485th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, May 10th, 2018 – 10:00 am
Metro COG Conference Room

Members Present:
Jonathan Atkins  City of Moorhead Traffic Engineering
Julie Bommelman  City of Fargo, MATBUS
Hali Durand  Cass County Planning
Jeremy Gorden  City of Fargo Transportation Engineering
Michael Johnson  NDDOT – Local Government Division
Kim Lipetksy  Fargo Cass Public Health
Michael Maddox  Metro COG
Aaron Nelson  Fargo City Planning
Russ Sahr  City of Horace Planning
Tom Soucy  Cass County Highway Department (alternate for Jason Benson)
Tim Solberg  City of West Fargo Planning
Brit Stevens  NDSU – Transportation Manager
Lori Van Beek  City of Moorhead, MATBUS
Mark Vaux  GFMEDC
Mark Wolter  Freight Representative, Midnite Express
Chad Zander  City of West Fargo (alternate for Chris Brungardt)

Members Absent:
Jason Benson  Cass County Highway Engineering
Chris Brungardt  West Fargo Public Works
Kristie Leshovsky  City of Moorhead Planning/Zoning
Tim Magnusson  Clay County Planning
David Overbo  Clay County Engineering
Mary Safgren  MnDOT – District 4
Stan Thurlow  City of Dilworth Planning

Others Present:
Adam Altenburg  Metro COG
Luke Champa  Metro COG
James Dahlman  City of Horace/Interstate Engineering
Dan Farnsworth  Metro COG
Cindy Gray  SRF
Brenton Holper  City of Horace
Savanna Leach  Metro COG
Emily Pothast  Fargo Cass Public Health
Bobbi Retzlaff  MnDOT
Jordan Smith  MATBUS
Steven Wahler  Bolton & Menk
1. **CALL TO ORDER AND INTRODUCTIONS**
The meeting was called to order at 10:00 am, on May 10th, 2018 by Interim Chairman Maddox. A quorum was present.

2. **Approve the 485th TTC Meeting Agenda**
Interim Chairman Maddox asked if there were any questions or changes to the 485th TTC Meeting Agenda.

   *Motion: Approve the 485th TTC Meeting Agenda.*
   Mr. Soucy moved, seconded by Ms. Bommelman
   *MOTION, PASSED. 15-0.*
   Motion carried unanimously.

3. **APPROVE April 12th, 2018 TTC MEETING MINUTES**
Interim Chairman Maddox asked if there were any questions or changes to the April 12th, 2018 TTC Meeting Minutes.

   *Motion: Approve the April 12th, 2018 TTC Minutes.*
   Ms. Durand moved, seconded by Mr. Atkins.
   *MOTION, PASSED. 15-0.*
   Motion carried unanimously.

**Mr. Solberg joined the meeting at 10:08am**

4. **Public Comment Opportunity**
No public comments were made or received.

   *No MOTION*

5. **NDDOT Performance Measure 1 MOU**
Mr. Maddox presented an MOU between NDDOT, Metro COG, and MATBUS to support a performance-based approach to the metropolitan transportation planning and programming process.

   *Motion: Recommend Policy Board approval of the NDDOT Performance Measure 1 MOU.*
   Mr. Vaux moved, seconded by Ms. Bommelman.
   *MOTION, PASSED. 16-0.*
   Motion carried unanimously.

6. **2018-2021 TIP Amendment #3**
Mr. Maddox presented amendment #3 to the 2018-2021 TIP for the Metropolitan area. The proposed amendment to the 2018-2021 TIP is as follows:

   1. Modification of Project 5162676: Purchase of one (1) Class 700 transit bus (unit 592). The project is being moved from the ALOP to the 2018 project year.
A Public Hearing was opened; no public comments were made or received. The Public Hearing was closed.

Motion: Recommend Policy Board approval of the 2018-2021 TIP Amendment #3.  
Ms. Van Beek moved, seconded by Ms. Bommeleon.  
MOTION, PASSED. 16-0.  
Motion carried unanimously.

