

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
FEBRUARY 28, 2012
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

- 1. 17th Street NE – Greg Boppre**
- 2. ICON Pavement Management – Greg Boppre**
- 3. Transit Development Plan Update – Teri Kouba**
- 4. Records Management System Upgrade – Chief Hedlund**
- 5. Petition for Paving – Greenway Blvd and 13th St SE – Council Member DeMers**
- 6. Planning Commission Update – Council Member DeMers**

ADJOURN

Upcoming Meetings

Regular Meeting – March 6, 2012 – 5:00 PM – Council Chambers
Work Session – March 13, 2012 – 5:00 PM – Training Room
Regular Meeting – March 20, 2012 – 5:00 PM – Council Chambers
Work Session – March 27, 2012 – 5:00 PM – Training Room

Request for Council Action

Date: February 21, 2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: 17TH Street NE

Background:

I received a phone call last Friday, February 17, 2012, from Mr. Lou Tasa, District State Aid Engineer with MnDOT. Mr. Tasa indicated MnDOT may receive additional Federal funds and is asking if the City is interested in advancing those funds to reconstruct 17th Street NE in 2012.

As the City Council is aware, the 2014 Sub-Target project was to be 5th Ave NW, which the City no longer wants to be completed. Therefore, the City will need to amend the 2012-2015 TIP, to include 17th Street NE, as their preferred project, whether the funds are advanced this year or not.

The proposed budget is as follows:

<u>BUDGET</u> (see attached)		<u>FUNDING</u>	
Construction	\$829,230.00	Construction - Federal(80%)	\$663,384.00
Eng, Admin, Legal		Construction - Local(20%)	\$165,846.00
Cont(EALC)	<u>\$248,769.00</u>	EALC (Local cost)	<u>\$248,769.00</u>
TOTAL	\$1,077,999.00	TOTAL	\$1,077,999.00

The City did not budget for this project in 2012, however the 20% construction share and the soft costs could be special assessed to the property owners.

Again, MnDOT has indicated there is a possibility of additional Federal funds for this year, however there is no pressure to advance the funds, if the City does not want to the project.

Recommendation:

If the City elects to do the project, we need to inform MnDOT.

Enclosures:

Cost estimate

STREET RECONSTRUCTION
17th St. NE from Hwy. 220 to 5th Ave. NE
EAST GRAND FORKS

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
2021.501	Mobilization	LS	1	\$5,000.00	\$5,000.00
2104.501	Remove Curb and Gutter	LF	3530	\$5.00	\$17,650.00
2104.505	Remove Concrete Pavement	SY	8,000	\$5.00	\$40,000.00
2104.505	Remove Concrete Driveway Pavement	SY	140	\$6.00	\$840.00
2104.509	Remove Casting	EA	11	\$250.00	\$2,750.00
2104.511	Sawing Concrete Pavement (Full Depth)	LF	400	\$7.00	\$2,800.00
2105.501	Common Excavation (P)	CY	2,500	\$6.00	\$15,000.00
2105.525	Topsoil Borrow (LV)	CY	140	\$15.00	\$2,100.00
2105.604	Geogrid	SY	9,000	\$4.00	\$36,000.00
2112.604	Subgrade Preparation	SY	9,000	\$2.00	\$18,000.00
2211.607	Aggregate Base(10")	CY	2,700	\$25.00	\$67,500.00
2301.529	Reinforcement Bars (Epoxy Coated)	LB	4,800	\$3.00	\$14,400.00
2301.604	Concrete Pavement 8.0"	SY	8,000	\$48.00	\$384,000.00
2502.541	4" Perforated Drain Tile	LF	3,530	\$3.00	\$10,590.00
2503.511	18" RCP Storm Sewer	LF	600	\$40.00	\$24,000.00
2504.602	Adjust Gate Valve & Box	EA	7	\$300.00	\$2,100.00
2506.516	Casting Assembly, Type A	EA	8	\$1,000.00	\$8,000.00
2506.516	Casting Assembly Type C	EA	5	\$1,200.00	\$6,000.00
2506.602	Install Catch Basin	EA	2	\$3,000.00	\$6,000.00
2506.603	Construct Storm Manhole (48")	LF	10	\$250.00	\$2,500.00
2521.501	4" Concrete Sidewalk	SF	17,650	\$5.00	\$88,250.00
2531.501	Concrete Curb and Gutter, Design B624	LF	3,530	\$15.00	\$52,950.00
2531.507	6" Concrete Driveway Pavement	SY	140	\$50.00	\$7,000.00
2563.601	Traffic Control	LS	1	\$5,000.00	\$5,000.00
2573.530	Storm Drain inlet Protection	EA	10	\$100.00	\$1,000.00
2575.501	Seeding	SY	4000	\$2.00	\$8,000.00
2582.502	4" Broken Line Yellow - Epoxy	LF	450	\$4.00	\$1,800.00
TOTAL CONSTRUCTION COST					\$829,230.00
EALC					\$248,769.00
TOTAL					\$1,077,999.00

Request for Council Action

Date: February 21, 2012

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Cc: File

From: Greg Boppre, P.E.

RE: ICON Pavement Management

Background:

The City Public Works Superintendent(PWS) asked us to provide a proposal for inputting data into the ICON Pavement Management starting in 2012(see attached). The PWS included \$50,000 in the budget for 2012, therefore, we are asking permission from the City Council to proceed.

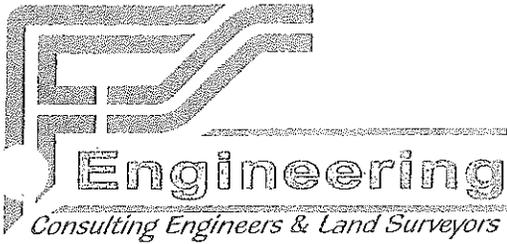
The following powerpoint presentation identifies what ICON Pavement Management is, how it works and what information the City can use from it.

Recommendation:

Authorize FS Engineering to proceed with the ICON Pavement Management.

Enclosures:

ICON Powerpoint



May 11, 2011

John Wachter
EGF Public Works Superintendent
1001 Second St. NE
East Grand Forks, MN 56721

RE: ICON Pavement Management

Dear John:

As you know, the City of East Grand Forks has the ICON Program at its disposal so that the City can evaluate its street sections and keep track of maintenance throughout the City. The last pavement survey was completed in 2008 and we have also entered in some more recent maintenance data that you have provided us. It is a start but in order to get the most out of this program, we need to devote more time and energy into putting in all the information regarding our streets. This includes but is not limited to;

- A) Pavement Sections
- B) Years of Construction
- C) Years of Maintenance and type of Work
- D) Any utilites underneath the Pavement
- E) Updating any new Construction as it happens

With the information mentioned above, the ICON Pavement Management Program can be a very valuable tool for the community. In order to update all this information, we think that it will take approximately \$150,000.00 worth of time and energy to get all the information uploaded. If we can spread it out over a 5 year period we can work on it during the winters when we have the most personnel that can devote their time to it and not be interrupted with the summer construction season. Therefore, we suggest budgeting \$30,000.00 a year for the next five years so that the city can utilize this program to its full potential.

If you have any questions or need further information, please contact our office.

Respectfully yours,
FS Engineering



Greg Bopp, P.E.

GB:js

Cc: Scott Huizenga

ICON PAVEMENT MANAGEMENT



WHAT IS ICON?

- Infrastructure **CON**sultant
- An Infrastructure Management System that compliments your decision making



PAVEMENT AND RIGHT-OF WAY MANAGEMENT IS A DECISION MAKING PROCESS

- WHAT to do? (find cost-effective treatments)
- WHEN to do it? (at designated times)
- WHERE to do it? (location, location, location)
- To provide a desired level of service



PAVEMENT MANAGEMENT SOFTWARE NEEDS TO PROVIDE OPTIONS FOR:

- Routine Maintenance (patching, crack sealing)
- Preventive Maintenance (sealcoats)
- Major Repairs (overlays, panel replacements)
- Rehabilitation (reconstruction)



ICON SOFTWARE

Consists of 4 working desktops (windows)

- DATA
- ADMINISTRATION
- ANALYSIS
- REPORT



DATA MODULE

- Maintains an inventory of your roadway network (including right-of-way) and pavement condition
- Maintains a uniform roadway inventory
- Keeps track of condition and project history
- Allows image, video storage and comments



CONDITION ASSESSMENT

- Captures the condition and needs of your pavement
 - **PAST:** Document trends in condition and develop pavement performance curves
 - **PRESENT:** What is the pavement condition today
 - **FUTURE:** Pavement performance projections to estimate future needs



ADMINISTRATION MODULE

- Allows you to define your local parameters to customize the ICON system to your local conditions
- Considers the effect of available funds
- Prioritized listings of projects needing work
- Support of allocation decisions
 - Do nothing
 - Apply preventive maintenance
 - Fix worst first
- Show and tell the benefits to your users



ANALYSIS MODULE

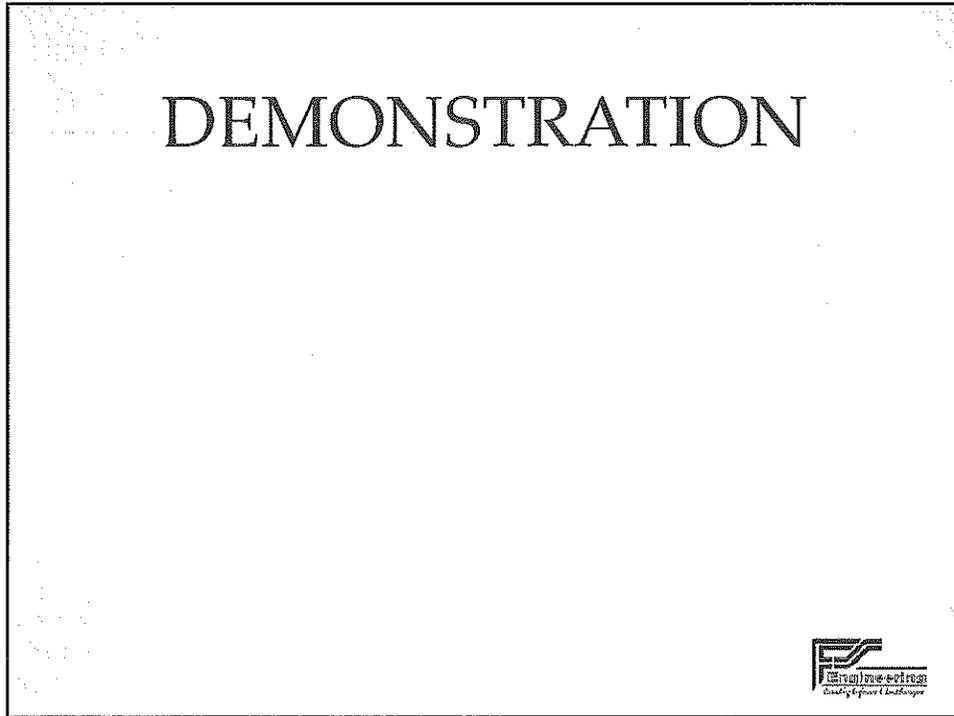
- Performs a detailed analysis on the pavement network, determines overall condition and maintenance backlog, and helps develop multi-year work plans
- Allows assigning of monetary funding and allocation % to maintenance categories
- Projects average pavement condition
- Develops multi-year work plans
- Determines needed shifts in maintenance policy



REPORT MODULE

- Allows user to generate hardcoded graphics and reports which list various network information
- Reports are always "refreshed" with the most recent set of data
- Reports can be printed out for hard-copy reference





Request for Council Action

Date: February 28, 2012

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Teri Kouba, Planner – Grand Forks-East Grand Forks MPO

RE: Transit Development Plan Update

GENERAL INFORMATION:

Every five years the MPO updates the Transit Development Plan (TDP) as part of the Long Rang Transportation Plan. The last TDP was done in 2004 with implementation starting in 2005. There was a Transit study done in 2007, but it focused on the feasibility of the expansion of the system. Back in March, we presented to you the scope of work, under contract with URS Corporation with Bill Troe as Project Manager, to complete the TDP Update.

