

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
APRIL 24, 2012
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

- 1. 15th Street NE – Greg Boppre**
- 2. Waste Water Phase II Peer Review – Mayor Stauss**
- 3. 23rd Street Speed Study – Scott Huizenga**
- 4. Playground Equipment – Dave Aker**
- 5. MPO Board Update – Council Member Leigh/Council Member Pokrzywinski**

ADJOURN

Upcoming Meetings

Regular Meeting – May 1, 2012 – 5:00 PM – Council Chambers
Work Session – May 8, 2012 – 5:00 PM – Training Room
Regular Meeting – May 15, 2012 – 5:00 PM – Council Chambers
Work Session – May 22, 2012 – 5:00 PM – Training Room

Request for Council Action

Date: April 16, 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: 15th Street NE

Background:

The City has authorized FS Engineering to prepare plans and specifications for the reconstruction of 15th Street NE, using State Aid funds. Therefore, I will bring copies of the draft plans for this project to discuss with the City Council.

The following is the tentative schedule:

- 1) send plans to Lou Tasa, MnDOT for his review and comments – Friday, April 20, 2012
 - 2) file Plans and Specifications with the City Council – Tuesday, May 1, 2012
 - 3) advertise for bids – May 2, 9 and 16th, 2012
 - 4) bid opening – Tuesday, May 22, 2012
 - 5) bids to Work Session – Tuesday, May 22, 2012
 - 6) City Council approve bids – Tuesday, June 5, 2012
-

Recommendation:

File the plans/specifications at the next City Council meeting.

Enclosures:

Plans will be presented at the Work Session



March 2, 2012

Scott Huizenga
 City of East Grand Forks
 P.O. Box 373
 East Grand Forks, ND 56721

Re: EGF Interconnect Review

Dear Mr. Huizenga:

I am writing to follow up on our conversation in January, and your recent follow up with Pete Weidman. I would be happy to scale back my previous proposal to focus only on the two major questions that you have asked:

- 1) Do we concur with the analyses of engineering and financing alternatives presented in the documents to date?
- 2) Are there additional alternatives, including new technologies, that the City should consider?

Our approach would be to work with the City's staff and consultant to gain a complete understanding of the current situation and to provide a written opinion on these two issues. As stated in my previous letter, my billing rate is \$155/hr, and I would work on an hourly, not-to-exceed \$5,000 without further authorization basis. Within that amount I will issue an initial written opinion. Follow up discussions and meetings could lead to costs beyond that threshold, which you could later choose to authorize or decline.

Also, please be advised that Pete Weidman has left MSA to accept a position with a construction company. Please make all subsequent contact with me at (800) 362-4505 or at ghantzsch@msa-ps.com.

Thanks again for your interest in MSA, I look forward to helping the City of East Grand Forks set a path towards resolving your sanitary sewer issues.

Sincerely,

MSA Professional Services, Inc.

Gilbert A. Hantzsch, P.E.
 Vice-President

GAH:dp

Offices in Illinois, Iowa, Minnesota, and Wisconsin

1230 SOUTH BOULEVARD • BARABOO, WI 53913
 608.356.2771 • 1.800.362.4505 • FAX: 608.356.2770
 www.msa-ps.com

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City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

To: Mayor and City Council
From: Scott Huizenga, City Administrator
Re: 23rd Street Speed Limit
Date: April 18, 2012

The City Council in February adopted Resolution 12-02-19 requesting that the Minnesota Department of Transportation (MnDOT) conduct a speed study of 23rd Street NW. The intent of the speed study was to investigate whether or not to raise the speed limit from 30 miles per hour based on average traffic speeds.

A response from MnDOT is attached. The memo states MnDOT observed most traffic speeds to be near 35 miles per hour. MnDOT added that 23rd Street meets the state guideline for a “rural residential section of road.” Therefore, the City Council has the authority to raise the speed limit to 35 miles per hour without additional state approval.

Staff has no recommendation on this item. Generally, traffic studies support the notion that most motorists will travel as fast as road conditions allow regardless of speed limit. The current configuration of 23rd Street is a wide road with few intersections and no homes directing adjacent to the street. Whether or not the City Council raises the speed limit to 35 miles per hour, traffic speeds likely will be 35-40 miles per hour.



Minnesota Department of Transportation

District 2

3920 Highway 2 West
Bemidji, MN 56601

Office Phone: 218-755-6500

Fax: 218-755-6512

April 9, 2012

Scott Huizenga
City of East Grand Forks
600 DeMers Avenue
East Grand Forks, MN 56721

SUBJECT: Request for Speed Zoning Revision
City of East Grand Forks
23rd Street NW

Mr. Huizenga,

At the request of the East Grand Forks City Council, we completed a traffic study on 23rd Street NW between River Road and Highway 220. We did two radar checks; one at each end of the section and recorded the spacing of residences along the entire section in question.

The vehicles we checked were travelling between 25 and 40 mph; with the majority at or near 35 mph. The spacing of residences along this section of 23rd street meets the guidelines for a rural residential section of road which is 300 feet or less apart for a distance of at least ¼ mile. Since it meets the guidelines it can be signed by the City at 35 mph without a Speed Limit Authorization from MnDOT. We will forward the resolution from the City Council and a copy of this letter to the State Assistant Traffic Engineer in St. Paul so he is aware of the designation of this road as rural residential.

If you have any questions regarding this matter, please contact me at 218-755-6573.

Sincerely,

A handwritten signature in cursive script that reads "Cindy Hazelton".

Cindy Hazelton
Engineering Specialist

An Equal Opportunity Employer



Request for Council Action

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From: Dave Aker

RE: Placement of Playground Equipment

Background:

Three sites have been picked out for the playground equipment we bought this spring. The playground equipment is basically four slides and some climbing fixtures. The first site is the area over by 3rd Ave SE and 4th Street SE by the dike. The second choice is Stauss Park where we removed the silde and a couple other things. The third choice is O'Leary Park were we also took out a slide and some things that were for climbing.

Recommendation:

I recommend that we place the playground equipment at O'Leary because after we took out the equipment at O'Leary it has the appearance of hardly anything there. It is probably one of our most noticeable parks in the city. Stauss Park has a fairly new piece of equipment there and has more than just swings. The site over by 3rd Avenue SE has a nice area but it cannot be seen very well and it would be close to the dike.

