Federal Funding Accountability and Transparency Act (FFATA) Sub-award Reporting System (FSRS)

[www.fsr.gov](http://www.fsr.gov)

## TPA RESOLUTION 2019-

### **A RESOLUTION ADOPTING THE TRANSPORTATION PERFORMANCE MEASURES CONSENSUS PLANNING DOCUMENT**

**WHEREAS**, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA) is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

**WHEREAS**, the TPA, the Florida Department of Transportation (FDOT), and providers of public transportation in the TPA planning area wish to document their minimum roles to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements of 23 CFR Parts 450, 490, 625, and 673; and

**WHEREAS**, the Transportation Performance Measures Consensus Planning Document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the Florida Metropolitan Planning Organization Advisory Council (MPOAC) Governing Board; and

**WHEREAS**, the TPA desires to approve this document to memorialize agreement by the TPA and the provider(s) of public transportation in the TPA planning area to carry out their roles and responsibilities as described in this general document.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

**SECTION 1.** The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

**SECTION 2.** The TPA Governing Board hereby approves the Transportation Performance Measures Consensus Planning Document which is attached hereto as "Exhibit A" and by this reference incorporated herein..

**SECTION 3.** 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 19<sup>th</sup> day of September 2019.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,  
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: \_\_\_\_\_  
Commissioner Hal Valeché, as its Chair

ATTEST:

\_\_\_\_\_  
Margarita Pierce, TPA Executive Assistant

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, TPA General Counsel



# Exhibit A

## **Transportation Performance Measures Consensus Planning Document**

### **Purpose and Authority**

This document has been cooperatively developed by the Florida Department of Transportation (FDOT) and Florida's 27 Metropolitan Planning Organizations (MPOs) through the Florida Metropolitan Planning Organization Advisory Council (MPOAC), and, by representation on the MPO boards and committees, the providers of public transportation in the MPO planning areas.

The purpose of the document is to outline the minimum roles of FDOT, the MPOs, and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450, 490, 625, and 673 of the *Code of Federal Regulations* (23 CFR). Specifically:

- 23 CFR 450.314(h)(1) requires that “The MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written procedures for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS).”
- 23 CFR 450.314(h)(2) allows for these provisions to be “Documented in some other means outside the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.”

Section 339.175(11), Florida Statutes creates the MPOAC to “Assist MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law” and to “Serve as a clearinghouse for review and comment by MPOs on the Florida Transportation Plan and on other issues required to comply with federal or state law in carrying out the urbanized transportation planning processes.” The MPOAC Governing Board membership includes one representative of each MPO in Florida.

This document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the MPOAC Governing Board. Each MPO will adopt this document by incorporation in its annual Transportation Improvement Program (TIP) or by separate board action as documented in a resolution or meeting minutes, which will serve as documentation of agreement by the MPO and the provider(s) of public transportation in the MPO planning area to carry out their roles and responsibilities as described in this general document.

## Roles and Responsibilities

This document describes the general processes through which FDOT, the MPOs, and the providers of public transportation in MPO planning areas will cooperatively develop and share information related to transportation performance management.

Email communications will be considered written notice for all portions of this document. Communication with FDOT related to transportation performance management generally will occur through the Administrator for Metropolitan Planning in the Office of Policy Planning. Communications with the MPOAC related to transportation performance management generally will occur through the Executive Director of the MPOAC.

### 1. Transportation performance data:

- a) FDOT will collect and maintain data, perform calculations of performance metrics and measures, and provide to each MPO the results of the calculations used to develop statewide targets for all applicable federally required performance measures. FDOT also will provide to each MPO the results of calculations for each applicable performance measure for the MPO planning area, and the county or counties included in the MPO planning area.<sup>12</sup> FDOT and the MPOAC agree to use the National Performance Management Research Data Set as the source of travel time data and the defined reporting segments of the Interstate System and non-Interstate National Highway System for the purposes of calculating the travel time-based measures specified in 23 CFR 490.507, 490.607, and 490.707, as applicable.
- b) Each MPO will share with FDOT any locally generated data that pertains to the federally required performance measures, if applicable, such as any supplemental data the MPO uses to develop its own targets for any measure.
- c) Each provider of public transportation is responsible for collecting performance data in the MPO planning area for the transit asset management measures as specified in 49 CFR 625.43 and the public transportation safety measures as specified in the National Public Transportation Safety Plan. The providers of public transportation will provide to FDOT and the appropriate MPO(s) the transit performance data used to support these measures.

### 2. Selection of performance targets:

FDOT, the MPOs, and providers of public transportation will select their respective performance targets in coordination with one another. Selecting targets generally refers to the processes used to identify, evaluate, and make decisions about potential targets prior to action to formally establish the targets. Coordination will include as many of the following opportunities as deemed appropriate for each measure: in-person meetings, webinars, conferences calls, and email/written communication. Coordination will include timely

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<sup>1</sup> When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, FDOT will collect and provide data for the Florida portion of the planning area.

<sup>2</sup> If any Florida urbanized area becomes nonattainment for the National Ambient Air Quality Standards, FDOT also will provide appropriate data at the urbanized area level for the specific urbanized area that is designated.

sharing of information on proposed targets and opportunities to provide comment prior to establishing final comments for each measure.

The primary forum for coordination between FDOT and the MPOs on selecting performance targets and related policy issues is the regular meetings of the MPOAC. The primary forum for coordination between MPOs and providers of public transportation on selecting transit performance targets is the TIP development process.

Once targets are selected, each agency will take action to formally establish the targets in its area of responsibility.

- a) FDOT will select and establish a statewide target for each applicable federally required performance measure.
  - i. To the maximum extent practicable, FDOT will share proposed statewide targets at the MPOAC meeting scheduled in the calendar quarter prior to the dates required for establishing the target under federal rule. FDOT will work through the MPOAC to provide email communication on the proposed targets to the MPOs not in attendance at this meeting. The MPOAC as a whole, and individual MPOs as appropriate, will provide comments to FDOT on the proposed statewide targets within sixty (60) days of the MPOAC meeting. FDOT will provide an update to the MPOAC at its subsequent meeting on the final proposed targets, how the comments received from the MPOAC and any individual MPOs were considered, and the anticipated date when FDOT will establish final targets.
  - ii. FDOT will provide written notice to the MPOAC and individual MPOs within two (2) business days of when FDOT establishes final targets. This notice will provide the relevant targets and the date FDOT established the targets, which will begin the 180-day time-period during which each MPO must establish the corresponding performance targets for its planning area.
- b) Each MPO will select and establish a target for each applicable federally required performance measure. To the extent practicable, MPOs will propose, seek comment on, and establish their targets through existing processes such as the annual TIP update. For each performance measure, an MPO will have the option of either<sup>3</sup>:
  - i. Choosing to support the statewide target established by FDOT, and providing documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) to FDOT that the MPO agrees to plan and program projects so that they contribute toward the accomplishments of FDOT's statewide targets for that performance measure.
  - ii. Choosing to establish its own target, using a quantifiable methodology for its MPO planning area. If the MPO chooses to establish its own target, the MPO will coordinate with FDOT and, as applicable, providers of public transportation regarding the approach used to develop the target and the proposed target prior to

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<sup>3</sup> When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, that MPO will be responsible for coordinating with each state DOT in setting and reporting targets and associated data.

establishment of a final target. The MPO will provide FDOT and, as applicable, providers of public transportation, documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date when the targets were established .

- c) The providers of public transportation in MPO planning areas will select and establish performance targets annually to meet the federal performance management requirements for transit asset management and transit safety under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d).
  - i. The Tier I providers of public transportation will establish performance targets to meet the federal performance management requirements for transit asset management. Each Tier I provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date when the targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier I provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
  - ii. FDOT is the sponsor of a Group Transit Asset Management plan for subrecipients of Section 5311 and 5310 grant funds. The Tier II providers of public transportation may choose to participate in FDOT's group plan or to establish their own targets. FDOT will notify MPOs and those participating Tier II providers following of establishment of transit-related targets. Each Tier II provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier II provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).
  - iii. FDOT will draft and certify a Public Transportation Agency Safety Plan for any small public transportation providers (defined as those who are recipients or subrecipients of federal financial assistance under 49 U.S.C. 5307, have one hundred (100) or fewer vehicles in peak revenue service, and do not operate a rail fixed guideway public transportation system). FDOT will coordinate with small public transportation providers on selecting statewide public transportation safety performance targets, with the exception of any small operator that notifies FDOT that it will draft its own plan.
  - iv. All other public transportation service providers that receive funding under 49 U.S. Code Chapter 53 (excluding sole recipients of sections 5310 and/or 5311 funds) will provide written notice to the appropriate MPO and FDOT when they establish public transportation safety performance targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit safety

performance targets. MPOs may choose to update their targets when the provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

- v. If the MPO chooses to support the asset management and safety targets established by the provider of public transportation, the MPO will provide to FDOT and the provider of public transportation documentation that the MPO agrees to plan and program MPO projects so that they contribute toward achievement of the statewide or public transportation provider targets. If the MPO chooses to establish its own targets, the MPO will develop the target in coordination with FDOT and the providers of public transportation. The MPO will provide FDOT and the providers of public transportation documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date the final targets were established. In cases where two or more providers operate in an MPO planning area and establish different targets for a given measure, the MPO has the options of coordinating with the providers to establish a single target for the MPO planning area, or establishing a set of targets for the MPO planning area.

### 3. Reporting performance targets:

- a) Reporting targets generally refers to the process used to report targets, progress achieved in meeting targets, and the linkage between targets and decision making processes FDOT will report its final statewide performance targets to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as mandated by the federal requirements.
  - i. FDOT will include in future updates or amendments of the statewide long-range transportation plan a description of all applicable performance measures and targets and a system performance report, including progress achieved in meeting the performance targets, in accordance with 23 CFR 450.216(f).
  - ii. FDOT will include in future updates or amendments of the statewide transportation improvement program a discussion of the anticipated effect of the program toward achieving the state's performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.218 (q).
  - iii. FDOT will report targets and performance data for each applicable highway performance measure to FHWA, in accordance with the reporting timelines and requirements established by 23 CFR 490; and for each applicable public transit measure to FTA, in accordance with the reporting timelines and requirements established by 49 CFR 625 and 40 CFR 673.
- b) Each MPO will report its final performance targets as mandated by federal requirements to FDOT. To the extent practicable, MPOs will report final targets through the TIP update or other existing documents.
  - i. Each MPO will include in future updates or amendments of its metropolitan long-range transportation plan a description of all applicable performance measures

and targets and a system performance report, including progress achieved by the MPO in meeting the performance targets, in accordance with 23 CFR 450.324(f)(3-4).

- ii. Each MPO will include in future updates or amendments of its TIP a discussion of the anticipated effect of the TIP toward achieving the applicable performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.326(d).
  - iii. Each MPO will report target-related status information to FDOT upon request to support FDOT's reporting requirements to FHWA.
- c) Providers of public transportation in MPO planning areas will report all established transit asset management targets to the FTA National Transit Database (NTD) consistent with FTA's deadlines based upon the provider's fiscal year and in accordance with 49 CFR Parts 625 and 630, and 49 CFR Part 673.
4. Reporting performance to be used in tracking progress toward attainment of performance targets for the MPO planning area:
- a) FDOT will report to FHWA or FTA as designated, and share with each MPO and provider of public transportation, transportation performance for the state showing the progress being made towards attainment of each target established by FDOT, in a format to be mutually agreed upon by FDOT and the MPOAC.
  - b) If an MPO establishes its own targets, the MPO will report to FDOT on an annual basis transportation performance for the MPO area showing the progress being made towards attainment of each target established by the MPO, in a format to be mutually agreed upon by FDOT and the MPOAC. To the extent practicable, MPOs will report progress through existing processes including, but not limited to, the annual TIP update.
  - c) Each provider of public transportation will report transit performance annually to the MPO(s) covering the provider's service area, showing the progress made toward attainment of each target established by the provider.
5. Collection of data for the State asset management plans for the National Highway System (NHS):
- a) FDOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS. This includes NHS roads that are not on the State highway system but instead are under the ownership of local jurisdictions, if such roads exist.

*For more information, contact:*

*Mark Reichert, Administrator for Metropolitan Planning, Office of Policy Planning, Florida Department of Transportation, 850-414-4901, mark.reichert@dot.state.fl.us*

*Carl Mikyska, Executive Director, MPOAC, 850-414-4062, carl.mikyska@mpoac.org*

## TPA RESOLUTION 2019-

### **A RESOLUTION APPROVING VACATION ACCRUAL RATES AND LEAVE BALANCES FOR TPA PERSONNEL THAT TRANSITION TO THE INDEPENDENT AGENCY**

**WHEREAS**, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA), a public agency, created in accordance with and operating pursuant to 23 CFR 134, 49 CFR 5303-5305, and Sections 163.01 and 339.175, Florida Statutes, is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

**WHEREAS**, pursuant to Section 339.175(2)(b), Florida Statutes, the TPA is an independent governmental entity separate and distinct from the state and the governing body of any entity that is represented on the Governing Board of the TPA; and

**WHEREAS**, pursuant to Section 339.175(6)(g), Florida Statutes, the TPA has the authority to employ an executive director and any additional personnel as deemed necessary; and

**WHEREAS**, the TPA approved a Personnel Handbook to memorialize its employment policies and procedures on July 18, 2019; and

**WHEREAS**, the TPA Board desires to grant certain exceptions to Section 2.4 of the Personnel Handbook for County employees currently assigned to the TPA that will be employed by the TPA as an independent agency.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

**SECTION 1.** The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

**SECTION 2.** For all County employees currently assigned to the TPA, including the Executive Director, that will be employed by the TPA as an independent agency, the TPA Governing Board hereby:

- a. Approves inclusion of years of service with Palm Beach County in the determination of Vacation Leave accrual rate; and
- b. Approves an initial Sick Leave balance of the lesser of the employee's Sick Leave balance at the time of termination of County employment or 480 hours.

