

Metropolitan Bicycle and Pedestrian Committee
Wednesday, January 29th, 2020 – 3:00 p.m.
Metro COG Conference Room
AGENDA

A conference call has been set up for this meeting
Conference Number: 515-604-9094
Access Code: 994 487 388

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| 1. Welcome and introductions | |
| 2. Revised Committee Voting Members – Attachment | Action Item |
| 3. Approve minutes from October 16, 2019 meeting - Attachment | Action Item |
| 4. Approve minutes from December 11, 2019 meeting - Attachment | Action Item |
| 5. Public input opportunity | Public Input |
| 6. FM Bikeway Gap Analysis Final Report - Attachment | Action Item |
| 7. Fargo Safe Routes to School Plan - Attachment | Information Item |
| 8. Safe Transportation for Every Pedestrian (STEP) - Attachment | Information Item |
| 9. Update on Clay County Heartland Trail | Information Item |
| 10. Other business | |

NOTE: Full Agenda packets can be found on the Metro COG Web Site at <http://www.fmmetrocog.org> – Committees

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Agenda Item 2

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: January 24, 2020
Subject: Revised Committee Voting Members

Organization	2019 Member	Revised Member
Metro COG	-	Dan Farnsworth
City of West Fargo	Tim Solberg	Tim Solberg
West Fargo Parks	Barb Erbstoesser	Barb Erbstoesser
City of Fargo Engineering	Jeremy Gorden	Jeremy Gorden
City of Fargo Planning	Maegin Elshaug	Maegin Elshaug
Fargo Parks District	Tyler Kirchner	Tyler Kirchner
City of Moorhead Engineering/Planning/Parks	Jonathan Atkins, Kim Citrowske, or Mike Schroeder	Jonathan Atkins, Kim Citrowske, or Mike Schroeder
City of Moorhead Engineering/Planning/Parks	Jonathan Atkins, Kim Citrowske, or Mike Schroeder	Jonathan Atkins, Kim Citrowske, or Mike Schroeder
City of Dilworth	Peyton Mastera	Peyton Mastera
City of Horace	Wade Frank	Barrett Voigt
Cass County	Barrett Voigt	Vacant
Clay County	Erik Hove	Matt Jacobson
NDDOT – Fargo District	Bob Walton	Bob Walton
MnDOT – District 4	Jane Butzer	Jane Butzer
City of Fargo Police	Deputy Chief Joe Anderson	Deputy Chief Joe Anderson
Cass Co Public Health	Kim Lipetzky	Kim Lipetzky
Clay Co Public Health	Patrick Hollister	Patrick Hollister
River Keepers	Christine Holland	Christine Holland
NDSU	Brit Stevens	Brit Stevens
Great Rides	Alexis Pearson / Ryan Kota	Alexis Pearson / Ryan Kota
Citizen	Jason Gates	Chris Garty
*Highlighted indicates revisions since 2019		
2019 = 20 seats, 11 needed for quorum		
Revised = 21 seats , 11 needed for quorum		

**108th Metropolitan Bicycle and Pedestrian Committee Meeting
October 16th, 2019 – 3:00pm
Metro COG Conference Room**

Members Present

Dan Farnsworth, Chair, Metro COG
Ryan Kota, Great Rides
Patrick Hollister, PartnerSHIP 4 Health
Christine Holland, River Keepers
Maegin Elshaug, City of Fargo Planning
Kim Citrowske, City of Moorhead Planning
Peyton Mastera, City of Dilworth
Malachi Peterson, City of West Fargo Planning (proxy for Tim Solberg)
Bob Walton, NDDOT
Jonathan Atkins, City of Moorhead Engineering
Jane Butzer, MnDOT
Kim Lipetzky, Fargo Cass Public Health
Barrett Voigt, Cass County

Others Present:

Katie Kitowski, MN Green Corps
Luke Champa, Metro COG
Luke Morman, City of Fargo Planning
Linda Nelson, Citizen

1. Welcome and Introductions

The meeting began at 3:05 pm. Attendees introduced themselves.

D. Farnsworth noted that the Bicycle & Pedestrian Committee's member Stan Thurlow passed away in September. It's believed that Stan had been a member of the Committee since its inception, representing the City of Dilworth. Stan provided the Committee with a wealth of knowledge and experience which will be greatly missed.

2. Approve minutes from July 24th, 2019 meeting

The minutes were reviewed by the Committee. A motion to approve the July 24th minutes was made by M. Peterson and seconded by P. Mastera. The minutes were passed unanimously.

