



# **PALM BEACH** Transportation Planning Agency

## Governing Board & Advisory Committee Orientation Handbook

June 2021

# Governing Board Makeup

Federal regulations and Florida State Statutes prescribe the number and balance of governmental entities that appoint elected members to represent them on the Palm Beach Transportation Planning Agency (TPA) Governing Board. The Governing Board is comprised of 21 locally elected officials. Members include 15 elected officials from the larger municipalities, five of seven Palm Beach County Commissioners, and one elected official from the Port of Palm Beach.



City of Belle Glade

City of West Palm Beach  
(2 Seats)

City of Boca Raton  
(2 Seats)

Palm Beach County Commission  
(5 Seats)

City of Boynton Beach

Port of Palm Beach

City of Delray Beach

Town of Jupiter Village

City of Greenacres

of Palm Springs

City of Lake Worth Beach

Village of Royal Palm Beach

City of Palm Beach Gardens

Village of Wellington

City of Riviera Beach

District 4 Secretary  
FDOT Non-Voting Advisory Member

*Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the American with Disabilities Act or translation services for a meeting, free of charge, or for complaints, questions or concerns about civil rights, please contact: 561.725.0800 or email [info@PalmBeachTPA.org](mailto:info@PalmBeachTPA.org). Hearing impaired individuals are requested to telephone the Florida Relay System at #711*

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# The Palm Beach TPA

The Palm Beach Transportation Planning Agency (TPA) is responsible for transportation planning and programming for all of Palm Beach County. The TPA forecasts needs and proposes transportation system projects and services to be funded with Federal and State transportation dollars. Proposed projects and programs move through a planning process where they are prioritized and funded for implementation in the TPA's adopted 5-year Transportation Improvement Program (TIP).

## FY 20 STRATEGIC PLAN REPORT CARD

### Goals, Actions and Outcomes

1 ENGAGE THE PUBLIC		
Action	Outcome(s)	Status
A. Create pilot interactive comment map	Provided online in June 2020	✓
B. Expand social media outreach	~20 social media posts & activity report provided monthly	✓
C. Conduct outreach events (e.g. Safe Streets Summit, Bike to Work Ride, Walk/Bike to School Day, transit plan corridors, etc.)	2,902 event participants and 783 respondents	✓
D. Update video explaining role of the TPA	Video to be created in FY21	🔄
2 PLAN THE SYSTEM		
Action	Outcome(s)	Status
A. Commence multimodal studies on transit plan corridors	US-1 in Boca Raton and Okeechobee Blvd; US-1 in Lake Worth Beach pending	🔄
B. Conduct Safe Routes to School & walking safety audits	A St in LWB, US-1 in Tequesta, SR-7 & Palmetto Park Rd	✓
C. Publish Long Range Transportation Plan Implementation report	Published in June 2020	✓
D. Create Smart Palm Beach to improve existing data, add new data, and share data	Website being developed	🔄
3 PRIORITIZE FUNDING		
Action	Outcome(s)	Status
A. Notify partners of funding opportunities	Shared via website, social media, & e-news	✓
B. Update LI/TA Scoring System to ensure projects advance TPA Priorities and to promote sustainable materials	Updated in October 2019	✓
C. Support applications for discretionary grants	Port Rail Infrastructure, FDOT Rail Safety, County Trails	✓
D. Create new TPA priority list for safety projects	Potential safety projects identified in TPA Priority List	🔄
E. Advocate for law and policy changes to allow multimodal projects to compete evenly with road capacity projects	Provided input for Federal reauthorization and proposed State legislation and policies	🔄
4 IMPLEMENT PROJECTS		
Action	Outcome(s)	Status
A. Review FDOT, County and City project designs to ensure all funded projects advance TPA priorities	Reviewed 65 projects	✓
B. Publish annual system report card	Published in May 2020	✓
C. Monitor status of TPA Priority Projects	Published in May 2020	✓
D. Support accelerated project delivery by partner agencies	Advanced Town of Palm Beach traffic signal project to FY22	🔄
E. Monitor the collection and use of SCETS tax revenue, managed lane revenue, and MCORES project impacts on TPA Priority Projects	Provided in TIP adopted in June 2020	✓
5 COLLABORATE WITH PARTNERS		
Action	Outcome(s)	Status
A. Research existing mobility plans and fees throughout the State of Florida	Update provided in June 2020	✓
B. Facilitate local Walk/Bike/Age-Friendly Designations	No new designations; promoted via emails, e-news, website, and social media	✗
C. Conduct workshops on topics of interest (e.g. transit peer exchange, micromobility, autonomous/connected/ electric vehicles, FL transportation surtax initiatives, etc.)	Vision Zero Workshop, Transit Peer Exchange, and Form Based Code Seminar	✓
6 ADMINISTER THE AGENCY		
Action	Outcome(s)	Status
A. Provide board member training (APOAC Institute, national conferences, local workshops)	Participated in 21 events	✓
B. Provide TPA Staff Training	Participated in 44 events	✓
C. Move to new office and meeting space	Moved in November 2019	✓
D. Provide quarterly and comprehensive annual financial reports	Provided quarterly	✓
E. Provide Strategic Plan report	Provided in June 2020	✓

