



TPA GOVERNING BOARD MEETING AGENDA

DATE: **Thursday, May 16, 2024**
TIME: **9:30 a.m.**
PLACE: **301 Datura Street, West Palm Beach, FL 33401**

Members of the public can [join the meeting](https://PalmBeachTPA.org/Meeting) in person or virtually. For information on how to attend a meeting visit: PalmBeachTPA.org/Meeting.

Please call 561-725-0800 or e-mail info@PalmBeachTPA.org for assistance joining the virtual meeting.

1. REGULAR ITEMS

- A. Call to Order and Roll Call
- B. Invocation and Pledge of Allegiance
- C. Modifications to the Agenda
- D. General Public Comments

Members of the public are invited to offer general comments unrelated to agenda items at this time. Public comments related to agenda items will be heard following staff presentation of the item. Comments may be submitted in the following ways:

- A written comment may be submitted at 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 and/or written 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. Executive Director's Report
- G. MOTION TO APPROVE Consent Agenda Items
 - 1. Governing Board Meeting Minutes for April 18, 2024
 - 2. Appointments to the TPA Advisory Committee through May 2027
 - a. Gary Dunmyer as the Palm Beach County Engineering Department Technical Advisory Committee (TAC) Alternate
 - 3. Operating Procedures Revision

Resolution amending the TPA Operating Procedures to clarify each advisory committee representative may have one alternate, remove subjective project rankings, and update the Technical Advisory Committee (TAC) maximum size and membership eligibility.

2. ACTION ITEMS

A. MOTION TO ADOPT Fiscal Year (FY) 2025-2026 Unified Planning Work Program (UPWP)

The FY 2025-2026 UPWP is the 2-year business plan and budget for the agency covering a period of July 1, 2024 to June 30, 2026. The UPWP is the TPA's application for federal planning funds and includes a description of the planning work, deliverables, timeframes, source, and requested amounts. TPA staff will present on the attached UPWP summary of tasks and full document.

TAC / CAC / VZAC: Recommended adoption unanimously.

B. MOTION TO ADOPT Amendment #3 to the TPA's Fiscal Year (FY) 2023-2024 Unified Planning Work Program (UPWP)

The two-year fiscal year budget cycle ends June 30, 2024. The amendment rebalances the funding for planning activities. The changes include:

- Rebalance of remaining FY 2023 into FY 2024
- Rebalance of FY 2024 funding to utilize federal highway and transit planning funds
- "De-obligate" \$1,200,000 to utilize on TPA priority projects in FY 2024

TPA staff will present on the attached summary of changes.

3. INFORMATION ITEMS

A. Draft Fiscal Year (FY) 2025 – 2029 Transportation Improvement Program (TIP)

The TIP is the five-year funding program for transportation projects in Palm Beach County. This program was developed in collaboration with the Florida Department of Transportation (FDOT) and various local agencies and includes transportation projects funded by federal, state, and local sources for all modes of transportation. The TIP reflects revenue expectations for the next five fiscal years and programs projects by phase, year, and funding source.

This is the first review of the TIP. The final adoption is scheduled for the TPA Governing Board meeting on June 20, 2024.

The draft executive summary for the FY 2025-2029 TIP is attached. The full TIP document and appendices can be viewed at PalmBeachTPA.org/TIP.

B. Turnpike Crossover in Martin County

Florida's Turnpike Enterprise (FTE) is developing a Project Development and Environment (PD&E) Study for the Turnpike and I-95 Direct Connection Interchange in Martin County. Turnpike staff will present on the study, highlighting impacts to traffic operations, travel time reliability, safety, enhanced emergency response and evacuation in Martin and Palm Beach Counties. The presentation is attached.

C. Florida Share the Road Coalition Presentation

The Florida Share the Road Coalition aims to provide safe road user education, support for enforcement, and better roadway design. The Coalition will present efforts along AIA.

D. Partner Agency Updates

Agency staff from Palm Tran, SFRTA/Tri-Rail, FDOT and/or Palm Beach County Engineering may provide brief updates on items relevant to the TPA.

4. ADMINISTRATIVE ITEMS

- A. Routine TPA Reports
 - 1. Public Involvement Activity Report – April 2024
 - 2. FDOT Scheduling Report – May 2024
- B. Next Meeting – **June 20, 2024**
- C. 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 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 por lo menos cinco días antes de la reunión. Si tiene problemas de audición, llamar al teléfono 711.

TPA GOVERNING BOARD MEMBERS

CHAIR

Chelsea Reed, Mayor

City of Palm Beach Gardens

Alternate: Marcie Tinsley, Councilmember

Steve Wilson, Mayor

City of Belle Glade

Alternate: Michael C. Martin, Commissioner

Yvette Drucker, Deputy Mayor

City of Boca Raton

Fran Nachlas, Council Member

City of Boca Raton

Boca Raton Alternates:

Scott Singer, Mayor

Andy Thomson, Council Member

Marc Wigder, Council Member

Angela Cruz, Commissioner

City of Boynton Beach

Alternate: Aimee Kelly, Vice Mayor

Rob Long, Deputy Vice Mayor

City of Delray Beach

Alternate: Thomas Markert, Commissioner

Chuck Shaw, Mayor

City of Greenacres

Alternate: Judith Dugo, Deputy Mayor

Jim Kuretski, Mayor

Town of Jupiter

Alternate: Ron Delaney, Vice Mayor

Reinaldo Diaz, Commissioner

City of Lake Worth Beach

Alternate: Christopher McVoy, Vice Mayor

Joni Brinkman, Vice Mayor

Village of Palm Springs

Alternate: VACANT

Deandre Poole, Commissioner

Port of Palm Beach

Alternate: Varisa Dass, Commissioner

VICE CHAIR

Maria Marino, Vice Mayor

Palm Beach County – District 1

Gregg Weiss, Commissioner

Palm Beach County – District 2

Marci Woodward, Commissioner

Palm Beach County – District 4

Sara Baxter, Commissioner

Palm Beach County – District 6

Mack Bernard, Commissioner

Palm Beach County – District 7

Palm Beach County Alternates:

Maria Sachs, Mayor

Michael Barnett, Commissioner

Glen Spiritis, Council Member

City of Riviera Beach

Alternate: Tradrick McCoy, Chairperson Pro-Tem

Fred Pinto, Mayor

Village of Royal Palm Beach

Alternate: Jeff Hmara, Vice Mayor

Michael Napoleone, Mayor

Village of Wellington

Alternate: John T. McGovern, Councilman

Christy Fox, Commissioner

City of West Palm Beach

Joseph Peduzzi, Commissioner

City of West Palm Beach

West Palm Beach Alternates:

Christina Lambert, Commissioner

Shalonda Warren, Commissioner

Steven Braun, District 4 Secretary

Florida Department of Transportation

Non-Voting Advisor



PALM BEACH Transportation Planning Agency

OFFICIAL MEETING MINUTES OF THE PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) GOVERNING BOARD

April 18, 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 the discussion that occurred. PDF versions of the agenda, backup materials, presentations, and audio recordings are available for review at PalmBeachTPA.org/Board.

1. REGULAR ITEMS

1.A. Call to Order and Roll Call

CHAIR REED called the meeting to order at 9:05 a.m.

The Recording Secretary called the roll.

Member	Attendance	Member	Attendance	Member	Attendance
Steve Wilson	A	Reinaldo Diaz	P	Shirley Lanier	A
Yvette Drucker	P	Joni Brinkman	P	Fred Pinto	A
Fran Nachlas	P	Deandre Poole	P	Michael Napoleone	P
Angela Cruz	P	Gregg Weiss	P	Christy Fox	P
Rob Long	P	Marci Woodward	P	Shalonda Warren (Alt)	P
Chuck Shaw	A	Sara Baxter	P	Maria Marino	P
Jim Kuretski	A	Mack Bernard	P	Chelsea Reed	P

P = Present A = Absent

A quorum was present in-person.

1.B. Invocation and Pledge of Allegiance

VICE CHAIR MARINO led the invocation and pledge.

1.C. Modifications to the Agenda

Motion to adopt the agenda made by Sara Baxter, seconded by Marci Woodward, and carried unanimously 16-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	A	Reinaldo Diaz	Y	Shirley Lanier	A
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	A
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Rob Long	Y	Marci Woodward	Y	Shalonda Warren (Alt)	Y
Chuck Shaw	A	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	A	Mack Bernard	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

1.D. General Public Comments

RICHARD STOWE, representing the Sierra Club Loxahatchee Group, made a public comment regarding roundabouts and a Mississippi DOT study. He also spoke about narrowing traffic lanes along Federal Highway and updates to the FDOT Design Manual.

1.F. Comments from the Chair and Member Comments

Chuck Shaw joined the meeting at 9:44 a.m.

YVETTE DRUCKER stated a new Circuit circulator service is running in the City of Boca Raton.

REINALDO DIAZ stated Circuit is also running in the City of Lake Worth Beach and expressed his support.

CHRISTY FOX mentioned she spoke with Faye Johnson, West Palm Beach City Administrator, to identify potential opportunities to implement parking validation or reserve spots for the TPA Governing Board meeting if it conflicts with the annual Boat Show in West Palm Beach.

MICHAEL NAPOLEONE shared details about Wellington's new Freebee circulator service available for seniors. He also noted Tri-Rail as a great transit option to get to the Miami International Airport.

CHAIR REED noted the City of Palm Beach Gardens TOD Initiative was published as a national case study. She also shared her experience riding Palm Tran and welcomed the new TPA Governing Board Members, City of Delray Beach Deputy Vice Mayor Rob Long and City of Greenacres Mayor Chuck Shaw.

1.G. Executive Director's Report

VALERIE NEILSON, TPA Executive Director, provided updates available at PalmBeachTPA.org/Board.

1.H. APPROVED Consent Agenda Items

1. Governing Board Meeting Minutes for March 21, 2024
2. Appointments to the Transportation Disadvantaged Local Coordinating Board (TD LCB) through December 2026
 - a. Niccole J. Smith as the Area Agency on Aging Alternate
3. Appointments to the TPA Advisory Committees through March 2027
 - a. Greg Fagan as the Palm Beach County District 1 Citizen's Advisory Committee (CAC) Representative
 - b. Joel Rosales as the Health Care District Palm Beach County Vision Zero Advisory Committee (VZAC) Representative and Alyha Benitez as Alternate.
4. Operating Procedures Revision
Resolution amending the TPA Operating Procedures to update CAC membership.
5. Weiss Serota Helfman Cole & Bierman, P.L. Agreement Amendment
First Amendment to the existing Legal Services Agreement exercising the two-year extension terms to June 30, 2026, and revising the maximum amount to \$590,000.

MOTION to approve the Consent Agenda made by Maria Marino, seconded by Yvette Drucker, and carried unanimously 17-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	A	Reinaldo Diaz	Y	Shirley Lanier	A
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	A
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Rob Long	Y	Marci Woodward	Y	Shalonda Warren (Alt)	Y
Chuck Shaw	Y	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	A	Mack Bernard	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

2. ACTION ITEMS

2.A. **MOTION TO ADOPT Amendment #3 to the Transportation Improvement Program (TIP)**

Andrew Uhler, Deputy Director of Programs, provided a presentation that can be viewed at PalmBeachTPA.org/Board.

There were no public comments.

GREGG WEISS highlighted the effectiveness of advanced traffic signals and inquired about the possibility of implementing them in additional locations.

MOTION to adopt Amendment #3 to the TIP made by Gregg Weiss, seconded by Reinaldo Diaz, and carried unanimously 17-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	A	Reinaldo Diaz	Y	Shirley Lanier	A
Yvette Drucker	Y	Joni Brinkman	Y	Fred Pinto	A
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Angela Cruz	Y	Gregg Weiss	Y	Christy Fox	Y
Rob Long	Y	Marci Woodward	Y	Shalonda Warren (Alt)	Y
Chuck Shaw	Y	Sara Baxter	Y	Maria Marino	Y
Jim Kuretski	A	Mack Bernard	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

3. INFORMATION ITEMS

3.A. **DISCUSSED: Draft Fiscal Year (FY) 2025-2026 Unified Planning Work Program (UPWP)**

Andrew Uhler provided an overview of the UPWP.

There were no public comments.

There were no Chair or member comments.

3.B **DISCUSSED: Partner Agency Updates**

Evan Henderson, Senior Manager of Public Relations, provided a presentation of the Let's Get on the Bus Challenge.

There were no public comments.

VALERIE NEILSON mentioned her Palm Tran Get on the Bus Challenge Move & Mingle Event on May 17.

4. ADMINISTRATIVE ITEMS

4.A. Routine TPA Reports

1. Public Involvement Activity Report – March 2024
2. 2023 Pedestrian and Bicycle Quarterly Crash Report - Q4
3. FDOT Scheduling Report - April 2024

4.B. Next Meeting – May 16, 2024

4.C. Adjournment

There being no further business, the Chair declared the meeting adjourned at 10:16 a.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the TPA Governing Board and that the information provided herein is the true and correct Minutes for the April 18, 2024, meeting of the Board, dated this 16th day of May 2024.

Chair Chelsea Reed, Palm Beach Gardens Mayor

EXHIBIT A

Transportation Planning Agency Governing Board

Representative Alternate(s) Local Government	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24	Mar '24	Apr '24
Chelsea Reed, Mayor CHAIR Marcie Tinsley, City Council City of Palm Beach Gardens	P	P	P	NO MEETING HELD – SCHEDULED BREAK	P	P	NO MEETING HELD – SCHEDULED BREAK	P	NO MEETING HELD – SCHEDULED BREAK	P	P	P
Maria Marino, Vice Mayor VICE CHAIR Palm Beach County	P	P	E		P	P		P		E	P	P
Steve B. Wilson, Mayor City of Belle Glade	P	A	P		P	A		A		P	P	A
Yvette Drucker, Deputy Mayor City of Boca Raton	P	P	P		P	P		P		P	P	P
Fran Nachlas, Council Member Monica Mayotte, Council Member Andy Thompson, Council Member City of Boca Raton	P	P	P		P	P		P		P	P	P
Angela Cruz, Vice Mayor Woodrow Hay, Commissioner City of Boynton Beach	ALT	P	E		P	E		P		E	P	P
Rob Long, Deputy Vice- Mayor Thomas Markert, Commissioner City of Delray Beach	P	ALT	P		P	P		E		P	P	P
Chuck Shaw, Mayor Judith Dugo, Deputy Mayor City of Greenacres	P	P	P		P	E		P		P	P	P
Jim Kuretski, Mayor Ron Delaney, Vice Mayor Town of Jupiter	P	P	E		P	P		P		P	P	E
Reinaldo Diaz, Commissioner Christopher McVoy, Vice Mayor City of Lake Worth Beach	P	P	P		P	P		E		P	A	P
Joni Brinkman, Vice Mayor Village of Palm Springs	P	P	P		P	P		P		P	P	P
Deandre Poole, Commissioner Varisa Lall Dass, Commissioner Port of Palm Beach	P	P	P		P	P		A		P	P	P
Mack Bernard, Commissioner Michael Barnett, Commissioner Palm Beach County	P	P	E		P	P		P		A	A	P

Representative Alternate(s) Local Government	May '23	Jun '23	Jul '23	Aug '23	Sep '23	Oct '23	Nov '23	Dec '23	Jan '24	Feb '24	Mar '24	Apr '24
Sara Baxter, Commissioner Palm Beach County Maria Sachs, Mayor Palm Beach County	E	P	E		E	P		E		P	P	P
Gregg Weiss, Mayor Palm Beach County	P	P	E		E	P		P		P	P	P
Shirley Lanier, Councilwoman Tradrick McCoy, Councilman City of Riviera Beach	P	E	E		A	A		A		P	P	A
Fred Pinto, Mayor Jeff Hmara, Councilman Village of Royal Palm Beach	A	P	P		P	P		P		ALT	P	E
Michael Napoleone, Vice Mayor John T. McGovern, Councilman Village of Wellington	P	P	P		ALT	ALT		P		P	P	P
Christy Fox, Commissioner City of West Palm Beach	P	P	P		P	P		P		P	P	P
Joseph Peduzzi, Commissioner Shalonda Warren, Commissioner Christina Lambert, Commissioner City of West Palm Beach	P	P	E		P	E		E		P	P	Alt
Marci Woodward, Commissioner Palm Beach County - District 4	P	P	P		P	ALT		P		E	P	P

Attendance Record

** New Appointment

P - Representative Present

ALT- Alternate Present

E - Excused

A - Absent

OTHERS PRESENT

Valerie Neilson
Andrew Uhler
Melissa Murray
Sienna Aitken
Ruth Del Pino
Paul Gougelman
Khurshid Mohyuddin
Motasem Al-Turk
David Wiloch
Thomas Carney
Richard Radcliffe
Aziza Isles
Richard Stowe
Hossam Abdel All AbouKorin
Isis Williams
James Brown
Cesar Martinez
Katrina Kavouklis
Marsha Taylor-Long
Yanique Kelly
Deborah Posey Blocker
Yash Nagal
Aimee Kelley
Mary McNicholas
Ana Quero
Morton Rose
Neil Heimeriks
Lori LaVerriere
Joel Engelhardt

REPRESENTING

Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach TPA
Palm Beach County
Palm Beach County
Palm Beach County
City of Delray Beach
Palm Beach County League of Cities
Palm Beach County League of Cities
Sierra Club Loxahatchee Group
IES Professional Engineering
Florida Department of Children and Families
FDOT
FDOT
FDOT
FDOT
FDOT
Palm Tran
Palm Tran
General Public
General Public
General Public
General Public
General Public
General Public
General Public



**Department of Engineering
and Public Works**

P.O. Box 21229

West Palm Beach, FL 33416-1229

(561) 684-4000

FAX: (561) 684-4050

www.pbcgov.com



**Palm Beach County
Board of County
Commissioners**

Maria Sachs, Mayor

Maria G. Marino, Vice Mayor

Gregg K. Weiss

Michael A. Barnett

Marci Woodward

Sara Baxter

Mack Bernard

County Administrator

Verdenia C. Baker

May 8, 2024

Andrew Uhler
Deputy Director of Programs
Palm Beach Transportation Planning Agency
301 Datura St.
West Palm Beach, FL 33401

RE: Technical Advisory Committee Alternate Member for Palm Beach
County Engineering and Public Works Department

Dear Andrew,

This letter is to request the appointment of Mr. Gary Dunmyer, Senior Professional Engineer, as the alternate TAC member representing Palm Beach County Engineering and Public Works Department. Motasem Al-Turk, Traffic Division Director, is the Department's representative.

Attached is a copy of Mr. Dunmyer's bio summary.

Regards,

Motasem Al-Turk, Ph.D., P.E.
Director, Traffic Division

MAA:mkb

cc: David Ricks, P.E., County Engineer
Melissa Ackert, P.E., Assistant Director – Traffic Division
Gary Dunmyer, P.E., Senior Professional Engineer – Traffic Division

N:\TRAFFIC\MAA\Correspondence\2024\2024-04-18 (MAA) TPA_TAC Alternate Rep - GD.docx

"An Equal Opportunity
Affirmative Action Employer"

**Gary Dunmyer, MBA, PE, CGC - Senior Professional Engineer, Engineering and Public Works
Traffic Division - Palm Beach County**

Gary Dunmyer, PE, reviews all new County and State traffic projects. He ensures that plans conform to all applicable rules and regulations. In the last six months, Mr. Dunmyer has thoroughly reviewed over 80 different roadway projects.

Gary Dunmyer, PE, joined the County in 2023 and brings with him over 30 years of both private and municipal engineering experience. He previously served as the City Engineer for the City of Boynton Beach. He has designed small and large Planned Urban Developments, managed the construction of over a Million square feet of commercial retail, and managed the City's \$40 Million Five Year Capital Improvement Plan.

TPA RESOLUTION 2024-XX

A RESOLUTION APPROVING AN AMENDMENT TO THE OPERATING PROCEDURES OF THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY; MAKING FINDINGS; AMENDING SECTION 2.3F, 3.1, 3.2A, 3.4E, 5.1, 5.4C. 4.4E OF THE OPERATING PROCEDURES; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO), doing business as the Palm Beach Transportation Planning Agency (TPA), is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

WHEREAS, the TPA has previously adopted by-laws regulating the conduct of its Governing Board and advisory committees; and

WHEREAS, the TPA seeks to amend its Operating Procedures to limit one alternate per advisory committee member representative; and

WHEREAS, the TPA seeks to remove Transportation Alternatives project rankings from the Role and Function of the Vision Zero Advisory Committee (VZAC); and

WHEREAS, the TPA seeks to update the Technical Advisory Committee (TAC) membership eligibility and maximum size to 25 members.

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:

SECTION 1. The foregoing recitals (“WHEREAS” clauses) are hereby adopted, declared to be true and correct, and are incorporated herein.

SECTION 2. The TPA Governing Board hereby:

1. Approves the amendment to the Palm Beach TPA Operating Procedures incorporated herein and attached hereto as Exhibit A and incorporated herein by this reference. The amendment sets forth new text which is “underlined” and deletes existing text with ~~“stricken through”~~ language.

SECTION 3. In the event that any term, provision, clause, sentence or section of this Resolution shall be held by a court of competent jurisdiction to be partially or wholly unenforceable or invalid for any reason whatsoever, any such invalidity, illegality, or unenforceability shall not affect any of the other or remaining terms, provisions, clauses, sentences, or sections of this Resolution, and this Resolution shall be read and/or applied as if the invalid, illegal, or unenforceable term, provision, clause, sentence, or section did not exist.

SECTION 4. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this 16th day of May 2024.

PALM BEACH METROPOLITAN PLANNING
ORGANIZATION, d/b/a PALM BEACH
TRANSPORTATION PLANNING AGENCY

By: _____
Mayor Chelsea Reed,
as its Chair

ATTEST:

Ruth Del Pino, TPA Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Paul R. Gougelman, TPA General Counsel



PALM BEACH
Transportation
Planning Agency

Operating Procedures

Approved by TPA Board on May 15, 2024

Mayor Chelsea Reed, TPA Chair

Table of Contents

Section 1. General Information	3
1.1 Purpose.....	3
1.2 Authority	3
1.3 Definitions	3
1.4 Interpretations.....	4
1.5 Agency Clerk.....	5
1.6 Agency Seal.....	6
Section 2. TPA Governing Board	6
2.1 Membership.....	6
2.2 Officers	6
2.3 Meetings	8
2.4 TPA Board Committees	10
2.5 TPA Advisory Committees and Ad Hoc Committees	10
2.6 Transportation Disadvantaged Local Coordinating Board (LCB).....	11
Section 3. Technical Advisory Committee (TAC)	11
3.1 Role and Function	11
3.2 Membership.....	12
3.3 Officers	12
3.4 Meetings	13
Section 4. Citizens Advisory Committee (CAC).....	15
4.1 Role and Function	15
4.2 Membership.....	15
4.3 Officers	16
4.4 Meetings	16
Section 5. Vision Zero Advisory Committee (VZAC).....	18
5.1 Role and Function	18
5.2 Membership.....	18
5.3 Officers	19
5.4 Meetings	19
Section 6. Emergency Powers.....	21
6.1 Applicability	21
6.2 Virtual Meetings	21
6.3 Emergency Approvals	21
Section 7. Amendments	22

Section 1. General Information

1.1 Purpose

The Palm Beach Transportation Planning Agency (TPA) Operating Procedures facilitate efficient conduct by the TPA as it collaboratively plans, prioritizes and funds a safe, efficient, connected, and multimodal transportation system for all of Palm Beach County.

1.2 Authority

The federal government, under the authority of Title 23 United States Code (USC) §134 and Title 49 USC §5303, requires each metropolitan area, as a condition for the receipt of federal capital or operating assistance, to designate a Metropolitan Planning Organization (MPO) to conduct a continuing, cooperative, and comprehensive transportation planning process that results in transportation plans and programs consistent with the comprehensively planned development of the metropolitan area. Pursuant to Titles 23 USC §134(d), 49 USC §5303, 23 CFR §450.310(b), and Section 339.175(2), Florida Statutes (F.S.), the Palm Beach MPO, d/b/a the Palm Beach TPA is designated by Interlocal Agreement to serve as the federally mandated MPO for that part of the Miami Urbanized Area Transportation Management Area (TMA) within Palm Beach County (PBC).

1.3 Definitions

The following terms when used in these Operating Procedures shall be defined as set forth below, unless the context of usage affirmatively dictates to the contrary:

- A. TPA - The Palm Beach Transportation Planning Agency (TPA), which serves as the Metropolitan Planning Organization (MPO) for that part of the Miami Urbanized Area Transportation Management Area (TMA) within Palm Beach County.
- B. Interlocal Agreement - The agreement executed by the Governor and units of general purpose local government representing at least 75 percent of the affected population in the Palm Beach County urbanized area which formally designates the TPA, as it may be amended from time to time.
- C. TPA Governing Board - The policy-making body for the TPA responsible for coordinating the cooperative decision-making process of the TPA's actions and taking required actions as the TPA.
- D. Governing Board Member - A unit of General Purpose Local Government or an agency that operates or administers a major mode of transportation with voting membership on the TPA pursuant to the most current Interlocal Agreement (and any amendment thereto) creating the TPA.
- E. Governing Board Representative - An elected official appointed by a Governing Board Member to exercise its voting membership on the TPA Governing Board.

- F. Governing Board Alternate - An elected official appointed by a Governing Board Member to exercise its voting membership on the TPA Governing Board in the event the Representative is not in attendance.
- G. TAC Member - A local government, airports, seaports, public transit agencies, the school superintendent or designee, and other entities as deemed appropriate by the TPA Governing Board.
- H. TAC Representative - An individual nominated by the TAC Member and appointed by the TPA Governing Board to represent the TAC Member at TAC meetings. If a TAC Member has a TAC Representative and TAC Alternate, these terms are used interchangeably.
- I. TAC Alternate - An individual nominated by the TAC Member and appointed by the TPA Governing Board to represent the TAC Member at TAC meetings in the event the TAC Representative is not in attendance.
- J. CAC Member - An individual nominated by a TPA Governing Board Member and appointed by the TPA Governing Board to represent the citizenry of Palm Beach County at CAC meetings.
- K. VZAC Member – A local government, law enforcement and fire rescues services, school district, health department, active transportation advocacy groups, or other entity as deemed appropriate by the TPA Governing Board.
- L. VZAC Representative - An individual nominated by the VZAC Member and appointed by the TPA Governing Board to represent the VZAC Member at VZAC meetings. If a VZAC Member has a Representative and Alternate, these terms are used interchangeably.
- M. VZAC Alternate - An individual nominated by the VZAC Member and appointed by the TPA Governing Board to represent the VZAC Member at VZAC meetings in the event the VZAC Representative is not in attendance.
- N. Quorum – A quorum of the TPA Board or any of its committees shall be constituted by a majority of Representatives (or Members, for the CAC). Only designated Representatives physically present shall count toward establishing a quorum unless the TPA is operating under Section 6. Emergency Powers.
- O. Robert's Rules of Order - Roberts Rules of Order, Newly Revised (10th Edition).
- P. Communications Media Technology - the electronic transmission of printed matter, telephone, audio, computer, full-motion video, freeze-frame video, compressed video, and digital video by any method available.

1.4 Interpretations

If any provision of these Operating Procedures conflicts with the Interlocal Agreement that designates the TPA, the Interlocal Agreement shall control. Furthermore, all provisions contained in these Operating

Procedures shall be interpreted to be consistent with applicable state and federal law and the TPA's Public Participation Plan (PPP). In the event of a conflict, state or federal law shall control.

1.5 Agency Clerk

- A. The Executive Director shall appoint a designated member of the TPA staff to serve, ex officio, as the Agency Clerk. Alternatively, the Executive Director may appoint the executive director to serve, ex officio, as the agency clerk. The duties and responsibilities of the agency clerk shall be to: maintain the official seal of the agency; index and file agency resolutions, orders, operating procedures, and official agency records; send notices of workshops and meetings; transcribe minutes of the Governing Board and committee and subcommittee meetings and workshops; maintain and be the custodian of agency files and records; make certifications of true copies and actions; attest to the signatures of MPOAC officers; and perform such other duties as determined by the executive director. See §339.175(2)(e), F.S.
- B. Upon completion of the preparation of an agenda for a meeting of the Governing Board, or any committee or subcommittee, the agency clerk shall make available the agenda for the meeting for distribution on request by any interested person who pays the reasonable cost for a copy of said agenda; to any person named in said agenda; and to any class of individuals to whom intended action is directed.
- C. The agency clerk shall give written notice of said meeting by all applicable members and the general public prior to any meeting or workshop of the Governing Board, the Executive Committee, or any other committee of the TPA. In addition, the agency clerk shall prepare and make available a copy of said notice or the agenda package: for distribution on request to any interested person who pays the reasonable cost for a copy of said notice; to any person named in said notice; to members of the applicable board or committee; and to any class of individuals to whom action is directed. Meeting notices should be advertised on the TPA web-site at least seven (7) days prior to any non-emergency meeting. All notices to members shall be sent to the official address of the member delegate and alternate delegate at such current address on file with the agency clerk. Agenda packages may be sent via e-mail.
- D. The agency clerk shall be responsible for coordinating responses for all public records.
- E. The agency clerk, or a person having custody of public records, may designate another officer or employee of the TPA to permit the inspection and copying of public records, but the agency clerk or other person having custody of a public record, must disclose the identity of the designee to the person requesting to inspect or copy public records. Accord, §119.07(1)(b), F.S.
- F. Photographing public records shall be done under the supervision of the agency clerk, who may adopt and enforce reasonable rules governing the photographing of such records. Photographing of public records shall be done in the room where the public records are kept. If, in the judgment of the agency clerk, this is impossible or impracticable, photographing shall be done in another room or place, as nearly adjacent as possible to the room where the public records are kept, to be determined by the agency clerk. Where provision of another room or place for photographing

is required, the expense of providing the same shall be paid by the person desiring to photograph the public record as provided by law. Accord, §119.07(3)(c) and (d), F.S.

