

**552nd Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, April 11, 2024 – 10:00 am  
Metro COG Conference Room**

**Members Present:**

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
Don	Lorsung	City of Dilworth Community Development
Aaron	Nelson	West Fargo City Planning
Mary	Safgren	MnDOT – District 4
Jordan	Smith	MATBUS (alternate for Lori Van Beek)
Justin	Sorum	Clay County Engineering
Tom	Soucy	Cass County Highway Engineering
Brit	Stevens	NDSU – Transportation Manager
Tom	Trowbridge	City of Moorhead Engineering (alternate for Jon Atkins)
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

**Members Absent:**

Jonathan	Atkins	City of Moorhead Traffic Engineering (alternate present)
Nicole	Crutchfield	City of Fargo Planning (alternate present)
Kelly	Krapu	Freight Representative - TrueNorth Compliance Service
Joe	Raso	GFMEDC
Lori	Van Beek	City of Moorhead, MATBUS (alternate present)

**Others Present:**

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Angie	Bolstad	Stantec
Jaron	Capps	Metro COG
James	Dahlman	City of Horace – Interstate Engineering
Dan	Farnsworth	Metro COG
John	Forman	Ulteig
Wade	Frank	Stantec
Emma	Kogan	Member of the Public
Savanna	Leach	Metro COG
Chelsea	Levorsen	Metro COG
Michael	Maddox	Metro COG
Scott	Middaugh	KLJ
Brent	Muscha	Apex
Ayden	Schaffler	Metro COG
Erika	Shepard	MnDOT
Kristen	Sperry	FHWA - ND
Dan	Triller	SEH
Sam	Trebilcock	Houston Engineering

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:00 am, on April 11, 2024 by Chair Griffith. A quorum was present.

**2. Approve the 552 TTC Meeting Agenda**

Chair Griffith asked if there were any questions or changes to the 552 TTC Meeting Agenda.

**Motion: Approve the 552 TTC Meeting Agenda.  
Mr. Lorsung moved, seconded by Mr. Trowbridge  
MOTION, PASSED.  
Motion carried unanimously.**

**3. APPROVE March 14, 2024 TTC MEETING MINUTES**

Chair Griffith asked if there were any questions or changes to the March 14, 2024 TTC Meeting Minutes.

**Motion: Approve the March 14, 2024 TTC Minutes.  
Ms. Huston moved, seconded by Mr. Trowbridge  
MOTION, PASSED  
Motion carried unanimously.**

**4. Public Comment Opportunity**

No public comments were made or received.

**5. 2024-2027 Transportation Improvement Program (TIP) Amendment 6**

Mr. Bervik presented amendment 6 to the 2024-2027 Transportation Improvement Program (TIP). A public notice was published on Wednesday, March 27, 2024, which advertised the public meeting. The public notice advertised that public comments would be accepted until 12:00 noon on Thursday, March 11, 2024. No comments were received.

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

1. **Modification of Project 1240005:** Casselton construction of a new shared use path along Governor's Drive from 8th Street South to 0.4 miles north of 37th Street Southeast (2024). Splitting the project into phases and updating the project limits, project description, total project cost, and local cost.

**Motion: Recommend approval of Amendment 6 of the Metro COG  
2024-2027 Transportation Improvement Program (TIP) to the Policy Board.  
Mr. Lorsung moved, seconded by Mr. Wrucke  
MOTION, PASSED  
Motion carried unanimously.**

**6. West 94 Growth Area Study Request for Proposals (RFP)**

Mr. Farnsworth presented the West 94 Growth Area Study Request for Proposals (RFP). In final reviews of the RFP, West Fargo has requested the project be

renamed as West 94 Area Transportation Plan. The objective of this study is to determine the most likely growth and travel scenarios (resulting from development of the West 94 Growth Area) as well as planning-level connections to/from the Growth Area, including a connection to I-94. In addition, this study will develop a proposed arterial/collector roadway network within the Growth Area.

This Study will be a consultant-led study with a total budget of \$300,000. 80%, or \$240,000, will come from Metro COG's CPG funds with 20% (\$60,000) coming from the City of West Fargo. The study is expected to kick-off in July of 2024 with a completion timeframe of June/July of 2025. Due to new requirements from the FHWA, no carry-over funds will be allowed between 2024 and 2025. Therefore, the currently-allocated \$150,000 for this study will need to be spent in 2024 and \$150,000 will be allocated for this study in 2025.

