



## EXECUTIVE COMMITTEE MEETING

Date: Thursday, May 22, 2025

Time: 1:30 pm

Location: St. Lucie TPO Conference Room

## AGENDA

1. Call to Order
2. Roll Call
3. Comments from the Public
4. Approval of Agenda
5. Approval of Meeting Summary
  - *July 31, 2024*
6. Unified Planning Work Program (UPWP) Tasks, Grants, and Budget Reviews: Review the fiscal-year-to-date summaries of the UPWP tasks, grants administered by the TPO, and TPO budget and form a recommendation for the TPO Board to consider with regard to the adoption of the draft FY 2025/26 Amended Budget.
7. Executive Director Employment Agreement: Review the Executive Director Employment Agreement and form a recommendation for the TPO Board to consider pertaining to an extension of the Agreement.
8. Recommendations/Comments by Members
9. Staff Comments
10. Adjourn

NOTICES

The St. Lucie TPO satisfies the requirements of various nondiscrimination laws and regulations including Title VI of the Civil Rights Act of 1964. Public participation is welcome without regard to race, color, national origin, age, sex, religion, disability, income, or family status. Persons wishing to express their concerns about nondiscrimination should contact Marceia Lathou, the Title VI/ADA Coordinator of the St. Lucie TPO, at 772-462-1593 or via email at [lathoum@stlucieco.org](mailto:lathoum@stlucieco.org).

Persons who require special accommodations under the Americans with Disabilities Act (ADA) or persons who require translation services (free of charge) should contact Marceia Lathou at 772-462-1593 at least five days prior to the meeting. Persons who are hearing or speech impaired may use the Florida Relay System by dialing 711.

Items not included on the agenda may also be heard in consideration of the best interests of **the public's health, safety, welfare, and as necessary to protect every person's right of** access. If any person decides to appeal any decision made by the St. Lucie TPO Executive Committee with respect to any matter considered at this meeting, that person shall need a record of the proceedings, and for such a purpose, that person may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based.

Kreyòl Ayisyen: Si ou ta renmen resevwa enfòmasyon sa a nan lang Kreyòl Ayisyen, tanpri rele nimewo 772-462-1593.

Español: Si usted desea recibir esta información en español, por favor llame al 772-462-1593.



Coco Vista Centre  
466 SW Port St. Lucie Blvd. Suite 111  
Port St. Lucie, Florida 34953  
772-462-1593 www.stlucietpo.org

## EXECUTIVE COMMITTEE MEETING

DATE: Tuesday, July 31, 2024

TIME: 2:00 pm

### MEETING SUMMARY

1. Call to Order

Chairman Dzadovsky called the meeting to order at 2:00 pm.

2. Roll Call

A quorum was confirmed with the following members present:

Members Present

Chairman Chris Dzadovsky  
Vice Chairman Curtis Johnson, Jr.  
Robert Driscoll  
Jack Kelly  
Councilwoman Stephanie Morgan

Representing

St. Lucie County  
City of Fort Pierce  
Community Transit  
St. Lucie School District  
City of Port St. Lucie

Others Present

Kyle Bowman  
Peter Buchwald  
Rachel Harrison  
Katherine Barbieri

Representing

St. Lucie TPO  
St. Lucie TPO  
Recording Specialist  
St. Lucie County

3. Comments from the Public – None.

4. Approval of Agenda

\* MOTION by Councilwoman Morgan to approve the agenda.

\*\* SECONDED by Mr. Driscoll

Carried UNANIMOUSLY

5. Approval of Meeting Summary

- July 25, 2023

\* MOTION by Vice Chairman Johnson to approve the Meeting Summary.

\* \* SECONDED by Councilwoman Morgan                      Carried UNANIMOUSLY

6. Unified Planning Work Program (UPWP) Tasks and Budget and Grants End-of-Term Reviews: End-of-term reviews of the UPWP tasks and budget and the grants administered by the TPO.

Mr. Buchwald explained that the second fiscal year of the FY 2022/23-2023/24 UPWP and Budget had ended, enabling an end-of-term review of the tasks completed, expenses incurred, and grants administered by the TPO. He presented the UPWP Task Summary and indicated that the activities and end products programmed for the past two fiscal years had been substantially completed. He then presented the budget and expenses for FY 2022/23 – FY 2023/24 as well as a summary of costs for each of the five grants administered by the TPO during the two fiscal years. Mr. Buchwald noted that none of the budget categories or grant budgets had been exceeded apart from the Staff Benefits Category due to increased health care costs but that the total expenses had been less than the adopted budget.

In answer to Chairman Dzadovsky's question, Mr. Buchwald indicated that the TPO staff had the same health insurance provider as County staff.

In response to another question from Chairman Dzadovsky, Mr. Buchwald noted that the item under discussion could be presented to the larger TPO Board as part of the Consent Agenda.

Vice Chairman Johnson commended the fiscal responsibility of the TPO but expressed concern that future budgets could be reduced. Mr. Buchwald explained how some of the budgets and grants would remain the same in subsequent years regardless of how much had been used in the current year, while others could be reduced in accordance with the amount left unspent. He noted that metropolitan planning funds were typically not affected by clawbacks and assured the members that the TPO satisfied all of its obligations to its various funding sources.

Answering Chairman Dzadovsky's question, Mr. Buchwald provided an update on the status of the Florida Shared-Use Nonmotorized (SUN)

Trail segments currently in development. Chairman Dzadovsky expressed his pride in the implementation of the SUN Trail in the TPO area commending it as a link between the local jurisdictions, and discussion ensued regarding the uniqueness of the SUN Trail in the area and the tourism opportunities it would present for the County.

7. Executive Director's Performance Review: Discussion of the review of the Executive Director's performance in FY 2023/24.

Mr. Buchwald presented the Executive Director Performance Review form used for past evaluations and asked the members if they wished to follow the same procedure observed in previous years, in which the completed forms had been collected by the TPO attorney for analysis and subsequent presentation to the Board.

Chairman Dzadovsky commented on the value of that procedure for obtaining honest feedback but noted the difficulty of ensuring a high response rate. Discussion ensued regarding the possibility of the Executive Committee (EC) conducting the evaluation and then including the results in a subsequent agenda as an action item for the full Board's consideration and endorsement. Mr. Driscoll inquired about legal provisions potentially preventing the EC from conducting the evaluation, and Mr. Buchwald indicated he was not aware of any. Ms. Barbieri cautioned the EC members that any change in procedure needed to be approved by the full Board prior to its implementation, and Chairman Dzadovsky indicated that the new protocol could be discussed as part of the present year's evaluation discussion at the next meeting.

