

TENTATIVE AGENDA
OTTUMWA CITY COUNCIL

SPECIAL MEETING NO. 11
Council Chambers, City Hall

March 29, 2019
12:00 O'clock P.M.

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

APPROVAL OF THE 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. 62-2019, approving the Iowa's Transportation Alternatives Program (TAP) Application for the Multi-Use Trail and authorizing the Mayor to sign the application.

RECOMMENDATION: Pass and adopt Resolution No. 62-2019.

2. Resolution No. 63-2019, approving the Surface Transportation Program (STBG-SWAP) Application for Fiscal Year 2019 and authorizing the Mayor to sign the application.

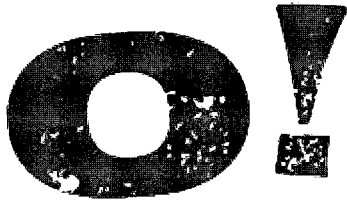
RECOMMENDATION: Pass and adopt Resolution No. 63-2019.

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.

ADJOURN

***** 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. *****



[CITY OF]

O T T U M W A

FAX COVER SHEET

City of Ottumwa

DATE: 3/27/19 TIME: 4:00 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 #11 to be held 3/29/19 at 12:00 Noon.

*** FAX MULTI TX REPORT ***

JOB NO. 0066
DEPT. ID 4717
PGS. 2

TX INCOMPLETE -----
TRANSACTION OK 96845832
916606271885
ERROR 96834118
96845892
96828482

KISS
KTVO
Ottumwa Courier
KBIZ/KTWA
TOM FM



CITY OF
OTTUMWA

FAX COVER SHEET

City of Ottumwa

DATE: 3/27/19 TIME: 4:00 PM NO. OF PAGES 2
(Including Cover Sheet)

TO: News Media CO: _____

FAX NO: _____

FROM: Christina Reinhard

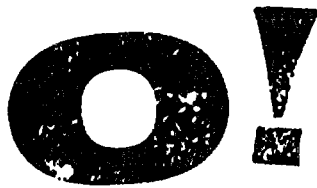
FAX NO: 641-683-0613 PHONE NO: 641-683-0620

MEMO: Tentative Agenda for the Special City Council Meeting #11 to be held 3/29/19 at 12:00 Noon.

*** TX REPORT ***

JOB NO. 0066
DEPT. ID 4717
ST. TIME 03/27 15:49
SHEETS 2
FILE NAME
TX INCOMPLETE -----
TRANSACTION OK 96845832
916606271885
ERROR 96834118
96845892
96828482

KISS
KTVO
Ottumwa Courier
KBIZ/KTWA
TOM FM



[CITY OF]
O T T U M W A

FAX COVER SHEET

City of Ottumwa

DATE: 3/27/19 TIME: 4:00 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 #11 to be held 3/29/19 at 12:00 Noon.

FILED
CITY OF OTTUMWA
2019 MAR 27 PM 1:44
Staff Summary

**** ACTION ITEM ****

Council Meeting of: March 29, 2019

<p>_____ Engineering Department</p>	<p>_____ Larry Seals Prepared By <i>Larry Seals</i> _____ Department Head</p>
<p><i>[Signature]</i> _____ City Administrator Approval</p>	

AGENDA TITLE: Resolution #62-2019. Approving the Iowa's Transportation Alternatives Program (TAP) Application for the Multi Use 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 #62-2019.

DISCUSSION: This TAP Application is for funding for a multi-use trail/safe route to school on Milner Street from Mary Street north to Richmond Avenue. This corridor has been identified as a connector route in the Ottumwa Bicycle and Pedestrian Plan to help connect the school systems and southern residential areas to the Greater Ottumwa Park system. The proposal includes the installation of an 8' wide x 4,150' long multi use PCC trail/sidewalk. The trail would be designed to current design standards meeting all ADA requirements.

Federal grant funds are available annually to the Area 15 Regional Planning Affiliation members for use on roadway improvement projects. This program is 80% federal grant and 20% local match. Local match will come from Wapello County Trails.

The project construction is estimated at \$377,169.

Local Match of 20% will be provided by Wapello County Trails group.

Funding:	\$301,735 TAP
Match	\$ 75,434 Wapello County Trails

Source of Funds: TAP, Trails Group

Budgeted Item: No

Budget Amendment Needed: No

RESOLUTION #62-2019

A RESOLUTION APPROVING THE IOWA'S TRANSPORTATION ALTERNATIVES PROGRAM (TAP) APPLICATION FOR THE MULTI USE 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 Iowa's Transportation Alternatives Program (TAP); and,

WHEREAS, The Iowa's Transportation Alternatives Program (TAP) funds 80% of a project; and,

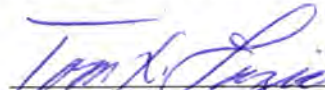
WHEREAS, The Wapello County Trails Committee has committed to funding the 20% matching funds

WHEREAS, The City of Ottumwa has authorized matching funds as a pass-through from funds received from Wapello County Trail Group.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The Iowa's Transportation Alternatives Program (TAP) Application is hereby approved and the Mayor is authorized to sign the application.



APPROVED, PASSED, AND ADOPTED, this 29th day of March, 2019.

CITY OF OTTUMWA, IOWA



Tom X. Lazio, Mayor

ATTEST:

Christina Reinhard, City Clerk

Milner Street Multi-Use Recreational Trail (Mary to Richmond) 4150' (0.78 mi.)