**SECTION 3.** 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 19<sup>th</sup> day of September 2019.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,  
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: \_\_\_\_\_  
Commissioner Hal Valeché, as its Chair

ATTEST:

\_\_\_\_\_  
Margarita Pierce, TPA Executive Assistant

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, TPA General Counsel

# 2.B.1

## Comparison of Large Florida MPO Director Compensation Levels

Organization	Hire Date	Years in Job	Hosted/ Independent	Pop (M)	Base Salary	Annual Increases	Retirement Plan	Additional Cash Benefits			Salary + Addt'l Cash Benefits	Severance
								Deferred Comp	Car Allowance	Phone Allowance		
Miami-Dade TPO	Nov-15	3.9	Hosted	2.8	\$229,500	Raise by board (4% max)	FRS Sr. Mgmt	\$11,500/yr	\$6,500/yr	Agency phone	\$249,000	90 days
Broward MPO	Jun-08	11.3	Independent	1.9	\$195,700	COLA, Raise by board	FRS Sr. Mgmt	No	\$6,000/yr	\$1,500/yr	\$203,200	90 days
North FL TPO - Jax	Jun-09	10.3	Independent	1.5	\$178,500	COLA, Raise and/or bonus by board	City Pension System	\$18,000/yr	\$7,200/yr	No	\$203,700	140 days (20 weeks)
Metroplan Orlando	Aug-18	1.1	Independent	2.5	\$170,000	Raise and/or bonus by board	10% to Retirement Plan	\$10,000/yr	\$7,200/yr	No	\$187,200	90 days
Forward Pinellas	Apr-15	4.5	Hosted	1.0	\$156,000	Annual by board	FRS Sr. Mgmt	No	No	Yes	\$157,500	30 days
Hillsborough MPO	Feb-15	4.6	Hosted	1.4	\$140,000	Annual by board	FRS Sr. Mgmt	\$1,400/yr	No	Yes	\$142,900	N/A
<b>Average/Typical:</b>		<b>5.9</b>	<b>N/A</b>	<b>1.9</b>	<b>\$178,283</b>	<b>Annual by board</b>	<b>FRS Sr. Mgmt</b>	<b>\$6,800</b>	<b>\$4,500</b>	<b>\$1,000</b>	<b>\$190,583</b>	<b>90 days</b>

TPA - Existing	May-13	6.4	Hosted	1.5	\$159,032	COLA set by County	FRS Sr. Mgmt	No	No	\$1,140/yr	\$160,172	N/A
TPA - Proposed	May-13	6.4	<u>Independent</u>	1.5	<u>\$175,000</u>	<u>COLA, Raise and/or bonus by board</u>	FRS Sr. Mgmt	<u>\$12,500/yr</u>	No	<u>No</u>	<u>\$187,500</u>	<u>90 days</u>

## **EMPLOYMENT AGREEMENT – EXECUTIVE DIRECTOR**

This Agreement is made and entered into this 19<sup>th</sup> day of September, 2019, between the Palm Beach MPO, d/b/a the Palm Beach Transportation Planning Agency (TPA), an agency created pursuant to federal and state law, through its Governing Board (Board) whose address is 2300 N Jog Road, West Palm Beach, Florida, 33411, and Nick Uhren (Director), an individual residing at 12487 Sawgrass Court, Wellington, Florida 33414. This agreement implements the desire of the TPA to employ Nick Uhren as its Executive Director, and Nick Uhren's desire to accept such employment with the TPA and to set out the parties' understanding of the general terms and conditions of such employment.

### **IN WITNESS WHEREOF, IT IS AGREED AS FOLLOWS:**

#### **1. TERM**

a. Initial Term. The TPA hereby employs Nick Uhren as its Executive Director, and Nick Uhren hereby accepts such employment, for a period of two years beginning on September 28, 2019 or upon the TPA's physical relocation to 301 Datura Street, West Palm Beach, Florida, 33401, whichever shall first occur, and expiring on September 30, 2021.

b. Renewal. On completion of the two (2) year term specified in Section 1.a above, including any extensions, this Agreement will automatically renew for one subsequent two (2) year term, unless either party provides ninety (90) day advance written notice of intent not to renew the Agreement for a subsequent term. In the event either party gives notice of nonrenewal pursuant to this Section 1.b, this Agreement will expire at the end of the current term. The effect of this renewal provision is that the TPA and the Director shall have an ongoing two (2) year Agreement.

#### **2. DUTIES**

a. General Duties. The Director shall be responsible only to the Board and shall perform the general duties and responsibilities outlined in and consistent with the mission of the

TPA, its adopted Unified Planning Work Program (UPWP), Strategic Plan, and all relevant federal, state and local laws. The Director shall serve as the chief executive officer of the TPA with authority to hire, evaluate, promote, discipline, demote, and/or terminate any TPA employee. The Director is responsible for conducting the transportation planning process to enhance the transportation network of Palm Beach County over the short and long-term future, which includes engaging the public, planning the system, prioritizing funding, implementing projects, and collaborating with partners. Additionally, the Director shall perform such other duties customary to the position and as may be reasonably designated by the Board and/or its Chair from time to time, provided that such other duties do not constitute a material departure from the general duties and responsibilities set forth and referenced in this Section 2. Except as otherwise provided herein with regard to preparation of the annual evaluation of the Director, the Board shall be the sole judge of the performance of the Director, provided that the Board may from time to time delegate oversight of performance to the TPA Board Chair or other designee.

b. Devotion to Duty. The Director shall remain in exclusive employment of the TPA until termination of this Agreement and shall not accept or become employed by any other employer until said termination. The term “employed” shall not be construed to include occasional teaching, writing, or consulting performed on the Director’s time off, not in excess of ten (10) hours per week in a non-conflicting capacity in accordance with the provisions of Section 112.311, *et seq.*, Florida Statutes, and other applicable laws and regulations. During the term of this Agreement, the Director shall not participate in any political campaign or hold office in any political party or organization.

### **3. SALARY AND BENEFITS**

a. Base Salary. The TPA shall pay the Director an initial gross base salary of \$175,000 annually, payable in regular installments each year. Any Cost of Living Adjustments

(COLA) approved by the Board for TPA employees shall also be applied to the Director's base salary, which upon application shall become the new base salary of the Director.

b. Merit Increases. The TPA Chair or the Chair's designee will conduct an annual performance review and determine if a merit increase is to be granted based upon performance and considering national MPO Executive Director compensation data as well as pay for comparable community positions. A merit increase may be a percentage increase applied to the base salary, as adjusted from time to time, and/or a one-time incentive award, at the discretion of the TPA. The parties recognize that a supplemental one-time payment, at the sole discretion of the Board, is a reasonable manner of recognition for the Director's value to the Board and superior performance. The Chair will present the proposed merit increase, if any, to the TPA Board for its approval or disapproval in its absolute discretion. Documentation of the performance review shall be placed in the Director's personnel file.

c. Deferred Income. In addition to the base salary, the Director shall earn \$12,500 annually in deferred income while employed under this Agreement. The deferred income contribution shall be made in prorated payments during each pay period to a Deferred Income Account chosen jointly by the Director and the TPA. All contributions to and interest earned to this account are governed by and subject to federal and state statutes. The Director's right to such account shall not be affected by the termination of employment with the TPA for any reason whatsoever.

d. Benefits. The Director shall be entitled to all benefits accruing to TPA employees pursuant to the TPA's Personnel Handbook, as amended from time to time, except to the extent modified by this Agreement.

#### **4. RULES OF CONDUCT**

The Director shall be governed by the policies adopted by the TPA and included in the TPA's Personnel Handbook, as amended from time to time.

## **5. PAID LEAVE**

The Director shall be entitled to Paid Leave in accordance with the TPA's Personnel Handbook, except that Vacation Leave shall be accrued at a rate of 24 days earned per year and the Director shall be provided an initial Sick Leave balance of 12 weeks (*i.e.* 480 hours). The Director shall be allowed annually to sell back to the TPA a maximum of four (4) weeks of accumulated Vacation Leave in excess of the maximum accumulated amount specified in the TPA's Personnel Handbook, at the hourly salary rate at the time of the sale.

## **6. PROFESSIONAL DEVELOPMENT**

In support of the TPA's interests, the Director shall attend and participate in appropriate professional meetings, conferences, and seminars at the local, state, and national levels with the reasonable expenses for such attendance borne by the TPA in accordance with the TPA's policies and state and federal law. The TPA shall pay membership fees and dues as funded by the annual TPA budget for the Director, as the Director deems necessary and appropriate in the performance of required duties, and to maintain professional knowledge and skills. The Director may hold offices or accept responsibilities in professional organizations, provided that such responsibilities do not interfere with the performance of the required duties as Director.

## **7. TERMINATION AND SEVERANCE PAY**

a. Termination of Director for Cause. The TPA may terminate the Director "for cause" which shall mean misconduct, as defined in Section 443.036(29), Florida Statutes (2019). In the event that the TPA terminates the Director for cause as set forth above, the Director shall receive no severance payment from the TPA.

b. Termination of Director without Cause. In the event that the TPA terminates the Director for any reason other than that specified in Section 7.a above during the term of the Agreement, the TPA shall provide as severance pay to the Director all salary and benefits provided for herein in an amount equivalent to ninety (90) days of compensation, calculated at

the then current rates of compensation at the date of the Director's termination. In such event, the Director shall also receive payment for any and all accrued leave balances in accordance with the TPA's Personnel Handbook. As used in this Section 7, the term "severance pay" means the actual or constructive compensation, including salary, benefits, or perquisites, for employment services as further defined in Section 215.425, Florida Statutes (2019). Payment of the severance pay shall be paid to the Director after deductions for income tax, social security, and other applicable payments due, if any. This termination or severance pay shall be paid in lump sum within thirty (30) days from the notice of termination. Upon termination and payment of the severance pay and other accrued benefits due the Director, the TPA shall be relieved of any further liability to the Director for pay, charges, penalties, damages, compensation, or otherwise. Pursuant to Section 215.425(4), Florida Statutes, the Director may not receive severance pay when the Director has been fired for misconduct as defined in Section 443.036(29), Florida Statutes, by the TPA, or other grounds as set forth in Section 7.a above.

c. Resignation by Director. In the event that the Director voluntarily resigns before the expiration of the term of the Agreement, the Director shall provide the TPA with ninety (90) days written notice of such resignation. Upon receipt of such notice, the TPA may, at its option, require the Director to terminate employment at an earlier date than set forth in the resignation notice, but the Director shall be entitled to receive the remaining salary and benefits provided for herein during the aforesaid ninety (90) day notice period.

d. Suspension. The TPA may temporarily suspend the Director from employment with the TPA for a period not to exceed thirty (30) days while it investigates any facts or circumstances which might constitute misconduct. In the event of any such suspension, the TPA shall give the Director written notice thereof setting forth in reasonable detail the nature of such facts or circumstances it is investigating. During such term of suspension, the Director shall be entitled to continue to receive the annual base salary, benefits, and all other compensation. The

TPA will diligently pursue its investigation with an effort toward reaching a disposition of the matter within that thirty (30) days.

#### **8. INDEMNIFICATION**

To the extent permitted by Section 111.07, Florida Statutes, the TPA will provide an attorney to defend any civil action arising from a complaint for damages or injury suffered as a result of any act or omission of action by or of the Director for an act or omission arising out of and in the scope of its employment or function, unless, the Director has acted in bad faith, with malicious purpose, or in a manner exhibiting wanton and willful disregard of human rights, safety, or property. Defense of such civil action includes, but is not limited to, any civil rights lawsuit seeking relief personally against the Director for an act or omission under color of state law, custom, or usage, wherein it is alleged that the Director has deprived another person of rights secured under the Federal Constitution or laws. Any attorney's fees paid from public funds for the Director who is later found to be personally liable by virtue of acting outside the scope of its employment, or was acting in bad faith, with malicious purpose, or in a manner exhibiting wanton and willful disregard of human rights, safety, or property, may be recovered by the TPA in a civil action against the Director. This section shall survive the termination of this Agreement.

#### **9. NOTICE**

Any notice to be given to the TPA shall be given to it through its Chair and hereunder shall be deemed sufficient if addressed to Palm Beach TPA Chair in writing and delivered by personal hand delivery or mailed by certified U.S. mail, return receipt requested, to the Chair's office. Any notice to be given to the Director shall be deemed sufficient if in writing and hand delivered or mailed by certified U.S. mail, return receipt requested, to him at the TPA's current office address.

## **10. GENERAL**

The text of this document shall constitute the entire agreement between the parties. This Agreement shall become effective when signed by the last party to the Agreement. The invalidity or unenforceability of any provision of this Agreement shall in no way affect the validity or enforceability of any other provision. This Agreement shall be construed in accordance with the laws of the State of Florida. Venue and the forum for any legal proceedings on this Agreement shall be in the Circuit Court, 15<sup>th</sup> Circuit, in and for Palm Beach County, Florida, or the U.S. District Court, Southern District of Florida. The paragraph headings are for reference and convenience only and shall have no effect in any construction of this Agreement. This Agreement supersedes all other agreements, either oral or written, between the parties regarding the subject matter hereof. All rights granted to the Director under this Agreement are personal and neither this Agreement nor any of the rights arising hereunder may be transferred or assigned by the Director, voluntary or involuntary, without the consent of the TPA. The TPA may assign any or all of this Agreement, through legal constructs, including Interlocal Agreements to other agencies of its choosing, contingent on compliance with applicable federal and state laws.

## **11. PUBLIC ENTITY CRIMES**

In accordance with Sections 287.132 and 287.133, Florida Statutes, by entering into this Agreement or performing any Work in furtherance hereof, the Director certifies that it, its affiliates, suppliers, and subcontractors who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the effective date of this Agreement.

## **12. DISCRIMINATORY VENDOR LIST**

The Director hereby certifies that it has not been placed on Florida's Department of Management Services' Discriminatory Vendor List as provided under Section 287.134, Florida Statutes.

