

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, April 11<sup>th</sup>, 2007 – 1:30 p.m.  
Grand Forks City Hall Conference Room A-102**

**CALL TO ORDER**

Earl Haugen, Chairman, called the April 11<sup>th</sup>, 2007, meeting of the MPO Technical Advisory Committee to order at 1:36 p.m.

**CALL OF ROLL**

On a Call of Roll the following members were present: James Bittman, MNDOT-Bemidji; Dean Wieland, East Grand Forks Consulting Engineer; Jane Williams, Grand Forks Traffic Engineer; Richard Onstad, Grand Forks County Engineer; Lane Magnuson, Grand Forks County Planner; Roger Foster, Grand Forks Transportation Superintendent; Nancy Ellis, East Grand Forks Planner; Charles Durrenberger (Proxy for Brad Gengler), Grand Forks Planner, Senior; Wayde Swenson, NDDOT-Grand Forks; and Stacy Hanson, NDDOT-Bismarck.

Staff present were: Earl Haugen, MPO Executive Director; David Hampsten, MPO Senior Planner; Lucas Rengstorf, MPO Intern; and Peggy McNelis, MPO Executive Assistant.

**DETERMINATION OF A QUORUM**

Haugen declared a quorum was present.

**MATTER OF APPROVAL OF MARCH 14<sup>TH</sup> AND 28<sup>TH</sup>, 2007 MINUTES**

***MOVED BY FOSTER, SECONDED BY WIELAND, TO APPROVE THE MARCH 14<sup>TH</sup> AND 28<sup>TH</sup>, 2007, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE AS SUBMITTED.***

***MOTION CARRIED UNANIMOUSLY.***

**MATTER OF AMENDMENT TO THE 2007 ANNUAL ELEMENT OF THE T.I.P.**

- A. Public Hearing
- B. Committee Action

Haugen reported that a public hearing notice was published in our local newspapers advertising that an amendment would be considered at this meeting. He stated that the public was invited to attend this meeting, as well as notified that those that could not attend could provide staff with comments until noon today. He added, however, that the public hearing notice was published,

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and packet were sent out staff did receive notification of the approval of a project, which will also require an amendment to the T.I.P. (a copy of a letter from MNDOT announcing the approval of the project was distributed).

Haugen referred to the staff report, and explained that the North Dakota side of the T.I.P. is being amended to add three projects not currently programmed in FY2007, and to modify an existing project by adding additional federal funds.

Haugen explained that the first two amendments deal with transit, and involve the inclusion of funds from the new Job Access Reverse Commute Transit Operations and the new Freedom Transit Operations programs. He explained that the JARC project for FY2007 will enhance the transit service to increase service in employment growth areas of the community, at a total cost of about \$171,634.00, and \$85,817.00 being JARC funds; and the New Freedom Transit project will enhance the transit service to increase the hours of operation so that the service can start earlier in the morning, at an estimated cost of \$57,884.00, and \$28,942.00 being New Freedom funds.

Haugen stated that the third amendment requires the shifting of the implementation year of a project from FY2006 to FY2007, and involves constructing a welcome sign near the intersection of Gateway Drive (US#2) and North 55<sup>th</sup> Street, at a total cost of \$150,000.00, with \$120,000.00 coming from Transportation Enhancement funds.

Haugen said that the fourth amendment involves the 40<sup>th</sup> Avenue South project which is being amended to add \$400,000.00 in federal funding to the already programmed \$1,000,000.00. He explained that this project involves the construction of a new roadway by extending 40<sup>th</sup> Avenue South from South Washington Street to about 17<sup>th</sup> Street South, at an estimated cost of \$1,750,000.00, with \$1,400,000.00 coming from the Urban Roads Program.

Haugen reported that on the Minnesota side, as you will remember, we have had discussions on the 4<sup>th</sup> Street N.W. Bike/Ped underpass project, and modifications to it's scope of work. He stated that the project is now capped at \$50,000.00 federal funds, which is the result of the ATP's action. He pointed out that the total project cost was estimated at \$78,630.00, but that the Grand Forks Herald indicated that the estimated cost is \$92,000.00, so a request has been made to get the final cost estimate from the East Grand Forks Engineer so that it can be submitted to MNDOT. Bittman commented that he already amended their S.T.I.P. to include the \$78,630.00 estimate, and it that has changed again, he will need to do another amendment.

Haugen stated that the additional project he mentioned earlier involves MNDOT's announcement that the City of East Grand Forks has been awarded Safe Route To School funds to construct a sidewalk project along Bygland Road. He said that the estimated cost of the project is \$194,000, and the amount awarded is \$175,000, with the remaining costs being covered by the City.

Haugen concluded, stating that these are the projects that need to be included in the FY2007 annual element of our 2007-2010 T.I.P.. He added that no written comments were received, and

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no one is present today for comments either, so staff would recommend approval of the amendments discussed.

**QUESTIONS/COMMENTS FROM COMMITTEE:**

None.

***MOVED BY WIELAND, SECONDED BY FOSTER, TO FORWARD A  
RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY  
APPROVE THE AMENDMENTS TO THE FY2007 T.I.P. AS SUBMITTED.***

Durrenberger asked if the motion should include the increased cost estimate, or remain showing the \$78,630.00 estimate. Haugen responded that staff will work on getting the final estimated cost estimate, but the real purpose of the amendment is to show that the federal funds are capped at \$50,000.00. Durrenberger asked how the additional monies would be funded. Haugen responded that it would be covered by local funds. Bittman added that the additional costs are really not a significant amount. Haugen stated, again, that they would provide the final estimated cost, but continue to reference the \$50,000.00 cap.

***MOTION CARRIED UNANIMOUSLY.***

Haugen reported that the Technical Advisory Committee did suggest that \$20,000.00 be available for a study of 4<sup>th</sup> Street N.W., but the ATP did not concur, and did cap the project at \$50,000.00, to be used entirely for construction of the project, not for a study.

**MATTER OF DRAFT 2008-2011 T.I.P.**

- A. Public Hearing
- B. Committee Action

Haugen reported that copies of the Draft 2008-2011 T.I.P. tables were included in the packets. He added that, per our Public Participation Plan, a public hearing notice was also published in our local newspapers identifying that a public hearing would be held at this meeting, and that we would receive written comments until 12:00 noon today. He pointed out that there isn't anyone present today for comments, and no written comments were received.

Haugen said that he is projecting the results of the requests we submitted to the State of North Dakota in January for the federal funding sources. He referred to a table (a copy of which is included in the packet and available upon request), and went over it briefly. He pointed out that the first three projects, highlighted in blue, have not yet been decided on as to whether or not they will be awarded federal funds. He explained that they were requested to be considered for HSIP funding as they are basically intersection improvements.

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Haugen commented that in 2008 we requested funds for right-of-way acquisition on South 48<sup>th</sup> Street and for the DeMers/42<sup>nd</sup> Street Grade Separation, but neither were awarded funds. He stated that our 2009 requests were all funded, as requested. He reported that in 2010 a couple of things occurred; the total cost estimate for the South 48<sup>th</sup> Street Project (highlighted in green) is shown to be \$7,900,000.00 on this table, but is shown to be \$8,750,000.00 on the Draft T.I.P. table, with the federal request on the first table being \$6,320,000.00 and \$7,000,000.00 on the Draft T.I.P.. He stated that also in 2010, our request for the Columbia Road Project, from 36<sup>th</sup> Avenue South to 47<sup>th</sup> Avenue South, was not funded.

Haugen pointed out that there were four project requests for 2011, with the first prioritized project being the Rehab of Gateway Drive, I-29 to Columbia Road, which was awarded funds but is actually showing up as being funded with 2010 funds not the 2011 requested, but it is going to be bid in late fall, with construction occurring in 2011. He stated that the next 2011 project is the regional side of the Gateway Drive/Columbia Road intersection improvement project. He explained that back in January the estimated cost was \$1,020,000.00, with just over \$900,000 being federal funded, but in the Draft T.I.P. the estimated cost is shown to be \$1,250,000.00, with \$1,000,000.00 being federally funded. He added that in the Draft T.I.P. we also show that the \$250,000.00 will be funded with state monies since it is a primary regional system, which means the typical funding split is 80% federal and 20% state. He commented that the Urban Road side of that project remains the same as requested in January.

Haugen commented that the City of Grand Forks also requested funding for the 55<sup>th</sup> Avenue South improvement project, Cherry to South Washington section, but were not awarded any funds.

Haugen reported that changes to the transit side were also included in the document. He stated that each year, in transit, we show two basic projects, an operating project and a capitalized expense project. He explained that in the past they used the term “capitalized preventive maintenance”, but will now be referring to this type of project as a “capital purchase replacement of safety and/or security hardware/software”. He added that this will remain an 80/20 split. He stated that the other change involves the federal amounts for operating. He pointed out that they are now showing what is anticipated to be funded, available, or appropriated in those years, while before they had a note indicated that we were not programming everything, and were trying to reserve about \$25,000.00 a year to build up funds for capital in the event our 5309 program was not funded, but are now programming all dollars on the operating side now, and are still pursuing the 5309 grant request.

Foster stated that he had a couple of housekeeping things to discuss, specifically some spelling errors: Page 28 the word “demand” is misspelled; Page 29 the word “purchase” is misspelled.

Durrenberger referred to Page 34, Project 13, and asked if it was an urban roads project. Haugen responded it was, and would note that on the table.