There have been three (3) public input meetings and four (4) steering committee meetings. At these meetings the public and the steering committee were presented finds and were asked to give comments and feedback as to what they think. The major finding has been the issue of on-time performance. It is the recommendation of the TDP that the Cities concentrate on making small changes that will help the buses stay on the time schedule. The largest of the suggested changes would be changing from a flag stop system to a designated stop system. This is so that the bus does not have to stop and start for every block, as it does on some routes, and so that time is limited in parking areas. Slight changes in the routes are also suggested so that the buses are not wasting time in areas that have low ridership but are still within the ¼ mile walking distance of the bus route.

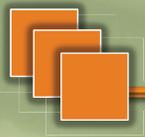
The full draft TDP is on the web located <http://www.gf-egftransitplan.blogspot.com/> and another Public meeting was scheduled on Feb. 23 at 6:00 PM in Grand Forks City Hall Council Chambers.

RECOMMENDATION:

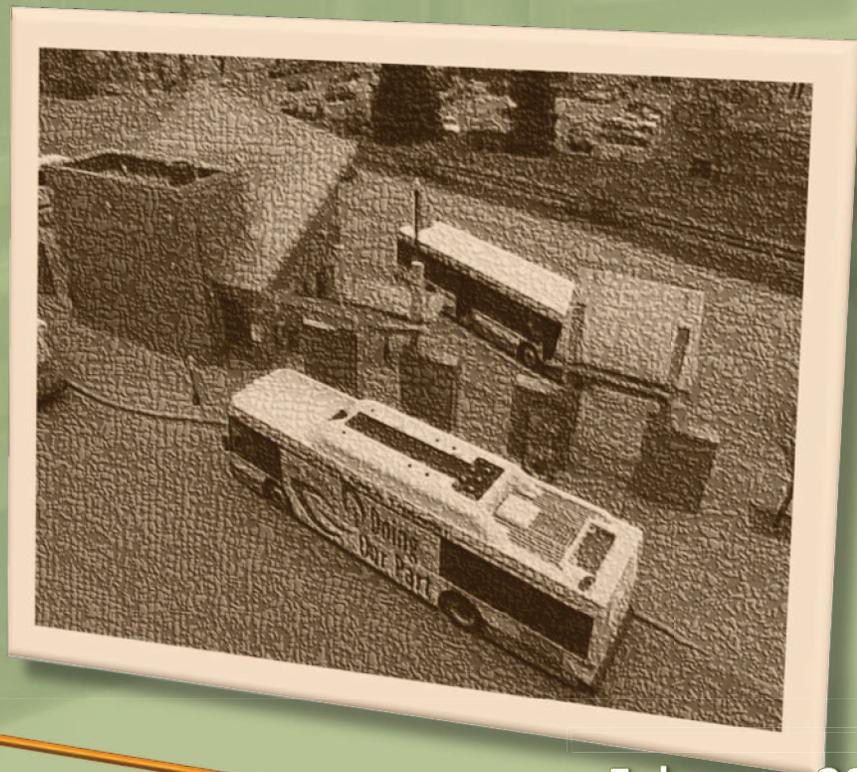
For the Council's information.

Support Material:

- Presentation
- Draft Transit Development Plan.



Grand Forks-East Grand Forks Metropolitan Planning Organization Transit Development Plan Update (2011-2016) Draft Final Report





FIXED ROUTE SERVICE ALTERNATIVES

Alternatives for addressing on-time performance issues and improving productivity on those routes with ridership of substantially less than the current system average include:

- Changing from a “wave” stop policy where riders can board or exit a fixed route bus at any intersection along the route to specific safe stop locations marked by bus stop signs. The purpose of migrating from a wave stop policy to a designated stop policy is to reduce the number of times buses slow, stop, board passengers and then accelerate away from a stop and to improve safety. Presently, passengers can flag a bus at any location along a route. While the driver has some discretion to determine a safe location to pull over, they do not want to make people wanting to board walk a substantial distance to a preferred safe boarding location. Switching to designated stops would give CAT added discretion in defining a safe stopping location and providing stop amenities that improve passenger and other driver safety. Figures 11 through 18 in the Existing Conditions chapter document where passengers boarded and exited buses over the April 2011 survey period. Each of these stops add time to the run without necessarily providing a high level of services. Converting the fixed route service to designated stops has the potential to reduce run times by an average of five to 10 percent, which translates in to a reduction of 1½ to three minutes.
- Retaining the current 13 routes relative to their general service area, but make changes to selected routes to reduce the run time. The key for these alternatives is to identify and implement changes to routes that result in a travel time savings without eliminating service in higher ridership activity areas. By reducing the travel time there is the potential for ridership to increase as transit service would be more competitive to auto travel. Reducing run travel time by eliminating segments that access higher density areas can substantially compromise the service effectiveness by no longer accessing desirable markets.
- Overhaul the current route structure to reduce the travel time and number of transfers required to make trips between origins and destinations. Presently, approximately 45 percent of all trips require a transfer and the downtown transit center is the primary transfer location. While



downtown is a logical activity area for a transit center, the far east side of town geographic location of the Grand Forks downtown results in many circuitous/out-of-direction trips. By locating another transit center more to the west and revising routes to emphasize the new center, there is the potential to reduce out-of-direction travel and improve transit competitiveness relative to auto travel.

- Add new routes or modify current routes to provide transit access to key activity areas where service has been requested. One of the key issues discussed throughout the TDP process was the limited amount of coordination that currently exists between the transit planning and land development process. Comments at public meetings and Steering Committee meetings were that transit managers/service planners generally are not made aware of new developments until residents or businesses request service after occupancy. Many times new developments are located well off a current route, which severely limits the ability to provide service without eliminating service elsewhere. These after the fact action requests do not generally result in satisfactory outcomes for either the requester or the transit provider.

Converting from Wave Stop to Designated Stop Operations

Determining where people get on and off the bus may initially seem to be one of the least complex elements of fixed route system design. Determining boarding locations, however, requires balancing the convenience of access to the bus relative to the desire to have convenient across travel times. Adding boarding locations and allowing access at any point along a route enhances access convenience, but each stop adds travel time to a route. Thus, the goal is to strike an acceptable balance between access and mobility.

Cities Area Transit uses a flag or wave stop policy for getting on and off buses. Riders only need to be on the appropriate side of the street along a designed route and they can “flag” down an approaching bus at any safe corner (that is not a right turn lane) along a route by simply waving to the driver. This approach provides the most user benefit as long as the frequency at which the bus is flagged is relatively low, because each stop adds to the overall route travel time. An alternate to the flag/wave stop approach is pre-determined locations along a route that are safe and convenient for boarding and alighting. Passengers are allowed to get on or off only at the pre-determined (designated) locations. This approach typically has a lower level of access convenience, but generally requires less travel time for similar trips relative to the flag/wave stop approach, especially along higher ridership routes. In addition, as stops can be reviewed relative to a set of safety criteria, the number of incidents of crashes generally is lower than with a wave stop approach.

Bus stops must be located to allow passengers to board and alight safely and conveniently. Ideally, they should also be situated near places of particular need, such as grocery stores, residential areas, medical facilities, and schools. Figure 28 shows the range of items to consider in locating bus stops. These items do not change relative to whether a flag/wave stop format or a designated stop format is used, however, who determines whether a potential stop location is safe and appropriate differs dramatically. With flag/wave stops, the rider is responsible for determining whether the location is safe, convenient, and appropriate. Responsibility for determining these elements with the designated stop format is with the local transit planners, who are also responsible for assessing the quality of the entire system, not just an individual trip.

The primary benefit of providing flag/wave stop operations is the convenience of where riders get on/off relative to their actual origin or destination. The primary benefits of designated stop operations are:

- A defined spot to pick up the bus, which is important to attracting new passengers
- Logical bus stop spacing to support the transit mobility function.



- As stops are determined based on being able to provide a safe environment to provide an ADA compliant stop, there is less potential for conflicts.
- Stops would be signed, which helps promote transit by reminding the general public of the availability of service.
- The bus stop sign should be viewed as a marketing tool.
- Drivers know where to expect passengers to be waiting for service, which reduces the likelihood of a missed pick-up.

FIGURE 28: CONSIDERATIONS IN BUS STOP LOCATION SELECTION



Converting from flag/wave stops to designated stops will have a more significant on-time performance impact on routes experiencing a higher number of stops per run than routes with fewer stops. For the CAT system, routes making more stops are also the routes with the highest ridership. These higher ridership, higher number of stop routes are also the ones with lower on-time performance. Thus, the key to gaining the greatest benefit from conversion would be finding a stop spacing that retains an acceptable access convenience and promotes more route mileage covered at full speed (not slowing as approach a stop or accelerating away from a stop).

In Grand Forks and East Grand Forks conversion to a designated stop operation will benefit on-time performance impacts in two areas:

- Along public street segments where existing conditions reflect a high density of lower activity stops. Consolidation of a series of lower activity stops into a single moderate activity stop reduces the overall stop dwell time during a run.
- Within parking areas at Columbia Mall and at Altru Medical Center. Presently, routes serving Columbia Mall and Altru Medical Center make stops at up to 12 unique locations over the course of a day. The revenue miles covered on the mall site and the hospital campus represent less than five percent of the individual route mileage, but the run time allocated to these areas exceeds 15 percent of the run time.

Placing designated stops approximately every three blocks along a route would provide appropriate accessibility, while reducing the run travel times. Table 19 displays the results of an analysis of the potential travel time savings along segments of current routes where the stop density exceeds the proposed three block spacing concept. The greatest benefit would occur along the following routes and segments:

Route		Segment			Unique Stops		Conversion Run Time Savings (Seconds)
Number	Color	Street	From	To	Current (Observed)	Designated	
Route 1 /2	Red	University Avenue	Oxford Street	Columbia Road	5	3	20
Route 3	Orange	Altru Medical Center ¹			12	2	50
Route 4 /6	Blue						
Route 5 /7	Green	DeMers Avenue	4th Avenue S.	S. 5th Street	6	3	15
		Washington Street	DeMers Avenue	24th Avenue S.	18	7	55
		17th Avenue S.	S. 17th Street	Washington Street	4	2	10
		S. 17th Street	17th Avenue S.	32nd Avenue S.	12	5	35
		24th Avenue S.	S. 17th Street	Washington Street	4	2	10
		Columbia Mall ¹			12	1	55
Cumulative Run Time Savings							180
Route 8 /9	Purple	Altru Medical Center ¹			10	2	40
		Columbia Mall ¹			2	1	5
		Cumulative Run Time Savings					
Route 10 /11	Black						
Route 12 /13	Brown	Altru Medical Center ¹			2	2	0
		Columbia Mall ¹			4	1	15
		Cumulative Run Time Savings					
Note:	1 - Additional run time savings is associated with reduction in on-site, low speed mileage.						

