



## CITIZENS ADVISORY COMMITTEE (CAC) AGENDA

DATE: **Wednesday, April 3, 2024**  
TIME: **1:30 p.m.**  
PLACE: **301 Datura Street, West Palm Beach, FL 33401**

Members of the public can [join the meeting](#) in person or virtually. For assistance joining the virtual meeting, please call 561-725-0800 or e-mail [info@PalmBeachTPA.org](mailto:info@PalmBeachTPA.org).

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### 1. REGULAR ITEMS

- A. Call to Order, Roll Call and Pledge of Allegiance
- B. Modifications to the Agenda
- C. MOTION TO APPROVE Minutes for March 6, 2024
- D. General Public Comments and Public Comments on Agenda Items

Members of the public are invited to offer general comments and/or comments or questions on specific agenda items as follows:

- A written document, comment and/or question 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.

- E. Comments from the Chair and Member Comments
- F. CAC Liaison's Report

### 2. ACTION ITEMS

- A. MOTION TO RECOMMEND ADOPTION of Amendment #3 to the TPA's Transportation Improvement Program (TIP)

The TIP is the TPA's five-year funding program for transportation projects in Palm Beach County. TPA staff will present on the following attached FDOT amendment requests for the FY 2024-2028 TIP:

- I-95 @ SR-804/Boynton Beach Blvd Interchange (#4358041) – Cost increase due to additions to the scope
- SR-802/Lake Avenue MP 306.04 (#4522161) – New project for rail safety
- Northlake Blvd – Old Dixie Hwy and 10th Street at FEC (#4544401) –New project to add signal-preemption.

### 3. INFORMATION ITEMS

- A. Palm Beach International Airport (PBIA) Update  
Palm Beach County Department of Airports staff will provide an overview and update on the PBIA, including upcoming projects.
- B. Draft Fiscal Year (FY) 2025-2026 Unified Planning Work Program (UPWP)  
TPA staff will present the attached Draft FY 2025-2026 UPWP, the 2-year business plan and budget for the agency covering a period of July 1, 2024 to June 30, 2026. The UPWP serves as the TPA's application for federal planning funds and includes a description of the planning work, deliverables, timeframes, source and amount of funding requested. Final adoption is scheduled for May 16, 2024.

### 4. ADMINISTRATIVE ITEMS

- A. Governing Board Summary Points – March 21, 2024
- B. FDOT Scheduling Report – April 2024
- C. 2023 Pedestrian and Bicycle Quarterly Crash Report – Q4
- D. Public Involvement Activity Report (PIAR) – February
- E. Next Meeting – **May 1, 2024**
- F. Adjournment

#### NOTICE

In accordance with Section 286.0105, *F.S.*, 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 special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge) should contact Melissa Eble at 561-725-0813 or [MEble@PalmBeachTPA.org](mailto:MEble@PalmBeachTPA.org) at least five (5) business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

Se solicita La participación del público, sin importar la raza, color, nacionalidad, edad, sexo, religión, incapacidad o estado familiar. Personas que requieran facilidades especiales bajo el Acta de Americanos con Discapacidad (Americans with Disabilities Act) o personas que requieren servicios de traducción (sin cargo alguno) deben contactar a Melissa Eble al teléfono 561-725-0813 o [MEble@PalmBeachTPA.org](mailto:MEble@PalmBeachTPA.org) por lo menos cinco días antes de la reunión. Si tiene problemas de audición, llamar al teléfono 711.

**CHAIR**

**James Garvin**

Nominated by the City of Palm Beach Gardens

**Uyen Dang**

Nominated by the City of Boca Raton

**VACANT**

Nominated by the City of Belle Glade

**Ryan Rossi**

Nominated by the City of Boca Raton

**Lily-Charlotte Landstrom**

Nominated by the City of Boynton Beach

**Aquannette Tyson Thomas**

Nominated by the City of Greenacres

**Kate Layton**

Nominated by the Town of Jupiter

**James McCormack**

Nominated by the City of Lake Worth Beach

**VACANT**

Nominated by the Village of Palm Springs

**Linda Hess**

Nominated by Palm Beach County – District 1

**Paula Ryan**

Nominated by Palm Beach County – District 2

**Jim Knight**

Nominated by Palm Beach County – District 4

**VICE CHAIR**

**Albert Richwagen**

Nominated by the City of Delray Beach

**VACANT**

Nominated by Palm Beach County – District 5

**Brian Rosen**

Nominated by Palm Beach County – District 7

**Gwendolyn Lowery**

Nominated by Port of Palm Beach

**Sammie Brown**

Nominated by City of Riviera Beach

**Harlene Kennedy**

Nominated by Village of Royal Palm Beach

**Vijay Mishra**

Nominated by Village of Wellington

**Francisco Gil**

Nominated by the City of West Palm Beach

**Myron Uman**

Nominated by the City of West Palm Beach

**Greg Fagan**

At-Large Member



**OFFICIAL MEETING MINUTES OF THE  
CITIZEN’S ADVISORY COMMITTEE (CAC)**

**Wednesday, March 6, 2024**

301 Datura Street, West Palm Beach, FL 33401  
Meeting was also conducted virtually via Zoom.

*These minutes are a summary of the meeting events and may not reflect all discussion that occurred.  
PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at  
[PalmBeachTPA.org/CAC](http://PalmBeachTPA.org/CAC)*

**1. REGULAR ITEMS**

**1.A. Call to Order, Roll Call and Pledge of Allegiance**

CHAIR GARVIN called the meeting to order at 1:32 p.m. and provided an overview of the meeting procedures.

The Recording Secretary called the roll. A quorum was present in-person as shown in the table below.

Member	Roll Call	Member	Roll Call	Member	Roll Call
Ryan Rossi	P	Jim Knight	P	Brian Rosen	A
Lily-Charlotte Landstrom	A	Palm Beach County District 5-VACANT	-	Greg Fagan	P
Aquanette Tyson Thomas	A	Sammie Brown	A	Belle Glade – VACANT	-
Kate Layton	A	Harlene Kennedy	A	James McCormack	P
James Garvin	P	Vijay Mishra	A	Gwendolyn Lowery	A
Marc Bruner	P	Francisco Gil	A	Albert Richwagen	P
Linda Hess	P	Myron Uman	P	Uyen Dang	P
Paula Ryan	A				

A = Absent P = Present

**1.B. Modifications to the Agenda**

The Recording Secretary stated that the following members requested permission to participate remotely:

SAMMIE BROWN attended virtually due to a family matter.

VIJAY MISHRA attended virtually due to a scheduling conflict.

KATE LAYON attended virtually due to a scheduling conflict.

There were no objections to their virtual participation, and they were permitted to join the meeting.

**1.C. APPROVED amended Minutes for February 7, 2024**

JIM KNIGHT noted the February minutes stated his virtual attendance was due to a scheduling conflict, however it was due to a medical matter.

**MOTION to approve the amended minutes made by Paula Ryan seconded by Uyen Dang, and carried unanimously 13-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Jim Knight	Y	Brian Rosen	A
Lily-Charlotte Landstrom	A	Palm Beach County District 5- VACANT	-	Greg Fagan	Y
Aquanette Tyson Thomas	A	Sammie Brown	Y	Belle Glade – VACANT	-
Kate Layton	Y	Harlene Kennedy	A	James McCormack	Y
James Garvin	Y	Vijay Mishra	Y	Gwendolyn Lowery	A
Marc Bruner	Y	Francisco Gil	A	Albert Richwagen	Y
Linda Hess	Y	Myron Uman	Y	Uyen Dang	Y
Paula Ryan	A				

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

**1.D. General Public Comments and Public Comments on Agenda Items**

There were no public comments received.

**1.E. Comments from the Chair and Member Comments**

PAULA RYAN expressed her support for the Vision Zero discussion that was held at the February CAC meeting and asked how committee members can help improve the vision zero efforts.

JIM KNIGHT asked about bike lanes being added to the route along A1A where the fatal crash occurred.

UYEN DANG announced bicycle events in March for Florida Bike Month and highlighted Albert Richwagens support for a recently held event.

ALBERT RICHWAGEN shared details on the resources he offers for bicyclists.

MYRON UMAN encouraged the education and appropriate use of bicyclists.

**1.F. CAC Liaison’s Report**

ANDREW UHLIR, TPA Deputy Director of Programs, reviewed key items from the Liaison’s Report. The full report can be viewed at [PalmBeachTPA.org/CAC](http://PalmBeachTPA.org/CAC).

MARC BRUNER stated zoning requirements should be reviewed from a policy standpoint.

JIM KNIGHT noted ordinances for bicycles and bicycle racks.

PAULA RYAN noted the need for more bicycle infrastructure, especially where we have barriers to connectivity.

**2. ACTION ITEMS**

**2.A. MOTION TO RECOMMEND ADOPTION of Amendment #3 to the TPA’s 2045 Long Range Transportation Plan (LRTP)**

NATHAN GEORGE, Long Range Transportation Plan Coordinator, presented this item. The full presentation can be viewed at [PalmBeachTPA.org/CAC](http://PalmBeachTPA.org/CAC).

UYEN DANG recused herself from the discussion. (Signed conflict of interest form attached).

There was no discussion held.

**MOTION TO RECOMMEND ADOPTION of Amendment #3 to the TPA’s 2045 Long Range Transportation Plan made by Myron Uman seconded by Ryan Rossi, and carried unanimously 12-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Jim Knight	Y	Brian Rosen	A
Lily-Charlotte Landstrom	A	Palm Beach County District 5- VACANT	-	Greg Fagan	Y
Aquanette Tyson Thomas	A	Sammie Brown	Y	Belle Glade – VACANT	-
Kate Layton	Y	Harlene Kennedy	A	James McCormack	Y
James Garvin	Y	Vijay Mishra	Y	Gwendolyn Lowery	A
Marc Bruner	Y	Francisco Gil	A	Albert Richwagen	Y
Linda Hess	Y	Myron Uman	Y	Uyen Dang	ABST
Paula Ryan	A				

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

**2.B MOTION TO RECOMMEND ADOPTION of Amendment #3 to the TPA’s Transportation Improvement Program (TIP)**

ANDREW UHLIR, Deputy Director of Programs, presented this item. The full presentation can be viewed at [PalmBeachTPA.org/TAC](http://PalmBeachTPA.org/TAC).

There was no discussion held.

**MOTION TO RECOMMEND ADOPTION of Amendment #3 to the TPA’s Transportation Improvement Plan (TIP), made by Paula Ryan and seconded by Albert Richwagen, and carried 13-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Ryan Rossi	Y	Jim Knight	Y	Brian Rosen	A
Lily-Charlotte Landstrom	A	Palm Beach County District 5- VACANT	-	Greg Fagan	Y
Aquanette Tyson Thomas	A	Sammie Brown	Y	Belle Glade – VACANT	-
Kate Layton	Y	Harlene Kennedy	A	James McCormack	Y
James Garvin	Y	Vijay Mishra	Y	Gwendolyn Lowery	A
Marc Bruner	Y	Francisco Gil	A	Albert Richwagen	Y
Linda Hess	Y	Myron Uman	Y	Uyen Dang	Y
Paula Ryan	A				

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

**3. ADMINISTRATIVE ITEMS**

**3.A. Governing Board Summary Points – February 15, 2024**

**3.B. Public Involvement Activity Reports (PIAR)- January**

**3.C. FDOT Scheduling Report- February 2024**

**3.D. Next Meeting – April 3, 2024**

**3.E. Adjournment**

The meeting was adjourned at 2:08 p.m.

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This signature is to attest that the undersigned is the Chair, or a designated nominee of the Citizen’s Advisory Committee and that information provided herein is the true and correct Minutes for the March 6, 2024, meeting of the Citizen’s Advisory Committee, dated this 3<sup>rd</sup> day of April 2024.

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James Garvin  
CAC Chair

**EXHIBIT A**  
CAC Member Attendance Record

<b>MEMBER Nominated by</b>	<b>Apr '23</b>	<b>May '23</b>	<b>Jun '23</b>	<b>Jul '23</b>	<b>Aug '23</b>	<b>Sep '23</b>	<b>Oct '23</b>	<b>Nov '23</b>	<b>Dec '23</b>	<b>Jan '24</b>	<b>Feb '24</b>	<b>Mar '24</b>			
CHAIR JAMES GARVIN City of Palm Beach Gardens	No Meeting Held	P	P	P	No Meeting Held – Scheduled Break	P	P	No Meeting Held – Scheduled Break	P	No Meeting Held – Scheduled Break	P	P			
VICE CHAIR ALBERT RICHWAGEN City of Delray Beach		P	P	A		E	P		P		P	P			
VACANT City of Belle Glade		-	-	-		-	-		-		-	-	-	-	-
RYAN ROSSI City of Boca Raton		P	P	P		A	P		E		P	P			
LILY-CHARLOTTE LANDSTROM City of Boynton Beach		-	-	P		P	P		P		A	P	A		
AQUANETTE TYSON THOMAS City of Greenacres		P	P	P		P	P		P		P	P	P	E	
KATE LAYTON Town of Jupiter		P	P	P		E	P		P		P	P	P	P	
JAMES MCCORMACK City of Lake Worth Beach		-	-	-		-	-		-		p	P	P	P	
Uyen Dang City of Boca Raton		P	P	P		P	P		P		E	P	P	P	
MARC BRUNER Village of Palm Springs		A	P	P		P	P		P		P	P	P	P	
LINDA HESS Palm Beach County – District 1		P	E	A		A	-		P		P	P	P	P	
PAULA RYAN Palm Beach County – District 2		A	P	P		P	P		P		P	P	P	E	P
JIM KNIGHT Palm Beach County – District 4		P	P	P		P	P		P		P	P	P	A	P
VACANT Palm Beach County – District 5		P	P	P		P	P		P		P	P	P	P	-
Brian Rosen Palm Beach County – District 7		A	A	P		P	P		P		P	P	P	P	P
Gwendolyn Lowery Port of Palm Beach		*P	P	P		P	P		P		P	A	A	A	A
SAMMIE BROWN City of Riviera Beach		P	P	P		P	A		P		P	A	A	P	P
HARLENE KENNEDY Village of Royal Palm Beach		-	-	-		-	-		P		P	E	E	E	A
VIJAY MISHRA Village of Wellington		P	P	P		P	P		P		P	P	P	P	P
FRANCISCO GIL City of West Palm Beach		A	P	P		P	A		E		E	P	P	E	A
MYRON UMAN City of West Palm Beach	P	E	P	P	P	P	P	P	P	P	P				
VACANT At-Large Member	P	A	A	A	A	-	-	-	-	-	-				
GREG FAGAN At-Large Member	P	P	P	P	P	P	P	P	P	A	P				

P = Member Present      E = Excused Absence      A = Unexcused Absence  
\*New Appointment      - = Member not assigned      \*\*Nominated Prior to current Operating Procedures



**EXHIBIT A**  
(Continued)

OTHERS PRESENT

Victoria Williams  
Rosie Byrd  
Andrew Uhler  
Melissa Murray  
Nathan George  
Valentina Facuse  
Sienna Aitken  
Ruth Del Pino

REPRESENTING

FDOT-Turnpike  
Lake Worth Drainage District  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA

# FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <b>DANG KHANHUYEN</b>	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <b>CAPE Palm Beach TPA</b>
MAILING ADDRESS <b>7220 NW 4TH AVE.</b>	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input checked="" type="checkbox"/> OTHER LOCAL AGENCY <b>MPO</b>
CITY <b>BOCA RATON</b>	COUNTY <b>PALM BEACH</b>
DATE ON WHICH VOTE OCCURRED <b>2/7/2024 or 3/6/2024</b>	NAME OF POLITICAL SUBDIVISION: MY POSITION IS: <input type="checkbox"/> ELECTIVE <input checked="" type="checkbox"/> APPOINTIVE

## WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

## INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

\* \* \* \* \*

### ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

\* \* \* \* \*

### APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

**IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:**

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

**APPOINTED OFFICERS (continued)**

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

**DISCLOSURE OF LOCAL OFFICER'S INTEREST**

I, KHANHUYEN DANG, hereby disclose that on FEBRUARY 7<sup>th</sup>, 2024 :

(a) A measure came or will come before my agency which (check one or more)

MARCH 6, 2024

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, \_\_\_\_\_ ;
- inured to the special gain or loss of my relative, \_\_\_\_\_ ;
- inured to the special gain or loss of \_\_\_\_\_, by whom I am retained; or
- inured to the special gain or loss of \_\_\_\_\_, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

*Consultant to West Palm Beach specifically for Fern Street and RAISE grant project listed in the 2045 LRTP Amendment #3.*

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

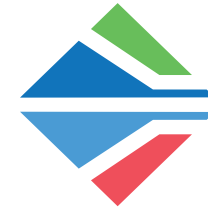
2/7/2024

Date Filed



Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.



**PALM BEACH**  
Transportation  
Planning Agency

# TRANSPORTATION IMPROVEMENT PROGRAM

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## FY 2024-2028

Adopted June 15, 2023

Amendment #3:

Scheduled for Adoption: April 18, 2024

[PalmBeachTPA.org/TIP](http://PalmBeachTPA.org/TIP)

Phase	Fund Source	2024	2025	2026	2027	2028	Total
<b>EXISTING</b>							
<b>I-95 AT BOYNTON BEACH BLVD/SR-804 - Proj# 4358041</b>					<b>Length: 2.354 MI</b>		<b>*SIS*</b>
<b>Type of Work: INTERCHANGE JUSTIFICA/MODIFICA</b>					<b>Lead Agency: FDOT</b>		
					<b>LRTP#: SIS021</b>		
Description: Reconstruct interchange to increase capacity by adding a WB through lane, EB to NB and WB to SB left turn lanes, off ramp turn lanes, and on ramp turn lanes. Includes bike lanes and wide sidewalks.							
ROW	ACNP	693,803	37,000	0	0	0	<b>730,803</b>
RRU	ACNP	2,300,000	0	0	0	0	<b>2,300,000</b>
ROW	BNIR	0	13,226,558	0	0	0	<b>13,226,558</b>
CST	STED	0	25,392,000	0	0	0	<b>25,392,000</b>
CST	SA	0	143,607	0	0	0	<b>143,607</b>
CST	ACNP	0	13,835,104	154,569	0	0	<b>13,989,673</b>
<b>Total</b>		<b>2,993,803</b>	<b>52,634,269</b>	<b>154,569</b>	<b>0</b>	<b>0</b>	<b>55,782,641</b>
<i>Prior Years Cost</i>		<i>17,453,007</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>73,235,648</i>

**PROPOSED**

<b>I-95 AT BOYNTON BEACH BLVD/SR-804 - Proj# 4358041</b>					<b>Length: 2.354 MI</b>		<b>*SIS*</b>
<b>Type of Work: INTERCHANGE JUSTIFICA/MODIFICA</b>					<b>Lead Agency: FDOT</b>		
					<b>LRTP#: SIS021</b>		
Description: Reconstruct interchange to increase capacity by adding a WB through lane, EB to NB and WB to SB left turn lanes, off ramp turn lanes, and on ramp turn lanes. Includes bike lanes and wide sidewalks.							
ROW	ACNP	785,633	37,000	0	0	0	<b>789,333</b>
ROW	BNIR	4,288,649	3,220,283	0	0	0	<b>7,508,639</b>
ROW	DIH	211,651	0	0	0	0	<b>211,651</b>
RRU	ACNP	2,300,000	0	0	0	0	<b>2,300,000</b>
CST	STED	0	24,696,000	0	0	0	<b>24,696,000</b>
CST	SA	0	139,670	0	0	0	<b>139,670</b>
CST	ACNP	0	26,863,700	150,314	0	0	<b>27,014,014</b>
<b>Total</b>		<b>7,585,933</b>	<b>54,956,653</b>	<b>150,314</b>	<b>0</b>	<b>0</b>	<b>62,692,900</b>
<i>Prior Years Cost</i>		<i>17,453,007</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>80,145,907</i>

Phase	Fund Source	2024	2025	2026	2027	2028	Total
<b>PROPOSED - NEW PROJECTS</b>							
<b>SR-802 LAKE AVENUE MP 306.04 - Proj# 4522161</b>					Length: 0.0 MI		*Non-SIS*
<b>Type of Work: RAIL SAFETY PROJECT</b>					Lead Agency: FDOT		
Description: Rail Safety Project					LRTP#: Pages 141-142		
RRU	RHH	157,527	0	0	0	0	157,527
<b>Total</b>		<b>157,527</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>157,527</b>
<i>Prior Years Cost</i>		<i>0</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>157,527</i>

<b>NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH ST AT FEC CROSSING - Proj# 4544401</b>					Length: 0.146 MI		*Non-SIS*
<b>Type of Work: TRAFFIC CONTROL DEVICES/SYSTEM</b>					Lead Agency: FDOT		
Description: Signal pre-emption to prevent vehicles from stopping on or near the railroad tracks. Signals added to each approach to the crossings.					LRTP#: Pages 141-142		
PE	SA	105,000	0	0	0	0	105,000
<b>Total</b>		<b>105,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>105,000</b>
<i>Prior Years Cost</i>		<i>0</i>	<i>Future Years Cost</i>		<i>Total Project Cost</i>		<i>105,000</i>



*Florida Department of Transportation*

RON DESANTIS  
GOVERNOR

3400 West Commercial Boulevard  
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.  
SECRETARY

March 25, 2024

Valerie Neilson  
Executive Director  
Palm Beach Transportation Planning Agency  
301 Datura Street  
West Palm Beach, FL 33401

**SUBJECT: Palm Beach Transportation Planning Agency  
TIP Amendment Request FY 2023/24 – 2027/28  
435804-1 SR-9/I-95 @ SR-804/BOYNTON BEACH BLVD INTERCHANGE**

Dear Ms. Neilson:

Pursuant to *Part IV – Chapter 5: Statewide and Local Transportation Improvement Programs (STIP and TIP) of the Work Program Instructions*, the Florida Department of Transportation (FDOT) requests your processing and approval of the attached amendment to the FY 2023/24 – 2027/28 Transportation Improvement Program. This amendment is required because the project cost has increased by more than 20% AND \$2 million and needs to be reflected in the TIP.

The project construction cost increased due to the following:

- The use of Steel H-Piles lieu of prestressed concrete piles for the bridge widening.
- The use of carbon fiber reinforced polymer (CFRP) beam wrapping to strengthen the existing beams.
- Wrong Way Vehicle Detection for the off-ramps.
- Rectangular Rapid Flashing Beacons (RRFBs) for the free flow right turn lanes to I-95.
- Resurfacing of I-95 mainline and shoulders and shoulder restoration (near bridge) after I-95 bridge widening activities and associated temporary traffic control (lane shifts) to restore the current I-95 configuration.

