

## INSTRUCTIONS FOR APPLICATION SUBMITTAL

This standard Application will be used to evaluate all requests for loans and for grants. If applying for a grant, only this Application is required. If applying for a loan, this Application and the Financial Documentation form found on the GTIB website <http://www.georgiatolls.com/GTIB.aspx> are required.

- Read all information provided on the Loan and Grant pages of the GTIB website. This information provides details of the program regarding eligibility, loan/grant parameters, and Application requirements to verify that the proposed Applicant, project and terms are within the established guidelines.
- Answer all questions fully. If any questions are not applicable, please mark "N/A." There should be no blanks on any form. Missing information or omitted fields may cause the Application to be delayed or rejected.
- All Applicants, projects, and costs for which funding will be used must be "**eligible**" as specified on the GTIB website.
- The initial completed Application (and Financial Documentation Form if applying for a loan) must be submitted by email to [GTIBinfo@georgiatolls.com](mailto:GTIBinfo@georgiatolls.com). Within 2 weeks of submitting by email, the Applicant must furnish the GTIB with the Application Fee of \$250.00 and hard copies or a CD of all documents listed in the checklist area below.
- Regardless of whether the request is approved, the Applicant is solely responsible for all of its costs incurred in participating in this program, including but not limited to completing all forms.
- Applicants have an affirmative obligation to update any information included on any application if such information is no longer accurate.
- Applicant Agency must be established and approved by appropriate governing body prior to the GTIB Application Deadline.

## CHECKLIST FOR LOANS AND GRANTS

- \_\_\_ All of the questions on the Application are answered.
- \_\_\_ The requested GTIB financial assistance is within the current limits of the program as provided on the Loan and Grant pages of the GTIB website.
- \_\_\_ An electronic version of the Application has been submitted by e-mail to [GTIBinfo@georgiatolls.com](mailto:GTIBinfo@georgiatolls.com). Please provide a PDF copy for the signature and MS word copy (unsigned).

**The following materials must be delivered to the State Road & Tollway Authority within two weeks of submitting the Application by e-mail:**

- \_\_\_ A check for the Application Fee of \$250 payable to the State Road & Tollway Authority
- \_\_\_ Documents as described in Section 7, *Required Documents*, of Application\*
- \_\_\_ Hard copy of the Application (as submitted by email) with original signatures

**For Loan Applications, also include:**

- \_\_\_ Hard copy of the Financial Documentation Form (as submitted by email) with original signatures
- \_\_\_ Copy of the documents as required in Section II of the Financial Documentation Form\*

\*Applicant may submit either a hard copy or electronic version of these documents on CD-ROM.

The above documentation should be forwarded to the following address:

**State Road & Tollway Authority  
C/O GTIB/Marc Simmons  
47 Trinity Avenue  
4<sup>th</sup> Floor  
Atlanta, GA 30334**

# GEORGIA TRANSPORTATION INFRASTRUCTURE BANK (GTIB)

## APPLICATION FOR LOANS AND GRANTS

**\*\*\*Please read *Instructions for Application Submittal* prior to filling out Application\*\*\***

### 1) TYPE OF GTIB ASSISTANCE REQUESTED

Check one of the following:

<input checked="" type="checkbox"/> Grant	Please check GTIB website for latest Grant program eligibility and restrictions.
<input type="checkbox"/> Loan	All loan Applicants are required to submit a completed Financial Documentation Form in addition to this GTIB Application. The form is available on the GTIB website.

