

**550th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, February 8, 2024 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelman	City of Fargo, MATBUS
Maegin	Elshaug	City of Fargo Planning (alternate for Nicole Crutchfield)
Jeremy	Gorden	City of Fargo Transportation Engineering
Ben	Griffith	Metro COG
Cole	Hansen	Cass County Planning
Jace	Hellman	City of Horace – Community Development Director
Robin	Huston	City of Moorhead Planning
Matthew	Jacobson	Clay County Planning
Kelly	Krapu	Freight Representative - TrueNorth Compliance Service
Don	Lorsung	City of Dilworth Community Development
Aaron	Nelson	West Fargo City Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Justin	Sorum	Clay County Engineering
Tom	Soucy	Cass County Highway Engineering
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Nicole	Crutchfield	City of Fargo Planning (alternate present)
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Others Present:

Adam	Altenburg	Metro COG
Maria	Anhalt	Stantec
Cavin	Berube	Stantec
Paul	Bervik	Metro COG
Jaron	Capps	Metro COG
Cody	Christianson	Bolton & Menk
Dylan	Dunn	Moore
Dan	Farnsworth	Metro COG
Wade	Frank	Stantec
Matt	Kinsella	Apex
Chelsea	Levorsen	Metro COG
Michael	Maddox	Metro COG
Ayden	Schaffler	Metro COG

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on February 8, 2024 by Chair Griffith. A quorum was present.

2. Approve the 550 TTC Meeting Agenda

Chair Griffith asked if there were any questions or changes to the 550 TTC Meeting Agenda.

***Motion: Approve the 550 TTC Meeting Agenda.
Ms. Bommelman moved, seconded by Ms. Krapu
MOTION, PASSED.
Motion carried unanimously.***

3. APPROVE January 11, 2024 TTC MEETING MINUTES

Chair Griffith asked if there were any questions or changes to the January 11, 2024 TTC Meeting Minutes.

***Motion: Approve the January 11, 2024 TTC Minutes.
Mr. Lorsung moved, seconded by Mr. Hellman
MOTION, PASSED
Motion carried unanimously.***

4. Public Comment Opportunity

No public comments were made or received.

5. Transportation Improvement Program (TIP) Amendment #4

Mr. Bervik presented Amendment #4 to the 2024-2027 Transportation Improvement Program. A public notice was published in the Forum of Fargo-Moorhead on Wednesday, January 24, 2024, which advertised the public meeting, detailed how to request more information, and provided information on how to provide public comments regarding the proposed amendment. No written comments have been received.

The proposed amendment to the 2024-2027 TIP is as follows:

1. Modification of Project 4232020: Fargo construction of a new shared use path along the Red River between 35th Avenue South and 40th Ave South (2024). Updating funding breakdown to match apportionment limits.
2. Modification of Project 7232023: Horace construction of a new shared use path along County Road 17 from 3rd Avenue North to 81st Avenue South (2024). Updating funding breakdown to match apportionment limits.
3. Modification of Project 1240005: Casselton construction of a new shared use path along Governor's Drive from 8th Street South to 37th Street Southeast (2024). Updating funding breakdown and total project cost to match apportionment limits.
4. Modification of Project 3240003: West Fargo replacing lighting heads with LED lighting heads (2024). Updating funding breakdown and total project costs to match apportionment limits.

5. Modification of Project 4210002: Fargo reconstruction of 32nd Avenue from 22th Street South from 15th Street South (2024). Updating funding breakdown to match apportionment limits.
6. Modification of Project 2240048: Clay County reconstruction of County Road 51 bridge (2026). Total project cost increase and update of local funding.
7. Modification of Project 3220021: West Fargo urbanization of 9th Street Northeast (2025). Updating project description, total project cost, and local funding.
8. Modification of Project 9162668: NDDOT reconstruction of Main Avenue in Fargo from University Drive to 25th Street (2026). Updating total project cost and funding breakdown.
9. Modification of Project 4232021: Fargo construction of a shared use path along Red River Phase 2 (2025). Updating project description.
10. New Project 5244063: Moorhead construction of a resilience mitigation stormwater pond (2024).
11. New Project 2244064: Clay County rehabilitation of CSAH 11 from CSAH 18 to CSAH 26 (2025).
12. New Project 9244065: NDDOT rehabilitation of I-29 Northbound from Christine to Wild Rice River (2027).
13. New Project 9244066: NDDOT rehabilitation of I-29 Southbound from Christine to Wild Rice River (2027).
14. New Project 5244067: Moorhead Transit purchase of Class 400 gas vehicle (2024).

Motion: Recommend approval of Amendment 4 of the Metro COG 2024-2027 Transportation Improvement Program (TIP) to the Policy Board
Mr. Atkins moved, seconded by Mr. Wrucke
MOTION, PASSED
Motion carried unanimously.

6. 2023-2024 UPWP Amendment #6

Mr. Griffith presented amendment 6 to the 2023-2024 Unified Planning Work Program (UPWP). Metro COG staff was informed by NDDOT staff in a meeting on February 1 that it's "carryover" Amendment #5, which was approved by TTC and Policy Board in December, will NOT be approved due to lack of funding. NDDOT de-obligated all 2023 project funding on December 31 with no process in place to re-obligate those funds. This means that in order for all ongoing 2023 projects to be funded to completion, we must use funding from programmed projects in 2024 which have not gotten underway. It is not Metro COG staff's intention to cancel any projects; rather, they will be programmed in 2025 as part of our 2025-2026 UPWP.

