

**AGENDA  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, DECEMBER 13, 2016 – 5:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

- 1. Request to Approve Report of Feasibility & Set Date for Hearing for 17AJ1 – Steve Emery**
- 2. Update on the Bicycle & Pedestrian Plan – Jairo Vaifara**
- 3. Request to Submit TAP Application – Nancy Ellis**
- 4. Request for Doors at Civic Center – Reid Huttunen**
- 5. Consideration of Setting Policy for Outdoor Rink Rate – Megan Nelson**
- 6. Discussion Regarding Legislative Day – Mark Olstad**
- 7. 2017 Budget & Levy Discussion – Karla Anderson and David Murphy**

**ADJOURN:**

**Upcoming Meetings**

Regular Council Meeting – Tuesday, December 20, 2016 – 5:00 PM – Council Chambers

# Request for Council Action

Date: December 8, 2016

To: East Grand Forks City Council, Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Henry Tweten, Marc Demers, Craig Buckalew and Mike Pokrzywinski.

Cc: File

From: Steve Emery, P.E.

RE: Report of Feasibility  
2017 Assessment Job No. 1  
Mill and Overlay & Seal Coat  
Various Locations – City Wide

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**Background:**

We would like to file the Report of Feasibility for the above referenced project. The Report Identifies the project areas for Mill and Overlay and Seal Coat along with the estimated project costs, assessable properties along with the estimated Assessment Rates.

**Recommendation:**

Approve the Report of Feasibility and set Date for an Improvement Hearing.

**Enclosures:**

None: The Report of Feasibility along with attachments will be brought to the work session.

**RESOLUTION NO. 16 – 12 - XX**

Council Member \_\_\_\_\_, supported by Council Member \_\_\_\_\_, introduced the following resolution and moved its adoption:

WHEREAS, a report has been prepared by Widseth Smith Nolting with reference to proposed 2017 Assessment Job No. 1 - Street Improvements that will be city wide and this report was received by the Council on December 13, 2016, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF EAST GRAND FORKS, MINNESOTA:

1. The Council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of \$\_\_\_\_\_ for the improvements.
2. A public hearing shall be held on such proposed improvement on the Tuesday, Month Day, 2017, in the Council Chambers of the City Hall at 5:00pm or as soon as possible after and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

*Voting Aye:*  
*Voting Nay:*  
*Absent:*

The President declared the resolution passed.

Passed: December 20, 2016

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 20<sup>th</sup> day of December, 2016.

\_\_\_\_\_  
Mayor



**MPO Staff Report  
City of East Grand Forks, MN Council Work Session  
December 13<sup>th</sup>, 2016 5:00 P.M.**

**RECOMMENDED ACTION: For Information Only**

Matter of the “Bicycle and Pedestrian Plan –Update” on Task # 4 & # 5

**BACKGROUND:**

MPO’s staff has continued working on the advancement of the Bicycle and Pedestrian Plan Update. Advancement of Task #4 and #5 has been possible thank to the dedicated and continued support received from staff from Departments of Engineering and Planning, and support received from local agencies, community members and advocates. In addition to the recommended bicycle and pedestrian policies outlined in the recently adopted Grand Forks Land Use Plan, and East Grand Forks Land Use Plan, this report considers the following activities:

**ANALYSIS AND FINDINGS OF FACT:**

Task 4. Visioning & Goal, Performance Measures and Targets

MPO staff has participated in about eight meetings to draft the Mission Statement, consider national, state and local goals; and to consider objectives to improve non-vehicular safety; evaluate ways to enhance non-vehicular mobility and accessibility to improve economic and recreational activities and to help create a multimodal transportation system. Members of the established “working group” represented the planning and Engineering departments, and various local agencies, including health-care, children’s safety, senior citizen, bicycle and pedestrian advocates, and the Community Bureau from the Grand Forks Police Department.

Among others, the following factors were considered in the preparation of the Vision Statement, Goals and Objectives:

- Safety
- Creating bike/pedestrian friendly environments
- Current walking and bicycling trends
- Promoting economic development and community vitality
- Accessibility and Connectivity
- Mobility and Efficiency
- Fiscally constrains

I. Vision Statement

The GF-EGF Long Range Transportation Plan envisions a community that provides a variety of complementary transportation choices for people and goods.

II. Goals (Planning Factors) & Proposed Objectives (Under consideration)

Goal 1: Economic Vitality

Support the economic vitality through enhancing the economic competitiveness of the metropolitan area by giving people access to jobs, education services as well as giving business access to markets.

Goal 2: Security

Increase security of the transportation system for motorized and non-motorized uses.

Goal 3: Accessibility & Mobility

Increase the accessibility and mobility options for people and freight by providing more transportation choices.

Goal 4: Environmental/Energy/ Quality of Life

Protect and enhance the environment, promote energy conservation, and improve quality of life by valuing the unique qualities of all communities –whether urban, suburban, or rural.

Goal 5: Integration & Connectivity

Enhance the integration and connectivity of the transportation system, across and between modes for people and freight, and housing, particularly affordable housing located close to transit.

Goal 7: System Preservation

Emphasize the preservation of the existing transportation system by first targeting federal funds towards existing infrastructure to spur revitalization, promote urban landscapes and protect rural landscapes

Goal: 9 Resiliency (Pending)

Improve resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation

Goal 10: Tourism (Pending)

Enhance travel and tourism.

III. Complete Street Policy

The resulting vision, goals, objectives have been developed in accordance to local, state and federal policies and guidelines. As part of the approved Scope of Services, the “working group” will be considering the extent these objectives address the requirements and benefits of a Complete Street Policy.

For instance, Task 9. Review Draft Document, states that:

The Final Report’s recommendations (...) should include completion of a bicycle and pedestrian plan update, and recommendation of a Complete Streets policy.

Task 5. Assessment of Existing Conditions & Needs

Information has been collected to analyze the baseline of information required to support strategies and actions necessary to reach the vision and goal statements, performance measures and targets. Among others, the following activities have been advanced to determine the extent to which the existing transportation system meets the needs of bicyclists and pedestrians:

- Evaluation of the existing transportation infrastructure (including on- and off-road facilities) to determine current conditions and capacities and to identify gaps or deficiencies in terms of accommodating potential and existing bicycle and pedestrian travel.

- Identification of desired travel corridors for bicycle and pedestrian trips and required land acquisition, if any, for potential facilities
- Examination of existing land use and zoning, and the patterns of land use in the community.

This task is in progress. Further updates on its completion will be given later.

**SUPPORT MATERIALS:**

- a) Proposed Community Goals
- b) Public Input: Streets and Intersections that the public (respondents) would like to see more bicycle and pedestrian friendly.

## Existing Conditions Analysis: Public Input

### I. TRAFFIC SIGNALS/ SIGNAL TIMING/TRAFFIC LIGHTS

- Washington @ 13th (and EVERY STOPLIGHT!)  
Less waiting time to cross Washington, especially (during) winter
- Washington St. and De Mers Ave: Time to cross safely
- I can only get to downtown from 13th Avenue--there are no lights to cross on any of the streets
- 8th Avenue, where it meets Reeves: Should be made a 4-way stop.
- Eighth Av S. @ Reeves: Build some in-road improvements to ensure stops by drivers, or severely limit their turning options

### II. STREET CROSSINGS/ MARKED CROSSWALKS/ SIDEWALKS

- 8th Avenue at Belmont and heading west to connect to the n/s bikeways
- De Mers crossing the railroad tracks (I do not think it is legal to take that route) (Checked locations at 53<sup>rd</sup> & 55<sup>th</sup>).
- Minnesota Ave--bridge to cross into EGF (legal?)
- The place where the bike path crosses Lincoln Drive is OK but more dangerous at times of the year when the speed bump is removed.
- N. Washington St. Needs more protected crossing.
- S. Washington & De Mers: Too difficult to safely cross intersection.
- Downtown De Mers and 5<sup>th</sup> St: Cars pull into cross walks
- N 55th St to cross the rail road tracks at De Mers Ave
- 42nd. St. & De Mers Ave: Safe crossing.
- Drivers often straddle the line or use the lane for right turns onto 5th Ave N.
- De Mers crossing the railroad tracks (I do not think it is legal to take that route)
- Gateway: The places where the bike path crosses Belmont and Washington on the south side see cars ignoring the bikes or pedestrians
- Let's do something to encourage people to park their cars, and then get out and walk around the retail world that exists out there — some walker/biker friendly crossings would be a god-send.
- 11th and Columbia (near Altru): Cars often don't let pedestrians/ bikers cross easily and the road dips in the middle, making it dangerous (under construction now).
- 4th Avenue at Reeves, Belmont, and heading west needs better bike route and street crossing safety Washington and University.

### III. EXISTING PEDESTRIAN FACILITIES, TRAILS & ROUTES

- Drivers usually disrespect the sharrows and it feels unsafe. The right-of-way is wide enough to support dedicated bike lanes. People drive too fast with too little attention for me to feel safe biking here.
- Biking on Washington or Columbia is a challenge and the waling (walking) path is unsafe for bicycles.
- There need to be more bike routes going east/west; right now there is nothing south of 4th Ave. or north of 32nd Ave.