Enclosures:

NONE

Metropolitan Planning in East Grand Forks

**EGF City Council
Briefing Packet**
April 10, 2012

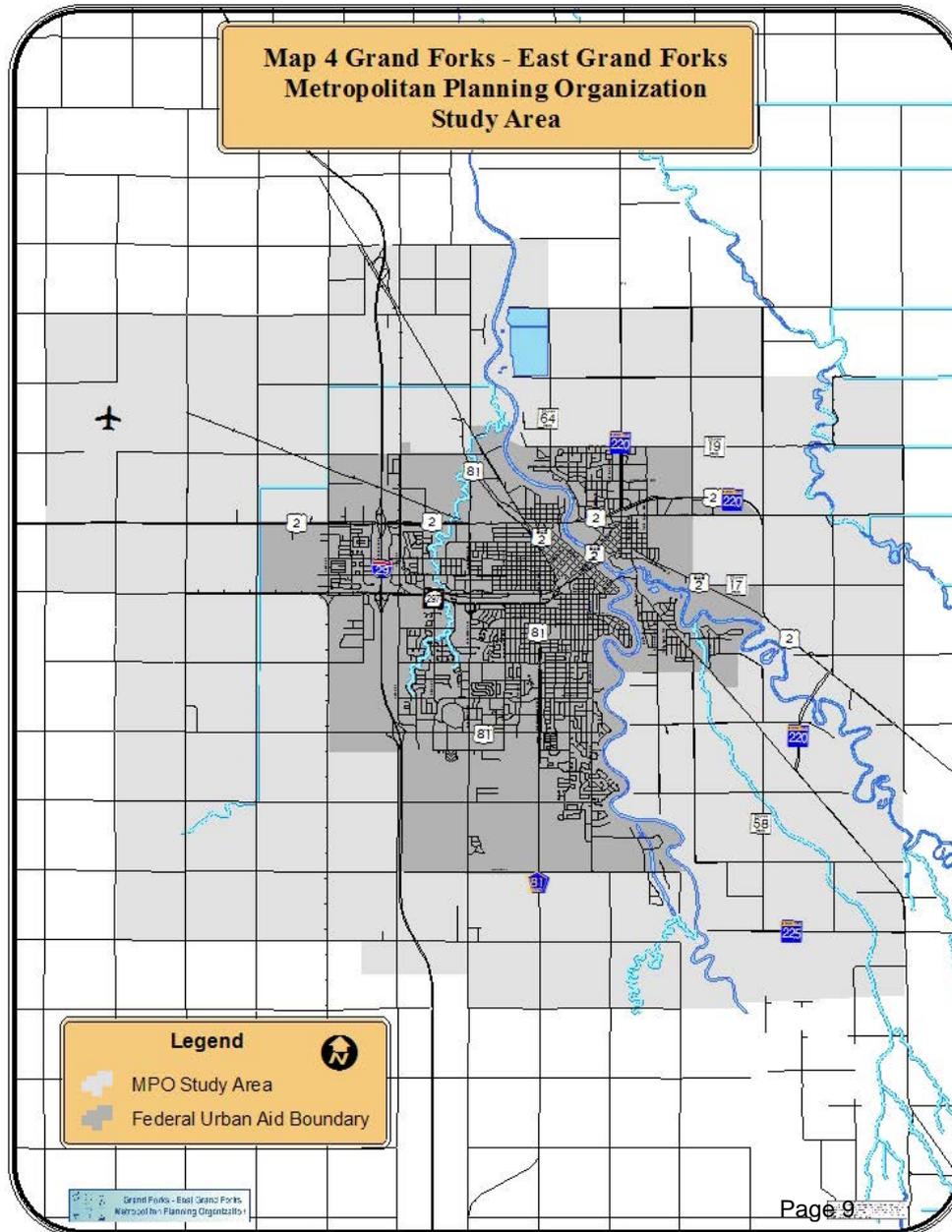
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**Grand Forks - East Grand Forks
Metropolitan Planning Organization**

Metropolitan Planning Organization (MPO)

Purposes and Highlights

- Is the required “*forum for cooperative transportation decision making for the metropolitan area*” (23 CFR 450.104) ;
- Representative of local policy makers and interested persons;
- Leads the transportation planning process for the metropolitan area in cooperation with MNDOT, NDDOT and transit operators;
- Is the region’s policymaking organization responsible for prioritizing transportation initiatives;
- Drives regional collaboration and coordination;
- Balance between local, state, and Federal needs and interests;
- Often address technical needs beyond transportation planning/programming;



Basics

- Our 30th Year
- Stand Alone but rent office office space in each City Hall
- Bi-State
- Bi-Federal Regions
- Staffing:
 - Executive Director
 - Senior Planner
 - Planner
 - Office Manager
 - Interns

Basic MPO Requirements

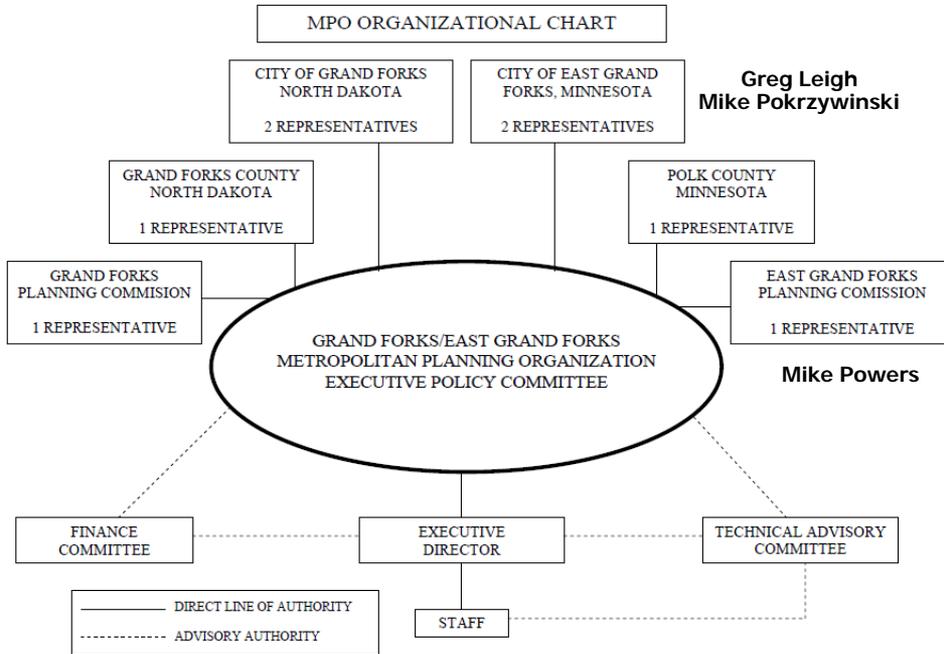
- **Reflect**
 - The “3C” planning process (Comprehensive, Cooperative, Continuing);
 - The SAFETEA-LU eight planning factors (see 23 CFR 450.306);
- **Develop**
 - A Unified Planning Work Program (UPWP);
 - Public participation plan (PPP);
 - Financial Plan;
- **Produce and maintain**
 - A Long-Range Transportation Plan (and modal sub elements);
 - Transportation Improvement Program (TIP).