### 13. TITLE VI – NONDISCRIMINATION POLICY STATEMENT

During the performance of this Agreement, the Director agrees for itself, its assignees and successors in interest as follows:

a. Compliance with Regulations. The Director shall comply with the nondiscrimination regulations applicable to federally assisted programs of the U.S. Department of Transportation (“DOT”) set forth at 49 CFR Part 21, as they may be amended from time to time (referred to hereinafter as the “Regulations”). Said Regulations are hereby incorporated into and made a part of this Agreement by reference. As required by 49 CFR 26.13, the Director is advised that the TPA shall not discriminate on the basis of race, color, national origin, religion, gender, age or disability in the award and performance of any DOT-assisted contract or in the administration of its DBE (“Disadvantage Business Enterprise”) program or the requirements of 49 CFR Part 26. The TPA shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.

b. Nondiscrimination. The Director, with regard to the work performed during this Agreement, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or familial status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Director shall not participate either directly or indirectly in the discrimination prohibited by the Regulations established at 49 CFR 21, as they may be amended from time to time, including employment practices, if this Agreement covers a program set forth in Appendix B of the Regulations.

c. Solicitations for Subcontractors, including Procurements of Materials and Equipment. In all solicitations made by the Director, 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 Director of the

Director's obligations under this Agreement and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or familial status.

d. Information and Reports. The Director 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 ("FDOT"), Federal Highway Administration ("FHWA"), Federal Transit Administration ("FTA"), Federal Aviation Administration ("FAA"), and/or the Federal Motor Carrier Safety Administration ("FMCSA") to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of the Director is in the exclusive possession of another who fails or refuses to furnish this information, the Director shall so certify to FDOT, FHWA, FTA, FAA, and/or FMCSA as appropriate, and shall set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance. In the event of the Director's noncompliance with the nondiscrimination provisions of this Agreement, FDOT may impose such contract sanctions as it or FHWA, FTA, FAA, and/or FMCSA may determine to be appropriate, including, but not limited to: 1. Withholding of payments to the Director until the Director complies; and/or 2. Cancellation, termination or suspension of the Agreement, in whole or in part.

f. Incorporation of Provisions. The Director shall include the provisions of paragraphs a. through e. of this Section in every subcontract, including procurements of materials and leases of equipment, the Director personally enters into as opposed to as an official of the TPA, unless exempted by the Regulations, or directives issued pursuant thereto. The Director shall take such action with respect to any subcontract or procurement as FDOT, FHWA, FTA, FAA, and/or FMCSA may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event the Director becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Director may request FDOT to

enter into such litigation to protect the interests of FDOT, and, in addition, the Director may request the United States to enter into such litigation to protect the interests of the United States.

g. The Director does hereby represent and certify that it will comply with all the requirements imposed by Title VI of the Civil Rights Acts of 1964 and Title VII of the Civil Rights Act of 1968, as they have been and may be modified from time to time (42 U.S.C. 2000d, *et seq.* and 3601 *et seq.*), and all applicable implementing regulations of the U.S.DOT and its agencies.

h. The Director does hereby represent and certify that it will comply with all the requirements of the Americans with Disabilities Act (42. U.S.C. 12102, *et seq.*) and all applicable implementing regulations of the U.S.DOT and its agencies.

i. The Director shall report all grievance or complaints pertaining to its actions and obligations under this Section to the TPA.

#### **14. CONFLICT OF INTEREST**

a. The Director represents that he presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided for in Section 112.311 *et seq.*, Florida Statutes. The Director further represents that no person having any such interest shall be employed to assist in the performance of this Agreement.

b. The Director shall promptly notify the TPA's Board's Chair, in writing, by U.S. certified mail, return receipt requested or by hand delivery, of all potential conflicts of interest for any prospective business association, interest, or other circumstance which may influence or appear to influence the Director's judgment or the quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest, or circumstance, the nature of work that the Director may undertake and advise the TPA as to whether the association, interest, or circumstance would constitute a conflict of interest if entered into by the Director. The TPA Board Chair may notify the Director of its opinion as to whether a

conflict exists under the circumstances identified by the Director. If, in the opinion of the TPA Board Chair, the prospective business association, interest or circumstance would constitute a conflict of interest by the Director, then the Director shall immediately act to resolve or remedy the conflict. If the Director shall fail to do so, the TPA may terminate this Agreement for cause.

c. The Director shall not enter into any contract, subcontract, or arrangement personal to the Director in connection with its work with the TPA or any property included or planned to be included in the TPA work, with any officer, agent or employee of the TPA or any business entity of which the officer, agent, or employee or the officer's, agent's or employee's spouse or child is an officer, partner, agent, or proprietor or in which such officer, agent or employee or the officer's, agent's or employee's spouse or child, or any combination of them, has a material interest. "Material Interest" means direct or indirect ownership of more than five percent (5%) of the total assets or capital stock of any business entity.

d. The Director shall not enter into any contract or arrangement personal to the Director in connection with the TPA's work, with any person or entity that was represented before the TPA by any person, who at any time during the immediately preceding two (2) years, was an officer, agent, or employee of the TPA.

e. The Director agrees for itself in the Director's personal capacity and shall insert in all contracts entered into in connection with the TPA work or any property included or planned to be included in the TPA work, and shall require its contractors to insert in each of their subcontracts, the following provision:

"No member, officer, or employee of the TPA during his tenure or for two (2) years thereafter shall have any interest, direct or indirect, in this Agreement or the proceeds thereof."

## **15. CONTINGENT FEES**

The Director warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Director, to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Director, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement.

## **16. MEMBERS OF CONGRESS**

No member or delegate to the Congress of the United States shall be admitted to any share or part of the Agreement or any benefit arising therefrom.

a. The Director agrees that no federal appropriated funds have been paid or will be paid by or on behalf of the TPA, to any person for influencing or attempting to influence any 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 the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any federal contract, grant, loan or cooperative agreement.

b. If any funds other than federal appropriated funds have been paid to the Director 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 Work, the Director shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying," in accordance with its instructions or provide notification to the TPA in any other manner the TPA may allow.

c. The Director shall include the two (2) above-stated clauses modified to show the particular contractual relationship, in all subcontracts personal to the Director that it enters into related to the Work.

d. The Director may not expend any funds received under this Agreement for lobbying the Florida Legislature or any agency of the State.

## **17. RESTRICTIONS, PROHIBITIONS, CONTROLS, AND LABOR PROVISIONS**

a. Federal Participation. It is understood and agreed that, in order to permit TPA participation in the expenditure of Federal PL Funds, this Agreement may be subject to the approval of FHWA or FDOT. It is understood and agreed that, in order to permit TPA participation in the expenditure of Federal PL Funds, no supplemental agreement of any nature may be entered into by the parties hereto with regard to the Work to be performed hereunder without the approval of FHWA or as otherwise provided for in this section.

b. Inspection, Review, Approval, and Audit. It is understood and agreed that all rights of the FDOT or FHWA relating to inspection, review, approval, and audit of the work, tracings, plans, specifications, maps, data, and cost records relating to this Agreement shall also be reserved and held by authorized representatives of the United States of America.

c. Record-keeping and documentation retention. The DOT and the TPA shall prepare and retain all records in accordance with the federal and state requirements, including but not limited to 2 CFR Part 200, 23 CFR Part 420, 49 CFR Part 18, 49 CFR 18.42, and Chapter 119, Florida Statutes, all as amended from time to time.

d. Prohibited Interests. Neither the TPA nor any of its contractors or their subcontractors shall enter into any contract, subcontract, or arrangement in connection with this Agreement, in which a member, officer, or employee of the TPA, either during his or her tenure or for one year thereafter, has any interest, direct or indirect. If any such present or former member, officer, or employee involuntarily acquired or had acquired prior to the beginning of his or her tenure any such interest, and if such interest is immediately disclosed to the TPA and such disclosure is entered in the minutes of the TPA, the TPA may waive the prohibition contained in

this paragraph; provided, that any such present member, officer, or employee shall not participate in any action by the TPA or the locality relating to such contract, subcontract, or arrangement.

#### **18. NO GOVERNMENT OBLIGATION TO THIRD PARTIES**

a. The Director agrees, absent express written consent of the Federal Government, that the Federal Government is not a party to this Agreement and shall not be subject to any obligations or liabilities to any third party contractor, or any sub-recipient, or any other party pertaining to any matter resulting from this Employment Agreement or purchase order related thereto. The Director agrees to include a similar provision in each subcontract (if any) which must be approved by the TPA and which is financed in whole or in part with federal assistance provided by FTA.

b. Program Fraud and False or Fraudulent Statements. The Director acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 USC §3801, *et seq.*, and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR Part 31, apply to its activities in connection with this Agreement. Upon execution of this Agreement, the Director certifies and affirms the truthfulness and accuracy of any statement it has made, causes to be made, makes, or may make pertaining to the Agreement or the underlying FTA assisted project for which this Agreement or any Work Order is being performed. In addition to other penalties that may apply, the Director acknowledges that if he makes a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on it to the extent the Federal Government may deem appropriate. The Director also acknowledges that if he makes or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government in connection with an urbanized area formula project financed with federal assistance authorized for 49 USC §5307, the Federal Government reserves the right to impose the penalties of 18 USC §1001 and 49 USC §5307(n) (1), to the extent the Federal Government

deems appropriate. The Director agrees to include the above stated provisions in each subcontract financed in whole or in part with federal assistance provided by the FTA. The Director shall not modify the above stated provisions except to identify the subcontractor who will be subject to the provision.

c. Federal Changes. The Director shall at all times comply with all applicable FTA regulations, policies, procedures, and directives, as they may be promulgated or amended from time to time during the term of this Agreement. The Director's failure to so comply shall constitute a material breach of this Agreement. The Director agrees to include the above stated provision in each subcontract; provided, that this provision shall not be interpreted to authorize a subcontract.

d. Incorporation of FHWA and FTA Terms. This Agreement shall be deemed to include and does hereby incorporate by reference all standard terms and conditions required by the U.S. DOT, FHWA, and FTA, regardless of whether expressly set forth in this Agreement and include, but are not limited to, all of the duties, obligations, terms and conditions applicable to the work arising from this Agreement as described in FTA Circular 4220.1F, and applicable federal law. Anything to the contrary herein notwithstanding, all FHWA and FTA mandated terms shall be deemed to control in the event of a conflict with any other provisions contained in this Agreement. The Director shall not perform any act, fail to perform any act, or refuse to comply with any requirement which would cause the TPA to be in violation of its Joint Planning Agreement with FDOT or any FHWA or FTA terms and conditions applicable to this Agreement. The Director agrees to include the above stated provision in each subcontract financed in whole or in part with FTA assisted funding; provided, that this provision shall not be construed to authorize any subcontract without TPA approval.

**19. JOINT PREPARATION**

The preparation of this Agreement has been a joint effort of the parties, and the resulting document shall not, solely as a matter of judicial construction, be construed more severely against one of the parties than the other.

**20. SEVERABILITY**

Should any section, paragraph, sentence, clause, or provision hereof be held by a court of competent jurisdiction to be invalid, such shall not affect the remaining portions of this Agreement.

**The remainder of this page is intentionally left blank.**

IN WITNESS WHEREOF, the parties hereto have executed this Agreement this day and year.

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

By: \_\_\_\_\_  
Chair

Honorable Hal Valeché

Date: \_\_\_\_\_

WITNESS FOR TPA:

\_\_\_\_\_

Margarita Pierce, TPA Executive Assistant

 \_\_\_\_\_

Director

Nick Uhren

Date: 9/13/2019

WITNESS FOR DIRECTOR:

 \_\_\_\_\_

Andrew Uhlir

Printed Name

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, Esq.  
TPA General Counsel



# TRANSPORTATION IMPROVEMENT PROGRAM

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## FY 2020-2024

ADOPTED JUNE 20, 2019

Amendment #1: Scheduled for  
September 19, 2019

- FDOT Roll Forward Report

## Roll Forward TIP Amendment - Amendment #1

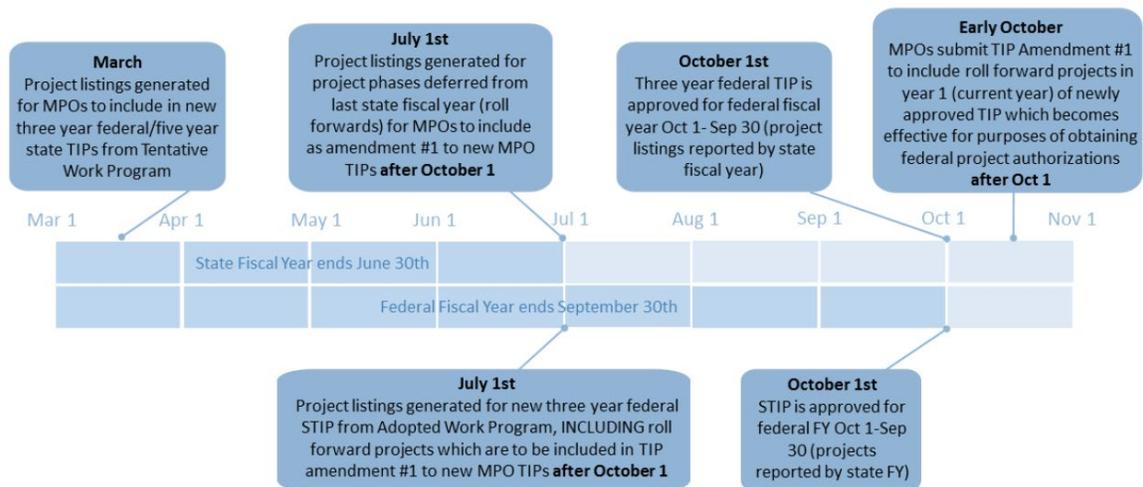
The purpose of the Roll Forward TIP Amendment is to maintain consistency between the FDOT Work Program and the Palm Beach TPA’s Transportation Improvement Program.