This Transportation Improvement Program Amendment should be consistent with the Adopted Long-Range Transportation Plan. The adopted TIP remains financially constrained. A State Transportation Improvement Program (STIP) amendment is not required. The TIP amendment is as follows:

<b>EXISTING</b>	FM#	Project Title		Type of Work		Project Length
	435804-1	SR-9/I-95 @ SR-804/BOYNTON BEACH BLVD INTERCHANGE		INTERCHANGE JUSTIFICA/MODIFICA		2.354 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	ROW	ACNP	693,803	37,000	0	0
	RRU	ACNP	2,300,000	0	0	0
	ROW	BNIR	0	13,226,558	0	0
	CST	STED	0	25,392,000	0	0
	CST	SA	0	143,607	0	0
	CST	ACNP	0	13,835,104	154,569	0
	<b>TOTAL</b>		<b>2,993,803</b>	<b>52,634,269</b>	<b>154,569</b>	<b>0</b>

<b>PROPOSED</b>	FM#	Project Title		Type of Work		Project Length
	435804-1	SR-9/I-95 @ SR-804/BOYNTON BEACH BLVD INTERCHANGE		INTERCHANGE JUSTIFICA/MODIFICA		2.354 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	ROW	ACNP	785,633	37,000	0	0
	ROW	BNIR	4,288,649	3,220,283	0	0
	ROW	DIH	211,651	0	0	0
	RRU	ACNP	2,300,000	0	0	0
	CST	ACNP	0	26,863,700	150,314	0
	CST	DIH	0	139,670	0	0
	CST	STED	0	24,696,000	0	0
<b>TOTAL</b>		<b>7,585,933</b>	<b>54,956,653</b>	<b>150,314</b>	<b>0</b>	

If you have any questions or need additional information, please contact Marsha Taylor-Long at (954) 777-4401.

Sincerely,

DocuSigned by:  
  
 C4960F17BB38437...  
 Marsha Taylor-Long  
 Planning Specialist  
 District Four

The above TIP amendment was authorized to be included in the FY 2023/24-2027/28 Transportation Improvement Program.

\_\_\_\_\_  
 MPO Chairman or Designee

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature







## Florida Department of Transportation

RON DESANTIS  
GOVERNOR

3400 West Commercial Boulevard  
Fort Lauderdale, FL 33309

JARED W. PERDUE, P.E.  
SECRETARY

March 25, 2024

Valerie Neilson  
Executive Director  
Palm Beach Transportation Planning Agency  
301 Datura Street  
West Palm Beach, FL 33401

**SUBJECT: Palm Beach Transportation Planning Agency  
TIP Amendment Request FY 2023/24 – 2027/28  
454440-1 NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH STREET**

Dear Ms. Neilson:

Pursuant to *Part IV – Chapter 5: Statewide and Local Transportation Improvement Programs (STIP and TIP) of the Work Program Instructions*, the Florida Department of Transportation (FDOT) requests your processing and approval of the attached amendment to the FY 2023/24 – 2027/28 Transportation Improvement Program. This amendment is required because a new project has been added to the work program and needs to be reflected in the TIP.

This is a pre-emption signalization project for design and construction at Northlake Blvd and the FEC crossing in Palm Beach County. The project involves adding safety measures to prevent vehicles from stopping on (or being trapped) near the railroad tracks. The signals will be added at each approach to the railroad crossings and the signals will be pre-empted to stop vehicles before the railroad crossings when backups occur from the signals at Old Dixie Highway and 10<sup>th</sup> Street.

This Transportation Improvement Program Amendment should be consistent with the Adopted Long-Range Transportation Plan. The adopted TIP remains financially constrained. A State Transportation Improvement Program (STIP) amendment is not required. The TIP amendment is as follows:

PROPOSED	FM#	Project Title		Type of Work		Project Length
	454440-1	NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH STREET		TRAFFIC CONTROL DEVICES/SYSTEM		0.146 MI
	Phase	Fund	FY 2024	FY 2025	FY 2026	FY 2027
	PE	SA	105,000	0	0	0
	TOTAL		105,000	0	0	0

If you have any questions or need additional information, please contact Marsha Taylor-Long at (954) 777-4401.

Sincerely,

DocuSigned by:  
*Marsha Taylor*  
C4960F17BB38437...

Marsha Taylor-Long  
Planning Specialist  
District Four

---

---

The above TIP amendment was authorized to be included in the FY 2023/24-2027/28 Transportation Improvement Program.

\_\_\_\_\_  
MPO Chairman or Designee

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

FY 2025 & FY 2026

# UNIFIED PLANNING WORK PROGRAM



**PALM BEACH**  
Transportation  
Planning Agency

# *DRAFT*

 [PalmBeachTPA.org/UPWP](https://PalmBeachTPA.org/UPWP)

301 Datura Street  
West Palm Beach, FL 33401

#### CFDA Numbers

20.205 – Highway Planning and Construction  
20.505 – Federal Transit Technical Studies Grant  
(Metropolitan Planning)

**FAP No. 0097-060-M**

FM (FPN) No. 439325-5-14-01

FM (FPN) No. 439325-6-14-01

FM (FPN) No. 439325-7-14-01

**FM (FPN) No. 413735-3-14-01**



## Unified Planning Work Program for Transportation Planning Activities

Fiscal Years 2025 and 2026  
Period of July 1, 2024 to June 30, 2026

Approved by the Palm Beach Transportation Planning Agency on  
May 16, 2024

---

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

This report was prepared in cooperation with our funding partners including United States Department of Transportation, Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, Florida Commission on Transportation Disadvantaged, Palm Beach County and in coordination with other participating governments.

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, free of charge, or for complaints, questions, or concerns about civil rights, please contact the Palm Beach TPA at 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.

**FDOT D4 Cost Analysis Certification**

DRAFT

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## Available Funding

The planning activities in the UPWP are predominately funded through federal grant reimbursements and a smaller portion funded through state and local sources. Funding sources include:

Consolidated Planning Grant (CPG) – an agreement that allows the consolidation of the two main federal planning funds, FHWA PL and FTA PL.

FHWA Planning (PL) Funds – federal highway funds apportioned by formula to each MPO to carry out the transportation planning process

FTA Planning (PL) Funds – federal transit funds apportioned by formula to each MPO to carry out the transportation planning process

FHWA Surface Transportation Block Grant (STBG) Urbanized Areas (SU) Funds – federal highway funds apportioned by formula to each large urban area MPO to plan, implement, and construct transportation projects.

Commission for Transportation Disadvantage (CTD) State Funds – state funding to implement transportation disadvantaged planning activities.

Local Funds – dues paid at 10-cents per capita by members on the TPA Governing Board.

The FDOT and the Palm Beach TPA participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, the Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), to annually consolidate Florida's FHWA PL and FTA 5305(d) metropolitan planning fund allocations into a single grant that is administered by the FHWA Florida Division. These funds are annually apportioned to FDOT as the direct recipient and allocated to the MPO by FDOT utilizing formulas approved by the MPO, FDOT, FHWA, and FTA in accordance with 23 CFR 420.109 and 49 U.S.C. Chapter 53. The FDOT is fulfilling the CPG's required 18.07% non-federal share (match) using Transportation Development Credits as permitted by 23 CFR 120(j) and FTA C 8100.1D."

Federal funding requires a local match. 23 U.S.C. §120 permits a State to use certain toll revenue expenditures as a credit toward the non-Federal matching share of all programs authorized by Title 23, (except for Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a "soft-match" provision that allows the Federal share to be increased up to 100% to the extent credits are available. The "soft match" amount being utilized to match the FHWA PL, and FHWA SU, and FTA 5305d funding in the UPWP is 18.07% of FHWA program funds for a total of \$2,025,445.

Please note that all eligible expenses will be reimbursed on an actual cost basis and therefore an indirect rate will not be utilized.

**Table 1. CPG Available Funding Sources**

Funding Source	Fiscal Year 2025	Fiscal Year 2026	Total
CPG FHWA PL Re-Obligation Contract G1031) <sup>1</sup>	\$166,666	\$0	\$166,666
CPG FHWA PL Re-Obligation (Contract G2917) <sup>1</sup>	TBD	TBD	TBD
CPG FHWA PL	\$1,740,636	\$1,783,596	\$3,524,232
CPG FTA	\$787,769	\$787,769	\$1,575,538
<b>CPG Total</b>	<b>\$2,695,071</b>	<b>\$2,571,365</b>	<b>\$5,266,436</b>

<sup>1</sup>These are carry forward funds from prior fiscal year de-obligations. Funding is subject to change based on close out of the FY 2023-2024 UPWP.

**Table 2. Available Funding Sources**

Funding Source	Fiscal Year 2025	Fiscal Year 2026	Total
CPG Total	\$2,695,071	\$2,571,365	\$5,266,436
FHWA SU	\$1,911,000	\$2,006,000	\$3,917,000
CTD	\$54,000	\$54,000	\$108,000
TPA Local Funds	\$150,362	\$153,370	\$303,732
<b>Total Funds Available</b>	<b>\$4,810,433</b>	<b>\$4,784,735</b>	<b>\$9,595,168</b>

## Planning Priorities, Emphasis Areas, and Factors

### Local Priorities

The prime objective of the UPWP is to aid in the development and maintenance of a coordinated transportation system plan. The UPWP is further designed to produce required work products to serve several purposes:

- To progress toward selected performance measure targets through guided transportation decision making for desired transportation system performance outcomes;
- To aid federal and FDOT modal agencies in reviewing, monitoring, and evaluating the transportation planning process in metropolitan areas;
- To aid in advancing multimodal transportation planning on a regional and system wide level;
- To improve the effectiveness of transportation decision making by guiding various jurisdictions in their individual planning efforts to ensure the efficient use of resources; and

- To develop a regional approach to transportation planning that guides the various transportation planning participants and ensures an integrated transportation analysis.

## FDOT Planning Emphasis Areas (PEAs)

In addition, FDOT has issued the following Planning Emphasis Areas (PEAs):

- **Safety** – The Florida Transportation Plan (FTP) and the State’s Strategic Highway Safety Plan (SHSP) place top priority on safety, with a state target of zero traffic fatalities and serious injuries. FDOT adopted their Strategic Highway Safety Plan in 2016, which provides more information about how the state intends to address transportation safety in the coming years. The UPWP commits the TPA to report on and monitor their progress against adopted safety performance measures, and to consider how to expand upon the level of analysis and reporting required by the performance measurement process to further study the safety challenges. The TPA is working actively to identify safety needs in its priority list, TIP and LRTP; conducting and partnering on stand-alone safety studies for areas or corridors; and raising safety considerations within modal planning elements.
- **Equity** – Executive Order 14008, Tackling the Climate Crisis at Home and Abroad, created the “Justice40 Initiative” that aims to deliver 40 percent (40%) of the overall benefits of relevant federal investments to disadvantaged communities. This initiative supports Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities Through the Federal Government, outlines federal policy, and defines equity as the consistent and systematic fair, just, and impartial treatment of individuals. The FTP seeks transportation choices that improve accessibility and equity by including a key strategy to enhance affordable transportation, service, and information access options for all ages and abilities and throughout underserved communities. The TPA will identify and implement improvements based on data-driven project prioritization that considers not only the impacts of transportation projects on a community, but also the benefits of projects that can enhance opportunities for a community. The UPWP shall address approaches to furthering transportation equity.
- **Resilience** – With the passage of the Fixing America’s Surface Transportation (FAST) Act in 2015, resilience was introduced as a federal planning factor: “Improve the resilience and reliability of the transportation system and mitigate stormwater impacts of surface transportation.” Resilience is defined as the ability to adapt to changing conditions and prepare for, withstand, and recover from disruption. These conditions can encompass a wide variety of environmental, technological, economic, or social impacts. The TPA considers both the FHWA Resilience and Transportation Planning Guide and the FDOT Quick Guide: Incorporating Resilience within the LRTP to administer the planning process. The TPA also addresses resilience as a consideration within all its planning documents. The TPA coordinates with partner agencies responsible for natural disaster risk reduction, or who may be developing local resilience planning initiatives. Finally, the TPA considers the additional costs associated with reducing the vulnerability of the existing transportation infrastructure to ensure that its planning documents are ultimately more realistic and cost-effective.
- **Emerging Mobility** – Advances in communication and automation technology result in new mobility options, ranging from automated and connected transport, electric vehicles,

ridesharing, and micro-mobility, to flying cars and space travel. These changes may be disruptive and transformational, with impacts on safety, vehicle ownership, travel capacity, vehicle miles traveled, land-use, transportation design, future investment demands, supply chain logistics, economy, and the workforce. The TPA supports innovative technologies and business practices to advance the FTP and the federal planning factors. Emerging Mobility such as Automated, Connected, Electric and Shared Vehicle (ACES) may lead to great improvements in safety, transportation choices, and quality of life for Floridians, our visitors, and the Florida economy. Though there is a great deal of speculation and uncertainty about the potential impacts these technologies will have, the TPA is working to address the challenges and opportunities presented by ACES vehicles.

**Table 1** provides a matrix of how the PEA's are reflected in the TPA's UPWP work activities.

**Table 3. State Planning Emphasis Areas Matrix**

UPWP Work Tasks	Safety	Equity	Resilience	Emerging Mobility
1. Engage the Public	✓	✓	✓	✓
2. Plan the System – Short Range	✓	✓	✓	✓
3. Plan the System – Long Range	✓	✓	✓	✓
4. Prioritize Funding	✓	✓	✓	✓
5. Implement Projects	✓	✓	✓	✓
6. Collaborate with Partners	✓	✓	✓	✓
7. Administer the Agency		✓		
8. Transfers to Other Agencies	✓	✓	✓	✓
9. Agency Expenditures with Local Funds		✓		

### Federal Planning Factors

The FAST Act identified the following 10 planning factors to be considered by the TPA in developing the tasks and activities of the UPWP:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;

8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
10. Enhance travel and tourism.

**Table 4** below shows a matrix of how the 10 Federal Planning Factors are integrated into the UPWP work tasks.

**Table 4. Federal Planning Factors Matrix**

UPWP Work Tasks	Federal Planning Factors									
	1	2	3	4	5	6	7	8	9	10
1. Engage the Public	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
2. Plan the System – Short Range	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
3. Plan the System – Long Range	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
4. Prioritize Funding	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
5. Implement Projects	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
6. Collaborate with Partners	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
7. Administer the Agency										
8. Transfers to Other Agencies	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9. Agency Expenditures with Local Funds										

## Federal Planning Emphasis Areas

FHWA and FTA Offices of Planning jointly issued the updated Planning Emphasis Areas (PEAs). **Table 5** shows a matrix of 2021 Federal PEAs and UPWP tasks.

**Table 5. Federal Planning Emphasis Areas 2021**

UPWP Work Tasks	Federal Planning Emphasis Areas 2021							
	Climate Crisis	Equity & Justice40	Complete Streets	Public Involvement	STRAHNET	FLMA Coordination	PEL	Data in Transportation Planning
1. Engage the Public	✓	✓	✓	✓	✓	✓	✓	✓
2. Plan the System – Short Range	✓	✓	✓	✓	✓	✓	✓	✓
3. Plan the System – Long Range	✓	✓	✓	✓	✓	✓	✓	✓
4. Prioritize Funding	✓	✓	✓	✓	✓	✓	✓	✓
5. Implement Projects	✓	✓	✓	✓	✓	✓	✓	✓
6. Collaborate with Partners	✓	✓	✓	✓	✓	✓	✓	✓
7. Administer the Agency		✓	✓	✓	✓	✓	✓	✓
8. Transfers to Other Agencies	✓	✓	✓	✓	✓	✓	✓	✓
9. Agency Expenditures with Local Funds	✓	✓		✓				

- **Tackling the Climate Crisis** – Transition to a Clean Energy, Resilient Future
- **Equity and Justice40 in Transportation Planning** – Ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas.
- **Complete Streets** – Effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.
- **Public Involvement** – Early, effective, and continuous public involvement brings diverse viewpoints into the decision making process.
- **Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination** – FHWA Division and FTA regional offices should encourage TPAs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.
- **Federal Land Management Agency (FLMA) Coordination** – Coordinate with FLMA in the transportation planning and project programming process on infrastructure and

connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.

- **Planning and Environmental Linkages (PEL)** – Implement PEL as part of the transportation planning and environmental review processes.
- **Data in Transportation Planning** – Encourage State DOTs, TPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

## Transportation Planning Activities

### Continuing

Many TPA planning activities are continuing from previous efforts, as highlighted below.

- Continue to engage the public through TPA social media platforms, events, and outreach to news media;
- The Vision 2050 Long Range Transportation Plan (LRTP) started in early 2023, with an anticipated adoption date of December 2024.
- Assists local government agencies in evaluating, identifying and prioritizing funds for multimodal infrastructure projects that increase safety and access for all users;
- Coordinates with Palm Tran and South Florida Regional Transportation Authority (SFRTA) in planning transit services and performing updates to their Transit Development Plans (TDP);
- Continuously monitors all federally required and local performance measures and identifies projects and strategies to achieve selected targets;
- Reviews the Strategic Intermodal System (SIS) Cost Feasible Plan for consistency and potential inclusion in the TPA's LRTP and TIP;
- Reviews transportation projects through the Electronic Review Comments (ERC), Multimodal Scoping Checklist (MMSC), and other processes.

### Comprehensive

The planning activities of the TPA are comprehensive in addressing all modes of transportation (including walking, biking, transit, commercial vehicles, personal vehicles, etc.) and the manner in which they serve users of all ages and abilities.

### Cooperative

The TPA cooperates with many participating agencies within Palm Beach County (PBC) and on a regional and statewide level to establish a safe, efficient, connected, and multimodal transportation system. The following are a list of entities that the TPA interacts with throughout the year:

- **Federal Agencies:** FHWA and FTA
- **State Agencies:** FDOT, Florida CTD, Florida Department of Environmental Protection (FDEP), Florida Department of Economic Opportunity
- **Metropolitan Planning Organization (MPO) Agencies:** Florida MPO Advisory Council (MPOAC), Southeast Florida Transportation Council (SEFTC), Miami-Dade Transportation



Planning Organization (TPO), Broward MPO, Martin County MPO, St. Lucie TPO, and Indian River County MPO

- **Local Governments:** PBC and PBC Municipalities
- **Transit Agencies:** Palm Tran and SFRTA
- **Airports and Seaports:** Port of Palm Beach, PBC Airports, and Boca Raton Airport Authority
- **Regional Planning Councils:** Treasure Coast Regional Planning Council (TCRPC) and South Florida Regional Planning Council (SFRPC)
- **Education Agencies:** School District of Palm Beach County, Florida Atlantic University (FAU), Palm Beach State College (PBSC), Palm Beach Atlantic University (PBAU), Lynn University, and Keiser University
- **Private Transportation Companies:** Florida East Coast (FEC) Railway, Brightline, CSX Railway, Tropical Shipping, Uber, Lyft, Circuit, Freebee, Via, BrightBike (DecoBike LLC), etc.
- **Private Business Organizations:** Economic Councils, Business Development Boards, Chambers of Commerce

## Public Participation Process

The TPA continues to prioritize an increased emphasis on public engagement to promote greater awareness of TPA functions and increase information and analysis of TPA projects and programs. The TPA presents at public meetings, participates in outreach events, and provides comprehensive information on the TPA's website [PalmBeachTPA.org](http://PalmBeachTPA.org) and social media platforms.

The TPA's Public Participation Plan (PPP) guides the process to provide complete information, timely public notice, full public access to key decisions, and support for early and continued involvement. The PPP requires a 30-day public review and comment period for the UPWP.

The UPWP was developed in cooperation with federal, state, and regional transportation agencies, county departments and local municipalities and considers input gathered from the public during the continuing, comprehensive, and coordinated (3-C) transportation planning process. The UPWP development process follows the PPP and is reviewed by the Technical Advisory Committee (TAC), Citizen's Advisory Committee (CAC), and Vision Zero Advisory Committee (VZAC). Finally, the TPA Governing Board adopts the UPWP.

## ORGANIZATION AND MANAGEMENT

The TPA's Governing Board consists of 21 members: five County Commissioners, 15 elected officials from our 13 largest municipalities, and one Port of Palm Beach Commissioner. The TPA Governing Board is responsible for providing overall policy and direction for transportation planning and serves as the coordination mechanism with various state agencies for transportation and land use plans.

The TPA's Operating Procedures facilitate efficient conduct by the TPA Governing Board and its advisory committees as it collaboratively plans, prioritizes, and funds the transportation system. The TPA Governing Board also coordinates with all Metropolitan Planning Organizations (MPOs) in the state through the Florida Metropolitan Planning Organization Advisory Council (MPOAC). The MPOAC is composed of an elected official and staff director from each MPO in the state and serves as a forum to discuss transportation issues and provide advice and input into FDOT plans and programs. Interaction with the local municipalities occurs through the TPA Governing Board, advisory committees as well as through planning activities.

In performing these functions, the TPA Governing Board is served by three advisory committees. FDOT has non-voting advisory members on the Governing Board and committees.

- **Technical Advisory Committee (TAC)** – Comprised of representatives with technical expertise in transportation from local governments (municipal and county), airports, seaports, public transit agencies, school district, and health department who are involved in transportation planning and engineering.
- **Citizen's Advisory Committee (CAC)** – Comprised of citizens reflecting a broad cross-section of local residents including minorities, elderly, and handicapped individuals as well as 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.
- **Vision Zero Advisory Committee (VZAC)** – Comprised of county and municipal planners, law enforcement and fire rescue services, school district, health department, disabled community, and active transportation advocacy groups to address the comprehensive effort in implementing pedestrian and bicycle infrastructure, initiative, and safety aligning the TPA's Vision Zero efforts.

The TPA is the Designated Official Planning Agency (DOPA) for the Palm Beach County Transportation Disadvantaged (TD) program. The TPA administers the TD Local Coordinating Board (LCB), an advisory body to the CTD, and identifies local service needs, provides information, advice, and direction to the PBC Community Transportation Coordinator (CTC) on coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System.

The TPA Governing Board is also a member of SEFTC, overseeing regional transportation planning activities for the Palm Beach TPA, Broward MPO, and the Miami-Dade TPO in Southeast Florida.

The TPA has executed the following required agreements to facilitate the transportation planning process:

- **MPO Interlocal Agreement between all voting members of the TPA Governing Board and FDOT** – October 9, 2015 (creates the TPA and apportions membership).
- **Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement between the TPA, FDOT, TCRPC, SFRTA, the Port of Palm Beach, and PBC** – April 21, 2008 (coordination of multimodal transportation planning and comprehensive plans).
- **MPO Agreement between the TPA and FDOT** – expected execution June 2024 (July 1, 2024 to June 30, 2026 (provides FHWA PL, SU and FTA PL planning funds)). The MPO Agreement expires and is replaced every two years.
- **Public Transportation Grant Agreement G2373 between the TPA and FDOT** – executed February 1, 2022 (provides FTA planning funds from February 1, 2021 to December 31, 2025).
- **TD Planning Grant Agreement between the TPA and the CTD** – expected execution July 1, 2024 (provides state CTD planning funds to accomplish the duties and responsibilities of the DOPA as set forth in Chapter 427, F.S., Rule 41-2 from July 1, 2024 to June 30, 2025, with a new agreement anticipated to be executed no later than July 31, 2025).
- **SEFTC Interlocal Agreement as amended** – executed January 9, 2006 (regional transportation planning and coordination in South Florida).
- **Memorandum of Understanding between the TPA, Broward MPO, Miami-Dade TPO, and FDOT District 4 & 6** – October 4, 2019 through December 31, 2024 (coordination of Southeast Regional Planning model related activities).
- **Memorandum of Understanding between the TPA, Broward MPO, Miami-Dade TPO, and FDOT District 4 & 6** – September 1, 2020 through December 31, 2024 (acquisition of big data for the Southeast Regional Planning Model (SERPM) related activities).

