501st Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, October 10, 2019 – 10:00 am
Metro COG Conference Room

Members Present:
Jonathan Atkins City of Moorhead Traffic Engineering
Jason Benson Cass County Highway Engineering
Julie Bommelman City of Fargo, MATBUS
Jeremy Gorden City of Fargo Transportation Engineering
Cindy Gray Metro COG
Robin Huston City of Moorhead Planning
Jaclynn Maahs Concordia College
Peyton Mastera City of Dilworth
Aaron Nelson Fargo City Planning
Russ Sahr City of Horace Planning
Jordan Smith MATBUS (alternate for Lori Van Beek)
Tim Solberg City of West Fargo Planning
Mark Wolter Freight Representative, Midnite Express
Barrett Voigt Cass County Planning

Members Absent:
Michael Johnson NDDOT – Local Government Division
Kim Lipetsky Fargo Cass Public Health
David Overbo Clay County Engineering
Mary Safgren MnDOT – District 4
Dustin Scott City of West Fargo Engineering
Brit Stevens NDSU – Transportation Manager
Lori Van Beek City of Moorhead, MATBUS (alternate present)

Others Present:
Adam Altenburg Metro COG
Dan Bergerson HDR
Luke Champa Metro COG
Dan Farnsworth Metro COG
Trudy Kordosky MnDOT – District 4
Jim Larson City of West Fargo
Savanna Leach Metro COG
Michael Maddox Metro COG
Jim Mertz Bolton & Menk
Brent Muscha Apex Engineering Group
Anna Pierce Metro COG
Steven Strack Houston Engineering Inc
Travis Wieber KLJ Engineering
1. **CALL TO ORDER AND INTRODUCTIONS**
The meeting was called to order at 10:00 am, on October 10, 2019 by Chair Gray. A quorum was present.

2. **Approve the 501st TTC Meeting Agenda**
Chair Gray asked if there were any questions or changes to the 501st TTC Meeting Agenda.

   **Motion: Approve the 501st TTC Meeting Agenda.**
   Mr. Benson moved, seconded by Ms. Huston
   **MOTION, PASSED 14-0**
   Motion carried unanimously.

3. **APPROVE September 12, 2019 TTC MEETING MINUTES**
Chair Gray asked if there were any questions or changes to the September 12, 2019 TTC Meeting Minutes.

   **Motion: Approve the September 12, 2019 TTC Minutes.**
   Mr. Benson moved, seconded by Mr. Sahr.
   **MOTION, PASSED 14-0**
   Motion carried unanimously.

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

   **No MOTION**

5. **Stan Thurlow – Resolution of Appreciation**
Ms. Gray drafted a Resolution of Appreciation for Stan Thurlow, former TTC member. He served the TTC the longest, and attended the most meetings of any person in Metro COG’s history.

   Mr. Mastera spoke of Mr. Thurlow’s commitment to the committee, his job, and the community as a whole.

   **Motion: Recommend Policy Board approval and adoption of the Resolution of Appreciation for Stan Thurlow.**
   Mr. Mastera moved, seconded by Ms. Bommelman.
   **MOTION, PASSED**
   Motion carried unanimously.

6. **Final Draft Metro GROW 2045**
Mr. Maddox presented the final draft of the Metro GROW 2045, or the Long Range Metropolitan Transportation Plan. He stated that an abbreviated version of the presentation will be made at each local jurisdiction, and a Resolution of Adoption will be provided as documentation of each jurisdiction’s support for the Plan. Mr. Solberg stated that the bypass west of the diversion is not consistent with West Fargo’s Comprehensive Plan.
*Mr. Solberg left the meeting at 11:15 a.m.*

7. **2019 Metro Profile**

Ms. Pierce presented the final draft of the 2019 Metropolitan Profile.

Mr. Atkins asked about the intended audience for the profile. Ms. Pierce said that the profile was revamped to make it easier to be read by the general public, but is released to the jurisdictional entities, economic development, the Chamber, and similar entities, and is available on Metro COG’s website.

Ms. Gray added that any additions or comments to enhance and improve the profile will always be welcomed.

**Motion:** Recommend approval and adoption of the draft 2019 Metropolitan Profile to the Policy Board.

Mr. Atkins moved, seconded by Mr. Mastera.

