

Agenda Item 3, Attachment 1

**472nd Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, April 13th, 2017 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead
Shane	Bakken	Clay County – Alternate for David Overbo
Julie	Bommelman	City of Fargo, MATBUS
William	Christian	Metro COG
Michael	Johnson	NDDOT
Kristie	Leshovsky	City of Moorhead
Kim	Lipetsky	Fargo Cass Public Health
Aaron	Nelson	City of Fargo – Alternate for Jim Gorden
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace
Brit	Stevens	North Dakota Universities Rep
Stan	Thurlow	City of Dilworth
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Vaux	Greater Fargo-Moorhead EDC
Larry	Weil	City of West Fargo
Mark	Wolter	Midnite Express/Freight Representative
Chad	Zander	City of West Fargo

Members Absent:

Jason	Benson	Cass County
Chris	Brungardt	City of West Fargo
Hali	Durand	Cass County
Jim	Gilmour	City of Fargo
Jeremy	Gorden	City of Fargo
Tim	Magnusson	Clay County
David	Overbo	Clay County

Others Present:

Adam	Altenburg	Metro COG
Mike	Bittner	KLJ
David	Burns	Metro COG
Roger	Buscher	Moorhead Planning Commission
James	Dahlman	City of Horace
Dan	Farnsworth	Metro COG
Michelle	Gleason	Fargo Cass Public Health
Matthew	Huettl	HDR
Matt	Kinsella	Apex Engineering Group
Andrew	Krog	Bolton + Menk
Jeff	Lansink	Houston Engineering
Michael	Maddox	Metro COG
Russ	Sahr	City of Horace
Jordan	Smith	FM Transit Fleet
Steve	Wahler	Bolton + Menk

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on Thursday, April 13th, 2017 by Chairman Christian. A quorum was present.

2. APPROVE THE AGENDA of the 471st Transportation Technical Committee Meeting.

No discussion regarding the agenda.

Motion: Approve the 471st TTC Meeting Agenda.

Mr. Wolter moved, seconded by Mr. Vaux.

MOTION, Passed. 16-0.

Motion carried unanimously.

3. APPROVE March 9th, 2017 TTC MEETING MINUTES

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

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

Mr. Nelson moved, seconded by Mr. Atkins.

MOTION, Passed. 16-0.

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

No MOTION

5. 2017-2020 TIP Amendment #4

Michael Maddox presented on the 2017-2020 TIP Amendment #4. This month, NDDOT made the amendment request to include the revision their portion of the funding.

1. Addition of Project 9172692: Replacement of anti-icing equipment on the I-94 bridge at the Red River of the North. This is a joint project between NDDOT and MnDOT. The project is being funded by the Highway Safety Improvement Program (HSIP), with a total project cost of \$850,156 (NDDOT portion only). Ninety percent of the project is being funded through HSIP (\$765,141) and ten percent (\$58,015) by NDDOT as the required local match.

A Public Hearing was opened; no public comments were made or received.

The Public Hearing was closed.

Motion: Approve a favorable recommendation of the proposed Amendment #4 to the 2017-2020 TIP.

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

MOTION, Passed. 16-0.

Motion carried unanimously.

6. Amendment to the Metro COG TTC Bylaws

Chair Christian reminded the committee that at last month's meeting, Horace was accepted as a voting member of the Metro COG. As a result of this acceptance, the Metro COG bylaws need an amendment to reflect the addition of a new voting member. Chair Christian mentioned that the jurisdiction has already paid their dues. The Policy Board will need to approve the amendment, so a favorable recommendation is requested.

Motion: Approve a favorable recommendation of the Amendment to the Metro COG TTC Bylaws to reflect the addition of the City of Horace as a voting member.

Mr. Wolter moved, seconded by Ms. Leshovsky.

MOTION, Passed. 16-0.

Motion carried unanimously.

Michael Johnson joined the meeting.

7. Request for Proposals for 52nd Avenue South Cooperative Documented Categorical Exclusion Report

Chair Christian presented the 52nd Avenue Cooperative Documented Categorical Exclusion Report Request for Proposals. The project will be in two phases, with federal participation on phase 1 only. Phase 1 of the project is to develop the planning elements of the documented Categorical Exclusion Report (Doc CatEx). Phase 2 of the report is to include the full completion of the Doc CatEx, as identified in the NDDOT Design Manual. Phases 1 and 2 will be billed separately. Phase 1 of the project has a not to exceed limit of \$ 150,000 (80% federal/20% local). Phase 2 has a not to exceed limit of \$150,000 (100% local).

Michael Johnson, NDDOT, stated that he had started to review the RFP, and only reading through page 8 of 25, and already has many comments about what is eligible, and is allowed, and does not feel the RFP is ready. Chair Christian commented that this can be tabled, and that he took direction with this RFP from a similar project (12th Avenue North, Fargo).

Jonathan Atkins asked how much the RFP will change with revisions made after Mr. Johnson's comments. Mr. Johnson stated again that he has only reviewed up to page 8 of 25, and that more comments may be added. Mr. Atkins stated he did not feel comfortable moving forward with a recommendation, pending change via comments, and would recommend tabling the RFP until next month, when the NDDOT and other parties affiliated have had a chance to review it thoroughly.

Motion: Table the RFP until the May TTC Meeting, pending final review from NDDOT.

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

MOTION, Passed. 17-0.

Motion carried unanimously.