The Palm Beach TPA’s Transportation Improvement Program (TIP) for Fiscal Years (FY) 2020-2024 was approved on June 20<sup>th</sup>, 2019 by the TPA Governing Board. Both the FDOT Work Program and Palm Beach TIP are to be adopted by July 1<sup>st</sup> with the requirement that year one (FY 2020) in each document must match.

There are often project phases that were programmed in the previous fiscal year that do not get encumbered (prior to **June 30**). These projects automatically roll forward from the previous fiscal year to the new fiscal year in the Work Program but do not automatically roll forward in the TIP. To ensure that both the Work Program and TIP have a matching first year, FDOT provides a roll forward amendment, herein, to bring into the newest TIP year.

Unlike all other projects, transit projects do not automatically roll forward in the Work Program and subsequently into the TIP. The TPA has worked with transit partners to ensure funding that was not obligated in the previous year is accounted for in the new year in this amendment.

The graphic below, from the MPO Program Management Handbook, illustrates the Roll Forward timeline and relevant dates.





*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

3400 West Commercial Boulevard  
Fort Lauderdale, FL 33309

KEVIN THIBAUT, P.E.  
SECRETARY

August 16, 2019

Mr. Nick Uhren, Executive Director  
Palm Beach Transportation Planning Agency  
Fourth Floor  
2300 North Jog Road  
West Palm Beach, FL 33411

**SUBJECT: Palm Beach Transportation Planning Agency  
TIP Amendment Request FY 2019/20 – 2023/24  
FDOT Office of Work Program MPO Roll-Forward Report**

Dear Mr. Uhren:

The Florida Department of Transportation requests your processing and approval of the FDOT Office of Work Program MPO Roll-Forward Report. The approval of the MPO Roll-Forward report is needed to reconcile differences between the FY 2019/20 – 2023/24 TIP and the Department's Adopted Five-Year Work Program. The Roll-Forward report identifies projects and phases that were not authorized in the previous fiscal year (FY 2019) and have automatically rolled over into the Department's Adopted Five-Year Work Program. This Transportation Improvement Program Amendment is consistent with the Adopted Long-Range Transportation Plan and the adopted TIP remains financially constrained.

The Roll Forward Report is attached for the MPO's approval. Additionally, a comparison between the Roll Forward Report and both the FY 2019-2023 and FY 2020-2024 TIPs is attached.

Please acknowledge the MPO's approval of the MPO Roll-Forward Report to the FY 2019/20 – 2023/24 TIP by signing this letter and returning it to this office for further processing. If you have any questions or need additional information, please contact Yanique Kelly at (954) 777-4561.

Sincerely,

Yanique Kelly  
MPO Liaison Planning Specialist  
District Four

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The above TIP amendment was authorized to be included in the FY 2019/20-2023/24 Transportation Improvement Program.

Mr. Nick Uhren  
Director

\_\_\_\_\_  
Signature

## FDOT Roll-Forward Report Summary for FY 2020 of Transportation Improvement Program (TIP)

Difference between current TIP FY 2020 and proposed FY 2020 after Roll-Forward

Project #	Project Name	Work Type	Current TIP 2020	Funds Roll-Forward	Final TIP 2020	Notes
Multiple	PALM BEACH COUNTY SECTION 5307 FORMULA FUNDS	CAPITAL FOR FIXED ROUTE	14,629,500	20,000,429	34,629,929	Palm Tran FY 19 roll forward Updated FY 20 amount
Multiple	PALM BEACH COUNTY SECTION 5339 CAPITAL FOR BUS AND BUS FACILITIES	CAPITAL FOR FIXED ROUTE	1,600,000	2,187,965	3,787,965	Palm Tran FY 19 roll forward Updated FY 20 amount
4383961	WEST PALM BEACH TROLLEY SHELTERS - 7 LOCATIONS	CAPITAL FOR FIXED ROUTE	-	571,000	571,000	Awaiting FTA award
4383901	WEST PALM BEACH TROLLEY BUSES	CAPITAL FOR FIXED ROUTE	-	1,505,000	1,505,000	Awaiting FTA award
4124892	SR-A1A FLAGLER MEMORIAL BRIDGE BRIDGE#930157	BRIDGE REPLACEMENT	900,000	955,167	1,855,167	Added \$850K in BRP for ROW Added \$105K in DS for ROW
4190131	SR-80/SOUTHERN BLVD BRIDGES 930097 & 930098	BRIDGE REPLACEMENT	-	928,442	928,442	Added \$719K in DS for CST Added \$199K in NHBR for CST Added \$7K in ACSB for CST
4171321	WIDEN TPK FROM GLADES TO ATLANTIC AVE (MP76.4-81.6) (6 TO 10 LN) W/EL	ADD LANES & RECONSTRUCT	3,819,828	901,126	4,720,954	Added \$901K in PKYI for PE
4353841	SR-9/I-95 at LINTON BOULEVARD INTERCHANGE	INTERCHANGE IMPROVEMENT	1,421,856	815,442	2,237,298	Added \$45K in DS for PE Added \$15K in DI for ROW Added \$2K in DIH for ROW Added \$228K in DS for ROW
4132651	SR-9/I-95 at PGA BOULEVARD/CENTRAL BOULEVARD	INTERCHANGE JUSTIFICA/MODIFICA	719,519	663,640	1,383,159	Added \$2K in DIH for PD&E Added \$488 in BNIR for ROW Added \$171 in ACNP for ROW
4378781	SR-809/MILITARY TRAIL AT FOREST HILL BLVD	INTERSECTION IMPROVEMENT	1,212,964	657,983	1,870,947	Added \$302K in CIGP for ROW Added \$302K in LF for ROW Added \$32K in DIH for ROW Added \$20K in DDR for ENV
2296584	SR-806/ATLANTIC AVE FROM WEST OF SR-7/US-441 TO EAST OF LYONS ROAD	ADD LANES & RECONSTRUCT	14,963,589	440,711	15,404,300	
4124204	SR-9/I-95 at SR-808/GLADES ROAD	INTERCHANGE - ADD LANES	276,926	398,561	675,487	
4351581	SR-80/SOUTHERN BLVD AT SANSBURY WAY/LYONS RD.	INTERSECTION IMPROVEMENT	-	342,968	342,968	
4275161	SR-9/I-95 FROM S. OF L30 CANAL TO N. OF GATEWAY BLVD	RESURFACING	-	325,821	325,821	
4363071	SR-80/SOUTHERN BLVD AT FOREST HILL BLVD	ADD TURN LANE(S)	-	311,872	311,872	

## FDOT Roll-Forward Report Summary for FY 2020 of Transportation Improvement Program (TIP)

Difference between current TIP FY 2020 and proposed FY 2020 after Roll-Forward

Project #	Project Name	Work Type	Current TIP 2020	Funds Roll-Forward	Final TIP 2020	Notes
4331095	SR-9/I-95 FROM SOUTH OF GLADES RD. TO SOUTH OF LINTON BLVD.	ADD SPECIAL USE LANE	1,502,740	301,374	1,804,114	
2296643	SR-7 FROM 60TH STREET TO NORTH LAKE BLVD.	NEW ROAD CONSTRUCTION	31,000	231,278	262,278	
2319321	SR-9/I-95 at GATEWAY BLVD. INTERCHANGE	INTERCHANGE - ADD LANES	3,333,450	151,476	3,484,926	
4361131	SR-802/LAKE WORTH RD. FROM SHERWOOD FOREST BLVD. TO SR-809 MILITARY TR	LIGHTING	-	103,761	103,761	
4368944	SEMINOLE DRIVE at L-16 CANAL	BRIDGE REPLACEMENT	2,666,655	103,500	2,770,155	
4067091	BOCA RATON TOLL DATA CENTER IMPROVEMENT	TOLL DATA CENTER	-	91,500	91,500	
4193452	SR-80 FROM W OF LION COUNTRY SAFARI RD TO FOREST HILL/CRESTWOOD BLVD.	ADD LANES & REHABILITATE PVMNT	102,600	87,157	189,757	
4323441	SR-804/BOYNTON BEACH BLVD FROM WEST OF JOG ROAD TO CONGRESS AVENUE	RESURFACING	-	84,403	84,403	
4192511	SR-710/BEE LINE HWY FROM NORTHLAKE BLVD TO SR-708/BLUE HERON BLVD	ADD LANES & RECONSTRUCT	2,345,193	65,977	2,411,170	
4378341	SR-5/US-1/FEDERAL HWY FROM NORTH OF GEORGE BUSH BLVD TO C-16 CANAL	RESURFACING	20,000	58,938	78,938	
4378361	SR-7/US-441 SOUTH OF SR-806/ATLANTIC AVE. TO SR-804/BOYNTON BEACH BLVD	RESURFACING	-	50,806	50,806	
4398441	SR-804/BOYNTON BEACH BLVD. FROM LYONS ROAD TO E. OF FLORIDA TURNPIKE	RESURFACING	2,885,445	50,370	2,935,815	
4378351	SR-5/US-1/DIXIE HWY FR N OF HYPOLUXO RD TO 300' S OF WATERWAY DR	RESURFACING	-	44,459	44,459	
4170472	TOLL EQUIPMENT PROGR AM - CAPITAL	TOLL PLAZA	-	38,528	38,528	
4382911	BELLE GLADE CITYWIDE - VARIOUS LOCATIONS	SIDEWALK	-	38,096	38,096	
4428911	SR-5/US-1 OVER EARMAN RIVER (C-17) BRIDGE 930003	BRIDGE REPLACEMENT	1,051,692	31,956	1,083,648	
4351723	ROADSIDE IMPROVEMENT FOR TPK MAINLINE FROM MP 103.70 TO 106.11	GUARDRAIL	-	29,753	29,753	
4400451	TRAFFIC CALMING ENHANCEMENTS FOR INDIAN TRAIL IMPROVEMENT DISTRICT	MISCELLANEOUS CONSTRUCTION	48,000	21,627	69,627	
4261911	ACCOUNT MANAGEMENT S YSTEM/CCSS	TOLL DATA CENTER	-	19,303	19,303	
4349481	NORTHWOOD CONNECTION FR. CSX MAINLINE TO FEC MAINLINE	RAIL CAPACITY PROJECT	-	15,105	15,105	
4170317	SFECC CORRIDOR TRANSIT ALT, FROM WEST PALM BEACH TO JUPITER	RAIL CAPACITY PROJECT	-	15,000	15,000	
4306082	SR-882/FOREST HILL BOULEVARD AT 16TH PLACE SOUTH	TRAFFIC SIGNALS	14,513	14,956	29,469	

## FDOT Roll-Forward Report Summary for FY 2020 of Transportation Improvement Program (TIP)

Difference between current TIP FY 2020 and proposed FY 2020 after Roll-Forward

Project #	Project Name	Work Type	Current TIP 2020	Funds Roll-Forward	Final TIP 2020	Notes
4287181	SR-5/US-1 FROM S OF BEACH ROAD TO JUST N OF COUNTYLINE ROAD	RESURFACING	-	14,647	14,647	
4397581	SR-9/I-95 NORTHBOUND OFF-RAMP AT INDIANTOWN ROAD	INTERCHANGE - ADD LANES	625,240	13,858	639,098	
4383951	GEORGE BUSH BOULEVARD FROM NE 2ND AVENUE TO SR-A1A	BIKE LANE/SIDEWALK	10,000	13,211	23,211	
4197601	DISASTER RECOVERY FOR HURRICANE IRMA IN PALM BEACH COUNTY	EMERGENCY OPERATIONS	-	13,130	13,130	
4400421	SR-5/US-1/DIXIE HWY FROM ALBEMARLE RD TO SR-704/OKEECHOBEE BLVD	BIKE LANE/SIDEWALK	40,000	13,000	53,000	
4356152	THERMOPLASTIC FOR GLADES RD NB EXIT RAMP IMPROVEMENTS (MP 75)	SIGNING/PAVEMENT MARKINGS	-	11,152	11,152	
4356155	THERMOPLASTIC FOR GLADES RD INTERSECTION IMPROVEMENTS	SIGNING/PAVEMENT MARKINGS	-	11,152	11,152	
4421421	HURRICANE IRMA DISASTER RECOVERY - DEBRIS REMOVAL	EMERGENCY OPERATIONS	-	10,910	10,910	
2297444	SR-5/US-1 FROM 11TH ST TO 27TH ST	LIGHTING	20,000	10,260	30,260	
4297851	SR-9/I-95 at DONALD ROSS ROAD VARIOUS LOCATIONS	INTERCHANGE IMPROVEMENT	-	10,120	10,120	
4157481	WIDEN TPK FROM SR710 (MP 106.1) TO MP 117 (4 TO 8 LNS)	ADD LANES & RECONSTRUCT	21,784,000	8,813	21,792,813	
4382901	VILLAGE OF ROYAL PALM BEACH - VARIOUS LOCATIONS	SIDEWALK	-	8,082	8,082	
4061441	FLORIDA TPK FROM N OF BOYTON BEACH BLVD TO WPB SERVICE PLAZA	ADD LANES & RECONSTRUCT	2,329,126	7,391	2,336,517	
4401081	SR-25/US-27 FROM MILEPOST 16.000 TO MILEPOST 20.150	MISCELLANEOUS CONSTRUCTION	20,000	7,000	27,000	
4398601	SR-9/I-95 NB NOISE WALL EXTENSION TO NORTH AND SOUTH OF DIANE DR	MISCELLANEOUS CONSTRUCTION	1,477,879	6,897	1,484,776	
4383851	WEST PALM BEACH - VARIOUS LOCATIONS	SIDEWALK	-	6,676	6,676	
4067092	BOCA RATON TOLLS DATA CENTER IMPROVEMENT	TOLL DATA CENTER	-	6,475	6,475	
4349482	NORTHWOOD CONNECTION FROM CSX MAINLINE TO FEC MAINLINE	RAIL CAPACITY PROJECT	-	6,192	6,192	
4413071	DISTRICTWIDE THERMO/STRIPING PUSHBUTTON POST CONSTRUCTION	ROUTINE MAINTENANCE	-	5,460	5,460	
4293342	THERMOPLASTIC OF PGA BLVD / TPK INTERCHANGE IMPROVEMENTS (MP 109)	SIGNING/PAVEMENT MARKINGS	-	5,355	5,355	
4279381	SR-7/US-441 FROM BROWARD/PB CO/LINE TO SOUTH OF SR-808/GLADES ROAD	BIKE LANE/SIDEWALK	-	5,117	5,117	

