

**522nd Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, October 14, 2021 – 10:00 am**

Members Present:

Jason	Benson	Cass County Highway Engineering
Julie	Bommelman	City of Fargo, MATBUS
Shane	Finck	Clay County Engineering (alternate for Justin Sorum)
Jeremy	Gorden	City of Fargo Transportation Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Michael	Johnson	NDDOT (alternate for Wayne Zacher)
Peyton	Mastera	City of Dilworth Administration
Grace	Puppe	Cass County Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering

Members Absent:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Matthew	Jacobson	Clay County Planning
Kim	Lipetsky	Fargo Cass Public Health
Aaron	Nelson	Fargo City Planning
Justin	Sorum	Clay County Engineering (alternate present)
Brit	Stevens	NDSU – Transportation Manager
Wayne	Zacher	NDDOT – Local Government Division (alternate present)

Others Present:

Adam	Altenburg	Metro COG
Mike	Bittner	Bolton Menk
Angie	Bolstad	Stantec
Bethany	Brandt	Bolton Menk
Luke	Champa	Metro COG
Ari	Del Rosario	Metro COG
Brenda	Derrig	City of Fargo
Dan	Farnsworth	Metro COG
Matthew	Huettl	HDR
Brian	King	HDR
Matt	Kinsella	Apex Engineering Group
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Brent	Muscha	Apex Engineering Group
Anna	Pierce	MnDOT
Bobbi	Retzlaff	FHWA
Ayden	Schaffler	Metro COG
Jordan	Smith	MATBUS
Tom	Soucy	Cass County Highway Engineering
Kristen	Sperry	FHWA
Steve	Strack	Houston Engineering
Dave	Sweeney	SRF Consulting

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on October 14, 2021 by Chair Gray. A quorum was present.

2. Approve the 522nd TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the 522nd TTC Meeting Agenda.

Motion: Approve the 522nd TTC Meeting Agenda.

Ms. Huston moved, seconded by Ms. Bommelman

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE September 9, 2021 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the September 9, 2021 TTC Meeting Minutes.

Motion: Approve the September 9, 2021 TTC Minutes.

Ms. Van Beek moved, seconded by Mr. Sahr.

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

5. Various Solicitations Due Fall/Winter 2021

a. Summary of Solicitations and Due Dates

Mr. Farnsworth and Mr. Champa presented a summary of upcoming solicitations and due dates.

North Dakota Transportation Alternatives (TA) Program solicitation is due to Metro COG for initial review on November 19. Applications will go to TTC and Policy Board for prioritization and approval in December, and are due to NDDOT on December 31st. In Minnesota, TA letters of intent due November 1, and final applications due to MnDOT January 14.

Ms. Safgren said that usually Safe Routes to School studies can apply for TA funding, but this year, MnDOT will be offering separate funding, and those applications are due October 29.

The Highway Safety Improvement Program (HSIP) solicitations for North Dakota are due to Metro COG by November 19, and are due to NDDOT by December 31 after review and prioritization at the December TTC and Policy Board meetings. Minnesota HSIP applications are due to MnDOT by November 24, and are due to Metro COG by October 29 so they can be reviewed and approved at the November TTC and Policy Board meetings, and, if necessary, prioritized.

Ms. Pierce said that MnDOT is asking the MPOs to rank the submitted projects, and if all projects are weighed equally, to submit a statement stating such.

Urban Roads Program (URP) (FY 2026) North Dakota solicitations due to Metro COG by November 19, after which they will be brought to TTC and Policy Board for review and prioritization. Final applications are then due to NDDOT on December 31.

Urban Regional Road Program (FY 2026) North Dakota Solicitations due to Metro COG by November 19, after which they will be brought to TTC and Policy Board for review and prioritization. Final applications will then be due to NDDOT on December 31.

Urban Grant Program (UGP) (FY 2024) North Dakota solicitations due to Metro COG by November 19, and will then be reviewed and submitted to TTC and Policy Board for review and prioritization, after which the final applications are due to be submitted to NDDOT by December 31.

ND Small Town Revitalization Endeavor for Enhancing Transportation (NDSTREET) Solicitation (FY 2025) solicitations due to Metro COG by November 19. Metro COG will bring any applications forward to TTC and Policy Board for review in December.

