

Ensuring Opportunities

Planning One Community

“A community that provides a variety of complementary transportation choices for people and goods that are fiscally constrained.”

TECHNICAL ADVISORY COMMITTEE MEETING
WEDNESDAY, NOVEMBER 14TH, 2018 – 1:30 P.M.
EAST GRAND FORKS CITY HALL TRAINING CONFERENCE ROOM

MEMBERS

- | | | |
|-------------------------|----------------------------------|--------------------|
| Kadrmass/Lang _____ | Laesch/Konickson _____ | West _____ |
| Ellis _____ | Johnson/Hanson _____ | Magnuson _____ |
| Bail/Emery _____ | Kuharenko/Williams/Yavarow _____ | Sanders _____ |
| Gengler/Halford _____ | Bergman/Rood _____ | Christianson _____ |
| Riesinger/Audette _____ | | |

1. CALL TO ORDER
2. CALL OF ROLL
3. DETERMINATION OF A QUORUM
4. MATTER OF APPROVAL OF THE OCTOBER 10TH, 2018, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE
5. MATTER OF APPROVAL OF 2019-2020 UPWP HAUGEN
6. MATTER OF UPDATE ON Mn220 NORTH CORRIDOR STUDY VIAFARA
7. MATTER OF UPDATE ON US 2/US 81 SKEWED INTERSECTION STUDY KOUBA
8. MATTER OF SOLICITATION OF 2020-2023 T.I.P. CANDIDATE PROJECTS..... HAUGEN
 - a. New FTA 5339 North Dakota Side
 - b. Minnesota Side State And County
9. MATTER OF UPDATE ON 2045 STREET AND HIGHWAY ELEMENT KIMLEY/HORN
10. OTHER BUSINESS
 - a. 2018 Annual Work Program Project Update
11. ADJOURNMENT

ANY INDIVIDUAL REQUIRING A SPECIAL ACCOMMODATION TO ALLOW ACCESS OR PARTICIPATION AT THIS MEETING IS ASKED TO NOTIFY EARL HAUGEN, MPO EXECUTIVE DIRECTOR AT (701) 746-2660 OF HIS/HER NEEDS FIVE (5) DAYS PRIOR TO THE MEETING. ALSO, MATERIALS CAN BE PROVIDED IN ALTERNATIVE FORMATS: LARGE PRINT, BRAILLE, CASSETTE TAPE, OR ON COMPUTER DISK FOR PEOPLE WITH DISABILITIES OR WITH LIMITED ENGLISH PROFICIENCY (LEP) BY CONTACTING THE MPO EXECUTIVE DIRECTOR (701) 746-2667 FIVE (5) DAYS PRIOR TO THE MEETING.

**PROCEEDINGS OF THE
TECHNICAL ADVISORY COMMITTEE
Wednesday, October 10th, 2018
East Grand Forks City Hall Training Conference Room**

CALL TO ORDER

Earl Haugen Chairman, called the October 10th, 2018, meeting of the MPO Technical Advisory Committee to order at 1:31 p.m.

CALL OF ROLL

On a Call of Roll the following members were present: Michael Johnson, NDDOT-Bismarck (via phone); David Kuharenko, Grand Forks Engineering; Brad Gengler, Grand Forks Planning; Jesse Kadrmas, NDDOT-Local District; Steve Emery, East Grand Forks Consulting Engineer; Richard Audette, Airport Authority; Nancy Ellis, East Grand Forks Planning; Paul Konickson, MnDOT District 2; and Dale Bergman, Area Cities Transit.

Absent were: Darren Laesch, Ryan Riesinger, Dustin Lang, Stephanie Halford, Ryan Brooks, Brad Bail, Nick West, Lane Magnuson, Ali Rood, Stacey Hanson, Mike Yavarow, Lars Christianson, and Rich Sanders.

Guest(s) present were: Jane Williams and Al Grasser, Grand Forks Engineering.

Staff present: Earl Haugen, GF/EGF MPO Executive Director; Teri Kouba, GF/EGF MPO Senior Planner; Jairo Viafara, GF/EGF MPO Senior Planner; and Peggy McNelis, GF/EGF Office Manager.

DETERMINATION OF A QUORUM

Haugen declared a quorum was present.

MATTER OF APPROVAL OF THE SEPTEMBER 12TH, 2018, MINUTES OF THE TECHNICAL ADVISORY COMMITTEE

MOVED BY GENGLER, SECONDED BY BERGMAN, TO APPROVE THE SEPTEMBER 12TH, 2018 MINUTES OF THE TECHNICAL ADVISORY COMMITTEE, AS PRESENTED

MOTION CARRIED UNANIMOUSLY.

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MATTER OF AMENDMENT TO THE TRANSIT DEVELOPMENT PLAN

Kouba reported that we are updating our Transit Development Plan. She explained that back in July 2017 we adopted a five-year Transit Development Plan, however Cities Area Transit recently received a 5339 Competitive Grant which now needs to be amended into the Transit Development Plan, as well as some other projects that are either new or have had some changes made to them, some have been funded and others are candidates for funding.

Haugen commented that this amendment triggers the inclusion of a section outlining how performance-based planning and programming is taking place. He pointed out that attached is a three-page section documenting the Transit Asset Management Performance Measures. He explained that this followed the framework that we have been provided when we were inserting the Safety Performance Measures, TAM is the next performance measure that we have to insert, and then in mid-November we will have to insert the other performance measures as well.

MOVED BY ELLIS, SECONDED BY BERGMAN, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE AMENDMENT TO THE TRANSIT DEVELOPMENT PLAN FINANCIAL CHAPTER, SUBJECT TO PUBLIC INPUT.

Kuharenko asked Mr. Bergman if everything is correct. Bergman responded that from what he saw when he read through it there weren't any changes that he hadn't seen yet. He did add that the TAM plan is not totally complete because there are some more changes coming about from the State, but that will be an ongoing issue.

Voting Aye: Kadrmas, Emery, Gengler, Audette, Johnson, Kuharenko, Konickson, Ellis and Bergman.

Voting Nay: None.

Absent: Lang, Bail, Halford, Brooks, Riesinger, Laesch, Hanson, Yavarow, Rood, Magnuson, Sanders, Christianson.

Haugen commented that as noted on the agenda the actual public hearing will be held at the MPO Executive Policy Board meeting next Wednesday at noon.

MATTER OF AMENDMENT TO THE 2019-2022 T.I.P.

Haugen reported that this amendment to the 2019-2022 T.I.P. is related to the previous agenda item; it is incorporating the 5339 Grant awarded to the Cities Area Transit.

Haugen pointed out that there was a blank opening for Project #10 for the year 2019, and this new project is being inserted there and has a total of \$3.6 federal funding going toward the Public Transportation and Maintenance Facility for updates, renovations and expansion to the facility.

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Haugen commented that, again, because this amendment is being done after October 1st, we have to include Transit Asset Management into our T.I.P. document.

Haugen pointed out that, just as the previous agenda item, the public hearing for this amendment will be held at the MPO Executive Policy Board meeting next Wednesday at noon.

Bergman asked of the Performance Based Planning is supposed to have MTP in it as well. Haugen responded that this is for the T.I.P. so it is T.I.P. He added that they are very similar but there are some slight differences.

MOVED BY ELLIS, SECONDED BY BERGMAN, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE AMENDMENT TO THE FY2019 T.I.P., SUBJECT TO PUBLIC INPUT.

Voting Aye: Kadrmas, Emery, Gengler, Audette, Johnson, Kuharenko, Konickson, Ellis and Bergman.

Voting Nay: None.

Absent: Lang, Bail, Halford, Brooks, Riesinger, Laesch, Hanson, Yavarow, Rood, Magnuson, Sanders, Christianson.

MATTER OF CANDIDATE PROJECTS FOR FTA 5339 GRANT SOLICITATION

Kouba reported that, as you know we did this earlier in the year, but there was a second round of solicitation for the 5339 Grant in August with a submittal deadline of October 19th to the NDDOT. She stated that applications needed to be in to the MPO by October 3rd and the Cities Area Transit was the only agency to submit an application.

Kouba referred to the staff report and pointed out that it lists the Cities Area Transit 5339 project requests and their priority ranking.

Bergman commented that because of the change, now, with the University we would probably ask the State to consider moving #9 up to #5. He said that they are waiting on the final signed documents from the University for that project. Haugen asked if staff is asking; he knows that there was discussion last week and they were encouraged to have it reprioritized by the City Council. Bergman responded that he visited with their City Administrator and he said he isn't taking it back to the City Council because they would look at the whole document and what you're going after, and that is how he put it, so he is mentioning that now. Haugen asked, then, if Mr. Bergman is asking the MPO to move #9 up to #5. Bergman responded that that is correct.

MOVED BY BERGMAN, SECONDED BY KUHARENKO, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE THE 5339 GRANT APPLICATION REQUEST, SUBJECT TO SHIFTING PRIORITY #9 TO PRIORITY #5, AND SHIFTING THE REST DOWN ONE SPOT EACH.

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Haugen asked if City Staff was going to have communication with City Council on this action so that when it goes to the MPO Executive Policy Board the Council members aren't confused. Bergman responded they would.

Voting Aye: Kadrmas, Emery, Gengler, Audette, Johnson, Kuharenko, Konickson, Ellis and Bergman.

Voting Nay: None.

Absent: Lang, Bail, Halford, Brooks, Riesinger, Laesch, Hanson, Yavarow, Rood, Magnuson, Sanders, Christianson

**MATTER OF PRELIMINARY APPROVAL OF THE 2045 STREET/HIGHWAY
ELEMENT DRAFT PLAN**

Haugen reported that included in the packet is the staff report, as well as some additional information. He added that the project list was e-mailed out a couple of weeks ago for review as well.

Haugen referred to the staff report and noted that, as indicated, we are still trying to make a December 2018 approval deadline, and we need to start the 60-day approval process in October.

Haugen commented that we do have a draft document, and access to it was provided to you on Friday, via e-mail. He explained that this is a technical document and staff is asking for comments from this committee by October 23rd, and once those are incorporated, in order to meet the participation deadline 10-days prior to the first Planning Commission meeting on November 7th in Grand Forks, we would have a cleaned-up draft posted on the website on October 29th. He said, then, that that draft would be the one that would be available during the month of November. He added that they also have presentations scheduled before the NDDOT Upper Management in mid-November; and before MnDOT in mid-November, and then we will make adjustments to the draft as needed prior, again, to a 10-day review period before the December Planning Commission meeting.

Haugen stated that we are seeking preliminary approval; and added that it is a draft that is subject to change and not etched in stone.

Haugen commented that since there are some projects that aren't listed in the LRSP exclusive, they included the HSIP in the packet that went out last Friday. He added that as this is our first real integration of the Safety Planning documents into the Metropolitan Planning Documents there are some mixed matches going on. He said that there are still on the North Dakota side, during the short-term a list of projects that are still identified in those documents that essentially fulfill the funding forecast that we have for this program; beyond that short-term there are really no projects left in the safety plans, but there are projects and they have been asking and having discussions for the last couple of months of projects that we have identified from corridor studies or other studies that have a strong safety component to them to see if those should be shifted over, but they didn't receive and feedback on that so he identified a couple of projects just to sort of plant a seed, but the big thing they note is that the Local Road Safety Program needs to

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updated. He added that he knows that both States are updating their Street and Highway Safety Plan and Polk County is currently updating their County Safety Plan, and that will help feed, then, the rest of the outer years of the document, and give us an opportunity to revisit some of the projects in the short-term.

Haugen stated that on the Minnesota side there is a greater discrepancy, there are a lot of project identified with costs attached, but there isn't any revenue forecasted for those projects.

Haugen reported that really the timeframes that are identified here are because these are, again, district plans or county plans, and they are shorter-range documents and don't go out twenty-plus years so they are all identified in the short-range; and then East Grand Forks has a couple of projects that are in the possible long-range timeframe, they are roundabouts that are eligible as HSIP funded projects, so again, just as we were commenting about North Dakota, we need to work to develop this integration of these safety plans into the MPO Planning Process.

Haugen stated that, lastly, just highlighting where the plan is at with the financial constraint issue, and how the projects shake out. He referred to a slide, which we have seen before, and explained that it shows that over the course of the time horizon our purchasing power erodes because project expenditures are rising faster than revenue is rising. He added that one thing to note is that we are forecasting more revenue than we did in the 2040 plan, but as we go out to the outer years that gap still gets larger; and this is particularly true for the City of East Grand Forks, they significantly increased the revenue coming into the City, and that has helped quite a bit on the cost erosion factor, but from a Metropolitan Plan point of view it is still a large gap.

Haugen continued with the slide presentation, noting that many of them we've seen before. He referred to new slides and pointed out that they try to graphically show the project lists. He explained that the first graphic shows the Interstate State of Good Repair. He stated that all of the projects that the State identified for the Interstate System were funded with the exception of a stretch of I-29 to the north. He explained that that stretch of I-29 is having a mid-term project done on it, but then it's the last project in the Year 2045, which is tiny bit on our fiscal constraint edge, so we couldn't fiscally constrain it in with other project on the regional system so we decided that 2045 was enough to move it out and still be fiscally constrained with all the other projects.

Haugen said that the same thing happened on the principle arterials for the rest of the NHS system; the red lines here, all of those projects are being recommended. He stated that there are a couple on 32nd Avenue, that again the State identified in the Year 2045; in the mid-term 32nd Avenue is programmed for reconstruction, so the 2045 project was a follow-up concrete panel repair type and it was right at 2045 as the year it was identified, so again for fiscal constraint by pushing those out beyond the planning horizon, these two segments, we were able to fund all the rest of the projects that were identified for the NHS system.

Haugen reported that they then went to the Minor Arterial system, and many of them are identified with the remaining funds, after the Interstate and NHS system are programmed, and you can see that those are highlighted in yellow. Grasser asked what the funds that are identified

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there are available. Haugen responded that the red are all federally funded projects; the yellow are a mixture of some federal funds, but mostly local funds. Grasser commented that, again, they went through, back in May the City of Grand Forks sent a list to the MPO on what they thought the federal dollars should be focused on, which was basically the NHS system streets, and their estimates were that they would probably be expending all of the available federal dollars basically on those NHS system streets, plus the Point Bridge and couple of those critical features like that, and so, even though we have exchanged a couple of e-mails, he is still unclear really on how many federal dollars are left. He stated that, again, the MPO produced a new list of streets and from what he gathered it appeared that the latest list shows about \$14 million dollars of federal dollars and \$28 million in local dollars and he isn't sure what that list is incorporated that way. He said that he thinks the list they had, and what he thinks we should be doing and is requesting that we do is have our list, that basically incorporates only federal dollars, and not try to have the MPO account for all of the local dollars.

Haugen reported that the list identifies projects; the total percent of federal participation in the list of projects is not 80%, it is at 74%, so all of these projects have a federal aid component to them. He said that the total local dollars available, those that we identified in the short-term, so they applied the match to the federal, plus then you identified last month that there were additional local costs to add to the project, so they account for those as well. He added that to show fiscal constraint they have to show the match plus the additional local costs, and then there are remaining dollars left.

Grasser commented that they talked about the; again, it depends how you do your cost estimating, but the normal federal participation is 80/20, and you said the more anticipated local representation will probably be more like a 70/30 or sometimes even a 60/40; he isn't sure how that argument balances against \$14 million in federal dollars against \$28 million in local dollars on that short-term list. Haugen responded that there is still a bulk of those local dollars not assigned to a project on that list. Grasser said that he thinks that goes to the point that that list should only represent those federal dollars that we will be matching and moving forward, he doesn't believe that they should have the MPO trying to allocate their local dollars to projects that the MPO is creating, they are creating projects and techniques out of that. Haugen responded that every project on that list has a federal component being assigned to it, there are no 100% locally funded projects on that list, to his knowledge.

Grasser asked if the projects are all basically 80/20. Haugen responded that they are about 74% of the year of expenditure cost, and then there is another column of added City costs that are all 100%. Williams asked if that includes the projects shown in yellow. Haugen responded that some of the yellow projects are from the federal aid project list. Kuharenko commented that some of that, too, looks like it is 100% local, kind of like the 32nd Avenue project. Haugen responded that that is correct. Kuharenko stated that that is just as a point of clarification. Haugen explained that when we had our late July meeting, the City staff said that they would leave it up to the MPO to shake out how to fit a square peg into a round hole; and the remaining dollars they took what was left and they used the prioritization tool and those are the minor arterials that rose to the top and are shown as the projects.

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Grasser said that he thinks that what they are struggling with is that the result of all that came back as a project list and he doesn't know that this group has ever had a philosophical discussion about what happens to the local dollars. He explained that they have a City Council, they have a budget, and they have a six-year CIP, and they allocate all of their dollars within various categories of work and there are certain dollars that go towards matching federal funds and some that go towards 100% local costs; and that has to meet the needs of the local streets as well as the collector and minor arterial streets, again, essentially they viewed that they were out of money by the time we got done with their NHS system and their original list.

Kuharenko distributed copies of the original list of projects that the City of Grand Forks submitted to the MPO.

Grasser said that he is struggling with how do we rectify how we set up budgets and represent how we are going to move forward with their City Council; with the MPO list that is now reallocating dollars in other streets and in other manners that they haven't yet talked about with their City Council. Haugen commented that the list that the City submitted for federal aid, it appears was shorting you on the short range federal aid bill; and he isn't sure why or what the difference is, but it appeared from their analysis that there were not enough projects taking care of the federal aid revenue to the urban system, and so that is where the additional projects moved in because there were no other projects identified and we went to the prioritization tool and tried to fit the projects into that fiscal constraint.

Kuharenko asked, if there weren't enough projects available in the short-term, and they had a project in there, that was Columbia from 8th to Gateway Drive, that got moved from the short-term to the mid-term on your list but you just said that there weren't enough projects in the short-term. Haugen responded that that is correct and added that he explained why that was shifted; the first thing they did was to coincide with the Point Bridge, they moved the Point Bridge up from your list of mid-term into the short-term and moved the project that was the next one up on the list to the mid-term, and then after they made that change they discovered the federal availability of fund remaining so they didn't go back and shift that project back up they instead just filled in the short-term gap that they saw. Kuharenko asked what the short-term time-band years covered were. Haugen responded that it covers 2023 to 2027. He added that there were a couple of projects that were in the T.I.P. that weren't in there. Kuharenko agreed that they had the North Columbia, 8th to Gateway, project in 2027 and the Point Bridge in 2028, so you moved the 2028 up to 2027. Haugen responded that they did switch those two projects around, one from mid-term to short-term and one from short-term to mid-term. Kuharenko said, though that based on what you are saying there wasn't a need to do that because of the available funds. Haugen responded that afterwards, yes, there wasn't a need to do that and he mentioned that in his response yesterday morning to you that we can shift that North Columbia project back up, and then you will create a funding gap in the mid-term so we have to fill projects in the mid-term, and we would just be shifting the ones from the short-range to the mid-term to another slot back; so the first iteration is.

Grasser asked how big of a boundary is that between the time lines; he believes those timelines, short, mid and long term are meant to be guidance so we can generally characterize that; he

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doesn't know that there is a brick wall, is there, that prevents you from having that money that may migrate between say the short-term and the mid-term. Haugen responded that there is a fiscal constraint brick wall with each time-band otherwise we would load all of our stuff up in the front of each.

Grasser commented that he doesn't think that that is a proper characterization of the way we would handle that. He said that he guesses what we are talking about is if we have one project that may bleed a million or so between one program or another, is that a reason to totally take a project out of one band to another. He added that maybe he might be asking Mr. Johnson that question; that those mid-term may be that part of a boundary that we can't deal with that flexibility. Johnson responded that he has been following along here, but it cuts in and out sometimes so could Mr. Grasser please repeat the question.

Grasser said that the question is; the argument he thinks is there is a shifting of projects because one can't be fully contained within one time-band versus the other, short-term versus mid-term, and is that boundary between, in this case mid-term, short-term such a brick wall that a project can't migrate between those two bands. Johnson responded that, well it is a brick wall he thinks in terms of what Mr. Haugen is referring to for fiscal constraint analysis, and trying to determine how much money you are getting for these five years to these next ten years to these ten years or whatever it may be, you have to have some sort of limiting boundary so that you can get through the top list and go through the analysis. He said that as the plan gets developed, and as the plan goes forward then it becomes a discussion of, maybe we need to do an amendment to move some things around; priorities change, ideas shift, and maybe money becomes available; but he wouldn't say a brick wall is the appropriate term, but there is a line in order to note that, well typically the amount of funding based on the information that they have written out today that we think we will have available in this time-band, these are the prioritized projects within that time-band, if something doesn't fit then it gets moved to the next time-band, the other option is if you don't want to look at that, and it is primarily a local decision, then you keep it in that short time-band but it is an illustrative unfunded project.

Grasser commented that even if that action has us come up short, then, in the mid-term because the project is showing up in the short-term. He explained that if they were going to do a project in the year 2027, which is the end of the short-term time-band, if we put it in as an illustrative, and expect to spend the money, that's going to, then, goof up our mid-term because we would be taking it out of the mid-term and putting it into a short-term illustrative project. Johnson responded that that is potentially true, but it would depend on what money are you using to fund it; if it is a priority change and you wanted to fund it with known and expected dollars, then yes it would mess up even the priority of your short-term and the early end of your mid-term; the other case it could be is you get a non-expected funding source like a grant award that comes out of nowhere and isn't part of your fiscal constraint then it wouldn't necessarily affect that.

Grasser said, then, that conversely if we wanted to take that short-term and put it in the mid-term, but wanted to do it right away in the mid-term can we have leftover dollars in the short-term to make sure we cover it right away in the mid-term. Johnson responded that that would be a local decision, there is no oversight guidance that you have to do this or you have to do that, it would

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really be a preference on how the local jurisdiction is working with the MPO to determine your fiscal constraint analysis.

Grasser stated that what he is hearing on the list is that we need to do it that way. He added that it feels like; what he thinks he is hearing is that we have a certain amount of flexibility to do certain projects within a time-band, but then after that we have to find projects that fit the cash flow instead of what they think is the fiscal and local community need and desire. He said that he might be misinterpreting that but he thinks that that is the end result; if we have a five-year time-band and we have to try to line up our dollars perfectly at the beginning and the end we are going to be pretty restricted as to what kind of projects we can do. Johnson responded that that, in general terms, that is the essence of planning and fiscal constraint, it goes through all those analyses to discern how much money we have available based on trends and projected future revenue, and that that is what we can afford to spend and plan for.

Kuharenko said, let me ask you this question; and given the list that the City had provided initially; Mr. Haugen ended up mentioning that we are short on projects, essentially; are there any issues with kind of leaving money on the table, in the plan. Johnson responded there wasn't. He added that you can show that you have more revenue than projects in a time-band, again that is a local decision, and he knows that the Bismarck MPO has done that in the past, although he doesn't remember what the reasoning behind it was, but that is what they did. Grasser asked how does that local decision reflect in the MPO Long Range Transportation Plan, when we are doing project lists. He said that he is trying to figure out; if we go back to our original discussion Mr. Haugen said we had left over money so he is proposing filling in projects that take that money towards projects, and which dislocates a project that they had been planning on doing, maybe a couple; and how does that local decision then enter into the Long Range Transportation Plan when they are doing lists of projects; you said it is a local decision but how do we reflect that in the Long Range Transportation Plan, do we simply locate projects. Johnson responded that what he said was that it is a local decision working through the MPO; the MPO takes the lead and develops a plan but it is a plan of its jurisdictions from a transportation perspective, including all elements, so through that process, working through revenue and providing projects.

Haugen commented that he has already stated that they can move that project back into the short-term and then we would be moving projects out of the short-range to the mid-term. Grasser stated that he is still struggling with \$14 million dollars in federal dollars and \$28 million dollars of local dollars, it seems like we are capturing local dollars into that timeframe that the City has represented to its citizens some of these dollar resources that we have available, they have to serve 100+ miles of local streets plus our classified, so we have to make sure there is enough dollars in there to cover things just on the classified street system, and that is why when representing that and we know we are short of money, we did that list of projects, with 150 projects, and we said that if we have federal money we would do reconstruction but if we have local we can't afford to do a reconstruction so we would have to do maintenance activities, so the way the MPO is generating a list that calls for reconstruction, he doesn't know how we can afford those; again it isn't clear to him how the fiscal constraint works and the concern is that we are capturing local dollars that need to be applied and controlled locally under the MPO's umbrella, that is really what the crux of this is. Haugen said, then, that you have moved off of

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the federal aid list to the rest of the federal aid projects and which ones they've prioritized through the prioritization tool we would show on the list of projects that are 100% local funded.

Grasser asked if Mr. Haugen was asking a question or making a statement, he asked for clarification. Haugen responded that they provided two spreadsheets; the first one was the one federal aid, and for the federal aid they accounted for the federal revenue coming in, and all of the City match available to the short-term, mid-term, and long-term bands; and then they costed out what those federal aid projects were, plus the additional City costs, to say that we have this much federal funds, we are giving right around 73% to 74% match to the year of expenditure costs, and we still have all these City, and we aren't going to get a perfect 80/20 or 70/30 split with a five-year band so we came up with 73; and that left about \$15 to \$16 million dollars in the short-term of revenue available that was 100% City Sales Tax dollars, and we still have to show that our federal aid system is being maintained, and we had a list of projects from the tool that were prioritized, so we used that list to show the projects that fit the fiscal constraint available in these time-bands.

Grasser said that he thinks that the issue is; you're going through a detailed explanation of how you arrived at what you did, but the issue is that they submitted their list based on the understanding or the philosophy of what was going on back in May; then three weeks ago they basically get a new list generated from the MPO without their understanding of how it arrived and they tried to get some clarification; quite frankly he still isn't clear, you're talking 74% but he is still, the bottom line on your spreadsheet had \$14 million dollars in federal money and \$28 million dollars in City money; he can get to about a 70/30, but its 70 local and 30 federal, so he is still confused as to how we have that extra money available because he doesn't believe they have the federal dollars; and that is what he would like to see a more detailed layout, where are the federal dollars when you can match those with local dollars, but if there are other project that are basically 100% local then those should be on a different list, and his preference is that they shouldn't be on an MPO list at all; they have explained in a memo how they go through their decision making in finding local projects. He stated that, again, the problem is that they have many many more needs than they have dollars so they have to be flexible as to how they react to those; Washington Street is a good example, this spring no one predicted that it was going to fall apart the way it did in that short of time-band, and kudos to the State in moving that up, but it is an example and they have other streets like that and they will have even more streets like that next spring, unfortunately he can't tell which ones they will be, but he knows there will be some, so, again, they have to be able to react to that at a local level and make those local decisions and those pots of dollars have to be left to the local to decide how they should be used. Haugen responded that that is why there were two spreadsheets; one showing projects with federal aid and the other spreadsheet was showing what is left, and these are projects that came out of our prioritization tool.

Grasser stated that he is going to apologize; we will just simply stop this conversation because nobody knows what we are really talking about, they don't have most of it, but again you are submitting projects we haven't going through, philosophically, and in more detail where the dollars; again, he hears what you are saying but he still goes back to the spreadsheet that says we have \$14 million dollars of federal money available, we've got \$28 million dollars of local

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money applied to it; he can't rectify that in his mind how that is a federal aid, federally funded project at 74% federal dollars. Haugen responded that it is because there is unassigned, left-over \$15 to \$16 million dollars out of that \$28 million that isn't listed on any of the projects in the spreadsheet, that is why there was a second spreadsheet to show how that \$15 to \$16 million could be prioritized for projects to use.

Grasser said, then, that the question is, with City staff not understanding or being able to validated exactly what is going on here, he doesn't know how we move a document forward that has the questions that he still has in his head; he can't validate, from his position the City Engineer, that the plan that the MPO is producing is basically going to fit into, at least from a philosophical mode, that the City Council has gone with their six-year CIP Plan. He said that there are dollars that have to go towards expansion, there are dollars that are going to have to go towards local projects, not all of those dollars, and he isn't sure if you did this, but his concern is that they can't allocate an undue amount of dollars only to the federal aid system, and only towards reconstruction, when he is short of dollars and he can do a mill and overlay project at 1/7th or 1/8th of 1/10th of the cost of reconstruction, we aren't going to be able to do reconstruction, and that is what they reflected back, and that is now shown in the illustrative list, that they have been doing locally with the maintenance, if they have federal dollars they will do reconstruction, but if the federal dollars aren't there we shouldn't be mixing that argument in that they become reconstruction, it isn't capturing the argument correctly. He said that he is afraid that that is what he is seeing in the lists, and really preceding the lists there should have been probably a more detailed philosophical discussion about how we capture those local dollars into that, and how do we do it consistently throughout all the jurisdictions. He added that, quite frankly he would still be more comfortable, as this is going to move through the system, and he thinks that in your document you have the MPO list, and quite frankly he would rather, if it has to be changed it has to be changed, but he would rather start with the base document using the original list that the City of Grand Forks submitted, and he thinks that is a better basis in which to move ahead, he would rather understand and document why we are changing that as opposed to us arguing why the MPO needs to change their plan back towards ours, so he would ask that that be considered, as a starting point for us to have the ability, because, again the philosophy that they put into that document he thinks we can support and move forward and keep this document moving forward otherwise he doesn't know if; in his mind he can't say that the document can move forward in its current form.

Haugen said that that is an option that is certainly available to this discussion; another one is that the Technical Advisory Committee is making a recommendation and we have seven days to meet and work out and identify that federal aid list and give you the opportunity to understand what is all behind it. Grasser stated that he would rather have that meeting from a basis that we are starting out with their list and then we can see what needs to change, and how much money may be left over in the time-bands and have some of those discussion, he would be more comfortable doing that than moving the document forward because, he has to be honest, that as a staff they have been simply overwhelmed lately as they have lost some key people and they are simply overwhelmed with being able to respond to project lists from the Urban Program, HSIP, and others, and he isn't sure that they are necessarily against all of them, they just don't always understand them and they aren't able to react, so hopefully they have some of that understanding,

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but in the end we have a document that we are trying to move forward. Haugen commented that if they use the City's original list we would have a mis-match of the Point Bridge, so it would seem silly for them to produce a document that shows Minnesota funding the Point Bridge in the short-term and North Dakota funding it in the mid-term, so that is one small problem. Grasser said that he thinks that can be corrected, but now that we have a better understanding of the constraints and rules that are going into these lists that we maybe didn't understand earlier, he thinks we may be able to do some other shifting within our other projects and that we can deal with it but in a manner that is probably more consistent with their original list.

Grasser stated that they are certainly going to do the Point Bridge and coordinate it with Minnesota, that is going to happen, it is a matter of how, then, we shuffle projects to meet the financial rules as we think we understand them today.

Haugen commented that the second thing that will happen is if you move that North Columbia project up to the short-term range, you have now created an unallocated funding revenue in the mid-term on the North Dakota side Urban Road Program. Williams said, though, that that is allowed, correct. Kuharenko said that that is something he asked Mr. Johnson earlier so that isn't necessarily an issue.

MOVED BY KUHARENKO, SECONDED BY ELLIS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY GIVE PRELIMINARY APPROVAL TO THE DRAFT 2045 STREET/HIGHWAY ELEMENT PLAN, SUBJECT TO MODIFYING THE CITY OF GRAND FORKS' URBAN ROAD FUND ALLOCATION BACK TO THE CITY'S ORIGINAL PROPOSAL, WITH THE EXCEPTION OF MOVING THE POINT BRIDGE PROJECT IN LINE WITH MINNESOTA'S PROJECT TIMELINE.

Haugen stated that as we move the Point Bridge again a project has move out, there will be some rescoping of the project that needs to be done on the short-list. Kuharenko responded that there wouldn't be if we go back to what they originally sent over because you ended up having those six or seven projects, which was equivalent to that Columbia Road project, so there will likely be unallocated funding in the mid-term; which may be something that will be up for discussion.

Bergman asked how this relates back to the sales tax funds that they are going to use for roads, because that is the question that if you turn around and do projects that are outside the scope that you told the public you were going to use it for; he would hate to be on the short end of that stick because somebody will probably club you; the citizens won't go for it; that is what he is curious about.

Grasser commented that that, philosophically that is kind of where they are leading to with this thing, that they have to make sure that they haven't tied too many of their local sales tax and other dollars into these specific projects that leave other projects unaddressed, because Mr. Bergman is right; and that is his big concern too because they made a lot of representations with the sales tax as far as being able to get to various roads and to the local roads and they need to make sure that they don't create a document that conflicts with that. He said that he agrees

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100% with Mr. Bergman that that is part of the issue, that the local has to stay as a local allocation because they made a lot of representations to the voters and to the City Council, so we need to make sure that those things are not in conflict with each other. Kuharenko said that that is one of the reasons that he was asking whether or not we should end up just removing that list of projects that are local funding only, just because of that concept. Haugen stated, though, that in order for the federal funds to flow we still need to show that the federal aid system is being maintained, so in order to get the federal funds we spend them on projects and then some federal aid systems won't be maintained; the feds want to see that their investment is being maintained, so that is where some of those local dollars get rolled in to making sure that the rest of the federal aid can still come in because we are maintaining the federal aid system.

Williams asked what would happen if we didn't have the sales tax, and there weren't any dollars there. Haugen responded that there would be a lot more projects off the list. Bergman commented that that was what he was thinking, because the citizens voted for the sales tax to do their roads, they didn't say you could take those funds and use them on rebuilding an overpass or anything like that, they want their roads fixed, and they don't care what the federal dollar portion of it is, that's what he is getting at, you can't be making a list guaranteeing that we are going to take "x" amount of dollars off of the sales tax because he thinks you are going to have a real problem with the citizens. Haugen responded that there is a significant part of that sales tax set aside for operation and maintenance. Bergman asked what is the operations and maintenance though, they had it before in their plans. Haugen stated that it is significantly increased now with the sales tax. Grasser said, though, that again, philosophically, if he understands what you're telling him, if we are going to get federal dollars we have to first prioritize all of our local resources towards that pivotal system after you spend nothing of the local system, is that what Federal Highway is telling us. Haugen responded that that isn't what they are telling us because some of your federal aid system is in that State of Good Repair already, it doesn't need investments, so there are still local dollars available to invest in the local system. Grasser stated that he isn't sure there are very many left with, and we haven't really talked about the second list, but there is one list that addresses what they think should be federal eligible projects and there is another list that the MPO has identified to get to all those projects in yellow on the map; and again those are reconstruction activities which, again, they haven't had a chance to go through, nor will he have a chance to go through it and agree on what what the other allocations are going to be, but, again they can't be in a position where all of those dollars end up on just those few streets.

Voting Aye: Kadrmas, Emery, Gengler, Audette, Kuharenko, Konickson, Ellis and Bergman.

Voting Nay: None.

Abstain: Johnson.

Absent: Lang, Bail, Halford, Brooks, Riesinger, Laesch, Hanson, Yavarow, Rood, Magnuson, Sanders, Christianson

Grasser said that he thinks that with this there was reference to that other list of local dollars; again, without going through it all again, he is uncomfortable with that list representing more resources; than what would be left to address the rest of their system. He stated that his

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preference, quite frankly on that one is to delete that list at this point in time and rebuild it as opposed to trying to modify it as it sits, and then at our upcoming meeting we can talk about how they are going to do that, and, again, he would rather build that list from the ground up as opposed to debating which ones; there are some processes that are represented in that list.

MOVED BY KUHARENKO, SECONDED BY ELLIS, TO APPROVE FORWARDING A RECOMMENDATION TO THE MPO EXECUTIVE POLICY BOARD THAT THEY APPROVE REMOVING THE SECOND LIST FOR REBUILDING PURPOSE,. AND DISCUSSION IN THE FUTURE.

Voting Aye: Kadrmas, Emery, Gengler, Audette, Kuharenko, Konickson, Ellis and Bergman.

Voting Nay: None.

Abstain: Johnson.

Absent: Lang, Bail, Halford, Brooks, Riesinger, Laesch, Hanson, Yavarow, Rood, Magnuson, Sanders, Christianson

Johnson commented that he apologizes because he usually participates in these over the phone because he isn't able to get there all the time, and he doesn't necessarily catch all the comments and all the questions, but he has been involved in enough of these to know that all of this stuff with funding and projects and what is going to go where has come up several times at these meetings and there seems to be a common comment and discussion on; well we're not sure if we've really dug into that enough or whether or not everything is clear or everything is understood, his concern is that we've gotten to the very end of this, and there is a reason he abstained from both of those votes, is because he doesn't think that we're done here. He said that the bottom line is that if the MPO doesn't get this plan approved in January your TIPs are frozen and no projects are getting done, whether its transit or roadway, so, wielding whatever oversight privileges he does have from afar, you guys need to get in the same room and figure this out; having these conversations at the Technical Advisory Committee meetings now is too much information to go over and it sounds like its too late and there needs to be some sort of effort from all parties to make sure that this gets ironed out; he has heard the same thing over and over again, and we're not getting anywhere. He stated that he is being very direct, and probably a little harsh here, and he doesn't know if there is hope here, but we need to get moving.

Grasser stated that he thinks from the City's side they agree, and not to point fingers everywhere around, but we tend to get to this eleventh hour thing, he thinks we had it with the last Long Range Transportation Plan also; and we need to figure out a plan that does not leave some of these things until the end. He said that, again, from their standpoint they find themselves pretty much overwhelmed delivering projects and bids and things like that, which shouldn't be the best excuse, but it is the reality of where they are at, so they are having an awful time reacting at this hour, but they are certainly willing to meet and get through it and try to understand what it is. Haugen agreed that it is likewise for the MPO.

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OTHER BUSINESS

a. 2018 Annual Work Program Project Update

Haugen reported that the monthly work program update is included for your review.

Haugen stated that you did have a request, originally we wanted to have your next two year work program to the MPO by the end of September, now after today's meeting if you can get in a request to us we can get the next two year work program out. He added that that also has another deadline that if we don't get our draft document to our State and Federal partners it starts to stop the flow of federal funds, so we have a request out for those next two years of some project ideas, and we need them documented and showing how our work program is fiscally constrained as well.

Bergman commented that transit already said that they needed that one study moved up, do you need an actual written document stating that. Haugen responded that it does need to go to your council and show that there is a full political support behind doing that study, and that the local match is being provided.

Haugen suggested that Mr. Gengler and Mr. Grasser may also have some projects that they would like to see included, and the council would probably rather see one staff report with all three departments' requests instead of three separate ones so you might want to get together to discuss this.

b. Solicitation Of Transportation Alternative Projects For Both States And SR2S In Minnesota

Haugen reported both States have their "TAP" program solicitations out. He added that each State has a slightly different process, and slightly different timeline, and a slightly different year of funding availability. He said that the major change that he is aware of is that North Dakota has two years being solicited for for the first time ever, normally it is one year at a time, so that is the major change on the North Dakota side for the TAP program.

Haugen commented that Minnesota does have a State funded Safe Routes To School program outside of the TAP funding, and that is also open for applications.

c. Railroad Crossing Solicitation

Haugen stated that since the agenda went out the Railroad Crossing on the North Dakota side solicitation has taken place.

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d. Urban Grant Program

Haugen reported that just yesterday we received access to a website for the Urban Grant Program. He asked Mr. Johnson is that means it is now open for solicitation. Johnson responded that it is open for solicitation.

Bergman asked if this was FTA funds. Haugen responded that the Urban Grant is the “Main Street” program.

Haugen said that they are still waiting for the regular Urban and Regional Roads solicitation. Johnson responded that he believes those will be out either later this week or early next week.

e. CAV Workshop

Haugen commented that we notified you via e-mail of an October 22nd opportunity here in East Grand Forks on Minnesota’s Connected and Automated Vehicle study that is taking place. He stated that there is an RSVP link that you can register individually for, and if you are able to attend it will be in the Training Conference Room at 5:00 p.m.

f. Electric ?? Corridor Nominations

Haugen stated that there was also an e-mail sent out for Electric Charging Stations or Alternative Fuel stations) Corridor Nominations, so look at your e-mails to find out more about getting a corridor designated for electric vehicles or other alternative fuels..

ADJOURNMENT

***MOVED BY BERGMAN, SECONDED BY KKHARENKO, TO ADJOURN THE
OCTOBER 10TH, 2018, TECHNICAL ADVISORY COMMITTEE MEETING AT 2:40 P.M.***

MOTION CARRIED UNANIMOUSLY.

Respectfully submitted by,

Peggy McNelis,
Office Manager

Overcoming Barriers

Strengthening Connections



Ensuring Opportunities

Planning One Community

“A community that provides a variety of complementary transportation choices, that are fiscally constrained, for people and goods.”

MPO Staff Report

Technical Advisory Committee: November 14, 2018

MPO Executive Board: November 21, 2018

RECOMMENDED ACTION: Approve the 2019/20 Unified Planning Work Program.

Matter of the 2019/20 UPWP.

Background: The MPO prepares a work program listing the activities that will be accomplished with the consolidated planning grant from the USDOT. The program is titled the Unified Planning Work Program and covers a two-year period. The MPO will prepare a new work program listing the activities that will be accomplished with the federal Consolidate Planning Grant (CPG) and a planning grant from Minnesota, which helps off-set local match.

Towards the end of FY2019, we will revisit the FY2020 UPWP to either confirm the activities and/or make amendments. We are currently starting the Mn220N Corridor Study, Downtown Parking Plan and the US2/US81 Intersection Study; these will carry-over into 2019. We are also scheduled to update ITS Plan and Regional Architecture in 2019; this will be done through ATAC.

MPO staff anticipates roughly \$300,000 available each year for special studies. For FY2019, one half of this is already committed to the above mentioned studies, which leave \$150,000 for newly identified work activities. One recent announcement from FHWA-ND has made is the reversal of MPO funding pavement management. The FY2019 Work Program is including study to have Cities Area Transit begin operating the UND Shuttle System. Also, the analysis of Downtown Traffic will begin in 2019 and be completed in 2020.

For FY2020, traditionally this would be the year in our cycle of updating every 5 years the land use plans. The updating of each City’s respective Land Use Plans is included. These updates have been scoped to be not as extensive re-write as the 2045 Land Use Plans were. Rather, they are scoped to be more updates with tweaks.

Findings and Analysis:

- The MPO is required to prepare a Unified Planning Work Program.
- The activities are to occur over a two year period of 2019-2020.
- The activities must have the support of each Local Unit of Government; therefore and request for MPO involvement must be vetting through the local unit of government prior to being submitted to the

MPO.

- We re-visit the second year towards the end of the first year.

Support Materials:

- NONE

2019-2020 UNIFIED PLANNING WORK PROGRAM

Overcoming Barriers

Strengthening Connections



Ensuring Opportunities

Planning One Community

“A community that provides a variety of complementary transportation choices, that are fiscally constrained,
for people and goods.”

Prepared By

**Grand Forks – East Grand Forks
Metropolitan Planning Organization
November 2018**

The signature below constitutes the official adoption of the 2019-2020 Unified Planning Work Program (UPWP) by the Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO). The Unified Planning Work Program (UPWP) was adopted by the MPO Executive Policy Board at its _____, 2018, meeting.

Ken Vein Chairman
Grand Forks – East Grand Forks MPO

Date

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INTRODUCTION

This document presents the Unified Planning Work Program for the Grand Forks – East Grand Forks Metropolitan Planning Organization (MPO). In 1997, authorization was granted by the North Dakota Department of Transportation (NDDOT) to prepare a work program covering two program years. The most recent UPWP covered 2017 and 2018. The UPWP identifies the activities for the metropolitan area that involve transportation planning. The activities were developed through solicitation from member jurisdictions; the final UPWP was developed in cooperation of the MPO, the respective state departments of transportation and the local transit operators.

The basic format of the work program remains unchanged, with three major program areas: 100 – Program Administration, 200 – Program Support and Coordination, and 300 – Planning and Implementation. The UPWP has tasks that add flexibility to funding programming. Flexibility has been encouraged by NDDOT to reduce the potential for numerous amendments due to underestimation of funding. Task 300.1 Transportation Plan Update and Implementation, no longer contains the traditional sub-tasks related to various plan element update activities (Street and Highway Element Update, etc.). Consistent with oversight agency requests, updates and related activities will be addressed as updates to the Transportation Plan, hence eliminating the need for specific sub-tasks.

Technical Assistance is a sub-task that provides flexibility to address unidentified study requests. For the work program, Technical Assistance provides resources for new studies or planning reports that come-up during the year that are short, small specific issues needing quick action.

Major work activities scheduled over the past two year period include updating the 5 year Transit Development Program, finishing the Grand Forks Land use Plan, assisting East Grand Forks to determine traffic circulation for its NW area, and completing the update to the Metropolitan Transportation Plan including an updated travel demand forecasting model.

EMPHASIS AREAS

FHWA and FTA reinstated emphasis areas for MPOs to work into activities identified in the work program. These emphasis areas are planning topical areas that FHWA and FTA want MPOs to work towards accomplishing with the work program. For many years, these emphasis areas were promulgated annually; however, for the past couple of years there have been none. With passage of MAP-21/FAST with its renewed focus on transportation planning and the pending transportation planning regulations, FHWA and FTA desire to make sure MPOs are identifying within their work programs the activities that will allow them to meet these

expectations. The following are the three emphasis areas with a narrative of how this work program has activities associated with the emphasis area.

MAP-21/FAST Implementation: The work program has a specific activity identified as resources allocated towards implementation. Further, the resources dedicated for this activity were increased for FY2015 and are being maintained through this two year program to allow the necessary commitment towards implementation.

Regional Planning Cooperation: The work program has several activities that touch upon this emphasis area. The Interagency coordination activity identifies that resources are reserved for MPO staff to continue to implement and strengthen the “3C” planning process. This activity covers the various meetings that occur within each state and offer opportunities for collaboration of what each state is doing. These meetings are opportunities for staff to share and assist in development of policies and processes that further the “3C” process.

Additionally, resources are budgeted towards amendments to the MTP as a result of the implementation of MAP-21/FAST. These amendments require the cooperative process to be fully engaged since being a bi-state MPO requires balancing the individual desires and needs of each state into one metropolitan plan.

Ladders of Opportunity: This concept is to ensure that people and goods have access towards essential services. Essential services are things such as housing, employment, health care, education and recreation. The emphasis focus is on identifying whether any gaps exists in transportation connectivity. The work program’s activity of updating each community’s Land Use Plan directly addresses this emphasis area. The update will allow the MPO to identify these essential services, identify their locations and then assess the connectivity. Further, through these land use plans future locations of these essential services can be identified. With this, the MPO can take care in developing the future transportation system so that connectivity is not lost or ensures that connectivity is made as the future development occurs.

Schedule towards 2050 MTP Update

Our federal and state partners requested information on how the MPO expects to make progress towards completing the next 5 year cycle of updating the Metropolitan Transportation Plan. The deadline is January 2024. The MPO has developed the matrix shown below that outlines the major activities and their expected completion dates.

Timeline to 2050 MTP Update

Year Begin	Activity	Year Completion	Consultant
Jan. 1, 2019	ITS Reg. Arch.	Dec. 31, 2019	ATAC
Jan. 1, 2020	GF 2050 LU	Dec 31, 2021	YES
Jan. 1, 2020	EGF 2050 LU	Dec 31, 2021	YES
Jan. 1, 2021	Bike/Ped Update	Dec. 31, 2022	YES
Jan. 1, 2021	TDP Update	Dec. 31, 2022	YES
Jan. 1, 2022	2050 MTP Update	Jan. 31, 2024	YES

5 year cycle with the MTP ending on Jan 31 2024

100.1 GENERAL ADMINISTRATION

OBJECTIVE:

To administer and manage the Metropolitan Planning Organization’s staff and selected consultants. This means empowering the staff to become more responsible for initiation, execution, and follow-up on elements of the work program. It will include staffing, supervision, and program management to ensure that programs are efficiently and effectively managed.

PROPOSED WORK:

Administrative activities include coordinating and managing MPO accounts, records, and contracts. This element will include all activities normally associated with general administration, personnel supervision, and program management. The contracts include the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) grants received as pass-through from the States of Minnesota and North Dakota. An additional contract is signed annually with the Minnesota Department of Transportation (MNDOT) for a small amount of Minnesota State funds. The amount of funds received by federal or state agencies is found in the funding source summary table attached to this work program.

Salary costs billable to this item include such administrative tasks as maintaining MPO personnel records, performing performance evaluations, and filing.

PRODUCTS:

1. The Human Resource activities needed to maintain, evaluate, and complete all necessary personnel items are products. Office filing and other general office management are done under this task.

COMPLETION DATE:

1. Ongoing activity.

100.2 UNIFIED PLANNING WORK PROGRAM DEVELOPMENT

OBJECTIVE:

To amend and update, as necessary, the 2019-2020 Unified Planning Work Program (UPWP) for the Grand Forks – East Grand Forks Metropolitan Planning Organization. Prepare amendments to the 2019-2020 UPWP and prepare the 2021-2022 Unified Planning Work Program.

PROPOSED WORK PROGRAM:

Project solicitation will remain open, and amendments or additional work activities will be added as required. In anticipation of unidentified work elements, additional funding will be programmed under technical assistance. Requests will be reviewed and submitted to the MPO Technical Advisory Committee (TAC) for approval. Major requests will be followed by authorization of the MPO Executive Policy Board. The preparation of minutes for the Executive Policy Board and its Finance Committee, as well as the Technical Advisory Committee (TAC), will also be absorbed by this task

The resources to hold the monthly Technical Advisory Committee and the Executive Policy Board meetings are products of this activity. These include assembling the agenda packets, scheduling the meeting room logistics and preparing accurate minutes. Detailed narratives will be completed for each task in the Annual Work Program for the Mid-year Report and the Final Report. Other products include maintaining an accurate set of minutes detailing various ad hoc committee and sub-committee actions.

PRODUCT:

1. Monthly TAC and Executive Board meetings and detailed minutes.
2. Necessary 2019 and/or 2020 work activity revisions and financial amendments to the UPWP will be made.
3. Amended 2019-2021 UPWP.
4. Adoption of 2021-2022 UPWP.

COMPLETION DATE:

1. Ongoing.
2. As needed.
3. As needed.
4. October 31, 2020.

100.3 FINANCIAL MANAGEMENT

OBJECTIVE:

To provide the financial management and oversight of the MPO accounting system as required by the Executive Policy Board and federal and state regulations.

PROPOSED WORK:

Since 2008, The MPO began to handle all financial and human resources related item in house through the MPO's Office Manager. The Office Manager nows takes care of the MPO's need for the monthly accounting functions and human resources for the MPO. The charge for annual audits and the monthly financial reports, as well as the time necessary to prepare the various accounting functions (e.g., payroll, journal entries, general ledger entries, invoicing, payment of taxes, workers' compensation, unemployment, and pension benefits), will be completed under this task. The cost of purchasing bonding insurance for the members of the Finance Committee and staff will also be charged to this task.

PRODUCTS:

1. Monthly financial statements including monthly billings.
2. Year-End Financial Report – January 31, 2019 and 2020.
3. The Year 2018 Annual Audit.
4. The Year 2019 Annual Audit.

COMPLETION DATES:

1. Monthly Financial Information – the 15th of the following month.
2. Year-End Financial Report – January 31, 2019 and 2020.
3. 2018 Annual Audit – April 30, 2019.
4. 2019 Annual Audit – April 30, 2020.

100.4 FACILITIES AND OVERHEAD

OBJECTIVE:

To improve monitoring and tracking of non-salaried administrative items.

PROPOSED WORK:

Non-salaried costs for miscellaneous photocopying and office supplies are included in this task. Small equipment purchases, paper, postage, commercial printing and advertising (to include public hearing notices) will be charged to this task when not appropriate to other elements in the work program.

Items covered also include fixed administrative costs for office rent in Grand Forks and East Grand Forks. Having MPO staff physically located within both City Halls provides better insight and working relationships with important local elected officials and staff. The physical being in both City Halls provide MPO staff easy access to vital information of various City Offices by being attached to their computer networks. The rental agreement for office space is negotiated on a square foot basis of reasonable market rates and includes the cost of heat, utilities, janitorial services and furnishings. Grand Forks is currently studying its space within its City Hall. A possible rental of space in the former GF herald building is a possibility. The MPO has expressed an interest in renting space at the Herald Building if the City places its Planning Department and Community Development Department staff there. The MPO still is temporarily shifting its main staffing to East Grand Forks Hall. A decision is expected by the end of 2018 on the GF Herald Building spacey. The MPO can then assess its rental options.

PRODUCTS:

1. MPO office space in both cities.
2. Non-salaried administrative costs of supplies (folders, paper clips, pens, markers, staplers, etc.), paper, small office equipment (calculators, adding machines, etc.).

COMPLETION DATE:

1. Not applicable.
2. Not applicable.

200.1 INTERAGENCY COORDINATION

OBJECTIVE:

To increase communication among member units of government through participation and coordination in the Technical Advisory Committee, MPO, City Council, Planning Commission, and various other meetings.

PROPOSED WORK:

The Metropolitan Planning Organization staff will continue to provide assistance to various committees involved in transportation planning. Currently, the MPO provides staff services to the MPO Executive Policy Board; the Technical Advisory Committee; the Greenway Trail Users Committee, City Councils, and City Planning and Zoning Commissions. Special committees are normally formed to address specific studies. The time spent staffing and coordinating these special committees will be charged against those specific work elements whenever possible. MPO staff also attend the Area Transportation Partnership (ATP) meetings in northwest Minnesota, usually held in McIntosh, Minnesota. Those meetings, like many of the county and city meetings, are held monthly.

The time spent attending or participating in various non-project-specific meetings (non-educational) in either North Dakota or Minnesota will be charged to this task. This will include, but not be limited to, meetings with federal and state personnel on various matters, attending MPO Directors meetings in both Minnesota and North Dakota, staff meetings, and TIP development meetings.

PRODUCTS:

1. Meetings, agendas, attendance, rosters, reading minutes, recommendations, official communications, press releases, and committee action on specific transportation issues.

COMPLETION DATE:

1. Ongoing activity.

200.2 PUBLIC INFORMATION AND CITIZEN PARTICIPATION

OBJECTIVE:

To ensure broad-based citizen input into the transportation planning process undertaken by the MPO.

PROPOSED WORK:

In 1994, the MPO adopted a Public Participation Plan (PPP). This plan provides guidance and defines the process to ensure public participation in the transportation planning process. The Plan was most recently updated in 2012 and will continue to be monitored and updated as appropriate, with the more effective techniques emphasized and ineffective ones discarded.

In 2019, an update to the PPP will be done. The PPP also incorporates the MPO's Title VI, Limited English Proficiency (LEP) ADA, and Environmental Justice documents. All will be reviewed and brought up to date.

Increased visualization techniques via the internet will be done. This activity will keep the MPO website up-to-date.

PRODUCTS:

1. Update the Public Participation Plan and Maintain the Public Participation Plan and carry out the citizen-input process outlined in it.
2. Continue to assist the NDDOT and MNDOT by performing complementary public involvement assistance as requested.
3. Maintain the Website.

COMPLETION DATES:

1. June 31, 2019 and Ongoing activity.
2. As requested.
3. As needed.

200.3 EDUCATION/TRAINING AND TRAVEL

OBJECTIVE:

To educate and maintain a staff with the skills and knowledge to carry out the planning activities of the Metropolitan Planning Organization.

PROPOSED WORK:

Staff members will attend various workshops, short courses, and seminars that will enhance their knowledge and working skills. Training will be based on MPO programming needs and staff deficiencies. Staff attendance at other meetings, either in North Dakota or Minnesota, shall be approved in advance by the Executive Director. Staff time for attendance at any approved training or educational conference or seminar will be charged to this element. Per Diem and mileage costs to attend meetings listed in this element, or in either the Public Information or the Interagency Coordination elements, will be at the rate set by the Executive Board, which is the GSA rate.

- Minnesota MPO Workshop.
- Transportation Research Board Small/Medium Cities Bi-Annual Conference
- AMPO Conference
- Others to be identified.

PRODUCT:

1. A better educated and trained staff that is more capable of performing the job duties.

COMPLETION DATES:

1. Not applicable.

200.4 EQUIPMENT

OBJECTIVE:

To improve the MPO's ability to store, retrieve, and analyze transportation related data and to operate an efficient office.

PROPOSED WORK:

This item includes the purchase, maintenance, and repair of computer equipment and traffic counters. The anticipated equipment purchases for 2019-20 may include, but are not limited to, the following:

- Upgrade computer network (CPUs, printers, etc.).
- Purchase additional Traffic Counters.
- Maintenance and upgrades for software. Including a program to create 3D imaging with GIS.

COMPLETION DATE:

1. December 31, 2019-2020.

300.1 TRANSPORTATION PLAN UPDATE AND IMPLEMENTATION

OBJECTIVE:

To complete updates of elements of the Transportation Plan.

PROPOSED WORK:

The MPO produces transportation plans specific to certain modes, i.e., transit, street/highway, etc. The socio-economic data for all the individual elements are the same; likewise the individual plans all share the same goals. Each modal plan utilizes a similar format of objectives and standards that cover same broad concepts but individualized for that particular mode. The current LRTP has specified performance measures and targets. However, they are not necessarily those required by MAP-21/FAST.

MAP-21/FAST and its subsequent rules/regulations, require performance measures and targets for some specific areas. These measures and targets each have differing review and renewal schedules. For example, the Safety targets and Transit Asset Management targets are annual. Therefore, each year the MPO, working with its partners, will have to adopt new targets. Other targets, like NHS Travel Reliability are on a 4 year cycle. So not every year will the MPO have to consider new targets. States have their own schedules for targets and the MPO must work with the State as these are considered. Resources are provided under this work activity to allow the MPO to properly maintain and contribute to performance measures and target setting with the varying timeframes.

An update to our Regional ITS Architecture is due for 2019. This document plans how our transportation partners install and maintain components to ensure inter-operability among the various devices. An important update is the expanded role connected and automated vehicles will have in the future. This update will begin the groundwork for ensuring inter-operability as these are deployed. The update will again utilize the Advanced Traffic Analysis Center (ATAC) and will ensure coordination with recent ITS Architecture updates by both states.

With the adoption of the 2045 Metropolitan Transportation Plan, one activity identified is to review and adopt a new metropolitan functional classification map. While the Minnesota side was done recently, the North Dakota side will be where more focused attention will be directed. This update will incorporate the new federal guidelines for functional classification into the North Dakota side. It is expected that a minor, if any, tweak may be necessary for the Minnesota side.

PRODUCTS:

1. Updated performance measures and targets.
2. Updated ITS Regional Architecture
3. Update functional classification map

COMPLETION DATE:

1. As required.
2. December 31, 2019
3. June 30, 2019

300.2 CORRIDOR PLANNING

OBJECTIVES:

- 300.20 *US 2/US81 Intersection Skew Study: 2019* – To study the skewed intersection of US 2 and US 81.
- Downtown Parking Plan: 2019* – To assist Grand Forks update their 2011 Downtown Parking Plan.
- Downtown Transportation Plan: 2019/20* – To assist NDDOT, MnDOT, Grand Forks and East Grand Forks complete a transportation plan addressing the mobility and congestion issues.
- 300.21 *Traffic Counting Program 2019/20* – To continue to develop a program utilizing video detection cameras to systematically count traffic.
- 300.22 *Corridor Preservation:* To evaluate, on a monthly basis, conformance of proposed developments with existing metropolitan plans and roadway design standards and policies.
- 300.23 *Mn22N Corridor Study:* To update the 2007 Study of this corridor (Central Avenue) with particular interest in the intersection of US 2 and Mn220N

PROPOSED WORK:

- 300.20 *US 2/US 81 Skewed Intersection Study: 2018/9* – The intersection of US 2 and US 81 is not a 90 degree angled intersection. US 81 intersects US 2 at a skewed angle. This creates difficult turning movements, particularly for freight truck traffic heading to the ND State Mill. The Mill is expanding with more truck traffic likely. Included in the study will be how the eastern portion of the

intersection could be improved due to the closeness of the at-grade railroad crossing and US 2B intersection.

The Study was started in the 2018 Work Program with budget amount being added in 2019 to obtain completion in 2019.

Downtown Parking Plan: 2019 – The MPO retained a consultant to assist City of Grand Forks to update its 2011 Parking Study. The City is developing a new Downtown Action Plan with potential for more development. The City desires to ensure that significant parking is available to meet the future demand. This work activity started in 2018 and will be finished in 2019.

Downtown Transportation Plan: 2019/20 – The MPO work will include the coordination/integration with separate planning efforts. With impact of infill projects anticipated in the next 5-10 years, due to the DeMers Ave reconstruction project on the North Dakota side not providing capacity for the forecasted traffic, and MnDOT's Greater Minnesota Mobility Plan identified DeMers Ave as having mobility issues today, the MPO will study downtown traffic flow to include but not be limited to signal coordination on both sides of river; smart transportation technology, promote mode shift, train detection, Kittson and 1st Avenue as diverter to DeMers Ave traffic and the possibility of a downtown bus circulator.

300.21 Traffic Counting Program: 2019/20 – ATAC will be asked to assist us in continued development of a traffic counting program based upon the video detection used for traffic signal operations. With the coordinated signal timing plans providing significant traffic operations savings, completing more frequent traffic counts will allow adjustments to timing plans to occur more regularly and particularly sooner. With this program, we will have a more frequent count program in place to allow understanding traffic patterns rather than just one point in time. MAP-21/FAST has placed emphasis on performance; obtaining data to calculate the performance is the goal of this activity. We will also investigate the ability of the traffic signal detection system for those signals not operating video detection; this will include the signals in Minnesota within our study area. This activity will allow us to more fully understand the capabilities of our equipment and will provide valuable insight to the ITS needs and nuances of our architecture.

Lastly, collecting train movement will be explored. We know that at many crossings, the traffic signal is pre-empted by the train. We can collect this information from the traffic signal software. The purpose is many fold but one is to see if any establish schedule can be identified to assist in travel time reliability information.

- 300.22 *Corridor Preservation:* This ongoing process will evaluate zoning amendments, proposed subdivision plats, planned unit developments (PUDs), and site plans for consistency with the traffic engineering and highway policies of the plan. The review process is designed to preserve and enhance our transportation corridors.

The review process ensures that rights-of-way are considered with the recommendations in the Metropolitan Street and Highway Plan, Bikeway Plan, Pedestrian Plan, and Transit Development Plan.

- 300.23 *Mn22N Corridor Study:* This task will update the 2007 Study of this corridor to reflect changes that have occurred. The corridor has seen some investment in improvements, particularly with multi-modal facilities that were recommended in the 2007 Study. MnDOT has expressed a desire to implement improvements along the corridor; East Grand Forks has also keen interest in improvements along the corridor as well. The Study Update will brings these interests together to form a list of actions.

The intersection of US 2 (Gateway Dr) and Mn220N (Central Ave) continues to experience a crash occurrence of note. The update will re-examine this particular intersection in great detail to obtain a better understanding of what is creating this incidences. Some alternatives that were not commonly available back in 2007 will be examined as possible recommendations.

The study area will continue from the 2007 study.

PRODUCTS:

300.20 2/US81 Skewed Intersection – 2019

Downtown Parking Plan – 2019

Downtown Transportation Plan – 2019/20

-
- 300.21 Traffic Counting Program – 2019/20
 - 300.22 Corridor Preservation – A location map of the monthly plan reviews.
 - 300.23 Mn220N Corridor Study - 2019

COMPLETION DATES:

- 300.20 *US 2/US 81 Skewed Intersection Study June 30, 2019*
Downtown Parking Plan June 30, 2019
Downtown Transportation Plan June 30, 2020
- 300.21 On-going activity
- 300.22 On-going activity.
- 300.23 May, 2017

COMPLETION DATES:

- 300.20 December 31, 2017.
- 300.21 On-going activity
- 300.21 On-going activity.
- 300.22 May, 2017
- 300.23 December 2018

300.3 TIP AND ANNUAL ELEMENT

OBJECTIVE:

To prepare a multi-year multi-modal Transportation Improvement Plan (TIP) for the metropolitan area that is consistent with federal requirements.

PROPOSED WORK:

With adoption of MAP-21/FAST, a long term authorization of federal funding has been done. This should allow us and our partners to regain a more regular TIP cycle and prepare one document rather than one TIP for each state. Further, revisions to the TIP Process Manual will be needed to address required changes as a result of MAP-21/FAST.

Preparation of the TIP for 2020-2023 and the 2021-2024, to include a self-certification review and statement will be done during this AUWP. The TIP will have to address the ten (10) planning factors and performance measures that the MPO must consider as required by MAP-21/FAST.

The TIPs will be developed in accordance with the MPO's Public Participation Plan.

The MPO will meet with the state DOTs and local transit operators prior to project selection. The MPO will assist the Northwest Area Transportation Partnership (NWATP) with the development of the NWATP Area Transportation Improvement Program (ATIP).

The MPO will cooperate with the states to develop state TIPs (STIPs).

PRODUCTS:

1. 2020-2023 TIP.
2. 2021-2024 TIP.

COMPLETION DATE:

As required by Minnesota and North Dakota Departments of Transportation.

300.4 LAND USE PLAN

OBJECTIVE:

To assist each city in their efforts towards creating “livable communities” through consideration of “ladders of opportunity” land use concepts; to continue the connection between transportation and land use.

PROPOSED WORK:

The connection between land use and transportation is well documented. How, where, and what types of activities are located has a profound impact on the needed transportation facilities to serve that area. The MPO and both Grand Forks and East Grand Forks have a long standing history of coordinating via the 3C planning process. This history has allowed the metropolitan area to enjoy the benefits of this relationship. The Metropolitan Transportation Plan was updated by the end of 2018. Even though renewed emphasis at the national level has emerged regarding the relationship of land use and transportation, the MPO area has been implementing coordinated planning efforts since the 1960s.

As a standard practice that recognizes this, the MPO has assisted each City to update their Land Use Plans in order to ensure the Transportation Plan is reflecting future traffic forecasts based upon future land activities. The East Grand Forks will update their Land Use Plan in 2020. Grand Forks will update their Land Use Plan in 2020 and finish in 2021. Both Cities completed significant changes to their Land Use Plans during the last effort. This effort will focus more on maintaining the Plans. Activities will include updating the data components, tweaking objectives and stand/policy statements, and other necessary refinements.

PRODUCTS:

300.41 Updated Land Use Plans for Grand Forks and for East Grand Forks.

COMPLETION DATE:

300.41 East Grand Forks 2050 Land Use Plan: December 31, 2020
Grand Forks 2050 Land Use Plan; June 30, 2021

300.5 SPECIAL STUDIES

OBJECTIVES:

- 300.51 *MAP-21/FAST Implementation:* To participate in the implementation of the new transportation reauthorization bill.
- 300.52 *School Safety Study:* 2017/18– To work with Safe Kids, cities and local school districts to develop strategies to improve safety in and around middle schools.
- 300.53 *Technical Assistance:* To provide technical assistance to the Cities of Grand Forks and East Grand Forks in areas related to transportation planning.
- 300.54 *CAT Studies:* To assist Cities Area Transit and UND consider merging bus systems and to assist CAT consider modifying routes .

PROPOSED WORK:

- 300.51 *MAP21/FAST Implementation:* Staff activities as necessary to keep involved with the process of implementing the transportation bill. Experience has shown that reauthorization requires significant staff time. Involvement also means maintaining an understanding of issues, participating with either state department of transportation efforts regarding implementation.
- 300.52 *School Safety Study:* 2019/20 – The MPO, Cities and School District have been working with the SAFE KIDS Coalition to identify safety improvements at local middle schools. Each year, a number of schools will be studied to evaluate current traffic circulation and pedestrian safety conditions, identify safety issues, and recommend improvements to address the identified issues.
- 300.53 *Technical Assistance:* This task allows for work to be done on various studies requested throughout the annual program year. Unidentified requests will be approved on a priority basis after evaluation of resource commitment. It is envisioned that formal proposals will be required prior to approval.
- 300.54 *CAT Studies:* The Cities Area Transit and UND have been exploring how to merge the two separate bus systems. The UND Shuttle System operates exclusively on UND Campus during limited hours and months. The study will outline the financial implications of merging and assist in understanding the

capital costs to make it happen. The desire is to have CAT operating similar “shuttle” operations by Fall 2019.

Assuming CAT is running UND “shuttles”, a follow-up study will be to assist CAT in considering modifications to routes to better align ridership and connections. Although the primary focus will be on the “shuttle” routes, some tweaks to other routes may be considered. The intent to to run the current “shuttle” routes for at least two semesters to allow operational experience and data gathering to happen.

PRODUCTS:

300.51	Undetermined.
300.52	School Safety Study – 2017/8
300.53	Undetermined.
300.54	CAT/UND Shuttle Merge Analysis Report 2019 CAT Route Update Report 2020

COMPLETION DATE:

300.51	As needed.
300.52	December 31, 2017/18
300.53	As needed
300.54	May 31, 2019 December 31, 2020

300.6 PLAN MONITORING, REVIEW AND EVALUATION

OBJECTIVE:

To provide up-to-date information for use in updating and preparing transportation plans and studies, and to prepare an annual Monitoring and Surveillance Report. In addition, transportation related data is to be provided, as requested, to decision-makers and the public relating to housing, demographics, traffic volumes, turning movements, etc.

PROPOSED WORK:

300.61 *Monitoring and Surveillance Report: 2015/16* - To prepare a Monitoring and Surveillance Report which documents data collection activities and provide analyses of the trends relative to the projections and assumptions outlined in the Transportation Plan. In addition, socioeconomic and land use conditions and trends will be evaluated. The data collected will be based on the needs identified in the updated Monitoring and Surveillance Program.

FAST places requirements for the MPO to prepare reports addressing the progress towards performance. The MPO envisions creating a Dashboard element to the Report to address the implementation of the FAST to meet guidance and rules regarding the development and implementation of performance measures (and performance monitoring) for the metropolitan planning program pursuant to FAST. The Report Profile will continue to evolve to serve as a reporting tool for imminent performance management requirements of current and future Federal transportation law.

300.62 *Data Collection:* Continue to collect data as needed to carry out the 3-C Planning Process including information for decision-makers, the general public, and program and special studies. A counting of the designated pedestrian crossing at schools, that are being studied as part of the School Safety Studies, will be done as one item under this activity.

PRODUCTS:

300.61 Monitoring and Surveillance Report.
300.62 Data compilations as needed for planning purposes.

COMPLETION DATE:

300.61 December 31, 2017/18.
300.62 Ongoing activity.

300.7 GIS DEVELOPMENT AND APPLICATION

OBJECTIVE:

To maintain and expand the Geographic Information System (GIS) for the MPO study area, which includes the Cities of Grand Forks and East Grand Forks, and approximately two miles of adjacent territory.

PROPOSED WORK:

During 2017/18 the focus of the program will be to become more familiar with the software upgrades of ArcMap 10.0, and project application. The increase in staff hours devoted to MPO activities or turnover in staff will necessitate time and resources being committed to this task to bring the new staff “up-to-speed”. For the few GIS power users, the new software upgrades will allow advanced analysis to be done on projects in lieu of consultants.

Maintenance of the existing GIS resources is also a high priority. The inventory of GIS resources will be maintained in order of relevance and priority. When possible GIS resources will be integrated with others to provide a user -friendly interface and to simplify maintenance responsibilities.

In 2018, the MPO will take a new aerial photo of the MPO Study Area. The MPO has been programming these new aerial photos on a cycle of every three years. The last area-wide photo was taken in 2015. The MPO will budget for its photo needs and will work with its local partners to determine whether others wish to use this opportunity to augment the MPOs photo specifications with their needs. These added needs will be paid for by the local partners.

PRODUCT:

An integrated GIS, complete with software, digital maps, attribute tables, which is readily available to staff. More specifically, this will include property level GIS analysis for the entire MPO study area, with the internal staff training available to maximize use.

Additional transportation and land use planning applications that will provide staff with tools necessary to provide information to their respective entity and the public.

COMPLETION DATA:

1. Maintenance – ongoing activity.

GRAND FORKS-EAST GRAND FORKS FUNDING SOURCE SUMMARY

	FUNDING SOURCES				BUDGETED AMOUNTS			
	Fed/St	St/Loc*	Total	%	Fed/St	St/Loc*	Total	%
CPG 2019**	\$515,000	\$117,750	\$632,750	76%	\$515,000	\$117,750	\$632,750	100.0
CPG Previous Year***	\$160,000	\$12,000	\$172,000	21%	\$160,000	\$12,000	\$172,000	100.0
Minnesota State Funding*	\$11,000	\$2,750	\$13,750	2%	\$11,000	\$2,750	\$13,750	100.0
Minnesota State Funding****	\$11,000	\$0	\$11,000	1%	\$11,000	\$0	\$11,000	100.0
North Dakota State Funding*****	\$7,000	\$0	\$7,000	1%	\$7,000	\$0	\$7,000	100.0
TOTAL	\$704,000	\$132,500	\$836,500	100.0	\$704,000	\$132,500	\$836,500	100.0

- * Minnesota State Money is used for match for federal funds reducing local match.
- ** Contains ND CPG and MN CPG
- *** Carryover CPG from 2018 UPWP;
- **** Minnesota State Money is proposed to provide 20% of the local match required for the Mn220N Study.
- ***** North Dakota State Money is proposed to provide 50% of the local match required for the US 2/US 81 Intersection Study.

GRAND FORKS – EAST GRAND FORKS COST ALLOCATION

Fund	Amount	Percent
Consolidated Planning Grant	\$675,000	80%
MN State	\$11,000	1.3%
Local Match to MN State	\$2,750	0.3%
MnDOT Local Match	\$11,000	1.2%
NDDOT Local Match	\$7,000	0.7%
Other Local Match	\$129,750	16.0%
TOTAL	\$836,500	100%

**GRAND FORKS-EAST GRAND FORKS
FUNDING SOURCE SUMMARY**

	FUNDING SOURCES				BUDGETED AMOUNTS			
	Fed/St	St/Loc*	Total	%	Fed/St	St/Loc*	Total	%
CPG 2020**	\$515,000	\$117,750	\$632,750	98%	\$515,000	\$117,750	\$751,500	100.0
CPG Previous Year***	\$0	\$0	\$0	0%	\$0	\$0	\$0	100.0
Minnesota State Funding*	\$11,000	\$2,750	\$13,750	2%	\$11,000	\$2,750	\$13,750	100.0
TOTAL	\$526,000	\$120,500	\$648,500	100.0	\$526,000	\$120,500	\$648,500	100.0

- * Minnesota State Money is used for match for federal funds reducing local match.
- ** Contains ND CPG and MN CPG
- *** No carry-over of funds

**GRAND FORKS – EAST GRAND FORKS
COST ALLOCATION**

Fund	Amount	Percent
Consolidated Planning Grant	\$515,000	80%
MN State	\$11,000	1.4%
Local Match to MN State	\$2,750	0.3%
Other Local Match	\$117,750	18.5%
TOTAL	\$648,500	100%

GRAND FORKS - EAST GRAND FORKS

2019 ANNUAL WORK PROGRAM

ACTIVITY	FUNDING SOURCE			STAFF						Consultant Cost	
	FED/STATE	STATE/LOCAL	TOTAL	Ex. Dir FTE=1.0	Planner FTE=1.0	Planner FTE=1.0	Office Man FTE=1.0	Intern FTE=1.0	TOTAL Staff Hrs		
100.0 PROGRAM ADMINISTRATION											
100.1	General Administration	24,000	6,000	30,000	160	35	40	290		525	
100.2	UPWP Development	9,600	2,400	12,000	50	10	10	155		225	
100.3	Financial Management	9,600	2,400	12,000	25			245		270	
100.4	Facilities and Overhead	\$22,400	\$5,600	28,000							
200.0 PROGRAM SUPPORT AND COORDINATION											
200.1	Interagency Coordination	28,800	7,200	36,000	50	110	50	550		760	
200.2	Pub. Info. & Cit. Part.	8,000	2,000	10,000	134	20	20	135		309	
200.3	Education/Training & Travel	16,000	4,000	20,000	130	65	50	50		295	
200.4	Equipment	\$12,000	\$3,000	15,000							
300.0 PLANNING AND IMPLEMENTATION											
300.1	Transportation Plan Update & Imp.	40,000	10,000	50,000	200	200	190	25	0	615	\$25,000
	ATAC	8,000	2,000	10,000							\$1,000
300.2	Corridor Planning	273,200	68,300	341,500							
carryover	300.20a US2/US81 Intersection Study	50,000	12,500	62,500	50	205	220	60		535	\$55,000
carryover	300.20b Downtown Parking Plan	32,000	8,000	40,000	150	40	20	60	0	270	\$30,000
	300.20c Downtown Transportation Plan	108,800	27,200	136,000	200	35					\$120,000
	300.21 ATAC Traffic Count	34,400	8,600	43,000	20	5	10		0		\$40,000
	300.22 Corridor Preservation	4,000	1,000	5,000			120				
carryover	300.23 Mn220N Corridor Study	44,000	11,000	55,000	50	20	340				\$45,000
300.3	TIP and Annual Element	17,600	4,400	22,000	220			80	0	300	
300.4	Land Use Plan	24,000	6,000	30,000	50		120			170	
300.5	Special Studies	113,760	31,240	145,000							
	300.51 FAST Implementation	15,360	6,640	22,000	160	90	70	30		350	
	300.52 School Safety Study	40,000	10,000	50,000	20	25	100	20	250		\$35,000
	300.53 Technical Assistance	20,000	5,000	25,000	40				0		
	300.54 CAT Studies	38,400	9,600	48,000	50	250	20				\$40,000
300.6	Plan Monitoring, Review & Evaluation	28,000	7,000	35,000							
	300.61 Monitoring & Surveillance Annual	16,000	4,000	20,000	10	10	200	25	250	495	
	300.62 Data Collection	12,000	3,000	15,000		105	100	30	400	635	
300.7	GIS Development & Application	32,000	8,000	40,000	10	555	100	25	750	1440	
	TOTAL	666,960	169,540	836,500	\$159,673 1779	\$83,346 1780	\$87,031 1780	\$74,143 1780	\$19,800 1650	\$423,993 8769	\$391,000

* Minnesota and North Dakota State Funding will be used for local match.

GRAND FORKS - EAST GRAND FORKS

2020 ANNUAL WORK PROGRAM

Activity	Funding Source			STAFF							Consultant Cost
	FED/STATE	STATE LOCAL*	TOTAL	Ex. Dir FTE=1.0	Planner FTE=1.0	Planner FTE=1.0	Office Man FTE=1.0	Intern FTE=1.0	TOTAL Staff Hrs		
100.0 PROGRAM ADMINISTRATION											
100.1	General Administration	24,000	6,000	30,000	160	35	40	290		525	
100.2	UPWP Development	9,600	2,400	12,000	50	10	10	155		225	
100.3	Financial Management	9,600	2,400	12,000	25			225		250	
100.4	Facilities and Overhead	\$22,400	\$5,600	28,000							
200.0 PROGRAM SUPPORT AND COORDINATION											
200.1	Interagency Coordination	28,800	7,200	36,000	50	110	50	550		760	
200.2	Pub. Info. & Cit. Part.	8,000	2,000	10,000	130	20	25	135		310	
200.3	Education/Training & Travel	16,000	4,000	20,000	130	65	50	50		295	
200.4	Equipment	\$12,000	\$3,000	15,000							
300.0 PLANNING AND IMPLEMENTATION											
300.1	Transportation Plan Update & Imp.	33,200	8,300	41,500	100	75	90	25	0	290	\$0
	ATAC	8,000	2,000	10,000							\$10,000
300.2	Corridor Planning	25,600	6,400	32,000							
	300.21 ATAC Traffic Count	21,600	5,400	27,000	20	5	10		0		\$25,000
	300.22 Corridor Preservation	4,000	1,000	5,000			120				
300.3	TIP and Annual Element	17,600	4,400	22,000	160	75	100	100	0	435	
300.4	Land Use Plan	148,000	37,000	185,000	500	300	360			1160	
	Grand Forks 2050 Land Use Plan										\$95,000
	East Grand Forks 2050 Land Use Plan										\$60,000
300.5	Special Studies	93,760	26,240	120,000							
	300.51 FAST Implementation	13,760	6,240	20,000	90	90	90	100		370	
	300.53 School Safety Study	20,000	5,000	25,000	90	125	135		0		
	300.54 Technical Assistance	12,000	3,000	15,000							
	300.54 CAT Route Study	48,000	12,000	60,000	150	200	250				\$50,000
300.6	Plan Monitoring, Review & Evaluation	28,000	7,000	35,000							
	300.61 Monitoring & Surveillance Annual	16,000	4,000	20,000	10	10	250	50	500	820	
	300.62 Data Collection	12,000	3,000	15,000	90	105	100	60	400	755	
300.7	GIS Development & Application	32,000	8,000	40,000	10	555	100	25	750	1440	
	TOTAL	516,560	131,940	648,500	\$163,157	\$85,849	\$89,641	\$75,719	\$19,800	\$434,165	\$240,000
					1765	1780	1780	1765	1650	8740	

* Minnesota and North Dakota State Funding will be used for local match.

APPENDIX I

M.P.O.
M.P.O.
M.P.O.

Grand Forks - East Grand Forks
Metropolitan Planning Organization

GF/EGF MPO SELF-CERTIFICATION

**TRANSPORTATION PLANNING PROCESS
CERTIFICATION STATEMENT**

The Grand Forks – East Grand Forks Metropolitan Planning Organization, the Metropolitan Planning Organization for the Grand Forks, North Dakota and East Grand Forks, Minnesota metropolitan region, hereby certifies that it is carrying out a continuing, cooperative and comprehensive transportation planning process for the region in accordance with the applicable requirements of:

- 23 USC 134 and 49 USC 5303, and 23 CFR Part 450;
- In non-attainment and maintenance areas, sections 174 and 176 (c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- Section 1101(b) of FAST (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of Disadvantaged Business Enterprises in USDOT funded planning projects;
- 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
- The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- Section 324 of Title 23 U.S.C. regarding the prohibition of discrimination based on gender; and
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

Grand Forks – East Grand Forks
Metropolitan Planning
Organization

North Dakota Department
of Transportation

Signature _____

Signature _____

Title _____

Title _____

Date _____

Date _____

Overcoming Barriers

Strengthening Connections



Ensuring Opportunities

Planning One Community

“A community that provides a variety of complementary transportation choices, that are fiscally constrained, for people and goods.”

MPO Staff Report

Technical Advisory Committee: November 14, 2018

MPO Executive Board: November 21, 2018

RECOMMENDED ACTION	PROJECT UPDATE: Steering Committee Meeting Existing Conditions Report
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Matter of the Update on the Steering Committee Meeting and Existing Conditions Report on MN220 N Corridor Study (Sept, 2018—May, 2019)

BACKGROUND:

Public Participation

The MN 220 B Corridor Study Corridor comprises about 2 miles of Mn220N on the northerly edge of the city of East Grand Forks and the county of Polk in Minnesota. Nine intersections will be under consideration. The corridor provides access to primarily existing and future commercial and agricultural uses. The purpose of the study is to develop a document which will provide recommendations for future transportation facility needs along Mn220N and its crossroads.

The MPO relies on a Public Involvement Process which is designed to reach out into the technical, residential, educational, and business communities in a creative and proactive manner. The goal is to build informed consensus towards a vision that can guide future transportation investments along MN 220. The Public Involvement process will ensure engagement with key stakeholders and the public at important milestones within the project; thus, all involved are informed and can provide the vital input required to shape the study. To meet this goal, Mayor Gander, EGF Economic Development and City staff has been reaching out to concerned and interested citizens in the community seeking their participation.

The following community residents, business and institutional representatives have indicated their desires to contribute to the success of the study by actively participating as members of the MN 220 N Corridor Study Steering Committee:

Warren Strandell, Polk County Commissioner
Don Diedrich, Polk County Commissioner
Steve Corcoran, Valley Truck

Dale Helms, Triangle Coach Services
 Patty Olsen, Grand Forks Safe Kids
 Bob Gooden, Northland Community College, Director Facilities
 Staff
 Nancy Ellis, East Grand Forks Planning
 Jason Stordahl, East Grand Forks Public Works
 Steve Emery, East Grand Forks Engineering

Funding Agencies
 Darren Laesch, MN DOT Planning Director,
 District 2
 Michele Rogdneru-Adams, MN DOT,
 Engineering

Richard Duran, FHWA Environmental Specialist
 Michael Johnson, ND DOT Urban Engineer &
 MPO Coordinator

Meeting	Scheduled Date	Consultant Report
1	November 15, 2018 Time: 4:30-6:00 pm Conference Room, East Grand Forks City Hall	Existing and Future Conditions
2	December 10-14, 2018	Issues, Purposes and Needs
3	February 11-15, 2019	Alternative Developments
4	April 1-4, 2019	Preferred Alternatives
5	April 29-May 3, 2019	Implementation Plan

Existing Condition Report

The Consultant has been reviewing and analyzing previous corridor related studies to evaluate current programmed improvements and past recommendations in consideration of an updated technical analysis based on the current and forecasted conditions of the corridor.

To facilitate the advancement of the study, MPO and ATAC staff provided the Consultant with requested information to perform analysis in the following areas:

- Land use
- Infrastructure Assessment
- Access Management
- Multimodal Transportation Assessment
- Environmental Assessment
- Traffic Forecast.

