

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Recreational Trails Program Grant Application for
for a segment of Lake Monroe Loop Trail

DEPARTMENT: Public Works **DIVISION:** Engineering / Special Projects

AUTHORIZED BY: W. Gary Johnson **CONTACT:** Cindy Matheny **EXT.** 2096
W. Gary Johnson, P.E., Director Jerry McCollum, P.E., County Engineer

Agenda Date <u>01/27/04</u>	Regular <input type="checkbox"/>	Consent <input checked="" type="checkbox"/>	Work Session <input type="checkbox"/>	Briefing <input type="checkbox"/>
	Public Hearing – 1:30 <input type="checkbox"/>		Public Hearing – 7:00 <input type="checkbox"/>	

MOTION/RECOMMENDATION:

Approval to submit and authorization for the County Engineer to sign the Recreational Trails Program (RTP) Grant Application for the western segment of the Lake Monroe Loop Trail (Sanford Riverwalk Extension).

BACKGROUND:

Staff is requesting authorization to submit a grant application in the amount of \$99,600 to the Recreational Trails Program (RTP) administered by the Department of Environmental Protection. The application would propose construction funding for the western portion of the planned Lake Monroe Loop (Sanford Riverwalk Extension) Trail extending from County Road 15 to Lake Monroe Wayside Park. Trails funding targeted for minor trails projects and grant matches would be utilized for the 40% match.

District 5 – Commissioner McLain

Attachment:

Reviewed by:	<u>SP</u>
Co Atty:	<u>SP</u>
DFS:	_____
Other:	_____
DCM:	<u>SP</u>
CM:	<u>SP</u>
File No.	<u>CPWE01</u>

Recreational Trails Program

Year 2004

Grant Application Packet



Florida Department of Environmental Protection
Office of Greenways and Trails

Funding provided through
U.S. Department of Transportation
Federal Highway Administration

**FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
RECREATIONAL TRAILS PROGRAM GRANT PROGRAM
GRANT APPLICATION PACKAGE**

INTRODUCTION

The Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 included the National Recreational Trails Fund Act (NRFTA) established the National Recreational Trails Funding Program. The National Highway System Designation Act of 1995 (NHS Act) amended and revived the NRTFA. The Transportation Equity Act for the 21st Century amended and provided assured funding for the program and changed the program name to Recreational Trails Program (RTP). The purpose of RTP is to provide funds for projects that provide or maintain recreational trails. A recreational trail means:

A thoroughfare or track across land or water, used for recreational purposes such as bicycling, day hiking, equestrian activities, jogging or similar fitness activities, trail biking, overnight and long distance backpacking, roller skating, in-line skating, running, aquatic or water activity and vehicular travel by motorcycle, four-wheel drive, all terrain off-road vehicles, or dune buggies.

The RTP is administered by the Florida Department of Environmental Protection (DEP) in coordination with the U.S. Department of Transportation, Federal Highway Administration (FHWA). Grant application proposals are evaluated according to policies and procedures described in Chapter 62S-2, Florida Administrative Code (F.A.C.). This is commonly known as the Rec Trails Rule. Applicants should familiarize themselves with these policies and procedures. This packet will assist all applicants in preparing and presenting the information needed for DEP to evaluate proposed RTP applications.

GENERAL APPLICATION INFORMATION

Please submit the application in a SOFT COVER three prong binder (please, no HARD 3-ring binders). To facilitate the review and scoring process, label or tab all support documents or attachments. We appreciate your cooperation.

