PALM BEACH Transportation Planning Agency

VISION ZERO ADVISORY COMMITTEE (VZAC) AGENDA

DATE: **Thursday, October 6, 2022**

TIME: **9:00 a.m.**

PLACE: **301 Datura Street, West Palm Beach, FL 33401**

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

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

Members of the public can also join the meeting virtually in the following ways:
- Via Zoom app using Webinar ID: 821-4577- 0646 and Password: 496647
- Via web browser at PalmBeachTPA.org/VZAC-Meeting
- Via phone at 1-646-558-8656 using the above Webinar ID and Password
- View a live simulcast at PalmBeachTPA.org/LIVE

For assistance joining the virtual meeting, call 561-725-0800 or e-mail info@PalmBeachTPA.org.

1. REGULAR ITEMS

    A. Call to Order and Roll Call

    B. Modifications to the Agenda

    C. MOTION TO APPROVE Minutes for September 8, 2022

    D. General Public Comments and Public Comments on Agenda Items

    Members of the public are invited to offer general comments and/or comments or questions on specific agenda items as follows:

    - A written document, comment and/or question may be submitted at PalmBeachTPA.org/VZAC-comment at any time prior to the commencement of the relevant agenda item.

    - A verbal comment may be provided by a virtual attendee using the raise hand feature in the Zoom platform.

    - A verbal comment may be provided by an in-person attendee submitting a comment card available at the welcome table.

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

    E. Comments from the Chair and Member Comments

    F. VZAC Liaison's Report

2. ACTION ITEMS

    A. <u>MOTION TO RECOMMEND APPROVAL</u> of the 2023 Transportation Alternatives (TA) and Program Guidelines and Scoring System
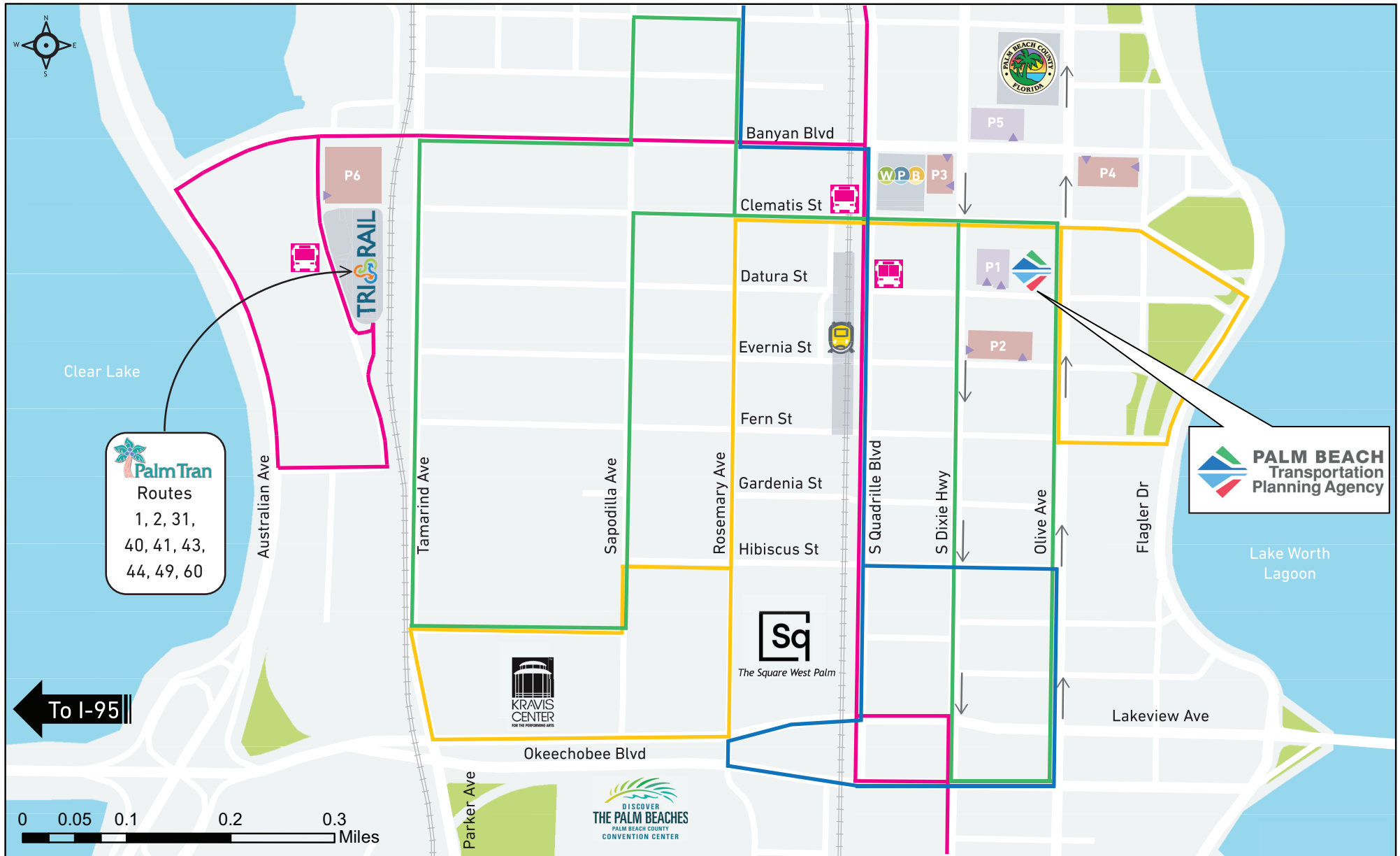
        Established by MAP-21 and re-authorized through the FAST Act, the federal Transportation Alternatives Program is a cost-reimbursement program where nonmotorized projects are selected by the TPA via an annual, competitive application process. TPA staff is recommending approval of the attached draft 2023 program guidelines and scoring system.

3. INFORMATION ITEMS

    There are no information items on this agenda.

