

**495th Meeting of the
FM Metro COG Transportation Technical Committee
FRIDAY, March 15 2019 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelman	City of Fargo, MATBUS
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Peyton	Mastera	City of Dilworth (alternate for Stan Thurlow)
Aaron	Nelson	Fargo City Planning
Russ	Sahr	City of Horace Planning
Dustin	Scott	West Fargo Planning (alternate for Chris Brungardt)
Tom	Soucy	Cass County Hwy Dept (alternate for Jason Benson)
Lori	Van Beek	City of Moorhead, MATBUS
Barrett	Voigt	Cass County Planning

Members Absent:

Jason	Benson	Cass County Highway Engineering
Chris	Brungardt	West Fargo Public Works
Hali	Durand	Clay County Planning
Jeremy	Gorden	City of Fargo Transportation Engineering
Michael	Johnson	NDDOT – Local Government Division
Kristie	Leshovsky	City of Moorhead Planning/Zoning
Kim	Lipetsky	Fargo Cass Public Health
David	Overbo	Clay County Engineering
Mary	Safgren	MnDOT – District 4
Tim	Solberg	City of West Fargo Planning
Brit	Stevens	NDSU – Transportation Manager
Stan	Thurlow	City of Dilworth Planning
Mark	Wolter	Freight Representative, Midnite Express

Others Present:

Adam	Altenburg	Metro COG
Dan	Bergerson	HDR
Luke	Champa	Metro COG
James	Dahlman	Interstate Engineering/City of Horace
Dan	Farnsworth	Metro COG
Ryan	Frolek	Moore Engineering Inc
Andrew	Krog	Bolton & Menk
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Brent	Muscha	Apex Engineering Group
Anna	Pierce	Metro COG
Brian	Reinarts	Land Elements

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:10 am, on March 15, 2019 by Chair Gray. A quorum was present.

2. Approve the 495th TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the 495th TTC Meeting Agenda.

Motion: Approve the 495th TTC Meeting Agenda.

Ms. Van Beek moved, seconded by Mr. Atkins

MOTION, PASSED. 9-0

Motion carried unanimously.

3. APPROVE February 14, 2019 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the February 14, 2019 TTC Meeting Minutes.

Motion: Approve the February 14, 2019 TTC Minutes.

Mr. Sahr moved, seconded by Mr. Voigt.

MOTION, PASSED. 9-0

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

No MOTION

5. 2019-2020 UPWP Amendment #2

Ms. Gray presented Amendment #2 to the 2019-2020 UPWP. The 17th Avenue S Corridor Study was anticipated to finish in 2018, and that seemed to be the case, so it was not carried over to the 2019-2020 UPWP. The City of Fargo postponed the approval of the final plan, to hold one more public input meeting and seek additional public input on the final recommendations. Amendment #1 to the contract adds the project to the UPWP as a carry-over project.

In addition, Ms. Gray presented information about purchase of traffic count equipment. Metro COG's traffic count cameras are falling into disrepair and parts cannot be purchased when repairs are needed. Mr. Atkins found a promotion with the equipment vendor, which made the purchase ideal at this point. The traffic count maintenance budget from the 2017-2018 UPWP had money remaining, and will be supplemented from an agency savings account, as approved by the Executive Committee. This modification will add the amount from the savings account to the overhead budget and is being added to the UPWP for documentation purposes.

Ms. Gray explained that due to the amounts involved and the percent of the budget, which is approximately one percent, the UPWP amendment can be processed as an administrative modification.

Motion: Recommend Policy Board approval of 2019-2020 UPWP Amendment #2, an administrative modification.
Mr. Atkins moved, seconded by Mr. Soucy
MOTION, PASSED. 10-0
Motion carried unanimously.

****Mr. Scott joined the meeting at 10:15 am**

6. 17th Avenue S Corridor Study Contract Amendment #1

Previously discussed in Agenda Item 5, Mr. Farnsworth presented the contract amendment to the contract with KLJ Engineering to carryover the project into 2019. With the use of City of Fargo local funds to cover additional project costs, and the intent to finalize and close out the project after additional public input is gathered and the SRC and City Commission has made a decision on how to proceed with the recommendations of the study.

Motion: Recommend Policy Board approval of Amendment #1 to the contract with KLJ Engineering for the 17th Avenue S Corridor Study.
Ms. Huston moved, seconded by Mr. Nelson.
MOTION, PASSED. 10-0
Motion carried unanimously.

7. FM Diversion Rec Plan RFP

Mr. Altenburg presented the FM Diversion Rec Plan RFP. This project will span 2019 and 2020, with a 2019 budget of \$80,000, and a 2020 budget of \$150,000 for a total budget of \$320,000. The project will use 50% CPG funding, and 50% local funding from the FM Diversion Authority. Ms. Gray explained that the plan is intended to outline usage of the land along the edge of the diversion channel, identifying trails and trail connections, greenways, educational opportunities, and other recreational features. Mr. Scott brought up possible concerns with the P3 process, and suggested a possible MOU with the Diversion Authority to uphold the study recommendations in the event of diversion changes. Ms. Gray said she will discuss the concerns with Jason Benson, Cass County Engineer, and Diversion Authority technical committee members.

