

## The 657<sup>th</sup> Policy Board Meeting Fargo-Moorhead Metropolitan Council of Governments

THURSDAY, July 16, 2026 – 4:00 PM

### AGENDA

1. Call to Order and Introductions
  - a. Introductions & Roll Call
  - b. Election of Metro COG Chair and Vice Chair Action Item
  - c. Approve Order and Contents of the Overall Agenda Action Item
  - d. Approve Meeting Minutes of June 18, 2026 Action Item
  - e. Approve July 2026 Accounts Payable (bills list) Action Item
2. Consent Agenda **Action Item**
  - a. June 2026 End-of-Month Report
  - b. Metro COG 2<sup>nd</sup> Quarter Report
3. Regular Agenda
  - a. Public Comment Opportunity Public Input
  - b. 2026-2029 TIP Amendment/Revision #8 **Action Item**
  - c. Draft 2026 UPWP & Budget Amendment #2 **Action Item**
  - d. "Rest on Red" Presentation Information Item
4. Additional Business Information Item
5. Adjourn

REMINDER: The next Metro COG Policy Board Meeting will be held  
**Thursday, August 20, 2026 at 4:00 PM.**

Metro COG is encouraging citizens to provide their comments on agenda items via email to Angela Brumbaugh at [brumbaugh@fmmetrocog.org](mailto:brumbaugh@fmmetrocog.org). To ensure your comments are received prior to the meeting, please submit them by 8:00 AM on the day of the meeting and reference which agenda item your comments address. If you would like to appear via video or audio link for comments or questions on a regular agenda or public hearing item, please provide your e-mail address and contact information to the above e-mail at least one business day before the meeting. Any virtual attendees who refuse to identify themselves will be disconnected.

**Please use the following link to join this meeting online:**

<https://us02web.zoom.us/j/89719103440?pwd=5joY7ACfXW8cnJgll8tgT3YaQEk1Mv.1>

The elevator to Metro COG's office will be out of service July 13<sup>th</sup> – 30<sup>th</sup> for repairs. Those unable to use the stairs can contact Angela Brumbaugh at [brumbaugh@fmmetrocog.org](mailto:brumbaugh@fmmetrocog.org) or 701-532-5100 for alternate attendance options. Please contact Angela at least 2 hours prior to the meeting if alternate attendance arrangements are needed.

**Bolded** Action Items require roll call votes.

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

NOTE: Given the participation of Fargo City Commissioners at Policy Board meetings, such meetings may constitute open public meetings of the City of Fargo.

Metro COG is committed to ensuring all individuals, regardless of race, color, sex, age, national origin, disability/handicap, sexual orientation, and/or income status have access to Metro COG's programs and services. Meeting facilities will be accessible to mobility impaired individuals. Metro COG will make a good faith effort to accommodate requests for translation services for meeting proceedings and related materials. Please contact Angela Brumbaugh at 701-532-5100 at least five days in advance of the meeting if any special accommodations are required for any member of the public to be able to participate in the meeting.

PLANNING ORGANIZATION SERVING

FARGO, WEST FARGO, HORACE, CASS COUNTY, NORTH DAKOTA AND MOORHEAD, DILWORTH, CLAY COUNTY, MINNESOTA

**To:** Policy Board members  
**From:** Ben Griffith, AICP, Executive Director  
**Date:** July 9, 2026  
**Re:** **Election of Chair and Vice Chair**

With the departure of both the Chair and Vice Chair of Metro COG, elections will need to be held to select a Chair and Vice Chair for the remainder of 2026. Per Section 4 of the Policy Board Bylaws, both incoming West Fargo members are eligible to be elected Chair, and the incoming Horace member from Horace is eligible to be elected Vice Chair for the remainder of 2026 since both Chair and Vice Chair are based on the rotation shown below from Appendix A of the Policy Board's Bylaws.

<b>Appendix A – Metro COG Chair and Vice Chair Rotation Schedule</b>		
<b>Year(s)</b>	<b>Chair Representative</b>	<b>Vice Chair Representative</b>
2022, 2029, 2036, 2043	City of Fargo	City of Moorhead
2023, 2030, 2037, 2044	City of Moorhead	Cass County
2024, 2031, 2038, 2045	Cass County	Clay County
2025, 2032, 2039, 2046	Clay County	City of West Fargo
2026, 2033, 2040, 2047	City of West Fargo	City of Horace
2027, 2034, 2041, 2048	City of Horace	City of Dilworth
2028, 2035, 2042, 2049	City of Dilworth	City of Fargo

The Policy Board Bylaws acknowledge that the order of the rotation may need to be changed from time to time to accommodate members' ability to serve in this capacity.

Metro COG staff wishes to thank Mr. Olson for serving as Chair and thank Ms. Landstrom for serving as Vice Chair the past six months. Their hard work and dedication to our organization have been greatly appreciated!

**Requested Action:** Nominate and Elect a Policy Board Chair and Vice Chair for the remainder of 2026, based on the rotation schedule in Appendix A of the Policy Board Bylaws.

**656<sup>th</sup> Policy Board Meeting**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**Thursday, June 18, 2026 – 4:00 PM**

**Members Present:**

Duane	Breitling	Cass County Commission
Chuck	Hendrickson	Moorhead City Council
Stephanie	Landstrom	Horace City Council
Nicole	Mattson	Moorhead City Council
Sebastian	McDougall	Moorhead City Council
Jenny	Mongeau	Clay Co. Commission
Brad	Olson	West Fargo City Commission
Thomas	Schmidt	Fargo Planning Commission
Dave	Steichen	Dilworth City Council
John	Strand	Fargo City Commission
Maranda	Tasa	Fargo Planning Commission

**Members Absent:**

Denise	Kolpack	Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Mike	Reitz	MATBUS Representative
Art	Rosenberg	Fargo Planning Commission
Michelle	Turnberg	Fargo City Commission
Aaron	Murra	NDDOT Fargo District Engineer ( <i>ex-officio</i> )
Shiloh	Wahl	MnDOT District 4 Engineer ( <i>ex-officio</i> )

**Others Present:**

Adam	Altenburg	Metro COG
Karissa	Beierle Pavek	Metro COG
Angela	Brumbaugh	Metro COG
Dan	Farnsworth	Metro COG
Ben	Griffith	Metro COG
Aiden	Jung	Metro COG
Michael	Maddox	Metro COG
Linghao	Zhang	Metro COG
Will	Hutchings	NDDOT - Local Government Division

**1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**

The meeting was called to order at 4:00 PM, on June 18, 2026 by Chair Olson, noting a quorum was present.

**1b. Approve Order and Contents of Overall Agenda, approved**

Chair Olson asked for approval for the overall agenda.

**MOTION: Approve the contents of the Overall Agenda of the June 18, 2026 Policy Board Meeting.**

**Mr. Strand moved, seconded by Mr. Steichen**

**MOTION, passed**

**Motion carried unanimously.**

**1c. Approve Meeting Minutes of April 16, 2026**

Chair Olson asked for approval of the Minutes of the April 16, 2026 Meeting.

**MOTION: Approve the April 16, 2026 Policy Board Meeting Minutes.**

**Mr. Breitling moved, seconded by Mr. McDougall**

**MOTION, passed**

**Motion carried unanimously.**

**1d. Approve Meeting Minutes of May 21, 2026**

Chair Olson asked for approval of the Minutes of the May 21, 2026 Meeting.

**MOTION: Approve the May 21, 2026 Policy Board Meeting Minutes.**

**Ms. Mongeau moved, seconded by Mr. Steichen**

**MOTION, passed**

**Motion carried unanimously.**

**1e. Monthly Account Payables (Bills), approved**

Chair Olson asked for approval of the June 18, 2026 Accounts Payable as listed on Attachment 1d.

**MOTION: Approve the June 18, 2026 Accounts Payable List.**

**Mr. Breitling moved, seconded by Mr. McDougall**

**MOTION, passed**

**Motion carried unanimously.**

**2. CONSENT AGENDA**

Chair Olson asked for approval of Items a-e on the Consent Agenda. Mr. Breitling stated he wanted to pull 2b. Establish Cash Reserve Fund to the regular agenda, 3f.

a. April 2026 Month End Report

b. Establish Cash Reserve Fund (pulled off consent and added to the Regular agenda 3f.)

c. May 2026 End of Month Report

d. Letter of Support for Transportation Bills

e. Executive Director's Performance Evaluation

**MOTION: Approve Items a, c, d, e on the Consent Agenda.  
Mr. Breitling moved, seconded by Ms. Mongeau  
MOTION, passed  
Motion carried unanimously.**

### **3. REGULAR AGENDA**

#### **3a. Public Comment Opportunity**

No public comments were provided or received.

#### **3b. 2026-2029 TIP Amendment 4**

Mr. Altenburg presented Amendment 4 regarding the 2026-2029 Transportation Improvement Program (TIP).