4. ADMINISTRATIVE ITEMS

    A. Governing Board Summary Points – September 15, 2022

    B. FDOT Scheduling Report – October 2022

    C. Next Meeting – **December 8, 2022 (No November Meeting)**

    D. Adjournment

N
W   E
S

Banyan Blvd

Clematis St

Datura St

Evernia St

Fern St

Gardenia St

Hibiscus St

Clear Lake

To I-95

PalmTran
Routes
1, 2, 31,
40, 41, 43,
44, 49, 60

Australian Ave

Tamarind Ave

Sapodilla Ave

Rosemary Ave

Parker Ave

S Quadrille Blvd

S Dixie Hwy

Olive Ave

Flagler Dr

Lake Worth
Lagoon

Lakeview Ave

Okeechobee Blvd

P6
P5
P3
P4
P1
P2

WPB

TRI☼RAIL

Sq
The Square West Palm

KRAVIS CENTER
FOR THE PERFORMING ARTS

DISCOVER
THE PALM BEACHES
PALM BEACH COUNTY
CONVENTION CENTER

PALM BEACH COUNTY
FLORIDA

PALM BEACH
Transportation
Planning Agency

0   0.05   0.1   0.2   0.3   Miles

Legend

TPA Office Location

Public Parking

Private Parking

*Metered on-street parking available citywide
(free with Handicap placard up to 4 hours)

PalmTran
PalmTran.org

Palm Tran Bus Stop

Palm Tran Route 1

WPB
WEST PALM BEACH
DowntownWPB.com

Yellow Trolley

Green Trolley

Blue Trolley

TRI☼RAIL
Tri-Rail.com

brightline
GoBrightline.com
Brightline Station

C I R C U I T
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West Palm Beach & Palm Beach
7 days a week. Download the
app to ride.

Download on the App Store

GET IT ON Google Play

PALM BEACH Transportation Planning Agency

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Alternate: Kimberly Kosirog

Bruce Rosenzweig
Boca Raton Bicycle Club

Craig Pinder
City of Boynton Beach

Ted Goodenough
Disabled Community

Joan Oliva
City of Lake Worth Beach CRA
Alternate: Chris Dabros

Joann Skaria
City of Palm Beach Gardens

Fadi Nassar
Palm Beach County - Engineering
Alternate: Neil Wantz

Vacant
City of Delray Beach
Alternate: Amy Alvarez

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Alternate: Casey Pranckun

Bruce Guyton
Palm Tran
Alternate: Chris Walker

Michael Owens
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Alternate: Joyell Shaw

Christian Santa-Gonzalez
Village of Wellington
Alternate: Kyle Burg

Larry Wallace
Florida Department of Transportation
Non-Voting Advisory Member
Alternate: Wibet Hay

NOTICE

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

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

PALM BEACH
Transportation
Planning Agency

OFFICIAL MEETING MINUTES OF THE
VISION ZERO ADVISORY COMMITTEE (VZAC)

Thursday, September 8, 2022

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

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

1.   REGULAR ITEMS

1.A.   Call to Order and Roll Call

CHAIR THOBURN called the meeting to order at 9:10 a.m. and provided an overview of the meeting procedures.

The Recording Secretary called the roll. A quorum was present as depicted in the table below.

Member	Roll Call	Member	Roll Call	Member	Roll Call
Tracy Phelps	P	Fadi Nassar	A	Christian Santa-Gonzalez	P
Bruce Rosenzweig	A	Jacey Biery	A	John Roach	P
Craig Pinder	P	David Wiloch	P	Larry Wallace	P
Ted Goodenough	P	Jean Matthews	P	Amy Alvarez (Alt)	A
Joan Oliva	P	Chris Walker (Alt)	P	Stephanie Thoburn	P
Joann Skaria	A	Michael Owens	A		

P = Present A = Absent

1.B.   <u>APPROVED</u> Modifications to the Agenda

The Recording Secretary stated Michael Owens requested to join virtually due to School District staffing shortages and Bruce Rosenzweig requested to join virtually due to medical reasons.

There were no objections to their virtual participation, and the members were permitted to join the meeting.

1.C.   <u>APPROVED</u> Amended Minutes for July 7, 2022

MOTION to approve the Minutes made by Christian Santa-Gonzalez, seconded by John Roach, and carried unanimously 12-0 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Tracy Phelps	Y	Fadi Nassar	A	Christian Santa-Gonzalez	Y
Bruce Rosenzweig	Y	Jacey Biery	A	John Roach	Y
Craig Pinder	Y	David Wiloch	Y	Amy Alvarez (Alt)	A
Ted Goodenough	Y	Jean Matthews	Y	Stephanie Thoburn	Y
Joan Oliva	Y	Chris Walker (Alt)	Y		
Joann Skaria	A	Michael Owens	Y		

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

1.D.   General Public Comments and Public Comments on Action Items

There were no general public comments received.

1.E.   Comments from the Chair and Member Comments

CHAIR THOBURN congratulated Brian Ruscher on his promotion to TPA Deputy Director of Multimodal and thanked Larry Wallace for his VZAC membership. CHAIR THOBURN also provided an update on the roundabout located in the Abacoa neighborhood at Central Blvd and University Blvd. The project has resulted in substantial safety benefits for drivers with a marked decrease in the number of crashes and the crash rate.

JOHN ROACH thanked the committee for his election as Vice Chair and asked for resources for pedestrian access during construction projects.

Jacey Biery and Fadi Nassar joined the meeting in-person.

1.F.   VZAC Liaison's Report

BRIAN RUSCHER reviewed the full report, which can be viewed at PalmBeachTPA.org/VZAC.

There were no public comments or member comments received.

Member discussion ensued about Palm Beach County's first Diverging Diamond Interchange (DDI) set to open in November and Connors highway.