Relationship between MPO, State and Local Governments

- The MPO is an extension of the local units of governments (cities, counties, transit operators, colleges, etc.) MNDOT, NDDOT and FHWA/FTA;
- Local governments, MNDOT and NDDOT are members of the MPO (typically via an inter-governmental agreement, resolution, etc.);
- MPOs, MNDOT, NDDOT, and transit operators execute a Memorandum of Understanding (MOU) which outlines agreed to procedures for transportation planning in the metropolitan area;
- MPO process depends on cooperative relationships with member governments, MNDOT, NDDOT, and transit operator;
- MPO serves to coordinate actions of local governments, MNDOT, NDDOT, FHWA, and FTA.

MPO Structure/Organization

- An MPO is required to have a decision making “policy body”;
- MPO Boards membership is primarily locally elected officials appointed to serve on the MPO Board; each MPO unique;
 - See attached specific MPO Summary Sheets
- Typical MPO structure involves the following:
 - A Policy/Executive Board;
 - Technical Advisory Committees;
 - Director & Professional/Technical Staff;
- MPO can be stand alone organization or function internal to exiting government entity/department.

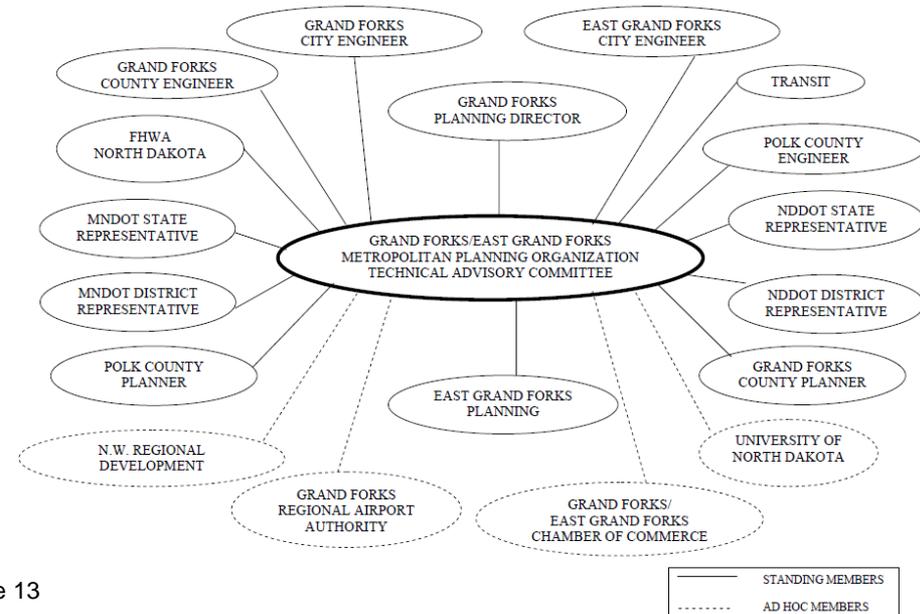


BOARD

- **8 Members from Local Bodies:**
 - 4 People from Each Side of the River
 - 3 of the 4 are Elected Officials
 - Serve 2 year Terms
- **Specific Representation of members:**
 - 2 from Each City Council
 - 1 from Each County Commission
 - 1 from Each Planning Commission

TAC

- **14 Members representing Professional Staff:**
 - 7 People from Each Side of the River
 - 4 People from State DOTs
 - 1 Person from Transit
- **4 Ad Hoc Advisory Member:**
- **Invited Participants**
 - Freight, EDC, Private Providers, Historic



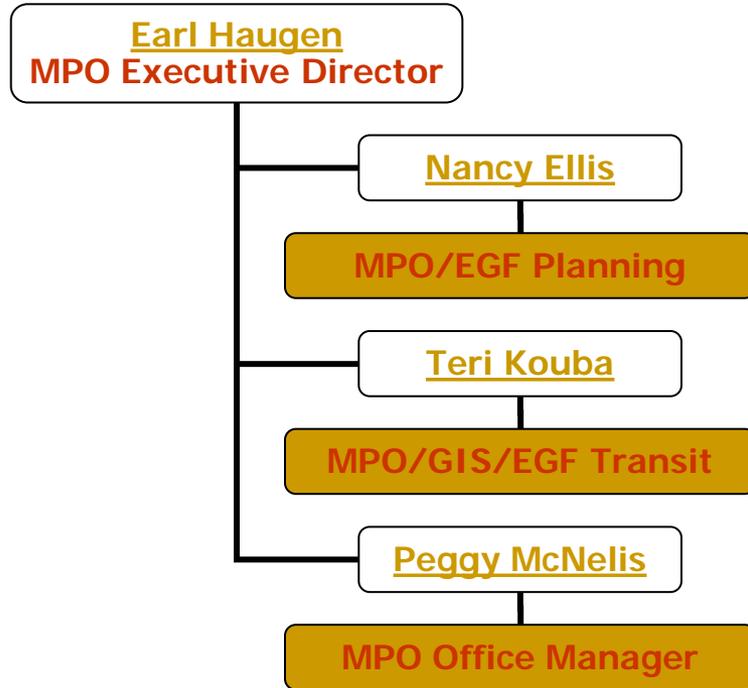
Considerations for MPO Decision Making Process

- Public comments and local community values;
- Long-term vision for the region;
- Effect on system operations;
- Impacts on the environment and the economy;
- Comparison with alternative options;
- Cost effectiveness and short- and long-term availability of funding;
- Federal, State, and local regulations and plans;

Role of the MPO Staff

- Provides information and technical support to Policy Board members and advisory committees;
- Prepares documents and technical memorandum;
- Fosters interagency cooperation between local, state, and Federal agencies;
- Serves to engage “3C” actions among multiple units of government;
- Facilitates public input and feedback;
- Manages the planning process.

