

**PROCEEDINGS OF THE
EXECUTIVE POLICY BOARD OF THE
GRAND FORKS/EAST GRAND FORKS
METROPOLITAN PLANNING ORGANIZATION**

**Thursday, September 18th, 2008 – 12:00 Noon
East Grand Forks City Hall Council Chambers**

CALL TO ORDER

Punky Beauchamp, Chairman, called the September 18th, 2008, meeting of the MPO Executive Policy Board to order at 12:00 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Punky Beauchamp, Gary Malm, Dick Grassel, Steve Adams, Art Bakken, Greg Leigh, and Doug Christensen.

Staff present were: Earl Haugen, GF/EGF MPO Executive Director; Nancy Ellis, GF/EGF MPO Planner, Senior; and Peggy McNelis, GF/EGF Executive Assistant.

Guests present were: WDAZ.

DETERMINATION OF A QUORUM

Chairman Beauchamp declared a quorum was present.

APPROVAL OF THE AUGUST 21ST, 2008, MINUTES OF THE MPO EXECUTIVE POLICY BOARD

MOVED BY GRASSEL, SECONDED BY MALM, TO APPROVE THE AUGUST 21ST, 2008 MINUTES OF THE MPO EXECUTIVE POLICY BOARD, AS SUBMITTED.

Voting Aye: Malm, Bakken, Leigh, Adams, Grassel, and Beauchamp.

Voting Nay: None.

MATTER OF APPROVAL OF AN AMENDMENT TO THE 2009-2012 T.I.P.

Haugen reported that last month we approved this document, and this month we already have a request to amend it. He explained that what happened was that the North Dakota Department of Transportation's Railroad Division came up with a project involving the replacement of the flashing lights, gates, and other operational items at the 5th Street crossing in Downtown Grand Forks, which, essentially means replacing what is already there with upgraded equipment.

Haugen stated that because the project went directly to the City of Grand Forks from the DOT Railroad Division for an agreement rather than for a concurrence from the City that the project should be done, it was not included in the 2009-2012 T.I.P..

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Haugen commented that a public hearing on this item was held at the Technical Advisory Committee meeting at its meeting last week, and no comments were received either at, or prior to the meeting, therefore, the Technical Advisory Committee approved forwarding a recommendation to this body that they approve the amendment contingent upon the State of North Dakota working with the City of Grand Forks to better define the scope of work for the railroad signal update project. He added, however, that since then it has been considered that the MPO not adopt the amendment until communication occurs with the State of North Dakota to determine what the project is.

Haugen stated that this body can either approve the Technical Advisory Committee's recommendation to amend the T.I.P. now, or to delay the amendment, as either option is fine. He explained that approving the amendment now would show that there is a federal dollar amount committed to making improvements to the 5th Street railroad crossing. He added that this would not mean, however, that there is an agreement between the State of North Dakota and the City of Grand Forks to do the project, only that funds are committed if it is done.

Leigh asked what would happen to the federal monies if they are not earmarked for this project. Haugen referred to an attachment to the staff report he included in the packets and stated that it indicates that the money is already more or less committed to do a project at 5th Street. He pointed out that it states that construction and CE authorization has been requested for nine locations, with one being 5th Street.

MOVED BY LEIGH, SECONDED BY BAKKEN, TO APPROVE AN AMENDMENT TO THE 2009-2012 T.I.P. CONTINGENT UPON THE STATE OF NORTH DAKOTA WORKING WITH THE CITY OF GRAND FORKS TO BETTER DEFINE THE SCOPE OF WORK FOR THE RAILROAD SIGNAL UPDATE PROJECT.

***Voting Aye: Bakken, Leigh, Adams, Grassel, Beauchamp, and Christensen.
Voting Nay: Malm.***

MATTER OF SOLICITATION OF DESIRED WORK ACTIVITIES FOR THE 2009 AND 2010 UNIFIED PLANNING WORK PROGRAM

Haugen reported that at the end of this current year the MPO's Unified Work Program will be up, therefore we need to begin the process of preparing a new two-year work program for 2009 and 2010. He stated that this is the start of that process, and we hope to have a final document available for your approval in November.

Haugen explained that the Unified Work Program is a document that lists the activities that will be accomplished with the consolidated planning grant from the USDOT for a two-year period. He stated that we will start working on the 2009 projects right away, but will revisit the 2010 projects just prior to beginning them in order to ensure that they are still viable projects.

Haugen stated that the action staff is asking for today is for this body to begin working with their respective staff, and the MPO staff, to determine which activities and/or studies they would like to see included in the 2009-2010 Annual Unified Work Program.

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Haugen said that he would like to note that according to SAFETEA-LU our transportation plans are up to snuff, therefore we don't have any major updates required to any of our transportation documents during this two-year period. He added that he would also like to note that we have roughly \$250,000 in our budget both years to undertake some of these studies.

Haugen reported that he attached copies of our 2007 and 2008 project lists to give you an idea of what kinds of projects might be eligible. He said that he does ask that prior to the MPO adopting these projects into its Work Program, each respective governing body formalize their request before submitting it to ensure that it is eligible for funds and how it places in priority and in what year before it is included in the plan.

Information only.

MATTER OF SCHEDULE FOR DEVELOPMENT OF THE FY 2010-2013 T.I.P.

Haugen stated that, just like the last agenda item, we need to begin the process of preparing our next T.I.P. document, which will cover the 2010-2013 timeframe.

Haugen referred to the packet and pointed out that he included information from some programs that are now up for solicitation, including: Safe Routes to School for both Minnesota and North Dakota, Transportation Enhancement for North Dakota, and Special Road projects for North Dakota. He explained that some of the bigger projects, the regular street and highway projects, on the Minnesota side the City is on a four-year rotation, with 2010 being the year they receive funds for their 5th Street intersection with U.S. #2, so East Grand Forks does not have a very big pot of monies to work with. He said that on the North Dakota side, at the end of 2012 you will have \$4.6 million dollars in federal funds shown on the books, and an additional \$2.9 million dollars in 2013 for a total of about \$7.5 million in federal funds available for street projects, assuming that the projects in 2009 to 2012 are completed as programmed.

Haugen distributed copies of a timeline schedule for the different programs, and went over it briefly. He stated that, essentially, in November, on the North Dakota side we will address a couple of the federal programs; and in December we will address the Urban Program, the Street Program, and Transit; and in January we will address the Minnesota projects. He added that we will have a draft document available in April, and a final document in July or August.

Leigh asked if the Safe Routes to School grant can be applied for to extend the pedestrian path from 13th to the Middle School. Ellis responded that there is a \$175,000 cap for this grant, and it is thought that this project will cost more than that, but she is currently working on it with the Assistant Principal, etc., to try to get it all worked out.

Information only.

MATTER OF APPROVAL OF THE FINAL CENTRAL AVENUE CORRIDOR STUDY

Ellis reported that this project was started last year, completed in February, and was sent back to the East Grand Forks Planning Commission for revisions due to some strong concerns of the

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business owners along the corridor. She stated that revisions were made, and a public hearing was held at the September 11th, Planning Commission meeting. She referred to a summary of the revisions, included in the file and available upon request, and went over the changes briefly.

Ellis stated that both the Planning Commission and the City Council recommend approval of the revised plan. She explained that approving it provides us with guidelines and recommendations for things we can do along the corridor in the future, and allows us to pursue federal funds for intersection improvements and transportation enhancement items.

MOVED BY LEIGH, SECONDED BY GRASSEL, TO APPROVE THE REVISED CENTRAL AVENUE CORRIDOR STUDY FOR CENTRAL AVENUE (STATE HIGHWAY #220) IN EAST GRAND FORKS.

***Voting Aye: Malm, Bakken, Leigh, Adams, Grassel, Beauchamp, and Christensen.
Voting Nay: None.***

MATTER OF APPROVAL OF THE 32ND AVENUE CORRIDOR STUDY

Haugen reported that last month he presented the same information that is included in this month's packet, however we also discussed the fact that the consultant would be coming back to fine-tune the timing plans along 32nd Avenue. He said that they did come back and fine-tune the corridor timing plan, and with that we have now completed the study requirements and are asking this body to approve the Signal Coordination Study report as submitted.

MOVED BY BAKKEN, SECONDED BY CHRISTENSEN, TO APPROVE THE FINAL 32ND AVENUE CORRIDOR STUDY.

***Voting Aye: Malm, Bakken, Leigh, Adams, Grassel, Beauchamp, and Christensen.
Voting Nay: None.***

OTHER BUSINESS

None.

ADJOURNMENT

MOVED BY LEIGH, SECONDED BY MALM, TO ADJOURN THE SEPTEMBER 18TH, 2008, MEETING OF THE MPO EXECUTIVE POLICY BOARD AT 12:21 P.M.

***Voting Aye: Malm, Bakken, Leigh, Adams, Grassel, Beauchamp, and Christensen.
Voting Nay: None.***

Respectfully submitted by,

Peggy McNelis,
Executive Assistant