## FDOT Roll-Forward Report Summary for FY 2020 of Transportation Improvement Program (TIP)

Difference between current TIP FY 2020 and proposed FY 2020 after Roll-Forward

Project #	Project Name	Work Type	Current TIP 2020	Funds Roll-Forward	Final TIP 2020	Notes
2298963	SR-710 FR W OF AUSTRALIAN AVE TO OLD DIXIE/PRESIDENT BARACK OBAMA HWY	LANDSCAPING	-	5,038	5,038	
4401501	SR-25/US-27 FROM MP 12.900 TO 16.000	MISCELLANEOUS CONSTRUCTION	-	5,000	5,000	
4401581	SR-25/US-27 FROM 5.5 MILES SOUTH OF SOUTH BAY TO MP 25.661	MISCELLANEOUS CONSTRUCTION	-	5,000	5,000	
4405752	SR-806/ATLANTIC AVE FROM WEST OF LYONS RD TO TURNPIKE	PD&E/EMO STUDY	-	5,000	5,000	
4405753	SR-806/ATLANTIC AVE FROM TURNPIKE TO JOG ROAD	PD&E/EMO STUDY	2,500,000	5,000	2,505,000	
4415271	NORTHMORE NEIGHBORHOOD VARIOUS LOCATIONS	SIDEWALK	-	5,000	5,000	
4415301	BELVEDERE HEIGHTS - VARIOUS LOCATIONS	LIGHTING	-	5,000	5,000	
4417581	SR-704/OKEECHOBEE BLVD FROM SR-7 TO SR-5/US-1/SOUTH DIXIE HWY	URBAN CORRIDOR IMPROVEMENTS	-	5,000	5,000	
4421423	HURRICANE IRMA DISASTER RECOVERY - SIGNAL REPAIR/GENERATORS	EMERGENCY OPERATIONS	-	5,000	5,000	
4356151	GLADES RD NB EXIT RAMP IMPROVEMENTS (MP 75)	INTERCHANGE - ADD LANES	-	4,758	4,758	
4351591	SE AVENUE G FROM SOUTH MAIN STREET TO EAST OF SE 9TH ROAD	SIDEWALK	-	4,623	4,623	
4421422	HURRICANE IRMA DISASTER RECOVERY - DEBRIS CUT & TOSS	EMERGENCY OPERATIONS	-	4,034	4,034	
4429226	OVERSIGHT OF REPAIR WORK TO WEST PALM BEACH SERVICE PLAZA (MP 94)	REST AREA	-	3,969	3,969	
4292802	PALM BEACH COUNTY PRIMARY THERMOPLASTIC STRIPING	SIGNING/PAVEMENT MARKINGS	-	3,390	3,390	
4276531	CR-A1A FROM JUPITER BEACH ROAD TO SR 5 / US 1	SIDEWALK	-	3,267	3,267	
4310792	THERMOPLASTIC OF TPK RESURFACING FROM GLADES RD TO S OF ATLANTIC AVE	SIGNING/PAVEMENT MARKINGS	-	3,201	3,201	
4223492	THERMOPLASTIC FOR RAMP BRIDGE REPLACEMENT AT PGA	SIGNING/PAVEMENT MARKINGS	-	3,181	3,181	
4319206	WEST PALM BEACH OPERATIONS CENTER - ROOF SYSTEM REPLACEMENT	FIXED CAPITAL OUTLAY	-	3,000	3,000	
4331097	SR-9/I-95 AND PALMETTO PARK ROAD INTERCHANGE	LANDSCAPING	-	3,000	3,000	
4061436	WIDEN TPK(SR91) OKEECHOBEE BLVD TO SR 710 (4TO8 LNS) W/EXP LNS	ADD LANES & RECONSTRUCT	-	2,500	2,500	
4293332	THERMOPLASTIC FOR OKEECHOBEE BLVD SB RAMP IMPROVEMENT (MP 99)	SIGNING/PAVEMENT MARKINGS	-	2,205	2,205	
4319203	PALM BEACH OPERATIONS CENTER	FIXED CAPITAL OUTLAY	-	2,000	2,000	

## FDOT Roll-Forward Report Summary for FY 2020 of Transportation Improvement Program (TIP)

Difference between current TIP FY 2020 and proposed FY 2020 after Roll-Forward

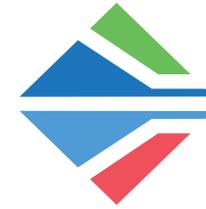
Project #	Project Name	Work Type	Current TIP 2020	Funds Roll-Forward	Final TIP 2020	Notes
4319207	WEST PALM BEACH OPERATIONS CENTER - AC SYSTEM REPLACEMENT	FIXED CAPITAL OUTLAY	-	2,000	2,000	
4367581	WEST PALM BEACH MATERIAL LAB	FIXED CAPITAL OUTLAY	-	2,000	2,000	
4296651	TAMARIND AVENUE FROM PALM BEACH LAKES BL TO 25 STREET	LANDSCAPING	-	1,865	1,865	
4330701	23RD STREET FROM TAMARIND AVENUE TO SPRUCE AVENUE	SIDEWALK	-	1,860	1,860	
2293962	SR-786 PGA BLVD FROM SR-710 TO WEST OF FLORIDA'S TURNPIKE/C-18 CANAL	ROAD RECONSTRUCTION - 2 LANE	-	1,856	1,856	
4311991	PALM BEACH OPERATIONS GENERAL CEI SUPPORT	INSPECT CONSTRUCTION PROJS.	150,000	1,766	151,766	
4421428	HURRICANE IRMA RECOVERY - PALM BEACH OPS FACILITIES REPAIR/REPLACEMENT	EMERGENCY OPERATIONS	-	1,500	1,500	
4139081	SUNPASS CAPITAL ASSETS	TOLL COLLECTION	-	1,500	1,500	
4139212	VIDEO TOLLING	TOLL DATA CENTER	-	1,500	1,500	
4224186	WEST PALM BEACH SERVICE PLAZA MODIFICATION (MP 94)	REST AREA	-	1,500	1,500	
4339144	LANDSCAPING FOR TPK MAINLINE AT GLADES RD INTERCHANGE (MP 75)	LANDSCAPING	-	1,500	1,500	
4371693	LWDD E-2W CANAL REVETMENT	DRAINAGE IMPROVEMENTS	-	1,500	1,500	
4393081	SEWER CONNECTION AT JUPITER TOLL PLAZA (SR 706) (TPK MP 116)	DRAINAGE IMPROVEMENTS	-	1,500	1,500	
4292501	PALM BEACH COUNTY PAVEMENT MARKING AND SIGNING	SIGNING/PAVEMENT MARKINGS	-	1,210	1,210	
4351721	RESURFACE OF TPK MAINLINE FROM MP 103.70 TO 106.11 (PALM BEACH COUNTY)	RESURFACING	-	1,029	1,029	
4426051	HURRICANE IRMA RECOVERY-BELLE GLADE OPS FACILITIES REPAIR/REPLACEMENT	EMERGENCY OPERATIONS	-	1,000	1,000	
4271472	THERMOPLASTIC FOR RESURFACE MAINLINE MP 102.5 TO MP 103.7 NB & SB	SIGNING/PAVEMENT MARKINGS	-	1,000	1,000	
4277092	THERMOPLASTIC SR 80 DEDICATED LN CONVERSION at TOLL PLAZA	SIGNING/PAVEMENT MARKINGS	-	1,000	1,000	
4356154	GLADES RD INTERSECTION IMPROVEMENTS	INTERSECTION IMPROVEMENT	-	900	900	
4204122	SR-806/ATLANTIC AVE FROM SOUTHBOUND US-1 TO NORTHBOUND US-1	RESURFACING	-	832	832	

## FDOT Roll-Forward Report Summary for FY 2020 of Transportation Improvement Program (TIP)

Difference between current TIP FY 2020 and proposed FY 2020 after Roll-Forward

Project #	Project Name	Work Type	Current TIP 2020	Funds Roll-Forward	Final TIP 2020	Notes
4132572	I-95/SR-9 at HYPOLUXO ROAD (INTERIM INTERCHANGE)	INTERCHANGE IMPROVEMENT	-	606	606	
4339091	SR-9/I-95 at SR-706/INDIANTOWN RD. INTERCHANGE	LANDSCAPING	-	125	125	
4150036	SR-25/US-27 ASSET MANAGEMENT CONTRACT US-27 & BELLE GLADE AREA	ROUTINE MAINTENANCE	20,000	-	20,000	
2298961	SR-710/BEE LINE HWY FROM WEST OF AUSTRALIAN AVE TO OLD DIXIE HWY	ADD LANES & RECONSTRUCT	1,068,172	(100,832)	967,340	
4182141	WIDEN TPK-PALM BEACH C/L TO GLADES RD (MP73-75) (6-10 LNS) W/EL	ADD LANES & RECONSTRUCT	2,354,918	(2,021,667)	333,251	Reduced \$2.022M in PKYI for PE
4371691	FLORIDA TPK FROM ATLANTIC AVE TO N OF BOYNTON BEACH BLVD	ADD LANES & RECONSTRUCT	5,521,000	(2,699,348)	2,821,652	Reduced \$2.699M in PKYI for PE

Funding Code List
ACNP - AC National Highway Fund (Federal)
BNIR - Intrastate R/W & Bridge Bonds (State)
BRRP - State Bridge Repair & Rehab (State)
CIGP - County Incentive Grant Program (State)
DDR - District Dedicated Revenue (State)
DI - ST. - S/W Inter/Intrastate Highway (State)
DIH - State In-House Project Support (State)
DS - State Primary Highways & PTO (State)
LF - Local Funds (Local)
PKYI - Turnpike Improvement (State)
Phase Code List
ENV - Environmental
PE - Preliminary Engineering
ROW - Right-of-Way



**PALM BEACH**  
Transportation  
Planning Agency

**2.D**

# TRANSPORTATION IMPROVEMENT PROGRAM

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## FY 2020-2024

ADOPTED JUNE 20, 2019

Amendment #2: Scheduled for  
September 19, 2019

- SFRTA Northern Layover Facility

Phase	Fund Source	2020	2021	2022	2023	2024	Total
<b>SECOND TRI-RAIL STATION IN BOCA RATON -- Proj# 4304582</b>					<b>Length: .000 MI</b>		<b>*SIS*</b>
<b>Type of Work: TRANSIT CAPACITY</b>					<b>Lead Agency: SFRTA</b>		
					<b>L RTP#: pgs 112-116, T-26</b>		
Description: Construct a second Tri-Rail Station in the area between north of Palmetto Park Road and north of Glades Road.							
Notes: PD&E and Design under 430458-1. FTAT transfer of \$500,000 (FY 2020) and \$3,416,735 (FY 2021).							
ROW	SU	500,000	3,416,735	0	0	0	<b>3,916,735</b>
ROW	TRIP	3,916,735	0	0	0	0	<b>3,916,735</b>
CST	SU	0	0	0	4,583,265	0	<b>4,583,265</b>
<b>Total</b>		<b>4,416,735</b>	<b>3,416,735</b>	<b>0</b>	<b>4,583,265</b>	<b>0</b>	<b>12,416,735</b>
<i>Prior Years Cost</i>			<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>12,416,735</i>

<b>TRI-RAIL NORTHERN LAYOVER MAINTENANCE FACILITY - Proj# 4297671</b>					<b>Length: .000 MI</b>		<b>*SIS*</b>
<b>Type of Work: RAIL CAPACITY PROJECT</b>					<b>Lead Agency: SFRTA</b>		
					<b>L RTP#: Pages 112-116</b>		
Description: Construct SFRTA layover maintenance facility north of the Mangonia Park Tri-Rail Station.							
Notes:							
ROW	SU	500,000	3,416,735	0	0	0	<b>3,916,735</b>
CST	SU	0	0	0	4,583,265	0	<b>4,583,265</b>
<b>Total</b>		<b>500,000</b>	<b>3,416,735</b>	<b>0</b>	<b>4,583,265</b>	<b>0</b>	<b>8,500,000</b>
<i>Prior Years Cost</i>		<i>28,750,000</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>37,250,000</i>



June 27, 2019

Mr. Nick Uhren, PE  
Executive Director  
Palm Beach Transportation Planning Agency (TPA)  
2300 North Jog Road  
West Palm Beach, FL 33411

**Subject: Request to reprogram PBTPA funds from FM 430458-2, New Boca Raton Station Study (Boca II) to FM 429767-1 SFRTA Northern Layover Facility**

Dear Mr. Uhren: *Nick —*

The South Florida Regional Transportation Authority (SFRTA) would like to formally request deferral of the New Boca Raton Station Study (Boca II) as a TPA priority and also the transfer of the Boca II programmed funds to SFRTA’s Northern Layover and Light Maintenance Facility (Northern Layover Facility.)

SFRTA is currently advancing design-build plans for a new Layover Facility to be located in the northern portion of Palm Beach County encompassing the City of West Palm Beach, City of Riviera Beach, and the Town of Mangonia Park. The Northern Layover Facility will both improve efficiency of the current Tri-Rail operations and facilitate further system enhancements, by adding greatly needed train storage capacity for the existing Tri-Rail system and the planned Tri-Rail Coastal Link project.

The Northern Layover Facility is currently faced with a funding shortfall and design-build plans have been scaled back to allow for a “base” project to be constructed. However, the Northern Layover Facility requires another \$8 to \$17 million for full build-out to accommodate the planned Tri-Rail Coastal Link expansion within the region.

