

RESOLUTION NO. 08-090

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, SUPPORTING THE CONCEPT OF A PARTNERSHIP AMONG THE CITY OF KEY WEST, THE MONROE COUNTY SCHOOL BOARD AND RYDER TRAUMA HOSPITAL FOR THE PURPOSE OF SUBMITTING AN APPLICATION TO THE FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) FOR THE "SAFE ROUTES TO SCHOOLS 2009 GRANTS PROGRAM" FOR SIDEWALKS AND TRAFFIC SAFETY IMPROVEMENTS NEAR GERALD ADAMS AND POINCIANA SCHOOL; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of Key West, in partnership with the Monroe County School Board recognizes that safety is a primary concern for the citizens of Key West; and

WHEREAS, the City and the School Board desire to work with safety experts from Ryder Trauma Hospital to provide training and performance measures for safety improvement projects for which funding is sought;

WHEREAS, funding through the FDOT's "Safe Routes to Schools 2009 Grants Program" could provide the City and the School Board with an opportunity to improve and enhance the safety of pedestrian routes commonly used by children who attend Gerald Adams and Poinciana Elementary schools;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF KEY WEST, FLORIDA, AS FOLLOWS:

Section 1: That a partnership among the City of Key West, the Monroe County School Board and Ryder Trauma Hospital for purposes of preparing and submitting an application for funding through FDOT's "Safe Routes to Schools 2009 Grants Program" is hereby supported for three projects: (1) 12th Street at Staples and Seidenberg; (2) College Road sidewalks; and (3) Duck Avenue sidewalks.

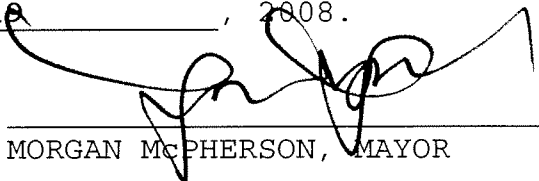
Section 2: That the School Board is urged to submit the required grant application with the full assistance of the City of Key West.

Section 3: That this Resolution shall go into effect immediately upon its passage and adoption and authentication by the signature of the presiding officer and the Clerk of the Commission.


Passed and adopted by the City Commission at a meeting held this 18th day of March, 2008.

Authenticated by the presiding officer and Clerk of the Commission on March 19, 2008.

Filed with the Clerk March 18, 2008.


MORGAN McPHERSON, MAYOR

ATTEST:


CHERYL SMITH, CITY CLERK



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

TO: Jim Scholl, City Manager

FROM: Annalise Mannix, P.E., Environmental Programs Manager

DATE: March 5, 2008

REFERENCE: Florida Department of Transportation Safe Routes to School Grant Funding

ACTION STATEMENT: Resolution supporting the Partnership of the City of Key West, the Monroe County School Board and Ryder Trauma Hospital for the application to the Florida Department of Transportation (FDOT) Safe Routes to Schools 2009 grant program for three grants for new sidewalks and traffic safety improvements near Gerald Adams School and Poinciana School, fully funded by the FDOT.

STRATEGIC PLAN INITIATIVE

The maintenance and improvement of our sidewalks system is essential to protecting the health and safety of our citizens and visitors. Improving sidewalks and streets is a key goal in the City's strategic and Business Plan. If awarded any of these grants the citizens would see thousands of new feet of sidewalks and bike lanes as well as other traffic calming and safety measures.

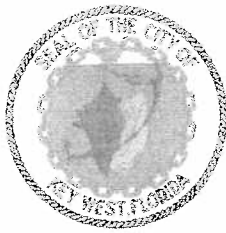
BACKGROUND:

The State FDOT has numerous grant opportunities to offer to municipalities and their partners. Last year the federal government initiated a new program through state DOT's to improve routes with in walking distance to schools. The program is for elementary and middle schools and offers 100% funding for proposed sidewalks and other infrastructure as well as training in the schools and assessment of the project upon completion to determine if the project has increased walking and biking to school or decreased accidents. Staff hopes to apply for and receive grants over the next few years to address each school in the City.

Staff has met with School Board Superintendant Randy Acevedo and his team to formulate a partnership to create a Safe Routes to School program. We agreed to partner together along with the University of Miami Ryder Trauma Center who will supply the teacher training and performance measure portion of the projects. The partnership will provide the best opportunity for us to score high on a grant application. The School Board officially must make the application, however the project funding is provided to the municipality.