- G. If the furnishing of a public record can be accomplished with little or no effort or cost to the TPA, the agency clerk is authorized to waive the collection of a fee for copying and providing the public record.
- H. The TPA shall prominently post the contact information for the agency's agency clerk and custodian of public records in the TPA's primary administrative building in which public records are routinely created, sent, received, maintained, and requested and on the agency's website. The signage shall advise anyone requesting a public record to advise the agency clerk as custodian of public records of any request for a public record. See §119.12(2), F.S.

1.6 Agency Seal

The agency seal is hereby adopted. The seal shall consist of two concentric circles, one inside the other. In the center of the inner circle, the agency's logo shall be displayed, together with the words "OFFICIAL SEAL" set forth. Between the inner and outer circles shall be the agency name "Palm Beach Transportation Planning Agency".

Section 2. TPA Governing Board

2.1 Membership

- A. Number of Governing Board Members - The number of Governing Board Members for the TPA shall be as determined by the Interlocal Agreement, as amended.
- B. Representatives - Each Governing Board Member shall designate a Representative and notify the TPA in writing of this designation. The qualifications of Representatives shall be as specified in the Interlocal Agreement.
- C. Alternates - Each Governing Board Member shall designate an Alternate(s) and notify the TPA in writing of this designation. The Alternate must meet the same qualifications as a Representative. An Alternate may serve as a Representative for the Governing Board Member during any meeting or portion of a meeting where that Governing Board Member's Representative is not in attendance.
- D. Term of Office - Representatives and Alternates shall serve until the TPA has been notified in writing of a new designation by the Governing Board Member or until their earlier death, resignation, disqualification, incapacity to serve, or removal in accordance with the law.

2.2 Officers

- A. Officers - The officers of the TPA shall consist of a Chair, a Vice Chair, and three at-large Representatives of the Governing Board. Together, the officers shall be referred to as the Executive Committee. Not more than two of the officers may be County Commissioners.

- B. Elections - The officers shall be elected annually at the last regularly scheduled meeting of the calendar year or earlier if desired by the TPA Governing Board. The newly elected officers shall take office on the first day of the following calendar year or earlier if desired by the TPA Governing Board. Additional elections may be held as necessary if an officer cannot carry out said officer's duties and complete the remainder of the appointed term.
- C. Officer Criteria - The Chair must have served on the TPA Governing Board as a Representative for a minimum of one year prior to taking office. All officers must have completed the MPOAC Institute training program for elected officials, attended a national Association of MPOs (AMPO) Conference, or received similar training. The training criteria can be waived by majority vote of the TPA Governing Board.
- D. Terms of Office - The term of office for officers shall be until their successors take office as provided in Section 2.2.B.
- E. Duties of the Chair - The Chair shall call and preside at TPA Governing Board meetings, set the order of business for each meeting and sign official documents for the TPA. The Chair shall additionally approve the disbursement of funds for official business travel undertaken by TPA Governing Board members and other appointed officials, advisory committee members, interns and other authorized officials, provided the travel was authorized in advance and the requestor sought advanced registration discount rates, the most economical and efficient means to/from the travel occasion and reasonably priced lodging accommodations. In the Chair's absence, the Vice Chair shall preside and complete all other duties of the Chair. In the absence of both the Chair and the Vice Chair, the Representatives present shall elect a Chair Pro-Tem to preside and complete all other duties of the Chair.

The Chair shall serve as the TPA's Southeast Florida Transportation Council (SEFTC) and Metropolitan Planning Organization Advisory Council (MPOAC) Delegate. The Vice Chair shall serve as the TPA's SEFTC and MPOAC Alternate Delegate.

In the event that the Chair is unable to carry out their duties for the remainder of the term, the Vice Chair shall automatically become Chair and a new Vice Chair shall be elected from the remaining Representatives, including the at-large members of the Executive Committee, for the remainder of the term.

- F. Duties of the Executive Committee – The Executive Committee shall:
 - 1. Meet annually to review and recommend updates to the TPA's Strategic Plan for consideration by the Governing Board;
 - 2. Meet as necessary to review and recommend content related to TPA initiatives, updates to TPA policies and procedures, and or participate in TPA procurement selection committees as requested by the Executive Director;
 - 3. Meet annually to review the TPA Executive Director's performance, or as necessary to facilitate the process of hiring a new Executive Director; and
 - 4. Undertake other tasks as may be assigned by the Governing Board.
- G. Agency clerk - The TPA Executive Director shall act as the Agency Clerk pursuant to Section 339.175(2)(e), F.S.

2.3 Meetings

- A. Regular Meetings - Meetings will be held on the third Thursday of each month, except as noted on the meeting calendar published to the public on the TPA website. The Chair may cancel regular meetings should there be insufficient business on the TPA's tentative agenda or a lack of anticipated quorum.
- B. Special Meetings - Special meetings may be called by the Chair with three (3) day notice. Whenever possible, at least seven (7) day notice shall be given.
- C. Workshops - Workshops may be called from time to time and shall not require a quorum; however, all workshops shall be noticed in the same manner as regular meetings of the TPA Governing Board. No official actions may be taken at a workshop.
- D. Attendance - Each Representative shall be expected to attend each regular meeting by being physically in person in attendance at the meeting site. With regard to all meetings of the Governing Board, it shall be the obligation of the Representative to provide at least 24-hours advance notice to the TPA when the Representative will not be attending a meeting. It shall be the obligation of a Representative to provide reasonable notice to the Alternate when the Representative will not be attending a meeting. An absence without advance notice or without having an Alternate in attendance will be considered unexcused.

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

- E. Agenda - The Executive Director, in consultation with the Chair, shall create a published list of items for decision (consent and action items), discussion (special presentations, reports, and information items), and receipt without discussion (administrative items) at a meeting. The agenda and any backup material for a TPA Governing Board meeting shall be published on the TPA website seven (7) days prior to the meeting or as early as practicable. Only when extenuating circumstances warrant, a Representative, Alternate, or the TPA Executive Director may propose an additional item or a modification to the agenda at the commencement of a given meeting, subject to approval by a majority of the Representatives/Alternates at the meeting; provided that consideration of such item(s) is consistent with the TPA's PPP noticing requirements.

TPA advisory committee requests to add an item to a TPA Governing Board meeting agenda or to furnish work product (*e.g.*, written report, video, *etc.*) of a specific topic to the TPA Governing Board shall first be approved by the committee in the manner and format in which the matter should be presented.

Organizations wishing to make a presentation to the TPA Governing Board must contact the Executive Director at least ten (10) days prior to the meeting. The Executive Director shall consult with the Chair to determine if the presentation should take place during the public comment period or be added as a regular agenda item. Presentations added to the regular agenda shall be limited to ten (10) minutes or as allowed by the Chair.

Members of the public wishing to add an item to a future agenda must first request the item during a Board meeting by submitting a public comment. The Board will determine whether to add the item to a future meeting.

- F. Voting Procedures - The Chair and any Representative may call for a vote on any issue, provided that it is seconded and within the purposes set forth on the agenda. Representatives must be physically present to vote unless a Representative is approved to participate remotely by the physically present Representatives. At any given meeting, if a Representative(s) is absent, the Alternate(s); may vote in place of the absent Representative(s).

Voting shall be by voice, but the minutes shall contain sufficient detail to record the vote of each Representative/Alternate. A Roll Call vote shall be held upon the request of the Chair, a Representative, or the TPA Executive Director. Pursuant to Section 339.175(13) F.S. a recorded roll call vote shall be taken for the Long Range Transportation Plan (LRTP), the Transportation Improvement Program (TIP), and any corresponding amendments. A tie vote shall be interpreted as a failure to pass.

Any Representative who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken or at the next regularly scheduled meeting unless the action for which the vote was taken has been completed by the next regularly scheduled meeting and cannot be undone. A Representative desiring to request reconsideration of a matter shall advise the Executive Director no less than ten (10) days prior to the meeting. The Executive Director shall endeavor to provide notice of the request to the TPA Governing Board Members prior to the meeting. Any Representative who was not present at the meeting at which the vote was taken shall be deemed to be on the prevailing side unless the absence was unexcused. A motion to reconsider cannot be renewed if it has been voted on and defeated except by unanimous consent of those present at the meeting.

Board Representatives/Alternates may not abstain from voting, unless the Representative/Alternate has a voting conflict of interest as defined by Section 112.3143, F.S., or unless the matter is quasi-judicial in nature and the abstention is to avoid prejudice or bias as provided in Section 286.012, F.S. If a Representative/Alternate abstains from voting, the Representative/Alternate must declare the conflict at the introduction of the item and not participate in the discussion of the item. The Representative/Alternate must then submit a completed Florida Commission on Ethics - Form 8B to the TPA Agency Clerk within 15 days after the abstention occurs.

In the absence of any direction from these Operating Procedures or other duly adopted voting procedures pursuant to certain approval actions, Robert's Rules of Order will designate procedures governing voting over any TPA Governing Board, advisory committee, subcommittee or ad hoc committee meeting. In the interest of efficiency or flexibility, a majority consensus of the TPA Governing Board may approve departures from Robert's Rules of Order.

Proxy and absentee voting are not permitted.

- G. Public Comment Procedures - All TPA Governing Board meetings shall be open to the public. Members of the public are permitted to speak on any topics not on the Agenda during the General Public Comment period by providing a Speaker Card to the Executive Director or designee prior to the commencement of the meeting. Members of the public are allowed to speak on agenda

items following presentation of the item to the TPA Governing Board but prior to Representative discussion, by providing a Speaker Card to the Executive Director or designee prior to the presentation of the item. Public comment shall be limited to three (3) minutes. The deadlines for submitting a Speaker Card and time limits for public comment may be waived by the Chair.

- H. Florida's Open Meetings Law - Every Representative/Alternate shall comply with the State's Open Meetings Law. This includes not discussing current board items or other matters that may foreseeably come before the TPA Governing Board for action with other members outside of a noticed meeting.

2.4 TPA Board Committees

As necessary, the TPA Governing Board may establish a committee of Representatives and/or Alternates to investigate and report on specific subject areas of interest to the TPA Governing Board.

A TPA Board Committee shall consist of at least three (3) Representatives and/or Alternates. A majority of the committee members must be physically present for the committee to take formal action. The committee shall meet and establish a chair and vice chair. The chair or vice chair shall report to the TPA Governing Board at its next regular meeting on the committee's activities.

A TPA Board Committee's authority shall be limited to making recommendations regarding items to be considered by the TPA Governing Board.

2.5 TPA Advisory Committees and Ad Hoc Committees

The TPA Governing Board relies on the standing advisory committees as outlined below to review and make recommendations regarding items to be considered by the TPA Governing Board. No advisory committee member may serve on more than one advisory committee to the TPA Governing Board at any time; however, advisory committee members may serve on more than one ad hoc committee in addition to serving on an advisory committee.

- A. Technical Advisory Committee (TAC) - The TAC is comprised of representatives of local governments, airports, seaports, public transit agencies, the school superintendent or designee, and other entities as deemed appropriate by the TPA Board pursuant to Section 339.175(6)(d), F.S.
- B. Citizens Advisory Committee (CAC) - The CAC is responsible for providing the TPA Governing Board with a "citizen's eye" view of ongoing transportation issues in Palm Beach County. Members are appointed by the TPA Governing Board according to required special designations in accordance with Section 339.175(e.)1., F.S. and other categories as identified by the TPA Governing Board.
- C. Vision Zero Advisory Committee (VZAC) – The VZAC is comprised of county and municipal planners, law enforcement and fire rescues services, school district, health department, active transportation advocacy groups, or other entity as deemed appropriate by the TPA Governing Board to advance those elements of the TPA's Vision Zero Action Plan oriented around pedestrian and bicycle safety.

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

2.6 Transportation Disadvantaged Local Coordinating Board (LCB)

The TPA Governing Board is the Designated Official Planning Agency (DOPA) for the Palm Beach County Transportation Disadvantaged (CTD) program, as designated by the Florida Commission for the Transportation Disadvantaged. In accordance with Section 427.0157, F.S., all members of the LCB shall be appointed by the DOPA. Membership and conduct are established by separate by-laws adopted by the LCB.

The LCB is an advisory body to the CTD and identifies local service needs and provides information, advice and direction to the Palm Beach County Community Transportation Coordinator (CTC) on the coordination of services to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System.

Section 3. Technical Advisory Committee (TAC)

3.1 Role and Function

Pursuant to Section 339.175(6)(d), F.S., the TAC provides technical review, comments and recommendations regarding items to be considered by the TPA Governing Board, including transportation plans, programs, studies, and other appropriate documents and regional transportation issues. The TAC addresses other matters and concerns when directed by the TPA Governing Board. It shall be the function of the TAC to provide technical review and make recommendations to the TPA Governing Board regarding:

- Long Range Transportation Plans (LRTP) goals, objectives, performance measures, targets and desired and cost feasible projects and programs;
- Priority Project Lists, Transportation Improvement Programs (TIP), and Unified Planning Work Programs (UPWP);
- Objective Scoring system used to rank project applications submitted for funding through the annual Local Initiatives (LI) Program and ~~State Road Modifications Program (SRM)~~;
- Other TPA-led transportation plans, studies and reports;
- Transportation plans, studies, reports, and project designs presented to the TPA by partner agencies (FDOT, PBC Engineering, Municipalities, SFRTA, Palm Tran, Seaport, Airport, etc.);
- Regional transportation plans, studies, reports, and projects; and
- Proposed TPA policy or position statements.

3.2 Membership

- A. Number of TAC Members - The TAC is comprised of up to twenty one (21) Members representing TPA Governing Board Member Agencies as well as a representative from the South Florida Regional Transportation Authority, Palm Beach County School District, Florida Department of Health, and the Treasure Coast Regional Planning Council for a maximum of twenty five (25) members. The two existing local government members not listed above shall carry out their terms until May 2025. Should either member resign, be removed from the TAC, or die, said appointee's position shall cease to exist. number of TAC Members shall be as determined by the TPA Governing Board. An agency seeking membership on the TAC shall submit a written request to the TPA for consideration and approval by the TPA Governing Board. The TPA Governing Board has final approval of membership in accordance with Section 339.175(6)(d), F.S. If FDOT seeks membership on the TAC, their Representative and Alternate would serve as a non-voting adviser.
- A. TAC Representatives - Each TAC Member shall nominate a TAC Representative by submitting a written nomination and a description of the individual's credentials to the TPA for consideration and approval by the TPA Governing Board. No advisory committee Representative may serve on more than one advisory committee to the TPA Governing Board at any time. The membership of the technical advisory committee must include, whenever possible, planners; engineers; representatives of local aviation authorities, port authorities, and public transit authorities or representatives of aviation departments, seaport departments, and public transit departments of municipal or county governments, as applicable; the school superintendent of each county within the jurisdiction of the MPO or the superintendent's designee; and other appropriate representatives of affected local governments.
- B. TAC Alternates - Each TAC Member may nominate a TAC Alternate(s) by submitting a written nomination and a description of the individual's credentials to the TPA for consideration and approval by the TPA Governing Board. The Alternate must meet the same qualifications as a TAC Representative. A TAC Alternate may serve as a TAC Representative for the TAC Member during any meeting, or portion of a meeting, where that TAC Representative is not in attendance. No advisory committee Alternate may serve on more than one advisory committee to the TPA Governing Board at any time.
- C. Term Limits for TAC Representatives and Alternates - TAC Representatives and Alternates shall serve at the pleasure of the TPA Governing Board for a three (3) year term. TAC Representatives and TAC Alternates may be reappointed by the TPA Governing Board and are not required to submit an updated letter of request or credentials.

3.3 Officers

- A. Officers - The officers of the TAC shall consist of a Chair and a Vice Chair.
- B. Elections - The officers shall be elected annually at the last regularly scheduled meeting of the calendar year. The newly elected officers shall take office at the first regularly scheduled meeting of the following calendar year. Additional elections may be held as necessary if an officer cannot carry out their duties and complete the remainder of the appointed term.
- C. Terms of Office - The term of office for officers shall be one (1) calendar year.

- D. Duties of Officers - The Chair shall call and preside TAC meetings and sign official documents for the TAC. In the Chair's absence, the Vice Chair shall preside and complete all other duties of the Chair. In the absence of both the Chair and the Vice Chair, the Representatives present shall elect a Chair Pro-Tem to preside and complete all other duties of the Chair.

In the event that the Chair is unable to carry out their duties for the remainder of the term, the Vice Chair shall automatically become Chair and a new Vice Chair shall be elected for the remainder of the term.

3.4 Meetings

- A. Regular Meetings - Meetings will be held on the first Wednesday of each month, except as noted on the meeting calendar published to the public on the TPA website. A quorum is required to vote on issues for recommendation to the TPA Board. If a quorum cannot be established, action items on the agenda will receive a consensus which will be forwarded to the TPA Board. The TPA Executive Director may cancel regular meetings should there be insufficient business on the TAC agenda or an anticipated lack of quorum.
- B. Special Meetings - Special meetings may be called by the Chair with three (3) days of notice given prior to the meeting. Whenever possible, at least seven (7) days of notice shall be given prior to the meeting.
- C. Attendance – Each TAC Representative shall be expected to attend each regular meeting by being physically in person in attendance at the meeting site. With regard to all meetings of the TAC, it shall be the obligation of a TAC Representative to provide at least 24-hours advance notice to the TPA when neither Representative nor Alternate will be attending a meeting. An absence without advance notice will be considered unexcused.

TAC Representatives shall be automatically removed for lack of attendance. Lack of attendance is defined as unexcused absence at three (3) consecutive meetings. Further, TAC Members that do not have a TAC Representative for three (3) consecutive meetings will be presented to the TPA Board for consideration and removal from the committee.

- D. Agenda - The TPA staff, in consultation with the Chair, shall create a published list of items for decision (consent and action items), discussion (special presentations, reports, and information items), and receipt without discussion (administrative items) at a meeting. The agenda and any backup material for a TAC meeting shall be published for the public on the TPA website at least seven (7) days prior to the meeting, or as early as practicable. When good cause is shown in the judgment of the TAC, at the request of a TAC Representative, TAC Alternate, or the TPA Executive Director, an additional item(s) may be added to the agenda prior to adoption of the agenda for a given meeting. Addition of an item to the agenda is subject to approval by a majority of the TAC Representatives/Alternates voting at the meeting, provided that consideration of such item(s) is consistent with the TPA's Public Participation Plan noticing requirements.

In the event a TAC member desires to have an item added to a TAC meeting agenda or to furnish work product (*e.g.*, written report, video, *etc.*) of a specific topic to the TAC, it shall first be approved by the TAC. The item or work product may be added as an agenda item to a future TAC meeting agenda by a TAC member first making the request at a TAC meeting during the

member comments section. The TAC will determine whether to add the item or work product to a future meeting and the manner and format in which the matter should be presented.

Organizations wishing to make a presentation to the TAC, must contact the TPA Executive Director at least ten (10) days prior to the meeting.

- E. Voting Procedures - The Chair and any TAC Representative may call for a vote on any issue, provided that it is seconded and within the purposes set forth on the agenda. At any given meeting, if a TAC Representative(s) is absent, the TAC Alternate(s), may vote in place of the absent Representative(s).

Voting shall be by voice but the minutes shall contain sufficient detail to record the vote of each TAC Representative/Alternate. A Roll Call vote shall be held upon the request of the Chair, a TAC Representative, or the TPA Executive Director. A tie vote shall be interpreted as a failure to approve the motion made.

Any TAC Representative who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken or at the next regularly scheduled meeting, unless the action for which the vote was taken has been executed by the next regularly scheduled meeting and cannot be undone. A TAC Representative desiring to request reconsideration of a matter shall advise the Executive Director no less than ten (10) days prior to the meeting. The TPA Executive Director shall endeavor to provide notice of the request to the TAC Members prior to the meeting. Any TAC Representative who was not in attendance at the meeting at which the vote was taken shall be deemed to be on the prevailing side, unless the absence was unexcused. A motion to reconsider cannot be renewed if it has been voted on and defeated, except by unanimous consent of those voting TAC Representatives present at the meeting. Proxy and absentee voting are not permitted.

TAC Representatives/Alternates may not abstain from voting, unless the Representative/Alternate has a voting conflict of interest as defined by Section 112.3143, F.S. or unless the matter is quasi-judicial in nature and the abstention is to avoid prejudice or bias as provided in Section 286.012, F.S.

If a TAC Representative/Alternate is going to abstain from voting, the member must declare the conflict at the beginning of the public meeting and not participate in the discussion of the item. The Representative/Alternate must then submit a completed Florida Commission on Ethics - Form 8B to the TPA secretary within 15 days after the abstention occurs.

- F. Public Comment Procedures - All TAC meetings shall be open to the public. Members of the public are permitted to speak on any topics not on the agenda during the General Public Comment period by providing a Speaker Card to the TPA Executive Director, or the Executive Director's designee, prior to the commencement of, or during, the meeting. Members of the public may speak on agenda items following presentation of the item to the TAC by providing a Speaker Card to the TPA Executive Director, or the Director's designee. Public comment shall be limited to three (3) minutes unless the Chair authorizes an extension of time.
- G. Florida's Open Meetings Law - Every TAC Representative/Alternate shall comply with the State's Open Meetings Law. This includes not discussing current agenda items or other matters that may

foreseeably come before the TAC for action with other TAC Representatives outside of a noticed meeting.

Section 4. Citizens Advisory Committee (CAC)

4.1 Role and Function

Pursuant to Section 339.175(6)(e), F.S., the CAC reviews and makes recommendations regarding items to be considered by the TPA Governing Board with respect to the concerns of the various segments of the community regarding their transportation needs. It shall be the function of the CAC to provide citizens review and make recommendations to the TPA Governing Board regarding:

- Public Participation Plan (PPP) development, implementation and modification;
- Policies and/or Projects contained within the TPA's Long Range Transportation Plans (LRTP), Priority Project Lists, Transportation Improvement Programs (TIP), and Unified Planning Work Programs (UPWP);
- Other TPA-led transportation plans, studies and reports;
- Transportation plans, studies, reports, and project designs presented to the TPA by partner agencies (FDOT, PBC Engineering, Municipalities, SFRTA, Palm Tran, Seaport, Airport, etc.);
- Regional transportation plans, studies, reports, and projects; and
- Proposed TPA policy or position statements.

4.2 Membership

- B. Number of CAC Members - The CAC is comprised of up to twenty one (21) and no less than eleven (11) CAC Members, representing a diverse segment of Palm Beach County's citizenry.

CAC Members - Each TPA Governing Board Member may nominate one CAC Member via submittal of a written request to the TPA along with a concise summary of the nominee's credentials for consideration and approval by the TPA Governing Board. When nominating CAC Members, TPA Governing Board members shall ensure adequate representation for minorities, the elderly and the handicapped in accordance with F.S. 339.175, Section (6)(e)1. Additionally, TPA Governing Board member nominations shall promote 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. All CAC Members shall be residents and electors of Palm Beach County. A CAC Member cannot be an elected official or directly employed by an elected official. No advisory committee member may serve on more than one advisory committee to the TPA Governing Board at any time. The TPA Governing Board shall have the authority to grant waivers to the CAC membership requirements.

- A. Term Limits for CAC Members - CAC Members shall serve at the pleasure of the TPA Governing Board for a three (3) year term. CAC Members may be reappointed by the TPA Governing Board.

4.3 Officers

- A. Officers - The officers of the CAC shall consist of a Chair and a Vice Chair.
- B. Elections - The officers shall be elected annually at the last regularly scheduled meeting of the calendar year. The newly elected officers shall take office at the first regularly scheduled meeting of the following calendar year. Additional elections may be held as necessary if an officer cannot carry out their duties and complete the remainder of the appointed term.
- C. Terms of Office - The term of office for officers shall be one (1) calendar year.
- D. Duties of Officers - The Chair shall call and preside at CAC meetings and sign official documents for the CAC. In the Chair's absence, the Vice Chair shall preside and complete all other duties of the Chair. In the absence of both the Chair and the Vice Chair, the Members present shall elect a Chair Pro-Tem to preside and complete all other duties of the Chair.

In the event that the Chair is unable to carry out their duties for the remainder of the term, the Vice Chair shall automatically become Chair and a new Vice Chair shall be elected for the remainder of the term.

4.4 Meetings

- A. Regular Meetings - Meetings will be held on the first Wednesday of each month, except as noted on the meeting calendar published to the public on the TPA website. A quorum is required to vote on issues for recommendation to the TPA Board. If a quorum cannot be established, action items on the agenda will receive a consensus, which will be forwarded to the TPA Board. The TPA Executive Director may cancel regular meetings should there be insufficient business on the CAC agenda or a lack of anticipated quorum.
- B. Special Meetings - Special meetings may be called by the Chair with three (3) day notice. Whenever possible, at least seven (7) day notice shall be given.
- C. Attendance - Each CAC Member shall be expected to attend each regular meeting by being physically in person in attendance at the meeting site. With regard to all meetings of the CAC, it shall be the obligation of the CAC Member to provide at least 24-hours advance notice to the TPA when the Member will not be attending a meeting. An absence without advance notice will be considered unexcused.

CAC Members are expected to attend scheduled meetings on a regular basis. CAC Members shall be automatically removed for lack of attendance. Lack of attendance is defined as unexcused absence at three (3) consecutive meetings.

Additionally, when a CAC Member does not attend three (3) consecutive meetings for any reason, the TPA will send a letter to the CAC Member indicating the number of absences and requesting reaffirmation of the CAC Member's intent to serve on the committee.

- D. Agenda - The TPA staff, in consultation with the Chair, shall create a published list of items for decision (consent and action items), discussion (special presentations, reports, and information items), and receipt without discussion (administrative items) at a meeting. The agenda and any backup material for a CAC meeting shall be published for the public on the TPA website at least seven (7) days prior to the meeting, or as early as practicable. When good cause is shown in the

judgment of the CAC a CAC Member, or the TPA Executive Director, may propose an additional item(s) be added to the agenda prior to adoption of the agenda for a given meeting. Additional of an item to the agenda is, subject to approval by a majority of the Members voting at the meeting; provided that consideration of such item(s) is consistent with the TPA's Public Involvement Plan noticing requirements.

In the event a CAC member desires to have an item added to a CAC meeting agenda or to furnish work product (*e.g.*, written report, video, *etc.*) of a specific topic to the CAC, it shall first be approved by the CAC. The item or work product may be added as an item to a future CAC agenda by a CAC member first making the request at a CAC meeting during the member comments section. The CAC will determine whether to add the item or work product to a future meeting agenda and the manner and format in which the matter should be presented.

Organizations wishing to make a presentation to the CAC must contact the TPA Executive Director at least ten (10) days prior to the meeting.

- E. Voting Procedures - The Chair and any CAC Member may call for a vote on any issue, provided that it is seconded and within the purposes set forth on the agenda.

Voting shall be by voice but the minutes shall contain sufficient detail to record the vote of each Member. A Roll Call vote shall be held upon the request of the Chair, a CAC Member, or the TPA Executive Director. A tie vote shall be interpreted as a failure to pass.

Any CAC Member who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken or at the next regularly scheduled meeting unless the action for which the vote was taken has been completed by the next regularly scheduled meeting and cannot be undone. A CAC Member desiring to request reconsideration of a matter shall advise the Executive Director no less than ten (10) days prior to the meeting. The TPA Executive Director shall endeavor to provide notice of the request to the CAC Members prior to the meeting. Any CAC Member who was not present at the meeting at which the vote was taken shall be deemed to be on the prevailing side unless the absence was unexcused. A motion to reconsider cannot be renewed if it has been voted on and defeated except by unanimous consent of those voting Members present at the meeting. Proxy and absentee voting are not permitted.

CAC Members may not abstain from voting, unless the Member has a voting conflict of interest as defined by Section 112.3143, F.S., or unless the matter is quasi-judicial in nature and the abstention is to avoid prejudice or bias as provided in Section 286.012, F.S.

If a CAC Member is going to abstain from voting, the member must declare the conflict at the beginning of the public meeting and not participate in the discussion of the item. The member must then submit a completed Florida Commission on Ethics - Form 8B to the TPA secretary within 15 days after the abstention occurs.

- F. Public Comment Procedures - All CAC meetings shall be open to the public. Members of the public are permitted to speak on any topics not on the agenda during the General Public Comment period by providing a Speaker Card to the TPA Executive Director, or the Executive Director's designee, prior to the commencement of, or during, the meeting. Members of the public may speak on agenda items following presentation of the item to the CAC by providing a Speaker Card

to the TPA Executive Director, or the Director's designee. Public comment shall be limited to three (3) minutes unless the Chair authorizes an extension of time.

- G. Florida's Open Meetings Law - Every CAC Member shall comply with the State's Open Meetings Law. This includes not discussing current agenda items or other matters that may foreseeably come before the CAC for action with other CAC Members outside of a noticed meeting.