## Required Certification Statements and Assurances

In response to relevant laws and regulations governing the use of federal and state grants, the TPA includes the following certification statements and/or assurances:

- Federal and/or state funds are not being used for lobbying.
- Federal funds are not being used for procurement from persons who have been debarred or suspended, in accordance with the provisions of 49 C.F.R. Part 29, subparts A through E.
- The TPA provides an opportunity for disadvantaged business enterprises to participate in the performance of transportation planning contracts.
- The TPA has adopted and maintains a Title VI - Nondiscrimination Policy and program.
- The TPA has adopted a travel policy as stated in its Personnel Handbook.

The certification statements and assurances are included in **Appendix G**.

## REQUIRED ACTIVITIES

The TPA's required activities are organized into eight (8) tasks to carry out the 3-C transportation planning process, guided by the TPA's adopted mission and vision statements. Annual and multi-year activities, deliverables, and estimated completion dates are identified within each task. Each task is budgeted individually with funding amounts identified by source. Additionally, the planning activities to be performed by FDOT in District 4 are shown in **Appendix E** and the planning activities to be performed by Palm Tran are shown in **Appendix F**.



Figure 2. Required Activities

## Task 1. Engage the Public

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** FHWA, FDOT, Broward MPO (BMPO), Miami-Dade TPO (MDTPO), TCRPC, SEFTC, School District

### Purpose

Enable and encourage public awareness and input into the transportation planning and project prioritization process.

### Previous Work

Staff routinely presents to and gathers feedback from local community groups, business organizations, and conferences; conducts educational workshops; and participates in community outreach events, local project outreach activities, and events and initiatives to promote safety and alternative modes of transportation. Examples include Vision Zero workshops, safety fairs and events, Florida Mobility Week, Florida Bicycle Month, Walk-to-School Day, and Bike to-Work Week/Day events.

Continuing activities include the creation and distribution of an e-newsletter, *Transportation Tuesday*. Issues are directly distributed by email and additionally posted to the TPA website with accessibility tools such as contrast and font size adjustments. The e-newsletter includes announcements of news items, events, public review and comment opportunities for draft documents, and public meetings of the TPA and partner agencies including those for specific projects. Additional activities include maintenance and enhancements to the TPA website, use of the TPA social media platforms, photo and video gathering/editing, blog posts, monitoring of the Strategic Plan with the creation of an Annual Report, creation and distribution of online and print publications, and Title VI and disadvantaged business enterprise (DBE) monitoring.

Activities to Be Performed

Table 6. Task 1 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Gather, prepare, and share information. Includes monitoring news media reports, gathering photos and videos, preparing flyers and brochures, and updating the TPA website.	Newsletters Website Updates Outreach Materials Social Media Posts	Monthly
B	Track public engagement and respond to comments through the TPA's website, social media, and in person at meetings and events.	Public Involvement Activity Report Public Comments Addressed	Monthly, As Needed
C*	Present information and seek input from the public and partner agencies. Includes surveys and language interpretive services as needed. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$2,500 FY 25</li> <li>▪ \$2,500 FY 26</li> </ul>	Presentations Surveys Interpretive Services	As Needed
D	Issue Public Notices in accordance with federal regulations, state guidelines, and the PPP <i>Direct advertising expenses:</i> <ul style="list-style-type: none"> <li>▪ \$2,000 FY 25</li> <li>▪ \$2,000 FY 26</li> </ul>	Advertisements	As Needed
E	Monitor ADA and Title VI compliance and process all complaints. Includes monitoring countywide statistical data (race, color, national origin, sex, age, disability).	Data Summaries and Monitoring Report	As Needed

\*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

**Table 7. Task 1 Budget for Fiscal Years 2025 and 2026**

<b>Year 1: FY 2025</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2025 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$183,077	\$98,580	\$281,657
<b>Consultants</b>			
C - Prepare outreach materials	\$750	\$1,750	\$2,500
Direct Expenses	\$600	\$1,400	\$2,000
<b>FY 2025 Total</b>	<b>\$184,427</b>	<b>\$101,730</b>	<b>\$286,157</b>
<b>Year 2: FY 2026</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2026 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$197,723	\$106,466	\$304,189
<b>Consultants</b>			
C - Prepare outreach materials	\$750	\$1,750	\$2,500
Direct Expenses	\$600	\$1,400	\$2,000
<b>FY 2026 Total</b>	<b>\$199,073</b>	<b>\$109,616</b>	<b>\$308,689</b>

## Task 2. Plan the System – Short Range

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** FDOT, FHWA, SEFTC, SFRTA, SFRPC, TCRPC, BMPO, MDTP0, Freight Industry, FDEP, FPL, PBC, School District, PBC Health Department (PBCHD), Local Municipalities, Northern and Western MPOs/TPO, Palm Tran

### Purpose

Plan for a safe, efficient, connected multimodal transportation system for all users. To provide the necessary data and analysis tools to support and perform the multimodal planning processes for the TPA region, including:

- Planning and evaluation for all modes and services including pedestrian, bicycle, transit, freight, automobile, airport, seaport, intermodal, and non-emergency transportation services, and evaluate connected vehicle and autonomous vehicle (CV/AV) impacts
- Providing technical support to coordinate land use with the transportation system

### Previous Work

The TPA hosted meetings and workshops related to action items identified in the 2021 Vision Zero Action Plan, including the initiation of a speed management study, hosted workshops, and promoted the Safe Streets and Roads for All program to its jurisdictions. The TPA also updated its process for evaluating countywide pedestrian and bicycle crashes to better coordinate with partners. Finally, the TPA conducted ten (10) walking and or bicycling safety audits to identify projects and safety improvements.

The TPA worked with Palm Tran, local municipalities, and Palm Beach County on advancing roadway modifications and transit improvements, such as the Okeechobee and SR-7 Multimodal Corridor Study. Corridor planning also included conducting lane repurposing for the purposes of new pedestrian, bicycle, and transit services. The TPA also worked towards refining new transit shelter locations, and prioritizing funds for Transit Signal Priority (TSP), electric buses, and enhanced transit shelters.

The TPA collaborated with Palm Tran and SFRTA on evaluating new transit service and conducting transportation planning activities for the transportation disadvantaged program. The TPA conducted an analysis to expand Tri-Rail Service to the Veterans Affairs Medical Center along the CSX railway as well as provide new service along the FEC railway.

The TPA continues to evaluate upcoming projects for Complete Streets improvements and worked with local municipalities, Palm Tran, and roadway owners to move these projects forward. The TPA also worked with FDOT and the County to collect and evaluate pedestrian and bicycle counts.

Staff streamlined transportation data visualizations and sharing for the public by maintaining a TPA mapping application and Open Data Hub to allow outside agencies and the public to access transportation data easily.



Activities to Be Performed

Table 8. Task 2 Activities for Fiscal Years 2025 and 2026

Activity	Deliverable(s)	Completion Date
<b>A*</b> Plan the fixed route transit system, including multimodal corridor studies, transit supportive land use analysis; Transit Development Plan (TDP) updates <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$350,000 FY 25</li> <li>▪ \$478,738 FY 26</li> </ul>	Corridor Studies	Annually
	TDP Updates	June 2025 June 2026
<b>B</b> Plan the Transportation Disadvantaged (TD) system, including TD Service Plan updates, Community Transportation Coordinator (CTC) evaluations, Local Coordinating Board (LCB) meeting coordination, and review of 5310 applications	TDSP Update	Annually by November
	CTC Evaluation	Annually by June
	LCB Meetings	Quarterly
<b>C*</b> Plan the non-motorized transportation system, including evaluating the pedestrian and bicycle priority networks, upcoming resurfacing projects, and high crash locations to identify infrastructure improvements and collect pedestrian and bicycle count and safety data <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$100,000 FY 25</li> <li>▪ \$100,000 FY 26</li> </ul>	Projects Identified	Annually in List of Priority Projects by July 2025 / July 2026
<b>D</b> Plan the freight system, including prioritization of freight projects, participation on committees, and coordinating with stakeholders	Projects Reviewed, Identified, and submitted for prioritization	As Needed, Submittal of Freight Priorities Program annually in March
<b>E*</b> Implement and monitor actions identified in Vision Zero Action Plan <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$90,500 FY 25</li> <li>▪ \$90,500 FY 26</li> </ul>	Implement Safety Actions, Vision Zero Action Plan Update, Annual Status Update	Feb 2025/ Feb 2026
<b>F*</b> Conduct and assist local governments with complete streets studies and mobility plans <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$150,000 FY 25</li> <li>▪ \$150,000 FY 26</li> </ul>	Community Plans and Studies	As Needed
<b>G*</b> Collect, analyze, and maintain transportation and GIS data, such as population and employment, traditionally underserved demographics, traffic counts, non-motorized, transit ridership, intermodal freight, etc. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$100,000 FY 25</li> <li>▪ \$100,000 FY 26</li> </ul>	Updated GIS Datasets	As Needed
	Updated Open Data Hub	

\*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

**Table 9. Task 2 Budget for Fiscal Years 2025 and 2026**

Year 1: FY 2025				
Budget Category	FHWA		CTD	FY 2025 Total
	PL <sup>1</sup>	SU	State	
Personnel (salary and benefits)	\$238,190	\$74,570	\$54,000	\$366,760
<b>Consultants</b>				
A - Corridor studies	\$17,500	\$332,500		\$350,000
C – Non-motorized system, project identification	\$20,000	\$80,000		\$100,000
E - Implement and monitor Vision Zero Action Plan	\$12,150	\$78,350		\$90,500
F - Conduct and assist w/ mobility plans	\$52,500	\$97,500		\$150,000
G - Collect and analyze transportation GIS/data	\$16,000	\$84,000		\$100,000
<b>FY 2025 Total</b>	<b>\$356,340</b>	<b>\$746,920</b>	<b>\$54,000</b>	<b>\$1,157,260</b>
Year 2: FY 2026				
Budget Category	FHWA		CTD	FY 2026 Total
	PL <sup>1</sup>	SU	State	
Personnel (salary and benefits)	\$257,245	\$84,831	\$54,000	\$396,076
<b>Consultants</b>				
A - Corridor studies	\$135,935	\$342,804		\$478,738
C – Non-motorized system, project identification	\$30,000	\$70,000		\$100,000
E - Implement and monitor Vision Zero Action Plan	\$27,150	\$63,350		\$90,500
F - Conduct and assist w/ mobility plans	\$45,000	\$105,000		\$150,000
G - Collect and analyze transportation GIS/data	\$30,000	\$70,000		\$100,000
<b>FY 2026 Total</b>	<b>\$525,330</b>	<b>\$735,985</b>	<b>\$54,000</b>	<b>\$1,315,314</b>

<sup>1</sup> These funds satisfy the requirements for the 2.5% PL set aside for Complete Streets planning, [§ 11206(b)]. The total amount of funds used by the TPO for Complete Streets Planning for FY 2025 is \$102,150 of \$1,907,302 PL, and for FY 2026 is \$238,085 of \$1,783,596 PL. 2.5% of the total PL allocation for FY 2025 is \$47,682 and FY 2026 is \$44,589.

## Task 3. Plan the System – Long Range

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** FDOT, FHWA, SEFTC, SFRTA, SFRPC, TCRPC, BMPO, MDTPO, Freight Industry, FDEP, PBC, School District, PBCHD, Local Municipalities, Northern and Western MPOs/TPO, Palm Tran

### Purpose

The Long Range Transportation Plan (LRTP), also known as the Metropolitan Transportation Plan (MTP), maps out the next 25 years of state and federal transportation system investments in PBC. As a comprehensive analysis of the transportation system, it also includes local (county, city, and private) investments planned for the transportation system. It identifies transportation projects and services such as premium transit corridors; major roadway improvements and new interchanges; freight capacity projects (roadways, railways, seaport, and airport facilities); and non-motorized facility networks (bicycle facilities, sidewalks, and shared-use paths).

The LRTP is updated every five (5) years. The next update is the 2050 LRTP, programmed for completion in this UPWP.

### Previous Work

The TPA is currently in the process of updating the LRTP for 2050. Prior work included the start of the 2050 LRTP process, including stakeholder outreach, existing conditions and travel demand model updates, goals and objectives, and the draft needs analysis.

The TPA began working with local partner agencies to discuss land use policy decisions to create greater land use and transportation connection. The TPA also processed LRTP amendments as needed.

### Activities to Be Performed

**Table 10. Task 3 Activities for Fiscal Years 2025 and 2026**

	Activity	Deliverable(s)	Completion Date
<b>A</b>	Process amendments to the adopted LRTP, including annual call for projects	Amendments	As Needed
<b>B</b>	Develop transportation data related to the LRTP and travel demand model, including population, employment, hotel/motel, school enrollment data, and transportation facility updates.	Update the travel demand model inputs with new development data when necessary.	As Needed
		Create projection allocation process for ongoing updates	Dec 2025

	Activity	Deliverable(s)	Completion Date
C*	Develop the 2050 LRTP, including the below activities: <ul style="list-style-type: none"> <li>▪ Update Goals, Objectives, and Performance Measures (PM) and associated performance-based planning activities</li> <li>▪ Coordinate review and inclusion of transportation projects from partner agencies</li> <li>▪ Public Engagement (Workshops/Meetings/Surveys/Public Outreach)</li> <li>▪ Coordination with TPA committees and partner agencies</li> </ul> <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$275,000 FY 25</li> <li>▪ \$50,000 FY 26</li> </ul>	Goals, Objectives & PMs; Needs Plan; Cost Feasible Plan; LRTP Document	Dec 2024
D*	Perform Efficient Transportation Decision Making (ETDM) screening, environmental justice, and Title VI reviews for major TPA projects <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$25,000 FY 25</li> <li>▪ \$15,000 FY 26</li> </ul>	ETDM Report or other screening as needed	As Needed

\*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

**Table 11. Task 3 Budget for Fiscal Years 2025 and 2026**

<b>Year 1: FY 2025</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2025 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$130,759	\$78,598	<b>\$209,357</b>
<b>Consultants</b>			
C - Develop LRTP 2050	\$220,000	\$55,000	<b>\$275,000</b>
D - ETDM and project screening	\$7,500	\$17,500	<b>\$25,000</b>
<b>FY 2025 Total</b>	<b>\$358,259</b>	<b>\$151,098</b>	<b>\$509,357</b>
<b>Year 2: FY 2026</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2026 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$157,646	\$84,886	<b>\$242,532</b>
<b>Consultants</b>			
C - Develop LRTP 2050	\$15,000	\$35,000	<b>\$50,000</b>
D - ETDM and project screening	\$4,500	\$10,500	<b>\$15,000</b>
<b>FY 2026 Total</b>	<b>\$177,146</b>	<b>\$130,386</b>	<b>\$307,532</b>

## Task 4. Prioritize Funding

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** FDOT, FDEP, PBC, Palm Tran, SFRTA, Local Municipalities, PBCHD

### Purpose

Prioritize funding to maximize the implementation of projects that support the Vision of the TPA. Ensure that anticipated revenues are allocated to projects and programs in the five-year TIP consistent with the LRTP and according to the project priorities set forth by the TPA Governing Board.

### Previous Work

The TPA continues to coordinated annually with FDOT on the development of the List of Priority Projects (LOPP), Draft Tentative Work Program (DTWP), and adoption of the TPA's Transportation Improvement Program (TIP). All TIP projects are available on the TPA's web map at [PalmBeachTPA.org/map](http://PalmBeachTPA.org/map).

### Activities to Be Performed

**Table 12. Task 4 Activities for Fiscal Years 2025 and 2026**

	Activity	Deliverable(s)	Completion Date
A	Administer the TPA's annual call for projects for competitive funding programs, review applications, and associated activities	Updated Guidelines, including scoring and submittal process	Oct 2024/ Oct 2025
		Applications Reviewed and Scored	Mar 2025/ Mar 2026
B	Develop and update the Transportation Improvement Program (TIP), including: <ul style="list-style-type: none"> <li>▪ Develop an annual List of Priority Projects (LOPP)</li> <li>▪ Review FDOT Draft Work Program for consistency with the LRTP and adopted priorities of the TPA Governing Board</li> <li>▪ Prepare TIP database and document. Also includes creation of an interactive online project map layer.</li> <li>▪ Process required TIP amendments and modifications as needed</li> <li>▪ Prepare the annual list of projects for which Federal funds (FHWA and FTA) were obligated in the previous fiscal year.</li> </ul>	List of Priority Projects	July 2024 / July 2025
		FDOT Draft Work Program Review	Oct 2024 / Oct 2025
		Adopted TIP Document Online map layer	June 2025 / June 2026
		TIP Amendments	As Needed
		List of Federal Obligated Projects	Dec 2025 / Dec 2026

**Table 13. Task 4 Budget for Fiscal Years 2025 and 2026**

<b>Year 1: FY 2025</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2025 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$130,759	\$70,408	\$201,167
<b>FY 2025 Total</b>	<b>\$130,759</b>	<b>\$70,408</b>	<b>\$201,167</b>
<b>Year 2: FY 2026</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2026 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$141,219	\$76,041	\$217,260
<b>FY 2026 Total</b>	<b>\$141,219</b>	<b>\$76,041</b>	<b>\$217,260</b>

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## Task 5. Implement Projects

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** FDOT, TCRPC, PBC, Local Municipalities

### Purpose

Ensure that implementation of projects and project scope details accomplish the vision, goals, and objectives of the TPA Governing Board.

### Previous Work

The TPA updated the Performance Measures, inclusive of the Congestion Management Process (CMP) measures, during the creation of the 2045 LRTP. The performance measures now incorporate all federal performance measures and TPA created local measures. The TPA also began the update of Performance Measures in the 2050 LRTP, that will be adopted in FY 2025.

Staff worked with consultants on the development of a performance measures dashboard to provide up-to-date measures and visualizations.

Staff continued to participate actively in the design review process for state and local projects to ensure the final outcomes are consistent with the planning objectives. Staff worked with FDOT to develop an FDOT Scheduling Report that is reconfigured for inclusion in every monthly committee and Board agenda to provide a status on upcoming project milestones.

### Activities to Be Performed

**Table 14. Task 5 Activities for Fiscal Years 2025 and 2026**

	Activity	Deliverable(s)	Completion Date
<b>A</b>	Monitor implementation of LRTP projects and projects in TPA funding programs	FDOT Milestone Report and Update to Project Status in Online Map	Monthly
<b>B</b>	Update the performance measures dashboard (inclusive of the CMP) to track progress and to serve as a resource for committees, stakeholders, and the public. Partner with FDOT, transit providers, and other stakeholders to adopt new performance measure targets as required.	Updated Performance Measures & Dashboard	As Needed Presentation in Feb 2025/Feb 2026
		Adopted Resolutions for Targets	June 2025/ June 2026 or as needed to meet individual target deadlines
<b>C</b>	Provide review and input on existing and proposed transportation projects constructed by partner agencies, including Project Development & Environmental (PDE),	Project Reviews	As Needed



Activity	Deliverable(s)	Completion Date
Multimodal Scoping Checklists, and Design Plans.		

**Table 15. Task 5 Budget for Fiscal Years 2025 and 2026**

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$64,042	\$34,484	\$98,526
<b>FY 2025 Total</b>	<b>\$64,042</b>	<b>\$34,484</b>	<b>\$98,526</b>
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$69,165	\$37,243	\$106,408
<b>FY 2026 Total</b>	<b>\$69,165</b>	<b>\$37,243</b>	<b>\$106,408</b>

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## Task 6. Collaborate with Partners

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** PBC, BMPO, MDTPO, SEFTC, Palm Tran, SFRTA, Local Municipalities, FDOT, TCRPC, SFRPC

### Purpose

Collaborate and provide technical assistance to transportation partners to establish and implement policies, programs, and projects on topics of interest that align with the TPA's mission and vision.

### Previous Work

The TPA worked with FDOT, locals, and South Florida Commuter Services to encourage local participation in Florida Mobility Week and Florida Love to Ride Month, coordinated with the Broward MPO and Miami-Dade TPO to host the annual Safe Streets Summit.

Through SEFTC, the TPA coordinated regionally to develop and adopt the 2050 Regional Long Range Plan (RTP) and a prioritized Transportation Regional Incentive Program (TRIP) project list. The TPA began coordination efforts with Miami-Dade TPO and Broward MPO to kick off the development of the 2050 RTP.

The TPA hosted several events on topics of interest to partner agencies, including a Performance Measures and Targets Workshop in collaboration with FHWA and FDOT, a Transportation Demand Management (TDM) Policy workshop, Transportation Funding Workshop, ADA Transition Plan workshop, a South Florida Transportation Roundtable, and a Safe Streets and Roads for All workshop.

Staff and Governing Board members attended or assisted in several workshops and trainings, including bicycling safety, Safe Streets Summit, Association of Metropolitan Planning Organizations (AMPO), MPO Advisory Council (MPOAC) weekend institute, and Americans with Disabilities (ADA) Compliance training..

Lastly, staff worked with municipalities, elected officials, planning staff, and transportation partners to conduct Walk Bike Audits along various corridors in PBC to identify pedestrian and bicyclist safety concerns and determine improvements that can be made.