TABLE 19: ESTIMATED FIXED ROUTE RUN TIME REDUCTION THROUGH CONVERSION TO DESIGNATED STOPS



- Route 5/7 (Green) – Washington Street from DeMers Avenue to 24th Avenue South: Presently, buses stop at 18 unique locations along the segment or approximately every 400 feet. Conversion to designated stops would eliminate 11 stops along the segment, reducing travel time by approximately one minute along this segment³. Throughout the route conversion to designated stops along the public street segments has the potential to reduce Route 5/7 (Green) run times by over two minutes.
- Route 5/7 (Green) – 17th Street from 17th Avenue South to 32nd Avenue South. Along this one mile segment 13 unique stops were recorded through the service day. Converting operation to a designated stop service would consolidate stops to four to five locations, reducing travel time by approximately 45 seconds.
- Route 5/7 (Green) – 32nd Avenue South from Columbia Road to South 17th Street. During the survey period, seven unique stop locations were observed over the 0.65 mile segment, or a stop every 500 feet. Converting to a designated stop format would eliminate approximately half of the stops, saving approximately 20 seconds per run.
- Altru Medical Center Campus – Route 3 (Orange)/Route 8/9 (Purple)/Route 12/13 (Brown). Altru Medical Center is a high boarding and alighting activity area for each of the routes that serve the campus. Route 3 (Orange) presently stops at 12 unique locations over the course a service day and Route 8/9 (Purple) stops at 10 unique locations. Route 12/13 stops at only three unique locations. The vast majority of people get on or off Route 3 (Orange) and Route 8/9 (Purple) at two or three stops located adjacent to the hospital and the clinic. The remaining stops are very low activity (one or two boardings/alightings over the day), but add substantially to the on-campus miles and time. Each of the routes are on the Altru campus for over four minutes of a 30-minute route run time. By reducing the number of stops, the on-campus mileage and time can be reduced.
- Columbia Mall – Route 5/7 (Green)/Route 9 (Purple)/Route 13 (Brown). Similar to the Altru campus, stops on the Columbia Mall property can be divided into a small number of very high activity stops and a larger number of very low activity stops. To provide service to all of the stops, buses spend approximately four minutes or their 30 minute runs circulating the mall parking areas. Placing a central stop on the east side of the mall and reducing the parking area and/or ring road mileage can save two to three minutes of route run time without dramatically alternating where most patrons get on and/or off the bus.
- University Avenue from Stanford Road to Hamline Street. This segment of University Avenue is either fully or partially served by Route 2 (Red), Route 4/6 (Blue), Route 8 (Purple), as well as the UND Shuttle. On average each of the three CAT routes stop on average approximately every 500 feet. Converting to a designated stop format and sharing stops with the UND Shuttle reduces the number of stops along the corridor to four. While much of the variation in travel time through the University Avenue corridor is due to pedestrian-vehicle conflicts at Oxford Street, consolidation of stops would reduce the route travel time by 20 to 30 seconds.

The combined impact of converting from the flag/wave stop format to designated stops is a four to five minute reduction in run times for the affected routes. Cutting run times by this amount will address much of the increment required to address poor on-time performance issues.

Retain Current Structure with Minor Route Changes

Making minor changes to the routing and/or transit stop assumptions while retaining the current 13 route structure represents a “management” approach to addressing observed on-time performance issues. While the vast majority of the regional population has reasonable access to transit, the

³ Assumes a per stop dwell time of 7.75(Levinson, 1983) seconds to 14.1(Puong, 2000) seconds and stopping on average at every other stop.



reliability of the current service is a concern on a number of the routes. In the current conditions, the following routes have been observed to not be able to consistently complete scheduled runs in scheduled time:

- Route 2 – Over the typical day this route will arrive at the transit center (the run initiation and conclusion point) on average 0.6 minutes late. By itself, arriving 40 seconds late is not a significant issue, but when the standard deviation of late arrivals is also factored in, there is evidence that the current route is too long to reliably complete in the scheduled 30 minutes.
- Route 3 – On average the Orange Route arrives back at the transit center almost two minutes late. The standard deviation of arrival times relative to the scheduled time is approximately 1.5 minutes. Combining the average late arrival time and the standard deviation of the range of arrivals shows that the route travel time is approximately three minutes (or about 10 percent of the run time) too long for the 30-minute schedule.
- Route 4/6 – Combining the average arrival at the transit station and a one standard deviation buffer, results in concluding the routes need to be shortened by approximately three minutes on Route 4 and four minutes on Route 6.
- Route 5/7 – Over the survey period, buses on Route 5 typically arrived at the transit station approximately four minutes later than scheduled. Route 7 typically arrived just over three minutes late. Combining the average late arrival time and one standard deviation of the time results in the following findings:
 - Route 5: To improve the on-time performance the run needs to be shortened by eight minutes.
 - Route 7: A reduction in average run time of six minutes is needed to regularly meet the 30-minute scheduled time.

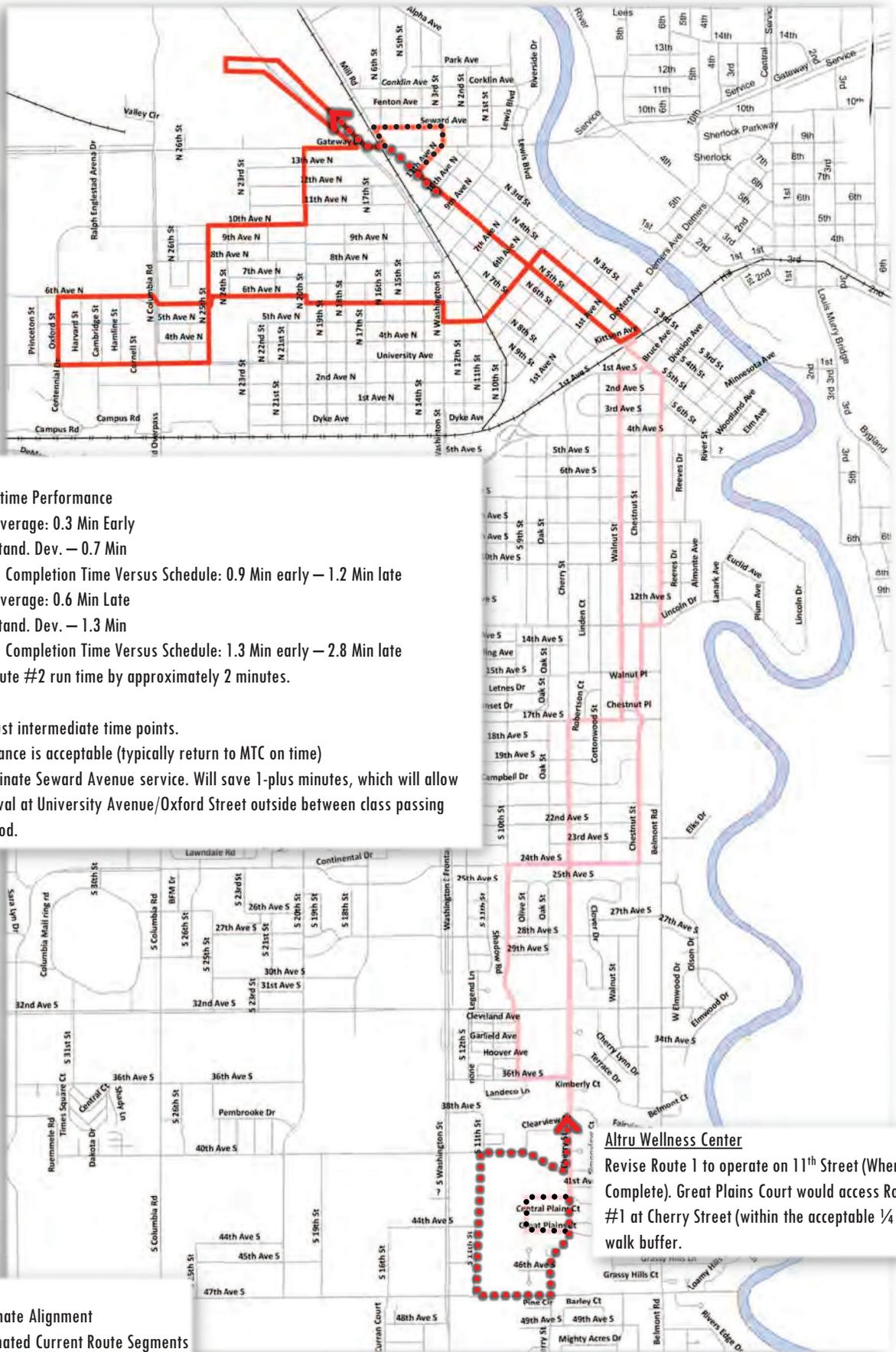
At these increments most, if not all, of the schedule layover time expires before the bus arrives, leaving no time for driver personal time.

- Route 8/9 – On average the routes arrive approximately two to three minutes late and the standard deviation of the arrivals is approximately two minutes. The combination of late arrival and standard deviation of the late arrival results in recommending that Route 8 be shortened by four minutes and Route 9 shortened by five minutes.
- Route 10/11 –Route 10 and Route 11 on average arrive at transit center late. Both routes, while running in different areas arrive approximately three minutes late. The standard deviation for arrival times is also similar at three minutes. Based on the observed numbers, it was concluded that the Black Routes need to be shortened by approximately six minutes to be able to stay on schedule.
- Route 13 – The combination of average late arrival and the standard deviation of the late arrivals results in the recommendation that runs need to be shortened by approximately three minutes.

A range of route modifications for each of the routes that do not regularly arrive at the end of a run on-time are displayed in Figures 29 through 35. Included in each of the figures are the following:

- Details about average arrival time back at the end of the run.
- Summary of the amount of run travel time that needs to be removed in order for drivers to more often arrive at the end of the run on-time.
- List of management/minor route changes that would reduce run time and improve the on-time performance.

Management/minor route changes identified are adequate to substantially improve on-time performance while retaining the current route structure. Key findings that are generally consistent across the alternatives are:



Summary

- **Finish Run On-time Performance**
 - #1 – Average: 0.3 Min Early
Stand. Dev. – 0.7 Min
 - Range of Run Completion Time Versus Schedule: 0.9 Min early – 1.2 Min late
 - #2 – Average: 0.6 Min Late
Stand. Dev. – 1.3 Min
 - Range of Run Completion Time Versus Schedule: 1.3 Min early – 2.8 Min late
- Need to cut Route #2 run time by approximately 2 minutes.
- **Actions:**
 - #1 – Adjust intermediate time points.
Distance is acceptable (typically return to MTC on time)
 - #2 – Eliminate Seward Avenue service. Will save 1-plus minutes, which will allow arrival at University Avenue/Oxford Street outside between class passing period.