8. Final Draft of Consolidated Planning Grant Projects for 2018

Chair Christian presented a final draft of the Consolidated Planning Grant Projects (CPG) for 2018. Staff met with the jurisdictions to discuss desired projects, and this following list was the outcome: (not a prioritized list) ATAC (Metro COG), Bike/Ped Counters (Metro COG), 12th Avenue South Corridor Study (Moorhead), Cass County Gravel Road Traffic Study (Cass County), Cass County CR18 Corridor Study (Cass County), Intersection Traffic Data Import and Reporting

(ATAC), US10/US75 Corridor Study (Moorhead), Metro COG Website Update (Metro COG), and Transit Software (MATBUS). Chair Christian stated that should funding be shorter than anticipated, a prioritized list of these projects is recommended.

Jonathan Atkins said that the 12th Avenue South Corridor Study needs to be completed in 2018, as a construction start has been slated for 2020. Mary Safgren, MnDOT, also voiced urgency with the US10/US75 Corridor Study, as it also has an upcoming construction start date. Cass County has requested priority for the Gravel Road study as well. After short discussion, a prioritized list was established as follows: Highest priority is the 12th Avenue South Corridor Study, US10/US75 Corridor Study, Cass County Gravel Road Traffic Study, Cass County CR18 Corridor Study, Intersection Traffic Data Import and Reporting, and Bike/Ped Counter replacement being the lowest priority.

Motion: Approve the prioritized list of 2018 CPG Projects.

Mr. Atkins moved, seconded by Ms. Bommelman.

MOTION, Passed. 17-0.

Motion carried unanimously.

9. FTA Section 5339/5310 Application Prioritization

Dan Farnsworth presented the FTA Section 5339/5310 Grant Applications received. Mr. Farnsworth stated that the grants used to have different application due dates, but they have now been streamlined for easier convenience. Section 5310 provides funding for transit projects that improve mobility for the elderly and persons with disabilities, while Section 5339 provides funding for transit projects that include, but are not limited to, replacement of buses, improvements to transit facilities, and more. Awarded projects are funded with 80% Federal funds with a required 20% local match. The prioritized list has been finalized as follows:

Section 5310 – Urban (\$370,000 available)

- Priority 1 – One new paratransit vehicle
 - Total cost: \$80,000 (\$64,000 Federal / \$16,000 local)
- Priority 2 – Replacement of 3 Senior Ride vans
 - Total cost: \$70,500 (\$56,400 Federal / \$14,100 local)

Section 5339 – Urban (\$420,000 available)

- Priority 1 – Replacement of 3 fixed-route busses
 - Total cost: \$1,461,443 (\$1,161,443 Federal / \$300,000 local)
- Priority 2 – Purchase of camera security system for GTC
 - Total cost: \$235,000 (\$188,000 Federal / \$47,000 local)
- Priority 3 – Purchase of an IT server and purchase of kiosks/monitors to be used at the GTC
 - Total cost: \$15,000 (\$12,000 Federal / \$3,000 local)

Julie Bommelman added that there is an additional \$1.5M Statewide funding available for the 5339 grants.

Jonathan Atkins asked if new kiosks were necessary, considering the popularity of the mobile app. Ms. Bommelman replied that the kiosks have daily heavy use, and most will need to be upgraded for the new software, as well as general depreciation. Mr. Atkins also asked about the

scoring criteria. Lori Van Beek said that the points are attributed to importance of the projects; and it's not necessarily a detriment, but as a manner of prioritizing.

Motion: Approve the scoring criteria used to rank the 5310 projects.

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

MOTION, Passed. 17-0.

Motion carried unanimously.

Motion: Approve section 5339/5310 prioritization.

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

MOTION, Passed. 17-0.

Motion carried unanimously.

10. Metro COG Bike/Ped Committee New Member

Dan Farnsworth provided an update that the Bike/Ped Committee is recommending the addition of a new voting member to represent the West Fargo Park District. While staff is hesitant with the addition and creating a committee that is too large, the additional seat is warranted, and have no further plans to expand.

Motion: Approve addition of new voting member to Bike/Ped Committee.

Mr. Vaux moved, seconded by Mr. Zander.

MOTION, Passed. 17-0.

Motion carried unanimously.

11. Approval of West Fargo Signal Project

Michael Maddox presented on the West Fargo Signal Project Solicitation to NDDOT. West Fargo has been working with local NDDOT representative, Bob Walton, and found that a traffic control signal is necessary at the intersection of Main Avenue and 15th Street West. The project would include the construction of traffic control signals and connection with existing fiber optic cabling connection to West Fargo's signal central control system. The project is estimated at \$350,000, with funding coming from the NDDOT Urban Roads Program. As the MPO of the area, this project is passing through for recommendation and approval, but may warrant a TIP amendment.

Chair Christian asked where the funding for this project would be coming from. Michael Johnson, NDDOT, answered that it has not been decided yet, but money will be available.

Mr. Johnson asked where the fiber optic cabling would tie into the current control system. Larry Weil said that it would either connect at 8th street, or to the Public Works system itself, depending on distance.

Motion: Recommend approval by the Policy Board for disposition and subsequent submittal to the NDDOT.

Mr. Atkins moved, seconded by Mr. Johnson.

MOTION, Passed. 17-0.

Motion carried unanimously.

12. Additional Business

Mary Safgren made the announcement that Jodi Martinson at the local MnDOT office has been promoted, and will no longer be at that office. Her replacement has not yet been determined.

13. Adjourn

The 471st Regular Meeting of the TTC was adjourned on April 13th, 2017 at 10:48 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD THURSDAY, MAY 11th, 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