MET ✓ | IN PROCESS 🔄 | NOT MET ✗

## MISSION

To collaboratively plan, prioritize, and fund transportation.

A safe, efficient, connected, and multimodal system.

## VISION

The TPA annually updates its [Strategic Plan](#) as a measurable guide toward achieving its mission and vision. The Plan defines specific, incremental steps (strategies) that will be initiated, monitored for timely progress, and reported to the TPA Governing Board and the public. The six goals align with the TPA's Unified Planning Work Program (UPWP). They frame the approach to implement the Strategic Plan and provide clarity of purpose and direction.

Several benefits are derived from developing and implementing the Strategic Plan. Governing Board priorities are clearly communicated for the TPA Executive Director and staff to follow. Metrics are established for measuring progress on each priority and adjusting actions to achieve the strategic objectives, efficiently and cost-effectively. Transparency and accountability is provided to the public, the partnering organizations, and the member agencies of the TPA.



# Board Representatives/Alternates

## Roles & Responsibilities

The TPA Governing Board meetings are typically held on the third Thursday of most months, except as noted on the [meeting calendar](#) published on the TPA website. The Chair may cancel regular meetings should there be insufficient business on the TPA's tentative agenda or an anticipated lack of quorum. These meetings are held at 9:00 a.m. at 301 Datura Street, West Palm Beach.

### Meeting Attendance

Each Representative is expected to attend each regular meeting. It is the obligation of the Representative to provide at least 24-hours advance notice to the TPA and to provide reasonable notice to their designated Alternate when they will be unable to attend a meeting. An absence without advance notice or without having an Alternate in attendance will be considered unexcused.

When a Representative or Alternate for a Governing Board Member does not attend three (3) consecutive regular meetings, the TPA Executive Director will send a letter to the chief elected officer of the Governing Board Member indicating the number of absences and requesting reaffirmation or reappointment of the Governing Board Member's Representative.



### Responsibilities

Governing Board Representatives are responsible for approving content of core products as policy direction to staff and partner agencies. To facilitate this role, they are encouraged to pursue training provided by the [MPOAC Institute](#) biannually for elected officials and/or to attend transportation related conferences throughout the year.

The TPA Governing Board may establish a committee of Representatives to report on specific subject areas of interest to the Governing Board. A TPA Board Committee shall consist of at least three (3) Representatives. The Chair or Vice Chair of the committee make regular reports to the Governing Board on the committee's activities.

### Officer Elections

During each December Governing Board meeting, the Board elects members to the positions of Chair and Vice Chair for the upcoming year. These positions are elected by a majority of those present and voting. The Chair shall call and preside at TPA Governing Board meetings, set the order of business for each meeting, and sign official documents for the TPA. 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 Representatives present shall elect a Chair Pro-Tem to preside and complete all other duties of the Chair.

The Chair must have served on the Governing Board as a Representative for a minimum of one year prior to taking office. All officers must have completed the MPOAC Institute training program for elected officials, attended a national Association of MPOs (AMPO) Conference, or received similar training. The training criteria can be waived by a majority vote.

### Useful Links

Visit [PalmBeachTPA.org/Board](https://PalmBeachTPA.org/Board) for useful links related to the TPA Governing Board such as: the [Interlocal Agreement](#), the [Operating Procedures](#), and agendas.

# Advisory Committees & Local Coordinating Board

## Technical Advisory Committee (TAC)

The TAC was created to provide technical review of the preliminary findings and make recommendations on specific transportation plans, programs, studies and other appropriate documents, and regional transportation issues. It is comprised of Representatives (primarily planners and engineers) of local governments, aviation departments, seaports, public transit departments/agencies, the School District, and other entities as deemed appropriate by the Governing Board.

The committee meets the first Wednesday of most months at 9:00 a.m. at 301 Datura Street, West Palm Beach. These meetings are open to the public and participation is encouraged.

Visit [PalmBeachTPA.org/TAC](http://PalmBeachTPA.org/TAC) for useful links related to the TAC such as: the [operating procedures](#), agendas, meeting presentations and recordings.