Section 5. Vision Zero Advisory Committee (VZAC)

5.1 Role and Function

The VZAC serves in an advisory capacity to the TPA Governing Board to advance those elements of the TPA's Vision Zero Action Plan oriented around pedestrian and bicycle safety, and to address other matters and concerns when directed by the TPA. It shall be the function of the VZAC to review and make recommendations to the TPA Governing Board regarding the non-motorized elements of:

- Objective Scoring system used to rank project applications submitted for funding through the annual Transportation Alternatives Program ~~and project rankings~~;
- The TPA's Long Range Transportation Plans (LRTP), Priority Project Lists, Transportation Improvement Programs (TIP), and Unified Planning Work Programs (UPWP);
- Other TPA-led transportation plans, studies and reports;
- Transportation plans, studies, reports, and project designs presented to the TPA by partner agencies (FDOT, PBC Engineering, Municipalities, SFRTA, Palm Tran, Seaport, Airport, etc.);
- Regional transportation plans, studies, reports, and projects; and
- Other items of interest as determine by the TPA or the VZAC.

5.2 Membership

- A. Number of VZAC Members - The number VZAC Members for the TPA shall be as determined by the TPA Governing Board. An agency seeking membership on the VZAC shall submit a written request to the TPA for consideration and approval by the TPA Governing Board. The TPA Governing Board has final approval of membership. If FDOT seeks membership on the VZAC their Representative and Alternate would serve as a non-voting advisor. The membership of the VZAC shall include representatives of local governments, law enforcement and fire rescues services, school district, health department, active transportation advocacy groups, and other entities as deemed appropriate by the TPA Board to advance those elements of the TPA's Vision Zero Action Plan oriented around pedestrian and bicycle safety.
- B. VZAC Representatives - Each VZAC Member shall nominate a VZAC Representative by submitting a written nomination and a description of the individual's credentials to the TPA for consideration and approval by the TPA Governing Board. No advisory committee Representative may serve on more than one advisory committee to the TPA Governing Board at any time.
- C. VZAC Alternates - Each VZAC Member may nominate a VZAC Alternate(s) with a description of the individual's credentials and submit the nomination in writing to the TPA for consideration and approval by the TPA Governing Board. The VZAC Alternate must meet the same qualifications as

a VZAC Representative. A VZAC Alternate may serve as a VZAC Representative for the VZAC Member during any meeting, or portion of a meeting, where that VZAC Member's Representative is not in attendance. No advisory committee Alternate may serve on more than one advisory committee to the TPA Governing Board at any time.

5.3 Officers

- A. Officers - The officers of the VZAC shall consist of a Chair and a Vice Chair.
- B. Elections - The officers shall be elected annually at the last regularly scheduled meeting of the calendar year. The newly elected officers shall take office at the first regularly scheduled meeting of the following calendar year. Additional elections may be held as necessary if an officer cannot carry out their duties and complete the remainder of the appointed term.
- C. Term of Office - The term of office for officers shall be one (1) calendar year.
- D. Duties of Officers - The Chair shall call and preside at VZAC meetings and sign official documents for the VZAC. In the Chair's absence, the Vice Chair shall preside and complete all other duties of the Chair. In the absence of both the Chair and the Vice Chair, the Members present shall elect a Chair Pro-Tem to preside and complete all other duties of the Chair.

In the event that the Chair is unable to carry out their duties for the remainder of the term, the Vice Chair shall automatically become Chair and a new Vice Chair shall be elected for the remainder of the term.

5.4 Meetings

- A. Regular Meetings - Meetings will be held on the first Thursday of each month, except as noted on the meeting calendar published to the public on the TPA website. A quorum is required to vote on issues for recommendation to the TPA Board. If a quorum cannot be established, action items on the agenda will receive a consensus, which will be forwarded to the TPA Board. The TPA Executive Director may cancel regular meetings should there be insufficient business on the VZAC agenda or a lack of anticipated quorum.
- B. Special Meetings - Special meetings may be called by the Chair with three (3) day notice. Whenever possible, at least seven (7) day notice shall be given.
- C. Attendance - Each VZAC Representative shall be expected to attend each regular meeting by being physically in person in attendance at the meeting site. With regard to all meetings of the VZAC, it ~~is~~ shall be the obligation of a VZAC Representative to provide notice to the TPA when neither a Representative nor Alternate will be attending a meeting. An absence without advance notice will be considered unexcused.

VZAC Representatives shall be automatically removed for lack of attendance. Lack of attendance is defined as unexcused absence at three (3) consecutive meetings. Further, VZAC Members that do not have a VZAC Representative for three (3) consecutive meetings will be presented to the TPA Board for consideration and removal from the committee.

- D. Agenda - The TPA staff, in consultation with the Chair, shall create a published list of items for decision (consent and action items), discussion (special presentations, reports, and information items), and receipt without discussion (administrative items) at a meeting. The agenda and any backup material for a VZAC meeting shall be published for the public on the TPA website at least seven (7) days prior to the meeting or as early as practicable. When good cause is shown in the judgment of the VZAC, at the request of a VZAC Representative, Alternate, or the TPA Executive Director, an additional item(s) may be added to the agenda prior to adoption of the agenda for a given meeting. Addition of an item to the agenda is subject to approval by a majority of the VZAC Representatives/Alternates voting at the meeting; provided, that consideration of such item(s) is consistent with the TPA's Public Participation Plan noticing requirements.

In the event a VZAC member desires to have an item added to a VZAC meeting agenda or to furnish work product (*e.g.*, written report, video, *etc.*) of a specific topic to the VZAC, it shall first be approved by the VZAC. The item or work product may be added as an item to a future VZAC meeting agenda by a VZAC member first making the request at a VZAC meeting during the member comments section. The VZAC will determine whether to add the item or work product to a future meeting agenda and the manner and format in which the matter should be presented.

Organizations wishing to make a presentation to the VZAC must contact the TPA Executive Director at least ten (10) days prior to the meeting.

- E. Voting Procedures - The Chair and any VZAC Representative may call for a vote on any issue, provided that it is seconded and within the purposes set forth on the agenda. At any given meeting, if a VZAC Representative(~~s~~) is absent, the VZAC Alternate(~~s~~), may vote in place of the absent Representative(~~s~~).

Voting shall be by voice but the minutes shall contain sufficient detail to record the vote of each VZAC Representative/Alternate. A Roll Call vote shall be held upon the request of the Chair, a VZAC Representative, or the TPA Executive Director. A tie vote shall be interpreted as a failure to approve the motion made.

Any VZAC Representative who voted on the prevailing side may make a motion for reconsideration at the meeting during which the vote was taken or at the next regularly scheduled meeting unless the action for which the vote was taken has been executed by the next regularly scheduled meeting and cannot be undone. A VZAC Representative desiring to request reconsideration of a matter shall advise the Executive Director no less than ten (10) days prior to the meeting. The TPA Executive Director shall endeavor to provide notice of the request to the VZAC Members prior to the meeting. Any VZAC Representative who was not in attendance at the meeting at which the vote was taken shall be deemed to be on the prevailing side, unless the absence was unexcused. A motion to reconsider cannot be renewed if it has been voted on and defeated, except by unanimous consent of those voting VZAC Representatives present at the meeting. Proxy and absentee voting are not permitted.

VZAC Representatives/Alternates may not abstain from voting, unless the Representative/Alternate has a voting conflict of interest as defined by Section 112.3143, F.S., or unless the matter is quasi-judicial in nature and the abstention is to avoid prejudice or bias as provided in Section 286.012, F.S.

If a VZAC Representative/Alternate is going to abstain from voting, the member must declare the conflict at the beginning of the public meeting and not participate in the discussion of the item. The Representative/Alternate must then submit a completed Florida Commission on Ethics - Form 8B to the TPA secretary within 15 days after the abstention occurs.

- F. Public Comment Procedures - All VZAC meetings shall be open to the public. Members of the public are permitted to speak on any topics not on the agenda during the General Public Comment period by providing a Speaker Card to the TPA Executive Director, or the Director's designee, prior to the commencement of, or during the meeting. Members of the public may speak on agenda items following presentation of the item to the VZAC by providing a Speaker Card to the TPA Executive Director, or the Director's designee. Public comment shall be limited to three (3) minutes, unless the Chair authorizes an extension of time.
- G. Florida's Open Meetings Law - Every VZAC Representative/Alternate shall comply with the State's Open Meetings Law. This includes not discussing current agenda items or other matters that may foreseeably come before the VZAC for action with other VZAC Representatives outside of a noticed meeting.

Section 6. Emergency Powers

6.1 Applicability

In the event that an emergency prevents the TPA from conducting a board or committee meeting consistent with these Operating Procedures, the following emergency powers are established.

6.2 Virtual Meetings

Notwithstanding other provisions of these Operating Procedures, if the TPA Governing Board, or any of its committees, is permitted by law, executive order, or similar action to conduct a meeting with a quorum of the Governing Board or TPA committee established virtually, the TPA shall conduct these meetings utilizing communications media technology.

Public notice of these meetings shall be provided consistent with the TPA's PPP and with state law, shall include instructions to access the public meeting via communications media technology and shall name locations, if any, where communications media technology shall be available for use by the public.

The public meeting shall provide the opportunity for public comment, and all comments, evidence, testimony, or written submissions shall be afforded equal consideration. The notice of the public meeting shall include instructions regarding how members of the public may submit written documents, written comments, written questions before the meeting or verbal comments or questions to be presented during the public meeting.

6.3 Emergency Approvals

In the event that the TPA is not able to conduct a board meeting consistent with these Operating Procedures or using communications media technology, and the TPA is required to take an immediate action approving or amending one of its essential documents (LRTP, Priority Project List, TIP, UPWP,

etc.) or executing an implementing agreement or application for one of its essential documents, the TPA Chair (or Vice Chair in the absence of the Chair), upon consultation with the Executive Director and TPA General Counsel, is hereby authorized to approve or amend the essential document and/or execute the implementing agreement or application on behalf of the TPA.

The TPA Executive Director is authorized to submit any documents approved under this emergency authority to the Florida Department of Transportation, Federal Highway Administration, and/or Federal Transit Administration as necessary along with documentation of the TPA's inability to conduct a TPA Board meeting consistent with these Operating Procedures or using communications media technology.

Any documents approved under this emergency authority shall be presented to the TPA Board at its next Board meeting for endorsement or modification, provided that the action taken using the emergency authority is able to be modified. The TPA will also provide opportunity for public review and comment at that time in a manner consistent with the PPP.

Section 7. Amendments

These operating procedures may be amended at any meeting of the Governing Board by a majority vote of those Governing Board Representatives attending the meeting; provided, that the draft proposed amendment appears on the agenda and the draft proposal is included in the agenda package at least seven (7) days prior to the meeting. An amendment to a draft proposal taking place at a Governing Board meeting shall not require re-noticing of the proposal to amend these Operating Procedures.

TPA RESOLUTION 2024-XX

A RESOLUTION THE PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) FISCAL YEAR (FY) 2025-2026 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA) is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

WHEREAS, the TPA is required by the U.S. Department Of Transportation (USDOT) and Florida Statutes to biannually prepare a Unified Planning Work Program (UPWP) for urban transportation planning as a prerequisite for certification of the transportation planning process and as a condition of federal financial assistance from Federal Highway Administration (FHWA) and Federal Transit Administration (FTA);

WHEREAS, it is required by the USDOT in accordance with the provisions of the Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for financial assistance, the TPA give statements and assurances that it will comply with Title VI of the Civil Rights Act of 1964 and the USDOT requirements there under; and

WHEREAS, it is the policy of the TPA that disadvantaged business enterprises (DBE) be utilized to the fullest extent possible and that definitive procedures be established and administered to ensure that DBEs shall have the maximum feasible opportunity to compete for contracts and purchase orders when procuring construction contracts, supplies, equipment contracts, or consultant and other services; and

WHEREAS, the TPA has prepared the proposed FY 2025-2026 UPWP as a basis to annually apply for federal and state grant funds and state matching funds, and

WHEREAS, a new two-year MPO Agreement for FHWA grant funds will coincide with the commencement of the new FY 2025 and 2026 UPWP.

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:

SECTION 1. The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

SECTION 2. The TPA Governing Board hereby:

1. Approves the FY 2025-2026 UPWP, attached hereto as “Exhibit A” and by reference is incorporated herein.
2. Authorizes the Executive Director to:
 - A. Execute the TPA’s Disadvantaged Business Enterprise Policy and all appropriate Federal Statements and Assurances, as shown in the UPWP Appendices, which may be updated from time to time to support the UPWP;
 - B. Submit the approved documents to state and federal agencies and provide any additional information necessary for the review and approval process;
 - C. Sign grant agreements and other documents related to the receipt of grant funding that align with this UPWP;
 - D. Make any necessary modifications to the UPWP, which shall be limited to revisions that do not change the total approved budget, the scope of work tasks, or add or delete work tasks;
 - E. Submit and execute grant applications, amendments, supporting information and non-policy changes as requested by Federal and State Agencies;
 - F. Sign contract awards, grant agreements, and other documents relating to the receipt of grant funding;
 - G. Advertise for budgeted contractual/consulting services;
 - H. Issue work orders to perform the tasks identified within the UPWP; and
 - I. Incur costs and submit regular billings for reimbursement pursuant to the UPWP on behalf of the TPA.

SECTION 3. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this 16 day of May 2024.

PALM BEACH METROPOLITAN
PLANNING ORGANIZATION, d/b/a PALM
BEACH TRANSPORTATION PLANNING
AGENCY

By: _____
Mayor Chelsea Reed, TPA Chair

ATTEST:

Ruth Del Pino, TPA Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Paul R. Gougelman, TPA General Counsel

Unified Planning Work Program (UPWP) Work Tasks

Fiscal Years 2025 - 2026



Task 1. Engage the Public

- Gather, prepare and share information. Includes monitoring news media reports, gathering photos and videos, preparing flyers and brochures, and updating the TPA website
- Track public engagement and respond to comments through the TPA's website, social media and meetings/events
- Present information and seek input from the public and partner agencies. Includes surveys and language interpretive services as needed
- Issue Public Notices in accordance with federal regulations, state guidelines, and Public Participation Plan (PPP)
- Monitor ADA and Title VI compliance and process all complaints. Includes monitoring countywide statistical data (race, color, national origin, sex, age, disability)



Task 2. Plan the System - Short Range

- Plan the fixed route transit system, including multimodal corridor studies, transit supportive land use analysis; Transit Development Plan (TDP) updates
- Plan the TD system, including Service Plan updates, CTC evaluations, LCB meetings and 5310 applications
- Plan the non-motorized transportation system, evaluate ped/bike priority networks, resurfacing projects and high crash locations for ped/bike infrastructure improvements, collect pedestrian and bicycle count safety data
- Plan the freight system including freight project prioritization and stakeholder coordination
- Implement and monitor actions identified in Vision Zero Action Plan
- Conduct and assist local governments with Complete Streets studies and mobility plans
- Collect, analyze and maintain transportation and GIS data



Task 3. Plan the System - Long Range

- Process amendments to the adopted LRTP, including annual call for projects
- Develop transportation data related to the LRTP and travel demand model
- Develop the 2050 LRTP, including the below activities:
 - Update Goals, Objectives, and Performance Measures (PM) and performance-based planning activities
 - Coordinate review and inclusion of transportation projects from partner agencies
 - Public Engagement (Workshops/Meetings/Surveys/Public Outreach)
 - Coordination with TPA committees and partner agencies
- Perform Efficient Transportation Decision Making (EDTM) screening, environmental justice, and Title VI reviews for major projects



Task 4. Prioritize Funding

- Administer annual call for projects for competitive funding programs, review applications, and associated activities
- Develop and update the Transportation Improvement Program (TIP), including:
 - List of Priority Projects (LOPP)
 - Review FDOT Draft Work Program for consistency with the LRTP and TPA priorities
 - TIP database, online map, and final TIP document
 - Process required TIP amendments and modifications as needed
 - List of Federal Obligated Projects

Unified Planning Work Program (UPWP) Work Tasks

Fiscal Years 2025 - 2026



Task 5. Implement Projects

- Monitor implementation of LRTP projects and projects in TPA funding programs
- Track progress and adopt new targets for performances measures (includes the Congestion Management Process)
- Provide review and input on existing and proposed transportation projects constructed by partner agencies



Task 6. Collaborate with Partners

- Administer TPA Governing Board and advisory committee meetings, including coordination with members
- Adopt a prioritized Transportation Regional Incentive Program (TRIP) project list through the Southeast Florida Transportation Council (SEFTC)
- Participate in coordination meetings and serve on partner agency committees and/or provide input into the development of transportation planning documents
- Conduct ad-hoc work groups, workshops, peer exchanges or other events
- Participate and coordinate with SEFTC and partner agencies



Task 7. Administer the Agency

- Maintain eligibility of certified urban transportation planning process; including administration of the UPWP, progress reports for grant reimbursement, Strategic Plan, and joint federal and state certifications
- 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
- Travel and training for TPA staff, TPA Governing Board and committee members, including attendance at events, meetings conferences, and workshops
- Administration of TPA personnel, human resources, and operating procedures
- 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
- Supplies and software tools/services to support operations and fulfill planning processes
- IT services and Website Maintenance Services
- Purchasing and procurement of facilities, supplies, equipment and maintenance of services for ongoing operations



Task 8. Transfers to Other Agencies

- FDOT will lead the development and provide support for the Southeast Florida Regional Planning Model (SERPM) that provides travel demand patterns and markets for regional transit and highway projects.
- Miami-Dade will lead activity to 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 major employment centers



Task 9. Agency Expenditures with Local Funds

- Maximize Agency Effectiveness: Advocacy activities including TPA travel expenses, TPA staff time, consultant fees, peer exchanges, board member briefings, etc.
- Improve Public Engagement: Promotional items, activities and sponsorships
- Enhance Staff Performance: Certification and licensing dues and other staff enhancement expenses, professional organizational memberships, meeting refreshments
- Balance to TPA Reserve Fund

FY 2025 & FY 2026

UNIFIED PLANNING WORK PROGRAM



PALM BEACH
Transportation
Planning Agency

DRAFT

 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. 0097-062-M

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

FM (FPN) No. 439325-5-14-02



PALM BEACH Transportation Planning Agency

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. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

FDOT D4 Cost Analysis Certification

DRAFT

TABLE OF CONTENTS

Introduction.....	1
Available Funding	2
Planning Priorities, Emphasis Areas, and Factors.....	3
Transportation Planning Activities	8
Public Participation Process	9
Organization and Management	10
Required Certification Statements and Assurances.....	11
Required Activities.....	12
Task 1. Engage the Public.....	13
Task 2. Plan the System – Short Range	16
Task 3. Plan the System – Long Range	19
Task 4. Prioritize Funding.....	22
Task 5. Implement Projects	24
Task 6. Collaborate with Partners	26
Task 7. Administer the Agency	29
Task 8. Transfers to Other Agencies	33
Task 9. Agency Expenditures with Local Funds	36

LIST OF FIGURES

Figure 1. Palm Beach TPA Planning Area	1
Figure 2. Required Activities.....	12

LIST OF TABLES

Table 1. CPG Available Funding Sources	3
Table 2. Available Funding Sources	3
Table 3. State Planning Emphasis Areas Matrix	5
Table 4. Federal Planning Factors Matrix	6
Table 5. Federal Planning Emphasis Areas 2021	7
Table 6. Task 1 Activities for Fiscal Years 2025 and 2026	14
Table 7. Task 1 Budget for Fiscal Years 2025 and 2026	15
Table 8. Task 2 Activities for Fiscal Years 2025 and 2026	17
Table 9. Task 2 Budget for Fiscal Years 2025 and 2026	18
Table 10. Task 3 Activities for Fiscal Years 2025 and 2026	20
Table 11. Task 3 Budget for Fiscal Years 2025 and 2026	21
Table 12. Task 4 Activities for Fiscal Years 2025 and 2026	22
Table 13. Task 4 Budget for Fiscal Years 2025 and 2026	23
Table 14. Task 5 Activities for Fiscal Years 2025 and 2026	25
Table 15. Task 5 Budget for Fiscal Years 2025 and 2026	25
Table 16. Task 6 Activities for Fiscal Years 2025 and 2026	27
Table 17. Task 6 Budget for Fiscal Years 2025 and 2026	28
Table 18. Task 7 Activities for Fiscal Years 2025 and 2026	30
Table 19. Task 7 Budget for Fiscal Years 2025 and 2026	32
Table 20. Task 8 Activities for Fiscal Years 2025 and 2026	34
Table 21. Task 8 Budget for Fiscal Years 2025 and 2026	35
Table 22. Funding Sources for Task 8 with Partner Agencies	35
Table 23. Task 9 Activities for Fiscal Years 2025 and 2026	36
Table 24. Task 9 Budget for Fiscal Years 2025 and 2026	37

APPENDICES

Appendix A – Acronyms

Appendix B – Resolution Adopting the FYs 2025 and 2026 UPWP

Appendix C – Budget Summary

Appendix D – Map of Urbanized Area

Appendix E – FDOT D4 Planning Activities FY 25 to FY 26

Appendix F – Palm Tran FTA Planning Activities FY 25 to 26

Appendix G – UPWP Statements, Assurances and Policies

Appendix H – TPA Travel Policy

Appendix I – Comments and Responses

The Palm Beach MPO, doing business as the Palm Beach Transportation Planning Agency (TPA or MPO), serves as the designated Metropolitan Planning Organization to administer the federally mandated transportation planning process for all of Palm Beach County. The TPA is part of a larger South Florida urbanized area referred to as the Miami FL Urbanized Area (UZA) that also includes the Miami-Dade Transportation Planning Organization (TPO), the Broward MPO, and a small portion of the Martin MPO.

The TPA's mission to collaboratively plan, prioritize and fund the transportation system is carried out pursuant to 23 United States Code (U.S.C.) §134, 49 U.S.C. §5303, 23 Code of Federal Regulations (C.F.R.) §450 Subpart C, and Section 339.175, Florida Statutes (F.S.). The TPA is in an air quality attainment area and does not anticipate completing any non-attainment planning activities.

The map displays Palm Beach County, Florida, with its neighboring counties: Martin County to the north, Hendry County to the west, and Broward County to the south. To the west of the county is Lake Okeechobee. The map identifies numerous cities and towns, each color-coded: Jupiter (light blue), Palm Beach Gardens (green), West Palm Beach (yellow), Palm Beach (purple), Boca Raton (blue), Delray Beach (dark blue), and others. Major roads like I-95 and I-4 are shown. A north arrow is located in the top right corner.

Page | 1

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) ¹	\$250,000	\$0	\$250,000
CPG FHWA PL Re-Obligation (Contract G2917) ¹	\$0	TBD	TBD
CPG FHWA PL (Contract GXXX)	\$1,740,636	\$1,783,596	\$3,524,232
CPG FTA (Contract GXXX)	\$787,769	\$787,769	\$1,575,538
CPG Total	\$2,778,405	\$2,571,365	\$5,349,770

¹These 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	\$2,778,405	\$2,571,365	\$5,349,770
FHWA SU (Contract GXXX)¹	\$1,874,411	\$1,989,100	\$3,863,511
CTD	\$56,213	\$56,213	\$112,426
TPA Local Funds	\$150,362	\$153,370	\$303,732
Total Funds Available	\$4,895,980	\$4,786,948	\$9,629,439

¹The total available funds available for FY 2025 is 1,911,000 and in FY 2026 is \$2,006,000. However, the funds shown are how much the TPA is anticipated to utilize and it is less than the total available funds.

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 3 provides a matrix of how the PEAs 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 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**.

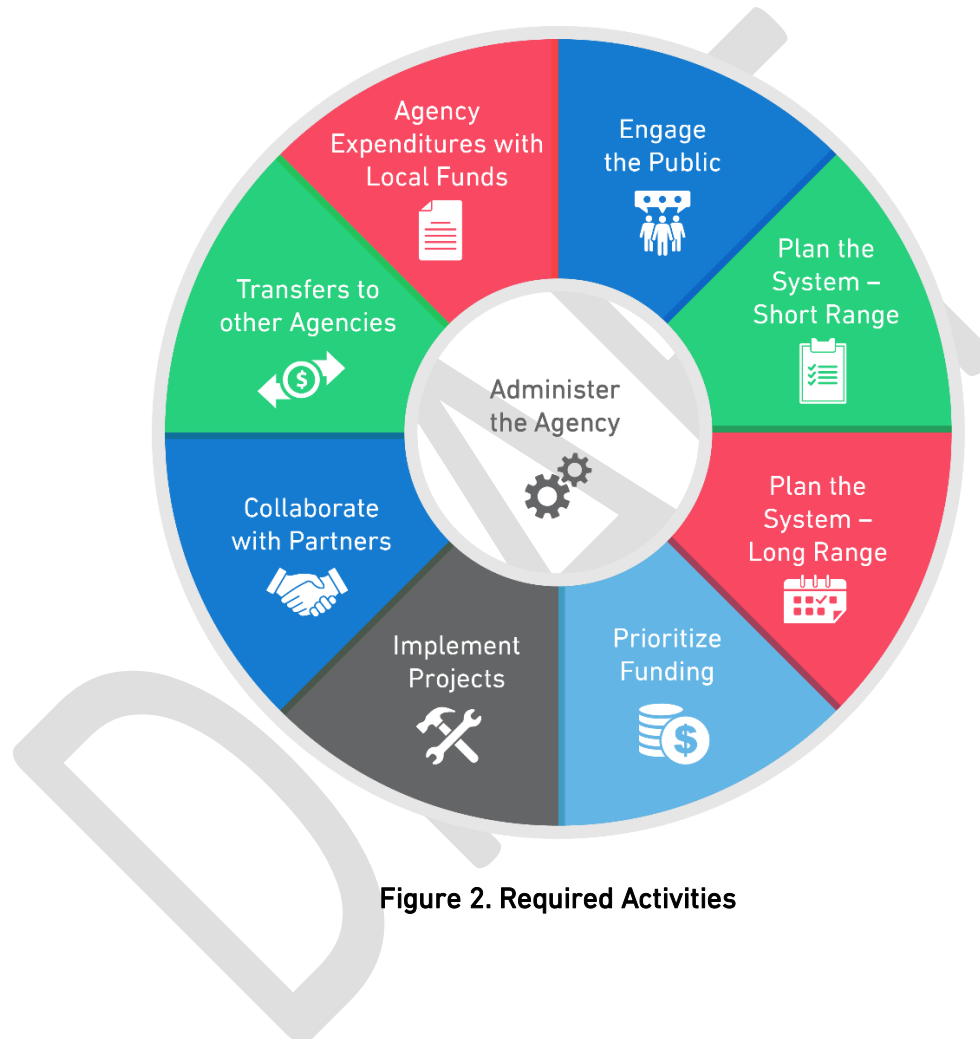


Figure 2. Required Activities

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"> ▪ \$2,500 FY 25 ▪ \$2,750 FY 26 	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"> ▪ \$2,000 FY 25 ▪ \$2,600 FY 26 	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

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$184,000	\$99,000	\$283,000
Consultants			
C - Prepare outreach materials	\$750	\$1,750	\$2,500
Direct Expenses	\$600	\$1,400	\$2,000
FY 2025 Total	\$185,350	\$102,150	\$287,500
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$198,015	\$110,000	\$308,015
Consultants			
C - Prepare outreach materials	\$750	\$2,000	\$2,750
Direct Expenses	\$600	\$2,000	\$2,600
FY 2026 Total	\$199,365	\$114,000	\$313,365

Task 2. Plan the System – Short Range

Responsible Agency: Palm Beach TPA

Participating Agencies: FDOT, FHWA, SEFTC, SFRTA, SFRPC, TCRPC, BMPO, MDTPO, 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
A*	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"> ▪ \$350,000 FY 25 ▪ \$350,000 FY 26 	Corridor Studies	Annually
		Transit Oriented Development (TOD) Analysis and Policy Guidance	June 2025
		TDP Updates	June 2025 June 2026
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
C*	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"> ▪ \$100,000 FY 25 ▪ \$130,000 FY 26 	Projects Identified	Annually in List of Priority Projects by July 2025 / July 2026
D	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
E*	Implement, update, and monitor the Vision Zero Action Plan. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$91,350 FY 25 ▪ \$98,000 FY 26 	Implement Safety Actions, Vision Zero Action Plan Update, Annual Status Update	Feb 2025/ Feb 2026
F*	Conduct and assist local governments with complete streets studies and mobility plans. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$150,500 FY 25 ▪ \$155,000 FY 26 	Community Plans and Studies	As Needed

	Activity	Deliverable(s)	Completion Date
G*	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"> \$100,000 FY 25 \$100,000 FY 26 	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	SU	State	
Personnel (salary and benefits)	\$239,000	\$75,000	\$56,213	\$370,213
Consultants				
A - Corridor studies ¹	\$17,500	\$332,500		\$350,000
C - Non-motorized system, project identification ¹	\$20,000	\$80,000		\$100,000
E - Implement and monitor Vision Zero Action Plan ¹	\$13,000	\$78,350		\$91,350
F - Conduct and assist w/ mobility plans ¹	\$53,000	\$97,500		\$150,500
G - Collect and analyze transportation GIS/data	\$16,000	\$84,000		\$100,000
FY 2025 Total	\$358,500	\$747,350	\$56,213	\$1,162,063
Year 2: FY 2026				
Budget Category	FHWA		CTD	FY 2026 Total
	PL	SU	State	
Personnel (salary and benefits)	\$258,000	\$90,000	\$56,213	\$404,213
Consultants				
A - Corridor studies ¹	\$135,900	\$214,100		\$350,000
C - Non-motorized system, project identification ¹	\$30,000	\$100,000		\$130,000
E - Implement and monitor Vision Zero Action Plan ¹	\$28,000	\$70,000		\$98,000
F - Conduct and assist w/ mobility plans ¹	\$45,000	\$110,000		\$155,000
G - Collect and analyze transportation GIS/data	\$30,000	\$70,000		\$100,000
FY 2026 Total	\$526,900	\$654,100	\$56,213	\$1,237,213

¹ 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 \$1,990,636 PL, and for FY 2026 is \$238,085 of \$1,783,596 PL. 2.5% of the total PL allocation for FY 2025 is \$49,766 and FY 2026 is \$44,590.