A request for financial assistance under RTP may be for development or maintenance of recreational trails; purchase of trail construction or maintenance equipment; and if funds are available, for trail education projects. Project proposals may address the following recreational trail interests:

- motorized recreation;
- nonmotorized recreation;
- mixed-use projects (either motorized or nonmotorized); or projects that provide for innovative corridor sharing with motorized and nonmotorized recreation;
- construction and maintenance equipment;
- education projects (trail safety, reducing user conflict, resource protection)

Applicants must submit four copies (1 original and 3 copies) of the completed application and all supporting documents during the announced submission period of January 1 through January 31, 2004. Applications must be postmarked **NO LATER THAN** January 31, 2004, and submitted to:

**OFFICE OF GREENWAYS AND TRAILS
DEPARTMENT OF ENVIRONMENTAL PROTECTION
3900 COMMONWEALTH BOULEVARD, MAIL STATION 795
TALLAHASSEE, FLORIDA 32399-3000**

Attention: Alexandra Weiss

If questions arise while preparing the application, please contact the Office of Greenways and Trails at 850.245-2052. Or by e-mail: alexandra.weiss@dep.state.fl.us

Please Note: If you plan to prepare this document by retyping or downloading it to your computer, the language and format used must *exactly match* this application.

This application may be downloaded from the Internet at:
www.FloridaGreenwaysAndTrails.com



Development projects should consist of the complete or partial development of the project site. Grantees shall have up to two (2) years from the effective date of the project agreement to complete the development project. A development project, when completed, must be a usable recreational trail or a trail facility along a usable recreational trail.

Grantees requesting funds to purchase equipment should be prepared to provide proof of insurance, be capable of properly storing and maintaining the equipment, and be familiar with Federal Highway Administration's Recreational Trails Program Interim Guidance, and DEP's Directive 320 as they relate to equipment and surplus property. All equipment purchased with RTP grant funds will be receive a DEP property number.

Grantees may use RTP funds to develop trails, trailhead and trailside facilities and related support facilities including parking, rest rooms, access to drinking water, etc. Development projects may also renovate existing trails and facilities in order to provide access for persons with disabilities.

MAXIMUM GRANTS FUNDS AN APPLICANT MAY REQUEST FOR Year 2004:

Non- Motorized = \$100,000

Mixed-Use = \$100,000

Motorized = \$250,000

RTP program requires that the grantee provide matching funds. Please refer to Chapter 62S-2.071(3) for complete information on match requirements and match types.

EVALUATION PROCESS

Following DEP staff review of the applications, DEP will notify applicants of any deficiencies. Missing or incomplete documentation will usually constitute a deficiency. Applicants must submit requested deficiency information within fifteen (15) working days from date of deficiency notification. After the deficiency period, the Recreational Trails Advisory Committee ranks all eligible applications in accordance with the evaluation criteria set forth in the Rec Trails Rule.

APPLICATION SUBMISSION INFORMATION

Applicants must submit proposals for RTP grants on application form OGT-10. Applications are evaluated on the basis of the information provided by the applicants, except where such data is superseded by official DEP information. Failure by an applicant to present all required application information and documentation may result in the application being declared ineligible for funding consideration. Failure by an applicant to provide accurate information and documentation relating to the evaluation criteria for the proposed project set forth in the RTP Rule may result in a loss of points for the applicant's competitive score.

FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION
RECREATIONAL TRAILS PROGRAM

DEP USE ONLY
RECEIVED: _____
POSTMARKED: _____
APPLICATION #: _____

PART I - APPLICANT INFORMATION

1. Name of Applicant or Organization: Seminole County
2. Federal Identification Number: 59-6000-856
3. Contact Person: Cindy Matheny Title: Principal Coordinator
(The contact person is someone who will be in direct contact with DEP)
- Street Address/P.O. Box: 520 W Lake Mary Blvd, Suite 200
- City/State: Sanford FL Zipcode: 32773
- Telephone: (407) 665-2095 Fax: (407) 665-5772
- E-Mail: cmatheny@seminolecountyfl.gov

4. Type of Applicant (Select One):

City or County Government

State Agency, Department: _____, District: _____

Federal Agency, Department: _____, District: _____

Recognized Indian Tribal Government *(projects must be on lands in Florida)*

Organization * SC# _____ *(must be State recognized nonprofit)*

***Organization as applicant must provide letter of support from land managing agency. Tab as "Exhibit A."**

I hereby certify that the information provided in this application is true and accurate. I further certify that I possess the authority to apply for this grant on behalf of the applicant.