Activities to Be Performed

Table 16. Task 6 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
<b>A</b>	Administer TPA Governing Board and advisory committee meetings, including communication with members	Agendas, minutes, presentations	Monthly
<b>B</b>	Adopt a prioritized TRIP project list through SEFTC	TRIP Priority List	Feb 2024/ Feb 2025
<b>C</b>	Participate in coordination meetings and serve on partner agency committees and/or provide input into the development of transportation planning documents as appropriate (e.g., FTP, SIS Plan, Community Traffic Safety Team, SFRTA, Palm Tran, etc.)	Meeting Attendance	As Needed
<b>D*</b>	Conduct ad-hoc work groups, workshops, peer exchanges, or other events to educate and learn from stakeholders regarding various transportation topics <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$108,438 FY 25</li> <li>▪ \$36,001 FY 26</li> </ul>	Work Groups, Workshops, Peer Exchanges, or Other Events	As Needed
<b>E</b>	Participate and coordinate with SEFTC and partner agencies for regional public participation and collaboration, including the SEFTC Regional Transportation Plan	Meeting Participation Review of SEFTC agendas and RTP deliverables.	As Needed

\*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

**Table 17. Task 6 Budget for Fiscal Years 2025 and 2026**

<b>Year 1: FY 2025</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2025 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$234,648	\$126,349	<b>\$360,997</b>
<b>Consultants</b>			
D - Conduct ad-hoc work groups, workshops, etc.	\$83,605	\$24,834	<b>\$108,438</b>
<b>FY 2025 Total</b>	<b>\$318,253</b>	<b>\$151,183</b>	<b>\$469,435</b>
<b>Year 2: FY 2026</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2026 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$253,419	\$136,457	<b>\$389,876</b>
<b>Consultants</b>			
D - Conduct ad-hoc work groups, workshops, etc.	\$14,234	\$21,767	<b>\$36,001</b>
<b>FY 2026 Total</b>	<b>\$267,653</b>	<b>\$158,224</b>	<b>\$425,877</b>

## Task 7. Administer the Agency

**Responsible Agency:** Palm Beach TPA

**Participating Agencies:** FHWA, FTA, PBC, Local Municipalities, FDOT, TCRPC, SFRPC, BMPO, MDTPO

### Purpose

Provide the staff and resources necessary to administer the 3-C transportation planning process and to provide a fair and impartial setting for effective regional decision-making.

### Previous Work

Staff performed required on-going activities including supporting the TPA Governing Board and advisory committee meetings; updated necessary documents, assisted in audits, and submitted quarterly/monthly progress reports and reimbursement requests.

The TPA continues to host public meetings utilizing the Zoom webinar platform to allow virtual participants for the public and stakeholders.

For internal operations, the TPA updated the Procurement Policies, the Financial Policies, as well as the Personnel Handbook as a resource for staff.

The TPA executed contracts for external auditing services, Human Resources, legal support services, and is working towards an integrated accounting system to be setup in FY 2025.

The TPA, in collaboration with FDOT and local agencies, updated the Planning Area Boundary and Urban Area Boundary, and is working towards review and approval of the updated Roadway Functional Classification. This is a mandatory process that occurs every ten years after the completion of the Decennial United States Census.

Activities to Be Performed

Table 18. Task 7 Activities for Fiscal Years 2025 and 2026

	Activity	Deliverable(s)	Completion Date
A	Maintain the eligibility of the certified urban transportation planning process; including administration of the UPWP, progress reports for grant reimbursement, Strategic Plan, and completion of joint federal and state certifications, as required.	FY 25-26 UPWP Progress Reports	Monthly & Quarterly
		Amendments & Modifications to UPWP	As needed
		FY 27-28 UPWP	May 2026
		2025 and 2026 Strategic Plan	June 2025, June 2026
		State Joint Certification	June 2025, June 2026
B*	Perform financial tasks including grant reimbursements, certified annual financial report, federal single audit reports, accounting, timekeeping, payroll, supporting FDOT audit(s), grant reconciliations, inventory, contract management, invoice payments, and monitoring Disadvantaged Business Enterprise (DBE) participation. <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$175,000 FY 25</li> <li>▪ \$107,400 FY 26</li> </ul>	Certified Annual Financial Report, Federal Single Audit	February 2025, February 2026
		FDOT audit(s) Financial reports	March 2025, March 2026
		Grant Reimbursements	Monthly & Quarterly
		DBE Monitoring report	As Needed
		Accounting and financial reporting system	Ongoing Service
C*	Travel and Training for TPA staff, TPA Governing Board and committee members, including attendance at events, meetings, conferences, and workshops. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$25,000 FY 25</li> <li>▪ \$25,000 FY 26</li> </ul>	Attendance at events, meetings, conferences, workshops.	As Needed
		Creation and hosting of trainings and workshops	As Needed
D	Administration of TPA personnel, human resources, and operating procedures, including hiring, onboarding, and ongoing personnel support.	Staff hirings, onboardings, and personnel support	Ongoing
E*	Legal services to support the TPA's administration of the federal planning process, defend the TPA against all claims, and provide Human Resources services support. <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$150,000 FY 25</li> <li>▪ \$150,000 FY 26</li> </ul>	Legal Review of agendas, documents, etc.	Monthly
		Legal Defense Documents	As Needed
		Human Resources support	As Needed
K	Supplies and Software tools and services to support operations as well as to fulfill planning processes, including public involvement, transportation projects management,	Software to carry out planning process	Ongoing

	Activity	Deliverable(s)	Completion Date
	Performance Measures, geospatial mapping and online data publishing.		
L*	IT Services and Website Maintenance Services <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$36,000 FY 25</li> <li>▪ \$38,880 FY 26</li> </ul>	Website	Ongoing
M*	Purchasing and procurement of facilities, supplies, equipment and maintenance and services necessary for ongoing operations. Includes: facility rent and property insurance; electric, water, waste, and janitorial services; internet, voice, and security system; parking; purchasing and upkeep of equipment, copier and postage. <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> <li>▪ \$60,000 FY 25</li> <li>▪ \$61,920 FY 26</li> </ul>	Rent, utilities, internet, voice, security, insurance	Monthly
		Purchasing of equipment and furniture	As Needed
		Facility and office maintenance	As Needed

\*TPA staff will utilize outside consultants to support the work performed on these activities up to the total amount shown for consultants in each fiscal year. Detail regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as task orders/Requests for Proposal (RFPs) are developed.

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**Table 19. Task 7 Budget for Fiscal Years 2025 and 2026**

<b>Year 1: FY 2025</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2025 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$512,229	\$275,815	\$788,044
<b>Consultants</b>			
B - Accounting & Payroll/Audit Services	\$127,750	\$47,250	\$175,000
C - Provide training for TPA staff and TPA members	\$5,000	\$20,000	\$25,000
E - Legal and Human Resources Services	\$82,500	\$67,500	\$150,000
L - IT Services & Website Maintenance Services	\$19,800	\$16,200	\$36,000
M - Property Management	\$33,000	\$27,000	\$60,000
Travel*	\$51,425	\$42,075	\$93,500
<b>Direct Expenses</b>			
Facilities	\$226,380	\$97,020	\$323,400
Graphics and Legal Advertising	\$17,050	\$13,950	\$31,000
Administrative Services	\$9,450	\$4,050	\$13,500
Supplies & Software**	\$168,500	\$31,500	\$200,000
Equipment & Improvements***	\$29,908	\$12,818	\$42,725
<b>FY 2025 Total</b>	<b>\$1,282,992</b>	<b>\$655,178</b>	<b>\$1,938,169</b>
<b>Year 2: FY 2026</b>			
<b>Budget Category</b>	<b>FHWA</b>		<b>FY 2026 Total</b>
	<b>PL</b>	<b>SU</b>	
Personnel (salary and benefits)	\$553,207	\$297,881	\$851,088
<b>Consultants</b>			
B - Accounting & Payroll/Audit Services	\$59,070	\$48,330	\$107,400
C - Provide training for TPA staff and TPA members	\$5,000	\$20,000	\$25,000
E - Legal and Human Resources Services	\$83,000	\$67,000	\$150,000
L - IT Services & Website Maintenance Services	\$21,384	\$17,496	\$38,880
M - Property Management	\$34,056	\$27,864	\$61,920
Travel*	\$54,395	\$44,505	\$98,900
<b>Direct Expenses</b>			
Facilities	\$244,490	\$104,782	\$349,272
Graphics and Legal Advertising	\$17,600	\$14,400	\$32,000
Administrative Services	\$9,730	\$4,170	\$13,900
Supplies & Software**	\$79,380	\$34,020	\$113,400
Equipment & Improvements***	\$30,468	\$13,058	\$43,525
<b>FY 2026 Total</b>	<b>\$1,191,780</b>	<b>\$693,505</b>	<b>\$1,885,285</b>

\*Palm Beach TPA understands that any atypical travel (traveling outside of the United States, or travel in the United States that includes peer exchange and facility or system tours) will be submitted to FDOT and FHWA for approval.

\*\*Palm Beach TPA understands that supply purchases equal to or over \$1,000 will be submitted to FHWA for review and approval.

\*\*\*Palm Beach TPA understands that equipment purchases equal to or over \$5,000 will be submitted to FHWA for review and approval.



## Task 8. Transfers to Other Agencies

### Purpose

To describe the regional planning responsibilities and funding sources for the maintenance and further development of the Southeast Regional Planning Model (SERPM) to forecast regional travel patterns and for the acquisition of big data to support the validation and calibration of SERPM in support of the metropolitan planning process. Although the funding below is available revenue of the TPA, the funding in the transfers are not directly programmed into the TPA's financial project planning grants. They passthrough FDOT to the lead agency.

### Previous Work

The region has collaborated in the development and maintenance of previous versions of SERPM, a modeling tool which uses scenario forecasting to prepare for new socioeconomic environments and potential planning challenges within Southeast Florida. SERPM is updated every five years to support the development of regional and local transportation plans and other regional planning efforts. TPA staff began working with regional partners towards the implementation of SERPM 9 and collaborating on a big data purchase.

Memorandums of Understanding (MOU) have been entered jointly by the Miami-Dade TPO, Broward MPO, Palm Beach TPA, and FDOT Districts Four and Six, to develop an effective travel demand modeling tool and transportation data collection methods for transportation planning in the Tri-County Region. The MOUs cover the following activities:

- a) On-going travel demand modeling efforts related to SERPM 9 maintenance (Activity 1),
- b) Future tasks to support the next generation of SERPM, also referred to as SERPM 10 (Activities 2 and 3),

### Activities to Be Performed

**Table 20. Task 8 Activities for Fiscal Years 2025 and 2026**

Activities	Scope	Deliverable(s)	Completion Date
<b>A</b>	FDOT will be leading this activity. Provide administrative and technical support, including training, documentation, and maintenance service for activities to maintain urban modeling and forecasting/SERPM, provide model support for other planning projects, and optimize model usability/user-friendliness.	Training Workshops	Annually/As requested by RTTAC-MS
		Comprehensive Performance Measures report on modeling modules	June 2026
		In-house computer equipment to perform SERPM simulations and analyses	June 2026
<b>B</b>	FDOT will be leading this activity. Develop an activity base model, SERPM Version 10,	Model estimate and Design Report	June 2026

Activities	Scope	Deliverable(s)	Completion Date
	covering the Miami Urbanized Area, which includes Palm Beach, Broward, and Miami-Dade Counties, which accurately reflects the travel demand patterns and markets for regional transit and highway projects, and make the model available to support the 2050 LRTP plan and 2050 RTP updates. <i>Transfer to FDOT District 4</i> ■ \$65,000 FY 2026	Data Collection / Compilation / Development Report	
		Model Calibration / Validation / Sensitivity Test Plan	June 2026
		SERPM networks / Model User Guide / Model training and support / SERPM along with all its scripts and program codes developed for the project.	June 2026
<b>C</b>	The Miami-Dade TPO will be leading this activity. Analyze future trends utilizing the added features and capabilities of the SERPM. Perform an analysis of model convergence related to the distribution of work trips from selected major employment centers.	Updated Traffic Analysis Districts (TADs) / Super-Districts	Annually/As requested by RTTAC-MS

Financial participation by the TPA is shown below along with a regional table showing the lead agency, various funding sources, and amounts by fiscal year for each of the shared regional tasks.

**Table 21. Task 8 Budget for Fiscal Years 2025 and 2026**

Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
<b>Consultants</b>			
SERPM 10		\$65,000	\$65,000
FY 2026 Total	\$0	\$6,500	\$65,000

**Table 22. Funding Sources for Task 8 with Partner Agencies**

Year 2: FY 2026			
	FHWA		FY 2026 Total
	PL	SU	
<b>SERPM 10 Development</b>			
Lead Agency: FDOT District 4		\$250,000	\$250,000
FDOT District 6		\$0	\$0
Miami-Dade TPO		\$100,000	\$100,000
Broward MPO		\$85,000	\$85,000
Palm Beach TPA		\$65,000	\$65,000
<b>FY 2026 Total</b>	<b>\$0</b>	<b>\$500,000</b>	<b>\$500,000</b>

Highlighted cells indicate the transfers to the Lead Agency.

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## Task 9. Agency Expenditures with Local Funds

### Purpose

Authorize local fund expenditures for items that are not reimbursable from state and federal grant sources or used as a local match.

### Activities to Be Performed

- **Maximize Agency Effectiveness** – Influence laws, policies, and discretionary funding decisions at the state and national levels to implement TPA priority transportation projects. Conduct peer exchanges with other MPOs around the country to inform better decision-making by TPA Governing Board members and staff. Support informed decision-making by TPA Governing Board members. This task may include professional lobbyist assistance.
- **Improve Public Engagement** – Purchase and distribute items to promote the TPA programs and solicit feedback, conduct targeted outreach events, and provide subsidy awards for transportation related activities, initiatives, and events that align with the mission and vision of the TPA.
- **Enhance Staff Performance** – Fund staff professional certification and licensing dues, professional society memberships, and other staff enhancement expenses, and provide refreshments at meetings to maximize productivity.
- **Balance to TPA Reserve (Local Fund)** – The balance of this account will be added to the TPA Reserve Account.

Table 23. Task 9 Activities for Fiscal Years 2025 and 2026

	Activity	Completion Date
A	Maximize Agency Effectiveness: Advocacy activities, including TPA travel expenses, TPA staff time, consultant fees, peer exchanges, board member briefings, etc.	As Needed
B	Improve Public Engagement: Promotional items, activities, and sponsorships	As Needed
C	Enhance Staff Performance: Certification and licensing dues and other staff enhancement expenses, professional organizational memberships, meeting refreshments	As Needed
D	Balance to TPA Local Reserves Fund	As Needed

**Table 24. Task 9 Budget for Fiscal Years 2025 and 2026**

<b>Year 1: FY 2025</b>		
<b>Budget Category</b>	<b>Local</b>	<b>FY 2025 Total</b>
Maximize Agency Effectiveness	\$55,000	\$55,000
Improve Public Engagement	\$30,000	\$30,000
Enhance Staff Performance	\$15,000	\$15,000
Balance to TPA Reserve Fund	\$50,362	\$50,362
<b>FY 2025 Total</b>	<b>\$150,362</b>	<b>\$150,362</b>
<b>Year 2: FY 2026</b>		
<b>Budget Category</b>	<b>Local</b>	<b>FY 2026 Total</b>
Maximize Agency Effectiveness	\$55,000	\$55,000
Improve Public Engagement	\$30,000	\$30,000
Enhance Staff Performance	\$15,000	\$15,000
Balance to TPA Reserve Fund	\$53,370	\$53,370
<b>FY 2026 Total</b>	<b>\$153,370</b>	<b>\$153,370</b>

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**APPENDIX A**  
Acronyms

Acronym	Definition	Acronym	Definition
<b>ACES</b>	Automated/Connected/Electric/Shared-Use Vehicles	<b>FY</b>	Fiscal Year
<b>ADA</b>	Americans with Disabilities Act	<b>GIS</b>	Geographic Information System
<b>AV</b>	Automated Vehicles	<b>LCB</b>	Local Coordinating Board
<b>BMPO</b>	Broward Metropolitan Planning Organization	<b>LI</b>	Local Initiatives
<b>CAC</b>	Citizen's Advisory Committee	<b>LLC</b>	Limited Liability Company
<b>CFR</b>	Codes of Federal Regulation	<b>LOPP</b>	List of Priority Projects
<b>CMP</b>	Congestion Management Process	<b>LRTP</b>	Long Range Transportation Plan
<b>COOP</b>	Continuity of Operations Plan	<b>MDTPO</b>	Miami-Dade Transportation Planning Organization
<b>CPG</b>	Consolidated Planning Grant	<b>MOU</b>	Memorandum of Understanding
<b>CTC</b>	Community Transportation Coordinator	<b>MPO</b>	Metropolitan Planning Organization
<b>CTD</b>	Commission on Transportation Disadvantaged	<b>MPOAC</b>	Metropolitan Planning Organization Advisory Council
<b>CV</b>	Connected Vehicles	<b>PBAU</b>	Palm Beach Atlantic University
<b>DBE</b>	Disadvantaged Business Enterprise	<b>PBC</b>	Palm Beach County
<b>ERC</b>	Electronic Review Comments	<b>PBCHD</b>	Palm Beach County Health Department
<b>ETDM</b>	Efficient Transportation Decision Making	<b>PBSC</b>	Palm Beach State College
<b>FAST</b>	Fixing America's Surface Transportation	<b>PD&amp;E</b>	Project Development and Environment
<b>FAU</b>	Florida Atlantic University	<b>PEA</b>	Planning Emphasis Areas
<b>FDEP</b>	Florida Department of Environmental Protection	<b>PL</b>	Metropolitan Planning
<b>FDOT</b>	Florida Department of Transportation	<b>PM</b>	Performance Measures
<b>FEC</b>	Florida East Coast	<b>PPP</b>	Public Participation Plan
<b>FFY</b>	Federal Fiscal Year	<b>RTP</b>	Regional Transportation Plan
<b>FHWA</b>	Federal Highway Administration	<b>SEFTC</b>	Southeast Florida Transportation Council
<b>FTA</b>	Federal Transit Administration	<b>SERPM</b>	Southeast Florida Regional Planning Model
<b>FTP</b>	Florida Transportation Plan	<b>SFRPC</b>	South Florida Regional Planning Council
<b>SFRTA</b>	South Florida Regional Transportation Authority	<b>TDSP</b>	Transportation Disadvantaged Service Plan

<b>Acronym</b>	<b>Definition</b>	<b>Acronym</b>	<b>Definition</b>
<b>SHSP</b>	State's Strategic Highway Safety Plan	<b>TIP</b>	Transportation Improvement Program
<b>SIS</b>	Strategic Intermodal System	<b>TMA</b>	Transportation Management Area
<b>SRM</b>	State Road Modifications	<b>TPA</b>	Transportation Planning Agency
<b>STBG</b>	Surface Transportation Block Grant (SU)	<b>TPO</b>	Transportation Planning Organization
<b>TA</b>	Transportation Alternatives	<b>TRIP</b>	Transportation Regional Incentive Program
<b>TAC</b>	Technical Advisory Committee	<b>TSP</b>	Transit Signal Priority
<b>TCRPC</b>	Treasure Coast Regional Planning Council	<b>UPWP</b>	Unified Planning Work Program
<b>TD</b>	Transportation Disadvantaged	<b>UZA</b>	Urbanized Area
<b>TDP</b>	Transit Development Plan	<b>VZAC</b>	Vision Zero Advisory Committee

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## APPENDIX B

### Resolution Adopting the FYs 2025 and 2026 UPWP

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**APPENDIX C**  
Budget Summary

Funding Source

Contract	Funding Source	Source Level			FY 2025 Funding Source			FY 2026 Funding Source		
			2025	2026	Soft Match	Federal	State	Soft Match	Federal	State
					State	\$ 54,000	\$ 54,000	\$ -	\$ -	\$ 54,000.00
	CTD	CTD TOTAL	\$ 54,000	\$ 54,000	\$ -	\$ -	\$ 54,000	\$ -	\$ -	\$ 54,000
	FHWA	PL	\$ 2,695,071	\$ 2,571,365	\$ 594,409.04	\$ 2,695,071.00	\$ -	\$ 567,125.17	\$ 2,571,365.00	\$ -
SU		\$ 1,911,000	\$ 2,006,000	\$ 421,478.95	\$ 1,911,000.00	\$ -	\$ 442,431.59	\$ 2,006,000.00	\$ -	
FHWA TOTAL		\$ 4,606,071	\$ 4,577,365	\$ 1,015,888	\$ 4,606,071	\$ -	\$ 1,009,557	\$ 4,577,365	\$ -	
	Local	TPA Local Funds	\$ 150,362	\$ 153,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Local TOTAL	\$ 150,362	\$ 153,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		TOTAL	\$ 4,810,433	\$ 4,784,735	\$ 1,015,888	\$ 4,606,071	\$ 54,000	\$ 1,009,557	\$ 4,577,365	\$ 54,000

## Agency Participation

Funding Source	CTD		FHWA		Local	
	Contract	Fiscal Year	Contract	Fiscal Year	Contract	Fiscal Year
Total Budget	2025	2026	2025	2026	2025	2026
	\$ 54,000	\$ 54,000	\$ 4,606,071	\$ 4,577,365	\$ 150,362	\$ 153,370
<b>Task 1 Engage the Public</b>						
Personnel (salary and benefits)	\$ -	\$ -	\$ 281,657	\$ 304,189	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 286,157	\$ 308,689	\$ -	\$ -
<b>Task 2 Plan the System Short Term</b>						
Personnel (salary and benefits)	\$ 54,000	\$ 54,000	\$ 312,760	\$ 342,076	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 790,500	\$ 919,238	\$ -	\$ -
Sub Total	\$ 54,000	\$ 54,000	\$ 1,103,260	\$ 1,261,314	\$ -	\$ -
<b>Task 3 Plan the System Long Term</b>						
Personnel (salary and benefits)	\$ -	\$ -	\$ 209,357	\$ 242,532	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 300,000	\$ 65,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 509,357	\$ 307,532	\$ -	\$ -
<b>Task 4 Prioritize Funding</b>						
Personnel (salary and benefits)	\$ -	\$ -	\$ 201,167	\$ 217,260	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 201,167	\$ 217,260	\$ -	\$ -
<b>Task 5 Implement Projects</b>						
Personnel (salary and benefits)	\$ -	\$ -	\$ 98,526	\$ 106,408	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 98,526	\$ 106,408	\$ -	\$ -
<b>Task 6 Collaborate with Partners</b>						
Personnel (salary and benefits)	\$ -	\$ -	\$ 360,997	\$ 389,876	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 108,438	\$ 36,001	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 469,435	\$ 425,877	\$ -	\$ -
<b>Task 7 Administer the Agency</b>						
Personnel (salary and benefits)	\$ -	\$ -	\$ 788,044	\$ 851,088	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 446,000	\$ 383,200	\$ -	\$ -
Travel	\$ -	\$ -	\$ 93,500	\$ 98,900	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 367,900	\$ 395,172	\$ -	\$ -
Supplies	\$ -	\$ -	\$ 200,000	\$ 113,400	\$ -	\$ -
Equipment	\$ -	\$ -	\$ 42,725	\$ 43,525	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 1,938,169	\$ 1,885,285	\$ -	\$ -
<b>Task 9 Agency Expenditures with Local Funds</b>						
Maximize Agency Effectiveness	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ -	\$ -	\$ -	\$ -	\$ 30,000	\$ 30,000
Enhance Staff Performance	\$ -	\$ -	\$ -	\$ -	\$ 15,000	\$ 15,000
Balance to TPA Local Reserves Fund	\$ -	\$ -	\$ -	\$ -	\$ 50,362	\$ 53,370
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 150,362	\$ 153,370
<b>8 Transfer to Other Agencies</b>						
Consultant	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -
Sub-Total (less the de-obligated funds)	\$	108,000	\$	9,183,436	\$	303,732
Total De-ob. Funds (PL)	\$	-	\$	-	\$	-
Total De-ob. (Other Source)	\$	-	\$	-	\$	-
<b>TOTAL PROGRAMMED</b>	\$ 54,000	\$ 54,000	\$ 4,606,071	\$ 4,577,365	\$ 150,362	\$ 153,370