Motion: Recommend Policy Board approval of the RFP for the FM Diversion Recreation Plan, with recommendation that the Diversion Authority acknowledge the intent of the plan be followed, should any changes happen after the plan is adopted.
Mr. Scott moved, seconded by Mr. Soucy.
MOTION, PASSED. 11-0
Motion carried unanimously.

****Mr. Mastera joined the meeting (via telephone) at 10:20am**

8. 13th Avenue Corridor Study Report

Mr. Farnsworth introduced the final report for the 13th Avenue Corridor Study and introduced Matthew Huettl, Project Manager from HDR Engineering. Matthew presented the recommendations of the report and discussed the study process. With respect to the alignment alternatives for an overpass of I-94 and the Sheyenne Diversion, Mr. Sahr asked if there was any consideration for CR20/13th Avenue to have a full interchange at I-94. Mr. Scott said that West Fargo has been looking at and thinking about these recommendations for a while now, and at some point in the future, that might be considered in more depth, but interchange spacing could be an issue.

Both the City of West Fargo City Commission and Planning Commission approved and recommended the final report.

Motion: Recommend Policy Board approval of the 13th Avenue Corridor Study report.

Mr. Sahr moved, seconded by Mr. Atkins.

MOTION, PASSED. 11-0

Motion carried unanimously.

****Mr. Mastera left the meeting at 11:00am**

9. Federal Functional Classification Update – North Dakota

Ms. Pierce presented updates to the Federal Functional Classification in North Dakota.

Motion: Recommend Policy Board approval of the 2019 NDDOT Federal Functional Classification Update.

Mr. Soucy moved, seconded by Mr. Voigt.

MOTION, PASSED

Motion carried unanimously.

10. Bikeways Mobile Map App

Mr. Farnsworth and Ms. Pierce presented the draft version of the mobile FM Bikeways app as an informational item. Mr. Farnsworth informed the group that this has been supported by the Bike and Pedestrian Committee for a long time; they have been asking for a tool of this nature. Ms. Pierce informed the TTC that additional information will be presented once the app is ready to go live, which is anticipated in April or May, 2019. Ms. Gray stated that Metro COG intends to do a press release and use other methods to get the word out about the new app. The cost of the app and annual maintenance costs were also discussed with the TTC.

NO Motion

11. Affirm 2020 Contracted Projects; Future Project Solicitation

In preparation for the 2020 budget, Ms. Gray stated that she wants to affirm the TTC's wishes to continue moving ahead with projects currently in the UPWP for 2020. She went through the 2019 projects that are already scheduled to

continue forward into 2020, and new projects that are programmed to start in 2020.

Motion: Recommend Policy Board affirmation of the 2020 projects, including those continued from 2019 and new projects initiated in 2020. Ms. Van Beek moved, seconded by Ms. Huston. MOTION, PASSED. 10-0 Motion carried unanimously.

Ms. Gray suggested an annual project solicitation process. This would have projects and studies queued up in the event that programmed studies are dropped, or more funding is available. A template was provided to the committee, and encouraged to be shared with the respected jurisdictions, with a due date of April 5.

Mr. Nelson asked how projects with CPG ineligible tasks are funded, and managed. Ms. Gray said that Metro COG has done numerous projects that have included ineligible tasks, both currently and in the past. The ineligible tasks have been, and will continue to be supplemented as an overmatch from the respective jurisdiction.

Mr. Atkins commended Ms. Gray for being proactive.

12. Agency Updates

Moorhead: Overpass construction will resume shortly. Center Avenue project going out to bid. Two new signals, and modification of existing. Road Diet and bike lane striping. New mixed-use development plan going in the parking lot on 4th Street N and Center Ave adjacent to the Red River. 15th Avenue N reconstruction. Public Meetings: 12th Avenue S (Tuesday) and Center Ave (Thursday) next week. The Center Avenue meeting will have a formal presentation. Railroad projects to commence with frost melt.

Horace: Water tank replacement. New school construction open for bid on Monday. 52nd Avenue currently closed.

West Fargo: Sheyenne Street construction and closure from 32nd to 40th Avenue. 52nd Avenue currently closed. West Fargo and Fargo met with emergency services to plan for construction and closure impact.

Cass County: Reconstruction of Highway 10, bids opening on Monday. 76th Avenue roundabout at CR 17 and construction west of CR 17 Horace is scheduled for next week. Flood meeting on Monday at 1pm, discussion to include sandbag filling stations if necessary.

Fargo: updating land use plan and zoning codes.

MATBUS: grant application due dates.

13. Additional Business

AARP Community Challenge – Ms. Gray distributed an informational sheet on AARP community challenge grant opportunities.

14. Adjourn

The 495th Regular Meeting of the TTC was adjourned on March 15, 2019 at 11:56 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD April 11, 2019, 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