Mr. Buchwald questioned how to present the proposed protocol to the full Board, and Chairman Dzadovsky directed him to explain it as the EC's recommendation at the next meeting. Ms. Barbieri inquired about the EC's will concerning the present year's evaluation, and the members requested the Attorney's Office to distribute the evaluation forms in digital format and collate the responses in time for the August Board meeting.

After asking Mr. Buchwald and Mr. Bowman to step out of the room, Mr. Kelly initiated a discussion regarding Mr. Buchwald's employment contract and compensation. Mr. Kelly asserted the need to offer him compensation commensurate with the excellence of his performance, citing his history of responsive communication and the skill with which he led the TPO. Several members echoed Mr. Kelly's comments, comparing Mr. Buchwald favorably to previous directors. Chairman

Dzadovsky remarked on the value of Mr. Buchwald's institutional knowledge in particular, expressing concern that he might accept a more attractive position with another MPO or in private industry.

Vice Chairman Johnson questioned whether the budget could accommodate a significant raise for Mr. Buchwald and remarked on the need to research the appropriate salary range for executive directors of MPOs comparable to the TPO, a process Ms. Barbieri offered to initiate. Mr. Driscoll suggested that salaries of local constitutional officers be used as a point of comparison as well, and Mr. Kelly noted that the St. Lucie Public Schools superintendent had recently received a substantial raise with no objections from the public. Councilwoman Morgan commented that the MPOAC might already have data on executive director salary ranges and reported that the City of Port St. Lucie had conducted a staff salary study several years before, describing the approach that had been taken to compensate staff already receiving salaries at or above the maximum recommended amount. In response to Chairman Dzadovsky's question, Ms. Barbieri indicated her belief that the County attorneys had conducted the salary negotiations with the TPO Executive Director in the past.

Discussion then turned to the issue of succession planning, with several members remarking on the importance of ensuring the continuity of the TPO's management and operations if Mr. Buchwald were to leave his position for any reason. Vice Chairman Johnson commented on the possibility of designating a co-director of the TPO as part of a succession plan and questioned whether any of the TPO staff could be considered as having secondary authority. Councilwoman Morgan expressed her interest in seeing a TPO organizational chart.

At the EC's invitation, Mr. Buchwald and Mr. Bowman returned to the conference room.

In response to Chairman Dzadovsky's questions, Mr. Buchwald indicated that Mr. Bowman was the TPO's operations administrator and had signature authority in Mr. Buchwald's absence. Mr. Buchwald provided the members with the TPO's organizational chart and described its structure. He explained that there was currently no succession plan in place but communicated his expectation that the TPO's program managers could work together to continue the business of the TPO if a successor ever had to be found for him. He noted that the TPO differed from many comparable MPOs in that the staff was smaller and tended toward either planning or administration, while

larger organizations often had assistant or deputy directors. In answer to Mr. Kelly's question, Mr. Bowman indicated that he had worked at the TPO for nine years.

Chairman Dzadovsky commended Mr. Buchwald's performance as exemplary and expressed concern at the possibility of losing his skills and institutional knowledge if another organization offered him a position. Mr. Buchwald thanked the members for their support and communicated his intent to work at least five more years before retiring. He shared various factors contributing to his contentment at the TPO as well as some factors that could motivate him to consider other positions. Mr. Buchwald then outlined several provisions he would like to incorporate in his next contract if negotiations progressed, including longer-term employment security and a salary progression to better position him for retirement. He provided the members with an executive director salary survey conducted a couple of years before and expressed his doubt that the TPO budget could accommodate a deputy director position at present.

Discussion ensued regarding how to proceed with Mr. Buchwald's contract. Chairman Dzadovsky expressed a desire to make a recommendation concerning Mr. Buchwald's near-term compensation before the next Board meeting. Ms. Barbieri affirmed that the terms and timeframe of any contract negotiation were ultimately at the Board's discretion. Mr. Buchwald expressed concern at the prospect of outpacing salary increases for his staff, noting that the adopted UPWP could only accommodate a three-to-five percent raise for his team, and indicated his hope for a five percent raise for the fiscal year retroactive to July 1.

Referencing the salary survey provided earlier, Councilwoman Morgan initiated a discussion regarding the appropriate range for Mr. Buchwald's renegotiated salary. Mr. Buchwald compared his position to those of the other medium-sized MPOs in Florida, which ranged in compensation at time of data collection from approximately \$112,000 to \$200,000, and noted several factors that placed him between the midpoint and the higher end of the spectrum, such as the length of his tenure, the jurisdictional independence of the TPO, and the growing population of the TPO area. Upon Mr. Kelly's request for clarification, Mr. Buchwald indicated that he would be amenable to initiating a succession plan during the negotiation of a new contract, with terms to include a five-year contract span and a salary within the range discussed.

Members reached a consensus to recommend to the full Board a five percent raise for Mr. Buchwald for the current fiscal year along with the renegotiation of his contract several months in advance of the next fiscal year. Mr. Buchwald expressed his appreciation to the members and indicated he looked forward to his future serving at the TPO.

Vice Chairman Johnson reiterated the value of Mr. Buchwald's institutional knowledge and expressed his desire for Mr. Buchwald to feel appreciated. Mr. Kelly noted the positive working relationship among the various jurisdictions represented on the Board and asserted Mr. Buchwald's significant role in fostering that dynamic.

8. Recommendations/Comments by Members – Councilwoman Morgan commented on the recent painting of the pedestrian bridge near the intersection of Midway and Okeechobee Roads, and Chairman Dzadovsky noted that FDOT had declined to tear it down.

Councilwoman Morgan inquired about efforts to implement a traffic signal preemption system for emergency response vehicles, and Chairman Dzadovsky indicated that it had been installed in the County's firefighting vehicles. Mr. Buchwald clarified that the St. Lucie County Fire Board had managed the installation process for its vehicles, while the local jurisdictions had managed the process for installation in their respective traffic signals.

9. Staff Comments – Mr. Buchwald reported on recent discussions with Florida East Coast Railway regarding new railroad crossings and potential crossing closures.
10. Adjourn – The meeting was adjourned at 3:45 pm.