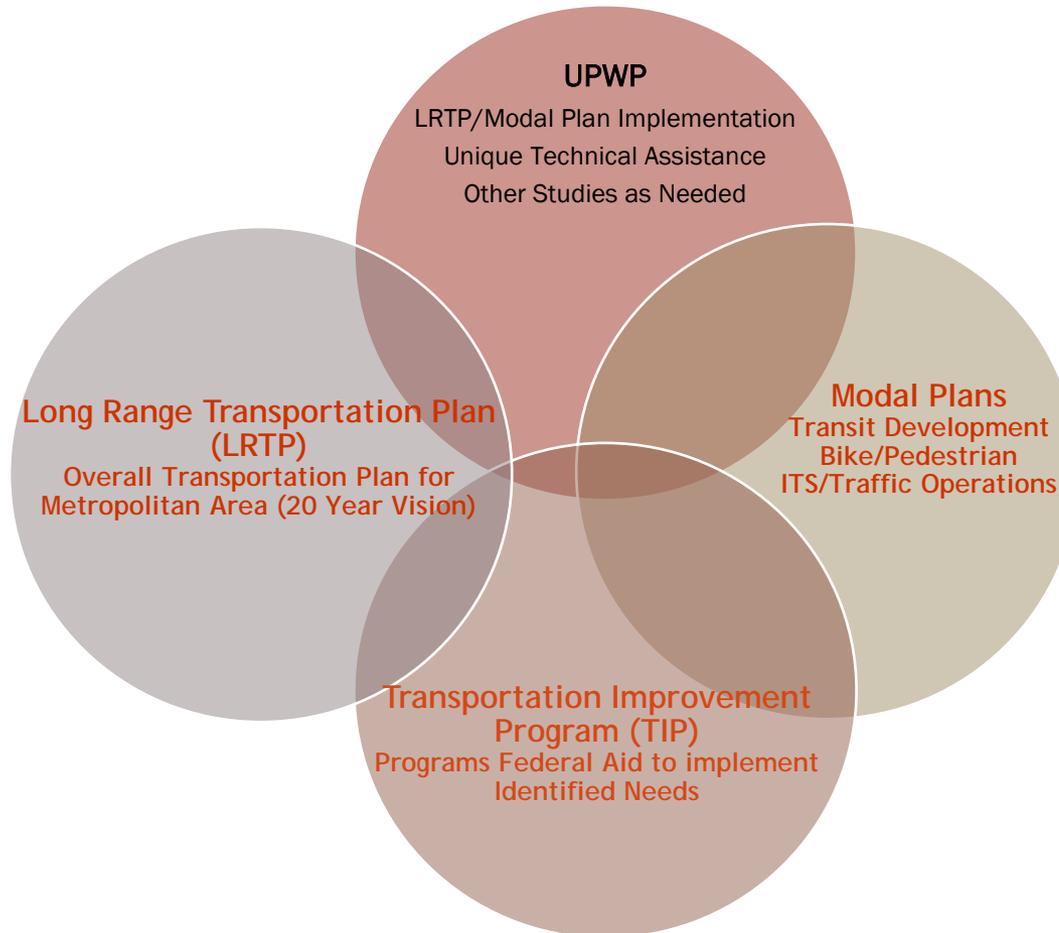
MPO Staff Responsibilities



Funding Source

Fund	Amount	Percent
Consolidated Planning Grant	\$527,103	79.66%
MN State	\$11,211	1.69%
Local Match to MN State	\$2,803	0.42%
Other Local Match	\$120,564	18.22%
<i>Local Split 50/50</i>	\$60,282	NA
TOTAL	\$661,681	100%

METROPOLITAN PLANNING PROCESS – SUMMARY



Transportation **planning** and **programming** (planning leads to programming)

Planning:

- Developing a vision
- Creating policies and strategies to support the vision
- Projects defined at conceptual level
- Long-term
- Fiscally constrained

Programming:

- Prioritizing proposed projects consistent with Plan
- Matching projects with available funds
- Short-term
- Fiscally constrained

The public must be involved in both

Unified Planning Work Program

- Identifies the activities the MPO will accomplish with its Consolidate Planning Grants;
- Covers a 2 year period
- Shows the areas of emphasis that the MPO will concentrate during the time period
- Contains statements of the planning process and the status of the current relevant documents;
- Updated every 2 years;
- Developed in cooperation with MNDOT, NDDOT and transit operator;
- Approved by the MPO Policy Board.

Long-Range Transportation Plan (LRTP)

- Sets vision for the region; establishes policies and operational strategies, and projects to achieve it;
 - Modal specific plans
- Covers at least a twenty (20) year planning horizon;
- Promotes an intermodal system;
- Reflects public involvement;
- Contains a financial plan and is fiscally constrained;
- Updated every 5 years;
- Developed in cooperation with MNDOT, NDDOT and transit operator
- Approved by the MPO Policy Board.

2035
Recommended
Street and
Highway Plan

Implementation Period

- TIP Project
- Short-term
- Mid-term
- Long-term
- Illustrative

Project Listing

TIP Projects

- TIP 1 48th Street Extension
- TIP 2 5th Avenue NE / Gateway Drive Intersection

Short-term Projects

- 4A CBD Traffic Signal System Upgrade
- 5B Channelize Northbound 29th St at 24th Ave
- 13A 11th Ave / 14th St Parking Restrictions
- 14A Gateway Drive Access Management Recommendations

Mid-term Projects

- 1A Add 3rd SB Columbia Rd lane between DeMers on-ramp and 13th Ave S
- 1C Columbia / 17th Ave S: Add dual left-turn lanes for all approaches
- 1E 20th Ave S Extension to Columbia Road
- 1I Widen 42nd Street to 4 Lanes, 17th Ave to 29th Ave
- 1K Merrifield Road Red River Crossing
- 2H DeMers / Washington: Add Eastbound and Westbound Through Lanes
- 3H Merrifield Road Interchange
- 3K 17th Ave S Overpass of I-29
- 3M Realign 42nd St / Reconfigure NB I-29 / 32nd Ave Ramps
- 5A Roundabout at 34th St / 24th Ave
- 6A Bygland Road: Restripe as 3-Lane Roadway
- 10A Signalize 36th / Columbia and Provide 3/4 Access at Wal-Mart SuperOne Driveway
- 18D 3-Lane 47th Ave South, Columbia Rd and Washington St
- 18E Widen Central Ave: 17th St to 23rd St
- 20A Extend NB I-29 DeMers On-Ramp
- 22D WB Left-Turn Lane at Bygland Rd / CR 58

Long-term Projects

- 1L 32nd Ave S Red River Crossing
- 3B 32nd / Columbia: NB and WB Dual Lefts
- 8A Signalize 48th / DeMers and I-29 / DeMers Ramps
- 18A 4-Lane 32nd Ave: 52nd St to 48th St
- 18B 4-Lane Columbia Rd: 34th Ave to 50th Ave
- 18C 4-Lane Washington St: 48th Ave to 57th Ave
- 19A DeMers / 42nd / BNSF Grade Separation
- 22B New East-West Arterial Connecting the 32nd Ave Bridge to Bygland Rd
- 22E Signalize TH 220 / US 2

Illustrative Projects

- 1G 47th Ave S: Preserve Corridor for Future Interchange
- 7A Central Spine Concept
- 18E Widen Central Ave: 23rd St to North Dike
- 23A Continue to Evaluate Long-Term Need for North Bypass / Truck Relief Route



Figure 13

Transportation Improvement Program (TIP)

- A staged, multi-year, intermodal program of prioritized transportation initiatives consistent with the LRTP;
- Shows annual activity for a 4-year period; updated every year
- Contains a financial plan and is fiscally constrained;
- An initiative not listed in the TIP cannot receive FHWA or FTA funds;
- Reflects public involvement;
- Developed in cooperation with MNDOT, NDDOT and transit operators;
- Approved by MPO Board, MNDOT and NDDOT.