**MOTION, PASSED 13-0**

Motion carried unanimously.

8. **Moorhead 17th Street North Corridor Study RFP**

Mr. Farnsworth presented the Moorhead 17th Street North Corridor Study Request for Proposals (RFP).

Mr. Atkins noted that Moorhead does not have local match funding available in 2020, however, there may be leftover funds from 2019 that can be put toward this project, and hopefully Metro COG can move forward as soon as possible. If the funding is not available at this time, the project may be pushed back to 2021.

**Motion:** Recommend Policy Board approval of the Moorhead 17th Street North Corridor Study RFP, pending availability of funding for local match.

Mr. Mastera moved, seconded by Mr. Atkins.

**MOTION, PASSED 13-0**

Motion carried unanimously.

9. **West Fargo 9th Street Corridor Study Contract Amendment**

Mr. Altenburg presented Amendment #1 to the West Fargo 9th Street Corridor Study contract with Apex Engineering. Following the initial public involvement process in June, a number of comments were received regarding bicycle and pedestrian safety south of the study area from 7th Avenue East to 13th Avenue East. In order to address these comments and concerns, Apex Engineering Group and the City of West Fargo have agreed upon a revised scope of work to analyze bicycle and pedestrian safety needs and recommendations from 7th Avenue East to 13th Avenue East. Total cost for this amendment is $22,993, with 80% ($18,394.40) coming from Federal Consolidated Planning Grant (CPG) funds (2020) and 20% ($4,598.60) to be provided by the City of West Fargo.
Motion: Recommend Policy Board approval of the revised scope of work, fee, and updated schedule; and amend the contract for completion of the West Fargo 9th Street Corridor Study.  
Mr. Benson moved, seconded by Mr. Sahr.  
MOTION, PASSED 13-0  
Motion carried unanimously.

10. **Project Solicitations**  
Mr. Farnsworth presented several upcoming project solicitation opportunities. Several types of project solicitations have been initiated recently by NDDOT and MnDOT.

- Rail Safety Project Solicitation (ND)  
- Transportation Alternatives Program (TAP) Project Solicitation  
- Highway Safety Improvement Program (HSIP) Project Solicitation (ND)  
- Small Town Revitalization Endeavor for Enhancing Transportation (NDSTREET) (ND)

Mr. Farnsworth briefly explained submittal deadlines for various components of each opportunity.

*Mr. Sahr left the meeting at 11:42 a.m.*

11. **All Aboard Minnesota**  
Ms. Gray reminded the committee that the All Aboard Minnesota presentation is scheduled for Wednesday, October 30, at the Hjemkomst Community Center from 3:00 p.m. to 4:00 p.m for business, civic, and community leaders, with a public open house from 6:30 p.m. to 7:30 p.m. The committee is encouraged to share this information with anyone who might be interested. She stated that someone from Metro COG will be attending, and that Policy Board members indicated a strong interest in this.

12. **Agency Updates**  
Cass County: construction projects wrapped up; 76th Avenue roundabout is open.

MATBUS: iGoEco Challenge wrapping up

Freight: No updates

Moorhead: Underpass construction on schedule, hoping to work through the winter; Comp Plan RFP release later this month

Fargo: Core Neighborhoods Plan study is being initiated, diagnostic zoning analysis is underway, construction updates include 52nd Avenue which is wrapping up and Main Avenue – reconstructed portion of roadway and roundabout is open

Clay County: no updates
MnDOT: Snow Fence continuation and construction

Higher Ed: No updates

Dilworth: MnDOT will be at the October Council meeting to discuss the Hwy 10 corridor update in the coming years

Diversion: last key piece of funding - $5M bond is now available for use.

Metro COG: LiDAR RFP should be released at the end of October, Metro COG will be stepping back into more of an oversight role, and letting the jurisdictions’ GIS departments take the lead.

13. Additional Business
   No additional business.

14. Adjourn
   The 501st Regular Meeting of the TTC was adjourned on October 10, 2019 at 11:59 a.m.

   THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD November 14, 2019, 10:00 A.M. AT THE METRO COG CONFERENCE ROOM (1 – 2nd ST N, CASE PLAZA 232, FARGO, ND).

Respectfully Submitted,

Savanna Leach
Executive Assistant