

**515th Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, February 11, 2021 – 10:00 am  
Metro COG Conference Room**

**Members Present:**

|          |           |  |
|----------|-----------|--|
| Jonathan | Atkins    | City of Moorhead Traffic Engineering     |
| Jason    | Benson    | Cass County Highway Engineering          |
| Julie    | Bommelman | City of Fargo, MATBUS                    |
| Jeremy   | Gorden    | City of Fargo Transportation Engineering |
| Cindy    | Gray      | Metro COG                                |
| Robin    | Huston    | City of Moorhead Planning                |
| Matthew  | Jacobson  | Clay County Planning                     |
| Peyton   | Mastera   | City of Dilworth Administration          |
| Aaron    | Nelson    | Fargo City Planning                      |
| Grace    | Puppe     | Cass County Planning                     |
| Joe      | Raso      | GFMEDC                                   |
| Mary     | Safgren   | MnDOT – District 4                       |
| Russ     | Sahr      | City of Horace Planning                  |
| Jordan   | Smith     | MATBUS/City of Moorhead                  |
| Tim      | Solberg   | City of West Fargo Planning              |
| Justin   | Sorum     | Clay County Engineering                  |
| Brit     | Stevens   | NDSU – Transportation Manager            |
| Andrew   | Wrucke    | City of West Fargo Engineering           |
| Wayne    | Zacher    | NDDOT – Local Government Division        |

**Members Absent:**

|         |          |   |
|---------|----------|---|
| Kim     | Lipetsky | Fargo Cass Public Health                |
| Jaclynn | Maahs    | Concordia College                       |
| Lori    | Van Beek | City of Moorhead, MATBUS                |
| Mark    | Wolter   | Freight Representative, Midnite Express |

**Others Present:**

|         |             |   |
|---------|-------------|---|
| Adam    | Altenburg   | Metro COG                               |
| Mike    | Bittner     | Bolton & Menk                           |
| Luke    | Champa      | Metro COG                               |
| Jim     | Dahlman     | City of Horace / Interstate Engineering |
| Ari     | Del Rosario | Metro COG                               |
| Dan     | Farnsworth  | Metro COG                               |
| Wade    | Frank       | Stantec                                 |
| Matthew | Huettl      | HDR, Inc                                |
| Matt    | Kinsella    | Apex Engineering                        |
| Savanna | Leach       | Metro COG                               |
| Michael | Maddox      | Metro COG                               |
| Jim     | Mertz       | Bolton & Menk                           |
| Brent   | Muscha      | Apex Engineering                        |
| Anna    | Pierce      | MnDOT                                   |
| Tom     | Soucy       | Cass County Highway Department          |
| Kristen | Sperry      | FHWA                                    |
| Steven  | Strack      | Houston Engineering                     |
| Wendy   | Van Duyne   | Stantec                                 |
| Jacob   | Weiss       | HDR, Inc                                |

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:00 am, on February 11, 2021 by Chair Gray. A quorum was present.

**2. Approve the 515th TTC Meeting Agenda**

Chair Gray asked if there were any questions or changes to the 515th TTC Meeting Agenda.

**Motion: Approve the 515th TTC Meeting Agenda.**

**Mr. Raso moved, seconded by Mr. Sahr**

**MOTION, PASSED.**

**Motion carried unanimously.**

**3. APPROVE January 14, 2021 TTC MEETING MINUTES**

Chair Gray asked if there were any questions or changes to the January 14, 2021 TTC Meeting Minutes.

**Motion: Approve the January 14, 2021 TTC Minutes.**

**Mr. Raso moved, seconded by Mr. Atkins**

**MOTION, PASSED**

**Motion carried unanimously.**

**4. Public Comment Opportunity**

No public comments were made or received.

**5. 2021-2024 TIP Amendment #2**

Mr. Champa presented Amendment #2 to the Metro COG 2021-2024 Transportation Improvement Program (TIP).

The proposed amendment to the 2021-2024 TIP is as follows:

1. Modification of Project 9170019: NDDOT concrete pavement repair on I-29N from Main Ave to N Fargo Interchange (2021). The total project cost decreased 68.7% from \$950,000 to \$297,092 of which the Federal IM funding decreased 68.7% from \$855,000 to \$267,383, and the State funding decreased 68.7% from \$95,000 to \$29,709.
2. Modification of Project 9170020: NDDOT concrete pavement repair on I-29S from Main Ave to N Fargo Interchange (2021). The total project cost decreased 68.7% from \$950,000 to \$297,092 of which the Federal IM funding decreased 68.7% from \$855,000 to \$267,383, and the State funding decreased 65.2% from \$95,000 to \$29,709.

The public meeting is scheduled for the February Policy Board meeting (2/18/2021) and has been advertised as such in Metro COG's newspaper of record (Fargo Forum).

This amendment included a revision in language (pages 103-104). The amendment also included the following amendment to the language of the TIP regarding the thresholds for administrative adjustments rather than full amendments. The main purpose of the amendment was to eliminate decreases

in project cost from requiring a full TIP amendment, allowing cost decreases to be handled as administrative adjustments.

