



[CITY OF]
O T T U M W A

TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

SPECIAL MEETING NO. 15
Council Chambers, City Hall

May 14, 2021
12:00 O'Clock P.M.

PLEDGE OF ALLEGIANCE

ROLL CALL: Council Member Stevens, Meyers, Berg, Dalbey, Roe and Mayor Lazio.

APPROVAL OF AGENDA

IDENTIFICATION OF CITIZENS DESIRING TO COMMENT ON AGENDA ITEMS:

(When called upon by the Mayor, step to the microphone; state their name, address and agenda item to be addressed. The Mayor will invite you to address the Council when that topic is being discussed. Remarks will be limited to **three minutes or less**. The City Clerk shall keep the time and notify the Mayor when the allotted time limit has been reached. Comments are to be directly germane to the agenda item being discussed; if not directly germane as determined by the Mayor will be ruled out of order.)

All items on this agenda are subject to discussion and/or action.

1. Resolution No. 102-2021, approving the COVID-19 Relief Recreational Trails Program Application for the Oxbow Lagoon Link Trail and authorizing the Mayor to sign the application.

RECOMMENDATION: Pass and adopt Resolution No. 102-2021.

PUBLIC FORUM:

The Mayor will request comments from the public on topics of city business or operations other than those listed on this agenda. Comments shall not be personalized and limited to three minutes or less. Comments not directly applicable to operations, inappropriate, or an improper utilization of meeting time, as determined by the Mayor, will be ruled out of order. When called upon by the Mayor, step to the microphone; give your name, address and topic on which to address the Council. The Council is not likely to take any action on your comments due to requirements of the Open Meetings Law. Pertinent questions, comments or suggestions may be referred to the appropriate department, city administrator or legal counsel for response, if relevant.

ADJOURNMENT

***** It is the goal of the City of Ottumwa that all City Council public meetings are accessible to people with disabilities. If you need assistance in participating in City Council meetings due to a disability as defined under the ADA, please call the City Clerk's Office at (641) 683-0621 at least one (1) business day prior to the scheduled meeting to request an accommodation. *****



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FAX COVER SHEET

City of Ottumwa

DATE: 5/12/21 TIME: 2:00 PM NO. OF PAGES 2
(Including Cover Sheet)

TO: News Media CO: _____

FAX NO: _____

FROM: Christina Reinhard

FAX NO: 641-683-0613 PHONE NO: 641-683-0620

MEMO: Tentative Agenda for the Special City Council Meeting #15 to be held on 5/14/2021 at 12:00 P.M. NOON.

*** FAX MULTI TX REPORT ***

JOB NO. 3437
DEPT. ID 4717
PGS. 2

TX INCOMPLETE -----
TRANSACTION OK 916606271885
96823269
ERROR 96847834
96828482

KTVO
Ottumwa Waterworks
Ottumwa Courier
Tom FM



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*** TX REPORT ***

JOB NO.	3437	
DEPT. ID	4717	
ST. TIME	05/12 14:04	
SHEETS	2	
FILE NAME		
TX INCOMPLETE	-----	
TRANSACTION OK	916606271885	KTVO
	96823269	Ottumwa Waterworks
ERROR	96847834	Ottumwa Courier
	96828482	Tom FM



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MEMO: Tentative Agenda for the Special City Council Meeting #15 to be held on 5/14/2021 at 12:00 P.M. NOON.

CITY OF OTTUMWA

Staff Summary

**** ACTION ITEM ****

Council Meeting of: May 14, 2021

Engineering
Department

Alicia Bankson
Prepared By
Larry Seal
Department Head

P. J. Reel
City Administrator Approval

AGENDA TITLE: Resolution #102-2021. Approving the Covid-19 Relief Recreational Trails Program Application for the Oxbow Lagoon Link Trail and authorizing the Mayor to sign the application.

****Public hearing required if this box is checked. ****

****The Proof of Publication for each Public Hearing must be attached to this Staff Summary. If the Proof of Publication is not attached, the item will not be placed on the agenda.****

RECOMMENDATION: Pass and adopt Resolution #102-2021.

DISCUSSION: The City Council of the City of Ottumwa, Iowa, is eligible to make an application for the COVID-19 Relief Recreational Trails Program. The COVID-19 Relief Recreational Trails Program funds 100% of a project. The Wapello County Trails has committed \$38,000 matching funds. The City has committed \$20,000 matching funds, and has committed in-kind services for design and contract administration.

The City of Ottumwa will maintain the trail as a public facility for a minimum of 20 years.

Estimated Project Cost \$851,013

Funding:

Wapello County	\$ 25,530
Wapello County Trails	\$ 38,000
City of Ottumwa	\$ 20,000
City of Ottumwa in-kind	\$129,815 design, contract management and construction management
COVID-19	\$637,667

Source of Funds: Covid-19 Relief

Budgeted Item: No

Budget Amendment Needed: No

RESOLUTION #102-2021

A RESOLUTION APPROVING THE COVID-19 RELIEF RECREATIONAL TRAILS PROGRAM APPLICATION FOR THE OXBOW LAGOON LINK TRAIL PROJECT AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION

- WHEREAS, The City Council of the City of Ottumwa, Iowa, is eligible to make an application for the COVID-19 Relief Recreational Trails Program; and
- WHEREAS, The COVID-19 Relief Recreational Trails Program funds up to 100% of a project; and,
- WHEREAS, The Wapello County Trails has committed \$38,000 matching funds; and
- WHEREAS, The Wapello County has committed \$25,530; and
- WHEREAS, The City has committed \$20,000 matching funds; and
- WHEREAS, The City has committed in-kind services for design and contract administration; and
- WHEREAS, The City of Ottumwa will maintain the trail as a public facility for a minimum of 20 years.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The COVID-19 Relieve Recreational Trails Program Application is hereby approved, and the Mayor is authorized to sign the application.