2.   ACTION ITEMS

2.A.   RECOMMENDED ADOPTION: of Amendment #1 to the TPA's Fiscal Year (FY)23-27 Transportation Improvement Program (TIP)

JASON PRICE, TPA TIP Coordinator, provided a PowerPoint presentation that can be viewed at PalmBeachTPA.org/TAC. The TIP is the five-year funding program for transportation projects in Palm Beach County. The Florida Department of Transportation (FDOT) has requested approval of an amendment to the FY 23-27 TIP to include the following:

- FY 22 projects not encumbered as programmed are rolled forward into FY 23.
- Changes length of project #2296584 Atlantic Ave (SR-7 to Lyons Rd) and project#4465511 Beeline Hwy (Martin County line to Old Dixie Hwy).

There were no public comments on this item.

Member discussion ensued about Beeline Highway phases, the change in length of the Atlantic Ave project, and cost comparisons to previous years.

John Roach dissented due to inclusion of State Road 7 modifications. Ted Goodenough dissented due to inclusion of mixed-use paths. Chris Walked dissented due to Palm Tran route implications at the Forest Hill intersection.

MOTION to Recommend Adoption of Amendment #1 to the TPA's Fiscal Year (FY)23-27 Transportation Improvement Program (TIP) made by David Wiloch, seconded by Christian Santa-Gonzalez, and carried 11-3 as depicted in the table below.

Member	Vote	Member	Vote	Member	Vote
Tracy Phelps	Y	Fadi Nassar	Y	Christian Santa-Gonzalez	Y
Bruce Rosenzweig	Y	Jacey Biery	Y	John Roach	N
Craig Pinder	Y	David Wiloch	Y	Amy Alvarez (Alt)	A
Ted Goodenough	N	Jean Matthews	Y	Stephanie Thoburn	Y
Joan Oliva	Y	Chris Walker (Alt)	N		
Joann Skaria	A	Michael Owens	Y		

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

3.   INFORMATION ITEMS

There were no information items on this agenda.

4.   ADMINISTRATIVE ITEMS

4.A.   Governing Board Summary Points – July 21, 2022

There was no discussion on this item.

4.B.   FDOT Scheduling Report – August and September 2022

There was no discussion on this item.

4.C.   Next Meeting – October 6, 2022

The meeting was adjourned at 9:59 a.m.

_____

This signature is to attest that the undersigned is the Chair, or a designated nominee, of the Vision Zero Advisory Committee and that information provided herein is the true and correct Minutes for the September 8, 2022 meeting of the Vision Zero Advisory Committee, dated this 6th day of October 2022.

_____

Stephanie Thoburn
VZAC Chair

EXHIBIT A
VZAC Member Attendance Record

REPRESENTATIVE/Alternate Agency Name	Oct '21	Nov '21	Dec '21	Jan '22	Feb '22	Mar '22	Apr '22	May '22	Jun '22	July '22		Sep '22
CHAIR STEPHANIE THOBURN/Garret Watson Town of Jupiter	P		P		P	P	P	E	P	P		P
VICE CHAIR JOHN ROACH City of West Palm Beach	P		P		P	P	P	P	P	E		P
VACANT/Amy Alvarez City of Delray Beach	P		P		P	E	P	P	E	E		E
TRACY PHELPS/Kimberly Kosirog City of Boca Raton	P		P		P	P	P	P	P	P		P
BRUCE ROSENZWEIG Boca Raton Bicycle Club	P		P		P	P	P	P	E	P		P
CRAIG PINDER City of Boynton Beach	E	No Meeting Held – Scheduled Break	P	No Meeting Held – Scheduled Break	P	P	P	P	P	P	No Meeting – Scheduled Break	P
TED GOODENOUGH Disabled Community	P		P		E	P	P	P	P	P		P
JOAN OLIVA/Chris Dabros City of Lake Worth CRA	-		-		-	-	-	ALT	P	E		P
JOANN SKARIA City of Palm Beach Gardens	P		P		P	P	P	P	P	P		A
FADI NASSAR/Neil Wantz PBC Engineering	P		P		P	P	P	P	P	P		P
JACEY BIERY/Sally Channon PBC ERM	P		*P		P	A	P	P	P	P		P
DAVID WILOCH/Michael Howe PBC Planning	P		P		P	P	P	P	P	P		P
JEAN MATTHEWS/Casey Pranckun PBC Parks and Recreation	P		P		P	P	ALT	P	P	E		P
BRUCE GUYTON/Chris Walker Palm Tran	P		P		P	P	P	ALT	A	P		ALT
MICHAEL OWENS/Joyell Shaw School District of Palm Beach County	ALT		P		P	P	P	P	P	P		P
CHRISTIAN SANTA-GONZALEZ/Kyle Burg Village of Wellington	P		P		ALT	ALT	ALT	E	P	P		P
LARRY WALLACE/Wibet Hay Florida Department of Transportation *Non-Voting Advisory Member*	ALT		E		ALT	P	ALT	ALT	ALT	P		P

P = Member Present   E = Excused Absence   A = Unexcused Absence
*New Appointment   - = Member not assigned   **Nominated Prior to current Operating Procedures

EXHIBIT A (cont.)

OTHERS PRESENT	REPRESENTING
Alan M. Roman MD	General Public
Jason Price	Palm Beach TPA
Cassidy Sparks	Palm Beach TPA
Brian Ruscher	Palm Beach TPA
Andrew Uhlir	Palm Beach TPA
Amanda Williams	Palm Beach TPA
Melissa Murray	Palm Beach TPA

The purpose of the Palm Beach Transportation Planning Agency's (TPA) Transportation Alternatives (TA) Program is to fund safe and connected infrastructure for non-motorized users. Funding is anticipated to be available as noted below.
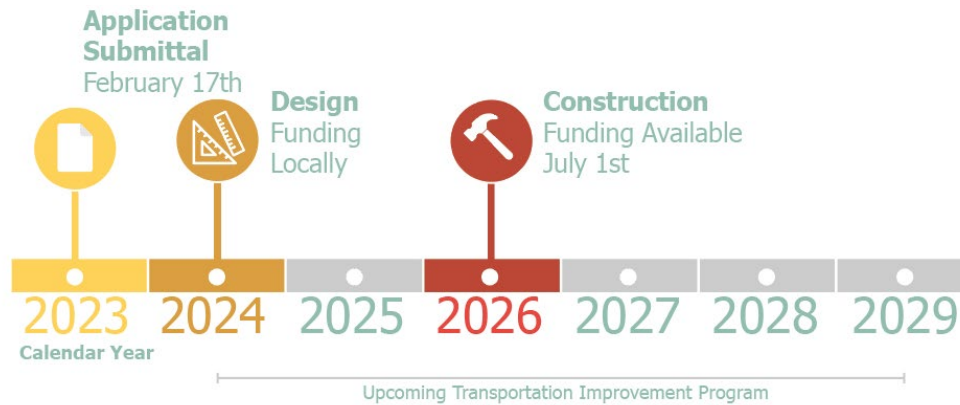
Application Deadline: February 17, 2023 at 5:00 PM

