



# City and Borough of Sitka

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**DATE:** December 23, 2009

**TO:** Mayor McAdams and Assembly Members  
Jim Dinley, Municipal Administrator

**THROUGH:** Michael Harmon, PWD  
Scott Brylinsky, Op's Chief

**FROM:** Lynne McGowan, Parks and Recreation Manager

**SUBJECT:** DOT Safe Routes to School Plan Grants

**Background:** The Assembly voted at their April 28<sup>th</sup>, 2009 meeting to approve the Safe Routes to School (SRTS) plan. The plan includes infrastructure and non-infrastructure projects that, once implemented, will improve the health and safety of children and improve safety to and from school. The projects fall within the categories of education, engineering, enforcement and encouragement and occur at Baranof Elementary, Keet Gooshi Heen Elementary and Blatchley Middle Schools.

The plan, after Assembly approval, was submitted to DOT Safe Routes Program. The plan functioned as a grant application. This fall, DOT SRTS Program awarded Sitka two grants, one for infrastructure projects and one non-infrastructure projects, to implement projects identified in Sitka's SRTS plan. The next step required by DOT is to submit two grant funding proposals or "Reimbursable Grant Project Agreements" which are based upon what was presented in the SRTS Plan. Staff is submitting one proposal for \$175,269 for infrastructure and one for \$23,750 for non-infrastructure projects. The grant "award" from DOT did not specify funding levels, but the proposals for grant funds follow project goals and funding estimates identified in the SRTS plan.

The SRTS Program Director, Steve Soenksen, has suggested that prior to asking for funds to construct identified infrastructure projects that CBS apply for funds for design, permitting, ROW clearances, budget development, coordination with the State and bid ready documents. Once this work is completed by an Engineering consultant, we will be able to apply for DOT SRTS construction funds.

**Fiscal Note:** No match is required for this grant. Staff time has been in-kind; in support of SRTS planning and consultant management. The Parks and Recreation Manager will continue to provide in-kind staff support for the SRTS plan implementation and consultant oversight.

**Recommendation:** Approve submission of two "Reimbursable Grant Project Agreements" to DOT for SRTS Plan non-infrastructure projects and for design of infrastructure projects for \$23,750 and \$175,269 respectively.

**Attachments:**

Infrastructure and Non-Infrastructure SRTS reimbursable grant project agreements  
Safe Routes to School Plan and budget information  
Assembly Resolution 2009-40