Mr. Gorden asked why 38<sup>th</sup> Street North of the Diversion was not included. Mr. Farnsworth said that this was previously studied in the Northwest Metro Transportation Plan previously completed by Metro COG. This study covers the areas missed by the previous study.

Ms. Sperry asked that the original UPWP project name be included in the pending UPWP amendment. Mr. Griffith responded that it will be noted.

**Motion: Recommend Policy Board approval of the West 94 Growth Area Study RFP**

**Mr. Nelson moved, seconded by Mr. Lorsung**

**MOTION, PASSED**

**Motion carried unanimously.**

**7. North Dakota Federal Functional Classification Update**

Ms. Levorsen and Mr. Capps presented the final draft of the Federal Functional Classification network within the recently updated Adjusted Urbanized Area Boundary (AUSA). This update reflects changes that address new roadway developments, the expanded Urbanized Area Boundary, and new FHWA Guidance. All proposed changes were done in accordance with the Highway Functional Classification Concepts, Criteria and Procedures (2023).

Metro COG staff sent the draft to NDDOT just prior to the TTC meeting for preliminary review.

A number of roadway classifications were discussed, and Mr. Capps said a lot of reclassifications were for roadway continuity, and assessed with due diligence. Metro COG has not yet received any comments from NDDOT, and will address those at that time.

**Motion: Recommend Policy Board approval of the 2024 NDDOT Federal Functional Classification Update.**

**Mr. Gorden moved, seconded by Mr. Trowbridge**

**MOTION, PASSED**  
**Motion carried unanimously.**

**8. 15<sup>th</sup> Avenue North Corridor Study Request for Proposals (RFP)**

Mr. Maddox presented the 15<sup>th</sup> Avenue North Corridor Study Request for Proposals (RFP). The 15<sup>th</sup> Avenue North Study would identify improvements (e.g., paving) that could be made to the facility as well as identify any issues that there may be. The study would also look at the future jurisdictional ownership of the roadway.

Metro COG identified this effort as a consultant-led effort included in its Unified Planning Work Program (UPWP) to begin in 2024. The budget for this project is \$150,000 (\$120,000 CPG, \$30,000 local match to be split between Clay County and the City of Dilworth).

**Motion: Recommend Policy Board approval of the 15<sup>th</sup> Avenue North Corridor Study RFP**  
**Mr. Smith moved, seconded by Mr. Lorsung**  
**MOTION, PASSED**  
**Motion carried unanimously.**

**9. 2024 Bicycle and Pedestrian Count Report**

Mr. Bervik presented the 2024 Bicycle and Pedestrian Count Report. The attendees were impressed with the graphics used to present the data. Mr. Bervik also presented an aerial map identifying the proposed locations of a dozen additional counters, which had been prioritized by Metro COG's Bike-Ped Committee, should funding ever become available.

**10. Agency Updates**

Metro COG – Mr. Farnsworth shared that COG former Executive Secretary, Joan Geyer, who retired in 2015, recently passed away. She worked at Metro COG for 18 years. Mr. Griffith said that Metro COG was preparing for receipt of the carryover funding from NDDOT/FHWA that were previously de-obligated. He encouraged any jurisdictions to reach out with any smaller projects that could be started and completed by the end of the 2024 FY year.

Fargo – Mr. Gorden shared some pictures of the bridge project at Sheyenne and 52<sup>nd</sup> Ave progress. Construction updates.

West Fargo – Planned 2025 Reconstruction 7<sup>th</sup> Ave/9<sup>th</sup> St East Project STBG and Sate Flex Funds awarded. Bolton & Menk to complete a Traffic Management Center study, with various grants as well.

Horace – Construction updates, Land Use Ordinance approved and in use.

Moorhead – Underpass Project underway, other construction updates and grant applications. 10 New busses received – 1 Fargo and 9 Moorhead fixed route.

Dilworth – Comp Plan update 2025, Functional Classification updates

Cass County – Construction updates

Clay County – Underpass, roundabout South of Moorhead

NDDOT/FHWA – asking for UPWP Amendment 6 update

**11. Additional Business**

There was no additional business to discuss.

**12. Adjourn**

The 522 Regular Meeting of the TTC was adjourned on April 11, 2024 at 11:04 a.m.

**THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD May 9, 2024, 10:00 A.M.**

Respectfully Submitted,

Savanna Leach  
Executive Assistant