

**505th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, February 13, 2020 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Jason	Benson	Cass County Highway Engineering
Julie	Bommelman	City of Fargo, MATBUS
Jeremy	Gorden	City of Fargo Transportation Engineering
Shane	Finck	Clay County Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Matt	Jacobson	Clay County Planning
Peyton	Mastera	City of Dilworth Administration
Aaron	Nelson	Fargo City Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Tom	Soucy	Cass County (alternate for Cass County Planning)
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Kim	Lipetsky	Fargo Cass Public Health
Jaclynn	Maahs	Concordia College
Justin	Sorum	Clay County Engineering

Others Present:

Adam	Altenburg	Metro COG
Chris	Dahl	SRF Consulting
Dan	Farnsworth	Metro COG
Josh	Hinds	Houston Engineering
Matthew	Huettl	HDR Engineering
Brian	King	HDR Engineering
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Jim	Mertz	Bolton & Menk
Brent	Muscha	Apex Engineering
Anna	Pierce	Metro COG
Kshitij	Sharma	NDSU – UGPTI - ATAC
Jordan	Smith	MATBUS

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on February 13, 2020 by Chair Gray. A quorum was present.

2. Approve the February 13, 2020 TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the February 13, 2020 TTC Meeting Agenda.

Motion: Approve the February 13, 2020 TTC Meeting Agenda.

Mr. Mastera moved, seconded by Ms. Huston

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE January 9, 2020 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the January 9, 2020 TTC Meeting Minutes.

Motion: Approve the January 9, 2020 TTC Minutes.

Ms. Huston moved, seconded by Mr. Atkins

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

No MOTION

***Mr. Raso joined the meeting at 10:14 a.m.**

5. Fargo-Moorhead Bikeways Gap Analysis Final Report Adoption

Mr. Farnsworth presented the Fargo-Moorhead Bikeways Gap Analysis Final Report. Metro COG, West Fargo, Fargo, Moorhead, and Clay County worked with Toole Design (Bolton & Menk subconsultant) to complete the study. A total of 16 key bikeway gaps were identified by the SRC based on on-going public input and input received during development of the 2016 Fargo-Moorhead Metro Bicycle and Pedestrian Plan. The Plan was guided by a 14-member SRC. The final report was completed December 2019.

Motion: Recommend to the Policy Board Adoption of the Fargo-Moorhead Bikeways Gap Analysis Final Report.

Mr. Solberg moved, seconded by Mr. Wolter

MOTION, PASSED. 20-0

Motion carried unanimously.

6. City of Fargo Safe Routes to School Plan Adoption

Mr. Farnsworth and Ms. Pierce presented the City of Fargo Safe Routes to School Plan. Metro COG and Fargo worked with Alta Planning + Design (KLJ subconsultant) to complete the study. A total of 31 K-8 schools were studied.

Mr. Raso asked if there is a targeted goal for walking/biking utilization for the districts, either regionally or nationally, and if this was studied or planned to be studied. Mr. Farnsworth said that was not studied. Ms. Pierce said that moving forward, the schools are looking at doing the surveys annually.

Metro COG staff emphasized that the school siting criteria and the walkability of the surrounding neighborhood are key factors in increasing walking and biking to school. The group discussed the nature of school site selection and the limitation of local planning and engineering staff being involved in that process. Lengthy discussion included future school planning on arterials, school zone planning, and safety-related issues.

Motion: Recommend to the Policy Board adoption of the City of Fargo Safe Routes to School Plan and approval of the Resolution of Adoption for the City of Fargo Safe Routes to School Plan.

Mr. Gorden moved, seconded by Mr. Nelson.

MOTION, PASSED. 19-1 (Mr. Benson was absent during the vote)

Motion carried unanimously.

7. Performance Measure (PM) 1 – 2020 Safety Target Adoption

Ms. Pierce presented the 2020 Performance Measure 1 for Safety Targets. PM1 is meant to established performance targets related to safety. Each state must annually establish and report performance targets for the HSIP. Metro COG must either agree to each state's program safety targets (MnDOT/NDDOT) or establish MPO-specific safety performance targets.