ANTICIPATED FUNDING

Total Available Funding:	~$5.1M/year
Grant Reimbursement Maximum:	$1,500,000
Grant Reimbursement Minimum:	$250,000

PROJECT ELIGIBILITY

Projects can be on and off the federal-aid roadway network.

- Sidewalks
- Bicycle Infrastructure
- Pedestrian and Bicycle signals
- Traffic calming
- Lighting and other safety-related infrastructure
- Safe Routes to School (SRTS) for non-drivers, including safe routes to transit
- Safe Routes to School (infrastructure and non-infrastructure, including SRTS Coordinator)
- Recreation trails

- Conversion of abandoned railroad corridors to trails for non-motorized users
- Boulevard & main street projects that promote economic revitalization and follow "complete streets" principles
- Historic Preservation
- Transit-Oriented development (TOD) infrastructure is also eligible and encouraged, if it includes one of the above project categories.

ELIGIBLE PROJECT APPLICANT

- Local Governments
- Regional Transportation Authorities
- Transit Agencies
- Natural Resource or Public Land Agencies
- School District, local education agencies, or schools
- Tribal Governments

- Nonprofits are eligible to partner with any eligible entity but are not eligible as direct grant recipients.
- Other local or regional governmental entity with oversight responsibility of transportation or recreational trails the State determines eligible and consistent with the goals of 23 U.S.C. 213(c).

PROGRAM REQUIREMENTS

- An applicant may submit a maximum of two (2) applications, with the exception of Palm Beach County who may submit a maximum of six (6) applications across all departments.

- All applicants will be required to meet with TPA staff to discuss TA applications prior to submittal. Applicants can only submit applications discussed at the meeting.

- Only the highest ranked eligible project application from each agency will be included in the TPA's draft List of Priority Projects, unless the applicant's project lead provides the TPA with a preferred rank of their own projects Palm Beach County may have up to three (3) projects included in the first round. Projects will be prioritized until funding is exhausted.

- Applications are limited to a minimum request of $250K and maximum funding amount of $1.5M, inclusive of all project phases.

- Applications will be included on the draft List of Priority Projects (LOPP) until anticipated funding is exhausted. However, inclusion on the LOPP does not guarantee funding.

- Applications must be submitted online via the FDOT Grants Application Process (GAP) application portal pursuant to the program schedule.

- Applications must include all required documents listed in the Submittal Checklist on page 6. Note: Community letters of support are optional and can be submitted for points during scoring.

- Applications will be scored and ranked via the scoring system derived from the TPA's 2045 Long Range Transportation Plan (LRTP) adopted goals, objectives and targets and described more specifically on page 8 in the TA Scoring Criteria table.

- Any project that is directly adjacent to single-family residential lots that provide primary access to the impacted roadway must provide proof of public outreach and support. Applicants must provide the total number of impacted properties and have >25% of all directly adjacent single-family landowners in support of the project and no more than 10% of adjacent landowners in opposition. If this requirement is not met, the project will be ineligible.

- Applicants are responsible for covering all unanticipated cost increases, including but not limited to price inflation and increases in the cost of construction. Applicants should anticipate covering these increases with Local Funds by the time the project is ready for construction.

- The TPA Board makes the final decision regarding inclusion of an application on the TPA Priority Projects List and may waive any of the above requirements.

- Landscaping may consist of up to 25% of the participating costs.

- For projects included in the Draft Work Program, applicants will be required to include the project with the source of funding in their capital improvement programs or local program of projects no later than April 15, 2024 in order to retain funding.

- The TPA's Vision Zero Advisory Committee (VZAC) may propose to re-rank projects.

PROJECT ELIGIBILITY GUIDANCE

Below is a list of eligible projects for the Transportation Alternatives (TA) Program. They are sorted by project categories.

1. Construction, planning and design of on and off-road facilities for bicyclists, pedestrians, and other forms of non-motorized transportation (pedestrian and bicycle facilities)

Eligible	Not Eligible
• Pedestrian infrastructure such as new sidewalks, crosswalks, etc.	• Routine maintenance or replacement of existing sidewalks (unless ADA upgrades are needed)
• Bicycle infrastructure such as bike lanes, bicycle parking, etc.	• Circular trails/sidewalks
• Bicycle racks for buses	• Facilities located within a property that do not connect to other trails/sidewalks
• Pedestrian and bicycle signals	• General resurfacing of roadways
• Bike share infrastructure such as bikes, racks, kiosks	• General recreation and park facilities: playground equipment, sports fields, campgrounds, picnic and pavilion areas
• New or reconstructed off-road trails that serve a transportation need, such as trails that provide connections to schools, parks, or other public places	
• Amenities along a trail that serve trail users such as benches, trash cans, watering stations, pet amenities, bicycle repair stations, wayfinding signs, security cameras, etc.	
• Trailhead projects that serve trail users such as rest areas with benches, restrooms, trail access improvements, parking, kiosks, etc.	
• Bicycle and pedestrian bridges and underpasses	
• Lighting and other safety related infrastructure	

2. Construction, planning and design of infrastructure-related projects/systems to provide safe routes for non-drivers including children, older adults, individuals with disabilities (safe routes for non-drivers)

