

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, January 11th, 2012
Grand Forks City Hall Conference Room A101**

CALL TO ORDER

Earl Haugen, Chairman, called the January 11th, 2012, meeting of the MPO Technical Advisory Committee to order at 1:33 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Paul Benning (Proxy for Michael Johnson), NDDOT/Local Government Division- Bismarck (via conference call); Nancy Ellis, East Grand Forks City Planning; Brad Gengler, Grand Forks City Planning; Rich Romness, Grand Forks City Engineering; Jane Williams, Grand Forks City Engineering; Joe McKinnon, MNDOT – Bemidji; Brad Bail, East Grand Forks Consulting Engineer; and Dale Bergman, Cities Area Transit.

Guests present were: Ali Rood, Cities Area Transit; Molly Soeby, Park District; Jon Markusen, KLJ; and Mark Bittner, KLJ.

Staff present were: Earl Haugen, GF/EGF MPO Executive Director; Teri Kouba, GF/EGF MPO Planner; Bryan McCoy, GF/EGF MPO Intern; and Peggy McNelis, GF/EGF MPO Office Manager.

INTRODUCTIONS

Haugen stated that because we have some people in the audience today he would request that everyone please state their name and the organization they represent.

DETERMINATION OF A QUORUM

A quorum was present.

MATTER OF APPROVAL OF THE DECEMBER 14TH, 2011, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY ELLIS, SECONDED BY WILLIAMS, TO APPROVE THE DECEMBER 14TH, 2011, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS SUBMITTED.

MOTION CARRIED UNANIMOUSLY.

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MATTER OF MINNESOTA CANDIDATE PROJECTS FOR 2013-2016 T.I.P.

Haugen reported that last month we discussed the North Dakota projects, and this month we are discussing the Minnesota projects for the next T.I.P. cycle.

Haugen commented that for the existing years for the T.I.P. there are no changes to the projects as they are currently scheduled. He stated that one thing to note is that a 2012 project in the current T.I.P., which is an enhancement project in East Grand Forks connecting the underpass on U.S. 2 to the River Heights Trail Head will not be constructed, adding that this will be discussed further with Ms. Ellis' agenda item later in the meeting.

Haugen stated that the next thing we need to do is to add the 2016 projects. He explained that MNDOT has identified two projects, and asked that Mr. McKinnon go over them briefly.

McKinnon reported that the first project is located in U.S. Trunk Highway 2. He explained that the west-bound lane from Highway 220 to near Fisher, Minnesota will be resurfaced with either concrete or bituminous materials. He added that about six miles of this stretch falls within the MPO study area.

McKinnon said that the second project is the Kennedy Bridge Rehabilitation project, which, at this time is still being considered a rehabilitation project. He stated that North Dakota submitted this project with their submittal last month, and Minnesota is keeping with that by submitting it with our projects at this time. He commented that the estimated cost of this project is \$10,000,000 to rehab the deck and one pier that is significantly moving, however a more in-depth analysis will be done, which, although slim, could result in this project becoming a total bridge replacement project.

Haugen reported that as part of this solicitation with the ATP, they are looking for enhancement projects in 2016, and East Grand Forks does have a project they are submitting for these funds. He asked the Ms. Ellis go over the project briefly.

Ellis stated that East Grand Forks is really trying to get to some of those areas that don't currently have very good multi-modal connections. She said that one of those areas is the northeast side of East Grand Forks. She explained that they have done some past work that has gotten them from the downtown area, across Highway 2, and up into the northeast and northwest corners, but they would really like to fill in the sidewalk gap on the northeast side. She reported that one option to accomplish this is to construct a sidewalk within the DOT's Highway 220 right-of-way on the east side using transit funds. She explained that this they have a paralleling trail on the other side, so this would allow them to connect both sides of the highway with the commercial businesses and the Technical College. She added that this project will provide a sidewalk on the north side of 20th Street S.E.; which will allow for students to get to the college, connect people to the transit shelter, and provide a connection over to 5th where they have multi-family housing and a mobile home park. She said that that sidewalk will then continue along the north side of 20th Street N.E. and head down the east side of 5th Avenue to 15th. She explained

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that 15th will be reconstructed this year with state aid funds, and one of the things the City Administrator has moved forward on was using state aid monies to put in sidewalks, so there is a proposed sidewalk for the north side of 15th as well.

Ellis referred to the application, included in the packet, and pointed out that there is one typo on page 6. She explained that it states that the project will run from 23rd St. N.E. to 15th St. N.E., however it should state 20th St. N.E. to 15th St. N.E. instead. She said that this will be corrected.

Haugen commented that they had originally hoped to have transit information distributed out, however were unable to do so. He explained that essentially, other than adding FY2016 estimates for operating the public transportation services, the City of Grand Forks will also be submitting FY2013 requests for the FTA 5309, 5316, and 5317 grant programs; and the City of East Grand Forks is submitting its estimated FY2016 projects.

