



TPA Organization/ Structure and Agreements



TPA Board Composition



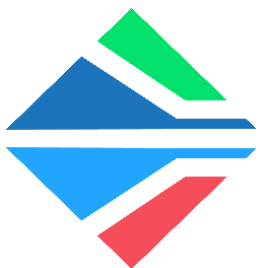
1979 - 5 County, 2 WPB, Boca, Delray, Boynton, Lake Worth, Riviera (12); FDOT Planning and FDOT Design as non-voting

1983 - Add 2nd Boca, Jupiter, Palm Beach Gardens (15)



1993 - Add Belle Glade and Port of Palm Beach (17)

2004 - Add Wellington and Greenacres/Royal Palm Beach (19)



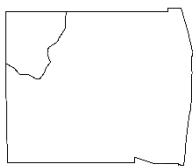
2015 - Add Palm Springs, Convert Greenacres and Royal Palm Beach to permanent seats (21), FDOT Secretary as non-voting



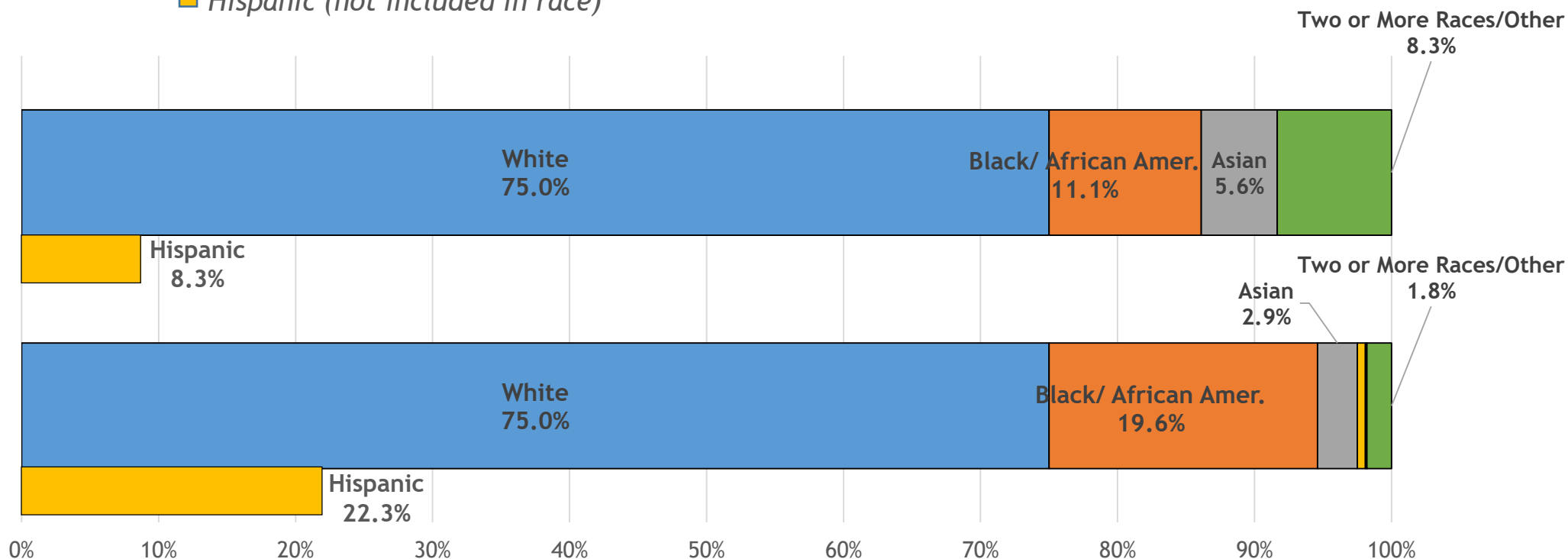
Advisory Committee Demographics

- White
- Black/ African Amer.
- Asian
- Amer. Indian and Alaska Native
- Native Hawaiian and Other Pacific Islander
- Two or More Races/Other
- Hispanic (not included in race)

TPA
Committees



Palm Beach
County





Board & Advisory Committee By-laws

- Annually reviewed and updated if deemed necessary
 - All by-laws updated in 2018
- Committees review and recommend adoption of by-law changes
 - Board must adopt changes
- If conflict between Committee and Board, Board by-laws control
- If conflict between Board and Interlocal, Interlocal controls