## Citizens Advisory Committee (CAC)

Each Governing Board Representative is asked to appoint a citizen to the CAC to provide a "citizen's eye view" of ongoing transportation issues in Palm Beach County. The CAC provides comments and recommendations with respect to the concerns of various segments of the community regarding their transportation needs. It is comprised of the general public and representatives promoting environmental issues, business interests, the construction and development industry, the freight and goods movements industry, and private transportation providers that are appointed by the Governing Board.

The committee meets the first Wednesday of most months at 1:30 p.m. at 301 Datura Street, West Palm Beach. These meetings are open to the public and participation is encouraged.

Visit [PalmBeachTPA.org/CAC](http://PalmBeachTPA.org/CAC) for useful links related to the CAC such as: the [operating procedures](#), agendas, meeting presentations and recordings.

## Ad Hoc Committees

From time to time, an advisory committee or the Executive Director may form an Ad Hoc committee for the purpose of investigating specific subject areas of interest. These committees report to the advisory committee(s) on their activities at the next available meeting.

# Advisory Committees & Local Coordinating Board

## Bicycle-Trailways-Pedestrian Advisory Committee (BTPAC)

The BTPAC provides technical review, comments and recommendations on specific transportation plans, programs, studies, and other relevant documents with regard to bicycle and pedestrian issues. The BTPAC is concerned with non-motorized means of travel such as walking and bicycling, as well as greenways and blueways travel facilities, and their interface with other modes of transportation. It is comprised of county and municipal planners; school district; health department; law enforcement; and bicycle advocacy groups selected from a variety of disciplines in order to address the comprehensive effort in implementing bicycle, trailway and pedestrian programs and initiatives.

The committee meets the first Thursday of most months at 9:00 a.m. at 301 Datura Street, West Palm Beach. These meetings are open to the public and participation is encouraged.

Visit [PalmBeachTPA.org/BTPAC](http://PalmBeachTPA.org/BTPAC) for useful links related to the BTPAC such as: the [operating procedures](#), agendas, meeting presentations and recordings.



## Transportation Disadvantaged (TD) Local Coordinating Board (LCB)

The TDLCB focuses on the needs of Palm Beach County's transportation disadvantaged population, specifically older adults, persons with disabilities, persons of low income and children at-risk. The primary responsibilities of the TDLCB are to plan for and evaluate the paratransit service provided by Palm Tran Connection, the local service provider for Palm Beach County. The TDLCB reviews price and service levels, safety concerns, eligibility and other pertinent issues on a quarterly basis.

The TPA Governing Board appoints an elected official to serve as the official Chair for all TDLCB meetings. The TDLCB membership includes representation by citizen advocates, users, and government agencies.

The TDLCB meets on a quarterly basis at 2:00 p.m. at 301 Datura Street, West Palm Beach. All members of the public including transportation disadvantaged system users and caregivers are encouraged to attend.

Visit [PalmBeachTPA.org/TDLCB](http://PalmBeachTPA.org/TDLCB) for useful links related to the TDLCB such as: the [by-laws](#), agendas, meeting presentations and recordings.



# Core Products

## Unified Planning Work Program (UPWP)

Produced by the TPA and updated every two years, the UPWP is the agency's budget and application for Federal transportation planning funds. It includes a description of the planning work and resulting products, whether staff or consultants are doing the work, schedules, cost, and funding sources.



The FY 2021 & FY 2022 UPWP was adopted in May 2020 and amended in March 2020, it can be viewed here: [PalmBeachTPA.org/UPWP](https://PalmBeachTPA.org/UPWP).

## Public Participation Plan (PPP)

The PPP outlines the Palm Beach TPA's plan and associated strategies for engaging the public in the transportation planning process for Palm Beach County and the Miami Urbanized Area. This document assists the TPA in carrying out its mission in an open process that provides complete information, timely public notice, full public access to key decisions, and support for early and continued involvement.

The PPP was adopted in December 2017 and amended in September 2020, it can be viewed here: [PalmBeachTPA.org/PPP](https://PalmBeachTPA.org/PPP).

## Long Range Transportation Plan (LRTP)

Produced by the Palm Beach TPA and updated every five years, the LRTP establishes a list of cost feasible transportation projects and programs for the next 25 years.

The 2045 Plan forecasts travel demand and identifies projects and services to efficiently move people and goods through the year 2045. Formulated over a two-year process, it maps out the next 25 years of state and federal transportation system investments in Palm Beach County. In addition to maintaining the existing transportation system, the LRTP includes the following major categories for new projects:

1. Strategic Intermodal System (SIS) projects identified by FDOT to be either endorsed, modified, or rejected by the TPA Governing Board.
2. Major Highway, Transit and Freight projects identified by the TPA Board for implementation.
3. An annual funding set-aside for the Local Initiatives Program (LI) to implement lower cost local projects.
4. An annual funding set-aside for the Transportation Alternatives (TA) Program to implement non-motorized infrastructure projects.

