

**470th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, March 9th, 2017 – 10:00 am
Metro COG Conference Room**

Members Present:

Julie	Bommelman	City of Fargo, MATBUS
William	Christian	Metro COG
Hali	Durand	Cass County Planning
Jeremy	Gorden	City of Fargo Engineering
Michael	Johnson	NDDOT
Kim	Lipetsky	Fargo Cass Public Health
Aaron	Nelson	City of Fargo Engineering (alternate for Jim Gilmour)
Seth	Pfeifer	Clay County (alternate for Dave Overbo)
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Vaux	Greater Fargo-Moorhead EDC
Larry	Weil	West Fargo Planning
Chad	Zander	City of West Fargo (alternate for Chris Brungardt)

Members Absent:

Shawn	Anderson	MN Universities Representative
Jonathan	Atkins	City of Moorhead Engineering
Jason	Benson	Cass County Highway Engineering
Chris	Brungardt	West Fargo Public Works
Jim	Gilmour	City of Fargo Planning
Kristie	Leshovsky	City of Moorhead Planning/Zoning
Tim	Magnussen	Clay County Planning
David	Overbo	Clay County Engineering
Mary	Safgren	MnDOT
Brit	Stevens	ND Universities Representative
Stan	Thurlow	City of Dilworth Planning
Mark	Wolter	Freight Representative/Midnite Express

Others Present:

Adam	Altenburg	Metro COG (via phone)
Dan	Bergerson	HDR
Mike	Bittner	KLJ
David	Burns	Metro COG
Dan	Farnsworth	Metro COG
Jim	Haney	Clay County Commission
Barry	Johnson	Bolton & Menk
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Sharon	May	City of Horace
Andrew	Nelson	WDAY
Joel	Quanbeck	KLJ
Cassie	Rohlfing	WDAY
Helmut	Schmidt	The Forum

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on Thursday, March 9th, 2017 by Chairman Christian. A quorum was present.

2. APPROVE THE AGENDA of the 470th Transportation Technical Committee Meeting.

Motion: Approve the 470th TTC Meeting Agenda.

Mr. Vaux moved, seconded by Ms. Durand.

MOTION, Passed. 11-0.

Motion carried unanimously.

3. APPROVE FEBRUARY 9th, 2017 TTC MEETING MINUTES

Chairman Christian asked if there were any questions or changes to the February 9th, 2017 TTC Meeting Minutes.

Motion: Approve the February 9th, 2017 TTC Minutes.

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

MOTION, Passed. 11-0.

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

No MOTION

5. 2017-2020 Transportation Improvement Program Amendment #3

Michael Maddox presented a proposed amendment to the 2017-2020 TIP. The proposed amendment to the 2017-2020 TIP is as follows:

1. Addition of project #8172691: The replacement of the anti-icing system on the I-94 Bridge over the Red River. This is a joint project between NDDOT and MnDOT; however, this project is only for the MN portion of the project. Federal Freight (NHFP) funding in the amount of \$1,012,500 (80%) is being utilized as well as \$237,500 (20%) contributed by MnDOT as local match.
2. Modification of project #8182635: MnDOT added Traffic Management Systems to the project description. The total funding is \$1,126,930 and is broken down as follows: \$638,660 STBG, \$159,666 MnDOT, \$328,598 Local

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

Motion: Approve the TIP Amendment #3

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

MOTION, Passed. 11-0.

Motion carried unanimously.

Larry Weil joined the meeting at 10:08 a.m.

6. 2015-2045 Socioeconomic Data Projections

Dave Burns presented on the 2015-2045 Socioeconomic Data Projections. As part of the development of the Long-Range Transportation Plan, Metro COG has contracted with KLJ to prepare updated socioeconomic projections at five-year increments. Joel Quanbeck, from KLJ, led a presentation on the 2015-2045 Socioeconomic Data Projections. The “Best Case” forecast scenario is favored over the “Most Likely,” but ultimately, this decision will be up to the Policy Board to decide.

Helmut Schmidt from the Forum asked what happens if the Diversion is not built, and how it affects the projections. Mr. Quanbeck explained that these projections were taken from discussions on events most likely to happen, and that the results may be skewed some, but the numbers are not included in the model.

Michael Johnson from the NDDOT brought up the reminder that these projections are re-evaluated every five years.

***Motion: Approve the “Best Case” forecast scenario for the Fargo-Moorhead region
Mr. Vaux moved, seconded by Ms. Van Beek.***

MOTION, Passed. 12-0.

Motion carried unanimously.

7. Title VI and Non-Discrimination and Limited English Proficiency Plan

David Burns presented on the updated Title VI and Non-Discrimination and Limited English Proficiency Plan. The NDDOT was recently audited by FTA/FHWA for Title VI compliance and was found to be outdated and need an update. As Metro COG’s policies are set by the NDDOT, our current policy needed an update as well.