Eligible	Not Eligible
• Americans with Disabilities Act of 1990 compliance projects such as rehabilitation of existing sidewalks, curb ramps, sidewalk widening, etc.	• Roadway lighting that doesn't benefit non-drivers
• Traffic calming techniques	• Promotional materials (except for Safe Routes to School; see Category 10)
• Lighting and other safety related infrastructure	• Intersection realignments aimed at improving vehicular flow
• Traffic realignments, road diets, or intersection changes that improve bicycle and pedestrian access or safety	• Projects that reorganize pick-up and drop-off primarily for the convenience of drivers
• Crosswalks	• Education programs that are primarily focused on bus safety
• Pedestrian refuge areas	• Improvements to school bus stops
• Crossing improvements that shorten crossing distance, provide access, and/or primarily improve bicycle and pedestrian safety	

3. Conversion and use of abandoned railroad corridors for non-motorized use

Eligible	Not Eligible
• Developing rails-to-trails facilities, where there is an adjacent line that is no longer active • Trailhead projects that serve trail users, such as rest areas with benches, restrooms, trail access improvements, parking, etc. • Construction or reconstruction of multi-use trails within a railroad right-of-way • Purchasing and converting unused railroad property for reuse as a trail	• Trails for motorized vehicles • Maintenance of an existing trail

4. Construction of turnouts, overlooks, and viewing areas

Eligible	Not Eligible
• Turnouts and viewing areas at scenic or historic sites • Right-of-way acquisition	• Visitor center • Operation or maintenance • Marketing/promotional materials

5. Inventory, control or removal of outdoor advertising

Eligible	Not Eligible
• Data collection • Removal	• Administration or operating expenses

6. Historic preservation and rehabilitation of historic transportation facilities

Eligible	Not Eligible
• Facilities on historic register or eligible for historic register • Rehabilitation of historic surface transportation facilities such as bridges, lighthouses, canals, etc. • Historic toll and ferry facilities • Historic railroad facilities	• Operating costs • Facilities not open to the public • Construction of replica facilities • Infrastructure not related to surface transportation (air and space) • Structures not on or eligible for the national historic register

7. Vegetation management practices in transportation rights of way

Eligible	Not Eligible
• Removal of invasive species and plant native plants • Planting of native species that can help control erosion and ensure that roadsides are stable, look nice, and provide clear sightlines • Planting of vegetation to attract honeybees, monarch butterflies, etc.	• Standalone landscaping • Planting of annuals

8. Archaeological activities related to impacts from transportation projects

Eligible	Not Eligible
• Archaeological excavation and surveys related to a transportation project • Archaeological activities required as part of a TA Set-Aside eligible project • Interpretation and display of artifacts discovered as part of a transportation project	• Archaeological activities not related to a transportation project eligible under federal Title 23

9. Environmental mitigation activities

Eligible	Not Eligible
• Pollution prevention, abatement and mitigation activities to address storm water management, control and water pollution prevention or abatement related to highway construction or due to highway runoff, including activities listed in Sections 133(b), 328(a), and 329. • Reduction in vehicle caused wildlife mortality such as a wildlife crossing or fencing • Restoration and maintenance of the connectivity among terrestrial or aquatic habitats such as surmountable curbs for turtles • Erosion and sediment control • Native plantings • Minimizing impervious surfaces	• Drainage improvements related to poor maintenance and/or upgrades to inadequate systems • Storm water management activities not related to highway run-off and water pollution

10. Safe Routes to School (SRTS)
SRTS projects are eligible under TA Set-Aside. For more information on eligible activities visit:
www.fhwa.dot.gov/environment/transportation_alternatives/guidance/guidance_2016.cfm#EligibleProjects.
Note: FDOT also has a separate statewide SRTS Funding Program: www.srtsfl.org.

Eligible	Not Eligible
• Bicycle and pedestrian education targeting student travel (grades K-8) • Public awareness campaigns and outreach to press and community leaders • Traffic education and enforcement in the vicinity of schools • Student sessions on bicycle and pedestrian safety, health, and environment • Funding for training, volunteers, and managers of safe routes to school program • Infrastructure projects • Sidewalk improvements • Traffic calming and speed reduction improvements • Pedestrian and bicycle crossing improvements • On-street bicycle facilities • Off-street bicycle and pedestrian facilities • Secure bicycle parking facilities • Traffic diversion improvements in the vicinity of schools	• Bicycle and pedestrian education campaigns for the general public

SCHEDULE	
Date*	**Activity and Deadline**
October 20, 2022	**Program Kick-off.** TPA Board approves program.
November 3, 2022	**Program Application Workshop.** FDOT and TPA hold workshop to review program application, scoring criteria, schedule, and project implementation requirements. TPA distributes program overview and application information to local agencies and opens online application portal.
November 7, 2022 - January 31, 2023	**Pre-Application Meetings.** Applicants participate in a required one-on-one meeting with TPA and FDOT representatives to discuss project specifics and clarify application requirements.
February 17, 2023	**Application Deadline.** Applicants submit applications, including community letters of support, via online application portal by 5 p.m. TPA provides completed applications to FDOT.
March 3, 2023	**TPA Submits Project List and Tentative Ranking to FDOT.** TPA submits tentative project rankings to FDOT for project feasibility and eligibility determination.
FDOT/TPA VETTING PROCESS BEGINS	
Late March 2023	**First Email to Applicants.** After initial application review, FDOT emails applicants requesting additional clarification needed before field reviews. If ineligible, TPA to send formal response.
Early April 2023	**Applicant Responses Due.** Applicants provide FDOT and TPA responses to requested clarifications.
April 6, 2023	**Project Presentations.** Applications are presented to the VZAC for final ranking.
Mid April 2023	**Field Visits.** FDOT and applicants perform field reviews to ensure potential project is constructible, requires no right-of way acquisition, and determine if drainage is warranted.
Late April 2023	**Second Email to Applicants.** FDOT sends an email to applicants with comments on issues / concerns, clarifications, updated cost estimates, and/or requests for missing or updated documentation.
April 28, 2023	**Resolution of Support Due to TPA.** Applicants must submit a resolution from their governing body and/or the governing body of the facility owner endorsing the project and committing to funding of operations and maintenance.
May 5, 2023	**Response from Applicants Due.** Deadline for applicants to resolve outstanding eligibility issues and submit final requested documentation to FDOT and TPA.
FDOT/TPA VETTING PROCESS ENDS	
May 26, 2023	**FDOT D4 returns Eligibility Determinations.** FDOT sends TPA final eligibility determinations to finalize draft priority ranking.
July 5 - 6, 2023	**Draft List of Priority Projects to Committees.** TPA staff presents draft prioritized list of eligible applications to committees for review and input for TPA Board consideration.
July 20, 2023	**Final Priority List Approval by TPA Board.** TPA Board approves final List of Priority Projects.
July 21, 2023	**Submit Project Priorities to FDOT.** TPA submits adopted List of Priority Projects to FDOT and notifies applicants of final priority rankings.