Task 1 Engage the Public				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 183,077	\$ 98,580	\$ 281,657	\$ 281,657
Consultant	\$ 750	\$ 1,750	\$ 2,500	\$ 2,500
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 600	\$ 1,400	\$ 2,000	\$ 2,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 184,427	\$ 101,730	\$ 286,157	\$ 286,157
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 197,723	\$ 106,466	\$ 304,189	\$ 304,189
Consultant	\$ 750	\$ 1,750	\$ 2,500	\$ 2,500
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 600	\$ 1,400	\$ 2,000	\$ 2,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 199,073	\$ 109,616	\$ 308,689	\$ 308,689

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	585,846
Consultant	\$	5,000
Travel	\$	-
Direct Expenses	\$	4,000
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	594,846

Task 2 Plan the System Short Term						
2025						
Funding Source	FHWA			CTD		FY 2025 Total
Contract Number						
Source Level	PL	SU	Total	State	Total	
MPO Budget Reference						
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	2025 CTD (State)	2025 CTD (Total)	
Personnel (salary and benefits)	\$ 238,190	\$ 74,570	\$ 312,760	\$ 54,000	\$ 54,000	\$ 366,760
Consultant	\$ 118,150	\$ 672,350	\$ 790,500	\$ -	\$ -	\$ 790,500
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 356,340	\$ 746,920	\$ 1,103,260	\$ 54,000	\$ 54,000	\$ 1,157,260
2026						
Funding Source	FHWA			CTD		FY 2026 Total
Contract Number						
Source	PL	SU	Total	State	Total	
MPO Budget Reference						
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	2026 CTD (State)	2026 CTD (Total)	
Personnel (salary and benefits)	\$ 257,245	\$ 84,831	\$ 342,076	\$ 54,000	\$ 54,000	\$ 396,076
Consultant	\$ 268,085	\$ 651,154	\$ 919,238	\$ -	\$ -	\$ 919,238
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 525,330	\$ 735,985	\$ 1,261,314	\$ 54,000	\$ 54,000	\$ 1,315,314

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	762,836
Consultant	\$	1,709,738
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	2,472,574

This amount represents the total Task budget (shown in Enter the total De-ob. Fund amount for FHWA PL Funds Enter any other funding sources containing De-ob. fund

Task 3 Plan the System Long Term				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 130,759	\$ 78,598	\$ 209,357	\$ 209,357
Consultant	\$ 227,500	\$ 72,500	\$ 300,000	\$ 300,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 358,259	\$ 151,098	\$ 509,357	\$ 509,357
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 157,646	\$ 84,886	\$ 242,532	\$ 242,532
Consultant	\$ 19,500	\$ 45,500	\$ 65,000	\$ 65,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 177,146	\$ 130,386	\$ 307,532	\$ 307,532

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	451,889
Consultant	\$	365,000
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	816,889

Task 4 Prioritize Funding				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 130,759	\$ 70,408	\$ 201,167	\$ 201,167
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 130,759	\$ 70,408	\$ 201,167	\$ 201,167
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 141,219	\$ 76,041	\$ 217,260	\$ 217,260
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 141,219	\$ 76,041	\$ 217,260	\$ 217,260

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	418,427
Consultant	\$	-
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	418,427



Task 5 Implement Projects				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 64,042	\$ 34,484	\$ 98,526	\$ 98,526
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 64,042	\$ 34,484	\$ 98,526	\$ 98,526
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 69,165	\$ 37,243	\$ 106,408	\$ 106,408
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 69,165	\$ 37,243	\$ 106,408	\$ 106,408

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	204,934
Consultant	\$	-
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	204,934

Task 6 Collaborate with Partners				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 234,648	\$ 126,349	\$ 360,997	\$ 360,997
Consultant	\$ 83,605	\$ 24,834	\$ 108,438	\$ 108,438
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 318,253	\$ 151,183	\$ 469,435	\$ 469,435
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 253,419	\$ 136,457	\$ 389,876	\$ 389,876
Consultant	\$ 14,234	\$ 21,767	\$ 36,001	\$ 36,001
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 267,653	\$ 158,224	\$ 425,877	\$ 425,877

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	750,873
Consultant	\$	144,439
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	895,312

Task 7 Administer the Agency				
2025				
Funding Source	FHWA			FY 2025 Total
Contract Number				
Source Level	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2025 FHWA (PL)	2025 FHWA (SU)	2025 FHWA (Total)	
Personnel (salary and benefits)	\$ 512,229	\$ 275,815	\$ 788,044	\$ 788,044
Consultant	\$ 268,050	\$ 177,950	\$ 446,000	\$ 446,000
Travel	\$ 51,425	\$ 42,075	\$ 93,500	\$ 93,500
Direct Expenses	\$ 252,880	\$ 115,020	\$ 367,900	\$ 367,900
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 168,500	\$ 31,500	\$ 200,000	\$ 200,000
Equipment	\$ 29,908	\$ 12,818	\$ 42,725	\$ 42,725
2025 Totals	\$ 1,282,992	\$ 655,178	\$ 1,938,169	\$ 1,938,169
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source	PL	SU	Total	
MPO Budget Reference				
Lookup Name	2026 FHWA (PL)	2026 FHWA (SU)	2026 FHWA (Total)	
Personnel (salary and benefits)	\$ 553,207	\$ 297,881	\$ 851,088	\$ 851,088
Consultant	\$ 202,510	\$ 180,690	\$ 383,200	\$ 383,200
Travel	\$ 54,395	\$ 44,505	\$ 98,900	\$ 98,900
Direct Expenses	\$ 271,820	\$ 123,352	\$ 395,172	\$ 395,172
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 79,380	\$ 34,020	\$ 113,400	\$ 113,400
Equipment	\$ 30,468	\$ 13,058	\$ 43,525	\$ 43,525
2026 Totals	\$ 1,191,780	\$ 693,505	\$ 1,885,285	\$ 1,885,285

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	1,639,132
Consultant	\$	829,200
Travel	\$	192,400
Direct Expenses	\$	763,072
Indirect Expenses	\$	-
Supplies	\$	313,400
Equipment	\$	86,250
Total	\$	3,823,454

Input the individual subtasks for each budget category and the total amount used by your MPC

8 Transfer to Other Agencies				
2026				
Funding Source	FHWA			FY 2026 Total
Contract Number				
Source Level	PL	SU	Total	
Detail				
MPO Budget Reference	CPG			
Lookup Name	026 FHWA (PL)	026 FHWA (SU)	026 FHWA (Total)	
Consultant				
SERPM 10		\$ 65,000	\$ -	\$ 65,000
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
Consultant Subtotal	\$ -	\$ 65,000	\$ 65,000	\$ 65,000
Total	\$ -	\$ 65,000	\$ 65,000	\$ 65,000

8 Transfer to Other Agencies Detailed Breakdown

2026											
Funding Source			Transfer from			FHWA			FY 2026 Total		
Source Level			MPO Budget Reference			PL	SU	Total			
SERPM 10 Development						CPG					
<i>Lead Agency:</i>	FDOT (D-4)	No				\$	250,000	\$	250,000	\$	250,000
<i>(Other contributing Agencies)</i>	FDOT (D-6)	Yes						\$	-	\$	-
	Miami-Dade TPO	Yes				\$	100,000	\$	100,000	\$	100,000
	Broward MPO	Yes				\$	85,000	\$	85,000	\$	85,000
	Palm Beach	Yes				\$	65,000	\$	65,000	\$	65,000
<i>SERPM 10 Development Subtotal</i>						\$	-	\$	500,000	\$	500,000
Total						\$	-	\$	500,000	\$	500,000

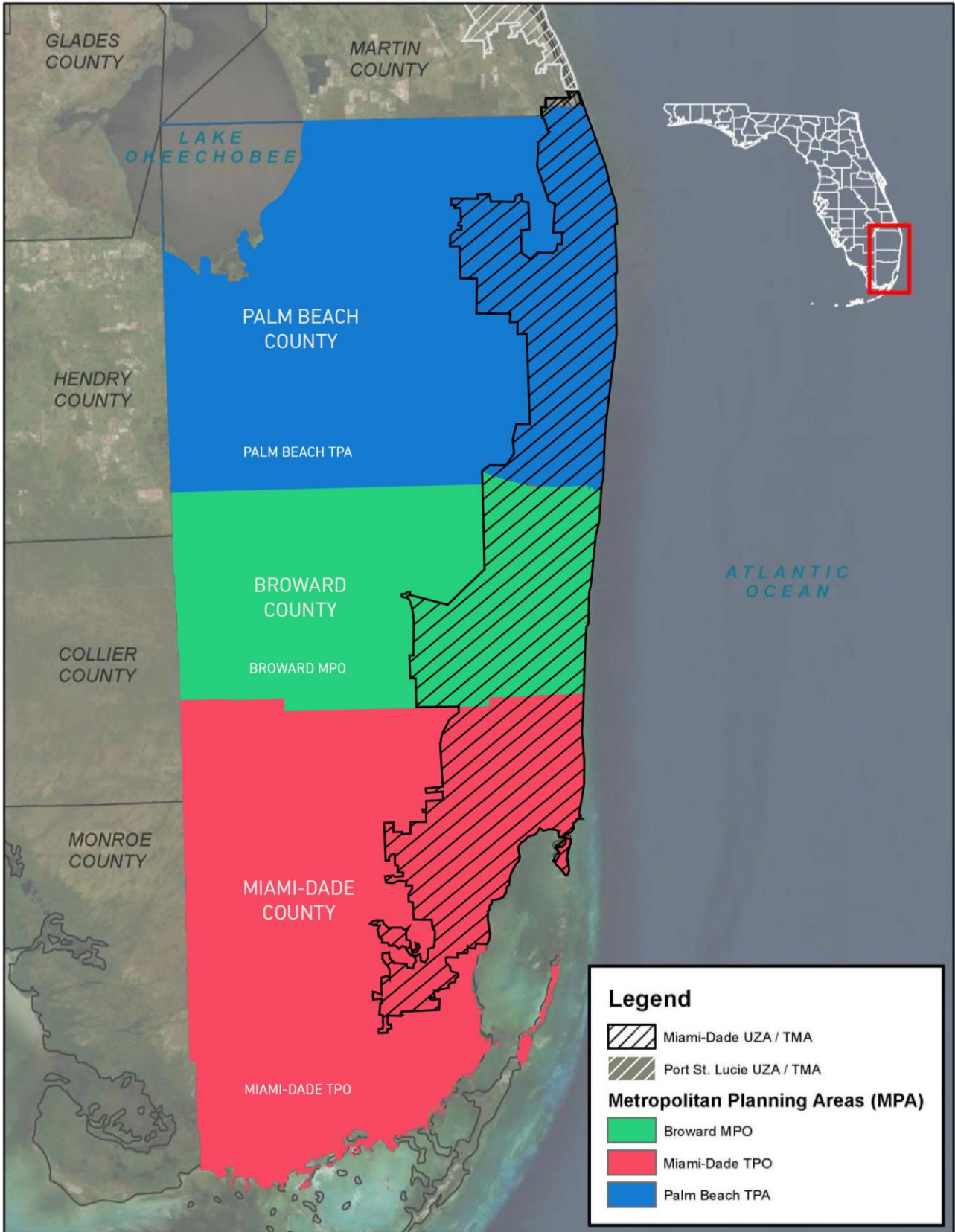
Task 9 Agency Expenditures with Local Funds			
2025			
Funding Source	Local		FY 2025 Total
Contract Number			
Source Level	TPA Local Funds	Total	
MPO Budget Reference			
Lookup Name	Local (TPA Local F	2025 Local (Total)	
Maximize Agency Effectiveness	\$ 55,000	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ 30,000	\$ 30,000	\$ 30,000
Enhance Staff Performance	\$ 15,000	\$ 15,000	\$ 15,000
Balance to TPA Local Reserves Fund	\$ 50,362	\$ 50,362	\$ 50,362
Indirect Expenses	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
2025 Totals	\$ 150,362	\$ 150,362	\$ 150,362
2026			
Funding Source	Local		FY 2026 Total
Contract Number			
Source	TPA Local Funds	Total	
MPO Budget Reference			
Lookup Name	Local (TPA Local F	2026 Local (Total)	
Maximize Agency Effectiveness	\$ 55,000	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ 30,000	\$ 30,000	\$ 30,000
Enhance Staff Performance	\$ 15,000	\$ 15,000	\$ 15,000
Balance to TPA Local Reserves Fund	\$ 53,370	\$ 53,370	\$ 53,370
Indirect Expenses	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -
2026 Totals	\$ 153,370	\$ 153,370	\$ 153,370

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 110,000
Consultant	\$ 60,000
Travel	\$ 30,000
Direct Expenses	\$ 103,732
Indirect Expenses	\$ -
Supplies	\$ -
Equipment	\$ -
Total	\$ 303,732

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**APPENDIX D**

Map of Miami Urbanized Area



Service Layer Credits: Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community





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**APPENDIX E**

**FDOT D4 Planning Activities FY 25 to FY 26**

**The following list of Planning Activities is provided:**

1. Strategic Intermodal System (SIS) Planning
2. Interchange Reviews
3. State Highway System Corridor Studies
4. Systems Planning and Reviews
5. Freight Planning and Reviews
6. Travel Demand Model Development
7. Travel Demand Model Maintenance & Support
8. Federal Functional Classification (including Urban Boundary Updates)
9. Traffic Characteristic Inventory Program
10. Roadway Characteristics Inventory
11. GIS Application Development and System Maintenance
12. Promoting and Coordinating Safety for all Modes of Transportation, including Bicycle and Pedestrian
13. Transportation Alternatives Program Development
14. Complete Streets Studies
15. Modal Development and Technical Support
16. Commuter Services
17. ETDM/Community Impact Assessment
18. Growth Management Impact Reviews
19. Annual Traffic Count Program
20. Resiliency
21. Land use (Consistency throughout state, county, and local municipalities)
22. Transportation System Management and Operation (TSM&O)

**FDOT District Four will undertake Planning Activities consistent with the following goals (in no particular order):**

- The Seven goals of the Florida Transportation Plan (FTP), which include:
  - Safety & Security
  - Infrastructure
  - Mobility
  - Choices
  - Economy
  - Community
  - Environment

- The **2024 Florida Planning Emphasis Areas** (published by USDOT in the December 30, 2021 Letter) which include:
  - Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
  - Equity and Justice40 in Transportation Planning
  - Complete Streets
  - Public Involvement
  - Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
  - Federal Land Management Agency (FLMA) Coordination
  - Planning and Environment Linkages (PEL)
  - Data in Transportation Planning
  
- The FDOT Secretary’s list of the “vital few” agency emphasis areas, which include:
  - Safety
  - Workforce Management
  - Technology
  - Communities
  - Resiliency
  - Robust Supply Chain

Please note that FDOT has elected not to identify deliverables, completion dates, funding sources, or amounts for their planning activities. Instead, FDOT noted that the list is representative of (but shall not constrain) the typical planning activities that are performed by FDOT District 4 on either a continuous basis or intermittently as needed, using State and Federal funds authorized for Planning purposes. Finally, FDOT states their activities may be undertaken at any time during the two-year UPWP cycle at the discretion of District 4 based on identified needs.

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## APPENDIX F

### Palm Tran FTA Planning Activities FY 25 to 26

## Palm Tran Planning Activities FY 2025 – 2026

Planning activities are:

- Mobility on Demand Zone Assessments
- Transportation Network Company Zone Assessments
- ADA Transition Plan
- Existing Service Efficiency Assessments
- Bus Shelters and Amenities Placement Analysis
- Transit Hub/Super Stop Placement Analysis
- Enhanced Transit Renderings
- Bus Stop Consolidation
- (Origin-Destination, Demographic) Onboard Survey

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**APPENDIX G**

UPWP Statements, Assurances and Policies

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
05/18

**DEBARMENT and SUSPENSION CERTIFICATION**

As required by the USDOT regulation on Governmentwide Debarment and Suspension at 49 CFR 29.510

(1) The Palm Beach TPA hereby certifies to the best of its knowledge and belief, that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
- (b) Have not, within a three-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction, violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses listed in paragraph (b) of this certification; and
- (d) Have not, within a three-year period preceding this certification, had one or more public transactions (federal, state or local) terminated for cause or default.

(2) The \_\_\_\_\_ also hereby certifies that if, later, it becomes aware of any information contradicting the statements of paragraphs (a) through (d) above, it will promptly provide that information to the U.S.D.O.T.

\_\_\_\_\_  
Name:  
Title: MPO Chairman (or designee)

Palm Beach TPA \_\_\_\_\_  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
05/18

**LOBBYING CERTIFICATION for GRANTS, LOANS and COOPERATIVE AGREEMENTS**

In accordance with Section 1352 of Title 31, United States Code, it is the policy of the \_\_\_\_\_ that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the \_\_\_\_\_, to any person for influencing or attempting to influence an officer or employee of any Federal or state agency, or a member of Congress or the state legislature in connection with the awarding of any Federal or state contract, the making of any Federal or state grant, the making of any Federal or state loan, extension, continuation, renewal, amendment, or modification of any Federal or state contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person 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 Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The \_\_\_\_\_ shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants and contracts and subcontracts under grants, subgrants, loans, and cooperative agreement), which exceeds \$100,000, and that all such subrecipients shall certify and disclose accordingly.
- (4) This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each failure.

\_\_\_\_\_  
Name:  
Title: MPO Chairman (or designee)

Palm Beach TPA \_\_\_\_\_  
Date



FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
05/18

**DISADVANTAGED BUSINESS ENTERPRISE UTILIZATION**

It is the policy of the \_\_\_\_\_ that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of MPO contracts in a nondiscriminatory environment. The objectives of the Disadvantaged Business Enterprise Program are to ensure non-discrimination in the award and administration of contracts, ensure firms fully meet eligibility standards, help remove barriers to participation, create a level playing field, assist in development of a firm so it can compete successfully outside of the program, provide flexibility, and ensure narrow tailoring of the program.

The \_\_\_\_\_, and its consultants shall take all necessary and reasonable steps to ensure that disadvantaged businesses have an opportunity to compete for and perform the contract work of the \_\_\_\_\_, in a non-discriminatory environment.

The \_\_\_\_\_ shall require its consultants to not discriminate on the basis of race, color, national origin and sex in the award and performance of its contracts. This policy covers in part the applicable federal regulations and the applicable statutory references contained therein for the Disadvantaged Business Enterprise Program Plan, Chapters 337 and 339, Florida Statutes, and Rule Chapter 14-78, Florida Administrative Code

\_\_\_\_\_  
Name:  
Title: MPO Chairman (or designee)

Palm Beach TPA \_\_\_\_\_  
Date

### **TITLE VI/ NONDISCRIMINATION ASSURANCE**

Pursuant to Section 9 of US DOT Order 1050.2A, the \_\_\_\_\_ assures the Florida Department of Transportation (FDOT) that no person shall on the basis of race, color, national origin, sex, age, disability, family or religious status, as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Florida Civil Rights Act of 1992 and other nondiscrimination authorities be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination or retaliation under any program or activity.

The \_\_\_\_\_ further assures FDOT that it will undertake the following with respect to its programs and activities:

1. Designate a Title VI Liaison that has a responsible position within the organization and access to the Recipient's Chief Executive Officer.
2. Issue a policy statement signed by the Chief Executive Officer, which expresses its commitment to the nondiscrimination provisions of Title VI. The policy statement shall be circulated throughout the Recipient's organization and to the general public. Such information shall be published where appropriate in languages other than English.
3. Insert the clauses of *Appendices A and E* of this agreement in every contract subject to the Acts and the Regulations
4. Develop a complaint process and attempt to resolve complaints of discrimination against sub-recipients. Complaints against the Recipient shall immediately be forwarded to the FDOT District Title VI Coordinator.
5. Participate in training offered on Title VI and other nondiscrimination requirements.
6. If reviewed by FDOT or USDOT, take affirmative action to correct any deficiencies found within a reasonable time period, not to exceed ninety (90) calendar days.
7. Have a process to collect racial and ethnic data on persons impacted by your agency's programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal funds, grants, loans, contracts, properties, discounts or other federal financial assistance under all programs and activities and is binding. The person whose signature appears below is authorized to sign this assurance on behalf of the Recipient.

\_\_\_\_\_  
Name:  
Title: MPO Chairman (or designee)

Palm Beach TPA \_\_\_\_\_  
Date

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)  
STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
05/18

**APPENDICES A and E**

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "Contractor") agrees as follows:

- (1) **Compliance with Regulations:** The Contractor shall comply with the Regulations relative to nondiscrimination in Federally-assisted programs of the U.S. Department of Transportation (hereinafter, "USDOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.
- (2) **Nondiscrimination:** The Contractor, with regard to the work performed during the contract, shall not discriminate on the basis of race, color, national origin, sex, age, disability, religion or family status in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, including Procurements of Materials and Equipment:** In all solicitations made by the Contractor, 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 Contractor of the Contractor's obligations under this contract and the Regulations relative to nondiscrimination on the basis of race, color, national origin, sex, age, disability, religion or family status.
- (4) **Information and Reports:** The Contractor 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, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish this information the Contractor shall so certify to the *Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* as appropriate, and shall set forth what efforts it has made to obtain the information.
- (5) **Sanctions for Noncompliance:** In the event of the Contractor's noncompliance with the nondiscrimination provisions of this contract, the *Florida Department of Transportation* shall impose such contract sanctions as it or the *Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration* may determine to be appropriate, including, but not limited to:
  - a. Withholding of payments to the Contractor under the contract until the Contractor complies, and/or
  - b. Cancellation, termination or suspension of the contract, in whole or in part.

