



TPA EXECUTIVE COMMITTEE MEETING AGENDA

DATE: **Tuesday, June 25, 2024**
TIME: **3:00 p.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 at: 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. Modifications to the Agenda
- C. General Public Comments

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

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

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

- D. Comments from the Chair and Member Comments

2. ACTION ITEMS

- A. MOTION TO APPROVE a Merit Increase for the Executive Director for Fiscal Year (FY) 25

The TPA Governing Board approves the FY 25 Cost of Living Adjustment (COLA) for all TPA employees, and a performance review merit increase for eligible employees, effective July 1, 2024. Per Section 2.2.F.3 of the TPA's Operating Procedures, the TPA's Executive Committee shall meet annually to review the TPA Executive Director's performance. The TPA Executive Director will present an overview of activities performed over the past year. The Draft FY 24 Annual Report is attached.

- B. MOTION TO RECOMMEND UPDATES for the TPA's FY 2025 Strategic Plan

The Strategic Plan identifies specific actions the TPA will strive to achieve in the upcoming year. These actions are in line with the TPA's adopted Unified Planning Work Program (UPWP). The TPA Executive Director will present a progress update of the FY 24 Strategic Plan and suggested changes in strikethrough/underline format for the new FY 25 Strategic Plan (July 1, 2024 through June 30, 2025). The Draft FY 25 Strategic Plan is attached.

C. MOTION TO RECOMMEND Revisions to the TPA Executive Director Contract

This will be the final year of the TPA Executive Director's initial 3-year employment agreement, though there is an option to extend for two (2) years. The TPA General Counsel, at the request of the Executive Director, has prepared the attached memo summarizing substantive revisions to the contract for consideration by the Executive Committee for recommendation to the Governing Board.

3. ADMINISTRATIVE ITEMS

A. Adjournment

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

Maria Marino, Vice Mayor
TPA Vice Chair
Palm Beach County

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

Yvette Drucker, Deputy Mayor
At Large Member
City of Boca Raton

Christy Fox, Commissioner
At Large Member
City of West Palm Beach

NOTICE

This is a meeting of the Palm Beach MPO doing business as the Palm Beach Transportation Planning Agency. In accordance with Section 286.0105, *Florida Statutes*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require a printed copy of the agenda package, require special accommodations under the Americans with Disabilities Act or require translation services for a meeting (free of charge) must call 561-725-0800 or send email to Info@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

2.A



2024 Annual Report

July 1, 2023 - June 30, 2024

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About the TPA

The Palm Beach Transportation Planning Agency (TPA) is a federally-mandated public agency that works with partners across Palm Beach County, Florida, and the United States to plan, prioritize, and fund the transportation system using federal and state funds.

Our Partners

The TPA partners with the Florida Department of Transportation (FDOT), Palm Beach County and its 39 municipalities, Port of Palm Beach, Palm Beach County Airports, Southeast Florida Transportation Council (SEFTC), economical development community, and others to plan for a network that is safe and efficient for all.



A Letter from the Governing Board Chair & Executive Director

As Palm Beach County and Southeast Florida continues to grow, so does the work and outreach of the Palm Beach TPA. Over the past fiscal year, public and private partnerships were strengthened through workshops focused on safety, affordable housing, and transportation demand management, as well as peer exchanges and presentations about the TPA's work to dozens of community groups.



A main focus over the past year has been, and will continue to be, the 2050 Long Range Transportation Plan (LRTP), known as Vision 2050. This plan sets the framework for what transportation will look like in Palm Beach County over the next 25 years. Its development has fostered great relationships with our partners as we look ahead to a future with transportation options that are efficient, sustainable and connected. The TPA will gather input from the public and stakeholders through 2024 about how to implement proposed projects and develop a final plan.

The TPA continues to learn from other communities including Orlando and Miami about their transportation systems and how they are funded through peer exchanges with Governing Board members.

Vision Zero continues to make national headlines and the TPA partnered with municipalities, the U.S. Department of Transportation and the Federal Highway Administration to host a workshop about the Safe Streets and Roads for All federal grant, which funds Vision Zero planning and implementation. These efforts will bring us closer to achieving zero traffic-related serious injuries and fatalities in Palm Beach County.

As we look ahead to Fiscal Year 2025, we are excited to host the Safe Streets Summit in West Palm Beach alongside the Broward MPO and Miami-Dade TPO, focusing on why transportation is at the heart of it all – creating access to healthcare, education, employment and more. This year will also signify the adoption of a new LRTP and a renewed focus on creating a transportation system that is safe, efficient and connected for all users.

We thank all our partners who made this past year a success and look forward to the future together!

Governing Board



Chelsea Reed
Chair
City of Palm Beach
Gardens



Maria Marino
Vice Chair
Palm Beach
County



Christy Fox
City of West Palm
Beach



Michael Napoleone
Village of
Wellington



Yvette Drucker
City of Boca Raton



Steve Wilson
City of Belle Glade



Fran Nachlas
City of Boca Raton



Angela Cruz
City of Boynton
Beach



Rob Long
City of Delray
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Chuck Shaw
City of Greenacres



Jim Kuretski
Town of Jupiter



Reinaldo Diaz
City of Lake Worth
Beach



Mack Bernard
Palm Beach
County



Sara Baxter
Palm Beach
County



Greg Weiss
Palm Beach
County



Marci Woodward
Palm Beach
County



Joni Brinkman
Village of Palm
Springs



Deandre Poole
Port of Palm
Beach



Glen Spiritis
City of Riviera
Beach



Fred Pinto
Village of Royal
Palm Beach



Joseph Peduzzi
City of West Palm
Beach



Who We Are



\$3.61 BILLION DOLLARS

OF STATE & FEDERAL FUNDING IN THE FY25-29 TIP



28 PROCLAMATIONS

FOR FLORIDA BICYCLE MONTH



28 PRIORITY PROJECTS

IN PROCUREMENT OR CONSTRUCTION IN FY24



366 PROJECTS

FUNDED IN THE FY 25-29 TIP



52 MILES

OF NEW OR IMPROVED BICYCLE AND PEDESTRIAN FACILITIES



13 APPLICATIONS

SUPPORTED FOR GRANT FUNDING

PLAN

The TPA looks at the entire transportation system to plan for the next 25 years - from resurfacing roads to creating bicycle lanes, replacing bridges and adding sidewalks.

PRIORITIZE

The agency's Governing Board, with recommendations from the TPA's three advisory committees, prioritizes projects to be completed over the next five and 25 years in Palm Beach County.

FUND

Projects are funded with local, state and federal transportation dollars. The TPA offers funding programs for local projects that are in line with the goals, values and objectives of the LRTP.



Engage the Public

The TPA focused on reaching new audiences in Fiscal Year 2024 through social media, traditional news media and presentations to community groups. Each of the agency's Strategic Plan goals were exceeded, allowing more people to share input on projects like the 2050 Long Range Transportation Plan (LRTP), the future of transportation funding in Palm Beach County and more.



Public Comments

Goal: 500 comments | Actual: 617 comments

Through the TPA's Public Input Map and Survey for the LRTP, traditional Comment Map, public comments for meetings, surveys for Palm Tran Connection and more, the TPA, once again, exceeded its goal for gathering public input.



Social Media Reach

Goal: 125,000 users reached | Actual: 300,000+ users reached

This year, the TPA's Public Involvement Team focused on social media "reach" after achieving goals in previous years of gaining followers and "impressions" across its social channels. Reach focuses on the number of unique individual users seeing content posted to the TPA's social channels. The goal of reaching 125,000 users on Facebook, Instagram, Twitter (X), Instagram, LinkedIn and the TPA website was more than doubled.



Presentations to Partner Agencies & Groups

Goal: 20 presentations | Actual: 29 presentations

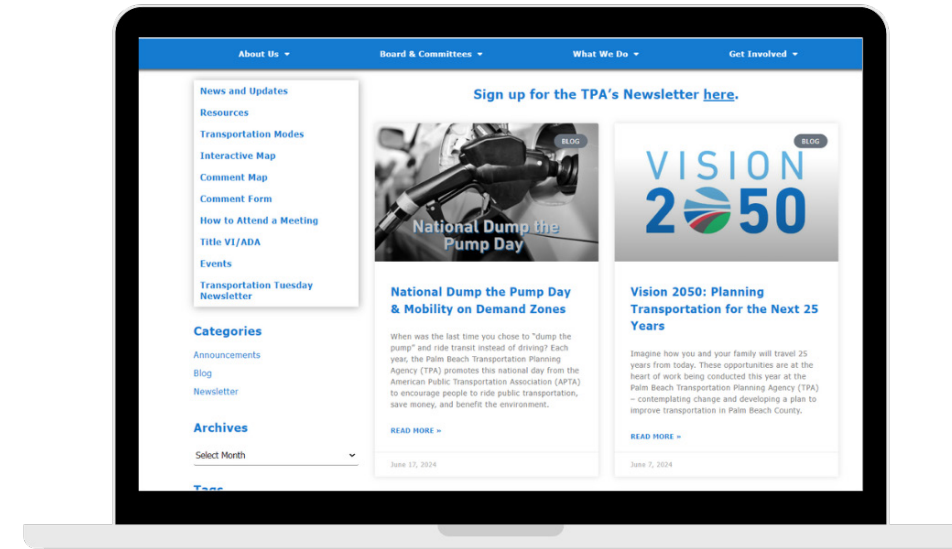
The agency reached audiences this year with presentations at national conferences about TPA best practices such as public involvement, long range planning and pedestrian & bicycle safety. Staff also presented to municipalities, professional organizations and students about current planning efforts and ways to get involved in the process.



TPA Blog

The TPA debuted its blog this year, featuring topics of interest like LRTP updates, the "Dump the Pump" campaign encouraging transit usage, a spotlight on Executive Committee members and a Florida Bicycle Month recap.

A new blog post will be shared each month, focusing on a new topic for social media followers and newsletter subscribers to learn about. Previous blog posts can be viewed at PalmBeachTPA.org/Blog.



News Media Outreach



Sharing information with news media partners such as local television stations, newspapers and radio stations continues to be an important way for the TPA to engage the public, share information about upcoming projects and encouraging public input.

The TPA conducted interviews with all major media outlets in Palm Beach County this year, reaching hundreds of thousands of people through published stories on topics like the agency's Mobility Vision, projects that include the first separated bicycle lanes on FDOT and Palm Beach County-owned roadways, the LRTP and more.

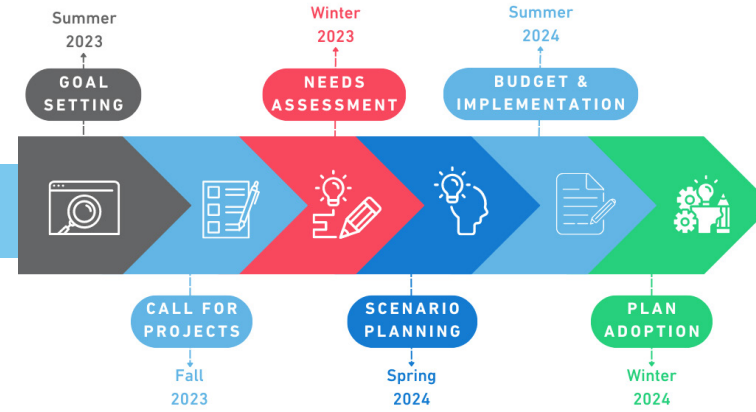
Plan the System

Long Range Transportation Plan

In December 2024, the TPA will adopt its next Long Range Transportation Plan (LRTP). Known as Vision 2050, this plan is a 25-year vision for transportation in Palm Beach County. It forecasts where people will live and work, evaluating the existing transportation network, and identifies projects that will serve our needs in the future. Updated every five years, the LRTP provides the TPA with a blueprint to address shifting transportation needs over the next two decades.

The TPA has held workshops across Palm Beach County to gather input from the public, stakeholders, elected officials and transportation partners on what they'd like the transportation system to look like over the next two decades. The TPA's interactive comment map was upgraded to allow for project reviews, alongside traditional comments about transportation in the county.

The TPA will continue development of the LRTP through project identification, budgeting and scenario planning with the goal of creating a safe, efficient and connected transportation system that provides sustainable options for how all residents and visitors move throughout the county.



Speed Management Action Plan

Speed is the primary factor in the severity of traffic crashes. Often, higher speeds result in more severe crashes, such as crashes with severe injuries or death. The TPA's Vision Zero Action Plan identified a need to find corridors where roadway design does not match the speed of vehicles. The TPA is studying the most severe crash-prone corridors to determine safety countermeasures to implement for safety of all roadway users. The Speed Management Action Plan will provide the top corridors to focus on over the next five years and inform where safety improvements are needed to better calm traffic.



Model Transit Demand Management (TDM) Policy

Palm Beach County's population dynamics, real estate development, new industries, tourism and even agriculture demand more than the county's infrastructure can handle. As such, our communities wrestle with mounting congestion and increasingly unpredictable travel patterns. In response to this, the TPA worked with Cityfi to create a Model TDM Policy Menu and Implementation Guide - a suite of tools aimed at changing travel behaviors, expanding travel options and managing congestion, while contributing benefits to air quality and resilience. This provides cities and their partners with a toolkit to manage transportation demand and encourage mobility options in the county.



Pedestrian & Bicycle Safety Field Review Selection Process

The TPA hosts Walk Bike Safety Audits with municipalities, schools, transportation partners and the public to identify ways to improve walking and bicycling conditions throughout the county. As demand for these audits increased, the TPA created a Field Review Selection Process to identify the areas most in need of an on-the-ground assessment. Those interested in conducting one of these events can now fill out the questionnaire on the TPA website, allowing staff to review the area in need.



Prioritize Funding

The TPA consists of a 21-member Governing Board, which prioritizes more than \$600 million of federal, state and local transportation dollars to implement projects that advance our regional vision for the more than 1.5 million Palm Beach County residents.

As one of the TPA's most important documents, the Transportation Improvement Program (TIP) identifies projects for maintaining and improving the transportation system and to assist local governments with their transportation planning efforts over the next five years.



TRANSPORTATION FUNDING IN PALM BEACH COUNTY

\$687,843,009
Federal Funding

\$824,550,116
State Funding

\$2,102,447,213
Turnpike Funding

\$733,754,505
Local Funding


TOTAL:
\$4,348,594,843
Source: TPA FY 25-29 TIP

As part its Strategic Plan, the TPA supported **14 applications** for discretionary grants, more than twice the goal set for the year for the second year in a row. This included support for a **Safe Streets and Roads for All (SS4A) grant** for the City of Boca Raton which was ultimately awarded for \$4 million and will help the city implement a Vision Zero Action Plan. The City of Palm Beach Gardens, Village of Palm Springs, City of Delray Beach and Indian Trail Improvement District were awarded these grants in December 2023. This brings the number of Palm Beach County municipalities awarded a SS4A planning grant to nine!


\$23M
TRANSPORTATION
PLANNING


\$108M
AIRPORTS, SEAPORT
& RAIL


\$15M
SFRTA NEW RAIL CARS


\$5M
ELECTRIC BUSES
& CHARGING


\$89.5M
COMPLETE STREETS,
BICYCLE AND
PEDESTRIAN


\$210.8M
ADDITIONAL ROADWAY
CAPACITY


\$736M
ROADWAY OPERATIONS
& MAINTENANCE


\$16.8M
TRANSIT SHELTERS
& BUS STOP
IMPROVEMENTS


\$14M
LIGHTING

Implement Projects

UPCOMING FY 2025 PROJECTS

| SECTION | PROJECT | TPA FUNDING |
|----------------------------------|--|--------------|
| Major Projects | U.S. 1 reconstruction with protected bicycle lanes from 59th St. to Northlake Blvd. | \$14,686,850 |
| Major Projects | Okeechobee Blvd. and SR 7 FDOT feasibility study for enhanced transit corridor | \$2,000,000 |
| Local Initiatives (LI) | Brant Bridge connector with sidewalks & bicycle lanes from Lindell Blvd. to Brant Bridge | \$2,540,068 |
| LI | Cresthaven Blvd. from Jog Rd. to Military Trl. buffered bicycle lanes & intersection mods. | \$4,602,551 |
| LI | 25th St. lane repurposing from Australian Ave. to Broadway Ave. | \$7,037,509 |
| LI | Greenview Shores Blvd. pathways from Binks Forest Dr. to Wellington Tr. | \$1,258,120 |
| LI | SFRTA - Tri-Rail service passenger rail cars | \$4,313,425 |
| LI | Greenbriar Blvd. from Aero Club Dr. to Greenview Shores Blvd. | \$2,453,173 |
| Transportation Alternatives (TA) | Burns Rd. separated bicycle track from Military Trl. to Alt. A1A | \$1,404,774 |
| TA | El Rio Trail lighting from Glades Rd. to Yamato Rd. | \$1,274,186 |
| TA | Grapeview Blvd. shared use paths: Key Lime Blvd. to 60th St. & Key Lime Blvd. from Hall Blvd. to M-1 Canal | \$1,663,204 |
| TA | C-8 Canal shared use path from Forest Hill Blvd. to Stribling Way | \$738,523 |

NEW PROJECTS IN THE TRANSPORTATION IMPROVEMENT PROGRAM

| SECTION | YEAR | PROJECT | TPA FUNDING |
|---------|-------|---|-------------|
| TA | FY 27 | NW 6th Way shared use path & bicycle facilities from S of NW 28th Dr./Cir. to Spanish River Blvd. | \$969,221 |
| TA | FY 27 | Camino Real buffered bicycle lanes & sidewalks from Spanish River Rd. to S Ocean Blvd. | \$1,361,914 |
| TA | FY 27 | Spruce Ave. bicycle lanes & sidewalks from 36th St. to 40th St. | \$1,577,838 |
| TA | FY 27 | Lilac St. shared use paths from N Military Trl. to Plant Dr. | \$1,143,999 |
| TA | FY 27 | 140th Ave. N & 61st St. N unpaved paths | \$526,481 |



Lake Worth Rd.

FDOT

The first separated bicycle lanes on a FDOT-owned roadway in Palm Beach County will soon be complete. The TPA worked with FDOT and the Village of Palm Springs to include bicycle and pedestrian improvements for the resurfacing of Lake Worth Rd. from Raulerson Dr. to Palm Beach State College. This project includes level transit boarding, mid-block crossings, sidewalk improvements and lighting upgrades, expected to be completed in winter 2024.



Lyons Rd. / Sansbury's Way

Palm Beach County

Separated bicycle lanes will also be installed on the first Palm Beach County-owned roadway in 2024. As part of the resurfacing from Forest Hill Blvd. to Okeechobee Blvd. As a frequently traveled route for bicyclists in western Palm Beach County, the protected lanes will offer an extra layer of safety for those traveling by bicycle. The project is expected to be complete in fall 2024.



U.S. 1 Bridge

FDOT

The replacement of the U.S. 1 Bridge in the Town of Jupiter is more than two thirds complete with new bicycle facilities on the bridge, improved clearance for boats and a new observation tower. Improvements are also being made at several nearby intersections. Traffic is expected to partially re-open in fall 2024 with the full project expected to be complete in spring 2026.



Southern Blvd. Bridge

FDOT

2024 marked the completion of the Southern Blvd. Bridge replacement, a construction project nearly 7 years in the making. The new bridge includes sidewalks and bicycle lanes, a higher vertical clearance and a new tide relief bridge over the Lake Worth Lagoon. Intersection improvements were also made to Southern Blvd. & Washington Rd. as well as Southern Blvd. & Flagler Dr.

Project Highlights



Clear Lake Trail

A much anticipated shared use path and boardwalk along Clear Lake near downtown West Palm Beach is complete. Lighting and trees will soon be added to enhance the trail on the northwest side of Clear Lake from Okeechobee Blvd. to Palm Beach Lakes Blvd. An extension of this trail will be completed at a future date. The TPA's TA program funded this project.



Dillman Trail

A 3/4-mile shared use path now connects Forest Hill Blvd. & Dillman Rd. in the City of Greenacres. This pathway allows students at Cholee Lakes Elementary School a safe way to walk and bicycle to school as well as nearby destinations like Okeehelie Park. The TPA funded \$700k of this \$950k project through the Transportation Alternatives (TA) funding program.



Lake Worth Rd. Roundabout

Pedestrian enhancements and a traffic circle reconfiguration were constructed in the City of Lake Worth Beach at Lake Worth Rd. from Erie St. to A St. This project includes upgraded lighting, pedestrian signals and a six-foot sidewalk with a raised crosswalk and signalization. The TPA's LI program funded this \$1.12M project.



Seminole Blvd. Shared Use Paths

10 and 12 ft shared use paths were completed along Seminole Blvd. from Okeechobee Blvd. to Oswego Ave. in the Westgate CRA. Pedestrian lighting will be added along both trails. This \$1.7M project was almost completely funded by the TPA's TA program.



A1A Crossings: Donald Ross Rd. to Indiantown Rd.

Crosswalk enhancements are installed along A1A between Donald Ross Rd. and Indiantown Rd. in the Town of Juno Beach and the Town of Jupiter. Solar-powered flashing beacons are now featured on each crosswalk sign to alert drivers to pedestrians. This project was funded through the TPA's TA Funding Program.



Westgate CRA Sidewalks

New sidewalks and pedestrian lighting are under construction along Bridgeman Rd., Longwood Rd., and Wellington Rd., in the Westgate neighborhood. The TPA's TA program helped fund nearly \$1 million for this project.



Lowson Blvd. Bike Lanes & Sidewalks

Sidewalks and a shared-use path are nearly complete on Lowson Blvd. in the City of Delray Beach. A pedestrian bridge was also constructed as part of this project. The TPA's LI program helped to fund \$4.63M of this \$6.1M this project.



Holly Dr. Pedestrian Flashers

Pedestrian activated flashers were installed at 12 existing crossings along Holly Drive in Palm Beach Gardens. This project includes crossings near Palm Beach Gardens Elementary and High School and was nearly completely funded by the TPA's TA program.

Collaborate with Partners

Collaboration leads to invaluable partnerships that can help the TPA achieve its vision of a safe, efficient and connected multimodal transportation system. The agency's Governing Board members continue to be engaged and eager to learn about transportation best practices within Palm Beach County, across the state of Florida, around the country and internationally. The TPA also hosted six workshops on topics of interest including Affordable Housing, Transportation Funding, and the Safe Streets and Roads for All grant application process. The annual Safe Streets Summit was held in Miami with the Miami-Dade TPO and Broward MPO, focusing on "Embracing Bicycle and Pedestrian Safety & Mobility in the Southeast Florida Region". The TPA looks forward to hosting this regional summit in West Palm Beach in 2025!

The TPA also assisted several local governments with transportation and mobility studies and plans. This included an Okeechobee Blvd. Gateway Alternatives Study, that focused on finding ways to improve walking, bicycling, transit and driving on the major downtown West Palm Beach roadway.

TPA staff will continue to assess improvements for everyone along Okeechobee Blvd. including pedestrians, as shown here from a field visit.



2024 Safe Streets Summit Awards
 Complete Streets Champion: Vice Mayor Yvette Drucker, City of Boca Raton
 Complete Streets Community: City of Boca Raton

Additionally, the TPA is working with the City of West Palm Beach on a lane repurposing project of Dixie Highway (U.S. 1) from Quadrille Blvd. to 25th Street. This project is in collaboration with the TPA's U.S. 1 Multimodal Corridor Study that includes recommendations of lane configurations to increase safety and achieve Vision Zero.

Peer Exchanges

The TPA hosted several peer exchanges to introduce Governing Board members to transportation systems across the state. A site visit to Orlando included a demo of a Beep autonomous vehicle, a ride on Brightline, a Lynx bus and SunRail.



A South Florida Rail Tour took Board members and transit partners to Miami while riding Tri-Rail. Participants toured the Miami Intermodal Center and rode the Metrorail and Metromover.



TPA Workshops

From affordable housing to transportation funding, the TPA hosted events for a wide variety of audiences this year. This continued effort to work with partner agencies and groups throughout Palm Beach County and South Florida allows the TPA to share its mission and vision while making long-lasting connections with new agencies and organizations. This year's events included:

- Housing and Transportation Symposiums
- TDM Model Policy Workshop
- Transportation Funding Workshop
- South Florida Transportation Roundtable
- Safe Streets and Roads for All Workshop



Administer the Agency

This year, the TPA provided trainings to help enhance and continue the education of its staff and Governing Board members. Staff presented at various conferences including the Association of Metropolitan Planning Organizations (AMPO), Mpact, TransPlex, and the National Association of City Transportation Officials (NACTO). Staff also assisted in leading a mobile tour to showcase the pedestrian and bicycle infrastructure in downtown West Palm Beach, hosted a Finance Training for MPOs across Florida and attended various trainings and workshops for continued education in topics like accessibility, safe bicycling and the Safe Streets Summit.



The Palm Beach Transportation Disadvantaged (TD) Local Coordinating Board (LCB) was named the TD LCB of the Year for the state of Florida! The LCB works with Palm Tran to focus on the transportation needs of the disadvantaged community including older adults, persons with disabilities, low income individuals and children at risk.



FY24 TRAININGS
TARGET: 40 ACTUAL: 55

“Trainings and workshops not only helped further educate and prepare our staff and Board members, but they offer ways to find new ideas, collaborate with partners and help achieve our Mission and Vision.”

- Valerie Neilson, TPA Executive Director

TPA Staff

Valerie Neilson
Executive Director

Ruth Del Pino
Executive Assistant

Programs Team

Andrew Uhler
Deputy Director of Programs

Nathan George
Long Range Transportation Plan Coordinator

Matthew Masa
Planner I

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Melissa Eble
Public Relations Director

Sienna Aitken
Public Involvement Specialist

Multimodal Team

Brian Ruscher
Deputy Director of Multimodal

Valentina Facuse
Pedestrian & Bicycle Coordinator

Margie Tamblyn
Planner I

Finance Team

Alexis Will **hite**
Finance & Operations Manager

Jessica Lopez
Procurement & Contracts Coordinator

Caroline Chavarria
Financial Accounting Specialist





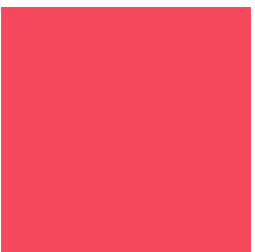
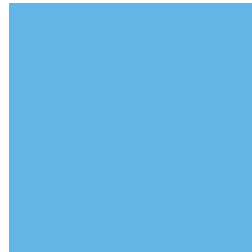
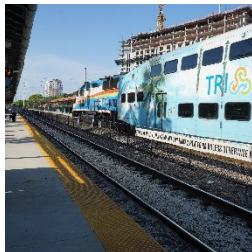
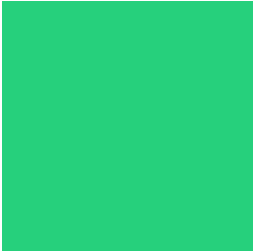
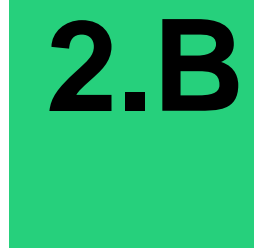
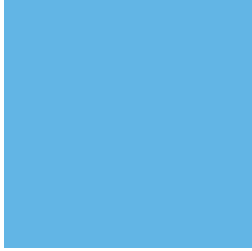
PALM BEACH
Transportation
Planning Agency

2024

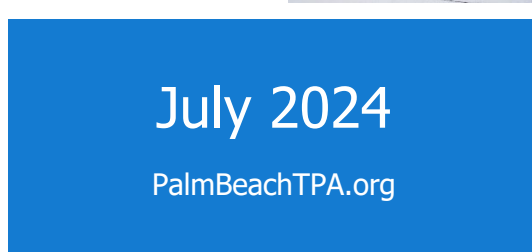
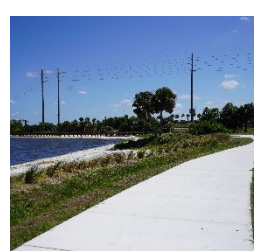
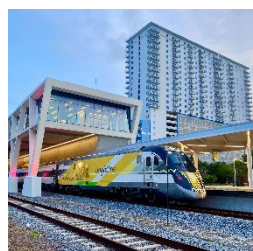
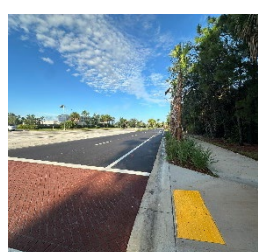
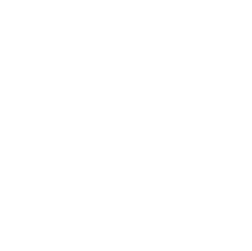
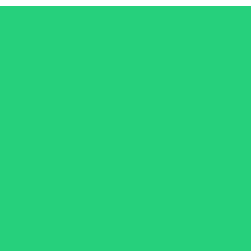
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2.B



PALM BEACH TPA FY 25 STRATEGIC PLAN



July 2024

PalmBeachTPA.org

GOVERNING BOARD MEMBERSHIP

TPA Chair

Mayor Chelsea Reed
City of Palm Beach Gardens

TPA Vice Chair

Vice Mayor Maria Marino
Palm Beach County

City of

Belle Glade

Mayor Steve Wilson

City of

Boca Raton

Council Member Fran Nachlas
Deputy Mayor Yvette Drucker

City of

Boynton Beach

Commissioner Angela Cruz

City of

Delray Beach

Deputy Vice Mayor Rob Long

City of

Greenacres

Mayor Chuck Shaw

Town of

Jupiter

Mayor Jim Kuretski

City of

Lake Worth Beach

Commissioner Reinaldo Diaz



PALM BEACH Transportation Planning Agency

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West Palm Beach, FL 33401

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Email: info@PalmBeachTPA.org

PalmBeachTPA.org

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Palm Beach County

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Commissioner Sara Baxter
Commissioner Marci Woodward
Commissioner Mack Bernard

Village of

Palm Springs

Vice Mayor Joni Brinkman

City of

Riviera Beach

Council Member Glen Spiritis

Village of

Royal Palm Beach

Mayor Fred Pinto

Village of

Wellington

Mayor Michael Napoleone

City of

West Palm Beach

Commissioner Christy Fox
Commissioner Joseph Peduzzi

Port of Palm Beach

Commissioner Deandre Poole

Florida Department of Transportation

(non-voting advisory member)

District Four Secretary Steven Braun, P.E.

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STRATEGIC PLAN PURPOSE

Strategic planning is an organization's process of defining its strategy, or direction, and then directing its resources to pursue this strategy. The Palm Beach Transportation Planning Agency (TPA) established and annually updates its Strategic Plan as a measurable guide toward executing its mission and achieving its long-term vision. The Strategic Plan defines specific and incremental steps that will be initiated, monitored for timely progress, and annually reported to the TPA Governing Board and the public.

The mission and vision statements concisely communicate the agency's overall purpose and direction. Crafted by the Governing Board, Advisory Committees, Executive Director and staff, the Palm

Beach TPA's mission and vision statements are intended to be inspirational while also providing a focus and direction for the organization. Together, they guide the Governing Board in making decisions consistent with the established priorities of the TPA.

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



To collaboratively plan, prioritize and fund the transportation system.



A safe, efficient, and connected multimodal transportation system.

GOALS, ACTIONS AND OUTCOMES

Six goals, aligned with the TPA’s Unified Planning Work Program, frame the approach to achieving the Strategic Plan and provide clarity of purpose and direction. The goals are further defined and supported by specific actions and measurable outcomes to monitor progress and promote accountability.



ENGAGE THE PUBLIC

| Action | Outcome(s) |
|---|---|
| A Collect public comments via online map, surveys and other platforms to inform transportation planning efforts | 500 comments |
| B Increase social media engagement | 350,000 125,500 users reached |
| C <u>Increase TPA video views</u> Update the TPA “About Us” Video Increase | <u>15,000 views</u> New video |
| D Present TPA initiatives to partner agencies and groups | 20 presentations |



PLAN THE SYSTEM

| Action | Outcome(s) |
|---|--|
| A <u>Create Transit Oriented Communities (TOC) Policy Recommendations</u> Collaborate with partner agencies to create a Countywide Mobility Vision and Funding Plan | <u>TOC Policy</u> Mobility Vision Plan |
| B <u>Conduct Bicycle Rail Access Study</u> Create a formal process for selecting and conducting pedestrian and bicycle safety field reviews | <u>Access Study</u> Selection process |
| C <u>Update Vision Zero Action Plan</u> Create a Speed Management Plan | Action Plan |



GOAL

3

PRIORITIZE FUNDING

| Action | Outcome(s) |
|---|---|
| A <u>Interactive Projects Status Dashboard</u> Update TPA Funding Programs | <u>Projects Dashboard</u> Revised Funding Programs |
| B Support and track applications for discretionary grants | 5 applications supported and tracked |
| C <u>Revise the List of Priority Projects (LOPP) structure</u> Pursue discretionary grants for TPA Priorities | <u>New LOPP Structure</u> 1 grant application submitted |



GOAL

4

IMPLEMENT PROJECTS

| Action | Outcome(s) |
|--|-----------------------|
| A Identify <u>upcoming resurfacing</u> projects to incorporate Complete Streets improvements | 3 projects identified |
| B Publish Annual System Report Card | Report Card |
| C Assist municipalities with project identification and grant application submittals | 4 project submittals |



GOAL

5

COLLABORATE WITH PARTNERS

| Action | Outcome(s) |
|---|---|
| A Assist local governments with transportation and mobility studies and plans | 4 local studies/plans |
| B <u>Host Regional Safe Streets Summit</u> Conduct events on topics of interest | <u>Regional Summit</u> 4 events |
| C <u>Conduct Local Transportation Mobile Tours</u> Create Model Transportation Demand Management (TDM) Policy | <u>4 Tours</u> Model TDM Policy |
| D Conduct site visits to learn from partner agencies | 2 site visits |



ADMINISTER THE AGENCY

| Action | Outcome(s) |
|---|--|
| A Provide board member and staff training (MPOAC Institute, national conferences, local workshops) | 40 Trainings |
| B Provide Board and Advisory Committee Training Implement a consolidated accounting system | Annual Training Accounting system |
| C Streamline agency services and benefits | New Agreement(s) |
| D Training and Succession Plan | Succession Plan |
| C-E Provide Strategic Plan and Annual Report | Strategic Plan & Annual Report |

MONITORING AND ANNUAL REPORT CARDS

Monitoring progress toward the desired outcomes informs the day-to-day administrative decisions and actions of the Executive Director, influencing the allocation of agency resources and the prioritization of board agenda items and collaborative discussions with key stakeholders and partners.

Annual reporting of outcomes allows the TPA Governing Board to fully realize and leverage the value of the TPA and informs future TPA Board decisions regarding appropriate revisions to the Strategic Plan.

To support annual review of progress, the TPA has created “report cards” that summarize the TPA’s prior performance in relation to achieving TPA Board objectives. The annual report card for FY 2024 is attached.

FY 24 STRATEGIC PLAN REPORT CARD

Goals, Actions and Outcomes



ENGAGE THE PUBLIC

| Action | Outcome(s) | Status |
|---|------------------------|--------|
| A. Collect public comments via online map, surveys, and other platforms to inform transportation planning efforts | Received >600 comments | |
| B. Increase social media engagement | >300,000 users reached | |
| C. Update the TPA "About Us" Video | New video | |
| D. Present TPA initiatives to partner agencies and groups | 29 presentations | |



PLAN THE SYSTEM

| Action | Outcome(s) | Status |
|---|---------------------------|--------|
| A. Collaborate with partner agencies to create a Countywide Mobility Vision and Funding Plan | Mobility Vision Plan | |
| B. Create formal process for selecting and conducting pedestrian and bicycle safety field reviews | Selection process created | |
| C. Create a Speed Management Action Plan | Draft scheduled for July | |



PRIORITIZE FUNDING

| Action | Outcome(s) | Status |
|--|-------------------------------|--------|
| A. Update TPA Funding Programs | Revised Funding Programs | |
| B. Support and track applications for discretionary grants | Supported 14 applications | |
| C. Pursue discretionary grants for TPA Priorities | 1 grant application submitted | |



IMPLEMENT PROJECTS

| Action | Outcome(s) | Status |
|---|-----------------------|--------|
| A. Identify resurfacing projects to incorporate Complete Streets improvements | 3 projects identified | |
| B. Publish annual system report card | Presented report card | |
| C. Assist municipalities with project identification and grant application submittals | 6 project submittals | |



COLLABORATE WITH PARTNERS

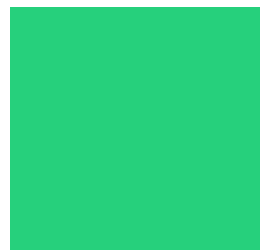
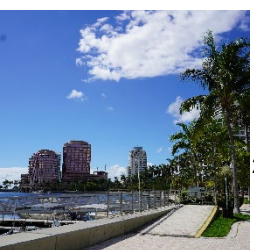
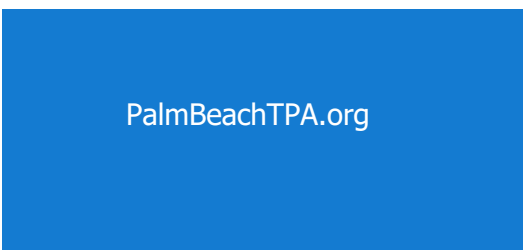
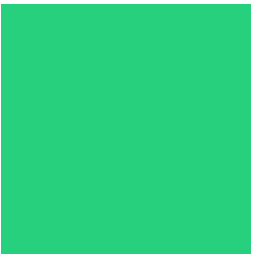
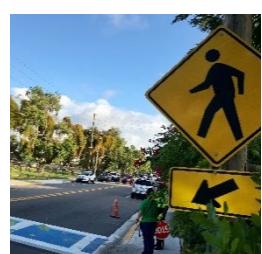
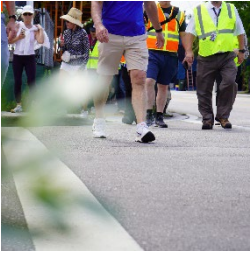
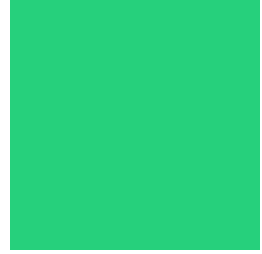
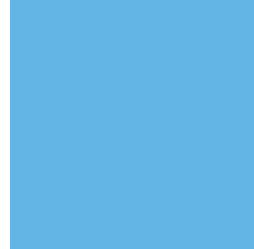
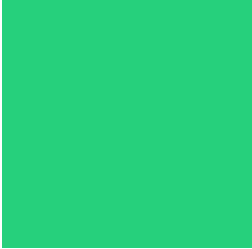
| Action | Outcome(s) | Status |
|--|-------------------------------------|--------|
| A. Assist local governments with transportation and mobility studies & plans | Assisted with 4 local studies/plans | |
| B. Conduct events on topics of interest | Conducted 9 events | |
| C. Create Model Transportation Demand Management (TDM) Policy | Model TDM Policy created | |
| D. Conduct site visits to learn from partner agencies | 2 site visits completed | |



ADMINISTER THE AGENCY

| Action | Outcome(s) | Status |
|---|--|--------|
| A. Provide board member and staff training (MPOAC Institute, national conferences, local workshops) | Provided >50 trainings | |
| B. Implement a consolidated accounting system | New accounting system approved | |
| C. Streamline agency services and benefits | Admin services agreement extended and new benefits implemented | |
| D. Training and Succession Plan | Developed with HR Consultant | |
| E. Provide Strategic Plan report | Provided FY24 Annual Report and Strategic Plan Report Card | |


MET IN PROCESS NOT BEGUN





MEMORANDUM

TO: Chairman and Members, Executive Committee

FROM: Milton R. Collins, TPA General Counsel 

SUBJECT: Amendments to Executive Director's Employment Agreement

DATE: June 18, 2024

Summarized below are proposed changes to the terms of the Employment Agreement with Executive Director Valerie Neilson.

- **Term**. The proposed amended Agreement has no duration, as Director Neilson serves in an at-will capacity and may be terminated at any time. Director Neilson's current Agreement has a duration of three (3) years with an option to renew in 2025 for two (2) additional years.
- **Compensation**. Director Neilson will continue to be entitled to cost of living adjustments to the same extent as provided by the TPA to other employees. Director Neilson shall also continue to be eligible for a merit increase. Additionally, for market competitive purposes, it is proposed that the TPA, on a biennial basis, compare Director Neilson's salary with executive directors at peer MPOs and adjust her salary, if necessary.
- **Retirement/Deferred Compensation**. In lieu of continuing to provide a retirement benefit based on an arbitrary amount (presently \$13,750), it is proposed that TPA's annual retiree contribution be based on a percentage of the Director's base salary as of July 1, 2024. It is therefore proposed that the TPA make an annual contribution of 10% of Director Neilson's base compensation, as of July 1, 2024, into a retirement or deferred compensation account of Director Neilson's choosing.
- **Automobile Allowance**. In lieu of reimbursing Director Neilson for monthly mileage expenses, the TPA shall provide Director Neilson with an automobile allowance of \$450.00/per month. This will cover all mileage-related expenses for travel not requiring overnight stay. These expenses include mileage, tolls, parking, transit, taxis, etc.
- **Communication Allowance**. The TPA shall provide Director Neilson with a monthly communication allowance of \$100.00 to pay for cell phone service.