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***MOVED BY ELLIS, SECONDED BY FOSTER, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE DRAFT FY2008-2011 T.I.P. SUBJECT TO TECHNICAL ADVISORY COMMITTEE CHANGES.***

***MOTION CARRIED UNANIMOUSLY.***

**MATTER OF CENTRAL AVENUE CORRIDOR STUDY R.F.P.**

Ellis reported that she was before this body in February with an R.F.P. for review and recommendations. She stated that the R.F.P. was e-mailed to a number of consulting firms, and while some interest was shown by a couple of those firms, none submitted a proposal. She said that they did contact those firms that indicated some interest, and found that they felt that the original budget of \$35,000.00 was not sufficient to be able to perform the study adequately, therefore staff is now requesting approval to amend the work program to increase the budget to \$70,000.00, and extend the submittal date to April 30<sup>th</sup>.

Haugen commented that we do have the ability to cover this increase by shifting monies from the Land Development Code Revision Contract and the Incident Management Bridge Closure Study.

***MOVED BY WIELAND, SECONDED BY SWENSON, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD TO APPROVE AN AMENDMENT TO THE ANNUAL WORK PROGRAM TO INCREASE THE CENTRAL AVENUE IMPROVEMENT STUDY BUDGET FROM \$35,000.00 TO \$70,000.00, AND TO EXTEND THE SUBMITAL DATE TO APRIL 30<sup>TH</sup>.***

***MOTION CARRIED UNANIMOUSLY.***

**MATTER OF SAFE ROUTES TO SCHOOL APPLICATIONS**

Ellis reported that this past Monday staff submitted five applications for the North Dakota Safe Routes to School program. She stated that the MPO Executive Policy Board does need to approve these applications, but due to the extremely short submittal timeline, approval is being requested after submittal of the applications.

Ellis referred to the staff report and pointed out that it lists the projects in a priority fashion, and gives a brief overview of each.

Foster asked if there was a pedestrian crossing currently on 47<sup>th</sup> and South Washington Street. Haugen responded that it isn't striped or signed, but there is a pedestrian crossing at that intersection. Hampsten added that there is one crossing 47<sup>th</sup> along the west side of South Washington Street. Haugen referred to a map of the area, and pointed out where the various paths are currently located, as well as where future paths will be located.

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Discussion ensued.

Foster asked if there were any plans on improving the crosswalk in the center of 47<sup>th</sup>. Hampsten responded that there is a T.E. application to replace the bikepath along 20<sup>th</sup>, and that may be included. Foster stated that he asks this because there are a lot of parents that drop their children off at the north end of that, and they have to cross to get to the soccer fields. Ellis added that there will be some school crossing guard training is included in Carma Hanson's application, so they may put guards in that location, although the main focus will be at the elementary schools. She added that she did visit with Al Grasser, City Engineer, regarding ideas such as raising crosswalks, etc., but he suggested that we just start with the basics, then as we get further into the solicitation process we can look at other ideas, particularly because of the short submittal time.

Haugen asked Stacy Hanson if she knew when the next round of solicitation would be occurring. Hanson responded that she isn't sure when that will happen, but she does know that they plan on allowing more of a turn-a-round time for submittals than this time. Ellis added that if any of our applications are not chosen this time, we can take the recommendations made today, as well as any other recommendations that may come up between now and then, add them, and re-submit the applications next time.

Williams stated that she did talk to the traffic engineer for the City of Bismarck, and this is a like dollar amount to what they are submitting as well. Wieland asked what the total amount of funding is available. Ellis responded that there is \$1,000,000.00 in funding available this year. Williams added that this is a five year program, and we are three years into it, but this is the first round of solicitations, so they will release \$1,000,000.00 this year, and then will release more next year, and finally the rest the last year.

Haugen said that staff has reviewed these applications and found them consistent with our planning efforts, the long range transportation plan, the safe routes to school plan, in particular, and also with our individual ATAC studies of individual schools, so we would recommend the TAC find them consistent as well. He added that they are also suggesting a prioritization schedule of the projects, listed as such in the staff report, and ask that this prioritization schedule be approved as well. Durrenberger asked what criteria was used to prioritize the projects. Haugen responded that the projects were prioritized based on their proximity to the benefited school.

***MOVED BY DURRENBERGER, SECONDED BY WIELAND, TO APPROVE  
FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD  
THAT THEY APPROVE THE SAFE ROUTES TO SCHOOL APPLICATIONS AS  
SUBMITTED, AND THAT THEY BE PRIORITIZED AS LISTED.***

***MOTION CARRIED UNANIMOUSLY.***

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**OTHER BUSINESS**

1. Mid-Year Review

Haugen reminded the Technical Advisory Committee that the Mid-Year Review has been scheduled for May 9<sup>th</sup>, beginning at 8:00 a.m. in City Hall Conference Room A-102, and that the Technical Advisory Committee meeting will follow at it's regular time of 1:30 p.m..

**ADJOURNMENT**

***MOVED BY FOSTER, SECONDED BY BITTMAN, TO ADJOURN THE APRIL 11<sup>TH</sup>, 2007,  
MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 1:22 P.M.***

***MOTION CARRIED UNANIMOUSLY.***

Respectfully submitted by,

Peggy McNelis,  
Executive Assistant