

**545th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, September 14, 2023 – 10:00 A.M.
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
Nicole	Crutchfield	City of Fargo Planning
Jeremy	Gorden	City of Fargo Transportation Engineering
Ben	Griffith	Metro COG
Cole	Hansen	Cass County Planning
Jace	Hellman	City of Horace – Community Development Director
Kelly	Krapu	Freight Representative - TrueNorth Compliance Service
Don	Lorsung	City of Dilworth Community Development
Aaron	Nelson	West Fargo City Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Jordan	Smith	MATBUS (alternate for Lori Van Beek)
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:

Robin	Huston	City of Moorhead Planning
Matthew	Jacobson	Clay County Planning
Lori	Van Beek	City of Moorhead, MATBUS (alternate present)

Others Present:

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Heather	Betts	Lung.org
Jaron	Capps	Metro COG
Cody	Christianson	Bolton & Menk
Dylan	Dunn	Moore Engineering
Dan	Farnsworth	Metro COG
Wade	Frank	Stantec
Sharijad	Hasan	NDSU/ATAC/UGPTI
Ben	Herden	Ameresco
Patrick	Hollister	PartnerSHIP 4 Health
Tom	Knakmuhs	City of Fargo Engineering
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Leslie	McGillivray-Rivas	West Fargo Planning
Brent	Muscha	Apex
Kristen	Sperry	FHWA (ND)
Steven	Strack	Houston Engineering
Dan	Triller	SEH
Blue	Weber	Bolton & Menk
Kent	Wolf	Ameresco

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 A.M., on September 14, 2023 by Chair Griffith. A quorum was present.

2. Approve the 545th TTC Meeting Agenda

Chair Griffith asked if there were any questions or changes to the 545th TTC Meeting Agenda.

**Motion: Approve the 545th TTC Meeting Agenda.
Mr. Atkins moved, seconded by Ms. Bommelman
MOTION, PASSED.
Motion carried unanimously.**

3. APPROVE August 10, 2023 TTC MEETING MINUTES

Chair Griffith asked if there were any questions or changes to the August 10, 2023 TTC Meeting Minutes.

**Motion: Approve the August 10, 2023 TTC Minutes.
Mr. Lorsung moved, seconded by Mr. Hellman
MOTION, PASSED
Motion carried unanimously.**

4. Public Comment Opportunity

Mr. Raso asked if there were any laws or legislation regarding Autonomous Vehicles. The GFMEDC has had an increase in discussions for ride shares/transportation using Autonomous Vehicles. Mr. Smith said that currently, North Dakota defines a vehicle as needing a steering wheel, making an Autonomous Vehicle ineligible for legal usage in North Dakota. He said that as the Autonomous Vehicle usage grows, he anticipates some need for updated legislation. Mr. Raso thanked Mr. Smith for his response.

5. 2023-2026 Transportation Improvement Program (TIP) Amendment #8

Mr. Bervik presented amendment #8 to the 2023-2026 Transportation Improvement Program (TIP). A public notice was published on Wednesday, August 30, 2023, which advertised the public meeting, providing information on how to make public comment regarding the proposed amendment. The public notice advertised that public comments will be accepted until 8:00 A.M. on Thursday, September 14, 2023.

The proposed amendment to the 2023-2026 TIP is as follows:

1. **Modification of Project 4210002:** City of Fargo reconstruction of 32nd Avenue South. (2024). Rephasing the project and splitting construction costs.
2. **Modification of Project 4240010:** City of Fargo reconstruction of 32nd Avenue South. (2026). Rephasing the project and splitting construction costs.

3. **Modification of Project 1240005:** City of Casselton construction of a pedestrian bridge over Swan Creek Diversion along Governors Drive (2024). Updating project phasing and project description.
4. **Modification of Project 4230003:** City of Fargo construction of a pedestrian bridge at 40th Avenue South in the vicinity of Bluestem (2027). Updating project description.
5. **Modification of Project 9240007:** NDDOT fiber network, utilities, camera sites, ESS, and roadside improvements (2024). Change in lead agency. Updating Metro COG ID number.
6. **New Project 9241054:** NDDOT preventative maintenance concrete pavement repair of I-94 from Veterans Boulevard to Red River (2025).
7. **New Project 5241055:** City of Moorhead funding for the 11th Street grade separation using STBG funding (2027).
8. **New Project 4241056:** City of Fargo construction of a crushed gravel surface which continues the existing trail system in Orchard Glen Park (2023).
9. **New Project 1241057:** City of Casselton construction of a shared use path along Governors Drive (2024). Splitting off the south shared use path for 1240005 listed above.
10. **New Project 4241058:** City of Fargo removal of negative left turn offsets at various intersections throughout the city (2026).
11. **New Project ILLUSTRATIVE:** City of Moorhead construction of a pedestrian bridge over the Red River at 50th Avenue South (2027). Project is currently illustrative.

Mr. Gorden asked if the Fargo Park District could be named as a lead agency. Mr. Zacher said he was not sure that is appropriate.

Chair Griffith opened a public comment opportunity. No comments were received.

