

**463rd Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, July 14, 2016 – 10:00 am
Metro COG Conference Room**

Members Present:

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| Jonathan | Atkins | City of Moorhead |
| William | Christian | Metro COG |
| Hali | Durand | Cass County |
| Jeremy | Gorden | City of Fargo |
| Michael | Johnson | NDDOT |
| Donald | Kress | City of Fargo (alternate for Jim Gilmour) |
| Kristie | Leshovsky | City of Moorhead |
| Kim | Lipetzky | Bike/Ped Representative |
| Mary | Safgren | MnDOT |
| Stan | Thurlow | City of Dilworth |
| Lori | Van Beek | MATBUS-Moorhead |
| Larry | Weil | City of West Fargo |
| Mark | Wolter | Freight Representative |

Members Absent:

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| Shawn | Anderson | MN Universities Representative |
| Jason | Benson | Cass County |
| Julie | Bommelman | MATBUS-Fargo |
| Chris | Brungardt | City of West Fargo |
| Tim | Magnusson | Clay County |
| David | Overbo | Clay County |
| Brit | Stevens | ND Universities Representative |
| Mark | Vaux | Economic Development Representative |

Others Present:

| | | |
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| Adam | Altenburg | Metro COG |
| David | Burns | Metro COG |
| Dan | Farnsworth | Metro COG |
| Nakhaly | Swearingen | Metro COG |
| Michael | Maddox | Metro COG |
| Mike | Bittner | KLJ |
| Jeff | Lansink | Houston Engineering |

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on July 14, 2016, by Chairman Christian. Introductions were made. A quorum was present.

2. APPROVE June 2016 TTC MEETING MINUTES

Chairman Christian asked for any questions or changes to the June 9, 2016 TTC Meeting Minutes.

Motion: Approve the June 9, 2016 TTC Minutes.

Mr. Weil moved, seconded by Ms. Durand.

MOTION, PASSED

Motion carried unanimously.

3. Public Comment Opportunity

No public comments were made or received.

No MOTION

4. Draft Regional Railroad Crossing Safety Study Request for Proposals

Mr. Christian stated that Metro COG is requesting proposals from qualified consulting firms regarding their technical experience and availability to perform specific tasks related to the development of a Regional Railroad Crossing Safety Study.

Mr. Christian stated that the study would provide field reviews of select at-grade railroad crossings in the region and use a systematic approach determine what improvements could be made at these crossings to improve safety. Mr. Christian explained that Metro 2040, the currently adopted Long Range Transportation Plan was short on safety and security specifics, and that this study would help improve safety within the region. Mr. Christian stated that recommendations provided by this study would be incorporated into Metro COG's short- and long-term planning efforts. Ms. Van Beek suggested that traffic control be included in the study. Committee members continued to discuss the importance of safety and how the study would be beneficial.

Motion: Favorable recommendation to the Metro COG Policy Board to accept and release this Request for Proposal for a Regional Railroad Crossing Safety Study.

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

MOTION, PASSED

Motion carried unanimously. Vote of 13-0.

5. Final Draft Transit Development Plan

Mr. Maddox stated that Metro COG, MATBUS, and SRF Consulting Group have been in the process of updating the MATBUS Transit Development Plan (TDP) since April of 2015. Mr. Maddox explained that over the course of the last 14 months, SRF Consulting Group has put together various components of the plan which were presented to Committee members. Mr. Maddox explained that numerous public input opportunities were provided throughout the planning process. Mr. Maddox stated that, in some instances, this input was directly responsible for the creation of new routes or the modification of current routes. Service changes and route additions were vetted and prioritized by the public for future implementation.

Mr. Maddox provided information on preferred projects based on public input such as Sunday routes, West Acres, and addition routes in West Fargo to include the new Sanford route. Mr. Maddox stated that the MAT Coordinating Board recommended approval of the document at its June meeting. The City of Fargo Commission and the City of Moorhead Council will adopt this plan at their monthly meetings as well.

MOTION: Recommend Policy Board approval of the final draft of the 2016 MATBUS Transit Development Plan.

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

MOTION, PASSED

Motion carried unanimously. Vote of 13-0.

6. 2016 Metro Profile

Mr. Burns updated Committee members on the development of the 2016 Metro Profile. Mr. Burns explained that the Profile reports upon conditions associated with the region's transportation system and analyzes trends and changes in socio-economic conditions

influencing the Fargo-Moorhead metropolitan area. Mr. Burns stated that, additionally, the Profile serves as a tool to evaluate the accuracy of projections and assumptions outlined in various elements of the LRTP, TIP, and other Metro COG plans.

Mr. Burns noted that changes had been made to the Profile from the attachment included as part of the packet. Mr. Burns stated that most of the changes were within the Transit chapter, which had previously been incomplete, and was now updated with new data and included changes to the layout, content, and text. Mr. Burns explained that minor changes, including a new cover, would be incorporated prior to presenting the 2016 Profile to the Policy Board.

MOTION: Recommend Policy Board approval of the final draft of the 2016 Metropolitan Profile.

Ms. Leshovsky moved, seconded by Mr. Weil.

MOTION, PASSED

Motion carried unanimously. Vote of 13-0.

7. Budget Amendment for 2017 Aerial Photography/LiDAR Data Collection

Mr. Burns stated that every three years, Metro COG, in conjunction with a number of local jurisdictions, participates in providing updated Aerial Ortho Imagery, Elevation/Contour Mapping Data, and LiDAR data for portions of the Metropolitan Planning Area (MPA). Mr. Burns stated that the next update is scheduled to occur in 2017. Mr. Burns explained that the most recent update to this project, which occurred in 2014, was a joint contract between Metro COG and the City of Fargo, with other jurisdictions providing funds depending on the specific data needs for their area. The total cost of the 2014 project totaled \$522,868.12, of which Metro COG contributed \$101,784.20.

Mr. Burns stated that, based upon an understanding that only the Aerial Ortho Imagery portion of the data collection would be eligible for Consolidated Planning Grant (CPG) monies, Metro COG had committed \$125,000 of the 2017 budget to this project. Mr. Burns explained that after consulting with NDDOT regarding the eligibility LiDAR data collection, this element of the project is eligible for CPG funds. In light of this information, Metro COG is requesting an amendment to the 2017 budget to increase the total Metro COG contribution to \$200,000. This would represent \$160,000 in CPG funds and \$40,000 in the required 20% local match.

MOTION: Recommend Policy Board approval to amend the 2017 Budget to increase the Metro COG contribution towards the 2017 Aerial Photography/LiDAR Data Collection project from \$125,000 to \$200,000.

Mr. Atkins moved, seconded by Ms. Durand.

MOTION, PASSED

Motion carried unanimously. Vote of 13-0.

8. Draft Metro COG 2017-2020 Transportation Improvement Program (TIP)

Mr. Maddox stated that the development of the annual Metro COG Transportation Improvement Program (TIP) normally corresponds to the development of the Minnesota and North Dakota State Transportation Improvement Programs (STIPs). Mr. Maddox explained that North Dakota is short in budget funding due to a decrease in oil revenue. Mr. Maddox stated that Minnesota is in quite the opposite situation and is currently trying to determine how to spend their excess funds. Mr. Maddox explained that, this year, both states are behind in the

development of their individual STIPs. Mr. Maddox explained that Metro COG is also soliciting projects of regional significance from each member jurisdiction for inclusion into the final TIP.

Mr. Maddox stated that Metro COG has developed a draft 2017-2020 TIP which carries forward the projects from the 2016-2019 TIP. Mr. Maddox explained that, as of this present time, NDDOT has released a preliminary draft which includes projects in the previous year's STIP plus a rough estimate of the projects which will occur in the 2020 element. Mr. Maddox asked for Committee members to review the draft TIP and provide comments on the individual projects within their respective jurisdiction. Mr. Maddox stated that a final version of the TIP will be developed as soon as each state releases a final version of their STIP, estimated to occur in August or September of this year.

MOTION: Recommend Policy Board approval of the draft 2017-2020 Metro COG Transportation Improvement Program (TIP).

Mr. Gorden moved, seconded by Mr. Weil.

MOTION, PASSED

Motion carried unanimously. Vote of 13 -0

9. Additional Business

Mr. Johnson from NDDOT stated that North Dakota Planning and Assets Division is currently working on a state Rail Plan and is offering to provide MPO's periodic updates (i.e. conference calls). Mr. Johnson wanted Committee members' feedback on how often they would like to be informed of updates, either twice a year or quarterly. Mr. Johnson iterated that meetings would be more for the purpose of sharing information between NDDOT and MPO's.

Mr. Thurlow asked for committee member's input about next month's meeting location due to lack of parking at Metro COG. Mr. Thurlow suggested City of Moorhead City Hall. Chair Christian noted the suggestion and would look into it.

10. Adjourn

The 463rd Regular Meeting of the TTC was adjourned on July 14, 2016 at 10:40 am.

11. THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD August 11, 2016 10:00 A.M. LOCATION TO BE DETERMINED.

Respectfully Submitted

Nakhaly Swearingen
Executive Secretary