**Administrative Adjustment Required:**

1. The increase in total project cost estimate is lower than the TIP amendment thresholds shown in Table 11-1. Justification is required to maintain fiscal constraint;
2. Decrease in total project cost estimate;
3. Change in TIP year. Projects are advanced or deferred within TIP years with no changes to cost or scope. Justification is required to maintain fiscal constraint;
4. The change adds a locally funded project to an existing federally funded project in the TIP if the project cost is greater than \$2,000,000. This applies to both DOT let and local let projects. No action required if the revised total project cost is less than \$2,000,000;
5. The change includes a technical correction;
6. Adding or removing Advance Construction (AC) - includes adding new AC, increase or decrease in existing AC amount (subject to table 11-1 increase threshold), or taking an existing AC off of a project;
7. Removing a project currently programmed in the TIP;
8. Changing FTA funding sources such as changing from Section 5307 funds to Section 5339 funds or vice versa;
9. Changing federal funding from FTA funds to FHWA funds or vice versa. Fiscal constraint justification required;
10. Changing the TIP project number."

**Motion: Recommend approval of Amendment #2 of the Metro COG 2021-2024 Transportation Improvement Program (TIP) to the Policy Board.**

**Mr. Mastera moved, seconded by Mr. Sahr**

**MOTION, PASSED**

**Motion carried unanimously.**

**6. 2020 Metro Profile**

Mr. Altenburg said that the final draft Metro Profile was sent to TTC members on Monday before the meeting, along with the presentation that was given last month, and asked if the committee had any comments.

Ms. Gray asked the committee to reach out at any point with additions or suggestions for the Metro Profile moving forward.

**Motion: Recommend Policy Board approval of the 2020 Metropolitan Profile.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**7. Fargo Transportation Plan Consultant Selection**

Mr. Maddox presented Kimley Horn (sub-consultant Bolton & Menk) as the selected consulting team for the Fargo Transportation Plan project.

Mr. Solberg asked how the transportation plan ties into Fargo's comprehensive plan. Mr. Maddox said that the plan will update and focus on transportation implementation and visioning.

**Motion: Recommend Policy Board approval of Kimley Horn as the consulting team as recommended by the study's consultant selection panel and recommend Policy Board approval to enter into a contract negotiations for the Fargo Transportation Plan.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**8. Performance Measures (PM1, PM2, PM3) – 2021 Safety Target Adoption MN & ND**

Mr. Del Rosario presented the Minnesota and North Dakota Performance Measures 1, 2, and 3 for 2021 Safety Target Adoption.

Metro COG staff recommends the adoption of NDDOT's safety targets for Performance Measures 1 and 2, and the adoption of MnDOT's safety targets for Performance Measure 3.

**Motion: Recommend Policy Board adoption of NDDOT's 2021 Safety Performance Measures (PM1, PM2), and MnDOT's PM3 by signing the respective resolutions.**

**Mr. Atkins moved, seconded by Mr. Sahr**

**MOTION, PASSED**

**Motion carried unanimously.**

**9. Draft RFP for Interstate Operations Analysis and Plan for Future Improvements**

Ms. Gray presented the draft RFP for Interstate Operations Analysis and Plan for Future Improvements. The prior analysis was completed in 2011, and is referenced in this RFP. She explained that a meeting was held on Monday, February 8 with a group of engineers who will be involved in the study from MnDOT, NDDOT, Cass and Clay Counties, and the Cities of Fargo, Moorhaed and West Fargo. The purpose of the meeting was to discuss the scope of work described in the RFP. The revised RFP was sent out to the TTC on Tuesday, February 9 and contains revisions to a few aspects of the scope of work. Proposals are due March 24, 2021, and the project is budgeted at \$400,000 in the UPWP.

**Motion: Recommend Policy Board approval of the Interstate Operations Study Request for Proposals.**

**Ms. Safgren moved, seconded by Ms. Huston.**

**MOTION, PASSED**

**Motion carried unanimously.**

**10. Amendment #1 to Intersection Traffic Data Collection and Reporting**

Ms. Gray presented Amendment #1 to Addendum #2 of ATAC's Master Agreement. This amendment will add ten (10) intersections in West Fargo to ATAC's scope of work. The City of West Fargo has agreed to provide the local match needed.

**Motion: Recommend approval to the Policy Board of Amendment #1 to**

**Addendum 2 of Metro COG's Planning Support Program Master Agreement with ATAC to allow for the addition of 10 intersections in West Fargo.**

**Ms. Bommelman moved, seconded by Mr. Benson.**

**MOTION, PASSED**

**Motion carried unanimously.**

**11. Agency Updates**

Cass County: 76<sup>th</sup> Ave/45<sup>th</sup> St MOU and Design work

Clay County: no updates

Dilworth: no updates

Fargo: no updates

Moorhead: Comp plan first public input session completed.

West Fargo: no updates

Metro COG: Potential electric scooters (BIRD) have been proposed in Fargo and Moorhead, WF Traffic Calming Study discussion

NDDOT: MPO Director's Meeting, FM Diversion moving ahead

Higher-Ed: no updates

MnDOT: Moorhead underpass, TA Committee meeting

MATBUS: Phase II of GTC remodel

**12. Additional Business**

No additional business.

**13. Adjourn**

The 515th Regular Meeting of the TTC was adjourned on February 11, 2021 at 11:55 a.m.

**THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD March 11, 2021, 10:00 A.M.**

Respectfully Submitted,

Savanna Leach  
Executive Assistant