The 2045 LRTP is also incorporated into and fully consistent with the 2045 Southeast Florida Regional Transportation Plan (RTP). For more information on the RTP, which addresses regional transportation projects and issues throughout Palm Beach, Broward, and Miami-Dade counties, visit [SEFTC.org](https://SEFTC.org).

The 2045 LRTP was adopted in December 2019 and amended in February 2020, it can be viewed here: [PalmBeachTPA.org/LRTP](https://PalmBeachTPA.org/LRTP).



# Core Products

## List of Priority Projects

Pursuant to Section 339.175(8), F.S., the TPA annually adopts a list of transportation system priority projects from the LRTP and transmits the list to FDOT for use in developing the next draft Five-Year Work Program and TIP. The TPA Priority Projects are consistent with the goals, objectives and values of the TPA's adopted LRTP and further the TPA vision of creating a safe, efficient, and connected multimodal transportation system.

The current list of Priority Projects for Fiscal Years (FY) 2022-2026 was adopted in July 2020 and can be viewed here: [PalmBeachTPA.org/priorities](https://PalmBeachTPA.org/priorities). After the TPA provides its Priority Projects to FDOT, FDOT uses the list to prepare the draft work program. FDOT presents the work program to the TPA and receives requests for new projects to be added to, or existing projects to be deleted from the work program.

The FDOT Work Program is typically presented for public review and comment and for Governing Board approval in October or December of each year. The Board approved the FDOT FY 2022-2026 Draft Tentative Work Program in January 2021.

## Transportation Improvement Program (TIP)

The TIP allocates funds to projects from the LRTP over the next 5 years. It is a staged program encompassing a five-year period consisting of all regionally significant transportation improvements to all modes of travel in Palm Beach County. The TIP identifies projects for maintaining and improving the transportation system funded by Federal, State and local sources in order to assist local governments with their transportation planning efforts. The TIP is based on and reflects FDOT's Work Program for Palm Beach County, and generally moves forward the projects in the time frame from previous TIPs.

Projects in the TIP are identified through a continuing, cooperative, comprehensive and coordinated effort involving FDOT, municipalities within the County, Palm Beach County (including Palm Tran, Engineering, and Airports), the Port of Palm Beach, and SFRTA. Consultation is also carried out with the Miami-Dade and Broward MPO's during the TIP development process.

The FY 2021-2025 TIP was adopted in June 2020 and can be viewed here: [PalmBeachTPA.org/TIP](https://PalmBeachTPA.org/TIP).



*This graphic describes the relationship between the TPA Priority List, the FDOT draft work program, and the TPA TIP. It highlights TPA Board actions and other key dates.*

# Agency Relationships



## Florida Department of Transportation (FDOT)

FDOT's primary statutory responsibility is to coordinate the planning and development of a safe, viable, and balanced state transportation system serving all regions of the state, and to assure the compatibility of all components, including multimodal facilities. [FDOT.gov](http://FDOT.gov)