Proposed Multi Use Trail



0 0.05 0.1 Miles





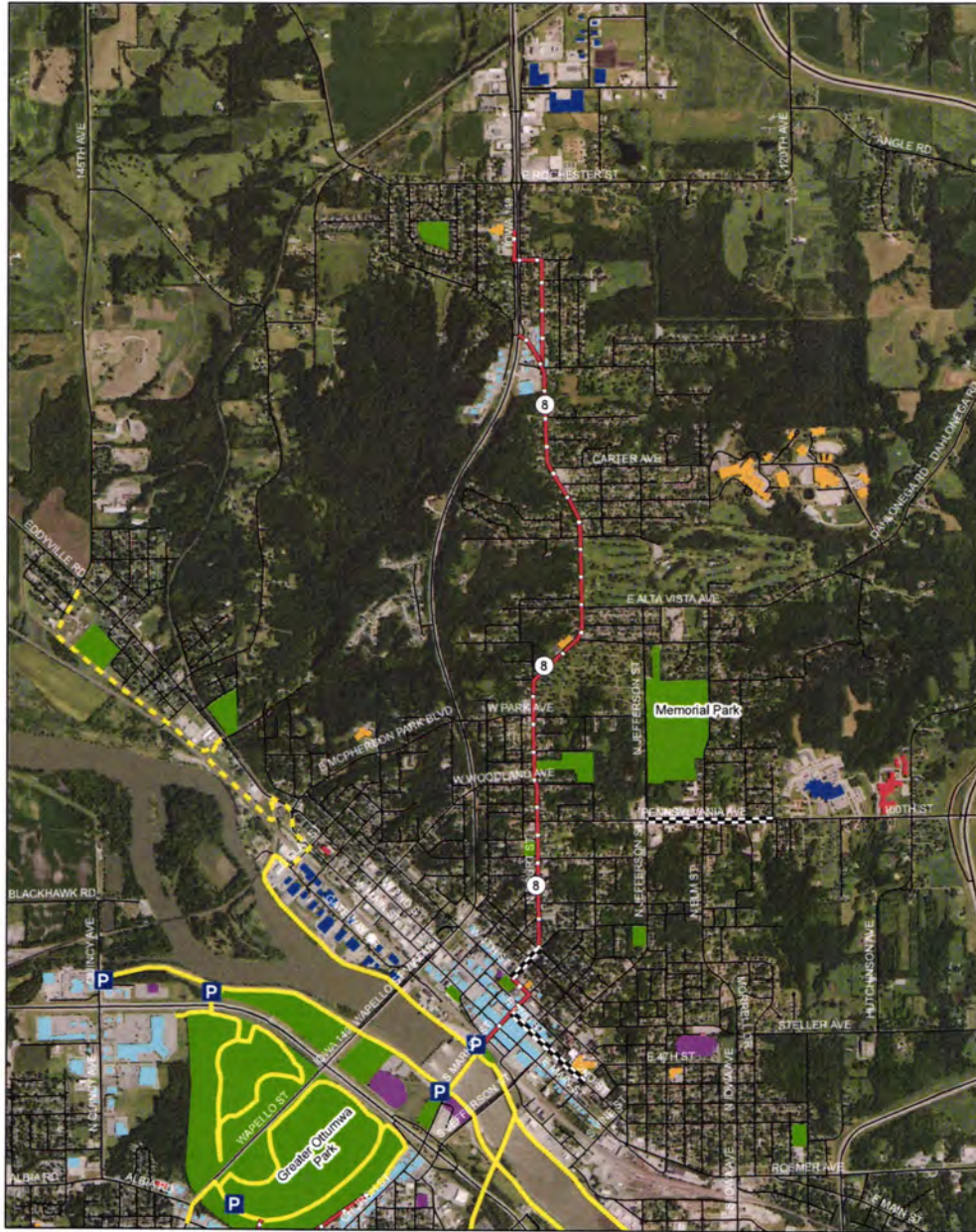




Ottumwa Bicycle and Pedestrian Plan

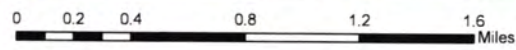
Pathways to Healthy Neighborhoods

Priority 1 Corridors - North Side



Legend

Existing Trails	Destinations
Proposed Trails	Major Commercial Areas
Trailheads/Parking	Major Employers
8ft Sidepath	High Density Housing
6ft Sidewalk	
Priority 1 Corridor	
Existing Corridor	
Parks	
Schools	



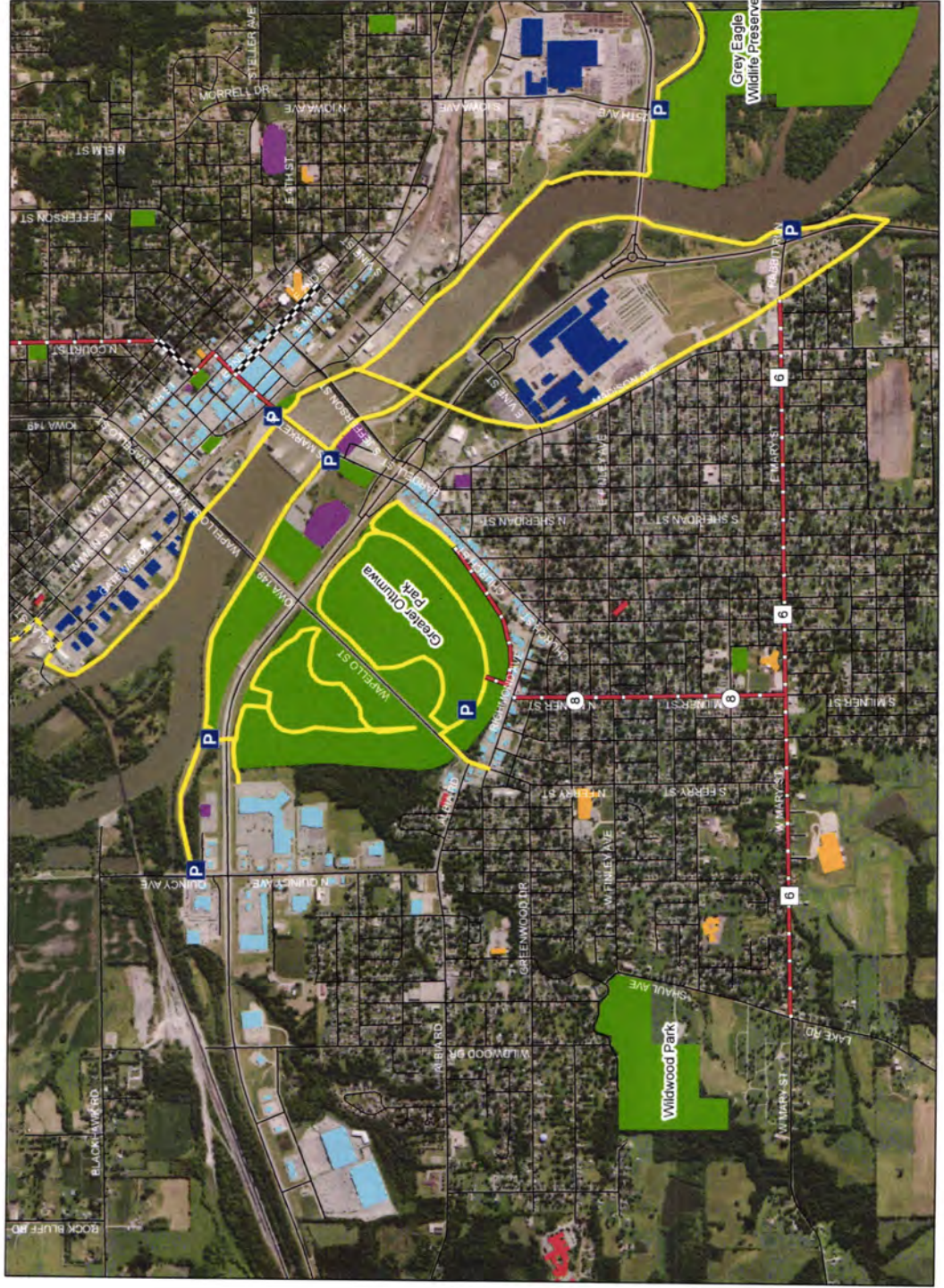
Map prepared by the Area 15 Regional Planning Commission
 Sources: ESRI, Iowa DOT, Wapello County GIS, Wapello County Trails Council.
 Date prepared: 06-01-17



Ottumwa Bicycle and Pedestrian Plan

Pathways to Healthy Neighborhoods

Priority 1 Corridors - South Side



Legend

- Trailheads/Parking
- 8ft Sidewalk
- 6ft Sidewalk
- Priority 1 corridor
- Existing corridor
- Existing Trails
- Proposed Trails
- High Density Housing
- Major Employers
- Schools
- Destinations
- Major Commercial Areas
- Parks

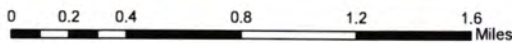
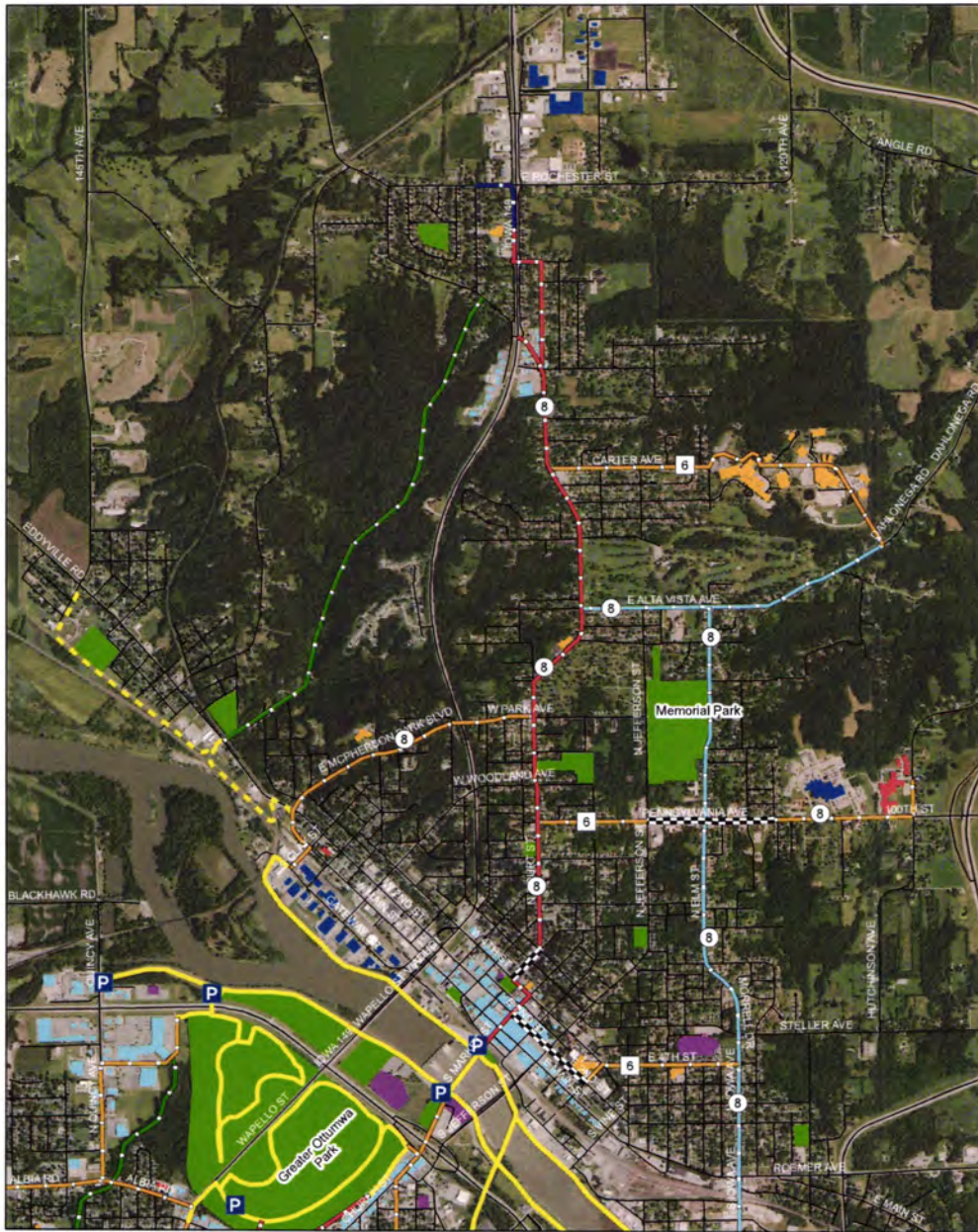
Map prepared by the Area 15 Regional Planning Commission
 Sources: ESRI, Iowa DOT, Wapello County GIS, Wapello County Trails Council.
 Date prepared: 06-01-17



Ottumwa Bicycle and Pedestrian Plan

Pathways to Healthy Neighborhoods

All Corridors - North Side



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



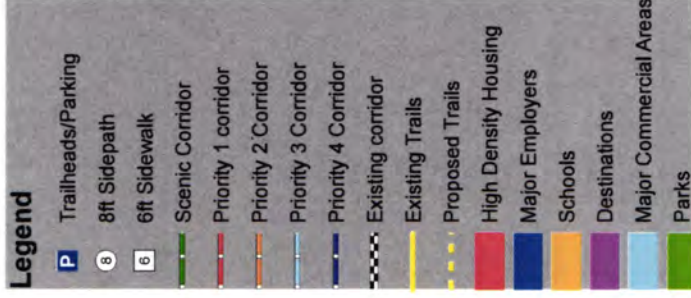
Map prepared by the Area 15 Regional Planning Commission
 Sources: ESRI, Iowa DOT, Wapello County GIS, Wapello County Trails Council.
 Date prepared: 06-01-17



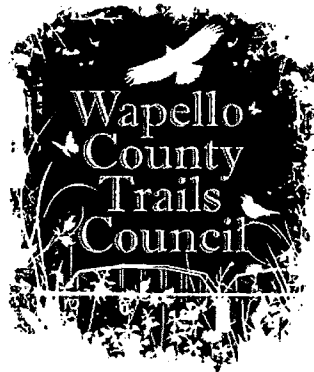
Ottumwa Bicycle and Pedestrian Plan

Pathways to Healthy Neighborhoods

All Corridors - South Side



Map prepared by the Area 15 Regional Planning Commission
 Sources: ESRI, Iowa DOT, Wapello County GIS, Wapello County Trails Council.
 Date prepared: 06-01-17



The mission of the Wapello County Trails Council is to create and coordinate a trails system that promotes health, recreation, and safety while maintaining the natural beauty of this historic area.

March 27, 2019

Dear TAP Committee,

The Wapello County Trails Council is excited to have this opportunity to partner with the City of Ottumwa to construct an important component of our community's bike and pedestrian plan.

This plan was developed in partnership with the City of Ottumwa and was facilitated by Area 15 Regional Planning. The plan's goal is to create trail connectors throughout our community, linking neighborhoods on both the north and south side to our centrally located trail system. This system will increase safety while promoting health.

An added benefit to this project is the proximity to an elementary school. Not only does this trail provide needed access from residential neighborhoods to the south side business district, park, and trails, it provides safer routes for children and their families to walk before and after school.

Working together with the city, we will continue our efforts to expand and enhance our trail system to promote a healthier community. We strongly encourage you to give this application your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Kim Hellige", written over a horizontal line.

Kim Hellige, president

Wapello County Trails Council

PO Box 121 • Ottumwa, IA 52501

Officers: Kim Hellige, president; Carla Herteen, vice president;
Sarah Wenke, secretary; Fred Jenkins, treasurer

**APPLICATION FORM FOR
IOWA'S TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS**

General information

Regional planning affiliation (RPA)/
Metropolitan planning organization (MPO) Area 15 Regional Planning

Eligible sponsor/
applicant agency City of Ottumwa/Wapello County Trails Council /

Contact person
(name and title) Kim Hellige, president, Wapello County Trails Council

Street address and/or
box number PO Box 121

City Ottumwa State IA ZIP code 52501

Phone number 641-226-2677 Email mkonbrook@gmail.com

If more than one agency or organization is involved in this project, please state the name, contact person, mailing address, and telephone number of the second agency. (Attach an additional page if more than two agencies are involved.)

Applicant agency City of Ottumwa

Contact person
(name and title) Larry Seals, Public Works Director

Street address and/or
box number 105 E. Third

City Ottumwa State IA ZIP code 52501

Phone number 641-683-0600 Email lseals@ci.ottumwa.ia.us

Project information

Project title Milner Neighborhood Trail

Project description (Provide summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a larger project.)

The City of Ottumwa will re-surface Milner Avenue in 2020. The Wapello County Trails Council is seeking funds to assist the city in constructing a residential trail to enhance this project. The trail will serve as a south side Ottumwa connector from Mary St. to Richmond Avenue. It will link south side neighborhoods to Richmond and then the trail system. The trail is also located near two schools and will serve as a corridor for students to walk and ride their bikes to and from school.

If this project includes construction of a trail, what is the length of the trail in miles? 0.78

If this project includes land acquisition, how many acres? 0

Safe Routes to School (SRTS) project (All information required by Attachment B must be included with this application.)

If a construction project, is this project located within 2 miles of a primary or middle school (grades K-8)? Yes No

Iowa Byways project

Is this project located within a designated scenic or historic byway corridor? Yes No

If yes, has the project been endorsed by the appropriate byway board? Yes No

Will this project be open to the public? Yes No

Do you intend to charge a fee to users? Yes No If yes, how much will the fee be and how will the revenue be used?

Estimated project costs

Provide summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a larger project.

	Right of way acquisition cost	<u>\$0.00</u>
	Preliminary design/engineering cost	<u>\$22,797.37</u>
	Utility relocation cost	<u>\$0.00</u>
	Construction engineering cost	<u>\$10,000.00</u>
	Construction cost	<u>\$327,974.00</u>
	Indirect cost (if applicable)	<u>\$0.00</u>
	Noninfrastructure cost (SRTS only)	<u>\$0.00</u>
Other (please specify)	Contingency	<u>\$16,399.00</u>
	Total cost	<u>\$377,170.37</u>
	Iowa's TAP program funding request	<u>\$301,735.00</u>
	Applicant match (20 percent minimum)	<u>\$75,434.00</u>

	Applicant match source	Amount	Assured or anticipated (date anticipated)
1.	Wapello County Trails Council	\$75,434.00	Assured
2.			
3.			

Are any state funds involved in this project? Yes No

If yes, please explain the source and conditions.

Are any other federal funds involved in this project? Yes No

If yes, please explain the source and conditions. (Please note here if you have previously been awarded funding for this project from the Statewide TAP program or from a Local Project TAP program administered by an MPO or RPA.)

Estimated project development schedule

Design	Start date	<u>Oct 1, 2019</u>	Completion date	<u>Dec 20, 2019</u>
Land acquisition	Start date	<u></u>	Completion date	<u></u>
Construction	Start date	<u>AUG 2020</u>	Completion date	<u>JULY 2021</u>
Noninfrastructure	Start date	<u></u>	Completion date	<u></u>

Has any part of this project been started? Yes No
If yes, please explain.

Documentation and narrative information

The following documents and narratives must be submitted with this application. In the upper right corner of each document or narrative write the corresponding letter shown below.

- A. A **narrative** discussion of the project. Please **limit to five pages** in length. Your narrative should incorporate answers to the following questions.
 1. What is the project? Provide a clear description of the concept of the proposed project, including such information as existing site conditions, trail length, number/acreage of parcels to be acquired, general construction activities planned, etc. For a nonconstruction project, provide a summary of the planned activities to be part of the project with a description of each. Remember to provide summary details of only the project scope that is the subject of the funding request. Do not provide details of completed or future phases of a project.
 2. Why is the project needed? Provide adequate project justification based on existing or estimated future use of the facility. If the project is a SRTS project, your discussion should address the existing hazards to walking or biking to school and how your project will mitigate these hazards.
 3. If your project is a trail or sidewalk project, how will it enhance connectivity to other existing transportation facilities or provide linkages with local amenities, activity nodes, or points of interest? This may include a description of how the project will assist older citizens, the economically disadvantaged, persons with disabilities, nondrivers, or other special populations or groups to access the transportation system.
 4. How does your project relate to the transportation system and what is its functional relationship, proximity, or impact to an existing or planned transportation facility? If this is a regional project, what is its value to your region and how will it be a functional addition to the transportation system and region as a whole if no additional development funds are received? If this is a statewide or multiregional project, assess the value of this project from a statewide or multiregional perspective.
 5. If this project is part of a larger multiphase project, how will your project complement the phases already completed or planned for the future? Keep in mind that the discussion of other completed or future phases of your project should not be the focus of your application or this narrative.
 6. How ready is your project to begin? For example, is all funding in place or are some initial steps completed (e.g., environmental studies, preliminary design)? If some parts of the project have already been started, describe how that head start will allow your project to move quickly once awarded.
 7. Are there environmentally sensitive or culturally significant areas that may be affected by your project? If so, how might those areas influence your project's ability to gain compliance with Section 106 or National Environmental Policy Act of 1969 requirements?
 8. To what degree will the proposed project fulfill the goals and/or priorities of the most recent MPO or RPA long-range transportation plan?
- B. A **detailed map** identifying the location of the project. The project scope should be clear and the map may also include other important information referred to in the narrative such as important transportation linkages, clearly marked completed or future project phases, etc. If the project is a SRTS project, the map shall indicate the K-8 school(s) to be served by the project, show a 2-mile radius of the school, identify neighborhoods served by the school, and hazards for children to walk or bike to school. 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. **Limit map sizes to no larger than 8.5-by-11-inches.**

- C. 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. (Required for construction projects only.)
- D. **Digital photographs (limit to five)** that will help to explain the existing site conditions of the proposed facility. 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 item A above.
- E. An **itemized breakdown** of the total project costs. This documentation does not need to be a detailed, line-item type 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 are provided on Attachment A. The itemized breakdown should reflect costs in the planned project execution year estimated in your time schedule provided as part of item F below. It is preferable that this breakdown be provided by a licensed professional. If not, it is the responsibility of the applicant to explain the rationale and source of the assumptions used to develop the cost breakdown to allow a reviewer to have confidence in their accuracy.
- F. An estimated **time schedule** for the total project development. Local Project TAP program funded projects will be required to be programmed within the next four-year Transportation Improvement Program (TIP) window. Once programmed, a project funding agreement will be executed and projects will be required to submit a concept statement and initiate preliminary plans within the programmed year. Projects will be required to be let within two years of funds being available (programmed) 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.
- G. An **official endorsement** 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.
- H. If applicable, a **letter of support** of the project from the scenic or heritage byway board. The board's letter should also address the project's relationship to the byway's intrinsic qualities, how the project will also have a statewide or multiregional impact, and whether the project is included in the byway's current corridor management plan.
- I. If applicable, the **items listed in Attachment B** shall be provided. If this project application is for a SRTS project, the applicant will complete and address the items provided in Attachment B, which are required only if the project is applying as a SRTS project. Failure to provide this information may result in the project not being considered as a SRTS project under the Statewide TAP program.
- J. A **narrative** discussing the public input process that was followed and the extent to which adjacent property owners and others have been informed of the proposed project and an assessment of their acceptance. As part of this narrative, also describe local and regional planning efforts related to the project, including whether it is listed in a long-range plan. Also include discussion of any partnerships among local organizations and stakeholders that this project may help to facilitate or how these entities or individuals have contributed to the development of the project concept or have committed financial or other support to the project.
- K. A **letter of support** from the Iowa DOT's district office if the project will include construction within Iowa DOT right of way.
- L. A completed **Minority Impact Statement**.

The award of Iowa's TAP program funds; any subsequent funding or letting of contracts for design, construction, reconstruction, improvement, or maintenance; or the furnishing of materials shall not involve direct or indirect interest, prohibited by Iowa Code 314.2, 362.5, or 331.342, of any state, county, or city official, elective or appointive. Any award of funding or any letting of a contract in violation of the foregoing provisions shall invalidate the award of funding and authorize a complete recovery of any funds previously disbursed.

Certification

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 participating local authority. I understand that the attached **official endorsement(s)** binds the participating authority to assume responsibility for adequate maintenance of any new or improved facilities.

I understand that, although this information is sufficient to secure a commitment of funds, an executed contract between the applicant and the Iowa DOT is required prior to the authorization of funds.

Representing the _____

Typed name and title

Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grants 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.

Expansion of trails in our community provides additional modes of transportation as well as health benefits to users, including minority populations.

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.

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

Name Kim Hellige

Title President, Wapello County Trails Council

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 7, 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.

REQUEST FOR IOWA'S TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS

ATTACHMENT A

Itemized breakdown of total project costs guidelines.

Construction costs

These may be based on historical averages for entire projects of similar size and scope. Examples include:

- Typical cost per mile of trail (e.g., \$XXX,XXX per mile for moderate terrain and limited number of structures).
- Typical cost per square foot of bridge deck.
- Typical cost per square foot of new or renovated building space.
- Typical cost per lineal foot of sidewalk.

Design/Inspection costs

These may be estimated based on the following typical percentages of construction costs, such as:

- 8 to 10 percent for preliminary up through final design and letting activities.
- 12 to 15 percent for construction inspection activities.

Right of way acquisition costs

These may be estimated based on:

- Impact and description of impact.
- Typical cost per square foot for permanent right of way.
- Typical cost per square foot for temporary easements.

Utility and railroad costs

These may be estimated based on:

- Impact and description of impact.
- Typical cost per linear foot of relocated or reconstructed facility (i.e., track, pipe, electrical lines).
- Typical cost per installation (i.e., railroad switches, utility poles, transformers, control boxes).

Indirect costs

If indirect costs are involved (e.g., wages):

- Estimated hours.
- Estimated hourly rate, salary.
- Estimated fringe, direct.
- Other direct cost estimate.
- Other indirect cost estimate.

REQUEST FOR IOWA'S TRANSPORTATION ALTERNATIVES PROGRAM (TAP) FUNDS

ATTACHMENT B

For Safe Routes to School (SRTS) projects only.

1. Provide the following information about the affected school and student population. (To answer items f, g, h, and i below, use the data collection forms, tips, and instructions provided at <http://www.saferoutesinfo.org/data-central/data-collection-forms> to gather the necessary data. Do not send your survey forms with this application.)
 - a) School name
 - b) Grades of students at school
 - c) Number of students at school
 - d) Number of K-8 students at school
 - e) Distance eligibility for riding a bus (radius) in miles
 - f) Number of K-8 students who currently walk to school
 - g) Number of K-8 students who currently bicycle to school
 - h) Number of K-8 students currently driven to school
 - i) Number of K-8 students currently bused to school
 - j) Number of K-8 children eligible for busing
 - k) Number of K-8 students who attend this school and live within 2 miles of the school

2. A narrative discussing your plans for evaluating the success of the project. The SRTS program goal is to enable and encourage more children to walk and bicycle to school. How will you measure your success? What method will you use to determine whether more children are walking and bicycling to school? What are your specific user goals for this project? Your plans for measurement should minimally include using the student survey forms provided at <http://www.saferoutesinfo.org/data-central/data-collection-forms> to gather before and after figures for the number of K-8 students who are:
 - a) Walking to school.
 - b) Bicycling to school.
 - c) Driven to school.
 - d) Bused to school.

A 1. What is the project? Provide a clear description of the concept of the proposed project, including such information as existing site conditions, trail length, number/acreage of parcels to be acquired, general construction activities planned, etc.

Trails provide an opportunity for physical activity to the widest range of users, including children and youth, adults, the elderly, and persons with disabilities. According to the most recent census data, there are approximately 25,000 people living in Ottumwa. Because trails are easily accessible and inexpensive to use (Americantrails.org), all citizens are potential users of trails.

This project will construct an eight foot wide trail/sidewalk along Milner Avenue in Ottumwa at the same time the City of Ottumwa is making street improvements. This trail will run approximately 16 blocks along the east side of Milner between Mary Street on the south, traveling north to Richmond Avenue. There is existing sidewalk along both sides of Milner for the majority of this length but it is in poor condition and not ADA compliant, including transitions to the street. There is also no sidewalk adjacent to an elementary school located on the corner of Mary and Milner Streets. The length of the trail would cover approximately 16 city blocks and meet all ADA requirements, including ramped and truncated crossings.

In 2016-17, Chris Kukla from Area 15 Regional Planning worked with city staff and representatives from the Wapello County Trails Council to develop a Bicycle and Pedestrian Plan for the City of Ottumwa. Currently, over 13 miles of trails are concentrated along the Des Moines River levee system, around John Deere utilizing a former rail bed, and in Ottumwa Park. The group identified a lack of connectivity between the trail system and neighborhoods, schools, and/or the parks. Many areas lack sidewalks, or sidewalks may have gaps or end suddenly. This discourages people from walking and creates a safety hazard if they walk in the street.

After examining the locations of existing trails in relation to parks, schools, destinations, major commercial areas, major employers, and high density housing, a plan was developed to create connecting corridors for bicycles and pedestrians. The group identified corridors along city streets to create bicycle and pedestrian connections through neighborhoods, then prioritized corridors on the north and south sides of Ottumwa to create a backbone based on anticipated street projects as well as need. The plan's goal is to create pathways that encourage Ottumwa residents to walk, run, and/or bike from their neighborhood to the park, school, or trail system by having safe connecting corridors. In the end, these corridors will assist in creating a healthy community.

Area 15 Regional Planning then developed a set of standards for these improvements. The recommendation included of a network of 6-8 foot sidewalks constructed on one side of the street within the right of way. This will create safe pathways through neighborhoods for bicycles and pedestrians. The sidewalks can be constructed as the city makes street improvements in the same corridor. The attached map of the Ottumwa Bicycle and Pedestrian

Plan (page 2) shows Milner Street, which will serve as the backbone, or primary north-south route on Ottumwa's south side. Improvements to Milner Street would consist of an 8 foot trail/sidewalk constructed along the east side of the street.

With the city's Capital Improvement Plan for street improvements to be completed on Milner Street in 2020, it is the perfect time to combine these two projects to complete a wider, ADA compliant trail/sidewalk in this corridor, that will support all modes of transportation and connect two primary east-west corridors (Mary Street and Richmond Avenue).

A2. Why is the project needed? Provide adequate project justification based on existing or estimated future use of the facility. If the project is a SRTS project, your discussion should address the existing hazards to walking or biking to school and how your project will mitigate these hazards.

During the last 20 years, Wapello County residents have expressed an interest in trail development through public forums and trail fund raisers. As early as 1998 and 1999, two broad-based surveys conducted in Ottumwa indicated that both bicycle and pedestrian trails were a high priority.

In 2001, the City of Ottumwa completed a comprehensive plan for city improvement. The process included involvement of over 80 citizens. Trail development was considered a vital community amenity as part of the city's transportation, land use, and recreation plans. This plan has been updated twice since that time and trails continue to be high on the list of desired amenities citizens want. In the fall of 2013, Ottumwa held several public strategic planning sessions. Trails were again viewed as an important aspect to community betterment. The city is currently facilitating another comprehensive planning process.

Our community lacks the resources to develop an extensive trail system without outside support. Ottumwa is a community of approximately 25,000 people with a median household income of approximately \$43,329. Approximately 65% of the school district's students participate in the federal free and reduced lunch program. Over the past several years, our community has been fortunate to leverage several outside funding sources for trails development. This allows Ottumwa to maximize local dollars raised towards trail development. Local funds will be used to match this project. While the city has allocated funding for the street improvements, there are no additional funds available to install a side path. The city is also beginning a major downtown streetscape project that has tapped CIP funds, leaving no funds to expand the street improvement project to include trail development.

The Wapello County Trails Council, formed in 2006, has a history of raising funds to support trail development in Ottumwa. The group has also partnered with the City of Ottumwa on several major projects, including the Market Street bridge walkway and the underpass under Highway 34. The Market Street bridge project required additional funds to be raised to upgrade the side path on the bridge. The trails council raised the majority of the funds needed to construct an underpass under Highway 34 near the Quincy Place Mall.

This corridor links directly to Douma Elementary School on Mary Street. Douma serves approximately 320 students in grades kindergarten and first grade. Improved sidewalks in this neighborhood will support students and families who walk to school. Liberty Elementary serves students in grades second through fifth and is located approximately five blocks from Douma. Liberty shuttles their older elementary students to Douma daily for parent pick-up or to walk home. This trail will enhance their ability to walk and bike safely in this neighborhood.

Expanding access to the existing trail system via connectors also helps to address obesity rates in Ottumwa and Wapello County. Obesity is a concern of several organizations in our community, including Wapello County Public Health, Ottumwa Regional Health Center, Ottumwa Schools, Active Ottumwa, and the Healthy Community committee. Recent data indicates that over 33% of Ottumwa's middle and high school students are overweight/obese. Ottumwa also has a high incidence of heart-related ailments such as diabetes and high blood pressure.

To encourage residents to increase their physical activity levels, Ottumwa partnered with the University of Iowa's Prevention Research Center to implement a research project. This community-wide effort used physical activity leaders (PALs) to lead free activities. From March 2016 to December 2018, the PALs led 758 walking sessions. The U of I is currently working on tabulating the final results of this project, which was funded by the Center for Disease Control.

When addressing need, consideration must be given to minorities, the elderly, and handicapped. Fifteen years ago, Ottumwa experienced the largest influx of Hispanic residents per capita in the United States. According to Ottumwa Regional Health Center, research has shown that Hispanic women are among the most frequent users of trail systems. Many Hispanic families have been observed using the existing trail sections in Ottumwa Park, which are located adjacent to a community soccer field used to host weekend tournaments.

A3. If your project is a trail or sidewalk project, how will it enhance connectivity to other existing transportation facilities or provide linkages with local amenities, activity nodes, or points of interest? This may include a description of how the project will assist older citizens, the economically disadvantaged, persons with disabilities, non-drivers, or other special populations or groups to access the transportation system.

After examining the locations of existing trails in relation to parks, schools, destinations, major commercial areas, major employers, and high density housing, a plan was developed to create connecting corridors for bicycles and pedestrians with the assistance of Area 15 Regional Planning. Through this process, corridors along city streets were identified to create bicycle and pedestrian connections through neighborhoods that would provide greater access to Ottumwa's trail system along the Des Moines River. The committee then prioritized these corridors on Ottumwa's north and south sides to create a backbone based on anticipated street projects. The plan's goal is to create pathways that encourage Ottumwa residents to walk, run, and/or bike from their neighborhood to the park, school, or trails system.

The Milner Street corridor links a large residential area to Ottumwa's south side business district as well as another major artery that then links into the Ottumwa Park system. The business district includes a fast food restaurant chain, bank, gas stations, etc. The trail will also link to Ottumwa Park and the trails system via Ferry Street or Church Street. Both of these streets connect to Richmond Avenue with existing sidewalks running both directions.

According to information from the Iowa Department of Public Health, "physical activity as a public health initiative is becoming more accepted. Both health and community planners are recognizing the value of walking for a wide range of citizens. These planners now have more evidence that if they build trails, people will follow." Trails also provide free access to recreation and physical activities. The trail system will serve our entire community—from the elderly to young families and their children to our growing Hispanic population. All groups have been witnessed using existing trails. Studies show that as trail systems are developed, they not only attract community members but area recreational users as well.

Build it and they will come . . . the Wapello County Trails Council has seen this evidenced in every trail project completed. While there is no data that identifies exact usage, trail users can be seen in Ottumwa Park and along the levee system daily throughout the year. The council is confident that as it expands the connector network throughout the city, it will encourage more use of trails and support walking in the neighborhoods. The community continues to support trail efforts through annual fundraisers such as the Lighted Holiday Hike in November.

Ottumwa's trails provide an opportunity for physical activity to the widest range of users, including children and youth, adults, the elderly, and persons with disabilities. Currently, users include persons of all ages, male and female, those biking to work, non-drivers, and special groups including persons whose native language is not English who move to Ottumwa seeking employment. The trails are used to support events and even support prep sports such as cross country and track.

A4. How does your project relate to the transportation system and what is its functional relationship, proximity, or impact to an existing or planned transportation facility?

The trail/sidewalk project along Milner Street has a direct relationship with the city's street system. Sidewalks are an important component of a street enhancement project, providing many benefits including safety, mobility, and promoting healthier communities. Sidewalks keep pedestrians off the streets, improving traffic flow.

This project proposes constructing a trail along a major south side corridor, establishing an important connector to two primary east/west corridors while linking neighborhoods. With the trail's proximity to three schools (Douma Elementary, Liberty Elementary, and Evans Middle School), it will also serve as a safe route to school, providing expanded safe transportation to bicycles and pedestrians as students walk to and from school or from bus stops.

A5. If this project is part of a larger multiphase project, how will your project complement the phases already completed or planned for the future?

This project is part of a larger project to complete a street improvement on Milner Avenue. The trail/sidewalk project will complement the street improvement by supporting and enhancing all modes of transportation in a single project. By incorporating the trail/sidewalk adjacent to Milner Avenue, all modes of transportation will be able to co-exist, creating a safe environment to drive, walk to school, ride a bike, or run.

A6. How ready is your project to begin?

This project is ready to begin immediately. All matching funds are in place and some initial steps, including design of the street improvement project, have been completed. No environmental studies are needed due to the existing infrastructure already in place. The trail/sidewalk will complement this project and be done in conjunction with the street improvement. Once this project is awarded, design work will begin in the fall as the summer project season slows. All planning work will be completed and the project will be ready to start in the summer of 2020, dependent on weather.

A7. Are there environmentally sensitive or culturally significant areas that may be affected by your project?

There are no environmentally sensitive or culturally significant areas that will be affected by this project. This is an existing street and there are sidewalks in the area currently. Both will be upgraded in the same location, with the sidewalk primarily using the east side of the street.

A8. To what degree will the proposed project fulfill the goals and/or priorities of the most recent MPO or RPA long-range transportation plan?

Area 15 Regional Planning Commission has prepared a bike/recreation trail plan that includes Ottumwa and Wapello County. The trail plan is part of the Long Range Transportation Plan for this region. This plan has called for the expansion of trails and connectors since at least 2005. The proposed Milner trail/sidewalk meets the goals of Area 15 Regional Planning: to promote trail linkages, provide safe trails, expand and/or improve existing trails, and increase trail awareness. The Milner trail is also specifically listed in the recently developed Ottumwa Bicycle and Pedestrian Plan.

Trail development is also part of Ottumwa's Comprehensive Plan and park plan.

FILED

CITY OF OTTUMWA

2019 MAR 27 PM 1:44

Staff Summary

**** ACTION ITEM ****

Council Meeting of: March 29, 2019

Engineering Department
Department

Larry Seals
Prepared By
Larry Seals

Department Head

[Handwritten Signature]

City Administrator Approval

AGENDA TITLE: Resolution #63-2019. Approving the Surface Transportation Program (STBG/SWAP) Application for Fiscal Year 2019 and authorizing the Mayor to sign the application.

RECOMMENDATION: Pass and adopt Resolution #63-2019.

DISCUSSION: This STBG/SWAP Application is for funding for full-depth, full-width PCC reconstruction of Mary Street from Ferry Street to Shaul Avenue. Turn lanes would be evaluated at the intersections of Traxler Drive and Ferry Street. This project includes, storm and sanitary sewer improvement repairs as needed.

Ottumwa Water Works will evaluate their existing water distribution system and make a determination of sections to be included in the project and fund improvements as requested.

Federal grant funds are available annually to the Area 15 Regional Planning Affiliation members for use on roadway improvement projects. SWAP funding is 100% up to the program allocated amount.

The project would be programed for FY 2023 construction season. A combination of RU and or LOST could be used for funding gaps.

This project is estimated at \$2,197,128.

Funding:

\$2,055,354 STP Funding

Source of Funds: STBG, RU, LOST

Budgeted Item: No

Budget Amendment Needed: No

RESOLUTION #63-2019

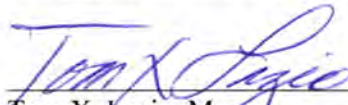
A RESOLUTION APPROVING THE SURFACE TRANSPORTATION PROGRAM (STBG/SWAP) APPLICATION FOR FISCAL YEAR 2019 AND AUTHORIZING THE MAYOR TO SIGN THE APPLICATION

- WHEREAS, The City Council of the City of Ottumwa, Iowa, is eligible to make an application for the Iowa Department of Transportation Surface Transportation Program; and,
- WHEREAS, The Surface Transportation Program will fund up to 100% of a project to programmed amount; and,
- WHEREAS, The City of Ottumwa has authorized matching funds through the 2022/2023 LOST and or RU Funds.

NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF OTTUMWA, IOWA THAT: The Surface Transportation Program Application is hereby approved and the Mayor is authorized to sign the application.


APPROVED, PASSED, AND ADOPTED, this 29th day of March, 2019.