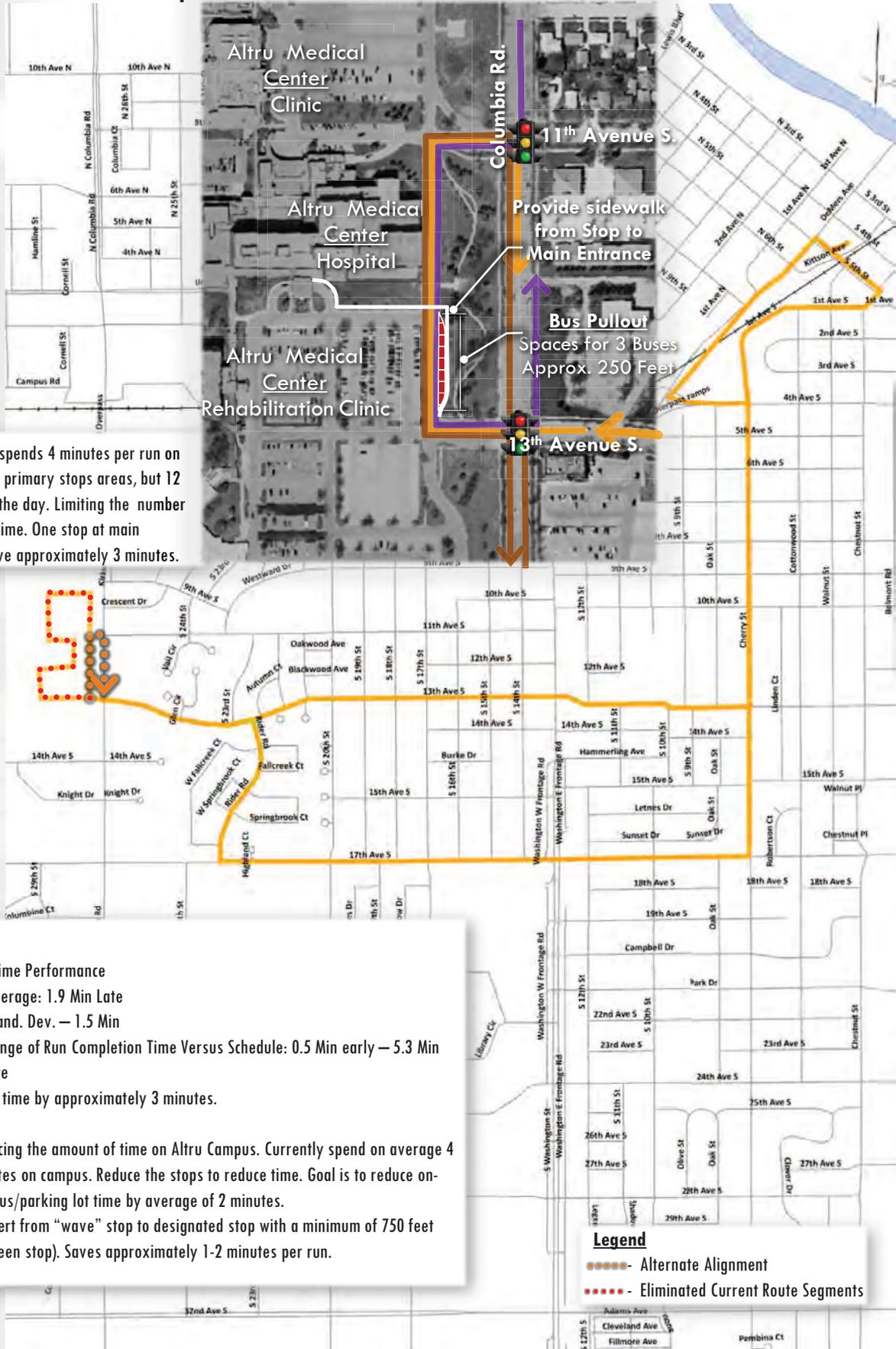
Altru Wellness Center
 Revise Route 1 to operate on 11th Street (When Complete). Great Plains Court would access Route #1 at Cherry Street (within the acceptable ¼ mile walk buffer).

Legend

- - Alternate Alignment
- - Eliminated Current Route Segments

FIGURE 29: ROUTE 1/ 2 (RED) ADJUSTMENTS TO IMPROVE ON-TIME PERFORMANCE

Alternate Two-Stop Transit Circulation



On average — Bus spends 4 minutes per run on Altru campus. Two primary stops areas, but 12 unique stops over the day. Limiting the number of stops will save time. One stop at main entrance would save approximately 3 minutes.

Summary

- Finish Run On-time Performance
 - #3 — Average: 1.9 Min Late
 - Stand. Dev. — 1.5 Min
 - Range of Run Completion Time Versus Schedule: 0.5 Min early — 5.3 Min late
- Need to cut run time by approximately 3 minutes.
- Actions:
 - #3 — Reducing the amount of time on Altru Campus. Currently spend on average 4 minutes on campus. Reduce the stops to reduce time. Goal is to reduce on-campus/parking lot time by average of 2 minutes. Convert from “wave” stop to designated stop with a minimum of 750 feet between stop). Saves approximately 1-2 minutes per run.

FIGURE 30: ROUTE 3 (ORANGE) ADJUSTMENTS TO IMPROVE ON-TIME PERFORMANCE

Summary

- Finish Run On-time Performance
 - #4— Average: 1.3 Min Late
Stand. Dev. — 2.2 Min
Range of Run Completion Time Versus Schedule: 2.8 Min early — 6 Min late
 - #6— Average: 2.1 Min Late
Stand. Dev. — 2.7 Min
Range of Run Completion Time Versus Schedule: 2.4 Min early — 7.2 Min late
- Need to cut run time by approximately 3 min on #4 and 4 min on #6.
- Actions:
 - Avoid congested sections of University Avenue (Oxford Street intersection) during passing periods.
 - Relocated Route 4 from University Avenue to 6th Avenue west of Hamline/Cambridge Street.
 - Reduce duplication of service on University Avenue with UND Shuttle
 - Convert from “wave” stop to designated stop with a minimum of 750 feet between stop). Saves approximately 2 minutes per run.

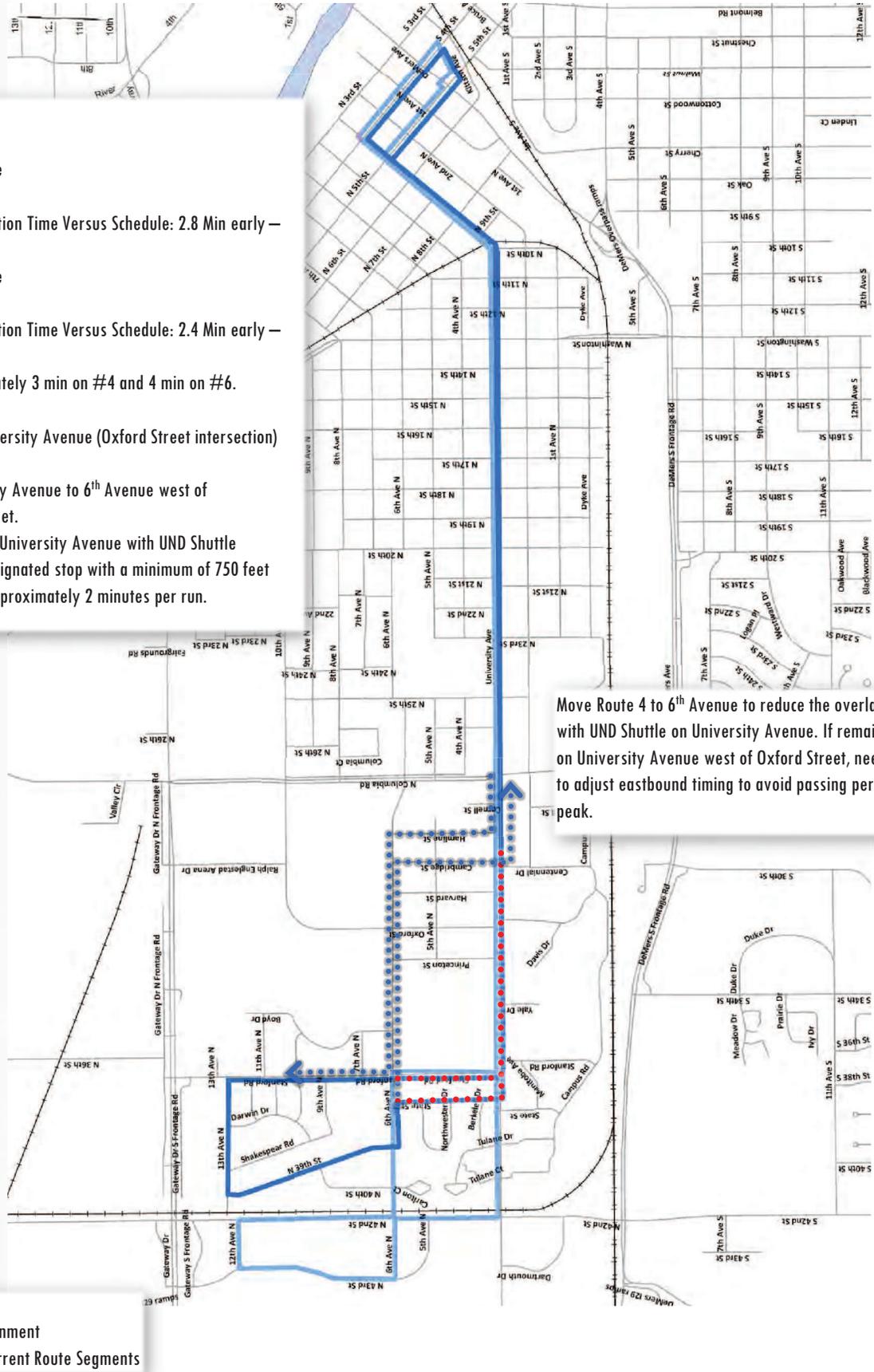
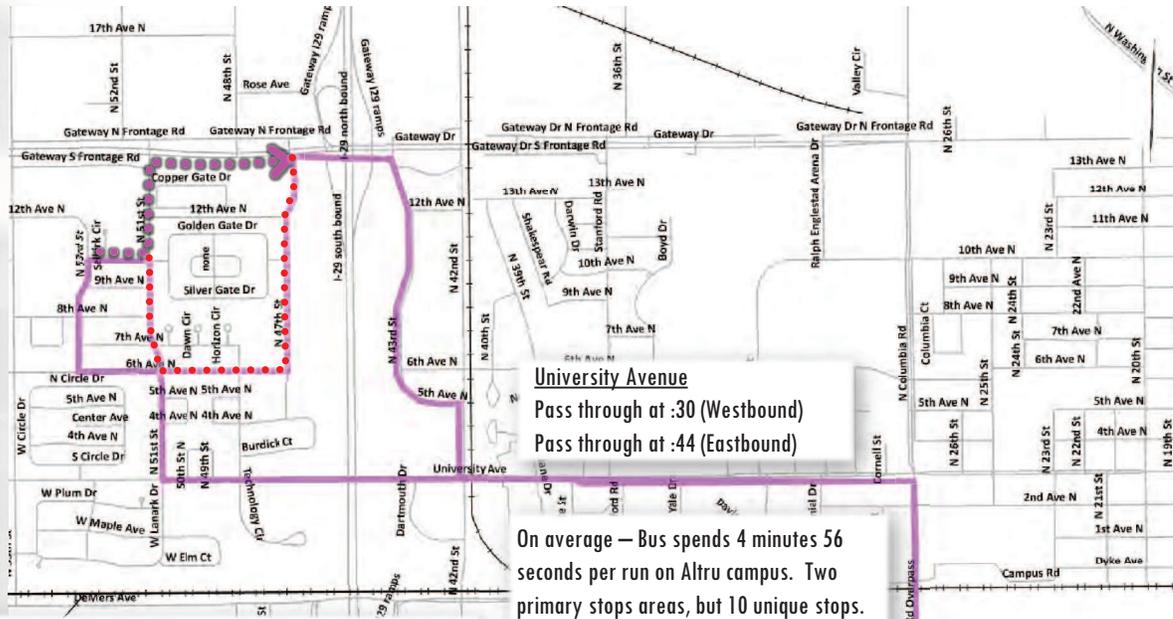
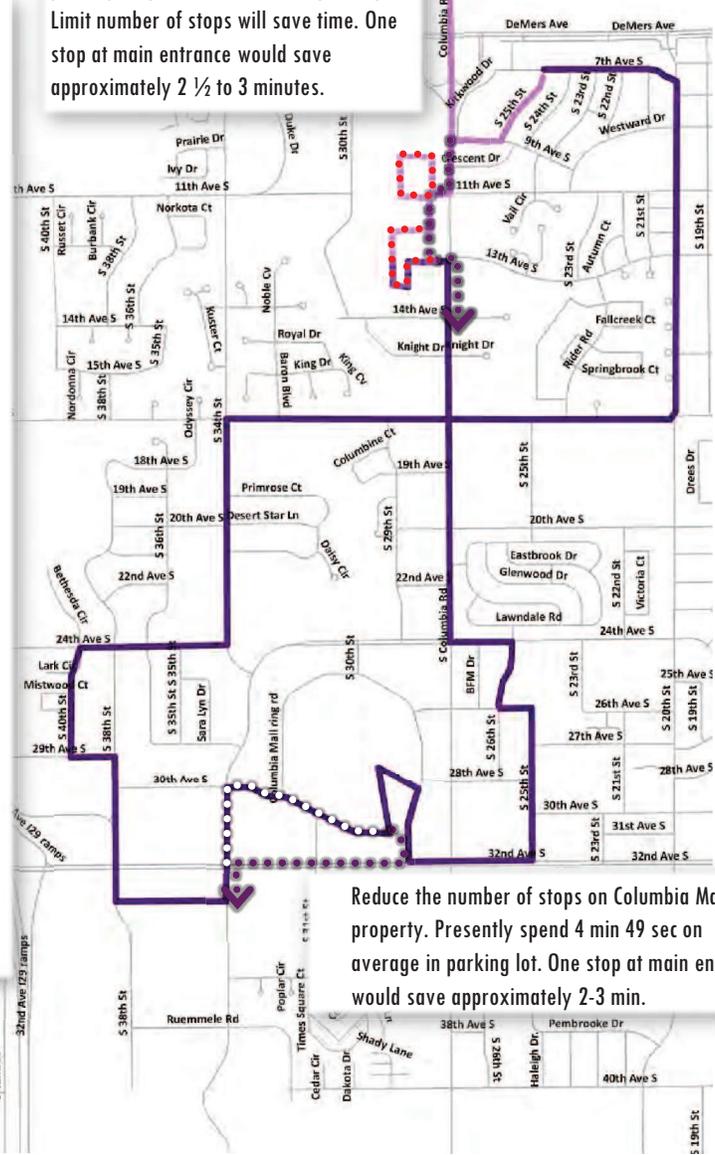


