

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

Members Present:

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| Jonathan | Atkins | City of Moorhead |
| Julie | Bommelman | City of Fargo, MATBUS |
| William | Christian | Metro COG |
| Hali | Durand | Cass County |
| Jim | Gilmour | City of Fargo Planning |
| Jeremy | Gorden | City of Fargo Engineering |
| Erik | Hove | Clay County Highway Dept. – Alternate for David Overbo |
| Michael | Johnson | NDDOT |
| Kim | Lipetsky | Fargo Cass Public Health |
| Mark | Wolter | Midnite Express/Freight Representative |
| David | Overbo | Clay County Engineer |
| Mary | Safgren | MnDOT – District 4 |
| Brit | Stevens | North Dakota Universities Rep |
| Tom | Soucy | Cass County Highway Dept. – Alternate for Jason Benson |
| Lori | Van Beek | City of Moorhead, MATBUS |
| Larry | Weil | City of West Fargo Planning |
| Chad | Zander | City of West Fargo Public Works |

Members Absent:

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| Stan | Thurlow | Dilworth Planning |
|------|---------|-------------------|

Others Present:

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| Mike | Bittner | KLJ |
| David | Burns | Metro COG |
| Roger | Buscher | Moorhead Planning Commission |
| Dan | Farnsworth | Metro COG |
| Matthew | Huettl | HDR |
| Matt | Kinsella | Apex Engineering Group |
| Savanna | Leach | Metro COG |
| Sharon | May | City of Horace |
| Michael | Maddox | Metro COG |
| Aaron | Nelson | City of Fargo Planning |
| Steve | Wahler | Bolton & Menk |

1. CALL TO ORDER AND INTRODUCTIONS

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

Chairman Christian explained the handouts that Dave Burns laid down for the Committee. FTA Title VI requirements state that a report of the racial composition of the voting committee/board members must be included in the MPO's Title VI Plan. To keep anonymity, forms were returned in a manila envelope.

2. APPROVE January 12th, 2017 TTC MEETING MINUTES

Chairman Christian asked if there were any questions or changes to the January 12th, 2017 TTC Meeting Minutes.

Motion: Approve the January 12th, 2017 TTC Minutes.

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

MOTION, PASSED. 17-0.

Motion carried unanimously.

3. Public Comment Opportunity

No public comments were made or received.

No MOTION

4. 2016 4th Quarter Report

Chair Christian presented the 2016 4th Quarter Report for approval.

Motion: Recommend Policy Board Approval of the 2016 4th Quarter Report.

Mr. Weil moved, seconded by Mr. Wolter.

MOTION, PASSED. 17-0.

Motion carried unanimously.

5. 2016 Fargo-Moorhead Metropolitan Bicycle & Pedestrian Plan

Dan Farnsworth presented the final draft of the 2016 Fargo-Moorhead Metropolitan Bicycle & Pedestrian Plan. The plan has been finalized, and is now going through the approval process. The Plan has been or will be submitted to all of the jurisdictions for approval and resolutions.

Ms. Van Beek pointed out that the MATBUS route 5 is outdated on the provided map.

Mr. Atkins said that the Moorhead Council meeting to review the final plan has been pushed to the following week.

Mr. Johnson will also have some comments forthcoming, but does ok the approval.

Motion: Recommend Policy Board Approval for the adoption of the 2016 Fargo-Moorhead Metropolitan Bicycle and Pedestrian Plan, as revised.

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

MOTION, PASSED. 17-0.

Motion carried unanimously.

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

Dan Farnsworth presented a revised draft of the 17th Avenue South Corridor Study Request for Proposals. Mr. Farnsworth worked with the City of Fargo to improve the RFP per request of last month's meeting.

Ms. Bommelman expressed concerns with incorrect transit movements along the 17th Avenue Corridor as shown. She would also like more consideration for transit as a consultant concern. Mr. Farnsworth assured that transit is included.

Mr. Gorden commented that he is looking forward to what consultants bring forward in their proposals.

Motion: Recommend Policy Board Approval of the 17th Avenue South Corridor Study Request for Proposal.

Mr. Gorden moved, seconded by Mr. Gilmour

MOTION, PASSED. 17-0.

Motion carried unanimously.

