



TPA EXECUTIVE COMMITTEE MEETING AGENDA

DATE: **Monday, June 6, 2022**
TIME: **2:00 p.m.**
PLACE: **301 Datura Street | West Palm Beach, FL 33401**

Attendees may not enter the TPA workplace if in the previous 5 days, they have tested positive for COVID-19, exhibited symptoms of COVID-19, or been in close contact with someone with COVID-19 and are unvaccinated.

To promote awareness of multimodal options for in-person attendance, a map of transportation facilities and services around the TPA Office is provided on page 3.

Members of the public can also join the meeting virtually in the following ways:

- Via Zoom app using Webinar ID: 831-6196-8880 and Password: 187842
- Via web browser at PalmBeachTPA.org/06JUN2022
- Via phone at 1-646-558-8656 using the above Webinar ID and Password
- View a live simulcast at PalmBeachTPA.org/LIVE

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. Review the Committee's Charge

Pursuant to TPA Operating Procedures Section 2.2.F.1., the Executive Committee shall meet annually to review and recommend updates to the TPA's Strategic Plan for consideration by the Governing Board.

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

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

- E. Comments from the Chair and Member Comments

- F. Interim Executive Director's Report
- G. MOTION TO APPROVE Meeting Minutes from May 3, 2022

2. ACTION ITEMS

- A. MOTION TO APPROVE authorization of the Interim Executive Director to fill Vacancy
The TPA Interim Executive Director is requesting authorization to hire a Planner I on the Program Development team. Attached is the TPA Organization Chart and job description.
- B. MOTION TO RECOMMEND UPDATES for the TPA's Fiscal Year (FY) 23 Strategic Plan
The Strategic Plan serves to focus the TPA's priorities for the current year. TPA staff will present the attached draft FY 22 Strategic Plan Report Card and suggested Strategic Plan updates in strikethrough/underline format for July 1, 2022 through June 30, 2023. Following committee input and discussion, a motion to recommend approval of updates for the FY 23 Strategic Plan is requested.

3. INFORMATION ITEMS

- A. Executive Director Recruitment Update
Slavin Management Consultants will provide an update on the status of the Executive Director job search. There is no backup for this item.

4. ADMINISTRATIVE ITEMS

- A. Next Meeting – **July 13, 2022**
- B. Adjournment



Palm Tran
Routes
1, 2, 31,
40, 41, 43,
44, 49, 60

PALM BEACH
Transportation
Planning Agency

TPA Office Location	Palm Tran PalmTran.org	WEST PALM BEACH DowntownWPB.com	TRI&RAIL Tri-Rail.com	CIRCUIT
Public Parking Private Parking <small>*Metered on-street parking available citywide (free with Handicap placard up to 4 hours)</small>	Palm Tran Bus Stop Palm Tran Route 1	Yellow Trolley Green Trolley Blue Trolley	brightline GoBrightline.com Brightline Station	<p>Free on-demand rides around West Palm Beach & Palm Beach 7 days a week. Download the app to ride.</p>

Robert S. Weinroth, Mayor
TPA Chair
Palm Beach County

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

Joel Flores, Mayor
At Large Member
City of Greenacres

Maria Marino, Commissioner
At Large Member
Palm Beach County

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

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

NOTICE

This is a meeting of the Palm Beach MPO doing business as the Palm Beach Transportation Planning Agency.

In accordance with Section 286.0105, *Florida Statutes*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require a printed copy of the agenda package, require special accommodations under the Americans with Disabilities Act or require translation services for a meeting (free of charge) must call 561-725-0800 or send email to Info@PalmBeachTPA.org at least five business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.



**OFFICIAL MEETING MINUTES OF THE
PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA)
EXECUTIVE COMMITTEE**

May 3, 2022

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

These minutes are a summary of the meeting events and may not reflect all discussion that occurred. PDF versions of the agenda, backup material and presentations as well as audio and video recordings are available for review at PalmBeachTPA.org/Executive-Committee

1. REGULAR ITEMS

1.A. Call to Order and Roll Call

CHAIR WEINROTH called the meeting to order at 3:06 p.m.

The recording secretary called the roll. A quorum was present in-person as depicted in the table below.

Member	Attendance	Member	Attendance
Joel Flores	P	Chelsea Reed	P
Maria Marino	P	Robert Weinroth	P
Michael Napoleone	P		

P = Present A = Absent

1.B. APPROVED: May 3, 2022 Agenda

There were no modifications to the published agenda.

MOTION to Approve May 3, 2022 Agenda made by Mayor Flores, seconded by Vice Chair Reed, and carried unanimously 5-0 as depicted in the table below.