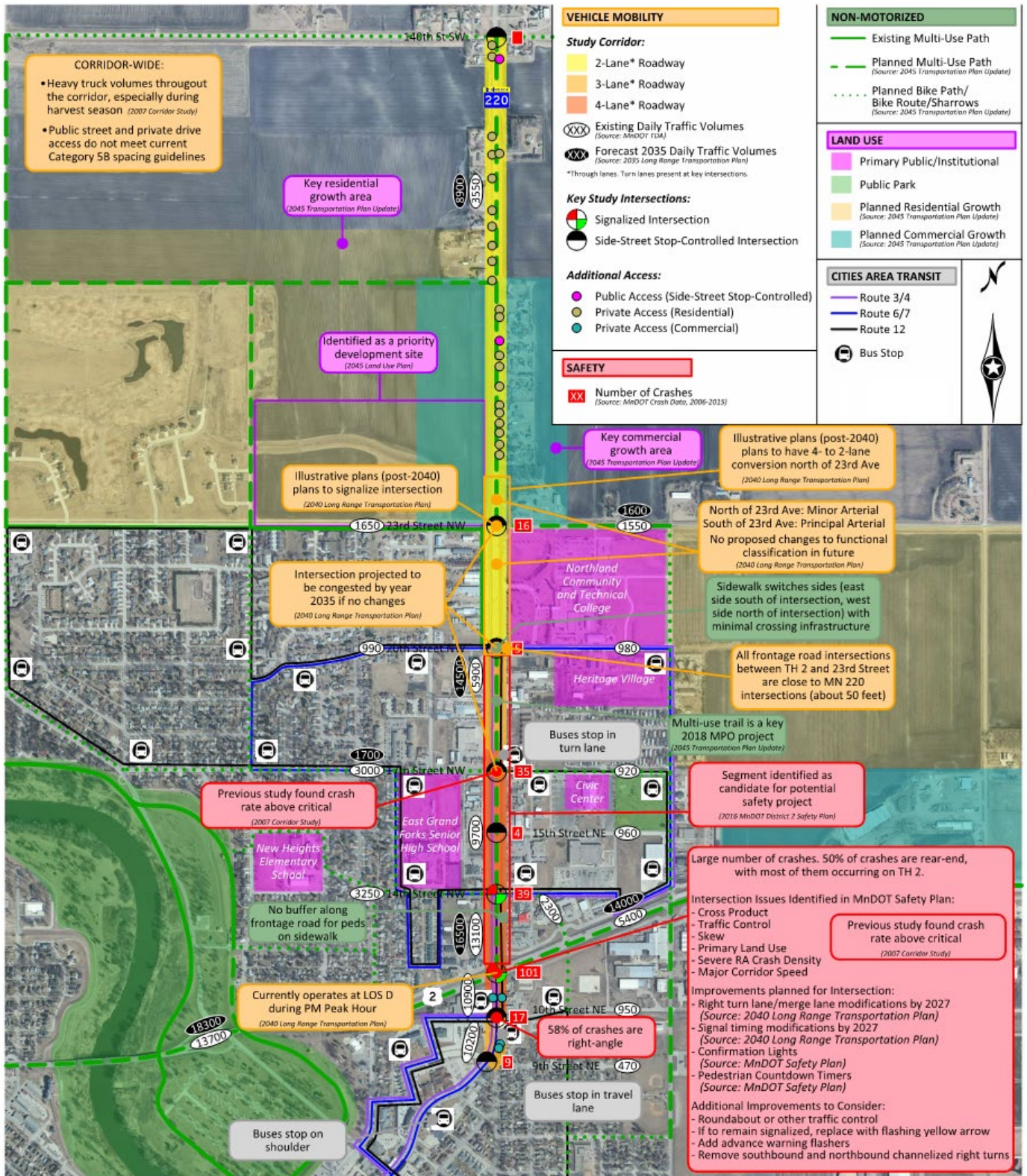
A brief update presentation on the findings resulting from the Existing Conditions Analysis will be provided by MPO staff.

ANALYSIS AND FINDINGS OF FACT:

None

SUPPORT MATERIALS:

Study Considerations



CORRIDOR-WIDE:

- Heavy truck volumes throughout the corridor, especially during harvest season (2007 Corridor Study)
- Public street and private drive access do not meet current Category 5B spacing guidelines

Key residential growth area
(2045 Transportation Plan Update)

Identified as a priority development site
(2045 Land Use Plan)

Illustrative plans (post-2040) plans to signalize intersection
(2040 Long Range Transportation Plan)

Intersection projected to be congested by year 2035 if no changes
(2040 Long Range Transportation Plan)

Previous study found crash rate above critical
(2007 Corridor Study)

New Heights Elementary School

No buffer along frontage road for peds on sidewalk

Currently operates at LOS D during PM Peak Hour
(2040 Long Range Transportation Plan)

Buses stop on shoulder

Key commercial growth area
(2045 Transportation Plan Update)

VEHICLE MOBILITY

Study Corridor:

- 2-Lane* Roadway
- 3-Lane* Roadway
- 4-Lane* Roadway

- Existing Daily Traffic Volumes (Source: MnDOT TDM)
- Forecast 2035 Daily Traffic Volumes (Source: 2035 Long Range Transportation Plan)

Key Study Intersections:

- Signalized Intersection
- Side-Street Stop-Controlled Intersection

Additional Access:

- Public Access (Side-Street Stop-Controlled)
- Private Access (Residential)
- Private Access (Commercial)

SAFETY

- Number of Crashes (Source: MnDOT Crash Data, 2006-2015)

NON-MOTORIZED

- Existing Multi-Use Path
- Planned Multi-Use Path (Source: 2045 Transportation Plan Update)
- Planned Bike Path/Bike Route/Sharrows (Source: 2045 Transportation Plan Update)

LAND USE

- Primary Public/Institutional
- Public Park
- Planned Residential Growth (Source: 2045 Transportation Plan Update)
- Planned Commercial Growth (Source: 2045 Transportation Plan Update)

CITIES AREA TRANSIT

- Route 3/4
- Route 6/7
- Route 12
- Bus Stop

Illustrative plans (post-2040) plans to have 4- to 2-lane conversion north of 23rd Ave
(2040 Long Range Transportation Plan)

North of 23rd Ave: Minor Arterial
South of 23rd Ave: Principal Arterial
No proposed changes to functional classification in future
(2040 Long Range Transportation Plan)

Sidewalk switches sides (east side south of intersection, west side north of intersection) with minimal crossing infrastructure

All frontage road intersections between TH 2 and 23rd Street are close to MN 220 intersections (about 50 feet)

Buses stop in turn lane

Multi-use trail is a key 2018 MPO project
(2045 Transportation Plan Update)

Segment identified as candidate for potential safety project
(2016 MnDOT District 2 Safety Plan)

Large number of crashes. 50% of crashes are rear-end, with most of them occurring on TH 2.

Intersection Issues Identified in MnDOT Safety Plan:

- Cross Product
- Traffic Control
- Skew
- Primary Land Use
- Severe RA Crash Density
- Major Corridor Speed

Improvements planned for Intersection:

- Right turn lane/merge lane modifications by 2027 (Source: 2040 Long Range Transportation Plan)
- Signal timing modifications by 2027 (Source: 2040 Long Range Transportation Plan)
- Confirmation Lights (Source: MnDOT Safety Plan)
- Pedestrian Countdown Timers (Source: MnDOT Safety Plan)

Additional Improvements to Consider:

- Roundabout or other traffic control
- If to remain signalized, replace with flashing yellow arrow
- Add advance warning flashers
- Remove southbound and northbound channelized right turns

Previous study found crash rate above critical
(2007 Corridor Study)

58% of crashes are right-angle

Buses stop in travel lane

EXISTING AND FUTURE CONDITIONS ASSESSMENT

MEMBERS STEERING COMMITTEE

Steve Corcoran, Valley Truck

Dale Helms, Triangle Coach Services

Patty Olsen, Grand Forks Safe Kids

Warren Strandell, Polk County Commissioner

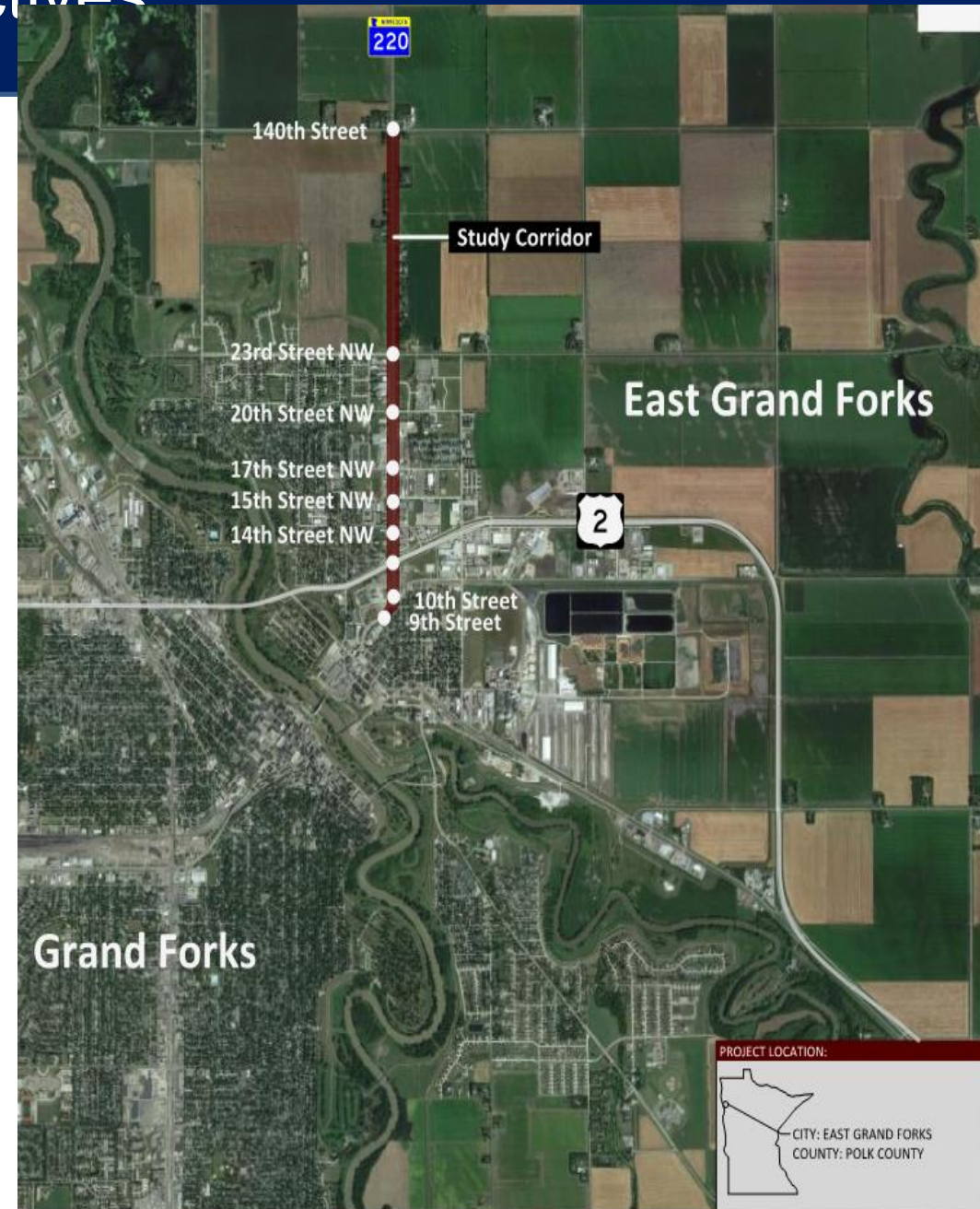
Bob Gooden, Northland C.C., Director Facilities

Paul Gorte, EGF Economic Development

Jeff Westrom, Hugo's Family Supermarkets

Study Background and Objectives

- Mn 220 - 9th St NE to 140th St SW
- 9 Key Study Intersections



EXISTING AND FUTURE CONDITIONS ASSESSMENT

ISSUES AND NEEDS

Review Existing Information

Existing and Future Conditions

- **Land Use**
- **Roadway Characteristics**
- **Infrastructure Assessment**
- **Roadway Access**
- **Multi-modal Assessment**
- **Environmental Assessment**
- **Existing and Forecasted Traffic Demand**

Traffic and Safety Analysis (No Build)

- Safety Analysis
- Traffic Operation Analysis

Purpose and Need

Study Background and Objectives

Objective 1:

Transportation and Land Use –

Improve mobility, access, and safety.

Evaluate the current locations of lane drops (at 20th Street and north of 17th Street) and

Evaluate current plans to extend the four-lane to 23rd Street and to expand to a three-lane segment north of 23rd Street to 140th Street.

Objective 2: Access –

Review past study recommendations and develop potential improvements to access management strategies.

Objective 3: Multimodal –

Improve pedestrian crossing opportunities and safety at key locations along the corridor.

Study Background and Objectives

Outcome:

- Transportation plan
Showing recommended
infrastructure
improvements, capital
improvement
programming costs,
and an implementation
plan

EXISTING AND FUTURE CONDITIONS ASSESSMENT

Heavy truck volumes (Harvest Season)

Public street & private access

Project congestion at

Intersection Level

Traffic deficiencies at MN 220

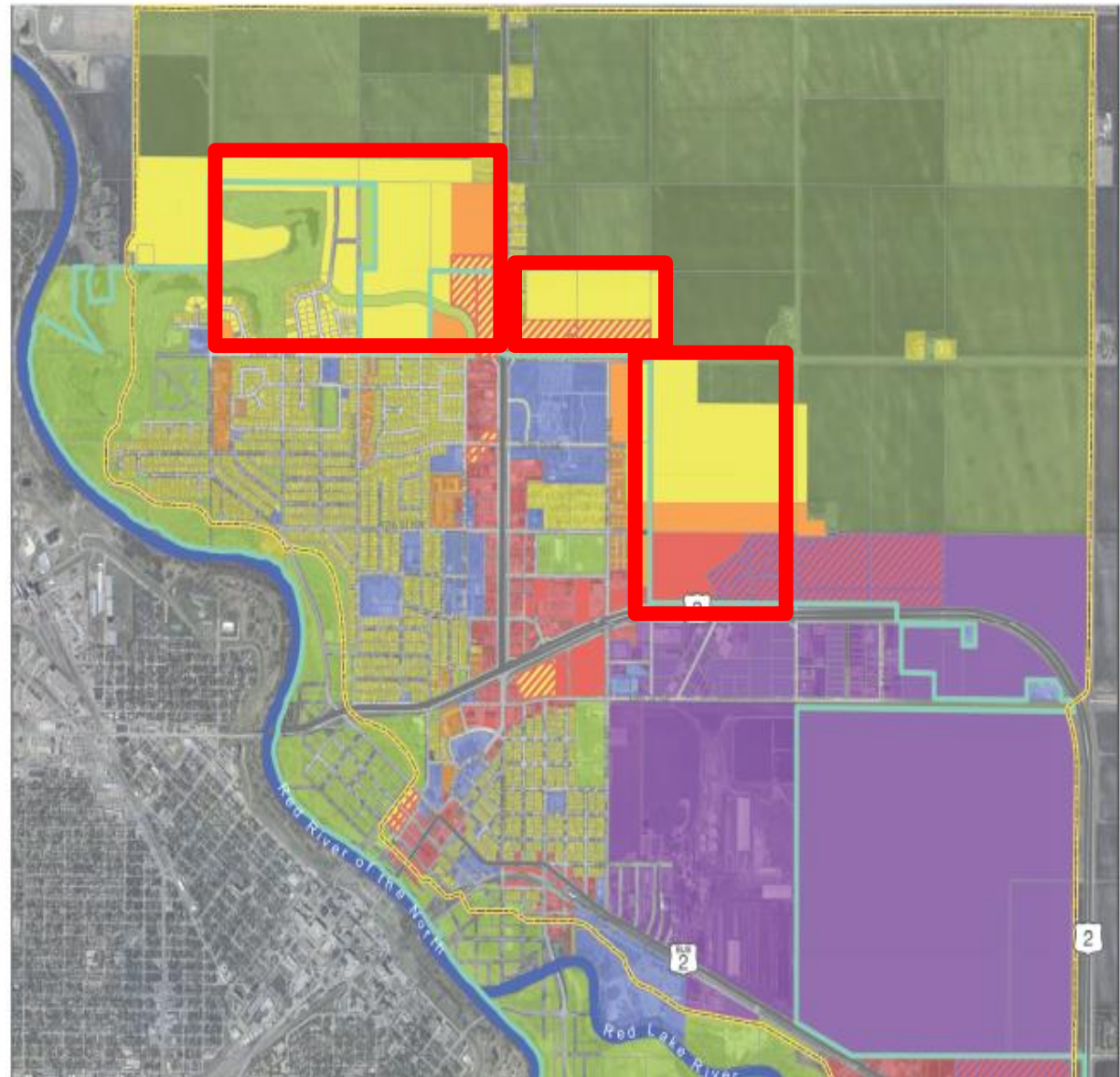
N at US 2

Safety (Number & Type &

Seriousness of crashes on

Corridor) Crash rates above

normal (2007 Study)



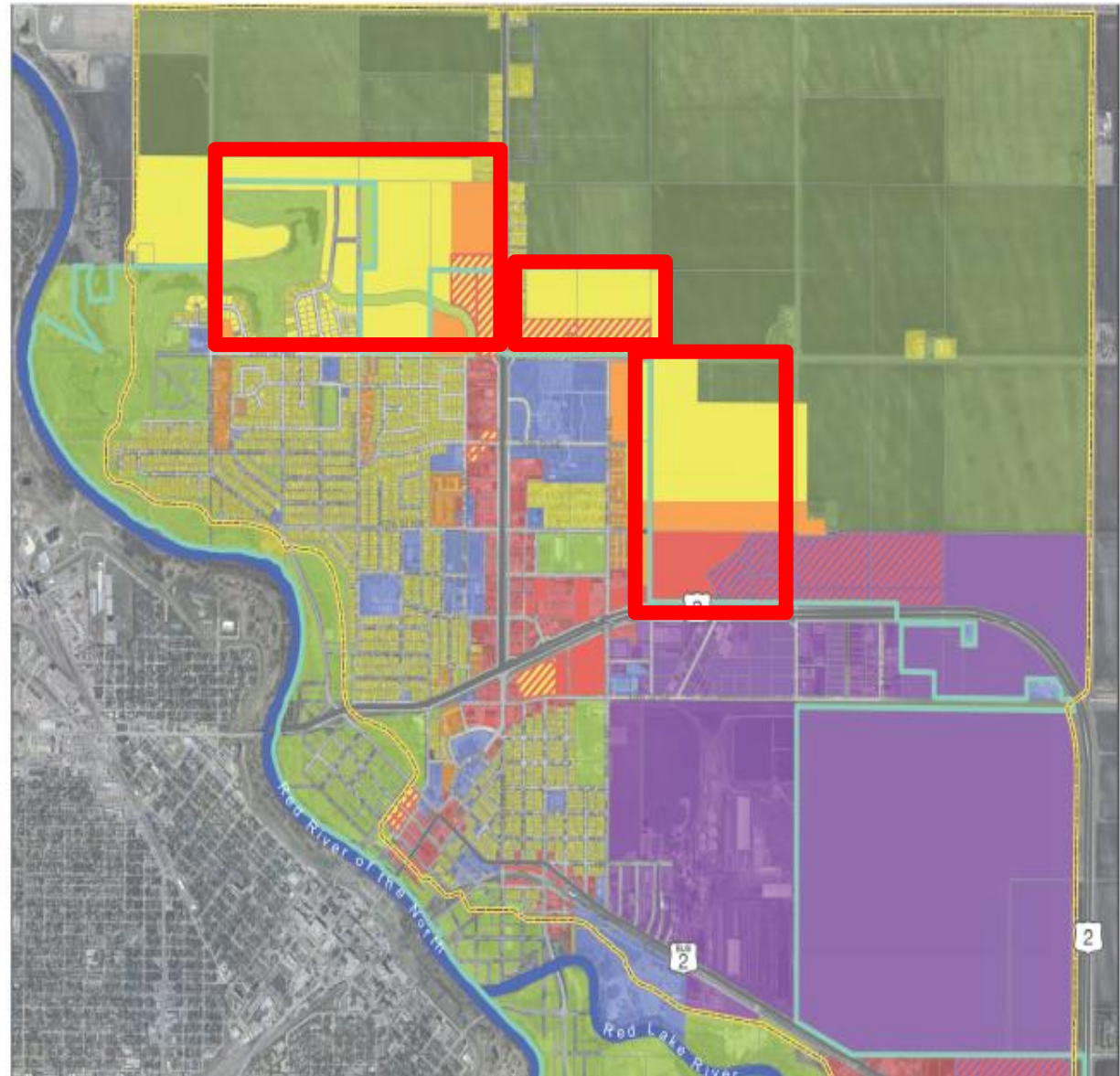
EXISTING AND FUTURE CONDITIONS ASSESSMENT

Issues:

Plans to have lane reductions North of 23rd St. NW (4 to 2 Lanes)

Analysis Frontage Road access

Bus stops locations





MPO Staff Report
Technical Advisory Committee: November 14, 2018
MPO Executive Board: November 21, 2018

RECOMMENDED ACTION: Approval of the Contract with KLJ for the US-2 & US-81 Skewed Intersection Study.

Matter of Contract for the US-2 & US-81 Skewed Intersection Study.