7. Request for Proposals for Metro Area Transit Relocation Plan

Michael Maddox presented the Request for Proposals for the Metro Area Transit Plan. During the update of the TDP, West Acres approached MATBUS and asked them to consider the idea of moving the West Acres Transit Hub away from the mall. This brought up other issues and discussions, and a need for a wider analysis of the transit system as a whole. One complication is that there was Federal investment into the West Acres Transit Hub update. The RFP does include analysis of updating future hubs and transit routes; such as West Fargo.

Ms. Van Beek commented that she was not aware of the larger scale scope further than West Acres. She agrees that this is necessary, but the Moorhead Transit budget did not account for a local share on this purpose. Ms. Van Beek suggested that this RFP be presented to the MAT Coordinating Board for further discussion.

Motion: Recommend Policy Board Approval of the Metro Area Transit Relocation Plan Request for Proposals, pending changes following the MAT Coordinating Board Meeting.

Ms. Bommelman moved, seconded by Mr. Atkins.

MOTION, PASSED. 17-0.

Motion carried unanimously.

8. Request for Proposals for Fargo/West Fargo Parking Requirements Study

Michael Maddox presented the Request for Proposals for the Fargo/West Fargo Parking Requirements Study. Included will be areas of redevelopment, commercial and retail developments. Clarification is necessary that this will not be a parking code development. The study will be focusing on parking needs, options, minimums and maximums, or a null option of the city leaving it up to free market development. This can be used for future developing, but not coding.

Mr. Weil commented that a previous parking access study has been especially helpful. West Fargo has established standards by ordinance, and there is now a process in place for deviations

and transit updates. In regards to parking, most of the standards have come from National parking standards- what may be appropriate for New York may not be necessary for our area.

Ms. May mentioned that the City of Horace would use the cities of Fargo/West Fargo as a model for their upcoming parking plans. There is concern about the language concerning schools and parking around those.

Mr. Atkins commented that schools have their own parking standards built into their land-usage.

Ms. Van Beek added that Transit can be a solution for parking. Is there a transit element included in the RFP? Mr. Maddox said this isn't exactly spelled out in the RFP, but it will be built into one of the components.

Mr. Gorden questioned the funding on this, and if the amounts for upcoming projects can be revised- and moving some money from the 17th Avenue study to the Parking Requirement study. Mr. Johnson said that as long as more money is being requested, but just adjusted, this could be an administrative move that would not need NDDOT approval, just local (TTC/COG Policy Board) approval.

Motion: Recommend Policy Board Approval of the Fargo/West Fargo Parking Requirements Study with recommended revisions.

Mr. Wolter moved, seconded by Mr. Weil.

MOTION, PASSED. 17-0.

Motion carried unanimously.

9. Request for Proposals for Moorhead ADA Transition Plan

Chair Christian presented the Request for Proposals for Moorhead ADA Transition Plan. This plan focuses on improvements focusing on Right-of-Way ADA-compliance; ramps, accesses, etc.

Ms. Van Beek questioned in regards to non-ROW issues will be done "internally," where would easements, for example, a bus shelter, fall? This would fall under ROW, the non-ROW focuses on non-Transportation issues. Chair Christian responded that the ADA improvements to Transit assets in the public ROW would be reviewed.

Motion: Recommend Policy Board Approval of the Moorhead ADA Transition Plan.

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

MOTION, PASSED. 17-0.

Motion carried unanimously,

10. 2018 UPWP CPG Project Meeting

Chair Christian brought up that a meeting was held in October to discuss usage of CPG funds, and that a similar meeting will need to happen soon to get the 2018 UPWP development started, hopefully around late March, or early April. A DoodlePoll will be sent to pin down a meeting date.

No MOTION

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

Dave Burns briefly presented on the Title VI Non-Discrimination and Limited English and Limited English Proficiency Plan. Mr. Burns reminded everyone of the racial composition forms he handed out before the meeting, reiterating that these are to be filled out by voting committee members only.

12. Other Business and Citizen Comment

Dan Farnsworth provided the committee with information concerning the FTA 5310/5311/5339 Grant Applications submissions. The NDDOT has consolidated all deadlines to fall on April 3rd, due to the MPO. 5310 is for Enhanced Mobility for seniors and individuals with disabilities, this falls under Urban and Rural, with more emphasis on rural. 5311 is considered rural- but does not concern the Metro COG, and 5339 is funding for busses, and bus facilities. Mr. Farnsworth also noted that Minnesota has different deadlines for their similar programs.

13. Adjourn

The 470th Regular Meeting of the TTC was adjourned on February 9th at 11:14 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD March 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