FTA Section 5310/5339 Transit Grant Solicitation North Dakota solicitations due to Metro COG by November 19. After review and coordination with the applicants, the applications will be brought forward to TTC and Policy Board for review and prioritization in December, and final applications will be submitted to NDDOT by the December 31 due date.

b. MTP Priorities, Goals, and Objectives

Mr. Maddox presented a recap of the Metropolitan Transportation Plan (MTP) project priorities, goals, and objectives, to prepare the TTC members to start thinking about their potential funding submittals in light of the priorities of the MTP.

c. Changes due to TMA and Schedule for Adoption

Ms. Gray stated that in anticipation of TMA designation, Metro COG will work with the TTC and Policy Board on a process of project prioritization and selection. Metro COG will also continue to refine the process over time and work with NDDOT, MnDOT, FHWA, and FTA to be ready for the transition.

6. US Highway 10 through Dilworth Request for Proposals

Mr. Maddox presented the draft Request for Proposals (RFP) for the US Highway 10 Corridor Study through Dilworth. The study would be an analysis of the roadway cross section through Dilworth from 34th Street on the west side to MN Highway 36, including Downtown Dilworth, which is bisected by TH 10. Study

tasks will focus on how the roadway can support the surrounding land uses, while maintaining the facility as a highly functional, functionally classified facility. The study will also address the relationship between existing and future development/redevelopment in Dilworth within close proximity to US 10, and how bicycle and pedestrian infrastructure can be improved along the corridor. Existing and future transit routes interacting with US 10 will be included in the analysis, and the RFP calls for a review of paving 15th Avenue N west of MN Highway 336 to determine if that might redistribute traffic, providing more flexibility for the segment of US 10 through downtown Dilworth.

Metro COG has worked with study partners to develop an RFP which includes a proposed scope of work, with a budget of \$160,000.

Motion: Recommend Policy Board approval of the US Highway 10 through Dilworth Request for Proposals

Ms. Huston moved, seconded by Ms. Van Beek

MOTION, PASSED

Motion carried unanimously.

7. University & 10th Street One-Way Pair Study Request for Proposals

Mr. Maddox presented the University & 10th Street One-Way Pair Study Request for Proposals (RFP). The study that would look at the feasibility of converting these streets to two-way streets, in conjunction with other alternatives that may improve livability and neighborhood preservation. The issue was most recently encountered and document by the City of Fargo during the Core Neighborhoods Master Plan.

The study is intended to address much more than traffic; it will address the relationship between roadway configuration, land use, and economic impact/feasibility of preserving portions of the surrounding neighborhood, or redeveloping segments where greater investment is desirable. The study may be broken into two phases.

Mr. Johnson asked about the analysis of highway designation and jurisdictional responsibility in light of possible changes in corridor configuration and functionality. Ms. Gray responded that she agrees that this needs to be addressed as part of the scope of work.

Metro COG has worked with study partners to develop an RFP which includes a proposed scope of work, with a budget of \$275,000.

Motion: Recommend Policy Board approval of the University & 10th Street One-Way Pair Study Request for Proposals

Mr. Gorden moved, seconded by Ms. Huston

MOTION, PASSED

Motion carried unanimously.

8. Metro Profile 2021 Overview

Mr. Del Rosario presented an overview for the 2021 Metro Profile. The profile will be completed and presented as an action item at November's TTC meeting.

9. 2050 Demographic Forecast Update

Mr. Altenburg presented an update to the 2050 Demographic Forecast. The selection committee met virtually with the consultant team on September 24 to further understand the consultant team's technical qualifications, task deliverables, and past project experience. Based on scoring criteria, the written technical proposal, and the in-person interview, the selection committee chose the proposal submitted by SRF Consulting Group with Praxis Strategy Group as subconsultant.

The cost proposal form submitted by SRF Consulting Group was \$49,987.19, of which 80 percent will be funded with Metro COG CPG funds. Metro COG met virtually with SRF Consulting Group on September 30 to review and finalize the scope and fee for this project. In order to expedite the selection process, Metro COG's Executive Committee signed a Resolution of Approval to move forward with SRF Consulting Group and Praxis Strategy group on October 6, 2021 at their regular meeting.

10. Project Updates

Metro COG staff presented updates of on-going projects including the FM Area-Wide Traffic Counts, the West Fargo Traffic Calming Study, the Bicycle and Pedestrian Plan Update, and the Clay County Comprehensive Plan.

11. Agency Updates

City of Fargo – North Broadway Bridge survey sent out.

12. Additional Business

Ms. Gray reminded the committee that next month's meeting will be held on Wednesday, November 10th, as Thursday, November 11th is an observed Federal holiday.

13. Adjourn

The 522nd Regular Meeting of the TTC was adjourned on October 14, 2021 at 12:10 p.m.

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

Respectfully Submitted,

Savanna Leach
Executive Assistant