

**VILLAGE OF ROYAL PALM BEACH**  
Agenda Item Summary

**AGENDA ITEM: Approval and authorization for Mayor to grant a time extension request for TPA audited Financial Statements.**

**ISSUE:**

Palm Beach Transportation Planning Agency (TPA) and the Village of Royal Palm Beach entered into an Interlocal Agreement for Administrative Services on September 20, 2018. Section 5.2 of the Agreement obligates the TPA to provide audited financial statements related to the advanced funding amount on or before March 31st of each year but allows for an extension of the deadline for good cause shown, upon agreement of the municipality. Due to the events and impacts of COVID-19, the TPA is requesting a 60-day extension to deliver the audited financial statements for TPA Fiscal Year 2020. With approval, the statements will be provided on or before May 31, 2021.

**RECOMMENDED ACTION: Motion to Approve**

<b>Initiator</b>	<b>Village Manager</b>	<b>Agenda</b>	<b>Village Council</b>
	<b>Approval</b>	<b>Date</b>	<b>Action</b>
<b>Village Manager</b>		<b>3/18/21</b>	

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March 10, 2021

Mr. Raymond C. Liggins, Village Manager  
Village of Royal Palm Beach  
1050 Royal Palm Beach Blvd.  
Royal Palm Beach, FL 33411

[DELIVERED ELECTRONICALLY]

Re: **Time extension request for TPA audited Financial Statements**

Dear Mr. Liggins,

I am writing to request an extension for the deadline to provide an audited financial statement to the Village of Royal Palm Beach.

As a reminder, the Palm Beach Transportation Planning Agency (TPA) and the Village of Royal Palm Beach entered into an Interlocal Agreement for Administrative Services on September 20, 2018. Section 5.2 of the Agreement obligates the TPA to provide audited financial statements related to the advanced funding amount on or before March 31<sup>st</sup> of each year but allows for an extension of the deadline for good cause shown, upon agreement of the municipality.

Due to the events and impacts of COVID-19, the TPA is requesting a 60-day extension to deliver the audited financial statements for TPA Fiscal Year 2020. With your approval, the statements will be provided on or before May 31, 2021.

For record-keeping purposes, please provide a response via letter or e-mail.

If you have any questions please contact Matthew Komma, TPA Chief Financial Officer at 561-725-0817 or [MKomma@PalmBeachTPA.org](mailto:MKomma@PalmBeachTPA.org).

Sincerely,

Nick Uhren, P.E.  
Executive Director

Ec: Mr. Matthew Komma, TPA Chief Financial Officer