FIGURE 31: ROUTE 4/6 (BLUE) ADJUSTMENTS TO IMPROVE ON-TIME PERFORMANCE



Summary

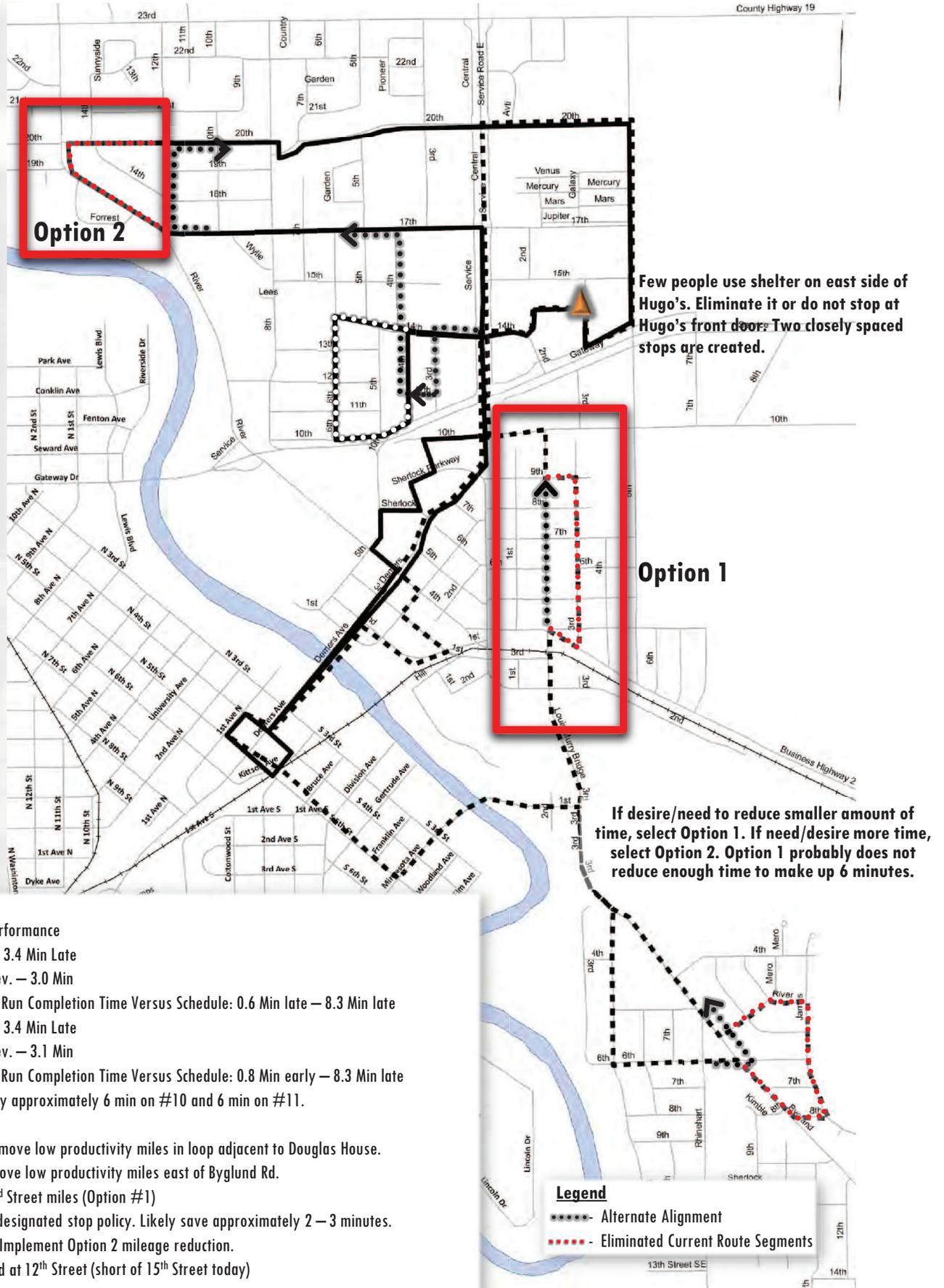
- **Finish Run On-time Performance**
 - #8 – Average: 2.2 Min Late
Stand. Dev. – 2.3.1 Min
Range of Run Completion Time Versus Schedule: 0.8 Min early – 6.0 Min late
 - #9 – Average: 3.0 Min Late
Stand. Dev. – 2.1 Min
Range of Run Completion Time Versus Schedule: 1.1 Min early – 5.3 Min late
- Need to cut run time by approximately 4 min on #8 and 5 min on #9.
- **Actions:**
 - Step 1 #8 – Revise time table to miss the between class passing period on University Avenue. Need to move time table up about 14 minutes. Eastbound on University at :30 and westbound at :44 misses passing period congestion, but provides access. Presently, westbound at :44 and eastbound at :59.
Reduce Altru stops to one or at most 2. Reduce Altru campus time by 2-3 minutes.
 - #9 – Reduce Altru stops to one or at most 2. Reduce Altru campus time by 2-3 minutes.
Reduce Columbia Mall stops to one. Reduce in lot time by 2-3 minutes.
By reducing low production time in parking lots, should be able to retain all mileage and improve on-time performance.
 - Step 2 If on-time performance does not improve enough, implement route change along 6th Avenue North/North 47th Street to reduce low speed miles.



