493rd Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, January 10, 2019 – 10:00 am  
Metro COG Conference Room

Members Present:
Jonathan Atkins  City of Moorhead Traffic Engineering  
Julie Bommelman  City of Fargo, MATBUS  
Cindy Gray  Metro COG  
Jeremy Gorden  City of Fargo Transportation Engineering  
Robin Huston  City of Moorhead Planning  
Erik Hove  Clay County Highway Department  
Kim Lipetsky  Fargo Cass Public Health  
Aaron Nelson  Fargo City Planning  
Russ Sahr  City of Horace Planning  
Tim Solberg  City of West Fargo Planning  
Stan Thurlow  City of Dilworth Planning  
Lori Van Beek  City of Moorhead, MATBUS  
Mark Wolter  Freight Representative, Midnite Express  
Barrett Voigt  Cass County Planning

Members Absent:
Jason Benson  Cass County Highway Engineering  
Chris Brungardt  West Fargo Public Works  
Hali Durand  Clay County Planning  
Michael Johnson  NDDOT – Local Government Division  
Kristie Leshovsky  City of Moorhead Planning  
David Overbo  Clay County Engineering  
Mary Safgren  MnDOT – District 4  
Brit Stevens  NDSU – Transportation Manager

Others Present:
Adam Altenburg  Metro COG  
Luke Champa  Metro COG  
James Dahlman  Interstate Engineering / Horace  
Dan Farnsworth  Metro COG  
Ryan Froleck  Moore Engineering  
Stacey Hanson  NDDOT – Local Government Division  
Kevin Knott  Moore Engineering  
Matt Lower  City of Horace  
Michael Maddox  Metro COG  
Anna Pierce  Metro COG  
Traci Sletmoe  KLJ  
David Sweeney  Moore Engineering
1. CALL TO ORDER AND INTRODUCTIONS
The meeting was called to order at 10:00 am, on January 10, 2019 by Chair Gray. A quorum was present.

2. Approve the 493rd TTC Meeting Agenda
Chair Gray asked if there were any questions or changes to the 493rd TTC Meeting Agenda.

Motion: Approve the 493rd TTC Meeting Agenda.
Ms. Van Beek moved, seconded by Ms. Lipetsky
MOTION, PASSED.
Motion carried unanimously.

3. APPROVE December 13, 2018 TTC MEETING MINUTES
Chair Gray asked if there were any questions or changes to the December 13, 2018 TTC Meeting Minutes.

Motion: Approve the December 13, 2018 TTC Minutes.
Mr. Thurlow moved, seconded by Mr. Atkins.
MOTION, PASSED
Motion carried unanimously.

4. Public Comment Opportunity
Mr. Altenburg informed the TTC of the Title VI report that would be completed soon and passed out Title VI sign-in/survey forms to TTC members. He explained that completion of the forms is optional; but the information would add to Metro COG’s database about participants in Metro COG’s public participation process.

No further input or comments from the public were received.

No MOTION

5. Performance Measure 1 (PM1) – 2019 Safety Targets
Ms. Pierce presented the 2019 PM1 Safety Targets. Mr. Atkins inquired about how the region compares to the State’s numbers, Ms. Pierce explained that the calculations for the MPO targets are based on the MPO’s percentage of population of the State.

Mr. Atkins asked what we did last year for targets and if we followed the State’s numbers or set our own. Mr. Maddox said we followed the State’s targets last year.

Mr. Nelson asked if we should set our own targets as an MPO if our numbers are better than the State targets, and asked about the potential to set a higher standard. There was a general discussion about how the targets may affect the MPO. Ms. Gray stated that the Metropolitan Transportation Plan, which is currently under development, would establish policies, goals and objectives
relative to safety, and that Mr. Maddox would be presenting draft MTP goals and objectives for the TTC’s review later in the meeting.

Mr. Gorden suggested that mapping of crash data and sharing it with local jurisdictions would be very beneficial.

Motion: Favorable recommendation to the Policy Board to adopt MnDOT/NDDOT Safety Performance Measures by signing the enclosed MnDOT/NDDOT resolutions.
Mr. Solberg moved, seconded by Mr. Saur.
MOTION, PASSED
Motion carried unanimously.

6. Section 5339 Transit Grant Application
Mr. Farnsworth presented the Section 5339 Transit Grant Application from MATBUS to replace four fixed route buses and six paratransit vehicles. Ms. Bommelman explained that this application would get MATBUS back on schedule for vehicle replacement.

Motion: Favorable recommendation to the Policy Board to approve the Section 5339 Transit Grant Application.
Ms. Van Beek moved, seconded by Ms. Lipetsky.
MOTION, PASSED
Motion carried unanimously.

7. MATBUS Transit Authority Study – Consultant Selection
Mr. Maddox presented the MATBUS Transit Authority Study Consultant Selection. He explained that the 2018 project was delayed to allow for a rerelease of the RFP as Metro COG received only two proposals. Mr. Gorden suggested that Metro COG list which firms proposed, which firms were interviewed, and the membership of the selection committee in the TTC consultant selection memorandum. There was a general discussion about why the RFP was rereleased and Mr. Maddox provided a summary of the project.

Motion: Favorable recommendation to the Policy Board to approve SRF (with subconsultants AECOM and Swanson and Warcup, Ltd.) as the selected consultant, and subsequent contract to complete the MATBUS Transit Authority Study.
Mr. Gorden moved, seconded by Mr. Solberg.
MOTION, PASSED
Motion carried unanimously.
8. **Metropolitan Transportation Plan Policies, Goals, Objectives**

Mr. Maddox presented the draft goals and objectives of the Metropolitan Transportation Plan and explained that they are important, as they would be used as scoring criteria to help prioritize future projects. He also informed the TTC that the next SRC meeting would be held before the planned public input meeting scheduled tentatively in early February, 2019 and that a specific date and time was not scheduled yet.

9. **Agency Updates**

Mr. Lower, introduced himself as the new Planning Director of Horace and said he was excited to be here.

Mr. Sahr and Mr. Dahlman gave an update on the 76th Avenue South project and improvements.

Mr. Gorden gave a brief update on the status of bidding documents and construction plans for 52nd Avenue South and Main Avenue.

Mr. Atkins gave a brief update on Center Avenue, 15th Avenue North, and the 21st Street Grade Separation.

Mr. Solberg gave a brief update on special assessment community forums and said they have had good turnout and discussions. He also said the City hired a new finance director.

Mr. Voigt gave a brief update on 2019 projects with a focus on bridge projects across the county.

Mr. Hove gave a brief update on upcoming 2019 projects.

Ms. Van Beek brought up some concern about construction on Center Avenue in Moorhead and Main Avenue in Fargo, and how that will impact MATBUS routes. Mr. Atkins said that they were coordinating projects so that they do not have a major disturbance on downtown Moorhead & Fargo and will work further with MATBUS.

Ms. Hanson gave a brief update on the Urban Grant Program and said that they received six applications and will be selecting projects in February. She also informed the TTC about upcoming training opportunities especially pertaining to Transit in coordination with FTA.

10. **Additional Business**

No additional business.
11. Adjourn
The 493rd Regular Meeting of the TTC was adjourned on January 10, 2019 at 11:24 a.m.

Respectfully Submitted,

Luke Champa                  Cindy Gray
Assistant Planner            Executive Director