Julie Bommelman questioned the final authority of the Plan, whether it is FTA or FHWA. Michael Johnson from the NDDOT stated that they have templates for all sub-recipients to use, which is what Mr. Burns did use and submit. They are developed through the FTA and FHWA, and the NDDOT is currently in the process of updating theirs- so another revision will probably be necessary for Metro COG. Ms. Bommelman also pointed out that Appendix C is incorrect as far as Title VI labeling. Title VI only covers discrimination based on race and national origin. Mr. Johnson said that the NDDOT’s Title VI plan is an all-encompassing discrimination plan, and again, Metro COG follows the NDDOT’s standards.

***Motion: Approve the updated Title VI and Limited English Proficiency Plan
Mr. Weil moved, seconded by Ms. Lipetsky.***

MOTION, Passed. 12-0.

Motion carried unanimously.

8. Request for Proposal for 13th Avenue South Corridor Study

David Burns presented the 13th Avenue South Corridor Study Request for Proposals. The extent of the corridor will originate at Main Avenue on the Fargo/West Fargo limits line, and south along 15th Avenue West (County Road 28) to 13th Avenue West. It will then extend East along 13th Avenue West to 17th Avenue East. After discussion with Tim Solberg, the project dateline has been pushed back, due to the Downtown Comprehensive Plan taking precedence.

Larry Weil pointed out that the last updates were done in 1973.

Michael Johnson said that after brief review, that while a list of alternatives may be included, those alternatives may not be prioritized. Mr. Burns asked if they could discuss this after the meeting, to which he obliged.

Motion: Approve the 13th Avenue South Corridor Study Request for Proposals as revised.

Mr. Weil moved, seconded by Ms. Durand.

MOTION, Passed. 12-0.

Motion carried unanimously.

9. Cass County Comprehensive and Transportation Plan RFP

Via conference call, Adam Altenburg presented the Cass County Comprehensive and Transportation Plan Request for Proposals. This planning effort for Cass County will focus on two components: a revised general comprehensive plan combined with a countywide transportation plan. This new plan is anticipated to be a compilation of new policy and guidance that accounts for the changing dynamics of the county and current policies that have served the county's interests over time and remain relevant.

Michael Johnson praised Mr. Altenburg's cost breakdown. The NDDOT will still need to further review it, but there may be some changes to what is eligible and what is not.

Motion: Approve the draft of the Cass County Comprehensive and Transportation Plan RFP – Pending final review by NDDOT.

Ms. Lipetsky moved, seconded by Mr. Weil.

MOTION, Passed. 12-0.

Motion carried unanimously.

10. Alternate Routes Incident Management Guidebook Consultant Selection

Chair Christian presented on the Alternate Routes Incident Management Guidebook Consultant Selection. On February 17th, the project selection committee interviewed four (4) potential candidates to contract for the project. The team of HDR/Gannett Fleming received the highest score and ranking, and is recommended as the selected candidate.

Jeremy Gorden inquired what other firms were interviewed? Mr. Christian said that SRF, Olssen, HDR, and Kimley-Horn.

Motion: Approve HDR/Gannett Fleming to perform the Alternate Routes Incident Management Guidebook contracted study, and to enter into contract negotiations upon approval by the Policy Board.

Mr. Gorden moved, seconded by Ms. Bommelman.

MOTION, Passed. 12-0.

Motion carried unanimously.

11. Proposed Demographic Forecast Study Contract Amendment

Dave Burns presented a proposed amendment to the Demographic Forecast Study Contract. This project relied heavily upon data purchased through InfoGroup. The data was delayed in submission, and was found to have fallen short in quality, accuracy, and missing critical

information. The proposed contract amendment is to provide an additional \$15,802.96 so that KLJ can continue and finish this project with necessary refinements to the crude data. Mr. Burns added that he feels the Amendment request for more money is justified.

Joel Quanbeck from KLJ explained how the amendment is broken down into work hours, and why it is necessary.

Hali Durand asked if there was any way to recoup some costs, based on the incorrect data received. Mr. Burns stated that this was attempted, but it ultimately breaks down to the 2015 data being collected and processed had significantly different attributes than the sample data that was reviewed prior to purchase.

As far as funding, the NDDOT said we can apply for CPG, but this will need a UPWP amendment; otherwise, there is enough in the local reserves to cover this. As far as requesting an amendment, it could be months before the amendment is approved. This ultimately, could push the project deadlines back.

Motion: Recommend Policy Board approval of local funds usage to pay revised balance of Demographic Study Contract Amendment.

Ms. Durand moved, seconded by Mr. Gorden.

MOTION, Passed. 12-0.

Motion carried unanimously.

12. Additional Business

Horace has officially requested to join the Metro COG as a voting member. This would allow them a voting seat on the Policy Board, the Executive Committee, and the Transportation Technical Committee. This comes with a favorable recommendation from the Executive Committee. They are aware of financial responsibilities, and will be discussing the breakdown of current dues with Cass County.

There will be a CPG discussion on March 24th, 10:00 a.m. to 12:00 p.m.

There will be a UPWP Development meeting on March 27th, 10:00 a.m. to 12:00 p.m.

13. Adjourn

The 470th Regular Meeting of the TTC was adjourned on Thursday, March 9th, 2017 at 11:05 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD THURSDAY, April 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