

# Agenda Item 1c, Attachment 1

## 592nd Policy Board Meeting Fargo-Moorhead Metropolitan Council of Governments Thursday, August 19, 2021 – 4:00 pm Zoom Web Conference

### Members Present:

Matthew	Gilbertson	Moorhead City Council
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
Steve	Lindaas	Moorhead City Council
Jenny	Mongeau	Clay County Commission
Julie	Nash	Dilworth City Council
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Arlette	Preston	Fargo City Commission
Scott	Stofferahn	Fargo Planning Commission
John	Strand	Fargo City Commission
Jeff	Trudeau	Horace City Council

### Members Absent:

Tony	Gehrig	Fargo City Commission
Amanda	George	West Fargo City Commission
Jim	Kapitan	Cass County Commission
Rocky	Schneider	Fargo Planning Commission
Maranda	Tasa	Fargo Planning Commission

### Others Present:

Adam	Altenburg	Metro COG
Luke	Champa	Metro COG
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Cindy	Gray	Metro COG
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Bob	Walton	NDDOT – Fargo District

- 1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**  
The meeting was called to order at 4:00 pm, on August 19, 2021 by Chair Nash, noting a quorum was present. Introductions were made.
- 1b. Approve Order and Contents of Overall Agenda, approved**  
Chair Nash asked for approval for the overall agenda. Ms. Gray noted that Agenda Item 1c – 2021-2024 TIP Amendment #1 needs to be moved from the Consent Agenda to the Regular Agenda.

**MOTION: Approve the contents of the Overall Agenda of the August 19, 2021 Policy Board Meeting, including the discussed revisions.**

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

**MOTION, passed**

**Motion carried unanimously.**

**1c. Past Meeting Minutes, approved**

Chair Nash asked for approval of the Minutes of the July 15, 2021 Meeting.

**MOTION: Approve the July 15, 2021 Policy Board Meeting Minutes.**

**Mr. Lindaas moved, seconded by Mr. Gunkelman.**

**MOTION, passed**

**Motion carried unanimously.**

**1d. Monthly Bills, approved**

Chair Nash asked for approval of the August 2021 Bills as listed on Attachment 1d.

**MOTION: Approve the August 2021 Bills List.**

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

**MOTION, passed**

**Motion carried unanimously.**

**2. CONSENT AGENDA**

Chair Nash asked for approval of Items a-d on the Consent Agenda.

- a. July Month End Report
- b. Section 5310 Transit Grant Application
- c. ~~2021-2024 TIP Amendment #4 (moved to regular agenda)~~
- d. 2020 Financial Audit

**MOTION: Approve Items a, b and d on the Consent Agenda.**

**Mr. Olson moved, seconded by Ms. Preston**

**MOTION, passed**

**Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

No public comments were made or received.

**2c. 2021-2024 TIP Amendment #4**

Mr. Champa presented Amendment #4 to the 2021-2024 Transportation Improvement Program (TIP).

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

1. Modification of Project 9192640: NDDOT rehabilitation project for structure replacement and approach slabs on I-94 eastbound, six miles east of ND 18 (2021). The total project cost increased 53.4% from \$2,306,000 to \$3,536,400 of which the Federal Interstate Maintenance (IM) funds increased 53.4% from \$2,075,000 to \$3,182,760 and state funds increased 53.1% from \$231,000 to \$353,640.

2. Modification of Project 9200025: NDDOT rehabilitation project for structure replacement on I-94 westbound, six miles east of ND 18 (2021). The total project cost increased 53.4% from \$2,306,000 to \$3,536,400 of which the Federal Interstate Maintenance (IM) funds increased 53.4% from \$2,075,000 to \$3,182,760 and state funds increased 53.1% from \$231,000 to \$353,640.
3. Modification of Project 9200023: NDDOT rehabilitation project for structure replacement on ND 10E, six miles east of ND 18 (2021). The total project cost increased 28.1% from \$2,032,000 to \$2,602,748 of which the Federal National Highway System (NHS) funds increased 28.1% from \$1,626,000 to \$2,082,198 and state funds increased 28.2% from \$406,000 to \$520,550.

A public hearing was opened. No comments were received. The Public Hearing was closed.

**MOTION: Approve Amendment #4 to the 2021-2024 Transportation Improvement Program.**

**Ms. Nash moved, seconded by Mr. Olson.**

**MOTION, passed**

**Motion carried unanimously.**

**Ms. Mongeau joined the meeting at 4:20p.m.**

**3b. Veterans Boulevard Corridor Extension Study Amendment**

Ms. Gray presented an amendment to the Veterans Boulevard Corridor Extension Study. The amendment was included in the UPWP Amendment that was approved at the July Policy Board meeting. The Veterans Boulevard Corridor Extension Study began in May of 2020 with consulting firm KLJ and subconsultant SRF. The study is multijurisdictional (Cass County, the City of Fargo and the City of Horace, with participation on the SRC from the City of West Fargo). The study evaluates Veterans Boulevard from 40<sup>th</sup> Ave S to 52<sup>nd</sup> Ave S and studies a planned extension of the corridor from 52<sup>nd</sup> Ave S to 100<sup>th</sup> Ave S.

