

**462nd Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, June 9, 2016 – 10:00 am
Metro COG Conference Room**

Members Present:

Julie	Bommelman	MATBUS- Fargo
William	Christian	Metro COG
Hali	Durand	Cass County
Jeremy	Gorden	City of Fargo
Michael	Johnson	NDDOT (via telephone)
Aaron	Nelson	City of Fargo (alternate for Jim Gilmour)
David	Overbo	Clay County
Stan	Thurlow	City of Dilworth
Chad	Zander	West Fargo (alternate for Chris Brungardt)

Members Absent:

Shaw	Anderson	MN Universities Representatives
Jonathan	Atkins	City of Moorhead
Jason	Benson	Cass County
Chris	Brungardt	City of West Fargo
Jim	Gilmour	City of Fargo
Erik	Hove	Clay County
Kristie	Leshovsky	City of Moorhead
Kim	Lipetzky	Bike/Ped Representatives
Tim	Magnusson	Clay County
Mary	Safgren	MnDOT
Brit	Stevens	ND Universities Representatives
Lori	Van Beek	MATBUS-Moorhead
Mark	Vaux	Economic Development Representative
Larry	Weil	City of West Fargo
Mark	Wolter	Freight Representative

Others Present:

Adam	Altenburg	Metro COG
David	Burns	Metro COG
Dan	Farnsworth	Metro COG
Nakhaly	Swearingen	Metro COG
Michael	Maddox	Metro COG
Roger	Buscher	Moorhead Planning Commission
Donald	Kress	City of Fargo Planning

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on June 9, 2016, by Chairman Christian. Introductions were made. A quorum was present.

2. APPROVE January 2016 TTC MEETING MINUTES

Chairman Christian asked for any questions or changes to the May 12, 2016 TTC Meeting Minutes.

Motion: Approve the May 12, 2016 TTC Minutes.
Mr. Thurlow moved, seconded by Ms. Durand.
MOTION, PASSED
Motion carried unanimously Vote of 9-0

3. Public Comment Opportunity

No public comments were made or received.

No MOTION

4. Final Draft Transit Development Plan

Mr. Maddox stated this item has been removed from the Agenda to a later date per MATBUS's request.

No MOTION

5. NDDOT Safe Routes to School Grant Application

This item was moved from Item 10 on the revised agenda to Item 5 on the agenda since it was an action item.

Mr. Farnsworth stated that this was added to the agenda last-minute as Metro COG was notified six days prior to the TTC meeting that the NDDOT Safe Routes to School Non-infrastructure applications need to be approved through the MPOs prior to being submitted to NDDOT.

Metro COG received one application in the area. An application from Fargo Public School (FPS) was received by Metro COG. FPS is applying for various Safe Routes to School items to assist with educating parents and students as it relates to the new Eagles Elementary School. The application is valued at \$13,000. Mr. Farnsworth noted that the funding is 100% federal funding so no local match is required.

The floor was open for questions however no questions were asked. Mr. Farnsworth stated that the applications need to be submitted to NDDOT by the end of June.

MOTION: Metro COG Staff is requesting favorable recommendation to the Policy Board for approval of the Fargo Public School's Safe Routes to School Non-infrastructure funding application.

Mr. Thurlow moved, seconded by Ms. Bommelman.

MOTION, PASSED

Motion carried unanimously. Vote of 9 -0

6. 2045 Travel Demand Model Traffic Analysis Zones (TAZs)

Mr. Burns updated the TTC on the development of the TAZs, which are used in the process of preparing for the 2045 Travel Demand Model. He noted that Metro COG staff had been working closely with the local jurisdictions to refine the boundaries of the Traffic Analysis Zones (TAZs) that will be used in the model. Mr. Burns continued by stating that much of this work was accomplished during a meeting of a sub-committee featuring staff from jurisdictions within the planning area, with subsequent review and refinement for those unable to attend the meeting. He indicated that the TAZ boundaries have been reviewed by all jurisdictions, ATAC, and thoroughly vetted internally by Metro COG staff.