3. Public input opportunity

L. Nelson attended the meeting as a citizen and inquired about how the Fargo-Moorhead area uses and plans to use technology in our bicycle / pedestrian efforts. One specific inquiry was regarding any mobile apps that are used or could be used.

D. Farnsworth noted that Metro COG recently created a bike map app for mobile devices that is free for the public. The app was created in response to public demand and replaces the paper maps that were printed for the public over the past years. Information was provided to L. Nelson about the app and D. Farnsworth encouraged her to reach out to Metro COG should she have any further questions about this app or other items pertaining to the F-M Area's bicycle/pedestrian efforts.

4. Metro COG bike/ped project updates

An update was provided to the Committee on the bicycle / pedestrian related projects that Metro COG is currently working on. All projects are consultant-led studies. The projects are as follows:

- FM Diversion Recreation Plan
- FM Metro Bikeways Gap Analysis
- Fargo Safe Routes to School Plan

A request was made by C. Holland (Riverkeepers) regarding a future pedestrian bridge at 40th Ave S/Bluestem as part of the FM Metro Bikeways Gap Analysis. She requested that the bridge be high enough to allow kayak and canoe traffic to easily be able to pass underneath. It was noted that the style of bridge that is being considered at this location will actually be much higher than the current pedestrian lift bridges. The future bridge for consideration would be high enough where it wouldn't need to be lifted during a flood event.

5. Update on next Bike/Ped Committee Citizen Rep

With the current citizen rep's term expiring December 31st, Metro COG is in the process of selecting a new citizen to serve the next two-year term. In early September, Metro COG solicited application for a citizen member to the committee. Applications were due September 30th. Metro COG received a total of five applications. A review committee consisting of four members of the Bicycle & Pedestrian Committee is currently reviewing the applications. The review committee will provide their rankings of candidates by October 31st and a candidate will be recommended shortly thereafter.

6. Transportation Alternatives Program (TAP) scoring

With the TAP applications due in the next few months, there was discussion as to how to best score and rank the projects prior to sending the rankings to NDDOT and MnDOT. It was stated that often times Metro COG's rankings (which are done with the Bicycle & Pedestrian Committee) don't end up being the same ranking as NDDOT or MnDOT, who ultimately select the projects.

Three options were provided to the Committee for future scoring and ranking:

- Option A – Keep the current scoring criteria
- Option B – Revise the scoring criteria for consistency with the 2045 Fargo-Moorhead Metropolitan Transportation Plan (to be adopted in November)
- Option C – Omit the scoring criteria and ranking altogether

Two other options were posed to the Committee from Committee members :

- Review applications and perhaps have applicants present their projects to the Bicycle & Pedestrian Committee and the Committee could provide pros and cons to NDDOT and MnDOT and leave out the ranking.
- After scoring and ranking, just submit the top ranked applications to NDDOT and MnDOT

After discussion, the group did not prefer Option A. Some liked the idea of Option C since it wouldn't require the time-extensive process of scoring & ranking applications for which the rankings may not be taken into consideration. However, the consensus of the Committee was to move forward with Option B. They felt this would be the best since it is good practice to rank the projects and formally submit the rankings to NDDOT and MnDOT. Also, Option B would adopt the soon-to-be approved 2045 MTP goals and objectives.

It was suggested that a subgroup could help guide these new scoring criteria. The following members offered to be on the subgroup: Jonathan Atkins, Peyton Mastera, Malachi Peterson, and a member of Fargo Planning.

Metro COG will develop draft criteria and will then work with the subgroup (either via email and/or meetings) to refine the criteria. After the subgroup is good with the criteria, Metro COG will forward to the Bicycle & Pedestrian Committee for comments prior to scoring the TAP projects.

7. Request for updated bikeway information

As Metro COG keeps the bike map app up-to-date, Metro COG is requesting that local jurisdictions provide Metro COG with any updates to their bicycle network. A. Pierce (Metro COG) will coordinate with local jurisdictions' GIS, Planning, and/or engineering departments.

8. Update on latest BIKE FM efforts

An update was given on the latest BIKE FM efforts. In August BIKE FM had a booth along the Streets Alive route and provided the public with educational materials, free water bottles, and promotional materials for the new Fargo-Moorhead Area bike map app.

BIKE FM plans to have a booth at a Halloween event for kids and families in downtown West Fargo. At this event, BIKE FM will hand out healthy snacks and will provide postcards to parents which will have bicycle safety tips as well as BIKE FM information.

It was also noted that West Fargo Events hopes to host a bike rodeo in June 2020 as part of a series of events at the soon-to-open Lights on Sheyenne – a mixed use development complex with a community gathering plaza. BIKE FM is working with West Fargo Events in providing assistance with this bike rodeo.

9. Update on Clay County Heartland Trail

An update was provided on the status of the Clay County Heartland Trail. It was noted that, due to lack of funding, not much progress has been made on the planning of this trail in the past year. Members of the group have been working with Minnesota legislators in a bonding bill that could provide funding for design of the Clay County Heartland Trail as well as construction of the trail near Detroit Lakes. There is a good chance a bonding bill will be passed with the upcoming legislative session. Whether or not funding will be provided for the Heartland Trail as requested is yet to be determined.

10. Excessive roadway widths – barriers to pedestrians

Committee member Jason Gates, who was unable to attend this meeting, provided a presentation for the Committee that he wished to share. D. Farnsworth presented the slide show on Gates's behalf.

The topic of this presentation was about overly-wide roads in our area. The particular case study in this presentation was 42nd St in Fargo near Kennedy Elementary School. This discussion stemmed from an individual that was nearly hit by a vehicle at a marked crosswalk which included flashing beacons. The individual was crossing this crosswalk near Kennedy Elementary School, when the vehicle in the outside lane stopped for the pedestrian but the vehicle on the inside lane did not stop (likely didn't see the pedestrian). This raised the question of why the roadway needed to be a 5-lane roadway when the traffic volumes don't warrant it.

It was suggested that these styles of roadways only encourage high vehicle speeds, encourage more car travel, bisect neighborhoods, and discourage pedestrian connectivity. This was compared to Broadway in north Fargo which is a 2-lane roadway and creates a much safer and comfortable environment for pedestrians.

Upon presentation of this to the Committee, discussion followed. Members of the Committee agreed that this is an issue and that roadways shouldn't be built in such a manner where they become barriers to pedestrians. Committee members expressed concerns about crossing other excessively-wide roadways such as 32nd Ave S and 45th Street in Fargo. It was noted that the City of Fargo is changing how they plan and design roadways to better accommodate pedestrians. Some examples can be seen with the re-design of Main Ave in downtown Fargo from a 5-lane roadway to a 3-lane roadway. Another example was the design of 25th St south of 52nd Ave S.

As a follow-up to this presentation, Metro COG will forward this presentation to Jeremy Gorden (Fargo Engineering) as he was unable to attend the meeting. It was encouraged for jurisdictions to consider make future major roadways more pedestrian-friendly and not overbuilt roadways as this is a hindrance to pedestrian movement, reduces neighborhood livability, and increases roadway construction & maintenance costs.

11. Other business

P. Hollister notified the Committee about Metro COG's open house on October 17th from 4:00 pm – 6:00 pm which will showcase Metro COG's newly-remodeled space.

P. Hollister also notified the Committee about an open house for All Aboard Minnesota, a group looking to get reliable passenger rail service between Chicago and Fargo. The open house will be held at the Hjemkomst Center in Moorhead on October 30th from 6:30 pm – 7:30 pm.

Meeting adjourned 4:25 pm.

**109th Metropolitan Bicycle and Pedestrian Committee Meeting
December 11th, 2019 – 3:00pm
Metro COG Conference Room**

Members Present

Dan Farnsworth, Chair, Metro COG
Maegin Elshaug, City of Fargo Planning
Kim Citrowske, City of Moorhead Planning
Peyton Mastera, City of Dilworth
Malachi Peterson, City of West Fargo Planning (proxy for Tim Solberg)
Jane Butzer, MnDOT
Kim Lipetzky, Fargo Cass Public Health
Jason Gates, Citizen Representative
Joe Anderson, Fargo Police Department
Jeremy Gorden, City of Fargo Engineering

Others Present:

Katie Kitowski, MN Green Corps
Luke Morman, City of Fargo Planning
Maggie Squyer, City of Fargo Planning

1. Welcome and Introductions

The meeting began at 3:05 pm. Attendees introduced themselves.
A quorum was not present throughout the entirety of the meeting.

2. Approve minutes from October 16th, 2019 meeting

The minutes were reviewed by the Committee and no corrections/edits were noted. A quorum was not present so not motion or approval was made on the minutes. The minutes will need to be approved at the next meeting.

3. Public input opportunity

No public was present at the meeting.

4. New Bicycle/Pedestrian Committee citizen representative

With the current citizen representative's term expiring December 31st, solicitation for a new citizen rep has occurred and applications have been received, reviewed and ranked. Applications were reviewed and ranked by a selection committee comprised of four members, one representing the jurisdictions of Dilworth, Fargo, Moorhead, and West Fargo.

The top rank candidate was Chris Garty of Fargo. D. Farnsworth noted that he has reached out to Mr. Garty via email twice without response. Farnsworth will try reaching the candidate via phone as a phone number was provided. If for whatever reason Mr. Garty is unreachable or chooses to not be on the Committee, Metro COG will reach out to the second ranked candidate, Kirsten Theye.

5. Thank you to outgoing citizen representative

With this being the last meeting for the Committee's current citizen representative, Jason Gates, D. Farnsworth thanked Mr. Gates for his time and effort with the Committee. A certificate of appreciation was presented to Mr. Gates. Mr. Gates expressed his thanks for being able to participate on the Committee for his two-year term.

6. New Transportation Alternatives scoring criteria

The Committee discussed the new Transportation Alternatives scoring criteria developed by the subgroup. At the last Bicycle & Pedestrian Committee meeting a subgroup was recommended that would develop new TA scoring criteria that would reflect the recently-adopted Metropolitan Transportation Plan. The subgroup consisted of one representative from Barnesville, Dilworth, Fargo, Moorhead, and West Fargo.

There was discussion about the Travel Efficiency and Reliability goal pertaining to 3-plexes or greater land uses. Ultimately it was the decision to keep the language of the criteria as-is.

There was also discussion about if the criteria should include criteria regarding environmental sustainability. Ultimately it was decided to include the following criteria:

- Is the project located within one of Metro COG's environmental justice areas? (5 pts)
- Does the project make a systematic effort to conserve and/or enhance natural resources. (3 pts)

7. Score/rank Transportation Alternatives applications

The Committee then scored and rank the TA applications based on the newly-revised TA scoring criteria. The scores and rankings were as follows:

North Dakota TA

- Priority 1 (55 pts) - City of West Fargo Drain 45 Multiuse Path Phase II
- Priority 2 – tie (30 pts) – City of Fargo Deer Creek/Drain 27 Shared Use Path
- Priority 2 – tie (30 pts) – City of Horace – CR 17 Shared Use Path Phase II

Minnesota TA

Priority 1 (25 pts) – City of Moorhead CR 12/60th Ave S Bicycle & Pedestrian Bridge Crossing

The priorities and scores will be forwarded to the TTC and Metro COG Policy Board for consideration prior to submittal to the respective state DOTs.

8. Other business

No additional business was brought up.

Meeting adjourned 4:30 pm.

Agenda Item 6

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: January 24, 2020
Subject: **FM Bikeway Gap Analysis Final Report**

In December 2018 Metro COG in cooperation with the jurisdictions of West Fargo, Fargo, Moorhead, and Clay County kicked-off the Fargo-Moorhead Bikeway Gap Analysis. Metro COG contracted with Toole Design (prime consultant) and Bolton & Menk (subconsultant) to perform the study's services.

This study looks at 16 key bikeway gaps in the Fargo-Moorhead Metro Area. These gaps included three in West Fargo, seven in Fargo, two in Moorhead, one red river crossing, and three in Moorhead/Clay County. Many gaps stem from the 2016 Fargo-Moorhead Metro Bicycle & Pedestrian Plan.

The purpose of this study is to analyze the 16 bikeway gaps by obtaining public input, review the existing conditions and local needs, and develop alternatives, costs, and implementation strategies for the gaps. The Plan was guided by a 14-member Study Review Committee and had extensive public involvement.

The final report was completed in December 2019 and can be viewed and downloaded at the following link:

[http://www.fmmetrocog.org/application/files/4315/7851/1069/FM Metro Bikeways Gap Analysis -
_Final Report - 19 MB.pdf](http://www.fmmetrocog.org/application/files/4315/7851/1069/FM_Metro_Bikeways_Gap_Analysis_-_Final_Report_-_19_MB.pdf)

Agenda Item 7

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth & Anna Pierce, Metro COG
Date: January 24, 2020
Subject: **Fargo Safe Routes to School Plan**

In November of 2018, Metro COG, in cooperation with the City of Fargo, commenced the Fargo Safe Routes to School Plan. Key stakeholders involved in the Plan's process included Metro COG, the City of Fargo, Fargo Public Schools, West Fargo Public Schools, and representatives from the private schools. The Plan was conducted in coordination with consulting firms Alta Planning + Design and KLJ.

Included in this Plan are all elementary and middle schools located within the City of Fargo (plus Liberty Middle School in the City of West Fargo). In total, 31 schools are included – all twenty Fargo Public Schools, five West Fargo Public Schools, and six Private Schools.

The purpose of the Plan is to provide information, resources, and recommendations to elected officials, city and school staff, and parents to make walking and bicycling safer and more inviting for students traveling to and from school. This Plan incorporates the "Six E's" of Safe Routes to School – Education, Encouragement, Engineering, Enforcement, Evaluation, and Equity.

As part of this Plan's process, in-person community engagement was conducted, 495 student teacher tallies were completed, 1,421 parent caregiver surveys were received, and school arrival and dismissals were observed at each of the 31 schools.

The last Safe Routes to School Plan done for the City of Fargo was completed in 2009. With extensive growth in the city and school district since 2009, a revised Plan was much-needed. This Plan provides a fresh update and incorporates the latest standards and best practices for safe routes to school.

Upon adoption by the City of Fargo and Metro COG Policy Board, the Plan will become publicly available for use by elected officials, city and school staff, and parents.

Metro COG will be presenting the Fargo SRTS Plan to:

- Fargo Planning Commission on February 4, 2020
- Fargo City Commission on February 10, 2020
- Transportation Technical Committee on February 13, 2020
- Policy Board on February 20, 2020

The Fargo SRTS Plan will be available and accessible online after adoption at:

www.fmmetrocog.org/fargosrts

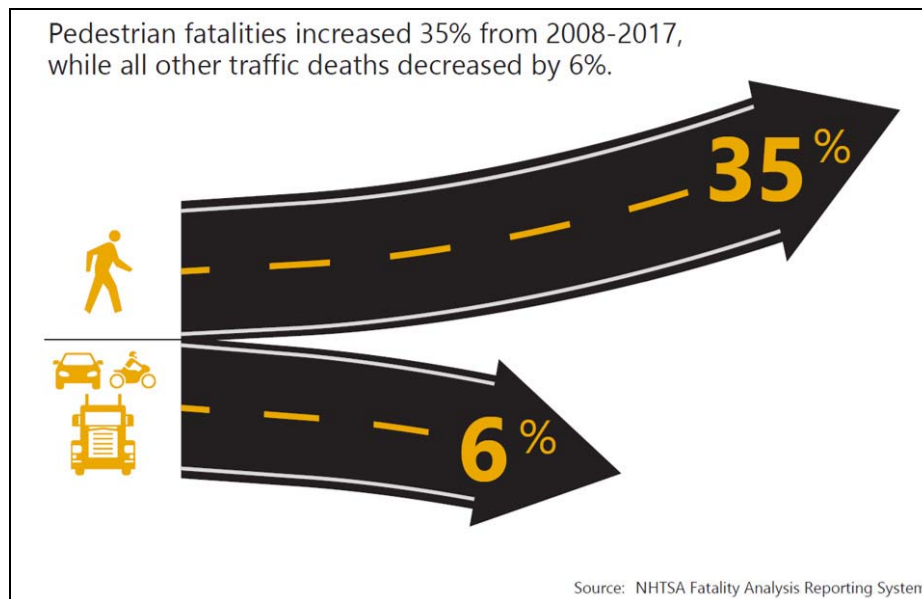
Agenda Item 8

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: January 24, 2020
Subject: **Safe Transportation for Every Pedestrian (STEP)**

In 2018, an estimated 6,227 pedestrians died in the United States, according to the Governors Highway Safety Association – the highest total number of pedestrian fatalities since 1990. Pedestrian fatalities increased by 35% between 2008 and 2017, while other traffic fatalities decreased by 6%. Of the pedestrian fatalities, 72% occurred at midblock locations.

Due to this transportation safety concern, the Federal Highway Administration (FHWA) developed the Safe Transportation for Every Pedestrian (STEP) program. STEP's purpose is to help transportation agencies address crashes by promoting countermeasures with known safety benefits at uncontrolled crossing locations. These countermeasures include the following:

- Crosswalk visibility enhancements
- Raised crosswalks
- Refuge islands
- Rectangular Rapid-Flashing Beacons (RRFBs)
- Pedestrian Hybrid Beacons
- Road Diets
- Lead Pedestrian Intervals



Metro COG encourages local jurisdictions to consider these safety improvements at locations with pedestrian safety concerns and to take full advantage of the resources available as part of the STEP program. These resources can be useful in implementing these improvements and can justify the need for such pedestrian safety improvements.

Below are links to STEP program resources:

- STEP website
 - https://www.fhwa.dot.gov/innovation/everydaycounts/edc_4/step.cfm
- STEP Countermeasure Educational Videos
 - https://safety.fhwa.dot.gov/ped_bike/step/step_videos/?utm_content=&utm_medium=email&utm_source=govdelivery
- 2018 FHWA Guide for Improving Pedestrian Safety at Uncontrolled Crossing Locations
 - https://safety.fhwa.dot.gov/ped_bike/step/docs/STEP_Guide_for_Improving_Ped_Safety_at_Unsig_Loc_3-2018_07_17-508compliant.pdf