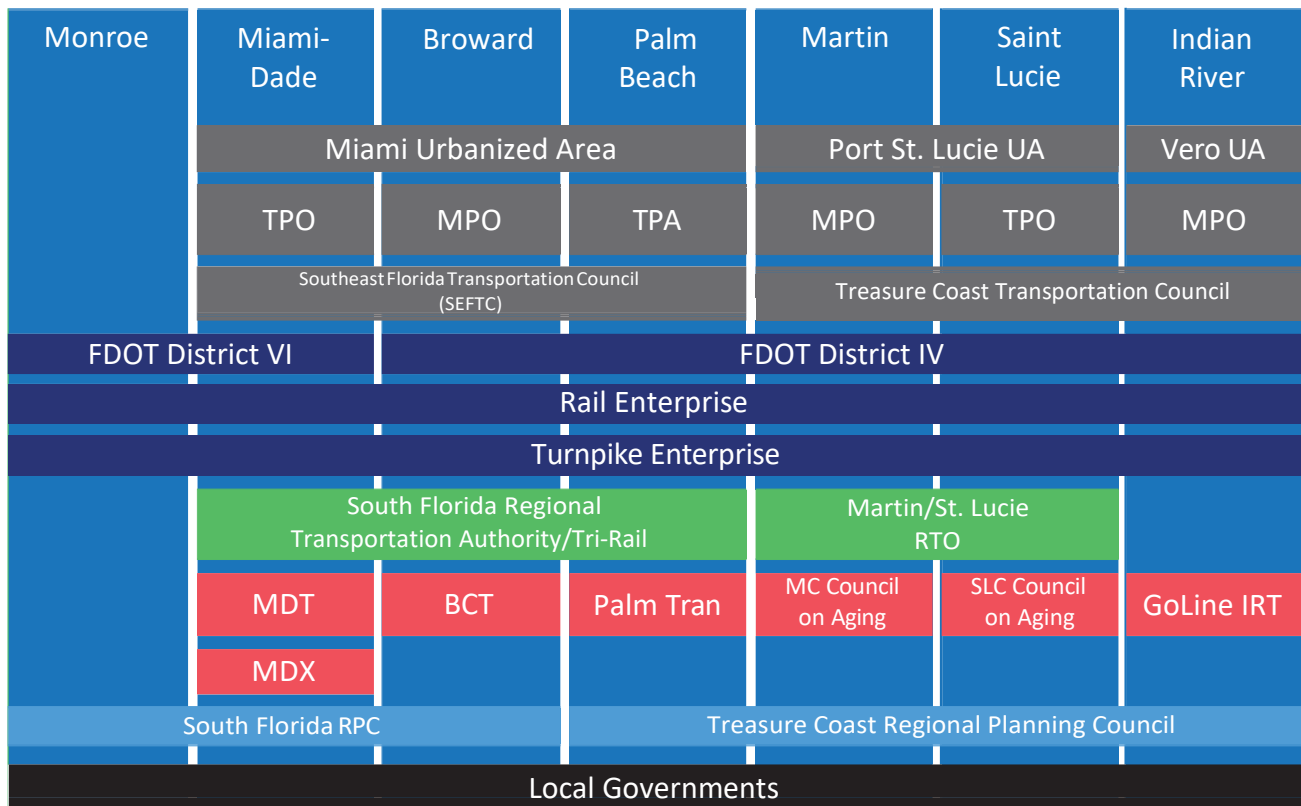
Local District Office:  
[D4FDOT.com](http://D4FDOT.com)

## Palm Beach County

- Airports - Palm Beach International Airport (PBI) and 3 other county operated airports [discover.pbcgov.org/Airports](http://discover.pbcgov.org/Airports)
- Engineering - County roads and traffic signals [discover.pbcgov.org/Engineering](http://discover.pbcgov.org/Engineering)
- Palm Tran - Fixed route bus service, shelters and stops along with the Palm Tran Connection paratransit service [PalmTran.org](http://PalmTran.org)

## Port of Palm Beach

The Port of Palm Beach District is an independent special taxing district, a sub-division of the state of Florida. It views its mission as a proactive endeavor in the regional international trade community. [PortofPalmBeach.com](http://PortofPalmBeach.com)



# Agency Relationships



**Southeast Florida Transportation Council (SEFTC)**  
SEFTC is a formal partnership of the Miami-Dade TPO, Broward MPO, and Palm Beach TPA to ensure coordinated regional transportation planning within the U.S. Census designated Miami Urbanized Area.

[SEFTC.org](http://SEFTC.org)

**South Florida Regional Transportation Authority (SFRTA)**

SFRTA operates Tri-Rail, the region's commuter rail system comprised of 18 stations along the South Florida Rail corridor, along with complimentary shuttle services at many of the stations.

[Tri-Rail.com](http://Tri-Rail.com)

**Treasure Coast Regional Planning Council (TCRPC)**  
TCRPC convenes elected and appointed leaders regularly to discuss complex regional issues, develop strategic regional responses, and build consensus for setting and accomplishing regional goals.

[TCRPC.org](http://TCRPC.org)

**U.S. Department of Transportation (USDOT)**

The top priorities at USDOT are to keep the traveling public safe and secure, increase their mobility, and have our transportation system contribute to the nation's economic growth.

[Transportation.gov](http://Transportation.gov)

**Federal Highway Administration (FHWA)**

FHWA supports state and local governments in the design, construction, and maintenance of the nation's highway system.

[Highways.DOT.gov](http://Highways.DOT.gov)

**Federal Transit Administration (FTA)**

FTA provides financial and technical assistance to local public transit systems, including buses, subways, light rail, commuter rail, trolleys and ferries. FTA also oversees safety measures and helps develop next-generation technology research.