## AGENDA ITEM SUMMARY

Board/Committee:	St. Lucie TPO Executive Committee
Meeting Date:	May 22, 2025
Item Number:	6
Item Title:	Unified Planning Work Program (UPWP) Tasks, Grants, and Budget Reviews
Item Origination:	UPWP
UPWP Reference:	Task 1.1: Program Management
Requested Action:	Review the fiscal-year-to-date summaries of the UPWP tasks, grants administered by the TPO, and TPO budget and form a recommendation for the TPO Board to consider with regard to the adoption of the draft FY 2025/26 Amended Budget.
Staff Recommendation:	Because the draft FY 2025/26 Amended Budget incorporates the expenses to carry out the UPWP Amendments adopted by the TPO Board at the April meeting, it is recommended that the draft FY 2025/26 Amended Budget be recommended to the TPO Board for adoption

### Attachments

- Staff Report
- FY 2024/25 – FY 2025/26 UPWP Task Summary
- Summaries of Costs Incurred by UPWP Task for the TPO's Grants
- Historical and Current Budgets and Expenses



## MEMORANDUM

TO: St. Lucie TPO Executive Committee

FROM: Peter Buchwald  
Executive Director

DATE: May 15, 2025

SUBJECT: Unified Planning Work Program (UPWP) Tasks,  
Grants, and Budget Reviews

---

### BACKGROUND

As the first fiscal year of the FY 2024/25 – FY 2025/26 UPWP and Budget is nearing conclusion, a fiscal-year-to-date review may be conducted of the UPWP tasks completed to date, the fiscal-year-to-date expenses incurred, and the grants that are administered by the TPO.

### ANALYSIS

The attached FY 2024/25 – FY 2025/26 UPWP Task Summary identifies the status of each of the end products programmed in the UPWP. The Summary confirms that the end products programmed for the FY 2024/25 have been substantially completed or are scheduled for presentation at the TPO Board Meeting in June. The UPWP Task Summary includes the end products, which are underlined, added to FY 2025/26 as a result of the UPWP Amendments adopted by the TPO Board at the April meeting.

The attached Summaries of Costs Incurred by UPWP Task for the TPO's Grants summarizes the fiscal-year-to-date expenses attributable to the three grants administered by the TPO in FY 2024/25. The Summaries identify that the expenses incurred by the TPO in FY 2024/25 are on target to be within the budgets by the end of the fiscal year for each of the three grants being administered by the TPO.

The attached Historical and Current Budgets and Expenses summarizes the two-year budget of the UPWP and the fiscal-year-to-date expenses incurred

by the TPO for all of the grants. The following findings are provided based on the summaries:

- 1) The fiscal-year-to-date expenses incurred by the TPO are on target to be within the adopted budgets of each of the budget categories.
- 2) The total of the fiscal-year-to-date expenses incurred by the TPO is on target to be within the adopted total budget for FY 2024/25.

The attached Historical and Current Budgets and Expenses includes the draft FY 2025/26 Amended Budget that incorporates increases in the expenses in the Staff Salaries and Professional Services/Consultants Categories to carry out the UPWP Amendments adopted by the TPO Board at the April meeting.

### RECOMMENDATION

Because the draft FY 2025/26 Amended Budget incorporates the expenses to carry out the UPWP Amendments adopted by the TPO Board at the April meeting, it is recommended that the draft FY 2025/26 Amended Budget be recommended to the TPO Board for adoption.

FY 2024/25 - FY 2025/26 Unified Planning Work Program (Amended)  
Work Task Summary

Element	Task	End Products	Completion Dates	Status
1. Program Administration	1.1 Program Management	2025 Legislative Priorities (uses local funds only)	December 2024	Completed
		2025 Annual Joint Certification Review	May 2025	Completed
		Quadrennial Federal Certification Review	September 2025	In process
		2026 Legislative Priorities (uses local funds only)	October 2025	
		2026 Annual Joint Certification Review	May 2026	
	1.2 UPWP Development	FY 2026/27 – FY 2027/28 UPWP Call for Projects	December 2025	
		Review by Advisory Committees & Board	March/April 2026	
		Transmittal to FDOT	March 2026	
		Public Comment Period	March/April 2026	
		Adoption by Board	April 2026	
		Transmittal to FHWA & FTA	May 2026	
		UPWP Amendments	As needed	
2. Modeling, GIS, Data Management, and Performance Measurement	2.1 Travel Demand Modeling	2050 LRTP Update Modeling Activities	February 2026	In process
	2.2 GIS And Data Management	Mobility Data from 2050 LRTP Update	February 2026	In process
		<u>Procurement of Mobility Data in partnership with one or more of the local agencies</u>	<u>June 2026</u>	
	2.3 Traffic Count Program Management	2025 Traffic Count and LOS Report/US-1 Corridor Congestion	June/April 2025	Completed
		2026 Traffic Count and LOS Report	June 2026	In process
	2.4 Performance Measurement and Target Setting	Set 2025 Safety Performance Targets and Report to FDOT	February 2025	Completed
		Set 2026 Safety Performance Targets and Report to FDOT	February 2026	
3. Recurring and Systems and Project Planning	3.1 Long Range Transportation Planning	TIP/LRTP Performance Report 2025	June 2025	June Board Meeting
		2050 LRTP Update with Mobility Data	February 2026	In process
	3.2 Transit Planning	TDP Annual Progress Report	September 2024	Completed
		Regional Bus Route Update	August 2025	
		TDP Annual Progress Report	September 2025	
	3.3 Transportation Improvement Program (TIP)	Review/Endorsement of FDOT's Five-Year Work Program	December 2024	Completed
		FY 2025/26 – FY 2029/30 TIP Adoption & Interactive TIP Update	June 2025	June Board Meeting
		Annual Publication of Obligated Federal Projects	June 2025	June Board Meeting
		Submittal of 2025/26 LOPP to FDOT	June 2025	June Board Meeting
		Review/Endorsement of FDOT's Five-Year Work Program	October 2025	
		FY 2026/27 – FY 2030/31 TIP Adoption & Interactive TIP Update	June 2026	
		Annual Publication of Obligated Federal Projects	June 2026	
		Submittal of 2026/27 LOPP to FDOT	June 2026	
	3.4 Congestion Management Process (CMP)	2025 CMP Annual Report	April 2026	
		<u>ATMS Master Plan Update</u>	<u>June 2026</u>	

FY 2024/25 - FY 2026/27 Unified Planning Work Program (Amended)  
Work Task Summary (continued)