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
A	Process amendments to the adopted LRTP, including annual call for projects.	Amendments	As Needed
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
C*	<p>Develop the 2050 LRTP, including the below activities:</p> <ul style="list-style-type: none"> ▪ Update Goals, Objectives, and Performance Measures (PM) and associated performance-based planning activities. ▪ Coordinate review and inclusion of transportation projects from partner agencies. ▪ Public Engagement (Workshops/Meetings/Surveys/Public Outreach). ▪ Coordination with TPA committees and partner agencies. <p><i>Consultant supported efforts:</i></p> <ul style="list-style-type: none"> ▪ \$275,000 FY 25 ▪ \$55,000 FY 26 	Goals, Objectives & PMs; Needs Plan; Cost Feasible Plan; LRTP Document.	Dec 2024
D*	<p>Perform Efficient Transportation Decision Making (ETDM) screening, environmental justice, and Title VI reviews for major TPA projects.</p> <p><i>Consultant supported efforts:</i></p> <ul style="list-style-type: none"> ▪ \$25,000 FY 25 ▪ \$24,500 FY 26 	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

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$131,000	\$78,600	\$209,600
Consultants			
C - Develop LRTP 2050	\$220,000	\$55,000	\$275,000
D - ETDM and project screening	\$7,500	\$17,500	\$25,000
FY 2025 Total	\$358,500	\$151,100	\$509,600
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$158,000	\$90,000	\$248,000
Consultants			
C - Develop LRTP 2050	\$15,000	\$40,000	\$55,000
D - ETDM and project screening	\$4,500	\$20,000	\$24,500
FY 2026 Total	\$177,500	\$150,000	\$327,500

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.

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"> ▪ Develop an annual List of Priority Projects (LOPP). ▪ Review FDOT Draft Work Program for consistency with the LRTP and adopted priorities of the TPA Governing Board. ▪ Prepare TIP database and document. Also includes creation of an interactive online project map layer. ▪ Process required TIP amendments and modifications as needed. ▪ Prepare the annual list of projects for which Federal funds (FHWA and FTA) were obligated in the previous fiscal year. 	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

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$131,000	\$70,000	\$201,000
FY 2025 Total	\$131,000	\$70,000	\$201,000
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$141,000	\$80,000	\$221,000
FY 2026 Total	\$141,000	\$80,000	\$221,000

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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
A	Monitor implementation of LRTP projects and projects in TPA funding programs.	FDOT Milestone Report and Update to Project Status in Online Map	Monthly
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
C	Provide review and input on existing and proposed transportation projects constructed by partner agencies, including Project Development & Environmental (PDE), Multimodal Scoping Checklists, and Design Plans.	Project Reviews	As Needed

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)	\$65,000	\$34,000	\$99,000
FY 2025 Total	\$65,000	\$34,000	\$99,000
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$69,000	\$40,000	\$109,000
FY 2026 Total	\$69,000	\$40,000	\$109,000

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
A	Administer TPA Governing Board and advisory committee meetings, including communication with members.	Agendas, minutes, presentations	Monthly
B	Adopt a prioritized TRIP project list through SEFTC.	TRIP Priority List	Feb 2024/ Feb 2025
C	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
D*	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"> ▪ \$150,000 FY 25 ▪ \$25,000 FY 26 	Work Groups, Workshops, Peer Exchanges, or Other Events	As Needed
E	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

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$235,000	\$126,000	\$361,000
Consultants			
D - Conduct ad-hoc work groups, workshops, etc.	\$125,167	\$24,834	\$150,000
FY 2025 Total	\$360,167	\$150,834	\$511,000
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$253,000	\$140,000	\$393,000
Consultants			
D - Conduct ad-hoc work groups, workshops, etc.	\$14,000	\$11,000	\$25,000
FY 2026 Total	\$267,000	\$151,000	\$418,000

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, and updated the Continuity of Operations Plan (COOP) and Operating Procedures.

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"> ▪ \$175,267 FY 25 ▪ \$109,000 FY 26 	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"> ▪ \$25,000 FY 25 ▪ \$25,000 FY 26 	Attendance at events, meetings, conferences, workshops	As Needed
		Creation and hosting of trainings and workshops	As Needed
D	Administration of TPA personnel, human resources, operating procedures, and COOP, including hiring, onboarding, and ongoing personnel support.	Staff hirings and onboardings, personnel support, Operating Procedures and COOP	Ongoing & As Needed
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"> ▪ \$150,000 FY 25 ▪ \$153,000 FY 26 	Legal Review of agendas, documents, etc	Monthly
		Legal Defense Documents	As Needed
		Human Resources support	As Needed

	Activity	Deliverable(s)	Completion Date
K	Supplies and Software tools and services to support operations as well as to fulfill planning processes, including public involvement, transportation projects management, Performance Measures, geospatial mapping and online data publishing.	Software to carry out planning process	Ongoing
L*	IT Services and Website Maintenance Services <i>Professional services supported efforts:</i> <ul style="list-style-type: none"> ▪ \$36,000 FY 25 ▪ \$41,000 FY 26 	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"> ▪ \$60,000 FY 25 ▪ \$64,000 FY 26 	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.

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

Year 1: FY 2025			
Budget Category	FHWA		FY 2025 Total
	PL	SU	
Personnel (salary and benefits)	\$548,589	\$239,411	\$788,000
Consultants			
B - Accounting & Payroll/Audit Services	\$128,000	\$47,267	\$175,267
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*	\$51,000	\$42,000	\$93,000
Direct Expenses			
Facilities	\$227,000	\$97,100	\$324,100
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***	\$30,000	\$13,000	\$43,000
FY 2025 Total	\$1,319,889	\$618,978	\$1,938,867
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$554,000	\$300,000	\$854,000
Consultants			
B - Accounting & Payroll/Audit Services	\$59,000	\$50,000	\$109,000
C - Provide training for TPA staff and TPA members	\$5,000	\$20,000	\$25,000
E - Legal and Human Resources Services	\$83,000	\$70,000	\$153,000
L - IT Services & Website Maintenance Services	\$21,000	\$20,000	\$41,000
M - Property Management	\$34,000	\$30,000	\$64,000
Travel*	\$54,000	\$50,000	\$104,000
Direct Expenses			
Facilities	\$244,000	\$105,000	\$349,000
Graphics and Legal Advertising	\$17,600	\$20,000	\$37,600
Administrative Services	\$10,000	\$10,000	\$20,000
Supplies & Software**	\$79,000	\$40,000	\$119,000
Equipment & Improvements***	\$30,000	\$20,000	\$50,000
FY 2026 Total	\$1,190,600	\$735,000	\$1,925,600

*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
A	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	FDOT will be leading this activity. Develop an activity base model, SERPM Version 10, 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> ▪ <i>\$65,000 FY 2026</i>	Model estimate and Design Report	June 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
C	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	
Consultants			
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	
SERPM 10 Development			
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
FY 2026 Total	\$0	\$500,000	\$500,000

Highlighted cells indicate the transfers to the Lead Agency.

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

Year 1: FY 2025		
Budget Category	Local	FY 2025 Total
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
FY 2025 Total	\$150,362	\$150,362
Year 2: FY 2026		
Budget Category	Local	FY 2026 Total
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
FY 2026 Total	\$153,370	\$153,370

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APPENDIX A

Acronyms

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

Acronym	Definition	Acronym	Definition
SHSP	State's Strategic Highway Safety Plan	TIP	Transportation Improvement Program
SIS	Strategic Intermodal System	TMA	Transportation Management Area
SRM	State Road Modifications	TPA	Transportation Planning Agency
STBG	Surface Transportation Block Grant (SU)	TPO	Transportation Planning Organization
TA	Transportation Alternatives	TRIP	Transportation Regional Incentive Program
TAC	Technical Advisory Committee	TSP	Transit Signal Priority
TCRPC	Treasure Coast Regional Planning Council	UPWP	Unified Planning Work Program
TD	Transportation Disadvantaged	UZA	Urbanized Area
TDP	Transit Development Plan	VZAC	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
	CTD	State	\$ 56,213	\$ 56,213	\$ -	\$ -	\$ 56,213.00	\$ -	\$ -	\$ 56,213.00
		CTD TOTAL	\$ 56,213	\$ 56,213	\$ -	\$ -	\$ 56,213	\$ -	\$ -	\$ 56,213
	FHWA	PL	\$ 2,778,405	\$ 2,571,365	\$ 612,788.70	\$ 2,778,405.00	\$ -	\$ 567,125.09	\$ 2,571,364.60	\$ -
		SU	\$ 1,874,411	\$ 1,989,100	\$ 413,409.09	\$ 1,874,411.00	\$ -	\$ 438,704.22	\$ 1,989,100.00	\$ -
		FHWA TOTAL	\$ 4,652,816	\$ 4,560,465	\$ 1,026,198	\$ 4,652,816	\$ -	\$ 1,005,829	\$ 4,560,465	\$ -
	Local	TPA Local Funds	\$ 150,362	\$ 153,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		Local TOTAL	\$ 150,362	\$ 153,370	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		TOTAL	\$ 4,859,391	\$ 4,770,048	\$ 1,026,198	\$ 4,652,816	\$ 56,213	\$ 1,005,829	\$ 4,560,465	\$ 56,213

Agency Participation

Agency Participation								
	Funding Source	CTD		FHWA		Local		
	Contract							
	Fiscal Year	2025	2026	2025	2026	2025	2026	
	Total Budget	\$ 56,213	\$ 56,213	\$ 4,652,816	\$ 4,560,465	\$ 150,362	\$ 153,370	
Task 1 Engage the Public								
Personnel (salary and benefits)		\$ -	\$ -	\$ 283,000	\$ 308,015	\$ -	\$ -	
Consultant		\$ -	\$ -	\$ 2,500	\$ 2,750	\$ -	\$ -	
Direct Expenses		\$ -	\$ -	\$ 2,000	\$ 2,600	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ 287,500	\$ 313,365	\$ -	\$ -	
Task 2 Plan the System Short Term								
Personnel (salary and benefits)		\$ 56,213	\$ 56,213	\$ 314,000	\$ 348,000	\$ -	\$ -	
Consultant		\$ -	\$ -	\$ 791,850	\$ 833,000	\$ -	\$ -	
Sub Total		\$ 56,213	\$ 56,213	\$ 1,105,850	\$ 1,181,000	\$ -	\$ -	
Task 3 Plan the System Long Term								
Personnel (salary and benefits)		\$ -	\$ -	\$ 209,600	\$ 248,000	\$ -	\$ -	
Consultant		\$ -	\$ -	\$ 300,000	\$ 79,500	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ 509,600	\$ 327,500	\$ -	\$ -	
Task 4 Prioritize Funding								
Personnel (salary and benefits)		\$ -	\$ -	\$ 201,000	\$ 221,000	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ 201,000	\$ 221,000	\$ -	\$ -	
Task 5 Implement Projects								
Personnel (salary and benefits)		\$ -	\$ -	\$ 99,000	\$ 109,000	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ 99,000	\$ 109,000	\$ -	\$ -	
Task 6 Collaborate with Partners								
Personnel (salary and benefits)		\$ -	\$ -	\$ 361,000	\$ 393,000	\$ -	\$ -	
Consultant		\$ -	\$ -	\$ 150,000	\$ 25,000	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ 511,000	\$ 418,000	\$ -	\$ -	
Task 7 Administer the Agency								
Personnel (salary and benefits)		\$ -	\$ -	\$ 788,000	\$ 854,000	\$ -	\$ -	
Consultant		\$ -	\$ -	\$ 446,267	\$ 392,000	\$ -	\$ -	
Travel		\$ -	\$ -	\$ 93,000	\$ 104,000	\$ -	\$ -	
Direct Expenses		\$ -	\$ -	\$ 368,600	\$ 406,600	\$ -	\$ -	
Supplies		\$ -	\$ -	\$ 200,000	\$ 119,000	\$ -	\$ -	
Equipment		\$ -	\$ -	\$ 43,000	\$ 50,000	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ 1,938,867	\$ 1,925,600	\$ -	\$ -	
Task 9 Agency Expenditures with Local Funds								
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	
8 Transfer to Other Agencies								
Consultant		\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	
Sub Total		\$ -	\$ -	\$ -	\$ 65,000	\$ -	\$ -	
Sub-Total (less the de-obligated funds)		\$ 112,426		\$ 9,213,281		\$ 303,732		
Total De-ob. Funds (PL)		\$ -		\$ -		\$ -		
Total De-ob. (Other Source)		\$ -		\$ -		\$ -		
TOTAL PROGRAMMED		\$ 56,213	\$ 56,213	\$ 4,652,816	\$ 4,560,465	\$ 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)	\$ 184,000	\$ 99,000	\$ 283,000	\$ 283,000
Consultant	\$ 750	\$ 1,750	\$ 2,500	\$ 2,500
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 600	\$ 1,400	\$ 2,000	\$ 2,000
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 185,350	\$ 102,150	\$ 287,500	\$ 287,500
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)	\$ 198,015	\$ 110,000	\$ 308,015	\$ 308,015
Consultant	\$ 750	\$ 2,000	\$ 2,750	\$ 2,750
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ 600	\$ 2,000	\$ 2,600	\$ 2,600
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 199,365	\$ 114,000	\$ 313,365	\$ 313,365

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 591,015
Consultant	\$ 5,250
Travel	\$ -
Direct Expenses	\$ 4,600
Indirect Expenses	\$ -
Supplies	\$ -
Equipment	\$ -
Total	\$ 600,865

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)	\$ 239,000	\$ 75,000	\$ 314,000	\$ 56,213	\$ 56,213	\$ 370,213
Consultant	\$ 119,500	\$ 672,350	\$ 791,850	\$ -	\$ -	\$ 791,850
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 358,500	\$ 747,350	\$ 1,105,850	\$ 56,213	\$ 56,213	\$ 1,162,063
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)	\$ 258,000	\$ 90,000	\$ 348,000	\$ 56,213	\$ 56,213	\$ 404,213
Consultant	\$ 268,900	\$ 564,100	\$ 833,000	\$ -	\$ -	\$ 833,000
Travel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 526,900	\$ 654,100	\$ 1,181,000	\$ 56,213	\$ 56,213	\$ 1,237,213

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	774,426
Consultant	\$	1,624,850
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	2,399,276

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)	\$ 131,000	\$ 78,600	\$ 209,600	\$ 209,600
Consultant	\$ 227,500	\$ 72,500	\$ 300,000	\$ 300,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 358,500	\$ 151,100	\$ 509,600	\$ 509,600
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)	\$ 158,000	\$ 90,000	\$ 248,000	\$ 248,000
Consultant	\$ 19,500	\$ 60,000	\$ 79,500	\$ 79,500
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 177,500	\$ 150,000	\$ 327,500	\$ 327,500

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	457,600
Consultant	\$	379,500
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	837,100

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)	\$ 131,000	\$ 70,000	\$ 201,000	\$ 201,000
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 131,000	\$ 70,000	\$ 201,000	\$ 201,000
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)	\$ 141,000	\$ 80,000	\$ 221,000	\$ 221,000
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 141,000	\$ 80,000	\$ 221,000	\$ 221,000

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 422,000
Consultant	\$ -
Travel	\$ -
Direct Expenses	\$ -
Indirect Expenses	\$ -
Supplies	\$ -
Equipment	\$ -
Total	\$ 422,000

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)	\$ 65,000	\$ 34,000	\$ 99,000	\$ 99,000
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 65,000	\$ 34,000	\$ 99,000	\$ 99,000
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)	\$ 69,000	\$ 40,000	\$ 109,000	\$ 109,000
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 69,000	\$ 40,000	\$ 109,000	\$ 109,000

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 208,000
Consultant	\$ -
Travel	\$ -
Direct Expenses	\$ -
Indirect Expenses	\$ -
Supplies	\$ -
Equipment	\$ -
Total	\$ 208,000

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)	\$ 235,000	\$ 126,000	\$ 361,000	\$ 361,000
Consultant	\$ 125,167	\$ 24,834	\$ 150,000	\$ 150,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2025 Totals	\$ 360,167	\$ 150,834	\$ 511,000	\$ 511,000
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)	\$ 253,000	\$ 140,000	\$ 393,000	\$ 393,000
Consultant	\$ 14,000	\$ 11,000	\$ 25,000	\$ 25,000
Travel	\$ -	\$ -	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -
2026 Totals	\$ 267,000	\$ 151,000	\$ 418,000	\$ 418,000

	FY 2025 & 2026 TOTAL	
Personnel (salary and benefits)	\$	754,000
Consultant	\$	175,000
Travel	\$	-
Direct Expenses	\$	-
Indirect Expenses	\$	-
Supplies	\$	-
Equipment	\$	-
Total	\$	929,000

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)	\$ 548,589	\$ 239,411	\$ 788,000	\$ 788,000
Consultant	\$ 268,300	\$ 177,967	\$ 446,267	\$ 446,267
Travel	\$ 51,000	\$ 42,000	\$ 93,000	\$ 93,000
Direct Expenses	\$ 253,500	\$ 115,100	\$ 368,600	\$ 368,600
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 168,500	\$ 31,500	\$ 200,000	\$ 200,000
Equipment	\$ 30,000	\$ 13,000	\$ 43,000	\$ 43,000
2025 Totals	\$ 1,319,889	\$ 618,978	\$ 1,938,867	\$ 1,938,867
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)	\$ 554,000	\$ 300,000	\$ 854,000	\$ 854,000
Consultant	\$ 202,000	\$ 190,000	\$ 392,000	\$ 392,000
Travel	\$ 54,000	\$ 50,000	\$ 104,000	\$ 104,000
Direct Expenses	\$ 271,600	\$ 135,000	\$ 406,600	\$ 406,600
Indirect Expenses	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 79,000	\$ 40,000	\$ 119,000	\$ 119,000
Equipment	\$ 30,000	\$ 20,000	\$ 50,000	\$ 50,000
2026 Totals	\$ 1,190,600	\$ 735,000	\$ 1,925,600	\$ 1,925,600

	FY 2025 & 2026 TOTAL
Personnel (salary and benefits)	\$ 1,642,000
Consultant	\$ 838,267
Travel	\$ 197,000
Direct Expenses	\$ 775,200
Indirect Expenses	\$ -
Supplies	\$ 319,000
Equipment	\$ 93,000
Total	\$ 3,864,467

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			FHWA			FY 2026 Total
Source Level			PL	SU	Total	
MPO Budget Reference			CPG			
SERPM 10 Development						
Lead Agency:	FDOT (D-4)	No		\$ 250,000	\$ 250,000	\$ 250,000
(Other contributing Agencies)	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
SERPM 10 Development Subtotal			\$ -	\$ 500,000	\$ 500,000	\$ 500,000
Total			\$ -	\$ 500,000	\$ 500,000	\$ 500,000

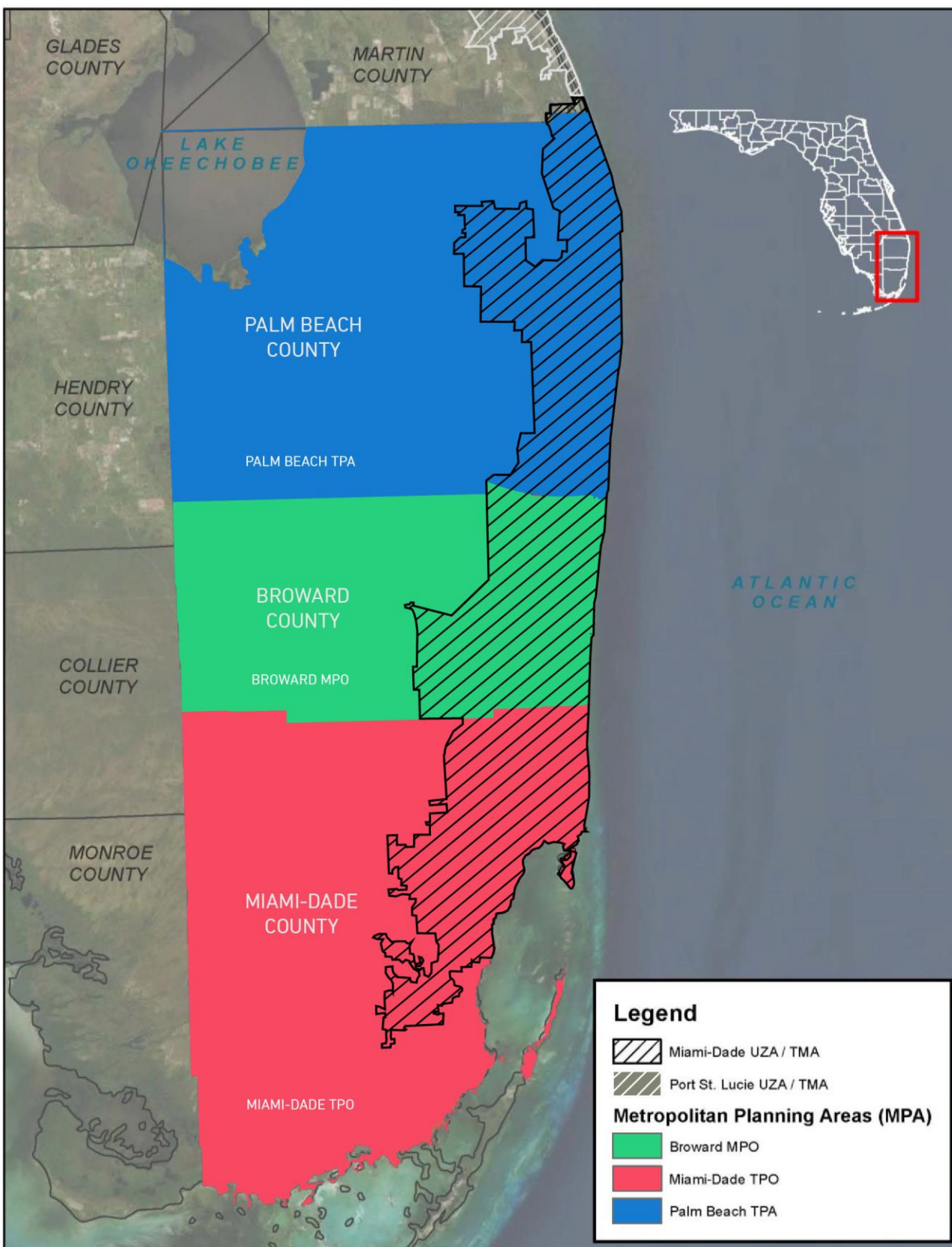
Task 9 Agency Expenditures with Local Funds			
2025			
Funding Source	Local		FY 2025 Total
Contract Number			
Source Level	TPA Local Funds	Total	
MPO Budget Reference			
Lookup Name	Local (TPA Local Funds)	2025 Local (Total)	
Maximize Agency Effectiveness	\$ 55,000	\$ 55,000	\$ 55,000
Improve Public 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 Funds)	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



0 5 10 20
Miles

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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.

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 Palm Beach TPA 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.

Palm Beach TPA



Name: Valerie Neilson, AICP
Title: Palm Beach TPA Executive Director

April 22, 2024
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 Palm Beach TPA that:

- (1) No Federal or state appropriated funds have been paid or will be paid by or on behalf of the Palm Beach TPA, 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 Palm Beach TPA 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.

Palm Beach TPA



Name: Valerie Neilson, AICP
Title: Palm Beach TPA Executive Director

April 22, 2024
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 Palm Beach TPA that disadvantaged businesses, as defined by 49 Code of Federal Regulations, Part 26, shall have an opportunity to participate in the performance of TPA 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 Palm Beach TPA 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 Palm Beach TPA in a non-discriminatory environment.

The Palm Beach TPA 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.

Palm Beach TPA



Name: Valerie Neilson, AICP
Title: Palm Beach TPA Executive Director

April 22, 2024
Date

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

525-010-08
POLICY PLANNING
05/18

TITLE VI/ NONDISCRIMINATION ASSURANCE

Pursuant to Section 9 of US DOT Order 1050.2A, the Palm Beach TPA 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 Palm Beach TPA 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.

Palm Beach TPA



Name: Valerie Neilson, AICP
Title: Palm Beach TPA Executive Director

April 22, 2024
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

Agency	FY 23	FY 24	Total
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

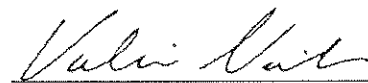
5-18-2022

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:	CBJCHBCAABAAAbPAKYkApLBP-OEHqnSyy54lBV4qTFUB

"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



Adobe Acrobat Sign

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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



UNIFIED PLANNING WORK PROGRAM (UPWP) REVIEW CHECKLIST

MPO: **Palm Beach**

UPWP Draft # or Date: **3/15/2024**

Review #: **1**

Date of Review: **3/18/2024**

Reviewed By: **Marsha Taylor-Long, FDOT D4**

The following UPWP Review Checklist is provided to assist in the review of the MPO's UPWP. This Review Checklist is to be completed by the MPO Liaison and included in the UPWP Appendix.

Comments should be categorized as:

Editorial: Comments may be addressed by MPO but would not affect approval of the document, i.e., grammatical, spelling, and other related errors.

Enhancement: Comments may be addressed by MPO but would not affect the approval of the document, i.e., improve the quality of the document and the understanding for the public (improving graphics, re-packaging of the document, use of plain language, reformatting for clarity, removing redundant language).

Critical: Comment MUST be addressed to meet minimum state and federal requirements to obtain approval. The reviewer must clearly identify the applicable state or federal policies, regulations, guidance, procedures, or statutes that the document does not conform with.

A space for comments for each section is provided at the bottom of each section.

UPWP Cover & Title Page

Does the cover or title page include the following information?

- MPO name, address, website? **Yes | If yes, page number: 1**
- CFDA number (FHWA – PL & SU: 20.205, FTA 5305: 20.505)? **Yes | If yes, page number: 1**
- Identification of agencies providing funds for the UPWP? **Yes | If yes, page number: 1**
- Financial Project Number (FPN) for each contract shown in UPWP? **Yes | If yes, page number: 1**
- Federal Award Identification Number (FAIN) for FHWA contracts (or the Federal Aid Project Number [FAP])? **Yes | If yes, page number: 1**
- Correct State Fiscal Years? **Yes | If yes, page number: 1**
- Statement of nondiscrimination? **Yes | If yes, page number: 1**
- DRAFT UPWP: Space for adoption date and revision dates? **Yes | If yes, page number: 1**
- FINAL UPWP: Adoption date and space for revision dates? **Yes | If yes, page number: 1**

Critical

Revise FAP No. to read "0097-062-M" **This has been updated.**

Revise FM (FPN) No. to read "439325-5-14-01, 439325-5-14-02" **This has been updated.**

Required Content

Does the UPWP have the following information?

UPWP Review Checklist

Updated: 2/9/2024

Unified Planning Work Program (UPWP)

Review Checklist

- Introduction? [Yes | If yes, page number: 1 \(pdf page 6\)](#)
- Organization and Management? [Yes | If yes, page number: 10 \(pdf page 15\)](#)
- UPWP Planning Task Pages? [Yes | If yes, page number: 13 - 37 \(pdf page 18 -42\)](#)
- Funding Source Budget Table and Summary Budget Table? [Yes | If yes, page number: 42 \(pdf pages 47 – 59\)](#)
- Definition of acronyms used in UPWP? [Yes | If yes, page number: 38 – 40 \(pdf pages 43-45\)](#)
- District Planning Activities? [Yes | If yes, page number: Appendix E \(pdf page 62-64\)](#)
- Indirect Rate Approval (if required)? [Not Applicable | If yes, page number: xx](#)
 - Cost Allocation Plan and Certificate of Indirect Cost in an appendix? [Not Applicable | If yes, page number: xx](#)
- In TMAs, the MPO must identify and include cost estimates for transportation planning, research, and technology transfer activities funded with other federal, state, or local funds being conducted within the MPO area (this includes planning and feasibility studies by other entities) (23 CFR 420.111(e)). [Yes | If yes, page number: 33 -35 \(pdf pages 38 -40\)](#)
- DRAFT UPWP:
 - A place for the signed Resolution adopting the final UPWP? [Yes | If yes, page number: 41 \(pdf page 46\)](#)
 - A place for the draft Resolution to adopt Travel Policy if not using FDOT policy (if required)? [Yes | If yes, page number: 51 \(pdf page 79-82\)](#)
 - A place for the Cost Analysis Certification Statement? [Yes | If yes, page number: ii \(pdf page 3\)](#)
 - A place for the FHWA Certifications and Assurances? [Yes | If yes, page number: Appendix G, page 50 \(pdf pages 67-78\)](#)
- FINAL UPWP:
 - The signed Resolution adopting the UPWP? [Select response | If yes, page number: xx](#)
 - The signed Resolution adopting the Travel Policy if not using FDOT policy (if required)? [Select response | If yes, page number: xx](#)
 - The signed Cost Analysis Certification Statement? [Select response | If yes, page number: xx](#)
 - The signed FHWA Certifications and Assurances? [Select response | If yes, page number: xx](#)
 - UPWP Comments? [Select response | If yes, page number: xx](#)
- Appendix to include items previously mentioned: Travel Policy (if required), Cost Allocation Plan and Certificate of Indirect Cost (if required), and UPWP Comments? [Yes | If yes, page number: 51 \(pdf page 79-82\)](#)

Critical

Funding Source Budget Table and Summary Budget Table: include the contract # (D4 will provide) in the Final UPWP. **This will be updated once the Contract # is provided.**

Introduction

Does the introduction include the following elements?

