

**469th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, January 12th, 2017 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Engineering
William	Christian	Metro COG
Shawn	Crowell	City of Fargo, MATBUS (Alternative for Julie Bommelman)
Hali	Durand	Cass County Planning
Michael	Johnson	NDDOT
Kristie	Leshovsky	City of Moorhead Planning
Kim	Lipetzky	Fargo Cass Public Health/ Bicycle & Pedestrian Committee
Aaron	Nelson	City of Fargo Planning (Alternate for Jim Gilmore)
David	Overbo	Clay County Engineering
Mary	Safgren	MnDOT
Tom	Soucy	Cass County Highway Department (Alternative for Jason Benson)
Stan	Thurlow	City of Dilworth Planning
Lori	Van Beek	City of Moorhead, MATBUS
Larry	Weil	City of West Fargo Planning
Mark	Wolter	Midnite Express/Freight Representative
Chad	Zander	City of West Fargo Public Works (Alternative for Chris Brungardt)

Members Absent:

Brit	Stevens	NDSU
Mark	Vaux	GFMEDC/Economic Development

Others Present:

Adam	Altenburg	Metro COG
David	Burns	Metro COG
Dan	Farnsworth	Metro COG
Michael	Maddox	Metro COG
Savanna	Leach	Metro COG
Dan	Bergerson	HDR
Jeff	Lansink	Houston Engineering
Andrew	Krog	Bolton & Menk, Inc.
Steven	Wahler	Bolton & Menk, Inc.
Cindy	Gray	SRF Consulting Firm
Sharon	May	City of Horace

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:05 am, on January 12th, by Chairman Christian. A quorum was present.

2. APPROVE December 8th, 2016 TTC MEETING MINUTES (Attachment 1)

Chairman Christian asked if there were any questions or changes to the December 8th, 2016 TTC Meeting Minutes.

Motion: Approve the December 8th, 2016 TTC Minutes.

Ms. Leshovsky moved, seconded by Mr. Wolter.

MOTION, PASSED 15-0.

Motion carried unanimously.

3. Public Comment Opportunity

No public comments were made or received.

No MOTION

4. 2017-2020 Transportation Improvement Program Amendment #2

Michael Maddox presented Amendment #2 to the 2017-2020 Transportation Improvement Program (TIP). The Proposed amendment is Project 814020 (Joint Project with NDDOT 913050): I-94 Bridge Painting, with some interest in upgrading the deicing system. The MnDOT portion of the total project will be \$310,000, of which \$279,000 will be funded by Federal NHPP funds, and the remaining \$31,000 funded by the State of MN sources. This project was originally estimated at \$1.5M.

Mary Safgren asked Michael Johnson when they would ask Metro COG for an amendment on their portion of the bridge project, as MnDOT references these budget numbers in their STIP because it is a joint project with NDDOT. Michael Johnson responded that the cost reduction does not necessitate an amendment per NDDOT procedures, as it does not hit the STIP threshold. Generally, NDDOT does not request an amendment unless there has been an increase in funding. Ms. Safgren asked that this conversation be referenced in the minutes.

Chair Christian asked if North Dakota was treating this as an amendment or administrative adjustment. Michael Johnson responded that it will be treated as neither, seeing that the cost of the project went down.

A public comment opportunity was opened; no public comments were made or received.

Motion: Recommend Policy Board Approval of the Proposed Amendment #2 to the 2017-2020 TIP.

M. Van Beek moved, seconded by Ms. Durand.

MOTION, PASSED 15-0.

Motion carried unanimously.

Larry Weil joined the meeting at 10:15 am.

5. 2016 Title VI Annual Report

Dave Burns presented the 2016 Title VI Annual Report.