Legend

- Alternate Alignment
- Eliminated Current Route Segments

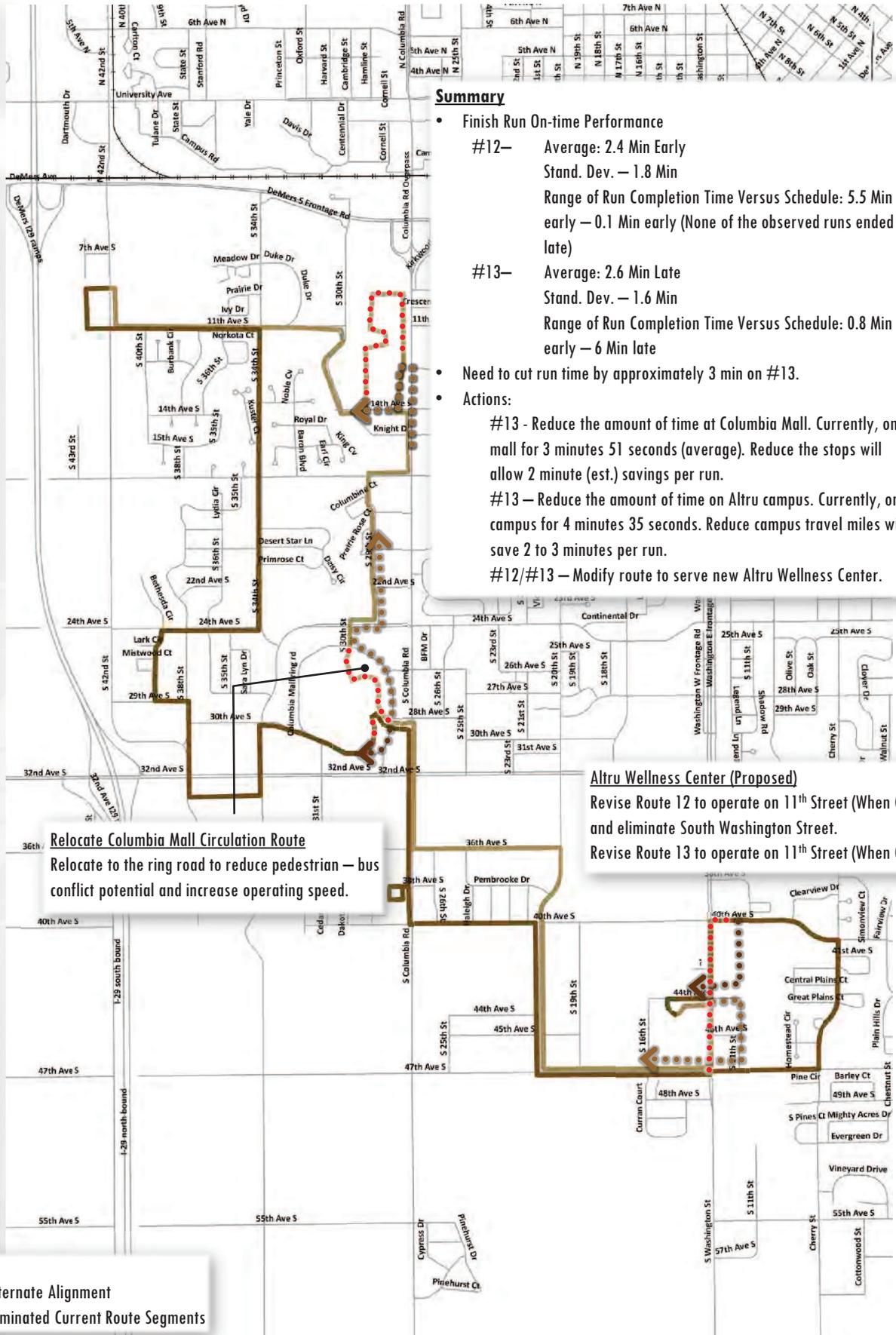
FIGURE 33: ROUTE 8/9 (PURPLE) ADJUSTMENTS TO IMPROVE ON-TIME PERFORMANCE



Summary

- Finish Run On-time Performance
 - #10— Average: 3.4 Min Late
Stand. Dev. — 3.0 Min
Range of Run Completion Time Versus Schedule: 0.6 Min late — 8.3 Min late
 - #11— Average: 3.4 Min Late
Stand. Dev. — 3.1 Min
Range of Run Completion Time Versus Schedule: 0.8 Min early — 8.3 Min late
- Need to cut run time by approximately 6 min on #10 and 6 min on #11.
- Actions:
 - Step 1 - #10— Remove low productivity miles in loop adjacent to Douglas House.
 - #11— Remove low productivity miles east of Byglund Rd.
Eliminate 3rd Street miles (Option #1)
Implement designated stop policy. Likely save approximately 2 — 3 minutes.
 - Step 2 (If needed)— Implement Option 2 mileage reduction.
Cut west end at 12th Street (short of 15th Street today)

FIGURE 34: ROUTE 10/11 (BLACK) ADJUSTMENTS TO IMPROVE ON-TIME PERFORMANCE



Summary

- Finish Run On-time Performance
 - #12— Average: 2.4 Min Early
Stand. Dev. — 1.8 Min
Range of Run Completion Time Versus Schedule: 5.5 Min early — 0.1 Min early (None of the observed runs ended late)
 - #13— Average: 2.6 Min Late
Stand. Dev. — 1.6 Min
Range of Run Completion Time Versus Schedule: 0.8 Min early — 6 Min late
- Need to cut run time by approximately 3 min on #13.
- Actions:
 - #13 - Reduce the amount of time at Columbia Mall. Currently, on mall for 3 minutes 51 seconds (average). Reduce the stops will allow 2 minute (est.) savings per run.
 - #13 — Reduce the amount of time on Altru campus. Currently, on campus for 4 minutes 35 seconds. Reduce campus travel miles will save 2 to 3 minutes per run.
 - #12/#13 — Modify route to serve new Altru Wellness Center.

Relocate Columbia Mall Circulation Route
Relocate to the ring road to reduce pedestrian — bus conflict potential and increase operating speed.

Altru Wellness Center (Proposed)
Revise Route 12 to operate on 11th Street (When Complete) and eliminate South Washington Street.
Revise Route 13 to operate on 11th Street (When Complete)

Legend

- - Alternate Alignment
- - Eliminated Current Route Segments

FIGURE 35: ROUTE 12/13 (BROWN) ADJUSTMENTS TO IMPROVE ON-TIME PERFORMANCE



- Substantial time can be saved on routes serving Columbia Mall and Altru Medical Center by consolidating stops and reducing the mileage traveled in parking lots. On average, routes serving Altru Medical Center and/or Columbia Mall spend approximately 4 minutes 15 seconds on campus/site per run. This time accounts for approximately 15 percent of the entire travel time, but less than five percent of the route mileage.
- By consolidating stops and limited the mileage on campus/on site, approximately two to three minutes of travel time can be saved per run of the following routes:
 - Route 3 (Orange) serving Altru Medical Center.
 - Route 8/9 (Purple) serving both Altru Medical Center and Columbia Mall
 - Route 11/13 (Brown) serving both Altru Medical Center and Columbia Mall.Route 5/7 serves Columbia Mall, but does not cover as much distance on the mall ring road or through parking aisles as the other listed routes. Thus, a travel time savings of approximately two minutes could be obtained through consolidating stops.
- Converting from a wave stop to a designated stop format has the potential to reduce the number of stops, and especially closely spaced stops, for all of the routes. Route #5/7 is the most extreme of the routes relative to the number of unique stop locations to provide access on and off the bus. Over the course of a day, there are approximately 118 unique stop locations with each run providing 20 to 22 unique pick-up and drop-off locations. Within the Columbia Mall area there are 20 unique stops used over the course of one day. Within the Washington Street corridor there are 21 unique stop locations used throughout the day over the 0.85 miles between DeMers Avenue and 17th Avenue South. Providing designated stops every 750 to 1,000 feet typically provides reasonable walk access even in cold climates and would improve the average vehicle travel speed without increasing the maximum operating speed.
- Removing lower productivity segments that add miles, but supports very little ridership. Residential areas in southern East Grand Forks served by Route #11 generate very little daily ridership. During the on-off survey in April 2011, there was no activity in south East Grand Forks east of Byglund Road. The Route 11 segments on the east side of Byglund Road account for approximately 0.7 miles of travel on each run. At an average speed of 18 miles per hour, eliminating this low productivity mileage could save over two minutes of travel time per run.

ROUTE CHANGES IF JARC FUNDING FOR ROUTE 12/13 IS ELIMINATED

The JARC discretionary grant program funding used for Route 12/13 must be requested on an annual basis and the service must meet different performance tests than other fixed routes in the region. The JARC program goal is to improve access to suburban employment for welfare recipients and eligible low-income residents living in the urban core or non-urban areas. The NDDOT administers the discretionary funding program in which Grand Forks, Bismarck and Fargo compete for program dollars. Grand Forks has been able to provide support for NDDOT approval for the last three years and while it is anticipated that funding will continue, JARC is a discretionary program. As such, the reliability of funding being available each year is not as likely as formula programs such as 5307, 5309 or 5310.

The intent of the TDP is to look to the future and respond to “what if” questions. In this case, the “what if” is – How would the system be adapted to supplement key Route 12/13 service areas if JARC (or other program) funding is not available in one or more years to support operations? Rather than simply eliminating the route, an alternate of making changes to parts of Route 8/9 (Purple) and Route 1 (Red) to cover the most critical portions of the route 12/13 service area. The concept is displayed in Figure 36 and includes:



6.0 RECOMMENDATIONS AND IMPLEMENTATION

This chapter brings together the alternatives and their associated costs documented in previous sections and the funding availability to develop a cost constrained plan. Recommendations address:

- Service needs identified through the public engagement meeting, from the on-board surveys and by reviewing the current system.
- Capital improvements to maintain a reliable and cost-effective fleet and the facilities required to support operations and administration.
- Better integrating transit planning and land use planning/development to improve the level of coordination of where service is provided relative to where it is desired and an effective mobility tool.

SERVICE AND CAPITAL RECOMMENDATIONS

The implementation prioritization information presented includes estimated capital and operating costs of the service changes, as well as the capital costs associated with the transit supportive facilities rehabilitation and expansion. A proposed schedule for implementation of the recommendations is provided to assist the MPO and the transit agencies with implementation of the recommended improvements. The implementation schedule is divided into the following periods:

- Short-term Period: Accomplished in the next 2 years.
- Moderate Period: Accomplished with the 5 years of the TIP/TDP.
- Longer-term Period: Beyond the current TIP and TDP periods but within the long range planning horizon of 2035.
- Illustrative Plan – Projects that have met the needs threshold, but do not have a reasonably secure funding plan has been developed. All of the capital improvements have been assigned to this category.

Table 30 outlines the recommended transit system operating plan by period. Capital improvements such as fleet replacement and garage rehabilitation are displayed in Table 31.

COST ALLOCATION PLAN

The purpose of this section the transit development plan is to document the process employed locally to equitably assign fixed route and demand-response cost recovery between jurisdictions in order to request appropriate federal program funds to support transit service. The documented plan is needed because federal grant money cannot pay for everything required to provide service. In documenting a detailed cost breakdown and a process for assigning costs to a jurisdiction, the transit agency ensures that specific grant program funding regulations are followed in funding service. In addition, the agency shows that operating costs are shared equitably between North Dakota and Minnesota derived federal grants.

The most common method of allocating transit operating expenses, and the one recommended for the Grand Forks-East Grand Forks area, is the three-variable unit cost model. In this approach, actual operating costs are assigned to a jurisdiction and funding program based on three service variables: vehicle hours, vehicle miles, and vehicles in service during peak operations. The underlying assumption behind the allocation model is that the cost of operating a transit system are directly related to the number of vehicle hours of service provided, the number of miles traveled, and the number of vehicles required to provide the service.

Recommendation Description	Service/Area	Operating/Capital Cost by Year							Illustrative Projects
		Short-Term		Mid-Term			Long-term		
		2012	2013	2014	2015	2016	2017+		
Operations									
Implement On-time Performance Route Changes	Fixed Route - Grand Forks								
	Fixed Route - East Grand Forks								
Screen Senior Riders to Determine Paratransit Eligibility	Senior Rider - Grand Forks	\$5,000							
	Senior Rider - East Grand Forks	\$1,000							
30-Minute Service Concept (Grand Forks)	Fixed Route - Grand Forks						\$224,000		
Fixed Route Service	Grand Forks	\$1,786,000	\$1,827,000	\$1,869,000	\$1,912,000	\$1,956,000	\$2,001,000		
	East Grand Forks	\$263,600	\$270,000	\$276,000	\$282,000	\$288,000	\$295,000		
Paratransit	Grand Forks	\$423,150	\$432,900	\$442,650	\$453,050	\$463,450	\$474,000		
	East Grand Forks	\$43,290	\$44,200	\$45,500	\$46,800	\$48,100	\$49,000		
Senior Rider	Grand Forks	\$227,850	\$233,100	\$238,350	\$243,950	\$249,550	\$255,000		
	East Grand Forks	\$23,310	\$23,800	\$24,500	\$25,200	\$25,900	\$26,000		
Increase Red River Valley Comm. Action Fare to \$0.60 per ride	Grand Forks	-\$3,400	-\$6,800	-\$6,800	-\$6,800	-\$6,800	-\$6,800		
Operations Subtotal		\$2,769,800	\$2,824,200	\$2,889,200	\$2,956,200	\$3,024,200	\$3,317,200		
Operating Funds Available		\$2,817,100	\$2,901,800	\$2,988,600	\$3,078,300	\$3,170,600			
Surplus/Deficit		\$47,300	\$77,600	\$99,400	\$122,100	\$146,400			
Funding by Jurisdiction (Fixed Route)									
Local	Grand Forks	\$898,400	\$925,400	\$953,100	\$981,700	\$1,011,100			
	East Grand Forks	\$56,600	\$58,300	\$60,000	\$61,900	\$63,700			
State	North Dakota	\$153,000	\$157,600	\$162,300	\$167,200	\$172,200			
	Minnesota	\$111,000	\$114,300	\$117,800	\$121,300	\$124,900			
Federal		\$822,600	\$847,300	\$872,700	\$898,900	\$925,800			
Funding by Jurisdiction (Demand-Response)									
Local	Grand Forks	\$324,000	\$333,800	\$343,800	\$354,000	\$364,700			
	East Grand Forks	\$28,400	\$29,300	\$30,100	\$31,000	\$32,000			
State	North Dakota	\$110,000	\$113,300	\$116,700	\$120,200	\$123,800			
	Minnesota	\$58,100	\$59,800	\$61,600	\$63,500	\$65,400			
Federal		\$255,000	\$262,700	\$270,500	\$278,600	\$287,000			