### 2) CONTACT INFORMATION

Date	September 15, 2015		
Project Applicant	City of Griffin		
Classification of Applicant (State, County, City, CID, etc.)	City		
Prepared by	Brant D. Keller PhD		
Department/Division of Applicant receiving GTIB proceeds	Public Works and Utilities		
Contact Person Name	Brant D. Keller PhD	Contact Person Title	Director Public Works and Utilities
Street Address or P.O. Box	100 South Hill Street		
City	Griffin, Georgia	Zip Code	30223
Telephone Number:	( 678 ) 692-0391	Fax Number:	( 678 ) 692-0392
E-mail Address			

Applicant's Fiscal Year End (Date)	June	30	2016
	Month	Day	Year

**Additional Contact Information:****Attorney**

Contact Name & Title	Drew Whalen III
Street Address	100 South Hill Street
City, State, Zip Code	Griffin, GA 30223
Telephone Number	( 678 ) 227-9458
Fax Number	( )
E-Mail Address	DWhalen@cityofgriffin.com

**Independent Auditor**

Contact Name & Title	Mauldin & Jenkins
Street Address	439 Mulberry Street
City, State, Zip Code	Macon, GA 31202-1877
Telephone Number	( 478 ) 464-8034
Fax Number	( )
E-Mail Address	wsanbury@mjcpa.com

**Finance Director**

Contact Name & Title	Markus Schwab
Street Address	100 South Hill Street
City, State, Zip Code	Griffin, GA 30223
Telephone Number	( 770 ) 229-6620
Fax Number	( )
E-Mail Address	MSchwab@cityofgriffin.com

### 3) PROJECT OVERVIEW

Name of Project	North Griffin Right of Way Improvement Program
Project type (road, bridge, etc.)	Road – Intersection Improvement
Project location	Intersection of Tuskegee Ave and Northside Drive

**i** All Project or Reference Numbers with agency (*i.e. GDOT PI#715858 or Cobb DOT E3040*)

N/A

**i** List all regional or local plans project is part of (*i.e. Gwinnett SPLOST 2009 or ARC Plan 2040*)

Project is part of the Comprehensive Transportation Plan for City of Griffin and Spalding County governments. Project was listed in the Spalding 2008 SPLOST.

Current Project Phase/Status* <small>*(Preliminary Engineering, Right of Way Acquisition (ROW), Construction)</small>	Right of Way Acquisition
Estimated or actual project planning start date	January 2009
Estimated construction start date	March 2016
Estimated completion date	January 2017

**i** Provide a detailed physical and conceptual description of the transportation project (include details such as concept, design, type, and purpose of project):

North Hill Street is a rural two lane roadway with 11' lanes and variable width grass shoulders. Classified as a rural minor arterial, it connects Downtown City of Griffin with Sun City, a 3,400 senior living planned development. In 2006, a Livable Centers Initiative (LCI) grant from the Atlanta Regional Commission helped fund the North Hill Street LCI, which focused on the downtown core of the City of Griffin. The completion of that study resulted in the completion of several subsequent studies including the 2008 Sun City to Downtown Griffin Connectivity Study and the North Hill Street Master Plan. Within those subsequent studies and the 2011 City of Griffin Comprehensive Transportation Plan (CTP), the intersection of North Hill Street at Tuskegee Ave/Northside Drive was identified as a priority redevelopment node that when improved would support multi-modal transportation alternatives, provide greater community connectivity, improve transportation safety, increase corridor accessibility and serve as a catalyst for economic redevelopment.

This project along the North Hill Street Corridor is supported to the north and south by other projects to promote redevelopment and connectivity including the Griffin Downtown LCI Project (P.I. 0010333). This LCI project is currently in the PE phase with an approved concept. North Hill Street at North 6<sup>th</sup> Street, in the City of Griffin, is another project which is currently out to bid to improve the intersection and reconstruct a new vertical alignment. Spalding County is in the preliminary phase of North Hill Street at E. McIntosh Road intersection improvement. In the existing condition, both horizontal alignments of Tuskegee Avenue and Northside Drive are offset to each other at North Hill Street. All approaches to the intersection are controlled by a traffic signal. Due to the offset alignment and poor Level of Service (LOS), a large number of accidents occur at this intersection and additional delays are experienced in all directions. This project proposes a roundabout to correct the existing deficiencies, improve safety, reduce travel delay and add sidewalks, pedestrian crossings, and provide connectivity among adjacent land uses.