Lori Van Beek pointed out that the Title VI complaint form encompasses more than Title VI- including sex, age, and handicap. Michael Johnson explained that the MPO has to follow the NDDOT's model, which does include those areas. Ms. Van Beek questioned why it's called a Title VI complaint form then, if it does include the extra areas. She suggested a two-part form for discrimination. Mr. Burns said that there are some updates necessary for our Title VI policies and procedures, and will be working on updating that this year. Ms. Van Beek asked if the TDP public meetings made it into the reports. Mr. Maddox answered that the TDP contained a large amount of public comments, that the attachment would have been very large. Mr. Burns stated that a reference to the TDP will be added into the report.

Motion: Recommend Policy Board Approval of the 2016 Title VI Annual Report with recommended revisions.

Mr. Thurlow moved, seconded by Mr. Overbo.

MOTION, PASSED 16-0.

Motion carried unanimously.

6. Request for Proposal for 17th Avenue South Corridor Study

Dan Farnsworth presented the 17th Avenue South Corridor Study Request for Proposal. This project was ranked as first priority for 2017 projects. The cost of this study will be \$250,000. The City of Fargo will have a local share of 20%, or \$50,000 – pending approval from the DOT. The study limits traverse the entire length (East starting at the Red River to the Western City limits) of Fargo. The western side of the project focuses on traffic and congestion management, whereas the eastern side focuses on bicycle accommodations. This would provide much-needed East-West bicycle corridor. The Metro COG would be the lead on this project, and the City of Fargo would be very involved with the process.

Mr. Thurlow asked about highlighted intersections on the map, and why they were labeled “key intersections.” Mr. Farnsworth replied that the City of Fargo provided the mapping and terminology- but that these are needed to look into traffic control and congestion management. Mr. Thurlow asked why University and 25th streets were not included, as they are very busy intersections. Mr. Farnsworth reiterated that the eastern (35th street to 5th street) portion of this study is focusing only on bicycle facilities, and no traffic component. Ms. Van Beek mentioned that bicycle facilities would affect traffic. Mr. Farnsworth suggested that he could sit down with Jeremy Gorden to discuss why these intersections are being deemed bicycle-only. Ms. Van Beek brought up that 17th Avenue is a busy transit route, and would like to be considered during this study as well.

Motion: Table the RFP until February 2017 to include revised changes, pending discussion with Jeremy Gorden (City of Fargo).

Mr. Atkins moved, seconded by Ms. Van Beek.

MOTION, PASSED 16-0.

Motion carried unanimously.

7. Transit Routing Software Purchase RFP

Mr. Maddox presented the draft for Transit Routing Software request for proposals. Metro Transit approached Metro COG last fall concerning transit routing software that would benefit them greatly. This software would interface with their current software to track and improve routing, timing, ridership, etc. Only one proposal application is expected, but the RFP will be sent out for anyone to apply. This is a software-as-a-service subscription, and not just outright ownership. The RFP is just for a year subscription, but can be extended afterwards if the software works favorably. The language concerning cost was questioned, as it pertained to only the one company noted, but it should be changed to read “not to exceed.” Ms. Van Beek asked that under deliverables, a public input component be added. She would also like the dates for interviews be changed, as she will not be in town for the dates listed, and would like to be a part of the process.

Motion: Recommend Policy Board Approval of the Transit Routing Software Purchase RFP, with revised changes.

Ms. Van Beek moved, seconded by Ms. Leshovsky.

MOTION, PASSED 16-0.

Motion carried unanimously.

8. Additional Business

Dave Burns is seeking any changes/updates to the Metro Profile. All updates can be e-mailed to Dave at burns@fmmetrocog.org.

Dan Farnsworth reminded the jurisdictions that he still needs signal timing information from both Moorhead and West Fargo.

Jonathan Atkins would like to see the larger documents to review before the day of the meeting. It was noted that all documents are posted to the Metro COG website with the meeting packet for review.

William Christian shared updates on the Alternate Routes RFP SRC Committee, he is looking for representatives from all jurisdictions, as well as fire/police departments.

9. Adjourn

The 469th Regular Meeting of the TTC was adjourned on January 12th at 10:45 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD FEBRUARY 9TH, 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