Signature of Authorized Representative

Date

PART II - PROJECT INFORMATION

1. Name of Project: Lake Monroe Loop Trail

2. Project Location:
(Show on DOT county road maps or USGS 7 1/2 minute quadrangle sheets):
Tab as "Exhibit B"

Street Address: N/A (Project located within road right-of-way)

City: Sanford County: Seminole

Beginning point: CR 15/US 17-92 intersection

Ending point: Seminole County Wayside Park

3. Ownership (If more than one owner, attach a list of owners and their agents along with a map clearly showing the location of each ownership).

Site control issues must be resolved by the close of the submission period (January 31, 2004).

Include a boundary map of the project site. **Tab as "Exhibit C"**

Include a copy of site control documents (e.g. deed, lease agreement, etc.)
Tab as "Exhibit D"

Owner: FL Dept of Transportation Owner's Agent: _____

Address: _____ Address: _____

Phone: (____) _____ Phone: (____) _____

4. **U.S. CONGRESSIONAL DISTRICTS IN WHICH THE PROJECT SITE IS LOCATED:**

These should be the district in which the project site is located. If you are not sure of the district, contact your local office of the Supervisor of Elections.

U.S. Representative's Name: John L Mica

U.S. House District Number: 7

5. **STATE LEGISLATIVE DISTRICTS IN WHICH THE PROJECT IS LOCATED:**
These should be the district in which the project site is located. If you are not sure of the district, contact your local office of the Supervisor of Elections.

State Senator's Name: Anna P. Cowin

State Senate District Number: 20

State Representative's Name: Carey Baker

State House District Number: 25

6. PROJECT DESCRIPTION

Briefly describe the proposed project. *Include physical characteristics of the site, such as land resources, vegetation, fish and wildlife, historical, archaeological resources, previous land usage and transportation access as well as a description of proposed project activities. **If the project is an equipment purchase, describe the equipment, how it will be used to benefit recreational trails (include where it will be stored, who will maintain it, proposed projects for its use and the land managing agency on whose property equipment will be used).** TEXT MUST FIT IN SPACE PROVIDED.*

The project site is within the right-of-way of US Hwy 17-92, adjacent to Lake Monroe, and extending approximately 2000 feet from CR 15 to Seminole County's Wayside Park. FDOT proposes to construct an 8' to 10'-wide sidewalk in this location as part of an ongoing I-4 interchange improvement project. The requested grant and county match would permit Seminole County to widen the planned sidewalk to a 12' to 14' wide recreational trail accommodating a variety of users.

The proposed trail segment is depicted on the Seminole County Trails and Greenways Master Plan as part of a planned trail around Lake Monroe. It will connect on the east to the Sanford Riverwalk Trail, currently under construction, and ultimately to a loop trail segment within Volusia County. Access to this portion of the trail will be available at Wayside Park. When the Riverwalk connection is completed, access will be available at numerous points eastward to Sanford, including the Central Florida Zoo.

There are no existing uses on the site, and no natural or archeological resources are known to exist.

PART III - FINANCIAL INFORMATION

1. RTP Funds Requested:	Line A \$ <u>99,600</u>
2. Local Funds Available:	
1) Cash:	Line B \$ <u>66,400</u>
2) In-Kind:	Line C \$ <u> </u>
Total Local Funds Available:	Line D \$ <u>66,400</u>
	<i>Sum of lines B and C</i>
3. Total Cost of Proposed Project:	Line E \$ <u>166,000</u>
	<i>Sum of Lines A and D</i>

The Total Project Cost (Line E) must equal the grant request (Line A) plus the total local funds available (Line D).

4. PROJECT COST ESTIMATE: For each element, please indicate if it is a new facility, renovation or maintenance of an existing facility, accessibility improvements, equipment purchase. *Costs of planning, permitting and site preparation should be included within the cost of each element (not to exceed 15% of total project cost).*

	Quantity	Description	Estimated Cost
New		Design and construction of 2000' of 4'-wide pavement supplementing planned sidewalk	166000
Renovations			
Maintenance			
Accessibility			
Equipment			

YAHOO!