- Definition and purpose of the UPWP? [Yes | If yes, page number: 1 \(pdf page 6\)](#)
- Overview of MPO's comprehensive transportation planning activities? [Yes | If yes, page number: 8 8 \(pdf page 13\)](#)
- Discussion of planning priorities, both MPO and local? [Yes | If yes, page number: 3 – 4 \(pdf page 8 - 9\)](#)
- Statement of CPG participation: "The FDOT and the (insert organization name) participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, FHWA, and FTA, to annually

Unified Planning Work Program (UPWP)

Review Checklist

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(i) and FTA C 8100.1D". [Yes | If yes, page number: 2 \(pdf page 7\)](#)

- Definition of the soft match: Section 120 of Title 23, U.S.C., 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 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 utilized to match the FHWA funding in the UPWP is 18.07% of FHWA program funds for a total of **\$262,299**? [Yes | If yes, page number: 2 \(pdf page 7\)](#)
- Description of the public involvement process used to develop the MPO's UPWP? [Yes ☒](#) [No ☐](#) [Page number: 7 \(pdf page 12\)](#)
- Description of how the MPO addresses the [Federal Planning Factors](#) - (23 CFR 450.306(b)) – can be demonstrated using a matrix? [Yes | If yes, page number: 5 -6 \(pdf page 10 – 11\)](#)
- Description of how the MPO's UPWP addresses the [2021 Federal Planning Emphasis Areas](#)? [Yes | If yes, page number: 7 – 8 \(pdf page 12 – 13\)](#)
- If MPO is not in attainment, description of transportation related air quality planning activities regardless of funding sources or agencies conducting activities? [No | If yes, page number: 1 \(pdf page 6\) confirm in an air quality attainment area](#)

[No comment](#)

[Click here to enter comments](#)

MPO Organization and Management

At a minimum, does the UPWP include information on the following items?

- Identification of participants and description of role in the UPWP planning process? [Yes | If yes, page number: 10 – 11 \(pdf page 15 - 16\)](#)
- Discussion of agreements, including date executed:
 - Metropolitan Planning Agreement (FHWA funds)? [Yes | If yes, page number: 11 \(pdf page 16\)](#)
 - Public Transportation Grant Agreements (prior year FTA funds)? [Yes | If yes, page number: 11 \(pdf page 16\)](#)
 - Interlocal Agreement for the Creation (or Redesignation) of the Metropolitan Planning Organization? [Yes | If yes, page number: 11 \(pdf page 16\)](#)
 - Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement (ICAR)? [No | If yes, page number: xx](#)
 - Memorandum of Understanding between MPOs or FDOT if transferring funds to accomplish Regional Activities? [No | If yes, page number: 11 \(pdf page 16\)](#)

Unified Planning Work Program (UPWP)

Review Checklist

- Discussion and identification of operational procedures and bylaws including date executed:
 - Continuity of Operations (COOP): [No | If yes, page number: xx](#)
 - MPO Bylaws: [No | If yes, page number: xx](#)
- Does the MPO include the following SIGNED Certifications and Assurances section?
 - Disadvantaged Business Enterprise Utilization? [Yes | If yes, page number: Appendix G \(pdf page 70\)](#)
 - Debarment and Suspension Certification? [Yes | If yes, page number: Appendix G \(pdf page 68\)](#)
 - Lobbying Certification for Grants, Loans, and Cooperative Agreements? [Yes | If yes, page number: Appendix G \(pdf page 69\)](#)
 - Title VI/Nondiscrimination Assurances? [Yes | If yes, page number: Appendix G \(pdf page 71\)](#)
 - Appendices A and E? [Yes | If yes, page number: Appendix G \(pdf page 72\)](#)
- Discussion of Indirect Rate Plan, and, in an appendix, inclusion of the signed Cost Allocation Plan and Certificate of Indirect Cost, if applicable. [Not Applicable | If yes, page number: xx](#)

Critical

Continuity of Operation (COOP) and MPO Bylaws was not discussed or identified in document. Please add.
This was added in Task 7. Administer the Agency.

Work Elements/Tasks Sheets

At a minimum, does the UPWP have the following distinct tasks or subtasks?

- MPO Administration? [Yes | If yes, page number: 29 – 32 \(pdf page 34 - 37\)](#)
- Transportation Improvement Program (TIP)? [Yes | If yes, page number: 22 – 23 \(pdf page 27 - 28\)](#)
- Long Range Transportation Plan (LRTP)? [Yes | If yes, page number: 19 - 21 \(pdf page 24 - 26\)](#)
- MPO Regional Activities Task (if required)? [Yes | If yes, page number: 33 – 35 \(pdf page 38 - 40\)](#)

No comment

[Click here to enter comments](#)

Do each of the Work Element/Task Summary Pages include the following?

- Is each Task Sheet named and numbered? [Yes](#)
- Does each Task Sheet include Purpose, Previous Work, and Required Activities? [Yes](#)
- Do the required activities list who will be completing the work? [Yes](#)
- Does each Task Sheet indicate who the responsible agency or agencies are? [Yes](#)
- Does each Task Sheet include end products/deliverables with a description of the scope and estimated completion date? [Yes](#)
- Does the supporting narrative for each task provide sufficient detail to determine the eligibility, necessity, and reasonableness of the purchase? [Yes](#)
- If memberships are listed as an expense, does it state that the memberships are for organizational memberships, not individual memberships? [Yes | If yes, page number: 36 \(pdf page 41\)](#)

No comment

[Click here to enter comments](#)

Work Elements/Tasks Sheets Budget Tables

Unified Planning Work Program (UPWP)

Review Checklist

Did the MPO use the latest UPWP Budget Table template provided by the Central Office for task budget tables, which includes a location to show de-obligated funds? [Yes](#)

If the MPO did not use the latest UPWP Budget Table template, did the MPO show de-obligated funds by source somewhere else in the UPWP? [Yes](#)

Did the MPO prepare Task Summary Budget tables for Year 1 and Year 2 (either individually or combined)? [Yes | If yes, page number: 15, 18, 21, 23, 25, 28, 32, 34- 35, and 37 \(pdf page 20, 23, 26, 28, 30, 33, 37, 39 – 40, and 42 respectively\)](#)

Does MPO **Administration Task** have a subcategory for:

- Personnel Services? [Yes | If yes, page number: 32 \(pdf page 37\)](#)
- Equipment? Equipment costing more than \$5,000 per item should be listed separately. [Yes | If yes, page number: 32 \(pdf page 37\)](#)
- Travel? [Yes | If yes, page number: 32 \(pdf page 37\)](#)
- Supplies? Supplies costing more than \$1,000 per item should be listed separately. [Yes | If yes, page number: 32 \(pdf page 37\)](#)
- Direct Expenses? [Yes | If yes, page number: 32 \(pdf page 37\)](#)
- Indirect Expenses (only required if MPO has an approved indirect rate)? [No | If yes, page number: xx](#)
- Are Atypical expenses (see [Guide for UPWP Development](#)) clearly described? [No | If yes, page number: xx](#)
- Is Annual Audit expense included, if required? [No | If yes, page number: xx](#)

Do each of the other Work Element/Task Summary **Estimated Budget Tables** include the following?

- Personnel Services? [Yes](#)
- Consultant Services (if using consultant on task)? [Yes](#)
- Travel (if needed)? [Yes](#)
- Direct Expenses (if needed)? [Yes](#)
- Indirect Expenses (only required if MPO has an approved indirect rate)? [Not Applicable](#)
- Supplies (if needed)? [Yes](#)
- Equipment (if needed)? [Yes](#)

[No comment](#)

No comment

MPO Regional Activities Task (required if MPO is transferring funds between MPOs and/or FDOT to complete regional planning activities)

Does the MPO have distinct tables to reflect MPO funding and overall regional task funding? In the UPWP Budget Table template provided by the Central Office, these tables are called MPO Regional Activities and All Regional Accounting. [Yes | If yes, page number: 34 – 35 \(pdf page 39 – 40\)](#)

Do the Regional Work Element/Task Budget Table(s):

Unified Planning Work Program (UPWP)

Review Checklist

- Show ALL agencies (e.g., other MPOs, FDOT) included in the regional activities? [Yes](#) | If yes, page number: 34 – 35 (pdf page 39 – 40)
- Show amounts to be transferred by the MPO to other agencies (if applicable)? [Yes](#) | If yes, page number: 34 – 35 (pdf page 39 – 40)
- Show amounts to be received by the MPO from other agencies (if applicable)? [Yes](#) | If yes, page number: 34 – 35 (pdf page 39 – 40)
- Show activities the funds are being used for? [No](#) | If yes, page number: 33 – 35 (pdf page 38 - 40)
- Do all participating MPOs use identical:
 - Descriptions of the activities to be completed [Yes](#) | If yes, page number: 34 – 35 (pdf page 39 – 40)
 - Task name, activity description(s), and budgeted funds [Yes](#) | If yes, page number: 34 – 35 (pdf page 39 – 40)

[No comment](#)

[Click here to enter comments](#)

Funding Source Budget Table

Did the MPO use the UPWP Budget Table template provided by the Central Office for Funding Source Budget Table?

[Yes](#)

Total Year 1 contract amounts:

- DRAFT UPWP:
 - PL funds, which include Year 1 FTA 5305(d) and Year 1 PL funds (refer to Chris Bratton's PL Spreadsheet ***total should not include estimated amount to be de-obligated from the previous FY***)? [Yes](#) | If yes, page number: 42 (pdf pages 48 – 49)
 - STBG or other federal funds (Year 1 amount shown in FDOT Tentative Work Program)? [Yes](#)
 - Prior year active FTA contracts (PTGAs) with estimated amount? (contracts will be aligned in the fall once we have remaining balances at the end of the fiscal year.) [Yes](#)
- FINAL UPWP:
 - PL funds, which include Year 1 FTA 5305(d) and Year 1 PL funds (refer to Chris Bratton's UPDATED PL Spreadsheet, which will include the MPO Board approved de-obligated amount)? [Select response](#)
 - STBG funds or other federal funds (Year 1 amount shown in FDOT Tentative Work Program) + MPO Board approved de-obligated funds (if applicable) [Select response](#)
 - Prior year active FTA contracts (PTGAs) with estimated amount? (contracts will be aligned in the fall once we have remaining balances at the end of the fiscal year.) [Select response](#)
- Does the Funding Source Budget Table include soft match amounts? [Select response](#)

[No comment](#)

[Click here to enter comments](#)

Total Year 2 contract amounts:

- DRAFT UPWP:

Unified Planning Work Program (UPWP)

Review Checklist

- PL funds, which include Year 2 FTA 5305(d) and Year 2 PL funds (refer to Chris Bratton's UPDATED PL Spreadsheet, which will include the MPO Board approved de-obligated amount)? [Yes](#) | [If yes, page number: 42 \(pdf page 48 - 49\)](#)
 - STBG or other federal funds (Year 2 amount shown in FDOT Tentative Work Program)? [Yes](#)
- FINAL UPWP:
 - PL funds, which include Year 2 FTA 5305(d) and Year 2 PL funds (refer to Chris Bratton's UPDATED PL Spreadsheet, which will include the MPO Board approved de-obligated amount)? [Select response](#)
 - STBG funds or other federal funds (Year 2 amount shown in FDOT Tentative Work Program) + MPO Board approved de-obligated funds (if applicable) [Select response](#)
- Does the Funding Source Budget Table include soft match amounts? [Select response](#)

[No comment](#)

[Click here to enter comments](#)

Since the UPWP is the "Scope of Service" for the FDOT/MPO Agreement, it is important to confirm that the total amounts for Year 1 and Year 2 in the UPWP also match what is shown on the FDOT/MPO Agreement.

- Do the FINAL UPWP PL amounts shown in Year 1 plus Year 2 match what is shown on the new FDOT/MPO Agreement? [Select response](#)
- Does Other FHWA funding (i.e., SU, CMAQ, etc.) amounts shown in Year 1 and Year 2 match what is shown on the new FDOT/MPO Agreement? [Select response](#)

[No comment](#)

[Click here to enter comments](#)

Summary Budget Table

Did the MPO use the UPWP Budget Table template provided by the Central Office for the Summary Budget Table?

[Yes](#)

Do the **total Year 1 contract amounts** match what is shown on the Funding Source Budget Table? [Yes](#)

Do the **total Year 2 contract amounts** match what is shown on the Funding Source Budget Table? [Yes](#)

[No comment](#)

[Click here to enter comments](#)

General UPWP Comments

[Choose a category](#) [Click here to enter comments](#)

[Choose a category](#) [Click here to enter comments](#)

[Choose a category](#) [Click here to enter comments](#)

[Choose a category](#) [Click here to enter comments](#)

Federal Highway Administration – Draft UPWP Response to Comments

Federal Comments	Response to Comments																																																																																										
Please provide documentation verifying funding levels available to the MPO to FHWA and FTA prior to the final UPWP submission. The UPWP will be approved only for the levels of funding available and verified from the Central Office PL fund Coordinator and the Districts' Work programs for STBG levels. Currently, we do not have the amounts of SU funds that are programmed for the MPO.	<p>Funding levels are shown in the work program.</p> <table><tr><th colspan="9">TRANSPORTATION PLANNING</th></tr><tr><td>Item Number: 439325 5</td><td colspan="8">Project Description: PALM BEACH UPWP FY 2024/2025-2025/2026</td></tr><tr><td>District: 04</td><td>County: PALM BEACH</td><td colspan="5">Type of Work: TRANSPORTATION PLANNING</td><td colspan="2">Project Length: 0.000</td></tr><tr><td colspan="9">Extra Description: 2022 TPA PRIORITY LI 1</td></tr><tr><th>Phase / Responsible Agency</th><th><2025</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th><th>2029</th><th>>2029</th><th>All Years</th></tr><tr><td colspan="9">PLANNING / RESPONSIBLE AGENCY NOT AVAILABLE</td></tr><tr><td>Fund: PL-METRO PLAN (85% FA; Code: 15% OTHER)</td><td></td><td>2,528,405</td><td>2,571,365</td><td></td><td></td><td></td><td></td><td>5,099,770</td></tr><tr><td>SU-STP, URBAN AREAS > 200K</td><td></td><td>1,911,000</td><td>2,006,000</td><td></td><td></td><td></td><td></td><td>3,917,000</td></tr><tr><td>Phase: PLANNING Totals</td><td></td><td>4,439,405</td><td>4,577,365</td><td></td><td></td><td></td><td></td><td>9,016,770</td></tr><tr><td>Item: 439325 5 Totals</td><td></td><td>4,439,405</td><td>4,577,365</td><td></td><td></td><td></td><td></td><td>9,016,770</td></tr></table>	TRANSPORTATION PLANNING									Item Number: 439325 5	Project Description: PALM BEACH UPWP FY 2024/2025-2025/2026								District: 04	County: PALM BEACH	Type of Work: TRANSPORTATION PLANNING					Project Length: 0.000		Extra Description: 2022 TPA PRIORITY LI 1									Phase / Responsible Agency	<2025	2025	2026	2027	2028	2029	>2029	All Years	PLANNING / RESPONSIBLE AGENCY NOT AVAILABLE									Fund: PL-METRO PLAN (85% FA; Code: 15% OTHER)		2,528,405	2,571,365					5,099,770	SU-STP, URBAN AREAS > 200K		1,911,000	2,006,000					3,917,000	Phase: PLANNING Totals		4,439,405	4,577,365					9,016,770	Item: 439325 5 Totals		4,439,405	4,577,365					9,016,770
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Item: 439325 5 Totals		4,439,405	4,577,365					9,016,770																																																																																			
The UPWP does not demonstrate that the 2.5% set-aside for Complete Streets is met for the MPO PL funds. Please revise the UPWP to identify how this requirement has been met.	A footnote was added to the Activities in Task 2 Budget table.																																																																																										
Regional Planning -Table 21. Task 8 Budget for Fiscal Years 2025 and 2026 does not reflect anything for FY 2025. Is Palm Beach TPA transferring \$166,666 to Miami-Dade TPO? This transfer is reflected in Broward MPO's and Miami-Dade TPO's UPWPs.	There is no anticipated transfer in FY 2025. Note that in the Broward MPO UPWP FY 2025 & FY 2026 Task 6, the FY 2025 includes a note that the funds were transferred in FY 2023. Note that the Miami-Dade TPO does not include any anticipated transfer and does not include the note.																																																																																										
Page 3/Table 1: Prior to closing out the FY2023-2024, did the TPA amend the UPWP to include the full apportions? If not, with the remaining apportionment that was not programmed be apart of the carry forward funds?	Yes, the remaining apportionment that was not programmed will be a part of the carry forward funds shown in the first line of contract G1031 in FY 2024. This amount is anticipated to change from \$166,666 to \$250,000 of PL in the final version. Once the remaining balance after FY 23-24 closeout is complete, we will amend that into the 2nd year of FY 2026.																																																																																										
Page 3/Table 2: When the TPA's partners receive discretionary awards that are required to be amended into the UPWP, will this table be amended to reflect the funding sources referenced in the document?	Appendix E displays the FDOT D4 Planning Activites and Appendix F displays the Palm Tran FTA Planning Activites.																																																																																										
Task 2/3/6: If there are any tasks related to the fulfillment of PTASP, be sure to highlight these efforts.	The TPA does not do any tasks specific tasks on the Public Transportation Agency Safety Plans (PTSAP) other than integration of the safety measures and																																																																																										

Federal Comments	Response to Comments
	<p>targets into our federal performance measures requirements. This is accomplished in Task 5: Implement Projects. If there is additional work required, please let us know.</p>
<p>Task 2: Any planning activity funded with 5307 and discretionary funds that will be applied to a FTA grant should be documented with the following information: sponsor, completed by, study/plan short title, programmed year, status (ie: (bi-)annual, carried forward from xxx, new, underway, etc.), project schedule, brief scope of work/deliverables, funding source, and federal/nonfederal/total amounts. This information is needed to verify consistency with the applying agency's TrAMS application.</p>	<p>The UPWP only programs specific FTA 5305 funding in the current UPWP. This upcoming UPWP is a consolidated planning grant. However, it does not utilize 5307 funding. If we need to be showing certain 5307 funding that our transit agencies get, or additional discretionary funding, please let us know.</p>
<p>Appendix C Page 1 Funding Source Table: Verify that the PL funds for FY25 and FY26. It appears there is a rounding error resulting in the table not reflecting the sum of each task.</p>	<p>This is updated.</p>
<p>Appendix C Page 2 Agency Participation Table: <input checked="" type="checkbox"/> Verify the costs illustrated on the table and the cost referenced for each task due to the cost not being reflective. This comment is also applicable to other tables within the appendix. <input checked="" type="checkbox"/> There are multiple federal sources (PL/SU) documented in this draft which this table does not advise which funding sources are applied.</p>	<p>This is updated.</p>
<p>For TMAs all major transportation planning efforts/studies within the MPO boundaries should be described in the UPWP (including corridor and sub-area studies in accordance with 23 CFR 450.318) regardless of source of funding or entity undertaking the work.</p>	<p>Appendix E displays the FDOT D4 Planning Activities and Appendix F displays the Palm Tran FTA Planning Activities.</p>

Federal Comments	Response to Comments
All Agreements or Certifications including Debarment and Suspension, Contracts, Grants, and Cooperative Agreements, Title VI Nondiscrimination Policy Statement and Disadvantaged Business Enterprise (DBE) statements should be signed and dated, and included in the final copy of the document.	This is updated.
When submitting the final UPWP for approval, please include a copy of all the reviewing agencies' comments and how the MPO addressed each comment. This can be included as an appendix in the UPWP.	These will be provided by final adoption.
Funding source tables should document the total cost and the federal/nonfederal shares. The tables only illustrate the federal amounts; thus, the proportions are not verifiable.	The majority of the Task Budget tables only include Federal PL and SU funding. The other funding sources (State and Local) show up when funding is programmed for those Tasks. Task 9 includes the local funds.
If an activity was not completed within the prescribed target dates and the completion date rolled to another year, be sure to highlight the activity in the end products. Be sure to do the same for the associated funds.	It is not anticipated that there will be any deobligation from FY 2024 and will go through a future amendment if needed.



PALM BEACH Transportation Planning Agency



PalmBeachTPA.org/UPWP

TPA RESOLUTION 2024-XX

A RESOLUTION THE PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) APPROVING AMENDMENT 3 TO THE FISCAL YEAR (FY) 2023-2024 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO) doing business as the Palm Beach Transportation Planning Agency (TPA) is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

WHEREAS, the TPA has adopted a UPWP for FY 2023-2024 and now wishes to amend the FY 2023-2024 UPWP as summarized by Exhibit A, Palm Beach TPA FY 2023-2024 UPWP Amendment 3 to reflect changed conditions and associated revenues and expenditures; and

WHEREAS, the amendment seeks to rebalance the available revenues and expenditures before the close of the two-year fiscal year budget cycle on June 30, 2024; and

WHEREAS, the amendment seeks to utilize remaining Federal Highway (PL) funding and Federal Transit Administration (FTA) 5305(d) funding where feasible before utilizing Federal Surface Transportation Urban Area (SU) funding; and

WHEREAS, the amendment “de-obligates” \$1,200,000 of SU funding to utilize on TPA priorities in the current year of the FDOT work program; and

WHEREAS, the amendment of the UPWP may require execution of agreements, and/or amendments to agreements for the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT) grant funds.

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO, d/b/a PALM BEACH TRANSPORTATION PLANNING AGENCY, THAT:

SECTION 1. The foregoing recitals are hereby adopted and declared to be true and correct and are incorporated herein.

SECTION 2. The TPA Governing Board hereby:

1. Approves FY 2023-2024 UPWP Amendment #3, attached hereto as “Exhibit A” and by reference is incorporated herein.
2. Authorizes the Executive Director to:
 - A. Submit the approved documents to state and federal agencies and provide any additional information necessary for the review and approval process;
 - B. Sign grant agreements and other documents related to the receipt of grant funding that align with this UPWP amendment;

SECTION 3. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by _____ who moved its adoption. The motion was seconded by _____ and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this 16 day of May 2024.

PALM BEACH METROPOLITAN PLANNING
ORGANIZATION, d/b/a PALM BEACH
TRANSPORTATION PLANNING AGENCY

By: _____
Mayor Chelsea Reed, TPA Chair

ATTEST:

Ruth Del Pino, TPA Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Paul R. Gougelman, TPA General Counsel

Amendment #3

FY 2023-2024 Unified Planning Work Program (UPWP)

The two-year budget cycle ends June 30, 2024. This amendment to the UPWP rebalances the funding for all activities. The three major federal funding sources are impacted:

- **FHWA Planning (PL) Funds** – Federal Highway Administration (FHWA) funds apportioned by formula to each MPO to carry out the transportation planning process
- **FTA Planning (FTA) – 5405(d)) Funds** – Federal Transit Administration (FTA) 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 Administration (FHWA) funds apportioned by formula to each large urban area MPO to plan, implement, and construct transportation projects.

The purpose of this amendment is to ensure the drawdown of available PL and FTA funding before utilizing SU funding. The amendment “de-obligates” \$1,200,000 of SU funding to use towards design and construction costs of TPA priorities. Any remaining PL and FTA funding that is unspent by the end of the fiscal year will not be available until the second year of the upcoming UPWP (FY 2026).

A summary of changes is provided on the next page.

Action #	Fiscal Year	Funding Amount	Funding Source	Summary
1	2023	(\$4,475)	FTA	Redistributed FTA funding in FY 2023 tasks to balance to zero. Remaining FTA funding of \$4,475 moved to FY 2024 Task 7: Administer the Agency Personnel.
2	2024	\$51,495	FTA	Programmed remaining FTA funding of \$47,020 from prior grant and \$4,475 from FY 2023 into Task 7: Administer the Agency Personnel. This final drawdown will close out the FTA grant.
3	2022	(\$219,970)	PL	Programmed PL funding in FY 2024 from available PL balance from prior FY 21-22 closeout (G1O32). Total balance is \$469,970. Closeout still includes \$250,000 to be programmed in FY 2025 UPWP.
4	2023	(\$599,640)	PL	Moved all available PL funding in FY 2023 to FY 2024 to ensure drawdown of PL funding over SU funding.
5	2024	\$819,610	PL	Programmed remaining \$219,970 from FY 2022 and \$599,640 from FY 2023 to FY 2024. Rebalanced Activities to ensure drawdown of PL funding over SU funding.
6	2023	(\$1,200,000)	SU	De-obligated SU funding to use towards design and construction costs of TPA priorities.