Element	Task	End Products	Completion Dates	Status
3. Recurring and Systems and Project Planning (continued)	3.5 Bicycle-Pedestrian/Complete Streets Planning	Electric Bicycle Study	February 2025	Completed
		Oxbow Eco-Center Pedestrian Link Feasibility Study	April 2026	Draft Scope at June Board Meeting
	3.6 Freight Planning	St. Lucie Freight Network Update	December 2025	
	3.7 Safety and Security Planning	Update of Safety Graphics Displays	February 2025	In process
		COOP Exercise and Update	June 2025	Completed
		COOP Exercise and Update	June 2026	
	3.8 Transportation Disadvantaged (TD) Program	TDSP 2024 Annual Update	December 2024	Completed
		TDSP 2025 Annual Update	December 2025	
		CTC 2025 Evaluation	June 2025	Completed
		CTC 2026 Evaluation	June 2026	
		LCB Meeting Summaries	After the LCB Meetings	In process
	3.9 Environmental Planning	Transportation Asset/Service Vulnerability Assessment Update	June 2026	
4. Regional and Intergovernmental Planning and Coordination	3.10 ACES Vehicles Planning	Autonomous Vehicle Study Update	October 2024	Completed
		Vehicle Sharing Study	June 2026	
	4.1 Models of Regional Planning Cooperation	Submittal of 2025 TRIP Grant Application(s)	March 2025	Completed
		Submittal of 2026 TRIP Grant Application(s)	March 2026	
		TCSH 2025 Annual Work Plan	December 2024	Completed
		TCSH 2024 Annual Report	February 2025	Completed
		Submittal of 2025 TAP Grant Application(s)	March 2025	Completed
		TCSH 2026 Annual Work Plan	December 2025	
		TCSH 2025 Annual Report	February 2026	
		Submittal of 2026 TAP Grant Application(s)	March 2026	
	4.2 Intergovernmental Planning and Coordination	<u>Transportation Impacts Tracker</u>	<u>June 2026</u>	
5. Public Participation, Education & Outreach	5.1 Public Participation, Education & Outreach	PPP Major Update	December 2024	Completed
		Annual PPP Evaluation of Effectiveness and Update	February 2026	

SUMMARY OF COSTS INCURRED BY UPWP TASK  
FY 2024/25-4th Quarter (Invoice #4)  
April 1, 2025 - June 30, 2025



FM No. 439326-5-14-01  
Contract #G2Y12  
F.A. Program No. PL-0311(062)

UPWP Task No.	UPWP Task Description	Fiscal Year 2024/25 Budget by Task	Staff Hours per Task This Quarter	Salaries Paid this Quarter	Benefits Paid this Quarter	Expenses Paid This Quarter	Total Reimbursable Costs Incurred This Quarter	Total Reimbursable Costs Previously Billed	Total Reimbursable Costs Incurred To Date	Year-1 Percentage of Budget Expended to Date	Remaining Balance
<b>Element 1</b>	<b>Program Administration</b>										
1.1	Program Management	\$432,171	182.5	\$7,690.90	\$6,054.60	\$21,636.01	\$35,381.52	\$317,227.64	\$352,609.16	82%	\$79,561.84
1.2	UPWP Development	\$5,000	19.5	\$1,550.57	\$837.30	\$0.00	\$2,387.87	\$1,438.82	\$3,826.69	77%	\$1,173.31
<b>Element 2</b>	<b>Modeling, GIS, Data Management, and Performance Measurement</b>										
2.1	Travel Demand Modeling	\$10,000	2.0	\$83.63	\$85.92	\$0.00	\$169.54	\$9,265.52	\$9,435.06	94%	\$564.94
2.2	GIS and Data Management	\$40,000	45.0	\$2,682.42	\$1,944.92	\$0.00	\$4,627.34	\$14,923.42	\$19,550.76	49%	\$20,449.24
2.4	Performance Management & Target Setting	\$20,000	14.0	\$660.77	\$457.58	\$0.00	\$1,118.35	\$10,399.07	\$11,517.42	58%	\$8,482.58
<b>Element 3</b>	<b>Recurring and Systems and Project Planning</b>										
3.1	Long Range Transportation Planning	\$35,000	49.5	\$2,267.63	\$1,369.89	\$0.00	\$3,637.53	\$19,550.64	\$23,188.17	66%	\$11,811.83
3.2	Transit Planning	\$70,000	114.0	\$6,294.63	\$2,787.27	\$0.00	\$9,081.89	\$46,446.99	\$55,528.88	79%	\$14,471.12
3.3	Transportation Improvement Program (TIP)	\$47,000	75.0	\$4,040.77	\$2,849.98	\$0.00	\$6,890.75	\$24,793.23	\$31,683.98	67%	\$15,316.02
3.4	Congestion Management Process (CMP)	\$10,000	3.0	\$238.55	\$134.98	\$0.00	\$373.52	\$8,790.90	\$9,164.42	92%	\$835.58
3.5	Bicycle-Pedestrian/Complete Streets Planning	\$30,000	50.0	\$2,049.59	\$1,738.95	\$0.00	\$3,788.53	\$25,206.59	\$28,995.12	97%	\$1,004.88
3.6	Freight Planning	\$20,000	25.5	\$1,650.62	\$1,098.84	\$0.00	\$2,749.47	\$7,850.21	\$10,599.68	53%	\$9,400.32
3.7	Safety and Security Planning	\$34,000	48.0	\$2,043.58	\$1,169.95	\$0.00	\$3,213.53	\$30,389.99	\$33,603.52	99%	\$396.48
3.9	Environmental Planning	\$20,000	6.5	\$403.74	\$292.23	\$0.00	\$695.97	\$9,310.38	\$10,006.35	50%	\$9,993.65
3.10	ACES Vehicles Planning	\$20,000	16.5	\$928.52	\$378.84	\$0.00	\$1,307.36	\$9,197.50	\$10,504.86	53%	\$9,495.14
<b>Element 4</b>	<b>Regional &amp; Intergovernmental Planning &amp; Coordination</b>										
4.1	Models of Regional Planning Cooperation	\$20,000	40.0	\$2,765.91	\$1,858.03	\$0.00	\$4,623.93	\$8,282.24	\$12,906.17	65%	\$7,093.83
4.2	Intergovernmental Planning & Coordination	\$35,000	61.5	\$2,851.33	\$2,179.34	\$0.00	\$5,030.67	\$28,257.58	\$33,288.25	95%	\$1,711.75
<b>Element 5</b>	<b>Public Involvement, Education &amp; Outreach</b>										
5.1	Public Involvement, Education & Outreach	\$80,000	54.0	\$2,533.51	\$1,771.69	\$0.00	\$4,305.20	\$54,295.10	\$58,600.30	73%	\$21,399.70
	<b>TOTALS</b>	<b>\$928,171.00</b>	<b>806.5</b>	<b>\$40,736.66</b>	<b>\$27,010.30</b>	<b>\$21,636.01</b>	<b>\$89,382.97</b>	<b>\$625,625.82</b>	<b>\$715,008.79</b>	<b>77%</b>	<b>\$213,162.21</b>

SUMMARY OF COSTS INCURRED BY UPWP TASK  
 FY 2024/25-4th Quarter (Invoice # 4)  
 April 1, 2025 - June 30, 2025



FM No. 439326-5-14-02  
 Contract # G2Y12  
 F.A. Program No. SU-0311(062)