CITY OF OTTUMWA, IOWA



Tom X. Lazio, Mayor

ATTEST:



Christina Reinhard, City Clerk



**RPA 15 STBG/SWAP APPLICATION
APPLICATION FORM**

GENERAL INFORMATION

Name of Applicant City of Ottumwa

Name of Sponsor _____

Contact Person Larry Seals, Public Works Director

Mailing Address 105 E Third St, Ottumwa IA, 52501

Phone Number 641-683-0680

PROJECT INFORMATION

Project Name (route/facility) Mary Street Reconstruction Length (miles) 3,697 LF (0.70 miles)

Category Construction Reconstruction Transit Planning

Project Cost

Total Cost	STBG/SWAP Funds	Sub-Allocation	Local Funds	Other (source) ()
\$2,197,128	\$2,055,354	\$	\$141,774	\$

Programming Year FY20 FY21 FY22 FY23

APPLICATION CHECKLIST

The following items must be included with the application:

- Project Description
- Project Location Map
- Photographs of project area and conditions
- Response to Each Rating Criterion
- Detailed Cost Estimate
- Project Timeline
- Resolution from Sponsor

Signature of Chief Officer of Sponsoring Organization

Title

Date

TRAFFIC VOLUME			Maximum 20 Points:	8
Annual Average Daily Traffic	Rural Project	Points (circle)	Urban Project	Points (circle)
Actual AADT:	2000+	10	10,000+	10
	1000+	9	5,000+	9
Source:	500+	8	2,000+	8
	100+	6	1,000	6
	50+	5	500+	5
Average AADT:		Allow 1 pt. For each 10% above average	Percent Above Average	Points

ROUTE CONTINUITY		Maximum 10 Points:	8
Applicant must justify continuity in the project description		Regional	10 (Points)
		County/County	8
		City/County	8
		Intra County	5
		Intra City	5

TRUCK TRAFFIC		Maximum 10 Points:	2
1 Point for each Rural % of truck traffic	% Rural	Points	
2 Points for each Urban % of truck traffic	1 % Urban	2 Points	
Source of truck traffic estimate: City Crew Visual Count			

FEDERAL FUNCTIONAL CLASS		Maximum 20 Points:	16
Rural and Small Municipalities	Points	Urban	Points
Principal Arterial	20	Principal Arterial	20
Minor Arterial	16	Minor Arterial	16
Major Collector	12	Collector	12
Minor Collector	8		

FACILITY CONDITION		Maximum 20 Points:	20
Poor			20 (Points)
Below Average			16
Average			12
Above Average			8
Excellent			4

SAFETY		Maximum 10 Points:	10
Improves road or lane width	Yes / No		2 (Points)
Improves line-of-sight or visibility	Yes / No		2
Improves alignment with cross streets	Yes / No		2
Adds or improves a curb or shoulder	Yes / No		2
Improves bike and pedestrian crossings	Yes / No		2

LONG RANGE PLAN GOALS		Maximum 10 Points:	6
Segment has history of high crash rate or deaths	Yes / No		2 (Points)
Reduces or prevents congestion	Yes / No		2
Enhances movement of freight (trucks)	Yes / No		2
Improve links between counties/ state	Yes / No		2
Supports economic growth/ tourism (provides access to)	Yes / No		2

TOTAL SCORE		Maximum 100 Points	70
		Applicant	
		RPC Recommendation	
		TOTAL	
		Recommended Funding Level	

Mary Street Reconstruction Project

Last reconstructed in the late 1970's, this minor arterial street carries approximately 3040 AADT vehicles per day. This portion of street has experienced irreversible deterioration over the last 40 years and nearing end of service life. In 2007 and 2008, PCC patching contracts were let addressing the worst of the deterioration at that time which has extended the service life. Since that time, City crews continue to patch using HMA and Spray Injection techniques.

In the fall 2013, the Liberty Elementary School was opened serving all Ottumwa Elementary Students living on the south side of the Des Moines River. This new school has added substantial traffic to an already deteriorating street. In addition, it has added substantial navigational challenges, largely congestion, to Mary Street and nearby intersections. Traffic congestion with waits up to 45 minutes have been reported during school drop off and pick up hours. During Project design, adding turn lanes will be reviewed as a possible solution to reducing this congestion.

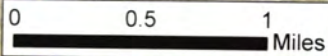
This project will be the full width, full depth PCC reconstruction of Mary Street from Ferry Street to Shaul Avenue. The project is approximately 3697' (0.70 mi.) in length and will include new PCC pavement, Subbase Stabilization, Sanitary and Storm Sewer improvements. Ottumwa Water & Hydro are in the beginning stages of reviewing main condition and will replace as needed at their expense. Turn lanes will be designed as needed

This project is estimated to cost \$2,197,128.

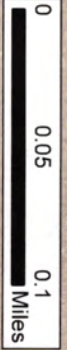
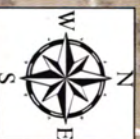
Mary Street Reconstruction (Proximity Map)



Project location



Mary Street Reconstruction
(Shaul to Ferry)
3697 L.F.F. (0.70 miles)



Mary Street Project Area Pictures







Response to Rating Criteria

Traffic Volume

The last traffic count performed by the DOT in this project area was in 2010 (3050 AADT) and does not account for the substantial added traffic volume created by the new Liberty Elementary School. In house traffic counts are in progress this week and will be updated when received.

Route Continuity

Mary Street is Federally Classified as a minor arterial street that feeds two major City to County Corridors. Those roads are Lake Road (minor arterial) and Bluegrass Road (collector) that both are significant City to County, Farm to Market travel routes.

Truck Traffic

Manual Truck Traffic Count is estimated at 1%.

Federal Functional Class

According to the most recent Department of Transportation Federal Functional Classification Map published in 2014, Mary Street is classified as a minor arterial.

Facility Condition

Mary Street is in Poor Condition. It was constructed in the late 1970's and has undergone two patching contracts elongating its useful life. The street has exceeded its expected life span and has deteriorated beyond repair.

Safety

This reconstruction project will incorporate current design standards and will improve safety in several ways. The proposed street width will correlate with current design standards. The intersections with Mary and Ferry as well as Traxler Drive will be reviewed for the addition of turn lanes. Mary and Shaul will be corrected for alignment issues. Additionally, being adjacent a school, pedestrian crossings will be installed to meet current ADA requirements and missing sidewalk section replaced.

Long Range Plan Goals

This segment of Mary Street does not have a high crash nor death rate, however added traffic has caused significant congestion issues with this area. The addition of features such as turn lanes will be considered during design to improve the congestion and overall safety of this corridor. In addition, Mary Street supports two major City to County, Farm to Market routes. The reconstruction of Mary Street will improve movement of trucks as well as support economic growth by providing safe, accessible routes to the City of Ottumwa.

TOTAL SCORE 70

Project Timeline

April 1, 2019 Submission of STBG/SWAP Application to Area 15 RPC

TBD RPA 15 Technical Advisory Committee and Policy Board Meeting

June 15, 2019 Draft Transportation Improvement Program submitted to IDOT

October 1, 2019 Final Project Approval made by the IDOT/FHWA for STIP funding.

Letting Nov. 2022

TBD
(based on Funding) Topographic Survey of the project area

TBD
(based on funding) Project Design

TBD Project Cost Estimate

TBD Plan Review by IDOT

TBD Specify and Follow Iowa DOT Letting Schedule and critical dates