FLORIDA DEPARTMENT OF TRANSPORTATION  
**UNIFIED PLANNING WORK PROGRAM (UPWP)**  
**STATEMENTS AND ASSURANCES**

525-010-08  
POLICY PLANNING  
05/18

- (6) **Incorporation of Provisions:** The Contractor shall include the provisions of paragraphs (1) through (7) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. The Contractor shall take such action with respect to any subcontract or procurement as the Florida Department of Transportation, the Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration, and/or the Federal Motor Carrier Safety Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. In the event a Contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the Contractor may request the Florida Department of Transportation to enter into such litigation to protect the interests of the Florida Department of Transportation, and, in addition, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.
- (7) **Compliance with Nondiscrimination Statutes and Authorities:** Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21; The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects); Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex); Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27; The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age); Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex); The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not); Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38; The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex); Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations; Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100); Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq)

**MEMORANDUM OF UNDERSTANDING**  
**BETWEEN**  
**THE BROWARD METROPOLITAN PLANNING ORGANIZATION**  
**THE MIAMI-DADE TRANSPORTATION PLANNING ORGANIZATION**  
**AND**  
**THE PALM BEACH TRANSPORTATION PLANNING AGENCY**  
**FOR COORDINATION OF THE REGIONAL TRANSPORTATION PLAN**  
**AND RELATED ACTIVITIES**

**1. PURPOSE**

This Memorandum of Understanding (MOU) is entered into jointly by the Broward Metropolitan Planning Organization (MPO); the Miami-Dade Transportation Planning Organization (TPO); and the Palm Beach Transportation Planning Agency (TPA), (hereafter these public sector transportation agencies are called PARTNERS and the metropolitan planning areas they represent will be called the Tri-County Region). Pursuant the Southeast Florida Transportation Council (SEFTC) Interlocal Agreement (ILA) signed January 9, 2006, and amended July 14, 2011, the PARTNERS are committed to developing a regional transportation plan.

The purpose of this MOU is to assign roles and responsibilities to PARTNERS. This MOU is entered to ensure mutual compliance and adherence with the statutory federal, state and local requirements, and other related policies and procedures in procurement and production.

**2. ROLES AND RESPONSIBILITIES**

All PARTNERS shall abide by the defined roles and responsibilities in the following section. Each PARTNER plays a critical role in the successful development of a regional transportation plan. Awareness and appreciation of each other's roles is essential for effective co-operation. Joint coordination should extend across the planning, management, and delivery of major products.

The Regional Transportation Plan (RTP) lead organization rotates amongst the PARTNERS every five years. The 2050 RTP lead organization will provide administrative support for SEFTC, the Regional Transportation Technical Advisory Committee (RTTAC) and its subcommittees for a period of five (5) years, starting January 1, 2023. The 2045 RTP lead organization shall transfer all files and necessary documents to the 2050 RTP lead organization.

The lead organization will act as Project Manager (PM) for the RTP Consultant and will be responsible for procuring, negotiating fees, invoicing, managing, and coordinating all Consultant services for the 2050 RTP. The Consultant Selection Committee will include one representative each from the Miami-Dade TPO,

Broward MPO, Palm Beach TPA, as well as the Florida Department of Transportation (FDOT) District 4, FDOT District 6, and the South Florida Regional Transportation Authority (SFRTA).

The Consultant will support the three PARTNERS and SEFTC through timely completion of various work tasks identified in the scope of services.

The TPO will serve as the lead organization for the 2050 RTP.

**3. DURATION OF MEMORANDUM OF UNDERSTANDING**

This MOU shall be in effect until December 31, 2028 and shall take into effect upon execution by all parties.

The following is a general schedule of the major work elements related to the RTP development. Detailed schedules and timetables will be set by the PARTNERS.

The TPO agrees to meet the RTP delivery schedule listed in **Table 1** below unless otherwise modified by the PARTNERS. The TPO will inform all the PARTNERS if there is a delay.

**Table 1 – RTP Development Schedule**

**RTP Estimated Schedule**

Calendar Year Task (Jan-Dec)	2021	2022	2023	2024	2025
Procurement					
UPWP Adoption					
Travel Demand Modeling					
Revenue and Finance forecasting					
Regional Transportation Network definition					
Scenario Development and Analysis					
Public Involvement					
Goals, Objectives and Measures					
Plan Adoption					

**4. FUNDING**

Per the adopted Unified Planning Work Program (UPWP) of the PARTNERS, funding has been assigned and allocated as directed by FDOT. Each of the signatories to this MOU agree to the funding schedule as shown in **Table 2** to support the 2050 RTP.

**Table 2 - 2050 RTP Partner Funding Schedule**

**RTP Funding Schedule**

<b>Agency</b>	<b>FY 23</b>	<b>FY 24</b>	<b>Total</b>
Miami Dade TPO	\$166,666	\$166,666	\$333,332
Broward MPO	\$166,668	\$166,668	\$333,336
Palm Beach TPA	\$166,666	\$166,666	\$333,332

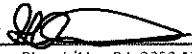
**5. AMENDMENTS**

PARTNERS may only modify this MOU by unanimous agreement of the parties to the MOU. This MOU and any amendments or modifications to the MOU shall become effective upon execution.

**SIGNATURE OF PARTICIPATING PARTNERS**

**For the Broward Metropolitan Planning Organization (MPO)**

Greg Stuart, Executive Director

  
Greg Stuart (May 24, 2022 17:03 EDT)

May 24, 2022

Signature

Date

Witness

**For the Miami-Dade Transportation Planning Organization (TPO)**

Aileen Bouclé, Executive Director

  
Signature

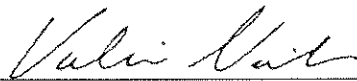
5-18-2022

Date

Witness

**For the Palm Beach Transportation Planning Agency (TPA)**

Valerie Neilson, Interim Executive Director

  
Signature

May 24, 2022

Date

Witness











# SEFTC RTP MOU 5-18-2022 signed TPO Aileen Boucle

Final Audit Report

2022-05-24

Created:	2022-05-24
By:	Paul Calvaresi (calvaresip@browardmpo.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAAbPAKYkApLBP-OEHqnSyy54IBV4qTFUB

## "SEFTC RTP MOU 5-18-2022 signed TPO Aileen Boucle" History

-  Document created by Paul Calvaresi (calvaresip@browardmpo.org)  
2022-05-24 - 8:24:09 PM GMT- IP address: 68.66.137.140
-  Document emailed to Greg Stuart (stuartg@browardmpo.org) for signature  
2022-05-24 - 8:24:39 PM GMT
-  Email viewed by Greg Stuart (stuartg@browardmpo.org)  
2022-05-24 - 9:03:05 PM GMT- IP address: 172.225.249.39
-  Document e-signed by Greg Stuart (stuartg@browardmpo.org)  
Signature Date: 2022-05-24 - 9:03:19 PM GMT - Time Source: server- IP address: 76.128.32.195
-  Document emailed to Valerie Neilson (vneilson@palmbeachtpa.org) for signature  
2022-05-24 - 9:03:21 PM GMT
-  Email viewed by Valerie Neilson (vneilson@palmbeachtpa.org)  
2022-05-24 - 9:18:16 PM GMT- IP address: 32.140.91.6
-  Document e-signed by Valerie Neilson (vneilson@palmbeachtpa.org)  
Signature Date: 2022-05-24 - 9:20:41 PM GMT - Time Source: server- IP address: 32.140.91.6
-  Agreement completed.  
2022-05-24 - 9:20:41 PM GMT

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**APPENDIX H**  
TPA Travel Policy

## H. Jury Duty and Witness Duty

Leave of absence with pay will be granted to an employee to perform jury duty or testify as a witness when legally required unless the employee is the plaintiff or defendant. Employees are required to submit a copy of the summons or subpoena to appear in court to their supervisor before such leave is granted.

## I. Parental Leave

1. The purpose of paid parental leave, also known as maternity/paternity leave, is to enable eligible employees to care for and bond with a newborn, newly adopted, newly placed foster child, or with a child newly placed in the employee's guardianship, or in loco parentis (qualified placement). The paid parental leave program is available to both male and female eligible employees who have been employed by the TPA full-time for at least six (6) months.
2. An "eligible employee" includes a mother, father, stepparent, legal guardian, individual who is in loco parentis, or certified domestic partner of the parent at the time of the birth or date of the adoption or placement of the child.
3. Eligible employees will be granted a maximum of six (6) weeks of paid parental leave. An eligible employee who is the birthing mother may receive an additional two (2) weeks of paid leave, if it is deemed medically necessary for the birthing mother's physician, by written documentation.
4. In no case will an employee receive more than one period of paid paternal leave in a rolling 12-month period, regardless of whether more than one birth, adoption, or qualified placement event occurs within that 12-month period.
5. Employees are required to return to work for one-year following use of the paid parental leave. Further, any employee who fails to return to work due to a voluntary termination shall repay the TPA in an amount equivalent to the value of the paid parental leave taken, either directly or through deductions from his or her final paycheck if the balance is sufficient to cover the amount owed, or through a combination thereof.
6. Upon termination of employment with the TPA, an employee will not be paid for any unused paid parental leave.

## 2.5 Travel

- A. Applicability. The TPA's travel policy applies to all TPA staff, Governing Board members, appointed officials, advisory committee members, interns, and other authorized officials traveling on official business paid for by the TPA.
- B. Authorization. The TPA Governing Board Chair must authorize travel by the Executive Director, any Governing Board members, all committee members, and all community representatives. The

Executive Director must authorize travel for all TPA staff. Travel must be authorized in advance of the travel occasion to be eligible for TPA payment. The number of individuals traveling to any one event shall be monitored and limited to maintain the local operational capacity of the TPA and to maximize the beneficial purposes of the travel occasion for the TPA. TPA staff shall report all authorized travel to the full Governing Board as soon as practicable following the travel occasion.

- C. Travel Costs. All authorized parties traveling on official business for the TPA are expected to seek advanced registration discount rates, to travel by the most economical and efficient means to/from the travel occasion, and to select reasonably priced lodging accommodations for the travel occasion.
  1. Registration. The TPA shall pay actual registration costs for authorized travel either by direct payment to the vendor or as a reimbursement for traveler-paid registration fees.
  2. Transportation. The traveler must compare the cost and time associated with means of travel by personal vehicle, travel by rental car, travel by public or private surface transit, and travel by commercial or general airplane. The TPA will pay or reimburse the traveler for the most economical (cost) and efficient (time) travel option to/from the event, even if the traveler elects to use another option. The Traveler is responsible for providing the full cost comparisons at the time of the travel request. Travel by personal vehicle shall be reimbursed utilizing the federal mileage rate, as amended from time to time.
  3. Lodging Expenses. The traveler is expected to plan in advance and with sufficient notice to stay on the premises for a travel-related event. The TPA will pay or reimburse up to the amount for the standard room accommodations or lowest cost option available in the negotiated event room block. In such case where the negotiated room block rate is not available or does not exist, the traveler must compare the available lodging within a 3 mile radius and select the most economical and efficient alternative. Exceptions to these requirements may be made by the Executive Director on a situational basis based on safety, meeting events, and/or logistics.
  4. Meal Allowances. The TPA shall pay for meals when travel occurs during meal times: 1) for all overnight travel events, and 2) for same-day travel to a destination at least 100 miles away from the TPA office. The payment shall be in the following amounts:
    - a. Breakfast: \$10.00
    - b. Lunch: \$15.00
    - c. Dinner: \$30.00
  5. Incidental Travel Expenses. The TPA shall reimburse for incidental travel expenses including tolls, local transportation costs (cab fares, TNC fares, transit fares, bike share, etc.), parking, etc. pursuant to federal and state regulations.

6. Traveler Conduct. TPA staff and Board members are expected to attend applicable training sessions offered during normal business hours and to adhere to all travel and rules of conduct policies.
7. Travel Advances. The TPA will not authorize travel advances. The TPA will either prepay by direct payment to the vendor or pay a reimbursement to the traveler for travel-related costs.

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## APPENDIX I

### Comments and Responses



# **PALM BEACH** **Transportation** **Planning Agency**



[PalmBeachTPA.org/UPWP](http://PalmBeachTPA.org/UPWP)



## Summary Points of the March 21, 2024, Governing Board Meeting

PDFs of the agenda, backup materials, and presentations as well as audio and video recordings are available at [PalmBeachTPA.org/Board](https://PalmBeachTPA.org/Board).

**Approved Minutes** – The Board approved its minutes for February 15, 2024.

**Approved Vision Zero Advisory Committee (VZAC) Member** – The Board approved a Safe Kids Palm Beach Member seat on the committee.

**Approved Vision Zero Advisory Committee (VZAC) Appointments** – The Board approved Kathryn Wall as the Safe Kids Palm Beach County VZAC Representative and Tim Crespo as the Village of Palm Springs Representative and Christian Melendez Berrios as Alternate.

**Approved Technical Advisory Committee (TAC) Appointments** – The Board approved Felipe Lofaso as the Village of Palm Springs Representative and Kim Glas-Castro as Alternate.

**Approved Transportation Disadvantaged Local Coordinating Board (TD LCB) Appointments-** The Board approved Modeline Acreus as the Florida Department of Transportation (FDOT) Representative and Marie Dorismond as Alternate.

**Approved Renewals to the TPA Advisory Committees** – The Board reappointed James Garvin as the City of Palm Beach Gardens Representative to the Citizen’s Advisory Committee (CAC) and Paula Ryan as the Palm Beach County District 2 CAC Representative.

**Approved Resolution 2024-02 Amending the TPA Operating Procedures** – The Board approved Resolution 2024-02 amending the TPA Operating Procedures to reflect in-person attendance and current CAC membership.

**Approved Resolution 2024-03 Amending the TPA Financial Policies** – The Board approved Resolution 2024-03 amending the financial policies for legal and state consistency.

**Approved Resolution 2024-04 Amending the TPA Procurement Policy** – The Board approved Resolution 2024-04 revising the TPA Procurement Policy for legal and state consistency.

**Approved Resolution 2024-05 Extending Kittelson & Associates, Inc. Contract** – The Board approved Resolution 2024-05 extending the contract for Planning Consultant Services to June 30, 2025, with a maximum amount of \$300,000.

**Approved Resolution 2024-06 Extending Kimley Horn & Associates, Inc. Contract** – The Board approved Resolution 2024-06 extending the contract for Planning Consultant Services to June 30, 2025, with a maximum amount of \$300,000.

**Approved mySidewalk Agreement Amendment** – The Board approved the First Amendment to the existing mySidewalk Agreement revising the payment schedule.

**Approved Keefe, McCullough & Co., LLP Agreement Amendment-** The Board approved the Second Amendment to the existing Keefe, McCullough & Co., LLP Agreement to add \$22,500 for additional services to complete FY 2022 and 2023 Financial Statements.

**Approved Accounting System Agreement** – The Board authorized an agreement with Aclarian LLC to provide a turn-key outsourced accounting system and finance staffing and employee resources program (ERP) solution.

**Approved Resolution 2024-07 Amending the TPA’s 2045 Long Range Transportation Plan (LRTP)** – The Board approved Resolution 2024-07 amending the 2045 Long Range Transportation Plan.

**Approved Resolution 2024-08 Amending the TPA’s Transportation Improvement Program (TIP)** – The Board approved Resolution 2024-08 amending the FY 2024-2028 TPA’s Transportation Improvement Program.

**SR-80 Lighting Project Update** – FDOT provided an update on the SR-80 lighting project.



## Project Scheduling Report – April 2024

### Phases occurring within the next 90 days

#### Palm Beach TPA & FDOT District 4

The purpose of this report is to ensure stakeholders are aware of upcoming activities for each project to allow for increased input. The TPA has consolidated the FDOT report to focus on TPA priorities and scheduling activities that are occurring within the next 90 days. The full list of scheduling activities is described below.

Scheduled Activity	Description
Multimodal Scoping Checklist (MMSC)	FDOT's Office of Modal Development (OMD) notifies impacted agencies to enter comments about the project scope. The local agency can confirm or discuss context class, minor comments about multimodal features.
Resolution from Agency (for Off-System Projects Only)	If an off-system project is administered by FDOT, the local agency's governing board must pass a resolution endorsing FDOT's delivery of the project.
Review of Scope with Agency	Meet with local agency to review and confirm scope prior to FDOT advertising for consultant acquisition.
Execution Date (Design)	FDOT Design starts.
Project Kickoff Meeting	FDOT Design Team coordinates with local agency. Contact the FDOT project manager for date/time/location of the meeting.
Initial Field Review	Field Review meeting. Typically occurs at the project site.
Initial Engineering	30% plans to reviewers. Stakeholders provide review and feedback on the approved Typical Section.
Public Information Workshop	Tentative date to conduct a public information workshop. Date may differ than final workshop date.
Constructability Plans	60% plans to reviewers. At this time most of the Design is complete, no scope discussion, review focuses on items to be constructed, their construction impacts, and materials to be used.
Plans Specification and Estimates (PSE) Meeting	FDOT PM arranges field review with all reviewers to evaluate the final engineering plans with respect to actual field conditions.
Biddability Plans to Reviewers	90% plans. At this time, Design is complete. Verifying quantities and pay items.
Production	100% plans. Plans are complete.
Local Agency Program (LAP) Commitment	Agency and FDOT commits the project funds and budget to the Legislature and the Governor's office.
Letting	Bids are opened and the apparent low bid contract is determined. Construction typically begins 4 to 6 months after letting.
Construction Notice to Proceed (NTP)	Construction starts. Construction dates for FDOT administered projects can be found through the FDOT Operations Center.

For more information on a project, please contact the FDOT District 4 office at 954.486.1400 and ask to be transferred to the FDOT Project Manager for the specific project. For the FDOT copy of the report with the full project schedule, contact Claudette DeLosSantos at [Claudette.DeLosSantos@dot.state.fl.us](mailto:Claudette.DeLosSantos@dot.state.fl.us) or 954.777.4208.

Please note, the dates shown in this report are a snapshot and dates can change frequently. Updated reports are requested monthly from FDOT.

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
<b>SIS Capacity</b>					
4132601	I-95 AT PALM BEACH LAKES BLVD	INTERCHANGE JUSTIFICA/MODIFICA	FDOT	Initial Engineering	4/24/2024
2319321	I-95 AT GATEWAY BLVD	INTERCHANGE - ADD LANES	FDOT	Public Information Workshop	5/20/2024
4353842	I-95 AT LINTON BLVD	INTERCHANGE JUSTIFICA/MODIFICA	FDOT	Initial Engineering	6/11/2024
<b>State Road Modifications</b>					
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Agency Scope Review	4/3/2024
4405754	ATLANTIC AVE/SR-806 FROM FLORIDA'S TURNPIKE TO CUMBERLAND DR	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	4/11/2024
4405755	ATLANTIC AVE/SR-806 FROM CUMBERLAND DR TO JOG RD	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	4/11/2024
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Execution Date (Design)	5/3/2024
4515792	TRAFFIC SIGNAL MAST ARM REPLACEMENTS - PALM BEACH COUNTY	TRAFFIC SIGNALS	FDOT	Initial Field Review	5/20/2024
2296584	ATLANTIC AVE/SR-806 FROM WEST OF SR-7/US-441 TO EAST OF LYONS RD	ADD LANES & RECONSTRUCT	FDOT	Letting	5/22/2024
4405752	ATLANTIC AVE/SR-806 FROM EAST OF LYONS RD TO TURNPIKE	ADD LANES & RECONSTRUCT	FDOT	Letting	5/22/2024
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Kickoff Meeting	6/25/2024
<b>Transportation Alternatives Program</b>					
4490021	GRAPEVIEW BLVD & KEY LIME BLVD	SIDEWALK	ITID	Production	4/1/2024
4508621	49TH STREET FROM GREENWOOD AVE TO NORTH FLAGLER DR	SIDEWALK	WEST PALM BEACH	Kickoff Meeting	4/25/2024
4507841	SW 18TH STREET FROM MILITARY TRAIL TO ADDISON AVE	RAILROAD CROSSING	BOCA RATON	Kickoff Meeting	5/23/2024
<b>Other FDOT &amp; Local Projects</b>					
4484391	BEELINE HWY/SR-710 FROM W OF PARK COMMERCE BLVD TO E OF AVIATION BLVD	RESURFACING	FDOT	Execution Date (Design)	3/29/2024
4492791	OKEECHOBEE BLVD/SR-704 FROM RIVERWALK BLVD TO N JOG ROAD	LIGHTING	FDOT	Initial Field Review	4/8/2024
4495201	ADVANCED WRONG WAY DETECTION SYSTEM PALM BEACH COUNTY	ITS COMMUNICATION SYSTEM	FDOT	Construction Notice to Proceed (NTP)	4/26/2024
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	LIGHTING	FDOT	Public Information Workshop	4/29/2024
4475491	SR-882/FOREST HILL BOULEVARD FROM OLIVE TREE BOULEVARD TO JOG ROAD	LIGHTING	FDOT	Public Information Workshop	4/30/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	Public Information Workshop	5/3/2024
4492551	I-95 AT DONALD ROSS RD	LANDSCAPING	FDOT	Production	5/6/2024
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	LIGHTING	FDOT	PSE Meeting	5/6/2024
4475491	SR-882/FOREST HILL BOULEVARD FROM OLIVE TREE BOULEVARD TO JOG ROAD	LIGHTING	FDOT	PSE Meeting	5/7/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	PSE Meeting	5/10/2024
4470011	INTERSECTION LIGHTING RETROFIT IMPROVEMENT	LIGHTING	FDOT	Construction Notice to Proceed (NTP)	5/23/2024
4502131	I-95 AT ATLANTIC AVE/SR-806	LANDSCAPING	FDOT	Construction Notice to Proceed (NTP)	5/30/2024

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
4458821	SR-7/US-441 AT LAKE WORTH RD	ADD RIGHT TURN LANE(S)	FDOT	Production	6/3/2024
4481361	FDOT/SFWMD US 27 EVERGLADES AGRIC AREA(EAA) RESERV IN-OUTFLOW CANALBR	NEW BRIDGE - NO ADDED CAPACITY	FDOT	PSE Meeting	6/4/2024
4443441	I-95 FROM SOUTH OF SPANISH RIVER BLVD TO NORTH OF YAMATO RD	LANDSCAPING	FDOT	Construction Notice to Proceed (NTP)	6/5/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	Biddability	6/7/2024
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	LIGHTING	FDOT	Biddability	6/7/2024
4475491	SR-882/FOREST HILL BOULEVARD FROM OLIVE TREE BOULEVARD TO JOG ROAD	LIGHTING	FDOT	Biddability	6/7/2024
4475451	OKEECHOBEE BLVD/SR-704 FROM EAST OF MILITARY TRL TO I-95	LIGHTING	FDOT	Initial Field Review	6/13/2024
4515981	ADVANCED WRONG WAY DETECTION SYSTEM PALM BEACH COUNTY	ITS COMMUNICATION SYSTEM	FDOT	Initial Field Review	6/20/2024
4522921	SR-9/I-95 FR N OF SR-704/OKEECHOBEE BLVD TO S OF SR-706/INDIANTOWN RD	LANDSCAPING	FDOT	Biddability	6/21/2024
<b>Major Maintenance</b>					
4476651	BOYNTON BEACH BLVD/SR-804 FROM SR-7/US-441 TO LYONS RD	RESURFACING	FDOT	Production	4/1/2024
4476631	A1A FROM SOUTH OF LAKE AVE TO N OF IBIS WAY	RESURFACING	FDOT	Production	4/1/2024
4476611	SR A1A FROM SE 31ST TO SOUTH OF GRAND CT	RESURFACING	FDOT	Production	4/1/2024
4476581	US-1 FROM BAILEY ST TO HARBOURSIDE DR	RESURFACING	FDOT	Production	4/1/2024
4463731	SR-882/FOREST HILL BLVD FR E OF LAKE CLARKE DRIVE TO US-1/DIXIE HWY	RESURFACING	FDOT	Initial Field Review	4/4/2024
4484381	SR-7/US-441 FROM SOUTH OF BOYNTON BEACH RD/SR-804 TO SOUTH OF LAKE WORTH RD/SR-802	RESURFACING	FDOT	Execution Date (Design)	4/5/2024
4463741	SR-700/CONNERS HWY FROM NORTH OF 1ST ST TO WEST OF SR-80	RESURFACING	FDOT	Construction Notice to Proceed (NTP)	4/19/2024
4484361	LAKE WORTH RD/SR-802 FROM W OF CYPRESS EDGE DR TO W OF CYPRESS ISLES WAY	RESURFACING	FDOT	Initial Engineering	4/22/2024
4484351	SR-811 FROM SOUTH OF RCA BLVD TO NORTH OF DONALD ROSS RD	RESURFACING	FDOT	Constructability Plans	4/29/2024
4461751	SR-A1A FROM N OF EMERALDA BCH WAY TO SOUTH OF SR-704/ROYAL PALM WAY	RESURFACING	FDOT	Production	5/6/2024
4476601	SR-5/FEDERAL HWY FROM 6TH AVE N TO ARLINGTON RD	RESURFACING	FDOT	Production	6/3/2024
4476671	BOYNTON BEACH BLVD/SR-804 FROM N CONGRESS AVE TO NW 8TH ST	RESURFACING	FDOT	Production	6/3/2024
4476691	E OCEAN AVE/SR-804 FROM US-1/SR-5 TO A1A	RESURFACING	FDOT	Production	6/3/2024
4498341	E CANAL STREET/SR-717 FROM SR-80 TO SE AVE E	RESURFACING	FDOT	Kickoff Meeting	6/6/2024
4498101	LAKE WORTH RD/SR-802 FROM EVERETT COURT TO A STREET	RESURFACING	FDOT	Kickoff Meeting	6/10/2024
4476701	SR-7/US-441 FROM GLADES RD TO NORTH OF BRIDGE BROOK DR	RESURFACING	FDOT	Public Information Workshop	6/11/2024
4476701	SR-7/US-441 FROM GLADES RD TO NORTH OF BRIDGE BROOK DR	RESURFACING	FDOT	PSE Meeting	6/18/2024
4498141	ROYAL PALM WAY/SR-704 FROM 4 ARTS PLAZA TO S COUNTY ROAD	RESURFACING	FDOT	Initial Field Review	6/18/2024

# PEDESTRIAN & BICYCLE QUARTERLY CRASH REPORT



**QUARTER**

**4**

**2023**

## Quarter 4 (Q4) Crash Analysis

The Palm Beach Transportation Planning Agency (TPA) has adopted Vision Zero – a goal to eliminate all traffic-related fatalities and serious injuries (also referred to as “Incapacitating Injuries”) in Palm Beach County. One emphasis area of the Vision Zero Action Plan places emphasis on some of the most vulnerable and disproportionately impacted roadway users: pedestrians and bicyclists.