[Transit.DOT.gov](http://Transit.DOT.gov)



# Glossary & Acronyms

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3C	Continuous, comprehensive, and cooperative metropolitan transportation process
4R	Resurfacing, restoration, rehabilitation and reconstruction work

A

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AADT	Average Annual Daily Traffic
AADTT	Average Annual Daily Truck Traffic
AASHTO	American Association of State Highway and Transportation Officials is a national group of transportation agencies whose focus is to study issues and develop policies and standards related to all aspects of transportation.
ADA	The Americans with Disabilities Act (ADA) of 1990 is a civil rights statute that prohibits discrimination and ensures equal opportunity for persons with disabilities in employment, State and local government services, public accommodations, commercial facilities, and transportation. In transportation this means service equivalent to that provided by fixed route bus systems.
ADT	Average Daily Traffic is the number of vehicles passing a fixed point in a day, averaged over a number of days. The number of count days included in the average varies with the intended use of the data.
AFV	Alternative Fuel Vehicle
AICP	American Institute of Certified Planners
Alternate	An individual nominated by the main committee member and appointed by the Governing Board to exercise its voting membership in the event the main committee member is not in attendance. For the TPA Governing Board, this individual must be an elected official appointed by a Governing Board Representative.
AMPO	Association of Metropolitan Planning Organizations
APTA	American Public Transit Association
ASCE	American Society of Civil Engineers
ATIS	Advanced Traveler Information System of variable message signs, the 511 commuter information system, etc. are part of a system designed to provide useful information to roadway travelers.
ATMS	Adaptive Traffic Management System; a system of measuring traffic demand and adjusting signal timing dynamically in response to fluctuations.
AV	Autonomous Vehicles

B

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BCC	The Palm Beach Board of County Commissioners serves as the legislative and policy-setting body for county government, enacts countywide laws and authorizes programs and all expenditures of county funds.
BCT	Broward County Transit
BEBR	Bureau of Economic and Business Research

## B (cont.)

<b>Below the Poverty Line</b>	A family or individual is considered to be in poverty when their total income is less than the poverty threshold. The Census calculates poverty thresholds by multiplying the base-year poverty thresholds (1982) by the monthly inflation factor based on the 12 monthly Consumer Price Indexes (CPIs) and the base-year CPI.
<b>Bicycle Lane</b>	
<b>Buffered</b>	Buffered Bike Lanes are designated bicycle lanes paired with a buffer space separating the bicycle lane from the adjacent motor vehicle travel lane and/or parking lane.
<b>Designated</b>	A Designated Bike Lane is a portion of the roadway that is identified through striping, signage, and pavement markings for the preferred or exclusive use of bicyclists.
<b>Protected/ Separated</b>	A subset of the Buffered Bike Lanes group, Protected Bike Lanes separate cyclists from vehicle travel by a physical barrier.
<b>Sharrow</b>	Shared Lane Markings or “sharrows,” are road markings used to indicate a shared lane environment for bicycles and automobiles.
<b>Undesignated</b>	Shoulders are the paved section of road outside of the travel lane. A paved or partially paved shoulder offers cyclists an alternative to ride with some separation from vehicular traffic.
<b>BPAC</b>	Bicycle/Pedestrian Advisory Committee
<b>BTPAC</b>	Bicycle Trailways Pedestrian Advisory Committee
<b>BRP</b>	State Bridge Replacement Funds
<b>BRRP</b>	State Bridge Repair and Rehabilitation Funds
<b>BRT</b>	Bus Rapid Transit

## C

<b>CAA</b>	Federal Clean Air Act
<b>CAAA</b>	Federal Clean Air Act Amendment
<b>CAC</b>	Citizens Advisory Committee
<b>CAFE</b>	Corporate Average Fuel Economy
<b>CAT X</b>	Categorical Exclusion from NEPA
<b>CE</b>	Categorical Exclusion
<b>CFR</b>	Code of Federal Regulations
<b>CIE</b>	Capital Improvements Element
<b>CIGP</b>	County Incentive Grant Program
<b>CIP</b>	Capital Improvement Plan
<b>CMAQ</b>	Congestion Mitigation and Air Quality Improvement Program
<b>CMP</b>	Congestion Management Process
<b>Complete Streets</b>	Road corridors that are built with safe access for users of all ages, modes and abilities.
<b>Congestion</b>	A condition on transportation facilities that occurs when demand approaches or exceeds the available capacity of the system.
<b>Corridor</b>	A broad geographical band that follows a general directional flow connecting major sources of trips that may contain a number of streets, highways and transit route alignments.