Motion: Recommend approval of Amendment 8 of the Metro COG 2023-2026 Transportation Improvement Program (TIP) to the Policy Board.
Mr. Gorden moved, seconded by Ms. Crutchfield
MOTION, PASSED
Motion carried unanimously.

6. 2024-2027 Transportation Improvement Program (TIP) Amendment #1

Mr. Bervik presented amendment #1 to the 2024-2027 Transportation Improvement Program (TIP). A public notice was published on Wednesday, August 30, 2023, which advertised the public meeting, providing information on how to make public comment regarding the proposed amendment. The public

notice advertised that public comments will be accepted until 8:00 A.M. on Thursday, September 14, 2023.

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

1. **Modification of Project 4210002:** City of Fargo reconstruction of 32nd Avenue South. (2024). Rephrasing the project and splitting construction costs.
2. **Modification of Project 4240010:** City of Fargo reconstruction of 32nd Avenue South. (2026). Rephrasing the project and splitting construction costs.
3. **Modification of Project 1240005:** City of Casselton construction of a pedestrian bridge over Swan Creek Diversion along Governors Drive (2024). Updating project phasing and project description.
4. **Modification of Project 4230003:** City of Fargo construction of a pedestrian bridge at 40th Avenue South in the vicinity of Bluestem (2027). Updating project description.
5. **Modification of Project 9240007:** NDDOT fiber network, utilities, camera sites, ESS, and roadside improvements (2024). Change in lead agency. Updating Metro COG ID number.
6. **New Project 9241054:** NDDOT preventative maintenance concrete pavement repair of I-94 from Veterans Boulevard to Red River (2025).
7. **New Project 5241055:** City of Moorhead funding for the 11th Street grade separation using STBG funding (2027).
8. **New Project 4241056:** City of Fargo construction of a crushed gravel surface which continues the existing trail system in Orchard Glen Park (2023).
9. **New Project 1241057:** City of Casselton construction of a shared use path along Governors Drive (2024). Splitting off the south shared use path for 1240005 listed above.
10. **New Project 4241058:** City of Fargo removal of negative left turn offsets at various intersections throughout the city (2026).
11. **New Project ILLUSTRATIVE:** City of Moorhead construction of a pedestrian bridge over the Red River at 50th Avenue South (2027). Project is currently illustrative.

Chair Griffith opened a public comment opportunity. No comments were received.

Motion: Recommend approval of Amendment 1 of the Metro COG 2024-2027 Transportation Improvement Program (TIP) to the Policy Board, Mr. Atkins moved, seconded by Mr. Lorsung

Ms. Sperry asked about an amendment to the 2024-2027 TIP which had not yet been adopted. Mr. Maddox responded that during the “gray” area between the current TIP expiring and the new TIP being adopted, that it had been common practice to prepare amendments to both TIPs to ensure that nothing

was inadvertently left out and more importantly, to keep projects on track and moving forward for potential bid lettings before the end of the calendar year.

Mr. Atkins amended the motion to include a contingency on the adoption of the 2024-2027 TIP by NDDOT/FHWA, which was seconded by Mr. Lorsung.

MOTION, PASSED
Motion carried unanimously.

7. 2023 Unified Planning Work Program (UPWP) Amendment #3

Mr. Griffith presented Amendment #3 to the 2023 Unified Planning Work Program (UPWP). As the Moorhead I-94/20th Street Interchange Study has gotten underway, it has been determined that a traffic analysis is needed to allow detailed review of traffic impacts. This would require a contract amendment (Agenda Item 8 on the TTC agenda) with the consultant (Stantec) and additional budget in the amount of \$19,182.87, which would include a local match by the City of Moorhead in the amount of \$3,836.57. This budget increase would in turn, require a third amendment to the 2023 Unified Planning Work Program.

Mr. Zacher asked where the CPG funding for this is coming from, and that it is not a request for an increase in CPG funding. Mr. Griffith said there was an adjustment of funding in the 2023 UPWP and that there would be no request for additional CPG funding.

Ms. Safgren said that even though Moorhead is covering the local match on this amendment, MnDOT should have an updated scope of work in their Joint Powers Agreement with Metro COG for this project.

Motion: Recommend approval of Amendment #3 to the 2023 UPWP to the Policy Board.

Mr. Atkins moved, seconded by Mr. Lorsung

MOTION, PASSED

Motion carried unanimously.

8. I-94 & 20th Street Interchange Analysis – Contract Amendment #1

Mr. Farnsworth presented amendment 1 to the I-94 and 20th Street Interchange Analysis contract with Stantec.

After all data was requested toward the beginning of this study, it became clear that sufficient travel demand model (TDM) outputs were not available as initially anticipated when the RFP and scope of work were developed. It was Metro COG's understanding that the recently-completed Interstate Operations Analysis had current TDM outputs for all functionally-classified roads that could be directly used for the I-94 & 20th St Interchange Analysis. Rather, the Interstate Operations Analysis ran the most current model at the time (2015 - 2045 TDM) and assigned a growth rate to the interstate system and ramps based on 2021 count data.