Background:

This study is to study the issues and conflicts of the intersections of US-2/Gateway Dr & US-81/N Washington St and US-2/Gateway Dr & US-Bus 2/N 5th St/Mill Rd. The known issues and conflicts are:

- The north/south legs of both intersections are skewed in relation to the east/west legs. With US-2/Gateway Dr being a major truck route through the City of Grand Forks, ND many trucks turn on and off it to access businesses. The skew makes the turning movements for trucks difficult.
- Railroad tracks cross US-2/Gateway Dr in between the intersections. The Mill Spur services the North Dakota Mill and other businesses along Mill Rd. There are several trains a week that stop traffic for periods of time. This causes traffic to back up impacting the intersections of US-2/Gateway Dr & N 20th St and US-2/Gateway Dr & N 3rd St/11th Ave N. Currently the North Dakota Mill is working to be able to have a unit train access the Mill. With the longer train it would mean even longer traffic delays.
- While these intersections have high traffic volumes transit, bicycles, and pedestrians also access the area. Two bus routes run through these intersections. There is a multi-use path that runs behind the businesses on the north side of US-2/Gateway Dr. There are sidewalks along US-2/Gateway Dr for pedestrian access.

Due to the freight, rail, passenger vehicle, transit, bicycle, and pedestrian activity this study is looking to: improve safety; reduce existing and future traffic congestion; provide efficient access for existing and future development; and improve mobility and connectivity for all transportation modes. The MPO is looking for a consultant that can give innovative large, medium, and small alternatives to the issues these intersections present.

The MPO received two proposals for this study; one from KLJ and the other from SRF. Because there were only two we received approval to continue through with choosing a consultant from NDDOT. Interviews were done on Nov. 1st with the selection committee choosing KJL.

The study will be complete by October 31, 2019. The MPO budgeted consultant cost was \$60,000. The consultant contract costs are \$59,900.

Findings and Analysis:

- UPWP identifies the US-2 & US-81 Skewed Intersection Study to be done.

Support Materials:

- Scope of Work in the contract.

ATTACHMENT A: SCOPE OF SERVICE

Phase I – Establish Corridor Needs

Steering Committee Meeting #1 Kick-Off Meeting

SCM #1 will serve as the kick-off meeting to allow stakeholders to understand the study's key goals and to identify key issues and assumptions related to rail, traffic, and land use. The scope and approach for the project will be discussed and finalized for the project during this initial meeting.

Task 1.1 – Data Collection

Through both a desktop and field review, KLJ will document the existing roadway conditions in the area. Information gathered will include roadway functional classifications, existing multimodal facilities, roadway geometries, pavement conditions, roadway lighting, and available ROW. AM and PM peak hour intersection turning movement counts will be provided by the MPO, and train volume information will be obtained from traffic signal railroad preemption outputs.

Task 1.3 – Traffic Forecasting

KLJ will develop 2030 and 2045 traffic projections through an analysis of existing traffic data and the regional travel demand model outputs. KLJ will work with ATAC to identify potential travel demand model enhancements to assess vehicle rerouting potential during train events. We will also coordinate with BNSF and other stakeholders to generate train volume projections on the Mill Spur to make appropriate adjustments to assumed blockage frequency/duration for future scenarios.

Task 1.4 – Traffic Operations Analysis

KLJ will evaluate weekday peak hour traffic operations at each study intersection using the Vissim traffic simulation software. This analysis will identify existing and future no-build traffic operations in the study area. Using predicted traffic volumes and train activity, We will estimate daily, monthly, and yearly train-related delays.

We will use Vissim since it provides more analysis details compared to other software packages like HCS and Synchro. Some benefits of using Vissim include collecting delay information for specific vehicle-types (passenger cars, trucks, and transit), more accurate modeling of alternative intersection designs such as continuous flow intersections, and the ability to provide high-quality visualizations of the concepts to better convey concepts to stakeholders and the public. Vissim outputs will also be used for conflict analysis using Federal Highway Administration's (FHWA) Surrogate Safety Assessment Model (SSAM), allowing for a site-specific safety analysis between future alternatives.

Task 1.5 – Safety Analysis

In addition to the Vissim-based conflict analysis described, KLJ will review the most recent five years of vehicle crash data and available FRA train crash data to identify potential trends and over represented areas of concern. Special attention will be paid to rail-related crashes.

Task 1.6 – Traffic Control Warrant Analysis

KLJ will perform Manual on Uniform Traffic Control Devices (MUTCD) signal warrant analysis for each of the four study intersections to verify if existing traffic signals are an appropriate form of intersection control.

Task 1.7 – Social and Environmental Impacts

Our team will conduct a planning-level review of potential environmental conflicts. The review will include a desktop assessment of wetlands, floodplains, and drains to evaluate potential environmental barriers and conflicts along the corridor.

Task 1.8 – Access Control and Emergency Management

We will summarize study area access locations and compare the existing configuration to MPO and NDDOT-preferred access spacing. We will also identify typical emergency routes and emergency management procedures during a train blockage event.

Task 1.9 – Land Use Review

KLJ will review existing and future land use, parcels, proposed plats, expected redevelopment areas, etc. This will include a review of relevant planning documents and coordination with local planning staff.

Task 1.10 – Pedestrian, Bicycle, and Transit Facilities Analysis

KLJ will review pedestrian, bicycle, and transit facilities along the corridor to identify gaps and limitations in the networks that could be addressed through this study. This will include a review of programmed facilities and future facilities as documented in the regional pedestrian and bike plan.

Steering Committee Meeting #2 – Visioning Workshop

SCM #2 will serve as an opportunity for KLJ to present existing and future conditions information to stakeholders and to begin brainstorming possible alternatives. This meeting will have a mapping exercise to understand issues from the stakeholders' perspective. We will also be using this workshop to create a value profile for the stakeholders to better understand stakeholders' visions for improvements related to traffic operations and safety, rail conflicts and delay, multimodal considerations, and cost and ROW impacts.

Public Input Meeting #1 – Early Input Meeting/Visioning Workshop

PIM #1 will serve as an opportunity for us to present existing and future conditions information to the public, obtain input from the public related to existing issues, and begin brainstorming possible alternatives. We will also be using this workshop to create a value profile for the public based on the same criteria for stakeholders.

To maximize effectiveness of the first public input meeting, it will be important to reach out to major stakeholders with the MPO, sending direct mailers those directly impacted by improvements.

Phase I Deliverables

Task 1.11 – Existing and Future Conditions Memorandum

Existing and future corridor needs identified in Task 1.1 through 1.10 will be summarized in a technical memorandum that will become a chapter of the final report. This memo combines Existing and Future Conditions, Traffic Analysis, and Issues Technical Memorandum as listed in the RFP into a complete Existing and Future Conditions Memorandum.

Phase II: Develop and Analyze Alternatives

KLJ will develop up to six alternatives with varying benefits, project costs, and impacts, including both at-grade and grade-separated alternatives. The list of alternatives can include up to three sub-options for minor changes like bicycle/pedestrian alignments, ITS systems, etc.

The final list of alternatives to be considered will be based on input received in the Visioning Workshops as part of SCM #2 and PIM #1.

Task 2.1 – Preliminary Alternative Layouts

Once alternatives have been finalized, KLJ will develop concept layouts to help stakeholders visualize the alternatives. For alternatives involving grade separations, Concept Station software will be used to demonstrate the grade separated nature of the alternatives. Concept Station is a platform that can create 4D visualizations (3D plus time) of concepts for approximately half of the cost and time compared to traditional design and visualization methods. This enables a quick screening of alternatives to identify impacts and fatal flaws. The platform also has video-recording and cost-estimating capabilities.

Task 2.2 – Cost Analysis

KLJ will develop planning level cost estimates and summaries for improvement alternatives. Cost estimates will also identify the base year of construction costs, engineering fees, and associated percentage of total cost, and any required land acquisition and utility relocation costs.

Task 2.3 – Alternative Assessment

KLJ will use Vissim to model the six alternative intersections to identify intersection operations, network safety benefits based on SSAM conflict data, network delay comparisons, and to provide visualizations of alternatives for stakeholder and public engagement. Daily, monthly, and yearly train delays will also be quantified for all alternatives.

Task 2.4 – Technical Scoring and Evaluation

KLJ will use a technical scoring process to evaluate alternatives' performance related to:

- » Traffic operations and safety
- » Rail conflicts and delay
- » Multimodal facilities and safety (bicycles, pedestrians, and transit)
- » Cost and ROW impacts

Technical scoring will be weighted based on value profiles that were established by the Steering Committee at SCM #1. Once technical scores are established, KLJ will perform a benefit/cost analysis for each alternative.

Steering Committee Meeting #3 – Value Planning Workshop

SCM #3 will present results from alternative analysis to stakeholders. We will also present concept layouts and 3D simulation visualizations to help illustrate each alternative. This meeting will be an opportunity to rank and possibly refine alternatives prior to presenting alternatives at PIM #2.

Public Input Meeting #2 – Presentation of Alternatives

PIM #2 will present the alternatives analysis results to the public. This will include visualizations that were presented at SCM #3 to help illustrate each alternative to the public. After the information has been presented, ballot box scoring will be used to identify the public's preferred alternative. An online survey will be provided for people unable to attend the meeting in person.

Phase II Deliverables

Task 2.6 – Alternatives Development and Assessment Memorandum

This memorandum will include technical analysis results described in tasks 2.1 through 2.4, and will become a chapter of the final report. The Alternative Development and Alternative Evaluation Memorandum as listed in the RFP will be combined into a complete Alternatives Development and Assessment Memorandum.

Phase III Implement Corridor Vision

Steering Committee Meeting #4 – Implementation Workshop

SCM #4 will summarize the comments received from the public, and will function as a workshop to collaboratively develop an implementation approach for short-term, mid-term, and long-term improvements in the study area. Funding needs, opportunities, and programming strategies will be identified, and the next steps for project development will be laid out.

The implementation plan will be incorporated into the final report, which is described in more detail in Task 3.1 below.

Public Input Meeting #3 – Final Public Presentation

A final presentation will be made to the public that summarizes the recommended improvements, the draft report, and will serve as a final meeting to address public comments and concerns.

Option: The final public engagement phase can be instead done using online methods. The staff time saved from this approach could be used to generate high-resolution renderings to further increase the public's understanding of recommended improvements. We have successfully used this approach on similar projects, and recommend that this is considered.

Phase III Deliverables

Task 3.1 – Draft and Final Report

A draft and final study report will be created that includes chapters for Existing Conditions, Future Conditions, Alternatives Development, Alternative Assessment, Implementation, and Public Involvement. This report will also contain an executive summary that summarizes the preferred alternative and why it was selected. This report will include a three-week period to solicit and respond to stakeholder comments on the final results of the study.

ESTIMATED STAFF HOURS



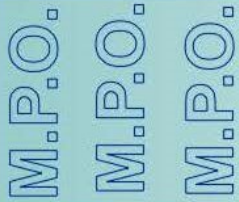
<i>Task</i>	<i>Mike Bittner</i>	<i>Joe DeVore</i>	<i>Jon Markusen</i>	<i>Kevin Mackey</i>	<i>Traci Sletmoe</i>	<i>Emily Dalzell</i>	<i>Oz Khan</i>	<i>Jeremy Melquist</i>	<i>Wade Kline</i>	<i>Mike Huffington</i>	<i>Chris Harris</i>	<i>Total</i>
<i>Project Management</i>	24	0	0	0	0	0	0	0	0	0	0	24
<i>Task 1. Establish Corridor Needs</i>	4	16	2	30	0	0	58	0	0	18	0	128
<i>Task 2. Develop and Analyze Alternatives</i>	8	36	10	8	24	0	20	40	0	0	0	146
<i>Task 3. Implement Corridor Vision</i>	6	0	4	10	0	0	16	0	8	0	0	44
<i>Task 4. Stakeholder and Public Engagement</i>	50	0	0	62	0	10	24	0	0	0	0	146
Total	92	52	16	110	24	10	118	40	8	18	0	488

		2018		2019							
Tasks		Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
Notice to Proceed											
Project Management											
Establish Corridor Needs	SRC #1 – Kick-Off Meeting										
	Existing Conditions Analysis										
	Future Conditions Analysis										
	SRC #2 – Visioning Workshop										
	PIM #1 – Visioning Workshop										
	Existing and Future Conditions Memo										
Develop and Analyze Alternatives	Preliminary Geometric Layouts										
	SRC #3 – Value Planning Workshop										
	Cost Analysis										
	Alternative Assessment										
	PIM #2 – Alternatives Assessment Ranking										
	Technical Ranking and Evaluation										
	Alternatives Development and Assessment Memo										
Implement Corridor Vision	SRC #4 – Implementation Workshop										
	Draft Report										
	PIM #3 – Final Public Presentation										
	Final Report										
	Executive Summary										

Study Review Committee Meetings Public Input Meetings

Overcoming Barriers

Strengthening Connections



Grand Forks - East Grand Forks Metropolitan Planning Organization

Ensuring Opportunities

Planning One Community

*“A community that provides a variety of complementary transportation choices, that are fiscally constrained,
for people and goods.”*

MPO Staff Report

Technical Advisory Committee: November 14, 2018

MPO Executive Board: November 21, 2018

RECOMMENDED ACTION: Update on FY2020-2023 TIP Solicitation

Matter of the FY2020-2023 TIP Solicitation.

Background: Annually, the MPO, working in cooperation with the state dots and transit operators, develop a Transportation Improvement Program (TIP), which also serves as the transit operators’ Program of Projects (POP). The TIP covers a four period and identifies all transportation projects scheduled to have federal transportation funding during the four year period. The process runs over an eleven month period with several public meetings ranging from solicitation of projects for specific programs and comments on listed projects. This point in the process is the soliciting for projects.

Minnesota side

The deadline for Transportation Alternatives Program for submitting Letters of Intent was October 31st. There were no submittals from the MPO Study Area. No further action needed.

The rest of the solicitations are still open. These includes potential projects from the County or the State Highway for FY2023.

North Dakota side

The solicitations for the Urban, Urban Roads, TAP, HSIP, RRxing are still open. Reminder that there is no solicitation for Regional Roads. The Recreation Trails will begin in December.

An additional solicitation is being done for yet another round of transit funding. NDDOT is seeking candidate projects for the FTA #5339 Program, which funds capital purchases. This is a bit unusual since we just submitted candidate projects. This is an extra solicitation that will be taking place. The attached announcement highlights the solicitation.

The recent submittal of candidate projects will have the awards announced prior to the deadline for this current solicitation. That way, applicants will know whether projects just submitted were awarded any funds or not. The applicant can then act accordingly on submitting an application.

The NDDOT and MPO are anticipating another solicitation beginning in about March. This is the normal, regular solicitation done each TIP cycle. Some TIP amendments are hopefully processed in December/January and again in March.

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Findings and Analysis:

- NONE

Support Materials:

- NDDOT FTA #5339 Announcement

Applications are now being accepted for approximately \$2.7 million in federal aid for public transportation in North Dakota

Applications for public transportation (transit) federal grant program in North Dakota are currently being accepted by the North Dakota Department of Transportation (NDDOT).

The 5339 CDFA No. 20.526 funds are provided for bus and bus facilities by the Federal Transit Administration (FTA) and administered by the NDDOT. The NDDOT applied and was awarded funding to be used specifically to fund new transit buses throughout the state.

Applications are being accepted for an estimated \$2.7 million in federal transit grants for new buses.

All public transit operators and providers are encouraged to apply. Individuals are not eligible for these funds. All new transit operators applying for funding should review the NDDOT Transit Grant Application Guidelines.

All applications for FTA funding will be administered through NDDOT's BlackCat Grants Software. To review the application guidelines and apply, please go to <http://www.dot.nd.gov/divisions/localgov/transit.htm>

For more information, contact Paul Benning at pbenning@nd.gov or (701) 328-2217 or Becky Hanson at bhanson@nd.gov or (701) 328-2542, or mail to: North Dakota Department of Transportation, Local Government Division, 608 East Boulevard Avenue, Bismarck, ND 58505-0700

Applications from Urban Transit Providers must be submitted through their representative Metropolitan Planning Organization (MPO). These applications are due to their MPOs by **Thursday, January 3, 2019 at 12:00 pm CDT.**

All applications will be accepted from Rural Transit Providers and MPOs until Tuesday, January 29, 2019 at 12:00 pm CDT.

The NDDOT will consider every request for reasonable accommodation to provide:

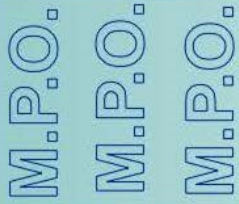
- accommodation for people with disabilities
- language interpretation for people with limited English proficiency (LEP)
- translations of written material necessary to access NDDOT programs and information

Appropriate provisions will be considered when the NDDOT is notified at least 15 days prior to the date application is due.

To request accommodations, contact Paula Messmer, Civil Rights Division, NDDOT, at (701) 328-2978 or civilrights@nd.gov. TTY users may use Relay North Dakota at 711 or 1-800-366-6888. Additionally, the Request for Reasonable Accommodations form (SFN 60135) can be accessed at the following NDDOT website location: <http://www.dot.nd.gov/forms/sfn60135.pdf>.

Overcoming Barriers

Strengthening Connections



Grand Forks - East Grand Forks Metropolitan Planning Organization

Ensuring Opportunities

Planning One Community

*“A community that provides a variety of complementary transportation choices, that are fiscally constrained,
for people and goods.”*

MPO Staff Report

Technical Advisory Committee: November 14, 2018

MPO Executive Board: November 21, 2018

RECOMMENDED ACTION: Update on 2045 Street/Highway Element Approval Process

Matter of the Update on 2045 Street/Highway Element Approval Process.

Background: For the past 24 months, the MPO has been cooperatively working with its partners to develop an update to the 2040 Street/Highway Plan. The requirement is to have an updated planning document every 5 years. The end of December of this year ends the current five year cycle; we must adopt an update by then. We all have been working of a transit element and a bike and pedestrian element which together comprise the overall Metropolitan Transportation Plan.

As part of the MPO adoption, we request our respective local partners to consider amending their respective comprehensive plans to include the MPO Transportation Plan. The following action has been taken to date:

Grand Forks Planning and Zoning Commission gave preliminary approval at its November 2018 meeting

East Grand Forks Planning and Zoning Commission gave preliminary approval at its November 2018 meeting.

Polk County Board of Commissioners adopted by unanimous vote of the Board to support the 2045 Plan which includes continuing the preservation of the 32nd Avenue South and Merrifield Road corridors for future bridges.

Additional meetings and presentation are scheduled prior to the TAC meeting and updates will be given verbally.

Attached is an update on the financial plan and projects within the fiscally constrained plan. This information reflects action taken since the last TAC meeting.

Findings and Analysis:

- 2040 Street/Highway Plan needs to be updated.
- The deadline for adoption is end of December 2018.
- A Preliminary Approved Draft document was done in October and is being presented to the respective local agencies, and public, for their consideration and input.
- The draft document has been provided.

Support Materials:

- Financial Information Updated

Investment Direction

What Is Our Financial Plan?

A financial plan aligns revenues with eligible projects.

WHAT ARE OUR INVESTMENT PRIORITIES?

Help us update the investment priorities that will inform the financial plan.

A financial plan that demonstrates how the adopted transportation plan can be implemented.

All necessary financial resources from public and private sources that are reasonably expected to be made available to carry out the transportation plan shall be identified.

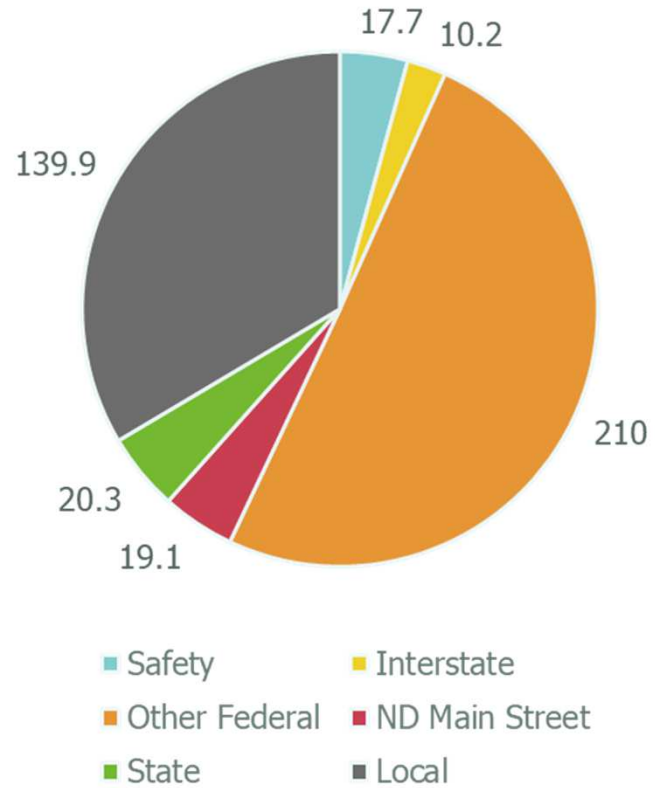
The MPO shall take into account...
Federal funds; State assistance; local sources; and private participation.