TIP Funding Sources

- Northwest Area Transportation Partnership (ATP) is MNDOT's regional group assisting the MPO and MNDOT select and prioritize projects
- City Sub-target every 4th year of ~\$750,000 federal funds
- Transportation Enhancement (TE) funds of \$500,000
- Safety funds waiting for a Safety Plan completed
- MNDOT has its various funding of both federal and state
- May have a County project - infrequent
- Various statewide and nation competitive funding programs

Safe Routes to School

MPO Planning Makes a Difference

- Modal connectivity to provide access, mobility, and ease in travel for all citizens
- Quality communities
- Environmental protection
- Regional economic development
- Safe & Secure transportation systems
- Equitable and efficient use of scarce financial resources

What have we done recently?

- ✓ **NW EGF Street Network Study**
 - ✓ **Prioritize projects and establishes access point on US#2**
- ✓ **Bridge Traffic Management Plan during Flood Events**
 - ✓ **Agreement on closure/opening procedures; improved traffic flow**
- ✓ **Traffic Signal Coordination on All GF Arterials**
 - ✓ **Over 30:1 Benefit to Cost; creatively used ARRA CBDGEE funds**
- ✓ **Infused Local Land Use Plans with Livability Principles**
 - ✓ **Strengthen connections between land use and transportation**
- ✓ **Negotiated Point Bridge Maintenance Project**
 - ✓ **Locally owned but needing multiple funding sources with differing strings attached**

Continued

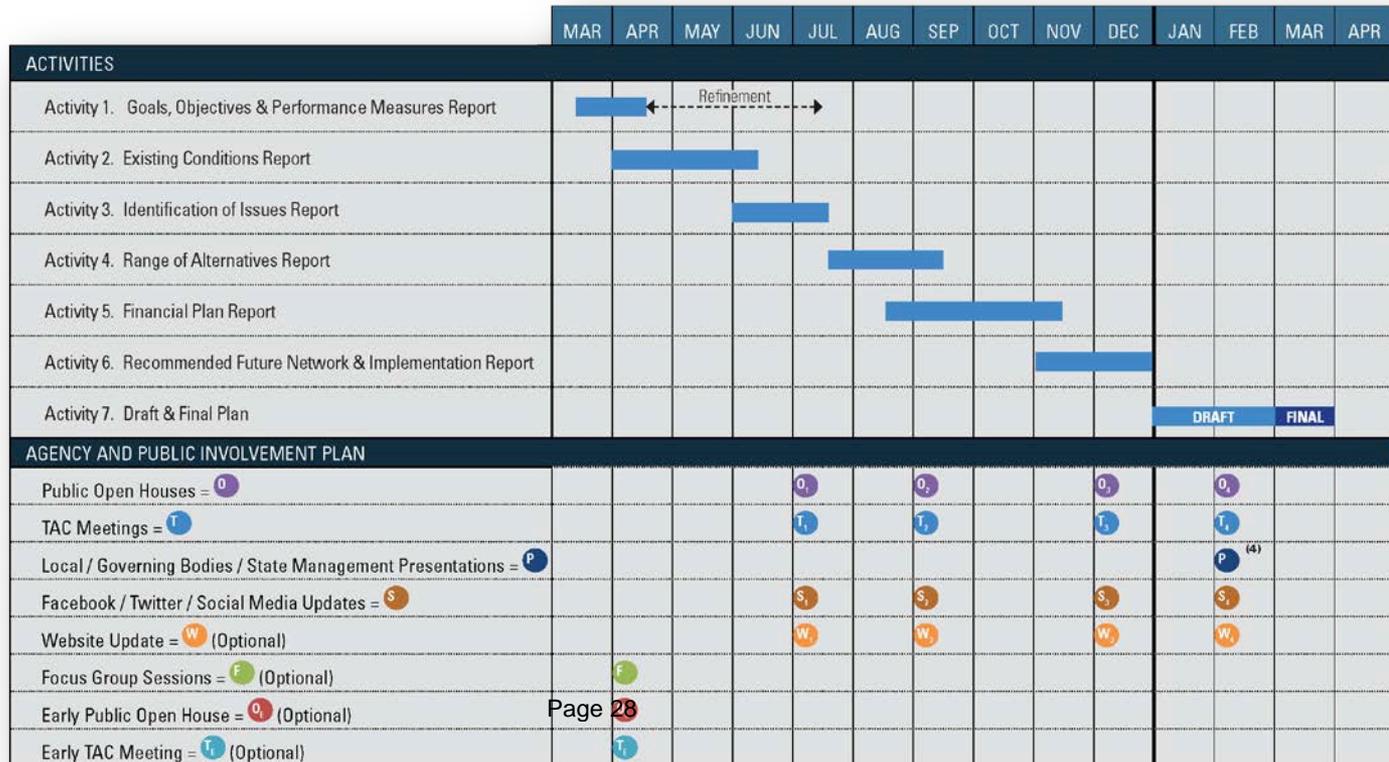
- ✓ **Identified Solution for Sky-rocketing Paratransit costs saving hundreds of thousands while increasing service**
 - ✓ Allowed cost per ride of \$8 compared to Peer Norm of \$17; yet also expanded coverage area and more hours of service.
- ✓ **Strengthened relationship with UND and NCTC**
 - ✓ Instituted U-Pass; showcasing areas where City Bus and UND Shuttle can cooperate
- ✓ **Identified safety improvements around every grade/middle school; helped fund SAFE KIDS**
 - ✓ Several successful infrastructure projects; more significant – very successful non-infrastructure program
- ✓ **Worked with Trucking and State to Improve I-29 Operations in/out Industrial Park**
 - ✓ Met with Freight and identified most immediate need which lead to NDDOT modifying I-29 ramps to Industrial Park



Long Range Transportation Plan Update to the Street/Highway Element

Organization & Schedule

- Our Team will perform effectively and efficiently:
 - **Strong project leadership, technical knowledge, depth, availability, experience and QA/QC**
 - **Hit all tasks and project deadlines, coordinated with an effective public process**