*Dates as of October 2022. Latest dates will be posted to the website.

TA SCORING			
CRITERIA	**DESCRIPTION**	**VALUE**	**MAX**
WHAT			
Bicycle Facility Type NOTE: Multiply length by factor shown in Value column	10'+ shared use path	5	10
	Separated or raised bicycle lanes	4	
	Buffered bicycle lanes	3	
	Designated bicycle lanes	2	
Pedestrian Facility Type NOTE: Multiply length or number of locations by factor shown in Value column	10'+ shared use path	5	10
	8'-9' paved path	4	
	4'-7' sidewalk	3	
	4'+ unpaved path (ADA compliant)	2	
	Sidewalk or shared use path widenings	1	
	Standalone ADA facility (e.g. ped crossings, bus stops, etc.)	0.2	
WHERE			
Project improves pedestrian facilities in High Crash Ped Corridor per TPA Vision Zero Action Plan		5	15
Project improves bicycle facilities in High Crash Bicycle Corridor per TPA Vision Zero Action Plan		5	
Project provides lighting in Dark/Unlit crash location per TPA Vision Zero Action Plan		5	
Project improves pedestrian facilities in Tier 1 Ped Gap		5	10
Project improves bicycle facilities in Tier 1 Bicycle Corridor		5	
Project benefits traditionally underserved communities NOTE: Determine Traditionally Underserved population index within 1 mile of project	Very High	10	10
	High	6	
	Medium	3	
Project creates dedicated Pedestrian Facilities within 1 mile of a Transit Hub		5	10
Project creates dedicated Bicycle Facilities within 3 miles of a Transit Hub		5	
Pedestrian project is within 1 mile; bicycle or shared use path project is within 3 miles and provides a connection to a shopping center, multiple trail intersections, regional parks, designated natural areas or recreational centers		5	10
Project is within 2 miles of a school and within its school attendance boundary		5	
Project improves facilities at an interchange, bridge, railroad crossing, or signalized intersection		5	5
WHY			
Project has positive environmental impacts (i.e. mitigation activity, pollution prevention & abatement, stormwater management, tree canopy coverage, pervious materials, etc.)		10	10
Project has been tested as a pilot with local funds		5	10
Project is endorsed by members of benefit area (HOA, POA, local bike group, etc.)		5	
Project is identified in an agency's adopted plan and connects to an existing or proposed non-motorized facility		5	
Applicant canceled a previously prioritized and funded project within the past 12 months		-5	0
		TOTAL	**100**

HOW TO APPLY

1. **Attend the TPA Funding Programs Workshop on November 3, 2022 (optional)**
   Learn about project eligibility, Local Agency Program Certification, and have your specific questions answered by FDOT and TPA staff.

2. **Attend Pre-Application Meeting with TPA and FDOT Staff (required)**
   All applicants must attend a pre-application meeting with TPA and FDOT between November 7, 2022 and January 31, 2023. TPA will schedule these meetings with FDOT and applicants.

3. **Gather Required Documents**
   Each project submittal requires an application, online form, and supporting documents outlined in the Submittal Checklist provided below. Missing or late documents may result in project ineligibility.

4. **Submit Online via FDOT GAP Application Portal**
   - The application process requires the submittal of the application document with associated attachments via the FDOT GAP Application Portal. Florida Gap - Log In (blackcatgrants.com) Users must create an account.
   - Additional resources and examples may be found at the TPA's TA webpage at: PalmBeachTPA.org/TA

5. **Stay Tuned**
   Follow the Program Schedule and look out for emails from TPA and FDOT regarding your project application.

SUBMITTAL CHECKLIST

Please use the following checklist to ensure you are including all documents required to be submitted with your application by the submission deadline:

☐ Application

☐ Must attend Pre-Application meeting

☐ Location Map (Aerial)

☐ Photographs of project before construction

☐ Typical Section (Existing and Proposed)

☐ Detailed Cost Estimate Spreadsheet (Must be prepared and signed by a Professional Engineer from the Agency's Engineering Office)

☐ Right-of-Way Ownership Verification (Plats, deeds, prescriptions, certified surveys and/or easements)

☐ Community letters of support (Optional) (due at application submittal: February 17, 2023)

☐ Commitment Letter from administering agency's director of Engineering or Public Works Department clearly indicating they will "administer and construct the project if funded by the Palm Beach Transportation Planning Agency's (TPA) Transportation Alternatives (TA) Program" is required (due at application deadline – February 17, 2023)

☐ Participate in FDOT Field Visit (to be scheduled on a weekday Mid April 2023)

☐ Proof of public outreach and support required if proposed project modifies a roadway that provides access to single family residential lots.

- Must have > 25% of all landowners in support of the project, whose parcel is directly adjacent to the project. If > 10% of adjacent landowners oppose the project, then the project will not be eligible.
- The following documentation must be submitted with the application in the form of:
  - ○ Responses to mail outs sent to landowners/residents; Or,
  - ○ Sign-In signatures and input obtained at a neighborhood/public meeting.

    NOTE: Attendance at a council meeting for the resolution of support is not considered a public outreach meeting.