To advance the Northern Layover Facility, SFRTA respectfully requests the transfer of \$8.5M (SU) (FY 20, 21, 23) PBTPA Funds from FM 430458-2 SFRTA New Station Study (Boca II), to PBTPA priority project FM 429767-1, SFRTA Northern Layover Facility.

We thank you for your consideration and continued support for SFRTA’s programs and projects.

Sincerely,  
*Steven L. Abrams*

Steven L. Abrams  
Executive Director

Cc: Gerry O’Reilly, FDOT District IV Secretary  
Leif J. Ahnell, City of Boca Raton City Manager



June 21, 2019

Nick Uhren, P.E.  
Executive Director  
Palm Beach Transportation Planning Agency  
2300 N Jog Rd. 4<sup>th</sup> Floor  
West Palm Beach, FL 33411

Re: Boca II Project

Dear Mr. Uhren,

As you know, the project to construct a second Tri-Rail station in Boca Raton on the CSX/SFR corridor is listed as Priority No. 7 on the Palm Beach County Transportation Planning Agency's Major Projects and List of Priority Projects. The South Florida Regional Transit Authority (SFRTA) is the lead agency on this project (Project No. 430458.1 and 430458.2), also referred to as Boca II, to construct a new Tri-Rail station on the east side of Military Trail south of Glades Road.

While the City still believes that this is an important and necessary transportation project, and is looking forward to the completion of this project in the future, the City joins the SFRTA in requesting a deferral of this project at this time.

Should you have any questions on this matter, please feel free to contact the City.

Sincerely,

Michael J. Woika  
Assistant City Manager

c: Steven L. Abrams, Executive Director, SFRTA

## MEMORANDUM

DATE: June 27, 2019

TO: Nick Uhren, PE, Executive Director, Palm Beach TPA

FROM: Steven L. Abrams, Executive Director, SFRTA 

**SUBJECT: Request to reprogram PBTPA funds from FM 430458-2 New Boca Raton Station Study (Boca II) to FM 429767-1 SFRTA Northern Layover Facility**

This correspondence is in response to your email dated May 8, 2019, requesting information on South Florida Regional Transportation Authority (SFRTA) Northern Layover & Light Maintenance Facility (Northern Layover Facility.)

1. Support Letters

- a. SFRTA letter requesting deferral of Boca II as a TPA priority and requesting reprogramming of funds to Northern Layover Facility.

Response: Please see the attached letter (Exhibit 1.)

- b. City of Boca Raton letter requesting deferral of Boca II as a TPA priority

Response: Please see the attached letter (Exhibit 2.)

2. Benefit Analysis

- a. Summary of operations impacts to be eliminated by closure of Okeechobee layover site, including nearby roadway closures and noise impacts to nearby residents

Response: Once SFRTA's Northern Layover Facility is operational, SFRTA will relocate the West Palm Beach (Okeechobee) Layover Facility to the Northern Layover Facility. As all maintenance activities will be relocated, the noise impacts associated with those maintenance activities will cease. The relocation of the West Palm Beach Layover Facility will have no impact on nearby roadways, nor will it cause closure of any roadways.

3. Cost Analysis

- a. Source and amount of all existing funds already utilized/programmed

Response: \$1.5M of SU funds have been expended to date (shown in italics). All other funds in table below are programmed.

<b>Fiscal Year</b>	<b>Fund Type/ Source</b>	<b>Fund Amount</b>	<b>Phase</b>
<i>12/13</i>	<i>SU (FTAT)</i>	<i>\$1,500,000</i>	<i>NEPA/ROW</i>
15/16	SU (FTAT)	\$2,550,000	Design/ Construction, CEI and Contingency
16/17	SA (FTAT)	\$13,065,944	
17/18	GMR (FDOT)	\$5,900,000	
17/18	SU (FTAT)	\$9,600,000	
18/19	SU (FTAT)	\$3,530,000	
<b>TOTAL</b>		<b>\$36,145,944</b>	

b. Cost estimate for “base” Northern Layover Facility

Response: \$28.9 million is the “base” cost estimate for the design and construction of the Northern Layover Facility.

<b>Phase</b>	<b>Cost Estimate</b>
Design-Build	\$28.9 M
CEI	\$3.4 M
Contingency	\$2.3 M
<b>TOTAL</b>	<b>\$34.6 M</b>

c. Itemized list of scope items that would be funded with additional \$8.5M of SU Funds

Response: The cost estimate for the full build-out of the Northern Layover Facility (including all design elements) is \$44.7M. Depending on when additional funds become available, a selection of the following features could be added to the base layover facility:

- Layover Track #4 (storage for 2 train sets)
- Two full service and inspection pits and associated covering
- Train wash (equipment, building, & track)
- Diamond crossover in yard
- Internal configuration of crew building, to provide training rooms/offices.
- Additional landscape and irrigation on the site
- Solar panels on the crew building
- Electrical equipment needed for expanded yard (substation, transformers, etc)
- Fueling equipment and fuel storage tanks, sanding equipment & storage silo and toilet servicing equipment and facilities.

4. Timeline of Events

a. Timeline for Construction of the Northern Layover Facility

Response: Procurement and Construction schedule is noted in table below:

Review & Finalize RFP Package	Fall 2019
Procure DB Contractor	Spring 2020
Notice to Proceed to DB Contractor	Summer 2020
Construction Commencement	Winter 2020
Project Completion (30 months)	Summer 2023

b. Plan for disposal of West Palm Beach Layover Facility, timeline to cease use:

Response: SFRTA will cease use of the West Palm Beach Layover Facility for train maintenance once the Northern Layover Facility is operational in 2023.

Please let me know if you have any further questions.

**A RESOLUTION UPDATING LONG RANGE TRANSPORTATION PLAN GOALS, OBJECTIVES AND TARGETS**

**WHEREAS**, the Palm Beach Metropolitan Planning Organization (MPO), doing business as the Palm Beach Transportation Planning Agency (TPA), is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

**WHEREAS**, on March 21, 2019, the TPA adopted a Resolution establishing targets for various federally mandated transportation performance measures and identifying additional performance measures and targets that reflect the values of its metropolitan planning area; and

**WHEREAS**, the TPA now wishes to update its Long Range Transportation Plan (LRTP) Goals, Objectives (i.e. performance measures) and Targets.

**NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:**

**SECTION 1.** The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

**SECTION 2.** The TPA Governing Board hereby:

- a. Approves the updates to its LRTP Performance Measures and Targets attached hereto as "Exhibit A" and by this reference incorporated herein;
- b. Directs TPA staff to integrate these performance measures and targets into the LRTP and the Transportation Improvement Program (TIP).

**SECTION 3.** 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 19<sup>th</sup> day of September 2019.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION,  
d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY

By: \_\_\_\_\_  
Commissioner Hal Valeche, as its Chair

ATTEST:

\_\_\_\_\_  
Margarita Pierce, TPA Executive Assistant  
APPROVED AS TO FORM AND LEGAL SUFFICIENCY

\_\_\_\_\_  
Paul R. Gougelman, TPA General Counsel

## Updated Performance Measures and Targets

Performance Measure	2018	Targets				
		1-yr	2-yr	4-yr	2030	2045
NHS bridges in Good condition	87.4%		≥ 50.0%	≥ 50.0%		
NHS bridges in Poor condition	1.0%		≤ 10.0% ≤ 5.0%	≤ 10.0% ≤ 5.0%		
<u>Percentage of Tri-Rail infrastructure meets or exceeds useful life for</u>						
<u>Equipment - Support &amp; Maintenance Vehicles &gt;8 yrs old</u>	0%	0%				
<u>Equipment - Other vehicles (&lt;2.5 on 1-5 scale)</u>	0%	0%				
<u>Rolling stock -locomotives, coach cars, self-propelled cars &gt;39 yrs old</u>	0%	0%				
<u>Rolling Stock - cutaway buses &gt;10 yrs old</u>	0%	0%				
<u>Percentage of Tri-Rail facilities with poor condition (&lt;2.5 on 1-5 scale)</u>						
<u>Passenger Terminals</u>	30%	≤30%				
<u>Maintenance Facilities</u>	30%	≤30%				
<u>Administrative Offices</u>	0%	0%				
<u>Tri-Rail systems &amp; equipment with condition (&lt;2.5 on 1-5 scale)</u>	15%	≤15%				
<u>Rail fixed-guideway track with performance restrictions</u>	8%	≤8%				
Percent of reliable person-miles traveled on the Interstate	85%		75% 85%	70% 85%		
Percent of reliable person-miles traveled on the non-Interstate NHS	93%		n/a 93%	50% 93%		
Truck travel time reliability ratio (TTTR) on the Interstate	1.77		1.75	1.8		
<u>Centerline mileage of federal aid eligible roadways that include:</u>						
Separated bike lanes	0				20	40
10-ft or wider shared use pathways	72				100	150
<u>8 to 9-ft paved pathways</u>	<u>294</u>				<u>305</u>	<u>320</u>
Buffered bike lanes	12				20	40
Designated bike lanes	200				300	600
Sidewalks	<del>1,459</del> <u>1,165</u>				<del>1,600</del> <u>1,300</u>	<del>1,700</del> <u>1,400</u>

## 2045 LRTP Goals, Objectives, Targets update

The TPA Board adopted the 2045 LRTP Goals, Objectives, Performance Measures and Targets at its March 21, 2019 meeting. The structure follows the TPA’s vision statement by organizing the objectives under the goals of Preserve, Safe, Efficient, Connected, and Multimodal. At that meeting, the TPA Board directed staff to:

- Evaluate additional performance measures related to miles of 8-ft pathways and desired vertical clearance at bridges, and
- Review the TPA-adopted targets for National Highway System (NHS) bridge condition and travel time reliability.

Additionally, federal regulations require the TPA to include transit asset management objectives and targets for Tri-Rail.

Below is the summary table of recommended changes in strikethrough and underline:

Performance Measure	2018	1-yr	Targets		2030	2045
			2-yr	4-yr		
NHS bridges in Good condition	87.4%		≥ 50.0%	≥ 50.0%		
NHS bridges in Poor condition	1.0%		≤ <del>10.0%</del> ≤ 5.0%	≤ <del>10.0%</del> ≤ 5.0%		
<u>Percentage of Tri-Rail infrastructure meets or exceeds useful life for</u>						
<u>Equipment - Support &amp; Maintenance Vehicles &gt;8 yrs old</u>	<u>0%</u>	<u>0%</u>				
<u>Equipment - Other vehicles (&lt;2.5 on 1-5 scale)</u>	<u>0%</u>	<u>0%</u>				
<u>Rolling stock -locomotives, coach cars, self-propelled cars &gt;39 yrs old</u>	<u>0%</u>	<u>0%</u>				
<u>Rolling Stock - cutaway buses &gt;10 yrs old</u>	<u>0%</u>	<u>0%</u>				
<u>Percentage of Tri-Rail facilities with poor condition (&lt;2.5 on 1-5 scale)</u>						
<u>Passenger Terminals</u>	<u>30%</u>	<u>≤30%</u>				
<u>Maintenance Facilities</u>	<u>30%</u>	<u>≤30%</u>				
<u>Administrative Offices</u>	<u>0%</u>	<u>0%</u>				
<u>Tri-Rail systems &amp; equipment with condition (&lt;2.5 on 1-5 scale)</u>	<u>15%</u>	<u>≤15%</u>				
<u>Rail fixed-guideway track with performance restrictions</u>	<u>8%</u>	<u>≤8%</u>				
Percent of reliable person-miles traveled on the Interstate	85%		<del>75%</del> 85%	<del>70%</del> 85%		
Percent of reliable person-miles traveled on the non-Interstate NHS	93%		<del>n/a</del> 93%	<del>50%</del> 93%		
Truck travel time reliability ratio (TTTR) on the Interstate	1.77		1.75	1.8		
<u>Centerline mileage of federal aid eligible roadways that include:</u>						
Separated bike lanes	0				20	40
10-ft or wider shared use pathways	72				100	150
<u>8 to 9-ft paved pathways</u>	<u>294</u>				<u>305</u>	<u>320</u>
Buffered bike lanes	12				20	40
Designated bike lanes	200				300	600
Sidewalks	<del>1,459</del> <u>1,165</u>				<del>1,600</del> <u>1,300</u>	<del>1,700</del> <u>1,400</u>

### 8-ft paved pathways

The TPA adopted mileage targets of shared-use pathways ( $\geq 10$ -ft), separated bike lanes, buffered bike lanes, designated bike lanes, and sidewalks. The Board requested inclusion of 8-ft paved pathways to document the location of these facilities as a means of noting where construction of a  $\geq 10$ -ft pathway may not be feasible.

TPA staff is recommending inclusion of 8 to 9-ft paved pathways with long-range targets only slightly above existing conditions to indicate that the wider shared-use pathways are the preferred outcome for future construction projects. The existing miles of sidewalks and proposed targets are also reduced because these totals previously included the 8 to 9-ft paved pathways.

Performance Measure	2018 value	2030 Target	2045 Target
Mileage of federal aid eligible roadways with:			
<u>8 to 9-ft paved pathways</u>	<u>294</u>	<u>305</u>	<u>320</u>
10-ft or wider shared use pathways	70	100	150
Sidewalks	<del>1,459</del>	<del>1,600</del>	<del>1,700</del>
	<u>1,165</u>	<u>1,300</u>	<u>1,400</u>

### Vertical bridge clearance for navigable waterways

The TPA Board requested information on vertical bridge clearance for navigable waterways and the potential impact of sea level rise. There are currently 32,862 registered vessels in Palm Beach County utilizing the intracoastal waterway: 18,403 pleasure boats, 10,516 fishing boats, 2,300 sailing boats, and 1,643 water sport crafts.

TPA staff researched the impact to bridges on the Intracoastal Waterway and canals. TPA staff does not recommend inclusion of a vertical bridge clearance objective or target at this time for the following reasons:

- It is difficult to obtain heights of registered vessels in the county. Any assumptions of boat height based on the class of boat may be inaccurate.
- Canal water levels and resulting bridge clearances are controlled by water management districts. Water levels are expected to be actively controlled in the future.
- The Florida Department of Highway Safety and Motor Vehicles registration database does not include vessel heights.