## C (cont.)

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CRALLS	Constrained Roadways at a Lower Level of Service
CST	Construction Phase
CTC	Community Transportation Coordinator
CTD	Commission for the Transportation Disadvantaged
CV	Connected Vehicles

## D

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DBE	Disadvantaged Business Enterprise
DCA	Department of Community Affairs
DDR	State District Dedicated Revenue
DEIS	Draft Environmental Impact Statement
DEO	Department of Economic Opportunity
DEP	Department of Environmental Protection
DMS	Dynamic Message Sign, a portable or fixed sign with a programmable message board to convey information to the public.
DOPA	The Designated Official Planning Agency for the Palm Beach County Transportation Disadvantaged program, as designated by the Florida Transportation Commission, is the Palm Beach TPA.
DVMT	Daily Vehicle Miles of Travel

## E

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EA	Environmental Assessment
EA FONSI	Environmental Assessment, Finding of No Significant Impact
EIS	Environmental Impact Statement
EJ	Environmental Justice is a process requiring the inclusion of minority and low-income populations in the transportation planning process and prohibiting discrimination based on race, color, and national origin. Designed to ensure participation by minority and low-income populations in the decision-making process, prevent the denial or receipt of benefits to minority and low-income populations, and minimize or mitigate disproportionately high or adverse impacts on minority and low-income populations.
EMO	Environmental Management Office
Environmental Regulations	State and federal statutes concerned with the maintenance and protection of the natural, cultural, and historical environment. It provides a basis for measuring and apportioning liability in cases of environmental crime and the failure to comply with its provisions.
EPA	Federal Environmental Protection Agency
ETC	Electronic Toll Collection
ETDM	Efficient Transportation Decision Making
EV	Electric Vehicle



## F

FAA	Federal Aviation Association
FAC	Florida Association of Counties
FAC	Freight Advisory Committee
FAHP	Federal-aid Highway Program
FAST Act	Enacted December 4, 2015, the Fixing America's Surface Transportation (FAST) Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway, highway and motor vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs.
FASTLANE Grants	The FASTLANE program provides dedicated, discretionary federal funding for projects that address critical freight issues facing our nation's highways and bridges.
FBA	Florida Bicycling Association
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
FHWA	Federal Highway Administration
FIHS	Florida Intrastate Highway System
FLC	Florida League of Cities
FMTF	State Freight Mobility and Trade Plan
FRA	Federal Railroad Administration
FSUTMS/CUBE	Florida Standard Urban Transportation Model Structure/Cube Voyager
FTA	Federal Transportation Administration
FTA 5305(d)	Federal Transit Administration Metropolitan Transportation Planning Program
FTA 5307	Federal Transit Administration Urbanized Area Formula Grant Program
FTA 5309	Federal Transit Administration Fixed Guideway Capital Investment Grant Program
FTA 5329	Federal Transit Administration State Safety Oversight Formula Grant Program
FTA 5337	Federal Transit Administration State of Good Repair Grant Program
FTA 5339	Federal Transit Administration Bus and Bus Facilities Program
FTC	Florida Transportation Commission
FTP	Florida Transportation Plan
FY	Fiscal Year

## G

GAE	Geographic Area of Exception
GIS	Geographic Information System, the idea of associating data or information with point, lines and areas on a map.
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 Interlocal Agreement.
Greenway	A natural or landscaped link between natural features.

## H

HOV	High Occupancy Vehicle
HPMS	Highway Performance Monitoring System
HPR	Highway Planning Research
HSIP	Highway Safety Improvement Program
HSR	High Speed Rail
HTF	National Highway Trust Fund

## I

IHS	Interstate Highway System
Interlocal Agreement	An agreement between two or more units of general purpose local government.
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
ITS	Intelligent Transportation System

## L

LFA	Locally Funded Agreements are legally binding agreements, between FDOT and one or more parties, which provide for the rendering of services and/or commodities, involving joint efforts and/or funding, and are mutually beneficial to all parties.
LAP	A Local Agency Program is a contractual agreement where local agencies are certified by the Department of Transportation to manage the planning, preliminary engineering, right-of-way acquisition, construction and Construction Engineering and Inspection (CEI) services associated with a Federal-Aid transportation project.
LOGT	Local Option Gas Tax
LOS	Level of Service
LRT	Light Rail Transit
L RTP	Long Range Transportation Plan

## M

Managed Lanes	A managed lane is a type of highway lane that is operated with a management scheme, such as lane use restrictions or variable tolling, to optimize traffic flow, vehicle throughput, or both.
MBUF	Mileage Based User Fee
MDTA	Miami-Dade Transit Agency
MOA	Memorandum of Agreement between two or more parties.
MPO	Metropolitan Planning Organizations are government organizations mandated by the Federal Highway Act of 1973 to provide a cooperative, comprehensive, and continuing transportation planning and decision-making process.
MPOAC	Metropolitan Planning Organization Advisory Council
MPA	Metropolitan Planning Area
MSA	Metropolitan Statistical Area
Multimodal	A system comprised of two or more modes of movement for people or goods.

