

**477<sup>th</sup> Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, August 10<sup>th</sup>, 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
James	Dahlman	City of Horace/Interstate Engineering (alternate for Russ Sahr)
Hali	Durand	Cass County Planner
Jeremy	Gorden	City of Fargo Transportation Engineering
Michael	Johnson	NDDOT – Local Government Division (via telephone)
Aaron	Nelson	Fargo Planning (alternate for Jim Gilmour)
David	Overbo	Clay County Engineer
Mary	Safgren	MnDOT – District 4 (via telephone)
Stan	Thurlow	City of Dilworth Planner
Mark	Vaux	GFMEDC
Larry	Weil	City of West Fargo Planning
Chad	Zander	City of West Fargo (alternate for Chris Brungardt)

**Members Absent:**

Jason	Benson	Cass County Highway Engineer
Chris	Brungardt	West Fargo Public Works
Jim	Gilmour	City of Fargo Planner
Kristie	Leshovsky	City of Moorhead Planning/Zoning
Kim	Lipetzky	Fargo Cass Public Health
Tim	Magnusson	Clay County Planner
Russ	Sahr	City of Horace Planning
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express

**Others Present:**

Adam	Altenburg	Metro COG
Dan	Farnsworth	Metro COG
Jim	Haney	Clay County Commission
Wade	Kline	KLJ
Jeff	Lansink	Houston Engineering
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Diomo	Motuba	ATAC – NDSU
Sara	Schmidt	SRF Consulting Group, Inc.

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:00 am, on August 10<sup>th</sup>, 2017 by Chairman Christian. A quorum was present.

**2. Approve the 477<sup>th</sup> TTC Meeting Agenda**

Chairman Christian asked if there were any questions or changes to the 477<sup>th</sup> TTC Meeting Agenda.

***Motion: Approve the 477<sup>th</sup> TTC Meeting Agenda.***

**Mr. Vaux moved, seconded by Mr. Thurlow.**

***MOTION, PASSED. 14-0.***

**Motion carried unanimously.**

**3. APPROVE July 13<sup>th</sup>, 2017 TTC MEETING MINUTES**

Chairman Christian asked if there were any questions or changes to the July 13<sup>th</sup>, 2017 TTC Meeting Minutes.

***Motion: Approve the July 13<sup>th</sup>, 2017 TTC Minutes.***

**Mr. Weil moved, seconded by Ms. Bommelman.**

***MOTION, PASSED. 14-0.***

**Motion carried unanimously.**

**4. Public Comment Opportunity**

No public comments were made or received.

***No MOTION***

**5. 52<sup>nd</sup> Avenue South Cooperative Planning and Environmental Report Contract**

Mr. Christian presented the contract between Metro COG and Houston Engineering for the 52<sup>nd</sup> Avenue South Cooperative Planning and Environmental Report study. The study has two phases, Phase I is CPG eligible, and Phase II will be financed 100% locally through the City of Fargo. The City of Fargo will be approving the contract for Phase II with Houston Engineering during the city Commission meeting on Monday, August 14<sup>th</sup>, 2017. Mr. Johnson asked for a copy of the Phase II contract.

***Motion: Favorable recommendation to approve contract between Metro COG and Houston Engineering for the 52<sup>nd</sup> Avenue South Cooperative Planning and Environmental Report (pending NDDOT approval).***

**Mr. Gorden moved, seconded by Mr. Atkins.**

***MOTION, PASSED. 13-0-1. (Mr. Dahlman abstained from the vote)***

**Motion carried.**

**6. MATBUS Transit Facility Analysis & Development Strategy Contract**

Mr. Maddox presented the contract between Metro COG and KLJ for the MATBUS Transit Facility Analysis and Development Strategy study. Mr. Maddox mentioned that the contract language includes revisions following the initial contract negotiations. Kimley-Horn, a sub-consultant, was added in place of a KLJ team member who has since left the agency. Language to clear up scope and hour breakdowns was also revised to ensure CPG eligibility.

**Motion: Favorable recommendation to approve contract between Metro COG and KLJ for the MATBUS Transit Facility Analysis and Development Strategy (pending NDDOT approval).**

**Mr. Overbo moved, seconded by Ms. Bommelman.**

**MOTION, PASSED. 14-0.**

**Motion carried unanimously.**

**7. Draft 2018 – 2021 TIP**

Mr. Maddox presented the draft 2018-2021 Transportation Improvement Program (TIP) project list. He noted that both states (NDDOT, MnDOT) are behind in development of their individual STIPs, due to funding uncertainty. The last year of the drafted TIP, 2021, is mostly bare, due to unknown funding for highway projects at this time. Mr. Maddox also mentioned that Mr. Gorden reached out to get two Fargo requested projects (52<sup>nd</sup> Avenue and 64<sup>th</sup> Avenue S) revised.

Mr. Johnson reiterated that NDDOT's STIP is currently "on hold," and noted that the revision request will need to have a "formal request" from the Policy Board.

Mr. Maddox also mentioned that there will be an open house for public participation held on Wednesday, August 30<sup>th</sup> from 4-6pm at the Fargo Public Library's Community Room.

Mr. Johnson questioned the MnDOT timeline and halted STIP. Ms. Safgren explained that MnDOT took comments through the end of July, and revising last minute changes due to the MN Bonding Bill, but the STIP will be submitted towards the end of August or early September.

**Motion: Favorable recommendation for approval of the Draft Metro COG Transportation Improvement Program (TIP).**

**Mr. Weil moved, seconded by Mr. Gorden.**

**MOTION, PASSED. 14-0.**

**Motion carried unanimously.**

**8. Printing of Additional FM Bikeways Maps**

Mr. Farnsworth updated the committee that the 12,500 2017 FM Bikeways Maps that were printed and distributed in October of 2016 is down to 600. With school starting soon, it is advised to get more maps printed and distributed as soon as possible. Mr. Farnsworth presented printing quote solicitations, as well as map demands and forecasted demand. Forum Printing submitted the lowest quote at \$1,603.83 for 12,000 additional maps to be printed.

Mr. Christian noted that the funds to pay for this will come out of excess local funds. Mr. Farnsworth also mentioned that the MN Partnership 4 Health may be able to offset printing costs with possible grant money.

**Motion: Favorable recommendation to utilize printing services by Forum Printing for 12,000 additional 2017 FM Bikeways Maps for the cost of \$1,603.83. Funding sources will be contingent on available grants or local sponsorship offers first.**

**Mr. Gorden moved, seconded by Mr. Zander.**

**MOTION, PASSED. 14-0.**

**Motion carried unanimously.**

**9. Additional Business**

Mr. Gorden mentioned that the city of Fargo applied for a grant for bike signage for the Red River Trail. Grant awards will be finalized August 15<sup>th</sup>.

Mr. Christian handed out flyers for the open planner position at Metro COG.

**10. Adjourn**

The 477<sup>th</sup> Regular Meeting of the TTC was adjourned on August 10<sup>th</sup>, 2017 at 10:45 a.m.

**THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD SEPTEMBER 14<sup>th</sup>, 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