However, TPA staff are continuing to research additional data sources that may allow for creation of a future performance measure and target, including bridge opening requests at the movable bridges on the Intracoastal Waterway to monitor activity levels and trends.

## National Highway System Bridge Condition

Bridge condition is measured on scale of 0 (failed condition) to 9 (excellent condition). The calculation includes deck area, deck condition, superstructure, substructure, and culverts when applicable. Bridges rated  $\leq 4$  are considered “Poor” and  $\geq 7$  as “Good”.

Currently, over 66 percent of bridges statewide and 87 percent of bridges in Palm Beach County are rated as good by this scale and only around 1 percent of bridges are rated as poor. However, because the federal measurement system is unfamiliar to Florida, FDOT set lower targets for bridges in good condition than the existing statewide average. Additionally, FDOT chose a target of  $\leq 10.0$  percent of bridges in poor condition because that is the minimum condition set forth in the rule. However, less than 5.0 percent of bridges statewide are in poor condition.

TPA staff recommends endorsement of the state’s target for bridges in Good condition at  $\geq 50\%$  and recommends a more stringent target of  $\leq 5\%$  for bridges in Poor Condition. The recommendation for a more stringent target for bridges in Poor Condition prioritizes the bridges most in need of improvement over bridges that would go from “fair” to “good”.

The TPA has not historically provided funding for bridge reconstruction and/or replacement projects. However, if the TPA board chooses to adopt more stringent bridge targets that differ from FDOT, the TPA may start funding bridge projects with its available discretionary sources to ensure it meets the  $\leq 5\%$  standard. In practice, the two largest bridge maintaining agencies in the county - FDOT and Palm Beach County, already maintain a high rating of bridge condition. The TPA will monitor the bridge performance measure annually to ensure projects are programmed for bridges at or reaching “Poor” ratings.

Performance Measure	2018 Value Palm Beach	2-year Target Palm Beach	4-year Target Palm Beach
% of NHS bridges classified as in Good condition by deck area	87.44%	$\geq 50\%$	$\geq 50\%$
% of NHS bridges classified as in Poor condition by deck area	1.04%	<del><math>\leq 10\%</math></del> $\leq 5\%$	<del><math>\leq 10\%</math></del> $\leq 5\%$

## Travel Time Reliability

Travel time reliability provides a way to measure the unexpected congestion drivers experience over normal travel flow during specific parts of the day. The federally required measures are:

- Percent of person-miles traveled on the Interstate that are reliable
- Percent of person-miles traveled on the non-Interstate National Highway System (NHS) that are reliable
- Truck Travel Time Reliability (TTTR) Index

FDOT set lower targets than the statewide average for all metrics. FDOT analysis predicts that increasing population, improving economic conditions, and associated growth in travel demand trends could lead to a decline in travel time reliability in the future. Furthermore, the national dataset recently changed to a different source for data, leading to difficulty in setting trends

based on historic information. Due to the lack of availability of extended historical data, targets for the performance measures were selected using a conservative approach. The lower end of the range for each performance measure was selected for the target.

However, based on TPA Technical Advisory Committee (TAC) feedback, TPA staff recommends adopting targets that maintains the current reliability of the National Highway System (NHS). Maintaining a target in-line with current existing conditions places greater emphasis on the objective to maintain the vehicle mobility performance of Palm Beach County. The recommended Interstate target is 85% and the recommended Non-Interstate target is 90%.

TPA staff recommends keeping the FDOT statewide targets until more years of data become available to establish more refined trends.

Performance Measure	2018 Value Palm Beach	2018 Value Statewide	2-year Target	4-year Target
Percent of the Person-Miles Traveled on the Interstate That Are Reliable	85%	82%	≥75% ≥85%	≥70% ≥85%
Percent of the Person-Miles Traveled on the Non-Interstate NHS That Are Reliable	93%	84%	n/a ≥93%	≥85% ≥93%
Truck Travel Time Reliability (TTTR) Index	1.77	1.44	<1.75	<2.00

### Tri-Rail Transit Asset Management

Transit providers are required to set targets for the useful life of equipment and rolling stock and for service rating for infrastructure, facilities, and systems. The TPA is required to either adopt the transit provider targets or select its own. TPA staff are recommending endorsement of the transit provider selected targets for each of the required measures shown below.

Performance Measure	2018 value	1-yr Target
<u>Equipment</u>		
<u>Support &amp; Maintenance Vehicles &gt; 8yrs old</u>	<u>0%</u>	<u>0%</u>
<u>Other vehicles scoring lower than 2.5 (1-5 scale)</u>	<u>0%</u>	<u>0%</u>
<u>Rolling Stock</u>		
<u>Locomotives, coach cars, self-propelled cars &gt; 39 yrs old</u>	<u>0%</u>	<u>0%</u>
<u>Cutaway buses &gt; 10 yrs old</u>	<u>0%</u>	<u>0%</u>
<u>Rail fixed-guideway track with performance restrictions</u>	<u>8%</u>	<u>≤8%</u>
<u>Facilities scoring lower than 2.5 (1-5 scale)</u>		
<u>Passenger Terminals</u>	<u>30%</u>	<u>30%</u>
<u>Maintenance Facilities</u>	<u>30%</u>	<u>30%</u>
<u>Administrative Offices</u>	<u>0%</u>	<u>0%</u>
<u>Systems scoring lower than 2.5 (1-5 scale)</u>	<u>15%</u>	<u>15%</u>

The TPA's LRTP envisions a bold future transportation system for Palm Beach County, a system that provides a variety of attractive transportation options for users of all ages and abilities that are safe, efficient, convenient, and connected. However, current funding policies create a challenging path forward to realize this vision. The following section outlines scenario planning actions that could shift funding policies towards the envisioned future.

## Scenario Planning for Funding Policies

The TPA first seeks to leverage existing funding sources to the maximum extent feasible by working with federal, state, regional and local partners to program existing transportation dollars in alignment with the vision, goals and objectives of the LRTP. The TPA is also working collaboratively to evaluate additional revenue sources to support implementation of the desired premium transit corridors. The following section describes existing funding sources available and identifies potential actions to better utilize these revenues as well as examines potential additional revenue sources that could help realize the full transportation system vision.

### Federal Funding

Federal transportation funding comes through the Highway and Transit Trust Funds which are primarily funded by the flat (non-indexed) federal tax of 18.4 cents a gallon on motor fuels. Because the tax is not indexed to inflation and fleet fuel efficiency is increasing, revenue for the trust funds is projected to remain flat into the future<sup>1</sup>, while total federal spending on highways buys less now than at any time since the early 1990's<sup>2</sup>.

Federal funds are divided into formula funding distributed to each state and nationwide competitive grant programs. The latter funding may allow for implementation of major capital projects like premium transit and freight infrastructure that are not currently in the LRTP's Cost Feasible Plan.

### State Funding

State transportation funding comes through the State Transportation Trust Fund which is funded through a combination of fuel taxes, license and registration fees, tolls, and documentary stamp taxes on real estate transactions.

The LRTP focuses on ensuring that fuel taxes (District Dedicated Revenue) and managed lane tolls (I-95 Express) generated in Palm Beach County are invested, to the maximum extent feasible, in the implementation of the TPA's Cost Feasible Plan, major roadways, transit corridors and state road reconstruction projects.

### Local Funding

Local transportation funding comes through constitutional and local option gas taxes, developer paid impact fees, and property taxes. Exploring the repurposing of existing local funding sources and/or establishing new funding sources would increase the available revenue for pedestrian and bicycle facilities and support the advancement of premium transit services. Repurposed and/or new local revenues can also serve as a required match for competitive grant opportunities.

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<sup>1</sup> Congressional Budget Office, Highway Trust Funds Account, 2019 Baseline <https://www.cbo.gov/system/files/2019-01/51300-2019-01-highwaytrustfund.pdf>

<sup>2</sup> Congressional Budget Office, Approaches to Making Federal Highway Spending More Productive, 2016 <https://www.cbo.gov/publication/50150>

Status Quo	Potential Action(s)	Outcome(s)
<b>Federal</b>		
Flat fed tax at 18.4 cents/gal	Index fuel tax	<ul style="list-style-type: none"> <li>Increases federal revenue</li> <li>Increases taxes for roadways users</li> </ul>
Flat fed tax at 18.4 cents/gal	Convert to mileage based user fee	<ul style="list-style-type: none"> <li>Creates sustainable, equitable federal revenue</li> </ul>
National Highway Performance Program (NHPP) funds roadway improvements on SIS	Expand usage to transit capital	<ul style="list-style-type: none"> <li>Increases funds for transit projects</li> <li>Decreases funds for major roadways</li> </ul>
No applications for Discretionary Grants (BUILD, New Starts, Small Starts, CRISI, etc)	Support applications for grant funds	<ul style="list-style-type: none"> <li>Increases funds for transit, freight, railway projects</li> </ul>
<b>State</b>		
District Dedicated Revenue (DDR) collections at ~\$55M/yr but spending at ~\$44M/year in Palm Beach County	Spend \$55 million/year in Palm Beach County per F.S.	<ul style="list-style-type: none"> <li>Increases funds for TPA major projects and state road reconstructions in PBC</li> <li>Decreases funds for districtwide projects or projects outside PBC</li> </ul>
SIS projects are funded with 50% statewide funds and 50% district formula funds	Fund SIS projects with 70% statewide funds and 30% district funds to match statewide averages	<ul style="list-style-type: none"> <li>Increases funds for TPA major projects and state road reconstructions in PBC</li> <li>Decreases funds for SIS projects in PBC</li> </ul>
State provides ~\$6M/yr block grant funding to Palm Tran to support transit operations	Fund premium transit operations with <u>additional</u> state DDR funds	<ul style="list-style-type: none"> <li>Increases funds for transit operations</li> <li>Decreases funds for TPA major projects and state road reconstructions in PBC</li> </ul>
I-95 managed toll lane revenues will repay construction cost, be used on projects outside PBC	Change state policy to remove requirement to repay construction cost, keep managed lane revenue in PBC	<ul style="list-style-type: none"> <li>Increases funds for TPA major projects and state road reconstructions in PBC</li> <li>Decreases funds for projects in other areas of the state</li> </ul>
No applications for Discretionary Grants (Florida New Starts)	Support applications for grant funds	<ul style="list-style-type: none"> <li>Increases funds for transit projects</li> </ul>
<b>Local</b>		
Road impact fees spent on roadway capacity projects	Research mobility fee that may fund multimodal improvements	<ul style="list-style-type: none"> <li>Increases funds for ped, bike and transit projects</li> <li>Maintains funds for needed road projects</li> <li>Creates local funds for competitive transit grant matching</li> </ul>
Transportation surtax	Voters approve transportation surtax towards multimodal investments	<ul style="list-style-type: none"> <li>Increases funds for ped, bike and transit projects</li> <li>Increases taxes paid in PBC</li> <li>Creates local funds for competitive transit grant matching</li> <li>Creates local funds for transit operating costs</li> </ul>
Tax Increment Financing (TIF)	Establish districts along premium transit corridors	<ul style="list-style-type: none"> <li>Creates local funds for competitive transit grant matching</li> <li>Creates local funds for transit operating costs</li> <li>Decreases property taxes for general purpose government</li> </ul>

# Implementation

To implement the TPA's Cost Feasible Plan and advance its desired projects, the following actions have been identified.

## Pedestrian Network

The TPA identified all sidewalk gaps on the federal aid eligible roadway network and then focused on Tier 1 Priorities where sidewalks would be most highly utilized. To fund construction of the Tier 1 sidewalk gaps, the TPA will:

1. Continue the Local Initiatives and Transportation Alternatives programs that award ~\$23 million annually to multimodal projects using a scoring system that prioritizes funding for the Tier 1 pedestrian network.
2. Create a funding set-aside program for state roadway reconstruction and modifications to improve the non-motorized network along state roadways with a focus on the Tier 1 pedestrian network.
3. Seek to include construction of missing Tier 1 pedestrian facilities in all TPA, FDOT, and County roadway construction projects.
4. Propose construction of missing Tier 1 pedestrian facilities in upcoming FDOT and local resurfacing projects.
5. Research existing mobility plans and fees in Florida to determine feasibility of mobility fee for pedestrian facilities.

## Bicycle Network

The TPA identified all existing bicycle facilities on the federal aid eligible roadway network and then focused on creation of a Tier 1 Priority network of premium bicycle facilities (a hierarchy of separated bike lanes and/or shared use pathways, then buffered bike lanes, then designated bike lanes) where they would be most highly utilized. To fund construction of this network, the TPA will:

1. Continue the Local Initiatives and Transportation Alternatives programs that award ~\$23 million annually to multimodal projects using a scoring system that prioritizes funding for the Tier 1 bicycle network.
2. Create a funding set-aside program for state roadway reconstruction and modifications to improve non-motorized network along state roadways with a focus on the Tier 1 bicycle network.
3. Seek to include construction of Tier 1 premium bicycle facilities in all TPA, FDOT, and County roadway construction projects.
4. Propose inclusion of premium bicycle facilities on the Tier 1 bicycle network for all upcoming FDOT and local resurfacing projects.
5. Identify projects to advance the SUN-Trail network in Palm Beach County.
6. Research existing mobility plans and fees in Florida to determine feasibility of mobility fee for bicycle facilities.
7. Advocate for more specific standards regarding separated bicycle facilities to increase the percentage of people willing to consider bicycling as a form of transportation.

## Premium Transit Corridors

The TPA identified a desired connected network of premium transit services comprised of five (5) north/south corridors (US 1, FEC railway, Tri-Rail, Congress Avenue and Military Trail) and six (6) east/west corridors (Okeechobee Blvd, Forest Hill Blvd, Lake Worth Rd, Boynton Beach Blvd, Atlantic Ave and Glades Rd).