- Down 13th Avenue: I have to ride the sidewalk because of the road narrowing and cars don't seem to be able to handle bikes as well (sidewalks down 13th are uneven and bumpy)
- 3th Avenue at Belmont and heading west to connect to n/s bikeways.
- It would be great to have a bike lane on the downtown streets. 4th Avenue does not have a safe bike route, especially where it meets Minnesota Ave. Cars also turn onto Reeves without stopping or slowing down
- Belmont: Accessing Lincoln Park GC we need more "destination trailheads" for greenway cycling
- University Avenue between 42nd St and Columbia Rd:
  - Drivers frequently stop in bike lanes.
  - Lane paint is invisible during the first couple months of spring, prime biking season. Runners often run in the bike lanes, bikes often go the wrong direction, and long boarders often use the bike lanes; this impedes bicycle traffic.
- Downtown needs a route for bikes that is protected, starting with that crazy intersection at the Valley Dairy! It is unsafe for bikes!
- 13th Avenue should have a safe bike route.
- Lincoln Dr. Belmont to Lincoln Dr. Park

**IV. FACILITY'S DIRECTNESS**

Coming into town from the west on 2 the path is difficult to ride if you try to get off the highway University Avenue east of Columbia Rd.

**V. ON-STREET PARKING**

- A strong case for "bump outs" that make cross safe and limit parking to allowed places only. (ALSO, if we are going to have 4 way stops, PLEASE ELIMINATE the turning lanes that make these things effectively 8-way stops. GF drivers don't do that math at 7:45 am.
- Perceived Motor vehicle operating speeds Intersection of N 5th St. & Gateway: Cars don't stop. 7

**VI. INTERSECTIONS (WOULD LIKE TO SEE BECOMING MORE PEDESTRIAN FRIENDLY) :**

**North -South**

- Washington and De Mers
- Washington St: DeMers Avenue getting across turning lanes is dangerous
- Washington: DeMers-Gateway: Poor Sidewalks
- South Washington @13 Ave
- Pedestrian crossings on S Washington St: Are very far apart Columbia
- Washington/Columbia: Not enough shoulder room for cyclist/Sidewalks to narrow, torn up.

- De Mers Ave under I 29
  - De Mers Ave at I-29
  - DeMers/Washington Outlined bicycle crosswalks
  - DeMers at various locations;
  - DeMers Avenue: Sidewalks
- 
- 42 @Gateway to University: Share use
  - 42nd @DeMers Ave. Bike trails w of Interstate
  - 42<sup>nd</sup> Street @ University Avenue
  - 42nd St. Trail missing from University to 6th
  - 42nd St/DeMers/Bike path
- 
- 17th Ave (20th to Belmont) Wider
  - 20th Ave/47th/Needs crosswalks
- 
- Columbia Road and 13th Ave S.
  - Columbia @ 6th Avenue Sidewalks
  - Columbia Road 24th to 47
  - Columbia Road/32nd Ave to Eagles Cres/trial sections of trail missing on North
  - Columbia @ EVERY MAJOR INTERSECTION:
  - ~~That road was designed by engineers who finished in the bottom quintile of their respective classes~~—(SIC). (*sic erat scriptum*, "thus was it written")
- 
- Belmont @ 5th St S: (Practically cries out for a roundabout!!!!)
  - Belmont/42nd to 67
  - Belmont/5th-17th the entire road is awful
  - Belmont @ 4th AV S:
  - Belmont Rd Sidewalk/Road repairs
- 
- Lincoln Dr Belmont to Lincoln Dr Park
  - Cherry Street Lindsay Lane
  - Chestnut: Bike lanes
  - Reeves neighborhood, Downtown areas, Belmont sidewalks
  - Reeves Drive/Sidewalk repairs
  - 3rd Street GF
- 
- 4th Avenue, where it meets Belmont:  
Should have a 4-way stop.  
Please remove he painted turn lanes, which confuse drivers about when to proceed, making it more dangerous for pedestrians.
- 
- N 55th St/DeMers/Bike Path
  - South 17th Street: Bike path
  - South 24th Avenue: Bike path

- 20th st/32nd Ave? Bike path
- Pendleton/40<sup>th</sup>: Steep curve ramps
- Brookhill/40<sup>th</sup>: Steep/curved ramps

## East-West

- 5th at Washington: Traffic improvements
- 6th Ave N-Coulee Trail to 42nd St. Section missing/needs a bike path
- Gateway at Washington
- Gateway: Sidewalks
- Gateway/trail in very poor condition that runs parallel to road. Crossing over RR so rough you have to get off bike and walk across
- University UND/University/Sidewalks
- University Avenue GF? Dedicated bike lanes
- 32nd West of I-29
- 13th Ave (Belmont to 20th Avenue)
- All bridges
- Kennedy Bridge (Pedestrian Access).
- 4th St/River Road/Sidewalk
- 6th Ave GF
- Bike Trails S of Interstate Ave
- Downtown Areas/Sidewalk conveyance
- 47<sup>th</sup> Avenue South /Needs crosswalks
- City of Grand Forks: All unmarked intersections are dangerous!

## EAST GRAND FORKS, MN

- EGF/2nd Ave NE from 2nd Street to 4th St NE/sidewalk/Bike lane
- Bygland Road
- Rhinehart Dr/Sidewalks, bike paths
- EGF/1st St/2nd Ave/crosswalk/bike lane

## VII. SCHOOL SITE

- Lewis and Clark School: Parents dropping off children block 13th Ave.
- Phoenix Elementary is a death trap waiting to happen — bad drivers, illegal parking, and inattentive pedestrians w/o clear safe crossings.

## VIII. TRANSIT

- Bus shelters/stops are often inadequate for cold weather. Better shelters could encourage walking outside of summer months.

## **IX. PEDESTRIAN**

- Downtown, overall, needs work for pedestrian friendliness. Make the corners of intersections bulb-out, use bricks and/or paint and/or large planters to slow traffic and make welcoming to walkers. Also, art, benches, etc. This is being done in small towns like Morris, Manitoba and cities like Fargo.
- 5th Street downtown from Valley Dairy: Needs better pedestrian signage/access.
- Starbucks on S. Washington: Vehicles block 13th Ave & alley using drive through.
- The intersection of Reeves and 8th Avenue: It is not pedestrian friendly because 8th Avenue traffic does not stop and n/s traffic does not observe the stop signs. It is too wide of an intersection, so I would suggest painting crosswalks, painting enhanced curbs, or making it a painted roundabout that makes cars slow down for pedestrians.
- Walking experience is pretty okay. Intersections need improvement; a few additional sidewalks could be added. Walking is mostly limited by weather and distance.
- Regarding walking around Grand Forks - motorist just do not stop for pedestrians in cross walks. Perhaps more education needs to be done.
- Promote outdoors biking activities so people learn to use them
- The Minnesota Ave. Bridge should be opened up for pedestrians.
- There are a lot of areas in town which have sidewalks on both sides of the road. This means that as a pedestrian you can take the shortest route to your destination. This is an excellent practice the City should continue moving forward.
- Need a bike-ped crossing at North Washington Street across Home of the Economy

## **X. UNIVERSITY CAMPUS**

- I have travelled to UND from home and back twice/day M-F on Second Avenue north for 42 years. It amazes me how many bicycles are courting death on that narrow street when there is a public supported bike path only one block north. Are these bicyclists that stupid?
- Good start with the bike lane on University Avenue on campus. It would be a great cross-town route if dedicated lanes stretched to the Greenway. The 42nd St lanes are unusable--condition, driver behavior, speed, and separation all compound to make a scary and unsafe experience. Throughout the north side of town, more lanes would be welcome. South side is too sprawling for bike infrastructure to be a worthwhile investment.

- Please include input for Inline skaters. Majority (if not all) sidewalks are not even or wide even to be good to Inline on. Greenway is good in most places, with some areas needing resurfacing. East Grand Forks, after crossing the park pedestrian bridge, is in very poor condition not skatable. Other parts of EGF also need to be resurfaced. Grand Forks has a few minor areas needing it. Wide roads like University can accommodate Inline skates, but are in very poor shape and very bumpy to skate on. Even the good sidewalks, the ridges at every sidewalk break for a driveway/road hurt the skating experience.

## **XI. GREENWAY**

- The bathrooms at the parks are nice, would be good to have more water fountains along the greenway.
- Patch the Cracks on the greenway. EGF doesn't do any maintenance on cracks and when pulling a bike trailer for small kids it jars the trailer so much it hurts the kid.
- Elks Drive at Belmont: Need a bike crossing; I see people trying to cross to get to and from the Greenway!
- 13<sup>th</sup> Avenue South, 17<sup>th</sup> Avenue South continue route to Greenway Trail
- Improve access to Greenway at 13<sup>th</sup> Avenue South at Lincoln Drive; at Elk's Drive; Reeves Drive is in terrible shape.
- Could you put bike lane on Belmont? Need safe access to Greenway.