Motion: Favorable recommendation to the Policy Board to adopt MnDOT/NDDOT 2020 Safety Performance Measures by signing the enclosed resolutions.

Mr. Sahr moved, seconded by Mr. Atkins

MOTION, PASSED. 20-0

Motion carried unanimously.

8. Moorhead Traffic Counting Addendum with ATAC

Ms. Gray presented Addendum #4 to the Master Contract with ATAC for Moorhead Traffic Counting and signal synchronization.

Mr. Atkins explained that data collection is the most difficult task for Moorhead's traffic engineering staff, which is where ATAC can provide assistance through the agreement with Metro COG. The data collected will be used for Synchro analysis and improved traffic signal coordination.

Motion: Recommend approval of the ATAC addendum #4 to the Master Agreement with Metro COG and the proposed scope of work.

Mr. Mastera moved, seconded by Mr. Gorden.

MOTION, PASSED. 20-0

Motion carried unanimously.

***Mr. Mastera left the meeting at 11:35 a.m.**

9. Veterans Boulevard Corridor Extension Study RFP

Mr. Farnsworth presented the Veterans Boulevard Corridor Extension Study request for proposals (RFP). The project studies feasibility and need for the extension of Veterans Boulevard from 40th Avenue S to 76th Avenue S in particular, with less emphasis on the portion from 76th Avenue S to 100th Avenue S. Local participants will be the Cities of Fargo and Horace. Ms. Gray stated that the Fargo Arts and Culture Commission was included as a stakeholder group at the request of the City of Fargo.

Motion: Recommend Policy Board approval of the RFP for the Veterans Boulevard Corridor Extension Study

Mr. Gorden moved, seconded by Mr. Sahr

MOTION, PASSED. 19-0

Motion carried unanimously.

10. MATBUS Transit Development Plan Consultant Selection

Mr. Maddox presented SRF (AECOM subconsultant) as the highest-ranked and preferred consultant team for the MATBUS Transit Development Plan. A draft scope of work and final projected fee schedule was submitted to Metro COG this morning. The cost proposal is in line with the budget of \$200,000.

Motion: Recommend Policy Board approval of Metro COG entering into contract negotiations with SRF, with AECOM as a subconsultant, for the MATBUS 2021-2025 Transit Development Plan.

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

MOTION, PASSED. 19-0

Motion carried unanimously.

11. 17th Street Corridor Study Consultant Selection

Mr. Farnsworth presented Bolton & Menk (Toole Design subconsultant) as the highest-ranked and preferred consultant team for the 17th Street North Corridor Study. The interviews and consultant decision concluded yesterday (February 12). Budget came in at \$99,974.51, which is under overall budget of \$100,000. Mr. Atkins noted that he was especially impressed by Bolton & Menk's proposed public input process.

Motion: Recommend Policy Board approval of Metro COG entering into contract negotiations with Bolton & Menk for the 17th Street North Corridor Study.

Mr. Atkins moved, seconded by Mr. Wolter.

MOTION, PASSED. 19-0

Motion carried unanimously.

12. Horace Comprehensive and Transportation Plan Contract Amendment

Mr. Altenburg presented a contract amendment with revised scope of work and fee, to the Horace Comprehensive and Transportation Plan. As the study was

nearing completion, the City of Horace found discrepancies between recently approved developments and sub-area plans, and asked Stantec to update these areas according to Horace's recently approved or in-progress development plans, which have now been shared with Stantec.

Motion: Recommend Policy Board approval of the revised scope of work and fee; and amend the contract for completion of the Horace Comprehensive and Transportation Plan.

Mr. Sahr moved, seconded by Ms. Huston

MOTION, PASSED. 19-0

Motion carried unanimously.

13. Agency Updates

No agency updates (due to time constraints).

14. Additional Business

No additional business.

15. Adjourn

The 505th Regular Meeting of the TTC was adjourned on February 13, 2020 at 12:03 p.m.

Respectfully Submitted,

Savanna Leach
Executive Assistant