UPWP Task No.	UPWP Task Description	Fiscal Year 2024/25 Budget by Task	Staff Hours per Task This Quarter	Salaries Paid this Quarter	Benefitis Paid this Quarter	Expenses Paid This Quarter	Total Reimbursable Costs Incurred This Quarter	Total Reimbursable Costs Previously Billed	Total Reimbursable Costs Incurred To Date	Year-1 Percentage of Budget Expended to Date	Remaining Balance
<b>Element 2</b>	<b>Modeling, GIS, Data Management, and Performance Measurment</b>										
2.3	Traffic Count Program Management	\$75,000	20.0	\$1,075.81	\$646.57	\$18,651.42	\$20,373.80	\$49,374.40	\$69,748.20	93%	\$5,251.80
<b>Element 3</b>	<b>Recurring and Systems Planning</b>										
3.1	Long Range Transportation Planning	\$180,000	43.0	\$2,112.69	\$1,346.94	\$0.00	\$3,459.63	\$103,185.45	\$106,645.08	59%	\$73,354.92
3.2	Transit Planning	\$45,000	69.5	\$3,542.98	\$1,795.77	\$0.00	\$5,338.75	\$32,143.29	\$37,482.04	83%	\$7,517.96
3.5	Bicycle-Pedestrian/Complete Streets Planning	\$50,000	105.5	\$4,367.45	\$3,628.35	\$0.00	\$7,995.80	\$41,975.01	\$49,970.81	100%	\$29.19
<b>Element 5</b>	<b>Public Involvement, Education &amp; Outreach</b>										
5.1	Public Involvement, Education & Outreach	\$50,000	87.5	\$3,749.46	\$2,806.19	\$0.00	\$6,555.64	\$35,587.97	\$42,143.61	84%	\$7,856.39
	TOTALS	\$400,000.00	325.5	\$14,848.38	\$10,223.82	\$18,651.42	\$43,723.62	\$262,266.12	\$305,989.74	76%	\$94,010.26



SUMMARY OF COSTS INCURRED BY UPWP TASK  
FY 2024/25-4th Quarter  
April 1, 2025 - June 30, 2025

FM No. 43202911401  
Contract #G3041  
CSFA 55.002

UPWP Task No.	UPWP Task Description	Fiscal Year 2024/25 Budget by Task	Staff Hours per Task This Quarter	Salaries Paid this Quarter	Benefitis Paid this Quarter	Expenses Paid This Quarter	Total Reimbursable Costs This Quarter	Reimbursable Costs Previously Incurred	Total Reimbursable Costs To Date	Percentage of Budget Expended to Date	Remaining Balance
<b>Element 3.8 Recurring and Systems Planning</b>											
Task 3.8	Transportation Disadvantaged Program	\$29,741.00	68.0	\$3,127.87	\$1,708.84	\$442.36	\$5,279.07	\$22,070.59	\$27,349.66	92%	\$2,391.34
	TOTALS	\$29,741.00	68.0	\$3,127.87	\$1,708.84	\$442.36	\$5,279.07	\$22,070.59	\$27,349.66	92%	\$2,391.34





## Historical and Current Budgets and Expenses

Expense	FY 2022/23 Budget	FY 2022/23 Expenses 6/30/2023	FY 2023/24 Budget	FY 2023/24 Budget with Carryover	FY 2023/24 Expenses 6/30/2024	FY 2024/25 Budget	FY 2024/25 Expenses 5/16/2025	FY 2025/26 Budget	Draft FY 2025/26 Amended Budget
Staff Salaries	\$446,468	\$382,458	\$465,981	\$529,991	\$494,245	\$512,690	\$382,905	\$527,791	\$578,641
Staff Benefits	\$200,000	\$169,800	\$210,000	\$240,200	\$262,225	\$292,689	\$194,076	\$301,791	\$301,791
Professional Services/Consultants <sup>1</sup>	\$1,228,000	\$382,160	\$477,000	\$1,322,840	\$1,033,948	\$358,000	\$217,412	\$382,000	\$522,000
Travel	\$5,800	\$2,343	\$5,800	\$9,257	\$3,225	\$5,800	\$1,152	\$5,800	\$5,800
Postage	\$100	\$0	\$100	\$200	\$183	\$100	\$0	\$100	\$100
Equipment Rental	\$2,000	\$1,802	\$2,000	\$2,198	\$1,836	\$1,900	\$1,683	\$1,900	\$1,900
Advertising	\$1,890	\$1,103	\$1,890	\$2,677	\$646	\$1,200	\$331	\$1,200	\$1,200
General/Administrative Charges	\$55,000	\$36,234	\$55,000	\$73,766	\$52,841	\$60,000	\$47,579	\$60,000	\$60,000
Office Supplies	\$4,000	\$1,810	\$4,000	\$6,190	\$3,415	\$4,000	\$1,440	\$4,000	\$4,000
Equipment <5000	\$1,000	\$972	\$1,000	\$1,028	\$744	\$1,000	\$0	\$1,000	\$1,000
Supplies-Computer	\$1,000	\$0	\$1,000	\$2,000	\$42	\$1,000	\$12	\$1,000	\$1,000
Operating Supplies	\$5,000	\$934	\$5,000	\$9,066	\$2,852	\$5,000	\$1,172	\$5,000	\$5,000
Books & Subscriptions	\$250	\$84	\$250	\$416	\$119	\$200	\$124	\$200	\$200
Training/Seminars	\$20,300	\$0	\$2,300	\$22,600	\$0	\$2,500	\$622	\$2,500	\$2,500
Communications	\$1,000	\$717	\$1,000	\$1,283	\$853	\$900	\$687	\$900	\$900
Utilities	\$5,000	\$3,125	\$5,000	\$6,875	\$4,140	\$4,500	\$4,081	\$4,500	\$4,500
Building Rent	\$115,000	\$101,155	\$121,000	\$134,845	\$103,781	\$106,895	\$97,878	\$110,102	\$110,102
<b>Total</b>	<b>\$2,091,808</b>	<b>\$1,084,697</b>	<b>\$1,358,321</b>	<b>\$2,365,432</b>	<b>\$1,965,094</b>	<b>\$1,358,374</b>	<b>\$951,154</b>	<b>\$1,409,784</b>	<b>\$1,600,634</b>

### NOTES

<sup>1</sup> Includes HVAC, Janitorial, and Security Services



## AGENDA ITEM SUMMARY

Board/Committee:	St. Lucie TPO Executive Committee
Meeting Date:	May 22, 2025
Item Number:	7
Item Title:	Executive Director Employment Agreement
Item Origination:	Executive Director Employment Agreement
UPWP Reference:	Task 1.1 - Program Management
Requested Action:	Review the Executive Director Employment Agreement and form a recommendation for the TPO Board to consider pertaining to an extension of the Agreement.
Recommendation:	It is recommended that the Executive Committee discuss an extension of the Employment Agreement and form a recommendation for the TPO Board to consider pertaining to the extension.