APPROVED, PASSED, AND ADOPTED, this 14th day of May, 2021.

CITY OF OTTUMWA, IOWA



Tom X. Lazio, Mayor

ATTEST:


Christina Reinhard, City Clerk



COVID-19 Relief Recreational Trails Program Grant Application

Email complete applications to scott.flagg@iowadot.us by May 17, 2021, by 5:00 p.m. CST

A complete application includes all of the following: 1) This completed application form (Word); 2) a signed Part F – Certification (scanned PDF); and all of the other required items listed on Part F. No modifications shall be made to this application form and no additional formatting or unique styles shall be applied including covers, title pages, section separators, etc. Please review the program guidance before completing this application.

PART A – APPLICANT INFORMATION					
Eligible Applicant:	City of Ottumwa				
Contact Name:	Larry Seals	Contact Title:	Public Works Director		
Email Address:	sealsl@ottumwa.us				
Street Address:	105 3 rd Street E				
City:	Ottumwa	Zip Code:	52501	Phone Number:	641-683-0600
<i>If applicable, complete the information below for an in-eligible co-sponsor information. If not applicable, leave blank.</i>					
In-eligible Co-Sponsor:	Wapello County Trails Council				
Contact Name:	Kim Hellige	Contact Title:	President		
Email Address:	mkonbrook@gmail.com				
Street Address:	P.O. Box 121				
City:	Ottumwa	Zip Code:	52501	Phone Number:	641-226-2677

PART B – PROJECT INFORMATION	
Project Title:	In no more than 15 words, provide a short project title that includes the trail corridor or system, phasing, or termini such as Rabbit Trail Phase 2, Workman Trail Extension from Main Street to Soldier Park, etc. Oxbow Lagoon Link Trail
Project Description:	In no more than 50 words, describe the project including termini and length. Remember to <u>only</u> provide information for the project intended to be funded under this application. Do not provide details of completed or future phases of a project. This project will construct a 5,260' PCC trail from Greater Ottumwa Park, following the southern and eastern sides of the Oxbow Lagoon to the end of the existing trail. It will link the park, existing trails around the park, the Oxbow with the Milner Neighborhood Trail.
Associated Trail Corridor:	Identify the specific trail corridor or system name that this project would most closely be identified with such as Raccoon River Valley Trail, Hoover Nature Trail, Iowa Great Lakes Trail, etc. More than one may be identified. Ottumwa Trail System
Reimbursement Costs:	Identify the project activities below for which you intend to seek federal reimbursement of costs. <input checked="" type="checkbox"/> Construction of a new trail (does not currently exist) <input type="checkbox"/> Preliminary Engineering (design) <input checked="" type="checkbox"/> Rehabilitation of an existing trail surface <input type="checkbox"/> Construction Engineering (inspection) <input type="checkbox"/> Paving an existing unpaved trail <input type="checkbox"/> Right-of Way Acquisition (including easements) <input type="checkbox"/> Other:

PART C – PROJECT COSTS

An itemized breakdown of total estimated project costs is required to be submitted along with this application (See description of this item at the end of this form). The itemized breakdown should include all project costs. Transfer the total estimated project costs to the space provided below and enter the COVID-19 Relief Recreational Trails program funds you are requesting. Remember, the minimum request is \$500,000 and the maximum request is \$1,250,000. Calculate the total project costs to be provided with funds other than COVID-19 Relief Recreational Trails program funds (C=A-B). Calculate the percent of program participation in project costs (D=B divided by A multiplied by 100). Calculate the percent of project costs to be provided by other funding (E=C divided by A multiplied by 100).

- A. TOTAL ESTIMATED PROJECT COST: \$ 851,013.05
- B. COVID-19 RELIEF RECREATIONAL TRAILS PROGRAM FUNDS REQUESTED: \$ 637,667.80
- C. NON-PROGRAM FUNDS (Other federal, state, public, private) (A-B): \$ 213,345.25
- D. Funds Requested as a percent of Total Estimated Project Cost (B/A*100): 75%
- E. Non-program funds as a percent of Total Estimated Project Cost (C/A*100): 25 %

Document the degree to which the project will use program grant funds to leverage other public or private investments. Remember to provide funding information for only the project scope that is the subject of the funding request. Do not provide funding for completed or future phases of a project. (10 points)

Are any federal, state, or other funds whether public or private and external to the applicant involved in this project?

Yes No

Please explain each source of funds, whether the funds are secured or anticipated (and when), and any conditions placed on the funds in the space provided below. Follow these examples:

- \$110,000 REAP grant. Awarded January 2020. Project must be completed by September 2022.
- \$25,000 grant from Kerner Foundation, a local non-profit, anticipated May 2021. Restricted to trail amenities such as benches, trash receptacles, etc. Must be spent within 1 year.
- \$350,000 budgeted FY2022 CIP funds. Secured.

The COVID-19 Relief Recreational Trails Program will leverage \$213,345.25 in investments by the City of Ottumwa, Wapello County and the Wapello County Trails Council for the Oxbow Lagoon Link Trail project. This investment includes:

- \$57,695.50 in-kind design from City of Ottumwa. Secured May 2021. Includes survey and plans. Work will be done by City except for environmental and legal (if required) which will be contracted.
- \$72,119.75 in-kind contract management from City of Ottumwa. Secured May 2021. Includes bids and quality assurances. Work will be done by City.
- \$20,000 cash budgeted from City of Ottumwa. Secured May 2021.
- \$25,530 cash donation from Wapello County. Secured May 2021. Must be used on Oxbow Lagoon Link Trail.
- \$38,000 cash donation from Wapello County Trails Foundation, a local non-profit. Secured April 2021. Must be used on Oxbow Lagoon Link Trail.

PART D – PROJECT TIMELINE

The current status of the project toward the required National Environmental Policy Act (NEPA) compliance and project readiness for development. (20 points)

Please provide a project timeline below and list any progress toward NEPA compliance. At a minimum, please list an estimate (month and year) of when the following will be completed:

- Preliminary Design
- Environmental Clearance (NEPA cleared)

- Right-of-way Acquisition
- Final Design
- Bid Letting
- Construction
- Project Closure

In addition, if you have completed any work toward the required NEPA compliance such as specific environmental studies, archaeological surveys, etc. please list these items as well as the date they were (or will be) completed. Projects will be required to be completed within two years of funds being awarded to the project. Upon award and execution of a project funding agreement, projects that fail to make satisfactory progress may be terminated by the Iowa Department of Transportation.

DATE	PROJECT DEVELOPMENT PHASE OR NEPA COMPLIANCE STUDY/SURVEY
July 2021	Right-of-way acquisition
August 2021	Grant award
October 2021	Preliminary design
December 2021	Environmental clearance (NEPA cleared)
December 2021	Final design
Bid letting	January 2022
June 2022	Construction
September 2022	Project closure

PART E – NARRATIVE QUESTIONS

Please provide a narrative response to each question in the space provided for each question below. For all responses, please remember to provide information for only the project scope that is the subject of the funding request. Do not provide information of completed or future phases of a project other than by reference.

BE AS CONCISE AS POSSIBLE

1. Detailed Description of the Project. Provide a clear description of the concept of the proposed project that is no more than 1 page in length. Include such information as project termini, existing site conditions, trail length, number/acreage of parcels to be acquired, general construction activities planned, etc.

This project will construct a recreational trail that links the Greater Ottumwa Park, the trails within the park and around the Oxbow Lagoon with the Milner Neighborhood Trail. The project will close a gap that exists between the recreational opportunities available in the park as well as the trails along the Des Moines River, with the residential adjacent to the Milner Neighborhood Trail. It will also provide non-motorized access to businesses located Richmond Avenue and Church Street around the Oxbow Lagoon.

The Oxbow Lagoon Link Trail will be 5,260' starting at the Greater Ottumwa Park, located south of US 34 and Iowa 149, follow the southern and eastern sides of the Oxbow Lagoon to end at the existing trail west of the business district on Church Street and south of US 34. It will include 400' of trail replacement on the Church Street side of the Oxbow where the bank has slumped off, 2,560' of new trail along the Oxbow and 2,700' of 8' trail within the ROW of Richmond Ave and Church St where it was not possible to construct along the Oxbow. The trail along the Oxbow will be 10' and sections in Church and Richmond ROW will be 8', the trail will be constructed of 5" thick PCC on top of a 6" subgrade and will include detectible warning strips at crossings.

The project area around the Oxbow Lagoon includes a strip green space consisting of trees and lower-level vegetation along the water, this is where the trail will be constructed whenever possible. Beyond this strip of green space is the commercial district along Richmond and Church, this district includes convenience stores and restaurants. Richmond Avenue is a two-lane minor collector that has a traffic volume of 9,300 vehicles per day. The road has a sidewalk running the entire length of the south side of the area, there is a gap in the sidewalk on the north side. Church Street is a three-lane minor collector with a TWTL that has a traffic volume of 7,200 vehicles per day. Within the business district Church St has sidewalks on both sides of the street.

The Oxbow Lagoon Link Trail will create a connection between the Milner Neighborhood Trail and the rest of the Ottumwa Trail System. It will allow residents of the south side to access the trail system or Greater Ottumwa Park without having to ride or walk on a street. The trail will close the gap on the north side of Richmond Avenue, so pedestrians do not have to cross the street. It will also provide non-motorized access to restaurants in the area.

2. Trail Linkages. Describe how the project contributes toward the completion of a trail linkage or a connection between two trails that eliminates an existing gap. (40 Points)

The Milner Neighborhood Trail will be complete this summer, when complete, it will not be connected to the rest of the Ottumwa Trail System. It is designed as a pathway to connect residential neighborhoods with activity areas including parks, schools, and the trail system. The Milner Neighborhood Trail has a southern termini at Mary Street and passes near three schools, running through residential areas before reaching its northern termini at Richmond Avenue. From the location of the Milner trail's northern termini, it is approximately 2,011' from this location to the Greater Ottumwa Park or 2,718' to the end of the current trail west of the Oxbow. This project will close the gap between the Milner Neighborhood Trail, the Greater Ottumwa Park, trails within the park, and along the Des Moines River. It will create a link between residential areas in the southern part of Ottumwa to recreational opportunities close to the river.

3. Alignment with Trail Plans. Describe how the project aligns with various state, regional, or local trail plans such as the [Iowa Bicycle and Pedestrian Long Range Plan](#), your MPO or RPA regional trail plan, or your local city or county trail plan. Please be specific, identify each plan, and provide a website link (if available) to any regional or local plans. Please discuss if the trail is consistent with a plan's purpose and general direction. If this particular trail segment is identified by name or location as a plan priority in the plan, provide a page or section number from the plan for reference. If the plan is not published online, provide contact information that we may use if we determine it is necessary to review the plan. (20 points)

The concept for the Oxbow Lagoon Link Trail was first identified in local plans in 2015, in the Riverfront Renaissance Master Plan. Since its inclusion in the Riverfront plan, the Oxbow trail has been included in four subsequent local and regional plans: Pathways to Healthy Neighborhoods: Ottumwa Bicycle and Pedestrian Plan (2017), Forward 2040: RPA 15 Long-Range Transportation Plan (2019), Our Ottumwa: 2040 Comprehensive Plan (2020), and the RPA 2021 Regional Trails Plan (DRAFT 2020).

The [Riverfront Renaissance Master Plan](#) was developed to create a vision for the future of Ottumwa's riverfront, its most visible and important natural resource. Page twelve of the plan discusses the Oxbow and identifies it as a feature where people can get close to the water safely. The document notes that there is a trail along the northwest edge of the Oxbow and recommends continued development around the exterior of the lagoon, which would take advantage of the natural features of the area and provide connectivity to nearby neighborhoods and businesses.

Ottumwa's Bicycle and Pedestrian Plan was designed to create pathways to link neighborhoods to outdoor activity areas including the park, school, or existing trails. The plan's goal is to encourage residents to walk, run or bike from their neighborhood to an activity by having a safe facility and create a healthy community. This Plan includes the Oxbow Lagoon Trail, as a priority 1 corridor, meaning that it serves as part of the primary route or "backbone", that other corridors would connect to. This plan is incorporated into the RPA 15 Long Range Transportation Plan and City of Ottumwa's Comprehensive Plan.

Forward 2040: the RPA 15 Long-Range Transportation Plan serves to examine the region’s existing transportation system, explore its transportation needs, and guide project selection by the planning affiliation. Page 108 lists future improvements for Wapello County and Ottumwa and identifies implementation of the Ottumwa Bicycle and Pedestrian Plan, this plan is included in the LRTP 183-186. The Oxbow Lagoon Link is also consistent with the priorities and strategies that have been identified for improving trails in the LRTP on pages 113-14, specifically by improving access to trails through creating links from existing facilities to neighborhoods without trail connectivity.

Our Ottumwa: 2040 Comprehensive Plan provides an analysis of existing conditions within the city and serves as guidebook for future growth, it assists the City of Ottumwa with decision-making on land use, natural resources, and infrastructure. Pages 53-54 incorporate the bicycle and pedestrian plan and include the Oxbow Lagoon Link Trail from the bike/ped plan linking the existing trails and the Milner Neighborhood Trail. This project is consistent with quality of life goal #2 of the plan as shown on page 176, specifically action item e) implement the bike/ped plan to expand the trail system in natural areas and f) complete improvement and expansion along priority corridors to improve accessibility to the system.

The Regional Trails Plan provides an overview of existing and proposed trails within the region, and identifies goals for future investment by the planning affiliation. This draft plan includes: projects that have been completed, modified, and new projects since the LRTP in 2019 and the previous trails plan in 2016. Future improvements for Wapello County and Ottumwa are identified on page 36, this includes “constructing the Oxbow Trail from Ferry Street and the Greater Ottumwa Park around the outside of the Oxbow Lagoon to Church Street”. Bicycle and Pedestrian plan maps, included on pages 40-43, have been updated to include completed and soon to be completed corridor segments, and the addition or modification of projects. The Oxbow Lagoon Link trail is now shown to start at the southern tip of Greater Ottumwa Park and follow the outside bank of the Oxbow Lagoon around to the end of the existing trail.

Filling the gap between the Milner trail and the Ottumwa Park with this project is consistent with the direction of the Iowa Bicycle and Pedestrian Plan (2018). The Oxbow Lagoon Link aligns with the goals outlined in Chapter 2, specifically to “develop infrastructure to create an interconnected network of on-road bikeways, sidewalks, multi-use trails and end-of trip facilities that use the appropriate facility type to connect people to where they want to go” and to connect discontinuous sections.

4. Commitment to Maintenance. Describe your organization’s commitment to continued operation and maintenance of the project after the project is constructed. For example, what plans have you made for seasonal or long-term maintenance? Have you established a fund for maintenance? (10 points)

The City of Ottumwa is committed to maintaining the Oxbow Lagoon Link Trail for the public good. The city’s parks department performs mowing and clearing of vegetation while the engineering department is responsible for contractual repairs of the trail system around Ottumwa. Many repairs that may be needed can be performed in-house by the street department’s crews, larger items are contracted out. Funding for regular maintenance items is included in the departmental budget, for repairs the city uses its road use or CIP funds. The Wapello County Trails Council also fund raises and assists the city with minor repairs. City crews can replace, or repair PCC sections as needed. Large HMA repairs if needed are contracted out.

5. Citizen Involvement. Describe how citizens were involved in the developing the proposed project. Did the project idea originate with trail users or a community group? What public input process was followed? How have adjacent property owners and others been informed of the propose project and how has the project been accepted?

The idea for the Oxbow Lagoon Link Trail started to develop with the Wapello County Trails Council approximately seven years ago. There were trails inside Greater Ottumwa Park and a partial section of trail along the east side of Oxbow. The organization believed that the park was important gathering place in the community offering a variety of passive and active outdoor recreation activities and having trails on both sides of the Oxbow would be a valuable amenity. This idea has been refined and included in five planning documents since inception, following each document’s public involvement process, a summary of the major points follows.

The concept for this project was included in the Riverfront Renaissance Master Plan as a recommendation for the Oxbow area. Development of the Riverfront Renaissance plan was guided by a steering committee that included local officials, residents, business, and property owners, who acted as representatives of the community and met monthly to discuss the plan. Two public meetings were held, one to help develop a community vision, the second to present the draft plan. This document was adopted in 2015.

Following the Riverfront Master Plan, the Oxbow Lagoon Link trail was included in Ottumwa's Bicycle and Pedestrian Plan and designated a priority 1 corridor. This document was developed through consultations between the City of Ottumwa and the Wapello County Trails Council. A presentation to the Ottumwa City Council on the plan received significant local news coverage, with coverage in the newspaper and on the local tv news. The trails plan was adopted in 2017 and incorporated into subsequent local and regional planning documents.

The bicycle and pedestrian plan was incorporated into Our Ottumwa: 2040 Comprehensive Plan, this included the Oxbow Lagoon Link. To reach the widest range of residents, the City developed a communication plan to guide the citizen involvement and provide a variety of engagement opportunities. A website was created and maintained during the process to provide information about the plan, publicize meetings, and a source of public input via the comment section. An advisory committee, consisting of representatives from the city, local organizations and interest groups met regularly and provided feedback. A public workshop was held to provide an overview and offer interactive visual, priority and mapping exercises for attendees. Public input was also gathered through a community survey that asked residents thirty-five questions about life in Ottumwa.

Along Church Street there are ten property owners, and three along Richmond Avenue that will be adjacent to the trail. Over the last year contact has been made with all ten of the property owners along Church Street, and the project has been discussed. Ninety percent of the property have indicated a willingness to sign an easement. Reasons given by property for support of project: bring in visitors to business and support business, connect church with community and can be used for activities, make the space behind properties more visible and reduce vandalism. Easements with legal descriptions have been developed for all the properties and will be obtained by July 2021.

ADDITIONAL ITEMS REQUIRED TO BE SUBMITTED

In addition to completion of the above application form, your submittal will also require the following in order to be considered for funding. Please see Part F – Certification for a checklist of items.

1. Signed **PART F – CERTIFICATION**
2. **A DETAILED MAP** identifying the location of the project. The project scope should be clearly identified and the map may also include other important information referred to in the narrative such as important trail linkages, completed or future project phases, etc. More than one map may be submitted if the scope of the project is such that the desired detail is not feasible to be included on just one map. If the map is unclear, incomplete, or reviewers can't understand the map, your application will likely not score well. Limit map sizes to no larger than 8.5-by-11-inches.
3. **A SKETCH PLAN** of the project, including cross section for bicycle or pedestrian facilities. If the cross section of your facility varies across the project (width, number of lanes, etc.) include a cross section for each situation and identify its location.
4. **DIGITAL PHOTOGRAPHS** (limited to five) that will help to explain the existing site conditions of the proposed trail. It is not necessary to include photographs of all aspects or the entire route of a project. Photos submitted should be representative of the project as a whole or should support any particularly compelling or complex description included in the narrative provided in Part E above.
5. **AN ITEMIZED BREAKDOWN OF TOTAL PROJECT COSTS.** This documentation does not need to be a detailed line-item estimate or formal engineer's opinion of probable cost. However, it must accomplish two objectives: 1) it must show the method by which the cost estimate was prepared; and 2) it must enable a reviewer to determine if the cost estimate is reasonable. The manner in which these objectives are achieved may vary widely depending on the type, scope, and complexity of the project. Absent a fully itemized list of costs, some general guidelines for possible methods of estimating each type of project cost:

- Construction costs: Historical averages for projects of similar size and scope.
 - Design costs: 8-10% of the construction estimate
 - Inspection costs: 12-15% of the construction estimate
6. **AN OFFICIAL ENDORSEMENT (RESOLUTION)** of the project from the authority to be responsible for the project's maintenance and operation. The authority must provide written assurance it will adequately maintain the completed project for its intended public use following project completion. For most construction projects, this will be a minimum of 20 years. The endorsement must also acknowledge the intent of the authority to provide the match funds required for the project. For cities, counties, or other political subdivisions, this should be in the form of a fully executed resolution by the elected body or board, as applicable.
 7. **AN IOWA DOT DISTRICT OFFICE LETTER OF SUPPORT** is required if the project will include construction within Iowa DOT right-of-way.
 8. **MINORITY IMPACT STATEMENT**

PART F – CERTIFICATION

Before certifying the accuracy of this application, please review the program guidance and all required documentation and narrative information below. Ensure all required submittals have been completed prior to emailing your submission to scott.flagg@iowadot.us by **May 17, 2021, by 5:00 p.m. CST.**

Required Documentation and Narrative Information

- 1. An **APPLICATION FORM** (Word format) with all parts completed.
- 2. This **CERTIFICATION** (scanned PDF format) signed by an official authorized to represent the applying organization.
- 3. A **DETAILED MAP** identifying the location of the project.
- 4. A **SKETCH PLAN** of the project, including cross section for bicycle or pedestrian facilities.
- 5. **DIGITAL PHOTOGRAPHS** (limited to five) that will help to explain the existing site conditions of the proposed trail.
- 6. **AN ITEMIZED BREAKDOWN OF TOTAL PROJECT COSTS** that shows the method by which the cost estimate was prepared and enable a reviewer to determine if the cost estimate is reasonable.
- 7. **AN OFFICIAL ENDORSEMENT (RESOLUTION)** of the project from the authority to be responsible for the project’s maintenance and operation. For cities, counties, or other political subdivisions, this should be in the form of a fully executed resolution by the elected body or board, as applicable.
- 8. **AN IOWA DOT DISTRICT OFFICE LETTER OF SUPPORT** if the project will include construction within Iowa DOT right-of-way.
- 9. **MINORITY IMPACT STATEMENT**

The undersigned is an official authorized to represent the applying organization. The person signing this document must have the authority to contractually bind the organization or be the designated fiscal agent.