## N

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NAAQS	National Ambient Air Quality Standards
NARC	National Association of Regional Councils
NEPA	National Environmental Policy Act of 1969
NHFN	National Highway Freight Network
NHFP	National Highway Freight Program
NHPP	National Highway Performance Program
NHS	National Highway System
NHSTA	National Highway Traffic Safety Administration
Non-SOV Mode Share	Travel options such as biking, walking, transit and carpooling; when a commute does not involve a person driving alone in a car, truck or van.

## O

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OA	Obligation Authority
O&M	Operations and Maintenance

## P

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PACE	Planning and Conceptual Engineering
PBC	Palm Beach County
PD&E	Preliminary Design & Engineering
PD&E	Project Development and Environment Phase or Study
Performance Measures	Developed for each objective supporting a goal to measure the progress toward a desired outcome.
PL	Federal Planning Funds
PMT	Person Miles Traveled
PPP	Public Private Partnership
PPP	Public Participation Plan

## R

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Regional Transit Providers	Agencies that provide public transportation services to a region.
RLRTP	Regional Long Range Transportation Plan is prepared in cooperation with Miami-Dade and Broward MPOs. It set the framework for prioritizing and funding regionally significant facilities.
RPC	Regional Planning Council
RTPO	Regional Transportation Planning Organization
ROW	Right of Way



## S

Safety and Convenience for all Users	A primary component of “Complete Streets” that improves the users’ experience as they travel through a corridor. Components can include, but are not limited to: lighting, crosswalks, landscaping, and traffic calming.
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SCE	Socio-Cultural Effects
SEFTC	Southeast Florida Transportation Council
SFRTA	South Florida Regional Transportation Authority, Tri-Rail
SHS	State Highway System
SHSP	Strategic Highway Safety Plan
SIB	State Infrastructure Bank Loan Program
SIP	State Implementation Plan
SIS	The Strategic Intermodal System is the state’s largest and most strategic transportation facilities, including major air, space, water, rail, and highway facilities.
SOV	Single Occupant Vehicle
Stakeholder	Person or group affected by a transportation plan, program or project.
STBGP	Surface Transportation Block Grant Program
STIP	State Transportation Improvement Program
STRAHNET	US Department of Defense’s Strategic Highway Network
STTF	State Transportation Trust Fund
SU	Federal Urban Allocation Funds
SUN Trail Network	Shared-use Nonmotorized Trail Network

## T

TAC	Technical Advisory Committee or Transportation Advisory Committee
TAP Set-Aside	Federal Transportation Alternatives Set-Aside
TAZs	Traffic Analysis Zones
TCC	Transportation Coordinating Committee
TCRPC	Treasure Coast Regional Planning Council
TD	Transportation Disadvantaged
TDLCB	Transportation Disadvantaged Local Coordinating Board
TDM	Transportation Demand Management is a general term for strategies that increase over-all system efficiency by encouraging a shift from SOV trips to non-SOV modes, or shifting auto trips out of peak periods.
TDP	Transit Development Plan
TEA-21	Transportation Equity Act for the 21st Century
TFRTF	Toll Facility Revolving Trust Fund
TIFIA	Transportation Infrastructure Finance and Innovation Act

## T

TIGER	Transportation Investments Generating Economic Recovery; a federal grant program for innovative multimodal and multi-jurisdictional projects, which are difficult to fund through traditional federal programs.
TIP	Transportation Improvement Program
Title VI of the Civil Rights Act of 1964	Prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance.
TMA	Transportation Management Area
TMS	Transportation Management System
TNC	Transportation Network Company
TOD	Transit Oriented Development
TPO	Transportation Planning Organization
TPS	Traffic Performance Standards
Transit	Passenger transportation services, usually local in scope, that is available to any person who pays a prescribed fare. It operates on established schedules along designated routes or lines with specific stops and is designed to move relatively large numbers of people at one time.
Transit Hub	Tri-Rail Station or High-frequency local transit stop (i.e. a stop served by at least three fixed local bus routes).
TSM Strategies	Transportation System Management Strategies refers to a set of strategies that largely aim to reduce greenhouse gas emissions by reducing congestion, primarily by improving transportation system capacity and efficiency.
TRIP	Transportation Regional Incentive Program
TSM	Transportation Systems Management
TSM&O	Transportation System Management and Operations

## U

UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
UZA	Census Urbanized Areas

## V

V2I	Vehicle-to-Infrastructure Communication
V2V	Vehicle-to-Vehicle Communication
VMT	Vehicle Miles Traveled

## Y

YOE	Year of Expenditure
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