The TPA’s Vision Zero Action Plan (VZAP) Culture Action 3.1 requires the agency to create a quarterly summary of crashes involving a pedestrian or bicyclist to provide understandable information to the public and stakeholders. This policy requires the TPA to provide observations and actions related to fatal crashes within the planning area.

An annual report is published in June of every year providing an overview of the progress towards the goal of zero fatalities and serious injuries on our roadways by 2030. The annual report includes information related to crash trends, research, and feedback for future analysis by stakeholders and partners.

### Crash Trends to Watch

- 53 people were seriously injured or killed from October 1 to December 31 (Q4) in 2023 while walking or bicycling, five more than the same period in 2022.
- 7 people were killed or seriously injured at railroad crossings.
- 85% of crashes were on roads with posted speed limits of 35 mph or above.
- 65% of crashes occurred on arterial roads, 22% on collector roads, 13% on local roads.
- Crashes involving pedestrians occurring at mid-block were 69%, similar to the same quarter of the previous year.
- 13% of crashes involved ageing drivers, which is lower than previous quarters (21%).
- 39% of the mapped crashes were on the Palm Beach TPA’s High Injury Network (HIN).
- 66% of crashes were within the medium to very high range of the Traditionally Underserved Index in Palm Beach County.



## Report Alignment

### A. FDOT Strategic Highway Safety Plan (SHSP)

The SHSP is a statewide safety plan developed by FDOT and its safety partners as a framework for eliminating fatalities and serious injuries on all public roads. This framework is the guide for how Florida's traffic safety partners will move toward the vision of a fatality-free transportation system during the next five years. To achieve this vision, this SHSP affirms the target of zero traffic fatalities and serious injuries.

### B. FDOT Pedestrian and Bicycle Safety Plan

This Pedestrian and Bicycle Strategic Safety Plan (PBSSP) advances this safety vision by supporting the safety of people walking and biking and aligning with the principles set forth by the Pedestrian and Bicyclist Emphasis Area of the Strategic Highway Safety Plan (SHSP). The PBSSP is charged with implementing this plan and consists of federal, state and local safety partners, stakeholders, and safety advocates.

### C. Palm Beach County Local Road Safety Plan and Municipal Safety Plans

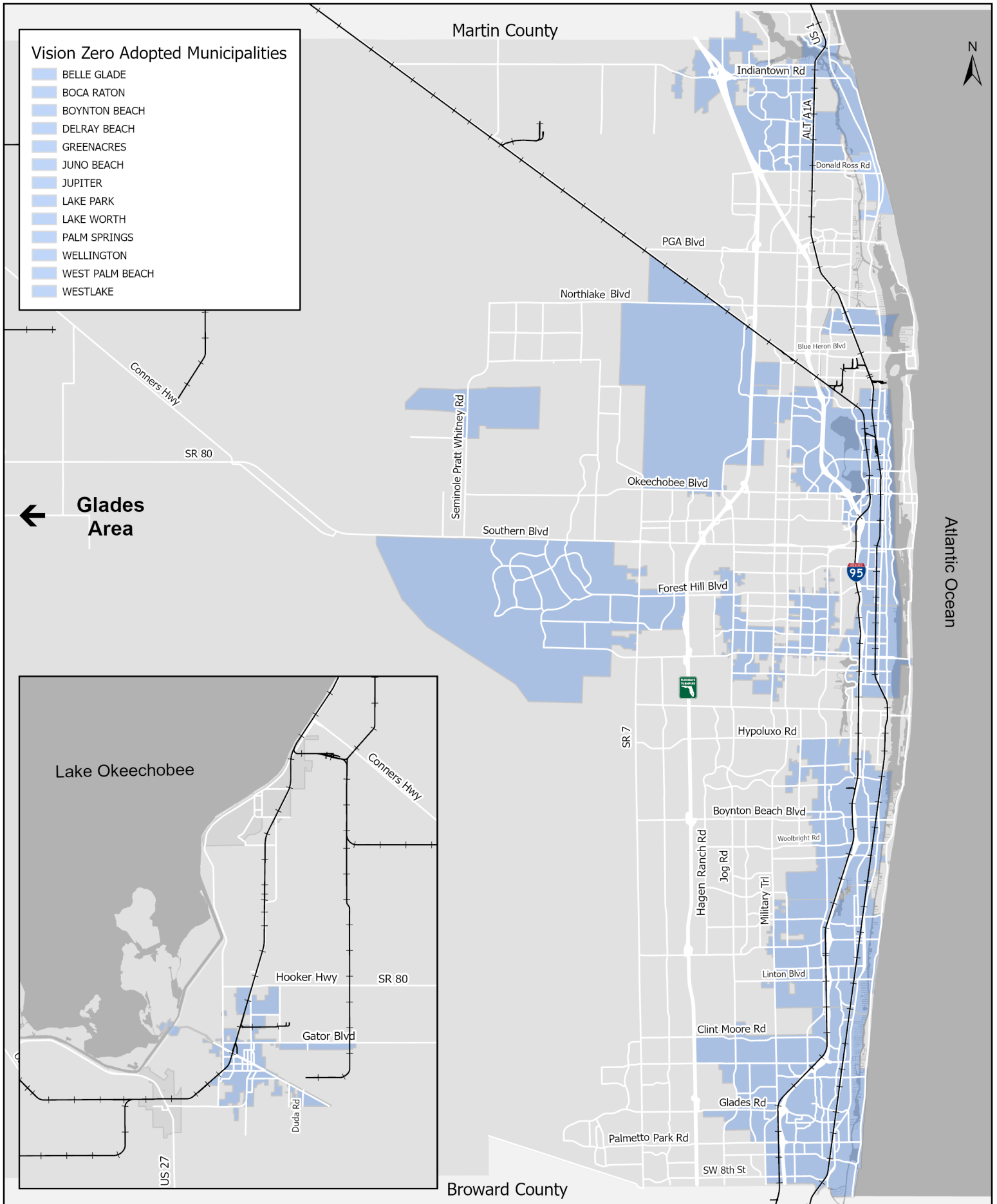
The Palm Beach County Local Road Safety Plan (LRSP) is a comprehensive plan that provides a framework for reducing the number of fatalities and serious injuries associated with crashes that occur on Palm Beach County's (hereafter, "the County's") roadway system. The information in this LRSP draws on best practices in safety planning from documents prepared by the Federal Highway Administration (FHWA), the American Association of State Highway and Transportation Officials, the National Cooperative Highway Research Program, the National Highway Traffic Safety Administration, as well as state and local safety partners. The LRSP supports statewide goals and priorities established in the Florida Strategic Highway Safety Plan (SHSP), including Florida's vision of "A Fatality Free Roadway System".

### D. Local Governments

To date, 13 municipalities have adopted a Vision Zero Goal, including a target date to eliminate traffic fatalities and serious injuries. The map below indicates the agencies with an adopted Vision Zero Goal in Palm Beach County.



# Palm Beach County - Vision Zero Adopted Municipalities



## Summary Table of Q4 Crashes

This table displays crashes occurring in Q4 of 2023. During this time, 19% of crashes took place in unincorporated areas of the county, whereas 81% of crashes occurred in incorporated areas.

Pedestrian			Bicyclist		
Crash Report #	Jurisdiction	Crash Severity	Crash Report #	Jurisdiction	Crash Severity
25184563	Boynton Beach	Serious Injury	25902516	Boca Raton	Serious Injury
26052370	Unincorporated	Fatality	26066943	West Palm Beach	Serious Injury
26085528	Delray Beach	Serious Injury	25157923	Palm Beach Gardens	Serious Injury
26053481	Unincorporated	Serious Injury	26052617	Lake Worth	Fatality
26053665	Royal Palm Beach	Serious Injury	26056101	Unincorporated	Serious Injury
26053786	Unincorporated	Serious Injury	26052279	Lake Worth	Serious Injury
26053831	Unincorporated	Serious Injury	25158145	Palm Beach Gardens	Serious Injury
26067334	West Palm Beach	Serious Injury	26055165	Greenacres	Serious Injury
26067225	West Palm Beach	Serious Injury	82218964	Ocean Ridge	Serious Injury
26191983	Boynton Beach	Serious Injury	25157976	Palm Beach Gardens	Serious Injury
26253610	Palm Springs	Serious Injury	26230882	Unincorporated	Serious Injury
26231790	Greenacres	Fatality	26053082	West Palm Beach	Serious Injury
89754010	South Bay	Fatality	26231836	Royal Palm Beach	Serious Injury
26055296	West Palm Beach	Fatality	<b>Total Mapped/ Unmapped</b>	<b>13/0</b>	
88968858	Lantana	Serious Injury			
26053014	Unincorporated	Fatality			
25045049	Delray Beach	Fatality			
26066961	West Palm Beach	Serious Injury			





26053957	Unincorporated	Fatality
26054610	South Palm Beach	Fatality
26088943	Jupiter	Fatality
89720359	Belle Glade	Fatality
26066791	West Palm Beach	Serious Injury
26066752	West Palm Beach	Fatality
26085750	Delray Beach	Fatality
26066773	West Palm Beach	Serious Injury
26054612	Royal Palm Beach	Serious Injury
26054852	Unincorporated	Fatality
26055775	Mangonia Park	Serious Injury
26230526	Unincorporated	Serious Injury
26066628	West Palm Beach	Fatality
26231536	Lake Worth	Fatality
26253602	Palm Springs	Serious Injury
12312023	West Palm Beach/SFRC	Fatality
20233832	Lake Worth Beach/FEC	Serious Injury
20233780	West Palm Beach/FEC	Fatality
20233762	Boca Raton/FEC	Serious Injury
12082023	Boca Raton/SFRC	Fatality
20233643	Boynton Beach/FEC	Fatality
T43111023	Tequesta/FEC	Fatality
<b>Total Mapped/ Unmapped</b>	<b>39/1</b>	

\*Crash data retrieved 03/05/2024



## Crash Trends Deep Dive

This deep dive aligns the FDOT's Florida Strategic Highway Safety Plan (SHSP) Emphasis Areas for crashes and the TPA's High Injury Network (HIN) considerations, and other trending topics to summarize the conditions in table. This information is useful when looking at long term crash trends to better determine when crash modification factors may necessitate changes to roadways.

The consecutive pages provide an analysis of Q4's crash conditions with the following three maps:

- **Pedestrian and Bicycle Crashes:** An overall analysis of the pedestrian and bicycle crashes that occurred during the second quarter, broken down by crash severity.
- **Crashes on the High Injury Network within Palm Beach County:** An overlay of the crashes on the HIN within PBC. The corridors on the HIN are based on the roads with the most fatal and serious injuries, as identified on the TPA's 2021 Vision Zero Action Plan. The TPA's HIN has 20 identified intersections and approximately 50 corridors.
- **Crashes on the Traditionally Underserved Index:** An overlay of the crashes on the Traditionally Underserved Index. To maintain consistency with the TPA's 2021 Vision Zero Action Plan, an equity component was analyzed by prioritizing our traditionally underserved communities on areas where residents likely lack transportation access due to demographic conditions, low income, or a historical lack of services.

Moreover, FDOT conducted a review of Florida's traffic safety resources and analysis of crash data to identify the preeminent crash factors by emphasis area. The five emphasis areas identified on FDOT's SHSP are the following: Roadways, Road Users, User Behavior, Traffic Records and Information Systems, and Evolving emphasis areas. This report only includes the top three emphasis areas organized as such: Roadway, Human Behavior, and Socioeconomic Conditions. The TPA's determination for this selection was based on crash frequency and data availability.