Amendment #3 FY 2023-2024 UPWP

	FY 2023						FY 2024					
	FHWA PL		FHWA SU		FTA - 5305(d)		FHWA PL		FHWA SU		FTA - 5305(d)	
	Current UPWP	Proposed Budget	Current UPWP	Proposed UPWP	Current UPWP	Proposed UPWP	Current UPWP	Proposed UPWP	Current UPWP	Proposed UPWP	Current UPWP	Proposed UPWP
TASK 1 ENGAGE THE PUBLIC												
A. Staffing Expenditures	207,618	207,615	75,003	36,910	\$53,806	\$53,947	171,285	211,285	171,285	171,285	-	-
B. Consultant Expenses	17,172	4,167	79,328	-			62,074	62,074	19,592	19,592	-	-
TASK 1 Total	224,790	211,781	154,331	36,910	53,806.00	53,947.11	233,359	273,359	190,877	190,877	-	-
TASK 2 PLAN THE SYSTEM SHORT TERM												
A. Staffing Expenditures	83,732	83,732	45,166	41,041	21,700.00	\$24,545	131,646	209,719	78,073	78,073	-	-
B. Consultant Expenses	319,058	319,058	661,005	122,613			97,042	397,042	96,718	96,718	-	-
TASK 2 Total	402,790	402,790	706,171	163,654	21,700.00	24,544.87	228,688	606,761	174,791	174,791	-	-
TASK 3 PLAN THE SYSTEM LONG TERM												
A. Staffing Expenditures	113,947	85,200	27,443	-	\$29,531	\$27,987	94,007	188,014	94,007	94,007	-	-
B. Consultant Expenses	66,674	-	133,326	-			418,055	418,055	131,945	131,945	-	-
TASK 3 Total	180,621	85,200	160,769	-	\$29,531	27,986.75	512,062	606,069	225,952	225,952	-	-
TASK 4 PRIORITIZE FUNDING												
A. Staffing Expenditures	224,733	157,650	54,125	-	58,242.00	\$56,113	185,405	110,405	185,405	185,405	-	-
B. Consultant Expenses	24,003	-	47,997	-			28,187	28,187	8,896	8,896	-	-
TASK 4 Total	248,736	157,650	102,122	-	58,242.00	56,113.07	213,592	138,592	194,301	194,301	-	-
TASK 5 IMPLEMENT PROJECTS												
A. Staffing Expenditures	105,662	102,831	25,448	-	27,383.00	\$27,591	87,171	87,171	87,171	87,171	-	-
B. Consultant Expenses	-	-	-	-			-	-	-	-	-	-
TASK 5 Total	105,662	102,831	25,448	-	27,383.00	27,591.30	87,171	87,171	87,171	87,171	-	-
TASK 6 COLLABORATE WITH PARTNERS												
A. Staffing Expenditures	249,509	191,271	60,091	-	64,663.00	\$66,820	205,845	205,845	205,845	205,845	-	-
B. Consultant Expenses	36,004	-	71,996	-			42,280	42,280	13,344	13,344	-	-
TASK 6 Total	285,513	191,271	132,087	-	64,663.00	66,820.37	248,125	248,125	219,189	219,189	-	-
TASK 7 ADMINISTER THE AGENCY												
A. Staffing Expenditures	519,661	342,933	125,155	125,155	134,675.00	\$128,521	428,720	657,500	428,720	428,720	-	51,496
B. Travel & Training	86,400	40,335	-	-			90,700	90,700	-	-	-	-
C. Consultant Expenses	38,168	10,681	35,332	7,836			63,494	63,494	7,686	7,686	-	-
D. Direct Expenses											-	-
Facilities	267,750	267,203	75,250	75,250			319,500	413,250	93,750	93,750	-	-
Professional Services	136,650	129,650	136,650	96,894			215,952	265,952	135,409	135,409	-	-
Administrative Services & Fees	9,975	7,743	36,925	13,370			10,475	10,475	31,425	31,425	-	-
Graphics & Legal Advertising	9,100	7,344	9,100	5,162			9,550	19,550	9,550	9,550	-	-
Operational Supplies & Equipment	80,640	58,053	27,160	2,270			84,721	84,721	21,179	21,179	-	-
Capital Equipment & Improvements	30,250	11,602	-	-			59,345	59,345	-	-	-	-
TASK 7 Total	1,178,594	875,543	445,572	325,937	134,675.00	128,521.16	1,282,457	1,664,987	727,719	727,719	-	51,496
TASK 8 TRANSFERS TO OTHER AGENCIES												
Transfer to FDOT D4	-		6,500	6,500			-		-			
Transfer to BROWARD MPO	-		-	-			-		-			
Transfer to MIAMI DADE TPA	166,666	166,666					166,666	166,666	-			
TASK 8 Total	166,666	166,666	6,500	6,500			166,666	166,666	-			
Total	2,793,372	2,193,732	1,733,000	533,000	390,000.00	385,525	2,972,120	3,791,730	1,820,000	1,820,000	-	51,496
	\$ (599,640)		\$ (1,200,000)		\$ (4,475)		\$ 819,610		\$ -		\$ 51,496	

Notes:	Balance transferred to FY 2024	\$1.2 deobligated	Balance transferred to FY 2024	Received \$599,640 from FY 2023. Received \$219,970 from prior FY 21/22 carry forward.	Received \$4,475 from FY 2023. Received \$47,020 from prior FY 21/22 carry forward.
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PALM BEACH
Transportation
Planning Agency

DRAFT

TRANSPORTATION IMPROVEMENT PROGRAM

FY 2025-2029

Executive Summary

First Reading - May 2024

Scheduled for Adoption June 20, 2024

PalmBeachTPA.org/TIP

FY 2025 – 2029

TRANSPORTATION IMPROVEMENT PROGRAM

PALM BEACH TPA

Executive Summary.....	3
Projects Sections in the TIP.....	4
Federal Performance Measures.....	6
Summary of TPA Priority Projects	10
Funding Summary.....	20
Project Details	
SIS Capacity.....	24
Major Projects.....	54
Local Initiatives Program.....	75
Transportation Alternatives Program	85
Other FDOT & Local Projects	93
O&M - Roadways.....	133
O&M - Transit.....	219
Airports	224
Seaports.....	243
Railroads.....	244
Appendices	
A. Glossary.....	PalmBeachTPA.org/TIP
B. Public Participation and Comments.....	PalmBeachTPA.org/TIP
C. Federal Performance Measures	PalmBeachTPA.org/TIP
D. TPA Priority Projects List for FY 25-29	PalmBeachTPA.org/priorities
E. TPA Draft Tentative Work Program (DTWP) for FY 25-29.....	PalmBeachTPA.org/TIP
F. Eastern Federal Lands Highway Division FY 24-27 TIP	PalmBeachTPA.org/TIP
G. Long Range Transportation Plan (LRTP) and Fiscal Analysis	PalmBeachTPA.org/TIP
H. Annual Listing of Obligated Projects for FY 24	PalmBeachTPA.org/TIP
I. Amendments and Modifications.....	PalmBeachTPA.org/TIP

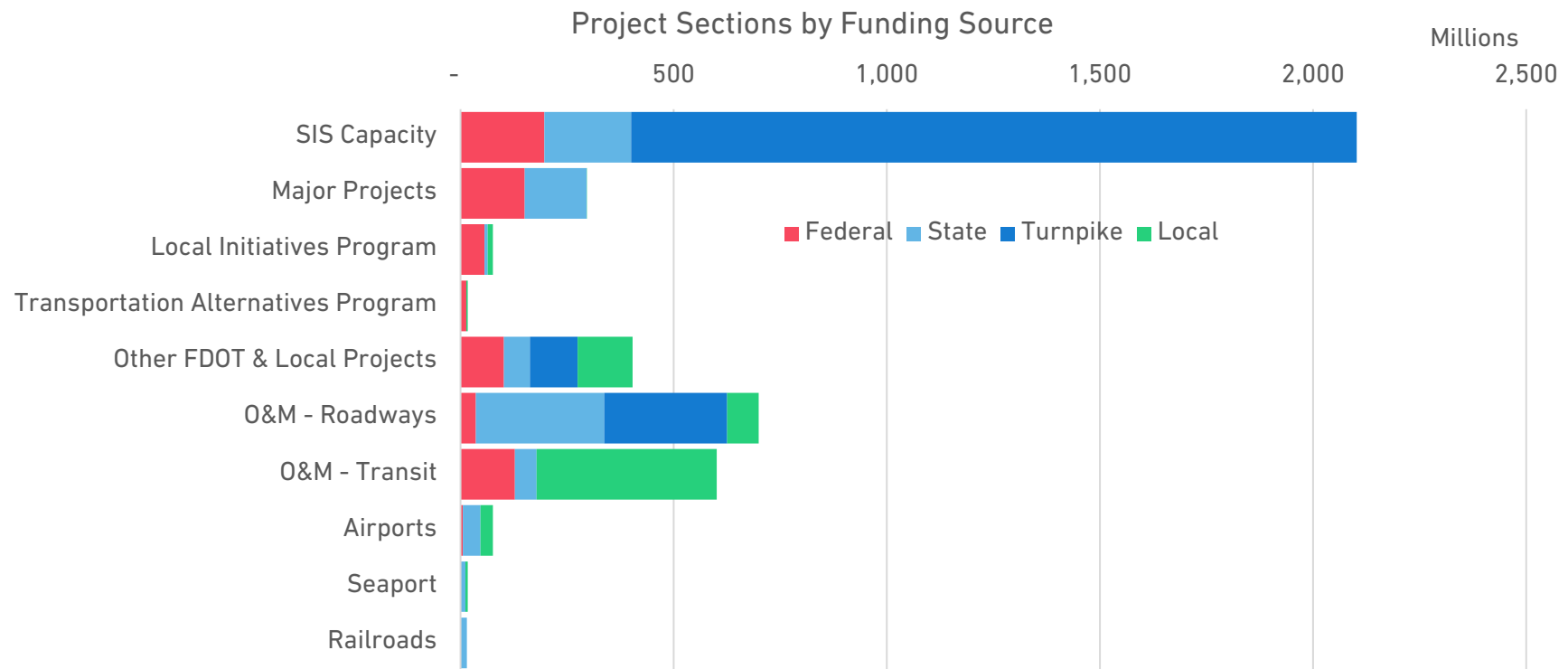
EXECUTIVE SUMMARY

The Transportation Improvement Program (TIP) is the five-year funding program for transportation projects covering all modes of travel in Palm Beach County. The Program covers Fiscal Year 2025 through Fiscal Year 2029 following the federal fiscal calendar beginning October 1st and ending September 30th (i.e. Fiscal Year 2025 addresses the dates of October 1, 2024 to September 30, 2025). Projects utilizing state funds are based on a fiscal year beginning July 1st and ending June 30th.

The TIP is developed through a continuous, cooperative, and comprehensive effort involving the Florida Department of Transportation (FDOT), the Board of County Commissioners, the Port of Palm Beach, and municipalities within the County. The TIP was developed in cooperation with the public transit operators including South Florida Regional Transportation Authority (SFRTA) and Palm Tran. Consultation is also carried out with the Miami-Dade TPO, the Broward MPO, and the Martin County MPO. The document complies with the requirements set forth in Section 134 of Title 23, USC and 23 CFR 450.324.

The TIP identifies transportation improvements funded by federal, state and local sources. The TIP incorporates FDOT's Fiscal Year (FY) 25-29 Work Program along with local capital improvement plans and operating budgets, and generally moves forward the projects in the timeframe from previous TIPs. Please note that the identified projects may experience changes in scope or costs and the TIP may be amended or modified throughout the year.

Project Section	# of Projects	Funding	% of Total Funds
Strategic Intermodal System (SIS) Capacity	33	2,102,528,818	48.85%
Major Projects	33	296,693,280	6.89%
Local Initiatives Program	16	76,096,571	1.77%
Transportation Alternatives Program	15	16,850,955	0.39%
Other FDOT & Local Projects	72	403,612,522	9.38%
Operations & Maintenance (O&M) - Roadways	146	699,475,309	16.25%
Operations & Maintenance (O&M) - Transit	8	600,946,557	13.96%
Airports	36	75,895,756	1.76%
Seaport	2	17,154,272	0.40%
Railroads	5	15,167,922	0.35%
TOTAL TIP FY 2025-2029	366	4,304,421,962	100.00%



Project Sections

Projects in the TIP are categorized into the follow project types:

SIS Capacity - Strategic Intermodal System projects are prioritized by FDOT to support regional mobility.

Major Projects – TPA prioritized highway, transit, freight and additional projects on state roadways based on the Goals, Objectives and Values in the LRTP. Projects originate out of the LRTP or as State Road Modifications and are prioritized by the TPA Governing Board.

Local Initiatives Program - Lower cost, non-regionally significant projects submitted to the TPA annually by local agencies and prioritized using a project scoring system based on the goals, objectives and values in the LRTP and prioritized through the TPA Governing Board.

Transportation Alternatives Program - Active transportation projects submitted to the TPA annually by local agencies and prioritized through the TPA Governing Board.

Other FDOT and Local Projects - These projects are advanced by agencies other than the TPA with outside discretionary funding sources (e.g. local gas taxes, local impact fees, county incentive grant funds, highway safety program funds, etc.).

Operations and Maintenance (O&M) - Roadways - Operations and maintenance projects proposed by the maintaining agencies based on the condition of the transportation infrastructure and the need to operate it efficiently. Projects are also reviewed by TPA staff and locals to identify opportunities for additional safety and complete street opportunities.

Operations and Maintenance (O&M) – Transit - Projects proposed by the transit agencies to continue to operate existing services.

Airports, Railroads and Seaports - Projects identified by facility owner/operators consistent with their respective master plans.

Certification Review

The Palm Beach TPA undergoes a certification review process annually with FDOT and a quadrennial review with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The certification review process ensures the TPA is carrying out the metropolitan planning process in adherence with federal and state regulations. The TIP is reviewed during this process. The last joint FHWA and FTA Certification Review was completed on August 31, 2023 and the next review is anticipated to be completed by August 2027. The last Joint State/TPA Certification Review was completed on May 11, 2023.

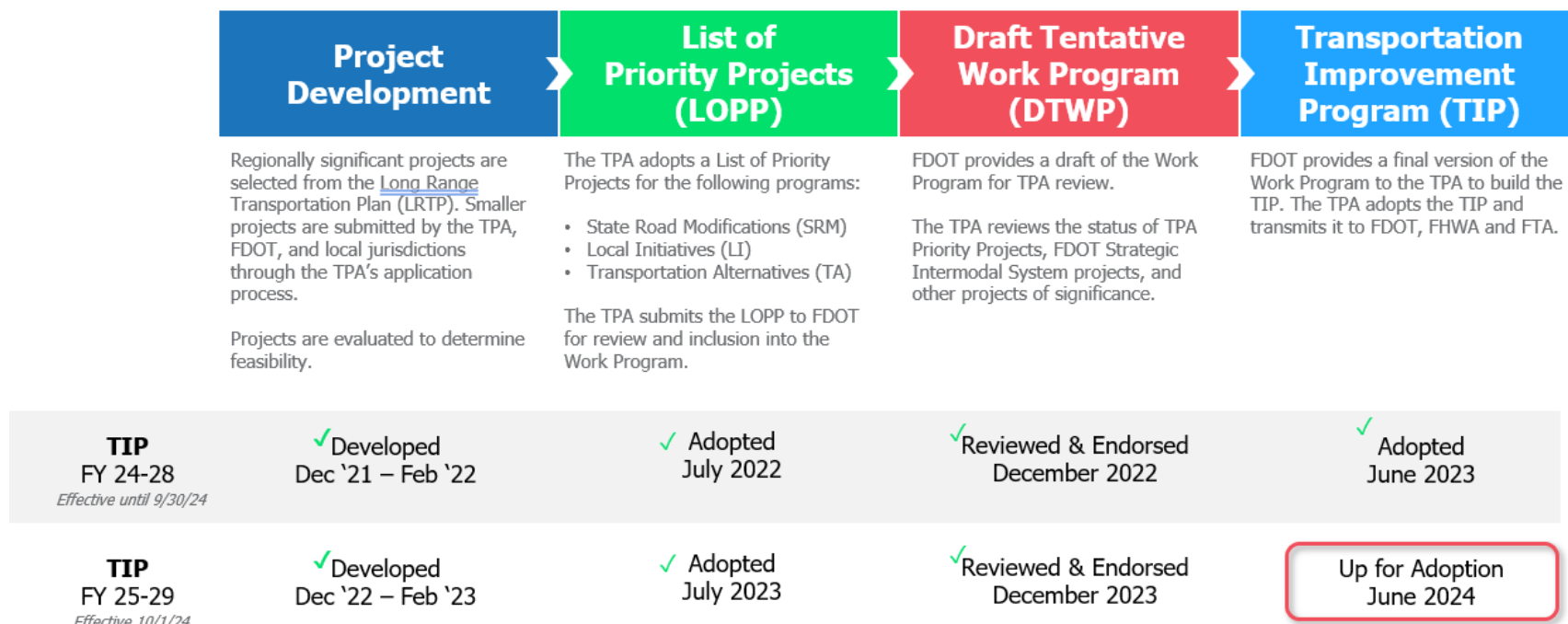
Public Participation

The public participation process for the Draft FY 2025-2029 TIP is in accordance with the policies and procedures of the TPA's Public Participation Plan. Appendix B provides detailed information on the schedule and outreach opportunities for the public to review the Draft TIP. More information on the TPA's public participation process can be found at palmbeachtpa.org/PPP

The Project Development Process

The projects in the TIP are required to be consistent with the TPA's Long Range Transportation Plan (LRTP). The TPA's funding programs – Major Projects, Local Initiatives, and Transportation Alternatives – are scored based on the goals of the LRTP and prioritized for inclusion in the TIP. Project selection is made in accordance with the requirements of 23 CFR 450.332. The summary of progress for the LRTP is available in Appendix G.

The adopted LRTP is Cost Feasible; it prioritizes projects based on anticipated available revenue. The LRTP is referenced and seeks consistency with local comprehensive plans to the maximum extent feasible. The TPA adopted a list of Priority Projects from the LRTP in July and transmitted them to FDOT for use in preparing the tentative Work Program – these are included in Appendix D and highlighted in the summary of projects section. FDOT then developed the Draft Tentative Work Program and provided the program of projects for creation of the TIP. The TIP development process is seen in the diagram below.



Federal Performance Measures

Projects and system-wide effectiveness for all modes of transportation are evaluated through Performance Measures, which are inclusive of the Congestion Management Process (CMP). A CMP is a systematic and regionally accepted approach for managing congestion that provides accurate, up-to-date information on transportation system performance and assesses alternative strategies for congestion management that meet TPA needs. The process is integrated into the TPA's performance measures that cover multiple modes of transportation including travel time reliability of people and trucks, transit v. car vehicle commute time, and walk, bike, transit commuter mode splits.

Performance measures connect investment and policy decisions to achieve the goals adopted in the TPA's Long Range Transportation Plan (LRTP). The TPA's aim is to provide measures that use data-driven, quantitative criteria to set and analyze achievable targets. Using a performance-based method ensures the most efficient investment public funds by increasing accountability, transparency, and providing for better investment decisions geared towards specific outcomes. The TPA is required to adopt targets for established federal performance measures based on national goals enacted by Congress in Moving Ahead for Progress in the 21st Century (MAP-21). The TPA's adopted federal performance measures and targets are summarized in the table on the following page. Please refer to Appendix C for more information on the federal performance measures.

Federal Performance Measures and Targets

Category	Performance Measure	TPA Target
Safety	Fatalities	(2024) Zero
	Serious Injuries	Zero
	Rate of Serious Injuries per 100M vehicle miles travelled (VMT)	Zero
	Rate of Fatalities per 100M VMT	Zero
	Nonmotorized Fatalities and Serious Injuries	Zero
System Performance	Percent of reliable person-miles traveled on the Interstate	(2025) ≥ 70%
	Percent of reliable person-miles traveled on the non-Interstate NHS	≥ 50%
	Truck travel time reliability ratio (TTTR) on the Interstate	≤ 2.00
Bridges	Percent of NHS bridges classified as in Good condition by deck area	(2025) ≥ 50%
	Percent of NHS bridges classified as in Poor condition by deck area	≤ 10%
Pavement	Percent of Interstate pavements in Good condition	(2025) ≥ 60%
	Percent of Interstate pavements in Poor condition	≤ 5%
	Percent of non-Interstate NHS pavements in Good condition	≥ 40%
	Percent of non-Interstate NHS pavements in Poor condition	≤ 5%
Transit (Palm Tran)	Percent of Vehicles exceeding useful life	(2022)
<i>Vehicles</i>	Vehicles – Articulated Bus	≤ 0%
	Vehicles – Fixed Route Bus	≤ 0%
	Vehicles – Paratransit Bus	≤ 0%
	Vehicles – Paratransit Van	≤ 0%
<i>Equipment</i>	Percent of Equipment exceeding useful life	
	Equipment – Automobiles	≤ 0%
	Equipment – Trucks	≤ 0%
<i>Facilities</i>	Percent of Facilities exceeding useful life	≤ 0%
Transit (SFRTA)		(2023)
<i>Rolling Stock</i>	Revenue vehicles (>39 yrs old)	≤ 30%
<i>Equipment</i>	Non-revenue support service & maintenance vehicles (>8 yrs old)	≤ 50%
<i>Facilities</i>	Stations, maintenance facilities, & operations center (<2.5 on 1-5 scale)	≤ 5%
<i>Fixed Guideway</i>	Rail fixed-guideway track with performance restrictions	≤ 3.5%
Transit Safety (Palm Tran)	Fixed Route / Paratransit	Fixed Route/Paratransit
	Fatalities	(2022) Zero/Zero
	Fatality Rate per 100k vehicle revenue miles (VRM)	Zero/Zero
	Injuries	63/34
	Injury Rate per 100k VRM	0.9/0.4
	Safety Events	43/32
	Safety Event Rate per 100k VRM	0.6/0.3
	System Reliability (VRM per failure)	14,000/7,700

Summary of TPA Priority Projects

The following tables highlight the status of TPA Priority Projects. Projects with significant changes from the prior FY 2024-2028 are highlighted.

- **TPA Major Projects**
- **Local Initiatives**
- **Transportation Alternatives**
- **Shared-Use Network (SUN) Trail Priorities**
- **Active and Under Construction TPA Priorities**

Projects are shown by priority year and ranking, along with the funding amount and phase. A typical project includes a Project Development and Environment (PD&E) phase, a Design (PE) phase, a Right of Way (ROW) phase and a Construction (CST) phase. An explanation of all potential project phases included in the TIP is provided below.

Project Phases

CODE	NAME
------	------

CAP	Capital
CST	Construction
DSB	Design Build
ENV	Environmental
INC	Contract Incentives
MNT	Maintenance
MSC	Miscellaneous Construction Scheduled

CODE	NAME
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OPS	Operations
PDE	Project Development and Environmental
PE	Preliminary Engineering Scheduled
PLN	Planning Scheduled
ROW	Right of Way Acquisition Scheduled
RRU	Railroad & Utilities

For a list of additional terms and their definitions, see Appendix A.

Table 1: Major Projects

Projects are predominantly on state roadways using state funding sources, including but not limited to District Dedicated Revenue (DDR) and Primary Highways & Public Transportation Funds (DS).
Projected funding availability is anticipated to be approximately \$20.4 Million/year but varies yearly. FDOT requests the TPA "oversubscribe" to ensure programming of all available funds.

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	<FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25		FY 26		FY 27		
--	Palm Beach TPA	TPA Planning & Administration as detailed in the UPWP		4393255 4393256 4393257	\$23,131	N/A	PL \$2,528 SU \$1,911	PL \$2,571 SU \$2,006	PL \$2,571 SU \$2,100	PL \$2,571 SU \$2,150	PL \$2,571 SU \$2,150		
04-1	FDOT	SR-7 from 60th St to Northlake Blvd	Construct new 4L road	2296643	\$4,682	\$4,582	ROW \$100						Pending litigation
				2296645	\$257					PE \$257			
				2296646	\$94,201	\$8,563				RRU \$24 CST \$85,141			
04-2	FDOT	SR-7 from Okeechobee Blvd to 60th St	Widen from 2L to 4L	2296644	\$114	\$114							Pending litigation
				2296647	\$37,903	\$477				RRU \$24 CST \$36,480	CST \$1,398		
14-1	FDOT/ SFRTA	Tri-Rail: West Palm Beach to Jupiter	Transit Alternative Analysis to extend commuter rail service onto the FEC corridor via the Northwood Crossover and construct 5 new stations – 45th St, 13th St, Park Ave, PGA Blvd, and Toney Penna Dr	4170317	\$132,507	\$1,157	PLN \$1,350					\$130,000	FEC easement/ access fee and O&M needed for PD&E.
14-3	FDOT	Atlantic Ave from SR-7 to E of Lyons Rd	Widen from 2L to 4L, including buffered 7' bike lanes and 6' sidewalks	2296584	\$41,853	\$40,412	ROW \$25 CST \$69	ROW \$1,080	ROW \$142		ROW \$124		
16-1a	FDOT	Atlantic Ave from east of Lyons Rd to Florida's Turnpike	Widen from 4L to 6L, including 7' buffered bike lanes and 10' shared-use-paths where feasible	4405752	\$779	\$779							Projected moved into 14-3
16-1b	FDOT	Atlantic Ave from Florida's Turnpike to Cumberland Dr	Widen from 4L to 6L, including 7' buffered bike lanes and 10' shared-use-paths where feasible	4405754	\$48,903	\$1,854	ROW \$1,232	ROW \$6,752	ROW \$2,000	ROW \$414	CST \$36,651		
16-1c	FDOT	Atlantic Ave from Cumberland Dr to Jog Rd	Widen from 4L to 6L, including 7' buffered bike lanes and 10' shared-use-paths where feasible	4405755	\$39,886	\$1,228	PE \$94 ROW \$2,329	ROW \$7,834	ROW \$2,500	ROW \$50	CST \$25,851		
17-1	FDOT/ Palm Tran	US-1: Camino Real Rd to Indiantown Rd	561 Plan Transit Corridor: New enhanced transit service with associated multimodal facilities										
17-1b	Palm Tran/ FDOT	US-1: Palmetto Park Rd to Northlake Blvd	Construct 14 enhanced transit shelters within existing ROW	4383864	\$7,430	\$1,513		CST \$5,892	CST \$25				
17-1c	Boca Raton/ FDOT	US-1: Camino Real to NE 8th St/Mizner Blvd in Boca Raton	Lane Repurposing from 6L to 4L between Camino Real and SE Mizner Blvd; associated multimodal facilities	4383865	\$7,957	\$814		CST \$7,143					
17-1d	WPB/ FDOT	US-1: 25th St to 45th St in West Palm Beach	Reconstruct roadway to include pedestrian and bicycle facilities and safety enhancements	4383866	\$15,292	\$358						\$14,935	FDOT approved revised concept. Pursuing SUN Trail funding.

Table 1: Major Projects

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	<FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25	FY 26	FY 27	FY 28	FY 29		
17-1e	TPA/ FDOT	US-1: 59th St to Northlake Blvd in Riviera Beach and Lake Park	Reconstruct as 4L, add bike lanes and medians; move barrier wall on bridge to protect bike lanes;-add street lights/ped-scale lights where feasible	4383862	\$2,327	\$2,307	RRU \$20 CST \$12,360						
17-1f	FDOT/ N Palm Beach	US 1: Northlake Blvd to Parker Bridge in North Palm Beach	Lane Repurposing from 6L to 4L with shared-use paths, bicycle lanes, landscaping and furnishing zone	4383867	\$8,672						PE \$920	\$7,752	Lane repurposing application approved by FDOT.
17-1g	Lake Worth Beach/ FDOT	US-1: Dixie/Federal Junction to Gregory Rd in Lake Worth Beach	Lane Repurposing from 4L to 3L; associated multimodal facilities	TBD	\$5,674							\$5,674	City is working on FDOT lane repurposing application
18-1	TPA & Palm Tran /FDOT	Okeechobee Blvd from SR-7 to US-1; SR-7 from Forest Hill Blvd to Okeechobee Blvd	561 Plan Transit Corridor: New enhanced transit service with associated multimodal facilities										
18-1b	Palm Tran/ FDOT	Okeechobee Blvd from SR-7 to US-1; SR-7 from Forest Hill Blvd to Okeechobee Blvd	Construct enhanced transit shelters within existing ROW	4417584	\$8,137		PE \$900	PE \$37			CST \$5,000	\$2,200	TPA working with Palm Tran to refine shelter design and locations
18-1c	TPA/ FDOT	Okeechobee Blvd from SR-7 to US-1; SR-7 from Forest Hill Blvd to Okeechobee Blvd	FDOT feasibility study based on TPA planning study recommendations	4513801	\$2,000		PLN \$2,000						
18-2	TPA/ FDOT/FPL	SR-80 from SR-15 to CR-880	Add street lighting and guardrails	4417561	\$16,331	\$16,331							Under Construction. In phases. Guardrail programmed in FY 27.
				4417562	\$7,732			RRU \$7,732					
				4535581	\$3,864		PE \$496 RRU \$15 ENV \$110		RRU \$15 CST \$3,228				
18-3	TPA/ FDOT	US-27 Connector from US-27 to SR-715	Construct new 2-lane road	4417571	\$42,987	\$250						\$42,737	Alternative Corridor Evaluation (ACE) underway. PDE not programmed until study results reviewed by TPA.
19-1	TPA & Palm Tran /FDOT	Lake Worth Rd from SR-7 to US-1; SR-7 from Lake Worth Rd to Forest Hill Blvd	561 Plan Transit Corridor: New enhanced transit service with associated multimodal facilities										
19-1a	Palm Tran	Lake Worth Rd from SR-7 to US-1; SR-7 from Lake Worth Rd to Forest Hill Blvd	Implement Transit Signal Prioritization	TBD	\$1,000							\$1,000	

Table 1: Major Projects

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	<FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25	FY 26	FY 27	FY 28	FY 29		
20-1	Boca Raton/ FDOT	Federal Hwy at Spanish River Blvd	Convert EB to SB right turn only to right/through with bike lane and mast arm conversion	4482641	\$1,715			PE \$279	PE \$21			\$1,415	
20-2 & 20-4	Palm Beach County/ FDOT	Atlantic Ave at Military Trl; Belvedere at Military Trl; Forest Hill Blvd at I-95	Replace span wire traffic signals with mast arms and steel strain pole span wires and upgrade supporting infrastructure. Upgrade to mast arm signals; enhanced pedestrian signals and detection; upgrade ITS elements and roadway lighting; curb ramp and sidewalk upgrades to meet ADA.	4479441	\$11,095			PE \$166				\$9,985	
		US-1 at Silver Beach Rd, Military at Investment Ln, Okeechobee at Quadrille Blvd, Lakeview Ave at Quadrille Blvd		4480731				PE \$287	PE \$21				
		US-1 at SE 1st St, 7th Ave N, 10th Ave N, 13th Ave N; Boynton Beach Blvd at US-1, Congress Ave, Seacrest Blvd, Military Trl, Hagen Ranch Rd; Congress Ave at Dolan Rd; Atlantic Ave at Hamlet Dr; Lake Ave at SR-A1A (include w/ FM 4476631)		4481071				PE \$637					
20-3	Boca Raton/ FDOT	Glades Rd/SR-808 at Town Center Blvd; I-95 NB off ramp at W Palmetto Park Rd; I-95 SB off ramp at Palmetto Park Rd; US-1 at Royal Palm Way; US-1 at Hidden Valley Blvd	Replace span wire traffic signals with mast arms and upgrade supporting infrastructure	4480641	\$5,827			PE \$479				\$4,994	
		US-1 at Glades Rd, NE 15th Ter, and NE 24th Ter		4481351				PE \$354					
20-5	Palm Beach County/ FDOT	SR-715 from Hatcher Rd to Paul Rardin Park SR-715 from Airport Rd to SW 14th St	Construct 6' sidewalk on W side of roadway.	4479451	\$2,030			PE \$378			CST \$1,651		
21-1	TPA/ FDOT	Forest Hill Blvd from W of Jog Rd to Military Trl	Add roadway lighting on N side and pedestrian lighting, bus bay layover facility, enhanced crosswalks at three signalized intersections, green markings in bicycle conflict zones	4498771	\$2,616			PE \$670	ENV \$30			\$1,916	
21-2	TPA/ FDOT	Congress Ave from Lake Worth Rd to Forest Hill Blvd	Add pedestrian lighting, enhanced crosswalks at six signalized intersections, and bus stop amenities	4498791	\$2,966			PE \$434	ENV \$30			\$2,502	

Table 1: Major Projects

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	<FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25		FY 26	FY 27			
21-3	Boca Raton/ FDOT	SR-A1A at Spanish River Blvd and Camino Real (include w/ FM 4476611); US-1 at Jeffery St, NE 32nd St, NE 20th St, Fire Station #1, NE Mizner Blvd, SE Mizner Blvd, and Camino Real; Yamato Rd at NW 2nd Ave (include w/ FM 447657.1); Glades Rd at NW 2nd Ave and Pinehurst Ln; I-95 NB Ramp at Peninsula Corp Dr; I-95 SB Ramp at Peninsula Corp Dr	Replace span wire traffic signals with mast arms and steel strain pole span wires and upgrade supporting infrastructure	4495531	\$5,090				PE \$495 ENV \$30			\$4,210	
				4498751				PE \$325 ENV \$30					
21-4	TPA/ FDOT	SR-7 from Glades Rd to Bridgebrook Dr	Modify resurfacing project to add sidewalk on E side and green markings in bicycle conflict zones	4476701	\$11,749		CST \$11,720	CST \$29					FDOT able to incorporate sidewalk on E side
21-5	TPA/ FDOT	Boynton Beach Blvd from Congress Ave to E of I-95	Modify resurfacing project and interchange capacity project to provide wider sidewalks and buffered bike lanes on both sides of roadway	4358041 4476671	\$55,132		ROW \$3,091 CST \$51,699	ROW \$341					FDOT incorporated requests as feasible
21-6	FDOT	Indiantown Rd at Central Blvd	Conduct PD&E to evaluate congestion mitigation alternatives with minimal adverse impacts to pedestrians, bicycles, and local businesses	4499351	\$1,010					PDE \$510	PDE \$500		FDOT request. Recommended alternative to be endorsed by TPA prior to funding additional phases.
23-1	TPA/ FDOT	US-1 from Universe Blvd to Indiantown Road	Widen existing sidewalks to shared use paths	new	\$10,700							\$10,700	Potential SUN Trail eligibility requiring coordination from Ocean Dr to Ocean Way. Possible Resurfacing project alignment.
23-2	PBC/ FDOT	Palm Beach County Traffic Signals at a various locations	Flashing Yellow Arrows	new	\$2,103							\$2,103	Program ready but additional coordination needed.
23-3	PBC/ FDOT	Palm Beach County Traffic Signals at a various locations	Signal Upgrades	new	\$4,109							\$4,109	Program ready but additional coordination needed.
Cost Summary					\$669,758	\$80,739	\$92,050	\$45,101	\$13,565	\$42,224	\$162,687	\$246,230	

Table 2: Local Initiatives Program

This program is for projects on non-state roadways that are federal-aid eligible. Funding typically comes from the \$22.8 Million/year federal Surface Transportation Block Grant (STBG) program, known locally as SU funds, allocated to the TPA for prioritization. STGB funds allocated to FDOT, known as SA, sometimes supplement the projects.