The state requires municipalities to have a resolution supporting the project. Attached please find a copy of the application that we will be filling out as information is gathered by each partner.

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3700

MEMORANDUM

PURPOSE & JUSTIFICATION:

Our first applications will be for three projects: 1. Enhancements on 12th Street near Staples and Siedenburg to improve access for Poinciana students there; 2. Sidewalks on College Road toward Gerald Adams School from the west starting by the marina/residences and from toward the school from the east near the golf course. 3. New sidewalks and possibly bike lanes on Duck Avenue from 19th Street to Glenn Archer Drive (14th street).

Each of these areas sorely need improvements or sidewalks. In addition, the city's American's with Disability Act (ADA) lawsuit settlement specifically states that we must install accessible routes with in 1000 feet of all government buildings. This grant opportunity may assist us in meeting that goal ahead of schedule.

OPTIONS:

There are a few options for this project. We may agree to partner with the group to obtain a higher ranking on the grant, we may not partner, or we may not apply for these 100% federal funds.

Staff believes the city will best be served by partnering on this project and moving forward.

FINANCIAL IMPACT:

The total estimated expected project costs, including design, construction and construction engineering and inspection (CEI) has been estimated but the City's Engineering Services Department as:

1. 12th Street at Staples and Seidenberg: \$88,000
2. College Road – Sidewalks
East Side, Golf Course to School: \$285,000
West Side, Marina Residences to College Sidewalk: \$312,000
3. Duck Avenue – 14th Street to 19th Street
Sidewalk, Both Sides (No Repairs): \$510,000
Bike Lane, Both Sides: \$141,000

The project will have limited addition annual maintenance costs since property owners are responsible for maintaining their sidewalks. Addition signage for safety reasons will need to be replace every ten years or so.

The project is 100% funded by the FDOT.

RECOMMENDATION:

Support the project and the partnership.

Key to the Caribbean – average yearly temperature 77 ° Fahrenheit.



Instructions for Florida's Safe Routes to School Infrastructure Application



Notes

- Florida's Safe Routes to School (SRTS) Program, administered by the Florida Department of Transportation (FDOT), is a competitive program designed to offer assistance in making it easier and safer for Florida's children in grades K-8 to walk or bicycle from home to and from public and private schools.
- This application was designed to help FDOT learn as much about your proposed project and current situation as possible. Please answer all sections completely and concisely.
- Before filling out your application, please read the current Safe Routes to School Guidelines posted on our website: www.srtsfl.org. This website also identifies your District Safe Routes to School contacts, who are available to help you in the application process.
- Proposed projects must be within the school's attendance area and a two-mile radius from the school, on existing right of way. Preference will be given to projects closest to the school.
- In most FDOT Districts, infrastructure projects are constructed using the Local Agency Program (LAP) process, under which a local government constructs the project to federal and state standards, and is then reimbursed. For more information, call your District SRTS contact and see: www.dot.state.fl.us/projectmanagementoffice/lap/default.htm
- Completed applications are submitted to the District Safe Routes to School contacts, who rank and forward projects to the State Safe Routes to School Coordinator for approval.
- This Call for Applications is for Fiscal Year 2010 funds, contingent on the renewal of the Safe Routes to School Program in the next federal Transportation Bill. Although not guaranteed, we expect the program to continue beyond the current 2005-2009 cycle.

Important Dates for this Cycle

- | | |
|---|-------------------|
| • Call for Applications opens | November 30, 2007 |
| • Deadline for submission of Applications | April 30, 2008 |
| • Notification of selection | by November, 2008 |

Application Guidance

1. The Infrastructure application is in Microsoft Word and is designed to be filled in electronically. Answer blocks will expand as needed. An alternate Adobe Acrobat version is available for those who do not have access to Microsoft Word. If using this version, please type your answers in the spaces provided.
2. Applications are limited to 20 pages, including all attachments.
3. Maps and/or aerial photographs may be 8 ½" x 11" or 11" x 17". These should be in color and show the location of the project school or schools, as well as the names of all streets relevant to walking and/or bicycling routes in your application.
4. Include a map and/or aerial photograph, and color digital photographs showing the existing conditions (sidewalks, bike lanes, crosswalks, school zones, traffic engineering, etc).
5. Include a separate map and/or aerial photograph showing the proposed improvements.
6. If not included in the two maps or aerial photographs described above, include one or more maps and/or aerial photographs showing 1) the location of the school 2) the school's attendance area, 3) a two-mile radius around the school, 4) the adopted school walking map (optional) and 5) a map showing where children attending the school live (optional).
7. Send 1) the original stapled application and 2) if possible, a CD with a pdf copy and scanned signatures, to the appropriate District Safety Office, by the submission deadline.



Florida's Safe Routes to School Infrastructure Application



Notes

- All applicable parts of Section 1 must be completed.
- Signatures confirm the commitment of the Applicant and Maintaining Agency to follow the Guidelines of the Federal Highway Administration and Florida's Safe Routes to School Program.
- The Maintaining Agency is generally responsible for entering into a Local Agency Program (LAP) agreement with the FDOT to design, construct, and maintain the project. Districts have the option to design and/or construct the project, but the Maintaining Agency is always responsible for maintaining the project.

Section 1 – School, Applicant & Maintaining Agency Information			
Name of school: SUNNY		County:	
The Applicant must be one of the agencies or organizations listed below:			
<input type="checkbox"/> School Board		<input type="checkbox"/> Private School	<input type="checkbox"/> Community Traffic Safety Team
Agency/Organization Name:			
Contact Person:		Title:	
Daytime Phone:	Fax:	E-mail:	
Mailing Address:			
City:	State: Florida	Zip:	
Signature:	Typed name:	Date:	
Signature of School Board or school representative required when different from applicant:			
Signature:	Typed name:	Date:	
The Maintaining Agency must be one of the agencies listed below:			
<input type="checkbox"/> City		<input checked="" type="checkbox"/> County	<input type="checkbox"/> Florida Department of Transportation
Agency/Organization Name: CITY OF KEY WEST			
Contact Person: JIM SCHOLL		Title: CITY MANAGER	
Daytime Phone:	Fax:	E-mail:	
Mailing Address:			
City:	State: Florida	Zip:	
Your signature indicates your agency's willingness to enter into a formal agreement with FDOT to complete the project if selected for funding.			
Signature:	Typed name:	Date:	
MPO Support: If the city or county is located within an MPO urban area boundary, the MPO must also sign this application to indicate support for the proposed project.			
Agency/Organization Name: NO MPO			
Contact Person:		Title:	
Daytime Phone:	Fax:	E-mail:	
Mailing Address:			
City:	State: Florida	Zip:	
Signature:	Typed name:	Date:	
Designated Contact: Check below the primary contact (the one the District should coordinate with):			
<input type="checkbox"/> Applicant		<input type="checkbox"/> Maintaining Agency	<input type="checkbox"/> MPO

Section 2 – Eligibility Criteria

This section will help FDOT determine the feasibility of the proposed project.
 Except for question 6, answering "No" does not constitute elimination from project consideration.

1. Does the project have public support? Yes No

If yes, attach up to 10 letters of support (on official letterhead) from organizations such as Parent Teacher Associations, Law Enforcement, Citizen's Advisory Committees & Bicycle/Pedestrian Advisory Councils. The letters should indicate why and how they can support the project and SRTS.

2. Is the Maintaining Agency Local Agency Program (LAP) Certified? (i.e., willing to enter into a State agreement requiring the agency to design, construct, and/or maintain the project, abiding by Federal, State, and local requirements) Yes No

If no, are they willing to become LAP Certified? Yes No

3. Who do you propose to be responsible for each phase of the project?

Design: City County Other, including FDOT (explain below):

Construction: City County Other, including FDOT (explain below):

Maintenance: City County Other, including FDOT (explain below):

Explanation of Other responsible party, including who you have been talking to about this:

4. Is the County/City/MPO willing to enter into an agreement with FDOT to do the following, if the District decides this is the best way to get the project completed:

Install and/or maintain any traffic engineering equipment included in this project? Yes No

Construct and maintain the project on a state road? Yes No

5. Is sufficient existing public right of way available to support this project? Yes No

If yes, describe its width and condition: **ENGINEERING**

If no, is acquisition or dedication of a permanent public access planned? Yes No

If applicable, please explain these plans:

6. If the project is funded, does the applicant agree to provide required data before and after the project is built, using the student travel and parent survey forms developed by the National Center for Safe Routes to School (<http://www.saferoutesinfo.org/resources/index.cfm>) and following the schedule provided by the District? Yes No

Section 3A – Background Information: Planning

SRTS projects are most successful as part of a comprehensive planning process.
Has your school used the Florida Safe Ways to School Tool Kit, or a similar planning process to develop its proposals? (see http://www.dcp.ufl.edu/centers/trafficSafetyEd/html_safe-ways.html)

Yes No

If yes, explain below the planning process and who participated in it.

SUNNY

If no, explain below your plans for a SRTS planning process.

Section 3B – Background Information: Five E's

SRTS is designed to be a comprehensive program, encompassing the Five E's listed below. Describe what efforts your school has made to address the identified problem through each E so far, and what is planned in the future. Each box must be filled in.

<u>Past</u>	<u>Future</u>
<p>Engineering: SUNNY. ANNALISE TO SUPPLY BUZ WORDS</p>	<p>Engineering:</p>
<p>If your school has taught or plans to teach the Florida Traffic and Bicycle Safety Education Program (FTBSEP) or similar program, please provide details in the Past Education box. For more information on FTBSEP, see http://www.dcp.ufl.edu/centers/trafficSafetyEd/</p>	
<p>Education:</p>	<p>Education:</p>
<p>Encouragement:</p>	<p>Encouragement:</p>
<p>Enforcement: JIM MALCOLM/KWPD TRAFFIC OFFICER</p>	<p>Enforcement:</p>
<p>Evaluation:</p>	<p>Evaluation:</p>

Section 4 – Problem Identification

Explain below what obstacles exist to prevent children walking and bicycling to/from your school

JIM MALCOLM

Provide a brief history of the neighborhood traffic issues to provide background for the proposed project.

JIM MALCOLM

Provide demographic information on the affected student population. For example, what percent of students are eligible for the free or reduced lunch program? Do the students come from two-parent households, or not? Are one or both parents working?

SUNNY

Provide any additional information that helps describe the problem.

Section 5 – Current Conditions

LOCATION

#1 Street Name: _____ From: _____ To: _____
 Maintaining Agency: City County State

#2 Street Name: _____ From: _____ To: _____
 Maintaining Agency: City County State

Project begins how far from the school? (attach a map illustrating the area)
 0 to ½ mile ½ to 1 mile 1 to 1 ½ miles 1 ½ to 2 miles

Discuss below the project's proximity (within 2 miles) to other facilities (other schools or colleges, parks or playgrounds, libraries, or other pedestrian destinations) which might also benefit from the project.

ENGINEERING

ROADWAY CHARACTERISTICS

Roadway Type: Urban (curb & gutter) Rural (check shoulder type): Paved Grass

Shoulder Type: Grass Paved Curb

Shoulder Grade: Flat Steep-Up Steep-Down

Drainage: Swale Concrete Ditch Curb/Gutter

Status of walking surface: No walking surface, paved or unpaved Unpaved surface
 Paved surface with gaps Continuous paved sidewalks

Write below your comments on status of the current walking surface:

JIM MALCOLM

Write below your comments on other existing facilities (bike lanes, multi-use paths, school zone signs & markings, marked crosswalks, bike parking, etc):

JIM MALCOLM

TRAFFIC CONTROLS

Mark all that apply in regard to traffic control devices:

We need pedestrian features We need other school-related signals
 We need traffic signs We need marked crosswalks
 We need other roadway markings We have what we need

DATA

Traffic Conditions

Average Annual Daily Traffic (AADT): _____ Posted Speed Limit: _____ Operating Speed: _____

Crash History in Study Area (all ages)

Provide as much crash data history as you can. Your FDOT District Safety Engineer and/or local law enforcement agency should be able to help you get this data.

Year	2002	2003	2004	2005	2006
Ped injuries	ANNALISE				
Ped fatalities					
Bike injuries					
Bike fatalities					
Totals					

Section 6 – Specific Infrastructure Improvement(s) Requested

Request #1 Street Name: SUNNY/ANNALISE

From:	To:
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Number of K to 8 th grade children using route or facility:	Current:	Potential*:
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Request #2 Street Name:

From:	To:
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Number of K to 8 th grade children using route or facility:	Current:	Potential*:
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**Potential applies only to those along or within ¼ mile of proposed route*

Sidewalk, Bike Lane, Paved Shoulder, or Shared Use Path

- | | |
|---|---|
| <input type="checkbox"/> Continuation of Existing Sidewalk | <input type="checkbox"/> New Sidewalk |
| <input type="checkbox"/> Continuation of Existing Bike Lane | <input type="checkbox"/> New Bike Lane (includes re-striping or reconstruction) |
| <input type="checkbox"/> Continuation of Paved Shoulder | <input type="checkbox"/> New Paved Shoulder |
| <input type="checkbox"/> Continuation of Shared Use Path | <input type="checkbox"/> New Shared Use Path |

Comments: describe below your requests in detail, including location, length, side of road, etc.

JIM MALCOLM/KAREN OLSEN

Traffic Control (signs, signals, crosswalks, school zone signs, roadway markings, etc.)

- | | |
|--|--|
| <input type="checkbox"/> Within school zone or school area | <input type="checkbox"/> Outside of school zone or school area |
|--|--|

Is your Traffic Control request based on a Traffic or Engineering Study? Yes No .

Comments: describe below your requested traffic control changes (signs, signals, roadway markings, crosswalks, school zones, etc.)

?

Other Requests (includes bike parking, traffic calming, or other improvements not listed above)

Describe below the location and project characteristics of this request. If bike parking is requested, include the current and potential numbers of K-8 students who could use the facilities. If traffic calming is requested, describe the posted speed, operating speed, whether a speed study has been done, and your efforts to work with law enforcement and the community to solve the speeding problems.

JOE APRIL/JIM MALCOLM

Other Information

Add below any other relevant information that you believe further supports funding (for example, it's an identified missing link in a local Bike/Ped Plan or it allows both bike and pedestrian usage)

JIM MALCOLM

Section 7 A- Cost Estimate

Notes:

- This Cost Estimate is designed to give FDOT a reasonable estimate of the cost of your proposed project.
- This FDOT website gives various resources, including FDOT District contacts who can help you with your cost estimate: <http://www.dot.state.fl.us/planning/policy/costs/default.asp>
- If your project is seriously considered for funding, your District will prepare a detailed cost estimate which may be different from the one below
- Some Districts may choose to do the design work themselves or ask the local agencies to use their own resources to design low cost projects. Contact your District Safety Engineer to find out how your District intends to handle this issue.

Construction Cost	KAREN OLSEN
Maintenance of Traffic (MOT)	
Mobilization	
Subtotal	
Contingency (15% of Subtotal)	
Total Construction Cost	
Professional Engineering Design (15% of Total)	
Construction Engineering and Inspection (CEI) (15% of Total)	
Grand Total	

Section 7 B- Cost Estimate Narrative

Explain below :

- 1) who figured the Cost Estimate and
- 2) how you arrived at the estimated amounts. If you can, include a breakdown of the construction cost by pay item.

1) ENGINEERING

2)

Application Check List

(Keep for your records)

Your completed application must include:

- A cover letter or letter of introduction
- Application fully completed and signed by the Applicant, Maintaining Agency, and MPO if applicable
- Color maps and/or aerial photographs showing the following (some of these can be shown on the same maps or aerial photographs)
 - Existing conditions (sidewalks and gaps, bike lanes, multi-use paths, marked crosswalks, school zones, traffic engineering, bicycle parking, etc)
 - Proposed improvements
 - Location of the school
 - The school's attendance area
 - A two-mile radius around the school

These additional attachments are not required but please include as much information as possible to give the reviewers the information they need to evaluate your proposal:

- Adopted school walking map
- Map showing where children attending the school live
- Color digital photographs showing the existing conditions (sidewalks, bike lanes, crosswalks, school zones, traffic engineering, etc).
- Detailed crash data reports
- Traffic or engineering reports evaluating the problems and proposing solutions
- Up to 10 letters of support, on official letterhead, from community support agencies or organizations, explaining:
 - 1) Why they support the project and
 - 2) How they can provide specific support to the school's SRTS program.