Member	Vote	Member	Vote
Joel Flores	Y	Chelsea Reed	Y
Maria Marino	Y	Robert Weinroth	Y
Michael Napoleone	Y		

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

1.C. Review the Committee's Charge

CHAIR WEINROTH stated pursuant to TPA Operating Procedures Section 2.2.F.2, the Executive Committee shall meet as necessary to review and recommend content related to other TPA initiatives (e.g. the 561 Mobility Plan, the Vision Zero Action Plan, transportation surtax funding strategies, and other plans and strategies) for consideration by the Governing Board.

1.D. General Public Comments

There were no general public comments received.

1.E. Comments from the Chair and Member Comments

There were no comments received.

1.F. Interim Executive Director’s Report

VALERIE NEILSON, TPA Interim Executive Director, provided a presentation, which can be viewed at PalmBeachTPA.org/Executive-Committee.

Member discussion ensued on the target audience for the Okeechobee Boulevard and State Road 7 Workshop.

1.G. APPROVED Meeting Minutes from April 12, 2022

MOTION to Approve Meeting Minutes made by Vice Chair Reed, seconded by Mayor Flores, and carried unanimously 5-0 as depicted in the table below.

Member	Vote	Member	Vote
Joel Flores	Y	Chelsea Reed	Y
Maria Marino	Y	Robert Weinroth	Y
Michael Napoleone	Y		

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

2. ACTION ITEMS

2.A. DISCUSSED: TPA Legislative and Policy Positions

VALERIE NEILSON provided a presentation, which can be viewed at PalmBeachTPA.org/Executive-Committee. Valerie stated the TPA’s FY 22 Strategic Plan Action 3.D directed staff to advocate for TPA adopted legislative and policy positions. Valerie provided background of the process that occurred previously, and the current procedures staff follows. Staff recommendations included: TPA provides input in the creation of the Florida Metropolitan Planning Organization Advisory Council (MPOAC) policy positions; shares MPOAC Policy Positions with the TPA Governing Board; stays engaged in the status of policy positions; and the TPA Executive Director and Board assigns staff tasks on specific issues when necessary to support a policy position.

There were no public comments on this item.

Member discussion ensued on the funding source for legislative consultant services, deferring this task to the permanent Executive Director, utilizing the MPOAC and Palm Beach County legislative avenues, utilizing the TPA’s legislative consultant services for knowledge of grant opportunities, emphasizing the need to have shovel ready projects, and support of the staff’s recommendations.

It was a consensus of the committee for the TPA staff to present their recommendations to the TPA Board to support and endorse the MPOAC Legislative Policies and Positions.

2.B. RECOMMENDED APPROVAL: Amendment to the TPA Operating Procedures

VALERIE NEILSON provided a presentation, which can be viewed at PalmBeachTPA.org/Executive-Committee. Valerie stated the TPA’s FY 22 Strategic Plan Action 6.B directed staff to modify the TPA committees to support TPA initiatives. Valerie provided an overview of the structure and role of the three advisory committees as well as the staff’s recommendations.

Member discussion ensued on the committee membership, emphasis on filling vacancies and concerns with the meeting time hindering volunteers for the Citizen’s Advisory Committee (CAC), funding programs scoring and ranking oversight, process on how committees add agenda items to the Governing Board’s agenda, allowing committee member documents to be shared with the caveat that it was at the direction of the committee, and allowing for the Vision Zero Advisory Committee (VZAC) to have subjective reordering as long as a reason is provided to the Governing Board in the final document.

CHAIR WEINROTH directed staff to include a 12-month attendance record when sending reminders to TPA Governing Board members of their committee appointments.

MOTION to Recommend Approval of an Amendment to the TPA Operating Procedures made by Commissioner Marino, seconded by Councilman Napoleone, and carried unanimously 5-0 as depicted in the table below.

Member	Vote	Member	Vote
Joel Flores	Y	Chelsea Reed	Y
Maria Marino	Y	Robert Weinroth	Y
Michael Napoleone	Y		

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

3. INFORMATION ITEMS

3. DISCUSSED: Executive Director Recruitment Update

BOB SLAVIN, TPA Consultant from Slavin Management Consultants, provided an update on the status of the Executive Director job search. He confirmed the Committee’s approval of the job description and announcements and stated it would be posted within the week.

There were no public comments on this item.

Member discussion ensued on the timeline to fill the position, consultant concerns with Florida’s open records law and the limitations it may have on the number of applicants, and an emphasis for the consultant to have an update for the June 6th meeting.

4. ADMINISTRATIVE ITEMS

4.A. Next Meeting – June 6, 2022

4.B. Adjournment

There being no further business, the Chair declared the meeting adjourned at 4:11 p.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the TPA Executive Committee and that the information provided herein is the true and correct Minutes for the May 3, 2022, meeting of the Committee, dated this 6th day of June 2022.

Chair Robert S. Weinroth
 Palm Beach County Mayor

EXHIBIT A
 TPA Executive Committee
 Attendance Record

Representative Local Government	Dec '21	Mar '22	Apr '22	May '22
Robert Weinroth, Mayor – TPA CHAIR Palm Beach County	P	P	P	P
Chelsea Reed, Vice Mayor – TPA VICE CHAIR City of Palm Beach Gardens	P	P	P	P
Joel Flores, Mayor City of Greenacres	P	P	P	P
Maria Marino, Commissioner Palm Beach County	P	P	P	P
Michael Napoleone, Councilman Village of Wellington	P	P	P	P

*** New Appointment P - Representative Present ALT- Alternate Present E - Excused A - Absent

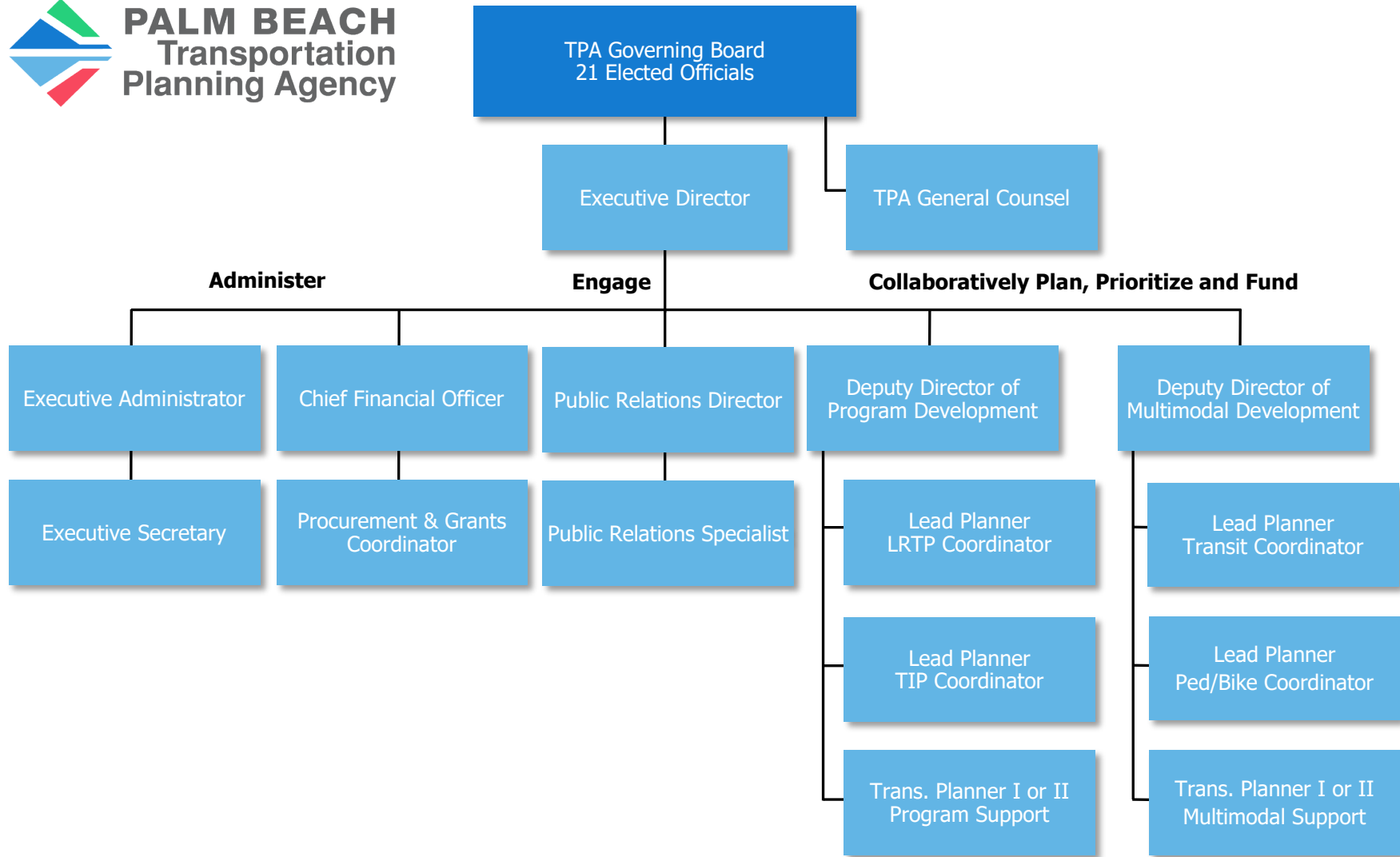
OTHERS PRESENT

Alaura Hart
 Valerie Neilson
 Margarita Pierce
 Cassidy Sparks
 Amanda Williams
 Bob Slavin
 Paul Gougelman
 Daniel Crotty

REPRESENTING

Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA
 Palm Beach TPA – Slavin Management Consultants
 Palm Beach TPA – Weiss Serota et al.
 SEPI, Inc.

2.A.1



PLANNER I – PROGRAM DEVELOPMENT

\$54,559 - \$87,295 ANNUALLY

FLSA Classification	EXEMPT
Reports to	Deputy Director of Program Development
Type	Regular, Full-time
Date Prepared	September 28, 2019
Date Modified	May 31, 2022

General Statement of Position:

The Planner I – Program Development works collaboratively with and supports the Palm Beach Transportation Planning Agency’s (TPA) Program Development Team. The position’s primary responsibilities include creating and maintaining Geographic Information Systems (GIS) datasets, maps and graphics. The position also requires supporting the development and implementation of the TPA’s Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), and the identification and implementation of projects in the TPA’s State Road Modifications and Local Initiatives funding programs. All work is performed with considerable independence and initiative under direction of the Deputy Director of Program Development.

Position duties include:

- Create and maintain GIS datasets, maps and graphics to support transportation-related analysis and web-based presentations of data.
- Support the development and implementation of the TPA’s Long Range Transportation Plan (LRTP), including creation of GIS project data, participation in regional planning and modeling efforts, and creation of socioeconomic forecasts based on land use plans and population and employment trends.
- Support the development of the Transportation Improvement Program (TIP), including creation of GIS project data, development of revenue forecasts, calculation of performance measures, and documentation of compliance with federal and state regulations.
- Support the identification and implementation of projects in the TPA’s State Road Modifications and Local Initiatives funding programs, including reviewing applications, conducting field reviews of project locations, and reviewing design plans.
- Participate in corridor planning, multimodal planning, and transportation/land use planning.
- Perform other transportation and land use planning tasks to support TPA objectives and meet state and federal requirements.
- Prepare maps and graphics to support TPA performance management initiatives.
- Maintain and analyze transportation data using the ESRI Suite.
- Create and design maps, data visualizations, graphics and documents using the ESRI Suite, Microsoft Office Suite, and/or Adobe Creative Suite.
- Prepare and present information to the TPA Board, advisory committees, outside agencies and the public.
- Oversee consultant work orders as assigned.
- Collaborate with TPA staff, consultants, local governments, partner agencies, key stakeholders, and the public in transportation planning.

- Provide technical and advisory assistance to local governments and agencies in matters related to pedestrian, bicycle, and transit planning.
- Perform updates to the TPA website.
- Participate in partner agency committees.
- Participate in public outreach and educational activities to share information and gather public input.
- Perform all other duties as may be assigned to meet agency needs.

Minimum Qualifications:

To perform this job successfully, an individual must be able to perform each of the aforementioned essential duties satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and Experience:

- Bachelor's degree in urban/regional planning, transportation engineering, or a related field is required.
- Master's degree or any other graduate degree in urban/regional planning or a related field is preferred.
- One (1) or more years of experience in urban/regional planning, transportation engineering, or a related field is preferred.
- A graduate degree in urban/regional planning or related field may account for one (1) year of experience.
- GIS experience is preferred.
- Experience working with a Metropolitan Planning Organization is preferred.
- American Institute of Certified Planners (AICP) certification is preferred.

Certificates, Licenses, Registrations

Must have or obtain a valid Florida Driver's License and maintain a clean driving record.

Knowledge

- Federal and state planning regulations related to transportation planning and programming.
- Analyze US Census and other socioeconomic data for planning purposes.
- Local government comprehensive planning requirements relating to transportation.
- Transit systems, bicycle facilities, and pedestrian facilities constructed and operated in large urban areas.
- Complete Streets, Vision Zero, and similar planning initiatives.
- Florida's transportation planning process and programs.

Skills

- Preparing and giving oral presentations.
- Preparing and editing documents.
- Speak English fluently and is clearly understandable.
- Organize and analyze data using computer programs such as Microsoft Excel and ArcGIS.

Abilities

- Communicate clearly both orally and in writing.
- Use computer applications including the Microsoft and Adobe Creative Suites of software.
- Serve effectively in group activities such as teams, task forces, and committees.
- Understand complex issues and explain them in "plain speak."
- Work with minimal supervision and direction and to initiate projects, and activities without direction.
- Work under pressure/stress with an extreme level of accuracy.
- Understand and care for the diverse members of Palm Beach County's communities.
- Be technically knowledgeable of multimodal transportation systems.

Benefits

The TPA offers a competitive salary and excellent benefit package including paid leave and TPA-funded insurance, retirement, transportation, and tuition reimbursements.

Working Conditions

While performing the duties of this job, the employee is subject to the following conditions:

- Environment:
 - The work is generally performed within an office environment.
 - Lighting and temperatures are typically adequate, and there are little hazardous or unpleasant conditions caused by noise levels, atmospheric levels, etc.
 - The noise level in the work environment is typically quiet to moderate.
- Physical Demands:
 - The employee is generally sedentary, but may occasionally be required to stand, walk, stoop, kneel or bend at the waist.
 - The ability to lift and carry 20 pounds as occasionally required.
 - Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.
 - Specific hearing abilities required by this job include the ability to hear and speak to communicate in person, before groups, and over the telephone.
- Work Authorization/Security Clearance
 - The employee must successfully pass a criminal background check.
 - The TPA will also verify the identity and employment authorization of individuals hired so the proper completion of Form I-9 is required, which includes the employee providing documents evidencing identity and employment authorization.
 - The TPA is a drug-free workplace as provided in Section 440.101 et seq., Florida Statutes so the employee may be subject to drug and alcohol screens, as permitted by law.

Travel

Approximately 5% up and not limited to 20% of the employee's time may be spent outside the office travelling to transportation related meetings and events.

Other Duties

The above information is intended to indicate the general nature and level of work performed by the employee in this position. This description is not intended to contain or be interpreted as a comprehensive inventory of all duties and qualifications required of employees assigned to this position. Duties, responsibilities, and activities may change at any time with or without notice.

ACKNOWLEDGEMENT:

By signing below, employee acknowledges receipt of this position description.

PRINTED NAME OF EMPLOYEE

SIGNATURE OF EMPLOYEE

(Date)

GOAL 1

ENGAGE THE PUBLIC

Action	Outcome(s)	Status
A. Promote interactive comment map	500 comments	🟡
B. Expand social media following	4,000 followers 25,000 impressions/month	✅
C. Conduct or support outreach events and campaigns	500 respondents 2,000 participants	✅
D. Increase public awareness of the TPA	40 TPA-related media stories	✅
E. Present TPA initiatives to partner agencies and groups	15 presentations	✅

GOAL 2

PLAN THE SYSTEM

Action	Outcome(s)	Status
A. Refine countywide mobility vision and funding plan	Refined Vision Plan	🟡
B. Commence multimodal studies on transit plan corridors	2 new studies	✅
C. Conduct pedestrian and bicycle safety field reviews	5 locations	✅
D. Implement and update Vision Zero Action Plan	Updated plan	✅
E. Update Complete Streets Design Guidelines	Updated Design Guidelines	🟡
F. Analyze impacts of pandemic on current and future travel patterns	Report	✅

GOAL 3

PRIORITIZE FUNDING

Action	Outcome(s)	Status
A. Create State Road Modifications (SRM) scoring system	New scoring system	✅
B. Support applications for discretionary grants	3 applications	✅
C. Establish application process for safety projects	New application process	🟡
D. Advocate for TPA adopted legislative and policy positions	Amended laws and policies	✅

GOAL 4

IMPLEMENT PROJECTS

Action	Outcome(s)	Status
A. Engage stakeholders in FDOT, County and City project reviews to promote TPA vision and priorities and consider local preferences	50 projects	✅
B. Publish annual system report card	Report card	✅
C. Support accelerated project delivery by partner agencies	2 projects	✅
D. Monitor the collection and use of SCETS tax revenue, managed lane revenue, and construction funds allocated for plant materials per s. 334.044(26), F.S.	Report	✅

GOAL 5

COLLABORATE WITH PARTNERS

Action	Outcome(s)	Status
A. Assist local governments with transportation and mobility studies & plans	3 local studies/plans	✅
B. Conduct events on topics of interest	4 events	✅
C. Create mobility options video	Video	✅
D. Facilitate discussion of LRTP projects and their inclusion in local comprehensive plans	Summary report	🟡

GOAL 6

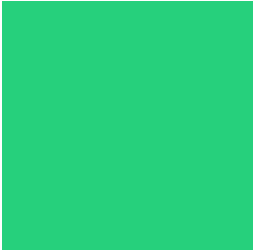
ADMINISTER THE AGENCY

Action	Outcome(s)	Status
A. Provide board member and staff training (MPOAC Institute, national conferences, local workshops)	40 trainings	✅
B. Modify TPA Committees to support TPA initiatives	Revised Operating Procedures	✅
C. Pursue distinguished workplace designations	1 designation	✅
D. Provide quarterly financial summaries and audited Comprehensive Annual Financial Report (CAFR)	Summaries FY 21 CAFR	🟡
E. Provide Strategic Plan report	Report	✅

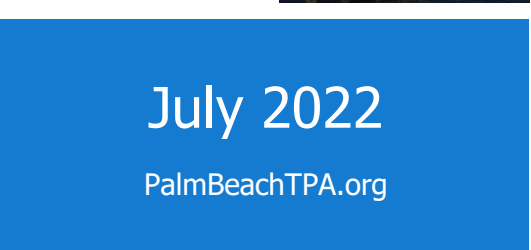
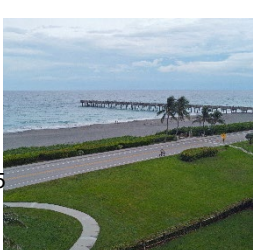
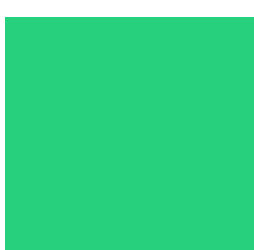
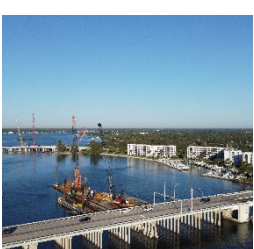
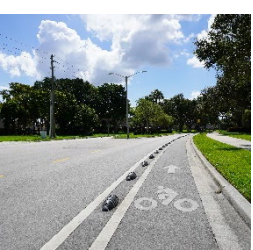
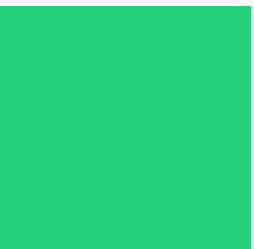
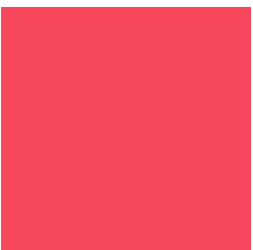
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 IN PROCESS 🟡 |
 NOT MET ❌



2.B.2



PALM BEACH TPA FY 23 STRATEGIC PLAN



July 2022

PalmBeachTPA.org

GOVERNING BOARD MEMBERSHIP

TPA Chair

Mayor Robert S. Weinroth
Palm Beach County

TPA Vice Chair

Mayor Chelsea S. Reed
City of Palm Beach Gardens

City of **Belle Glade**

Mayor Steve B. Wilson

City of

Boca Raton

Council Member Andy Thomson
Council Member Yvette Drucker

City of

Boynton Beach

Vice Mayor Angela Cruz

City of

Delray Beach

Mayor Shelly Petrolia

City of

Greenacres

Mayor Joel Flores

Town of **Jupiter**

Mayor Jim Kuretski

City of

Lake Worth Beach

Commissioner Reinaldo Diaz



PALM BEACH Transportation Planning Agency

301 Datura Street
West Palm Beach, FL 33401

Phone: 561.725.0800
Email: info@PalmBeachTPA.org

PalmBeachTPA.org

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Palm Beach County

Vice Mayor Gregg K. Weiss
Commissioner Maria Marino
Commissioner Maria Sachs
Commissioner Melissa McKinlay

Village of

Palm Springs

Mayor Pro Tem Joni Brinkman

City of

Riviera Beach

Councilwoman Shirley Lanier

Village of

Royal Palm Beach

Mayor Fred Pinto

Village of

Wellington

Councilman Michael J. Napoleone

City of

West Palm Beach

Commissioner Christy Fox
Commissioner Joseph Peduzzi

Port of Palm Beach

Commissioner Katherine Waldron

Florida Department of Transportation

(non-voting advisory member)
District Four Secretary Gerry O'Reilly

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MONITORING AND ANNUAL REPORT CARDS

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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.

MISSION



To collaboratively plan, prioritize and fund the transportation system.

VISION



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)
Promote interactive comment map	
A <u>Collect public comments via online map, surveys, and other platforms to inform transportation planning efforts</u>	500 comments
Expand social media following	4,000 followers and 25,000 impressions/month
B <u>Increase social media engagement</u>	<u>4,500 followers</u> <u>30,000 impressions/month</u>
Conduct or support outreach events and campaigns	500 respondents 2,000 participants
D Increase Public Awareness of the TPA	40 TPA-related media stories <u>75 TPA-related media stories</u>
E Present TPA initiatives to partner agencies and groups	15-20 presentations



PLAN THE SYSTEM

Action	Outcome(s)
A Refine countywide mobility vision and funding plan	Refined Vision Plan
B Commence multimodal studies on transit plan corridors	2 new studies
C <u>B</u> Conduct pedestrian and bicycle safety field reviews	5 locations
D <u>C</u> and update Vision Zero Action Plan	<u>Status Update</u> Updated Plan
E Update Complete Streets Design Guidelines	Updated Design Guidelines
F Analyze impacts of pandemic on current and future travel patterns	Report



GOAL

3

PRIORITIZE FUNDING

Action

Outcome(s)

	Create State Road Modifications (SRM) scoring system	New scoring system
A	<u>Identify and prioritize safety projects on high-crash corridors and Tier 1 Pedestrian & Bicycle Network</u>	<u>5 safety projects prioritized</u>
B	Support applications for discretionary grants	3 applications
C	Establish application process for safety projects	New application process
	Advocate for TPA adopted legislative and policy positions	Amended laws and policies
D	<u>Participate in the creation of MPOAC Legislative Priorities and Policy Positions</u>	<u>Adopted MPOAC Legislative Priorities and Policy Positions</u>



GOAL

4

IMPLEMENT PROJECTS

Action

Outcome(s)

A	Engage stakeholders in FDOT, County and City project reviews to promote TPA vision and priorities and consider local preferences	50 projects
B	Publish Annual System Report Card	Report Card
	Support accelerated project delivery by partner agencies	
C	<u>Assist municipalities with project identification and grant application submittals</u>	<u>4 projects submittals</u>
D	Monitor the collection and use of SCETS tax revenue, managed lane revenue, and construction funds allocated for plant materials per s. 334.044(26), F.S.	Report



GOAL
5

COLLABORATE WITH PARTNERS

Action	Outcome(s)
A Assist local governments with transportation and mobility studies and plans	3-4 local studies/plans
B Conduct events on topics of interest	4 events
C Create mobility options video Create "How to Ride" Mobility Options videos	5 videos
D Facilitate discussion of LRTP projects and their inclusion in local comprehensive plans	Summary Report
E <u>Conduct mobile tours with partner agencies to experience local transportation facilities and services</u>	4 tours



GOAL
6

ADMINISTER THE AGENCY

Action	Outcome(s)
A Provide board member and staff training (MPOAC Institute, national conferences, local workshops)	40 trainings
B Modify TPA Committees to support TPA Initiatives <u>Update Board and Committee onboarding resources</u>	Revised Operating Procedures <u>Updated Handbook and Onboarding Video</u>
C Pursue distinguished workplace designations	1 <u>new</u> designation
D Provide quarterly financial summaries and audited annual comprehensive financial report	Summaries FY- 21 <u>22</u> Financial Report
E Provide Strategic Plan Report	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 cards for FY 2022 and FY 2021 are provided on the following pages.

FY 22 STRATEGIC PLAN REPORT CARD

Goals, Actions and Outcomes









ENGAGE THE PUBLIC

Action	Outcome(s)	Status
A. Promote interactive comment map	500 comments	
B. Expand social media following	4,000 followers 25,000 impressions/month	
C. Conduct or support outreach events and campaigns	500 respondents 2,000 participants	
D. Increase public awareness of the TPA	40 TPA-related media stories	
E. Present TPA initiatives to partner agencies and groups	15 presentations	







PLAN THE SYSTEM

Action	Outcome(s)	Status
A. Refine countywide mobility vision and funding plan	Refined Vision Plan	
B. Commence multimodal studies on transit plan corridors	2 new studies	
C. Conduct pedestrian and bicycle safety field reviews	5 locations	
D. Implement and update Vision Zero Action Plan	Updated plan	
E. Update Complete Streets Design Guidelines	Updated Design Guidelines	
F. Analyze impacts of pandemic on current and future travel patterns	Report	







PRIORITIZE FUNDING

Action	Outcome(s)	Status
A. Create State Road Modifications (SRM) scoring system	New scoring system	
B. Support applications for discretionary grants	3 applications	
C. Establish application process for safety projects	New application process	
D. Advocate for TPA adopted legislative and policy positions	Amended laws and policies	







IMPLEMENT PROJECTS

Action	Outcome(s)	Status
A. Engage stakeholders in FDOT, County and City project reviews to promote TPA vision and priorities and consider local preferences	50 projects	
B. Publish annual system report card	Report card	
C. Support accelerated project delivery by partner agencies	2 projects	
D. Monitor the collection and use of SCETS tax revenue, managed lane revenue, and construction funds allocated for plant materials per s. 334.044(26), F.S.	Report	








COLLABORATE WITH PARTNERS

Action	Outcome(s)	Status
A. Assist local governments with transportation and mobility studies & plans	3 local studies/plans	
B. Conduct events on topics of interest	4 events	
C. Create mobility options video	Video	
D. Facilitate discussion of LRTP projects and their inclusion in local comprehensive plans	Summary report	



ADMINISTER THE AGENCY

Action	Outcome(s)	Status
A. Provide board member and staff training (MPOAC Institute, national conferences, local workshops)	40 trainings	
B. Modify TPA Committees to support TPA initiatives	Revised Operating Procedures	
C. Pursue distinguished workplace designations	1 designation	
D. Provide quarterly financial summaries and audited Comprehensive Annual Financial Report (CAFR)	Summaries FY 21 CAFR	
E. Provide Strategic Plan report	Report	

MET  | IN PROCESS  | NOT MET 

FY 21 STRATEGIC PLAN REPORT CARD

Goals, Actions and Outcomes



ENGAGE THE PUBLIC

Action	Outcome(s)	Status
A. Promote interactive comment map	Received <50 comments	
B. Expand social media outreach	Posted ~50 items per month	
C. Conduct or support outreach events and campaigns	>2,000 event participants <150 respondents	
D. Update video explaining role of the TPA	Finalized video in June 2021	
E. Provide live online access to Board meetings	Provided access in January 2021	



PLAN THE SYSTEM

Action	Outcome(s)	Status
A. Commence multimodal studies on transit plan corridors	Okeechobee Blvd / SR-7 & US-1	
B. Conduct pedestrian and bicycle safety field reviews	Delray, RPB, PBG, & Jupiter	
C. Publish Long Range Transportation Plan implementation report	Published in FY 21-25 TIP adopted in July 2020	
D. Create Smart Palm Beach website to improve existing data, add new data, and share data	PalmBeachTPA.org/Data website created in June 2021	
E. Create Complete Streets Opportunities Plan	Draft plan completed June 2021	
F. Analyze impacts of pandemic on current and future travel patterns	Draft analysis coming Fall 2021	



PRIORITIZE FUNDING

Action	Outcome(s)	Status
A. Notify partners of funding opportunities	Notified via website, reports, social media, e-news	
B. Update LI/TA Scoring System to ensure projects advance TPA Priorities	Updated scoring system in October 2020 and March 2021	
C. Support applications for discretionary grants	Supported 5 discretionary grant applications supported	
D. Identify safety projects within TPA priority list	TPA staff is working on application process with FDOT	
E. Advocate for law and policy changes to allow multimodal projects to compete evenly with road capacity projects	Fed reauthorization underway, some State changes passed	



IMPLEMENT PROJECTS

Action	Outcome(s)	Status
A. Engage stakeholders in FDOT, County and City project reviews to promote TPA vision and priorities and consider local preferences	Engaged with stakeholders and reviewed >60 projects	
B. Publish annual system report card	Presented report card in February and March 2021	
C. Provide TPA Priority Projects status report	Provided monthly as of February 2021	
D. Support accelerated project delivery by partner agencies	Advanced Palm Beach signal interconnect to FY 22 and Kyoto Gardens Dr to FY 23	
E. Monitor the collection and use of SCETS tax revenue, managed lane revenue, and MCORES project impacts on TPA Priority Projects	Reported in TIP document adopted in June 2021	



COLLABORATE WITH PARTNERS

Action	Outcome(s)	Status
A. Collect ped/bike activity counts	9 sites active in June 2021	
B. Assist local governments with transportation studies & plans	Assisted with 7 local studies	
C. Conduct workshops on topics of interest	Conducted 9 workshops	
D. Create Complete Streets project video	Draft video in June 2021	
E. Facilitate discussion of LRTP projects and their inclusion in local comprehensive plans	Draft report coming in Fall 2021	



ADMINISTER THE AGENCY

Action	Outcome(s)	Status
A. Provide board member training (MPOAC Institute, national conferences, local workshops)	Provided 19 trainings	
B. Provide TPA Staff Training	Provided >40 trainings	
C. Pursue distinguished workplace designations	Achieved 2 designations	
D. Provide quarterly and comprehensive annual financial reports	Provided reports & draft CAFR	
E. Provide Strategic Plan report	Provided annual report card	