### Attachments

- Staff Report
- Executive Director Employment Agreement
- First Amendment to the Executive Director Employment Agreement
- Second Amendment to the Executive Director Employment Agreement
- Florida Metropolitan Planning Organization Executive Director Salary Survey



Coco Vista Centre  
 466 SW Port St. Lucie Blvd, Suite 111  
 Port St. Lucie, Florida 34953  
 772-462-1593 [www.stlucietpo.org](http://www.stlucietpo.org)

## MEMORANDUM

TO: St. Lucie TPO Executive Committee

FROM: Peter Buchwald  
Executive Director

DATE: May 15, 2025

SUBJECT: Executive Director Employment Agreement

---

### BACKGROUND

At the Executive Committee Meeting on July 31, 2024, it was identified that the TPO Executive Director Employment Agreement expires on June 30, 2025, and a discussion ensued regarding the Executive Director's Employment Agreement and compensation. Subsequently, the Executive Committee recommended the renegotiation of the current Employment Agreement several months in advance of its expiration. Based on this recommendation, it appears to be appropriate for the Executive Committee to now review the Executive Director Employment Agreement and form a recommendation for the TPO Board to consider pertaining to an extension of the Agreement.

### ANALYSIS

The existing Employment Agreement and the two Amendments to the Agreement are attached for review and consideration of an extension. In addition, the most current Florida Metropolitan Planning Organization Executive Director Salary Survey is attached for additional information.

### RECOMMENDATION

It is recommended that the Executive Committee discuss an extension of the Employment Agreement and form a recommendation for the TPO Board to consider pertaining to the extension.



Coco Vista Centre  
466 SW Port St. Lucie Blvd, Suite 111  
Port St. Lucie, Florida 34953  
772-462-1593 www.stlucietpo.org

## ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT

THIS AGREEMENT, dated the 1st day of July, 2022, is between the ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION, hereinafter referred to as the "TPO", and PETER BUCHWALD, hereinafter referred to as the "Executive Director."

WHEREAS, on May 6, 2008, the parties entered into a Executive Director Employment Agreement, hereinafter referred to as the "Initial Agreement", which provided for the initial terms and conditions of the Executive Director's employment with the TPO, and,

WHEREAS, between October 12, 2011 and August 24, 2021, the parties entered into a total of ten amendments to the Initial Agreement to revise various terms and conditions of the Initial Agreement; and,

WHEREAS, the amended Initial Agreement, expires on June 30, 2022; and,

WHEREAS, on June 1, 2022, the TPO Governing Board, hereinafter referred to as the "TPO Board", approved the continuation of the employment of the Executive Director upon the terms and conditions set forth herein, hereinafter referred to as the "Agreement".

NOW, THEREFORE, in consideration of the mutual benefits received by each party the parties hereby agree to the terms and conditions of employment as follows:

### SECTION 1. TITLE; DUTIES

The Executive Director shall be the administrator for the TPO and shall be known as the "Executive Director." The Executive Director will provide the administrative services as required by the TPO in accordance with the job description attached hereto and incorporated herein as Exhibit "A". The Executive Director shall provide monthly verbal and written reports to the TPO regarding TPO operations and projects during the previous month as well as projected activities for the coming month. The Executive Director, with the implied or expressed consent of the TPO Board, employs such personnel as necessary for the TPO to perform adequately its functions as approved by the TPO Board in the TPO's Unified Planning Work Program, hereinafter referred to as the "UPWP", and as mandated by Federal and State requirements. The salaries of such personnel shall be set by the Executive Director subject to salary funding being approved by the TPO Board within the TPO's two-year UPWP and budget. Periodic salary reviews and adjustments for such personnel are at the sole discretion of the Executive Director subject to salary funding being approved by the TPO Board within the TPO's two-year UPWP and budget.

## SECTION 2. TERM; RENEWAL

The term of this Agreement shall commence on July 1, 2022, and run through and including June 30, 2025. The term of this Agreement may be further extended upon such terms and conditions as may be agreed upon by the parties. The term of this Agreement shall be automatically renewed for an additional one-year period at the end of each term unless the TPO Board provides at least ninety (90) days written notice prior to the renewal date that it desires not to extend the Agreement under the same terms and conditions as set forth above in this section. Such notice of non-renewal shall not be considered a termination as provided under Section 5 of this Agreement.

## SECTION 3. SALARY; BENEFITS

Effective July 1, 2022, the Executive Director's biweekly salary shall be five thousand seven hundred sixty-nine and 23/100 dollars (\$5,769.23) based upon an annual salary of one hundred fifty thousand and 00/100 dollars (\$150,000.00). Thereafter, the Executive Director's salary may be raised annually at the sole discretion of the TPO Board based upon performance as indicated in his annual evaluation. The Executive Director shall accrue vacation leave at the rate of one hundred sixty (160) hours per year. As a further incident of his compensation hereunder, the Executive Director shall be entitled to the same rights, privileges, credits, and benefits which St. Lucie County provides its employees, including health, major medical and life insurance, workers compensation insurance, retirement benefits, cell phone program, and all other aspects of and components of the County's flexible benefit plan for its employees.

## SECTION 4. SUSPENSION; DISCIPLINE

The TPO Board may suspend the Executive Director with full pay and benefits for up to ten (10) business days at any time with cause or take other disciplinary action with cause as it may deem appropriate during the term of this Agreement.

## SECTION 5. TERMINATION; SEVERANCE PAY

The TPO Board may terminate the Executive Director at any time with or without cause. In the event the Executive Director is terminated by the TPO Board before expiration of the aforesaid term of employment and during such time that the Executive Director is willing and able to perform his duties under this Agreement, then in that event, the TPO agrees to pay the Executive Director a lump sum cash payment equal to three (3) months aggregate salary together with any unused vacation and sick leave up to the limits specified in Section 4.12.02 of the St. Lucie County Board of County Commissioner's Employee Handbook. If the Executive Director is terminated for cause, the TPO is not obligated to pay the aggregate severance sum designated in this paragraph. The term "for cause" shall be deemed to be willful disregard of a clear direct order, request or policy of the TPO Board or conviction of any crime involving moral turpitude or relating to official duties.

## SECTION 6. AMENDMENT

This Agreement may only be amended by written document, properly authorized, executed and delivered by both parties hereto.

#### SECTION 7. ASSIGNMENT

Neither party shall assign their rights under this Agreement.

#### SECTION 8. ATTORNEYS FEES AND COSTS

In the event of any dispute concerning the terms and conditions of this Agreement or in the event of any action by any party to this Agreement to judicially interpret or enforce this Agreement or any provision hereof, or in any dispute arising in any manner from this Agreement, the prevailing party shall be entitled to recover its reasonable costs, fees and expenses, including but not limited to, witness fees, expert fees, consultant fees, attorney, paralegal and legal assistant fees, costs and expenses and other professional fees, costs and expenses, whether suit be brought or not, and whether any settlement shall be entered in any declaratory action, at trial or on appeal.

