

**PROCEEDINGS OF THE  
TECHNICAL ADVISORY COMMITTEE  
Wednesday, May 7<sup>th</sup>, 2008 – 1:30 p.m.  
Grand Forks City Hall Conference Room A-101**

**CALL TO ORDER**

Nancy Ellis, in Chairman Earl Haugen's absence, called the May 7<sup>th</sup>, 2008, meeting of the MPO Technical Advisory Committee to order at 1:32 p.m.

**CALL OF ROLL**

On a Call of Roll the following members were present: Jane Williams, Grand Forks Traffic Engineer; Nancy Ellis, East Grand Forks Planner; Charles Durrenberger (Proxy for Brad Gengler), Grand Forks Planner; Paul Benning, NDDOT-Bismarck; Greg Boppre, East Grand Forks Consulting Engineer; Les Noehre, NDDOT-Grand Forks; and Dale Bergman, Cities Area Transit Superintendent.

Staff present were: Nancy Ellis, MPO Planner, Senior; Teri Nelson, MPO Planner; Ali Rood, MPO Intern; and Peggy McNelis, MPO Executive Assistant.

Guests present were: Dave Leftwich, NDDOT-Bismarck; Bruce Fuchs, NDDOT-Bismarck; Ed Christopher, FHWA-Chicago; Mark Johnson, FHWA-Bismarck; Cindy Carlsson, MNDOT-St. Paul; and Jennifer Stewart, FTA-Denver, Colorado.

**INTRODUCTIONS**

Ellis stated that because there are some new faces here today she would ask that everyone please introduce themselves.

**DETERMINATION OF A QUORUM**

Ellis declared a quorum was present.

**MATTER OF APPROVAL OF THE APRIL 7<sup>TH</sup>, 2008 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE**

***MOVED BY BOPPRE, SECONDED BY WILLIAMS, TO APPROVE THE APRIL 9<sup>TH</sup>, 2008, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS SUBMITTED.***

***MOTION CARRIED UNANIMOUSLY.***

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**MATTER OF DRAFT FREIGHT STUDY**

Rood reported that copies of the Scope of Work for the Freight Study were included in the packets. She referred to a power point presentation highlighting what has transpired with this study to-date.

Presentation ensued (a copy of which is included in the file and available upon request).

Rood pointed out that truck/vehicle miles traveled consistently increased from 1980 to 2000. She explained that the numbers shown on the slide came directly from the Federal Highway Administration, and show that freight mileage is on the rise in North Dakota as well. She added that those numbers are projected to continue to increase in the coming years.

Rood referred to a slide illustrating several metro freight issues that have been addressed, and went over them briefly.

Rood stated that in preparing for the 2040 Long Range Transportation Plan, the NDDOT has requested that the MPO conduct an independent freight study by May 2009. She explained that in order to do this she created a list of study goals, shown on the next slide, and includes the creation of a freight map; collection of stakeholder input; and finally the creation of a Freight Study document.

Rood referred to a slide illustrating the study timeline, and went over it briefly; explaining that the final document is scheduled to be submitted for approval at the May 2009 meeting.

Williams asked if alternatives were included in the event 48<sup>th</sup> is not completed. Ellis responded that the 48<sup>th</sup> project is part of the Long Range Transportation Plan, so she doesn't think there are any alternatives listed in the event that the project were not completed. Williams stated that usually when we do engineering projects alternatives are given in the event the project is not completed, as part of the environmental process. Ellis responded that she isn't aware of any alternatives being included in the document itself, but it is something that should be considered in the freight study.

Information only.

**MATTER OF NDDOT STATEWIDE TRANSPORTATION NEEDS AND FUNDING  
WORKSHOP**

Leftwich reported that the DOT, in conjunction with Upper Great Plains Institute and other associated members, held workshops around the state in order to help determine what the needs are in the various cities, counties, townships, and the state, in terms of funding for roads and bridges. He distributed copies of a presentation given by Upper Great Plains (a copy of which is included in the file, and available upon request), and explained that it covers the findings of those workshops.