## 4) PROJECT BENEFITS

### A. Degree of transportation problem that the proposed project seeks to address:

**i** In 300 words or less, describe the scope of the current transportation problem and how the project is expected to improve the situation. The explanation should include how the project will advance a strong transportation need and derive a strong public benefit as a result. If applicable, the answer should also describe how the project will improve the efficiency of the local, regional or State's transportation system or the efficiency/ reliability of commutes in local communities or major metropolitan areas.

The North Hill Street at Tuskegee Ave/Northside Drive intersection accommodates approximately 3,500 vehicles per day (vpd). Businesses and neighborhoods are economically dependent upon efficient transportation along N. Hill Street, Tuskegee Avenue, and Northside Drive and experience daily congestion and delays, which negatively impacts quality of life.

Furthermore, as Sun City continues to develop and reach its built capacity, the N. Hill Street corridor could see traffic volumes increase by an additional 3,000 vehicles per day since it serves as the primary corridor between this large senior living community and the City of Griffin Downtown area.

More than 31% of the people in the City of Griffin commute to work places outside of the City. The Level of Service (LOS) is rated E. With the addition of a roundabout, it is expected that the LOS will improve to a C or better.

### B. Impact of the proposed project on public mobility, congestion and safety:

**i** In 300 words or less, describe how the project would improve any or all of the following areas: mobility, border-to-border and interregional connectivity, local connectivity to the state-wide transportation network, inter-modalism, congestion, reduction of accidents resulting in injury and loss of life, and/or any additional improvements in land-use or the environment.

The North Hill Street Master Plan identified the area around the intersection of N. Hill Street and Tuskegee Ave/Northside Drive as the Northside Drive Node. The report proposed nearly 56,500 sf of new commercial/retail, 15,000 sf of light industrial, increased residential density in 54 townhomes and 57 new or renovated single family homes. The report also outlined opportunities for preservation of greenspace along Cabin Creek and transportation upgrades including bicycle/pedestrian connectivity throughout the node.

As Sun City continues to develop and reach its built capacity, the N. Hill Street corridor could see traffic volumes increase by an additional 3,000 vehicles per day since it serves as the primary corridor between this large senior living community and the City of Griffin Downtown area.

This corridor also provides connectivity to SR16 which is a major east/west highway connecting I-75 and I-85. This intersection improvement will increase mobility, provide safer operations, support positive economic growth and improve local connectivity to the state-wide transportation network.

### C. Acceleration of high priority transportation projects:

**i** In 300 words or less, describe how potential assistance from the GTIB will expedite the project. If applicable, explain how the project would coordinate transportation investment with development patterns in major metropolitan areas and manage market driven travel demand.

The construction of a new roundabout on N. Hill Street at Tuskegee Ave/Northside Drive exemplifies the nexus between land use redevelopment and complementary transportation investment in infrastructure improvements. As envisioned in the 2008 North Hill Street LCI Study, the project will create much needed redevelopment opportunities surrounding the intersection and provide upgrades to improve connectivity and safety. As such, the project is complementary to the Northside Drive Node.

In 2007, when it was made certain that Sun City, a Del Webb Community, was going to build approximately 3,400 homes just north of the City of Griffin in Spalding County, planning for improvement of North Hill Street between Sun City and the City of Griffin Downtown ensued. The City of Griffin and Spalding County worked together in the planning and design of three major intersections, one of which includes this project. If the City and the County had elected to not take action, it would have exacerbated existing transportation challenges and delayed redevelopment that is needed to enhance quality of life.

While the City approved this intersection improvement project and staff initiated design consultant procurement, GTIB funding will allow the County to further expedite acquisition of right-of-way and construction. Should the City be awarded GTIB funds, it will allow the City additional local resources to implement additional phases of the 2008 Sun City to Downtown Griffin Connectivity Study increasing the value of this project and the corridor as a whole.

### D. Innovation (Optional):

**i** In 300 words or less, describe any unique/innovative characteristics, methods or approaches (e.g. new technology, inventive design, etc.) to be used in the implementation of the project.

The City of Griffin acknowledges that Roundabouts create a safer form of traffic control while reducing the recurring costs of signalization, maintenance and utilities. Roundabouts contribute to a 70%-80% reduction in injuries, a greater than 50% reduction in accidents and a 30% reduction in Property Damage Only (PDO). This roundabout will reduce the points of conflict from 32 at this time to 8 after completion. The removal of the traffic signals will reduce the number of accidents at this intersection and improve traffic flow in the corridor.

With the expected increase in traffic over the next several years due to Sun City and other development, the roundabout will meet the needs of today and the foreseeable future.

## **E. Ability to enhance and/or create economic benefits for the local community, region or State:**

**i** In 300 words or less, explain how the local community, region or state would benefit economically from the project. Answers may include, but not be limited to, a description of the estimated reduction in state or local unemployment, attraction of new business to the state, growth in private-sector employment, improved access to jobs, the optimization of capital asset management, and/or improved efficiencies of freight, cargo, and goods movement. Please cite all sources used to determine benefits (i.e. cost-benefit analyses, economic impact reviews, etc.)

This project will connect to the redevelopment of the Northside Drive Node (North Hill Street Master Plan), a proposal which includes 56,500 sf of new commercial (shops, gas station, and offices), 15,000 sf of light industrial, 54 new townhomes and 57 new or renovated single-family homes. The existing land use within this Node is primarily residential with a few businesses. Because of the redevelopment potential of vacant and marginal land uses with new commercial and housing, this area has the opportunity to provide access to 200-300 new jobs that were not previously located near this intersection.

This project is critical for the redevelopment of north Griffin to attract economic and social resources from the Sun City Peachtree development. The entire corridor once completed will revitalize the north City of Griffin and Spalding County gateway to Henry County. Old mill houses that are substandard are currently being demolished and 7 CDBG Grants have been awarded to the City of Griffin for water and sewer infrastructure renewal totaling over 6 million dollars in the immediate area.

As identified in the 2011 City of Griffin Comprehensive Transportation Plan (CTP), this intersection was identified as having high vehicular crash rates. Improving the intersection geometrics and adding a roundabout will increase safe operation but also aid in freight delivery by implementing current design standards. Easing congestion and use of the corridor will result in continued attractiveness for private reinvestment along this stretch of N. Hill Street, which is an economic development goal for the City of Griffin and Spalding County.

## **F. Project Feasibility**

**i** In 300 words or less, explain the project's consistency with local and regional plans. Explain how project contingencies have been provided for and note any backup sources of revenue/funds that will ensure project completion. Explain all critical factors necessary for the project's success, including a list of all federal, state, and local permits and approvals required for the project. Please provide the status of each necessary approval. If not already secured, explain in detail each step that will be taken to obtain necessary environmental and construction approvals. Please provide anticipated approval dates of any approvals that have not yet been secured.



The project is consistent with local and regional plans, and as noted in the Project Overview, the project was identified in earlier adopted City of Griffin plans including:

- 2008 Sun City to Downtown Griffin Connectivity Study which served as a supplement to the North Hill Street LCI and the North Hill Street Master Plan, where it was included as an element of the Northside Road Node Concept Plan.
- 2011 City of Griffin Comprehensive Transportation Plan (CTP) as a Major Intersection Improvement Project.
- Griffin Town Center Livable Centers Initiative (LCI) Study
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Griffin-Spalding County is currently undergoing a Comprehensive Transportation Plan (CTP) update which will further highlight this intersection and this corridor as an important element to economic development and connectivity with local and regional significance.

The City will undertake the project as a local project so no federal process will be required. The project will disturb more than an acre of land and does not involve a state route. The County anticipates obtaining the following permits with anticipated approval dates:

- Georgia Environmental Protection Division National Pollutant Discharge Elimination System (NPDES) permit for stormwater discharge (estimated August 2016)
- The City of Griffin also requires that capital transportation projects be reviewed for compliance with its Development Ordinance and issuance of a Land Disturbance Permit (estimated March 2016)

## 5) PROJECT FINANCE PLAN SUMMARY

**i** In 300 words or less, provide a summary of the proposed finance plan that fully details the entire funding of the project, including contingencies. The summary should include a detailed written description of the status of all project funding sources, back-up project funding sources, and the completion of the below fields.

If bonds or other non-GTIB indebtedness have already been issued to finance a portion of the project's costs, the financial plan should provide details of the issuance (terms, sources & uses, credit ratings, debt service requirements, etc.). If the issuance received a credit rating below investment grade "BBB," explain in detail any deficiency that led to that rating. If applicable, please provide copies of any bond documents related to the issuance, such as an Official Statement (OS).

If bonds or other non-GTIB indebtedness are contemplated for funding a portion of the project's costs in the future, provide an explanation of the issuance. Explanations should include the proposed bond's structure, time-line, and status of resolutions/approvals. If applicant is requesting a loan from the GTIB, explain how any issuance will acknowledge the responsibility of GTIB loan payments.

The City of Griffin has appropriated funding of 2.7 million dollars 80/20 outside the project area in the Town Center LCI. This project would be a continuation of up the north corridor. Griffin has committed \$800,000.00 dollars on the intersection improvement just south of the proposed project and is currently out to bid. By securing this grant for the intersection improvement and roundabout Griffin will be able to fund additional projects along the corridor with SPLOST funds.

This project's funding sources include local funds primarily from the 2008 Spalding County SPLOST. No federal funds are being sought for the project. The City is seeking a grant through the GTIB program to expedite project delivery. The total cost of the project is \$1,541,116.00. The City is requesting \$1,232,893.00 in GTIB grant funding. The remaining \$308,223.00 is City funds. If the funds sought from the GTIB grant program is awarded, it is not anticipated that any bond financing will be needed to complete the project.

## SOURCES AND USES

List all funding sources in the Project Funding Sources table below (i.e. CID \$1.1M, GDOT \$5M, County \$2M, Private \$250k, etc):

Project Funding Sources (Committed and Contributed)				
Funding Source	Portion Spent to Date* (A)	Portion Remaining to be Spent (B)	Funding Source Total (A+B)	Percentage of Total Project Funding
GTIB (Requested Amount)**		\$1,232,893.00	\$1,232,893.00	80%
<b>Griffin</b>	\$87,857.00	\$220,366.00	\$308,223.00	20%
	\$	\$	\$	%
	\$	\$	\$	%
	\$	\$	\$	%
<b>Total Project Funding:</b>	<b>\$87,857.00</b>	<b>\$1,453,259.00</b>	<b>\$1,541,116.00</b>	<b>100.0%</b>

List all project costs in the Project Costs table below:

Project Costs (Future Project Costs and Funds Spent to Date)				
Activity	Portion Spent to Date* (A)	Portion Remaining to be Spent (B)	Line Item Cost Total (A+B)	Percentage of Total Project Costs
Concept/Feasibility	\$	\$	\$	0%
Preliminary Engineering	\$87,857.00	\$15,000.00	\$102,857.00	6.7%
Right of Way (ROW)	\$	\$500,000.00	\$500,000.00	32.4%
ROW Contingency ( %)	\$	\$	\$	0%
Construction	\$	\$839,870.00	\$839,870.00	54.5%
Construction Contingency ( %)	\$	\$98,389.00	\$98,389.00	6.4%
<b>Total Project Costs:</b>	<b>\$87,857.00</b>	<b>\$1,453,259.00</b>	<b>\$ 1,541,116.00</b>	<b>100.0%</b>

**NOTE FOR ABOVE TABLES: AMOUNT OF TOTAL PROJECT FUNDING SOURCES MUST EQUAL TOTAL PROJECT COSTS. IF APPLICANT IS REQUESTING BOTH A LOAN AND A GRANT ON THE SAME PROJECT, TWO SEPARATE APPLICATIONS MUST BE SUBMITTED AND THE SOURCES AND USES TABLES ABOVE SHOULD REFLECT BOTH REQUESTS (ITEMIZED OUT).**

Proposed Use of GTIB Funding Request		
Activity (i.e. PE, ROW, CST)	GTIB Amount	Percent of GTIB Request
PE	\$15,000.00	1.0 %
ROW	\$500,000.00	34.4%
CST	\$938,259.00	64.6%
<b>Total:**</b>	<b>\$1,453,259.00</b>	<b>100.0%</b>

\* Subject to verification during application review.

\*\*Please refer to GTIB Website for GTIB funding limits and restrictions.

Please fill out the following if bonds or debt will be used to finance any portion of the project:

Anticipated date of Bond sale:	N/A
Type of bond (General Obligation/Revenue):	N/A
Tax exempt status:	N/A
Issuer:	N/A
Expected Credit rating:	N/A

## 6) LOAN TERMS (TO BE COMPLETED ONLY BY LOAN APPLICANTS)

Requested term of loan in years:	N/A
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(Minimum 5 years; maximum is the lesser of 20 years or the useful life of the project)

Estimated draw-down schedule of funds: (All funds may be spent-down in first year; the maximum spend-down period is 5 years)	
Year 1:	\$ N/A
Year 2:	\$ N/A
Year 3:	\$ N/A
Year 4:	\$ N/A
Year 5:	\$ N/A

Repayment source(s) that will be used to service the loan:	N/A
Is repayment source(s) currently being used to secure other debt?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will repayment source(s) be used to secure other debt in the future?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Additional backup repayment source:	N/A

## 7) REQUIRED DOCUMENTS

To be submitted to the State Road & Tollway Authority by mail per the *"Instructions for Application Submittal."*

- A map of the project with the project area and location highlighted; beginning and end points need to be clearly marked, providing sufficient detail on communities affected.
- Preliminary engineering plans/ cost estimation/ environmental documents or studies. For public roadway projects, the Applicant shall include a preliminary design study that details initial route and potential alignments, the location of all right-of-way, facilities and equipment required to make the project functional, and any revisions or changes to the state highway system facilities necessitated by the project. All estimates for project costs must be recent or confirmed (within the last six months) by a credible consultant, CPA firm, or other trustworthy source and should be

provided in the year of expenditure indicating the anticipated inflation rate. In addition, an adequate contingency amount must be included to allow for unexpected expenses.

- Documentation to verify funding sources: if funds other than project revenues are committed to repay the loan, such as taxes, the Applicant must provide proof of commitment of these funds such as a city/ county commission resolution.
- A copy of the bond-rating letter or Official Statement (OS), if the jurisdiction has issued rated or insured debt in the past.
- Any other project related documents necessary to complete evaluation.

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## 8) ATTESTATION

Under penalty of perjury, I declare and affirm that:

The Applicant has the authority to request and incur the liabilities and obligations described in this Application and, upon approval, will enter into a closing contract.

The Applicant has held any locally required public hearings or notices and will comply with all applicable state and federal regulations and requirements.

To the best of my knowledge all information contained in this Application is valid and accurate.

The governing body of the undersigned jurisdiction at its \_\_\_\_\_ (date) meeting authorized the submission of this Application.

The undersigned official has the authority to sign this Application and bind the Applicant.

Signature \_\_\_\_\_  
(Authorized Official)

Title \_\_\_\_\_

Jurisdiction \_\_\_\_\_

Name \_\_\_\_\_  
(type or print)

Date \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
(Notary Public)

My commission expires: \_\_\_\_\_

NOTARY  
SEAL