Haugen stated that Polk County did not submit any requests.

MOVED BY WILLIAMS, SECONDED BY BERGMAN, TO FORWARD A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE MINNESOTA LIST OF CANDIDATE PROJECTS FOR THE FY2013 TO FY2016 T.I.P. AS BEING CONSISTENT WITH THE LONG RANGE TRANSPORTATION PLAN, AND GIVE THEM PRIORITY RANKING .

MOTION CARRIED UNANIMOUSLY.

MATTER OF PROPOSED AMENDMENT TO THE FY2012 WORK PROGRAM

Haugen reported that staff is proposing amending our FY2012 Work Program to include continuing our Transit Development Plan Update into the first quarter of 2012. He explained that we hired URS to assist us in completing the update to the Transit Development Plan, with an original completion date of December 2011. He stated, however, that because of some unforeseen additional work needing to be done, URS was unable to meet that deadline, and an extension is required. He pointed out that because our current 2012 Work Program does not include work being done on the Transit Development Plan, we need to amend it to show that there will be some work done on the plan in 2012, however we need to note that this is only a time extension, that no additional funds are necessary as the funds programmed for the update in 2011 will be carried forward into 2012 as well.

Haugen commented we also need to add a new project to the 2012 Work Program, an update to our aerial photo, which was last flown in 2009. He explained that we try to follow a three year update timeline to our aerial photos, so it would seem appropriate to do so now. He added that this will give us a more up-to-date snapshot of the development that has occurred since 2009. He stated that the funds we will use for this activity are the funds that we had reserved for the Southwest Grand Forks Grid Network Study that was not carried forward.

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Haugen reported that last year the MPO was required to begin accounting for indirect costs in our billing of our work activities, which shows up in Appendix 3 of our work program. He explained that each year we will need to propose a new indirect cost rate based on the past years actual costs, however we were unable to calculate the new rate in time for this meeting, but will have those figures for the MPO Executive Policy Board meeting next week.

Haugen summarized the amended 2012 work program, and added that the main project we have identified for 2012 is an update to our Long Range Transportation Plan, primarily the Street and Highway portion. He explained that the bulk of the work will be done in 2012, but the final document will be completed during the first part of 2013.

MOVED BY ELLIS, SECONDED BY BAIL, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE AMENDMENT TO THE FY2012 UNIFIED PLANNING WORK PROGRAM AND TO AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE A CONTRACT AMENDMENT WITH URS TO COMPLETE THE TRANSIT DEVELOPMENT PLAN UPDATE.

MOTION CARRIED UNANIMOUSLY.

MATTER OF FINAL DRAFT OF THE 47TH AVENUE SOUTH STUDY

Ellis reported that this body was given the final draft at last month's meeting for review and comments. She stated that all comments and recommendations were included in the plan, and a memorandum listing those changes was distributed. She said that this is something that Ms. Williams has requested be done with future studies as well.

Ellis stated that the Final Draft is now available on the MPO website, and it has gone through the entire approval process, and staff is requesting this body forward a recommendation to the MPO Executive Policy Board that they approve it as well.

Haugen referred to a graphic, and pointed out that it highlights what the various recommended concepts are. Ellis went over the concepts briefly. Haugen commented that the cost estimate is shown as \$3.5 million in construction costs; and then once you add in contingency, PCR, PSE, and other costs it totals \$5.1 million.

MOVED BY WILLIAMS, SECONDED BY GENGLER, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT FINAL APPROVAL OF THE 47TH AVENUE SOUTH CORRIDOR STUDY REPORT AS PROVIDING THE MOST ACCURATE INFORMATION AVAILABLE AT THE TIME OF THE STUDY, AND BEING CONSISTENT WITH THE LONG RANGE TRANSPORTATION PLAN.

MOTION CARRIED UNANIMOUSLY.

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**MATTER OF DRAFT RFP FOR THE LONG RANGE TRANSPORTATION PLAN
STREET/HIGHWAY ELEMENT**

Haugen reported that a copy of the Draft RFP was included in the packet available on the website. He stated that staff would like to release the RFP after the MPO Executive Policy Board has acted on it at their meeting next week so that proposals can be received by 12:00 Noon on March 2nd. He added that they would like to have a consultant on board by the end of March.

Haugen commented that a basic background description of our current Long Range Transportation plan was included in the RFP. He explained that some of the current studies we just completed provided some modifications and additional information that needs to be considered during the next update to the plan.

Haugen reported that we are continuing to work with A.T.A.C., as our modeling experts, and there should be at least two updates to our model that will be in place. He stated that the first one deals with our socio-economic data by TAZ. He explained that in the past we used the housing unit type, such as single family or multiple family, but we are now going to use persons per household in the TAZ to do our trip generation. He said that we believe this will do a better job of replicating the actual trips being generated. He stated that the second thing is that Fargo/Moorhead is doing a OD study right now, and our current model is based off a couple decades old OD, so we are expecting that with their OD study we will be able to simulate that data to update our OD data for our trip tractions.

