

Metropolitan Bicycle and Pedestrian Committee
Wednesday, July 24th, 2019 – 3:00 p.m.
Metro COG Conference Room (Temporary Office: Fargo Civic Center)
AGENDA

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| 1. Welcome and introductions | |
| 2. Approve minutes from April 17, 2019 meeting - Attachment | Action Item |
| 3. Public input opportunity | Public Input |
| 4. Next Bike/Ped Committee Citizen Rep - Attachment | Discussion Item |
| 5. Presentation on Dilworth walking routes (Peyton Mastera) | Information Item |
| 6. Update on latest BIKE FM efforts | Information Item |
| 7. Status of FM Bike Map App - Attachment | Information Item |
| 8. Update on Fargo Safe Routes to School Plan - Attachment | Information Item |
| 9. Update on FM Bikeways Gap Analysis - Attachment | Information Item |
| 10. Other business | |

NOTE: Full Agenda packets can be found on the Metro COG Web Site at <http://www.fmmetrocog.org> – Committees

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106th Metropolitan Bicycle and Pedestrian Committee Meeting
April 17th, 2019 – 3:00pm
Metro COG Conference Room

Members Present

Dan Farnsworth, Chair, Metro COG
Jonathan Atkins, City of Moorhead Engineering
Dylan Ramstad Skoyles, Great Rides
Patrick Hollister, PartnerSHIP 4 Health
Jane Butzer, MnDOT
Peyton Mastera, City of Dilworth
Kim Citrowske, City of Moorhead Planning
Maegin Elshaug, City of Fargo Planning
Jason Gates, Citizen representative
Jeremy Gorden, City of Fargo Engineering
Tyler Kirchner, Fargo Park District
Christine Holland, River Keepers
Kim Lipetzky, Fargo Cass Public Health
Joe Anderson, Fargo Police Department

Others Present:

Jason Carbee, HDR (via phone)
Jim Mertz, Bolton & Menk
Grant Kuper, Bolton & Menk
Maggie Squyer, City of Fargo Planning
Scott Schwandt, MN Green Corps

1. Welcome and Introductions

The meeting began at 3:00 pm. Attendees introduced themselves.

2. Approve minutes from December 5th, 2018 meeting

A motion to approve the December 5th minutes was made by J. Atkins and seconded by D. Ramstad Skoyles. The minutes were passed unanimously with no edits.

3. Approve minutes from January 23rd, 2019 meeting

A motion to approve the January 23rd minutes was made by K. Lipetzky and seconded by J. Atkins. The minutes were passed unanimously with no edits.

4. Public input opportunity

An opportunity was given for any members of the public to provide any comments or input. No public was represented aside from a few individuals representing their consulting firms. No public input was given.

5. Status of FM bikeways map app

D. Farnsworth showed a draft version of the FM bikeways map app on the overhead screen to the group. Farnsworth stated that Metro COG is working with a firm named My City Bikes to develop this app. Metro COG anticipates this app will go live in the next month or two. Once the app goes live, Metro COG plans to make a strong effort to get the word out to the public. The Committee suggested QR codes could be placed at locations around the area to direct people to the app. One particular location for the QR codes could be on each of the bike fix-it stations.

6. Bicycle Friendly Community report card & survey results

Upon receiving Bicycle Friend Community designation in the Fall of 2018, Metro COG received a report card by the League of American Bicyclists displaying the strengths and weaknesses of Fargo-Moorhead's 'bicycle friendliness'. This report card also showed which areas Fargo-Moorhead can improve on to help the community reach the next level of 'bicycle friendliness' – Silver.

In addition to the report card. Surveys were also sent by the League of American Bicyclists during the Bicycle Friend Community application process to citizens of the Fargo-Moorhead area. In total 71 surveys were completed by citizens, 50 surveys were taken by ND residents and 21 surveys taken by MN residents. D. Farnsworth encouraged the jurisdictions to take a look at the surveys and comments to see the needs of the public and how improvements can be made for people bicycling in Fargo-Moorhead.