Mr. Burns provided a quick overview of the major changes to the TAZ network. In addition to expanding the TAZ network to encompass the new planning area boundaries, a number of refinements were made to the urbanized area, especially in the high-growth areas of West Fargo, south Fargo, and south Moorhead. He also noted that changes were made to account for water features; to reflect urban development and growth that had occurred over the past few years; and due to changes in the Federal Functional Classification of roadways within the Planning Area.

MOTION: Metro COG staff is requesting favorable recommendation to the Policy Board for approval of the updated TAZ network for use in development of the 2045 L RTP and associated planning projects.

Mr. Overbo moved, seconded by Mr. Gorden.

MOTION, PASSED

Motion carried unanimously. Vote of 9 -0

7. Final Draft of the Downtown Moorhead Grade Separation Study

Mr. Christian stated that Metro COG, the City of Moorhead, the Minnesota Department of Transportation and KLJ are completing work on the Downtown Moorhead Grade Separation Study. An Executive Summary of the study is included as ***Attachment 1***. The complete final draft is available for download at www.fmmetrocog.org. A public open house on May 24, 2016, and public comment opportunity did not render any public comments on the final study.

The study analyzed potential alternatives for constructing a grade separated railroad crossing of the KO and Prosper subdivisions of the Burlington Northern Santa Fe railroads within downtown Moorhead at 8th Street, 11th Street and 14th Street. The study established a Purpose and Need Statement for a grade separation project in Downtown Moorhead that will be carried through into the environmental phase of project development.

The study prioritizes and recommends further engineering and environmental analysis be initiated at the 11th Street location. The 8th Street and 14th Street locations did not meet the technical or feasibility criteria established for the project.

Mr. Johnson stated that he did not receive the Executive summary, Mr. Christian responded to his request and will forward it to him.

MOTION: Recommend favorable recommendation to the Policy Board to adopt as final the final draft of the Moorhead Downtown Grade Separation Study.

Mr. Gorden moved, seconded by Mr. Overbo.

MOTION, PASSED

Motion carried unanimously. Vote of 9 -0

8. 2016 Metro Profile

Mr. Burns stated that Staff is currently finalizing the 2016 Metro Profile, which will be brought to the TTC for consideration and adoption in July. He noted that the Profile relies heavily upon data inputs supplied by member jurisdictions and that Metro COG needed to receive information pertaining to roadway capacity and system changes in Moorhead and West Fargo. Mr. Burns stated that the information must be received by Friday, June 17th in order to be incorporated into the 2016 Metro Profile.

No MOTION

9. Vendor Selection for 2015 Socioeconomic Data Purchase

Mr. Burns stated that Metro COG recently advertised a Request for Proposal (RFP) seeking vendors to provide 2015 socio-economic (employment and household) data for the metro area. He explained that the data will be used to help develop the Travel Demand Model as well as to establish base-year figures for future demographic projections.

Mr. Burns continued by informing the Committee that only one firm, InfoGroup, responded to the RFP. After consulting with and obtaining concurrence with NDDOT and FHWA, Metro COG proceeded to interview the firm on June 8th. He informed the committee that the firm satisfactorily met the requirements of the RFP and Metro COG would proceed with selecting and entering into an agreement with InfoGroup to purchase the 2015 socio-economic data.

No MOTION

10. Associate Member Update

11. Additional Business

Mr. Farnsworth mentioned that Hawley City Council Member John Young Jr. passed away this week. John Young was a dedicated proponent of the Heartland Trail extension and showed enthusiasm in all his efforts. He was a great help to Hawley and the Heartland Trail effort and will be greatly missed. He was 80 years old when he passed.

Mr. Farnsworth asked if anyone had any details on funeral arrangements. Mr. Overbo mentioned that the funeral will be held Monday June 13th at 2:00 pm at the Hawley Lutheran Church.

12. Adjourn

The 462nd Regular Meeting of the TTC was adjourned on June 9, 2016 at 10:40 am.

13. THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD July 14, 2016 10:00 A.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.

Respectfully Submitted

Nakhaly Swearingen
Executive Secretary