#### SECTION 9. NOTICES

All notices, requests, consents, and other communications required or permitted under this Agreement shall be in writing and shall be (as elected by the person giving such notice) hand delivered by messenger or courier service, emailed, or mailed by registered or certified mail (postage prepaid) return receipt requested, addressed to:

As to TPO:

Chair  
St. Lucie Transportation Planning Organization  
466 SW Port St. Lucie Blvd, Suite 111  
Port St. Lucie, Florida 34953

With a copy to:

St. Lucie County Attorney  
2300 Virginia Avenue  
Fort Pierce, Florida 34982

As to Executive Director:

Peter Buchwald  
Executive Director  
466 SW Port St. Lucie Blvd, Suite 111  
Port St. Lucie, Florida 34953

or to such other address as any party may designate by notice complying with the terms of this Section. Each such notice shall be deemed delivered (a) on the date

delivered if by personal delivery, (b) on the date upon which the return receipt is signed or delivery is refused or the notice is designated by the postal authorities as not deliverable, as the case may be, if mailed.

#### SECTION 10. NON-WAIVER

The rights of the parties under this Agreement shall be cumulative and the failure of either party to exercise properly any rights given hereunder shall not operate to forfeit any of the said rights.

#### SECTION 11. CONFLICT OF INTEREST

The Executive Director represents that he presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance of services required hereunder, as provided for in Florida Statutes 112.311 (2022) and as may be amended from time to time.

#### SECTION 12. INTERPRETATION; VENUE

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior verbal or written agreements between the parties with respect thereto. This Agreement shall be interpreted as a whole unit and section headings are for convenience only. All interpretations shall be governed by the laws of the State of Florida. In the event it is necessary for either party to initiate legal action regarding this Agreement, venue shall be in the Nineteenth Judicial Circuit for St. Lucie County, Florida, for claims under state law and the Southern District of Florida for any claims which are justiciable in federal court.

July 1, 2022

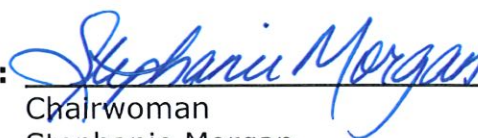
Page 5 of 5

**IN WITNESS WHEREOF**, the TPO has hereunto subscribed and the Executive Director has affixed his name the date aforesaid.

**ATTEST:**

Operations Administrator  
Kyle Bowman

**ST. LUCIE TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** 

Chairwoman  
Stephanie Morgan

**DATE:** 7/28/22

**APPROVED AS TO FORM AND  
CORRECTNESS:**

**BY:** 

TPO/Assistant County Attorney  
Caroline Valentin

**WITNESS:****EXECUTIVE DIRECTOR**

  
Peter Buchwald

**DATE:** 7/22/22





## EXECUTIVE DIRECTOR

**MAJOR FUNCTION:** Professional supervisory position with the Metropolitan Planning Organization. Work includes supervision of senior level professional planning staff, management and coordination of county wide metropolitan transportation planning related issues and programs. Work involves considerable initiative and independent performance, and substantial contact and coordination with government officials, other departments and divisions, federal, regional and state agencies.

### KNOWLEDGE, ABILITIES AND SKILLS NEEDED TO PERFORM THE ESSENTIAL JOB FUNCTIONS OF THE POSITION:

**Knowledge:** Supervisory, managerial and budgetary skills; planning principles and practices; current local development trends; statistical and other research methods; local, state and federal regulations pertaining to transportation planning, county and city planning issues, regulations, grants and programs; local government operations, with particular reference to county and city administration and management.

**Abilities:** Ability to supervise and manage complex transportation planning programs and projects. Ability to prepare and maintain organizational budget, grant writing and administration. Ability to analyze and interpret complex data. Ability to supervise the maintenance of administrative records. Ability to establish and maintain a satisfactory working relationship with employees, government officials, private organizations, and the general public. Ability to present information, ideas, and recommendations clearly and succinctly in written and verbal form. Ability to supervise professional, secretarial and clerical staff members, including assignment of work and review of same. Ability to demonstrate sensitivity to political, social and fiscal constraints regarding planning issues, projects and programs.

**ESSENTIAL JOB FUNCTION:** Supervise professional staff and manage the daily operations of the Metropolitan Planning Organization (MPO). Prepare and maintain MPO budget and transportation planning work program to satisfy federal and state regulations. Contact and coordination with government officials and federal and state and local transportation agencies. Performs related work as requested or assigned.

**ESSENTIAL PHYSICAL SKILLS:** Use of hands and fingers with dexterity. Good vision and hearing with or without correction. Periodic walking and standing. Occasional light lifting and carrying (30 pounds or less), reaching above shoulders, kneeling, bending and squatting. Ability to operate County automobile continuously for a period of one hour.

**ENVIRONMENTAL CONDITION REQUIREMENTS:** Nearly constant work inside the office in a sedentary posture. Periodic attendance at meetings inside and outside the County office buildings. Occasional field trips to unimproved and improved developments sites, agricultural areas and wilderness areas.

**WORK HAZARDS:** Possible vision dysfunction due to heavy computer work. Occasional field visits to undeveloped areas, agricultural areas and areas under development, with attendant hazards.

**SAFETY EQUIPMENT USED OR NEEDED:** Occasional need for hard hat.

**EDUCATION:** Graduation from an accredited college or university with a master's degree in Urban and Regional Planning, Civil Engineering, or related field.

**EXPERIENCE:** Five (5) years professional planning experience; or a bachelor's degree in Urban and Regional Planning, Civil Engineering, or related field, and six (6) years professional planning experience. Supervisory, microcomputer, statistical and analytical experience required. Comparable training or experience may be substituted for portions of these minimum requirements. American Institute of Certified Planners (AICP) certificate preferred.

**LICENSE, CERTIFICATION OR REGISTRATION:** Must have a valid Florida Driver's License and maintain a good driving record. AICP certification preferred.

C22-07-564

**FIRST AMENDMENT TO  
ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION  
EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

**THIS FIRST AMENDMENT TO THE ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**, hereinafter referred to as the "Agreement", dated the 18th day of September, 2023, is between the **ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION**, hereinafter referred to as the "TPO", and **PETER BUCHWALD**, hereinafter referred to as the "Executive Director."