The proposed amendment to the 2026-2029 TIP is as follows:

1. **Modification of Project 4240011:** Cass County reconstruction of 17<sup>th</sup> Avenue S from 25<sup>th</sup> Street to University Drive (2026). Change in available STBG funding and local revenue amounts.
2. **New Project 3264069:** West Fargo construction of shared use path, Rectangular Rapid Flashing Beacon (RRFB) and box culvert extension at Sheyenne River (2027). New STBG-funded project replacing original CRP- and TA-funded project in 2029.
3. **Modification of Projects 1250016 and 1250017:** Cass County reconstruction of shared use path along University Drive S (2026 and 2027). Adding additional available TA funding in 2026 and subtracting amount from 2027 TA funding.
4. **Modification of Project 4230018:** Fargo Transit Mobility Manager (2026). Adding additional available FTA 5310 funding.
5. **Modification of Project 4240026:** Fargo Transit Mobility Manager (2027). Adding additional available FTA 5310 funding.
6. **Modification of Project 4260022:** Fargo Transit Mobility Manager (2028). Adding additional available FTA 5310 funding.
7. **New Project 4264070:** Fargo Transit FTA 5310-funded replacement bus for paratransit (2028).
8. **Modification of Project 4260042:** Fargo Transit Mobility Manager (2029). Adding additional available FTA 5310 funding.
9. **New Project 5264071:** Moorhead Transit CRP-funded replacement of two (2) bus shelters (2026). Note: CRP funding was originally obligated in 2023 for transit hub improvements at Dilworth Walmart; grant was closed out and CRP funding was de-obligated in 2026.

1. **New Project 5264072:** Moorhead Transit FTA 5310-funded replacement bus for paratransit (2026).
2. **New Project 5264074:** Moorhead Transit FTA 5339-funded purchase of two (2) buses for microtransit (2026).
3. **Removal of Project 3260005:** West Fargo construction of shared use path and pedestrian bridge crossing at Sheyenne River (2029). Removing original CRP-funded project and replacing it with new 2027 STBG-funded project.
4. **Removal of Project 3260008:** West Fargo construction of shared use path and pedestrian bridge crossing at Sheyenne River (2029). Removing original TA-funded project and replacing it with new 2027 STBG-funded project.

***MOTION: Approve Amendment 4 to Metro COG's 2026-2029 Transportation Improvement Program (TIP).***

**Mr. Hendrickson moved, seconded by Mr. Breitling**

***MOTION, passed***

**Motion carried unanimously.**

### **3c. 2026-2029 TIP Amendment 5**

Mr. Altenburg presented Amendment 5 regarding the 2026-2029 Transportation Improvement Program (TIP).

The proposed amendment to the 2026-2029 TIP is as follows:

1. **New Project 4265075:** Fargo Transit FTA 5339-funded pedestrian avoidance warning system (2026).
2. **New Project 4265076:** Fargo Transit FTA 5339-funded purchase of support vehicles (2026).
3. **Modification of Project 4260044:** Fargo Transit FTA 5339-funded replacement bus surveillance system (2026). Modification of total project cost.
4. **Modification of Project 4230048:** Fargo Transit FTA 5339-funded pedestrian avoidance system (2027). Moving project year from 2026 to 2027.
5. **Modification of Project 4260057:** Fargo Transit FTA 5339-funded replacement of <30ft buses (2028). Modification of project description and total project cost.
6. **New Project 4265077:** Fargo Transit FTA 5339-funded Moorhead shelter replacement (2029).

***MOTION: Approve Amendment 5 to Metro COG's 2026-2029 Transportation Improvement Program (TIP).***

**Mr. Strand moved, seconded by Mr. McDougall  
MOTION, passed  
Motion carried unanimously.**

**3d. Federal Functional Classification Update for 2026 (ND)**

Ms. Beierle Pavek presented information on the Federal Functional Classification for North Dakota. The City of Fargo requested 12<sup>th</sup> Avenue North from 10<sup>th</sup> Street North to the Red River is currently classified as a Major Collector and would be upgraded to a Minor Arterial.

The changes would fall within the FHWA guideline for each Functional Classification.

**MOTION: Approve the North Dakota Federal Functional Classification Request by the City of Fargo.  
Mr. Steichen moved, seconded by Mr. McDougall  
MOTION, passed  
Motion carried unanimously.**

**3e. Review Draft 2027-2028 UPWP and Budget**

Mr. Griffith presented information on the 2027-2028 Unified Planning Working Program and Budget. The 2027 budget numbers are estimates provided by NDDOT and MNDOT and the 2028 numbers have an increase of 2% from the 2027 numbers.

The primary focus for 2027 will be preparing for the 2055 Metropolitan Transportation Plan (MTP).

The total Federal revenue for 2027 is \$1,607,149.58.

**MOTION: Approval of the Draft 2027-2028 Unified Planning Work Program (UPWP) and Budget.  
Mr. Strand moved, seconded by Mr. Hendrickson  
MOTION, passed  
Motion carried unanimously.**

**3f. Establish Cash Reserve Fund (Pulled from Consent Agenda 2b.)**

Discussion has taken place at the Executive Committee level regarding Metro COG having a cash reserve fund balance. Currently, there has been no consideration for reserves to cover expenses while we wait for reimbursement from NDDOT and the event of an employee resigning and having a cash payout for unused benefits.

Mr. Breitling discussed his concern with expecting an increase in dues for jurisdictions and stated the cap of 3% on property taxes in North Dakota has

caused issues for jurisdictions and other Commissioners have stated they will not approve it.

***MOTION: Approve establishment of a Cash Reserve Fund with the funding scenario as proposed beginning in 2027.***

***Mr. Olson moved, seconded by Mr. Steichen***

***MOTION, passed***

***Motion carried, Breitling opposed the motion.***

**4. Additional Business**

Mid-year review went okay. Brady Martz is still working on the financial Audit. Provided the counties with income statements and balance sheets until the audit is complete.

The Exit interview with NDDOT on indirect cost rate was completed but we don't have the letter with the new rate.

Mr. Olson stated West Fargo, Fargo, and Horace will have to appoint new Policy Board members and it won't be done before the scheduled Executive Committee meeting on July 6<sup>th</sup> therefore we would not have a quorum and may have to delay the meeting.

**5. Adjourn**

The 656<sup>th</sup> Meeting of the FM Metro COG Policy Board held Thursday, June 18, 2026 was adjourned by Chair Olson at 5:02 PM.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD THURSDAY, JULY 16, 2026 at 4:00 PM.**

Respectfully Submitted,

Angela Brumbaugh  
Office Manager

# METROCOG

FM REGIONAL TRANSPORTATION PLANNING ORGANIZATION

## Unified Planning Work Program

Quarterly Progress Report: April 1, 2026 to June 30, 2026

Approved: July 16, 2026

This progress report provides a brief description and overview of the various planning activities completed by Fargo-Moorhead Metropolitan Council of Governments (Metro COG) from April 1, 2026 to June 30, 2026, in accordance with the approved Unified Planning Work Program (UPWP). Included in this report:

- Planning activities completed during this period with the percentage complete for each activity; and
- A budget summary identifying the activity, the total activity budget, the amount of activity budget spent from April 1, 2026 through June 30, 2026, and the percentage of the budget spent

DRAFT

For more information regarding the information presented,  
please contact the Fargo-Moorhead Metropolitan Council of Governments

<i>FM Metro COG</i>	<i>701-532-5100</i>
<i>1 – 2<sup>nd</sup> Street North</i>	<i><a href="http://fmmetrocog.org">fmmetrocog.org</a></i>
<i>Case Plaza, Suite 232</i>	<i><a href="mailto:metrocoq@fmmetrocoq.org">metrocoq@fmmetrocoq.org</a></i>
<i>Fargo, ND 58102-5807</i>	

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## 2026 Staff Activities by UPWP Work Element

2026 UPWP Work Element	2026	
	Budget	Staff Hours
100 Policy and Administrative Forums	\$99,610.16	1,452
200 Contracted Planning	\$64,318.13	1,087
300 Federal Transportation Planning & Documentation	\$243,859.10	3,545
400 Technical Transportation Data & Analysis	\$159,747.70	2,917
500 Transit Planning	\$40,151.59	741
600 Bicycle & Pedestrian Planning	\$76,085.02	1,548
700 Local Planning Assistance	\$56,210.62	994
800 General Administration*	\$322,780.92	5,076
900 Publications Public Information and Communication	\$12,600.14	226
1000 Community Planning and Technical Assistance	\$5,300.62	94

\*Includes estimates of staff leave time (holiday, vacation and sick leave)

## 100 Policy and Administrative Forums

Task 100	Policy and Administrative Forums		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	16%	25%
Staff Hours	Programmed	Expended		
2026	\$99,610.16	\$15,908.30		



**Objective:** To maintain and coordinate policy and administrative forums. Work includes, but is not limited to creating agendas, and supporting material, conducting meetings, traveling to and from meetings and communications with committee members.