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	< FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes	
							FY 25		FY 26		FY 27			FY 28
17-1 & 17-5	West Palm Beach/ FDOT	36th St & bridge from Australian Ave to Poinsettia Ave in West Palm Beach	Construct buffered bike lanes, pedestrian enhancements and bridge	4415701	\$12,296	\$1,370	RRU	\$20	CST	\$10,906				
17-7	Delray Beach	Brant Bridge connector from Lindell Blvd to Brant Bridge	Construct sidewalks and separated bike lanes	4415861	\$2,540	\$5	CST	\$2,535						
19-2	Palm Beach County	Cresthaven Blvd from S Jog Rd to S Military Trl	Construct 7' buffered bike lanes and three intersection modifications	4460861	\$4,603	\$5	CST	\$3,150	CST	\$1,447				
19-4	West Palm Beach	25th St from Australian Ave to Broadway Ave	Lane Repurposing from 4 lanes to 3, construct R/R gate enhancements, ADA upgrades, buffered bike lane/ designated bike lane, lighting improvements, sidewalks	4460901	\$7,038	\$5	CST	\$7,033						
19-6	Wellington	Greenview Shores Blvd from Binks Forest Dr to Wellington Tr	Widen the northern pathway from 8' to 10'. Upgrade intersections and pedestrian crossings with enhanced visibility and signage.	4460821	\$1,258	\$5	CST	\$1,253						
20-2 21-1 22-2	SFRTA	SFRTA - Tri-Rail Service	Purchase passenger rail cars	4481031	\$15,000		CAP	\$4,313	CAP	\$6,087	CAP	\$4,600		
20-3	Lake Worth Beach	South East Coast Street and S. H Street	Reconstruct roadways to one-way pair with 4' designated bike lanes	4483541	\$7,889		PE	\$5			CST	\$7,884		
20-4	Wellington	Greenbriar Blvd from Aero Club Drive to Greenview Shored Blvd.	Construct 10' shared use path on north side of roadway. Upgrade intersections and pedestrian crossings with enhanced visibility and signage.	4482991	\$2,453	\$5	CST	\$2,421						
20-5	Wellington	C-2 Canal from Greenview Shores Blvd to Bent Creek Rd	Construct 10' shared use pathway	4483061	\$616	\$5			CST	\$549				
20-6	Royal Palm Beach	Various Locations - Residential Roads	Construct ADA Improvements - Sidewalks and Curb Ramps	4483051	\$671	\$5			CST	\$666				
21-2	Palm Beach County	Prosperity Farms from 800' N of Northlake Blvd to Donald Ross Rd	Construct 4' designated bike lanes	4498471	\$7,700	\$5			CST	\$2,447	CST	\$3,528		
22-3	Palm Beach Gardens	Gardens Parkway from Alternate A1A to Prosperity Farms Road	5' designated bike lane and 8' sidewalk	4508001	\$4,634		PE	\$5			CST	\$4,620		
22-4	Palm Tran	Palm Tran electric buses and Palm Tran Maintenance Facility (Electronics Way) charging stations	Purchase 4 electric buses and install electric charging at maintenance facility	4507981	\$5,000							CST	\$5,000	
22-5	Delray Beach	Barwick Rd from Lake Ida Rd to Sabal Lakes Rd (N)	10' shared use path and new sidewalk	4507931	\$2,531		PE	\$5			CST	\$2,091		
22-6	Palm Tran	Countywide	Bus Stop Improvements	4507971	\$5,000							CST	\$5,000	

Table 2: Local Initiatives Program

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	< FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25	FY 26	FY 27	FY 28	FY 29		
22-7	ITID	Temple Blvd, Hall Blvd, 140th Ave	Seminole Speed Tables	4507951	\$627		PE\$5		CST\$526				
23-1	ITID	140th Ave N, Temple Blvd, and Hall Blvd	Construct 10' shared use pathways and 8' pathways.	4507951	\$5,369							\$4,109	
23-2	Palm Tran	Palm Beach Lakes Blvd from Executive Center Dr to Australian Ave	Transit Access Improvements	new	\$789							\$789	
23-3	Boca Raton	Boca Raton Traffic Signals	Traffic Signal Updates and ITS Improvements Phase 1	new	\$2,862							\$2,683	
23-4	West Palm Beach	7th Street from Australian Ave to Tamarind Blvd	Construct buffered bike lanes and widen sidewalks	new	\$1,848							\$1,480	FDOT vetting railroad portion
23-5	SFRTA	SFRTA - Tri-Rail Service	Rolling Stock - New Train	new	\$5,000							\$5,000	
23-6	Palm Beach County	Palm Beach County Traffic Signals	Signal Upgrades	new	\$6,813							\$4,826	Additional coordination needed
23-7	Wellington	Wellington Trace from east of Draft Horse Ln to Greenview Shores Blvd	Widen sidewalks and construct roundabout at Primrose Lane	new	\$2,988							\$1,795	Requires more coordination on scope
23-8	Palm Beach County	Palm Beach County Traffic Signals	Flashing Yellow Left & Right Turn Arrow Upgrades	new	\$4,693							\$3,062	Additional coordination needed
Cost Summary					\$110,219	\$1,410	\$20,745	\$22,102	\$23,249		\$10,000	\$23,743	

Table 3: Transportation Alternatives Program

This program is for non-motorized projects on or off the federal-aid eligible network. Sources of funding are from the approximately \$5.1 Million/year of the federal STBG Transportation Alternatives (TA) set-aside program, known locally as TA, that is allocated to the TPA for prioritization.

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	< FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25	FY 26	FY 27	FY28	FY 29		
21-1	Palm Beach Gardens	Burns Rd from Military Trl to Alt A1A	Construct 9.5' separated two-way bicycle track	4490051	\$1,405	\$5	CST \$1,400						
21-2	Boca Raton	El Rio Trail from Glades Rd to Yamato Rd	Install lighting	4489991	\$1,274	\$5	CST \$1,269						
21-3	ITID	Grapeview Blvd from Key Lime Blvd to 60th St and Key Lime Blvd from Hall to M-1 Canal	Construct 10' shared use path and 8' pathway	4490021	\$1,663	\$5	CST \$1,658						
21-4	Wellington	C-8 Canal from Forest Hill Blvd to Stribling Way	Construct 10' shared use path	4490061	\$739	\$5	CST \$734						
22-1	ITID	Hamlin Blvd from Hall Blvd to Grapeview Blvd; Grapeview Blvd from Hamlin Blvd to Citrus Grove Blvd; Citrus Grove Blvd from Hall Blvd to Avocado Blvd	Construct 10' shared use path and expand existing sidewalk to 8'	4507871	\$1,305	\$5		CST \$1,300					
22-2	Palm Beach Gardens	Fairchild Ave from Fairchild Gardens Ave to Campus Dr	Construct buffered bicycle lanes and 8' pathway on south side of roadway	4508291	\$1,413	\$5		CST \$1,408					
22-3	West Palm Beach	49th St from Greenwood Ave to North Flagler Drive	Construct ADA curb ramps and sidewalks, traffic calming speed humps and sharrows	4508621	\$570	\$5		CST \$565					
22-4	Royal Palm Beach	Various Locations - Local Roads	Install pedestrian and bicycle network wayfinding signage	4508241	\$879	\$5		CST \$874					
22-5	Boca Raton	SW 18th Street from Military Trl to Addison Ave	Construct 10' shared use paths and missing crosswalks and sidewalks	4507841	\$415	\$5		CST \$410					
	SFRTA	SW 18th Street from Military Trl to Addison Ave	Construct 10' shared use paths and missing crosswalks and sidewalks	4507842	\$1,155			CST \$1,155					

Table 3: Transportation Alternatives Program

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	< FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY 25	FY 26	FY 27	FY28	FY 29		
23-1	Boca Raton	NW 6th Way from South of NW 38th Drive/Circle to Spanish River Blvd	Construct 10' shared use path and include bicycle and pedestrian intersection upgrades.	4529981	\$1,401		PE\$5		CST\$969			\$427	
23-2	Palm Beach County	Camino Real from Spanish River Rd to South Ocean Blvd	Construct 7' buffered bike lanes on both sides of the road and 5 ft sidewalk on the south side	4530021	\$1,367		PE\$5		CST\$1,362				
23-3	West Palm Beach	Spruce Ave from 36th St to 40th St	Construct designated bike lanes, ADA curb ramps and sidewalks, new crosswalks, traffic calming, and pedestrian scale lighting.	4529991	\$1,583		PE\$5		CST\$1,578				
23-4	Palm Beach Gardens	Lilac St from North Military Trl to Plant Dr	Widen existing sidewalk to 10' shared use path and construct new 10' shared use path with a midblock crossing.	4530011	\$1,149		PE\$5		CST\$1,144				
23-5	ITID	140th Ave North from Orange St to 61st St North and 61st St North from 140th Ave North to the M-1 Canal	Construct 8' unpaved path	4530001	\$531		PE\$5		CST\$526				
Cost Summary					\$16,850	\$45	\$5,086	\$5,713	\$5,579				

Table 4: SUN Trail Priorities

Projects must be located on the SUN Trail Network. SUN Trail projects are through a competitive state application process that must by FDOT in addition to inclusion on the TPA's List of Priority Projects (LOPP).

Shown in \$1,000s

Year	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	<FY 25	TIP FY 2025-2029					Addt'l Funds Needed	Notes
							FY25	FY 26	FY 27	FY 28	FY 29		
2023	Jupiter	US 1 from Indiantown Rd to Loxahatchee River	Feasiblity study to close gap in SUN Trail and East Coast Greenway Network	new	\$200							\$200	
2023	Boca Raton	A1A from Camino Real to Beach Club Way	Feasibility Study and Design for SUN Trail Connection across the Camino Real Inlet Bridge	new	\$3,000							\$3,000	

Cost Summary \$3,200

Table 5: Active and Under Construction TPA Priorities

The table below summarizes projects that are close to construction or are currently under construction. The list includes previously funded TPA Priorities that do not not appear in the 5-Year TIP. However, the list may include some projects that still have funding in the TIP. Projects but are noted until the project reaches completion.

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	Status
Major Projects						
16-3	Lake Worth Beach/ FDOT	Lake Worth Rd from Erie St to A St	Construct Pedestrian enhancements, reconfigure traffic circle	4400461	\$3,579	Under Construction. Estimated Completion: Jul 2024.
17-1a	Palm Tran	US-1: Palmetto Park Rd to Northlake Blvd	Implement Transit Signal Prioritization for entire corridor	4383863	\$2,000	Palm Tran issued RFP in March 2024.
17-2	Boynton Beach/ FDOT	Boynton Beach Blvd from I-95 to US-1	Reconstruct to narrow vehicle lanes, construct 9' sidewalk on N, 15' shared use path on S, pedestrian lighting	4440791	\$10,177	Under Construction. Estimated Completion: Fall 2025.
18-1a	Palm Tran	Okeechobee Blvd from SR-7 to US-1; SR-7 from Forest Hill Blvd to Okeechobee Blvd	Implement Transit Signal Prioritization for entire corridor	4417582	\$1,000	Palm Tran issued RFP in March 2024.
18-2	TPA/ FDOT/FPL	SR-80 from SR-15 to CR-880	Add street lighting and guardrails	4417561 4417562 4535581	\$27,926	Under Construction. Project is in phases. Guardrail programmed in FY 27.
20-6	TPA/ FDOT	SR-715 from SR-80 to W of Canal St South	Modify resurfacing project to add buffered bicycle lanes, missing sidewalk connections to SR-80 and to PB State College entrance, and roadway lighting.	4398451	\$5,661	Under Construction. Estimated Completion Aug 2025.
20-8	Lake Worth Beach/ FDOT	Lake Ave/Lucerne Ave/SR-802 from E of A St to E of Golfview Rd	Modify resurfacing project to add stamped concrete crosswalks, replacement of sidewalk pavers, and improved stormwater drainage.	4461041	\$5,207	Under Construction. Estimated Completion: Nov 2024.
Local Initiatives						
14-5	Lake Park/ FDOT	FEC Railroad Crossings Countywide	Install Safety/Quiet Zone infrastructure on FEC corridor	4353432	3,505,720	Under Construction. Estimated Completion: Feb 2025.
14-6	SFRTA	Tri Rail Northern Layover Facility: CSX tracks E of I-95 in Mangonia Park/WPB	Construct new facility to enhance O&M for existing system and support Jupiter extension	4297671	45,733,265	Construction late FY 2024.
15-2	West Palm Beach	West Palm Beach: 25th St to Tri-Rail Station to SR 80	Purchase seven (7) vehicles to support new N/S trolley service	4383901	1,505,000	Evaluating vehicles for procurement.
15-3	Palm Tran	Various locations along existing Palm Tran bus routes	Construct 30 transit shelters	4383921	600,000	In procurement.
15-4	West Palm Beach	Various locations along existing WPB trolley lines	Construct seven (7) trolley shelters	4383961	571,000	Implementation in FY 2024.
17-2	Delray Beach	Lindell Blvd from Linton Blvd to Federal Hwy/US 1	Construct sidewalks and separated bike lanes	4415331	12,143,344	Construction Winter 2023.

Table 5: Active and Under Construction TPA Priorities

Shown in \$1,000s

Year - Rank	Applicant/ Lead Agency	Location	Description	Proj. No.	Total Cost	Status
17-4	Palm Tran	Various Palm Tran bus stops	Replace 40 transit shelters	4415711	800,000	In procurement.
17-6	Delray Beach	Barwick Rd from Atlantic Ave to Lake Ida Rd	Construct sidewalks and separated bike lanes	4415321	10,446,107	Construction in Spring 2024.
18-1	Westgate CRA/ Palm Beach County	Westgate Ave from Wabasso Dr to Congress Ave	Lane repurposing from 5L to 3L to add designated bike lanes and widen sidewalks	4443711	\$4,832	Under Construction. Estimated Completion: Feb 2025.
18-6	Delray Beach	Germantown Rd from Old Germantown Rd to Congress Ave	Construct sidewalks and separated bike lanes	4443771	\$11,635	Construction in Summer 2024.
19-1	Palm Tran	Palm Tran electric buses and Palm Tran Maintenance Facility (Electronics Way) charging stations	Purchase 3 electric buses and install electric charging at maintenance facility	4460981	\$4,336	Bus procurement expected in 2024.
20-1	Palm Tran	Palm Tran electric buses and Palm Tran Maintenance Facility (Electronics Way) charging stations	Purchase 4 electric buses and install electric charging at maintenance facility	4482951	\$5,000	Bus procurement expected in 2024.
Transportation Alternatives						
16-2	West Palm Beach/ FDOT	North Shore Bridge in West Palm Beach	Construct pedestrian bridge west of existing roadway bridge	4400151	\$1,812	Construction in Summer 2024.
17-1	West Palm Beach	Northmore neighborhood	Construct sidewalks and shared use pathways	4415271	\$1,325	Environmental updates necessary, procurement in June. Construction expected by 2025.
18-1	West Palm Beach	Trailway on NW side of Clear Lake connecting Okeechobee Blvd to Palm Beach Lakes Blvd	Construct 10' shared use path on west side of Clear Lake	4443501	\$1,998	Construction complete. Finalizing utility work.
19-1	Westgate CRA/ Palm Beach County	Seminole Blvd from Okeechobee Blvd to Oswego Ave	Construct 10-12' shared use paths, high visibility crosswalks, and pedestrian lighting	4460771	\$1,645	Under Construction. Estimated Completion: Jul 2024.
19-2	Boynton Beach	SE 1st St from Boynton Beach Blvd to Woolbright Rd	Construct 10' shared use path on western side of roadway	4460781	\$3,247	Construction Start July 2024
20-1	Lake Worth Beach	Various Locations - Local Roads	Construct ADA Curb Ramps and Sidewalk	4483011	\$1,095	Under Construction. Estimated Completion: Summer 2024.
20-2	Palm Beach Gardens	Kyoto Gardens Drive from Military Trail to Alt A1A	Construct 5' bike lane and 8' pathway on north side of roadway	4483021	\$1,314	Under Procurement. Construction in Fall 2024.
20-3	Westgate CRA/ Palm Beach County	Cherry Rd from Military Trl to Quail Dr	Construct 10-12' shared use path and pedestrian lighting on north side of roadway	4483031	\$1,894	Construction in early 2025.
20-4	Palm Tran	Countywide - 110 bus stops	Install 5' sidewalk connections and ADA bus stop enhancements	4483041	\$281	In procurement.

Funding Summary

The TIP is financially constrained for each fiscal year. Federally funded projects identified in the TIP can be implemented using current proposed revenue sources based on the FDOT Tentative Work Program and locally dedicated transportation revenues. All Projects funded by FDOT with federal or non-federal dollars are included in a balanced 36-month forecast of cash and expenditures and a five-year finance plan supporting the FDOT Work Program. All local government projects (non-federally funded) that are included in the TIP are part of member local government’s capital improvement programs. The following table provides a summary of federal, state and local funding codes as well as the dollar amounts allocated to projects within each funding code by fiscal year. Note that all project costs are shown in year of expenditure dollars, meaning the costs reflect the adjusted value of the work at the time the funds will be expended on the project.

Total Programmed by Funding Code

Fund Code / Name		2025	2026	2027	2028	2029	Total
Federal							
NATIONAL HIGHWAY PERFORMANCE PROGRAM (NHPP)							
ACNP	AC NATIONAL HWY FUNDS	53,542,233	65,709,996	57,639,098	55,476,167	50,000	232,417,494
ACNR	AC NATIONAL HWY RESURFACING	8,611,698	4,235,479	13,666,965	9,691,987	-	36,206,129
ACPR	ADVANCED CONSTRUCTION PROTECT GRANT	-	7,502,289	-	10,358,598	-	17,860,887
SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM							
ACSU	AC PALM BEACH TPA (SU) FUNDS	7,684,705	-	-	-	-	7,684,705
CARU	CARBON REDUCTION, PALM BEACH TPA	2,852,679	2,796,058	2,500,000	2,540,804	1,595,914	12,285,455
CARB	CARBON REDUCTION, ANY AREA	-	2,227,240	-	576,019	3,911,246	6,714,505
GFEV	GENERAL FUND - VEHICLE CHARGING PROGRAM	900,000	1,500,000	-	-	-	2,400,000
GFSU	GENERAL FUND - STPBK >200K (Urban)	-	102,862	-	-	-	102,862
SA	STP, ANY AREA STATEWIDE	1,903,872	2,391,737	9,347,224	3,667,644	20,250,672	37,561,149
SU	STP, PALM BEACH TPA	10,964,408	38,640,292	23,305,366	23,295,129	23,807,863	120,013,058
TALT	TRANSPORTATION ALTS- ANY AREA STATEWIDE	1,944,558	832,293	1,598,187	-	-	4,375,038
TALU	TRANSPORTATION ALTS PALM BEACH TPA	1,519,462	3,844,775	3,510,386	-	-	8,874,623
HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)							
ACSS	ADVANCE CONSTRUCTION (SS,HSP)	7,390,840	10,583,312	4,901,268	11,785,704	-	34,661,124
OTHER FEDERAL PROGRAMS							
ACFP	AC NATIONAL FREIGHT PROG (NFP)	1,115,000	11,188,561	-	1,755,000	-	14,058,561
ACBR	AC FED BRIDGE FUNDS	2,138,062	-	-	-	-	2,138,062
CM	CONGESTION MITIGATION FOR AIR QUALITY	69,181	-	-	-	2,501,984	2,571,165
FAA	FEDERAL AVIATION ADMIN	1,260,000	-	4,050,000	-	-	5,310,000
FLAP	FEDERAL LANDS ACCESS PROGRAM	-	-	-	-	-	-
HP	FEDERAL HIGHWAY PLANNING	2,000,000	-	-	-	-	2,000,000
FEDERAL TRANSIT ADMINISTRATION							
5307	FEDERAL TRANSIT URBAN AREA FORMULA FUNDS	21,916,000	23,416,000	23,416,000	23,416,000	23,416,000	115,580,000
5311	FEDERAL TRANSIT RURAL AREA FORMULA FUNDS	400,915	443,158	450,970	459,642	459,642	2,214,327
5339	FTA BUS & BUS FACILITIES INFRASTRUCTURE	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000
PL	METRO PLAN (85% FA; 15% OTHER)	2,528,405	2,571,365	2,571,365	2,571,365	2,571,365	12,813,865
<i>Federal Subtotal</i>		<i>130,742,018</i>	<i>179,985,417</i>	<i>148,956,829</i>	<i>147,594,059</i>	<i>80,564,686</i>	<i>687,843,009</i>

Total Programmed by Funding Code

Fund Code / Name		2025	2026	2027	2028	2029	Total
State							
BNIR	INTRASTATE R/W & BRIDGE BONDS	5,982,566	11,480,982	-	-	-	17,463,548
BRRP	STATE BRIDGE REPAIR & REHAB	7,119,504	2,189,317	-	19,242,927	-	28,551,748
CIGP	COUNTY INCENTIVE GRANT PROGRAM	4,092,073	-	-	14,258,324	-	18,350,397
D	UNRESTRICTED STATE PRIMARY	19,095,485	20,407,165	20,515,820	25,175,897	20,955,174	106,149,541
DDR	DISTRICT DEDICATED REVENUE	66,359,271	45,043,451	43,377,687	31,949,473	101,908,183	288,638,065
DI	ST. - S/W INTER/INTRASTATE HWY	1,531,310	23,742,404	66,642,933	1,400,000	-	93,316,647
DIH	STATE IN-HOUSE PRODUCT SUPPORT	2,417,847	1,853,223	1,528,332	898,134	501,422	7,198,958
DIS	STRATEGIC INTERMODAL SYSTEM	8,361,630	-	-	-	-	8,361,630
DITS	STATEWIDE ITS - STATE 100%.	3,155,954	3,349,094	3,060,103	-	-	9,565,151
DPTO	STATE - PTO	19,121,943	10,653,104	16,353,252	3,385,667	3,385,667	52,899,633
DS	STATE PRIMARY HIGHWAYS & PTO	13,729,357	1,000,000	961,345	1,155,466	21,330,037	38,176,205
DSPC	SERVICE PATROL CONTRACT	1,748,953	3,250,842	2,377,240	1,115,531	2,288,478	10,781,044
FCO	PRIMARY/FIXED CAPITAL OUTLAY	-	370,000	-	350,000	275,000	995,000
FDEP	FL DEP OF ENVIRONMENTAL PROTECTION	12,607,119	-	-	-	-	12,607,119
GMR	GROWTH MANAGEMENT FOR SIS	2,077,136	-	24,356	-	2,932,270	5,033,762
PKBD	TURNPIKE MASTER BOND FUND	404,105,457	153,110,826	291,688,220	230,658,261	526,740,592	1,606,303,356
PKYI	TURNPIKE IMPROVEMENT	12,042,014	19,963,990	10,357,768	34,353,167	134,759,355	211,476,294
PKYR	TURNPIKE RENEWAL & REPLACEMENT	5,086,942	-	-	-	-	5,086,942
PKYO	TURNPIKE TOLL COLLECTION/OPER.	54,716,207	57,716,207	54,716,207	57,716,000	54,716,000	279,580,621
SCRC	SMALL COUNTY OUTREACH PROGRAM - RURAL	2,045,238	-	-	-	-	2,045,238
SIWR	2015 SB2514A-STRATEGIC INT SYS	175,000	-	2,525,604	-	-	2,700,604
STED	2012 SB1998-STRATEGIC ECON COR	24,696,000	10,600,000	52,655,409	-	-	87,951,409
TDTF	TRANS DISADV - TRUST FUND	3,197,000	3,197,000	3,197,000	3,197,000	3,197,000	15,985,000
TMBD	I-95 EXPRESS LANES	725,848	725,848	725,848	725,848	2,411,448	5,314,840
TOBD	I-95 EXPRESS LANES	1,540,255	867,258	1,111,635	1,146,230	953,280	5,618,658
TRIP	TRANS REGIONAL INCENTIVE PROGM	65,265	4,724,920	2,100,000	-	9,441,096	16,331,281
TRWR	TRIP, WHEELS ON THE ROAD	1,748,160	1,373,597	-	-	-	3,121,757
<i>State Subtotal</i>		<i>677,543,534</i>	<i>375,619,228</i>	<i>573,918,759</i>	<i>426,727,925</i>	<i>885,795,002</i>	<i>2,939,604,448</i>

Total Programmed by Funding Code

Fund Code / Name		2025	2026	2027	2028	2029	Total
Local							
ADR	ADVERTISING REVENUE	725,000	725,000	725,000	620,000	650,000	3,445,000
ADV	AD-VALOREM	37,237,750	37,830,000	37,830,000	37,830,000	37,830,000	188,557,750
BOCA	BOCA RATON	375,000	375,000	375,000	476,000	476,000	2,077,000
CENW	CENTURY WEST	375,000	375,000	375,000	350,000	350,000	1,825,000
DOSS	DIVISION OF SENIOR SERVICES	-	-	-	-	-	-
FBR	FAREBOX REVENUE	12,556,746	9,113,000	11,778,000	12,415,000	12,415,000	58,277,746
IST	INFRASTRUCTURE SURTAX	35,034,000	8,852,000	23,530,000	-	-	67,416,000
LGT	LOCAL OPTION GAS TAX	33,045,000	33,045,000	33,045,000	33,045,000	33,045,000	165,225,000
LF	LOCAL FUNDS	119,699,191	13,750,544	22,688,140	30,683,134	-	186,821,009
LFP	LOCAL FUNDS FOR PARTICIPATING	-	-	-	-	-	-
LST	LOCAL SALES TAX	-	-	-	-	-	-
MF	MOBILITY FEE	-	-	-	-	-	-
PKLF	LOCAL SUPPORT FOR TURNPIKE	-	-	-	-	-	-
PRV	PRIVATE FUNDS	-	-	-	-	-	-
RTA	SFRTA	666,000	666,000	666,000	666,000	666,000	3,330,000
<i>Local Total</i>		<i>239,713,687</i>	<i>104,731,544</i>	<i>131,012,140</i>	<i>116,085,134</i>	<i>85,432,000</i>	<i>676,974,505</i>
Summary							
Federal		130,742,018	179,985,417	148,956,829	147,594,059	80,564,686	687,843,009
State		677,543,534	375,619,228	573,918,759	426,727,925	885,795,002	2,939,604,448
Local		239,713,687	104,731,544	131,012,140	116,085,134	85,432,000	676,974,505
Grand Total		1,047,999,239	660,336,189	853,887,728	690,407,118	1,051,791,688	4,304,421,962

List of Appendices

APPENDIX A - Glossary

Available in Full Document and at PalmBeachTPA.org/TIP

APPENDIX B - Public Participation and Comments

Available at PalmBeachTPA.org/priorities

APPENDIX C - Federal Performance Measures

Not Available. Will be available at PalmBeachTPA.org/TIP

APPENDIX D - TPA Priority Projects for FY 25-29

Available at PalmBeachTPA.org/priorities

APPENDIX E - Draft Tentative Work Program for FY 25-29

Available at PalmBeachTPA.org/TIP

APPENDIX F - Eastern Federal Lands Highway Division FY 24-27 TIP

Available at PalmBeachTPA.org/TIP

APPENDIX G - Long Range Transportation Plan (LRTP) and Fiscal Analysis

Not Available. Will be available at PalmBeachTPA.org/TIP

APPENDIX H - Annual Listing of Obligated Projects


Made available for prior fiscal year each October.