2045 STREET AND HIGHWAY PLAN REVENUE SOURCES	FEDERAL	
	<ul style="list-style-type: none"> Highway Safety Improvement Program (HSIP) Surface Transportation Block Grant Program (STPBG) National Highway Performance Program (NHPP) National Highway Freight Program National Discretionary Programs (INFRA, TIGER, etc.) 	
	NORTH DAKOTA	MINNESOTA
	<ul style="list-style-type: none"> Urban Roads Program Main Street Urban Grant Program (NEW!) State Highways Tax Distribution Fund County Road Fund 	<ul style="list-style-type: none"> Area Transportation Partnership City Sub-Targets; County Sub-Target State Trunk Highway Fund Municipal State Aid Corridors of Commerce Program Transportation Economic Development (TED) Program
	GRAND FORKS	EAST GRAND FORKS
	<ul style="list-style-type: none"> Sales tax (Current +NEW!) Special assessments General funds 	<ul style="list-style-type: none"> Special assessment General funds
	GRAND FORKS COUNTY	POLK COUNTY
ISSUES	<ul style="list-style-type: none"> Costs are rising faster than federal and state revenues Developing reasonably expected revenue estimates for new sources (ND HSIP, ND Main Street Program, Grand Forks sales tax) Identifying and positioning projects to successfully compete for grants Maintenance and operations costs are a significant part of overall costs 	

Revenue Forecast

	Amount	Share
Safety	\$17.7M	4%
ND Main Street	\$19.1M	4.5%
Interstate	\$10.2M	2.4%
Other Federal	\$210M	50%
State	20.3M	4.8%
Local	139.9	33.5%
TOTAL	\$417M	100%

Highway Revenues (\$417M)



Input to Investment Direction

- Goals, objective, performance measures and targets
- Public input
 - Issue areas (August 2017 public meeting)
 - Investment priorities (January 2018 public meeting)
- State and local plans
 - Safety plans
 - Asset management plans
 - Investment plans
- Available revenues

MPO Planning Requirements

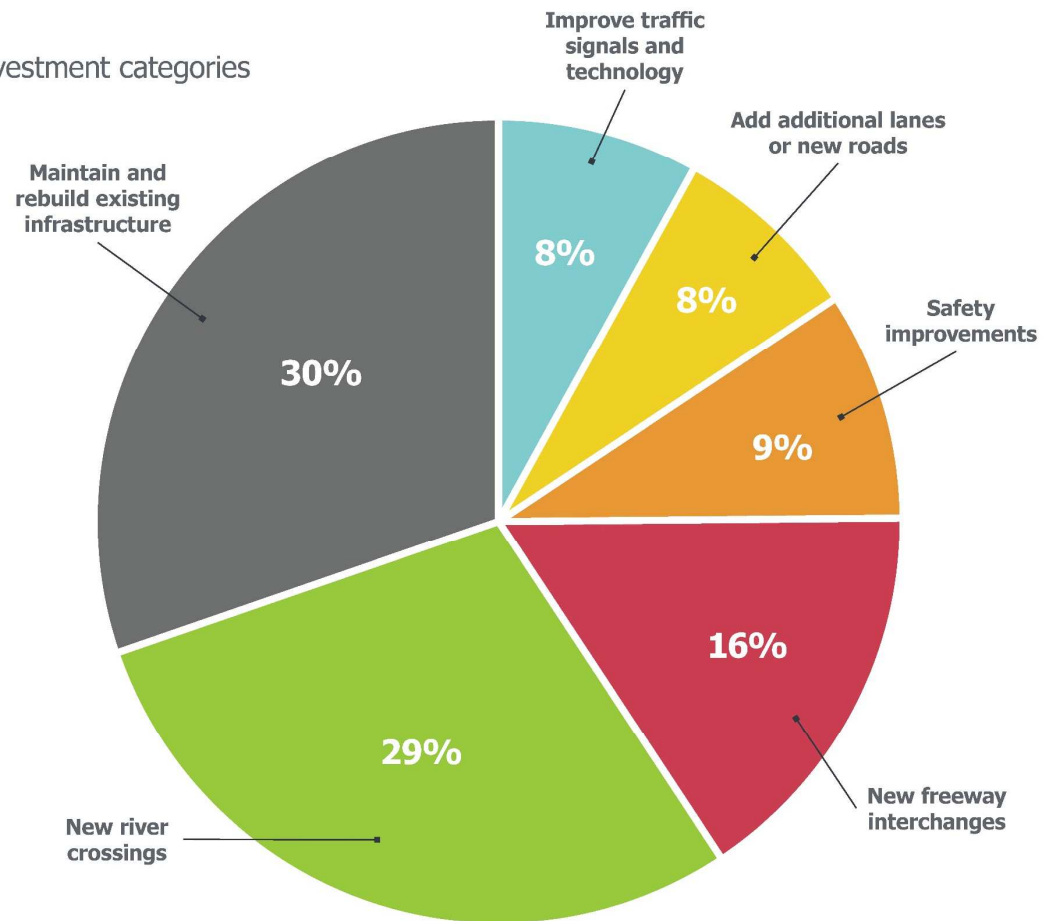
- Emphasize the preservation of the existing transportation system
- Emphasize facilities serving national and regional transportation
- FAST Focuses the Federal Funds towards this

Financial Planning Activity

What We Heard:

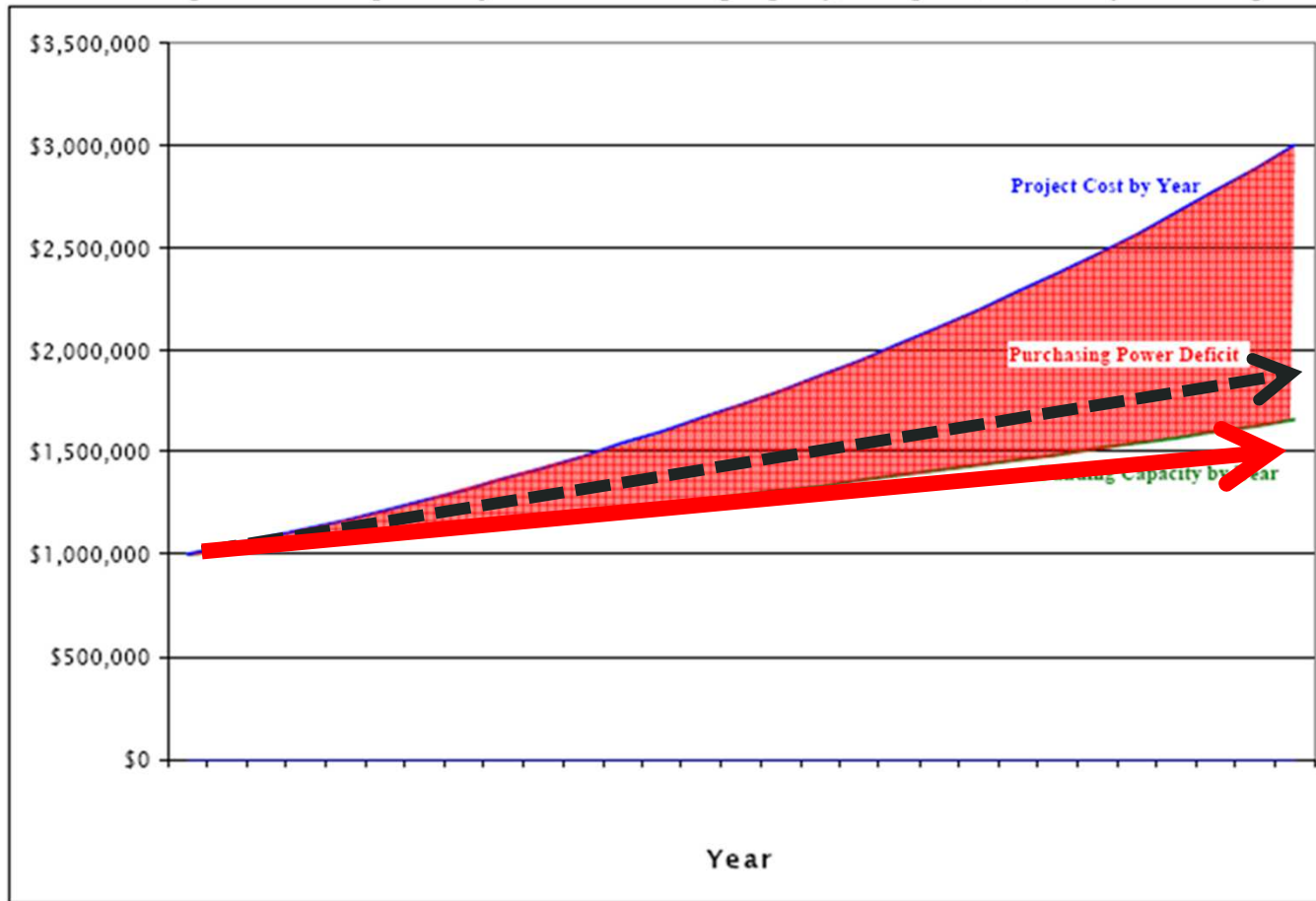
- Participants allocated \$100 between six public investment categories
- Received 69 responses in person and online

The screenshot shows a web-based form titled "Street & Highway Plan Update" under the heading "FINANCIAL PLANNING ACTIVITY". It includes an introduction, instructions, and a budget allocation section with sliders for six categories: Maintain and rebuild existing infrastructure (\$60), Safety improvements (ex: lighting) (\$0), Improve traffic signals and technology (\$20), New freeway interchanges (\$0), New river crossings (\$10), and Add additional lanes or new roads (\$10). A total of \$100 is allocated, and a "Submit Your Budget" button is visible at the bottom.



Erosion of Purchasing Power – Costs Rise Faster than Revenue

FIGURE 1. Comparison of Anticipated Project Costs and Funding Capacity, Example \$1,000,000 Project / Funding



Draft 2045 Street/Highway Plan

The Draft 2045 Street/Highway Plan is available for technical agency review and comment. The updated plan emphasizes investments that preserve existing roads in a "state of good repair" along with livability and safety improvements. The plan also acknowledges that several regional priorities - additional preservation, intersection improvements, new lanes, interchange upgrades, new bridges over railroads, a new river crossing - are needed and must find alternate funding sources to move forward.



Download the Draft Plan

Draft Plan:

Document Title	Download	Date Posted
Draft Plan	PDF	10/31/18
Cover and Table of Contents	PDF	10/31/18
Chapter 1 - Introduction	PDF	10/31/18
Chapter 2 - Vision, Goals, Objectives, Standards, Performance Measures and Targets	PDF	10/31/18
Chapter 3 - Existing Conditions	PDF	10/31/18
Chapter 4 - Identification of Issues	PDF	10/31/18
Chapter 5 - Range of Alternatives	PDF	10/31/18
Chapter 6 - Financial Plan	PDF	10/31/18
Chapter 7 - Future Network and Implementation	PDF	10/31/18
Appendix A - Grand Forks-East Grand Forks Metropolitan Transportation Plan Linkage to NDDOT and MnDOT Plans	PDF	10/05/18
Appendix B - Public Engagement Materials and Results	PDF	10/05/18
Appendix C - Red River Crossing Analysis Technical Report	PDF	10/05/18
Appendix D - Regional Travel Demand Forecast Model Technical Report	PDF	10/05/18
Appendix E - Revenue Forecast	PDF	10/29/18
Appendix F - Current Revenue Scenario Projects	PDF	10/31/18
Appendix G - Illustrative Projects	PDF	10/31/18

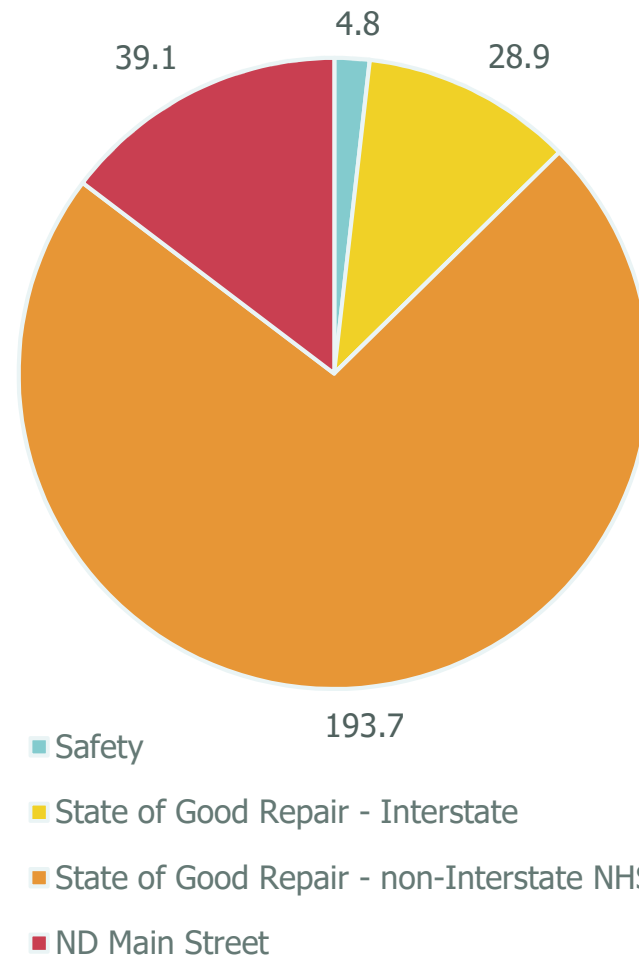
Your input is important to us

PARTICIPATE

Current Revenue Scenario

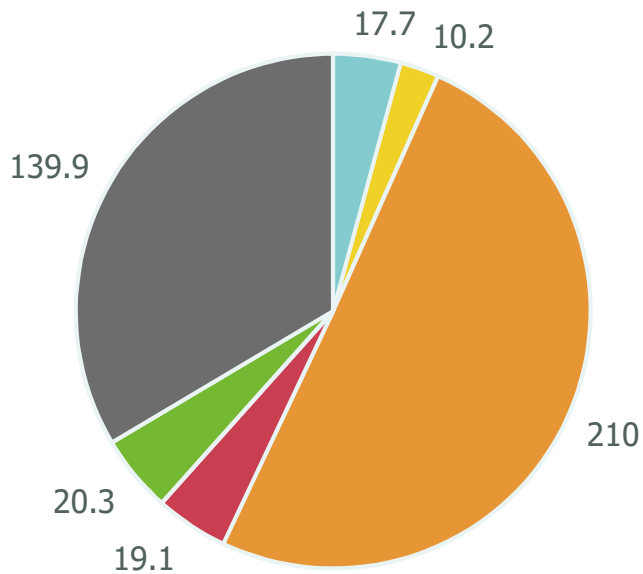
	Amount	Share
Safety	\$4.8M	2%
ND Main Street	\$39.1M	14%
State of Good Repair – Interstate	\$28.9M	11%
State of Good Repair – non-Interstate NHS and minor arterials	\$193.7M	73%
TOTAL	\$266M	100%

Highway Investment Amounts (\$266M)



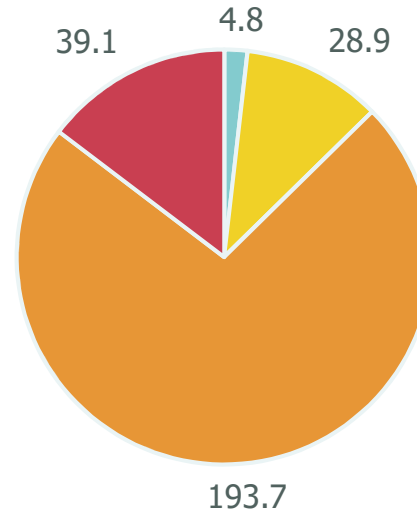
Current Revenue Scenario – Fiscal Constraint

Highway Revenues (\$417M)



- Safety
- Interstate
- Other Federal
- ND Main Street
- State
- Local

Highway Investment Amounts (\$266M)



- Safety
- State of Good Repair - Interstate
- State of Good Repair - non-Interstate NHS
- ND Main Street

Key Projects in MPO 2017-2020 Transportation Improvement Program (TIP)

2017

- Kennedy Bridge Rehabilitation
- South Columbia Road 2 to 5 Lane Expansion and New Signal
- South Columbia Road Turn Lanes at 17th Avenue South

2019

- 32nd Avenue Corridor Safety Improvements
- Demers Avenue (Columbia Rd/30th St.) Traffic Signal/Turn Lanes
- Downtown GF Demers Avenue Reconstruction/Mill & Overlay

2018

- 42nd St Reconstruction (University to US2)
- Central Avenue Multi-Use Trail
- Rhinehart St Reconstruction
- EGF Point Bridge Mill & Overlay

2020

- Gateway Drive/55th Street Traffic Signal/Turn Lanes
- University Avenue Mill & Overlay

Key Projects in MPO 2022 TIP

Minnesota

- US 2 and US Bus 2 Intersection Improvements
 - Funds are programmed, final project scope being set

North Dakota

- Washington St Underpass Reconstruction
- N. Columbia Rd Reconstruction (2nd St thru University Ave)

Current Revenue Scenario – Significant Projects 2023-2045 (>/=\$5M)