TABLE 30: RECOMMENDED PUBLIC TRANSIT SYSTEM PROGRAM - 2012 THROUGH 2016

Recommendation Description	Service/Area	Operating/Capital Cost by Year						Illustrative Projects
		Short-Term		Mid-Term			Long-term	
		2012	2013	2014	2015	2016	2017+	
Capital								
Convert from Flag to Designated Stop Format	Fixed Route - Grand Forks							\$74,400
	Fixed Route - East Grand Forks							\$11,600
New Transit Center	Fixed Route - Grand Forks							\$91,200
Fixed Route Bus Replacements	Grand Forks	\$400,000			\$400,000	\$530,000		
	East Grand Forks					\$90,000		
Demand-Response Vehicle Replacements	Grand Forks	\$70,000	\$70,000	\$105,000	\$70,000			
	East Grand Forks							
Maintenance Garage Rehabilitation								\$3,500,000
Administration/Training Expansion								\$951,000
Non-Revenue Vehicle Replacement		\$85,000	\$25,000			\$25,000		
UND Shuttle Vehicle Replacement with Hybrids								\$1,600,000
Capital Purchases Subtotal		\$555,000	\$95,000	\$105,000	\$470,000	\$645,000	\$0	\$6,228,200

TABLE 31: CAPITAL IMPROVEMENT COST ESTIMATES – 2012 THROUGH 2016

Request for Council Action

Date: February 22, 2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew , Council Vice President Wayne Gregoire, Council Members: Marc Demers, Greg Leigh, and Mike Pokrzywinski, Henry Tweten and Ron Vonasek.

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Request to approve the purchase of a Records Management System Upgrade

Background:

The East Grand Forks Police Department currently uses a records management system that was designed by a company called SMART. SMART went out of business over a year ago but some of their employees formed a new company, TAC10, and continued to honor the service agreements that SMART had with a variety of agencies. TAC10 has a web-based upgrade that is available for our current system that will make our system more user friendly. This new system would match that installed by Polk County and Crookston PD is also considering making the switch to this system. This would allow information sharing between agencies much simpler and since it is web-based our officers could also access our data from locations other than our building. This can be advantageous at times, especially for court related uses.

Recommendation:

Approve the purchase of this system for the price of \$9,463.00. The 2012 budget contains \$10,000 that was budgeted for this system.

Attachments:

Quote from TAC10.

MN-East Grand Forks PD

Total Quoted Price: **\$9,463.00**

Prep: **\$3,885.00**
Data Conversion: \$915.00
Setup/Config: \$1,300.00
Project Management: \$1,420.00
Development Mods: \$250.00

Staging: **\$605.00**
Implementation: \$250.00
Project Management: \$355.00

Training: **\$1,710.00**
Training Sessions: \$1,420.00
Preparation: \$1,000.00
Project Management: \$355.00

GoLive: **\$2,065.00**
Implementation: \$460.00
Development Mods: \$250.00
Project Management: \$355.00
Onsite Time: \$1,000.00

Travel: **\$1,198.00**

Total Quoted Price: **\$9,463.00**

Petition for Local Improvement

East Grand Forks, Minnesota

Dated: 2-20-12

To the City Council of East Grand Forks, Minnesota:

We, the undersigned, owners of not less than 35 percent in frontage of the real property abutting and benefitting ends on Greenway Boulevard and 13th Street, between the centerline of Rhinehart Drive SE and the centerline of 11th Avenue SE within the City of East Grand Forks, Minnesota hereby petition that such street is improved by installation of concrete pursuant to Minnesota Statutes Chapter 429 and that the city assess the entire cost of the improvement against our property described below and hereby agreed to pay the entire cost as apportioned by the city.

PIN	Address	Property Owner	Signature
83.03378.00	1203 9TH AVE SE	CHAD A & RAEANN M BEAUCHAMP	<i>Chad Beauchamp</i>
83.03376.01	1211 9TH AVE SE	WILLIAM G & JENNIFER E STOCKER	<i>Jennifer Stocker</i>
83.03719.00	1214 9TH AVE SE	STEVEN D & JENNIFER A HOVDE	<i>Jenny Hovde</i>
83.03346.00	1218 11TH AVE SE	SCOTT A JOHNSON	<i>Scott Johnson</i>
83.03338.00	1219 10TH AVE SE	LOWELL A & NANCY L BRANDNER	<i>Lowell Brandner</i>
83.03388.00	1218 10TH AVE SE	DANIEL ZAVORAL	<i>Daniel Zavoral</i>
83.03376.00	1219 9TH AVE SE	DANIEL LEE FJESTAD	<i>Daniel Fjestad</i>
83.03721.00	831 13th ST SE	<i>Mike Matheson</i> LAWRENCE G MISHLER <i>Lawrence Mishler</i>	<i>Mike Mishler</i>
83.03722.00	823 13TH ST SE	KEYARESH AFSHARI	<i>Keyaresh Afshari</i>
83.03723.00	815 13TH ST SE	KARY L & JESSICA KNOFF <i>Kary</i>	<i>Kary Knoff</i>
83.03347.00	1224 11TH AVE SE	DAVID E & MARY L ANDERSON	<i>Mary Anderson</i>
83.03339.00	1225 10TH AVE SE	CASEY A & AMANDA M ANDERSON	<i>Amanda Anderson</i>
83.03720.00	1222 9TH AVE SE	TODD R & NICOLE R JACKMAN	<i>Todd Jackman</i>
83.03389.00	1224 10TH AVE SE	JEFF R & LORI A ANDERSON	<i>Lori Anderson</i>
83.00113.10	1223 RHINEHART DR SE	RYAN J & MILISSA M VANEPS	
83.03381.00	1225 9TH AVE SE	MICHAEL T & NICOLE J KOLSTOE	<i>Mike Kolstoe</i>
83.04263.00	804 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04264.00	812 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04265.00	820 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04866.00	826 Greenway Boulevard SE	FORK BUILDERS ASSOCIATION <i>Jim + Kate Schub</i>	<i>Jim + Kate Schub</i>
83.04267.00	834 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04268.00	842 Greenway Boulevard SE	STEVEN & SHEILA CARIVEAU <i>STREZIS WAG</i>	<i>Strezis Wag</i>
83.04269.00	904 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04270.00	910 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04271.00	918 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04272.00	926 Greenway Boulevard SE	TODD AND JANET ECKES Page 33	<i>Todd Eckes</i>

[Handwritten mark]

PIN	Address	Property Owner	Signature
83.04273.00	1002 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04275.00	1018 GREENWAY BLVD SE	ROBERT E & JEANINE H PEABODY	
83.04274.00	1010 GREENWAY BLVD SE	ROBERT E & JEANINE H PEABODY	
83.04262.00	805 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04238.00	804 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04261.00	813 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04239.00	812 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04260.00	821 Greenway Boulevard SE	SHANON R. & AMY J. RAY	<i>Jay Amy Ray</i>
83.04240.00	820 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04259.00	827 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04241.00	826 13th St SE	CHRISTOPHER LILAKOVSKI <i>Michael Ekowang</i>	<i>Michael Ekowang</i>
83.04258.00	835 Greenway Boulevard SE	FORX BUILDERS ASSOCIATION <i>Lance Heurtenau</i>	<i>Lance Heurtenau</i>
83.04242.00	834 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04257.00	843 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04243.00	842 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04256.00	905 Greenway Boulevard SE	BRIAN & LAURIE NOYES	<i>Brian Noyes</i>
83.04244.00	904 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04255.00	911 Greenway Boulevard SE	ROBERT W. JOHNSON & SANDRA J. BERGGREN	<i>Robert Johnson Sandra Johnson</i>
83.04245.00	910 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04254.00	919 Greenway Boulevard SE	MATTHEW S & JENNIFER S LUKACH	
83.04246.00	918 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04253.00	927 Greenway Boulevard SE	ROBERT E & JEANINE H PEABODY	
83.04247.00	926 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04252.00	1003 GREENWAY BLVD SE	ROBERT E & JEANINE H PEABODY	
83.04249.00	1014 13th St SE	ROBERT E & JEANINE H PEABODY	
83.04248.00	1002 13th St SE	ROBERT E & JEANINE H PEABODY <i>Paul & Kris Danielson</i>	<i>Kristine Danielson</i>
83.04250.00	1019 GREENWAY BLVD SE	ROBERT E & JEANINE H PEABODY	
83.04251.00	1011 GREENWAY BLVD SE	RYAN & SADIE STEENERSON	<i>Ryan Steener</i>
83.04276.00	1017 13th Street SE	CITY OF EAST GRAND FORKS	

Examined, checked, and found to be in proper form and to be signed by the required number of owners of property affected by the making of the improvement petitioned for.

City Administrator/Clerk-Treasurer
City of East Grand Forks, Minnesota

Paving

Paving Construction Cost	\$531,660.00
Plans & Specifications	\$53,166.00
Staking & Inspection	\$31,899.60
Assessment Roll	\$5,316.60
Administration	\$15,949.80
Contingencies	\$26,583.00

TOTAL PAVING COST **\$664,575.00**

Front Footage

ABSEY'S SECOND ADDITION	0.00
ABSEY'S THIRD ADD	0.00
BESTE'S ADDITION	199.28
REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION	99.64
UNPLATTED PROPERTIES	0.00
Peabody's 1st Addition	3,659.27
TOTAL FRONT FOOTAGE	3,958.19

End Footage

ABSEY'S SECOND ADDITION	351.79
ABSEY'S THIRD ADD	545.40
BESTE'S ADDITION	165.27
REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION	0.00
UNPLATTED PROPERTIES	124.00
Peabody's 1st Addition	90.89
TOTAL END FOOTAGE	1,277.35