7. 2045 FM Metro Transportation Plan – Bike/Ped Project Prioritization

Metro COG is in the process of updating on of their core plans – the FM Metro Transportation Plan. This plan looks at all modes of transportation and is updated every five years. As part of this, listing, prioritizing, and providing cost estimates to key bicycle/pedestrian projects is necessary.

J. Carbee, the consultant leading the Plan's development, walked the Committee through the scoring used to score the 27 bicycle & pedestrian projects associated with the Plan. There was one request regarding the projects. City of Fargo requested that Fargo's Coulee's Crossing project be added to the over list of projects. There was also one comments by J. Atkins regarding the scoring. Atkins stated that for Goal: Walking & Biking / Objective: Identify transportation projects..., that we should include a connection to parks and that this criteria could be one point. Metro COG and J. Carbee agree with this revision and projects will be re-scored accordingly.

There was then discussion about local costs of bicycle facilities for the purposes of estimating project costs for the 27 projects.

8. Update on Fargo Safe Routes to School Plan

Metro COG is working with the City of Fargo, Fargo & West Fargo Public Schools, and private schools in developing the Fargo Safe Routes to School Plan. The last safe routes to school plan for Fargo was completed in 2009. This plan is looking at methods of improving walking and biking for all public and private elementary & middle school within the City of Fargo. D. Farnsworth noted that four public open houses will be held between April 29th and May 8th.

9. Update on FM Bikeways Gap Analysis

Metro COG in cooperation with local jurisdictions kicked off the FM Bikeways Gap Analysis in January 2019. The study analyzes 16 key gaps in the FM bikeway network. It was noted that a public open house will occur in July, however the public can provide input at any time by visiting the project's website at the following link:

<http://www.fmmetrocog.org/projects-rfps/FM-bike-gap>

It was suggested that the June Streets Alive could be a good opportunity to solicit public participation and let the public know about the upcoming public open house.

10. ND Moves – Final Plan

The North Dakota Department of Transportation (NDDOT) is in the process of completing their statewide active and public transportation plan named *ND Moves*. This plan looks at both the bicycle and pedestrian network as well as transit statewide. This is the first bicycle & pedestrian-related plan NDDOT has completed since the 1990s.

The final public comment period for the draft plan closed on March 29th so it is anticipated that a final plan will be available in the near future. For the time being, the draft plan can be found at the following web link: <https://www.dot.nd.gov/plans/statewide/index.html>. It is assumed that once the final plan is ready, it will be available at the same web link.

11. MnDOT District 4 Bicycle Plan

The Minnesota Department of Transportation (MnDOT) just completed a series of bicycle plans for each of their eight districts. District 4, which includes Moorhead, Dilworth, and Clay County, now has a bicycle plan which was finalized in March 2019. MnDOT's District 4 plan can be found at the following web link: <https://www.dot.state.mn.us/bike/system-plan/district-bicycle-plans.html>

12. Other business

It was stated that the ND Transportation Alternatives project awards will be announced in May. Meanwhile the MN Transportation Alternatives projects will be announced very shortly.

Meeting adjourned 4:20 pm.

Agenda Item 4

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: July 17, 2019
Subject: **Next Bicycle & Pedestrian Committee Citizen Rep**

In 2017 the Bicycle & Pedestrian Committee recommended including a citizen representative on the Committee to serve a two year term. Once the two year term expires, Metro COG in cooperation with the Committee, is to appoint a new citizen rep. The Committee's current citizen rep, Jason Gates, has served since late 2017 and his term will expire Dec 31, 2019.

Given we are nearing the end of Gates' term, it is recommend we begin the process of soliciting for a new citizen rep to serve the 2020 / 2021 term. **Attached** is the application we used during the last solicitation:

Some discussion items for our Committee meeting can include:

- Should we use the same application as before? (see attachment)
- Who should we have on the selection committee?
 - Last round of applications we had one member from West Fargo, Fargo, and Moorhead
- Selection process
 - Last round of applications were scored and ranked via email by the selection committee versus sitting down as a group
- Application open period
 - Last round was opened for 21 days
- Review time by selection committee
 - Last selection process provided 1 month for the selection committee to review, rank, and score
- Other discussion

Agenda Item 4 attachment

**CITIZEN APPLICATION FOR
THE METROPOLITAN BICYCLE AND PEDESTRIAN COMMITTEE**
Application due date: July 28th, 2017

APPLICANT INFORMATION

Name:

Phone (optional):

Email:

City of Residence:

Age:

ARE YOU CURRENTLY A COLLEGE STUDENT:

YES NO

HOW LONG HAVE YOU LIVED IN THE FARGO-MOORHEAD AREA?

REASON FOR YOUR INTEREST TO SERVE ON THIS COMMITTEE?

PLEASE PROVIDE A BRIEF DESCRIPTION OF YOURSELF (200 WORDS OR LESS):