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Leftwich stated that the reason for the study was to allow them to get a better idea of funding needs to maintain the existing roadway and bridge connection at when the legislature meets this year they have a better idea of what the transportation needs are so that they can be given all the facts in order to get the funding needed.

Leftwich referred to the copies of the presentation and went over the information briefly.

Leftwich concluded by stating that the bottom line is that we probably only get about half the funding needed to maintain our system at the present level, and we haven't even included any costs for improvements, enhancements, capacity, or anything else, just those needed to maintain what we currently have.

Leftwich said that they will be giving this information, with more detail, to our legislature with the hope that it will prompt them to give us more funds.

Discussion on funding issues ensued.

Information only.

**MATTER OF 32<sup>ND</sup> AVENUE TRAFFIC OPERATIONS STUDY**

Ellis reported that originally the MPO's 2008 Annual Unified Work Program identified that A.T.A.C. would assist us with the signal coordination for all of our arterial network, but they have since notified us that they are unable to do this study so the City addressed a need for at least a 32<sup>nd</sup> Avenue Corridor study at a minimum. She added that the study needs to be based on some geometric changes that are being made, as well as some signal changes, so rather than sending out the scope of work in an RFP we are going to put this out on a bid basis. She pointed out that copies of the request for qualification information were included in the packets, and explained that the bids were supposed to be submitted by May 5<sup>th</sup>.

Williams commented that staff did break up the study, and will be attacking it piece by piece, with 32<sup>nd</sup> being done first as it is the most urgently needed as there is currently no coordination at this time. She said that all of the 170 type controllers have been replaced to the 2070 type controllers. She added, however, that with that change our current software, Synchro, cannot be used any longer thus we needed to send out the request for qualifications to replace it. She reported that four proposals were received.

Ellis reported that the MPO will be conducting turning movement counts along 32<sup>nd</sup>, the results of which will be used to perform the study.

Benning asked what the dollar value was for the study. Ellis responded that it shouldn't exceed \$25,000.

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***MOVED BY BOPPRE, SECONDED BY BERGMAN, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE SCOPE OF WORK FOR THE 32<sup>ND</sup> AVENUE TRAFFIC OPERATIONS STUDY.***

***MOTION CARRIED UNANIMOUSLY.***

**MATTER OF FINAL DRAFT OF THE SCHOOL TRAFFIC CONTROL DEVICE STRATEGY STUDY**

Ellis reported that this study looked at developing strategies to assist the City and School District in agreeing as to which type of school traffic control device is appropriate for a given location around a school. She added that the MPO hired Ulteig Engineers to conduct the study, and, after working on it for several months, this is the result of their work.

Ellis referred to a power point presentation that was given by Ulteig at an open house (a copy of which is included in the file and available upon request) and went over it briefly.

Williams commented that probably one of the most important things they worked on, shown in Figures 1 and 2, involves the many crosswalks we have throughout the area, which, if they were asked for now would not be put in because they don't meet the current MUTCD recommendations. She added that this is what we have been struggling with, that because MUTCDs requirements have evolved and changed many of our traffic control devices do not meet them, and we need to address the issue in order to provide better safety, and to do this we need to have more uniform use of devices throughout the area.

Ellis reported that they also wanted to have something in place that would allow for us to follow the matrix developed when a crosswalk is put in. She stated that they wanted to have some way of unifying each school as to how address where crosswalks should be located, what types of signage should be used, where it should be located, etc., but they didn't want it to be site specific. She referred to the matrix, page 29 in the packets, and went over it briefly. She reported that the final draft document is available on the MPOs website as well.

Williams commented that this is a tool that they are going to use with the PTA when they go to them to let them know that they are going to remove some of the old devices.

Benning asked if the flashing beacons have to be warranted before they can be put in a school area. Williams responded that they do need to be warranted. Benning suggested that the fact that they need to be warranted be included in the description. Williams responded that they could change it to say: Flashing beacons, when warranted, shall only be used to supplement an appropriate warning or regulatory sign or marker. Benning agreed that that would work.

After further discussion it was determined that the statement should read: "Flashing beacons shall only be used to supplement a MUTCD warranted warning or regulatory sign or marker."

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***MOVED BY BOPPRE, SECONDED BY BENNING, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE SCHOOL TRAFFIC CONTROL DEVICE STRATEGY STUDY REPORT SUBJECT TO ADDING THE STATEMENT: "FLASHING BEACONS SHALL ONLY BE USED TO SUPPLEMENT A MUTCD WARRANTED WARNING OR REGULATORY SIGN OR MARKER."***

***MOTION CARRIED UNANIMOUSLY.***

**MATTER OF DRAFT SCHOOL SAFETY STUDY**

Ellis reported that A.T.A.C. is commissioned each year to do some school specific sites based on recommendations from the school principals and supervisors, and this year they did one for South Middle School, Phoenix Elementary and Lake Agassiz Elementary.

Ellis referred to power point presentation (a copy of which is included in the file and available upon request), and explained that A.T.A.C. looked at each school, going there during dismissal and evaluated pedestrian safety, reviewed roadway and pavement markings, looked at traffic control and other items within the area, watched traffic circulation in and out of the school, and then did an assessment to determine where the issues are and aren't, and used that information to come up with short and long-term improvements for each school.

Ellis stated that they recently had a meeting, last Monday, at which they sat down with each of the principals, the Safe Kids organization representatives, and someone from the PTA of each school to go over the recommendations given for their respective school.

Presentation ensued.

Ellis commented that the biggest thing with all of this is to get the information to the parents, and to educate them as well as the children, otherwise the study will become useless.

Ellis referred to the power point presentation and went over some of the issues and recommendations for each of the school sites studied.

***MOVED BY DURRENBERGER, SECONDED BY BERGMAN, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE DRAFT A.T.A.C. SCHOOL SAFETY STUDY FOR PHOENIX ELEMENTARY, LAKE AGASSIZ ELEMENTARY, AND SOUTH MIDDLE SCHOOL.***

***MOTION CARRIED UNANIMOUSLY.***

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**MATTER OF DRAFT COLLECTOR/COLLECTOR TRAFFIC CONTROL STRATEGY  
STUDY**

Ellis distributed copies of the public notice for an open house for the Traffic Control Strategy Study for Collector/Collector Intersections in Grand Forks. She pointed out that it will be held on May 15<sup>th</sup>, not May 15<sup>3</sup>, as shown in the notice. She added that there will be a presentation of the draft document by MMM Group, the consultant hired to do this study, at that open house.

**OTHER BUSINESS**

1. Minnesota/4<sup>th</sup> Avenue Corridor Study Meeting – May 14<sup>th</sup>

Ellis reported a public meeting on the Minnesota/4<sup>th</sup> Avenue Corridor Study is scheduled for May 14<sup>th</sup> at 5:30 p.m. in the Phoenix Elementary school cafeteria. She added that a copy of a newsletter with this information, as well as other pertinent information, was included in the packet.

2. Collector/Collector Traffic Control Strategy Public Meeting – May 15th

Ellis commented that this is the same item she mentioned earlier, and again, the public meeting will be held on May 15<sup>th</sup> at 5:30 p.m. in the Grand Forks City Hall Council Chambers.

**ADJOURNMENT**

***MOVED BY BOPPRE, SECONDED BY BENNING, TO ADJOURN THE MAY 7<sup>TH</sup>, 2008,  
MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:33 P.M.***

***MOTION CARRIED UNANIMOUSLY.***

Respectfully submitted by,

Peggy McNelis,  
Executive Assistant