Examples

Replace bridge

- US 2 Over River Road NW

Reconstruction

- US 81 Business I-29 to South Washington Street

CPR

- South Columbia Road 17th Avenue South to 32nd Avenue South

Maintenance and Operations

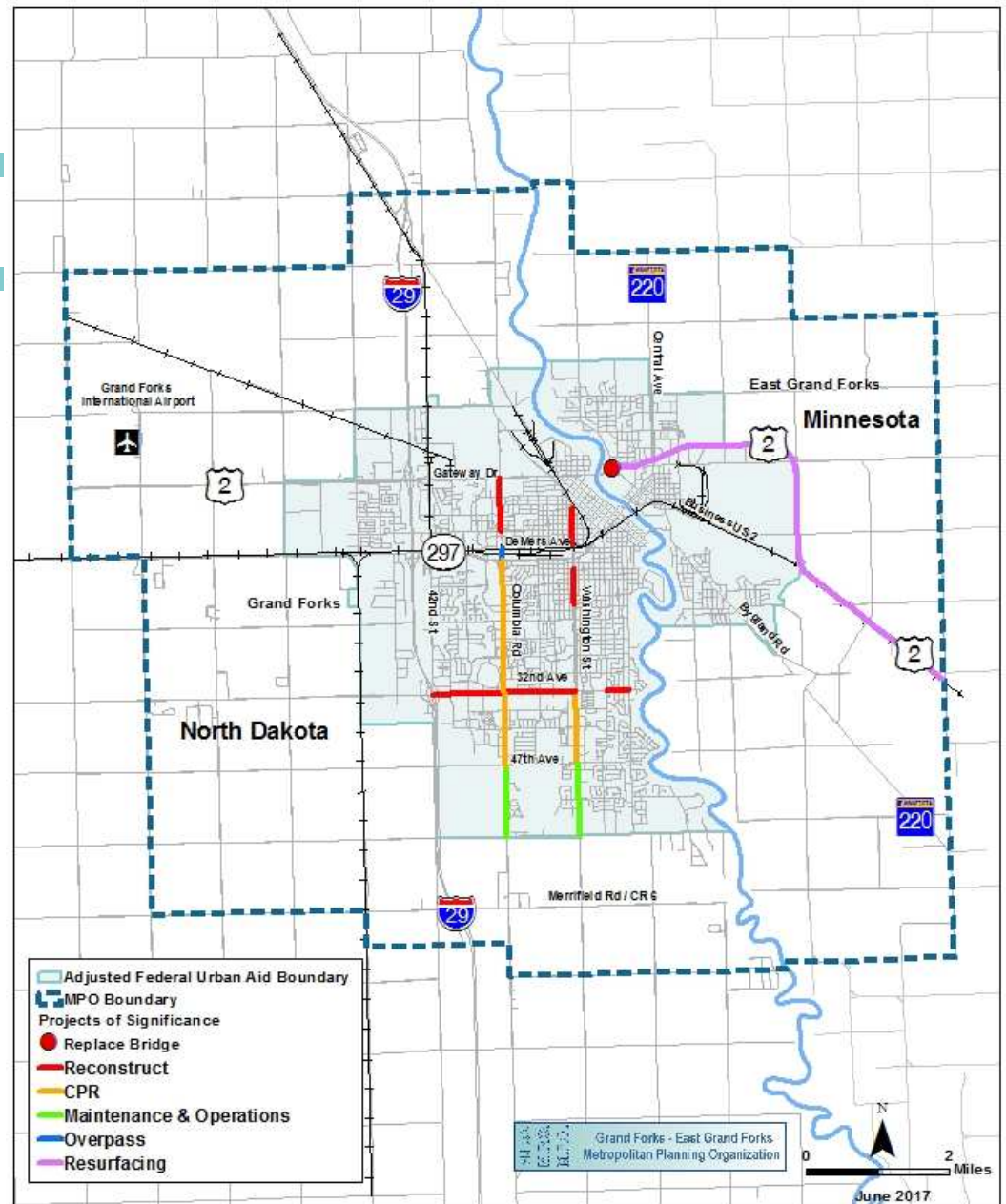
- Columbia and Washington

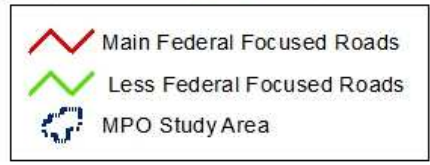
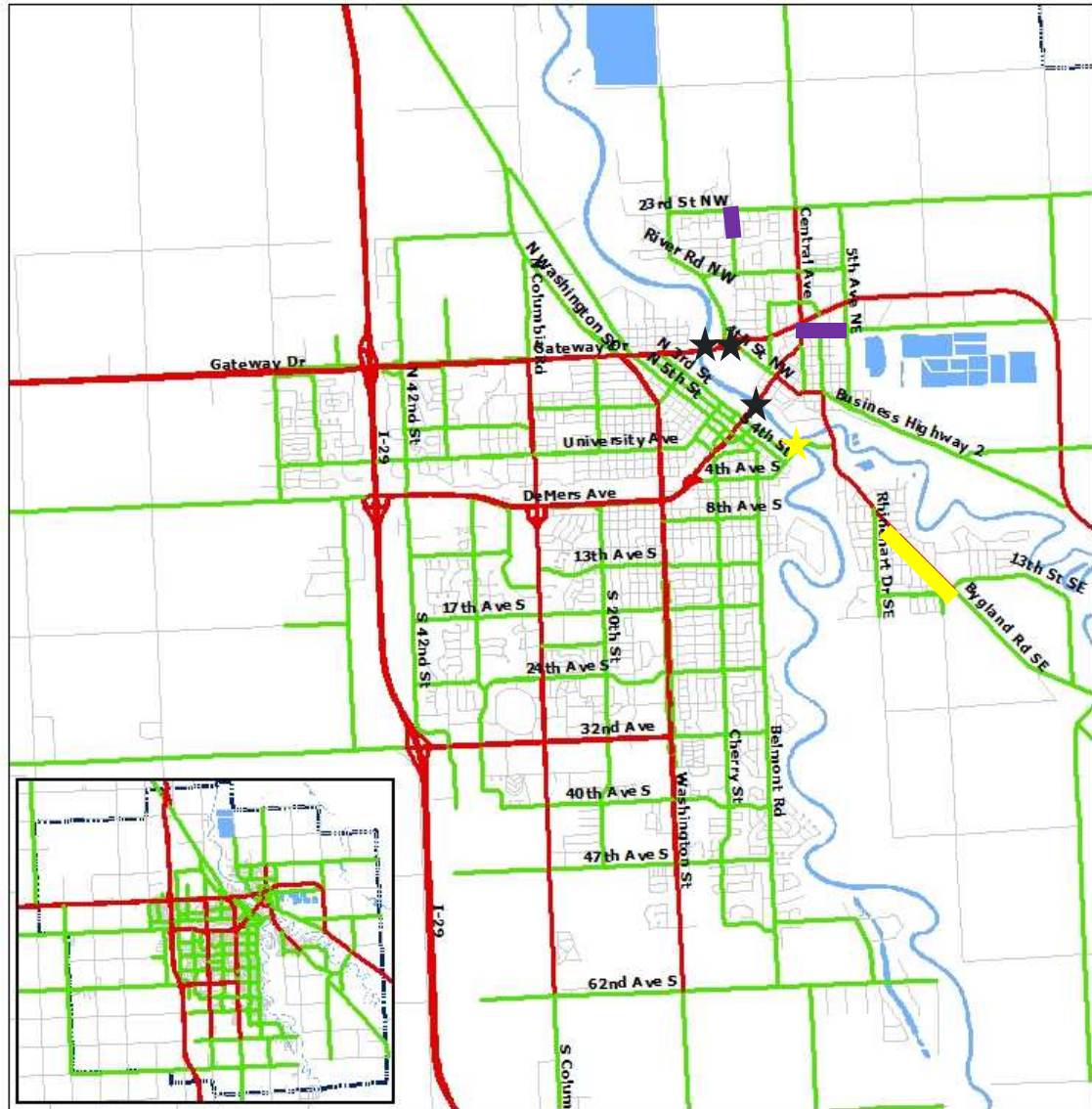
Overpass

- Columbia Road railroad overpass north of Demers

Resurfacing

- US 2 from East Grand Forks line to east of Fisher (Polk CSAH 15)





Grand Forks - East Grand Forks
Metropolitan Planning Organization

MINNESOTA SIDE
Funding Priority - Preserve

Interstate State of Good Repair
None in Minnesota side

Principal Arterials State of Good Repair
All projects recommended for funding
Replace US2 Bridge over River Road
Maintain Kennedy and Sorlie

Minor Arterials State of Good Repair
Some projects recommended for funding
Shown in Yellow

Collectors State of Good Repair
City Projects in Purple
County State Aid Highways have some projects funded

Traffic Signals maintained
3 new signals downtown

NORTH DAKOTA SIDE
Funding Priority - Preserve

Interstate State of Good Repair

All projects recommended for funding except two that were identified for year 2045 – I29 between US 2 and N. Washington; delayed to just beyond this MTP

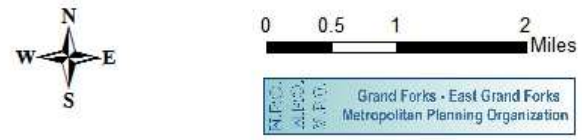
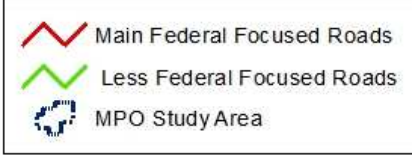
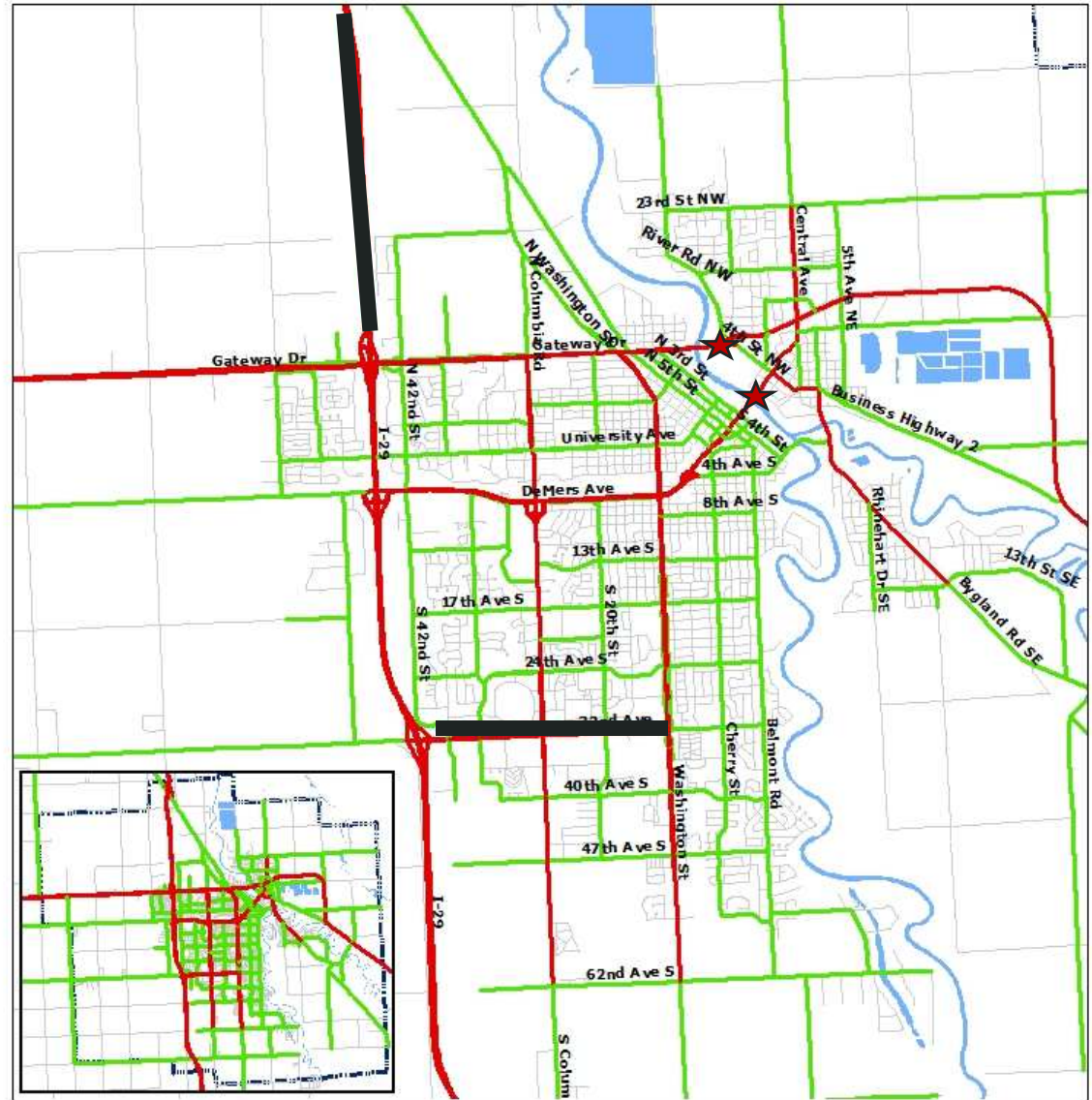
Principal Arterials State of Good Repair

All projects recommended for funding except two that were identified for year 2045 – follow-up rehab on 32nd Ave delayed beyond this MTP

Collectors State of Good Repair

County State Aid Highways have some projects funded

Traffic Signals maintained
4 new signals or roundabouts



**ND Urban Local Roads
\$130M+ invested
Federal Aid fully allocated**

Projects Highlighted in BLACK

**New Traffic Signals or
Roundabouts at locations TBD**

**Also Upgrade/Maintenance of
Traffic Signals**

**Remaining Revenue
\$55M+ Local
v.
\$300M+ in Project Needs on
the City federal aid system that
have been identified and \$+ on
the City local system**

**Primarily identified through
City Capital Improvement
Program (CIP)**

**Some projects may need
MPO action before being
done**



Current Revenue Scenario – Fiscal Constraint

- \$266M in investments is less than \$417M in revenues
- Revenues include North Dakota and Minnesota Safety revenues
- North Dakota
 - Should update North Dakota Local Road Safety Plan and North Dakota Strategic Highway Safety Plan to prioritize safety improvements recommended in recent studies and local capital improvement programs
- Minnesota
 - Projects not currently identified in this plan
 - Local partners should work together to identify projects for this plan

Operations/Maintenance Federal Aid System

- For purposes of transportation operations and maintenance, the financial plan shall contain system-level estimates of costs and revenue sources that are reasonably expected to be available to adequately operate and maintain Federal-aid highways
 - The term “Federal-aid highway” means a public highway eligible for assistance under this chapter other than a highway functionally classified as a local road or rural minor collector.
- Information from TIP documents.
 - % of total centerline lane miles times total O/M budget

Forecast: Operations Revenues

- North Dakota
 - City of Grand Forks
 - 10% of city's centerline miles
 - NDDOT and Grand Forks Public Works Department O&M Agreement
 - Assume 10% of Grand Forks Street Division Budget
 - \$520,000 (2018\$)
 - \$3.4 M (2023-2027) / \$9.2 M (2028-2037) / \$10.4 M (2038 – 2045)
 - totals to \$23.0 M (2023-2045)
 - NDDOT Grand Forks District
 - ~3.3% of district's 1,831 lane miles
 - Assume 3.3% of Grand Forks District Budget
 - \$525,000 (2018\$)
 - \$3.5 M (2023-2027) / \$9.3 M (2028-2037) / \$10.5 M (2038 – 2045)
 - totals to \$23.3 M (2023-2045)

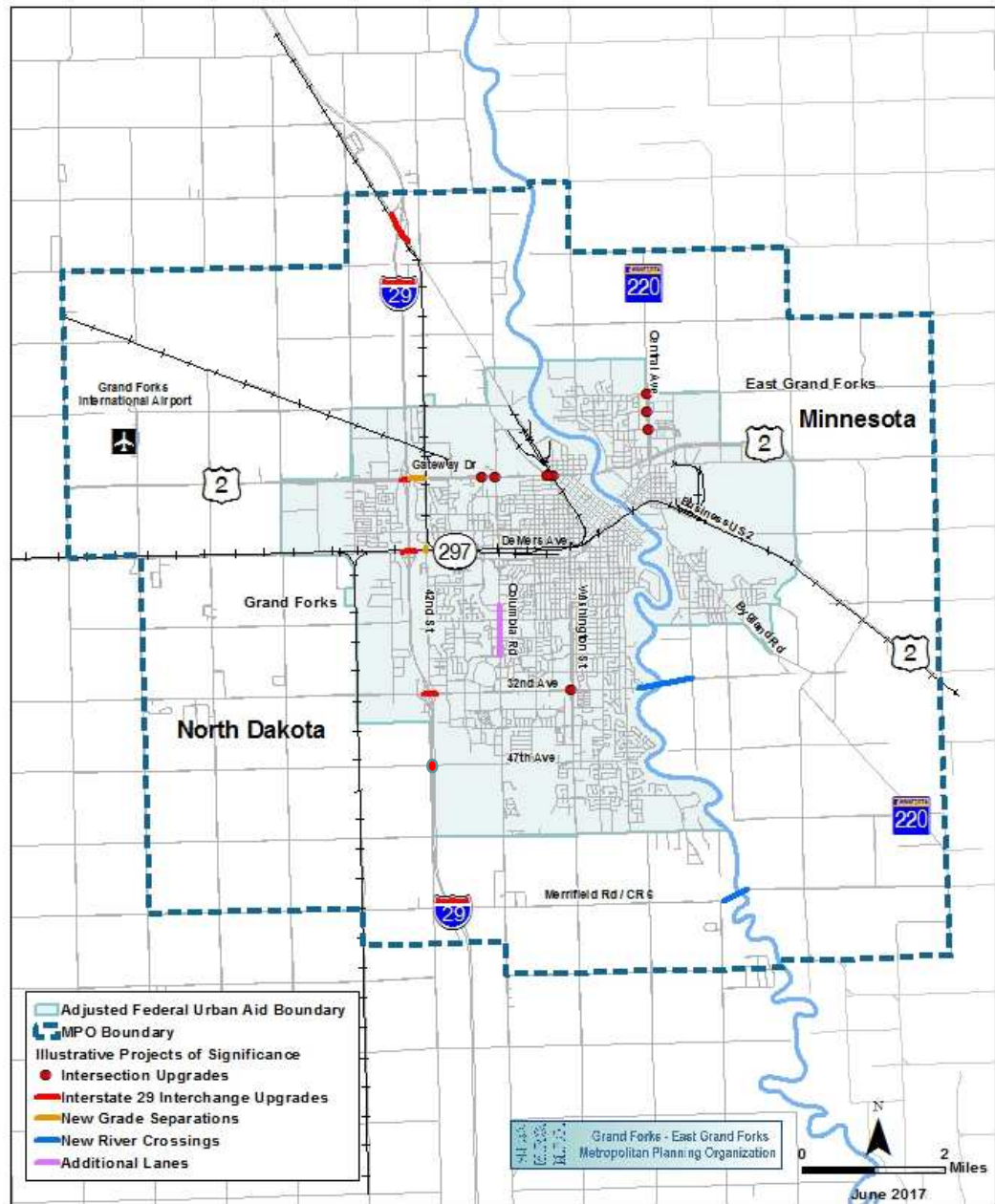
Forecast: Operations Revenues

- Minnesota
 - City of East Grand Forks
 - 10% of city's centerline miles
 - MnDOT and East Grand Forks Public Works Department O&M Agreement
 - Assume 10% of East Grand Forks Public Works Budget
 - \$200,000 (2018\$)
 - \$1.3 M (2023-2027) / \$3.5 M (2028-2037) / \$4.0 M (2038 – 2045)
 - totals to \$8.8 M (2023-2045)
 - MnDOT District 2
 - 1.3% of district's lane miles
 - Assume 1.3% of District 2 Budget
 - \$250,000 (2018\$)
 - \$1.7 M (2023-2027) / \$4.4 M (2028-2037) / \$5.0 M (2038 – 2045)
 - totals to \$11.1 M (2023-2045)

Investment Scenarios: **Potential Discretionary Projects**

- State of good repair
 - Non-NHS federal aid-eligible streets and highways
- Additional lanes
 - Columbia Rd 14th Ave S to 24th Ave S
- Intersections
 - 32nd Avenue/S Washington
 - Central Ave 17th St to 23rd St
 - Washington St/DeMers CFI
 - US 2 (Gateway) Washington St to Mill Rd
 - US 2 (Gateway) Cambridge St to Columbia Rd
- I-29 interchange upgrades
 - North Washington, US 2 (Gateway), DeMers, 32nd Avenue
 - New Interchange at 47th Ave S.
- New grade separations
 - US 2 (Gateway) east of I-29
 - 42nd Street north of DeMers Avenue
- River crossings
 - 32nd Avenue
 - Merrifield Road

Significant Illustrative Projects



November 2018

October '18							December '18						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6							1
7	8	9	10	11	12	13	2	3	4	5	6	7	8
14	15	16	17	18	19	20	9	10	11	12	13	14	15
21	22	23	24	25	26	27	16	17	18	19	20	21	22
28	29	30	31				23	24	25	26	27	28	29
							30	31					

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
28	29	30	31	1	2	3
4	5	6	7 GF PIng Commiss Prelim Approval	8 EGF PIng Commiss Prelim Approval	9	10
11	12 Potential GF Cmte of Whole Work Session Prelim Approval	13 EGF Council Work Session Prelim Approval	14 TAC: Update Present to MnDOT	15 Present to NDDOT sometime these two weeks	16	17
18	19 GF Council Prelim Approval	20 EGF Council Prelim Approval	21 Executive Board: Review Action	22 THANKSGIVING	23	24
25	26 Edit Plan and submit to PF P&Z Compile and respond to comments	27	28	29	30	1
2	3	Notes				

December 2018

November '18							January '19						
S	M	T	W	T	F	S	S	M	T	W	T	F	S
				1	2	3			1	2	3	4	5
4	5	6	7	8	9	10	6	7	8	9	10	11	12
11	12	13	14	15	16	17	13	14	15	16	17	18	19
18	19	20	21	22	23	24	20	21	22	23	24	25	26
25	26	27	28	29	30		27	28	29	30	31		

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
25	26	27	28	29	30	1
2	3	4	5 GF Plan Commiss Adopt and Hearing (Earl) DRAFT TAC Pres to Earl	6	7 Revised Plan to TAC and Executive Board	8
9	10 GF Cmte of the Whole	11 EGF Council Work Session	12 TAC	13 EGF Plng Cmte Adopts Plan and Hearing	14	15
16	17 GF Council Adopts Plan and Hearing	18 EGF Council Adopts Plan	19 Executive Board: Adopt Plan	20	21	22
23	24 CHRISTMAS EVE	25 CHRISTMAS	26 BOXING DAY	27	28 Submit Plan to States & Federal Partners	29
30	31 NEW YEARS EVE	Notes				

Timeline to 2050 MTP Update

Year Begin	Activity	Year Completion	Consultant
Jan. 1, 2019	ITS Reg. Arch.	Dec. 31, 2019	ATAC
Jan. 1, 2020	GF 2050 LU	Dec 31, 2021	YES
Jan. 1, 2020	EGF 2050 LU	Dec 31, 2021	YES
Jan. 1, 2021	Bike/Ped Update	Dec. 31, 2022	YES
Jan. 1, 2021	TDP Update	Dec. 31, 2022	YES
Jan. 1, 2022	2050 MTP Update	Jan. 31, 2024	YES

5 year cycle with the MTP ending on Jan 31 2024

MPO UNIFIED PLANNING WORK PROGRAM - UPDATE , 2018

TABLE OF CONTENTS- UPDATE NOVEMBER, 2018

CODE	AREA	TASK	%	COMPLETION DATE	
300.1	TRANSPORTATION PLAN UPDATE AND IMPLEMENTATION	ACTIVITIES			
	2045 Street & Highway Plan	The MPO approved a preliminary draft of the Plan during October. It is now going through the public review process. The Plan is being requested to be adopted into each local comprehensive plan. It is on schedule to be completed by end of December.	85%	Dec, 2018	
300.1	Transit Development Plan	COMPLETED	100%	July, 2017	
300.1	Bicycle and Pedestrian Planning Element (Update)	MPO Staff in cooperation with East Grand Forks, Grand Forks and Greenway Users Group completed the Existing & Planned Bikeway Network Map. MPO staff has been addressing concerns and comments brought to our MPO attention by Grand Forks Department of Engineering. Responses to Part V will be available next week.	85%	Dec, 2018	
300	Plan Update (Travel Demand Model)	Based model is complete. No further updates (November).	100%	Dec, 2018	
300.2	CORRIDOR PLANNING	US 2/US 81 Skewed Intersection Study	Contract for consultant services will be presented to the Executive Policy Board in November.	0%	
		Grand Forks Downtown Parking Plan	The consultant did complete a parking inventory during October. It is scheduled to meet in November with the Steering Committee to discuss observing a special event and hear about possible future development proposals.	15%	22-Aug-18
		MN 220 N Corridor Study	Public Involvement: MPO staff assisted by the East Grand Forks Office of the Mayor, Economic Development and City Staff reached out to concerned and interested community members seeking their participation in the proposed Steering Committee to guide the MN 220 N Study. First meeting is scheduled for November 15 at 4:30 pm at EGF City Hall. Consultant submitted a draft Existing Conditions Report for review. MPO staff reviewed the document and provided input to Consultant. MPO staff is expecting changes to be made to Existing Conditions Report for discussion at the Steering Committee meeting.	15%	31-May-19
		Update Arial Photo	The 2018 imagery has been delivered. No update (October)	85%	Dec, 2018
		Traffic Count Program	Vision Camera Data Collection & Traffic Analysis Enhancements Preliminary data quality audits being performed after delayed start due to factors including server replacement. No update (October).	10%	
300.5	SPECIAL STUDIES EGF EDA Transition Plan	Draft Plan is being looked over by MPO and City Staff. Once comments are incorporated into document public input will be gathered.	75%	Dec. 2018	
300.6	PLAN MONITORING, REVIEW AND EVALUATION				
300.7	GIS Development				