559th Meeting of the

**Agenda Item 3 Attachment 1**

FM Metro COG Transportation Technical Committee

Thursday, October 10, 2024 – 10:00 AM

Metro COG Conference Room



# 

# CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 AM, on October 10, 2024, by Chair Griffith. A quorum was present.

# Approve the 559 TTC Meeting Agenda

Chair Griffith asked if there were any questions or changes to the October 10, 2024, TTC Meeting Agenda.

Motion: Approve the October 10, 2024, TTC Meeting Agenda.

Mr. McCamy moved, seconded by Ms. Bommelman.

MOTION, PASSED.

Motion carried unanimously.

# APPROVE September 12, 2024 and September 26, 2024 TTC MEETING MINUTES

Chair Griffith asked if there were any questions or changes to the September 12, 2024 TTC Meeting Minutes and the September 26, 2024 Special TTC Meeting Minutes.

Motion: Approve the September 12, 2024 Minutes and the September 26, 2024 Special TTC Minutes.

Mr. Lorsung moved, seconded by Ms. Bommelman.

MOTION, PASSED.

Motion carried unanimously.

# Public Comment Opportunity

No public comments were provided or received.

# Review DRAFT 2025-2026 UPWP

Mr. Griffith reported every MPO is required to complete a Unified Planning Work Program (UPWP) at least every other year. With NDDOT going to a one-year Consolidated Planning Grant (CPG) contract and the addition of a fourth MPO, there are no new projects proposed for 2025. There is currently only one new project proposed for 2026. Metro COG staff will conduct an in-house Safe Routes to School Plan update for West Fargo School District, which will be a two-year undertaking, as well as an update to the Dilworth Comprehensive Plan.

Metro COG is currently working with Moorhead Public Schools on a Safe Routes to School (SRTS) plan, and it should be wrapping up by the end of the year. West Fargo Public Schools has requested a SRTS be done in 2025-2026. Fargo Public Schools has expressed an interest in updating their SRTS Plan in 2027.

NDDOT is in the process of developing a re-obligation process for any unused CPG funds, but it probably will not be complete before the end of the year. The process is shaping up for NDDOT to evaluate any unused 2024 CPG funds at the beginning of 2025 and have them available to the MPOs in 2026.

Ms. Huston brought up the roundabout studies for 46th and 50th Avenues off Hwy 75 South. Mr. Griffith responded that they would be added. Mr. Griffith added that Ms. Bommleman had provided some minor corrections to Appendix H regarding MATBUS via e-mail and that they too would be included.

Ms. Sperry asked if Metro COG is planning on the Policy Board approving the plan next week as Federal Highway Administration typically sees it ten days prior. Mr. Griffith stated there is a 30-day timeframe with the idea there is still time for comments from NDDOT and Federal Highway Administration. He added that a Word version of the plan had been submitted to NDDOT with the understanding it would be forwarded to Federal Highway Administration.

Mr. Palo asked if there are changes that need to be made after the review, would it go back to the Policy Board? Mr. Griffith stated it would depend on the level of the changes requested and if it would need to go through the process again and that he would ensure the Policy Board’s motion of approval would allow the inclusion of comments from state and federal partners.

Mr. Griffith stated Metro COG would be able to flex extra STBG funds from a construction project that came in low and use them to help complete planning projects in the 2025 UPWP. There are $826,000 contracted projects in 2025 and $176,492 in 2026.

Motion: Recommend approval of the 2025-2026 UPWP & Budget to the Policy Board, with the changes discussed.

Ms. Huston moved, seconded by Mr. Gordon.

MOTION, PASSED.

Motion carried, Mr. Palo dissenting.

# Agency Updates

1. City of Fargo Engineering – Fall projects are wrapping up early this year
2. City of Fargo Planning – working on a contract for a consultant to update the Land Development Code following approval of the Growth Plan; the Transportation Plan was scheduled for approval on Monday
3. MATBUS – five-year Transit Development Plan update underway; new advisory board starting up in November
4. City of Moorhead Engineering – wrapping up projects; Engineering Department is moving into their new, temporary space.
5. City of Moorhead Community Development – Community Development department has already moved
6. City of West Fargo Engineering – LED Street Light conversion underway; RFP for the purchase of electric vehicles needs to be approved
7. City of West Fargo Planning – preparing a RFP for the 2025 Master Growth Plan Project
8. City of Dilworth – Studies continue on 8th Avenue Extension Project with open house in November, as well as the study for the 15th Avenue Corridor
9. City of Horace – Working on the Downtown Core Neighborhood Plan
10. Cass County – Asphalt paving on 100th Street in Horace is complete with some minor striping on remaining
11. Clay County – Hoping to wrap up the Land Development Code update in early 2025
12. NDSU – Nothing new to report
13. MNDOT – Looking forward to the MPO workshop at the end of the month
14. MNDOT – District 4 – FHWA is looking over the STIP
15. NDDOT – a MPO Coordinator was hired and should be starting October 16th. Final comments on the North Dakota Federal Functional Class Update will be coming back to Metro COG soon and it will need to be turned around ASAP.
16. FHWA - ND – EPA is doing their Sustainable Community meeting in Mandan at the same time as the MPO workshop
17. FHWA - MN – Reviewing STIP and coordinating with the District 4 office
18. Metro COG (Dan Farnsworth) – There is a Heartland Trail open house on October 23rd from 6 – 7 PM at the Glyndon Community Center.

# Additional Business

There was no additional business brought before the Committee.

# Adjourn

The 559th Regular Meeting of the TTC was adjourned on October 10, 2024 at 10:42 AM.

**Mr. Palo moved to Adjourn, Ms. Bommelman Seconded**

# THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD November 14, 2024, 10:00 AM.

Respectfully Submitted,

Angela Brumbaugh

Office Manager