



TPA GOVERNING BOARD MEETING AGENDA

DATE: THURSDAY, MAY 21, 2020
TIME: 9:00 a.m.
PLACE: Pursuant to TPA Emergency Order 2020-02, this meeting is being conducted virtually. There will be no opportunity to attend the meeting in person.

You can join the virtual meeting by installing the Zoom app and entering the webinar ID and password below:

Webinar ID: 820-6520-3185
Meeting Password: 090115

Alternatively, you can join via web browser at PalmBeachTPA.org/21May2020

Finally, you can join the meeting by phone by dialing 1-646-558-8656 and then entering the webinar ID followed by the # key, and password above once prompted. If participating by phone, you will need to follow along with the printed agenda packet available for download at PalmBeachTPA.org/Board.

For assistance attending the virtual meeting, please contact:
Malissa Booth at 561-725-0813 or MBooth@PalmBeachTPA.org

1. REGULAR ITEMS

- A. Prayer
- B. Pledge of Allegiance
- C. Roll Call
- D. MOTION TO ADOPT Agenda for May 21, 2020
- E. MOTION TO APPROVE Minutes for April 16, 2020
- 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. John Krane as Representative and Ms. Marsha Taylor, Mr. John Podczerwinsky and Ms. Christine Fasiska as Alternates for the Florida Department of Transportation (FDOT) on the Technical Advisory Committee (TAC). A summary of qualifications is attached.
 - 2. Appointment of Mr. John Roach as Representative for the City of West Palm Beach on the Bicycle Trailways Pedestrian Advisory Committee (BTPAC). A request is attached.

I. General Public Comments

Members of the public are invited to offer general comments and/or comments or questions on specific agenda items in one of two ways. First, written documents, comments and/or questions may be submitted at PalmBeachTPA.org/comment at any time prior to the commencement of the relevant agenda item. All comments will be read into the record by TPA staff and any documents submitted will be a part of the meeting record. Second, a verbal comment may be issued during the meeting by using the Zoom platform, requesting to be recognized using the raise hand feature, and waiting to be recognized by the Chair. Note that the Chair may limit comments to 3 minutes or less depending on meeting attendance.

2. ACTION ITEMS

A. MOTION TO CREATE a Strategic Plan Evaluation Committee

The TPA adopted the attached FY 20 Strategic Plan in July 2019 to focus the TPA on specific, measurable and attainable outcomes. These are to be reported on and updated annually as a means of evaluating the performance of the TPA and refocusing objectives for the upcoming year. The Chair is requesting creation of a 5-member committee including the Chair, the Vice Chair, and three (3) other TPA Board members to meet once in June to review progress and then make recommended updates for the FY 21 Strategic Plan at the July TPA Governing Board meeting.

B. MOTION TO ADOPT a Resolution amending the FY 19-20 Unified Planning Work Program (UPWP) and approving the FY 21-22 UPWP

The UPWP is the 2-year business plan and budget for the planning activities of the TPA. It includes a description of the planning work, deliverables, timeframes, costs, and sources of funds. Note that over 92% of the TPA's operating funds are derived from federal grants but the TPA operates on a state fiscal year (July 1) timeline because the grant funds flow through FDOT.

The attached resolution approves the items below and authorizes the Executive Director to perform various implementation actions on behalf of the TPA as required for grant funding.

1. The FY 19-20 UPWP amendment de-obligates \$500K of Federal Highway Administration (FHWA) planning (PL) funds, removes \$600K of surface transportation urban area (SU) funds, adds \$211,103 of Federal Transit Administration (FTA) funds, and aligns funding amounts to planned expenditures. The attached FY 20 funding summary table highlights proposed amendments to the funding amounts in the current UPWP.
2. The attached FY 21-22 UPWP includes estimated annual allocations of federal planning funds, state matching funds and TPA member dues in both years as well as the additional \$500K of de-obligated PL funds and unused FTA planning funds in FY 21.

TAC/CAC/BTPAC: Recommended approval unanimously

C. MOTION TO ADOPT a Resolution Prohibiting Legal Briefings in Certain Litigation

The attached memo summarizes potential ethical concerns related to briefing individual board and committee members regarding pending litigation. TPA General Counsel has spoken with West Palm Beach City Commissioners Neering and Peduzzi about voluntarily recusing themselves from private legal briefings and executive session (shade) meetings and will present an update on those conversations at the TPA Governing Board meeting.

The attached resolution addresses broader ethical issues by directing the TPA's General Counsel, the TPA Executive Director, and other TPA staff members not to furnish private briefings on any matters related to the City of West Palm Beach lawsuit against the TPA to any TPA Governing Board Member or committee member who hold a position of appointment or nomination by the City of West Palm Beach, or any other entity involved in the lawsuit. TPA General Counsel advises that expanding the resolution to bar West Palm Beach representatives from a TPA Board executive session meeting would potentially be inconsistent with the Government-in-the-Sunshine Law.

3. INFORMATION ITEMS

A. Greyhound Services Overview

At the request of a TPA Board Member, Greyhound staff will provide an overview of their services in Palm Beach County. The draft presentation is attached.

B. South Florida Regional Transportation Authority (SFRTA) Update

SFRTA staff will provide an overview of their services and present their Transit Asset Management Plan (TAM) Performance Measures. These measures are required by federal law to be tracked and include the condition of Tri-Rail equipment, rolling stock, infrastructure, and facilities. The TPA includes these measures in the tracking of Palm Beach TPA Goals, Objectives, and Targets. The draft presentation is attached.

C. Draft FY 21-25 Transportation Improvement Program (TIP)

The TIP is the five-year funding program for transportation projects in Palm Beach County. TPA staff will present the attached draft executive summary for the FY 21-25 TIP. The TIP was developed in collaboration with FDOT and various local agencies and includes transportation projects funded by federal, state and local sources for all modes of transportation. The program reflects revenue expectations for the next five fiscal years and shows phases and funding sources by year for each project. The full TIP document and appendices can be viewed at PalmBeachTPA.org/TIP.

D. 2019 Performance Measures Report Card

The TPA annually assesses system performance as part of its commitment to preserve and enhance a safe, efficient, and connected multimodal transportation system. The selected performance measures are established pursuant to federal regulation or supplemented by local preference through the adoption of the TPA's Long Range Transportation Plan. The targets shown have been adopted by the TPA Board. This annual report also functions as the federally mandated congestion management process. TPA staff will present the attached 2019 Annual Report Card.

E. 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. Special TPA Reports
 - 1. TPA Priority Projects Status Report
- B. Routine TPA Reports
 - 1. Fiscal Report for FY 20 Q3
 - 2. Public Involvement Activity Report for April 2020
- C. Next Meeting - **June 18, 2020**
- D. 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 a printed copy of the agenda package, require special accommodations under the Americans with Disabilities Act or require translation services for a meeting (free of charge) must call 561-725-0813 or send email to MBooth@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.



TPA GOVERNING BOARD MEMBERS

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Alternate: Carl Woods, Mayor

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City of Belle Glade
Alternate: Michael C. Martin, Commissioner

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City of Boca Raton
Alternate: Deputy Mayor Jeremy Rodgers

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City of Boca Raton
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City of Delray Beach

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City of Greenacres
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& Andy Amoroso, Vice Mayor*

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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