## **XII. EXISTING SYSTEM GAPS**

- Missing Connection on 47<sup>th</sup> Avenue South from Belmont Road to Greenway Trail
- Missing connection on 47<sup>th</sup> Avenue South from S 20<sup>th</sup> Street to Columbia Road
- Missing connection on Columbia Road from 47<sup>th</sup> Avenue South to 40<sup>th</sup> Avenue South
- Review connection on 32<sup>nd</sup> Avenue South from Chestnut Greenway Access Point
- Under-pass on Columbia Road at Eagles Crest Hills entrance
- Widen existing path at S 34<sup>th</sup> Street at 24<sup>th</sup> Avenue South/Extend path on 34<sup>th</sup> Street South from 24<sup>th</sup> Avenue South to 22<sup>nd</sup>
- Suggest a bike lane on 34<sup>th</sup> Street South from De Mers Avenue to S 17 Street S
- Missing piece on 6<sup>th</sup> Ave North at N 42<sup>nd</sup> Street

## **XIII. OTHER COMMENTS (TRAFFIC CIRCLES, TRAFFIC CALMING, SHELTERS, LIGHTING)**

### **BICYCLIST**

In general very good facilities.

The bike paths need more east-west connectors that are safe for all (including kids). Also, the Minnesota

Ave. Bridge should be made safe for biking.

We are very fortunate with the biking network that we have. I am not very comfortable riding on the busy streets and prefer to ride on the sidewalks and paths. The number of paths that we have is amazing!

Biking to work is impossible to do when you have small kids to bring to daycare during a work day and activities in the evening.

Please include input for Inline skaters.

- Please add paint markings at these intersections:
  - Columbia Road at University Avenue
  - University Avenue at Washington Street
  - University Avenue at N 5<sup>th</sup> Street
- Bike & Pedestrian (Multi-Use Paths)
  - Alleys at Columbia Road at N 3<sup>rd</sup> Street; (Checked for N 3<sup>rd</sup> Avenue)
  - N 3<sup>rd</sup> Street at N 23<sup>rd</sup> Street; Gateway Drive at 47 Street N;
  - Gateway Drive at Sandford Road;
  - Gateway Drive at Ralph Engelstad Arena Drive (Entrance);
  - Columbia at n 22<sup>ND</sup> Street ; and N 20<sup>th</sup> Street.
- Railroad crossing on N 3<sup>rd</sup> Street from Mill Road to Washington Street
- Very rough railway crossing on North 3<sup>rd</sup> Street at Washington Street
- Railway crossing at 7<sup>th</sup> Avenue North
- Widen Multi-use path facility on N 42<sup>nd</sup> Street from 6<sup>th</sup> Avenue North to Gateway Drive
- Washington Street Underpass: Too narrow
- (Unclear) North 5<sup>th</sup> Street at De Mers Avenue bad from Multi-use??
- Too narrow side street on 18 Street South (17 Street South)
- Questioned planned bike route on Belmont Road from 24<sup>th</sup> Ave South to 32<sup>nd</sup> Ave South
- Future Shared Use Path on De Mers Avenue from South 42<sup>nd</sup> Street to slightly ahead of North 55 Street. Since the 2016 TAP project decreased from \$900,000 to \$500,000. Can the \$400,000 local fund this connection? South side funded. Portion on N 55 Street from De Mers to University Avenue is funded.
- Bygland Road: Not a safe route (disagree): This would be a great way to link various routes together and expand the system.
- It can be challenging to access the Greenway Trails from side streets when crossing Belmont.

- Joint/cracks repairs needed along the stretch path on Greenway Boulevard South East from Rhinehart Drive to Bygland Road.
- Suggest removing from system the planned segment on the Greenway Trail bordering the river from River Edge Drive to 62<sup>nd</sup> Avenue South
- Suggest moving planned facility from N 7<sup>th</sup> Avenue to N 8 Ave from South Columbia Road to N 3<sup>rd</sup> Avenue.

#### **XIV. INTERSECTIONS YOU WOULD LIKE TO SEE BECOMING MORE PEDESTRIAN FRIENDLY:**

Top three most important Intersections Location you would like to see become more Pedestrian-friendly includes

- Belmont Street
- Business Hwy 2 EGF/Sidewalks, bike paths
- Bygland Road EGD? Bikelanes

#### **XV. BIKESHARE**

- Dedicated bike lanes separate from roadway would be great
- Foster a culture of biking, walking and community. Present this initiative as method to create connections in Grand Forks East GFKs
- I love when there are events downtown to bike/walk to. But nowhere to put my bike. Especially by the movie theaters. (Bike parking)
- Love the Greenway best area to relax
- More long running/biking paths like the ones downtown and East Grand. It would be very success to build more through the town.
- More washrooms and garbage cans on Greenway -Emergency call centers should be available.
- Pls focus attention on commuter trails/making connections, so bicycling can become dafer for those who want to use them for more than just recreation.
- We have an amazing number of sidewalks and bike paths compared to other cities
- Bikes not riding in bike lane
- In another year the lack of sidewalk/path on 32nd Ave West of the truck stop will discourage me from biking to our new office location at Minkota Power

# Bicycle & Pedestrian Plan Update

City of East Grand Forks, MN  
Council Work Session  
December 13, 2016 5:00 P.M.



## Previous Update Report

### **Task 2. Building Public Support for Plan Development**

- To provide information to the public regarding the scope of the plan;
- To gather input on issues and perceived problems in the bicycle and pedestrian system.
  - ✓ Newspaper Articles: (3)
  - ✓ Community & Stakeholder's Meetings: (3)
  - ✓ Preparation other community Engagements (4)

# Bicycle & Pedestrian Plan Update

## Task 4. Visioning & Goal, Performance Measures and Targets

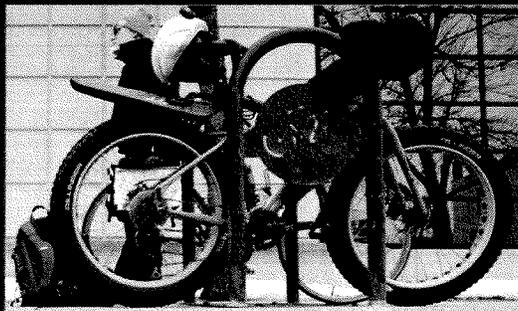
### OBJECTIVES:

- Draft the Vision Statement, consider national, state and local goals
- Consider objectives to improve non-vehicular safety
- Evaluate ways to enhance non-vehicular mobility and accessibility to improve economic and recreational activities, and
- Help create a multimodal transportation system.

# Bicycle & Pedestrian Plan Update

## Vision Statement: (Multi-modal Long Range Transportation Plan)

The GF-EGF Long Range Transportation Plan envisions a community that provides a variety of complementary transportation choices for people and goods.



# Bicycle & Pedestrian Plan Update

Factors considered in the preparation of the Vision Statement, Goals and Objectives:

## **(COMMUNITY GOALS)**

- Safety
- Create bike/pedestrian friendly environments
- Current walking and bicycling trends
- Promote economic development and community vitality
- Foster Accessibility and Connectivity
- Foster Mobility and Efficiency
- Fiscally constrained

# Bicycle & Pedestrian Plan Update

Goals (Planning Factors) & Proposed Objectives (Under consideration)

## **(MAP-21/FAST)**

- Goal 1: Economic Vitality
- Goal 2: Security
- Goal 3: Accessibility & Mobility
- Goal 4: Environmental/Energy/ Quality of Life
- Goal 5: Integration & Connectivity

# Bicycle & Pedestrian Plan Update

## Goals (Planning Factors) & Proposed Objectives (Under consideration) (MAP-21/FAST)

- Goal 6: Efficient System Management
- Goal 7: System Preservation
- Goal 8: Safety
- Goal: 9 Resiliency **NEW** (Fixing America's Surface Transportation) 2015
- Goal 10: Tourism **NEW** (Fixing America's Surface Transportation) 2015

# Bicycle & Pedestrian Plan Update

## Task 5. Assessment of Existing Conditions & Needs

The following activities have been advanced:

- Identification of desired travel corridors for bicycle and pedestrian trips and required land acquisition, if any, for potential facilities
- Examination of existing land use and zoning, and the patterns of land use in the community.

## Task 5. Assessment of Existing Conditions & Needs

Previous Update Report  
(First Part-Ongoing Activities)

Up to 5 streets and/or intersections you would like to see become more PEDESTRIAN-FRIENDLY.

*Some of Highest Crash Locations  
East Grand Forks (2013-2014)*

14th St. at Central Ave.  
Central Ave. at Gateway Dr.  
3rd Ave at 4th St.



DeMers Avenue-East Grand Forks

## Task 5. Assessment of Existing Conditions & Needs

The following activities have been advanced:

- Evaluation of the existing transportation infrastructure (including on- and off-road facilities) to determine current conditions and capacities
- Identify gaps or deficiencies in terms of accommodating potential and existing bicycle and pedestrian travel.