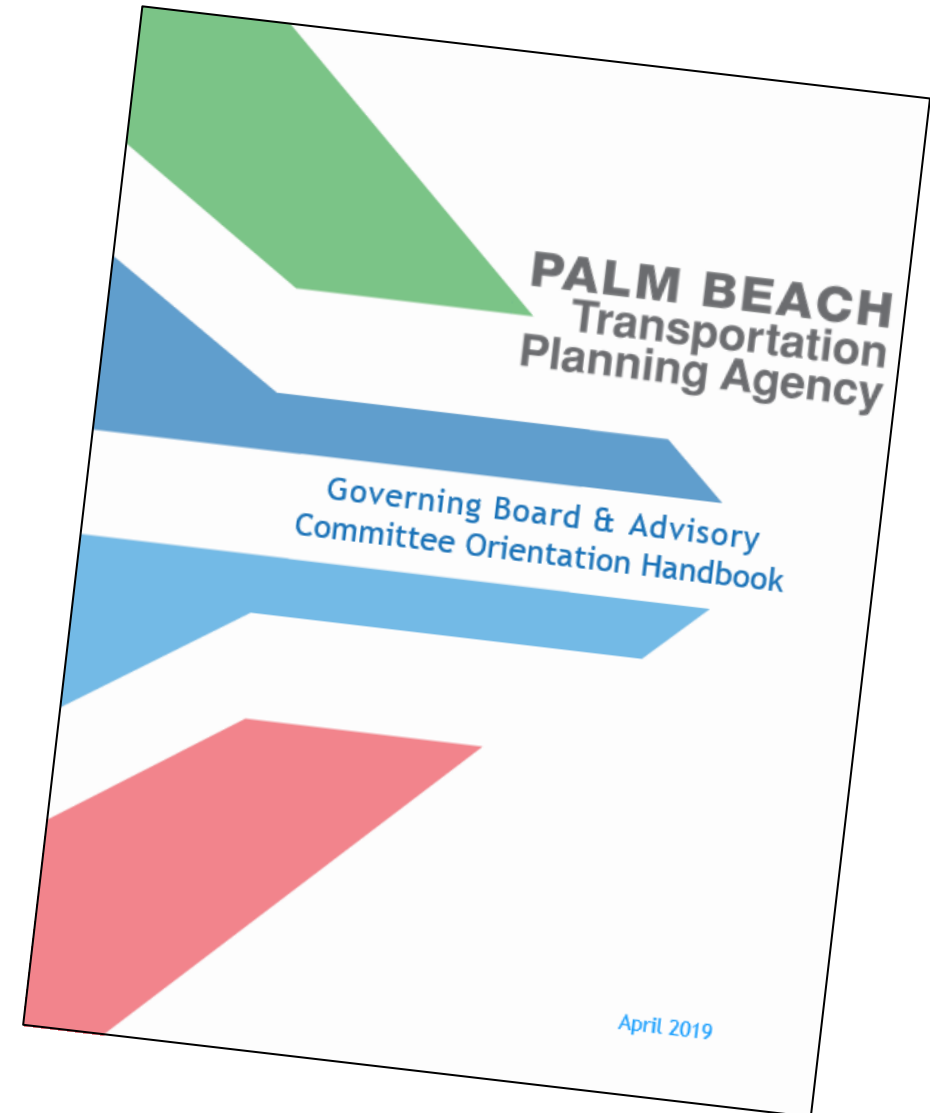
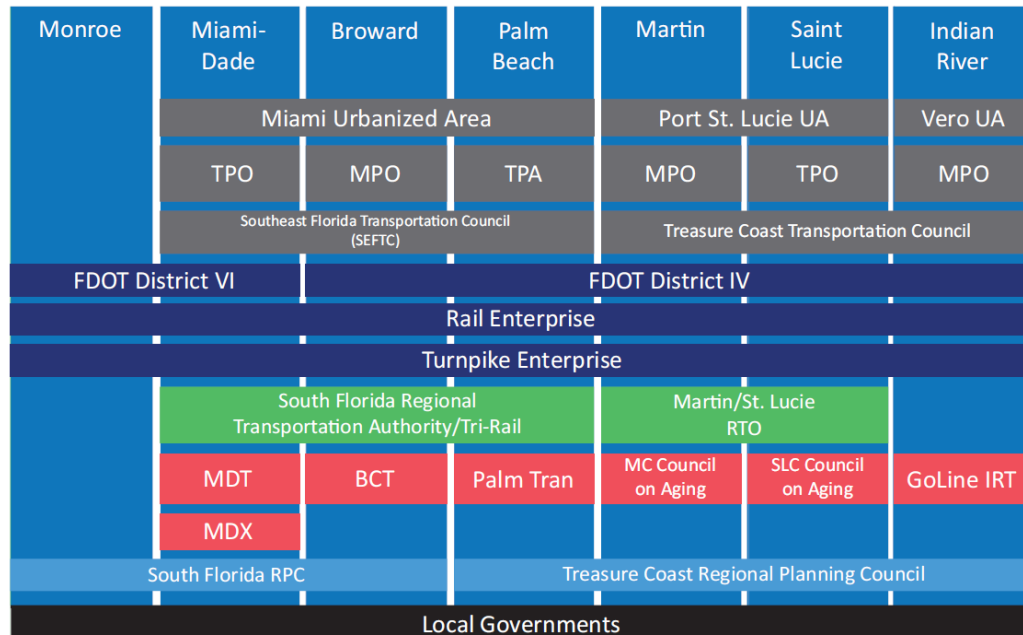
Advisory Committee Membership

- TAC membership solicited when a vacancy occurs or upon request from partner agency
- BTPAC membership solicited when a vacancy occurs or upon request from partner agency
 - TPA is actively seeking a disabled representative
- Board nominations to CAC solicited when vacancies occur



Board & Advisory Committees Handbook

Resource for new members
Roles & responsibilities
Explanation of Core Products
Agency Relationships





Local MPOAC Workshop in PBC



MPOAC funds “institute for elected officials” twice/year

TPA funded shorter version locally

Posted video to www.PalmBeachTPA.org/board



TPA is currently hosted by Palm Beach County

Agreement updated Apr 10, 2018; Terminates on Sep 30, 2019

- TPA can extend for two additional years with 90-day notice
- Agreement gives TPA day-to-day supervision, control, and responsibility over staff although County retains its ultimate authority to remove, reassign or terminate employees

MPO Resolution 2017-08

- Move to become an independent agency
- Establish office and meeting space



Office and Meeting Space - Specs

Accommodate Staff of 15-17 + Intern(s)

Meeting Space for Staff, Committees and Board

Downtown West Palm Beach - accessible by foot, bike, transit, car

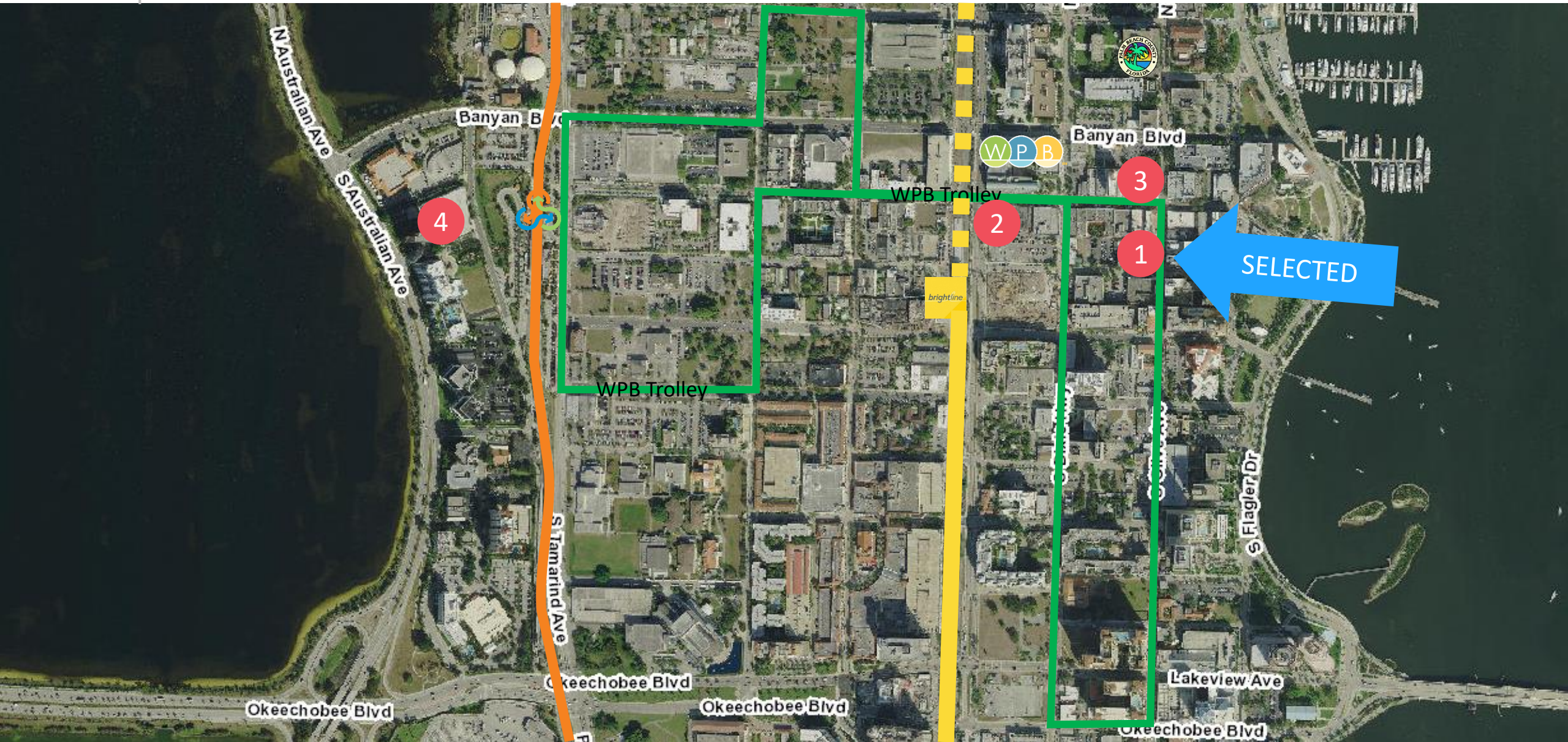
Affordable per UPWP budget and available funds

Meets allowable, reasonable and necessary requirements

*Site selected was declared to be allowable, reasonable and necessary by FDOT on October 16, 2018

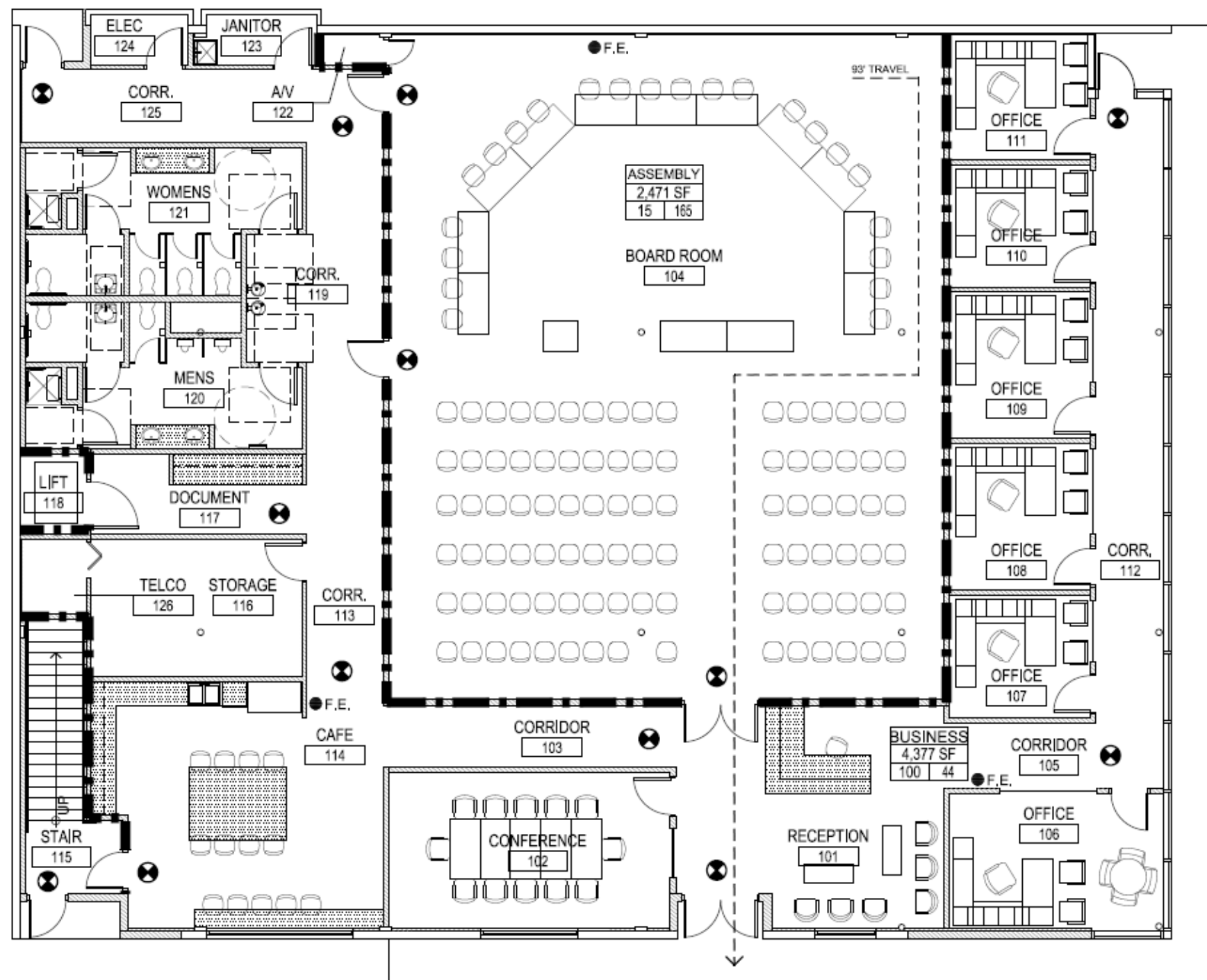
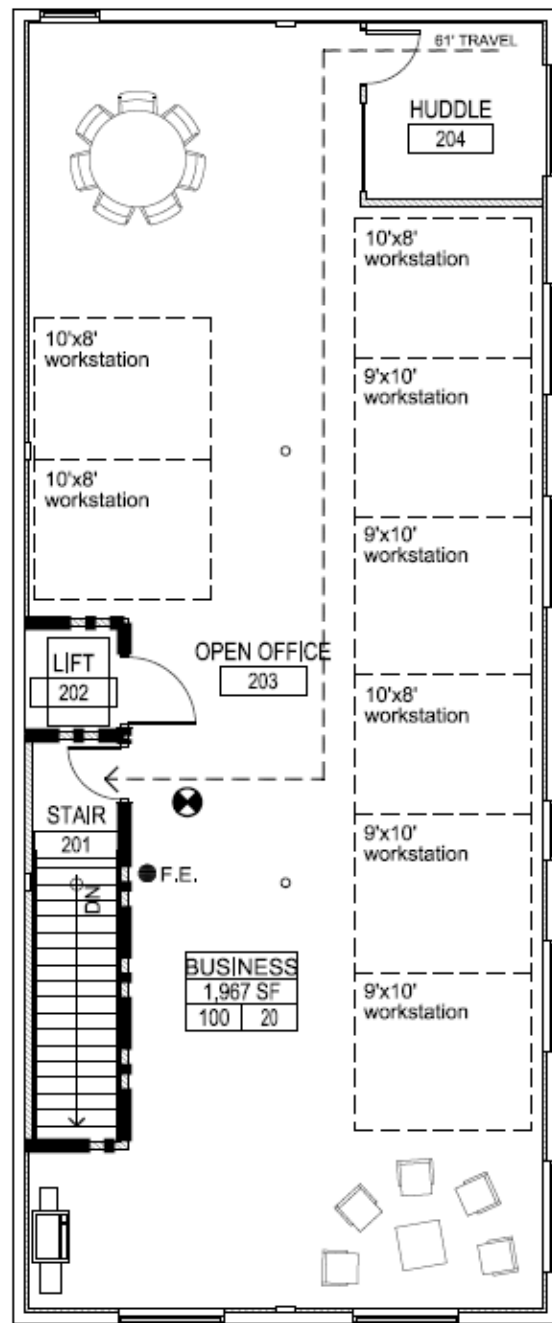


Office and Meeting Space Locations



301 Datura Site Rendering







Organization Preparation for Independence

- ✓ Independent Legal Counsel
- ✓ Execute new office lease





Financial Preparation for Independence

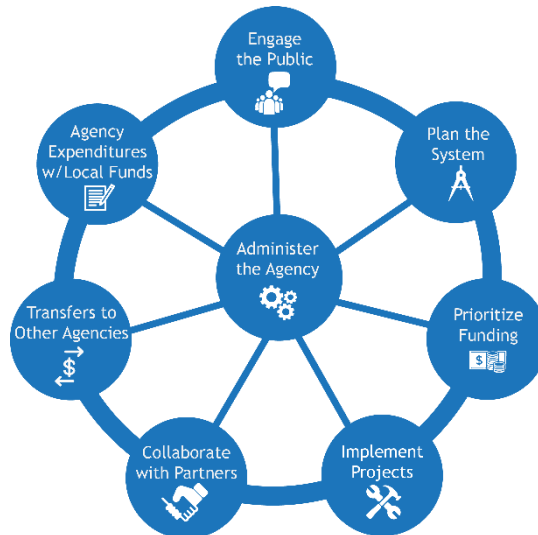
✓ LOC Agreements
with 4 Cities



✓ Banking Services
/ Account Setup



✓ Amend
2019/2020 UPWP



• Financial Accounting
System

External
Auditor





TPA Road to Independence



September 30, 2019



Budget Preparation



Analyze and Forecast Revenues



Analyze and Forecast Expenses



Review 5 year Plan




Assign Forecasted Expenditures



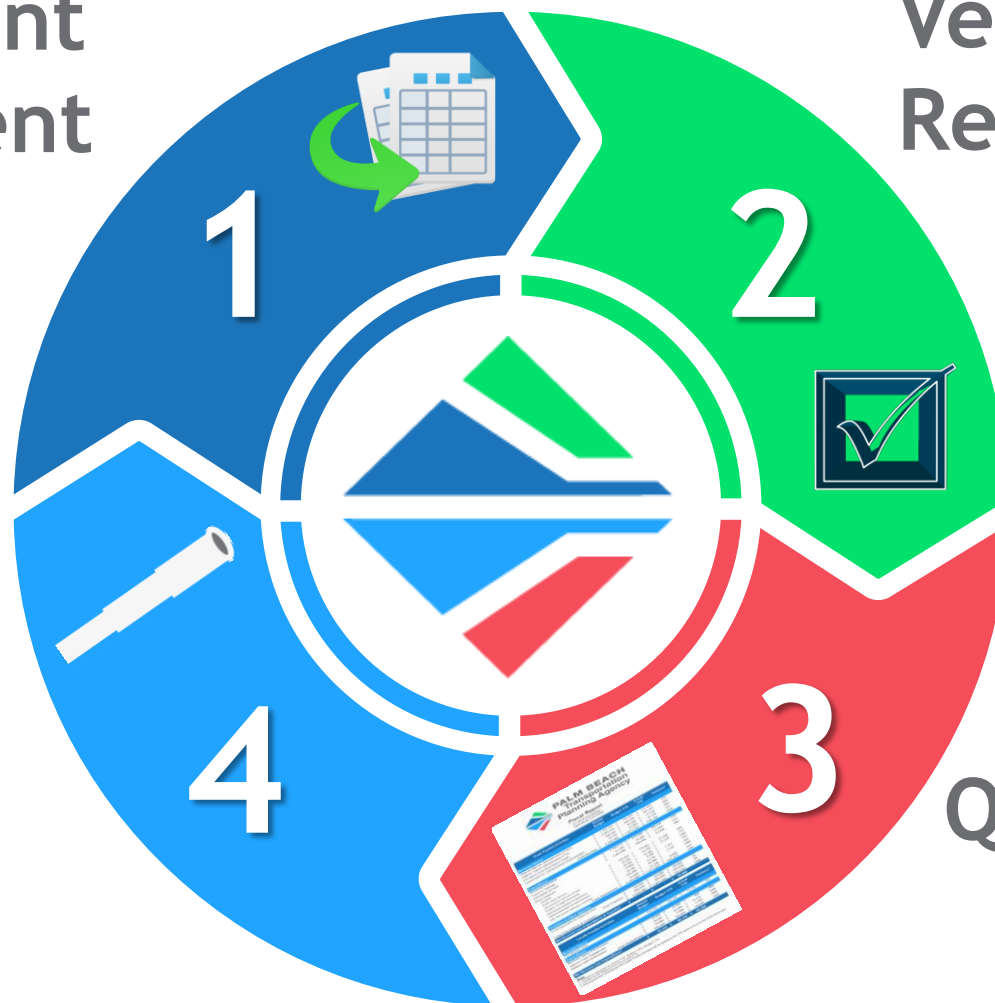


Budget Management

 **Generate Grant Reimbursement Invoice**

Verify Reimbursements 

 **Forecast Cashflow**



Generate TPA Quarterly Fiscal Report 



UPWP Amendment Process