Not Available. Will be available at PalmBeachTPA.org/TIP



APPENDIX I

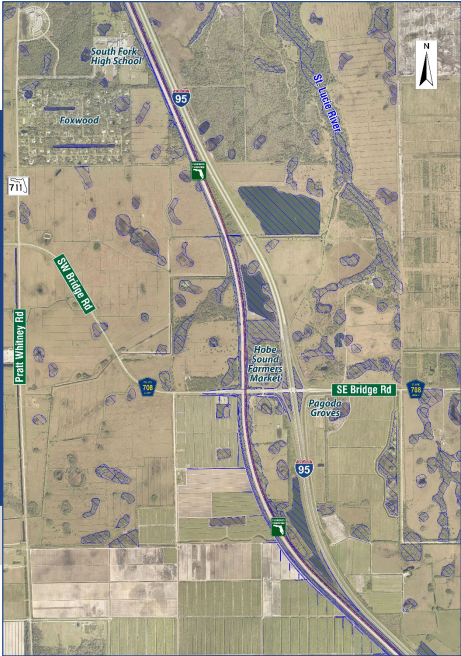
TIP Amendments and Modifications

Available at PalmBeachTPA.org/TIP



**Florida Department of
TRANSPORTATION**



**Palm Beach TPA TAC Meeting
May 1, 2024**

**Palm Beach TPA Board Meeting
May 16, 2024**


**Turnpike (SR 91) and I-95 (SR 9)
Direct Connection Interchange
PD&E Study in Martin County**


Financial Project ID #: 446975-1

**Presenters: Jazlyn Heywood, P.E.
Bill Howell, P.E.**

PRESENTATION OUTLINE



1. Project Development Process
2. Purpose and Need
3. Alternatives
4. Schedule



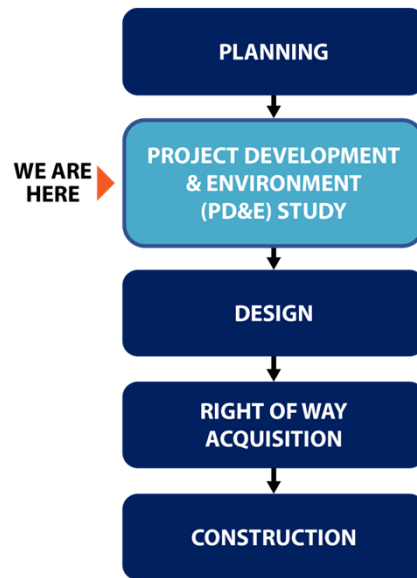


Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



2

PROJECT DEVELOPMENT PROCESS



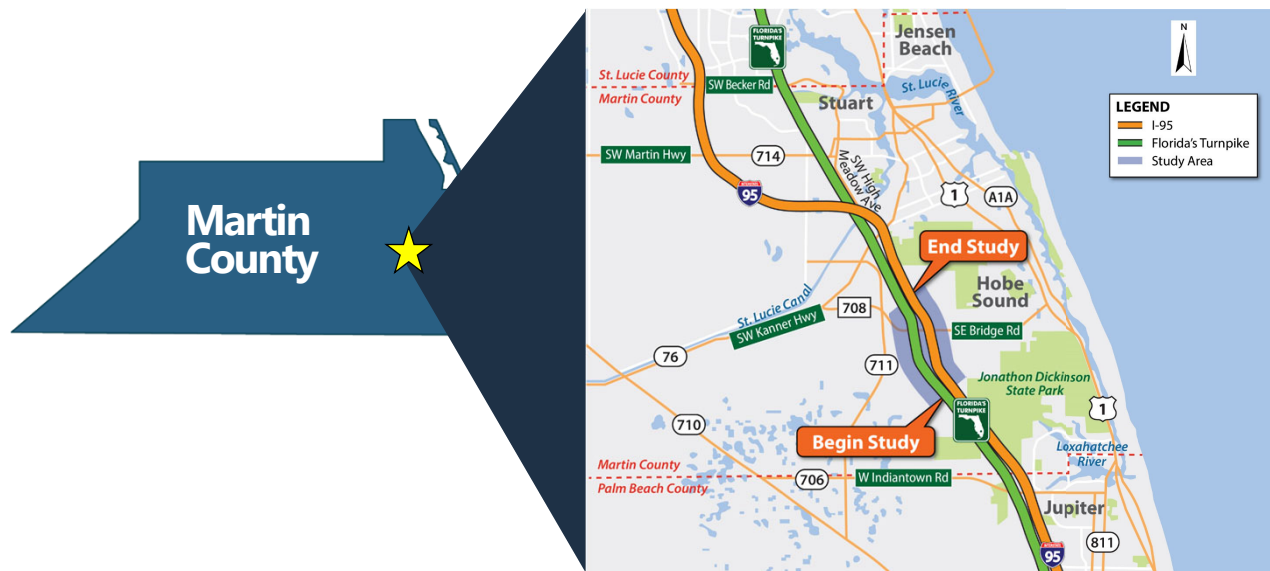
Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



3

STUDY LIMITS



Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



4

PROJECT PURPOSE & NEED

- Purpose and need for a project provide the basis for developing, considering, evaluating, and eliminating project alternatives.
- Project needs include:



Improve System Linkage

Improve Traffic Operations
& Travel Time Reliability
Relieve Congestion on
Local Roadway Network



Enhance Safety



Enhance Emergency Response & Evacuation



Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

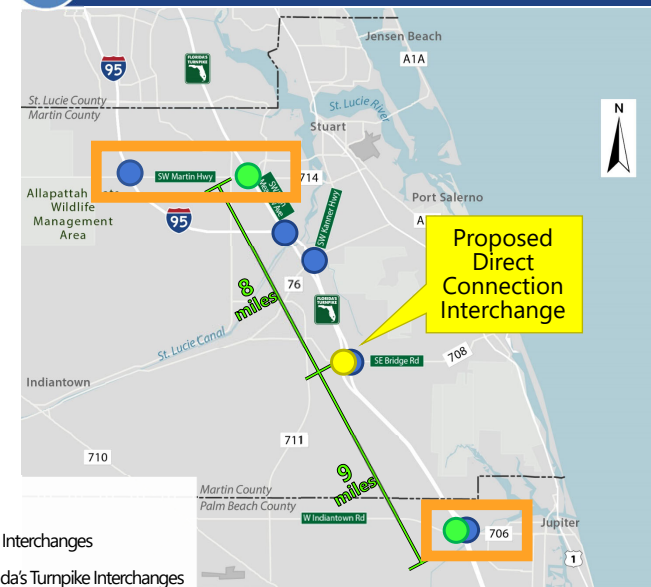
Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



5

PROJECT PURPOSE AND NEED – IMPROVE SYSTEM LINKAGE

- No existing direct connections between Florida's Turnpike and I-95
- Local roadway network used to switch between facilities at Martin Highway or Indiantown Road
- System-to-system connection needed to improve linkage



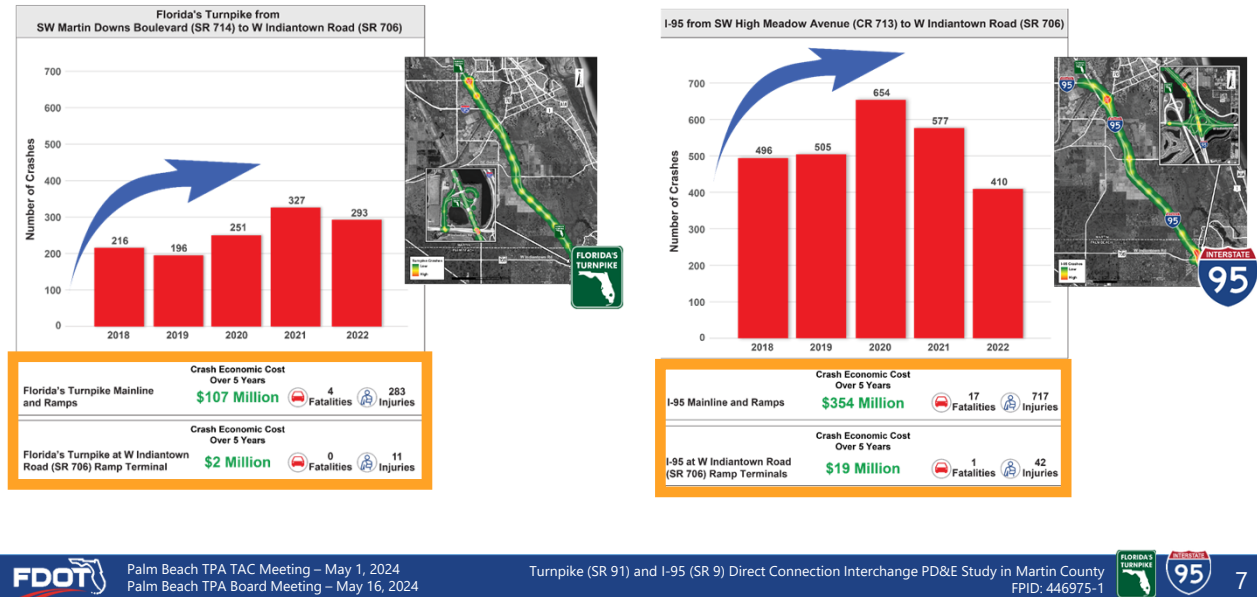
Palm Beach TPA TAC Meeting – May 1, 2024
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Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



6

PROJECT PURPOSE & NEED - ENHANCE SAFETY



PROJECT PURPOSE & NEED

6 Enhance emergency response and evacuation

- Both Turnpike and I-95 are critical in facilitating traffic movement during emergency response and evacuation periods



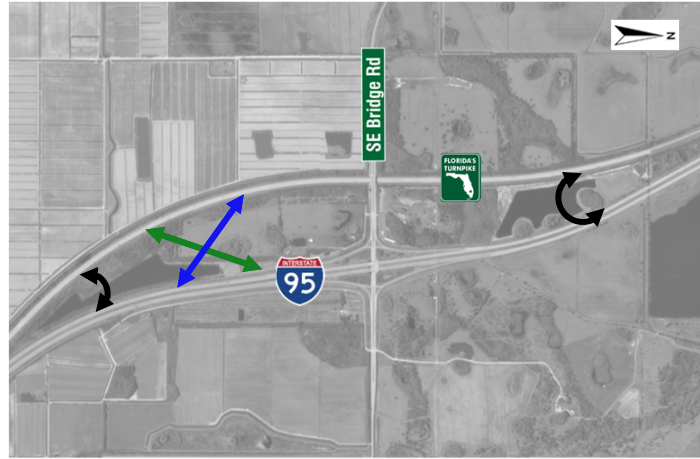
NEEDED IMPROVEMENTS

• Direct Connections

- NB to NB (both directions)
- SB to SB (both directions)

• Emergency Access Roads

- For Emergency Vehicles Only
- U-Turns between Turnpike and I-95



Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

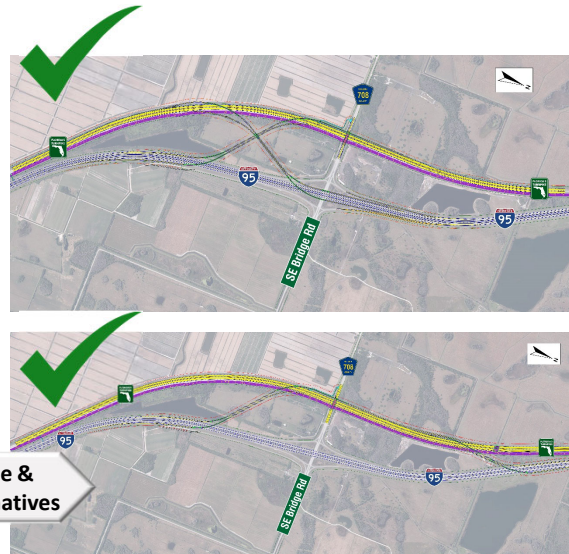
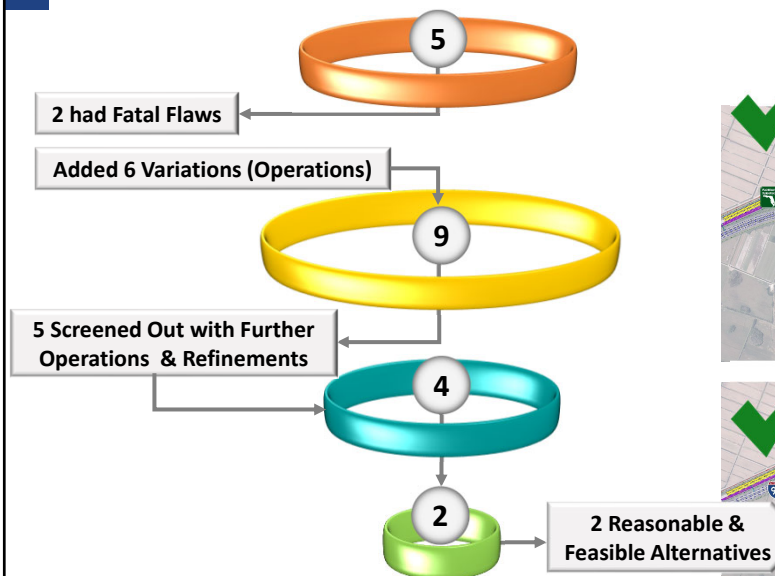
Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
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95

9

ALTERNATIVES ANALYSES



Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
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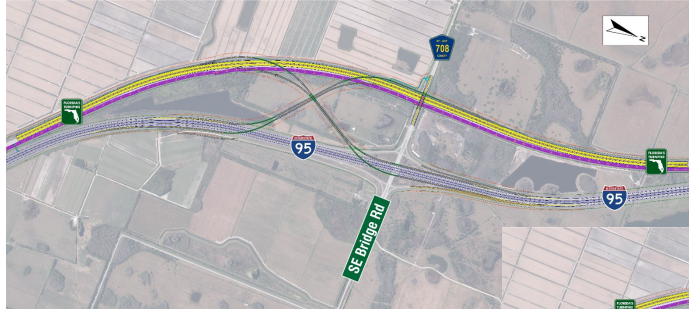


95

10

PROJECT ALTERNATIVES

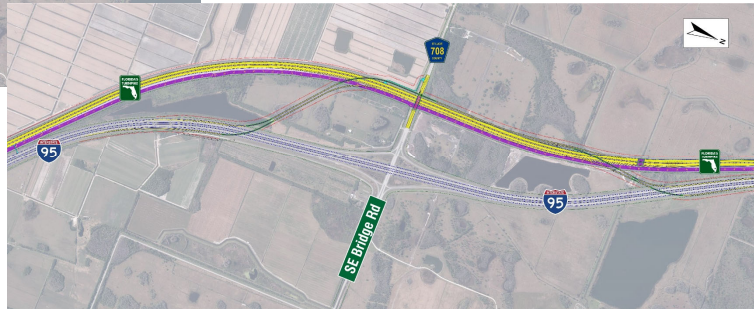
ALTERNATIVE 1



Both alternatives provide the same:

- ✓ Four direct connections between Florida's Turnpike and I-95
- ✓ Emergency access roads for emergency vehicles only

ALTERNATIVE 2



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Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



11

ALTERNATIVES 1 & 2 – 2050 TRAFFIC BENEFITS

New Direct Connection Interchange

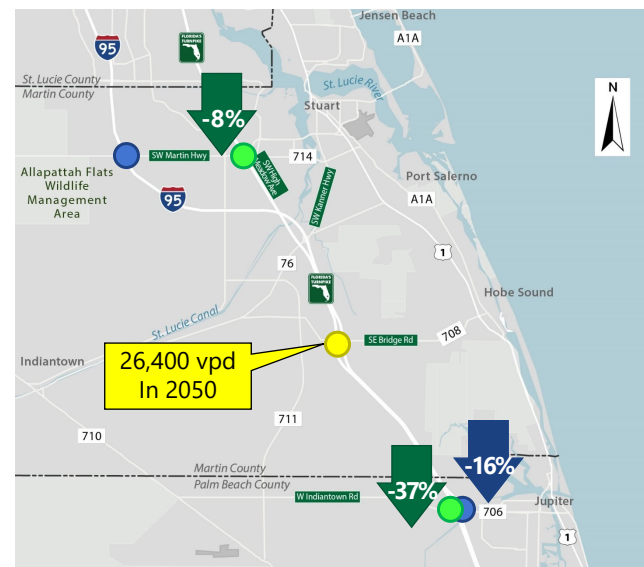
- 26,400 vehicles per day

West Indiantown Road Interchange

- Crossover traffic removed: 15,600 AADT
- 37% decrease at Turnpike interchange
- 16% decrease at I-95 interchange

Southwest Martin Highway Interchange

- Cross over traffic removed: 3,200 AADT
- 8% decrease at Turnpike interchange



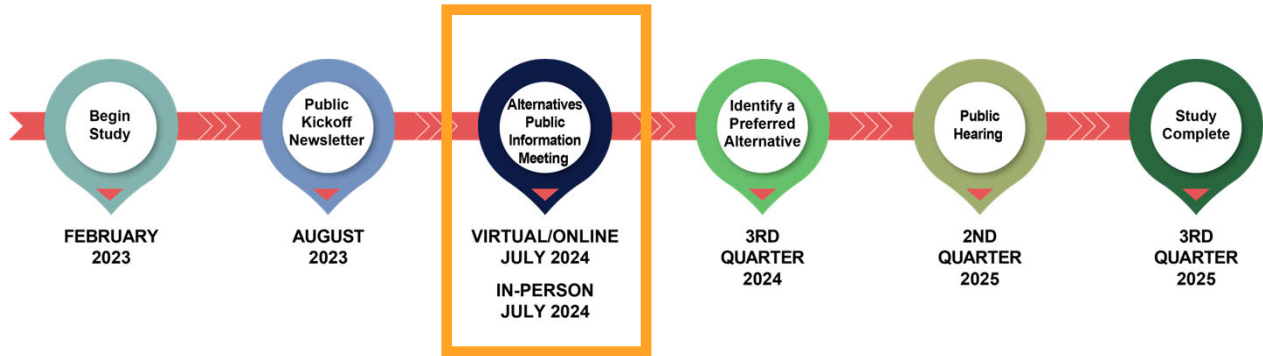
Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



12

PROJECT SCHEDULE



Schedule is subject to change



Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
FPID: 446975-1



13

PROJECT WEBSITE & CONTACT INFORMATION

Project Website:

www.TPK-I-95-Interchange-Study.com

Project Manager Contact Information:

Jazlyn Heywood, P.E.
Florida's Turnpike Enterprise
P.O. Box 613069
Ocoee, FL 34761-3069
Jazlyn.Heywood@dot.state.fl.us
407.264.3298



Palm Beach TPA TAC Meeting – May 1, 2024
Palm Beach TPA Board Meeting – May 16, 2024

Turnpike (SR 91) and I-95 (SR 9) Direct Connection Interchange PD&E Study in Martin County
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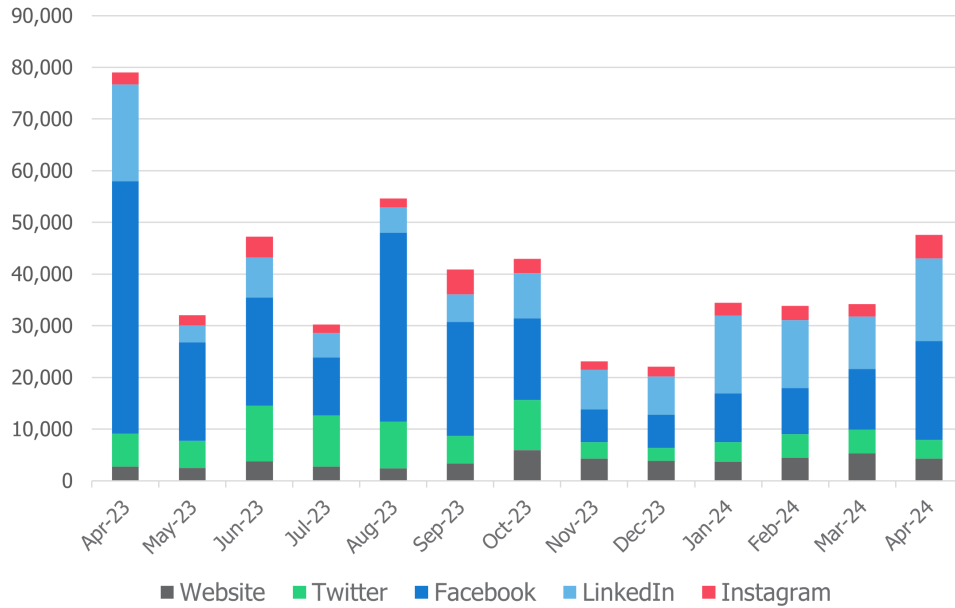
14

Public Involvement Activity Report 4.A.1

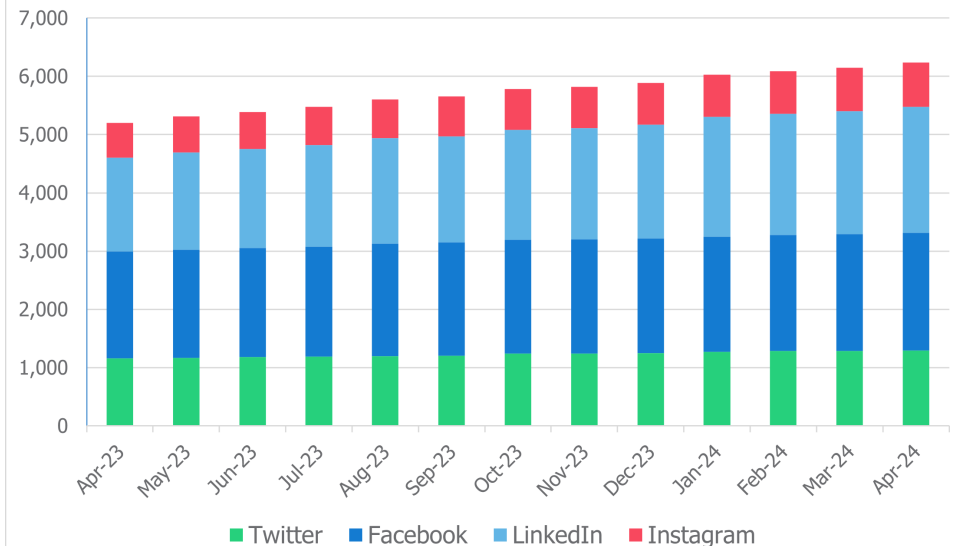
April 2024

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

Social Media Impressions



Social Media Followers



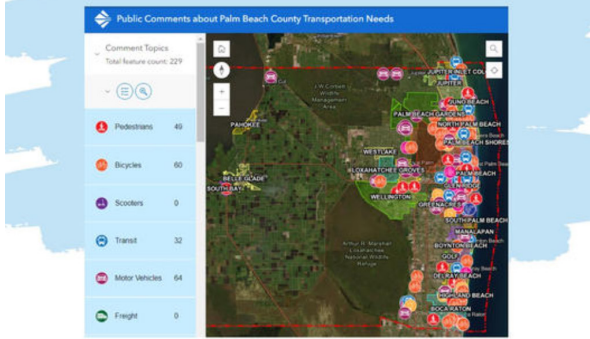
FY 24 Strategic Plan Goal 1.B: Increase Social Media Engagement

Goal: 125,000 users reached

Current: 274,824 users reached

Vision 2050 Social Media

The TPA continues to seek public input for the next Long Range Transportation Plan, known as Vision 2050. Boosted social media posts targeted to people in Palm Beach County help foster input that can shape the development of the LRTP. The below post was boosted on Facebook and Instagram and reached thousands of people.



Comment Map - Palm Beach TPA
This survey is your opportunity to share your observations and ideas! Where...

See insights and ads

17 8 comments 6 shares

Like Comment Share

Most relevant

Comment as Palm Beach TPA

Post Insights

Total Insights

See more details about your post.

Post Impressions

1,942

Post reach

1,378

Engagement

164

Boosted on Apr 9, 2024

Status: Completed • Boosted by: Melissa Eble
Budget: \$50.00 lifetime • Duration: 10 days

Post reach

2,125

Post Engagement

315

Project Scheduling Report – May 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 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
SIS Capacity					
4353842	I-95 AT LINTON BLVD	INTERCHANGE JUSTIFICA/MODIFICA	FDOT	Initial Engineering	6/11/2024
4132571	I-95 AT HYPOLUXO RD	INTERCHANGE - ADD LANES	FDOT	Constructability Plans	7/25/2024
4378681	SOUTHERN BLVD/SR-80 AT SR-7/US-441	ADD TURN LANE(S)	FDOT	PSE Meeting	8/2/2024
State Road Modifications					
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
4405754	ATLANTIC AVE/SR-806 FROM FLORIDA'S TURNPIKE TO CUMBERLAND DR	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	5/28/2024
4383866	US-1/BROADWAY AVE FROM 25TH ST TO 42ND ST	TRAFFIC OPS IMPROVEMENT	FDOT	Kickoff Meeting	6/25/2024
4383862	US-1 FROM 59TH ST TO NORTHLAKE BLVD	BIKE LANE/SIDEWALK	FDOT	Production	7/1/2024
4383864	US-1 FROM PALMETTO PARK RD TO NORTHLAKE BLVD	PUBLIC TRANSPORTATION SHELTER	FDOT	Constructability Plans	7/5/2024
4383865	US-1 FROM CAMINO REAL RD TO NE 8TH ST/MIZNER BLVD	BIKE LANE/SIDEWALK	FDOT	Initial Engineering	7/24/2024
4405755	ATLANTIC AVE/SR-806 FROM CUMBERLAND DR TO JOG RD	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	7/26/2024
Local Initiatives Program					
4483061	C-2 CANAL FROM GREENVIEW SHORES BLVD TO BENT CREEK RD	BIKE PATH/TRAIL	WELLINGTON	Kickoff Meeting	7/1/2024
Transportation Alternatives Program					
4507871	INDIAN TRAIL IMPROVEMENT DISTRICT - HAMLIN BLVD, GRAPEVIEW BLVD, CITRUS GROVE BLVD	SIDEWALK	ITID	Kickoff Meeting	6/3/2024
4508621	49TH STREET FROM GREENWOOD AVE TO NORTH FLAGLER DR	SIDEWALK	WEST PALM BEACH	Kickoff Meeting	6/7/2024
Other FDOT & Local Projects					
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	LIGHTING	FDOT	PSE Meeting	5/24/2024
4458821	SR-7/US-441 AT LAKE WORTH RD	ADD RIGHT TURN LANE(S)	FDOT	Production	6/3/2024
4475531	US-1/DIXIE HWY FROM NORTH OF LUCERNE AVE TO WPB CANAL	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
4475511	I-95 FROM 12TH AVE S TO 10TH AVE N	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
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
4492801	I-95 RAMP IMPROVEMENTS AT OKEECHOBEE BLVD/SR-704; PGA BLVD/SR-786; INDIANTOWN RD/SR-706	SKID HAZARD OVERLAY	FDOT	PSE Meeting	6/28/2024
4492831	ATLANTIC AVE/SR-806 AT HOMEWOOD BLVD,SR-704 AT HAVERHILL RD	TRAFFIC SIGNAL UPDATE	FDOT	PSE Meeting	7/16/2024

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
4456281	INTERSECTION LIGHTING IMPROVEMENTS- PALM BEACH COUNTY	LIGHTING	FDOT	Letting	7/31/2024
Major Maintenance					
4476691	E OCEAN AVE/SR-804 FROM US-1/SR-5 TO A1A	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
4476601	SR-5/FEDERAL HWY FROM 6TH AVE N TO ARLINGTON RD	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
4484371	BOYNTON BEACH BLVD/SR-804 FROM ORCHID GROVE TRL TO WEST OF PALM ISLES DR	RESURFACING	FDOT	Constructability Plans	7/2/2024
4476641	SR-15/E MAIN ST FROM S LAKE AVE TO SR-700/CONNORS HWY	RESURFACING	FDOT	Public Information Workshop	7/9/2024
4476701	SR-7/US-441 FROM GLADES RD TO NORTH OF BRIDGE BROOK DR	RESURFACING	FDOT	Biddability	7/11/2024
4476641	SR-15/E MAIN ST FROM S LAKE AVE TO SR-700/CONNORS HWY	RESURFACING	FDOT	PSE Meeting	7/16/2024
4498321	SR-5/ FEDERAL HWY FROM SR-5/US-1/N DIXIE HWY TO 10TH AVENUE S	RESURFACING	FDOT	Initial Engineering	7/16/2024
4498341	E CANAL STREET/SR-717 FROM SR-80 TO SE AVE E	RESURFACING	FDOT	Initial Field Review	7/19/2024
4484171	SR-A1A/OCEAN BLVD FROM NORTH OF IBIS WAY TO S OF SR-80/SOUTHERN BLVD	RESURFACING	FDOT	Constructability Plans	7/30/2024
4476711	OKEECHOBEE BLVD/SR-704 FROM RED TRAIL TO WEST OF AUSTRALIAN AVE	RESURFACING	FDOT	Letting	7/31/2024
4476571	YAMATO RD/SR-794 FROM WEST OF I-95 TO US-1/FEDERAL HWY	RESURFACING	FDOT	Letting	8/2/2024
4476581	US-1 FROM BAILEY ST TO HARBOURSIDE DR	RESURFACING	FDOT	Letting	8/2/2024
4476651	BOYNTON BEACH BLVD/SR-804 FROM SR-7/US-441 TO LYONS RD	RESURFACING	FDOT	Letting	8/2/2024
4476621	A1A FROM LINTON BLVD TO E ATLANTIC AVE	RESURFACING	FDOT	Production	8/5/2024