Together, this system is known as the “561 Plan.” This system is intended to operate in addition to and to complement the local bus and paratransit services. To advance implementation of this network, the TPA will:

**1. Collaborate with Key Partners**

The TPA will work alongside Palm Tran, SFRTA, FDOT, Palm Beach County and the private sector to identify roles and responsibilities including lead and participating agencies, local municipalities, and intended operators for each corridor.

**2. Conduct multimodal corridor studies to select locally preferred alternatives**

The TPA and/or other lead agencies will conduct multimodal corridor studies similar to the US 1 corridor study completed in 2018. The LRTP includes funding for these studies in the Cost Feasible Plan. The purpose of the studies is to:

- a. Evaluate transit service alternatives, including full project costs and benefits
- b. Select a locally preferred alternative for each corridor
- c. Determine a funding strategy to implement the locally preferred alternative
- d. Identify additional roadway modifications to support pedestrian, bicycle, vehicle, and freight mobility in each corridor
- e. Identify potential land use changes to support the preferred alternative

**3. Pursue dedicated funding for public transportation**

The TPA will leverage existing funding sources to the maximum extent feasible. Additionally, the TPA will work local partners to pursue new local revenues and federal and state discretionary grant funds to support premium transit service in Palm Beach County.

**4. Consider transit-supportive growth management policies and plans**

Based on 2045 projections of approved developments and buildout of adopted future land use designations in local comprehensive plans, the density and intensity of development seem to support the introduction of premium transit service identified in the 561 Plan. However, the TPA will work with local governments along the corridors to consider creation of transit-supportive property development regulations to maximize the potential mobility (ridership) and economic development (tax base) benefits of investment in the 561 Plan.

## Roadway and Freight

The TPA’s LRTP includes a number of new roadway construction and roadway widening projects to support the regional mobility needs of Palm Beach County through 2045. The Strategic Intermodal System (SIS) projects primarily seek to add vehicle capacity to the major corridors (I-95, Turnpike, SR 80, and SR 710), to add freight capacity to US 27, and to improve access to the corridors (I-95 and Turnpike interchanges). The TPA projects focus on the widening of a state roadway to relieve congestion (Atlantic Avenue) and the construction of new state roadways to improve connectivity (US 27 connector, SR 7 extension). Finally, the County roadway projects seek to focus investment in additional roadway capacity to mitigate existing and projected traffic congestion.

To advance implementation of this network, the TPA will:

1. Prioritize the state and federal funding needed for the TPA projects.
2. Evaluate the potential benefits and costs of each SIS project before including funding for a SIS project in the TPA’s Transportation Improvement Program (TIP).
3. Include County roadway capacity projects as informational content in the TIP when presenting the County’s road program to the TPA Board.

## TPA Routine Implementation

The TPA is committed to ensuring that transportation projects in Palm Beach County advance the TPA's vision and are faithful to their original intent from conception to construction. As such, the TPA actively participates in the project development process as noted below.

### Conception

- Efficient Transportation Decision Making (ETDM) for large projects - considers natural, physical, cultural, and community resource impacts. Informs the development of project scopes before advancing to detailed Project Development and Environment (PD&E) phase.
- Desk audit and site visit for smaller projects - identify environmental impacts, public impacts.

### Clarification

- FDOT Multimodal Scoping Forms - ensures all project elements are included in design, including pedestrian, bicycle, transit, aviation, rail, roadway capacity and freight projects.

### Confirmation

- Electronic Review Comment System (ERC) - FDOT maintained system that ensures design implements project intent.

### Construction

- Ensure project is completed per design
- Update TPA maintained Geographic Information System (GIS) layers

# Monitoring

## Annual Systems Report Card and Implementation

Performance measures are reported annually in June to continuously track the progress towards meeting the adopted LRTP goals and objectives defined in Section 3.B. The Annual Systems Report Card summarizes the progress over the last year towards meeting the identified measures, and is inclusive of multimodal measures as well as the Congestion Management Process (CMP).

The Annual Systems Report Card also includes the status of TPA Priority Projects and implementation steps towards achieving their completion. TPA Priority Projects include projects prioritized for funding on the Major TPA Priority List, Local Initiatives Program, and Transportation Alternatives Program. The Report Card monitors the current phase of these projects and upcoming major milestones to allow partners, committees, and the public to remain informed and involved throughout the planning process.

## List of Obligated Projects

Published annually in October after the close of the federal fiscal year, the List of Obligated Projects details the actual federal funding spent on programmed projects in the TIP. The list includes project name, identification number, location, description, and a difference between what was programmed and obligated by phase. The list serves as the official source of the final full federal cost of a project. Although not required to be published, the TPA continues to work with FDOT to obtain accurate state and local funding obligation amounts.



# 4.A.1

**Federal Highway Administration**  
Florida Division Office  
3500 Financial Plaza, Suite 400  
Tallahassee, Florida 32312  
(850) 553-2201  
[www.fhwa.dot.gov/fldiv](http://www.fhwa.dot.gov/fldiv)

**Federal Transit Administration**  
Region 4 Office  
230 Peachtree St, NW, Ste 1400  
Atlanta, Georgia 30303  
(404) 865-5600

August 19, 2019

Mr. Hal R. Valeché, Chair  
Palm Beach Transportation Planning Agency  
2300 North Jog Road, 4<sup>th</sup> Floor  
West Palm Beach, FL 33411-2749

**Subject: Federal Certification of the Miami Urbanized Area Transportation Management Area (TMA) Planning Process – Palm Beach Transportation Planning Agency (TPA)**

Dear Commissioner Valeché:

Federal law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to review and certify the planning processes for large Metropolitan Planning Organizations (MPO) every four years. The previous FHWA/FTA Certification action on the Miami Urbanized Area TMA was completed in August 2015.

Over the past few months, FHWA and FTA staff have worked with the Palm Beach TPA staff to compile and review current documents and recent planning processes of the MPOs. A site visit was conducted April 10-11, 2019, to review and discuss this information. This review determined that the Palm Beach TPA continues to satisfy the provisions for metropolitan transportation planning, substantially meeting the requirements of 23 CFR Part 450, subject to satisfying any corrective actions that may be identified. This Certification will remain in effect until August 2023.

The Federal Review Team will prepare and issue a report by October 31, 2019, that will include detailed findings, recommendations and any corrective conditions that may apply. If you have any questions regarding the certification review process, please contact Stacie Blizzard, FHWA at (850) 553-2223 or by email at [stacie.blizzard@dot.gov](mailto:stacie.blizzard@dot.gov) or Robert Sachnin, FTA at (404) 865-5606 or by email at [robert.sachnin@dot.gov](mailto:robert.sachnin@dot.gov).

Sincerely,

FOR: James Christian, P.E.  
Division Administrator  
Federal Highway Administration

Yvette G. Taylor, PhD  
Regional Administrator  
Federal Transit Administration

cc: Mr. Nick Uhren, Palm Beach TPO; Ms. Cathy Kendall, FHWA; Ms. Karen Brunelle, FHWA; Ms. Stacie Blizzard, FHWA; Mr. Keith Melton, FTA (Region 4); Mr. Robert Sachnin, FTA (Region 4); Mr. John Podczerwinsky, District 4; Ms. Yanique Kelly, FDOT District 4; Mr. Mark Reichert, FDOT, (MS-28); Mr. Erika Thompson, FDOT (MS-28); Mr. Carl Mikyska, MPOAC (MS-28B)

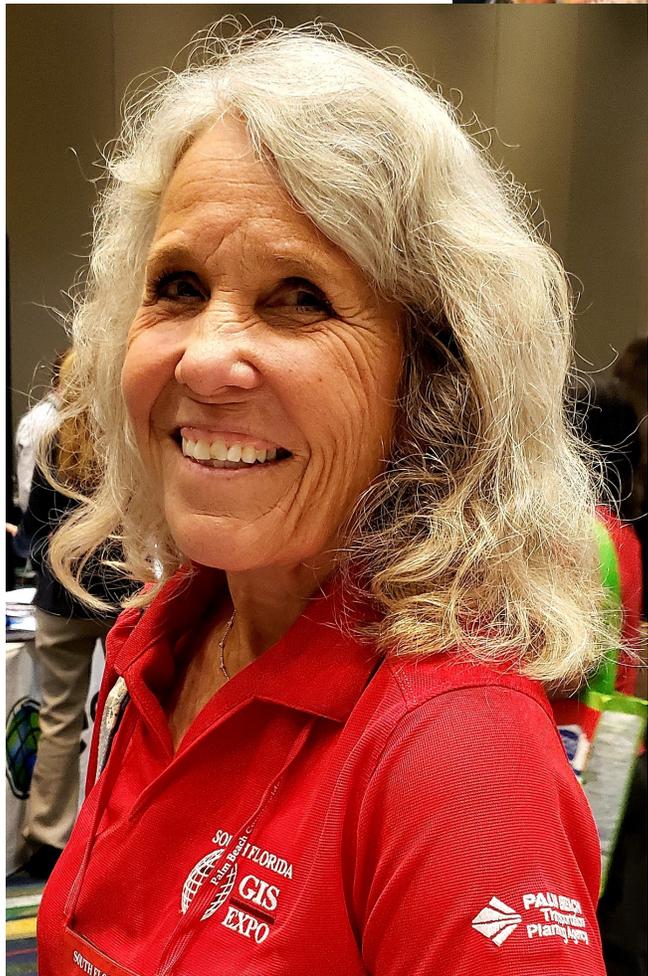
**Palm Beach TPA  
Patron Level Supporter  
26th Annual GIS Expo**

**2 days**  
**600 attendees**

# 4.B.1

Aug. 22-23, 2019

Palm Beach County  
Convention Center



TPA logo on shirts

**Top Level Recognition**

**\$1,900 Patron Fee**

Subsidy award in conformance with  
TPA Resolution 2018-04

**Our Patrons**  
**Welcome you to the**  
**2019 South Florida**  
*Step Through the Portal*  
**GIS EXPO**  
*Innovate with us, use our Interactive Schedule!*  
<http://maps.co.palm-beach.fl.us/sfgisexpo/schedule.html>  
**#SFGISEXPO**

esri IntelliFLYTE WOOLPERT Canon  
PALM BEACH Transportation Planning Agency BAE SYSTEMS LANGAN SURDEX CORPORATION

Public Involvement Activity Report



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: July 17 & July 31 (1,602 email recipients)

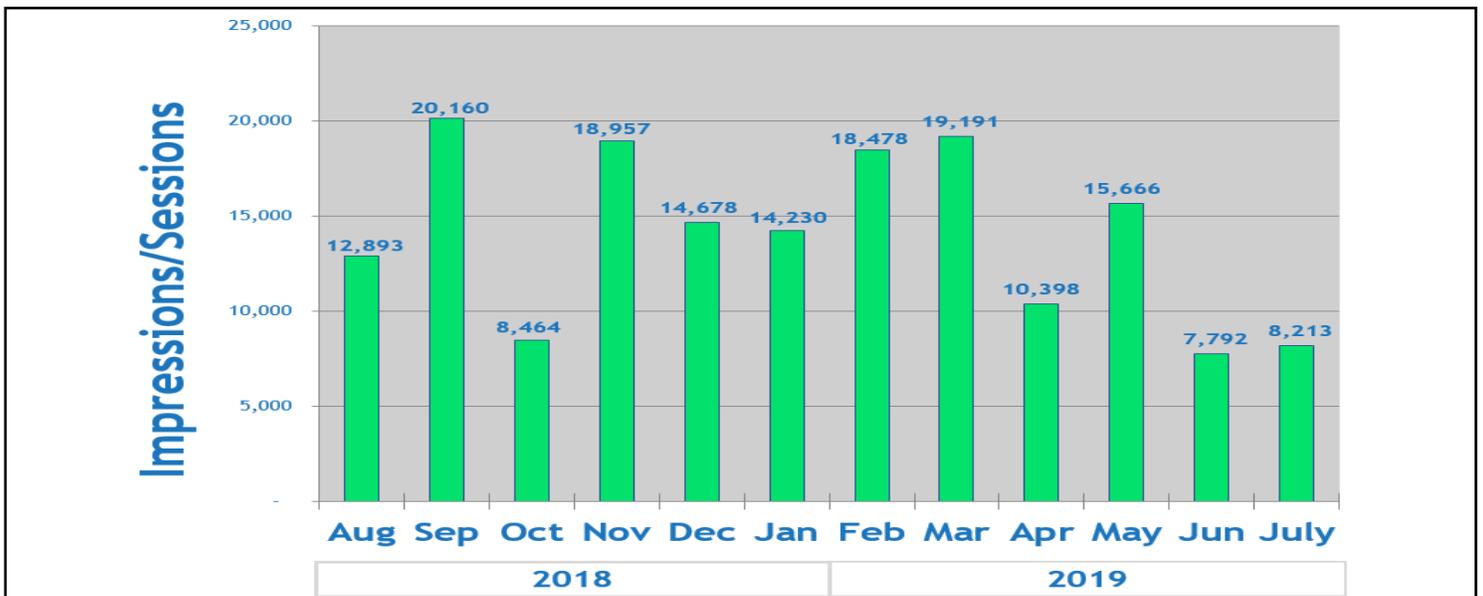
Highlights

- July 20: WPB Vision Zero Bike Rodeo and Free Helmet Giveaway, South Florida Science Center & Aquarium

Platforms

	TPA Website	f	Twitter	in
Users or Followers	1,674	991	853	180
Number of Posts	N/A	3	6	2
Impressions or Sessions	2,385	1,265	4,323	240

Online Engagement



# August 2019

## Public Involvement Activity Report



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: Aug. 21 & Aug. 29 (1,604 email recipients)

### Highlights

- August 20: Presentation to the Port of Palm Beach staff  

- August 22-23: South Florida GIS Expo Patron Sponsor and Exhibitor  


### Platforms

	TPA Website	f	Twitter	in
Users or Followers	1,317	1,005	866	183
Number of Posts	N/A	1	3	1
Impressions or Sessions	1,929	506	5,394	37

### Online Engagement