**WHEREAS**, on July 1, <sup>2022</sup>~~2023~~, the parties entered into the Agreement which provided for the terms and conditions of the Executive Director's employment with the TPO; and,

**WHEREAS**, the parties desire to amend the Agreement to provide for a salary increase effective July 1, 2023.

**NOW, THEREFORE**, in consideration of the mutual benefits received by each party the parties hereby agree to amend the Agreement as follows:

1. **Section 3, Salary; Benefits**, of the Agreement shall be amended as follows:

~~Effective July 1, 2022, the Executive Director's biweekly salary shall be five thousand seven hundred sixty-nine and 23/100 dollars (\$5,769.23) based upon an annual salary of one hundred fifty thousand and 00/100 dollars (\$150,000.00).~~ Effective July 1, 2023, the Executive Director's biweekly salary shall be six thousand fifty-eight and 40/100 dollars (\$6,058.40) based upon an annual salary of one hundred fifty-seven thousand five hundred eighteen and 40/100 dollars (\$157,518.40). Thereafter, the Executive Director's salary may be raised annually at the sole discretion of the TPO Board based upon performance as indicated in his annual evaluation. The Executive Director shall accrue vacation leave at the rate of one hundred sixty (160) hours per year. As a further incident of his compensation hereunder, the Executive Director shall be entitled to the same rights, privileges, credits, and benefits which St. Lucie County provides its employees, including health, major medical and life insurance, workers compensation insurance, retirement benefits, cell phone program, and all other aspects of and components of the County's flexible benefit plan for its employees.

2. All other terms and conditions of this Agreement, as previously amended, shall remain in full force and effect.

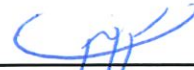
**IN WITNESS WHEREOF**, the TPO has hereunto subscribed and the Executive Director has affixed his name the date aforesaid.

**ATTEST:**

Operations Administrator  
Kyle Bowman

**ST. LUCIE TRANSPORTATION  
PLANNING ORGANIZATION****BY:**

Chairwoman  
Stephanie Morgan

**DATE:**9.18.23**APPROVED AS TO FORM AND  
CORRECTNESS:****BY:**

TPO/Assistant County Attorney  
Ciara Forbes

**WITNESS:****EXECUTIVE DIRECTOR**

Peter Buchwald

**DATE:**9/19/23

**SECOND AMENDMENT TO  
ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION  
EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**

C22-07-564

**THIS SECOND AMENDMENT TO THE ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT**, hereinafter referred to as the "Agreement", dated this 30<sup>th</sup> day of August, 2024, is between the **ST. LUCIE TRANSPORTATION PLANNING ORGANIZATION**, hereinafter referred to as the "TPO", and **PETER BUCHWALD**, hereinafter referred to as the "Executive Director."

**WHEREAS**, on July 1, 2022, the parties entered into the Agreement which provided for the terms and conditions of the Executive Director's employment with the TPO; and,

**WHEREAS**, the parties desire to amend the Agreement to provide for a salary increase effective July 1, 2024.

**NOW, THEREFORE**, in consideration of the mutual benefits received by each party, the parties hereby agree to amend the Agreement as follows:

1. **Section 3, Salary; Benefits**, of the Agreement shall be amended as follows:

~~Effective July 1, 2023, the Executive Director's biweekly salary shall be six thousand fifty-eight and 40/100 dollars (\$6,058.40) based upon an annual salary of one hundred fifty-seven thousand five hundred eighteen and 40/100 dollars (\$157,518.40).~~ Effective July 1, 2024, the Executive Director's biweekly salary shall be six thousand three hundred sixty-one and 32/100 dollars (\$6,361.32) based upon an annual salary of one hundred sixty-five thousand three hundred ninety-four and 32/100 dollars (\$165,394.32). Thereafter, the Executive Director's salary may be raised annually at the sole discretion of the TPO Board based upon performance as indicated in his annual evaluation. The Executive Director shall accrue vacation leave at the rate of one hundred sixty (160) hours per year. As a further incident of his compensation hereunder, the Executive Director shall be entitled to the same rights, privileges, credits, and benefits which St. Lucie County provides its employees, including health, major medical and life insurance, workers compensation insurance, retirement benefits, cell phone program, and all other aspects of and components of the County's flexible benefit plan for its employees.


2. All other terms and conditions of this Agreement, as previously amended, shall remain in full force and effect.

**IN WITNESS WHEREOF**, the TPO has hereunto subscribed and the Executive Director has affixed his name the date aforesaid.

**ATTEST:**

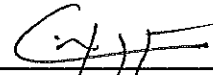
  
 Operations Administrator  
 Kyle Bowman

**ST. LUCIE TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:**   
 Chairman  
 Chris Dzadovsky

**DATE:** 8/20/24

**APPROVED AS TO FORM AND  
CORRECTNESS:**

**BY:**   
 TPO/Assistant County Attorney  
 Ciara Forbes

**WITNESS:**



**EXECUTIVE DIRECTOR**

  
 Peter Buchwald

**DATE:** 8/20/24



## M/TPO EXECUTIVE DIRECTOR SALARY SURVEY SUMMARY

	TPO/MPO	Min Salary	Max Salary	Current Salary	Tenure	Population	M/TPO Size
1	Indian River County MPO	\$77,808	\$116,722	\$111,183	20 years	157,210	Small
2	Hernando/Citrus MPO	\$81,668	\$132,309	\$111,967	2 years	348,340	Medium
3	Pasco County MPO	\$105,654	\$158,481	\$122,000	2.5 years	561,900	Medium
4	Capital Region TPA	\$71,583	\$126,422	\$123,724	7 years	384,233	Medium
5	Lee County MPO	No response	No response	\$130,478	11.5 years	755,466	Medium
6	River to Sea TPO	\$120,000	\$160,000	\$140,000	6 years	658,578	Medium
7	Polk TPO	\$109,762	\$181,105	\$146,475	No response	725,026	Medium
8	St. Lucie TPO	No response	No response	\$150,000	15 years	329,221	Medium
9	Space Coast TPO	No response	No response	\$150,678	13 years	602,572	Medium
10	Forward Pinellas	\$148,782	\$238,056	\$194,730	8 years	937,612	Medium
11	Bay County TPO*	\$157,000	\$227,000	\$200,304	8 years	175,216	Medium
12	Florida-Alabama TPO*	\$157,000	\$227,000	\$200,304	8 years	498,550	Medium
13	Okaloosa-Walton TPO*	\$157,000	\$227,000	\$200,304	8 years	263,797	Medium
14	Hillsborough MPO	No response	No response	\$157,456	8 years	1,459,745	Large
15	Palm Beach TPA	Director Survey		\$183,750	1 year	1,490,994	Large
16	MetroPlan Orlando	No response	No response	\$228,400	4 years	2,289,419	Large
17	Broward MPO	Director Survey		\$232,312	14 years	1,944,346	Large
18	North Florida TPO	No response	No response	\$245,000	14 years	1,576,159	Large
19	Miami-Dade TPO	Director Survey		\$296,106	7 years	2,691,209	Large

\* Data for Florida-Alabama, Okaloosa-Walton, and Bay County TPOs, provided in a combined report from Emerald Coast Regional