Haugen said that the RFP has a scope of work that is traditional for a Long Range Transportation Plan, and includes: 1) existing conditions; 2) identification of issues; 3) providing alternatives; 4) narrowing down alternatives to a recommended plan; to include a financial constraint plan; and 5) providing public participation opportunities at each step of the update.

Haugen reported that there are a couple of sub-studies identified in the RFP as well. He said that one of the first tasks the consultant will do will be to determine whether or not our new data will require that our signal timing plans be updated. He stated that the second task, based on a request from UND, will be to consider either complete closure of University Avenue or closure during certain times of the day. He added that complete closure would have a pretty serious impact on our network as University Avenue is an arterial roadway that carries upwards of 10,000 vehicles a day.

Haugen stated that one of the first things the consultant will need to assist us with will be a vehicle interrupt survey at the three bridge locations. He explained that this was done about ten years ago, and people were asked where they were coming from, where they were going, what is the purpose of the trip, how often do you make this trip, etc.. He said that this data will help them calibrate a computer model they will use to forecast future traffic volumes.

Haugen commented that one of the things they identified in the Draft RFP was the possibility of doing the same type of vehicle interrupt survey on I-29, but the NDDOT has indicated that this

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will not be allowed. He stated that they still have a desire to somehow better capture the traffic patterns of our north/south traffic, so some kind of external station survey is still being considered.

Haugen reported that the budget for this update is \$175,000.

MOVED BY BAIL, SECONDED BY ELLIS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE REQUEST FOR PROPOSALS FOR THE UPDATE TO THE STREET/HIGHWAY ELEMENT OF THE MPO LONG RANGE TRANSPORTATION PLAN.

MOTION CARRIED UNANIMOUSLY.

MATTER OF N.W. EAST GRAND FORKS TRAFFIC STUDY DRAFT REPORT

Ellis reported that they are in the final stages of the Northwest East Grand Forks Traffic Study. She explained that they were looking at the possibility of a full intersection at U.S. Highway 2 and 5th Avenue N.W. in East Grand Forks. She stated that they are also looking at improvements to the awkward intersection at River Road/12th/17th; and a multi-modal trail along 8th and connecting to their existing greenway trail, which needs to be considered if a full intersection is not constructed at U.S. Highway 2 and 5th Avenue N.W.

Ellis stated that she would like to briefly go over the recommendations that came out of their public hearings and Steering Committee meetings.

Ellis commented that she provided a copy of the Executive Summary in the packets, and stated that she will briefly go over the recommendations that came out of their public hearings and Steering Committee meetings (a copy of this information is included in the file and available upon request).

Ellis pointed out that the short-term recommendations, 0-5 years are: 1) leave the 5th Avenue N.W./U.S. Highway 2 intersection as is and install interconnect and updated timing plans for the signals at U.S. 2 and Highway 220, Highway 220 and 14th Street N.W., U.S. 2 and 5th Avenue N.E., and place trailhead or directional signs for the downtown amenities; 2) realign River Road N.W. and create a typical right-angle stop controlled intersection for River Road/17th Street/12th Avenue N.W. intersection; 3) if U.S. Highway 2 ramp (to 8th Avenue N.W.) is closed, place a multipurpose trail in the right-of-way from the underpass to 8th Avenue and then follow the toe of the dike to reach the trail head on 12th Street N.W.; and 4) if ramp remains open the trail must share the road from the underpass to the ramp/8th Avenue intersection. She stated that the long-term recommendations, 5 to 25 years are: 1) construct full access intersection at U.S. Highway 2 and 5th Avenue N.W. if traffic volumes, crash rates, or signal is warranted; and 2) make improvements along Highway 220 (Central Avenue), which are carried over from the EGF Central Avenue Corridor Study.

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Ellis stated that the report was submitted to the Steering Committee for comments, and she has not received any comments from them at this time, therefore staff is recommending preliminary approval so that it can be submitted to the East Grand Forks Planning Commission and City Council for their review as well.

MOVED BY BAIL, SECONDED BY WILLIAMS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GRANT PRELIMINARY APPROVAL OF THE FINAL DRAFT REPORT FOR THE NORTHWEST EAST GRAND FORKS STREET NETWORK STUDY.

MOTION CARRIED UNANIMOUSLY.

OTHER BUSINESS

None.

ADJOURNMENT

MOVED BY ELLIS, SECONDED BY GENGLER, TO ADJOURN THE JANUARY 11TH, 2012, MEETING OF THE TECHNICAL ADVISORY COMMITTEE AT 2:15 P.M.

Respectfully submitted by,

Peggy McNelis,
Office Manager