Study Methodology

Task	Existing Conditions Report Activities	Issues Report	Range of Alternative Report	Financial Plan Report	Final Future Network & Implementation Report	Draft & Final Plan
Activities	<ul style="list-style-type: none"> Review Goals, Objectives & Performance Measures Evaluate Current Conditions Conduct a Freight Analysis Conduct an O/D Study Evaluate Signal Timings Calculate Carbon Footprint 	<ul style="list-style-type: none"> Document Issues Identified during Existing Conditions Analysis Determine University Avenue Issues 	<ul style="list-style-type: none"> Develop University Avenue Alternatives Review TIP/STIP Projects Develop New Alternative Concepts & Impacts/Cost Evaluate Alternatives (Risk Assessment, Rescoping & Consistency with Plans) Categorize Projects (Stand Alone or Project Bundles) 	<ul style="list-style-type: none"> Analyze Historic Revenues & Expenditures Prepare Local/State/Federal Revenue/Expenditure Forecasts Analyze Revenue/Expenditure Forecasts Evaluate Operation and Maintenance (O/M) Needs Using ICON Identify Non-capacity Pavement Improvements Exceeding \$1 Million Balance Preservation & Capital Costs and Verify to FHWA Determine Funding Availability for Major Preservation and Expansion Projects 	<ul style="list-style-type: none"> Update 2008 LRTP Project Listings Expand Project Inventory - "Universe of Projects Compilation" Set Criteria/Weighting/Time Bands Conduct a Fatal Flaw Analysis Conduct an Environmental Scan (Impacts, Strategies, Cost) Score Projects by M.O.E. & Staging Provide YOE & Construction Cost Inflation Analysis Provide Revenue/Expenditures Comparison & Balance by Time Band Establish an Illustrative Project List Establish a Preliminary Program of Projects for Public Comment & Revision 	<ul style="list-style-type: none"> Prepare Draft Plan Prepare Final Plan Produce Final Product Deliverables
Study Deliverables	<ul style="list-style-type: none"> Base Maps O/D Findings Signal Timing Plan Update Goals and Objectives Performance Measures Existing Conditions Analysis Carbon Footprint Findings 	<ul style="list-style-type: none"> Needs Assessment Feasibility of University Avenue Closure Public Input Summation Committee Agenda & Minutes 	<ul style="list-style-type: none"> Improvement Concepts Cost Estimates Impact Assessment Preferred Alternatives Selection Corridor Alternative Analysis for Large Projects Risk Assessment Public Input Summation Committee Agenda & Minutes 	<ul style="list-style-type: none"> Forecast Future Revenues and Expenditures by Time Bands Documented Preservation Needs Financial Plan for Alternatives 	<ul style="list-style-type: none"> High-Level Technical, Environmental and Financial "Fatal-Flaw" Analysis Project Costs & Mitigation Measures Ranking Criteria for Future Projects Prioritization of Projects Year of Expenditure, Construction Cost/Inflation Rate for Each Project Draft Program of Projects Public Input Summation Committee Agenda & Minutes 	<ul style="list-style-type: none"> Draft Plan Public Input Summary Management & Council Input/Revisions Committee Agenda/Minutes Final Plan CD of Final Plan Product Deliverables
Project Milestones	June 2012	July 2012	September 2012	November 2012	January 2013	February - March 2013
Public Process	<ul style="list-style-type: none"> Public Meeting (optional) Focus Group (optional) TAC Meeting (optional) 	<ul style="list-style-type: none"> Public Meeting TAC Meeting Website (Optional) Social Media Updates 	<ul style="list-style-type: none"> Public Meeting TAC Meeting Website (Optional) Social Media Updates 		<ul style="list-style-type: none"> Public Meeting TAC Meeting Website (Optional) Social Media Updates 	<ul style="list-style-type: none"> State Management Meetings Public Meeting TAC Meeting Website (Optional) Social Media Updates Local Government Presentations

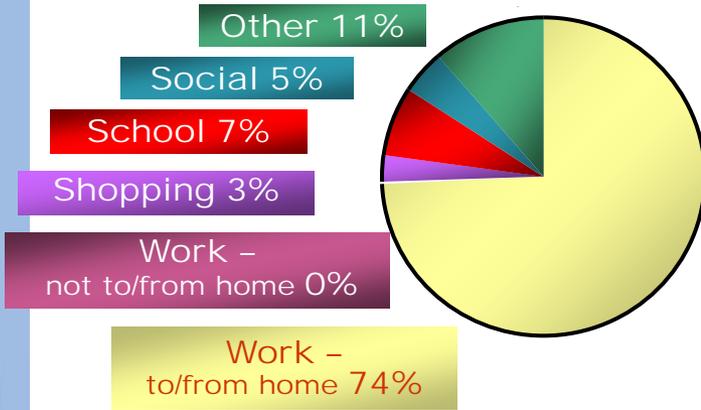
O-D Survey

- Purpose: Update the Snapshot of Travel (2001)
 - Trip Purpose
 - Number of People
 - Origin-Destination
 - Vehicle Type
 - Time of Day