Mr. Griffith stated that NDDOT staff had informed Metro COG that our programmed, formula amount for 2024 is \$2,417,194 and Metro COG staff has worked diligently and speedily to develop an updated budget for 2024 projects and overhead, based on this new amount.

Mr. Atkins asked how projects under contract can have their funding taken away. Mr. Zacher said that NDDOT is undergoing the switch from a two-year contract to a one-year contract, and said that Metro COG was over \$1M in budget. Mr. Griffith said that in May of 2023, an amendment was underway to use underutilized funds from another MPO. This 2023 portion of that amendment

was approved, only to find out later in the year that “the approval was misunderstood by Metro COG.”

Mr. Griffith reiterated that Metro COG was assured that all 2023 projects “will be kept whole” which was not the case. There is no re-obligation process in place with the NDDOT.

Motion: Recommend approval of Amendment #6 to Policy Board, revising and updating Overhead and Personnel costs, and detailing projects and funding amounts for 2024.

Mr. Atkins moved, seconded by Ms. Elshaug

MOTION, PASSED

Motion carried unanimously.

7. Performance Measure 1 (PM1) – 2024 Safety Target Adoption ND

Mr. Capps presented Metro COG's Performance Measure 1 (PM1) recommended adoption for North Dakota. Performance Measure 1 (PM1) establishes targets related to safety. Each state must annually establish and report targets for the Highway Safety Improvement Program (HSIP). PM1 consists of five (5) safety performance measures (SEE TABLE 1 for 2024 NDDOT State Safety Performance Targets):

1. Number of Fatalities
2. Rate of Fatalities
3. Number of Serious Injuries
4. Rate of Serious Injuries
5. Number of Non-motorized Fatalities and Non-motorized Serious Injuries

As an MPO, Metro COG is required by FHWA to either:

1. Agree to program projects in each state's portion of the Metropolitan Planning Area (MPA) to support the performance targets established by the respective state - or
2. Establish MPO-specific safety performance targets for all or some of the above five measures.

TTC has recommended the Policy Board support of NDDOT's Safety Performance Measures for the MPA.

Motion: Favorable recommendation to the Policy Board to support NDDOT's 2024 Safety Performance Measures.

Mr. Lorsung moved, seconded by Mr. Gorden

MOTION, PASSED

Motion carried unanimously.

8. Performance Measure 1 (PM1) – 2024 Safety Target Adoption MN

Mr. Capps presented Metro COG's Performance Measure 1 (PM1) recommended adoption for Minnesota. The same process was followed for Minnesota.

TTC has recommended the Policy Board support of MnDOT's Safety Performance Measures for the MPA.

Motion: Favorable recommendation to the Policy Board to support MNDOT's 2024 Safety Performance Measures.

Mr. Atkins moved, seconded by Ms. Van Beek

MOTION, PASSED

Motion carried unanimously.

9. Horace Downtown Neighborhood Plan – Consultant Selection

Mr. Maddox presented SRF with subconsultant Tallgrass Landscape Architects. Metro COG released an RFP for consultant services for completion of the Horace Downtown Neighborhood Plan on January 4, 2024. Metro COG set a budget of \$196,473 for the completion of the Plan. Proposals were due to Metro COG on Friday, January 26, 2024. Staff received five (5) proposals from consultants. One consulting firm asked for their proposal to be withdrawn from consideration before interviews were conducted.

1. SRF Consulting
2. Bolton & Menk
3. TC2
4. Stantec
5. Interstate Engineering – withdrew proposal

The selection committee conducted interviews with the four remaining consulting firms on Wednesday, February 7th. After the interviews were completed, the selection committee scored and ranked the consulting firms. SRF Consulting Group, with subconsultant Tallgrass Landscape Architects, was chosen by the selection committee as the preferred consulting firm to complete the Horace Downtown Core Neighborhood Plan. SRF's cost proposal came in at \$195,949, which is within the total budgeted amount (\$196,473).

Motion: Recommend approval of the Selection Committee's preferred consultant, SRF Consulting Group (with subconsultant Tallgrass Landscape Architects), and provide authorization for Metro COG's Executive Director to enter into a contract for services.

Mr. Hellman moved, seconded by Mr. Lorsung

MOTION, PASSED

Motion carried unanimously.

10. 2024 Federal Functional Classification Update

Ms. Levorsen presented an update to the 2024 Federal Functional Classification. Metro COG staff will be reaching out to jurisdictions for information.

11. Agency Updates

Moorhead – 11th St Underpass potential early start,

West Fargo – Downtown Masterplan approval, Revisions to Subdivision/Zoning Ordinances

Dilworth – Mixed Use Downtown District open house

Horace – New land ordinance first reading at council meeting

Cass County – Bidding Mill & Overlay CR17

Clay County – Bid openings, development code update

NDSU – Albrecht Road project – potential interference with MATBUS

MATBUS – Reorganization study finishing up, software implementations, Nine - 35' buses coming to Fargo, one to Moorhead, paratransit vehicles,

12. Additional Business

No additional business

13. Adjourn

The 550 Regular Meeting of the TTC was adjourned on February 8 at 11:36 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD MARCH 14, 2024, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant