



PALM BEACH Metropolitan Planning Organization

PALM BEACH MPO GOVERNING BOARD MEETING AGENDA

DATE: **Thursday, February 19, 2026**
TIME: **9:30 a.m.**
PLACE: **301 Datura Street, West Palm Beach, FL 33401**

Members of the public may [join the meeting](#) in person or virtually. For information on how to attend, visit [PalmBeachMPO.org/Meeting](#). For assistance, please call 561-725-0800 or email info@PalmBeachMPO.org.

1. **REGULAR ITEMS**

- A. Call to Order and Roll Call
- B. 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:

- Written comments may be submitted at [PalmBeachMPO.org/Comment-Form](#) at any time prior to the start of the relevant item.
- Virtual attendees may provide verbal comments using the “raise hand” feature in Zoom.
- In-person attendees may submit written or verbal comments using the comment card provided at the welcome table.

Public comments are limited to three minutes or less.

- E. Chair and Member Comments
- F. Executive Director’s Report
- G. MOTION TO APPROVE Consent Agenda Items

- 1. Governing Board Meeting Minutes for December 11, 2025
- 2. Appointment to the Technical Advisory Committee (TAC)
 - a. Gueseppe Van Oordt, Village of Wellington Representative
 - b. Leslie Navarrete, City of Belle Glade Alternate
- 3. Appointment to the Citizens Advisory Committee (CAC)
 - a. Aileen Hernandez, Village of Palm Springs Representative
 - b. Dana Herst, City of West Palm Beach Representative
- 4. Reappointment to the TAC
 - a. Denise Malone, City of Greenacres Representative

- b. Kim Delaney, Treasure Coast Regional Planning Council Representative
- c. Thomas Lanahan, Treasure Coast Regional Planning Council Alternate
- d. Bryan Davis, Palm Beach County Planning Department Representative
- 5. Reappointment to the CAC
 - a. Lily-Charlotte Landstrom, City of Boynton Beach Representative
- 6. Appointment to the Vision Zero Advisory Committee (VZAC)
 - a. Kevin Fischer, City of Boynton Beach Representative
- 7. Amendment #3 to the Fiscal Year (FY) 2025-2026 Unified Planning Work Program
Resolution approving amendment rebalancing federal planning funds through FY 2026.

2. **ACTION ITEMS**

A. MOTION TO ADOPT 2026 Safety Targets

Federal regulations require the State of Florida and MPOs to adopt annual roadway safety targets. Since 2018, the MPO has adopted the State of Florida’s targets of zero traffic-related fatalities and serious injuries. MPO staff recommends continuing to adopt the State’s targets and will present the 2026 Safety Targets with a historical summary.

3. **INFORMATION ITEMS**

A. Draft Fiscal Year (FY) 2027-2028 Unified Planning Work Program (UPWP)

The FY 2027–2028 UPWP is the MPO’s two-year business plan and budget and serves as the application for federal planning funds. It outlines planned activities, deliverables, schedules, funding sources, and budgets.

B. Florida Bicycle Month

MPO staff will provide an update on Florida Bicycle Month activities in March and encourage municipalities to adopt a Florida Bicycle Month proclamation in support of bicycling. A sample proclamation is attached and available at www.BikePalmBeach.org.

C. Partner Agency Updates

Representatives from FDOT, Palm Beach County, Palm Tran, SFRTA, and other transportation partner agencies may provide brief updates relevant to the MPO.

4. **ADMINISTRATIVE ITEMS**

- A. FDOT Scheduling Report – January 2026
- B. Public Involvement Activity Report – December 2025 and January 2026
- C. Next Meeting – **March 19, 2026**
- D. 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 Carly Diglio at 561-725-0813 or CDiglio@PalmBeachMPO.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 Carly Diglio al teléfono 561-725-0813 o mail to: CDiglio@PalmBeachMPO.org por lo menos cinco días antes de la reunión. Si tiene problemas de audición, llamar al teléfono 711.

MPO GOVERNING BOARD MEMBERS

CHAIR

Yvette Drucker, Council Member
City of Boca Raton

Steve Wilson, Mayor

City of Belle Glade
Alternate: Joaquin Almazan, Vice Mayor

Fran Nachlas, Deputy Mayor

City of Boca Raton

Boca Raton Alternates:

Andy Thomson, Council Member
Marc Wigder, Council Member

Aimee Kelley, Commissioner

City of Boynton Beach
Alternate: Angela Cruz, Commissioner

VACANT

City of Delray Beach
Alternate: Thomas Markert, Commissioner

Susy Diaz, Deputy Mayor

City of Greenacres
Alternate: Judith Dugo, Councilmember

Jim Kuretski, Mayor

Town of Jupiter
Alternate: Ron Delaney, Councilor

Christopher McVoy, Commissioner

City of Lake Worth Beach
Alternate: Mimi May, Commissioner

Chelsea Reed, Councilmember

City of Palm Beach Gardens
Alternate: Dana Middleton, Vice Mayor

Bev Smith, Mayor

Village of Palm Springs
Alternate: Johnnie Tieche, Council Member

Deandre Poole, Commissioner

Port of Palm Beach
Alternate: Varisa Dass, Commissioner

VICE CHAIR

Michael Napoleone, Mayor
Village of Wellington
Alternate: John T. McGovern, Vice Mayor

Gregg Weiss, Commissioner

Palm Beach County – District 2

Joel Flores, Commissioner

Palm Beach County – District 3

Marci Woodward, Vice Mayor

Palm Beach County – District 4

Sara Baxter, Mayor

Palm Beach County – District 6

Bobby Powell, Commissioner

Palm Beach County – District 7

Palm Beach County Alternates:

Maria Marino, Commissioner – District 1
Maria Sachs, Commissioner – District 5

Bruce Guyton, Council Member

City of Riviera Beach
Alternate: Glen Spiritis, Council Member

Jeff Hmara, Mayor

Village of Royal Palm Beach
Alternate: Richard Valuntas, Vice Mayor

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



**OFFICIAL MEETING MINUTES OF THE
PALM BEACH METROPOLITAN PLANNING ORGANIZATION (MPO)
GOVERNING BOARD**

December 11, 2025

301 Datura Street, West Palm Beach, FL 33401

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 PalmBeachMPO.org/Board.

1. REGULAR ITEMS

1.A. Call to Order and Roll Call

CHAIR REED called the meeting to order at 9:33 a.m.

The Recording Secretary called the roll.

Member	Attendance	Member	Attendance	Member	Attendance
Steve Wilson	P	Christopher McVoy	P	Bruce Guyton	A
Yvette Drucker	P	Bev Smith	P	Jeff Hmara	P
Fran Nachlas	P	Deandre Poole	A	Michael Napoleone	P
Aimee Kelley	P	Gregg Weiss	P	Christy Fox	P
Tom Markert	P	Marci Woodward	P	Joseph Peduzzi	P
Susy Diaz	P	Maria Sachs (Alt)	A	Bobby Powell	P
Jim Kuretski	P	Joel Flores	P	Chelsea Reed	P

P = Present A = Absent

A quorum was present in person.

1.B. Pledge of Allegiance

CHAIR REED led the Pledge of Allegiance.

1.C. Modifications to the Agenda

There were no modifications to the agenda.

DEANDRE POOLE, Commissioner of Port of Palm Beach, participated remotely due to extenuating circumstances.

MOTION to approve the agenda made by Fran Nachlas, seconded by Joel Flores, and carried unanimously 20-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Christopher McVoy	Y	Bruce Guyton	A
Yvette Drucker	Y	Bev Smith	Y	Jeff Hmara	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Aimee Kelley	Y	Gregg Weiss	Y	Christy Fox	Y
Tom Markert	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Susy Diaz	Y	Maria Sachs (Alt)	A	Bobby Powell	Y
Jim Kuretski	Y	Joel Flores	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

1.D. General Public Comments

There were no public comments received.

1.E. Comments from the Chair and Member Comments

FRAN NACHLAS noted presenting on the recent Rethinking Roads webinar and thanked Executive Director Valerie Neilson for her support.

MARCI WOODWARD shared that SFRTA is enforcing fares, removing up to 30 riders at times. She also noted that SFRTA will provide shuttles for eight FIFA World Cup games at Hard Rock Stadium next year.

CHAIR REED stated it was her last meeting as Chair due to her term ending in March 2026 and expressed appreciation to the Board for its dedication and partnership, noting the meaningful progress made.

1.F. Executive Director’s Report

VALERIE NEILSON, MPO Executive Director, provided updates, which are available at PalmBeachMPO.org/Board. She also thanked Chair Reed for her service and presented her with a plaque.

BOBBY POWELL questioned if any of the upcoming events were eligible for AICP credits.

GREGG WEISS shared he observed autonomous vehicles in Orlando and their potential to reduce crashes.

1.G. APPROVED Consent Agenda Items

A. MOTION TO APPROVE Consent Agenda Items

1. Governing Board Meeting Minutes for October 30, 2025
2. Appointment to the Technical Advisory Committee (TAC)
 - a. Jeffrey Gagnon, Palm Beach County Planning Department Alternate
3. Public Participation Plan Update

Resolution approving administrative updates to the Public Participation Plan.

MOTION to approve the Consent Agenda made by Micheal Napoleone, seconded by Joel Flores, and carried unanimously 19-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Christopher McVoy	Y	Bruce Guyton	A
Yvette Drucker	Y	Bev Smith	Y	Jeff Hmara	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Aimee Kelley	Y	Gregg Weiss	Y	Christy Fox	Y
Tom Markert	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Susy Diaz	Y	Maria Sachs (Alt)	A	Bobby Powell	Y
Jim Kuretski	Y	Joel Flores	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

2. ACTION ITEMS

2.A. MOTION TO ELECT OFFICERS for the 2026 Calendar Year

CHAIR REED read the MPO Operating Procedures Section 2.2A and opened the floor for nominations for the office of the MPO Chair.

MICHAEL NAPOLEONE nominated Yvette Drucker.

FRAN NACHLAS nominated Yvette Drucker.

JOEL FLORES nominated Yvette Drucker.

CHRISTOPHER MCVOY nominated Yvette Drucker.

JEFF HMARA nominated Yvette Drucker.

SUSY DIAZ nominated Yvette Drucker.

CHRISTY FOX nominated Yvette Drucker.

JOSEPH PEDUZZI nominated Christy Fox.

DEANDRE POOLE nominated Yvette Drucker.

CHRISTY FOX declined the nomination for MPO Chair.

MOTION to elect Yvette Drucker as MPO Chair for the 2026 Calendar Year made by Fran Nachlas seconded by Michael Napoleone and passed 19-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Christopher McVoy	Y	Bruce Guyton	A
Yvette Drucker	Y	Bev Smith	Y	Jeff Hmara	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Aimee Kelley	Y	Gregg Weiss	Y	Christy Fox	Y
Tom Markert	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Susy Diaz	Y	Maria Sachs (Alt)	A	Bobby Powell	Y
Jim Kuretski	Y	Joel Flores	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

CHAIR REED opened the floor for nominations for the office of the MPO Vice Chair.

YVETTE DRUCKER nominated Michael Napoleone.

FRAN NACHLAS nominated Michael Napoleone.

GREGG WEISS nominated Joel Flores.

JEFF HMARA nominated Marci Woodward.

CHRISTY FOX nominated Michael Napoleone.

JOSEPH PEDUZZI nominated Christy Fox.

MARCI WOODWARD nominated Joel Flores.

SUSY DIAZ nominated Joel Flores.

CHRISTY FOX declined the nomination to be MPO Vice Chair.

JOEL FLORES declined the nomination to be MPO Vice Chair.

MOTION to elect Michael Napoleone as MPO Vice Chair for the 2026 Calendar Year made by Joel Flores, seconded by Yvette Drucker and passed 19-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Christopher McVoy	Y	Bruce Guyton	A
Yvette Drucker	Y	Bev Smith	Y	Jeff Hmara	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Aimee Kelley	Y	Gregg Weiss	Y	Christy Fox	Y
Tom Markert	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Susy Diaz	Y	Maria Sachs (Alt)	A	Bobby Powell	Y
Jim Kuretski	Y	Joel Flores	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

CHAIR REED opened the floor for nominations for the MPO at-large Executive Committee members.

DEANDRE POOLE nominated himself.

MICHAEL NAPOLEONE nominated Joel Flores.

JIM KURETSKI nominated Marci Woodward.

JEFF HMARA nominated himself.

SUSY DIAZ nominated Joel Flores.

JOEL FLORES nominated Marci Woodward.

YVETTE DRUCKER nominated Marci Woodward, Christy Fox, and Joel Flores.

JOSEPH PEDUZZI nominated Christy Fox, and Deandre Poole.

CHRISTOPHER MCVOY nominated Jeff Hmara.

MPO staff recessed at 10:21 a.m. to count the votes.

MARIA SACHS joined the meeting at 10:23 am.

MPO staff reconvened at 10:33 a.m.

The vote totals were as follows: Joel Flores (15 votes), Christy Fox (15 votes), Marci Woodward (13 votes), Jeff Hmara (10 votes), and Deandre Poole (7 votes).

Member	Deandre Poole	Joel Flores	Marci Woodward	Jeff Hmara	Christy Fox
Steve Wilson		1	1		1
Yvette Drucker	1	1			1
Fran Nachlas		1	1		1
Aimee Kelley	1	1	1		
Tom Markert (Alt)			1	1	1
Susy Diaz		1	1	1	
Jim Kuretski		1	1	1	
Christopher McVoy			1	1	1
Bev Smith		1		1	1
Deandre Poole	1	1			1
Gregg Weiss		1	1		1
Marci Woodward		1	1	1	
Maria Sachs (Alt)		1		1	1
Joel Flores		1	1		1
Bruce Guyton					
Jeff Hmara			1	1	1
Michael Napoleone	1	1			1
Christy Fox		1	1		1
Joseph Peduzzi	1			1	1
Bobby Powell	1	1	1		
Chelsea Reed	1			1	1
Total Votes	7	15	13	10	15

MOTION to elect Joel Flores, Christy Fox, and Marci Woodward as MPO at-large Executive Committee Members for the 2026 Calendar Year made by Joel Flores seconded by Susy Diaz and passed 20-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Christopher McVoy	Y	Bruce Guyton	A
Yvette Drucker	Y	Bev Smith	Y	Jeff Hmara	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Aimee Kelley	Y	Gregg Weiss	Y	Christy Fox	Y
Tom Markert	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Susy Diaz	Y	Maria Sachs (Alt)	Y	Bobby Powell	Y
Jim Kuretski	Y	Joel Flores	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

2.B. MOTION TO ADOPT Amendment #2 to the Fiscal Year 2026-2030 Transportation Improvement Program

ANDREW UHLIR, Deputy Director of Programs, provided a presentation.

GREGG WEISS asked if these improvements include adaptive technology.

MOTION to adopt Amendment #2 to the Fiscal Year 2026-3030 Transportation Improvement Program made by Christopher McVoy, seconded by Joel Flores, and carried unanimously 20-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Steve Wilson	Y	Christopher McVoy	Y	Bruce Guyton	A
Yvette Drucker	Y	Bev Smith	Y	Jeff Hmara	Y
Fran Nachlas	Y	Deandre Poole	Y	Michael Napoleone	Y
Aimee Kelley	Y	Gregg Weiss	Y	Christy Fox	Y
Tom Markert	Y	Marci Woodward	Y	Joseph Peduzzi	Y
Susy Diaz	Y	Maria Sachs (Alt)	Y	Bobby Powell	Y
Jim Kuretski	Y	Joel Flores	Y	Chelsea Reed	Y

Y = Yes N = No A = Absent

3. INFORMATION ITEMS

3.A. SFRTA Transit Development Plan Annual Update

Loraine Cargill, SFRTA Director of Strategic Planning, presented this item.

CHRISTOPHER MCVOY asked whether riders can access the train through the mobile application.

MARCI WOODWARD noted that SFRTA is adjusting Tri-Rail ticket prices.

3.B. Partner Agency Updates

There were no partner agency updates.

4. ADMINISTRATIVE ITEMS

4.A. Routine MPO Reports

- A. FDOT Scheduling Report – December 2025
- B. Public Involvement Activity Report – October and November 2025
- C. Fiscal Year 2025 List of Federal Obligations
- D. Next Meeting – **February 19, 2026**
- E. Adjournment

There being no further business, the Chair declared the meeting adjourned at 10:57 a.m.

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the MPO Governing Board and that the information provided herein is the true and correct Minutes for the December 11, 2025, meeting of the Board dated February 19, 2026.

Chair Yvette Drucker, Boca Raton Council Member

EXHIBIT A

Metropolitan Planning Organization Governing Board

Representative Alternate(s) Local Government	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25
Chelsea Reed, Councilmember CHAIR Dana Middleton, Vice Mayor City of Palm Beach Gardens	NO MEETING HELD – SCHEDULED BREAK	P	NO MEETING HELD – SCHEDULED BREAK	NO MEETING HELD – SCHEDULED BREAK	P	P	P	NO MEETING HELD – SCHEDULED BREAK	P	P	NO MEETING HELD – SCHEDULED BREAK	P
Bobby Powell, Commissioner – District 7 Palm Beach County		P			P	E	P		E	P		
Steve Wilson, Mayor Joaquin Almazan, Vice Mayor City of Belle Glade		P			A	P	A		ALT	A		P
Yvette Drucker, Council Member City of Boca Raton		ALT			P	ALT	ALT		P	P		P
Fran Nachlas, Deputy Mayor Andy Thomson, Council Member Marc Wigder, Council Member City of Boca Raton		P			P	ALT	P		P	P		P
Aimee Kelly, Commissioner Angela Cruz, Commissioner City of Boynton Beach		P			P	P	P		P	P		P
Thomas Markert, Commissioner City of Delray Beach		P			P	E	P		P	P		P
Susy Diaz, Deputy Mayor Judith Dugo, Councilmember City of Greenacres		E			P	P	E		P	E		P
Jim Kuretski, Mayor Ron Delaney, Councilor Town of Jupiter		P			P	P	P		P	P		P
Christopher McVoy, Commissioner Mimi May, Commissioner City of Lake Worth Beach		P			P	P	P		P	P		P
Bev Smith, Mayor Johnnie Tieche, Council Member Village of Palm Springs		ALT			P	P	ALT		ALT	P		P
Joel Flores, Commissioner – District 3 Palm Beach County		P			P	E	ALT		P	P		P

Representative Alternate(s) Local Government	Jan '25	Feb '25	Mar '25	Apr '25	May '25	Jun '25	Jul '25	Aug '25	Sep '25	Oct '25	Nov '25	Dec '25
Sara Baxter, Mayor – District 6 Palm Beach County		P			P	E	P		P	E		ALT
Gregg Weiss, Commissioner – District 2 Palm Beach County		P			P	E	P		P	P		P
Marci Woodward, Commissioner – District 4 Maria Sachs, Mayor – District 5 Maria Marino, Commissioner – District 1 Palm Beach County		P			P	P	P		P	ALT		P
Deandre Poole, Commissioner Varisa Lall Dass, Commissioner Port of Palm Beach		P			P	P	P		P	P		P
Bruce Guyton, Council Member Glen Spiritis, Council Member City of Riviera Beach		P			P	P	P		P	P		A
Jeff Hmara, Mayor Richard Valuntas, Vice Mayor Village of Royal Palm Beach		P			P	P	ALT		ALT	P		P
Michael Napoleone, Mayor John McGovern, Vice Mayor Village of Wellington		P			P	ALT	P		P	P		P
Christy Fox, Commissioner City of West Palm Beach		P			E	E	P		P	P		P
Joseph Peduzzi, Commissioner Shalonda Warren, Commissioner Christina Lambert, Commissioner City of West Palm Beach		E			P	E	P		P	E		P

Attendance Record

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

OTHERS PRESENT

Valerie Neilson
Andrew Uhlir
Brian Ruscher
Carly Diglio
Ruth Del Pino
Jeff Roberts
Ira Brewster
IVAN MALDONADO
Bev Smith
Lorraine Cargill
Tony Norat
Marsha Taylor-Long

REPRESENTING

Palm Beach MPO
FDOT
Palm Tran
Palm Tran
UPS
SFRTA
FDOT
FDOT

Council

Michael J. Napoleone, Mayor
Tanya Siskind, Vice Mayor
John T. McGovern, Councilman
Maria Antuña, Councilwoman
Amanda Silvestri, Councilwoman

Manager

Jim Barnes

Mr. Nathan George, AICP
Palm Beach TPA
301 Datura Street
West Palm Beach, Florida 33401

**Re: Wellington's TPA Representative
December 17, 2025**

Good afternoon Mr. George,

I am writing to recommend Giuseppe Van Oordt, PE for appointment as a representative for the Village of Wellington to the Palm Beach Transportation Planning Agency (TPA).

Mr. Van Oordt is a Professional Engineer who serves the Village of Wellington in a key engineering and project management role. He possesses extensive experience in transportation infrastructure, roadway design, and multimodal planning, and is familiar with the Village's Bicycle and Pedestrian Circulation initiatives and ongoing capital improvement projects. His technical expertise and understanding of regional transportation coordination make him well qualified to represent the Village's interests before the TPA.

Please feel free to contact me should you require any additional information. Mr. Van Oordt's resume is attached. Thank you for your consideration.

Sincerely,



Jonathan Reinsvold, PE
Village Engineer | Village of Wellington
12300 Forest Hill Boulevard | Wellington, FL 33414
561.791.4052 | jreinsvold@wellingtonfl.gov
wellingtonfl.gov

Career Objective

To leverage my 19 years of engineering and construction experience towards a leadership role and to take on challenging projects. I strive to learn daily, seek new challenges, and find joy in turning drawings into reality.

About Me

With extensive experience from a young licensed engineer to part owner / vice president of a high end millwork manufacturing company, I am skilled in all aspects of construction including pre-con, pricing, negotiations, client relations, scheduling, commissioning, and punch-list. I have worked in high-rise, mixed-use commercial, retail, and high-end residential projects, with keen attention to detail and design intent.

About Me Continued

In more than 19 years as an Engineering Intern (EI) and Professional Engineer (PE), I have developed expertise in multiple areas of Roadway Engineering including: field review of deficient roadways, geometric roadway design, estimating quantities and cost of projects, production of signing and pavement marking plans including sign panel design, utility coordination and relocation, pavement design, lighting design and rail/track design. I have worked on a wide range of FDOT contracts including conventional design, RFP packages, Design-Build bids, and PD&E studies for urban arterials, highways, and movable bridges. I also had the opportunity to coordinate and gain insight into FDOT's client demands and design preferences. Additionally, over the last year I have been able to adapt my skills to the field of Rail Road design while developing an expert understanding of geometric track design, and AREMA standards. Furthermore, I was awarded the task to be the Engineer of Record for the 184 grade crossings and track running from Miami to West Palm Beach, which allowed me to excel at leading, working with my team, and collaborating with multiple municipalities, disciplines, and the owners representative for the Florida East Coast Railway.

Skills Summary

- Procore | PlanGrid | Bluebeam | Microstation | Autocad
- Expert knowledge of: FDOT Design Standards and PPM, AASHTO "Greenbook", MUTCD 2009, AREMA, AAF (All Aboard Florida) Criteria, and Roadside Design Guide
- Fluent in Spanish and English
- Power Geopak and multiple applications including: Guidesign and AutoTurn
- Bentley Power InRoads / Openroads
- Multiple Microsoft applications

Education

Florida Atlantic University – Boca Raton, FL
Bachelors of Science in Civil Engineering, 2009

Certifications

Florida Professional Engineer: License No. 76923
California Professional Engineer License No. 88568
FEC Railroad Safety
Advanced MOT
LA Metro Rail Safety & LAX Security Badges
OSHA 10-hour Occupational Safety and Health

Professional Society

Member of American Society of Civil Engineers

Professional Experience

Village of Wellington (2025-Present)

Senior Engineer

Performs seasoned and leading-edge professional level specialized work in engineering in connection with the evaluation, planning, design, construction and maintenance of a variety of projects for the Village of Wellington (Village). Work involves overseeing daily operations and ensuring the effective and efficient coordination of all capital improvement projects and contracts. Evaluates alternative plans, completes cost benefit studies, plans work details and makes technical determinations with respect to engineering problems. Makes necessary field inspections prior to and during construction to ensure compliance with plans and instructions or to provide technical assistance on unusual, difficult or complex issues. Reviews construction plans for private developments for compliance according to area of assignment, in compliance with Village codes and proper engineering standards. Reviews private project development plans, land use plan amendments, zoning petitions, site plans, variance petitions, and various permit applications for compliance with engineering standards.

Van Oordt Consulting (2023 – Present)

Led a consulting firm specializing in private development, including paving, drainage, grading, and comprehensive site plans for residential and commercial projects.

Collaborated with architects, contractors, and developers to create innovative site development strategies, ensuring compliance with local codes and regulations.

Conducted value engineering assessments to identify cost-saving opportunities while maintaining project integrity and client satisfaction.

Delivered end-to-end project management for site development initiatives, contributing to client success through timely and on-budget project completion.

Wood Master Guild (2017-2024)

High-End Custom Interior Millwork – Specializing in Millwork Packages

Spearheaded operations for a premier family-owned millwork business, delivering luxury, high-quality interior solutions to residential and commercial clients. Drafted and managed subcontractor agreements, ensuring clarity and compliance while maintaining strong vendor relationships. Directed value engineering processes, optimizing materials and designs to meet budgetary constraints without compromising quality. Designed and engineered complex structural millwork, ensuring precision, durability, and aesthetic appeal. Oversaw daily operations, including payroll management, hiring, and team leadership, ensuring smooth workflows and high employee satisfaction. Cultivated new client relationships, contributing to significant revenue growth and expanding the company's market presence.

All-Aboard Florida High Speed Passenger Rail Improvements (Florida East Coast Rail Road)

URS (AECOM) was awarded a contract to design 130 miles of track for FECR (Florida East Coast Rail Road) as part of a project to add a second track within FEC's Right-of-Way and to make both tracks accessible for High Speed Rail traveling up to 110 MPH connecting Miami to Orlando. URS was responsible for the design of the southern limits of the project, including Palm Beach, Broward, and Miami-Dade County. Additionally URS is responsible for designing and improving over 250 roadway crossing within the project limits.

As part of the All Aboard Florida design team I was promoted as EOR for the entire 130 miles of track (vertical and horizontal alignments) and was the EOR for the 184 grade crossings allowing design/build type of pace and constant coordination inhouse for the multiple disciplines for the production of plans. Additionally I assisted and gave senior guidance to younger engineers on the roadway segment of the project, specifically design use of standards and effectively training programs to allow team to be the most efficient possible given the schedule. Per client requirements I quickly developed an expertise in Bentley "Power InRoads"

Los Angeles World Airports (LAWA) - (LAX) Arbor Vitae St. at Aviation Blvd. Intersection Improvements

As the Engineer of Record, work involved for the 100% Construction Bid Plans/Documents included; adding a right turn lane with minor widening, signal, and lighting design. Also, involved in task order management and coordination services, field survey, site visits, utility investigation/coordination and develop design, plans, specifications, quantities, and estimate.

Extensive coordination with City of Los Angeles (Bureau of Engineering, Bureau of Street Lighting, Department of Transportation, Bureau of Street Services, and Urban Forestry Division), Los Angeles Metropolitan Transportation Authority and City of Inglewood, bidding/permit support.

Division 20 Portal Widening & Turnback Facility Project

As Civil Lead Engineer for improvements to 9 access roads surrounding LA Metro's Rail Yard at Union Station, I led geometric design and coordinated strategy with the track team to address track relocation, addition, and removal. This involved aligning roads with modified tracks, emergency walkways, retaining walls, and service platforms while adhering to design standards.

I oversaw multidisciplinary efforts, including signals, lighting, utilities, drainage, and structural elements, ensuring compliance with LA Metro and Los Angeles Municipality Standards. This high-profile project highlights my expertise in roadway and rail design in California and Florida as a key Engineer of Record.

Southern Blvd Bridge Replacement (Palm Beach County, FDOT District 4)

Responsible for Utility Coordination with multiple utility companies. Specific tasks included implementing "As-Built" plans and field verified locations into plans, and working with utility owners and sub-consultants on utility relocation plans.

Roadway design responsibilities included fully developing roadway cross-sections that involved multiple complex design issues ranging from driveway/turnout designs, roadway drainage issues, and location and design of gravity walls and retaining walls.

Responsible for managing new EI employee including instructing in development of CADD/Geopak skills and managing workload.

CR-714/Indian Street Design Services (FDOT District 4)

Responsibilities included lighting design, signal design.

Utility relocation plans, comp book.

Coordination with Steve Hughes and Betsy Jeffers at District Four and all involved utility contacts.

SR-808/Glades Road 3R (FDOT District 4)

Responsible for design, signing and marking, electronic delivery, lane closure analysis, intersection signal design, comp book development.

Drainage quantities, vertical profiles and cross-sections.

Analyzed plan sheets, drafted roadway plans, right-of-way areas/plans, curb and gutter for hydraulic capacity and performed drainage calculations to compile cost estimates.

RFP Package for I-95 Express Lanes (Dade / Broward County, FDOT District 4)

Responsible for Preparation of Signing and Pavement Marking Concept Plans including design and placement of multiple overhead sign panels, ingress-egress and striping design.

Collaborated in production of Typical Sections.

Involved in review of Design-Build bids from three contractors.

Ocean Ave. Bridge Replacement (Palm Beach County, Palm Beach County Engineering)

Responsible for utility coordination including meetings with multiple utility owners. Was able to manage conflicts between client and utility owners and develop alternative options and solutions.

Responsible for production of Signing Plans, and Engineers' Estimate.

Assisted project manager in responding to clients review comments, and other design requests.

Responsible for coordinating work between roadway and structural teams.



City of Belle Glade

Office of the City Manager

A Municipal Corporation since
September 11, 1945

February 4, 2026

Valerie Veilson, AICP
Executive Director of Palm Beach Metropolitan Planning Organization
(MPO)
2300 North Jog Road, 4th Floor
West Palm Beach, FL

Tel: 561-996-0100
Fax: 561-516-0109

Re: Nomination of Leslie Navarrete to Palm Beach County MPO TAC
Committee as Alternate for Zayteck Marin

www.bellegladegov.com

Dear Ms. Veilson,

Commissioners

Steve B. Wilson
Mayor

Joaquin Almazan
Vice Mayor/Treasurer

Tequilla Collins

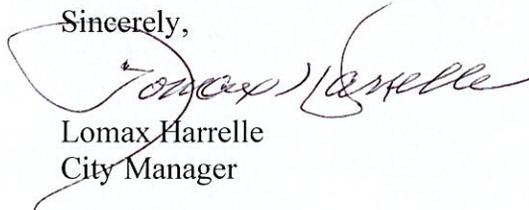
Dr. Robert L. Rease

This letter formally nominates Leslie Navarrete, Executive Secretary in the City Manager's Office, as the Alternate Representative for the City of Belle Glade on the Palm Beach County Metropolitan Planning Organization (MPO) Technical Advisory Committee (TAC).

Ms. Navarrete's experience in municipal matters, including roadway infrastructure and marketing initiatives, makes her a strong candidate to represent the City of Belle Glade on the MPO TAC. Her qualifications and demonstrated commitment to our city's progress will be invaluable to the committee.

Thank you for your consideration.

Sincerely,



Lomax Harrelle
City Manager

Lomax Harrelle
City Manager

Cc: Zayteck Marin, Assistant to the City Manager

LESLIE NAVARRETE

(561) 449-6404 | leslienavarrete3@gmail.com

PROFESSIONAL SUMMARY

Reliable and compassionate administrative professional with over 7 years of experience. Skilled in managing front office operations, coordinating schedules, handling student records, and communicating effectively with staff, students, and parents. Passionate about supporting a positive environment.

PROFESSIONAL EXPERIENCE

Office Assistant

Glades Academy Charter School

June 2018 – August 2019

- Provided administrative and clerical support in a busy K-8 school environment.
- Answered phones, greeted parents and students, and directed inquiries to appropriate staff.
- Helped teachers with copying, organizing materials, and basic classroom prep.
- Supported lunchroom duty scheduling and school supply inventory.
- Assisted with after-school program sign-ins and student supervision during dismissal.

School Office Secretary

Glades Academy Charter School

August 2019 – July 2025

- Serve as the first point of contact for students, parents, and visitors; manage the school front office with professionalism and warmth.
- Maintain accurate student records, attendance logs, and confidential information in compliance with school policies.
- Coordinate meetings, manage the principal's calendar, and assist with school event planning and communication.
- Prepare and distribute newsletters, announcements, and official correspondence.
- Handle student check-ins/check-outs, tardy slips, and daily attendance reporting.
- Assist in nurse's office duties and support safety procedures during drills and emergencies.

Data Processor

Pioneer Park Elementary School

August 2025 – Current

- Input and update student records (enrollment, medical records, grades, etc.)
- Maintain student records in school-wide database.
- Coordinate with teachers, administrative staff, and district offices regarding data needs.
- Archive and dispose of old records securely and appropriately.
- Handle general correspondence (emails, letters, notices, etc.)
- Answer and direct phone calls, take messages, and respond to routine inquiries.
- Maintain office filing system – both digital and paper.
- Greet visitors, students, and parents.

Executive Secretary

City of Belle Glade

October 2025 – Present

- Managed and responded to high-volume emails, ensuring timely and professional communication with internal and external stakeholders
- Answered and directed incoming phone calls, providing accurate information and excellent customer service
- Maintained organized filing systems for physical and digital documents to ensure easy access and compliance
- Processed payments, invoices, and financial documentation accurately and on time
- Coordinated administrative tasks to support executive leadership and daily office operations
- Maintained confidentiality while handling sensitive information and records
- Coordinated travel arrangements, meeting logistics, and conference materials

EDUCATION

High School Diploma

Glades Central Community High School

Associate Degree

Palm Beach State College

SKILLS

- Bilingual in English & Spanish
- School Office Operations
- Student Record Management
- Parent & Staff Communication

- Attendance & Reporting
- Microsoft Office Suite & Google Workspace
- Confidentiality & FERPA Compliance
- Multitasking in High-Traffic Environments
- Basic First Aid & Student Support
- Calendar Management & Scheduling
- Meeting Coordination
- Filing & Document Organization
- Office Supply Inventory Management
- Professional Phone Etiquette
- Email & Written Correspondence

CERTIFICATIONS

- CPR & First Aid Certified

1.G.3a



Office of the Village Manager
226 Cypress Lane
Palm Springs, FL 33461
(561) 584-8200
www.vpsfl.org

December 16, 2025

Via Email to: VNeilson@PalmBeachMPO.org

Valerie Neilson
Palm Beach MPO
301 Datura Street
West Palm Beach, FL 33401

RE: Appointment of Village Representative to Citizens Advisory Committee

Dear Ms. Neilson:

By consensus, the Village Council has nominated a Palm Springs resident, Ms. Aileen Hernandez, to serve as its representative on the MPO's Citizens Advisory Committee. Ms. Hernandez may be reached at Sunnydays12@live.com or (561)379-2794.

Thank you,

A handwritten signature in blue ink, appearing to read "Michael Bornstein", with a long horizontal flourish extending to the right.

Michael Bornstein
Village Manager

EMPLOYMENT

City of Greenacres

2021-Present

Public Works Project Specialist

- Assist Director in the administrative functions of the day-to-day operations and routine responsibilities of the Department.
- Assist in the preparation of the annual Department budget and expenditure tracking.
- Research, assist and provide recommendations for special projects, Capital Improvement Projects, annual reports, agreements, Departmental Standard Operations Procedure manual, City publications, etc.–
- Assist Supervisors with procurement process by researching and identifying cost effective solutions for procurement needs.
- Track and document performance evaluations, staff training requirements, and professional development opportunities for staff.
- Oversee special City programs and events, including but not limited to the Property Enhancement Grant program, neighborhood cleanup events, Adopt-A-Road, Paint Your Heart Out, Arbor Day Celebration and other events, activities and programs as required.
- Oversee utility services for compliance and corrective action, including but not limited to, solid waste management, water utilities, FPL, pest control, etc.
- Conducts periodic “on site” review of construction projects to ensure quality conforms to specifications and schedules are maintained.
- Appearances before the City Council, City boards, Safety Committee, CHASE Committee, public agencies, and civic organizations to present recommendations, updates and feedback regarding community programs as needed.

City of Greenacres

2015-2021

Floodplain/Special Projects Coordinator

- Work as the Floodplain Manager’s Assistant and Community Rating System (CRS) Coordinator.
- Coordinator in the daily implementation of activities related to the National Flood Insurance Program (NFIP).
- Coordinate the activities required for the Federal Emergency Management Agency (FEMA) Community Rating System, required from multiple departments.
- Manage the elevation certificate files and ensure that elevation certificates are received for all properties in the special flood hazard area.
- Provide assistance to engineers, developers, and the public regarding flood zones and floodplain management requirements.
- Participate in the enforcement and data management for NPDES activities.
- Develop and implement public outreach programs for NPDES and CRS activities.
- Develop and promote special projects such as Property Enhancement Grant Program and the Textile Recycling Bin Program.
- Assist in research and development of policies and procedures relating to all aspects of the Department. Coordinate website updates and maintenance for the department.
- Assist in the review and development of municipal codes for relevance and clarity.
- Receive, research and respond to public information requests relating to historical plans.

Notable Accomplishments within the City of Greenacres 2001-Present

- Assisted a community within the city in revitalizing their HOA allowing them to form a Homeowners Association and collect monthly dues to improve their community.
- Coordinated an Interlocal Agreement and participation in the Palm Beach County Contractor Enrollment Program.
- Development of a new Flood Ordinance.
- Implementation of the FEMA Community Rating System (CRS) program.
- Researched and developed a “Florida Friendly Fertilizer Use” Ordinance.
- Created and submitted required policy and procedures for NPDES illicit discharge inspection and storm-water erosion control for construction activities.
- Developed a process and managed the Textile Recycling Program.
- Developed and implemented the Property Enhancement Grant Program.
- Created a City Accessibility Webpage for the FDOT LAPIT Grant Program

Other Active Rolls in the City of Greenacres
2017

April 2001 – October

Permit/ License Tech

Customer Service Administration & Human Resources Department



Fwd: Thank You for the MPO Nomination

From Joseph Peduzzi <peduzzij@gmail.com>
Date Wed 02/11/2026 1:37 PM
To Ruth Del Pino <RDelpino@palmbeachmpo.org>
Cc Valerie Neilson <VNeilson@palmbeachmpo.org>; Lee Hooks <lhooks@wpb.org>; Joseph Peduzzi <jpeduzzi@wpb.org>

1 attachment (37 KB)
Dana_Herst_Resume.pdf;

Good afternoon;

Please accept this as my official nomination of Dana C. Herst, Esq., to the MPO's Citizen's Advisory Committee. Ms. Hearst's résumé is attached.

If you could provide me with confirmation that this nomination has been received, I would greatly appreciate it!

Thank you!

Joe

Joseph A. Peduzzi, Esq.
Commissioner, District 4
City of West Palm Beach
jpeduzzi@wpb.org

401 Clematis Street, 2nd Floor
P.O. Box 3366
West Palm Beach, FL 33401
Office: (561) 822-1390
Fax: (561) 822-1399
www.wpb.org

Joseph A. Peduzzi, Esq.
Mailing Address:
Peduzzi & Peduzzi, P.A.
382 NE 191st St.
Box 68989
Miami, Florida 33179-3899

Office Address:
Peduzzi & Peduzzi, P.A.
2101 Vista Parkway, Suite 4009
West Palm Beach, FL 33411

Ofc: (888) 468-6416
Fax: (888) 468-006701
Service@TheInjuryTeam.com

AV-Preeminent Peer Review Rated & Life Member, Million Dollar Advocates Forum

Begin forwarded message:

From: Dana Herst <danaherst18@gmail.com>
Date: February 11, 2026 at 12:47:42 PM EST
To: PEDUZZIJ@gmail.com
Subject: Thank You for the MPO Nomination

Joe,

Thank you for the opportunity to serve on the Metropolitan Planning Organization. I am sincerely grateful for your confidence and for the nomination.

I look forward to contributing thoughtfully to the region's transportation planning efforts and to supporting sound, forward-looking policy for our community.

My resume is attached for your review. Please let me know if there is anything further you may need.

With appreciation,
Dana

DANA COLLIER HERST, ESQ.

Palm Beach County, Florida

(561) 703-2405 | danaherst18@gmail.com

LinkedIn: www.linkedin.com/in/dana-collier-herst-esq-34a594a/

Attorney and government affairs executive with more than 20 years of public-sector leadership experience in Palm Beach County. Extensive background in municipal law, prosecution, public safety policy, and intergovernmental coordination. Experienced in working with elected officials, municipal departments, law enforcement agencies, and regional stakeholders to advance transportation safety, infrastructure priorities, and community development initiatives.

PROFESSIONAL EXPERIENCE

Capital Bridge Strategies LLC | Principal and Government Relations Consultant | 2025 to Present
Provide strategic government relations counsel to mission-driven organizations.

Safety4Life Foundation | Director of Engagement and Programming
Lead multi-agency collaboration with municipalities, school districts, and law enforcement to advance road safety and traffic injury prevention initiatives.

Nicklaus Children's | Government Relations Consultant (via ADG Strategy Group) | 2024 to Present
Serve as Palm Beach County liaison supporting local government engagement and public policy initiatives.

City of West Palm Beach | Assistant City Attorney | 2013 to 2019
Provided legal counsel to municipal departments and law enforcement; drafted ordinances and advised on regulatory compliance, risk, and governance matters.

Office of the State Attorney, Fifteenth Judicial Circuit | Assistant State Attorney and Division Chief | 2002 to 2008; 2019 to 2021
Prosecuted felony offenses and supervised prosecutorial staff in coordination with law enforcement agencies.

State of Florida, Fifteenth Judicial Circuit | Traffic Hearing Officer | 2009 to 2013
Presided over civil traffic hearings applying statutory and administrative standards.

EDUCATION

Juris Doctor, Michigan State University

Bachelor of Arts, University of South Florida

Bar Admission: State of Florida, Active and In Good Standing

CIVIC AND GOVERNANCE LEADERSHIP

Board of Directors, Chamber of Commerce of the Palm Beaches

Co-Chair, Women's Leadership Council, Palm Beach Chamber of Commerce

Palm Beach County League of Cities

Business Development Board of Palm Beach County, Chairman's Council

President and Co-Founder, Dreher Park Neighborhood Association

RE: Palm Beach MPO Technical Advisory Committee (TAC) Term

From Andrea McCue <AMcCue@greenacresfl.gov>

Date Tue 2/17/2026 11:12 AM

To Ruth Del Pino <RDelpino@palmbeachmpo.org>

Cc Valerie Neilson <VNeilson@palmbeachmpo.org>

Good morning,

Hope you are well. Thanks so much for your email. The City would like renew Denise Malone's appointment as the City's representative to the TAC Board. Thanks so much!



Andrea McCue

City Manager

Administration Department

5800 Melaleuca Ln., Greenacres, FL 33463

Office (561) 642-2017 | Fax (561) 642-2004



the item.

If the City chooses to nominate a new representative, please send the following information by today or March 11, the latest to present the appointment request at the next MPO Governing Board meeting on March 19.

To nominate a new representative and alternate, please provide the following:

1. Email, letter, or resolution notifying the MPO of the request for appointment.
 1. Method is dependent on your agency's process for appointing representatives on external agency committees.
 2. Please address and send correspondence to Valerie Neilson, MPO Executive Director, at VNeilson@PalmBeachMPO.org.
2. Resume or summary of the appointee's credentials.
3. Contact information for appointee.

Thank you,

Ruth Del Pino

Executive Assistant

301 Datura Street | West Palm Beach, FL 33401

Direct 561.725.0802 | Main 561.725.0800

[Web](#) | [Facebook](#) | [Instagram](#) | [LinkedIn](#)



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from Palm Beach MPO officials and employees regarding public business are public records available to the public and media upon request. Your email communications may be subject to disclosure. Under Florida law, email addresses are also public records. If you do not want your email address released in response to a request, do not send electronic mail to this entity. Instead, contact our office by phone or in writing.

From: Ruth Del Pino <RDelpino@palmbeachmpo.org>
Sent: Friday, February 13, 2026 2:47 PM
To: Denise Malone <dmalone@greenacresfl.gov>
Subject: Palm Beach MPO Technical Advisory Committee (TAC) Term

Good afternoon,



PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from Palm Beach MPO officials and employees regarding public business are public records available to the public and media upon request. Your email communications may be subject to disclosure. Under Florida law, email addresses are also public records. If you do not want your email address released in response to a request, do not send electronic mail to this entity. Instead, contact our office by phone or in writing.

CITY OF GREENACRES E-MAIL NOTICE: Florida has a very broad public records law. Most written communications to or from local officials regarding city business are public records and subject to public records request and public disclosure, pursuant to Chapter 119, Florida Statutes. E-mail communications may therefore be subject to public disclosure.



RE: Palm Beach MPO TAC Representative and Alternate Terms

From Thomas Lanahan <tlanahan@tcrpc.org>

Date Fri 2/13/2026 4:10 PM

To Ruth Del Pino <RDelpino@palmbeachmpo.org>

Cc Kim Delaney <kdelaney@tcrpc.org>

Ruth:

We would like to nominate Kim DeLaney as the primary member on the TAC and Thomas Lanahan as the alternate (same arrangement as current) to represent the Treasure Coast Regional Planning Council.

Thank you!



Thomas J. Lanahan

Executive Director, Treasure Coast Regional Planning Council

(772) 221-4060 | tlanahan@tcrpc.org

www.tcrpc.org

421 SW Camden Avenue | Stuart, Florida | 34994

RE: Palm Beach MPO Technical Advisory Committee (TAC) Term

From Patrick Rutter <PRutter@pbc.gov>

Date Tue 2/17/2026 5:03 PM

To Ruth Del Pino <RDelpino@palmbeachmpo.org>

Cc Valerie Neilson <VNeilson@palmbeachmpo.org>; Whitney Carroll <WCarroll@pbc.gov>; Thuy Shutt <TShutt@pbc.gov>; Bryan Davis <BMDavis@pbc.gov>

Please accept this as confirmation to renew appointment for Bryan Davis as a TAC member.

Lily-Charlotte Landstrom

llandstrom2019@fau.edu | linkedin.com/in/llandstrom | 561-356-3326

EDUCATION

Florida Atlantic University | Bachelor of Urban and Regional Planning

- Certificate in Geographic Information Systems (GIS)
- Certificate in Environmental Science

RESEARCH EXPERIENCE

Outreach Coordinator & Research Analyst

Florida Atlantic University Center for Urban and Environmental Solutions | November 2024 - Present

Mobility Hub Usage Analysis (U.S. Department of Transportation - CETOC)

- Lead mixed-methods research initiatives combining geospatial analysis with qualitative data collection through surveys, stakeholder interviews, and focus groups to assess transit equity and infrastructure accessibility
- Develop GIS-based spatial analyses and data visualizations for transit-oriented development, housing accessibility studies, and climate resilience planning using ArcGIS Pro and Python
- Produce evidence-based policy reports and academic publications on land use, transit equity, and sustainable development, delivering actionable recommendations to local government agencies

Using Computer Vision and Street View Images to Assess Bus Stop Amenities

- Applied machine learning techniques including YOLOv8 and Roboflow for automated image annotation and object detection of bus stop infrastructure using street view imagery
- Conducted aerial image interpretation with GPS/GNSS verification and machine learning model validation to enhance public transit accessibility research

My Streetscape Summer Research Institute Leadership (FAU I-SENSE & NSF Center for Smart Streetscapes)

- Mentored undergraduate research cohort in urban planning methodologies, smart city design principles, and built environment analysis
- Trained students in computer vision models (YOLOv11s, YOLOv9s, RF-DETR, LPIPS) for urban damage detection and infrastructure assessment

CPS-FR: Building Smart, Resilient Cities (NSF Grant Proposal)

- Supported grant writing and technical editing for NSF funding proposal applying AI and imagery analysis to hurricane preparedness and transit-oriented development

Program Support Intern

National Aeronautics and Space Administration, Earth Science Division, U.S. Greenhouse Gas Center | June 2024 - August 2024

- Conducted comprehensive evaluation of Greenhouse Gas (GHG) data products for integration into NASA Earth Science Division climate research programs and sustainability policy initiatives
- Performed analysis and accuracy assessments of existing GHG datasets to determine applicability for NASA Earth Action initiatives
- Authored an analytical report examining the intersection of environmental security and GHG emissions, identifying geopolitical risks and policy implications of climate-induced resource scarcity and population displacement
- Mapped interagency collaboration opportunities through systematic research of federal agencies and international organizations focused on climate mitigation and adaptation
- Presented research findings and actionable recommendations to NASA leadership on climate security and interagency partnerships

Undergraduate Researcher

Florida Atlantic University, Pine Jog, Orchid Micropropagation Lab | February 2023 - February 2024

- Designed and implemented GIS mapping methodologies to analyze native species distribution patterns and habitat suitability, identifying optimal locations for conservation and species reintroduction programs
 - Applied machine learning algorithms for habitat viability assessment and predictive modeling of threats to native plant populations, improving conservation planning effectiveness
 - Conducted spatial data analysis on species populations using GIS tools to monitor ecosystem changes and evaluate land-use impacts on conservation efforts
 - Collaborated with interdisciplinary research teams to develop long-term conservation strategies integrating geospatial analysis and environmental monitoring
-

PROFESSIONAL EXPERIENCE

Planner

City of Delray Beach, Development Services | October 2025 - Present

- Review development applications for compliance with the City's Comprehensive Plan, Land Development Regulations, and local ordinances, ensuring adherence to municipal planning standards
- Analyze and manage development proposals, including site plans, site plan modifications, rezoning applications, conditional uses, comprehensive plan amendments, variances, and subdivision plans
- Perform data collection and conduct planning studies on development-related issues, providing evidence-based analysis for municipal decision-making
- Perform site visits and field surveys to assess existing property conditions, document land use patterns, and maintain accurate GIS inventory systems

Student Technician

Palm Beach County Environmental Resources Management, Surface Water Protection | October 2023 - December 2024

- Conducted regulatory compliance reviews of water management excavation permits, ensuring adherence to local, state, and federal environmental regulations, including NPDES standards
- Evaluated permit applications for environmental impact assessment, Best Management Practices (BMPs) compliance, and stormwater runoff management effectiveness
- Developed GIS-based spatial data visualization systems to streamline excavation permit reviews, BMP inspections, and water quality analysis, improving regulatory tracking efficiency by 30%
- Performed field-based water quality sampling in local canals, lakes, and estuaries, analyzing samples for nutrient levels, pollutants, and federal permit standard compliance
- Created and maintained comprehensive GIS-integrated database centralizing permit documentation, spatial boundaries, compliance history, and environmental impact data for enhanced project tracking and enforcement

Sustainability and Resiliency Intern

City of Delray Beach, Office of Sustainability and Resiliency | May 2023 - July 2023

- Monitored urban tree planting initiatives using geospatial data analysis and remote sensing to assess canopy health, mortality rates, and urban reforestation impact
- Conducted comparative analysis of urban forestry programs, evaluating best practices and integrating findings into evidence-based policy recommendations

COMMUNITY ENGAGEMENT & PROFESSIONAL SERVICE

Leadership, Engagement, Action, and Planning Fellowship

Mandel Center for Leadership Development | November 2025 – Present

- A leadership development fellowship for early-career professionals

GIS Volunteer

Humanitarian OpenStreetMap Team | January 2025 – Present

- Contribute to international disaster response through remote mapping, data processing, and visualization

PhotoMappers Project Volunteer

GISCorps | September 2024 – Present

- Provide real-time spatial intelligence to emergency management agencies during hurricane season using open-source image analysis and geolocation techniques for post-disaster condition mapping

Citizens Advisory Committee Member

Palm Beach Transportation Planning Agency (TPA) | March 2023 – Present

- Represent the City of Boynton Beach in policy discussions on transit-oriented development, working to enhance multi-modal access and climate resilience strategies

CONFERENCE PRESENTATIONS & PUBLICATIONS

- Landstrom, L., presenting with Palm Beach County (2024). "Utilizing GIS for Natural Resource Permit Management." South Florida GIS Expo 2024.
- Landstrom, L., presenting with FAU CUES (2025). "Visualizing Sea Level Rise in West Palm Beach" Broward Youth Climate Summit 2025.
- Arra, R., Stan, A., Rieth, Z., with advisors Landstrom, L.C., Chatterjee, S., Ghosh, S., Hoermann, S., & Hallstrom, J. Poster: "Mosaic Tile Vandalism Prevention." FAU Office of Undergraduate Research and Inquiry.
- Diaz-Silva, E., Gao, G., with advisors Chatterjee, S., Landstrom, L. C., Hoermann, S., & Hallstrom, J. Poster: "LitterNET: Video Litter Detection." FAU Office of Undergraduate Research and Inquiry.
- Landstrom, L. (2025). 1st Place - ArcGIS StoryMap Contest: "Expanding Mobility: Beyond the Data" and "Affordable Housing Connectivity to Mobility Hubs in WPB." South Florida GIS Expo 2025.
- Ghosh, S., Asumang, M. A., Nau, L., Landstrom, L. C., & Perez, A. with PI Hoermann, S. (2025). Poster: "Mobility Hub Planning in West Palm Beach." American Planning Association Florida Chapter Conference (APA FL 2025).
- Hoermann, S., Merlin, L., Renne, J. L., Ghosh, S., Landstrom, L. C., Nau, L., Perez, A., & Asumang, M. A. (2025). Submitted manuscript: "Beyond Connectivity: Mobility Hubs as Placemakers." Transportation Research Interdisciplinary Perspectives (under review).

TECHNICAL SKILLS

GIS & Remote Sensing

- ArcGIS Pro, StoryMaps, Experience Builder, ModelBuilder, Image Analyst, QGIS
- LiDAR analysis, spatial data analysis, basic vector analysis
- Google Earth Engine, ERDAS Imagine for satellite imagery processing
- GPS/GNSS verification and remote sensing accuracy assessment

Programming & Analysis

- ArcPy, Python, Jupyter Notebooks, R, SQL, HTML/CSS
- Excel, SPSS for statistical analysis, NVivo for qualitative data coding

Computer Vision & Machine Learning

- YOLOv8, YOLOv9s, YOLOv11s, RF-DETR for object detection
- Automated image annotation and analysis workflows

Design Tools

- Adobe Illustrator, Adobe Photoshop, SketchUp, Autodesk CAD

The City of Boynton Beach



Planning & Zoning Division
100 E Ocean Ave
Boynton Beach, Florida 33425
(P): 561-742-6260
www.boynton-beach.org

February 12, 2026

Valerie Neilson
Executive Director
Palm Beach TPA
301 Datura Street
West Palm Beach, FL 33401

Dear Ms. Neilson,

The City of Boynton Beach recommends the appointment of Kevin Fischer, AICP as the City's representative on the Vision Zero Advisory Committee (VZAC). I have attached Mr. Fischer's resume for your review. Mr. Fischer currently serves as the Planning and Zoning Division Director. He brings nearly 20 years of experience in urban planning, including in the transportation field. His work experience makes him an excellent choice for this important role.

His contact information is fischerk@bbfl.us and 561-742-6254.

Sincerely,

A handwritten signature in blue ink, appearing to read "Amanda Radigan".

Amanda Radigan, AICP, LEED AP
Development Director

Kevin W. Fischer, AICP

1 Lawrence Lake Drive, Boynton Beach, FL. 33436 | (404) 502-7897 | fischerk@bbfl.us |

Experience

PLANNING AND ZONING DIVISION DIRECTOR | BOYNTON BEACH | 2025 – CURRENT

- Lead a division responsible for growth management consisting of seven employees.
- Represent the Planning and Zoning Division at City Commission public hearings and advisory board meetings.
- Meet with prospective developers and applicants regarding development projects within the City.
- Responsible for making Land Development Regulation determinations.
- Review projects for consistency with City regulations.

SPECIAL PROJECTS COORDINATOR | PALM BEACH COUNTY PLANNING, ZONING AND BUILDING DEPARTMENT, ADMINISTRATION | 2024 – 2025

- Monitor and analyze all State and Federal legislation that may affect Planning, Zoning and Building Department operations.
- Liaison to the Palm Beach County Business Development Board (BDB) for development projects with significant economic impact to Palm Beach County.
- Project Manager for cross-divisional and cross-department projects and ensure timely completion and delivery of reports, presentations, and other items.
- Supervise the Department's public information officer and review Department press releases, social media postings, and responses to media requests; attend numerous public outreach events to educate the community about Planning, Zoning and Building Department functions.

PLANNING DIRECTOR/DEPUTY PLANNING DIRECTOR | PALM BEACH COUNTY PLANNING DIVISION | 2019 – 2024

- Promoted from Deputy Planning Director to Director in March 2022.
- Led a division responsible for growth management consisting of more than 30 employees and managed an annual budget of approximately \$4.2 million.
- Represented the Planning Division and presented at Board of County Commissioners public hearings and advisory board meetings.
- Met with prospective developers and applicants regarding development projects in Palm Beach County.
- Regularly coordinated with municipal governments and external agencies including the Palm Beach County Transportation Planning Agency (TPA) and FDOT.

PLANNING AND PRESERVATION MANAGER | LAKE WORTH BEACH | 2018 – 2019

- Led a team of seven individuals in the division and directly coordinated with managers of all other divisions of the Community Sustainability Department.
- Coordinated and presented at Planning and Zoning Board and Historic Resources Preservation Board meetings.

- Processed Comprehensive Plan amendments through the state review process, intergovernmental coordination process and advisory board and City Commission hearings.
- Met with developers, engineers, architects and other professionals on a regular basis regarding proposed development in the City.
- Managed multiple grants awarded to the City by the Florida Department of State and TPA.

LEAD PLANNER – LONG RANGE TRANSPORTATION PLAN COORDINATOR | PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) | 2016 – 2018

- **Long Range Transportation Plan (LRTP) Administrator:** Responsible for all amendments and updates to the 2040 Long Range Transportation Plan. This included amending the LRTP, developing staff recommendations for the committees and Governing Board and presenting to each, and coordinating with state and federal agencies for review and processing.
- **Advisory Board Coordinator:** Coordinated the Transportation Planning Agency’s (TPA) Technical Advisory Committee (TAC).
- **Prioritize Transportation Allocations:** Developed the annual list of priority projects that prioritizes transportation projects for inclusion in the five-year Transportation Improvement Program (TIP).
- **Federal Railroad Administration (FRA) Coordination:** Coordinated with FRA staff during the quiet zone establishment process, including field visits with FRA staff at roadway crossing along the FEC rail corridor.

PRINCIPAL PLANNER | BROWARD COUNTY PLANNING AND DEVELOPMENT MANAGEMENT | 2014 – 2016

- **Administered and Reviewed Land Use Amendments and Rezoning Applications:** Reviewed and processed private-sector initiated future land use amendments and rezoning applications within Unincorporated Broward County and developed detailed schedules for applicants and Broward County staff to ensure timely processing and adoption of amendments.
- **Comprehensive Planning:** Lead planner for the update of the Transportation Element of the Broward County Comprehensive Plan. Responsible for updating components of the Intergovernmental Coordination and Broward Municipal Services District (Unincorporated Area) Elements.
- **Broward MPO Technical Advisory Committee (TAC) Member** – Served on the Broward MPO TAC, representing the Broward County Planning and Development Management Division.
- **Complete Streets Coordinator:** Coordinated interagency Complete Streets meetings, represented by nearly a dozen Broward County divisions and departments. Developed agendas, analyzed upcoming transportation projects and developed design recommendations, coordinated project presentations and facilitated meetings.

PLANNER | RENAISSANCE PLANNING GROUP | 2009 – 2014

- **Task Manager, Local Government Comprehensive Plan Updates:** Served as an extension of local government staff to update local government comprehensive plans for multiple cities and counties. Emphasized integration of the future land use, housing policy and transportation elements to achieve sustainable growth patterns.
- **Task Manager, Local Government Corridor and Redevelopment Plans:** Developed corridor plans within the City of Pompano Beach. Roles included an assessment of existing land use and development

patterns, performing build out analyses to determine future growth based on various land use scenarios, and developing an extensive array of implementation strategies.

- **Florida Department of Transportation Staff Support:** Performed multimodal assessments to develop long-range mobility plans and corridor studies to improve multimodal conditions along strategic roadways by recommending transit, land use, sidewalk and bicycle network modifications.

ENTITLEMENT PLANNER | KIMLEY-HORN AND ASSOCIATES, INC. | 2006 – 2009

- **Entitlement Planner Task Manager:** Task Manager for future land use amendments, rezoning applications and developments of regional impact applications. Coordinated private sector-initiated development proposals, in collaboration with land use attorneys, engineers, architects and consultants, through the entire development review process.
- **Redevelopment Project Planning Manager:** Worked in the Rancho Cordova, California office and served as the entitlement planner for the Railyards Redevelopment in downtown Sacramento. Responsible for project phasing cost estimates and source of funding and identifying necessary permits and responsible agencies associated with each phase of development.
- **Concurrency Review and Due Diligence Report Development:** Analyzed and developed reports for new development to identify improvements and capital investments necessary to meet concurrency requirements, including for schools, transportation and parks. Developed due diligence reports for clients to assess the feasibility of new development on various properties.

Advisory Board Experience

BOYNTON BEACH ADVISORY BOARD MEMBER

PLANNING AND DEVELOPMENT BOARD 2015 – 2018; 2021 – 2022

- Responsible for reviewing and making recommendations to the City Commission on site plans, future land use amendments, rezonings, variances, and revisions to the land development code.
- Served as Vice Chair between January 2017 and December 2018.

AFFORDABLE HOUSING ADVISORY COMMITTEE 2021 – 2023

- Vice Chair of the Affordable Housing Advisory Committee, responsible for making recommendations to the City Commission on plans, policies, and procedures that impact affordable housing development within the City of Boynton Beach.

Education

MASTER OF CITY AND REGIONAL PLANNING | MAY 2006 | GEORGIA INSTITUTE OF TECHNOLOGY, ATLANTA, GEORGIA

BACHELOR OF SCIENCE IN BUSINESS ADMINISTRATION | MAY 2004 | UNIVERSITY OF FLORIDA, GAINESVILLE, FLORIDA

Professional Affiliations and Recognitions

- American Institute of Certified Planners (AICP)
- Palm Beach County Golden Palm Award for exemplary performance, recipient
- Kimley-Horn and Associates Outstanding Analyst Award, recipient

MPO RESOLUTION 2026-0X

A RESOLUTION APPROVING AMENDMENT 3 TO THE FISCAL YEAR (FY) 2025-2026 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, the Palm Beach Metropolitan Planning Organization (MPO) is the designated and duly constituted body responsible for carrying out the federal urban transportation planning process within Palm Beach County; and

WHEREAS, the MPO has adopted a UPWP for FY 2025-2026 and now wishes to amend it as shown in Amendment #3 to reflect projected 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, 2026; and

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

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO THAT:

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

SECTION 2. The MPO Governing Board hereby:

- a. Approves FY 2025-2026 UPWP Amendment #3, attached hereto as "Exhibit A" and by reference is incorporated herein.
- b. Authorizes the Executive Director to:
 - i. Submit the approved documents to state and federal agencies and provide any additional information necessary for the review and approval process.
 - ii. 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 19th day of February 2026.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION

By: _____
Governing Board Chair, Yvette Drucker

ATTEST:

Ruth Del Pino, MPO Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

David N. Tolces, MPO General Counsel

ORIGINAL

REVISED

FY 2025 & FY 2026

UNIFIED PLANNING WORK PROGRAM

FY 2025 & FY 2026

UNIFIED PLANNING WORK PROGRAM



Adopted May 16, 2024

Amended June 26, 2025

Adopted May 16, 2024

Amended June 26, 2025

Amended February 19, 2026

PalmBeachTPA.org/UPWP

301 Datura Street
West Palm Beach, FL 33401

PalmBeachMPO.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

FM (FPN) No. 439325-5-14-03

FM (FPN) No. 448678-2-12-03

Revision	Type	Date
#1	Modification	08/12/2024
#2	Amendment	10/31/2024
#3	Modification	01/31/2025
#4	Modification	05/01/2025
#5	Amendment	06/26/2025
#6	Modification	06/30/2025

CFDA Numbers

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

FAP No. 0097-062-M

FAP No. ~~D426-008-E~~

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

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

FM (FPN) No. 439325-5-14-03

FM (FPN) No. 448678-2-12-03

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#1	Modification	08/12/2024
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#3	Modification	01/31/2025
#4	Modification	05/01/2025
#5	Amendment	06/26/2025
#6	Modification	06/30/2025
#7	Amendment	02/19/2026

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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:

- Adopted: May 16, 2024
- Revision #1: August 12, 2024 – Modification to FTA Section 5307 Palm Tran Planning
- Revision #2: October 31, 2024 – Amendment #1
- Revision #3: January 31, 2025 – Modification to Task 3 PLAN THE SYSTEM LONG TERM
- Revision #4: May 1, 2025 – Modification to Task 7 ADMINISTER THE AGENCY
- Revision #5: June 26, 2025 – Amendment #2
- Revision #6: June 30, 2025 – Modification #4

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.

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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 Metropolitan Planning Organization:

- Adopted: May 16, 2024
- Revision #1: August 12, 2024 – Modification to FTA Section 5307 Palm Tran Planning
- Revision #2: October 31, 2024 – Amendment #1
- Revision #3: January 31, 2025 – Modification to Task 3 PLAN THE SYSTEM LONG TERM
- Revision #4: May 1, 2025 – Modification to Task 7 ADMINISTER THE AGENCY
- Revision #5: June 26, 2025 – Amendment #2
- Revision #6: June 30, 2025 – Modification #4
- Revision #7: February 19, 2026 – Amendment #3

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.

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ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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 \$158,015	\$110,000	\$308,015 \$268,015
Consultants			
C - Prepare outreach materials	\$750	\$2,000	\$2,750
Direct Expenses	\$600	\$2,000	\$2,600
FY 2026 Total	\$199,365 \$159,365	\$114,000	\$313,365 \$273,365

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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"> \$431,073 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

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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"> \$431,073 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 \$290,000 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 \$188,000 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

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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	\$98,573	\$332,500		\$431,073
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	\$439,573	\$747,350	\$56,213	\$1,243,136
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 TPA 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.

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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	

*MPO 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	\$98,573	\$332,500		\$431,073
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	\$439,573	\$747,350	\$56,213	\$1,243,136
Year 2: FY 2026				
Budget Category	FHWA		CTD	FY 2026 Total
	PL	SU	State	
Personnel (salary and benefits)	\$258,000 \$133,000	\$90,000	\$56,213	\$404,213 \$279,213
Consultants				
A - Corridor studies ¹	\$135,900	\$214,100		\$350,000
C – Non-motorized system, project identification ¹	\$30,000 \$190,000	\$100,000		\$130,000 \$290,000
E - Implement and monitor Vision Zero Action Plan ¹	\$28,000 \$118,000	\$70,000		\$98,000 \$188,000
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 \$651,900	\$654,100	\$56,213	\$1,237,213 \$1,362,213

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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)	\$81,000	\$28,600	\$109,600
Consultants			
C - Develop LRTP 2050	\$270,000	\$55,000	\$325,000
D - ETDM and project screening	\$7,500	\$67,500	\$75,000
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

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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)	\$81,000	\$28,600	\$109,600
Consultants			
C - Develop LRTP 2050	\$270,000	\$55,000	\$325,000
D - ETDM and project screening	\$7,500	\$67,500	\$75,000
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 \$83,000	\$90,000	\$248,000 \$173,000
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 \$102,500	\$150,000	\$327,500 \$252,500

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 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

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 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
	\$66,000		\$146,000
FY 2026 Total	\$141,000	\$80,000	\$221,000
	\$66,000		\$146,000

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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 MPO 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. <u>Consultant supported efforts:</u> ▪ <u>\$75,000 FY 26</u>	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 \$44,000	\$40,000	\$109,000 \$84,000
Consultants			
B – Congestion Management	\$75,000	\$0	\$75,000
FY 2026 Total	\$119,000	\$40,000	\$159,000

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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.

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



Activities to Be Performed

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

Activity	Deliverable(s)	Completion Date
A Administer MPO 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 ▪ \$27,500 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

*MPO 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.

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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.	\$125,166	\$24,834	\$150,000
FY 2025 Total	\$360,166	\$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

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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.	\$125,166	\$24,834	\$150,000
FY 2025 Total	\$360,166	\$150,834	\$511,000
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$253,000 <u>\$258,000</u>	\$140,000	\$393,000 \$398,000
Consultants			
D - Conduct ad-hoc work groups, workshops, etc.	\$14,000 <u>\$16,500</u>	\$11,000	\$25,000 \$27,500
FY 2026 Total	\$267,000 <u>\$274,000</u>	\$151,000	\$418,000 \$425,500

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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)	\$623,589	\$239,411	\$863,000
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*	\$41,000	\$42,000	\$83,000
Direct Expenses			
Facilities	\$237,000	\$97,100	\$334,100
Graphics and Legal Advertising	\$12,050	\$13,950	\$26,000
Administrative Services	\$14,450	\$1,204,050	\$1,218,500
Supplies & Software**	\$93,500	\$31,500	\$125,000
Equipment & Improvements***	\$30,000	\$13,000	\$43,000
FY 2025 Total	\$1,319,889	\$1,818,978	\$3,138,867
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$904,000	\$300,000	\$1,204,000
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***	\$84,384	\$20,000	\$104,384
FY 2026 Total	\$1,594,984	\$735,000	\$2,329,984

*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.

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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)	\$623,589	\$239,411	\$863,000
		\$239,410	\$862,999
Consultants			
B - Accounting & Payroll/Audit Services	\$128,000	\$47,267	\$175,267
C - Provide training for MPO staff and MPO 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*	\$41,000	\$42,000	\$83,000
Direct Expenses			
Facilities	\$237,000	\$97,100	\$334,100
Graphics and Legal Advertising	\$12,050	\$13,950	\$26,000
Administrative Services	\$14,450	\$1,204,050	\$1,218,500
Supplies & Software**	\$93,500	\$31,500	\$125,000
Equipment & Improvements***	\$30,000	\$13,000	\$43,000
FY 2025 Total	\$1,319,889	\$1,818,978	\$3,138,867
		\$1,818,977	\$3,138,866
Year 2: FY 2026			
Budget Category	FHWA		FY 2026 Total
	PL	SU	
Personnel (salary and benefits)	\$904,000	\$300,000	\$1,204,000
Consultants			
B - Accounting & Payroll/Audit Services	\$59,000	\$50,000	\$109,000
C - Provide training for MPO staff and MPO 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***	\$84,384	\$20,000	\$104,384
FY 2026 Total	\$1,594,984	\$735,000	\$2,329,984

ORIGINAL

Unified Planning Work Program
Fiscal Years 2025 and 2026



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> ▪ \$65,000 FY 2026 ▪ FPN/FM# 448678-2-12-03	Model estimate and Design Report Data Collection / Compilation / Development Report	June 2026
		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.

REVISED

Unified Planning Work Program
Fiscal Years 2025 and 2026



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>FM# 448678-2-12-03</i> <i>FAP No. D426-008-B</i> <i>Transfer to FDOT District 4</i> <u>CONTINUING SERVICES - SE FL REGIONAL MODEL DEVELOPMENT AND SUPPORT</u> ▪ \$65,000 FY 2026	Model estimate and Design Report Data Collection / Compilation / Development Report	June 2026
		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 MPO 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.

MPO RESOLUTION 2026-XX

A RESOLUTION ADOPTING 2026 TARGETS FOR FEDERALLY REQUIRED SAFETY PERFORMANCE MEASURES

WHEREAS, the Moving Ahead for Progress in the 21st Century Act (MAP-21) requires State Departments of Transportation and Metropolitan Planning Organizations (MPOs) to annually establish traffic safety performance targets for fatalities and serious injuries; and

WHEREAS, since adopting the Palm Beach MPO Vision Zero Action Plan in 2018, the MPO has aligned with the State of Florida’s annual target of zero fatalities and serious injuries.

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO THAT:

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

SECTION 2. The MPO Governing Board hereby:

- a. Adopts the safety performance measure targets of zero for the number and rate of fatalities, the number and rate of serious injuries, and the number of non-motorized fatalities and serious injuries in Palm Beach County; and
b. Directs MPO staff to integrate these performance measures and targets into its core products, and continue implementation, monitoring, and evaluation.

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 19th day of February 2026.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION

By: _____
Governing Board Chair, Yvette Drucker

ATTEST:

Ruth Del Pino, MPO Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

David N. Tolces, MPO General Counsel

PM1: Safety (All Public Roads)



Florida Department of Transportation
Systems Forecasting & Trends Office

October 2025

Performance Management

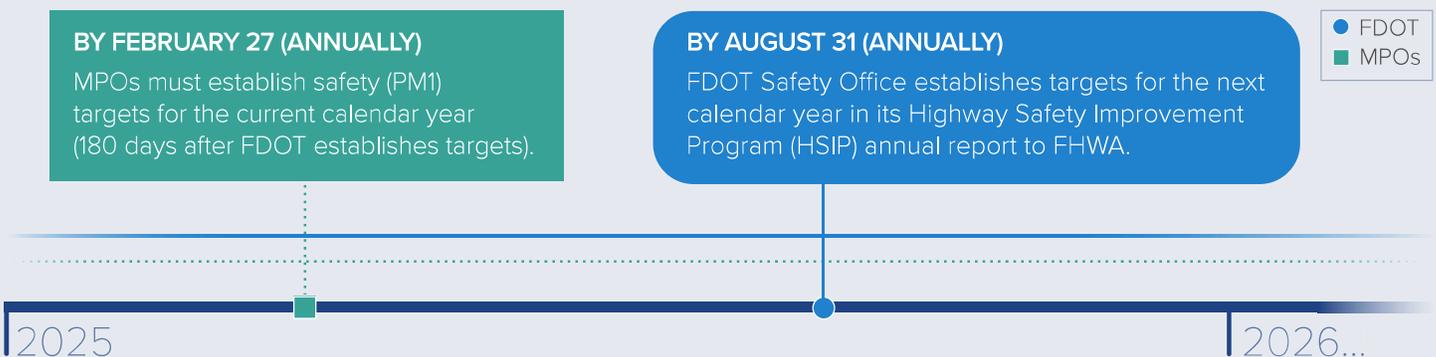
OVERVIEW

The first of Federal Highway Administration’s (FHWA) performance management rules establishes measures to assess safety on all public roads and the process for the Florida Department of Transportation (FDOT) and Florida’s Metropolitan Planning Organizations (MPO) to establish and report their safety targets.*

PERFORMANCE MEASURES – APPLICABLE TO ALL PUBLIC ROADS

NUMBER OF FATALITIES	<i>The total number of persons suffering fatal injuries in a motor vehicle crash calculated based on a 5-year rolling average.</i>	RATE OF SERIOUS INJURIES	<i>The total number of serious injuries per 100 million VMT calculated based on a 5-year rolling average.</i>
RATE OF FATALITIES	<i>The total number of fatalities per 100 million vehicle miles traveled (VMT) calculated based on a 5-year rolling average</i>	NUMBER OF NON-MOTORIZED FATALITIES AND NON-MOTORIZED SERIOUS INJURIES	<i>The combined total number of non-motorized fatalities and non-motorized serious injuries involving a motor vehicle calculated based on a 5-year rolling average.</i>
NUMBER OF SERIOUS INJURIES	<i>The total number of persons suffering at least one serious injury in a motor vehicle crash calculated based on a 5-year rolling average.</i>		

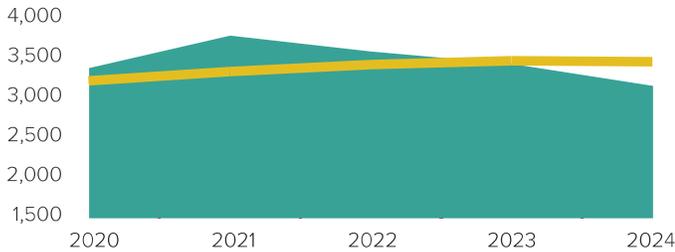
TIMELINE



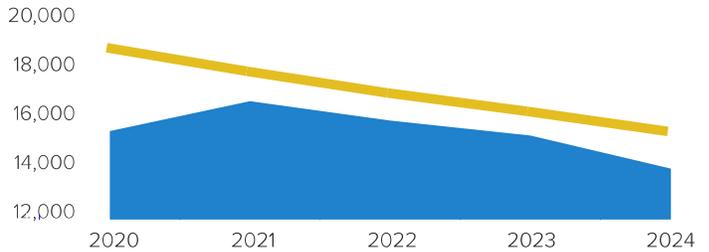
* Please refer to the [fact sheet](#) addressing *MPO Requirements* for information about MPO targets and planning processes.

EXISTING STATEWIDE CONDITIONS

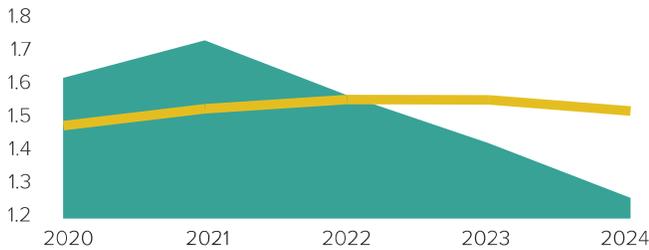
ANNUAL FATALITIES



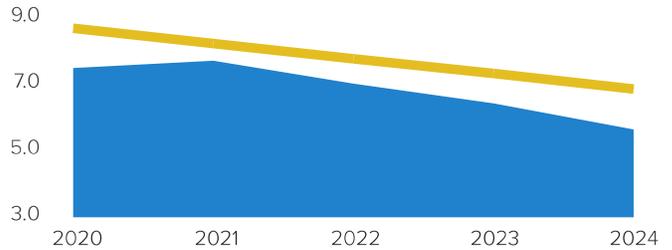
ANNUAL SERIOUS INJURIES



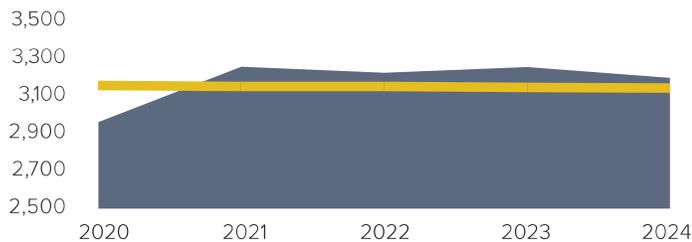
FATALITY RATE (PER HUNDRED MILLION VMT)



SERIOUS INJURY RATE (PER HUNDRED MILLION VMT)



NUMBER OF NON-MOTORIZED FATALITIES AND SERIOUS INJURIES



This is the current data available.

Source: Signal Four Analytics: 2025

STATEWIDE TARGETS

FDOT establishes statewide safety targets for the following calendar year as part of the [HSIP Annual Report](#), which must be submitted by August 31 each year.

Given FDOT's firm belief that every life counts, the target set for all safety performance measures is ZERO.

MPO TARGETS

MPOs must set targets by February 27 of each year (within 180 days after FDOT sets targets). MPOs have the option of supporting the statewide targets or establishing their own targets for the MPO planning area.

MPOs must include the most recent reported performance and targets with each TIP update. The TIP must describe how the investments contribute to achieving the performance targets. The LRTP must include a System Performance Report that discusses the performance of the transportation system and progress achieved in meeting the targets over time.

ASSESSMENT OF SIGNIFICANT PROGRESS

FHWA considers a state to have met or made significant progress when at least four of the five safety targets are met or the actual outcome is better than baseline performance. Florida is making progress towards achieving the targets established for serious injuries but not yet for fatalities or non-motorized users.

As requested by FHWA, FDOT annually develops an [HSIP Implementation Plan](#) to highlight strategies it will undertake in support of these targets. MPOs are encouraged to review this Plan each year to identify strategies appropriate for their planning area.

FHWA will not assess MPO target achievement. However, FHWA will review MPO adherence to performance management requirements as part of periodic transportation planning process reviews.

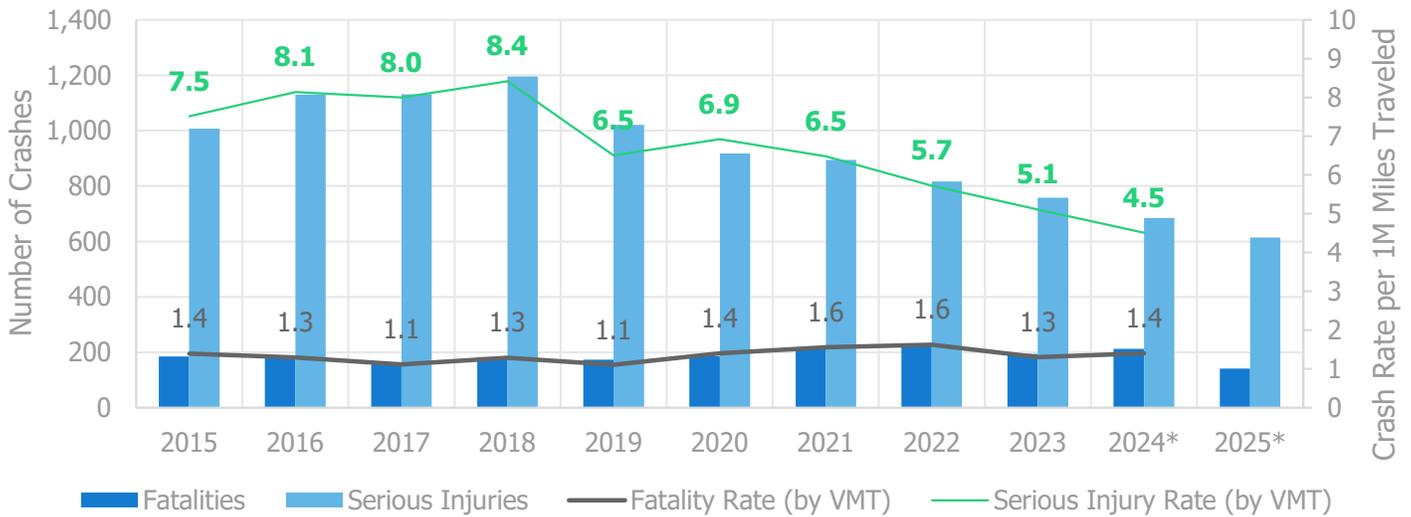
FOR MORE INFORMATION PLEASE CONTACT

Rolando Valdes, Transportation Performance Coordinator

Florida Department of Transportation | Rolando.Valdes@dot.state.fl.us | (850) 414-4802

Serious Injuries and Fatalities by Vehicle Miles Traveled

Palm Beach County



Florida

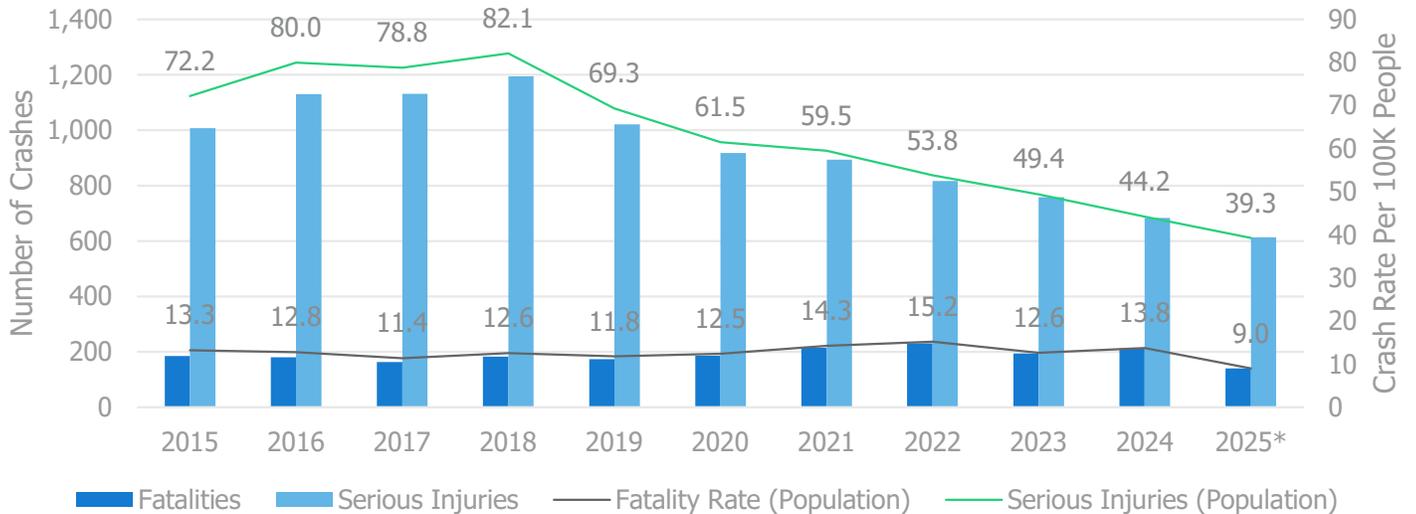


- Serious Injuries have declined overall
- The state's serious injury rate has declined more rapidly than the County
- Fatalities have remained steady over the past decade
- The fatality rate has varied, but is generally flat over the past decade

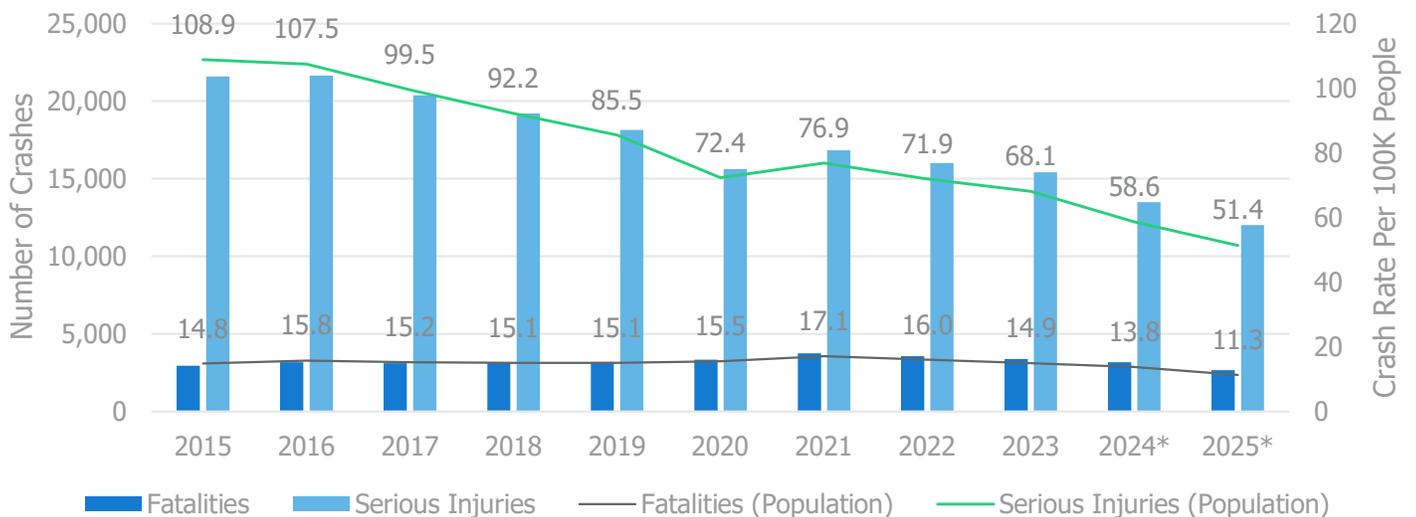
Source: signal4analytics.com

Serious Injuries and Fatalities by Population

Palm Beach County



Florida



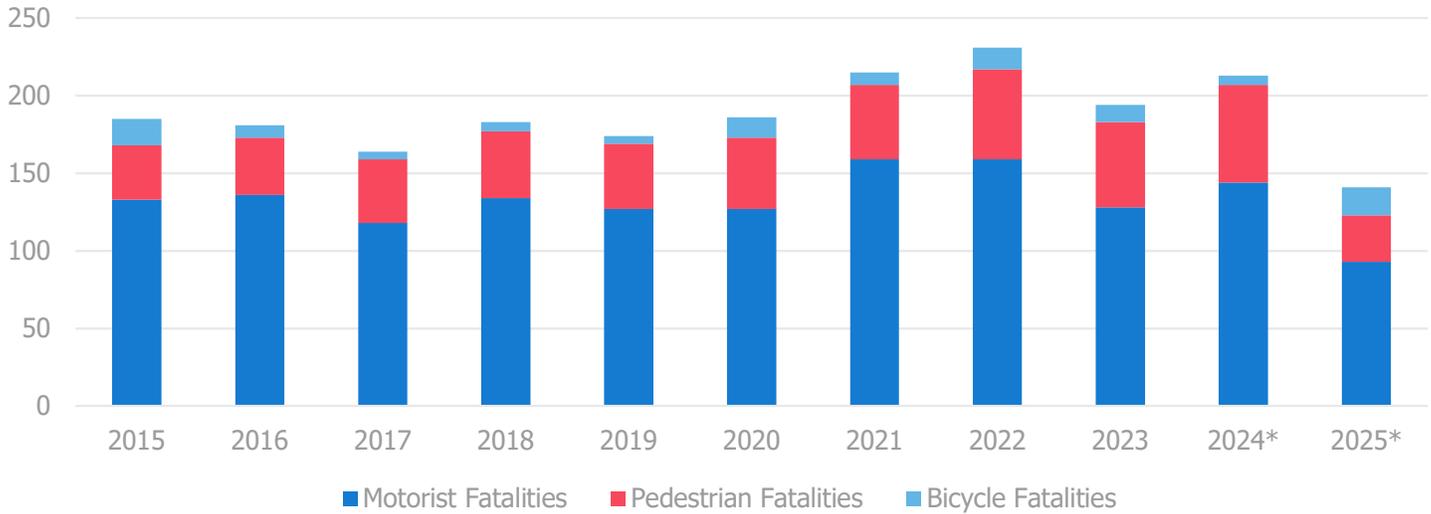
- Population crash rates decline faster than VMT
- The fatality rate has varied; preliminary data is promising for a statewide decline in 2024
- Required performance measures are not tracked by population

Source: signal4analytics.com

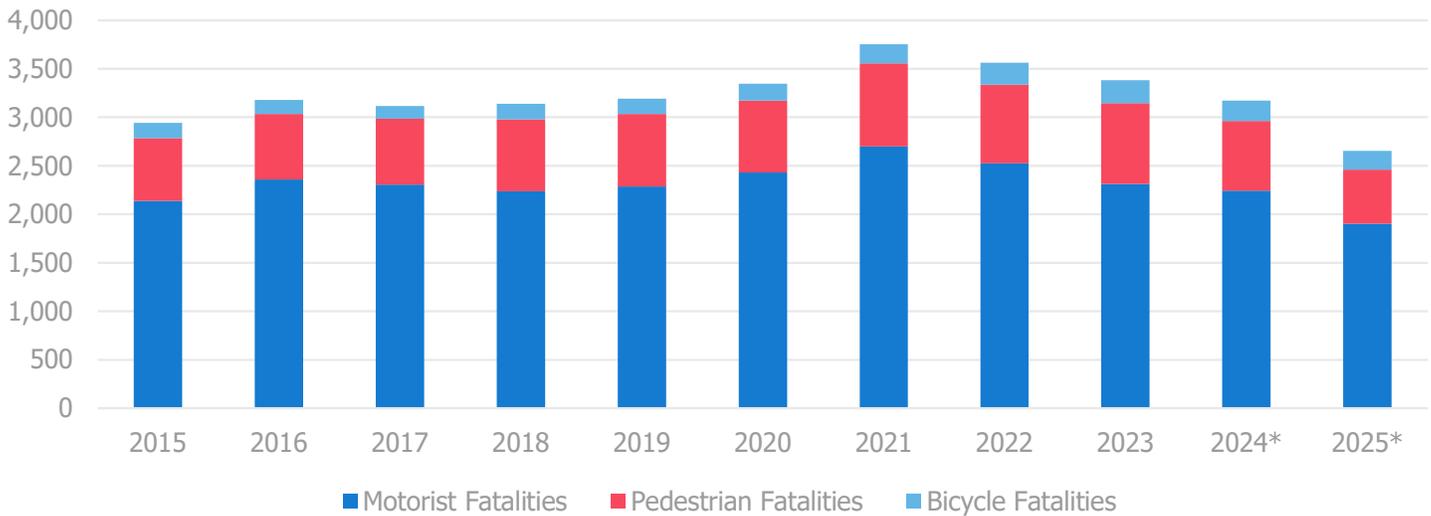
2024-2025 Crash Data is Preliminary as of February 9, 2026

Traffic Related Fatalities by Mode

Palm Beach County



Florida Fatalities by Mode



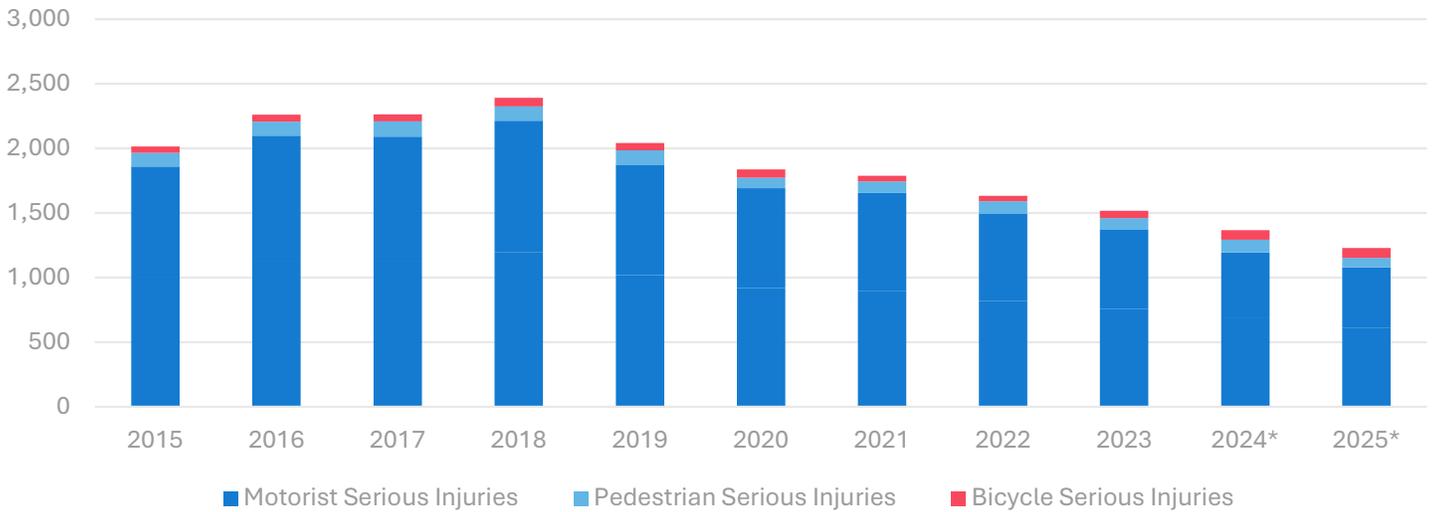
- 20-30% of fatal crashes involved a person walking or bicycling
- The share of pedestrian crashes declined
- The share of bicycle crashes has remained flat, excluding 2025
- Population and VMT rates are not used for the combined pedestrian and bicycle fatalities

Source: signal4analytics.com

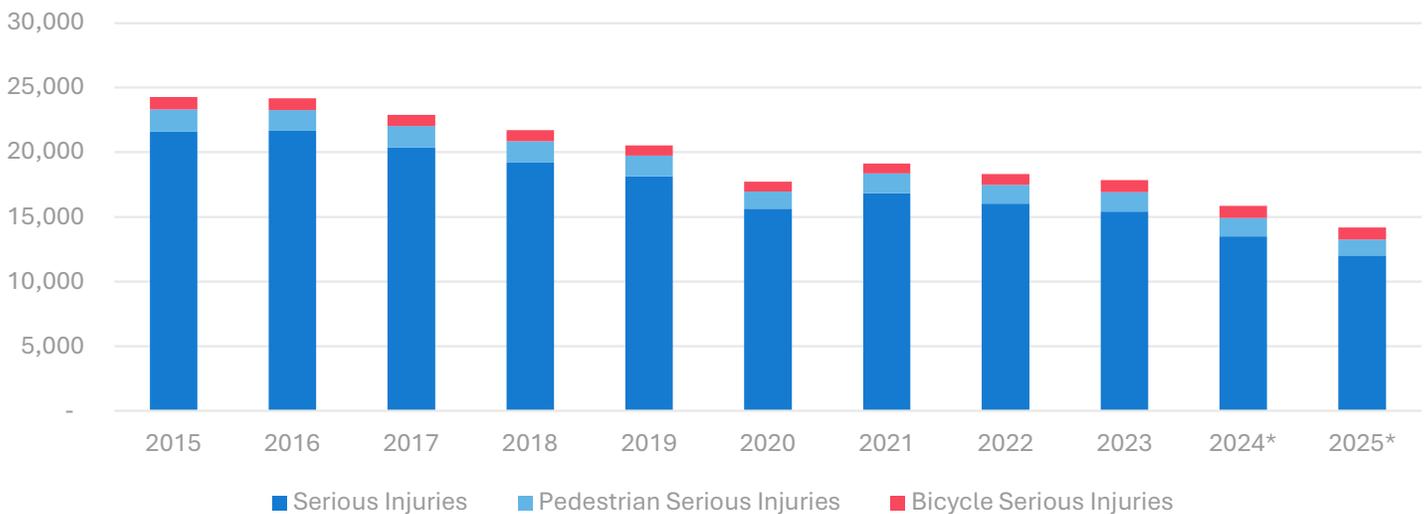
2024-2025 Crash Data is Preliminary as of February 9, 2026

Traffic Related Serious Injuries by Mode

Palm Beach County



Florida



- Serious injuries are declining for both the state and within the County
- The share of non-motorized serious injuries has remained flat over the past decade
- Palm Beach County's serious injuries have declined since the peak in 2018
- Population and VMT rates are not used for the combined pedestrian and bicycle serious injuries

Source: signal4analytics.com

2024-2025 Crash Data is Preliminary as of February 9, 2026

Unified Planning Work Program (UPWP) Work Tasks

Fiscal Years 2027 - 2028



Task 1. Engage and Collaborate

- Prepare, collect, and disseminate public information and input, including compiling feedback from online and in-person engagement; developing photo, video, and written content; producing outreach materials; maintaining the MPO website and digital platforms; monitoring media; and issuing required public notices.
- Track public engagement activities, document and respond to public comments, and survey input received through online tools and in-person meetings.
- Conduct direct public engagement activities to inform and actively solicit input, including presentations, surveys, tabling, workshops, and community events.
- Maintain and update the Public Participation Plan (PPP) and support ADA and Title VI compliance monitoring
- Coordinate and collaborate with partner agencies through meetings, committees, and joint activities related to transportation planning initiatives.
- Administer and support MPO Governing Board and advisory committee meetings.
- Plan and conduct workshops, local and regional summits, mobile tours, site visits, and other educational or engagement events.



Task 2. Short Range Planning

- Plan and advance a multimodal transportation system through systemwide, mode-specific, and Vision Zero plans addressing motorized and non-motorized travel, freight, ports, and emerging technologies.
- Plan and administer the Transportation Disadvantaged (TD) program
- Develop corridor studies and transportation plans and provide technical assistance to local governments.
- Collect, analyze, maintain, and publish transportation and GIS data, including demographic, traffic, safety, transit, non-motorized, and freight data.
- Develop, adopt, and maintain the Transportation Improvement Program (TIP), including the annual call for projects, List of Priority Projects (LOPP), Transportation Regional Incentive Program (TRIP) list, and FDOT Work Program review.
- Review and provide input on transportation projects developed by partner agencies, including Efficient Transportation Decision Making (ETDM), Project Development & Environment studies, multimodal scoping, and design plans.



Task 3. Long Range Planning

- Process amendments to the adopted Long Range Transportation Plan (LRTP), including an annual call for projects.
- Develop and maintain transportation data, travel demand model inputs, and scenario planning tools to support the LRTP. Evaluate automated and machine learning tools for data updates and scenario analysis.
- Develop the 2055 LRTP, including financial forecasts; goals, objectives, and performance measures; project coordination; public engagement; and coordination with MPO committees and partner agencies.
- Update and maintain systemwide the performance measures dashboard and Congestion Management Process (CMP), and coordinate with FDOT, transit providers, and partners on required target adoption.
- Lead development of the 2055 Regional Transportation Plan (RTP).

Unified Planning Work Program (UPWP) Work Tasks

Fiscal Years 2027 - 2028



Task 4. Administer the Agency

- Maintain certification of the urban transportation planning process, including UPWP administration, grant reimbursement reporting, Strategic Plan updates, and joint federal and state certifications.
- Perform financial management activities, including grant reimbursements, audits, accounting, payroll, contract management, invoice processing, inventory, and financial reporting.
- Support travel and professional development for MPO staff and Governing Board members.
- Administer personnel, human resources, operating procedures, and the Continuity of Operations Plan (COOP), including hiring, onboarding, and ongoing personnel support.
- Provide legal services to support the administration of the federal planning process, risk management, and human resources.
- Maintain supplies, software, and tools to support agency operations and planning activities.
- Provide information technology services and website maintenance.
- Procure facilities, equipment, supplies, and services necessary for ongoing operations.



Task 5. Regional Coordination

- Provide administrative and technical support for SERPM maintenance, training, documentation, and model usability, including support for regional and local planning efforts.
- Develop SERPM Version 10, covering the Miami Urbanized Area, including 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 2055 LRTP plan and 2055 RTP updates.
- Provide administrative and technical support to develop the 2055 RTP in coordination with Broward and Miami-Dade MPOs, including goals and objectives, regional networks, financial forecasts, scenario development, and regional priority projects.



Task 6. Agency Expenditures with Local Funds

- Maximize Agency Effectiveness: Leadership engagement, coordination, peer exchanges, board education, and related professional services.
- Improve Public Engagement: Outreach materials, meeting support items, and engagement activities.
- Professional development activities, including memberships, certifications, licensing dues, and team-building.
- Balance to MPO Local Reserves Fund.

FY 2027 & FY 2028

UNIFIED PLANNING WORK PROGRAM



PALM BEACH
Metropolitan Planning
Organization

Draft: February 12, 2026

Scheduled for Adoption: March 19, 2026



PalmBeachMPO.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. D426-014-B
FAP No. 0097-064-M
FM (FPN) No. 439325-6-14-01
FM (FPN) No. 439325-6-14-02
FM (FPN) No. 448678-5-12-01



Unified Planning Work Program

Fiscal Years 2027 and 2028

Period of July 1, 2026, to June 30, 2028

Palm Beach Metropolitan Planning Organization approval is scheduled for March 19, 2026

This report was prepared in cooperation with the Palm Beach Metropolitan Planning Organization's (MPO) funding partners, including the U.S. Department of Transportation, Federal Highway Administration, Federal Transit Administration, Florida Department of Transportation, Florida Commission for the Transportation Disadvantaged, Palm Beach County, and other participating governments.

Key MPO representatives include Valerie Neilson, Executive Director, Palm Beach MPO; Yvette Drucker, Board Chairperson, Palm Beach MPO; Andrew Uhlir, Transportation Planning Manager / Deputy Director of Programs, Palm Beach MPO; and Brian Ruscher, Transportation Planning Manager / Deputy Director of Multimodal, Palm Beach MPO.

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 MPO at 561-725-0800 or email Info@PalmBeachMPO.org. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

FDOT D4 Cost Analysis Certification *(pending receipt)*

TABLE OF CONTENTS

Introduction	5
Available Funding	7
Planning Priorities and Factors.....	8
Transportation Planning Activities	10
Public Participation Process	11
Organization and Management	12
MPO Agreements.....	13
Required Activities	14
Task 1. Engage and Collaborate.....	15
Task 2. Short Range Planning.....	18
Task 3. Long Range Planning.....	22
Task 4. Administer the Agency	25
Task 5. Regional Coordination	29
Task 6. Agency Expenditures with Local Funds.....	32

LIST OF FIGURES

Figure 1. Palm Beach MPO Planning Area	5
Figure 2. Urbanized Areas and MPO Boundaries.....	6
Figure 3. Required Activities	14

LIST OF TABLES

Table 1. Available Funding Sources	8
Table 2. Federal Planning Factors Matrix	9
Table 3. Task 1 Activities for Fiscal Years 2027 and 2028	16
Table 4. Task 1 Budget for Fiscal Years 2027 and 2028.....	17
Table 5. Task 2 Activities for Fiscal Years 2027 and 2028.....	19
Table 6. Task 2 Budget for Fiscal Years 2027 and 2028.....	21
Table 7. Task 3 Activities for Fiscal Years 2027 and 2028.....	23
Table 8. Task 3 Budget for Fiscal Years 2027 and 2028.....	24
Table 9. Task 4 Activities for Fiscal Years 2027 and 2028.....	26
Table 10. Task 4 Budget for Fiscal Years 2027 and 2028.....	28
Table 11. Task 5 Activities for Fiscal Years 2027 and 2028.....	30
Table 12. Task 5 Budget for Fiscal Years 2027 and 2028.....	31
Table 13. Task 6 Activities for Fiscal Years 2027 and 2028.....	32
Table 14. Task 6 Budget for Fiscal Years 2027 and 2028.....	33

APPENDICES

Appendix A – Acronyms
Appendix B – Resolution Adopting the FYs 2027 and 2028 UPWP
Appendix C – Funding Source & Budget Summary
Appendix D – FDOT D4 Planning Activities FY 27 to FY 28
Appendix E – Palm Tran FTA Planning Activities FY 27 to FY 28
Appendix F – MPO Travel Policy
Appendix G – Comments and Responses

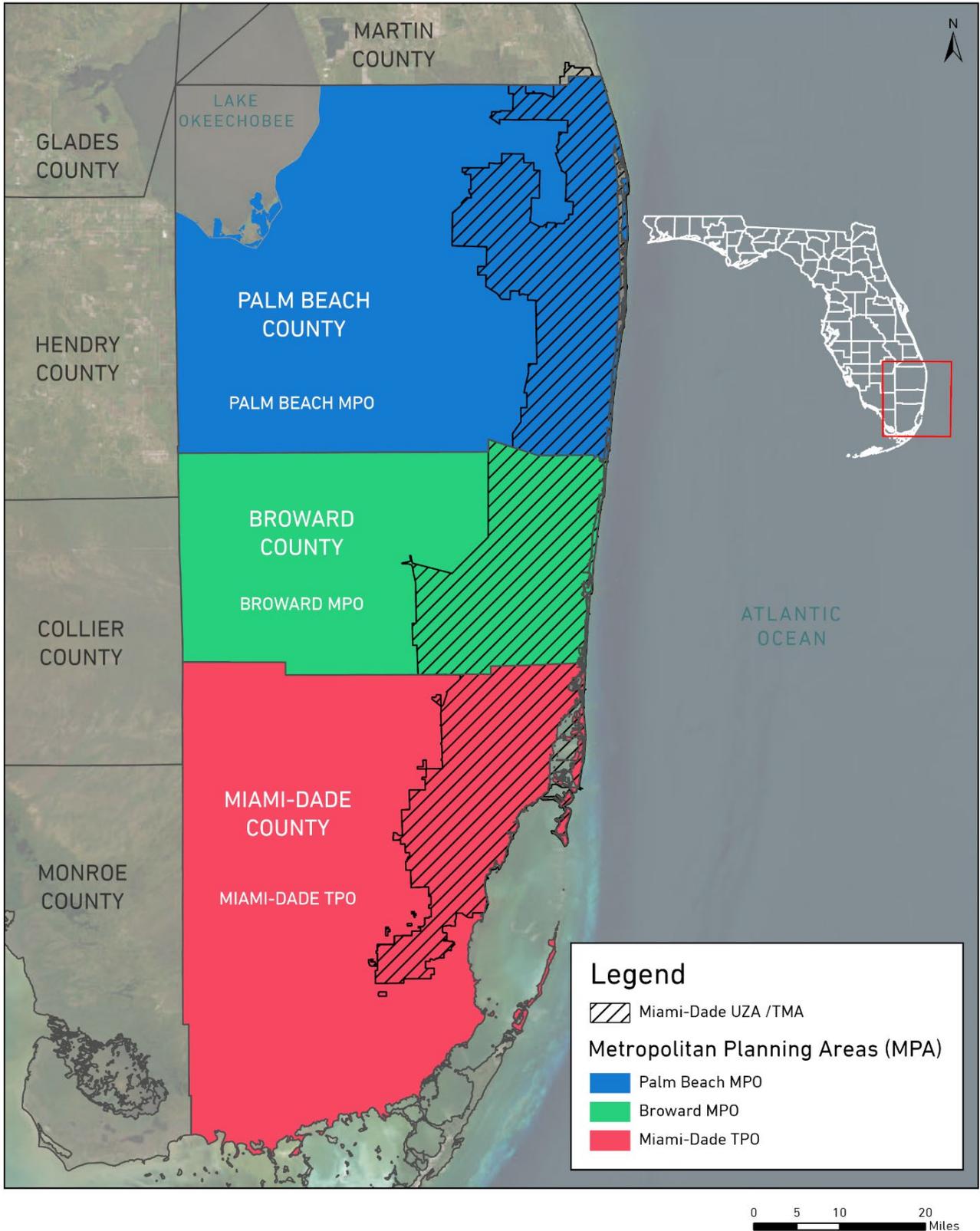


Figure 2. Urbanized Ares and MPO Boundaries

Available Funding

The planning activities in the UPWP are predominantly funded through federal grant reimbursements, and a smaller portion is 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. ACSU is a state advanced construction SU fund that is intended to be reimbursed with SU funds in the future.

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

Local Funds – dues paid at 10-cents (\$0.10) per capita by members on the MPO Governing Board.

FDOT and Palm Beach MPO participate in the Consolidated Planning Grant (CPG). The CPG enables FDOT, in cooperation with the MPO, the Federal Highway Administration (FHWA), and the 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, FHWA SU, and FTA 5305d funding in the UPWP is 18.07% of FHWA program funds for a total of \$1,900,120. Eligible expenses are reimbursed on an actual cost basis; therefore, no indirect cost rate is applied.

Table 1. Available Funding Sources

Funding Source	Fiscal Year 2027	Fiscal Year 2028	Total
CPG FHWA PL Re-Obligation (Contract G2Y14)¹	\$0	\$0	\$0
CPG Total (Contract XXXXX)	\$2,557,605	\$2,557,605	\$5,115,210
FHWA SU (Contract XXXXX)	\$1,685,000	\$1,583,332	\$3,368,332
FHWA ACSU (Contract TBD)	\$65,000	\$166,668	\$231,668
CTD²	\$58,875	\$60,053	\$118,928
MPO Local Funds	\$157,707	\$160,861	\$318,568
Total	\$4,524,187	\$4,528,519	\$9,052,706

¹These are carry forward funds from the prior fiscal year de-obligations. Funding is subject to change based on close out of the FY 2025-2026 UPWP.

²CTD funding amounts are estimates and subject to change.

Planning Priorities and Factors

Local Priorities

The primary objective of the UPWP is to support the federally required metropolitan transportation planning process by coordinating regional transportation planning activities and guiding the prioritization and use of state and federal transportation funds. The UPWP is further designed to produce required work products that serve the following purposes:

- To progress toward adopted performance measure targets through coordinated transportation decision-making that supports desired system performance outcomes;
- To assist federal and FDOT modal agencies in reviewing, monitoring, and evaluating the metropolitan transportation planning process;
- To advance multimodal transportation planning at the regional and systemwide 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 support a regional approach to transportation planning that facilitates coordination among transportation planning participants and ensures integrated transportation analysis.

Federal Planning Factors

The Palm Beach MPO is guided by the Federal Planning Factors that states and MPOs are required to address when carrying out the metropolitan transportation planning process. The current federal planning factors were established under the Fixing America’s Surface Transportation (FAST) Act.

Federal Planning Factors

As part of the FHWA Highway Safety Programs Module 2: Fundamentals of Transportation Planning, the key federally required planning factors or considerations are the same for State DOT’s and MPO’s, which includes the following. Palm Beach MPO continues to monitor guidelines from FDOT and FHWA regarding the federal planning factors.

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 2. Federal Planning Factors Matrix

Federal Planning Factors	UPWP Activities					Agency Expenditures w/ Local Funding
	Engage & Collaborate	Short Range Planning	Long Range Planning	Administer the Agency	Regional Coordination	
Economic Vitality	✓	✓	✓		✓	
Safety	✓	✓	✓		✓	
Security	✓	✓	✓		✓	
Accessibility & Mobility	✓	✓	✓		✓	
Environmental Protection & Quality of Life	✓	✓	✓		✓	
System Integration & Connectivity	✓	✓	✓		✓	
System Management & Operation	✓	✓	✓		✓	
System Preservation	✓	✓	✓		✓	
Resiliency & Reliability	✓	✓	✓		✓	
Travel & Tourism	✓	✓	✓		✓	

Transportation Planning Activities

Continuing

Many MPO planning activities continue from previous efforts, as outlined below:

- Continue public engagement through MPO outreach efforts, including social media, events, and responses to public inquiries;
- Assist local governments in evaluating, identifying, and prioritizing funding for multimodal infrastructure projects that improve safety and access for all users;
- Coordinate with Palm Tran and the South Florida Regional Transportation Authority (SFRTA) on transit service planning and updates to their Transit Development Plans (TDPs);
- Monitor federally required performance measures and identify projects and strategies to support achievement of adopted targets;
- Review the Strategic Intermodal System (SIS) Cost Feasible Plan (CFP) for consistency and potential incorporation in the MPO's Long Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP); and
- Review transportation projects through the Electronic Review Comments (ERC), Multimodal Scoping Checklist (MMS), and other applicable review processes.

Comprehensive

The MPO's planning activities are comprehensive in nature, addressing all modes of transportation, including walking, bicycling, transit, freight, and personal vehicles, and considering the needs of users of all ages and abilities.

Cooperative

The MPO works cooperatively with a broad range of partner agencies at the local, regional, state, and federal levels, including:

- **Federal Agencies:** FHWA, FTA, and Federal Railroad Administration (FRA)
- **State Agencies:** Florida Department of Transportation (FDOT), Florida Commission for the Transportation Disadvantaged (CTD), Florida Department of Environmental Protection (FDEP), and Florida Department of Commerce;
- **Metropolitan Planning Organization (MPO) Agencies:** Florida MPO Advisory Council (MPOAC), Southeast Florida Transportation Council (SEFTC), Miami-Dade TPO, Broward MPO, Martin MPO, St. Lucie TPO, and Indian River County MPO;
- **Local Governments:** Palm Beach County (PBC), PBC Municipalities, Water Management & Drainage Districts;
- **Transit Agencies:** Palm Tran and South Florida Regional Transportation Authority (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 and Utility Companies:** Florida East Coast (FEC) Railway, Brightline, CSX Transportation, Tropical Shipping, transportation network companies and mobility providers, and Florida Power & Light (FPL); and
- **Private Business Organizations:** Economic development councils, business development boards, chambers of commerce, and freight and logistics stakeholders.

Public Participation Process

Public involvement is a fundamental component of the metropolitan transportation planning process. The MPO provides ongoing opportunities for public participation to promote awareness of MPO responsibilities and to support informed transportation decision-making. Outreach activities include participation in public meetings and community events, as well as dissemination of information through the MPO's website, PalmBeachMPO.org, and social media platforms.

Public participation activities are conducted in accordance with the MPO's adopted Public Participation Plan (PPP), which ensures timely public notice, reasonable access to information, opportunities for early and continuous involvement, and consideration of public input in transportation planning decisions. Consistent with the PPP, the Unified Planning Work Program (UPWP) is made available for a minimum 30-day public review and comment period.

The UPWP is developed in cooperation with federal, state, regional, and local transportation partners and reflects input received through the continuing, comprehensive, and coordinated (3-C) transportation planning process. The UPWP is reviewed by the MPO's advisory committees and adopted by the MPO Governing Board.

ORGANIZATION AND MANAGEMENT

The MPO's Governing Board consists of 21 members: five County Commissioners, 15 elected officials representing the County's 13 largest municipalities, and one Port of Palm Beach Commissioner. The Governing Board provides overall policy direction for the metropolitan transportation planning process and serves as a key coordination mechanism with state agencies on transportation planning.

The MPO's Operating Procedures support the efficient conduct of business by the Governing Board and its advisory committees as the MPO collaboratively plans, prioritizes, and funds the regional transportation system. The Governing Board also coordinates with MPOs statewide through the Florida Metropolitan Planning Organization Advisory Council (MPOAC). MPOAC is composed of an elected official and staff director from each MPO in Florida and provides a forum for coordination, discussion of transportation issues, and input on FDOT plans and programs. Coordination with local municipalities occurs through the Governing Board, advisory committees, and MPO-led planning activities.

In carrying out these responsibilities, the Governing Board is supported by three standing advisory committees. FDOT participates as a non-voting advisory member on the Governing Board and its committees.

- **Technical Advisory Committee (TAC)** – Composed of representatives with technical expertise in transportation planning and engineering from county and municipal governments, airports, seaports, public transit agencies, the School District of Palm Beach County, and the Palm Beach County Health Department.
- **Citizens Advisory Committee (CAC)** – Composed of residents representing a broad cross-section of the community, including minority populations, older adults, persons with disabilities, environmental interests, business and development interests, freight and goods movement, private transportation providers, and the general public.
- **Vision Zero Advisory Committee (VZAC)** – Composed of county and municipal planners, law enforcement and fire rescue representatives, school district and health department staff, active transportation advocacy groups, and other partners as appropriate to support implementation of the MPO's Vision Zero Action Plan, with a focus on pedestrian and bicycle safety.

The MPO serves as the Designated Official Planning Agency (DOPA) for the Palm Beach County Transportation Disadvantaged (TD) Program. In this role, the MPO administers the Transportation Disadvantaged Local Coordinating Board (LCB), which serves as an advisory body to the Florida Commission for the Transportation Disadvantaged (CTD), and works with the Palm Beach County Community Transportation Coordinator (CTC) to identify local service needs and support coordinated transportation services for transportation disadvantaged individuals through the Florida Coordinated Transportation System.

The MPO Governing Board is also a member of the Southeast Florida Transportation Council (SEFTC), which facilitates regional coordination of transportation planning activities among the Palm Beach MPO, Broward MPO, and Miami-Dade TPO.

MPO Agreements

The MPO has executed the following agreements to support and implement the metropolitan transportation planning process:

- **Interlocal Agreement Creating Palm Beach MPO:** Establishes the MPO in accordance with federal requirements for a continuing, cooperative, and comprehensive (3-C) transportation planning process. Originally established on November 10, 1977. The current continuing agreement among all voting members of the MPO Governing Board and the Florida Department of Transportation (FDOT) was executed on October 13, 2004, and re-established on October 9, 2015.
- **Intergovernmental Coordination and Review (ICAR):** A continuing Joint Participation Agreement among the MPO, FDOT, TCRPC, SFRTA, Port of Palm Beach, and Palm Beach County to coordinate multimodal transportation planning. Executed on April 21, 2008.
- **FDOT/MPO Agreement:** A biennial agreement providing federal transportation planning funds (FHWA PL, FHWA SU, and FTA planning allocations) to support UPWP activities. The agreement for this UPWP is effective July 1, 2026, through June 30, 2028.
- **Transportation Disadvantaged (TD) Planning Grant Agreement:** An annual agreement with the Florida Commission for the Transportation Disadvantaged (CTD) providing state planning funds to support the MPO's responsibilities as the Designated Official Planning Agency (DOPA), in accordance with Chapter 427, Florida Statutes, and Rule 41-2, Florida Administrative Code. Effective July 1 through June 30 of each state fiscal year.
- **Southeast Florida Transportation Council (SEFTC) Interlocal Agreement:** A continuing agreement supporting regional transportation planning and coordination in Southeast Florida. Executed on January 9, 2006, and amended on July 14, 2011.
- **Southeast Regional Planning Model (SERPM) MOU:** An agreement among the Palm Beach MPO, Broward MPO, Miami-Dade TPO, and FDOT Districts 4 and 6 for coordination of SERPM development, funding, and maintenance. Effective January 1, 2025, through December 31, 2030.
- **Memorandum of Understanding (MOU) for Administrative Disposition of Assets:** A continuing agreement with FDOT providing administrative support for accounts payable, accounts receivable, and payroll functions. Executed on December 20, 2024.

REQUIRED ACTIVITIES

The MPO's required activities are organized into six (6) tasks to carry out the 3-C transportation planning process, guided by the MPO'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, **Appendix D** lists the planning activities to be performed by FDOT District 4, and **Appendix E** lists those to be performed by Palm Tran.

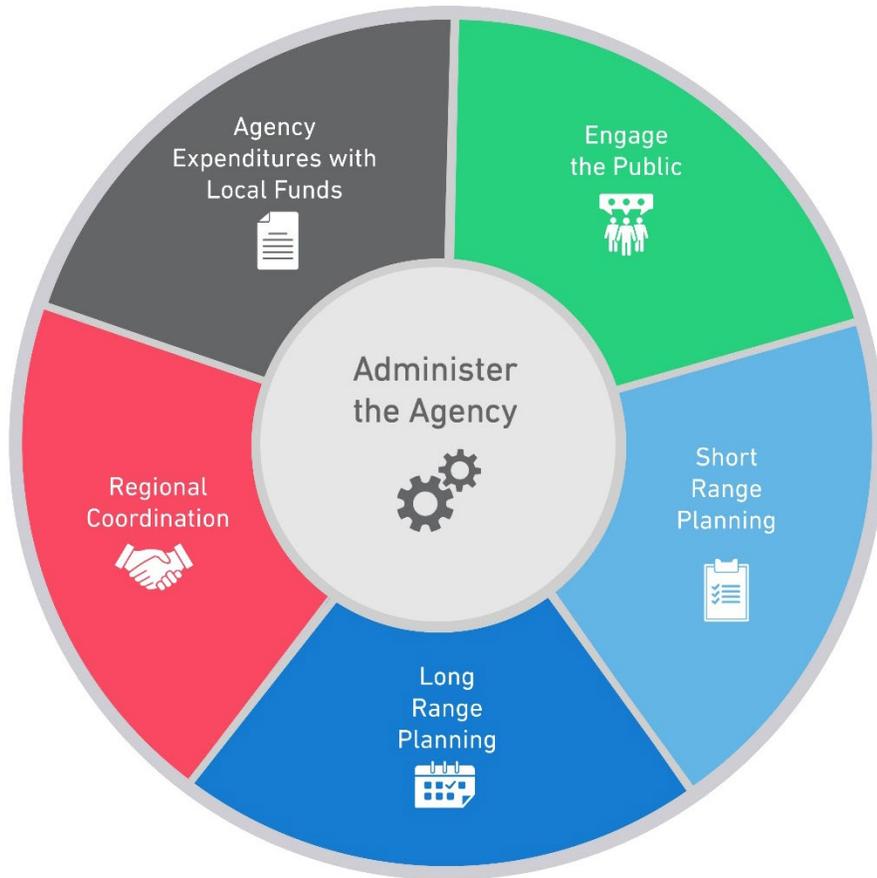


Figure 3. Required Activities

Task 1. Engage and Collaborate

Responsible Agency: Palm Beach MPO

Participating Agencies: FHWA, FTA, FDOT, MPOAC, AMPO, SEFTC, Broward MPO, Miami-Dade TPO, Palm Tran, SFRTA, TCRPC, Palm Beach County, local municipalities, School District, private transportation providers, chambers of commerce, business organizations, and community organizations.

Purpose

This task supports public engagement and coordination with partner agencies to advance the metropolitan transportation planning process. Activities focus on increasing public awareness and input and working collaboratively with partner agencies through committees, meetings, and events to advance policies, programs, and projects consistent with the MPO's mission and vision.

Previous Work

The MPO engaged the public and partner agencies through presentations, educational workshops, and outreach with community groups and business organizations, with an emphasis on safety and multimodal transportation. Ongoing activities included safety fairs, Florida Bicycle Month, Walk and Roll to School Days, and publication of the biweekly *Transportation Tuesday* e-newsletter. The MPO maintained and enhanced its website and social media platforms; produced digital and print outreach materials; monitored progress on the Strategic Plan through an Annual Report; and implemented the Public Participation Plan (PPP), including ADA and Title VI compliance activities.

At the regional level, the MPO coordinated with FDOT, local governments, and South Florida Commuter Services on joint outreach efforts and partnered with the Broward MPO and Miami-Dade TPO to plan the annual Safe Streets/Roads Summit. In 2025, the Palm Beach MPO hosted the Summit. Through the Southeast Florida Transportation Council (SEFTC), the MPO supported coordinated public engagement and partner collaboration related to the 2050 Regional Transportation Plan (RTP) and development of the annual prioritized Transportation Regional Incentive Program (TRIP) project list.

MPO staff also participated in partner agency committees, working groups, meetings, workshops, and site visits to promote awareness of and encourage participation in the metropolitan transportation planning process. These efforts included participation with MPOAC, AMPO, SEFTC, RTTAC, SFRTA, Palm Tran, and other local, regional, statewide, and national partners to support coordination on transportation planning initiatives and identify multimodal transportation needs, safety priorities, and implementable improvements.

Activities to Be Performed

Table 3. Task 1 Activities for Fiscal Years 2027 and 2028

	Activity	Deliverable(s)	Completion Date
A*	Prepare, collect, and disseminate public information and input, including compiling feedback from online and in-person engagement; developing photo, video, and written content; producing outreach materials; maintaining the MPO website and digital platforms; monitoring media; and issuing required public notices. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$20,000 FY 2027 ▪ \$20,000 FY 2028 	Newsletters; website updates; outreach materials; social media content; public notices	Monthly
B	Track public engagement activities, document and respond to public comments, and survey input received through online tools and in-person meetings.	Public involvement activity reports; responses to public comments	Monthly, As Needed
C	Conduct direct public engagement activities to inform and actively solicit input, including presentations, surveys, tabling, workshops, and community events.	Presentations; surveys; outreach events	As Needed
D	Maintain and update the Public Participation Plan (PPP) and support ADA and Title VI compliance monitoring.	PPP updates; compliance monitoring	As Needed
E	Coordinate and collaborate with partner agencies through meetings, committees, and joint activities related to transportation planning initiatives.	Partner agency coordination and meeting participation	Monthly, As Needed
F	Administer and support MPO Governing Board and advisory committee meetings.	Agendas; minutes; presentations	Monthly
G*	Plan and conduct workshops, local and regional summits, mobile tours, site visits, and other educational or engagement events. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$75,000 FY 2027 ▪ \$100,000 FY 2028 	Workshops; summits; site visits; educational events	As Needed

*MPO staff may utilize outside consultants to support the work performed on these activities up to amounts as approved by the Governing Board through a public Request for Proposal (RFP) process. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as RFPs are developed.

Table 4. Task 1 Budget for Fiscal Years 2027 and 2028

Year 1: FY 2027			
Budget Category	FHWA		FY 2027 Total
	PL	SU	
Personnel (salary and benefits)	\$389,021	\$209,473	\$598,494
Consultants			
A – Provide Outreach Support	\$15,000	\$5,000	\$20,000
G – Conduct workshops, summits	\$37,500	\$37,500	\$75,000
Consultants Subtotal	\$52,500	\$42,500	\$95,000
FY 2027 Total	\$441,521	\$251,973	\$693,494
Year 2: FY 2028			
Budget Category	FHWA		FY 2028 Total
	PL	SU	
Personnel (salary and benefits)	\$420,143	\$226,231	\$646,374
Consultants			
A – Provide Outreach Support	\$15,000	\$5,000	\$20,000
G – Conduct workshops, summits	\$50,000	\$50,000	\$100,000
Consultants Subtotal	\$65,000	\$55,000	\$120,000
FY 2028 Total	\$485,143	\$281,231	\$766,374

Task 2. Short Range Planning

Responsible Agency: Palm Beach MPO

Participating Agencies: FHWA, FTA, FDOT, MPOAC, AMPO, SEFTC, Broward MPO, Miami-Dade TPO, Palm Tran, SFRTA, TCRPC, Palm Beach County, local municipalities, School District, the Palm Beach County Health Department, the freight industry, neighboring MPOs, and community organizations.

Purpose

This task supports the development and implementation of short-range multimodal transportation plans and programs that advance a safe, efficient, and connected transportation system. Activities focus on data-driven planning, project evaluation, and coordination with partner agencies to ensure transportation investments align with the MPO's Vision, adopted plans, and governing board priorities. This includes planning and evaluation for all transportation modes; coordination of land use and transportation; assessment of emerging technologies such as connected and autonomous vehicles; and prioritization of funding within the five-year Transportation Improvement Program (TIP) consistent with the Long Range Transportation Plan (LRTP).

Previous Work

The MPO supported short-range planning efforts through studies, audits, and evaluations related to Vision Zero, safety, multimodal, and transit-oriented development. Activities included walk and bike audits, participation in FDOT-led Road Safety Audits (RSAs), and evaluations of intersections with rail safety concerns.

In coordination with Palm Tran, Palm Beach County, and local municipalities, the MPO advanced roadway and transit improvements through initiatives such as the 561 Mobility Vision Plan, the Southwest of Downtown Mobility Plan, the extension of Tri-Rail service, transit shelters, and Transit Signal Priority.

MPO staff developed and maintained data visualization and mapping tools, including public-facing dashboards, to support decision-making and improve accessibility to transportation data for partner agencies and the public.

The MPO continued annual coordination with FDOT on development of the List of Priority Projects (LOPP), the Draft Tentative Work Program (DTWP), and adoption of the TIP. MPO staff also participated in state and local project design reviews to ensure consistency with adopted plans, policies, and multimodal planning objectives.

Activities to Be Performed

Table 5. Task 2 Activities for Fiscal Years 2027 and 2028

	Activity	Deliverable(s)	Completion Date
A*	Plan and advance a multimodal transportation system through systemwide, mode-specific, and Vision Zero plans addressing motorized and non-motorized travel, freight, ports, and emerging technologies. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$550,000 FY 2027 ▪ \$300,000 FY 2028 	System-wide planning efforts	Annually
		TDP Updates	As needed
		Vision Zero Action Plan report and activities	June 2027/ June 2028
B	Plan and administer the Transportation Disadvantaged (TD) program, including TDSP updates, CTC evaluations and selections, LCB coordination, and review of Section 5310 applications.	TDSP update	Annually by November
		CTC evaluation	Annually by June
		LCB meetings	Quarterly
C*	Develop corridor studies and transportation plans and provide technical assistance to local governments. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$478,038 FY 2027 ▪ \$250,000 FY 2028 	Transportation plans and studies	As Needed
		Corridor-specific plans and studies	As Needed
D	Collect, analyze, maintain, and publish transportation and GIS data, including demographic, traffic, safety, transit, non-motorized, and freight data.	Updated GIS datasets	As Needed
		Open Data Hub updates	
E	Develop, adopt, and maintain the Transportation Improvement Program (TIP), including the annual call for projects, List of Priority Projects (LOPP), Transportation Regional Incentive Program (TRIP) list, FDOT Work Program review, TIP document, database, online map, and amendments.	Project applications and vetting	Mar 2026/ Mar 2027
		LOPP	Jul 2026/ Jul 2027
		TRIP Priority List	Feb 2026/ Feb 2027
		FDOT Draft Work Program review	Oct 2026/ Oct 2027
		Adopted TIP and amendments	June 2026 / June 2027 / As Needed

	Activity	Deliverable(s)	Completion Date
F	Review and provide input on transportation projects developed by partner agencies, including ETDM, PD&E, multimodal scoping, and design plans. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$20,000 FY 2027 ▪ \$20,000 FY 2028 	Project reviews and comments	As Needed

*MPO staff may utilize outside consultants to support the work performed on these activities up to amounts as approved by the Governing Board through a public Request for Proposal (RFP) process. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as RFPs are developed.

Table 6. Task 2 Budget for Fiscal Years 2027 and 2028

Year 1: FY 2027				
Budget Category	FHWA		CTD¹	FY 2027 Total
	PL	SU	State	
Personnel (salary and benefits)	\$349,565	\$129,352	\$58,875	\$537,792
Consultants				
A – Conduct Corridor and Safety Studies ²	\$250,000	\$300,000		\$550,000
C – Develop and assist with transportation plans ²	\$225,243	\$252,795		\$478,038
F – Provide review and input on projects	\$10,000	\$10,000		\$20,000
Consultants Subtotal	\$485,243	\$562,795		\$1,048,038
FY 2027 Total	\$834,808	\$692,147	\$58,875	\$1,585,830
Year 2: FY 2028				
Budget Category	FHWA		CTD¹	FY 2028 Total
	PL	SU	State	
Personnel (salary and benefits)	\$377,530	\$143,232	\$60,053	\$580,815
Consultants				
A – Conduct Corridor and Safety Studies ²	\$123,000	\$177,000		\$300,000
C – Develop and assist with transportation plans ²	\$102,500	\$147,500		\$250,000
F – Provide review and input on projects	\$8,200	\$11,800		\$20,000
Consultants Subtotal	\$233,700	\$336,300		\$570,000
FY 2028 Total	\$611,230	\$479,532	\$60,053	\$1,150,815

¹CTD funding amounts are subject to change and are shown as estimates.

²These 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 MPO for Complete Streets Planning for FY 2027 is \$475,243 of \$2,557,605 PL, and for FY 2028 is \$225,500 of \$2,557,605 PL. 2.5% of the total PL allocation for each fiscal year is \$63,940.

Task 3. Long Range Planning

Responsible Agency: Palm Beach MPO

Participating Agencies: FHWA, FTA, FDOT, SEFTC, Broward MPO, Miami-Dade TPO, Palm Tran, SFRTA, TCRPC, Palm Beach County, local municipalities, the School District of Palm Beach County, the freight industry, neighboring MPOs, and community organizations.

Purpose

This task supports the development, maintenance, and implementation of the Long Range Transportation Plan (LRTP), also known as the Metropolitan Transportation Plan (MTP), which establishes a 25-year framework for multimodal transportation investments in Palm Beach County. Activities focus on long-term planning, performance-based decision-making, data development, and coordination with partner agencies to guide future transportation investments.

The LRTP addresses all modes of transportation, including roadways, transit, freight (roadway, rail, seaport, and airport), and non-motorized networks such as bicycle facilities, sidewalks, and shared-use paths. The LRTP is updated every five years. The 2050 LRTP was adopted on December 12, 2024, and this UPWP initiates early work toward development of the 2055 LRTP, which is due in December 2029.

This task also includes ongoing monitoring of federal performance measures and the Congestion Management Process (CMP), as well as development of the Regional Transportation Plan (RTP) led by the Palm Beach MPO.

Previous Work

The MPO updated the LRTP to a 2050 planning horizon and continues to process amendments as needed. The 2050 LRTP update included public engagement, existing conditions analysis, travel demand model updates, goals and objectives development, needs assessment, and preparation of the Cost Feasible and Illustrative project lists.

Federal performance measures and the CMP were incorporated into interactive dashboards to support data-driven decision-making and provide accessible information to committees, stakeholders, and the public.

Activities to Be Performed

Table 7. Task 3 Activities for Fiscal Years 2027 and 2028

	Activity	Deliverable(s)	Completion Date
A	Process amendments to the adopted LRTP, including an annual call for projects.	LRTP Amendments	As Needed
B*	Develop and maintain transportation data, travel demand model inputs, and scenario planning tools to support the LRTP. Evaluate automated and machine learning tools for data updates and scenario analysis.	Updated model inputs	As Needed
		Evaluation of automation and machine learning tools	Jun 2027
C*	Develop the 2055 LRTP, including financial forecasts; goals, objectives, and performance measures; project coordination; public engagement; and coordination with MPO committees and partner agencies. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$200,000 FY 2027 ▪ \$308,772 FY 2028 	Financial forecast Performance Measures Needs Plan Cost Feasible Plan LRTP document	Dec 2029
D	Update and maintain systemwide the performance measures dashboard and Congestion Management Process (CMP), and coordinate with FDOT, transit providers, and partners on required target adoption.	Updated performance measures & dashboard	As Needed
E	Lead development of the 2055 Regional Transportation Plan (RTP), including coordination with regional partners on goals and objectives, designated networks, financial forecasts, scenario development, and regional priority projects.	2055 RTP and technical memoranda, as needed	Kickoff: Jan 2028 Adopt: Jun 2030

*MPO staff may utilize outside consultants to support the work performed on these activities up to amounts as approved by the Governing Board through a public Request for Proposal (RFP) process. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as RFPs are developed.

Table 8. Task 3 Budget for Fiscal Years 2027 and 2028

Year 1: FY 2027			
Budget Category	FHWA		FY 2027 Total
	PL	SU	
Personnel (salary and benefits)	\$83,477	\$44,949	\$128,426
Consultants			
C – Develop & Maintain LRTP	\$100,000	\$100,000	\$200,000
Consultants Subtotal	\$100,000	\$100,000	\$200,000
FY 2027 Total	\$183,477	\$144,949	\$328,426
Year 2: FY 2028			
Budget Category	FHWA		FY 2028 Total
	PL	SU	
Personnel (salary and benefits)	\$90,155	\$48,545	\$138,700
Consultants			
C – Develop & Maintain LRTP	\$185,891	\$122,881	\$308,772
Consultants Subtotal	\$185,891	\$122,881	\$308,772
FY 2028 Total	\$276,046	\$171,426	\$447,472

Task 4. Administer the Agency

Responsible Agency: Palm Beach MPO

Participating Agencies: FHWA, FTA, and FDOT

Purpose

This task supports administration of the federally required continuing, cooperative, and comprehensive (3-C) transportation planning process. Activities ensure the Palm Beach MPO operates in a transparent, efficient, and fiscally responsible manner and provides a fair and impartial setting for effective regional decision-making.

Previous Work

MPO staff performed required administrative activities to support the 3-C planning process, including support for the MPO Governing Board and advisory committees; preparation and updating of required documents; coordination and support for audits; and submission of monthly and quarterly progress reports and reimbursement requests.

Internal operations were strengthened through updates to Procurement Policies, Financial Policies, the Personnel Handbook, Operating Procedures, and the Continuity of Operations Plan (COOP). A Succession Plan was also developed to support organizational continuity and stability of core functions.

The MPO issued Requests for Proposals and awarded contracts for General Planning Services and Annual Financial Statement Preparation and Auditing Services, and executed contract extensions for legal, janitorial, website, and accounting support services. In FY 2025, the MPO implemented a new integrated accounting system and improved its human resources and payroll processing system.

In coordination with FDOT and local agencies, the MPO completed federally required updates to the Planning Area Boundary, Urban Area Boundary, and Roadway Functional Classification following the decennial census. The MPO also executed a Memorandum of Understanding with FDOT to enable reimbursement through Interlocal Agreements for advanced administrative services funding.

Activities to Be Performed

Table 9. Task 4 Activities for Fiscal Years 2027 and 2028

	Activity	Deliverable(s)	Completion Date
A*	Maintain certification of the urban transportation planning process, including UPWP administration, grant reimbursement reporting, Strategic Plan updates, and joint federal and state certifications. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$20,000 FY 2028 	UPWP progress reports	Monthly & Quarterly
		UPWP amendments and modifications	As needed
		FY 2029–2030 UPWP	May 2028
		Strategic Plan updates	June 2027, June 2028
		Joint certifications	June 2027, June 2028
B*	Perform financial management activities, including grant reimbursements, audits, accounting, payroll, contract management, invoice processing, inventory, and financial reporting. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$93,000 FY 2027 ▪ \$94,000 FY 2028 	Certified Annual Financial Report Federal Single Audit	February 2027, February 2028
		FDOT audit(s) Financial reports	March 2027, March 2028
		Grant Reimbursements	Monthly
		Accounting and financial reporting system	Ongoing Service
C	Support travel and professional development for MPO staff and Governing Board members.	Professional development activities and associated costs	As Needed
D*	Administer personnel, human resources, operating procedures, and the Continuity of Operations Plan (COOP), including hiring, onboarding, and ongoing personnel support. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$10,000 FY 2027 ▪ \$10,000 FY 2028 	Staff hiring and onboarding Personnel support Operating Procedures and COOP Updates	As Needed
E*	Provide legal services to support the administration of the federal planning process, risk management, and human resources. <i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$75,000 FY 2027 ▪ \$80,000 FY 2028 	Legal reviews	Monthly
		Legal defense documents	As Needed
		HR legal support	As Needed
F	Maintain supplies, software, and tools to support agency operations and planning activities, including public involvement, project management, performance measures, GIS, and data publishing.	Planning and operations software	Ongoing
G*	Provide information technology services and website maintenance.	IT and website services	Ongoing

	Activity	Deliverable(s)	Completion Date
	<i>Consultant supported efforts:</i> <ul style="list-style-type: none"> ▪ \$41,000 FY 2027 ▪ \$44,200 FY 2028 		
H*	Procure facilities, equipment, supplies, and services necessary for ongoing operations, including rent, utilities, communications, insurance, and office maintenance.	Facilities and operational services	Monthly / As Needed

*MPO staff may utilize outside consultants to support the work performed on these activities up to amounts as approved by the Governing Board through a public Request for Proposal (RFP) process. Details regarding all consultant-supported activities will be submitted to FDOT/FHWA for review and approval as RFPs are developed.

Table 10. Task 4 Budget for Fiscal Years 2027 and 2028

Year 1: FY 2027			
Budget Category	FHWA		FY 2027
	PL	SU	Total
Personnel (salary and benefits)	\$518,846	\$279,379	\$798,225
Consultants			
A – UPWP, Strategic Plan	\$0	\$0	\$0
B – Accounting/Payroll/Audit	\$51,150	\$41,850	\$93,000
D – Administrative support	\$5,000	\$5,000	\$10,000
E – Legal and Human Resources	\$41,250	\$33,750	\$75,000
G – IT & Web Maintenance Services	\$22,550	\$18,450	\$41,000
Consultants Subtotal	\$119,950	\$99,050	\$219,000
Travel*	\$36,300	\$29,700	\$66,000
Direct Expenses			
Facilities	\$257,291	\$110,268	\$367,559
Graphics and Legal Advertising	\$17,050	\$13,950	\$31,000
Administrative Services and Fees	\$15,750	\$6,750	\$22,500
Direct Expenses Subtotal	\$290,091	\$130,968	\$421,059
Supplies**	\$102,704	\$44,016	\$146,720
Equipment**	\$29,908	\$12,818	\$42,726
FY 2027 Total	\$1,097,799	\$595,931	\$1,693,730
Year 2: FY 2028			
Budget Category	FHWA		FY 2028
	PL	SU	Total
Personnel (salary and benefits)	\$560,354	\$301,729	\$862,083
Consultants			
A – UPWP, Strategic Plan	\$8,000	\$12,000	\$20,000
B – Accounting/Payroll/Audit	\$51,700	\$42,300	\$94,000
D – Administrative support	\$4,100	\$5,900	\$10,000
E – Legal and Human Resources	\$44,000	\$36,000	\$80,000
G – IT & Web Maintenance Services	\$24,310	\$19,890	\$44,200
Consultants Subtotal	\$132,110	\$116,090	\$248,200
Travel*	\$39,270	\$32,130	\$71,400
Direct Expenses			
Facilities	\$277,874	\$119,089	\$396,963
Graphics and Legal Advertising	\$17,600	\$14,400	\$32,000
Administrative Services	\$16,590	\$7,110	\$23,700
Direct Expenses Subtotal	\$312,064	\$140,599	\$452,663
Supplies & Software**	\$110,920	\$47,537	\$158,457
Equipment & Improvements**	\$30,468	\$13,058	\$43,526
FY 2028 Total	\$1,185,186	\$651,143	\$1,836,329

*Palm Beach MPO 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 MPO understands that supply purchases over \$1,000 and individual equipment purchases over \$5,000 will be submitted to FHWA for review and approval.

Task 5. Regional Coordination

Purpose

This task supports regional transportation planning coordination and shared funding responsibilities among Southeast Florida partners. Activities include administration of the Southeast Florida Transportation Council (SEFTC), development of the Regional Transportation Plan (RTP), and maintenance and advancement of the Southeast Regional Planning Model (SERPM) to forecast regional travel demand. The Task 5 budget identifies funding commitments by each partner and the agency responsible for administering each activity.

Previous Work

SEFTC collaborated to maintain and update the Southeast Regional Planning Model (SERPM), a scenario-based travel demand model used to support regional and local transportation planning across Southeast Florida. SERPM is updated every five years. During this period, MPO staff worked with regional partners to implement SERPM Version 9.

SEFTC also adopted the 2050 Regional Transportation Plan (RTP), which identifies long-term transportation investment needs, evaluates future development and investment scenarios, and advances a shared regional vision.

Initial coordination began on the development of the 2055 RTP. Beginning in January 2028 (the second half of FY 2028), the Palm Beach MPO will lead SEFTC administration and development of the 2055 RTP.

Memorandums of Understanding (MOUs) were initiated among the Miami-Dade TPO, Broward MPO, Palm Beach MPO, and FDOT Districts Four and Six to support continued SERPM development and initiation of the 2055 RTP. These MOUs address SERPM maintenance and training, development of SERPM Version 10, and preparation of the 2055 RTP.

Activities to Be Performed

Table 11. Task 5 Activities for Fiscal Years 2027 and 2028

Activity		Deliverable(s)	Completion Date
A	<p><i>Lead: FDOT District 4</i></p> <p>Provide administrative and technical support for SERPM maintenance, training, documentation, and model usability, including support for regional and local planning efforts.</p>	SERPM training workshops	Annually/As Requested
		Performance measures report on modeling modules	June 2028
B	<p><i>Lead: FDOT District 4</i></p> <p>Develop SERPM Version 10, covering the Miami Urbanized Area, including 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 2055 LRTP plan and 2055 RTP updates.</p> <p><i>Palm Beach MPO transfer to FDOT District 4:</i></p> <ul style="list-style-type: none"> ▪ \$65,000 FY 2027 ▪ FPN No: 448678-5-12-01 	<p>Model estimate and design report</p> <p>Data collection and development report</p> <p>Model calibration, validation, and sensitivity testing plan</p> <p>SERPM networks, user guide, scripts, and program code</p>	June 2028
C*	<p><i>Lead: Palm Beach MPO</i></p> <p>Provide administrative and technical support to develop the 2055 RTP in coordination with Broward and Miami-Dade MPOs, including goals and objectives, regional networks, financial forecasts, scenario development, and regional priority projects.</p> <p><i>Transfer from Broward & Miami-Dade MPOs:</i></p> <p>FPN No: XXXXXX-X-XX-XX for FY 2028</p> <p><i>Consultant Supported Efforts:</i></p> <ul style="list-style-type: none"> ▪ \$500,000 FY 2028 	2055 RTP and technical memoranda, as needed	<p>Kickoff: Jan 2028</p> <p>Adoption: June 2030</p>

*MPO staff may utilize outside consultants to support these activities as approved by the Governing Board through a public Request for Proposal (RFP) process. Consultant-supported activities will be submitted to FDOT/FHWA for review and approval as RFPs are developed.

Financial participation by the MPO and partner agencies is shown below, including the lead agency, funding sources, and amounts by fiscal year for each of the shared regional tasks.

Table 12. Task 5 Budget for Fiscal Years 2027 and 2028

Year 1: FY 2027				
Budget Category	FHWA		State (D/DS)	FY 2027 Total
	PL	ACSU		
Consultants				
SERPM 10 Development				
Transfer to: FDOT D4 (Lead) 448678-2-12-01			\$125,000	\$125,000
Transfer from: FDOT D6 448678-2-12-01			\$125,000	\$125,000
Transfer from: Palm Beach MPO 448678-5-12-01		\$65,000		\$65,000
Transfer from: Broward MPO 448678-4-12-01		\$85,000		\$85,000
Transfer from: Miami-Dade TPO 448678-6-12-01		\$100,000		\$100,000
FY 2027 Total	\$0	\$250,000	\$250,000	\$500,000
Year 2: FY 2028				
Budget Category	FHWA		State	FY 2028 Total
	PL	SU		
Consultants				
RTP 2055 Development*				
Transfer to: Palm Beach MPO (Lead Agency)		\$166,668		\$166,668
Transfer from: Broward MPO		\$166,666		\$166,666
Transfer from: Miami-Dade TPO		\$166,666		\$166,666
FY 2028 Total	\$0	\$500,000		\$500,000

* Funding transferred under a separate Financial Management number.

Task 6. Agency Expenditures with Local Funds

Purpose

This task authorizes the use of local funds to support discretionary activities that strengthen MPO leadership, public engagement, staff development, and long-term financial stability.

Activities to Be Performed

- **Maximize Agency Effectiveness** – Activities that support MPO leadership engagement, coordination, and informed decision-making, including peer exchanges, board education, coordination efforts, and related travel or professional services.
- **Improve Public Engagement** – Outreach and engagement efforts, including promotional materials, meeting support items, and targeted initiatives aligned with the MPO’s mission and vision.
- **Enhance Staff Performance** – Professional development activities, including professional memberships, certifications, licensing dues, and team-building activities.
- **Balance to MPO Reserve (Local Fund)** – Allocation of remaining funds to the MPO’s local reserve account to support long-term financial stability.

Table 13. Task 6 Activities for Fiscal Years 2027 and 2028

	Activity	Completion Date
A	<i>Maximize Agency Effectiveness:</i> Leadership engagement, coordination, peer exchanges, board education, and related professional services	As Needed
B	<i>Improve Public Engagement:</i> Outreach materials, meeting support items, and engagement activities	As Needed
C	<i>Enhance Staff Performance:</i> Professional development activities, including memberships, certifications, licensing dues, and team-building.	As Needed
D	Balance to MPO Local Reserves Fund	As Needed

Table 14. Task 6 Budget for Fiscal Years 2027 and 2028

Year 1: FY 2027		
Budget Category	Local	FY 2027 Total
Maximize Agency Effectiveness	\$55,000	\$55,000
Improve Public Engagement	\$47,000	\$47,000
Enhance Staff Performance	\$25,000	\$25,000
Balance to MPO Reserve Fund	\$30,707	\$30,707
FY 2027 Total	\$157,707	\$157,707
Year 2: FY 2028		
Budget Category	Local	FY 2028 Total
Maximize Agency Effectiveness	\$55,000	\$55,000
Improve Public Engagement	\$50,000	\$50,000
Enhance Staff Performance	\$25,000	\$25,000
Balance to MPO Reserve Fund	\$30,861	\$30,861
FY 2028 Total	\$160,861	\$160,861

APPENDIX A

Acronyms

Acronym	Definition
ADA	Americans with Disabilities Act
CAC	Citizen's Advisory Committee
CMP	Congestion Management Process
COOP	Continuity of Operations Plan
CPG	Consolidated Planning Grant
CTC	Community Transportation Coordinator
CTD	Commission on Transportation Disadvantaged
DBE	Disadvantaged Business Enterprise
ERC	Electronic Review Comments
ETDM	Efficient Transportation Decision Making
FAST	Fixing America's Surface Transportation
FAU	Florida Atlantic University
FDEP	Florida Department of Environmental Protection
FDOT	Florida Department of Transportation
FEC	Florida East Coast
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographic Information System
LCB	Local Coordinating Board
LOPP	List of Priority Projects
L RTP	Long Range Transportation Plan
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
PBAU	Palm Beach Atlantic University
PBC	Palm Beach County
PBCHD	Palm Beach County Health Department
PBSC	Palm Beach State College
PL	Metropolitan Planning
PM	Performance Measures

Acronym	Definition
PPP	Public Participation Plan
RTP	Regional Transportation Plan
SEFTC	Southeast Florida Transportation Council
SERPM	Southeast Florida Regional Planning Model
SFRPC	South Florida Regional Planning Council
SFRTA	South Florida Regional Transportation Authority
STBG	Surface Transportation Block Grant (SU)
TAC	Technical Advisory Committee
TCRPC	Treasure Coast Regional Planning Council
TD	Transportation Disadvantaged
TDP	Transit Development Plan
TDSP	Transportation Disadvantaged Service Plan
TIP	Transportation Improvement Program
TMA	Transportation Management Area
TPO	Transportation Planning Organization
TRIP	Transportation Regional Incentive Program
UPWP	Unified Planning Work Program
UZA	Urbanized Area
VZAC	Vision Zero Advisory Committee

APPENDIX B

Resolution Adopting the FYs 2027 and 2028 UPWP

APPENDIX C

Funding Source & Budget Summary

Funding Source

Contract	Funding Source	Source Level			FY 2027 Funding Source				FY 2028 Funding Source			
			2027	2028	Soft Match	Federal	State	Local	Soft Match	Federal	State	Local
	CTD	State	\$ 58,875	\$ 60,053	\$ -	\$ -	\$ 58,875	\$ -	\$ -	\$ -	\$ 60,053	\$ -
		CTD TOTAL	\$ 58,875	\$ 60,053	\$ -	\$ -	\$ 58,875	\$ -	\$ -	\$ -	\$ 60,053	\$ -
	FHWA	PL	\$ 2,557,605	\$ 2,557,605	\$ 564,090	\$ 2,557,605	\$ -	\$ -	\$ 564,090	\$ 2,557,605	\$ -	\$ -
		SU	\$ 1,750,000	\$ 1,750,000	\$ 385,970	\$ 1,750,000	\$ -	\$ -	\$ 385,970	\$ 1,750,000	\$ -	\$ -
		FHWA TOTAL	\$ 4,307,605	\$ 4,307,605	\$ 950,060	\$ 4,307,605	\$ -	\$ -	\$ 950,060	\$ 4,307,605	\$ -	\$ -
	Local	MPO Local Funds	\$ 157,707	\$ 160,861	\$ -	\$ -	\$ -	\$ 157,707	\$ -	\$ -	\$ -	\$ 160,861
		Local TOTAL	\$ 157,707	\$ 160,861	\$ -	\$ -	\$ -	\$ 157,707	\$ -	\$ -	\$ -	\$ 160,861
		TOTAL	\$ 4,524,187	\$ 4,528,519	\$ 950,060	\$ 4,307,605	\$ 58,875	\$ 157,707	\$ 950,060	\$ 4,307,605	\$ 60,053	\$ 160,861

Summary Budget: Agency Participation

Funding Source Contract Fiscal Year Total Budget	CTD		FHWA		Local	
	2027	2028	2027	2028	2027	2028
	\$ 58,875	\$ 60,053	\$ 4,307,605	\$ 4,307,605	\$ 157,707	\$ 160,861
Task 1 Engage and Collaborate						
Personnel (salary and benefits)	\$ -	\$ -	\$ 598,494	\$ 646,374	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 95,000	\$ 120,000	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 693,494	\$ 766,374	\$ -	\$ -
Task 2 Short Range Planning						
Personnel (salary and benefits)	\$ 58,875	\$ 60,053	\$ 478,917	\$ 520,762	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 1,048,038	\$ 570,000	\$ -	\$ -
Sub Total	\$ 58,875	\$ 60,053	\$ 1,526,955	\$ 1,090,762	\$ -	\$ -
Task 3 Long Range Planning						
Personnel (salary and benefits)	\$ -	\$ -	\$ 128,426	\$ 138,700	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 200,000	\$ 308,772	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 328,426	\$ 447,472	\$ -	\$ -
Task 4 Administer the Agency						
Personnel (salary and benefits)	\$ -	\$ -	\$ 798,225	\$ 862,083	\$ -	\$ -
Consultant	\$ -	\$ -	\$ 219,000	\$ 248,200	\$ -	\$ -
Travel	\$ -	\$ -	\$ 66,000	\$ 71,400	\$ -	\$ -
Direct Expenses	\$ -	\$ -	\$ 421,059	\$ 452,663	\$ -	\$ -
Supplies	\$ -	\$ -	\$ 146,720	\$ 158,457	\$ -	\$ -
Equipment	\$ -	\$ -	\$ 42,726	\$ 43,526	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 1,693,730	\$ 1,836,329	\$ -	\$ -
Sub Total Tasks 1-4	\$ 58,875	\$ 60,053	\$ 4,242,605	\$ 4,140,937	\$ -	\$ -
Task 6 Agency Expenditures with Local Funds						
Maximize Agency Effectiveness	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000
Improve Public Engagement	\$ -	\$ -	\$ -	\$ -	\$ 47,000	\$ 50,000
Enhance Staff Performance	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
Balance to MPO Local Reserves Fund	\$ -	\$ -	\$ -	\$ -	\$ 30,707	\$ 30,861
Sub Total	\$ -	\$ -	\$ -	\$ -	\$ 157,707	\$ 160,861
5 Regional Coordination						
Consultant	\$ -	\$ -	\$ 65,000	\$ 166,668	\$ -	\$ -
Sub Total	\$ -	\$ -	\$ 65,000	\$ 166,668	\$ -	\$ -
Sub-Total (less the de-obligated funds)	\$	118,928	\$	8,615,210	\$	318,568
Total De-ob. Funds (PL)	\$	-	\$	-	\$	-
Total De-ob. (Other Source)	\$	-	\$	-	\$	-
TOTAL PROGRAMMED	\$ 58,875	\$ 60,053	\$ 4,307,605	\$ 4,307,605	\$ 157,707	\$ 160,861

Includes funding for annual employee salary adjustments of up to 6 percent per fiscal year, based on COLA and/or performance. COLA is tied to Consumer Price Index (CPI) data published by the U.S. Department of Labor, Bureau of Labor Statistics. Projections also include an additional 2 percent per fiscal year to account for staffing transitions or position changes throughout the FY 2027–2028 UPWP period.

APPENDIX D

FDOT D4 Planning Activities FY 27 to FY 28

The following is a list of FDOT Planning Activities:

- Strategic Intermodal System (SIS) Planning
- Interchange Reviews
- State Highway System Corridor Studies
- Systems Planning and Reviews
- Freight Planning and Reviews
- Travel Demand Model Development
- Travel Demand Model Maintenance & Support
- Federal Functional Classification (including Urban Boundary Updates)
- Traffic Characteristic Inventory Program
- Roadway Characteristics Inventory
- GIS Application Development and System Maintenance
- Promoting and Coordinating Safety for all Modes of Transportation, including Bicycle and Pedestrian
- Transportation Alternatives Program Development
- Complete Streets Studies
- Modal Development and Technical Support
- Commuter Services
- ETDM/Community Impact Assessment
- Growth Management Impact Reviews
- Annual Traffic Count Program
- Resiliency
- Land use (Consistency throughout state, county, and local municipalities)
- 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 FDOT Secretary's list of the "vital few" agency emphasis areas 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 E

Palm Tran FTA Planning Activities FY 27 to FY 28

Palm Tran Planning Activities FY 2027 – 2028

- Mobility on Demand Zone Implementation
- Existing Service Efficiency Assessments
- Bus Shelters and Amenities Placement and Analysis
- Bus Stop Consolidation
- Transportation Network Company Future Zone Recommendation
- Transit Signal Priority Implementation

APPENDIX F

MPO Travel Policy

MPO RESOLUTION 2025-14

A RESOLUTION OF THE PALM BEACH METROPOLITAN PLANNING ORGANIZATION (MPO) AMENDING THE PERSONNEL HANDBOOK

WHEREAS, the Palm Beach MPO, a public agency created and operating pursuant to 23 U.S.C. 134, 49 U.S.C. 5303, and Sections 163.01 and 339.175, Florida Statutes, is the designated and duly constituted body responsible for the urban transportation planning process for Palm Beach County; and

WHEREAS, the MPO has adopted personnel rules and regulations, commonly referred to as the Personnel Handbook, to ensure that employees and prospective employees are treated in a manner consistent with applicable employment laws and regulations; and

WHEREAS, the Personnel Handbook establishes employment policies and procedures, including salaries, benefits, paid leave, and travel; and

WHEREAS, since the Personnel Handbook was last updated, there have been changes in federal and state employment laws, as well as changes to the MPO's operational standards, necessitating a revision to the Handbook; and

WHEREAS, the Personnel Handbook amendment, attached as "Exhibit A," is being proposed by MPO General Counsel and staff to clarify language to ensure legal consistency, align reimbursements with federal and state policies, and limit paid parental leave eligibility to employees with at least one year of service; and

WHEREAS, the Updated Personnel Handbook supersedes all existing MPO personnel policies;

NOW THEREFORE, BE IT RESOLVED BY THE PALM BEACH MPO THAT:

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

SECTION 2. The MPO Governing Board hereby approves the revised Personnel Handbook attached as "Exhibit A." The amendment sets forth new text, which is underlined, and deletes existing text with ~~stricken through~~ language.

SECTION 3. This Resolution shall take effect upon adoption.

The foregoing Resolution was offered by Gregg Weiss who moved its adoption. The motion was seconded by Maria Marino, and upon being put to a vote, the motion passed. The Chair thereupon declared the Resolution duly adopted this 30th day of October 2025.

PALM BEACH METROPOLITAN PLANNING ORGANIZATION

By: 
Councilmember Chelsea Reed, Chair
MPO Governing Board Chair

ATTEST:



Ruth Del Pino, MPO Agency Clerk

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



Milton Collins, MPO General Counsel

7. Upon termination of employment with the MPO, an employee will not be paid for any unused paid parental leave.

2.5 Travel

- A. **Applicability.** The travel policy applies to all staff traveling on official business paid for by the MPO.
- B. **Authorization.** The Executive Director must authorize travel for all staff. Travel must be authorized in advance of the travel occasion to be eligible for payment. Travel by the Executive Director shall be reviewed and approved by the Finance and Operations Manager to ensure accuracy and budget compliance. The number of individuals traveling to any one event shall be monitored and limited to maintain the local operational capacity of the MPO and to maximize the beneficial purposes of the travel occasion for the MPO.
- C. **Travel Costs.** All authorized parties traveling on official business for the MPO 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 MPO 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 MPO 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 MPO will pay or reimburse up to the amount for the standard room accommodation 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 MPO 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 MPO 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 MPO 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. MPO 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 MPO will not authorize travel advances. The MPO will either prepay by direct payment to the vendor or pay a reimbursement to the traveler for travel-related costs.

APPENDIX G

Comments and Responses



PALM BEACH
Metropolitan Planning
Organization



PalmBeachMPO.org/UPWP

DECLARING MARCH 2026 AS FLORIDA BICYCLE MONTH

WHEREAS, residents and visitors of [INSERT MUNICIPALITY] engage in bicycling as a practical form of transportation and a valuable means of physical activity and recreation; and

WHEREAS, the Florida Bicycle Association designates March as Florida Bicycle Month, and Palm Beach County recognizes this observance locally; and

WHEREAS, Florida Bicycle Month features fitness activities, educational programs, races, commuting opportunities, and charity events for riders of all ages and abilities at parks and locations throughout Palm Beach County; and

WHEREAS, recognition of Florida Bicycle Month raises awareness of bicycling and promotes physical activity, healthy lifestyles, and bicycling as a viable transportation option; and

WHEREAS, the Palm Beach Metropolitan Planning Organization plans, supports, and recommends projects that improve bicycle access and safety as well as promotes community education efforts to enhance safe bicycling practices; and

WHEREAS, bicycle-friendly communities contribute to improved public health, quality of life, economic vitality, tourism, traffic safety, and student outcomes, while reducing congestion and wear on local roadways; and

WHEREAS, electric bicycles are an increasingly popular mode of transportation, Palm Beach County encourages all road users to share the roadway responsibly and encourages organizations to promote safety through education and training; and

WHEREAS, Palm Beach County has an expanding network of designated and enhanced bicycle facilities totaling approximately 300 miles, and several local municipalities have adopted Complete Streets policies, advancing a safe, connected, and accessible transportation system for bicyclists of all ages, abilities, and backgrounds;

NOW, THEREFORE, BE IT PROCLAIMED BY the [INSERT COMMISSION/COUNCIL] of [INSERT MUNICIPALITY], assembled in regular session on this [INSERT DATE] day of March 2026, that March 2026 is hereby proclaimed:

Florida Bicycle Month

BE IT FURTHER PROCLAIMED that this proclamation is duly sealed, ribboned, and executed by the members of the [INSERT COMMISSION/COUNCIL]. The foregoing proclamation was sponsored by the Honorable Mayor [INSERT NAME], and, upon unanimous consent of the [INSERT COMMISSION/COUNCIL], was declared duly enacted.

Project Scheduling Report – February 2026

Phases occurring within the next 90 days

Palm Beach MPO & 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 MPO has consolidated the FDOT report to focus on MPO 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 Martha Morales at Martha.Morales@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	Constructability Plans	2/27/2026
4512241	SR-80/SOUTHERN BLVD AT JOG RD INTERSECTION IMPROVEMENTS	Add Left Turn Lane(s)	FDOT	PSE Meeting	3/2/2026
4132601	I-95 AT PALM BEACH LAKES BLVD	Interchange Justifica/Modifica	FDOT	Constructability Plans	4/2/2026
4475471	I-95 AT FOREST HILL BLVD/SR-882	Safety Project	FDOT	Production	4/6/2026
4512241	SR-80/SOUTHERN BLVD AT JOG RD INTERSECTION IMPROVEMENTS	Add Left Turn Lane(s)	FDOT	Biddability	4/7/2026
Major Projects					
4480731	SIGNAL UPGRADES - VARIOUS LOCATIONS IN NORTHERN PALM BEACH	Traffic Signals	FDOT	Agency Scope Review	2/16/2026
4383866	US-1/SR-5 FROM 25TH ST TO 45TH ST	Traffic Ops Improvement	FDOT	Constructability Plans	2/19/2026
4481071	SIGNAL IMPROVEMENTS - VARIOUS LOCATIONS	Traffic Signals	FDOT	Agency Scope Review	2/23/2026
4535581	SR-80 FROM SR-15 TO CR-880	Guardrail	FDOT	Biddability	3/5/2026
4480641	SIGNAL UPGRADES - VARIOUS LOCATIONS IN BOCA RATON	Traffic Signals	FDOT	Execution Date (Design)	3/13/2026
4479441	SIGNAL UPGRADES AT VARIOUS LOCATIONS	Traffic Signals	FDOT	Execution Date (Design)	3/13/2026
4383865	US-1/SR-5 FROM CAMINO REAL TO NE 8TH ST/MIZNER BLVD	Bike Lane/Sidewalk	FDOT	Letting	3/25/2026
4515792	SIGNAL UPGRADES AT VARIOUS LOCATIONS IN PALM BEACH COUNTY	Traffic Signals	FDOT	Letting	3/25/2026
4481351	US-1/SR-5 - VARIOUS LOCATIONS	Traffic Signals	FDOT	Initial Field Review	4/1/2026
4479441	SIGNAL UPGRADES AT VARIOUS LOCATIONS	Traffic Signals	FDOT	Kickoff Meeting	4/6/2026
4481351	US-1/SR-5 - VARIOUS LOCATIONS	Traffic Signals	FDOT	Agency Scope Review	4/6/2026
4480641	SIGNAL UPGRADES - VARIOUS LOCATIONS IN BOCA RATON	Traffic Signals	FDOT	Kickoff Meeting	4/9/2026
Local Initiatives Program					
4498471	PROSPERITY FARMS FR 800 FT N OF NORTHLAKE BLVD TO DONALD ROSS RD	Bike Lane/Sidewalk	Palm Beach County	LAP Commitment	3/6/2026
4483541	SOUTH EAST COAST ST AND SOUTH H ST	Bike Lane/Sidewalk	Lake Worth Beach	Production	4/6/2026
4460901	25TH ST FROM NORTH AUSTRALIAN AVE TO BROADWAY AVE	Bike Lane/Sidewalk	West Palm Beach	Production	4/6/2026
Transportation Alternatives Program					
4549511	E CAMINO REAL RD FROM DIXIE HWY TO FEDERAL HWY	Bike Path/Trail	Boca Raton	Kickoff Meeting	1/29/2026
4548771	NW 2ND AVE FROM CLINT MOORE RD/JEFFREY ST TO HIDDEN VALLEY BLVD	Bike Path/Trail	Boca Raton	Kickoff Meeting	1/29/2026
4508621	49TH ST FROM GREENWOOD AVE TO NORTH FLAGLER DR	Sidewalk	West Palm Beach	LAP Commitment	2/6/2026
4507841	SW 18TH ST FROM MILITARY TRAIL TO ADDISON AVE	Sidewalk	Boca Raton	LAP Commitment	3/6/2026
4548781	PALM ST FROM LAKE AVE TO DIXIE HWY/US-1	Sidewalk	West Palm Beach	Kickoff Meeting	3/25/2026
Other Federal & State Funded Projects					
4506771	SR5/US1 FROM N OF SILVER BEACH RD TO S OF PALMETTO DR	Landscaping	FDOT	Initial Field Review	1/30/2026
4549731	WEST PALM BEACH CAROLINE ST PEDESTRIAN BRIDGE ACCESS	Programmed	West Palm Beach	Production	2/2/2026
4484391	BEELINE HWY/SR-710 FROM W OF PARK COMMERCE BLVD TO E OF AVIATION BLVD	Resurfacing	FDOT	Biddability	2/6/2026
4475731	BOYNTON BEACH BLVD/SR-804 FROM EAST OF I-95 TO US-1/SR-5	Landscaping	FDOT	Biddability	2/20/2026

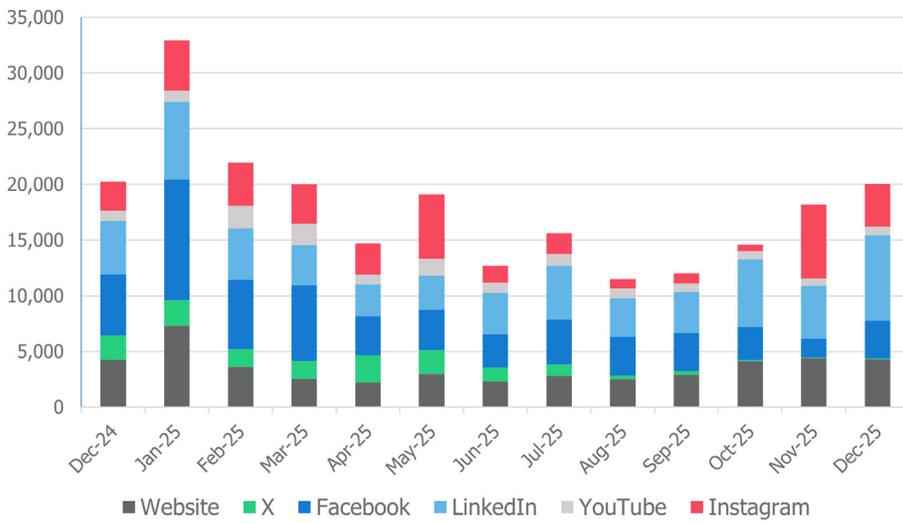
FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
4475451	OKEECHOBEE BLVD/SR-704 FROM EAST OF MILITARY TRAIL TO I-95	Lighting	FDOT	Letting	2/25/2026
4510851	FOREST HILL BLVD/SR-882 AT HAVERHILL RD	Intersection Improvement	FDOT	Letting	2/25/2026
4510841	OKEECHOBEE BLVD/SR-704 AT SR-809/ MILITARY TR	Intersection Improvement	FDOT	Letting	2/25/2026
4506791	I-95/SR-9 & OKEECHOBEE BLVD/SR-704	Landscaping	FDOT	Initial Field Review	2/26/2026
4549731	WEST PALM BEACH CAROLINE ST PEDESTRIAN BRIDGE ACCESS	Programmed	West Palm Beach	LAP Commitment	3/6/2026
4506771	SR5/US1 FROM N OF SILVER BEACH RD TO S OF PALMETTO DR	Landscaping	FDOT	Constructability Plans	3/17/2026
4493471	CONGRESS AVE/SR-807 AT 10TH AVE NORTH	Traffic Signal Update	FDOT	Constructability Plans	4/3/2026
4506791	I-95/SR-9 & OKEECHOBEE BLVD/SR-704	Landscaping	FDOT	Constructability Plans	4/13/2026
4531441	SYSTEMATIC RAMP SAFETY ANALYSIS- I-95 RAMPS; PALM BEACH COUNTY	Skid Hazard Overlay	FDOT	Constructability Plans	4/17/2026
4544401	NORTHLAKE BLVD - OLD DIXIE HWY AND 10TH STREET	Traffic Control Devices/System	FDOT	PSE Meeting	4/20/2026
O&M - Roadways					
4498101	SR-802/LAKE WORTH RD FR EVERETT COURT TO EAST OF ERIE ST	Resurfacing	FDOT	Biddability	2/6/2026
4553871	CONNORS HWY/SR 700 NORTH OF 1ST STREET TO WEST OF SR-80	Road/Slope Protection	FDOT	Letting	2/6/2026
4498341	SR-717/E CANAL ST FROM SR-80 TO SE AVE E	Resurfacing	FDOT	Public Information Workshop	2/10/2026
4498341	SR-717/E CANAL ST FROM SR-80 TO SE AVE E	Resurfacing	FDOT	PSE Meeting	2/17/2026
4498341	SR-717/E CANAL ST FROM SR-80 TO SE AVE E	Resurfacing	FDOT	Biddability	3/5/2026
4363404	PALM BEACH COUNTY PUSH BUTTON CONTRACT TRAFFIC OPS (ROADWAY)	Miscellaneous Construction	FDOT	Letting	4/3/2026
4438672	ALT A1A//SR-811 OVER LOXAHATCHEE RIVER BRIDGE 930339	Bridge- Repair/Rehabilitation	FDOT	Letting	4/3/2026
4498141	ROYAL PALM WAY/SR-704 FROM 4 ARTS PLAZA TO S COUNTY RD	Resurfacing	FDOT	Public Information Workshop	4/6/2026
4463731	FOREST HILL BLVD/SR-882 FR E OF LAKE CLARKE DR TO US-1/DIXIE HWY	Resurfacing	FDOT	Production	4/6/2026
4498141	ROYAL PALM WAY/SR-704 FROM 4 ARTS PLAZA TO S COUNTY RD	Resurfacing	FDOT	PSE Meeting	4/13/2026
4553871	CONNORS HWY/SR 700 NORTH OF 1ST STREET TO WEST OF SR-80	Road/Slope Protection	FDOT	Construction Notice to Proceed (NTP)	4/21/2026

Public Involvement Activity Report **4.B**

December 2025

Palm Beach MPO Social Media Analytics

Social Media Reach



December Events

The Palm Beach MPO hosted a mobile walking tour of downtown West Palm Beach in collaboration with the West Palm Beach Downtown Development Authority (DDA) to showcase ongoing placemaking efforts, redevelopment initiatives, and MPO projects.

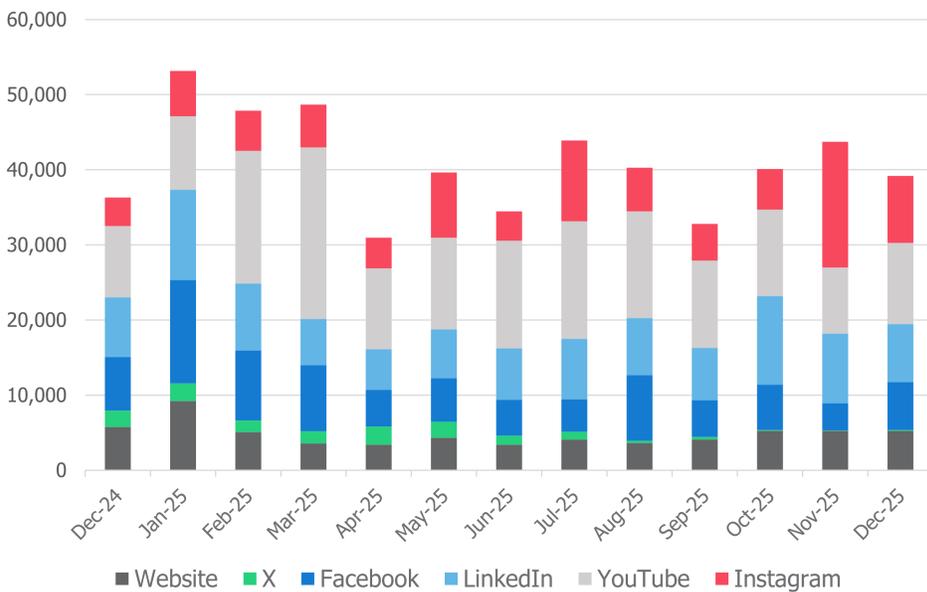


The Palm Beach MPO Board members, staff, and partner agency representatives traveled to Orlando to visit Beep headquarters and learn about the company's latest autonomous vehicle technologies.



MPO Executive Director Valerie Neilson delivered a presentation on the MPO transportation planning system alongside Board Member Deputy Mayor Fran Nachlas to 1000 Friends of Florida, with more than 640 participants in attendance.

Social Media Impressions



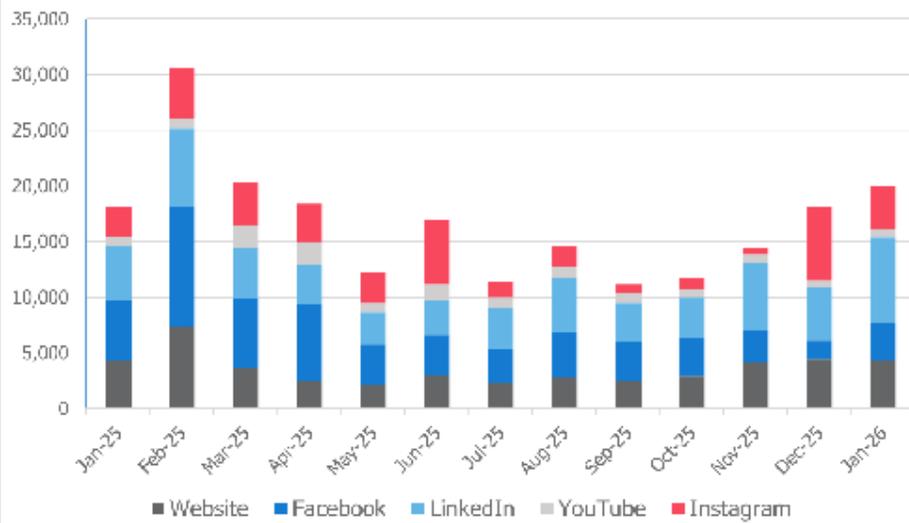
Public Involvement Activity Report

January 2026

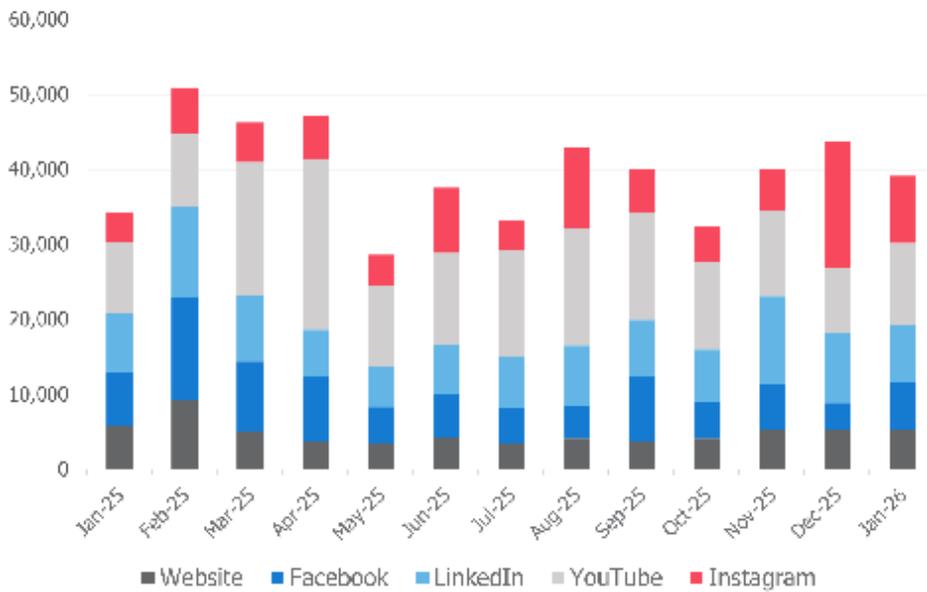
Palm Beach MPO Social Media Analytics

- MPO website users increased by 63% from December to January
- MPO LinkedIn impressions increased by 32% from December to January
- MPO LinkedIn page views increased by 32% from December to January

Social Media Reach



Social Media Impressions



January Events

MPO staff attended two outreach events on January 7 and 29 to provide safety resources and receive community feedback.



MPO staff, Board members, and regional partners participated in a site visit to The Underline in Miami, a 10-mile linear park located underneath the Miami Metrorail.



The MPO hosted a 2.5 day workshop with the Dutch Bicycle Embassy geared towards advancing bicycle-friendly communities through hands-on collaboration with Dutch experts.



The MPO hosted a mobile tour led by the Traffic Management Center of Palm Beach County to give participants a closer look at traffic operations in the county.