## 101 Metro COG Policy Board

### **Status: 50% Complete**

- Prepared for and attended Policy Board Meetings on January 15, February 19, and March 19
- Attended staff meetings regarding development of Policy Board agendas
- Participated in miscellaneous Policy Board coordination agenda items discussions
- Prepared agenda and packet materials for Policy Board meetings
- Recorded and prepared meeting minutes
- Recorded voting actions, roll call votes, and voting outcomes
- Review Policy Board draft meeting minutes, agenda prep and meeting packet review and assembly
- Updated Policy Board member contact information and distribution lists
- Prepared for and attended Policy Board Meetings on April 16, May 21, and June 18
- Review draft meeting minutes, agenda prep, and meeting packet review and assembly
- Updated member contact information and distribution lists as needed
- Updated orientation guide in anticipation of new member appointment following elections

## 102 Metro COG Executive Committee

### **Status: 50% Complete**

- Prepared agenda and packet materials for Executive Committee
- Prepared meeting minutes, voting actions and outcomes
- Prepare for and attend Executive Committee meetings on January 5, February 2, and March 2 in Metro COG's large conference room
- Review Executive Committee draft meeting minutes, agenda prep and meeting packet review and assembly
- Prepare for and attend EC meetings on April 6, May 4 and June 1 in Metro COG's large conference room

### 103 Transportation Technical Committee (TTC)

#### **Status: 25% Complete**

- Prepared for and attended TTC meetings on January 8, February 12, and March 12.
- Attended staff meetings regarding development of TTC agendas
- Participated in miscellaneous TTC coordination agenda items discussions
- Prepared agenda and packet materials for TTC meetings
- Recorded and prepared minutes
- Recorded voting actions, roll call votes, and voting outcomes
- Review materials and prepare TTC Meeting packets
- Updated TTC member contact information and distribution lists
- Prepare for and attend TTC meetings on May 14 and June 11 (April meeting was canceled)
- Review TTC draft meeting minutes, agenda prep and meeting packet review and assembly
- Updated TTC member contact information and distribution lists, as needed
- Conducted orientation session for new TTC member

### 104 Federal, State, and Local Committee Meetings

#### **Status: 25% Complete**

- Meeting with Safe Kids Fargo Moorhead
- Monthly meetings with ND MPO Directors via Teams
- Attend weekly MPO Directors Discussion meetings with NDDOT MPO Coordinator and other ND MPO Directors via Teams
- Prepare and review materials for Prioritization Committee meeting on February 5 for Project Solicitation review and recommendation to TTC
- Attended Metro COG Bike-Ped Committee meeting in large conference room on January 7
- Prepare draft agenda and coordinate with MPO Coordinator for Spring NDDOT/MPO Directors meeting
- Attended Spring NDDOT/MPO Directors meeting via Teams on March 3
- Attended MnDOT/MPO Directors Quarterly meeting via Teams on February 24
- Attended multiple meetings with ND MPO Directors to discuss distribution of CPG Turnback Funds for 2027

- Attended NDDOT Freight Advisory Committee meeting via Teams on March 5
- Attended MnDOT District 4 ATP meetings in Fergus Falls via Teams (due to inclement weather) on March 6
- Attended MnDOT Bike + Planning Government and Tribal Partner meeting via Zoom on March 10
- Review 2026 NDDOT Urban Grant Program applications for upcoming committee meeting
- Review MnDOT District 4 ATP Bylaws and Guidelines for upcoming subcommittee meeting
- Participated in MnDOT Corridor Study Handbook Technical Advisory Committee meeting on January 29th
- Participated in Fargo trails and open spaces meeting on Jan 13th
- Attended City of Fargo PWPEC meeting on Jan 12<sup>th</sup>
- Attending Geospatial Advisory Council Quarterly meeting (March 11th) and other special meetings (Judicial Data Practices and Priority Selection)
- Quarterly NDDOT & MnDOT Meetings
- Monthly meetings with ND MPO Directors via Teams
- Attend weekly MPO Directors Discussion meetings with NDDOT MPO Coordinator and other ND MPO Directors via Teams
- Attended MnDOT District 4 ATP meeting in Fergus Falls via Teams on April 3
- Attended GIS Committee meeting on April 30
- Review NDDOT Urban Grant Program applications for upcoming Committee meeting
- Attended NDDOT Urban Grant Program Committee meeting on May 4
- Attended ND MPO-ATAC Spring Partnership meeting at NDSU campus on May 11
- Attended final meeting of Director's Advisory Council to review Transportation Connection on May 28
- Attended ND Freight Advisory Committee meeting via Teams on June 4
- Drove to and attended MnDOT District 4 ATP meeting in Fergus Falls on June 5
- Participated in Mid-Year Review by Oversight Agencies before and after TTC meeting on June 11
- Meeting with Safe Kids Fargo Moorhead
- Attended Safe-Kids Fargo Moorhead meeting on May 28<sup>th</sup>
- Participated in Regional Traffic Safety Advocates (Red River Valley) on June 18th
- Participated in MnDOT TZD Roundtable meeting on June 17th
- Participated in Fargo trails and open spaces meeting on May 12th
- Annual Metro COG / MnDOT D4 meeting
- Geospatial Advisory Committee

## 200 Contracted Planning Services

<b>Task 200</b>	<b>Contracted Planning Services</b>		<b>Percent Billed</b>	<b>Task Percent Complete</b>
Task Start/End	2026	1Q 2026	16%	25%
Staff Hours	Programmed	Expended		
2026	\$64,318.13	\$10,223.22		

**Objective:** To conduct Metro COG's annual contracted planning projects for the purpose of analyzing local and regional issues as well as development of Metro COG's required transportation planning documentation. This element allows Metro COG the resources to develop contracted planning scopes of work, go through the consultant procurement process and provide contract management and oversight for work that is contracted to a consultant. Staff actively participate in the plan's development by coordinating with local jurisdictions as well as guiding the consultant teams based upon Metro COG's goals as stated in the adopted Metropolitan Transportation Plan.

## 201 NDSU ATAC Participation (Technical Support) (Year 2 of 3)

<b>Task 201</b>	<b>NDSU ATAC Participation</b>		<b>Percent Billed</b>	<b>Task Percent Complete</b>
Task Start/End	1/2026	1/2026		
Financial	Programmed	Expended		
2025	\$10,000.00	\$10,000.00	100%	100%
2026	\$10,000.00	0.00	0%	0%

Metro COG contracts with the Advanced Traffic Analysis Center (ATAC) for technical assistance in transportation planning and MPO responsibilities, most notably staying abreast of technological advances in the field of traffic analysis and travel demand modeling, among other things. The master contract enables Metro COG to contract with ATAC for the purpose of updating and maintaining the Metro COG Travel Demand Model (TDM), furthering the signalized intersection data collection program, and maintaining/updating the Regional ITS Architecture.

**Status: 0% Complete**

Discussed the next ITS Architecture update

205 Moorhead Intersection Data Collection (Year 2 of 3)

Task 205	Moorhead Intersection Data Collection		Percent Billed	Task Percent Complete
	Task Start/End			
Financial	Programmed	Expended		
2025	\$16,492.00	\$16,489.68	100%	100%
2026	\$16,492.00	0.00	0%	0%

Metro COG and the City of Moorhead will continue this project, which begins in 2025, through the three-year time frame of the contract. Metro COG and the City of Moorhead will team with ATAC to conduct an intersection traffic counting program that will, over time, provide counts of the City's signalized intersections every three years. Each year, the project will include approximately one-third (1/3) of intersections within the City of Moorhead.

**Status: 25% Complete**

During the first quarter Metro COG staff invoiced Moorhead for their local match and coordinated camera setup for the 2026 turning movement counts.

- Spoke with Moorhead Engineer regarding possible revisions to scope of work and contract addendum
- Coordinated intersection camera setup with Moorhead and ATAC
- Set out cameras for turning movement counts
- Reviewed 2027 scope of work

## 208 West Metro Perimeter Highway Corridor Study (Year 4 of 4)

Task 208	West Metro Perimeter Highway Corridor Study		Percent Billed	Task Percent Complete
	Task Start/End	1/2026		
Financial	Programmed	Expended		
2023	\$250,000.00	\$46,968.64	19%	19%
2024	\$150,000.00	\$114,302.56	65%	65%
2025	\$99,791.08	\$77,433.28	20.67%	38%
2026	\$25,000.00	\$7,720.00	30.88%	30%
Project Total	*\$269,474.39	\$246,424.48	91.44%	92%
*Programmed Project Total is not a sum of all years. The project hasn't been completed; therefore funds have been programmed each year. Note the expended amount is less than programmed in prior years.				

The purpose of this study would be to pick up where the Interstate Operations Analysis left off relative to future needs of the corridor. The Interstate Operations Analysis projected ADT volumes that would make this one of the most heavily traveled highways in Cass County. The timing of the study is critical in that excess right-of-way purchased for the Red River Diversion Project is available for a portion of the corridor north of I-94. In the future, this property will need to be placed on the market, but the opportunity exists for the County to purchase all or a portion of the property. If delayed, the right-of-way will either no longer be available or will cost significantly more in the future. South of I-94, section line corridors exist, minimizing the need for additional right-of-way. The study would serve as a template for moving forward into the project development process and would allow the metro area to apply for grants to construct the project.

**Status: 92% Complete**

The first quarter consisted of internal discussions, meetings, and consultant meetings to discuss the new direction for the project. The consultant started pulling together the various elements developed during the study in order to develop a draft document. Metro COG and the consultant coordinated on tasks remaining and how to address remaining tasks as well as how to draw the project to a close. This was accomplished through multiple check-in and coordination meetings.

- Internal discussions and meetings regarding project scope and progress
- Communicate with consultants regarding timeline and remaining tasks for project

For the second quarter, the consultant started pulling together the various elements developed during the study in order to develop a draft document. Metro COG and the consultant coordinated on tasks remaining and how to address remaining tasks as well as how to draw the project to a close. This was accomplished through multiple check-in and coordination meetings. Metro COG staff worked with the consultant to work through issues and to focus the elements of the final report.

### 230 2026 FM Metro COG Area-Wide Traffic Counts

Task 230	2026 FM Metro COG Area-Wide Traffic Counts		Percent Billed	Task Percent Complete
	Task Start/End			
Financial	1/2026	3/2026		
2026	Programmed	Expended	0%	0%
	\$150,000.00	\$0.00		

Traffic counts will be collected to assist in the preparation for the 2055 MTP by providing updated traffic counts for Metro COG's Travel Demand Model. The collection of traffic counts for the FM region will provide updated data for Metro COG's Travel Demand Model for preparation of the Federally required 2055 MTP.

**Status: 0% Complete**

- Reviewed consultant proposal
- Scheduled/coordinated consultant interview
- Interviewed consultant. Consultant selection paperwork
- Developed QBS packet for NDDOT
- Updated traffic count locations for contract negotiations
- Developed contract and scope of work
- Project kick-off meeting
- Coordinated traffic count schedule with consultant
- Acquired local jurisdiction contact information and provided contacts to consultant
- Coordination with Horace on traffic counts
- QA/QC of draft traffic count data
- Invoice review

### 231 2026 Data Purchase

<b>Task 231</b>	<b>2026 Data Purchase</b>		<b>Percent Billed</b>	<b>Task Percent Complete</b>
Task Start/End	1/2026	3/2026		
Financial	Programmed	Expended		
2026	\$7,500	\$0.00	0%	0%

The data purchased will be used in the travel demand model for Metro COG. There are two main sets of data that need to be provided, household and employment data. All data should have the capabilities to be aggregated into the Transportation Analysis Zone (TAZ) geographies for Metro COG's travel demand model. The data does not need to be provided in the TAZ geographies structure; however, the data should be easily aggregated into the TAZ geographies. Point GIS data for the different households and employment data are possible formats that will fit this purpose. GIS shapefiles are the preferred data delivery format.

**Status: 0% Complete**

- Coordinated with Data Axle on Data requirements
- Coordinated with NDDOT on procurement guidelines
- Checked Data for accuracy
- Worked with Data-Axle to revise data pull
- Formatted data for use in TAZ update
- Meeting with ATAC for Data Purchase support
- Coordination and review of 2026 household and employment data purchase

### 232 2055 Socioeconomic and Demographic Forecast

Task 232	2055 Socioeconomic and Demographic Forecast		Percent Billed	Task Percent Complete
	Task Start/End	1/2026		
Financial	Programmed	Expended		
2026	\$120,000.00	\$0.00	0%	0%

The data purchased will be used in the travel demand model for Metro COG. There are two main sets of data that need to be provided, household and employment data. All data should have the capabilities to be aggregated into the Transportation Analysis Zone (TAZ) geographies for Metro COG's travel demand model. The data does not need to be provided in the TAZ geographies structure; however, the data should be easily aggregated into the TAZ geographies. Point GIS data for the different households and employment data are possible formats that will fit this purpose. GIS shapefiles are the preferred data delivery format. The Demographic forecast data is a critical element to Metro COG's metropolitan planning program. Although forecast data is used by Metro COG and local jurisdictions for a variety of purposes, its core purpose is in maintaining and updating the regional travel demand model (TDM). The TDM is a critical component in the development of the Metropolitan Transportation Plan (MTP), and relies on demographic data including detailed population, household, and employment assessments and projections to properly calibrate trip generations, distributions, and assignments. Socioeconomic and demographic forecasts based on good data provide a solid foundation for data-driven decision making by policy makers.

**Status: % Complete**

- TAZ Shapefile and boundaries
- Geocoded data to new TAZ Boundaries
- Attended SRC meeting #1 on June 18
- Updated TAZ boundaries
- Geocoded data to new TAZ Boundaries
- Worked with consultant to fix data problems in GIS
- Attended Project manager meetings
- Provided data purchase information

**234 Metro COG Regional Freight Plan Update**

<b>Task 234</b>	<b>Metro COG Regional Freight Plan Update</b>		<b>Percent Billed</b>	<b>Task Percent Complete</b>
Task Start/End	1/2026	3/2026		
Financial	Programmed	Expended		
2026	\$175,000.00	\$0.00	0%	0%

Metro COG’s current Regional Freight Plan was adopted in January 2018 and needs an update for the preparation of the 2055 MTP. The Fargo-Moorhead region sees a large amount of freight movement, a large driver of the growing economy. Freight mobility, which is both efficient and reliable, is crucial to strengthen regional economic priorities and support efficient consumer mobility and delivery. Regional transportation decisions tie local and regional priorities together, promote fiscal responsibility, and support the movement of goods and people. It accommodates freight movement to strengthen regional economic priorities and support efficient consumer mobility and delivery. the Demographic Study is a key component for the preparation of the MTP and has value not just in helping to determine long-range transportation infrastructure needs, but other growth-related issues for the region. A demographic study based on good data, provides a solid foundation for data-driven decision making by policy makers.

**Status: 0% Complete**

- Participated in project check-in meetings
- Assisted with data collection needs
- Reviewed public engagement materials including draft stakeholder and public engagement plan

237 Metro COG Regional ITS Architecture Update

<b>Task 234</b>	<b>Metro COG Regional Freight Plan Update</b>		<b>Percent Billed</b>	<b>Task Percent Complete</b>
Task Start/End	1/2026	3/2026		
Financial	Programmed	Expended		
2026	\$36,200.00	\$0.00	0%	0%

Regional ITS (Intelligent Transportation System) Architecture provides a comprehensive framework that can be used to plan future ITS, define system requirements, coordinate agency roles, and integrate functions across jurisdictional lines. Metro COG’s original Regional ITS Architecture was completed in 2005 by ATAC under the sponsorship of Metro COG and has been updated periodically since then, with the last update completed in 2022. Periodic updates are nationally recommended every 4-5 years.

**Status: 0% Complete**

- Attended ITS Architecture Stakeholder meeting on May 27
- Attended ITS Architecture Stakeholder meeting with the Maintenance Group on May 29
- Kick-off meeting with ATAC
- Developed stakeholders list and advisory committee member list
- Scheduled first advisory committee meeting
- Advisory Committee meeting

- Coordinated & participated in stakeholder meetings

### 300 Federal Transportation Planning and Documentation

Task 300	Federal Transportation Planning Documentation		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	15%	23%
Staff Hours	Programmed	Expended		
2025	\$243,859.10	\$35,651.98		

**Objective:** To develop, research, and implement Federal transportation planning directives and regulations.

#### 301 Transportation Improvement Plan (TIP)

**Status: 25% Complete**

- Meeting with Metro COG staff
- Coordinating with the jurisdictions
- Coordination and review of 2026 household and employment data purchase
- Updated online TIP dashboard in GIS
- Reviewed STBG, CRP and TA project proposals
- Review proposed Administrative Modifications to TIP
- Met to discuss TIP projects after prioritization committee
- Review and ranking of TA applications
- Coordination and preparation of amendment #2 and #3 for the 2026-2029 TIP
- Begin preparations for 2027-2030 TIP

- Reviewed STBG, CRP and TA project proposals
- Review proposed Amendments and Administrative Modifications to 2026-2029 TIP
- Provided Horace with information regarding past funding submittals
- Provided letter of support to Cass County for RTP grant application
- TIP Dashboard Maintenance
- Coordinating with the jurisdictions
- Study TIP documentation
- Worked with staff to update the TIP
- Trained new staff on TIP process
- Coordination and preparation of amendment #4 and #5 for the 2026-2029 TIP

### 302 Unified Planning Work Program (UPWP) and Budget Maintenance and Reporting

**Status: 25% Complete**

- Review and research Amendments and Administrative Modifications for UPWP
- Discussions with oversight agencies regarding 2026 UPWP Amendment #1
- Preparation of 2026 UPWP Amendment #1
- Transmit 2026 UPWP Amendment #1 as approved by Policy Board to NDDOT via FTP site
- Discussions with oversight agencies regarding 2026 UPWP Amendment #1
- Preparation of 2026 UPWP Amendment #1
- Transmit 2026 UPWP Amendment #1 as approved by Policy Board to NDDOT via FTP site
- Review and execute NDDOT CPG Contract Amendment for 2026 UPWP Amendment #1
- Prepare and review quarterly and annual end-of-year reports for MnDOT and NDDOT
- Preparation and submittal of materials for Indirect Cost Rate Audit
- Indirect Cost Rate Audit Entrance Conference with NDDOT Finance staff on February 24
- Review of proposed CPG Turnback Funds from NDDOT for 2027
- Updated Quarterly report
- Researched other MPO costs of consulted travel demand models for upcoming UPWP
- Met to discuss 2025 and 2026 UPWP projects
- Prepared for and attended bi-weekly Project Managers meetings

- Met to discuss turnback funds
- Estimated 2026 UPWP staff hours
- Coordinated standard consultant contract language with NDDOT
- Review and research Amendments and Administrative Modifications for UPWP
- Discussions with oversight agencies regarding DRAFT 2027-2028 UPWP
- Preparation of DRAFT 2027-2028 UPWP
- Transmit DRAFT 2027-2028 UPWP as approved by Policy Board to NDDOT via FTP site
- Discussions with oversight agencies regarding 2026 UPWP Amendment #2
- Preparation of 2026 UPWP Amendment #2
- Prepare and review quarterly reports for MnDOT and NDDOT
- Preparation and submittal of materials for Indirect Cost Rate Audit
- Indirect Cost Rate Audit Entrance Conference with NDDOT Finance staff on February 24
- NDDOT guidance regarding QBS submittal
- Provided description language for 2027 projects
- Project managers meetings
- Meeting with consultant to discuss 2027 projects
- Reviewed changes to subtask hours
- Proposed UPWP amendments
- Started the development of the Streets and Highways Modal Plan and the MTP development process

### 303 Public Participation

#### ***Status: 25% Complete***

- Reviewed Metro COG's public participation requirements as part of its Public Participation Plan
- Internal meetings and discussions regarding proposed updates to Metro COG's Public Participation Plan
- Review draft of Metro COG's updated Public Participation Plan
- Review ND Century Code regarding development of Public Comment Policy for governmental bodies
- Drafted Public Comment Policy for Metro COG
- Reviewed Metro COG's public participation requirements as part of its Public Participation Plan

### 304 Congestion Management Process

**Status: 0% Complete**

- Implemented CMP monitoring processes

### 305 Federal and State Rules and Regulations Compliance and Maintenance

**Status: 0% Complete**

- Studying Capital Program
- Review new Federal legislation related to transportation
- Review CFR language on the requirements for MPO documents

### 306 Civil Rights/Title VI/LEP/Environmental Justice

**Status: 25% Complete**

- Updated Title VI certification needs and reviewed Title VI/LEP plan updates
- Completed Title VI annual training
- Ongoing review of potential changes to Title VI/LEP
- Preparation for Metro COG TitleVI/LEP Plan in 2026
- Discuss Title VI/LEP language updates with NDDOT Civil Rights Program Administrator
- Title VI Draft updated and Environmental Justice Data
- Update Title VI certificationneeds and reviewed Title VI/LEP updates
- Ongoing review of potential changes to Title VI/LEP
- Preparation for Metro COG TitleVI/LEP Plan in 2026
- Discuss Title VI/LEP language updates with NDDOT

### 307 Metropolitan Transportation Plan (MTP) Implementation and Maintenance

**Status: 10% Complete**

- Reviewing the current MTP to address development of the 2055 MTP
- Research other MPO MTP documents
- Review the MTP for directions on internal tasks, goals, and policies to provide direction on internal staff projects
- Reading the 2050 MTP and ensure consistency.
- Reviewing current MTP to address how to develop the next MTP.
- Research other MPO documents
- Mapping the new Streets and Highways Modal Plan

### 308 US Census Coordination and Technical Assistance

**Status: 25% Complete**

- Reviewed monthly ND census reports
- Reviewed U.S. Census updates
- Reviewed IPUMS updates
- Reviewed monthly census reports
- Reviewed U.S. census updates
- Reviewed IPUMS pdates

### 309 TMA Transition

**Status: 0% Complete**

- No Activities reported this quarter

### 310 TIP Project Monitoring

**Status: 25% Complete**

- Coordination with area jurisdictions on current and future TIP project needs
- Attended regular monthly meetings with local jurisdictions regarding TIP construction projects
- Updated TIP Dashboard
- Coordination with area jurisdictions on current and future TIP project needs
- Attended meetings with various monthly meetings
- Meeting with MATBUS
- Meeting with NDDOT
- Meeting with MNDOT
- Meetings with City of Fargo, West Fargo, and Cass County
- Regularly check construction project development, programming, and bid letting.

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## 400 Technical Transportation Data and Analysis

Task 400	Technical Transportation Data & Analysis		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	24%	25%
Staff Hours	Programmed	Expended		
2026	\$159,747.70	\$38,206.895		

**Objective:** To conduct technical analysis of Metro COG's core responsibilities; implement and maintain the regional Metropolitan Transportation Plan; develop and update the Travel Demand Model; develop local and corridor-level planning studies; conduct Metro COG's traffic counting program; develop data reporting tools; integrate performance measurement; and support the activities recommended by the MTP.

### 401 Performance Measures

**Status:** 50% Complete

- Internal discussions and meetings regarding adoption of Safety Performance Measure (PM1) from MnDOT and NDDOT for 2026
- Review of Performance Measure staff reports and adopting resolutions
- Research Performance Measures, analysis and meeting preparations for formal adoption of targets
- Oversaw the analysis of PM1 for the region
- Designed the analysis tools for state comparison
- Ongoing discussions with NDDOT to obtain PM data
- Assisted with performance measures for Metro Profile
- Analyze performance measure targets NDDOT
- Analysis and response to NDDOT target setting of PM1
- Supervised staff to acquire and analyze PM2 and PM3 data to comment on NDDOT target setting.
- Processed the FFC change request

## 402 Federal Functional Classification Update

### **Status: 50% Complete**

- Internal discussions and staff meetings to develop FFC process with NDDOT
- Research Federal Functional Classification, analysis and preparation for meetings
- Formulated an approach to an interim update to the FFC for the Fargo region
- Attended internal meeting to discuss Fargo FFC request
- Review FFC staff reports for TTC and Policy Board meetings
- Prepare presentation for TTC and Policy Board
- Communication with NDDOT and MnDOT
- Participated on development review commissions with local jurisdictions, reviewed materials, and gave comments

## 403 Travel Demand Model (TDM) Maintenance and Operation

### **Status: 0% Complete**

## 404 Freight and Goods Movement

### **Status: 0% Complete**

- Reviewed metropolitan freight needs for the upcoming regional freight plan
- Continued to review metropolitan freight needs for the upcoming regional freight plan
- Attended 2026 UGPTI Autonomous Trucking Conference on June 24
- 

## 405 FM Metropolitan Profile

### **Status: 25% Complete**

- Data collection and management
- Research, data gathering, analysis and preparation for the Metro Profile for 2026
- Presentation to Fargo City Commission on January 5th
- Presentation to Clay County Commission on January 13th

- Presentation to Dilworth City Council on January 26th
- Prepared for and attended regular Check-In meetings with project staff
- Data Collection from Jurisdictions
- Data gathering and preparation of the document
- Assign tasks
- Implement new Metro Profile initiatives

#### 406 Traffic Data Collection & Analysis

**Status: 25% Complete**

- Conducted traffic counts on Hwy 18 in Casselton
- Comparison of existing traffic count data with Streetlight data per request of Cass Co.
- Performed firmware updates to traffic collection cameras
- Comparison of existing traffic count data with Streetlight data per request of Cass Co.
- Facilitated traffic counts with JAMARai for Hwy 18 in Casselton. Compared counts to tube counts for accuracy.
- Set up traffic cameras in Moorhead
- Installed traffic speed counters along 26th St S in Fargo per request
- Conducted traffic counts for Hwy 18 Casselton Corridor Study
- Installed traffic camera for traffic counts at intersection of 52nd Ave & 9th St W in W Fargo
- Installed traffic cameras for traffic counts at intersections along 38th St in Fargo per request

#### 407 Metropolitan Transportation Technical Assistance

**Status: 25% Complete**

- Attended to miscellaneous metropolitan technical assistance and contracted planning needs
- Reviewed 2006 12th Ave S Corridor Study (Clay Co)
- Provided information to City of Fargo related to passenger rail working group
- Worked with NDDOT to obtain NDDOT's current LRTP

- Attended to miscellaneous metropolitan technical assistance and contracted planning needs
- Mapping request for Barnesville

#### 408 ITS/Traffic Operations Technical Assistance

##### **Status: 25% Complete**

- Participated in SMART Signals steering committee meeting on Feb 5<sup>th</sup>
- Participated in SMART Signals steering committee meeting on May 7<sup>th</sup>
- Participated in Spring ATAC/NDDOT/MPO meeting.

#### 409 GIS Management, Mapping & Graphics

##### **Status: 50% Complete**

- Assisted with GIS analyses for Metro COG internal projects
- Metro COG bike map app updates
- Embedding Bike Map App into website
- Tip Dashboard implementation
- Downloaded and learned Arc GIS Pro
- Assisted with installing Arc GIS Pro
- Assisted with GIS analyses for Metro COG internal projects
- Metro COG bike map app updates
- Embedding Bike Map App into website
- TIP Dashboard implementation
- West Fargo Safe Routes online interactive map
- Resolving GIS credit issue with ESRI
- Provided GIS files to consultant as requested
- Coordinated update of Shared Use Path shapefile

## 500 Transit Planning

Task 500	Transit Technical Assistance		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	13%	25%
Staff Hours	Programmed	Expended		
2026	\$40,151.59	\$5,205.60		

**Objective:** To coordinate with MATBUS, the regional transit provider, to further multimodal transportation.

### 501 Transit Technical Assistance

**Status: 25% Complete**

- Attended to miscellaneous transit technical assistance needs
- Working on Transit section of Metro Profile
- Coordinated with MATBUS on 5310 Suballocated funding questions
- Attended to miscellaneous transit technical assistance needs
- Discussions with MATBUS Director and staff regarding Remix-VIA software modules
- Work on Transit section of Metro Profile
- Meeting minutes for the April, May, and June MCC meetings

### 502 MATBUS Coordinating Board

**Status: 25% Complete**

- Prepared the agenda and packet materials for the January 21, February 18, and March 18 MATBUS Coordinating Committee meetings
- Transcribed minutes from the MATBUS Coordinating Committee meetings
- Prepared for and participated in miscellaneous check-in meetings
- Discussion with Jordan Miller on process for inclusion of MATBUS projects in Metro COG's TIP

- Prepared agenda and packet materials for the January, February, and March MATBUS Coordinating Committee meetings
- Transcribed minutes from the MATBUS Coordinating committee meetings
- Prepared for and participated in miscellaneous check in meetings.
- Discussions with MATBUS Director and staff regarding Remix-VIA software modules
- Prepared for and attended MCC meetings on April 15 and June 17 (missed May 20 meeting)
- Prepared agenda packet and attended meetings on April 15<sup>th</sup>, May 20<sup>th</sup>, and June 17<sup>th</sup>

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## 600 Bicycle and Pedestrian Planning

Task 600	Bicycle & Pedestrian Planning		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	14%	25%
Staff Hours	Programmed	Expended		
2026	\$76,085.02	\$10,309.55		

**Objective:** To provide staff support; monitor, collect and process data; participate in bicycle and pedestrian planning activities and implement objectives of the Metro COG Bicycle/Pedestrian Plan as well as participate in local planning efforts and committees.

### 601 Bicycle-Pedestrian Activities and Technical Assistance

**Status: 25% Complete**

- Assisted with Maintaining Eco-Counters by validating data
- Development of new FM bikeways map
- Research on Physical Bike Maps
- Coordinated with printing companies
- Installed new Eco-Counter at Oak Grove
- Bike/Ped Committee meeting on January 7<sup>th</sup>
- Reviewed materials regarding Complete Streets programming of funds for Bike-Ped programs
- Met with oversight agencies regarding Complete Streets Program and how it relates to Metro COG's Bike-Ped programs
- Updated bike/ped project status table as requested by Bike/Ped Committee
- Public notifications for new FM bikeways map
- Provided PartnerSHIP4Health information on Heartland Trail study for upcoming event
- Coordination, agenda, meeting materials for upcoming Bike/Ped Committee meeting
- Provided Central Dakota MPO with information about Metro COG Bike/Ped Committee
- Update Bike and Ped shapefiles to conform to the new NC-BPAID guidelines

- Assisted with maintaining Eco-counters by validating data
- Development of new FM bikeways map
- Distribution of new FM Bike maps around the FM Area
- Coordinated with printing companies
- Bike/ped committee meeting on April 1<sup>st</sup>
- Participated in meeting involving Bicycle Alliance of MN and Bike/Walk ND
- Meeting minutes from past Bike/Ped Committee meeting
- Reached out to FM Diversion Authority about status of trail along Diversion
- Provided bike maps to citizens. Answered citizen questions.
- Updates to the Bike Map App

## 602 Bicycle and Pedestrian Counts and Analysis

### **Status: 25% Complete**

- Met with Eco Counter to discuss bike/ped counters
- Replaced batteries in bike/ped counters and ongoing maintenance
- Removed automated bike/ped counter temporarily installed in Moorhead Park
- Reviewed materials regarding Complete Streets programming of funds for Bike-Ped programs
- Met with oversight agencies regarding Complete Streets Program
- Set up new automated bike/ped counters
- Collected data at automated bike/ped counters
- Removed automated bike/ped counter temporarily installed in Moorhead Park
- Met with Eco Counter to discuss bike/ped counters
- Replaced batteries in bike/ped counters and ongoing maintenance

## 603 Heartland Trail Extension (Countywide Coordination – Clay County Portion)

### **Status: 25% Complete**

- Provided Heartland Trail update at Clay Co Township Officers meeting on March 16th
- Heartland Trail Task Force meeting on January 22nd
- Follow-up items from last Heartland Trail Task Force meeting

- Met with DNR and MSUM to discuss Heartland Trail within Buffalo River State Park and MSUM Science Center
- Meeting minutes and follow-up items from previous Task Force meeting
- Prepped for next Clay Co Heartland Trail Task Force meeting
- Researched existing road right-of-way for trail alignment
- Presentation to Dilworth Planning Commission
- Update email to Clay Co Heartland Trail Task Force about
- Presentation to the Clay Co Board of Commissioners

#### 604 West Fargo School District Safe Routes to Schools Plan Update

**Status: 25% Complete**

- Document Development
- Developed Safe Routes to School Maps
- Development of Existing conditions Pages
- Held SRC #1 on March 23rd
- Coordinated with Stakeholders for the Second year of the study
- Conducted site observations at Freedom Elementary School on April 29
- Conducted site observations at Heritage Middle School on May 6
- Conducted site observations at Horace Elementary School on May 7
- Document Development
- Held walk audits at each school
- Developed observed challenges maps and tables
- Met with Dan to discuss observed challenges
- Development of Existing conditions Pages
- Coordinated with Stakeholders for the Second year of the study
- Held public engagement event at Liberty Middle School on May 13th
- School student arrival & dismissal observations
- Reviewed results of public input survey

## 700 Local Planning Assistance

Task 700	Local Planning Assistance		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	32%	13%
Staff Hours	Programmed	Expended		
2026	\$56,210.62	\$18,025.05		

**Objective:** Knowing that land use and transportation are inexorably linked, Metro COG has created a program to assist local jurisdictions in planning efforts that may affect the regional transportation network, and in staying apprised about land use and other planning-related decisions made by local jurisdictions within both the UZA and the MPA. This includes assisting local jurisdictions with comprehensive planning efforts, educating communities on MPO goals, efforts, and initiatives, attendance at local planning commission meetings/commission meetings, and generally providing outreach to get communities involved in regional coordination.

### 701 Agency Outreach

**Status: 25% Complete**

- Presented information to the Dilworth Planning Commission and Dilworth City Council
- Attended to miscellaneous local planning assistance needs
- Attended 57<sup>th</sup> Annual Clay County Intergovernmental Retreat to provide Metro COG update presentation
- Developed/coordinated presentation for ND Transportation Conference
- Developed presentation for Clay Co Intergovernmental Retreat
- Provided feedback on consultant experience to MN county per their request
- Met to discuss upcoming Clay Co Intergovernmental Retreat presentation
- Provided MnDOT with consultant reference and requested
- Presentation of the Metro Profile to local jurisdictions (Clay County Council, Fargo City Commission, Dilworth City Commission)
- Presented information to the Dilworth Planning Commission and Dilworth City Council

- Attended to miscellaneous local planning assistance needs
- Met with SRF to discuss upcoming travel demand model update
- Attended West Fargo Growth Plan open house on May 19th
- Assisted Bis-Man MPO with questions about traffic counts

## 702 Local Planning Assistance

### **Status: 25% Complete**

- Followed up with 2025 SS4A award needs for rural Midwest trauma BloodSync network
- Attended to miscellaneous local planning assistance needs
- Attended Dilworth City commission and planning commission meetings for final adoption
- Document development
- Attended meetings with BNSF consultants and City of Dilworth regarding potential rail overpass project
- Assisted with miscellaneous planning including the Metro-wide neighborhood map
- Participated in meetings reviewing materials and formulating comments on how developments would impact the transportation network
- Attended Dilworth City Council to discuss potential rail overpass project and grant applications
- Attended regular meetings with BNSF consultants and City of Dilworth staff regarding potential rail overpass project and grant applications
- Discussion with West Fargo about roundabout at 52nd and 9th
- Discussion with NDDOT regarding MS2 and NPMRDS on April 23rd
- Assisted West Fargo with crash data request

## 703 Casselton Hwy 18 Turn Analysis

### **Status: 40% Complete**

- Coordination with stakeholders
- Attended SRC meeting on March 16th
- Developed project schedule and SRC member list

- Coordinated video processing for turning movement counts
- Worked with NDDOT on eligibility of traffic count vendor
- Developed outline of study document
- Developed document text, maps, figures
- Set out traffic cameras for intersection turning movement counts
- Turning movement counts for turn lane warrant analysis
- Coordinated & held SRC meeting on March 16th
- Trip generation analysis
- Coordination with stakeholders
- Attended Casselton planning & zoning on April 15th
- Developed document text, maps, figures
- Developed traffic forecasting and future trip generation
- Turning movement counts for turn lane warrant analysis
- Turn lane warrant analysis
- Meeting with Casselton Planning & Zoning Committee on April 15th
- Coordinated & held SRC meeting on May 15th
- Stakeholder meeting with Central Cass School District on June 10th
- SteetLight analysis

## 800 General Administration

Task 700	Local Planning Assistance		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	22%	25%
Staff Hours	Programmed	Expended		
2026	\$322,780.92	\$69,544.45		

**Objective:** To provide for the efficient administration of Metro COG programs; compliance with federal, state and local regulations; administer human resources and benefits responsibilities; and report on activities of the agency. Estimated staff hours and budget for vacation, sick leave, holidays and other leave is included in the total assigned staff hours and budget for this category of the UPWP.

## 801 General Administration, Management, IT, and Secretarial

**Status: 25% Complete**

### Administrative

- Received and recorded invoices, checks, and correspondence; submitted to Christy Eickhoff for accounting/payroll
- Mailed invoices, invoice payments, correspondence, etc.
- Prepared purchase orders for office supply procurement, kept rolling total of dollars spent
- Ordered office supplies and maintained inventory
- Updated payroll as necessary
- Prepared for, attended and participated in weekly Staff Meetings
- Prepare, process and review bi-weekly payroll
- Prepared and submitted bi-weekly timesheets for review and approval
- Scanned approved timesheets
- Update Monthly reports
- Title VI Training Videos

- Attend to daily emails, voicemails, and document organization
- Timesheets
- Attended Staff meetings
- Organize files
- Regular and ongoing file maintenance and organization
- Attended project management meetings
- Printer troubleshooting
- Completed self-evaluation and annual performance review
- Coordinated StreetLight license renewal
- Review and forward emailed information regarding NDDOT's Transportation Connection
- Interviews and reviewed resumes for new Planner position
- Coordination with IT for firewall issue
- Attended weekly staff meetings
- Updated monthly/quarterly reports
- Attended to miscellaneous emails
- Daily responses to emails and phone calls on a variety of transportation-related subjects
- Regular and ongoing file maintenance and organization
- Quarterly report
- Timesheets
- Staff meetings
- Project manager meetings
- IT & computer updates
- File organization
- Printer troubleshooting
- Helped coordinate Streetlight license
- Provided StreetLight access to consultant per request through city
- Onboarding paperwork

## Management

- Various discussions and consultations with State MPO liaison on various MPO topics
- Prepare agendas for and facilitate bi-weekly Metro COG staff meetings
- Prepare agendas for and facilitate bi-weekly Metro COG project manager meetings
- Review and approve bi-weekly timesheets; prepare monthly timesheet reports for NDDOT reimbursement requests
- Prepare and process bi-weekly payroll and distribute paystubs to staff
- Regular one-on-one check-in meetings with staff
- Prepare reference sheet for timecode use
- Added and updated timecodes to timekeeping software
- Completed annual performance evaluations as needed
- Conducted bi-weekly performance meetings with staff
- Conducted interviews for Assistant Transportation Planner for TIP
- Prepared offer of employment for Assistant Transportation Planner for TIP
- Completed hiring process for Assistant Transportation Planner for TIP
- Review BASICS Act and attend webinar from NLC, AMPO and others
- Various discussions and consultations with State MPO liaison on various MPO topics
- Prepare agendas for and facilitate bi-weekly Metro COG staff meetings
- Prepare agendas for and facilitate bi-weekly Metro COG project manager meetings
- Review and approve bi-weekly timesheets; prepare monthly timesheet reports for NDDOT reimbursement requests
- Prepare and process bi-weekly payroll and distribute paystubs to staff
- Regular one-on-one check-in meetings with staff
- Prepare reference sheet for timecode use
- Added and updated timecodes to timekeeping software
- Discussions with Brady Martz auditors while in office to conduct annual financial audit
- Answered questions from auditors and provided documentation materials as requested
- Met with new HR Consultant at the City of West Fargo
- Review and complete I-983 forms for new staff member
- Completed annual performance evaluations as needed

- Conducted bi-weekly performance meetings with individual staff members
- Review BASICS Act for ND MPO support letter
- Review BUILD America 250 Act for ND MPO support letter
- Prepare background materials for proposed Cash Reserve Fund

#### IT Management

- IT assistance from Eide Bailly for various computer and system issues
- Software application coordination
- Review various transportation and office software applications for compatability and annual budgeting, including StreetLight, Urban SDK, Remix-VIA and NPMRDS
- Service calls for VPN update on laptop for remote work and retrieval of archived emails
- Coordinate with staff and outside resources for ADA website compliance
- IT assistance from Eide Bailly for various computer and system issues
- Review various transportation and office software applications for compatability and annual budgeting, including StreetLight, Urban SDK, Remix-VIA and NPMRDS
- Service calls for various computer issues, such as Teams, Zoom and print drivers
- Coordinate with staff and outside resources for ADA website compliance

#### 802 Financial Budgeting and Tracking

##### ***Status: 25% Complete***

- Revise and update time codes in timekeeping software for new year
- Review and approve bills and invoices for payment processing
- Review and approve purchase orders
- Review and approve monthly bank and credit card statements
- Renew Sam.gov entity registration; also updated administrator rights and other information
- Prepared and sent out invoices for local jursidictions' 2026 annual dues and 2026 local match for projects
- Review and approve monthly NDDOT reimbursement request packet
- Review and finalize updated Annual Report to NDDOT and FHWA
- Review and approve invoices and bills for payment

- Reconcile bank and credit card statements
- Prepare and submit NDDOT reimbursement requests
- Review and approve bills and invoices for payment processing
- Review monthly expenditures and cash flows of Metro COG
- Prepare and forward Budget Request Letters to Cass and Clay Counties regarding 2027 UPWP Budget
- Preparation and submittal of materials for Indirect Cost Rate Audit
- Attended NDDOT Indirect Rate Exit Interview via Teams on June 16

### 803 Professional Development, Education, and Training

**Status: 25% Complete**

- Participated in the MnDOT Capital Program Training on February 26
- Attended ND Transportation Conference March 10th & 11th
- TDM-CP Certification Information
- Rethinking Transit in America's Fastest-Growing Cities Webinar – January 22nd
- Safe Kids Fargo-Moorhead ATV/Road/Farm Safety Committee Meeting – January 29<sup>th</sup>
- Attended various webinars and training sessions for professional development and certificate maintenance
- Attended MnDOT Capital Program Training on February 26 at the MnDOT St. Cloud Training Center
- Completed 2 CFR 200 training courses through NHI/Blackboard on-line platform
- Completed the Basic Involvement in Transportation Decision Making training course through NHI/Blackboard on-line platform
- Completed the Statewide and Metropolitan Transportation Programming training course through NHI/Blackboard on-line platform
- Participated in NDDOT AASHTOWare Safety platform training
- Booked reservations for upcoming conference
- Attended ND Transportation Conference on March 10th – 11th
- Participated in ND Traffic Operations Roundtable on March 18th – 19th
- Inclusive and Accessible Transportation for All
- MN 2030 Census Kickoff

- Participated in the MNDOT Capital Program Training on February 26
- Attended various webinars and training sessions for professional development and certificate maintenance
- Attended 2 CFR 200 training provided by NDDOT to MPO Directors and Admin Support Staff on April 1
- TDM-CP Certification Information
- Safe Kids Fargo-Moorhead E-Bike Discussion on April 1st
- Safe Kids Fargo-Moorhead E-Bike Discussion on May 28th
- AMPO Symposium in Lexington, KY April 20-22
- Participated in MnDOT training for new Corridor Planning Handbook
- ADA for Pedestrians training on April 9th
- Registered for National Safe Routes to School Conference
- NHI Courses
- AMPO: New MPOs and Graduated TMAs
- AMPO: MPO 101
- AMPO: TIP Deep Dive
- NIH: Basics of Transportation Planning-2026

DRAFT

## 900 Publications, Public Information, and Communications

Task 900	Publications, Public Information, and Communications		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	19%	25%
Staff Hours	Programmed	Expended		
2026	\$12,600.14	\$2,425.81		

**Objective:** To publicize Metro COG activities and accomplishments to Metro COG member jurisdictions, state and local officials, and the public. To provide transportation related information and data to public and private sector representatives. To maintain contact databases and inventories of media resources and agency contact information.

### 902 Website and Social Media

**Status: 25% Complete**

- Update website with project data
- Updated website with current Policy Board, TTC, and MAT Coordinating Board packets
- Updated social media account as necessary
- Updated Metro COG website as necessary
- Update and Maintain Website calendar as necessary
- Assisted with website maintenance and posted upcoming news and events
- Updated the general directory of Metro COG stakeholders for MailChimp campaigns
- Assisted with miscellaneous MailChimp maintenance
- Assisted with website maintenance and posted upcoming news and events
- Updated the general directory of Metro COG stakeholders for MailChimp campaigns
- Assisted with miscellaneous MailChimp maintenance
- Review website performance and data collection capabilities

- Review website for ADA compliance
- Updated project webpage for WF SRTS
- Updated project webpage for online bike map
- Social Media Posts for the West Fargo Safe Routes to School plan
- Project website updates
- Developed website for Casselton Hwy 18 Study

DRAFT

## 1000 Community Planning and Technical Assistance

Task 1000	Community Planning & Technical Assistance		Percent Billed	Task Percent Complete
Task Start/End	2026	1Q 2026	0%	0%
Staff Hours	Programmed	Expended		
2026	\$5,300.62	\$0		

**Objective:** To provide technical planning assistance to local jurisdictions and perform various contracted planning functions to be funded entirely with funding provided by local jurisdictions.

### 1001 Cass-Clay Food Systems Advisory Commission

**Status: 0% Complete**

**To:** Policy Board  
**From:** Adam Altenburg and Linghao Zhang, Metro COG  
**Date:** July 10, 2026  
**Re:** **2026-2029 Transportation Improvement Program (TIP) Revision 8**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) will hold a public meeting both in person and virtually on Thursday, July 16, 2026 at 4:00 PM to consider public comments regarding proposed amendments to the 2026-2029 Transportation Improvement Program (TIP) for the FM metropolitan area.

The proposed revision for the 2026-2029 TIP includes the following amendments:

1. **Modification of Project 9162668:** NDDOT reconstruction of Main Avenue from University Drive to 25<sup>th</sup> Street (2026). Modification of total project cost.
2. **Modification of Project 1250016:** Cass County reconstruction of shared use path along University Drive S (2026). Modification of total project cost and adding additional available TIFIA-TA funding.
3. **Modification of Project 1263068:** Cass County reconstruction of shared use path along University Drive S (2026). Adding additional available CRP funding.
4. **Modification of Project 4240011:** Fargo reconstruction of 17<sup>th</sup> Avenue S from 25<sup>th</sup> Street to University Drive (2026). Modification of total project cost and adding additional available TIFIA-STBG funding.
5. **Modification of Project 3263067:** West Fargo construction of Rectangular Rapid Flashing Beacons (RRFB) and pedestrian refuge island on 32<sup>nd</sup> Avenue W west of 5<sup>th</sup> Street W (2026). Modification of total project cost and adding additional available CRP funding.

See **Attachment 1** for more detailed project information.

At their regularly scheduled meeting on Thursday, July 9, 2026, the TTC unanimously recommended approval of TIP Revision #8 to the Policy Board.

**Requested Action:** Approve Revision 8 to Metro COG's 2026-2029 Transportation Improvement Program (TIP).

# Agenda Item 3b Attachment 1

Lead Agency	Metro COG ID	State Number	Project Year	Project Location	Length	Project Limits From To		Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Federal Revenue	State Revenue	Local Revenue	Other Revenue
Revision 8 - 2026-2029 Metro COG TIP															
Existing projects with changes															
NDDOT	9162668	23199	2026	Main Avenue	1.0	University Drive	25th Street	Reconstruction of Main Avenue watermain, sanitary sewer	Reconstruction	<del>\$33,683,000</del> \$40,104,657.73	NHU	<del>\$20,548,000</del> \$23,977,881.22	<del>\$2,316,000</del> \$2,687,192.64	<del>\$10,819,000</del> \$13,439,583.87	
Cass County	1250016	24418	2026	South University Drive		54th Avenue South	88th Avenue South	Reconstruction of shared use path along University Drive South Connected to MID 1250017 and 1263068.	Reconstruction	<del>\$2,216,656</del> \$2,884,473.35	TA	<del>\$1,158,207.73</del> \$1,161,893.73		<del>\$348,650</del> \$958,710.13	<del>\$709,798.27</del> \$763,869.49
Cass County	1263068		2026	South University Drive		54th Avenue South	88th Avenue South	Reconstruction of shared use path along University Drive South Connected to MID 1250016 and 1250017.	Reconstruction	<del>\$193,255</del> \$247,326.22	CRP	<del>\$154,604</del> \$197,860.97		<del>\$38,651</del> \$49,465.25	
City of Fargo	4240011	24237	2026	17th Avenue S		25th Street S	University Drive	Reconstruction of 17th Avenue S in Fargo	Reconstruction	<del>\$9,960,000</del> \$11,547,301.70	STBG	<del>\$5,295,298.01</del> \$5,332,974.01		<del>\$4,664,701.99</del> \$6,214,327.69	
City of West Fargo	3263067		2026	32nd Avenue W				Construction of Rectangular Rapid Flashing Beacons (RRFB) and pedestrian refuge island west of 5th Street W	Safety	<del>\$230,560.02</del> \$307,630.68	CRP	<del>\$184,448.02</del> \$227,704.98		<del>\$46,112</del> \$79,925.70	

**To:** Policy Board members  
**From:** Ben Griffith, AICP, Executive Director  
**Date:** July 9, 2026  
**Re:** **2026 UPWP & Budget Amendment #2**

Approximately 4 months ago, Metro COG was informed of additional Federal Transit Administration (FTA) funds (actual vs. estimated) from both NDDOT and MnDOT which needed to be amended into the current 2026 Unified Planning Work Program (UPWP) and Budget.

While hoping to include the FTA adjustments with an amendment to accept the SS4A (Safe Streets For All) BloodSync grant funding from the award accepted by the Policy Board in January at the same time, NDDOT insisted that an amendment needed to be completed before the end of July, in order to officially authorize the entire amount of FTA funding and to utilize the remainder of the year for Metro COG to draw down those funds.

Staff took advantage of the amendment to revise staff hours assigned to various program tasks and revise text throughout the 2026 UPWP. Staff was also able to deduct the \$5,900 funding amount intended for Metro COG's support of the Cass-Clay Food Commission from the overall 2026 budget. This was due to an expected grant award and other funding which never materialized this year.

Two weeks ago, Metro COG was made aware of additional MnDOT funds which also needed to be amended into the current UPWP and Budget. At a meeting last week with NDDOT, MnDOT and FHWA, it was determined that the adjusted amount for MN-PL (Planning) funds was incorrect and will need to be revised. The amount shown in the Draft UPWP is \$204,952.00 which should now be \$198,134.20 with a lower local match required.

The overall increase in Federal funding of approximately \$10,495.99 will require additional local match of \$2,624.00 from Metro COG's member jurisdictions. These are not huge amounts, but their funding type triggers the need for an Amendment. Please keep in mind that these amounts are the differences in what is included in the current 2026 UPWP & Budget.

The Draft 2026 UPWP & Budget Amendment #2 document may be found on the Metro COG website at the following location:

[https://fmmetrocog.org/application/files/7917/8294/3174/Metro\\_COG\\_2026\\_UPWP\\_DRAFT\\_Amendment\\_2\\_-\\_7-1-2026.pdf](https://fmmetrocog.org/application/files/7917/8294/3174/Metro_COG_2026_UPWP_DRAFT_Amendment_2_-_7-1-2026.pdf)

At their regularly scheduled meeting on Thursday, July 9, the TTC unanimously recommended approval of the 2026 UPWP & Budget Amendment 2, as presented, with revisions related to increased MN-PL funds.

**Requested Action:** Approval of Metro COG's 2026 Unified Planning Work Program & Budget Amendment #2 as presented, with revisions related to increased MN-PL funds.

**To:** Policy Board  
**From:** Michael Maddox, AICP  
**Date:** July 10, 2026  
**Re:** **Uni10 – HSIP Award for Rest-in-Red**

Metro COG started a corridor study of University Drive and 10<sup>th</sup> Street (Uni10) in February of 2022. One of the main objectives of the study was to analyze scenarios to convert the one-way pairs to two-way operations. However, the intent of the study was to analyze scenarios to provide information to elected officials to use in making decisions about the operations of the corridors.

The study was concluded in November 2025 and was adopted by the Metro COG Policy Board. Subsequent to the document's approval, the City of Fargo applied for Highway Safety Improvement Program (HSIP) funding to implement improvements identified in the plan, namely the "Rest-in-Red" concept as well as other key safety improvements.

In June, the City of Fargo was awarded approximately three million dollars by NDDOT for safety improvements on University Drive and 10<sup>th</sup> Street to occur in 2030. The scope map containing the location of improvements is attached to this memo. Metro COG staff will provide a brief presentation of the improvements programmed for the corridors.

The Final Draft of the University Drive and 10<sup>th</sup> Street Corridor Study can be found at <http://www.fmmetrocog.org/Uni10CorridorStudy>.

**Requested Action:** None – informational item only

HSIP 826001  
University, 10<sup>th</sup> St Intersection Safety Improvements