7. 2017-2020 TIP Amendment #7  
Mr. Maddox presented amendment #7 to the 2017-2020 TIP for the Metropolitan area. The proposed amendment to the 2017-2020 TIP is as follows:

1. Modification of Project 417050: Purchase of three (3) fixed route vehicles (#1126, 1127, 1128). The cost of the project is being reduced to a total of $1,500,000 of which $1,200,000 is being funded through STBGP and $300,000 local responsibility. The project is also being moved from 2017 to 2018.

2. Addition of Project 5180024: Capital purchase for the renovation of the Ground Transportation Center (GTC). This project is being put forward utilizing leftover funds from STBGP flex funds in project 417050. The total project cost is $360,000, of which $288,000 is being funded through STBGP, and $72,000 local responsibility.

The original project was to purchase hybrid buses, but changed to diesel buses, and will be using the savings from the original project to fund project 5180024. FTA approved the repurpose of funds.

Ms. Durand asked the benefits of the hybrid vs. diesel buses. Ms. Bommelman answered that it depends on the model of hybrid bus, but benefits may include improved gas mileage, less emissions, and hybrid-electric generation within the bus. Mr. Smith explained that MATBUS has not seen any difference in cost savings with the current fleet of hybrid buses, as the cost (purchase, operation, maintenance) vs. benefits is much higher. Mr. Maddox reminded the committee that a Transit Facility Analysis is currently underway, and technological updates are being studied.

A Public Hearing was opened; no public comments were made or received. The Public Hearing was closed.

Motion: Recommend Policy Board approval of the 2017-2020 TIP Amendment #7.  
Mr. Atkins moved, seconded by Ms. Durand.  
MOTION, PASSED. 16-0.  
Motion carried unanimously.
8. **2019-2020 Metro COG Budget and UPWP**

   Mr. Maddox brought forward a discussion on the 2019-2020 budget. He explained that an adjustment in available CPG has been made for Metro COG, decreasing the award from $1.3M to $1.145M, meaning that adjustments to projects and project budgets will be necessary.

   Mr. Maddox went through some cost adjustments he has made to projects. The committee worked together to discuss and agree on adjusted budgets, but ultimately decided that the decision should be pushed back to June’s meeting. In the meantime, Mr. Maddox will need to work with the jurisdictions to develop a more synchronous, finalized budget and project list.

   **Motion:** Table budget decision to June meeting, to receive more feedback from jurisdictions
   Mr. Solberg moved, seconded by Ms. Durand.
   **MOTION, TABLED. 15-0-1. (Mr. Vaux was absent for the vote)**
   Motion carried unanimously.

9. **Agency Updates**

   Cass County – CR18 study kickoff. West Fargo – Construction season. Fargo – Public input meeting for the Main Ave and 52nd Ave projects. Construction on South University, 10th Street, 2nd Street, and 4th Street. The former toll bridge will also undergo repairs. NSDU – Construction near Redhawks stadium. Public Health – Streets Alive! Horace – Finalizing connection to Fargo sewer system. Metro COG – Cindy Gray hired as Executive Director. Assistant Transportation Planner, Anna Pierce, delivered a baby girl.

10. **Additional Business**

    Mr. Farnsworth thanked the jurisdictions who have already turned in data requested for the LRTP, and reminded remaining jurisdictions to submit any pending data to Metro COG.

11. **Adjourn**

    **MOTION:** Adjourn the 485th Meeting of the FM Metro COG Transportation Technical Committee
    Mr. Gorden moved, seconded by Mr. Atkins.
    **MOTION, passed. 16-0.**
    Motion carried unanimously.

The 485th Regular Meeting of the TTC was adjourned on May 10th, 2018 at 11:03 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD June 14th, 2018, 10:00 A.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.

Respectfully Submitted,

Savanna Leach
Executive Secretary