Since one of the purposes of the I-94 & 20th St Interchange Analysis is to look at traffic impacts of a full and half interchange on the nearby functionally-classified roads, and because interchanges should be analyzed in more detail than a metro-wide interstate network, running the most current TDM for the study area will provide the most accurate and acceptable traffic analysis. Also, it is important that this study utilize the most current TDM (2021 - 2050), which was not available during the Interstate Operations Analysis, but is now available for use in this study.

Motion: Recommend Policy Board approval of the Amendment #1 to I-94 & 20th St Interchange Analysis contract with Stantec.

Mr. Atkins moved, seconded by Mr. Hellman

MOTION, PASSED

Motion carried unanimously.

9. Limited English Proficiency Plan & Title VI and Non-Discrimination Plan Update

Mr. Altenburg presented the Limited English Proficiency Plan and Title VI and Non-Discrimination Plan Update. The plans are both required to be updated every three years.

The U.S Department of Transportation's (USDOT) Title VI regulations require that all programs which receive funding from the Federal Highway Administration (FHWA) and/or Federal Transit Administration (FTA) must be compliant with Section 601 of Title VI of the Civil Rights Act of 1964.

The LEP Plan is a separate document that requires a separate action to approve. The document, once approved, will become an appendix to the 2023 Title VI and Non-Discrimination Plan.

The Title VI and Non-Discrimination Plan has been updated. The item described above, the LEP, will be an appendix to this Plan.

Motion: Recommend approval of the Limited English Proficiency Plan and Title VI and Non-Discrimination Plan to the Policy Board

Ms. Bommelman moved, seconded by Ms. Crutchfield

MOTION, PASSED Motion carried unanimously.

10. Clay County Heartland Trail Routing Analysis Request for Proposals

Mr. Farnsworth presented the Clay County Heartland Trail Routing Analysis Request for Proposals (RFP).

In 2006 the Minnesota Legislature authorized the extension of the Heartland State Trail from Park Rapids, MN to Moorhead. Metro COG formed the Clay County Heartland Trail Task Force in 2014 to pursue planning efforts of the trail through Clay County.

The purpose of this study is to take initial planning efforts and provide detailed analysis which will evaluate routing options as well as detailed analysis within each alternative. Planning-level cost estimates will be developed for each

routing alternative and a preferred alternative will be recommended. Public and stakeholder engagement will also be an important aspect of this study.

The Clay County Heartland Trail Routing Analysis will be a consultant-led study and is in Metro COG's Unified Planning Work Program (UPWP) to begin in 2024. The budget for this study is \$250,000 with 80% (\$200,000) CPG funds and the 20% local match coming from a combination of Clay County, the cities of Moorhead, Dilworth, Glyndon, and PartnerSHIP 4 Health.

Mr. Atkins asked if there was any State funding that could be applied to this project. Mr. Farnsworth said that there is, but they were applied to the Frazee area, and that there may be additional funding available in the future for the design aspect.

Mr. Zacher asked if Metro COG planned to use any 2024 Complete Streets federal funding. Mr. Griffith said that Metro COG has held off on using that funding, as NDDOT has not yet released complete information on those funds. Mr. Zacher said it would be discussed at the NDDOT MPO directors meeting tomorrow.

Mr. Hollister stated that PartnerSHIP 4 Health's contribution is contingent on MnDOH approval, but does not see any reason for it to not be approved.

Motion: Recommend Policy Board approval of the Clay County Heartland Trail Routing Analysis RFP

Mr. Lorsung moved, seconded by Ms. Crutchfield

MOTION, PASSED

Motion carried unanimously.

11. Regional Housing Needs Analysis and Strategies Report

Mr. Altenburg presented the Regional Housing Needs Analysis and Strategies Final Report. This study includes an analysis of the region's existing housing supply, current housing production in the area, and market forecasts for near- and long-term housing needs. It is expected that local leaders, planning departments, and community development officials will use this study to assist with decision-making around housing needs and to improve the overall quality of the regional housing market.

The final report was presented to the community via Chamber of Commerce Eggs & Issues, presentations at the jurisdictions, and a planned "brown bag" with the City of Fargo.

Motion: Recommend Policy Board approval of the Regional Housing Needs Analysis and Strategies Report

Ms. Crutchfield moved, seconded by Mr. Lorsung

MOTION, PASSED

Motion carried unanimously

12. Agency Updates

Fargo – 32nd Ave construction complete, four projects slated for October/November. Growth Plan public engagement activities. RFP for Land Development Code update.

Moorhead – Downtown construction close to completion. Underpass construction begins Spring 2024.

West Fargo – Downtown Masterplan. Updated fire station. Engineering mostly done with 2023, ramping up for 2024.

Horace – Construction.

Cass County – 64th Avenue roundabout and bridge nearing completion. Discussion with WF/Reilie's Acres, Fargo Growth Plan.

MnDOT – Open solicitation for SRTS, TA programs – October

Freight – Truck Driver Appreciation Week

Transit - Working on TMA designation

13. Additional Business

No additional business.

14. Adjourn

The 545th Regular Meeting of the TTC was adjourned on September 14, 2023 at 11:35 A.M.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD October 12, 2023, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant