



## TPA EXECUTIVE COMMITTEE MEETING AGENDA

DATE: **Tuesday, June 27, 2023**  
TIME: **2:00 p.m.**  
PLACE: **301 Datura Street, West Palm Beach, FL 33401**

Members of the public can [join the meeting](#) in person or virtually at: [PalmBeachTPA.org/Meeting](https://PalmBeachTPA.org/Meeting).

Please call 561-725-0800 or e-mail [info@PalmBeachTPA.org](mailto:info@PalmBeachTPA.org) for assistance joining the virtual meeting.

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### 1. REGULAR ITEMS

- A. Call to Order and Roll Call
- B. Modifications to the Agenda
- C. General Public Comments

Members of the public are invited to offer comments or questions as follows:

- A written comment may be submitted at [PalmBeachTPA.org/Comment-Form](https://PalmBeachTPA.org/Comment-Form) at any time prior to the commencement of the relevant agenda item.
- A verbal comment may be provided by a virtual attendee using the raise hand feature in the Zoom platform.
- A verbal comment may be provided by an in-person attendee submitting a comment card available at the welcome table.

Note that the Chair may limit comments to 3 minutes or less depending on meeting attendance.

- D. Comments from the Chair and Member Comments

### 2. ACTION ITEMS

- A. MOTION TO APPROVE a Merit Increase for the Executive Director for Fiscal Year (FY) 24

The TPA Governing Board approved a FY 24 Cost of Living Adjustment (COLA) of 5% for all TPA employees and a performance review merit increase for eligible employees of 2%, effective July 1, 2023. Per Section 2.2.F.3 of the TPA's Operating Procedures, the TPA's Executive Committee shall meet annually to review the TPA Executive Director's performance. The TPA Executive Director will present an overview of activities performed over the past year. The FY 23 Annual Report is attached.

- B. MOTION TO RECOMMEND UPDATES for the TPA's FY 2024 Strategic Plan

The Strategic Plan identifies specific actions the TPA will strive to achieve in the upcoming year. These actions are in line with the TPA's adopted Unified Planning Work Program (UPWP). The TPA Executive Director will present a progress update of the FY 23 Strategic Plan and suggested changes in strikethrough/underline format for the new FY 24 Strategic Plan (July 1, 2023 through June 30, 2024). The Draft FY 24 Strategic Plan is attached.

### **3. INFORMATION ITEMS**

#### A. TPA Health Insurance and Human Resources (HR) Services Update

The TPA is currently in an Interlocal Agreement with the Broward Metropolitan Planning Organization (MPO) for Health Insurance ending on December 31, 2023. TPA staff is researching potential Health Insurance options with the possibility of additional HR services. The TPA Executive Director will present an update and next steps.

### **4. ADMINISTRATIVE ITEMS**

A. Next Meeting – **September 7, 2023**

B. Adjournment

**Chelsea S. Reed, Mayor**  
**TPA Chair**  
City of Palm Beach Gardens

**Maria Marino, Commissioner**  
**TPA Vice Chair**  
Palm Beach County

**Joel Flores, Mayor**  
**At Large Member**  
City of Greenacres

**Michael J. Napoleone, Vice Mayor**  
**At Large Member**  
Village of Wellington

**Fred Pinto, Mayor**  
**At Large Member**  
Village of Royal Palm Beach

**Paul Gougelman, Esq.**  
**TPA General Counsel**  
Non-Voting Advisory

**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, they will need a record of the proceedings, and that, for such purposes, they 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 561-725-0800 or send email to [Info@PalmBeachTPA.org](mailto:Info@PalmBeachTPA.org) at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.