☐ Resolution of Support from governing body of the facility owner(s) clearly indicating that the project may be constructed as proposed and is commitment to fund ongoing operations and maintenance of the project - due within 60 days of application due date (April 28, 2023). Example Resolution can be found [here](#).

Summary Points of the September 15, 2022 Governing Board Meeting

PDF versions of the agenda, backup material and presentations as well as audio and video recordings are available for review at
PalmBeachTPA.org/Board

Approved Technical Advisory Committee (TAC) Appointment – The Board approved appointment of Jason M. Kaufman, P.E. as Representative for the City of Delray Beach.

Approved Vision Zero Advisory Committee (VZAC) Appointment Renewal – The Board approved appointment of Amy Alvarez as Alternate for the City of Delray Beach.

Adopted TPA Resolution 2022-15 – The Board approved amendments to the TPA Operating Procedures designating an Agency Clerk and adopting an agency seal.

Adopted TPA Resolution 2022-16 – The Board approved amendments to the TPA Operating Procedures to modify at large membership on the Citizen's Advisory Committee (CAC).

Adopted the First Amendment to the Executive Director's Employment Agreement – The Board approved TPA General Counsel suggested legal and grammatical modifications to the agreement.

Adopted TPA Resolution 2022-17 – The Board approved Amendment #1 to the TPA's Fiscal Year (FY) 23-27 Transportation Improvement Program (TIP).

Adopted TPA Resolution 2022-18 – The Board approved Amendment #1 to the FY 2023-2024 Unified Planning Work Program (UPWP).

Palm Beach County Engineering Update – Palm Beach County Engineering Staff provided updates on the Board of County Commissioners 5 Year Road Program.

Palm Tran Update – Palm Tran Staff provided updates on the Zero Emission Transition Plan.

Project Scheduling Report – September 2022
Phases occurring within the next 90 days
Palm Beach TPA & 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 TPA has consolidated the FDOT report to focus on TPA 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	FDOT conducts public information workshop.
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 Larry Wallace at larry.wallace@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					
4397591	I-95 AT BELVEDERE RD NB	INTERCHANGE - ADD LANES	FDOT	Letting	9/2/2022
4192511	BEELINE HWY/SR-710 FROM NORTHLAKE BLVD TO BLUE HERON BLVD/SR-708	ADD LANES & RECONSTRUCT	FDOT	Production	9/6/2022
4369631	I-95 AT 6TH AVE S	INTERCHANGE - ADD LANES	FDOT	Production	9/6/2022
4365191	I-95 AT 45TH ST	INTERCHANGE - ADD LANES	FDOT	Public Information Workshop	9/19/2022
4358041	I-95 AT BOYNTON BEACH BLVD/SR-804	INTERCHANGE - ADD LANES	FDOT	Public Information Workshop	9/29/2022
4441211	I-95 AT BELVEDERE RD SB OFF RAMP	INTERCHANGE JUSTIFICA/MODIFICA	FDOT	Production	10/3/2022
4397581	I-95 AT INDIANTOWN RD	INTERCHANGE - ADD LANES	FDOT	Production	11/7/2022
4353842	I-95 AT LINTON BLVD	INTERCHANGE IMPROVEMENT	FDOT	Initial Field Review	11/8/2022
4372791	I-95 AT WOOLBRIGHT RD	INTERCHANGE - ADD LANES	FDOT	Public Information Workshop	11/16/2022
State Road Modifications					
4400461	LAKE WORTH RD/SR-802 ROUNDABOUT PEDESTRIAN IMPROVEMENTS	PEDESTRIAN SAFETY IMPROVEMENT	FDOT	Biddability	8/25/2022
2296584	ATLANTIC AVE/SR-806 FROM SR-7/US-441 TO WEST OF LYONS RD	ADD LANES & RECONSTRUCT	FDOT	PSE Meeting	9/27/2022
4405754	ATLANTIC AVE/SR-806 FROM FLORIDA'S TURNPIKE TO CUMBERLAND DR	ADD LANES & RECONSTRUCT	FDOT	Initial Engineering	10/25/2022
2296584	ATLANTIC AVE/SR-806 FROM SR-7/US-441 TO WEST OF LYONS RD	ADD LANES & RECONSTRUCT	FDOT	Biddability	11/2/2022
4383864	US-1 FROM PALMETTO PARK RD TO NORTHLAKE BLVD	PUBLIC TRANSPORTATION SHELTER	FDOT	Execution Date (Design)	11/4/2022
Local Initiatives Program					
4460921	OKEECHOBEE BLVD AT FOLSOM RD	ROUNDABOUT	PALM BEACH COUNTY	Kickoff Meeting	9/19/2022
4443761	PARKER AVE FROM FOREST HILL BLVD/SR-882 TO NOTTINGHAM BLVD	BIKE LANE/SIDEWALK	WEST PALM BEACH	Production	10/3/2022
4415701	36TH ST FROM AUSTRALIAN AVE TO POINSETTA AVE	BIKE LANE/SIDEWALK	FDOT	Constructability Plans	11/17/2022
Transportation Alternatives Program					
4400151	WEST PALM BEACH - NORTH SHORE PEDESTRIAN BRIDGE	PEDESTRIAN BRIDGE	FDOT	Constructability Plans	9/15/2022
4460801	OKEECHOBEE BLVD FROM A RD TO FOLSOM RD	BIKE PATH/TRAIL	PALM BEACH COUNTY	Kickoff Meeting	9/19/2022
4483021	KYOTO GARDENS DR FROM NORTH MILITARY TRL TO ALTERNATE A1A	BIKE PATH/TRAIL	PALM BEACH GARDENS	Production	10/3/2022
4490021	GRAPEVIEW BLVD & KEY LIME BLVD	SIDEWALK	ITID	Kickoff Meeting	10/11/2022
Other FDOT & Local Projects					
4492551	I-95 AT DONALD ROSS RD	LANDSCAPING	FDOT	Agency Scope Review	9/14/2022
4492791	OKEECHOBEE BLVD/SR-704 FROM RIVERWALK BLVD TO N JOG ROAD	LIGHTING	FDOT	Execution Date (Design)	9/16/2022
4492801	I-95 AT PGA BLVD/SR-786 NB TO WB OFF-RAMP	SKID HAZARD OVERLAY	FDOT	Kickoff Meeting	9/21/2022
4438431	LAKE WORTH RD/SR-802 AT HAVERHILL RD	WIDEN/RESURFACE EXIST LANES	FDOT	Production	10/3/2022