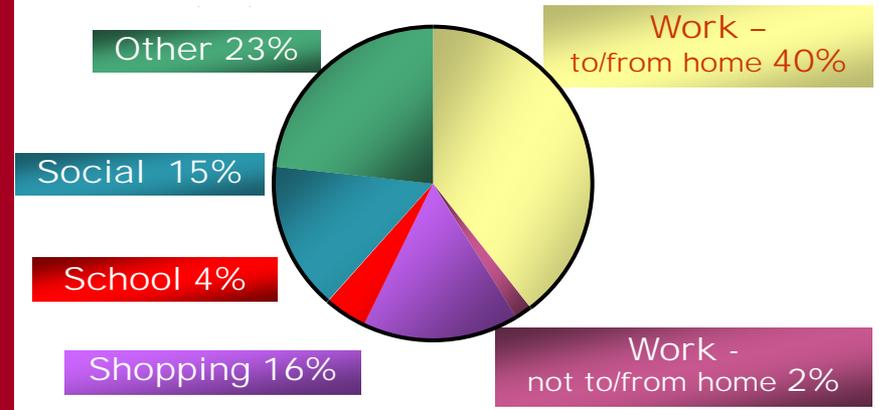


Purpose for Trip - Point Bridge

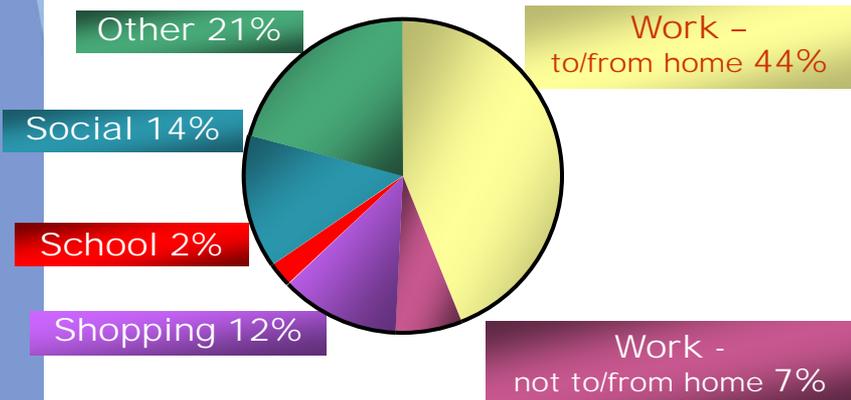
Morning



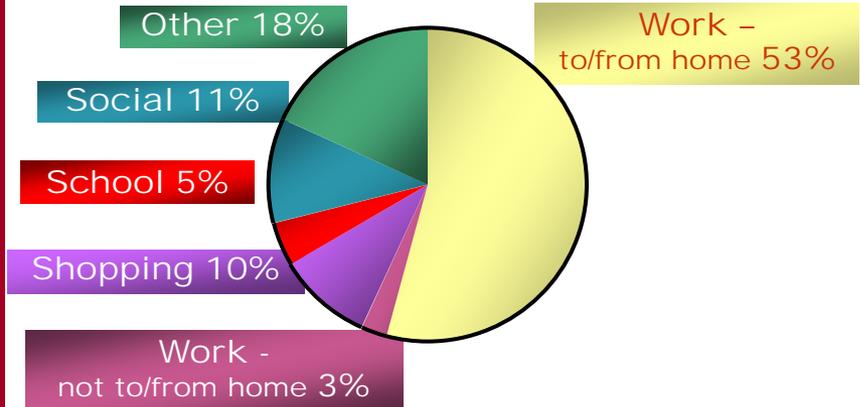
Afternoon



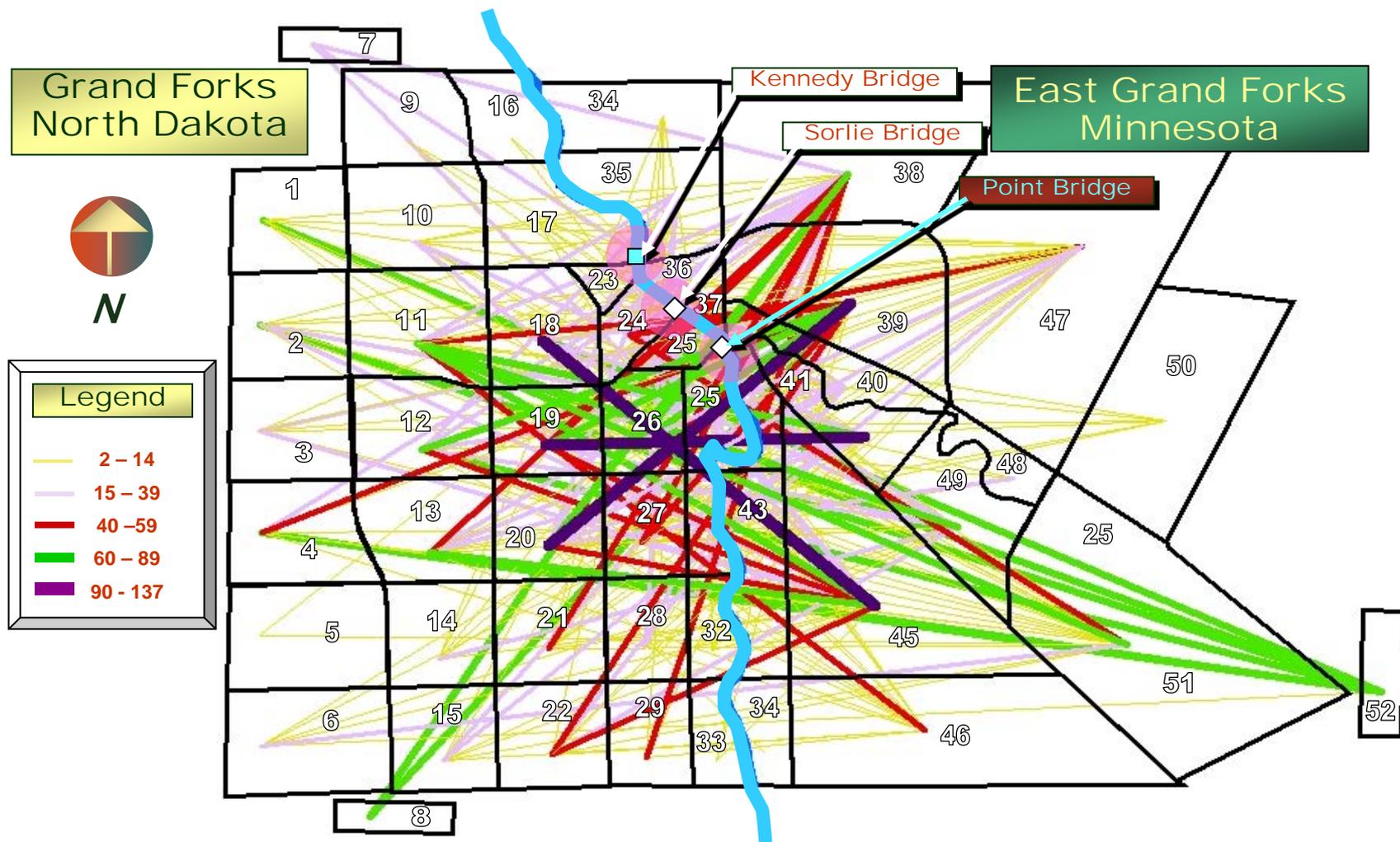
Evening



Total