# Bicycle & Pedestrian Plan Update

## Task 5. Assessment of Existing Conditions & Needs

The following activities have been advanced:

- Community Surveys
- Bicycle Rides: Residents, Planning & Engineering, MPO
- Bicycle Map: Under review Planning, Engineering & MPO
- Comments from Public: Under review by Engineering
- Input by Agencies/Working Group

## Complete Streets

- What is a Complete Street?
- A Complete Street is safe, comfortable & convenient for travel via automobile, foot, bicycle, & transit
- Complete Streets policies provide for all users



# What is a Complete Street? MN DOT

Sidewalks, bike lanes, bus lanes, safe crossings, pedestrian signals, curb extensions, narrower travel lanes, or roundabouts.

Considers the needs of all users – motorists, pedestrians, transit vehicles and users, bicyclists, commercial freight trucks, and emergency vehicles.



## Who wants Complete Streets?

**Grand Forks-East Grand Forks are Bicycle Friendly Cities (Bronze-Level).** Needs Complete Streets Policy to advance to Silver Level.



**\*Connectivity:** Increasing transportation options to help achieve community goals.

**\*Mobility:** Allow people of all ages reach destinations.

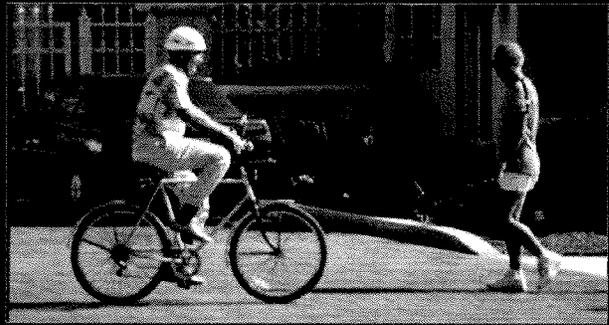


\*East Grand Forks 2045 Land Use Plan

# Why have a complete streets policy?

To make the needs of all users the default for everyday transportation planning practices:

- No need to prove ped, bike and transit facilities are needed
- Rather, it's assumed they're needed unless proven otherwise
- To save money:
  - Retrofits cost more than getting it right initially



## Bicycle & Pedestrian Plan Update

QUESTIONS?



THANK YOU!

# Request for Council Action

Date: December 13<sup>th</sup>, 2016

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Nancy Ellis, City Planner

RE: Approve the submittal of the TAP application for the sidewalk project in combination with the Safe Kids programming

## GENERAL INFORMATION:

At an October Work Session, the City of East Grand Forks recommended submitting a Transportation Alternatives Project (TAP) Letter of Intent to construct sidewalk on the south side of 13<sup>th</sup> St SE and the east side of 20<sup>th</sup> Ave SE. The Letter of Intent was submitted to MnDOT and we were informed by the MPO to submit the full application by January.

As well, SafeKids submitted a Letter of Intent to request non-infrastructure dollars for safe routes to school programming in East Grand Forks. In order for them to submit a full application, they must have the City act as the sponsoring agency for their application. Therefore, the MPO has suggested that we submit the sidewalk project with corresponding Safe Kids programming in one application. They compliment and enhance each other, as well as, provide continuing education to our students as to how to walk or bike safely to school.

Currently, the TAP projects; if awarded; are funding at an 80/20 split minus engineering costs. The total project cost is: \$171,690 for the sidewalk project and \$37,500 for the Safe Kids work = \$209,190 total. 80% funding is \$167,353 with \$41,837 required in local match. This work is normally funded out of the General Fund.

## RECOMMENDATION:

I am asking City Council to submit the infrastructure and non-infrastructure projects in one application and approve the resolution to act as sponsoring agency and agree to maintain the facility.

C:\Users\mnelson\AppData\Local\Microsoft\Windows\Temporary Internet Files\Content.Outlook\KQ64YLFA\TAP application for sidewalk and Safe Kids (2).doc

# Greater Minnesota Transportation Alternatives Solicitation

## Letter of Intent Form

### Applicant Information

**Name of applicant organization:** City of East Grand Forks, MN

**Title of project:** Sidewalk Extensions on 20th Ave SE and 13th St SE

**Name of contact:** Steve Emery, City Engineer

**Address:** 1600 Central Ave NE

**City:** East Grand Forks      **State:** MN      **Zip:** 56721

**County:** Polk

**Phone:** 218-773-1185      **Email:** Steve.Emery@wsn.us.com

### Project Information

1. One sentence description of the work for which you are seeking support:

The City of East Grand Forks would like to build extensions to our Safe Routes to School Sidewalks along the south side of 13th St SE from 17th Ave SE to 20th Ave SE (on school property), including a small portion on the north side of 13th St SE from 19th Ave SE to 20 Ave SE; and then head north on the east side of 20th Ave SE to close a few missing gaps in the SRTS walking/biking maps.

2. Amount requested from transportation alternatives: \$136,859

3. Total project budget. Please briefly explain the total estimated amount of funding needed. Include the transportation alternatives request and other sources. Specifically identify how you will obtain the 20 percent match (100 words maximum):

The total estimate for the sidewalk project is \$171,074. Therefore, the City of East Grand Forks will be asking for \$136,859 (80%) in TAP funds and the City will cover the \$34,215 (20% local match) plus approximately 15% to the cost for Engineering (Plans and Specs- 9% and Staking and Inspection - 6% or approximately \$25,661). The \$60,000 that the City would be required to fund would be paid through a combination of budgeting general fund dollars, as well as, using some State Aid maintenance funds for the portion located along 13th St SE.

4. Project request type (capital, planning, both): capital

5. Describe the work you want to do for which you are seeking transportation alternatives support. Also include a description of the project development activities for this project to-date (250 words maximum):

After South Point elementary and the middle school were constructed, identified safe routes to each school were developed by the local Metropolitan Planning Organization, with collaboration from the local school districts, police, representatives of PTOs and traffic engineers. The routes for the "Point" in East Grand Forks were challenging given that for the most part, sidewalks did not exist. The nearest residential developments were created absent of facilities for bikes or pedestrians other than the regular street system because sidewalks and/or multi-purpose paths were not required in these developments. The City of East Grand Forks has been able to fill some of these voids with SRTS funds, however, new neighborhoods are being developed beyond the schools (with sidewalks within the neighborhood) and they are missing the final sidewalk connections to South Point Elementary. We have heard from these residents at public hearings that they want sidewalks and would like their newly constructed neighborhood sidewalk to extend beyond their street and finish the safe route to school gap.

6. Describe how your project meets a transportation purpose (100 words maximum):

Sidewalks, specifically paved sidewalks, are an important piece of a walking route to school. Paved sidewalks are "pedestrian lanes" that provide people with space to travel within the public right-of-way separated from motor vehicles and on-road bicycles. Sidewalks provide places for children to walk, run, skate and play, and are often used by young bicyclists. Sidewalks improve mobility for pedestrians and provide access for all types of pedestrian travel to schools, as well as work, parks, shopping areas, transit stops and other destinations. These sidewalks would help "complete" these streets and further improve safe travel for the growing number of children on the Point Area that are walking and biking to school.

7. List any adopted plans that your project has been identified in (statewide, regional, Safe Routes to School, Scenic Byways, etc.):

The placement of sidewalks for all streets in and around the South Point Elementary has been recommended in the GF-EGF MPO Safe Routes to School plans.

8. Is the proposal an initiative of a local Safe Routes to School program?  Yes  No

9. Is the proposal located on a designated Scenic Byway?  Yes  No

If yes, which Scenic Byway?

10. Describe your organization and / or the sponsoring agency's history with delivering federally-funded transportation alternatives-type projects, focusing on infrastructure projects. If not applicable, identify the key steps and strategies that will be used to deliver the project (250 words maximum):

East Grand Forks has a strong history of delivering Transportation Alternatives projects. We have applied and received federal funding for past Transportation Enhancement and Safe Routes to School projects. We are familiar with the process required to receive and spend federal funds and budget our local share into the City's yearly budget whether we have officially received the funds or not.

11. Have you contacted representatives from the sponsoring agency, including elected officials and county engineers? If so, please describe what has resulted from this conversation and if you have written support for the project (50 words maximum):

This project has complete support from the City Council as it was brought forward by a Council member at a Council meeting. All members voted in favor of submitting this project for consideration of TAP funds. As well, it was discussed previously at two Special Assessment hearings for a nearby neighborhood street and sidewalk project. The residents have asked how to get their sidewalk connected to the school and the Council Members feel the TAP program would be an excellent way to meet the needs of these citizens.

[Click here to submit](#)

**Reminder when submitting:** The form submits via your email account. Be sure to follow all prompts to ensure submission. You can confirm submission by checking your email inbox "Sent" folder. If using Google Chrome save a copy of the form to your computer and click submit from the saved PDF.

