

**467th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, November 10th, 2016 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead
Jason	Benson	Cass County
Julie	Bommelman	City of Fargo, MATBUS
William	Christian	Metro COG
Hali	Durand	Cass County
Jim	Gilmour	City of Fargo
Jeremy	Gorden	City of Fargo
Michael	Johnson	NDDOT
Kim	Lipetzky	Fargo Cass Public Health / Bike/Ped. Rep.
Stan	Thurlow	City of Dilworth
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Midnite Express, Inc. / Freight Rep.
Chad	Zander (alternate for Chris Brungardt)	City of West Fargo

Members Absent:

Kristie	Leshovsky	City of Moorhead
Tim	Magnusson	Clay County
David	Overbo	Clay County
Mary	Safgren	MnDOT
Brit	Stevens	ND Universities Rep.
Mark	Vaux	GFMEDC / Economic Development Rep.
Larry	Weil	City of West Fargo

Others Present:

Adam	Altenburg	Metro COG
David	Burns	Metro COG
Dan	Farnsworth	Metro COG
Michael	Maddox	Metro COG
Savanna	Leach	Metro COG
Andrew	Krog	Bolton & Menk
Steven	Wahler	Bolton & Menk
Joel	Quanbeck	KLJ
Dan	Bergerson	HDR

1. CALL TO ORDER AND INTRODUCTIONS

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

2. APPROVE October 13, 2016 TTC MEETING MINUTES

Chair Christian asked if there were any questions or changes to the October 13, 2016 TTC Meeting Minutes. No changes or corrections were offered.

Motion: Approve the October 13, 2016 TTC Minutes.

Mr. Thurlow moved, seconded by Ms. Durand.

MOTION, PASSED

Motion carried. Vote of 10-0.

3. Public Comment Opportunity

No public comments were made or received.

No MOTION

4. 2017-2020 Transportation Improvement Program Amendment #1

Michael Maddox of the Metro COG presented a proposed amendment to the 2017-2020 TIP.

1. Amend Project #417010: The funding for the 32nd Ave S reconstruction and widening project from 32nd Ave S to 42nd Ave S has changed due to updated project cost estimates. The total project cost will be \$7,926,600 with \$2,135,804 being provided by Federal STP-U funds and \$5,790,796 provided by the City of Fargo.
2. Amend Project #4162662: The NDDOT determined that all work within the I-29 ROW will be funded for by the State. The funding for the 32nd Ave S interchange with I-29 reconstruction project has been changed due to updated project cost estimates. The total project cost will be \$9,828,060 with \$8,845,254 provided through Federal Interstate Maintenance funding and \$982,806 being provided by the State of North Dakota.
3. Addition of Project #5162690: Purchase of one senior van by Moorhead MATBUS. The total project cost is \$25,000 with \$20,000 being provided by FTA 5307 funding and \$5,000 being provided by the City of Moorhead.

Michael Johnson of the NDDOT added that the federal funding has not changed, as it has been capped.

No public comments were made or received.

Motion: Recommend Policy Board Approval of the Proposed Amendment #1 to the 2017-2020 TIP.

Mr. Gilmour moved, seconded by Mr. Wolter.

MOTION, PASSED

Motion carried unanimously. Vote of 10-0-1.

(Ms. Van Beek Abstained, as she arrived as the voting started)

Ms. Van Beek arrived at 10:06am; Mr. Benson and Mr. Gorden arrived at 10:08am.

5. UPWP Budget Revision

Chair Christian presented the UPWP Budget Revision. As of September, 2016 the Metro COG UPWP budget has been exceeded in two categories: 400 Transportation Plan/Program Maintenance (100.8%) and 700 Bicycle, Pedestrian, Transit Planning (100.2%). This was anticipated due to Metro COG developing the Metropolitan Bicycle and Pedestrian Plan in-house in lieu of contracting of the service. Staff is proposing the revision to reflect actual costs for these two categories. Doing so will provide a cleaner audit. Such adjustments are common, as long as they are reasonable and combined do not exceed 10% of the total budget. Mr. Johnson pointed out that the Metro COG has exceeded the 10% budget allowance, so it will be subject to DOT/Federal Highway approval.

Motion: Recommend Policy Board Approval of 2017-2018 Unified Planning Work Program (UPWP) as presented with changes.

Mr. Johnson moved, seconded by Mr. Gorden

MOTION, PASSED

Motion carried unanimously. Vote of 13-0.

6. Recommendation for CPG Transfer to Grand Forks MPO

Chair Christian presented information that the Grand Forks' MPO is almost through their 2016 consolidated planning grant funding, and will need to start the process for 2017 grant application. Both Fargo-Moorhead and Bismarck MPOs are still operating under the 2015 grant with high running balances. Chair Christian presented two options for a stop-gap solution: request a transfer of the 2014 deobligated funds from NDDOT; or a voluntary transfer of funds from the Metro COG to keep them afloat while Fargo-Moorhead and Bismarck spend down their respective balances. This solution has been used in the past. A discussion followed with questions of why we aren't spending money. Mr. Johnson pointed out that Grand Forks MPO is not at fault, as they are spending within their budget during the current year. Mr. Christian responded that no projects were submitted for consideration during the development of the new UPWP. No one has asked to add a project. Mr. Christian suggested that a meeting be called among the MPO and local jurisdictions as soon as possible to discuss the funding available and to find projects to spend down our large balances. Mr. Christian stated he will establish a Doodle Poll to garner the availability of members to attend.

Motion: Defer Action and Recommendation until Chair Christian and Jurisdiction Representatives meet to Discuss Further Action.

Mr. Gilmour moved, seconded by Mr. Atkins

MOTION, PASSED

Motion carried. Vote of 11-0-1. Mr. Johnson abstained from this vote.

Mr. Benson excused himself from the meeting at 10:48am.

7. Demographic Forecast Contract Extension

David Burns requested a contract extension with KLJ for the Demographic Forecast Update to June 2017. Necessary data for the study was not released until later than anticipated, and initial review found the quality of data to be less than satisfactory. Mr. Burns noted that this extension is not the fault of the contractor. Currently, the contractor states the project to be at 65% completion.

Motion: Recommend Policy Board Approval of the Long-Range Data Development Plan/Demographic Forecast Update contract to June of 2017.

Mr. Gilmour moved, seconded by Ms. Bommelman.

MOTION, PASSED

Motion carried unanimously. Vote of 12-0.

8. 2017 Policy Board, Executive Committee, and Transportation Technical Committee Meeting Schedules

Mr. Christian presented the meeting schedule for approval to be printed in the Fargo Forum at the beginning of the year. A few adjustments to the dates; and notice of change in venue should be at seven days' notice, instead of three.

Motion: Recommend Policy Board Approval of the Proposed Meeting Schedules with Revised Changes

Mr. Atkins moved, seconded by Ms. Van Beek

MOTION, PASSED

Motion carried unanimously. Vote of 10-0.

9. Safe Routes to School Update

Adam Altenburg presented a brief update on the Safe Routes to School plans for the City of Moorhead and the City of West Fargo.

10. Additional Business

Dan Farnsworth of the Metro COG requested rail signal timing info from the jurisdictions for use with ATAC. Fargo has already contributed this information. He also brought up a reminder that grant application deadlines are fast approaching. Both North Dakota TA and HSIP deadlines are 12/5/16.

11. Adjourn

The 467th Regular Meeting of the TTC was adjourned on November 10th at 11:18 a.m.

12. THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD December 8th, 2016, 10:00 A.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.

Respectfully Submitted,

Savanna K. Leach
Executive Secretary