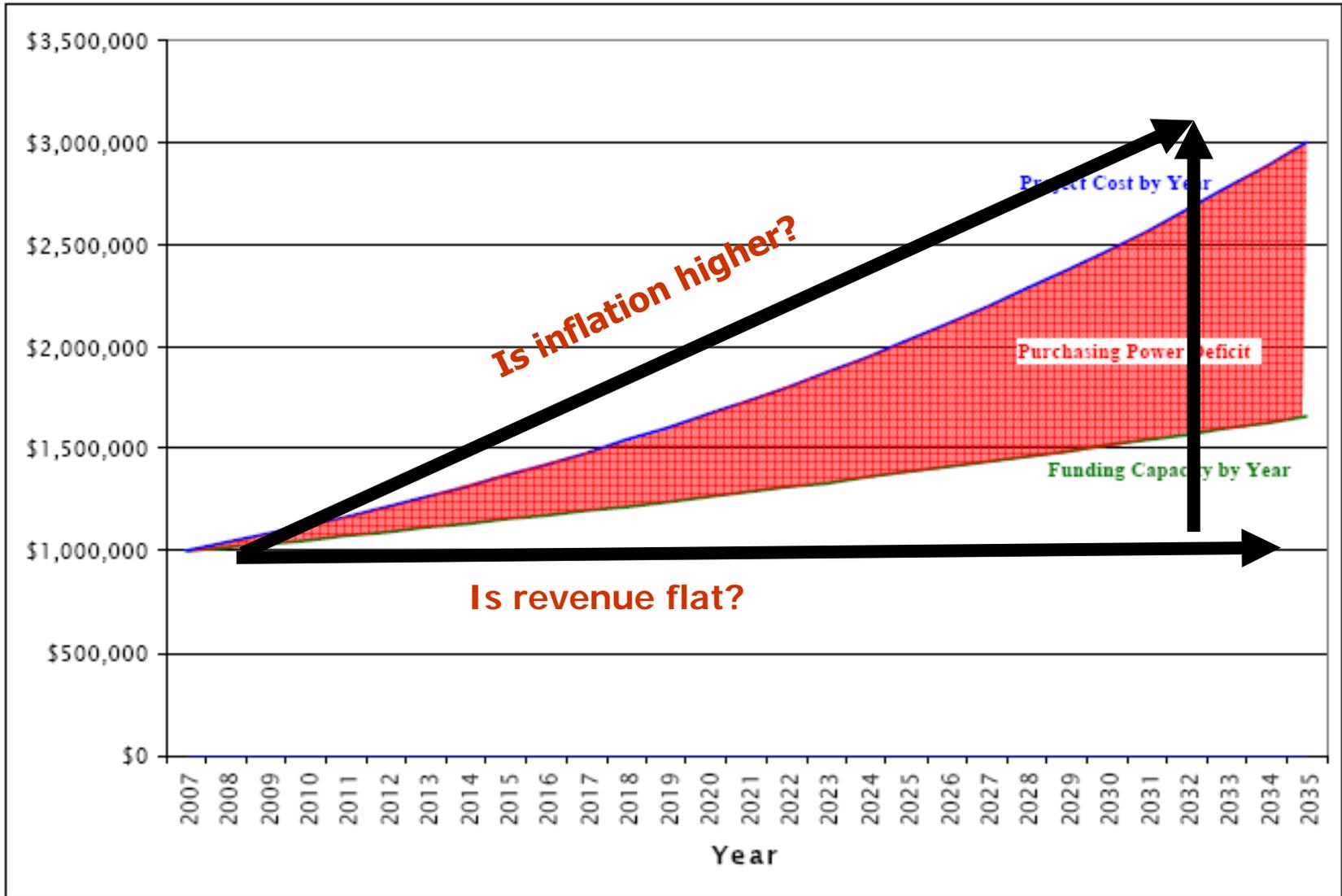


Traffic Routes Over Point Bridge



Erosion of Purchasing Power

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



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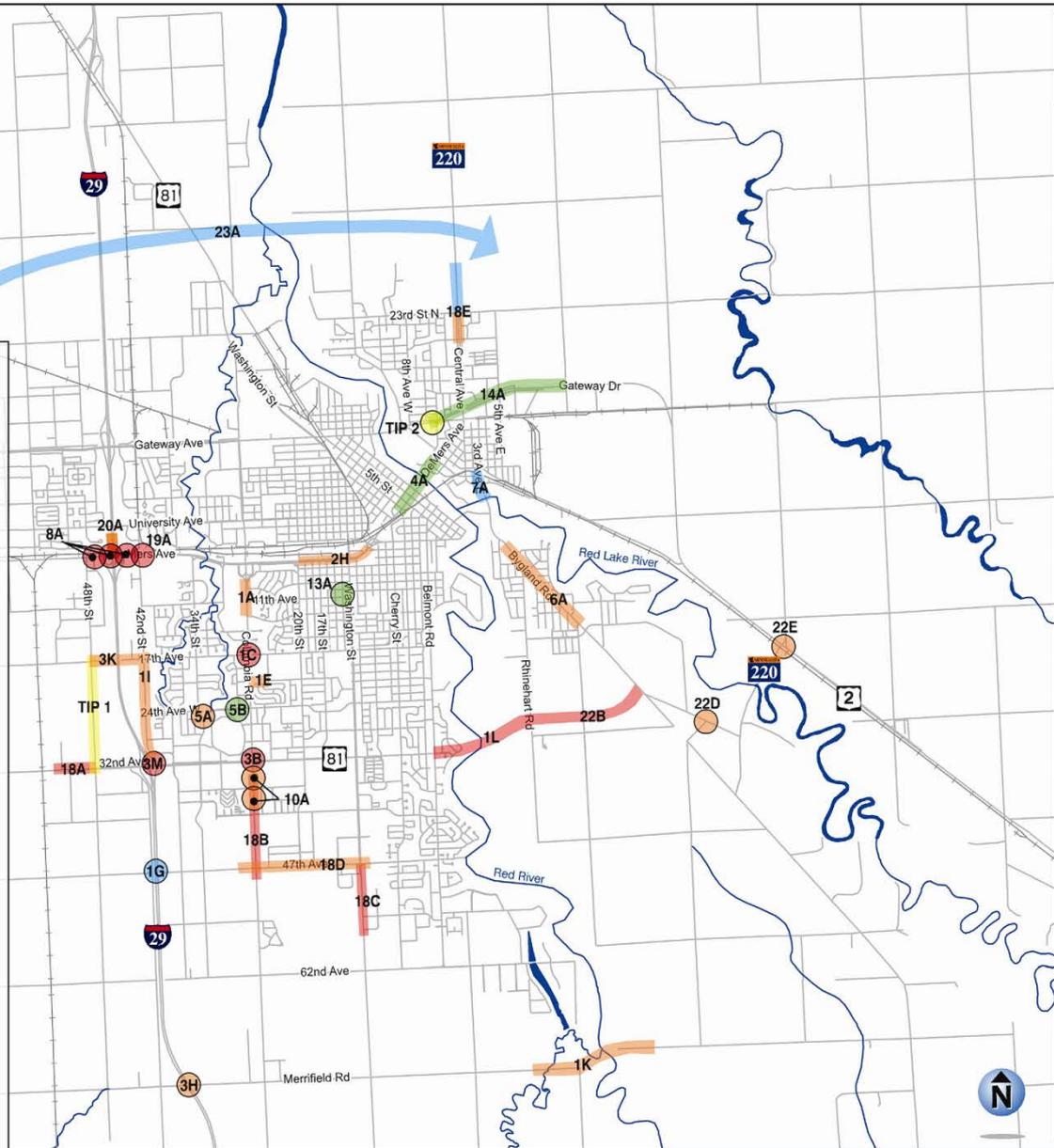


Figure 13