Certification

I certify that all proposed activities will be carried out; that all grant money received will be utilized solely for the purposes for which it is intended; that records documenting the planning process and implementation will be maintained and submitted when requested, and the Iowa Department of Transportation is hereby granted access to inspect project sites and/or records.

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the applying organization. I understand that intentionally providing false information in this application may result in criminal prosecution under Iowa Code § 714.8(3).

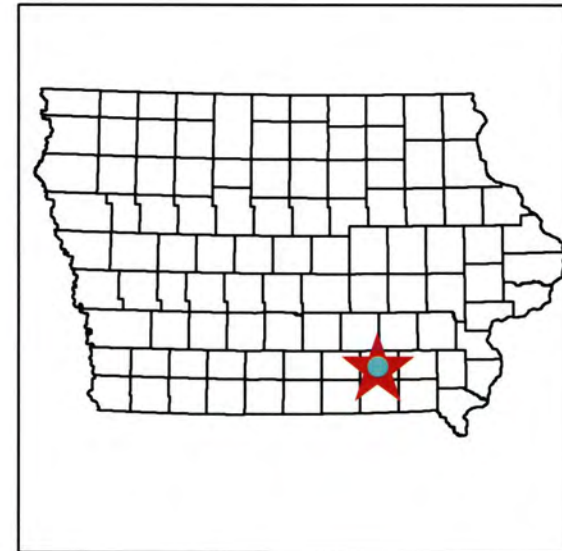
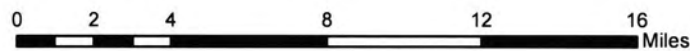
If funding assistance is approved for the project described in this application, I understand that an executed agreement between the applicant and the Iowa DOT is required before the project can be started, costs incurred, or such funding assistance authorize with the Federal Highway Administration (FHWA) for use in implementing the project.

I certify under penalty of perjury and pursuant to the laws of the state of Iowa that the preceding is true and correct.



Printed Name Larry Seals **Title** Public Works Director

Signature  **Date** 5/10/2021

Oxbow Lagoon Link Trail Project Location Map



Legend

-  Oxbow Lagoon Link Trail
-  Major Roads

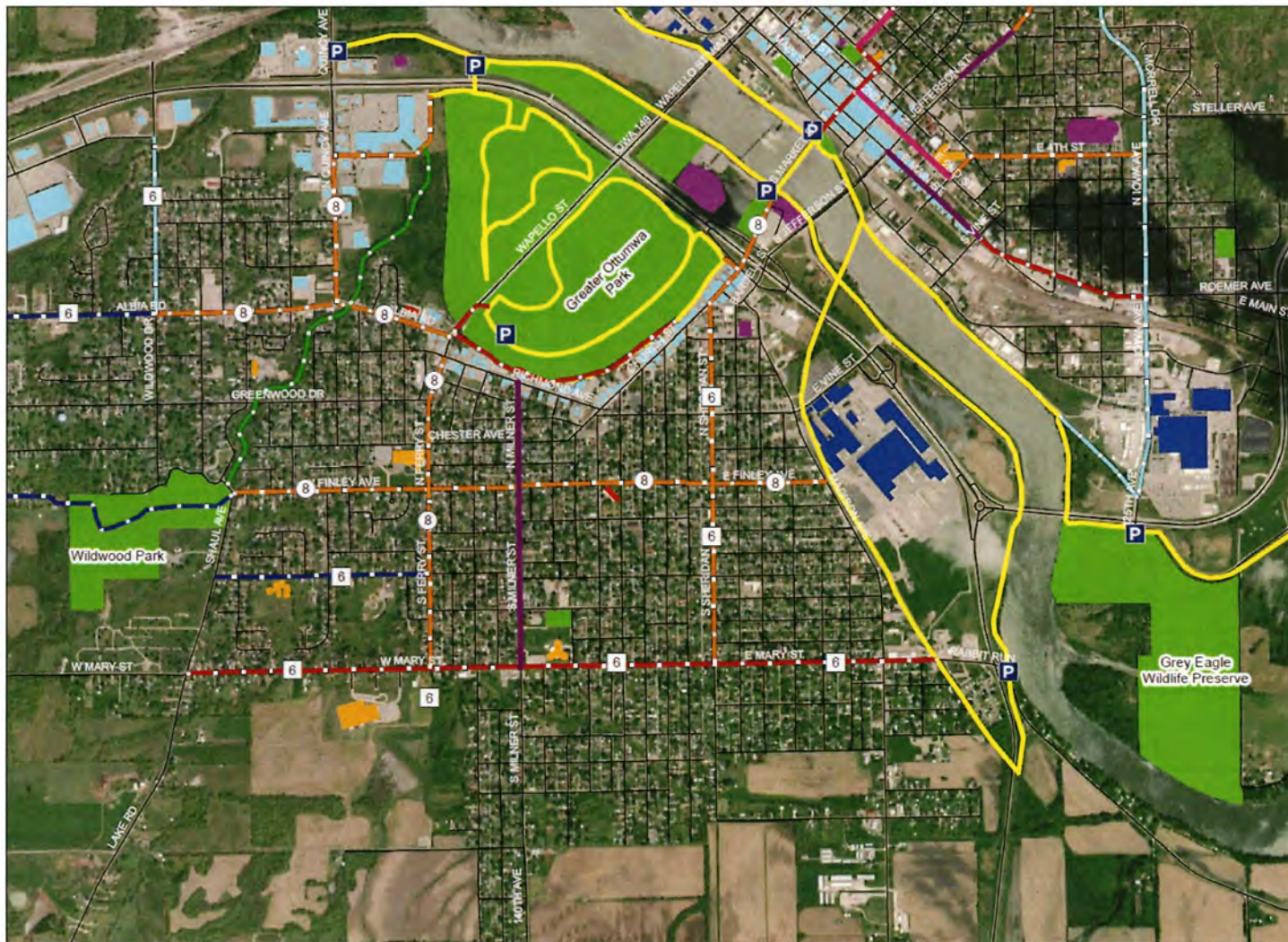
Map prepared by the
Area 15 Regional
Planning Commission
Sources: ESRI, Iowa
DOT, City of Ottumwa.



Ottumwa Bicycle and Pedestrian Plan

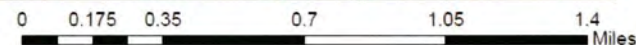
Pathways to Healthy Neighborhoods

All Corridors - South Side



Legend

- 8 8ft Sidepath
- 6 6ft Sidewalk
- P Trailheads/Parking
- Scenic Corridor
- Priority 4 Corridor
- Priority 3 Corridor
- Priority 2 Corridor
- Priority 1 corridor
- Existing Sidepath
- Existing Sidewalk
- Existing Trails
- Proposed Trails
- High Density Housing
- Major Employers
- Schools
- Destinations
- Major Commercial Areas
- Parks



Map prepared by the Area 15 Regional Planning Commission
 Sources: ESRI, Iowa DOT, Wapello County GIS, Wapello County Trails Council.
 Date prepared: 11-02-20



OT Engineering
OTTUMWA

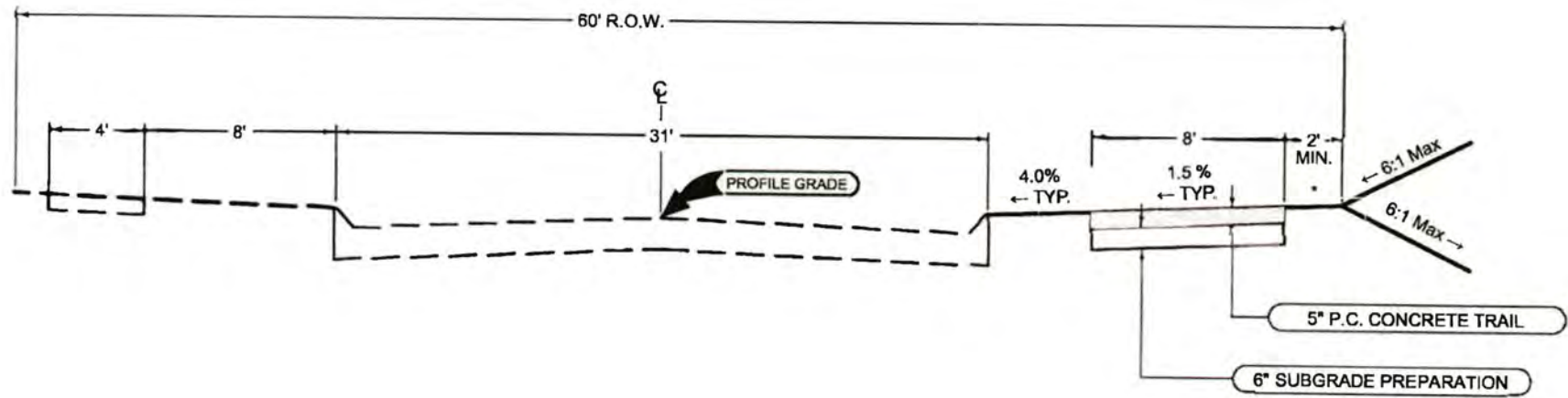
ENGINEERING DEPARTMENT
 105 E. 3rd St.
 Ottumwa, IA 52501
 ph. 641-683-0880
 fax. 641-683-0882