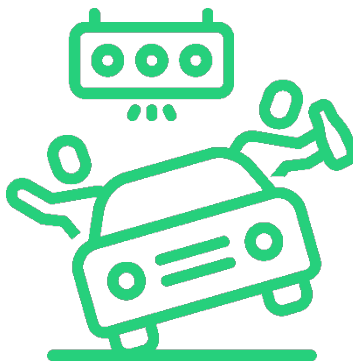
### ROADWAY

### CONDITIONS



### HUMAN

### BEHAVIOR

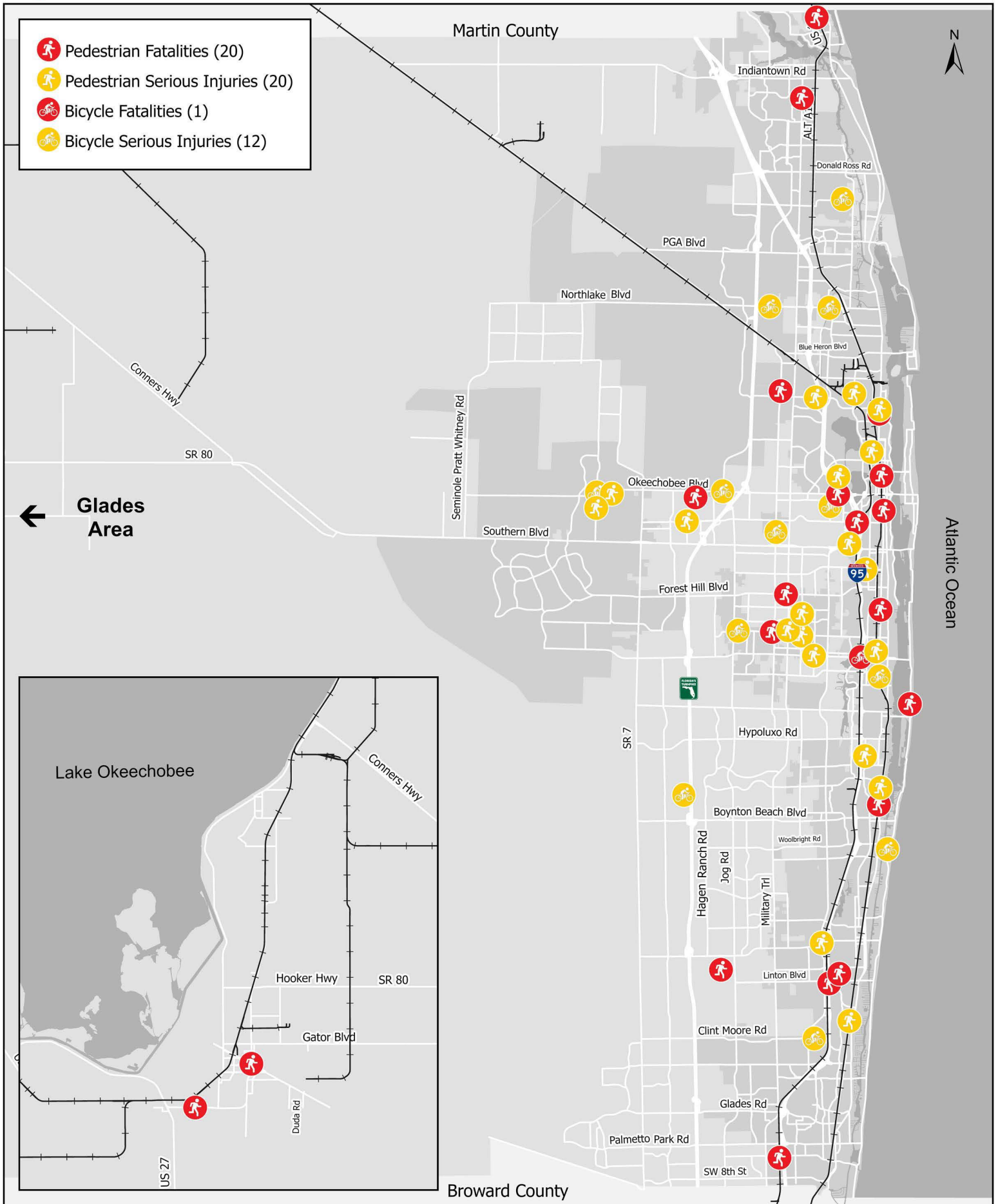


### SOCIOECONOMIC

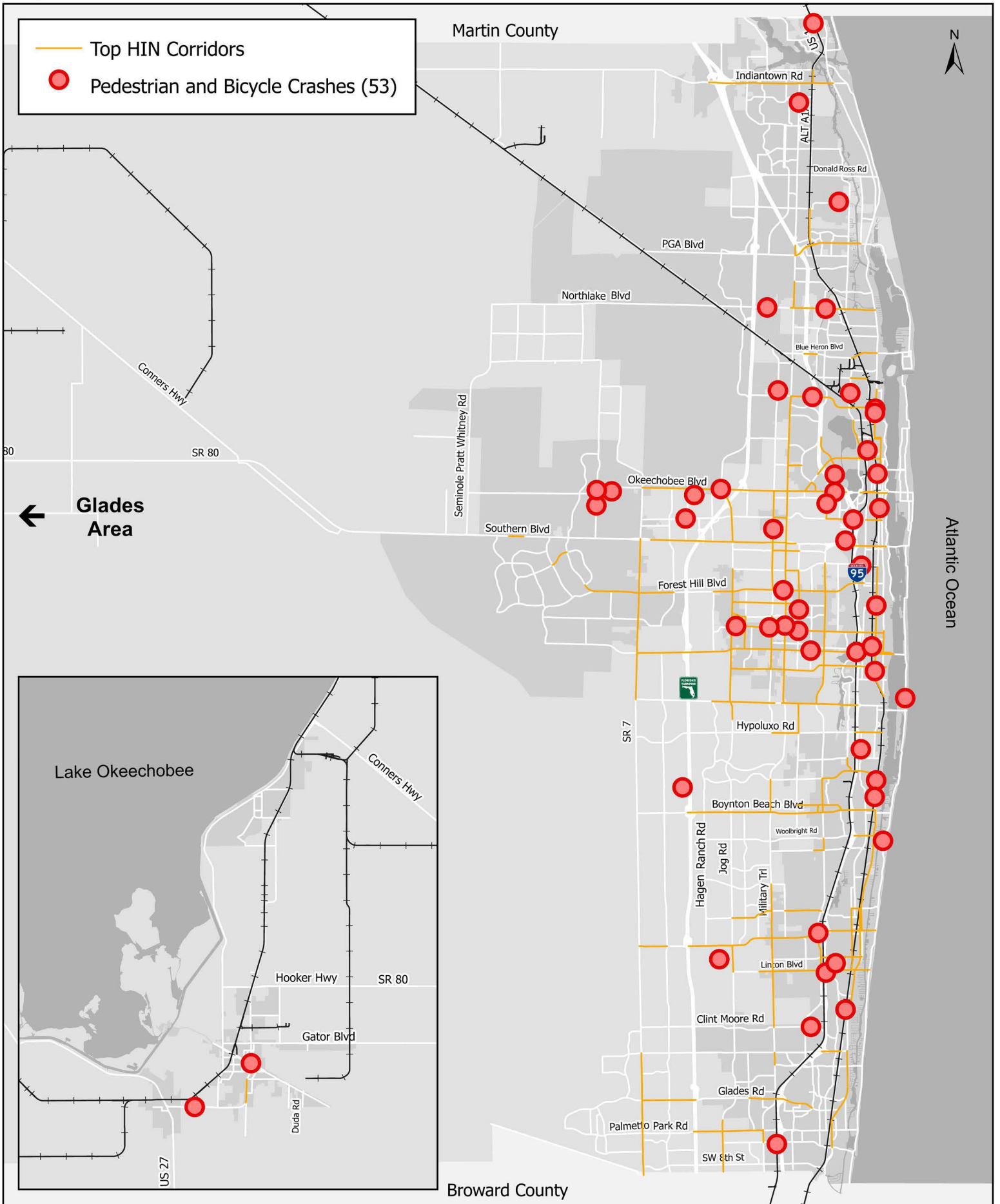
### CONDITIONS



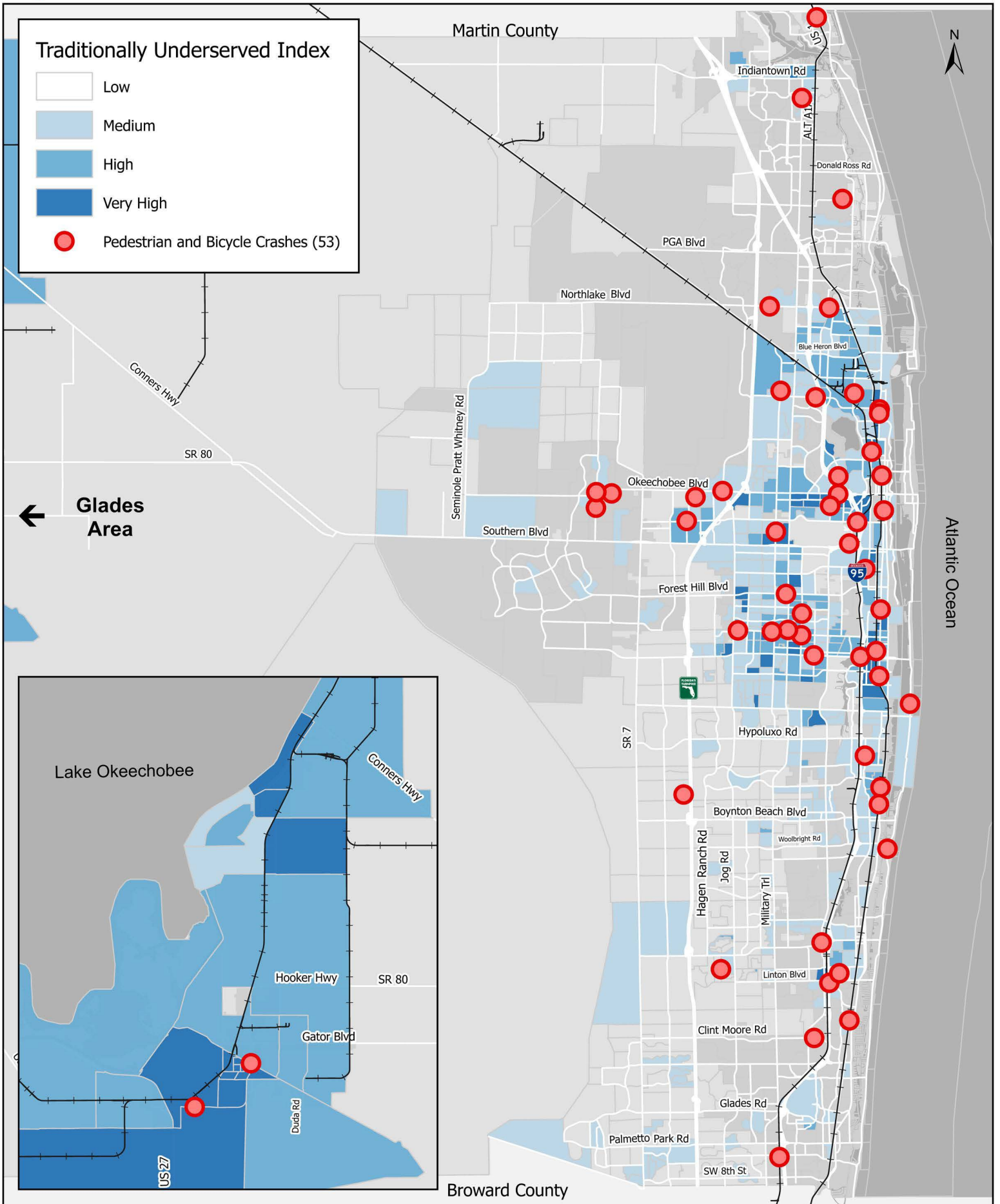
# Ped/Bike Crashes - October 1 to December 31, 2023



# Crashes on the High Injury Network within Palm Beach County



# Crashes on the Traditionally Underserved Index



## Roadway, Human Behavior, & Socioeconomic Conditions Analysis

	Quarter 1		Quarter 2		Quarter 3		Quarter 4	
	Pedestrian	Bicyclist	Pedestrian	Bicyclist	Pedestrian	Bicyclist	Pedestrian	Bicyclist
<b>Total Crashes</b>	<b>47</b>	<b>22</b>	<b>37</b>	<b>9</b>	<b>39</b>	<b>9</b>	<b>40</b>	<b>13</b>
Fatalities	15	5	14	3	13	2	20	1
Serious Injuries	32	17	23	6	26	7	20	12
<b>Roadway Conditions</b>								
<b>Posted Speed Limit</b>								
<30	14	9	11	4	11	1	6	1
35-40	13	11	14	1	9	3	20	7
45<	13	2	10	4	12	5	7	5
<b>Intersections</b>								
Mid-Block	34	9	24	5	22	7	23	7
Intersection	13	13	10	4	10	2	10	6
<b>Number of Lanes</b>								
2 Lane	18	12	11	5	17	1	16	4
3-4 Lane	14	7	9	4	4	4	7	6
5< Lane	8	3	15	0	11	4	10	3
<b>Functional Classification</b>								
Major Arterial	9	3	16	3	10	0	9	4
Minor Arterial	14	6	7	1	6	7	12	5
Major Collector	6	7	1	1	5	2	3	2
Minor Collector	5	3	0	1	1	0	4	1
Local Road	6	3	10	3	10	0	5	1
<b>Lane Departure</b>								
Crashes	5	0	2	1	1	2	3	0
<b>Surface Conditions</b>								
Wet Road	9	0	8	1	3	2	4	0
Dry Road	38	22	26	8	29	7	29	13
<b>Lighting Condition</b>								
Daytime	27	18	15	6	11	5	13	8
Nighttime	20	4	19	3	21	4	20	5
<b>Rail Crossings</b>								
Trespassers	7	0	3	0	7	0	7	0
<b>Human Behaviors</b>								
Impaired Driving	0	0	1	0	2	0	2	0
Distracted Driving	1	1	1	0	1	1	1	0
Speeding and Aggressive Driving	2	2	1	0	0	0	0	1
<b>Socioeconomic Conditions</b>								
Aging Driver	7	4	7	4	8	3	3	3
Teen Driver	2	3	2	0	0	0	2	1



## TPA Reporting

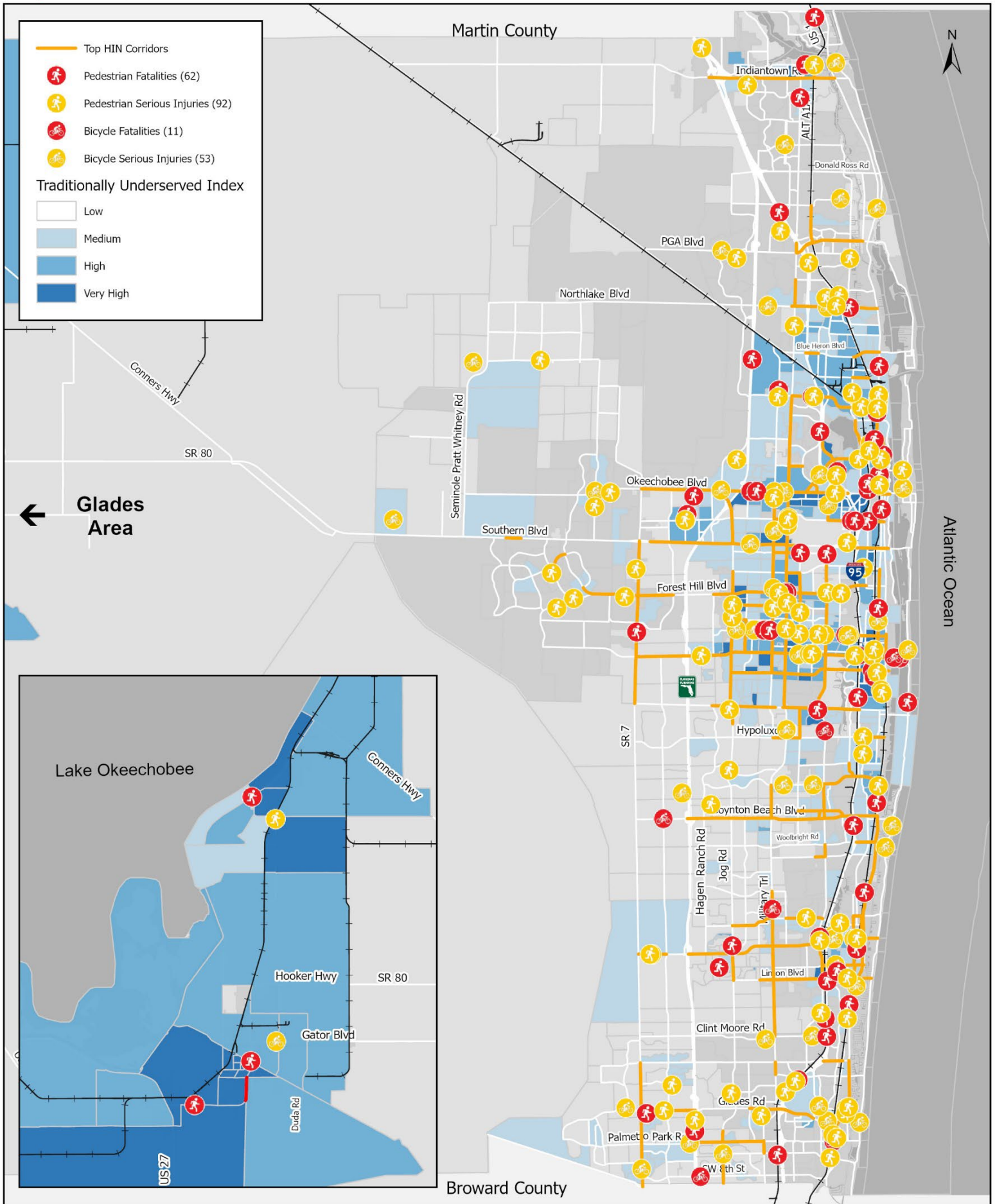
To track the progress made since updating the TPA's 2021 Vision Zero Action Plan, the following actions were taken by stakeholders during the fourth quarter to help reach our Vision Zero goal:

- Supported the adoption of the City of Boca Raton's Complete Streets Policy to establish a commitment of using a holistic, context-sensitive, and multimodal approach when designing and planning for transportation infrastructure.
- Hosted a Ribbon Cutting event for the newly constructed Dillman Trail in the City of Greenacres funded by the TPA's Transportation Alternatives (TA) Program.
- Participated in FDOT's Mobility Week and partnered with the City of West Palm Beach to host a bicycle ride and provide resources for multimodal transportation options.
  - TPA staff participated in FDOT's Ride, Roll, Stroll Challenge and received the award for the #1 Small Organization to log the most transit, bicycling, walking, and carpool trips. With the TPA's 17,934 total trips recorded, approximately 2,704 miles were reduced and 2,344 CO2 pounds were reduced.
- Hosted a series of the TPA's Mobility Vision Workshops at varying locations throughout Palm Beach County to discuss the future of its transportation system and collected feedback from the public, local governments, elected officials, and other stakeholders on ways to improve walking, bicycling, and transit access in the region.
- TPA staff met with the Florida Department of Transportation (FDOT) to discuss providing multimodal accommodations for the upcoming Tight Urban Diamond Interchange (TUDI) at the 45<sup>th</sup> Street and I-95 interchange in the City of West Palm Beach.
- TPA staff attended the Federal Highway Administration's (FHWA) Bikeway Training hosted by the Miami-Dade TPO to learn about the latest bicycle design best practices nationwide.
- TPA staff attended Florida's Pedestrian and Bicycle Safety Coalition stay current on the latest pedestrian and bicycle laws, data reporting, and statewide Vision Zero efforts.
- TPA staff participated in FDOT D4's Community Traffic Safety Team to help solve local traffic safety concerns and promote public awareness of traffic safety best practices.

The TPA will continue to encourage agencies to develop comprehensive roadway safety action plans and utilize resources and grants available to develop such materials.



# Ped/Bike Crashes - Jan 1 to Dec 31, 2023

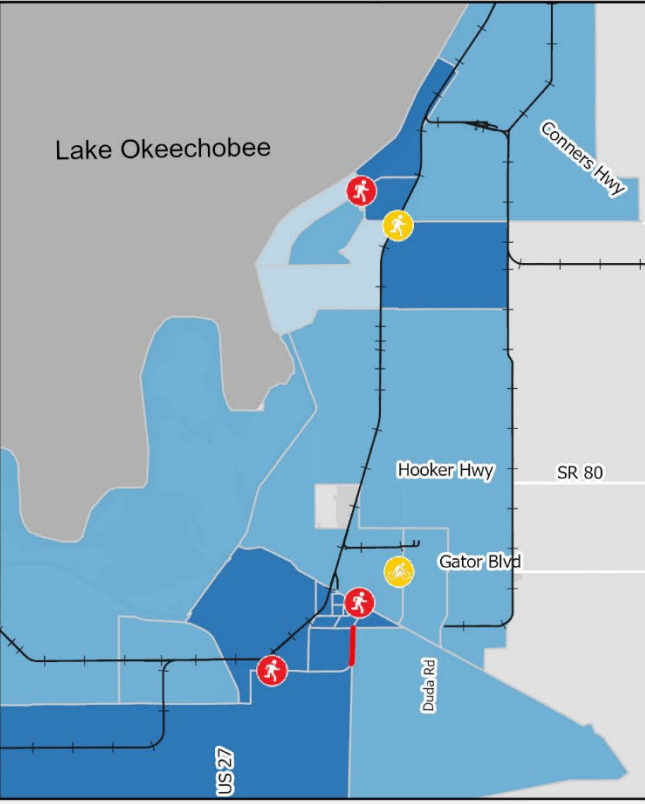


**Legend**

- Top HIN Corridors
- Pedestrian Fatalities (62)
- Pedestrian Serious Injuries (92)
- Bicycle Fatalities (11)
- Bicycle Serious Injuries (53)

**Traditionally Underserved Index**

- Low
- Medium
- High
- Very High





The following table displays crash data from 2019-2023, crash type, severity, and the past two five-year averages. Compared to the previous 5-year average (2014-2018), there has been a **23% average increase** in pedestrian and bicycle fatalities over the current period. The number of all crashes resulting in death reached a 5-year low in 2023, despite some pedestrian and bicycle severe and fatal crashes five-year average remained relatively flat.

	5-Year Averages		5-Year Summary Crashes					Total
	2014-2018	2019-2023	2019	2020	2021	2022	2023	2019-2023
Bicycle Fatalities and Serious Injuries	63	57	52	68	46	54	64	<b>284</b>
Pedestrian Fatalities and Serious Injuries	142	142	157	127	134	158	133	<b>709</b>
Vehicle and Motorcycle Crashes	53,232	49,553	55,387	42,126	49,100	49,584	51,566	<b>247,763</b>
Total Fatalities for Pedestrians and Bicyclists	47	58	47	56	56	70	58	<b>287</b>
Total Fatalities for All Crashes	157	196	174	186	215	217	168	<b>960</b>
Total Crashes of All Types	54,679	50,946	56,655	43,205	50,286	51,212	53,376	<b>254,734</b>

The table below displays the total fatalities for pedestrians and bicyclists from 2019-2023 based on roadway condition, human behavior, and socioeconomic conditions. Within the past 5 years, aging drivers have been the leading age group to be involved in a pedestrian or bicycle fatality. In the 2023-year, pedestrian and bicycle fatalities occurring at intersections had the highest deaths within the 5-year timeframe.

**Total Fatalities for Pedestrians and Bicyclists**

Roadway Conditions						
	2019	2020	2021	2022	2023	Total
Lane Departures	5	9	5	10	10	<b>39</b>
Intersection-Related	7	20	11	15	17	<b>70</b>
Rail Crossings	14	8	5	11	15	<b>52</b>
Human Behavior						
Impaired Driving	2	7	3	4	3	<b>18</b>
Speeding and Aggressive Driving	1	4	1	2	4	<b>11</b>
Distracted Driving	2	1	4	1	2	<b>10</b>
Socioeconomic Conditions						
Aging Drivers	7	4	10	5	10	<b>36</b>
Teen Drivers	1	2	3	3	4	<b>13</b>



## Data Notes

The information contained within this report was downloaded from Signal Four Analytics – University of Florida GeoPlan and the Federal Railroad Administration Office of Safety Analysis data portal and reformatted for this analysis.

- Signal 4 Analytics: This web-based interactive tool allows government employees and consultants working on behalf of government agencies the ability to view crash reports, produce maps, and interact with data to analyze area trends. [Signal4Analytics.com](https://signal4analytics.com) Data for this quarter was retrieved March 8, 2024.\*
  - Posted Speed Limit: Posted speed limit data not included in Signal 4 Analytics. Data was obtained through individual crash reports.
  - Functional Classification: Functional Classification data not included in Signal 4 Analytics. Additional spatial analysis was performed to obtain this data.
  - Intersection – Mid-Block Crossing: data not included in Signal 4 Analytics. Data was obtained through individual crash reports and further review of conditions.
- US Department of Transportation: Federal Railroad Administration: This site shares railroad safety information including accident, incident, inventory, and highway-rail crossing data with the public. [FRA Safety Data & Reporting | FRA \(dot.gov\)](https://www.fra.dot.gov) Data for this quarter was retrieved March 8, 2024.

*\*Disclaimer: Every effort has been made to provide data that is current and accurate. All data is considered preliminary until the year is reconciled and closed out by the FLHSMV, and thus certain adjustments may be made to verify the data where clerical errors are noted. The following data was not included in Signal 4 Analytics and was obtained through other means.*

## Important Safety Contacts

- Motasem Al-Turk, Division Manager  
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- Fadi Emil Nassar, Manager, Traffic Engineering Operations  
Palm Beach County Traffic Division  
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(561) 684-4030
- Katie Kehres, District Four Safety Administrator  
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(772) 429-4889
- Yujing “Tracey” Xie, District Four Traffic Safety Program Engineer  
District Safety Office  
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(954) 777-435

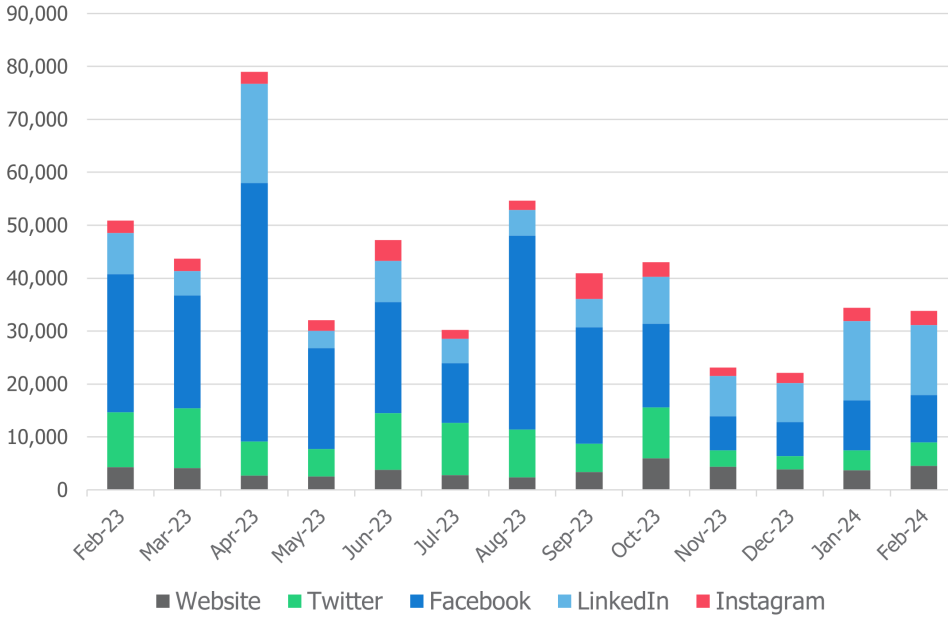


# Public Involvement Activity Report

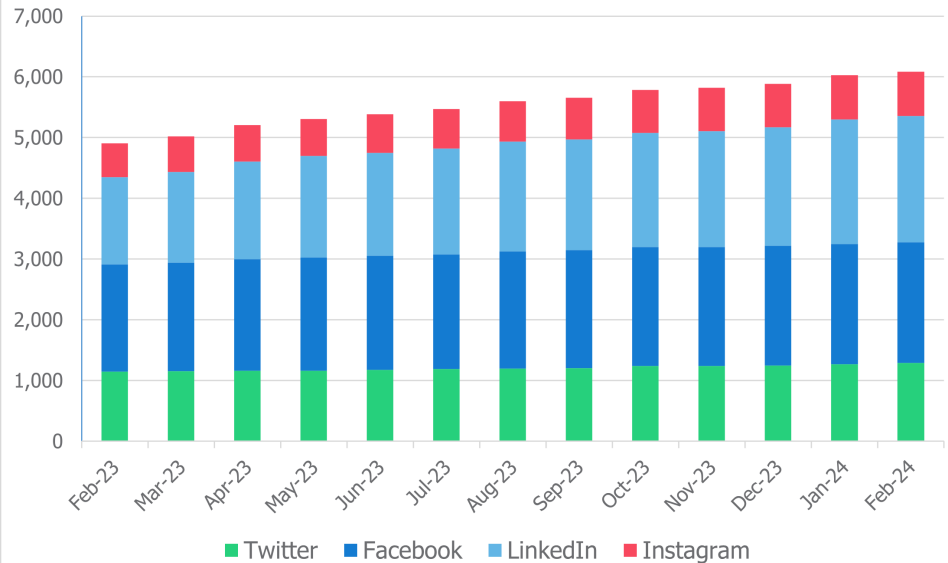
## February 2024

### FY 23-24 UPWP Task 1.D Solicit Public Input via Social Media

#### Social Media Impressions



#### Social Media Followers



FY 24 Strategic Plan Goal 1.B: Increase Social Media Engagement

Goal: 125,000 users reached

Current: 217,961 users reached

### Total February Media Coverage

**Audience:** Represents the number of people who likely viewed a story.

**Publicity Value:** Represents the cost to advertise during that specific time, program and/or platform multiplied by the number of people who viewed the story.



**Total Radio Audience**

530,496

**Total Publicity Value**

USD \$1,622



**Total Online News Audience**

13,042

**Total Online News Publicity**

USD \$113

[View this month's media report](#)

### WLRN: Palm Beach County Infrastructure Surtax Discussion

Government & Politics

## Palm Beach County's penny tax is set to lapse - but a new surtax may be coming

WLRN 91.3 FM | By Wilkine Brutus  
Published February 28, 2024 at 1:57 PM EST



▶ LISTEN • 1:29



Tri-Rail, the commuter train service, links to Miami, Fort Lauderdale and West Palm Beach in Florida.

The Palm Beach County Board of County Commissioners met with the Palm Beach County League of Cities to discuss future plans for the county's infrastructure surtax. Listen by clicking on the image above.