Assessed Front Footage Benefit Rate **\$151.591992 per foot**

Assessed End Footage Benefit Rate **\$50.530664 per foot**

TOTAL AMOUNT TO BE ASSESSED **\$664,575.00**

PARCEL No.	OWNER	DESCRIPTION	PAVING				TOTAL ASSESSMENT BEFORE INTEREST
			Front FOOTAGE	Front \$ BENEFIT \$151.591992	End Footage	End \$ BENEFIT \$50.530664	
ABSEY'S SECOND ADDITION							
R 83.03338.00	LOWELL A & NANCY L BRANDNER	Lot-007		\$0.00	85.00	\$4,295.11	\$4,295.11
R 83.03339.00	CASEY A & AMANDA M ANDERSON	Lot-008		\$0.00	90.96	\$4,596.27	\$4,596.27
R 83.03346.00	SCOTT A JOHNSON	Lot-015		\$0.00	85.00	\$4,295.11	\$4,295.11
R 83.03347.00	DAVID E & MARY L ANDERSON	Lot-016		\$0.00	90.83	\$4,589.70	\$4,589.70
ABSEY'S SECOND ADDITION SUBTOTAL			0.00	\$0.00	351.79	\$17,776.19	\$17,776.19
ABSEY'S THIRD ADD							
R 83.03376.00	DANIEL LEE FJESTAD	Lot-007 Block-003		\$0.00	85.00	\$4,295.11	\$4,295.11
R 83.03376.01	WILLIAM G & JENNIFER E STOCKER	Lot-006 Block-003		\$0.00	98.00	\$4,952.01	\$4,952.01
R 83.03378.00	CHAD A & RAEANN M BEAUCHAMP	Lot-005 Block-003		\$0.00	95.00	\$4,800.41	\$4,800.41
R 83.03381.00	MICHAEL T & NICOLE J KOLSTOE	Lot-008 Block-003		\$0.00	91.26	\$4,611.18	\$4,611.18
R 83.03388.00	DANIEL ZAVORAL / JODI SPOOR	Lot-015 Block-003		\$0.00	85.00	\$4,295.11	\$4,295.11
R 83.03389.00	JEFF R & LORI A ANDERSON	Lot-016 Block-003		\$0.00	91.14	\$4,605.36	\$4,605.36
ABSEY'S THIRD ADD SUBTOTAL			0.00	\$0.00	545.40	\$27,559.18	\$27,559.18
BESTE'S ADDITION							
R 83.03719.00	STEVEN D & JENNIFER A HOVDE	Lot-006 Block-001		\$0.00	55.09	\$2,783.73	\$2,783.73
R 83.03720.00	TODD R & NICOLE R JACKMAN	Lot-007 Block-001		\$0.00	110.18	\$5,567.47	\$5,567.47
R 83.03721.00	MICHAEL & MELISSA CASSANELLI	Lot-008 Block-001	99.64	\$15,104.63		\$0.00	\$15,104.63
R 83.03722.00	KEYARESH AFSHARI	Lot-009 Block-001	99.64	\$15,104.63		\$0.00	\$15,104.63
BESTE'S ADDITION SUBTOTAL			199.28	\$30,209.26	165.27	\$8,351.20	\$38,560.46
PEABODY'S FIRST ADDITION							
R 83.04238.00	ROBERT E & JEANINE H PEABODY	Lot-001 Block-001	100.00	\$15,159.20		\$0.00	\$15,159.20
R 83.04239.00	ROBERT E & JEANINE H PEABODY	Lot-002 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04240.00	ROBERT E & JEANINE H PEABODY	Lot-003 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04241.00	CHRISTOPHER J LIZAKOWSKI	Lot-004 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04242.00	ROBERT E & JEANINE H PEABODY	Lot-005 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04243.00	ROBERT E & JEANINE H PEABODY	Lot-006 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04244.00	ROBERT E & JEANINE H PEABODY	Lot-007 Block-001	45.30	\$6,867.12		\$0.00	\$6,867.12
R 83.04245.00	ROBERT E & JEANINE H PEABODY	Lot-008 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04246.00	ROBERT E & JEANINE H PEABODY	Lot-009 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04247.00	ROBERT E & JEANINE H PEABODY	Lot-010 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04248.00	ROBERT E & JEANINE H PEABODY	Lot-011 Block-001	95.06	\$14,410.33		\$0.00	\$14,410.33
R 83.04249.00	ROBERT E & JEANINE H PEABODY	Lot-012 Block-001	212.25	\$32,175.40		\$0.00	\$32,175.40
R 83.04250.00	ROBERT E & JEANINE H PEABODY	Lot-013 Block-001	102.11	\$15,479.06		\$0.00	\$15,479.06
R 83.04251.00	RYAN B & SADIE M STEENERSON	Lot-014 Block-001	97.29	\$14,748.38		\$0.00	\$14,748.38
R 83.04252.00	ROBERT E & JEANINE H PEABODY	Lot-015 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04253.00	ROBERT E & JEANINE H PEABODY	Lot-016 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24

R 83.04254.00	MATTHEW S & JENNIFER S LUKACH	Lot-017 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04255.00	ROBERT E & JEANINE H PEABODY	Lot-018 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04256.00	ROBERT E & JEANINE H PEABODY	Lot-019 Block-001	45.30	\$6,867.12		\$0.00	\$6,867.12
R 83.04257.00	ROBERT E & JEANINE H PEABODY	Lot-020 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04258.00	FORX BUILDERS ASSOCIATION	Lot-021 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04259.00	ROBERT E & JEANINE H PEABODY	Lot-022 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04260.00	LAWRENCE C MISHLER	Lot-023 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04261.00	ROBERT E & JEANINE H PEABODY	Lot-024 Block-001	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04262.00	ROBERT E & JEANINE H PEABODY	Lot-025 Block-001	100.00	\$15,159.20		\$0.00	\$15,159.20
R 83.04263.00	ROBERT E & JEANINE H PEABODY	Lot-001 Block-002	100.00	\$15,159.20		\$0.00	\$15,159.20
R 83.04264.00	ROBERT E & JEANINE H PEABODY	Lot-002 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04265.00	ROBERT E & JEANINE H PEABODY	Lot-003 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04266.00	ROBERT E & JEANINE H PEABODY	Lot-004 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04267.00	ROBERT E & JEANINE H PEABODY	Lot-005 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04268.00	STEVEN & SUSAN CARIVEAU	Lot-006 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04269.00	ROBERT E & JEANINE H PEABODY	Lot-007 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04270.00	ROBERT E & JEANINE H PEABODY	Lot-008 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04271.00	ROBERT E & JEANINE H PEABODY	Lot-009 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04272.00	TODD & JANET D ECKES	Lot-010 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04273.00	ROBERT E & JEANINE H PEABODY	Lot-011 Block-002	95.00	\$14,401.24		\$0.00	\$14,401.24
R 83.04274.00	ROBERT E & JEANINE H PEABODY	Lot-012 Block-002	97.12	\$14,722.61		\$0.00	\$14,722.61
R 83.04275.00	ROBERT E & JEANINE H PEABODY	Lot-013 Block-002	99.84	\$15,134.94		\$0.00	\$15,134.94
R 83.04276.00	EAST GRAND FORKS CITY	Lot-001 Block-003		\$0.00	90.89	\$4,592.73	\$4,592.73

PEABODY'S FIRST ADDITION SUBTOTAL			3,659.27	\$554,716.04	90.89	\$4,592.73	\$559,308.77
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REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION

R 83.04298.00	KORY L KNOFF	Lot-00B Block-001	99.64	\$15,104.63		\$0.00	\$15,104.63
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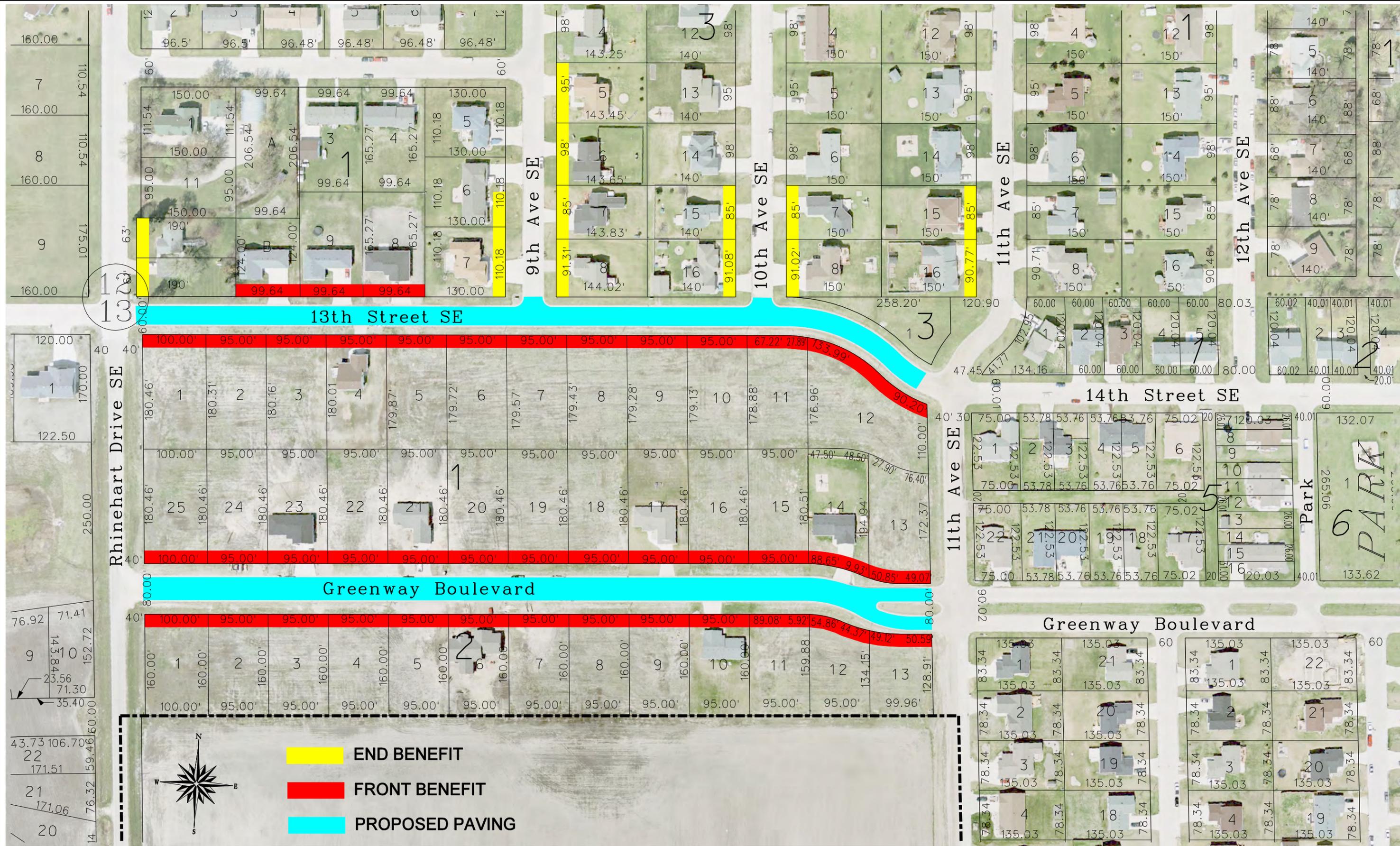
REPLAT OF LOT 2 & 10, BLK 1 BESTE'S ADDITION SUBTOTAL			99.64	\$15,104.63	0.00	\$0.00	\$15,104.63
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UNPLATTED PROPERTIES

	UNKNOWN		0.00	\$0.00	124.00	\$6,265.80	\$6,265.80
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UNPLATTED PROPERTIES SUBTOTAL			0.00	\$0.00	124.00	\$6,265.80	\$6,265.80
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TOTAL PAVING ASSESSMENT			3,958.19	\$600,029.93	1,277.35	\$64,545.10	\$664,575.03
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ORIGINAL SURVEY BY	DATE
FELBROOK	
STAKING BY	DATE
FELBROOK	
AS-BUILT BY	DATE
FELBROOK	

NO.	DATE	BY	DESCRIPTION OF REVISIONS

DESIGNED BY	GLB	DATE	06/23/11	2012 Assessment Job No. 3- Concrete Paving- Greenway Boulevard & 13th Street SE East Grand Forks, Minnesota
DRAWN BY	MBA	FILE NAME	12aj3_assessment.dgn	
CHECKED BY	GLB	SCALE	No Scale	
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I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the state of Minnesota.

Signature: _____ Typed or Printed Name: _____
 Date: _____ Lic. No. _____

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 1600 Central Ave. NE
 East Grand Forks, Minnesota
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DRAWING NUMBER
1 of 1

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6/23/2011