Scale: 1"=60'
 Date: APR-2021

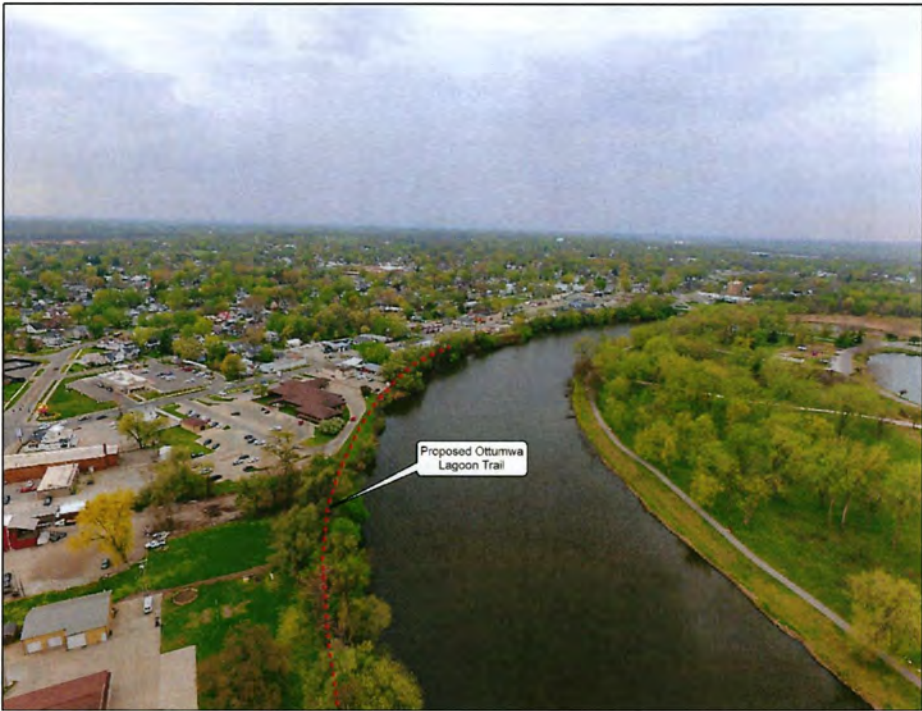
Drawn by: S. McCarty
 Approved by:

PROJECT NAME
 LAGOON TRAIL CONCEPT

SHEET NO.
 5



Street Typical Section
Not To Scale





DESKTOP ESTIMATE- Lagoon Trail 8'- 10' Multiuse					
Prepared by SM on 4-12-2021					
		Cost Estimate			
ITEM	DESCRIPTION	UNIT	QTY	PRICE	EXTENSION
1	REMOVAL OF SIDEWALK	SY	325	\$15.00	\$4,875.00
2	CLASS 10 EXCAVATION	CY	2850	\$30.00	\$85,500.00
3	REMOVAL OF PAVED DRIVEWAY	SY	1950	\$15.00	\$29,250.00
4	DRIVEWAY, P.C. CONCRETE, 6 IN	SY	1250	\$58.00	\$72,500.00
5	PAVEMENT, P.C. CONCRETE	SY	5250	\$65.00	\$341,250.00
6	CURB & GUTTER REMOVAL	LF	25	\$20.00	\$500.00
7	CURB & GUTTER REPLACEMENT, 2.5'	LF	25	\$45.00	\$1,125.00
8	DETECTABLE WARNINGS	SF	64	\$65.00	\$4,160.00
9	INTAKE ADJUSTMENT	EA	2	\$1,200.00	\$2,400.00
10	TOPSOIL, STRIP SALVAGE AND SPREAD	CY	750	\$22.50	\$16,875.00
11	SEEDING & FERTILIZING & MULCHING	AC	1	\$10,000.00	\$10,000.00
12	CLEARING & GRUBBING	LS	1	\$5,000.00	\$5,000.00
13	CHAINLINK FENCE INCLUDING 6 GATES	LF	2100	\$50.00	\$105,000.00
14	TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00
15	MOBILIZATION	LS	1	\$20,000.00	\$20,000.00
16	SILT FENCE	LF	675	\$7.50	\$5,062.50
17	REMOVAL OF SILT FENCE	LF	675	\$4.00	\$2,700.00
18	CONSTRUCTION SURVEY	LS	1	\$5,000.00	\$5,000.00
CONSTRUCTION TOTAL					\$721,197.50
8% Design					\$57,695.80
10 % Contract management					\$72,119.75
PROJECT TOTAL					\$851,013.05

RESOLUTION #102-2021

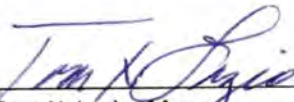
A RESOLUTION APPROVING THE COVID-19 RELIEF RECREATIONAL TRAILS PROGRAM APPLICATION FOR THE OXBOW LAGOON LINK TRAIL PROJECT AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION

- WHEREAS, The City Council of the City of Ottumwa, Iowa, is eligible to make an application for the COVID-19 Relief Recreational Trails Program; and
- WHEREAS, The COVID-19 Relief Recreational Trails Program funds up to 100% of a project; and,
- WHEREAS, The Wapello County Trails has committed \$38,000 matching funds; and
- WHEREAS, The Wapello County has committed \$25,530; and
- WHEREAS, The City has committed \$20,000 matching funds; and
- WHEREAS, The City has committed in-kind services for design and contract administration; and
- WHEREAS, The City of Ottumwa will maintain the trail as a public facility for a minimum of 20 years.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The COVID-19 Relieve Recreational Trails Program Application is hereby approved, and the Mayor is authorized to sign the application.

APPROVED, PASSED, AND ADOPTED, this 14th day of May, 2021.

CITY OF OTTUMWA, IOWA



Tom X. Lazio, Mayor

ATTEST:


Christina Reinhard, City Clerk

Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.

- The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project:

Indicate which groups are impacted:

Women Persons with a Disability Blacks Latinos Asians

Pacific Islanders American Indians Alaskan Native Americans Other _____

- The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project:

Present the rationale for the existence of the proposed program or policy:

Provide evidence of consultation with representatives of the minority groups impacted:


Indicate which groups are impacted:

- Women Persons with a Disability Blacks Latinos Asians
 Pacific Islanders American Indians Alaskan Native Americans Other _____

The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact:
This project will not displace any residences or businesses, or affect any services.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name: Larry Seals 
Title: Public Works Director 5-11-21

Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a Disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 12, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) "*Disability*" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"*Disability*" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.