BEST PRACTICES FOR DETAILED APPLICATIONS

2019 TA/SRTS Program
## Criteria Evaluation Categories (Program Guide Table 3)

- Safety
- Connectivity & Accessibility
- Quality of Life
- Economic Development
- Encouragement
- Community Support
- Project Readiness
- Planning
New Detailed Application will ask specific questions targeted toward specific evaluation criteria.

Previous Nomination Form asked the Project Sponsor to describe how the proposed project would meet evaluation criteria.
Detailed Application: Sample Questions

11. Identified safety hazards
Check all of the safety hazards located within the project limits. In the blank next to each checked safety hazard, state the proposed countermeasure to address the hazard identified. Clearly identify these features on Map 1. Provide additional information about countermeasures in attachment. Label map 1 and additional information as Safety Hazards and Countermeasures—Attachment.

- High roadway speed
- Unsafe intersection/conflict point
- Uncontrolled intersection/crossing
- Lack of bike/ped infrastructure
- High motor vehicle traffic volume
- Not ADA compliant
- Intersection with bike/ped crash in last 5 years
- Other

12. Safety Countermeasure Infrastructure Elements
Check all that apply. Clearly identify these features on Map 1. New bike/ped infrastructure...

- Closes a gap in bicycle or pedestrian network
- Features new traffic signalization
- Features traffic calming elements
- Separates bicycles &/or pedestrians from motor vehicle traffic
- Has vertical separation
- Addresses railroad/highway/water crossing
- Creates over/underpass
- Creates new off-street infrastructure
- Features traffic markings/signage
Focus of this presentation

- Design Details
- Maps & Exhibits
- Photos
- Public Support
- Proposed Budget

Project Evaluation & Selection Criteria

Project Readiness
Design details

What do design details convey?

• A complete picture of the project
• How the project meets current standards and state-of-the-practice
• Constructability and durability
• Safety, accessibility, and project readiness criteria

How does the project sponsor address design details?

• Project Description (3-4 sentence project description)
• Project Details (drop-downs & fill-ins about project design)
• Project typical section, layout, location map (attachments)
• Itemized Construction Cost Estimate – discussed later
3-4 sentence written description, which includes:

- Facility type (ie. shared use path)
- Project location (ie. along to FM 345)
- Limits (ie. from Main Street to Birch Street)
- Width (ie. 10-foot-wide)
- Major construction items (e.g., pedestrian bridge) or elements that affect motor vehicle traffic patterns (ie. new medians, new signals, traffic calming elements, road diets, etc.)
Sample project descriptions

“The project would construct a **12-foot-wide shared use path** along Dillon Creek from the Dowling Apartments (public housing) to Lamar Elementary School. The project would include a flashing beacon, ADA-curb ramps, crosswalks, and signage at both termini, as well as a 60-foot-long, 14-foot (clear width) pre-fabricated **bicycle/pedestrian bridge** over Dillon Creek.”

“The proposed project would construct **new 6-foot-wide**, 6-inch reinforced concrete, ADA-compliant **sidewalks** on both sides of Market St from Yates St to Bend Ave (1 mile), including **replacing** damaged, non-compliant sidewalks on the north side of Market St between Main St and Bend Ave (0.3 mile of total project length). The project includes **curb extensions** at Yates, Bend, and Main Streets and a raised **median** with pedestrian refuge at Main St.”
### Project Location Information and Project Details

#### Project Information
- Project Dimensions
  - Total length
  - Facility width
  - Material depth
- Project Location
  - Google map link
  - Written description
  - Latitude/Longitude

#### Project Details
- 30% or more plans for review (if available)
- Primary (and Secondary) Facility type
- Surface type/material
- Lighting included?
- Bridge details
  - Construction
  - Number
  - Length
  - Width
  - Superstructure material
Designs must comply with TxDOT manuals and specifications

- Roadway Design Manual
- Bridge Design Manual - LRFD
- Standard Specifications for Construction and Maintenance of Highways, Streets, and Bridges
- Texas MUTCD

All manuals are web hyperlinks.
Nationally recognized design guides

- AASHTO (adopted by TxDOT)
- NACTO (optional)

All manuals are web hyperlinks.
Recent FHWA bikeway design guidance

All manuals are web hyperlinks.
Design criteria – Americans with Disabilities Act (ADA)


“The proposed guidelines apply to pedestrian facilities in the public right-of-way. The proposed guidelines define the public right-of-way to mean "public land or property, usually in interconnected corridors, that is acquired for or dedicated to transportation purposes"....”

- Sidewalks
- Shared use paths
- Pedestrian crossings
- Pedestrian signals

https://www.access-board.gov/guidelines-and-standards/streets-sidewalks
Typical sections *(DA attachments)*

- Demonstrate compliance with standards
- Show how the project fits into existing footprint as well as the built and natural environments
**Typical sections (attachments)**

- **EXISTING**
  - 6’ Sidewalk
  - 5’ Bike Lane
  - 10’ Travel Lane
  - 30’

- **PROPOSED**
  - 1’ minimum required, 2’ recommended
  - 1’ Sidewalk
  - 5’ Bike Lane
  - 10’ Travel Lane
  - 30’

*Free online tool: streetmix.net*
### Maps

#### What do maps convey?
- Need and purpose
- Context
- Connectivity
- Accessibility
- Safety
- Communities/areas served

#### What should be included?
- Project limits and location
- Schools, transit, major destinations
- Important community landmarks and features
- Identified safety hazards
- Proposed countermeasures
- Elements of project complexity (ROW, Utilities, RR x-ing, etc.)
- Existing and/or planned pedestrian/bicycle routes
Project location map - REQUIRED

Identifies:
- Street names
- Transit stops
- Existing bike/ped network
- Parks
- Public housing
- Government facilities
- Retail establishments
- Identified safety concerns
- Location of proposed improvements
Identifies:
• Bicycle and pedestrian accommodations
• Safety features
• Interactions between auto and non-motorized traffic
• Transit connections
• Preserved landscape features

Includes:
• Scale
• Context
• Street names
Regional/Local Connectivity Map(s) can:

- Identify connections to proposed Texas Bicycle Tourism Trails
- Nearby bicycle or pedestrian existing/planned infrastructure
Project is on Texas Bicycle Tourism Trails Example Network

Legend
Example Network Routes by Category
- Cross-state Spines
- Connecting Spurs
- Regional Routes
Maps can be made easily!

- Google Earth, Google maps, Powerpoint, and other FREE online map creation software

Safety Issue #1: uncontrolled crossing of high speed roadway from neighborhood to school
**Photographs**

<table>
<thead>
<tr>
<th>What do photographs convey?</th>
<th>Context, including built and natural environment</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing conditions</td>
</tr>
<tr>
<td></td>
<td>Need for project</td>
</tr>
<tr>
<td></td>
<td>Safety hazards</td>
</tr>
<tr>
<td></td>
<td>Accessibility issues</td>
</tr>
<tr>
<td></td>
<td>Environmental considerations</td>
</tr>
</tbody>
</table>
Photographs provide context

- Historic districts
- Environmental features
- Separated vs on-street pathways
- Repurposed bridges

Adjacent historic buildings along SH 29 facing west (7/19/16)

Historic truss bridge repurposed for bike/ped use on SH 150 facing south (5/14/16)
Photographs demonstrate existing conditions

1. Poor conditions
2. Absent facilities
3. Worn paths
Photographs identify locations of unsafe conditions

Safety hazards identified
• Kids walking in streets
• Unsignalized crossings
Photography: **Best Practices**

- Group well-labeled photographs together for attachments (ie. using Word, PowerPoint, or Publisher)
- Photograph labels should identify: location, direction of photograph, date taken, and items of note.
Public and stakeholder support

What does public/stakeholder support convey?

- Community awareness and interest in the project
- Partnerships and coordination
- Transparency
- Consistency with local planning

How is public and stakeholder support documented?

- Local bicycle, pedestrian, safe routes to school, or other transportation plan (attach relevant pages)
- Public outreach documentation
- Local match commitment (Project Sponsor resolution)
- Collaborative implementation
- Property ownership and acquisition information
- Letter of support from education stakeholders
- TxDOT District letter of concurrence
Project in Safe Routes to School Plan

Legend:
- 15 mph Speed Limit
- 20 mph Speed Limit
- 25 mph Speed Limit
- 35 mph Speed Limit
- Adult Crossing Guard
- Student Safety Patrol
- School Zone Sign
- Stop Sign
- Traffic Light w/ Ped. Signal
- Ped Crossing w/ Beacon
- Good Sidewalk
- Crosswalk
- Desire Line
- Proposed Safe Route

Delwood

Project Begin

Project End

Grant Safe Routes to School Plan

Marshfield, Wisconsin

2019 TA/SRTS Call for Projects: Best Practices for Detailed Applications

Spring 2019
#### Recommended Bicycle and Pedestrian Facilities

<table>
<thead>
<tr>
<th>ID</th>
<th>Type</th>
<th>Action</th>
<th>Location</th>
<th>Limits</th>
<th>Existing Condition</th>
<th>In Local Plan</th>
<th>State Highway</th>
<th>Length (m)</th>
<th>Cost ($)</th>
</tr>
</thead>
<tbody>
<tr>
<td>156.1</td>
<td>Pedestrian Sidewalk, Bike Signage</td>
<td>Mostly existing sidewalk for ADA compliance, add bike signage</td>
<td>South side of East Main St, South along Front St.</td>
<td>From proposed NTS Improvements Eastward to Front St.</td>
<td>2 lane roadway</td>
<td>No</td>
<td>Yes</td>
<td>.1</td>
<td>$245,000</td>
</tr>
<tr>
<td>156.3</td>
<td>Pedestrian Sidewalk, Bike Signage</td>
<td>Mostly existing sidewalk for ADA compliance, add bike signage</td>
<td>North side of East Main St.</td>
<td>From proposed NTS Improvements Eastward to Front St, then crosswalk South</td>
<td>2 lane roadway</td>
<td>No</td>
<td>Yes</td>
<td>.1</td>
<td>$271,250</td>
</tr>
</tbody>
</table>

**TOTAL**

*Cost estimates provided by project sponsoring entity*

|   |   |   |   |   |   |   |   |   | $416,250 |

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*2019 TA/SRTS Call for Projects: Best Practices for Detailed Applications*
Project type/location shown in local/regional plan

BICYCLE AND PEDESTRIAN STRATEGIES

- Improved Bicycle Facilities at Transit Stations and Other Trip Destinations. Increases safety with the addition of bicycle racks and bike lockers at transit stations and other trip destinations; additional amenities such as locker rooms with showers at workplaces provide further incentives for using bicycles.

- Increase bicycle mode share
- Decrease motorized vehicle congestion on access routes

Capital and maintenance costs for bicycle racks and lockers, locker rooms

Short-term: 1 to 5 years (includes planning, engineering, and construction)

Map 5: 2035 Regional Public Transportation System
CAMPO Region
May 24, 2010

High Capacity Lanes and Managed Lanes
Intercity Rail
Commuter Rail
Street Car
Rapid Bus
Intercity/Express Bus (Planned)
Express Bus (Existing)
Intermodal Facilities (Planned)
Intermodal Facilities (Existing)

Project listed in regional transit plan
## Local Support: Best Practice - Public Involvement Summary

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
<th>Outcome</th>
</tr>
</thead>
<tbody>
<tr>
<td>12/31/2012</td>
<td>Public Meeting - SRTS Plan</td>
<td>Presented proposed Milam ISD SRTS Plan to community; general public support</td>
</tr>
<tr>
<td>2/14/2014</td>
<td>Open House - Milam MS Trail</td>
<td>Presented trail project to neighborhood; 12 citizens attended; all in support of project</td>
</tr>
<tr>
<td>3/17/2014</td>
<td>Website and online survey - Milam MS Trail project</td>
<td>50 citizens visited website and took survey; 88% supported the project</td>
</tr>
</tbody>
</table>

- 6/1/2014 Meeting with adjacent property owner - property owner agreed to relocate fence to accommodate project construction (letter attached)
- 7/15/2014 Presentation to Milam ISD PTA - MISD passed resolution supporting project (resolution attached)
- 7/17/2014 Presentation to Whispering Oaks Neighborhood Association (WONA) - WONA passed a resolution in support of project (resolution attached)
- 7/20/2014 Presentation to Milam City Council - ordinance supporting the project (ordinance attached)
- 7/27/2014 News article - described community presentations and local support (article attached)
- 2/14/2017 Letter from Congressman Johnson - expressed support for project (letter attached)
- 2/16/2017 Letter from Downtown Business Alliance - supports project (letter attached)
- 2/20/2017 Letter from Mr. Bob Jones - indicated a willingness to enter into negotiations for ROW acquisition (letter attached)
Project Sponsor Resolution

- All Detailed Applications must include a resolution from the governing board
  - Declaring support for the project
  - Committing to develop, implement, construct, maintain, manage, and finance the project
  - Committing to provide the local match (if any)
  - Committing to enter into an Advance Funding Agreement with TxDOT if selected for funding
Texas Department of Transportation

100 SOUTH LOOP DRIVE • WACO, TEXAS 76704-2958 • (254) 867-2700

November 15, 2012

Mayor Michael Morgan
City of Troy
P.O. Box 389
Troy, Texas 76579

Subject: Troy Streetscape Project

Dear Mayor Morgan:

I am writing this letter on behalf of the Texas Department of Transportation to express our enthusiastic support of the pedestrian developments proposed along Main Street (FM 935). We definitely believe that this project will serve the community as it creates a pedestrian friendly atmosphere around the historic downtown district. Travelers along our system will be invited to stop and enjoy the sites and shopping offered the revitalized downtown business district.

I also understand from reviewing your nomination that the scope of your project shall require the use of TxDOT's right-of-way. The Waco District is committed to support this project and will provide the City with adequate right of entry necessary to allow such development along our existing transportation facilities. Your efforts to address safety improvements within TxDOT's and the City's existing traffic facilities should directly impact the traveling public's overall perception of our joint system.

With your comprehensive nomination and widespread community support, I believe that your proposal will receive careful consideration by the Texas Transportation Commission.

Should you have any questions, please contact Mr. Jim Reed, Waco District TE Program Coordinator, at (254) 867-2733.

Sincerely,

[Signature]

Albin A. Petter, P.E.
Interim District Engineer
Waco District

cc: Ali Bashir, P.E.
    Kevin Dickey, P.E.
    Jim Reed
## Supporting Activities to Improve Project Success

<table>
<thead>
<tr>
<th>Performance Measurement</th>
<th>Student transportation tally</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Parent survey</td>
</tr>
<tr>
<td></td>
<td>Bicycle/pedestrian counts</td>
</tr>
<tr>
<td>Encouragement Programs</td>
<td>Walking school bus/Bike train</td>
</tr>
<tr>
<td></td>
<td>Walk/Bike to School/Work Days</td>
</tr>
<tr>
<td></td>
<td>Walk to School Wednesdays</td>
</tr>
<tr>
<td>Safety education</td>
<td>Bike roadeo</td>
</tr>
</tbody>
</table>

These complementary activities are self-funded.
Proposed budget

What does the itemized budget convey?

- Project scope and scale
- Prevention of potential overruns
- Supports activities described elsewhere in detailed application form
- Project readiness and local support

Where does the project sponsor provide the itemized budget?

- Itemized Construction Cost Estimate (fill-in)
- Additional Construction-Related Costs (fill-in)
Average low bid unit prices

<table>
<thead>
<tr>
<th>Item No</th>
<th>Description</th>
<th>Units</th>
<th>Quantity</th>
<th>Avg Bid</th>
<th>December 31, 2016</th>
<th>Twelve-Month-Moving</th>
<th>Usage</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 2001</td>
<td>PREPARING ROW</td>
<td>AC</td>
<td>19.880</td>
<td>50,000.000000</td>
<td>3014 - 3014</td>
<td>100 2001 - 169 6003</td>
<td></td>
</tr>
<tr>
<td>100 2002</td>
<td>PREPARING ROW</td>
<td>STA</td>
<td>1,178,540</td>
<td>14,098.43875</td>
<td>6</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 2004</td>
<td>PREPARING ROW (TREE) (12” TO 24” DIA)</td>
<td>EA</td>
<td>45,000</td>
<td>1,000.000000</td>
<td>1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 2009</td>
<td>PREPARING ROW (TREE) (6” TO 24” DIA)</td>
<td>EA</td>
<td>90,000</td>
<td>765.000000</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 2010</td>
<td>PREPARING ROW (TREE) (10” TO 48” DIA)</td>
<td>EA</td>
<td>45,000</td>
<td>1,200.000000</td>
<td>2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 6001</td>
<td>PREPARING ROW</td>
<td>AC</td>
<td>143.697</td>
<td>6,958.12731</td>
<td>21</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 6002</td>
<td>PREPARING ROW</td>
<td>STA</td>
<td>1,573,380</td>
<td>5,183,555,50</td>
<td>244</td>
<td></td>
<td></td>
</tr>
<tr>
<td>100 6003</td>
<td>PREPARING ROW (TREE) (5” TO 12” DIA)</td>
<td>EA</td>
<td>2,000</td>
<td>965.400000</td>
<td>8</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Budget considerations**

- Small quantities may have higher unit costs
- Inflation to year of construction
- Quality construction (e.g., 6-in concrete reinforced with rebar)
- Adequate dimensions (6-ft sidewalks, 12-ft shared use paths)
## Budget items to remember

<table>
<thead>
<tr>
<th>Item</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mobilization</td>
</tr>
<tr>
<td>Site preparation</td>
</tr>
<tr>
<td>Erosion control/revegetation</td>
</tr>
<tr>
<td>Lighting</td>
</tr>
<tr>
<td>Curb/driveway work</td>
</tr>
<tr>
<td>Traffic control</td>
</tr>
<tr>
<td>Demolition</td>
</tr>
<tr>
<td>Remediation of hazardous conditions</td>
</tr>
</tbody>
</table>

Remember: Federal TA/SRTS funds are fixed based on the estimate in the Detailed Application!
Examples of eligible vs ineligible activities

Eligible activities

- *Incidental* landscaping, environmental mitigation, utility adjustments
- Land survey for ROW demarcation
- Construction engineering and inspection
- Project administration

Ineligible activities

- *Major* landscaping, environmental mitigation, utility adjustments
- Survey for design (TA only)
- ROW activities
- Legal services
## Proposed safety countermeasures included in Itemized Budget

<table>
<thead>
<tr>
<th>Work Activities</th>
<th>Quantity</th>
<th>Unit</th>
<th>Unit Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mobilization</td>
<td>1</td>
<td>LS</td>
<td>$72,000</td>
<td>$72,000</td>
</tr>
<tr>
<td>Barricades, Signs and Traffic Control</td>
<td>1</td>
<td>LS</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Remove Concrete Pavement (drive/intersection)</td>
<td>2,489</td>
<td>SY</td>
<td>$30</td>
<td>$74,667</td>
</tr>
<tr>
<td>Remove Concrete Curb &amp; Gutter x 1</td>
<td>500</td>
<td>LF</td>
<td>$6</td>
<td>$3,000</td>
</tr>
<tr>
<td>Preparing Right of Way</td>
<td>2</td>
<td>AC</td>
<td>$6,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Embankment (FINAL), density controlled</td>
<td>5,000</td>
<td>CY</td>
<td>$30</td>
<td>$150,000</td>
</tr>
<tr>
<td>Excavation (special)</td>
<td>1,840</td>
<td>CY</td>
<td>$20</td>
<td>$37,545</td>
</tr>
<tr>
<td>Relocate Signage</td>
<td>1</td>
<td>LS</td>
<td>$50,000</td>
<td>$50,000</td>
</tr>
<tr>
<td>Lime Treated Subgrade (6 in)</td>
<td>8,149</td>
<td>LS</td>
<td>$7</td>
<td>$58,675</td>
</tr>
<tr>
<td>6 ft wide sidewalk - 4 in Concrete</td>
<td>5,256</td>
<td>SY</td>
<td>$54</td>
<td>$283,824</td>
</tr>
<tr>
<td>12 ft wide shared use path - 6 in Concrete</td>
<td>2,893</td>
<td>SY</td>
<td>$115</td>
<td>$332,733</td>
</tr>
<tr>
<td>Curb ramps - 12 ft wide</td>
<td>2</td>
<td>EA</td>
<td>$6,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Curb ramps - 6 ft wide</td>
<td>30</td>
<td>EA</td>
<td>$3,000</td>
<td>$90,000</td>
</tr>
<tr>
<td>Cross Walk (Thermo)</td>
<td>7</td>
<td>EA</td>
<td>$3,000</td>
<td>$21,000</td>
</tr>
<tr>
<td>Conduit for signal (bore) - 4 inch</td>
<td>800</td>
<td>LF</td>
<td>$120</td>
<td>$96,000</td>
</tr>
<tr>
<td>Pedestrian Signal (head, pole, wiring complete)</td>
<td>8</td>
<td>EA</td>
<td>$24,000</td>
<td>$192,000</td>
</tr>
<tr>
<td>Concrete Driveway Replacement (6 in thick)</td>
<td>2,489</td>
<td>SY</td>
<td>$78</td>
<td>$194,133</td>
</tr>
<tr>
<td>Sod Re-establishment</td>
<td>11,440</td>
<td>LF</td>
<td>$2</td>
<td>$27,456</td>
</tr>
<tr>
<td>Extension of existing Culvert</td>
<td>1</td>
<td>LS</td>
<td>$75,000</td>
<td>$75,000</td>
</tr>
<tr>
<td>Bike Route Signage</td>
<td>1</td>
<td>LS</td>
<td>$60,000</td>
<td>$60,000</td>
</tr>
<tr>
<td>Pavement Markings and signage (bike/ped)</td>
<td>1</td>
<td>LS</td>
<td>$12,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Erosion Control</td>
<td>1</td>
<td>LS</td>
<td>$16,800</td>
<td>$16,800</td>
</tr>
<tr>
<td>Cobra head light pole -200 ft spc. - wire incl.</td>
<td>23</td>
<td>EA</td>
<td>$12,000</td>
<td>$276,000</td>
</tr>
<tr>
<td>Barrier in area where path nears road</td>
<td>1</td>
<td>LS</td>
<td>$150,000</td>
<td>$150,000</td>
</tr>
<tr>
<td>Utility Adjustments (sanitary sewer manholes)</td>
<td>1</td>
<td>LS</td>
<td>$4,800</td>
<td>$4,800</td>
</tr>
<tr>
<td>Storm Sewer (fill existing ditch)</td>
<td>2,000</td>
<td>LF</td>
<td>$90</td>
<td>$180,000</td>
</tr>
<tr>
<td>Retaining Wall &lt;4 ft tall (west side near V.M)</td>
<td>1</td>
<td>LS</td>
<td>$65,000</td>
<td>$65,000</td>
</tr>
<tr>
<td>Concrete Curb and Gutter</td>
<td>2,200</td>
<td>LF</td>
<td>$24</td>
<td>$52,800</td>
</tr>
</tbody>
</table>
Project readiness

What does project readiness convey?

- TA projects must let for construction within 3 years! Readiness is important.
- Awareness of potential pitfalls, challenges, and delays
- Consideration of all phases of project development
- Understanding of TxDOT’s project development processes

How does the project sponsor demonstrate project readiness?

- Project Details
- MPO TIP Inclusion Letter (as attachment)
- Environmental Documentation, if available (as attachment)
- Property Ownership and Acquisition Information, if necessary (as attachment)
- Railroad Support/Right-of-Entry, if necessary (as attachment)
- Project Timeline (fill-in and as attachment)
- Itemized Construction Cost Estimate (fill-in)
Advanced coordination may be necessary

- Railroad agreements
- Resource agency coordination
- Environmental permits
- ROW acquisitions
- Utility relocations

---

July 25, 2017

Mr. Jonathan D. Bell, Housing Specialist
Rural Development
United States Department of Agriculture
1162 South Main Street, Suite 102
Temple, Texas 76502

Re: College View Apartments, Ltd.

Greetings:

I am the General Partner of College View Apartments, Ltd. The City of Belton, Texas, has requested a portion of the apartment property for two projects, both of which are dependent on each other. The conveyance would be a donation to the City, and no monetary value would be required by the property owner.

Project one is a drainage easement and temporary construction easement. The easement would restore the easement property back to its original condition upon completion of the project. The value of the easement property is $697.00. The value of the temporary construction easement is $156.00.

Project two is a continuation of the Nolan Creek Hike and Bike Trail, known as Phase II. The City has requested an easement of 2.47 acres. The property has no improvements currently, and a majority of the property is located within the flood plain. The value of the easement is $42,019.00.

Attached is the completed and executed #2500-1 you requested.

Sincerely,

Harry L. Palisch
General Partner, College View Apartments, Ltd.
Borrower
Environmental documentation for categorical exclusions

- Maps and diagrams
- TxDOT environmental scoping tool/process
- Historical resource review
- Archeological resources/cemeteries
- Water resources
- Hazardous materials
- Biological evaluation
- Public involvement

Coordinate with your local TxDOT Environmental Coordinator!
Historical resources

Be proactive!

- Check the Texas Historical Commission atlas: atlas.thc.state.tx.us
- Search for Historic Resources Toolkit on txdot.gov

THC coordination occurs prior to environmental approval

Historical properties can affect design – and cost

Use TxDOT pre-certified professionals

Contact your district environmental coordinator to learn more!
<table>
<thead>
<tr>
<th>Summary</th>
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<tr>
<td><strong>Provide good project details</strong></td>
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<td>Use maps, diagrams, and photos that tell a story</td>
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<td>Demonstrate good public awareness and support</td>
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<td>Include a thorough, comprehensive budget</td>
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<td>Plan ahead and coordinate early</td>
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<td>Focus on the evaluation criteria</td>
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Questions?

Bonnie Sherman
TxDOT – Public Transportation Division
Bicycle/Pedestrian Program Manager
TA Set-Aside Program Manager
(512) 486-5972

Noah Heath
TxDOT – Public Transportation Division
Bicycle/Pedestrian Program Planner
(512) 486-5973

Carl Seifert
Jacobs Engineering
Transportation Planner
(512) 486-5974

Online map requirement

- Need: Exact project locations.
- Solution: Create digital map, which TxDOT can import easily.

Instructions for creating simple Google map

Create Google account (if necessary)

Set-up map
- Create Map Name
- Choose Map Base

Add project start and end points

OPTIONAL:
- Draw proposed project route (line)
- Draw any other elements

Share Map
- Click share
- “make public on web”
- Copy map link

Paste map link into PA and DA
Online map requirement walk-through (slide 1)

- Create map name
  - Click “Untitled Map” and type preferred name in the pop-up.
  - Name should include Project sponsor and name (e.g. SanAngelo_GreenSt_SUP)

- Select base map
  - Click triangle next to “Base map” on left side and select a background
Online map requirement walk-through (slide 2)

- Navigate to your project area
  - Click in search area
  - Type location name or street name

- Add starting and ending points
  - Click “Add marker”
  - Place markers on the map
  - Label markers “Start” and “End”
  - Click save
Online map requirement walk-through (slide 3)

- Share map
  - Click “Share”

- Click Change
  - Select “On – Public on the web”
  - Click save.
  - Copy “Link to share” and paste into PA and eventually DA

Link to share: https://drive.google.com/open?id=1b1ehgJ4GhrjYVyhU060nWwRK81KUxk&usp=s