As a result of evaluating short term and longer-term future roadway connectivity scenarios within the study area, local partners have asked for the study's scope to be expanded to take advantage of travel demand model updates and traffic projections that have come out of the work completed thus far. Metro COG is requesting a project amendment within the scope of work.

This request from local partners is largely aimed at providing the technical information and facilitation that will help the jurisdictions work together as part of this amendment to coordinate all aspects of phasing and jurisdictional responsibilities as study partners and major stakeholders. A public involvement opportunity is also included in this amendment.

The proposed amendment amount is \$64,150.50 consisting of \$51,320.40 in Federal CPG funds and \$12,830.10 in local match. All local partners (Cities of Fargo, Horace, & West Fargo, and Cass County) have committed to a portion of

the local match when they approved UPWP Amendment #2 in July. In addition, Metro COG has allocated the necessary CPG funds in the recently-approved UPWP amendment, which was approved by NDDOT and FHWA.

**MOTION: Approve the Veterans Boulevard Corridor Extension Study Amendment**

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

**MOTION, passed**

**Motion carried unanimously.**

**3c. Metro COG Baseline 2050 Demographic Forecast RFP**

Mr. Altenburg presented the Metro COG Baseline 2050 Demographic Forecast Request for Proposals (RFP). The most current demographic study was completed in 2017 and set forth projections through the year 2045 for the Metropolitan Statistical Area (MSA), which comprises the whole of Cass County and Clay County. Metro COG's planning area which represents portions of Cass County, North Dakota and Clay County, Minnesota. The urban area includes the cities of Fargo, West Fargo, and Horace in North Dakota; and Moorhead and Dilworth in Minnesota.

Demographic forecast data is a critical element to Metro COG's metropolitan planning program and 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). This forecast will consist of an update to regional demographic projections, including population, households, and employment. The projections will be aggregate for the entire MSA, and broken down by jurisdiction. Age, household size, and income characteristics will also be analyzed as part of the baseline forecast. The baseline forecast has a not-to-exceed budget of \$50,000 dollars, of which \$40,000 will be funded with CPG funds.

**MOTION: Approve the RFP for the Metro COG Baseline 2050 Demographic Forecast**

**Mr. Lindaas moved, seconded by Ms. Preston.**

**MOTION, passed**

**Motion carried unanimously.**

**3d. MATBUS Transit Development Plan – Draft Final Report**

Mr. Maddox introduced Joe Kapper (SRF Consulting) and Will Calves (AECOM) as the consultant team, and presented the draft final report Transit Development Plan.

The TDP is a federally required documentation for public transit agencies receiving federal assistance. It serves as a decision-making document for the transit agency, including future modifications to the system, services to Title VI & EJ communities, placement of stops, and coordination with other transit providers in the region.

This TDP particularly focuses on how MATBUS could expand to meet the growing needs of our growing region, and to set goals far in advance of the next five-year TDP update, meaning the planning horizon for this document is more than ten years into the future. This is consistent with other recent MATBUS planning efforts such as the Transit Authority Study and the Transit Facility Study, which were recently completed.

The plan sets goals for growing transit service by:

1. Adding new fixed-transit routes servicing new growth areas
2. Expanding hours of service by providing transit service on Sunday
3. Designating new areas where TAP Ride service would be offered
4. Shortening headways on routes providing service along key corridors
5. Making sure that destinations with high demand have frequent service

A brown bag was held at 8:00 a.m. with the Fargo City Commission prior to the August TTC meeting, however, no commissioners were present. A brown bag is scheduled with the West Fargo City Commission August 18th at 12:00 p.m., and a presentation was made to the Moorhead City Council on July 12th.

**MOTION: Approve the MATBUS Transit Development Plan**

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

**MOTION, passed**

**Motion carried unanimously.**

**3e. Final Draft Metro COG 2022-2025 Transportation Improvement Program (TIP)**

Mr. Champa presented the final draft of the Metro COG 2022-2025 Transit Development Program (TIP). A virtual public open house will be held on August 24, 2021 from 12:00 p.m. to 1:00 p.m. Public comment and feedback regarding the TIP, including from Metro COG's numerous transportation planning partners, is encouraged. Comments will be addressed as applicable and written responses to all comments shall be included in an Appendix of the final approved document.

**4. Additional Business**

No additional business.

**5. Adjourn**

The 592nd Meeting of the FM Metro COG Policy Board held Thursday, August 19, 2021 was adjourned at 5:02 pm.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD September 16, 2021, 4:00 P.M.**

Respectfully Submitted,

Savanna Leach  
Executive Assistant