### 474th Meeting of the FM Metro COG Transportation Technical Committee
Thursday, June 8th, 2017 – 10:00 am
Metro COG Conference Room

#### Members Present:
- Jonathan Atkins, City of Moorhead Traffic Engineer
- Julie Bommelman, City of Fargo, MATBUS
- William Christian, Metro COG
- Hali Durand, Cass County Planner
- Jeremy Gorden, City of Fargo Transportation Engineering
- Michael Johnson, NDDOT – Local Government Division (via telephone)
- Kim Lipetsky, Fargo Cass Public Health
- Aaron Nelson, City of Fargo Planning (Alternate for Jim Gilmour)
- Melissa Olheiser, MState
- Mary Safgren, MnDOT – District 4 (via telephone)
- Russ Sahr, City of Horace Planning
- Stan Thurlow, City of Dilworth Planner
- Mark Vaux, GFMEDC
- Larry Weil, West Fargo Planning
- Mark Wolter, Freight Representative, Midnite Express
- Chad Zander, City of West Fargo (Alternate for Chris Brungardt)

#### Members Absent:
- Jason Benson, Cass County Highway Engineering
- Kristie Leshovsky, City of Moorhead Planning/Zoning
- Tim Magnusson, Clay County
- David Overbo, Clay County
- Brit Stevens, NDSU Transit
- Lori Van Beek, City of Moorhead Transit

#### Others Present:
- Adam Altenburg, Metro COG
- Dan Bergerson, HDR
- David Burns, Metro COG
- Roger Buscher, Moorhead Planning Commission
- James Dahlman, City of Horace/Interstate Engineering
- Ken Demmons, HDR
- Dan Farnsworth, Metro COG
- Jay Forthun, Moore Engineering
- Matthew Huettl, HDR
- Katie Jalbert, Churches United for the Homeless
- Matt Kinsella, Apex Engineering Group
- Wade Klein, KLJ
- Savanna Leach, Metro COG
- Michael Maddox, Metro COG
- Craig Mizera, HDR
- Diomo Motuba, UGPTI/NDSU
- Brent Muscha, Apex Engineering Group
- Joel Quanbeck, KLJ
1. **CALL TO ORDER AND INTRODUCTIONS**

   The meeting was called to order at 10:00 am, on June 8th, 2017 by Chairman Christian. A quorum was present.

2. **Approve the 474th TTC Meeting Agenda**

   Chairman Christian asked if there were any questions or changes to the 474th TTC Meeting Agenda.

   
   Motion: Approve the 474th TTC Meeting Agenda.
   Mr. Wolter moved, seconded by Ms. Durand.
   \( MOTION, PASSED. 16-0. \)
   Motion carried unanimously.

3. **APPROVE May 11th, 2017 TTC MEETING MINUTES**

   Chairman Christian asked if there were any questions or changes to the May 11th, 2017 TTC Meeting Minutes.

   
   Motion: Approve the May 11th, 2017 TTC Minutes.
   Mr. Vaux moved, seconded by Mr. Atkins.
   \( MOTION, PASSED. 16-0. \)
   Motion carried unanimously.

4. **Public Comment Opportunity**

   No public comments were made or received.

   \( No MOTION \)

5. **13th Avenue Corridor Study Consultant Selection**

   Dave Burns presented HDR Engineering as the recommended consultant for the 13th Avenue Corridor Study in West Fargo. Three firms were short-listed, and interviewed on Friday, June 2nd, 2017. HDR was the top-ranked firm, having the highest rank and highest average score. Mr. Burns also presented the scoring breakdown on how firms are ranked.

   
   Motion: Favorable recommendation to the Policy Board to approve HDR Engineering as the 13th Avenue Corridor Study selected consultant, and begin contract negotiations.
   Mr. Zander moved, seconded by Mr. Wolter.
   \( MOTION, PASSED. 16-0. \)
   Motion carried unanimously.

6. **Demographic Forecast Study – Update on Allocation of TAZ Data**

   Dave Burns, along with Wade Klein and Joel Quanbeck (both of KLJ Consulting) presented an update on the Traffic Analysis Zones (TAZ) Allocation data for the Demographic Forecast Study. Diomo Motuba from NDSU’s Advanced Traffic Analysis Center (ATAC) also provided some insight from the perspective of ATAC.

   Metro COG and KLJ will be meeting individually with all jurisdictions to specifically review the preliminary allocation of the 2015 base year data. These meetings, scheduled for mid-June, will also be used to complete the allocation of future year job and household data.
Meeting dates and times for each jurisdiction are as follows:

Monday, July 12th – 10:00 a.m. – West Fargo
Monday, July 12th – 1:00 p.m. – Moorhead
Tuesday, July 13th – 9:00 a.m. – Dilworth
Wednesday, July 14th – 2:00 p.m. – Clay County
Thursday, July 15th – 10:00 a.m. – Fargo
Thursday, July 15th – 2:00 p.m. – Cass County

No MOTION

7. Additional Business
Jeremy Gorden announced that the City of Fargo was granted Federal funds for the Dill Hill to Island Park multi-use path update. The construction of the Oak Grove pedestrian bridge will begin next year.

Chair Christian said that a draft Request for Proposal (RFP) of the Long Range Transportation Plan is in the beginning stages of development. He asked that the jurisdictions may want to review the draft once it is complete, and to provide input on the final draft. Chair Christian would like to release the RFP in October or November, and have a consultant selected, so that they may start working on the LRTP in January of 2018. Chair Christian also reminded the committee that the Metro COG is progressing towards a Transportation Management Area (TMA) by year 2022. This will provide a new source of funds that will be available as a TMA. At some point the committee may want to discuss how these funds will be spent, given the updated LRTP will include 2022-2023. This will impact the financial balance available for projects in those years.

Michael Maddox mentioned that there has been an administrative modification to the TIP. There will be a $1 million to the MATBUS Transit. This will aid in the purchase of three fixed-route busses.

Dan Farnsworth provided an update on the Heartland Trail.

8. Adjourn
The 474th Regular Meeting of the TTC was adjourned on June 8th, 2017 at 10:46 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD JULY 13th, 2017, 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