ARE YOU INVOLVED IN ANY ORGANIZATIONS, CLUBS, ETC., THAT RELATE TO BICYCLE/PEDESTRIAN ACTIVITIES, ADVOCACY, OR SERVICES?

PLEASE DESCRIBE HOW YOU TYPICALLY UTILIZE THE BICYCLE/PEDESTRIAN NETWORK IN THE FARGO-MOORHEAD AREA.

TYPICALLY, WHAT IS YOUR AVAILABILITY ON WEDNESDAY AFTERNOONS BETWEEN 3:00 PM AND 5:00 PM? ARE YOU ABLE TO BE REGULARLY AVAILABLE DURING THAT TIME ONCE EVERY THREE MONTHS?

Thank you! We value your interest in being part of the Metropolitan Bicycle & Pedestrian Committee. The selected applicant will serve a two-year term. Committee meetings typically occur quarterly on the third Wednesday of the month from 3:00 pm to 4:30 pm at Metro COG's office (Case Plaza, Suite 232, One 2nd St N, Fargo, ND).

All applications will be reviewed by our evaluation committee. Once a selection has been made all applicants will be notified. If you have any questions you can contact Dan Farnsworth (Metro COG) at 701-232-3242 ex 35 or farnsworth@fmmetrocog.org

Please return this form to Dan Farnsworth – farnsworth@fmmetrocog.org

Or mail to:

Fargo-Moorhead Metropolitan Council of Governments
Attn: Dan Farnsworth
Case Plaza, Suite 232
One North Second Street
Fargo, ND 58102

Agenda Item 7

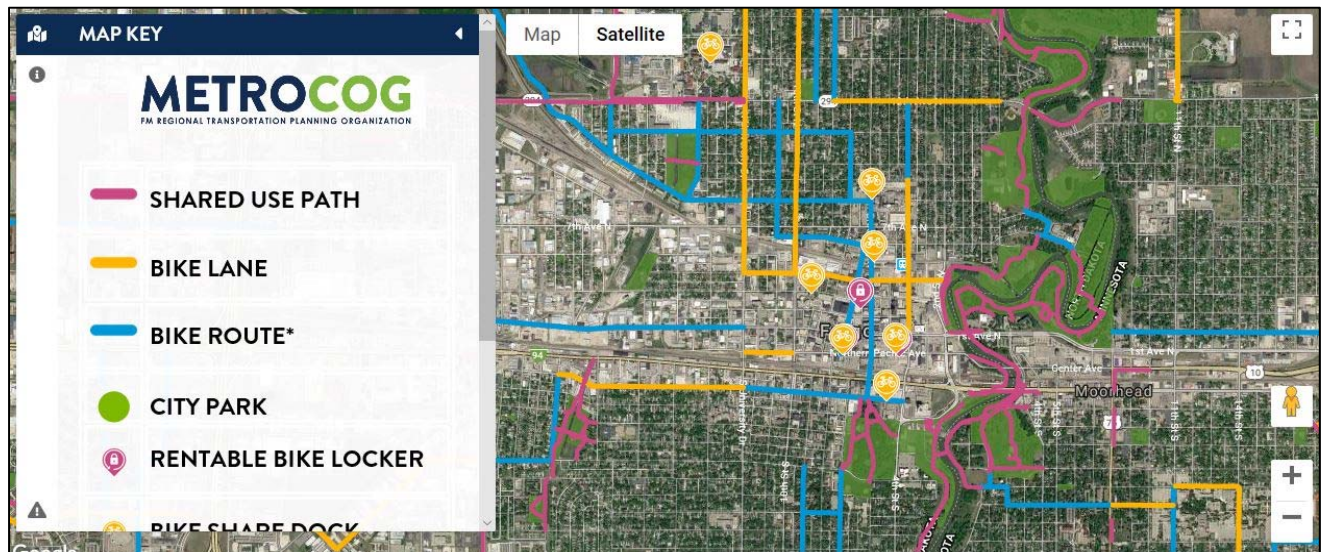
To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: July 17, 2019
Subject: **Status of Fargo – Moorhead Bike Map App**

Per the recommendation of the Metropolitan Bicycle & Pedestrian Committee, Metro COG entered into a contract with My City Bikes in December 2018 to create and maintain a smartphone app to replace the existing bikeways maps that Metro COG has produced. The app was made public in early June and has been promoted via Metro COG's website and Facebook page, email and media releases, and handouts such as informational cards, brochures, and water bottles (handed out at the June 23rd Streets Alive).

Below is a snapshot of the app. The app can be downloaded for free on the Apple app store (Apple users) and on Google Play (Android users). The app can also be viewed on Metro COG's website.

Metro COG is aware of a glitch with the existing app - pertaining to continuous auto-centering of a user's current location. Metro COG is currently working with the app developer in getting this resolved in a timely manner. Once resolved, an update will become available. The app will be updated on a regular basis to keep current with Fargo-Moorhead's growing bicycle network.

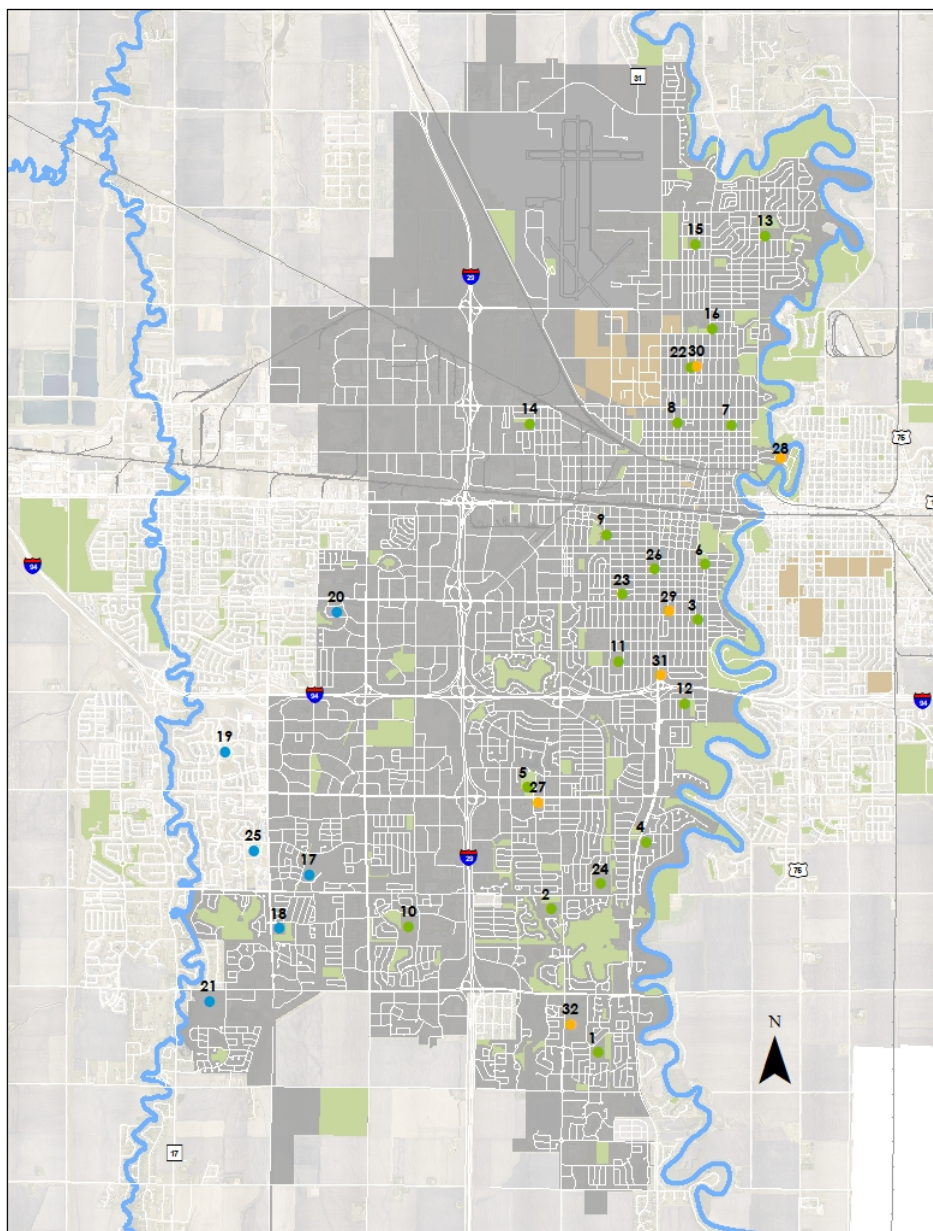
For more information on the app, please visit www.fmmetrocog.org/fmbikemap.



Agenda Item 8

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: July 17, 2019
Subject: Update on Fargo Safe Routes to School Plan

Metro COG is working with the City of Fargo, Fargo & West Fargo Public Schools, and private schools in developing the Fargo Safe Routes to School Plan. The last safe routes to school plan for Fargo was completed in 2009. This plan is looking at methods of improving walking and biking for all public and private elementary & middle school within the City of Fargo. Below is a map showing the 31 schools included in this plan.



The consulting firms Alta and KLJ are conducting the study. Below is a timeline for the study:

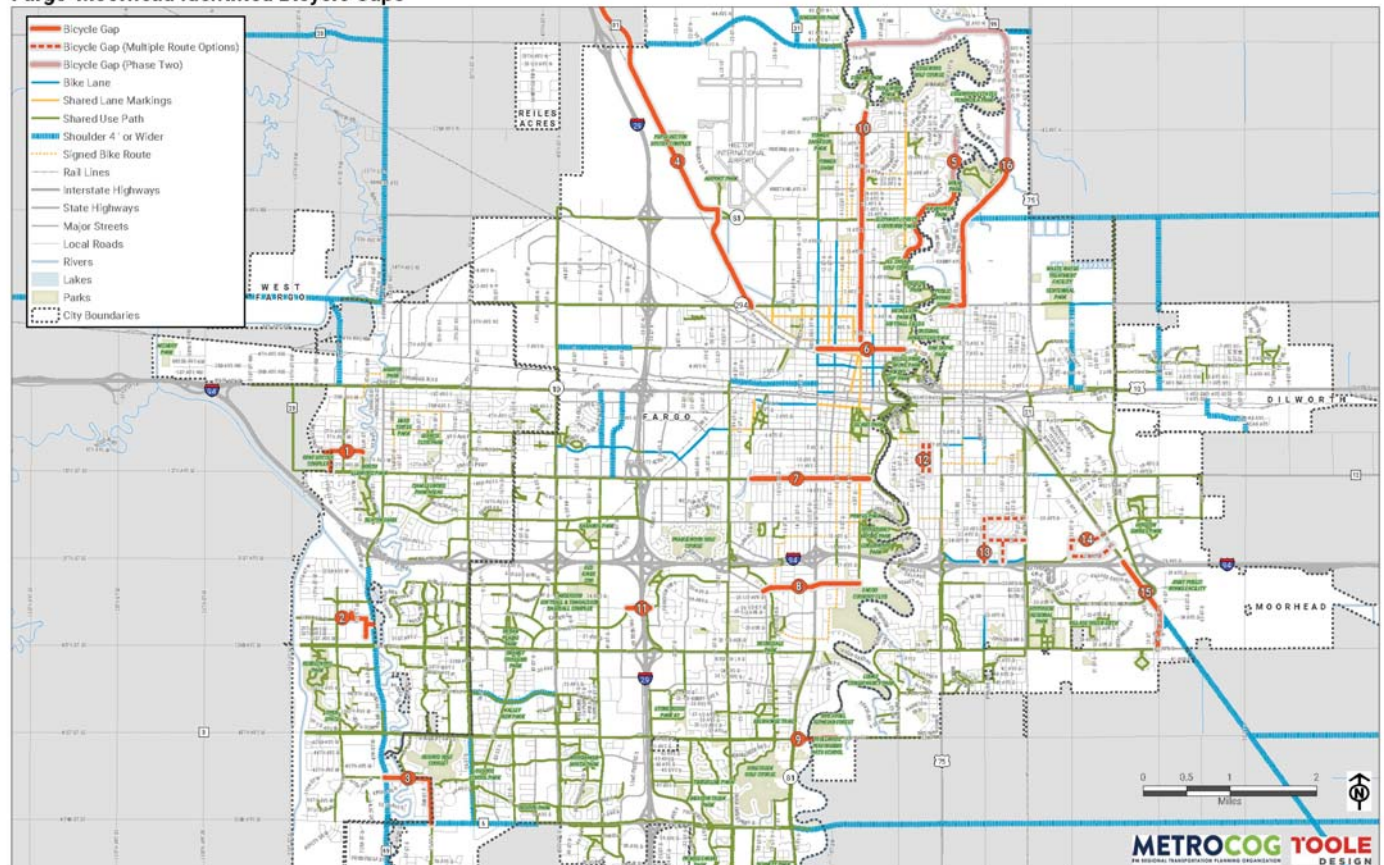
- **December 2018** – Project kickoff; Begin map development
- **February 2019** – Study Review Committee (SRC) meeting; Begin public outreach
- **April & May 2019** – Public open houses; parent caregiver surveys; teacher/student surveys; on-site field investigations
- **July 2019** – SRC meeting; Begin project prioritization
- **August/September 2019** – SRC meeting; Begin draft plan
- **October 2019** – SRC meeting
- **December 2019** – Final plan

Agenda Item 9

To: Metropolitan Bicycle and Pedestrian Committee
From: Dan Farnsworth, Metro COG
Date: July 17, 2019
Subject: Update on FM Bikeways Gap Analysis

Metro COG in cooperation with local jurisdictions kicked off the FM Bikeways Gap Analysis in January 2019. The study is analyzing 16 key gaps in the FM bikeway network. These gaps can be seen in the map below (shown in red).

Fargo-Moorhead Identified Bicycle Gaps



The consulting firms Toole Design and Bolton & Menk are conducting the study. The study is currently 50% complete with final completion anticipated for December 2019. On July 16th the study's second Study Review Committee meeting was held to discuss the proposed alternatives for each gap and prepare for the upcoming public open house.

A public open house will be held at the Downtown Fargo Public Library Community Room on Monday July 29th from 3:30 pm – 6:00 pm. If unable to attend the meeting, the public can also provide input via the project's website at: www.fmmetrocog.org/projects-rfps/FM-bike-gap.