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
4492831	ATLANTIC AVE/SR-806 AT HOMEWOOD BLVD,SR-704 @ HAVERHILL RD	TRAFFIC SIGNAL UPDATE	FDOT	Agency Scope Review	10/5/2022
4417551	US-1/SR-5 FROM BROWARD COUNTY LINE TO SPANISH RIVER BLVD	ARTERIAL TRAFFIC MGMT SYSTEMS	FDOT	Letting	10/26/2022
4492831	ATLANTIC AVE/SR-806 AT HOMEWOOD BLVD,SR-704 @ HAVERHILL RD	TRAFFIC SIGNAL UPDATE	FDOT	Kickoff Meeting	11/7/2022
4331093	I-95 FROM BROWARD COUNTY LINE TO LINTON BLVD - EXPRESS LANES	LANDSCAPING	FDOT	Production	11/7/2022
Major Maintenance					
4461001	SR-80 FROM SR-25/US-27 TO EAST OF GLADES GLEN DR	RESURFACING	FDOT	Biddability	8/25/2022
4476691	E OCEAN AVE/SR-804 FROM SR-5/US-1 TO A1A	RESURFACING	FDOT	Initial Field Review	8/29/2022
4398451	SR-715 FROM SR-80 TO W OF CANAL ST SOUTH	RESURFACING	FDOT	Biddability	8/29/2022
4484351	SR-811 FROM SOUTH OF RCA BLVD TO NORTH OF DONALD ROSS RD	RESURFACING	FDOT	Execution Date (Design)	9/2/2022
4460971	BEELINE HWY/SR-710 FROM E OF PRATT & WHITNEY TO E OF RAILROAD TRACKS	RESURFACING	FDOT	Letting	9/2/2022
4457691	A1A / BLUE HERON BLVD OVER INTRACOASTAL WATERWAY	BRIDGE-REPAIR/REHABILITATION	FDOT	Production	9/6/2022
4463741	SR-700/CONNERS HWY FROM NORTH OF 1ST ST TO WEST OF SR-80	RESURFACING	FDOT	Biddability	9/6/2022
4461051	STATE MARKET RD FROM SR-15 TO US-441/E MAIN ST	RESURFACING	FDOT	Constructability Plans	9/8/2022
4461021	SR-15 FROM N OF 1ST ST TO PALM BEACH/MARTIN COUNTY LINE	RESURFACING	FDOT	Biddability	9/20/2022
4476621	A1A FROM LINTON BLVD TO E ATLANTIC AVE	RESURFACING	FDOT	Initial Engineering	9/26/2022
4414661	SPANISH RIVER BLVD/SR-800 OVER ICWW	BRIDGE-REPAIR/REHABILITATION	FDOT	Production	10/3/2022
4461771	SR-7/US-441 FROM NORTH OF SOUTHERN BLVD/SR-80 TO OKEECHOBEE BLVD/SR-704	RESURFACING	FDOT	Production	10/3/2022
4461041	LAKE AVE/LUCERNE AVE FROM EAST OF A ST TO EAST OF GOLFVIEW RD	RESURFACING	FDOT	Public Information Workshop	10/4/2022
4461012	SR-80/US-98 FROM EAST OF PARKER AVE TO WEST OF WASHINGTON RD	BRIDGE REHABILITATION	FDOT	Letting	10/7/2022
4461011	SR-80/US-98 FROM EAST OF PARKER AVE TO WEST OF WASHINGTON RD	RESURFACING	FDOT	Letting	10/7/2022
4461041	LAKE AVE/LUCERNE AVE FROM EAST OF A ST TO EAST OF GOLFVIEW RD	RESURFACING	FDOT	PSE Meeting	10/11/2022
4461731	FEDERAL HWY FROM S OF 10TH AVE SOUTH TO 6TH AVE N	RESURFACING	FDOT	Constructability Plans	10/19/2022
4476711	OKEECHOBEE BLVD/SR-704 FROM W OF I-95 TO AUSTRALIAN AVE	RESURFACING	FDOT	Initial Engineering	10/20/2022
4461751	A1A FROM N OF EMERALDA BCH WAY TO SOUTH OF SR-704/ROYAL PALM WAY	RESURFACING	FDOT	Constructability Plans	10/26/2022
4461041	LAKE AVE/LUCERNE AVE FROM EAST OF A ST TO EAST OF GOLFVIEW RD	RESURFACING	FDOT	Biddability	11/3/2022
4476651	BOYNTON BEACH BLVD/SR-804 FROM SR-7/US-441 TO LYONS RD	RESURFACING	FDOT	Initial Engineering	11/3/2022
4476581	US-1 FROM BAILEY ST TO HARBOURSIDE DR	RESURFACING	FDOT	Initial Engineering	11/3/2022
4460991	US-1 FROM N QUADRILLE BLVD TO PALM BEACH LAKES BLVD	RESURFACING	FDOT	Production	11/7/2022
4461031	MILITARY TRAIL FROM SOUTH OF DEVONS RD TO NORTH OF FLAG DR	RESURFACING	FDOT	Production	11/7/2022

FM #	Location	Type of Work	Lead Agency	Phase Milestone	Date
4476641	SR-15/E MAIN ST FROM S LAKE AVE TO SR-700/CONNORS HWY	RESURFACING	FDOT	Initial Field Review	11/22/2022
4461791	OKEECHOBEE BLVD FROM TAMARIND AVE TO WEST OF LAKEVIEW AVE	RESURFACING	FDOT	Constructability Plans	11/22/2022