For assistance contact Chris Berrens at 651-366-3755 ([chris.berrens@state.mn.us](mailto:chris.berrens@state.mn.us)) or Katie Caskey at 651-366-3901 ([kathryn.caskey@state.mn.us](mailto:kathryn.caskey@state.mn.us)).

# Greater Minnesota Transportation Alternatives Solicitation

## Letter of Intent Form

### Applicant Information

**Name of applicant organization:** City of East Grand Forks, MN

**Title of project:** Sidewalk Extensions on 20th Ave SE and 13th St SE

**Name of contact:** Steve Emery, City Engineer

**Address:** 1600 Central Ave NE

**City:** East Grand Forks      **State:** MN      **Zip:** 56721

**County:** Polk

**Phone:** 218-773-1185      **Email:** Steve.Emery@wsn.us.com

### Project Information

1. One sentence description of the work for which you are seeking support:

The City of East Grand Forks would like to build extensions to our Safe Routes to School Sidewalks along the south side of 13th St SE from 17th Ave SE to 20th Ave SE (on school property), including a small portion on the north side of 13th St SE from 19th Ave SE to 20 Ave SE; and then head north on the east side of 20th Ave SE to close a few missing gaps in the SRTS walking/biking maps.

2. Amount requested from transportation alternatives: \$136,859
3. Total project budget. Please briefly explain the total estimated amount of funding needed. Include the transportation alternatives request and other sources. Specifically identify how you will obtain the 20 percent match (100 words maximum):

The total estimate for the sidewalk project is \$171,074. Therefore, the City of East Grand Forks will be asking for \$136,859 (80%) in TAP funds and the City will cover the \$34,215 (20% local match) plus approximately 15% to the cost for Engineering (Plans and Specs- 9% and Staking and Inspection - 6% or approximately \$25,661). The \$60,000 that the City would be required to fund would be paid through a combination of budgeting general fund dollars, as well as, using some State Aid maintenance funds for the portion located along 13th St SE.

4. Project request type (capital, planning, both): capital

5. Describe the work you want to do for which you are seeking transportation alternatives support. Also include a description of the project development activities for this project to-date (250 words maximum):

After South Point elementary and the middle school were constructed, identified safe routes to each school were developed by the local Metropolitan Planning Organization, with collaboration from the local school districts, police, representatives of PTOs and traffic engineers. The routes for the "Point" in East Grand Forks were challenging given that for the most part, sidewalks did not exist. The nearest residential developments were created absent of facilities for bikes or pedestrians other than the regular street system because sidewalks and/or multi-purpose paths were not required in these developments. The City of East Grand Forks has been able to fill some of these voids with SRTS funds, however, new neighborhoods are being developed beyond the schools (with sidewalks within the neighborhood) and they are missing the final sidewalk connections to South Point Elementary. We have heard from these residents at public hearings that they want sidewalks and would like there newly constructed neighborhood sidewalk to extend beyond their street and finish the safe route to school gap.

6. Describe how your project meets a transportation purpose (100 words maximum):

Sidewalks, specifically paved sidewalks, are an important piece of a walking route to school. Paved sidewalks are "pedestrian lanes" that provide people with space to travel within the public right-of-way separated from motor vehicles and on-road bicycles. Sidewalks provide places for children to walk, run, skate and play, and are often used by young bicyclists. Sidewalks improve mobility for pedestrians and provide access for all types of pedestrian travel to schools, as well as work, parks, shopping areas, transit stops and other destinations. These sidewalks would help "complete" these streets and further improve safe travel for the growing number of children on the Point Area that are walking and biking to school.

7. List any adopted plans that your project has been identified in (statewide, regional, Safe Routes to School, Scenic Byways, etc.):

The placement of sidewalks for all streets in and around the South Point Elementary has been recommended in the GF-EGF MPO Safe Routes to School plans.

8. Is the proposal an initiative of a local Safe Routes to School program?  Yes  No

9. Is the proposal located on a designated Scenic Byway?  Yes  No

If yes, which Scenic Byway?

10. Describe your organization and / or the sponsoring agency’s history with delivering federally-funded transportation alternatives-type projects, focusing on infrastructure projects. If not applicable, identify the key steps and strategies that will be used to deliver the project (250 words maximum):

East Grand Forks has a strong history of delivering Transportation Alternatives projects. We have applied and received federal funding for past Transportation Enhancement and Safe Routes to School projects. We are familiar with the process required to receive and spend federal funds and budget our local share into the City’s yearly budget whether we have officially received the funds or not.

11. Have you contacted representatives from the sponsoring agency, including elected officials and county engineers? If so, please describe what has resulted from this conversation and if you have written support for the project (50 words maximum):

This project has complete support from the City Council as it was brought forward by a Council member at a Council meeting. All members voted in favor of submitting this project for consideration of TAP funds. As well, it was discussed previously at two Special Assessment hearings for a nearby neighborhood street and sidewalk project. The residents have asked how to get their sidewalk connected to the school and the Council Members feel the TAP program would be an excellent way to meet the needs of these citizens.

[Click here to submit](#)

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For assistance contact Chris Berrens at 651-366-3755 (chris.berrens@state.mn.us) or Katie Caskey at 651-366-3901 (kathryn.caskey@state.mn.us).

# ENGINEER'S ESTIMATE OF COST



## 2017 Safe Routes To School Sidewalk Extensions (20th Ave SE & 13th St SE) East Grand Forks, Mn

**Table A - Eligible Items**

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
Mobilization	LS	1	\$ 10,000.00	\$10,000.00
Traffic Control	LS	1	\$ 7,500.00	\$7,500.00
Remove & Replace 6" Concrete Driveway	SY	305	\$ 70.00	\$21,350.00
Remove & Replace Concrete Sidewalk	SF	394	\$ 10.00	\$3,940.00
Remove & Replace Concrete Curb & Gutter (B624)	LF	318	\$ 50.00	\$15,900.00
Common Excavation	CY	300	\$ 15.00	\$4,500.00
Aggregate Base, CL 5 (CV)	CY	85	\$ 50.00	\$4,250.00
4" Concrete Sidewalk	SF	11250	\$ 6.50	\$73,125.00
Detectable Warning Panels	SF	185	\$ 50.00	\$9,250.00
Crosswalk Markings	SF	600	\$ 15.00	\$9,000.00
Topsoil Borrow	CY	165	\$ 25.00	\$4,125.00
Turf Establishment	SY	2500	\$ 3.50	\$8,750.00
<b>Total Cost - Eligible Items</b>				<b>\$171,690.00</b>

**Table B - Non Eligible Items**

DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT
Engineering - Plans and Specifications (12%)	1	LS	\$ 20,602.80	\$20,602.80
Engineering - Construction Staking & Inspection (10%)	1	LS	\$ 17,169.00	\$17,169.00
Administration (3%)	1	LS	\$ 5,150.70	\$5,150.70
Legal (3%)	1	LS	\$ 5,150.70	\$5,150.70
Contingencies (5%)	1	LS	\$ 8,584.50	\$8,584.50
<b>Total Cost - Non Eligible Items</b>				<b>\$56,657.70</b>



# Greater Minnesota Transportation Alternatives Solicitation

## Letter of Intent Form

### Applicant Information

**Name of applicant organization:** Safe Kids Grand Forks

**Title of project:** Safe Routes to School East Grand Forks

**Name of contact:** Patty Olsen

**Address:** 860 S. Columbia Road

**City:** Grand Forks

**State:** ND

**Zip:** 58201

**County:** Polk (while based in ND, Safe Kids serves communities throughout NW Minnesota)

**Phone:** 701-780-1856

**Email:** polsen@altru.org

### Project Information

1. One sentence description of the work for which you are seeking support:

We are seeking funding to continue and expand our SRTS non-infrastructure programming at the K-8th grade schools in East Grand Forks as anticipated infrastructure projects increase the opportunities for students to walk and bicycle to school.

2. Amount requested from transportation alternatives: \$37,500

3. Total project budget. Please briefly explain the total estimated amount of funding needed. Include the transportation alternatives request and other sources. Specifically identify how you will obtain the 20 percent match (100 words maximum):

We are requesting \$21,600 for a SRTS coordinator over a three year period. The additional \$15,900 will fund materials to be used for educational activities and environmental improvements. We will work with the City of East Grand Forks and the MPO to determine how to best fund the 20 percent match.

4. Project request type (capital, planning, both): Both

5. Describe the work you want to do for which you are seeking transportation alternatives support. Also include a description of the project development activities for this project to-date (250 words maximum):

Current SRTS programming focuses on providing 4 E's of injury prevention and transportation planning: education, encouragement, enforcement and evaluation. Educational activities include working with students, staff and parents on safe practices during arrival and dismissal. This includes education focused on improving driver behavior to create safer environments for pedestrians and bicyclists. We also supervise walking programs that teach students pedestrian safety skills and offer incentives for participation. Local law enforcement has also increased their presence at school crossings during morning arrival and supported the walking programs.

Through our work with the walking programs and feedback from students, parents, school administrators, city engineers/planners and law enforcement, we have become more aware of the gaps in the infrastructure around two of our schools. When the houses north of two of our schools were built, sidewalks were not required. As a result, students walking/biking to the school must do so in the street from these neighborhoods. In

6. Describe how your project meets a transportation purpose (100 words maximum):

Over the last four years of SRTS funding, Safe Kids Grand Forks, in partnership with the city of East Grand Forks and the public schools, has seen an increase in the number of students walking/biking to school. While we have not completed SRTS surveys/tallies within the last two years, we know that at one school bike riding has increased as reflected by at least 3-4x times more bikes at the racks each morning. Additionally, we have seen increased participation in walking during supervised walking programs. Continued SRTS funding will help to support and expand upon these programs.

7. List any adopted plans that your project has been identified in (statewide, regional, Safe Routes to School, Scenic Byways, etc.):

Safe Routes To School

8. Is the proposal an initiative of a local Safe Routes to School program?  Yes  No

9. Is the proposal located on a designated Scenic Byway?  Yes  No

If yes, which Scenic Byway?

10. Describe your organization and / or the sponsoring agency's history with delivering federally-funded transportation alternatives-type projects, focusing on infrastructure projects. If not applicable, identify the key steps and strategies that will be used to deliver the project (250 words maximum):

Safe Kids Grand Forks, East Grand Forks Public Schools and the city of East Grand Forks have been involved in many areas of pedestrian and bicycle prevention activities over the years in East Grand Forks. Safe Kids Grand Forks has over six years of experience working with SRTS in North Dakota and four years working with SRTS in Minnesota and has managed non-infrastructure activities to support infrastructure projects completed by the city of East Grand Forks and MPO. In their efforts, Safe Kids Grand Forks has worked with parents, children, businesses, government agencies, schools and others involved with children, either directly or indirectly. The pedestrian and wheeled safety programs which they have started are multifaceted, collaborative and comprehensive. In addition, Safe Kids Grand Forks has been conducting pedestrian and bicycle injury prevention programs in the region for over twenty years with support of Safe Kids Worldwide.

11. Have you contacted representatives from the sponsoring agency, including elected officials and county engineers? If so, please describe what has resulted from this conversation and if you have written support for the project (50 words maximum):

Safe Kids Grand Forks has contacted Nancy Ellis, city planner for East Grand Forks. She will be contacting the appropriate city officials concerning this letter of intent. Safe Kids Grand Forks believes the non-infrastructure request complements and is necessary to support the infrastructure request.

[Click here to submit](#)

**Reminder when submitting:** The form submits via your email account. Be sure to follow all prompts to ensure submission. You can confirm submission by checking your email inbox "Sent" folder. If using Google Chrome save a copy of the form to your computer and click submit from the saved PDF.

For assistance contact Chris Berrens at 651-366-3755 ([chris.berrens@state.mn.us](mailto:chris.berrens@state.mn.us)) or Katie Caskey at 651-366-3901 ([kathryn.caskey@state.mn.us](mailto:kathryn.caskey@state.mn.us)).

**East Grand Forks SRTS Non-Infrastructure Budget Request – October 2016, LOI Budget**  
 (This budget is based a 3 year period. As per the grant information, the grant will run for a period of three academic years.)

1. Pedestrian and Wheeled Sports Coordination	<ul style="list-style-type: none"> <li>• Safety on Wheels and Takin' to the Streets:</li> <li>• Encouragement Activities</li> <li>• "Getting to School Safely" Pedestrian Safety Presentations – Event Coordination</li> <li>• Walk to Win and Walking School Bus Activities:</li> <li>• For participation in future engineering studies.</li> <li>• Back-to-School Open House Orientation &amp; Community Events</li> </ul>	<p>220 hours x 3 years x \$20 =</p> <p><b>Total: \$21,600</b></p>
2. Training supplies for Safety on Wheels Presentations	<ul style="list-style-type: none"> <li>• Bicycle Safety Training booklets for 3<sup>rd</sup> graders</li> <li>• Bike/Multi-sport Helmets (for low income children)</li> </ul>	<p>200 x \$.75 x 3 years = \$450</p> <p>30 x \$10 x 3 years = \$900</p> <p><b>Total: \$1350</b></p>
3. Encouragement campaigns	<ul style="list-style-type: none"> <li>• Incentive/safety items (i.e. books, reflective items, etc.)</li> </ul>	<p>300 items/year x 3 schools x \$1 x 3 years + \$2700</p> <p><b>Total: \$2700</b></p>
4. Training supplies for School Safety presentations.	<ul style="list-style-type: none"> <li>• Educational materials</li> </ul>	<p>1500 x \$.10 x 3 years = \$450</p> <p><b>Total: \$450</b></p>
5. Community Education	<ul style="list-style-type: none"> <li>• Production of PSAs</li> <li>• Community education flyers</li> </ul>	<p>1 PSA x \$600 x 3 years = \$1800</p> <p>5,000 x \$1 x 3 years = \$7500</p> <p><b>Total: \$9400</b></p>
6. School safety items	<ul style="list-style-type: none"> <li>• Cones, crossing guard vests, stop paddles</li> </ul>	<p>\$2,000</p> <p><b>Total: \$2,000</b></p>

**East Grand Forks SRTS Non-Infrastructure Budget Request – October 2016, LOI Budget**  
 (This budget is based a 3 year period. As per the grant information, the grant will run for a period of three academic years.)

**Budget Summary:**

1. Pedestrian and Wheeled Sports Coordination	<b>\$21,600.00</b>
2. Training supplies for Safety on Wheels Presentations	<b>\$1350.00</b>
3. Encouragement campaigns	<b>\$2700.00</b>
4. Training supplies for School Safety presentations.	<b>\$450.00</b>
5. Community Education	<b>\$9400.00</b>
6. School safety items	<b>\$2000.00</b>
<b>Total</b>	<b>\$37500.00</b>

**Resolution Accepting Responsibility as the Sponsoring Agency**

Be it resolved that The City of East Grand Forks is acting as sponsoring agency for a Transportation Alternatives project identified as 13<sup>th</sup> St SE and 20<sup>th</sup> Ave SE sidewalk project with corresponding Safe Kids non-infrastructure programming and acknowledges herewith that it is willing to be the project sponsor; knowing full well that such sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations.

Be it further resolved that Steve Emery, City Engineer is hereby authorized to act as agent on behalf of this applicant.

---

**Agreement to Maintain Facility**

WHEREAS: The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way acquired without prior approval from the FHWA; and

WHEREAS: Transportation Alternative projects receive federal funding;

WHEREAS: The Minnesota Department of Transportation (Mn/DOT) has determined that for projects implemented with alternatives funds, this requirement should be applied to the project sponsor; and

WHEREAS: the City of East Grand Forks is the project sponsor for the transportation alternatives project identified as the 13<sup>th</sup> St SE and 20<sup>th</sup> Ave SE sidewalk project and corresponding Safe Kids non-infrastructure program.

THEREFORE BE IT RESOLVED THAT the City of East Grand Forks the Project Sponsor hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation enhancement project.

---

**Certification**

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by City of East Grand Forks on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

SIGNED:

WITNESSED:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

# Request for Council Action

Date: 12/13/2016

To: East Grand Forks City Council Mayor Lynn Stauss, Council President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Reid Huttunen, Parks & Recreation

RE: Bids for new doors at Civic Center

---

## Background:

The Civic Center is in need of new entrance doors at the SE and SW entrances, new glass in the South (front) entrance doors, and three new steel slabs on the concourse doors at the NE, South end and the NE, North end.

These door replacements are the final step in the 2016 plan to add the roof addition on the front entrance, and add signage to the building.

\$30,000 is in the budget for the Civic Center signage and new entry doors. The signage project is complete, and came in under \$10,000.

Price estimates for the doors and windows, including installation are as follows:

Sterling Carpet One:	\$19,353.15
PS Garage Doors:	\$19,921.00

## Recommendation:

Sterling Carpet One is the low bid.

# STERLING



## CONTRACT DIVISION

2030 32<sup>nd</sup> Ave. South  
Grand Forks, ND 58201

Phone: (701) 746-8444  
Fax: (701) 746-1226

*Bid Date: 11-28-16*

*Bid For: E.G.F. Civic Center  
( lower door only replacement )*

---

**Base Bid:**

- *Furnish and install 4- special lite bronze doors*
- *Doors to be sl-17 with recessed pull handle*
- *Re use door hardware*
- 

*TOTAL (material and labor)..... \$ 15,074.00*

**NOTES:**

- Cleaning, Protection, Security and Electrical wiring is by others at your expense.
- We are responsible for breakage of our men only.

**QUOTATION VALID FOR 30 DAYS.**

**Commercial/Contract Bids**

**A material deposit of 50% is required prior to placement of order, with balance due for materials when received.**

A late payment charge of 1 3/4% per month, annual rate of 21% will be made on all amounts not paid within 30 days. All material is guaranteed to be as specified by your bid request. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**ESTIMATOR**  
**BROADWAY SANSAVER**

***PROPOSAL #***

**-Storefronts- Glass & Glazing - Acoustical Ceilings - Floor Coverings- Window Treatments- Wall Coverings- Industrial Coatings**

# STERLING



## CONTRACT DIVISION

2030 32<sup>nd</sup> Ave. South  
Grand Forks, ND 58201

Phone: (701) 746-8444  
Fax: (701) 746-1226

*Bid Date: 11-28-16*

*Bid For: E.G.F. Civic Center  
(concourse steel door replacement)*

---

**Base Bid:**

- *Furnish and install 3- steel doors*
- *Slabs only ( primed for painting )*
- *Painting by others*
- *Re-use hardware*
- 

*TOTAL (material and labor)..... \$ 2,969.25*

**NOTES:**

- Cleaning, Protection, Security and Electrical wiring is by others at your expense.
- We are responsible for breakage of our men only.

**QUOTATION VALID FOR 30 DAYS.**

**Commercial/Contract Bids**

**A material deposit of 50% is required prior to placement of order, with balance due for materials when received.**

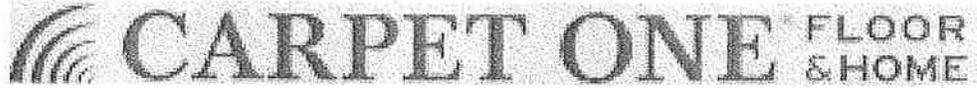
A late payment charge of 1 3/4% per month, annual rate of 21% will be made on all amounts not paid within 30 days. All material is guaranteed to be as specified by your bid request. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**ESTIMATOR**  
**BROADWAY SANSAYER**

**PROPOSAL #**

**-Storefronts- Glass & Glazing - Acoustical Ceilings - Floor Coverings- Window Treatments- Wall Coverings- Industrial Coatings**

# STERLING



## CONTRACT DIVISION

2030 32<sup>nd</sup> Ave. South  
Grand Forks, ND 58201

Phone: (701) 746-8444  
Fax: (701) 746-1226

*Bid Date: 11-28-16*

*Bid For: E.G.F. Civic Center  
( front entry glass replacement )*

---

**Base Bid:**

- *Furnish and install 4- tempered door lites for upper half of doors*
- 

**TOTAL (material and labor)..... \$ 1,309.90**

**NOTES:**

- Cleaning, Protection, Security and Electrical wiring is by others at your expense.
- We are responsible for breakage of our men only.

**QUOTATION VALID FOR 30 DAYS.**

**Commercial/Contract Bids**

**A material deposit of 50% is required prior to placement of order, with balance due for materials when received.**

A late payment charge of 1 3/4% per month, annual rate of 21% will be made on all amounts not paid within 30 days. All material is guaranteed to be as specified by your bid request. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**ESTIMATOR**  
**BROADWAY SANSAVER**

**PROPOSAL #**

**-Storefronts- Glass & Glazing - Acoustical Ceilings - Floor Coverings- Window Treatments- Wall Coverings- Industrial Coatings**



4212 Gateway Drive, Grand Forks, ND 58203  
 Phone: 701.772.3667 • Toll Free: 800.284.0623  
 Fax: 701.775.7415  
 www.psgaragedoors.com

<b>PROPOSAL #</b>	<b>T09T300 R1</b>
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**Date: December 2, 2016**

<b>Proposal Prepared For:</b>	
Mark Dragich EGF Civic Center 300 15th St NE East Grand Forks, MN 56721	Phone: (218) 773-8000 Email: <a href="mailto:mdragich@egf.mn">mdragich@egf.mn</a>

<b>PS GARAGE DOORS Contact Information:</b>
Proposed by: Dan Kuske Email: <a href="mailto:dkuske@psgaragedoors.com">dkuske@psgaragedoors.com</a> Direct: (701) 795-6508

Project Name:  Location:

We are pleased to quote the following items as listed below:

**DESCRIPTION/OPTIONS**

**OPTION: A South East Entrance Door leafs**

One (1) 3070 prime painted gray, steel insulated walk door leafs RHR, & LHR Swing

- Includes:
- Install new door leaf in existing frame
- Re-use panic exit device
- Re-use closer
- Half insulated glass, 22x32
- New Continuous Hinges
- New adjustable sweep

**MATERIAL AND INSTALLATION: \$3,322 (steel door leafs)**  
**MATERIAL AND INSTALLATION: \$8,321 (Special lite door leafs)**

**OPTION: B South West Entrance Door Leafs**

One (1) 3070 prime painted gray, steel insulated walk door leaf and frame, RH, LH, RHR, LHR Swing

- Includes:
- Install new door leaf in existing frame
- Re-use panic exit device
- Re-use closer
- Re-use Pull handle
- Half insulated glass, 22x32
- New Continuous Hinges
- New adjustable sweep

**MATERIAL AND INSTALLATION: \$3,322 (steel door leafs)**  
**MATERIAL AND INSTALLATION: \$8,321 (Special lite door leafs)**

**OPTION: C North East, South end Concord Door leaf**

One (1) 3070 prime painted gray, steel insulated double walk door leafs only, LHR, RHR Swing

- Includes:
- Install new door leafs in existing frame
- Re-use all other hardware

**MATERIAL AND INSTALLATION: \$1,582**

**OPTION: D North East, North end Concord Door leaf**

One (1) 3070 prime painted gray, steel insulated walk door leaf, LHR Swing

- Includes:
- Install new door leaf in existing frame
- Re-use all other hardware

**MATERIAL AND INSTALLATION: \$791**

**OPTION: E Front Window replacements**

Four (4) Windows

- 27-5/8" x 32" x 1" Insulated Clear Tempered Windows

**MATERIAL AND INSTALLATION: \$906**

**Exclusions:**

- All painting done by owner

As an included installation service, we remove, haul away and dispose of the removed materials.  
Installation by **PS GARAGE DOORS**, *Note: This proposal is valid for 30 days and subject to change thereafter.*

**DELIVERY:** estimated 6-7 weeks.      **TERMS:** Net 30 days      **FOB:** Jobsite installed by PS GARAGE DOORS  
Includes "Standard General Liability and Additional Insured", additional endorsements will be at an additional cost.  
Applicable **TAXES** are included if installed.

Respectfully submitted,

Dan Kuske  
Sales

Accepted: (Please circle all prices accepted.)	
By (print):	
Signature:	
Title:	Date:

# Request for Council Action

Date: December 8, 2016

To: East Grand Forks City Council Mayor Lynn Stauss, Council President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Administration Office

RE: Request for Outdoor Rink Sewage Rate Policy

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## Background:

The Administration Office was contacted by a resident who will be putting in an outdoor rink on their property and asked about a reduced sewage rate. This was brought before the Council this past March and after a discussion it was decided to look into this further before setting a policy.

The request before was to set a rate like the sprinkle rate residents are able to use during summer months. This would be a reduction only in the sewage portion of the bill; the resident would still be paying for the water usage.

## Action:

Council will need to determine if a policy should be adopted for a reduction in sewage rates for residents with outdoor rinks.

## Enclosures:

The most recently passed resolution that set the sprinkle rate for summer months.

## RESOLUTION NO. 14 – 05 – 43

Council Member Tweten, supported by Council Member Leigh, introduced the following resolution and moved its adoption:

WHEREAS, the Water and Light Commission in previous years has authorized a sprinkle rate on the water and sewage rate during the summer months;

WHEREAS, as of 2004 the Minnesota Department of Natural Resources no longer allowed for any discounts on water usage so the water rate is no longer included in the sprinkle rate; and

WHEREAS, the Water and Light Commission would like the City Council to make the decisions regarding the sprinkle rate because they are in control of the sewage rate; and

NOW THEREFORE, BE IT RESOLVED, the City Council of East Grand Forks will authorize the following:

1. The Council will continue to keep the sprinkle rate in effect until it is determined otherwise.
2. The affective dates of the sprinkle rate on the North end will begin April 20<sup>th</sup> - May 20<sup>th</sup> Reading and end on August 20<sup>th</sup> - September 20<sup>th</sup> Reading.
3. The affective dates of the sprinkle rate on the South end will begin May 5<sup>th</sup> - June 5<sup>th</sup> Reading and end on September 5<sup>th</sup> - October 5<sup>th</sup> Reading.

*Voting Aye: Leigh, Grassel, Vetter, Helms, Buckalew, Tweten, and Olstad.*

*Voting Nay: None.*

The President declared the resolution passed.

Passed: May 20, 2014

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of Council

I hereby approve the foregoing resolution this 20<sup>th</sup> of May, 2014.

\_\_\_\_\_  
Mayor

# Request for Council Action

Date: December 13, 2016

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: City Administrator David Murphy

RE: 2017 Budget & Levy Discussion.

## Background

City staff was directed to bring back a budget & levy proposal that increases the fund balance for 2017 over the 2016 level. City policy sets the desired fund balance at 35% to 50%. The 2016 fund balance is 30%. I have meet with the Department Heads and am bringing forward the proposed 2017 budget and levy with the following changes.

## Revenue

- Increase Revenue by \$155,000 by the following changes.
  - Increase electric franchise fee by 1 mil - \$150,000 increase.
  - Institute charging non-city sponsored events for cost of services.

## Expense Reductions

### General Savings

- \$21,800 reduction in street light electricity costs with switch to LED lights.
- Expiring Central Equipment Payments.
  - \$15,000 2007 Snowblower
  - \$33,000 2008 Firetruck
  - \$9,500 20008 Zamboni
- \$2,000 Police training reduction.
- \$14,100 General expense reduction.
- \$15,000 Administration professional services reduction.

### Capital Project Reduction

- \$100,000 Bygland bike path project.

### Capital Improvement Reductions.

- Police Department
  - \$8,000 ATV

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Fire Department  
    \$53,500 Suburban  
    \$26,700 Station II parking lot  
Public Works  
    \$20,000 Push Plow  
    \$5,800 Equipment building repair  
Parks Department  
    \$7,000 Battery operated edger  
    \$45,524 Tool Cat  
    \$12,740 Stauss Park asphalt repair  
Transit  
    \$17,200 Transit Van

The changes listed above result in a fund balance for 2017 of 32% with a \$15,882 shortfall.

**Direction Needed.** Discussion and Direction from Council regarding the proposed revenue increases and expense reductions.

**Staff Recommendation**

Recommendation for approval of the budget and levy as proposed.

12/8/16

**CITY OF EAST GRAND FORKS, MINNESOTA  
GENERAL FUND  
REVENUE AND EXPENDITURE SUMMARY  
December 5, 2016**

	Actual 2013	Actual 2014	Actual 2015	Budget 2016	Budget 2017	CHANGE OVER 2016 BUDGET AMOUNT	%
<b>REVENUES/SOURCES</b>							
Property Tax Levy*	\$2,486,461	\$ 3,062,285	\$ 3,206,426	\$ 3,837,287	\$ 4,527,998	\$ 690,711	18.0%
Franchise & Other Taxes	1,439,009	1,492,122	1,478,356	1,414,174	1,649,256	\$ 235,082	16.6%
Licenses & Permits	131,611	119,602	128,765	104,925	116,625	\$ 11,700	11.2%
Intergovernmental	3,345,081	2,909,200	2,871,531	2,806,686	2,843,035	\$ 36,349	1.3%
Charges for Services	1,087,379	962,309	1,106,210	1,067,340	1,097,977	\$ 30,637	2.9%
Fines & Forfeits	107,303	110,953	96,018	110,200	105,600	\$ (4,600)	-4.2%
Other Revenues	116,617	182,959	176,316	75,875	67,375	\$ (8,500)	-11.2%
Other Financing Sources	172,726	303,266	1,150,868	247,639	346,217	\$ 98,578	39.8%
Total Revenues/Other Sources	\$ 8,886,186	\$ 9,142,696	\$ 10,214,491	\$ 9,664,126	\$ 10,754,083	\$ 1,089,957	11.3%
Reserved Used/Excess		28,272					
Total Available Resources	\$ 8,886,186	\$ 9,170,968	\$ 10,214,491	\$ 9,664,126	\$ 10,754,083	\$ 1,089,957	11.3%
<b>EXPENDITURES/USES</b>							
Current:							
General Government	\$ 986,198	\$ 960,900	\$ 996,027	\$ 1,065,001	\$ 1,111,802	\$ 46,800	4.4%
Public Safety	3,589,109	3,639,083	3,948,363	3,910,458	4,027,159	\$ 116,701	3.0%
Public Works	1,397,433	1,548,048	1,274,200	1,450,191	1,480,668	\$ 30,477	2.1%
Recreation & Culture	1,484,020	1,532,316	1,422,736	1,483,970	1,564,459	\$ 80,489	5.4%
Community Development	(10,610)	11,864	20,932	60,000	75,000	\$ 15,000	25.0%
Library	444,271	492,077	501,270	536,127	649,780	\$ 113,653	21.2%
Senior Center	113,872	108,330	117,957	119,403	123,622	\$ 4,220	3.5%
Other Expenditures	233,171	242,130	264,162	294,500	328,675	\$ 34,175	11.6%
<b>Capital Outlay</b>						\$ -	
General Government	-	-	-	-	-	\$ -	
Public Safety	78,175	62,189	-	61,000	184,239	\$ 123,239	202.0%
Public Works	364,064	58,901	119,797	250,000	250,000	\$ -	0.0%
Recreation & Culture	24,313	89,789	3,098	35,234	53,463	\$ 18,229	51.7%
Other Expenditures	90,639	490,402	1,348,746	69,639	109,000	\$ 39,361	56.5%
Debt Service						\$ -	
Other Financing Uses	105,162	136,752	391,837	325,950	334,918	\$ 8,968	2.8%
Total Expenditures/Other Uses	\$ 8,899,817	\$ 9,372,781	\$ 10,409,125	\$ 9,661,473	\$ 10,292,786	\$ 631,313	6.5%
Fund Balance Increase 32%					\$ 477,179		
Revenues/Sources Over (Under)							
Expenditures and chg Fund Balance	\$ (13,630)	\$ (201,814)	\$ (194,634)	\$ 2,653	\$ (15,882)	\$ 458,645	

12/8/16

Fund Balance General Fund 2008-2017

	2008	2009	2010	2011	2012	2013	2014	2015	
A Beginning Fund Balance	\$2,841,939	\$2,564,645	\$2,727,342	\$2,587,856	\$2,671,127	\$3,106,279	\$3,089,719	\$2,879,945	
B Change in Fund Balance	(\$277,294)	\$162,697	(\$139,486)	\$83,271	\$435,152	(\$16,560)	(\$209,774)	(\$194,686)	
C Ending Fund Balance	\$2,564,645	\$2,727,342	\$2,587,856	\$2,671,127	\$3,106,279	\$3,089,719	\$2,879,945	\$2,685,259	
D Total Revenues	\$7,977,822	\$8,138,716	\$7,738,010	\$8,228,332	\$8,607,984	\$8,713,461	\$8,331,402	\$9,055,624	
E Total Expenses	\$8,255,116	\$7,976,019	\$7,877,496	\$8,145,061	\$8,172,832	\$8,730,021	\$8,541,176	\$9,250,310	
F Fund Balance % Revenue	32%	34%	33%	32%	36%	35%	35%	30%	
G	30%	\$2,393,347	\$2,321,403	\$2,468,500	\$2,582,395	\$2,614,038	\$2,499,421	\$2,716,687	
H	35%	\$2,792,238	\$2,708,304	\$2,879,916	\$3,012,794	\$3,049,711	\$2,915,991	\$3,169,468	
I Difference between ending FB and 35% FB number		-\$227,593	-\$120,448	-\$208,789	\$93,485	\$40,008	-\$36,046	-\$484,209	
A Beginning Fund Balance	2016 Per Budget	2017 Per Budget							
B Change in Fund Balance	\$2,685,259	\$2,964,128							
C Ending Fund Balance	\$278,869	\$461,297							
	\$2,964,128	\$3,425,425							
D Total Budgeted Revenues	\$9,664,126	\$10,754,083							
E Total Budgeted Expenses	\$9,661,473	\$10,292,786							
F Fund Balance % Revenue	31%	31.85%							
G	30%	\$2,899,238	\$3,226,225						
J Difference between ending FB and 30% FB number		\$199,200							
K	32%	\$3,441,307							
		(\$15,882)							
L Difference between ending FB and 30% FB number			Amount needed to cut for 32%						
H	35%	\$3,382,444.10	\$3,763,929.05						
I Difference between ending FB and 35% FB number		(\$418,316.10)	(\$338,504.05)						

Estimated Change 2016 Fund Balance	220,000
Revenue increase over Budget	-203,000
Estimated Payroll over budget	73,216
Estimated Utility Savings	186,000
Estimated Non-salary-non Utility (with spending freeze)	276,216

2107 Budget adjustments to Proposed Budget 12-8-16

	Workers Comp increase from 2016 paid	(73,000)
	Radio central equipment payment increase	(24,319)
	Franchise Fee	150,000
	Charging for Services-parades....	5,000
	Street light Utility Savings-LED lights	21,800
	Central Equipment Payments	
	2007 Snowblower	15,000
	2008 Firetruck	33,000
	2008 Zamboni(VFW)	9,500
	Capital Projects-Bike Path	100,000
Police	Police ATV	8,000
	Police training	2,000
Fire	Fire-Suburban	53,500
	Station II parking lot-reconstruction \$	26,700
PW	Public Works Push plow	20,000
	Public Works equip bdlg repair	5,800
Parks	Battery Operated Edger	7,000
	Tool Cat	45,524
	Asphalt Stauss park-reconstruction \$	12,740
Library	Library non-personel items total	14,100
	Transit Vans--local share	17,200
	Administration Professional Services	15,000
		464,545