

**524th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, December 9, 2021 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelman	City of Fargo, MATBUS
Maegin	Elshaug	City of Fargo Planning
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
Matthew	Jacobson	Clay County Planning
Michael	Johnson	NDDOT (alternate for Wayne Zacher)
Kyle	Litchy	Cass County Highway (alternate for Jason Benson)
Peyton	Mastera	City of Dilworth Administration
Aaron	Nelson	West Fargo City Planning
Grace	Puppe	Cass County Planning
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Brit	Stevens	NDSU – Transportation Manager
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering

Members Absent:

Jason	Benson	Cass County Highway Engineering (alternate present)
Joe	Raso	GFMEDC
Justin	Sorum	Clay County Engineering (alternate present)
Lori	Van Beek	City of Moorhead, MATBUS
Wayne	Zacher	NDDOT – Local Government Division (alternate present)

Others Present:

Adam	Altenburg	Metro COG
Angela	Bolstad	Stantec
Luke	Champa	Metro COG
Brenda	Derrig	City of Fargo Engineering
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Matthew	Huettl	HDR
Will	Kerns	Ulteig
Kevin	LaRue	SRF
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Brent	Muscha	Apex Engineering
Anna	Pierce	MnDOT
Bobbi	Retzlaff	FHWA
Kristen	Sperry	FHWA
Steve	Strack	Houston Engineering
Kyle	Wieler	HDR

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on December 9, 2021 by Chair Gray. A quorum was present.

2. Approve the 524th TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the 524th TTC Meeting Agenda.

Motion: Approve the 524th TTC Meeting Agenda.

Mr. Sahr moved, seconded by Mr. Wolter

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE November 10, 2021 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the November 10, 2021 TTC Meeting Minutes.

Motion: Approve the November 10, 2021 TTC Minutes.

Ms. Bommelman moved, seconded by Mr. Atkins

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

5. MTP Amendment #2

Mr. Maddox presented amendment #2 to the Metropolitan Transportation Plan. Metro COG is processing an amendment to the MTP to address the application for funding for the reconstruction of the North Broadway Bridge over the Red River between Fargo and Clay County. This project was not anticipated when the MTP was completed in 2019 and is an example of changing conditions that must be addressed throughout the planning, programming, and project development process. Mr. Maddox explained that the project is currently proposed to be added to the long-term project list, with the understanding that projects will shift around in their order of importance within the MTP as conditions change. He showed the informational sheet that Metro COG prepared and posted on their website providing information about the amendment and the proposed project.

Mr. Maddox explained that per Metro COG's Public Participation Plan, any amendments to the MTP must have three public comment opportunities. The first, was held Wednesday, December 8, the second being this TTC meeting, and the final opportunity at the December Policy Board meeting, December 18.

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

Motion: Recommend approval of the proposed MTP amendment to the Policy Board.

Mr. Gorden moved, seconded by Ms. Huston

MOTION, PASSED

Motion carried unanimously.

6. Approval and Prioritization of TAP Applications

Mr. Farnsworth presented the Transportation Alternatives project prioritization as vetted through the Metropolitan Bicycle & Pedestrian Committee. The applications received are described below:

North Dakota TA

- City of Fargo – Connecting the Trails – Milwaukee Trail to Drain 53 Shared Use Path Project. The City of Fargo is seeking to construct a shared use path that would connect the southern end of the Milwaukee Trail (Oakcreek neighborhood) to the Drain 53 Shared Use Path (Timberline/Fox Run neighborhood). The proposed path would cross Drain 27 (Rose Creek) via a low level culvert. The proposed project would be approximately 850 feet in length.

Cost: \$478,531 construction total; \$290,000 requested from TA

- City of Horace (Cass Co Sponsor) – County Rd 17 Shared Use Path Phase 4. The City of Horace is seeking funding to construct a shared use path along the east side of County Rd 17 from 73th Ave S to 68th Ave S/Christianson Blvd (approximately 0.45 miles in length). The south terminus of the project would connect to the programmed (2023) Phase 3 CR 17 shared use path while the northern terminus would connect to sidewalks along Christianson Blvd and Horace Lions Park.

Cost: \$440,115 construction total; \$290,000 requested from TA

- City of West Fargo – Scheels Soccer Complex / Elmwood Park Shared Use Path. The City of West Fargo is seeking funding to construct a shared use path that would connect the Scheels Soccer Complex and the shared use path along 13th Ave S with Elmwood Park. A sizeable portion of the path would be constructed on an existing utility easement, providing a route away from motor vehicle traffic. In addition, a spur path would be constructed connecting this path to a neighborhood at 11th St W. In total, approximately 0.68 miles of path would be constructed as part of this project.

Cost: \$365,385 construction total; \$290,000 requested from TA

Minnesota TA

- City of Moorhead – 11th St Underpass Multi-Use Trail and Sidewalk Improvements. The City of Moorhead is seeking funding to construct a shared-use path and improve sidewalks along 11th St between 2nd Ave S and 2nd Ave N. These improvements are part of the larger \$114,700,000 underpass project which will construct a multi-block underpass under both railroad lines in downtown Moorhead. This application is seeking funding to construct a 10-foot wide shared

use path along the west side and a 6-foot sidewalk along the east side of 11th St. Both facilities would include a 3.5-foot buffer between the facility and roadway.

Cost: \$450,000 bicycle/pedestrian facility construction; \$350,000 requested from TA

All applications were scored and ranked at the December 1st Bicycle & Pedestrian Committee meeting. Below is a list of the applications and their associated scores and recommended rankings:

North Dakota Urban TA

- Priority 1 (40 points): City of West Fargo – Scheels Soccer Complex / Elmwood Park Shared Use Path
- Priority 2 (35 points): City of Fargo – Connecting the Trails – Milwaukee Trail to Drain 53 Shared Use Path Project
- Priority 3 (30 points): City of Horace – County Rd 17 Shared Use Path Phase 4

Minnesota TA

- Priority 1 (66 points): City of Moorhead – 11th St Underpass Multi-Use Trail and Sidewalk Improvements

Motion: Recommend Policy Board approval of the TA project prioritization as vetted through the Metropolitan Bicycle & Pedestrian Committee.

Mr. Mastera moved, seconded by Ms. Elshaug

MOTION, PASSED

Motion carried unanimously.

7. Approval of Transit 5310/5339 Applications

Mr. Farnsworth presented the FTA Section 5310 and 5339 Transit Grant applications. Section 5310 provides funding for transit projects that improve mobility for the elderly and persons with disabilities while Section 5339 provides funding for transit projects that involve replacement of buses, improvements to bus facilities, and more. Awarded projects involving ADA-accessible vehicles are funded up to 85% Federal funds with a required 15% local match; all other awarded projects are funded up to 80% Federal funds with a required 20% local match.

All applicants with projects within Metro COG's planning area are required to submit their applications to Metro COG for review and prioritization (if necessary). The only applicant that submitted applications prior to the TTC meeting was the City of Fargo.

Below are the FTA Section 5310 and 5339 projects Metro COG has received. The 5310 and 5339 applications will be submitted to NDDOT before the December 31st, 2021 deadline.

Section 5310 – Urban (Submitted by City of Fargo)

- Mobility Manager
 - Total cost: \$106,749 (\$85,399 Federal / \$21,350 local) 80% Federal / 20% local

Section 5339 – Urban (Submitted by City of Fargo)

- Replacement of a 35-foot fixed route bus
 - Total cost: \$525,000 (\$446,250 Federal / \$78,750 local) 85% Federal / 15% local
- Replacement of a 35-foot fixed route bus
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 - Total cost: \$525,000 (\$446,250 Federal / \$78,750 local) 85% Federal / 15% local
- Replacement of a 35-foot fixed route bus
 - Total cost: \$525,000 (\$446,250 Federal / \$78,750 local) 85% Federal / 15% local
- Replacement of a paratransit vehicle
 - Total cost: \$95,000 (\$80,750 Federal / \$14,250 local) 85% Federal / 15% local
- Replacement of a paratransit vehicle
 - Total cost: \$95,000 (\$80,750 Federal / \$14,250 local) 85% Federal / 15% local
- Replacement of a paratransit vehicle
 - Total cost: \$95,000 (\$80,750 Federal / \$14,250 local) 85% Federal / 15% local
- Replacement and upgrade of bus shelters
 - Total cost: \$50,000 (\$40,000 Federal / \$10,000 local) 80% Federal / 20% local
- Replacement of shop truck
 - Total cost: \$66,667 (\$53,334 Federal / \$13,333 local) 80% Federal / 20% local
- Metro Transit Garage interior improvements (carpet, paint, and office cubicles)
 - Total cost: \$100,000 (\$80,000 Federal / \$20,000 local) 80% Federal / 20% local

Ms. Bommelman said the last two projects (Shop truck and MTG improvements) share costs with the City of Moorhead (1/3 Moorhead, 2/3 Fargo). The City of Moorhead has confirmed their participation in this funding.

Motion: Recommend Policy Board approval of the FTA Section 5310 and 5339 transit grant applications as discussed.

Ms. Bommelman moved, seconded by Ms. Huston

MOTION, PASSED

Motion carried unanimously.

***Mr. Sahr left the meeting**

8. NDDOT Urban Roads Solicitation and Prioritization of Projects

Chair Gray thanked the TTC for submitting their scoring and apologized for asking the members to complete the scoring on short notice prior to the meeting. She explained the complexity and difficulty in setting up a scoring method that made sense, due to the wide variety of project types that make up this year's applications.

Mr. Champa presented the NDDOT Urban Roads applications. The North Dakota Department of Transportation (NDDOT) is soliciting projects to be funded through the Urban Roads Program (URP) and Urban Regional Roads Program for fiscal year (FY) 2026, in the development of the 2023-2026 State Transportation Improvement Program (STIP). All submittal packages are prioritized by Metro

COG and then sent to NDDOT to go through the State's project prioritization and selection process. Metro COG has received no project applications for the Urban Regional Roads Program this year.

Urban Roads Program – Metro COG has received six (6) projects for FY 2026 solicitation. TTC ranking found priorities as follows:

1. 45th St – 16th Ave N to I-94 North Ramp Concrete Pavement Repair (Fargo) – Concrete pavement rehabilitation project to replace concrete panels that have broken. The estimated total project cost is \$10,800,000, of which \$8,640,000 (80%) is requested through federal funds, and \$2,160,000 (20%) through local matching funds.
2. Bicycle and Pedestrian bridge over the Red River at 40th Avenue S River (Fargo) – Construction of a pedestrian bridge over the Red River. The estimated total project cost is \$4,000,000, of which \$1,760,000 (44%) is requested through federal funds, \$440,000 (11%) through local matching funds, and \$1,800,000 (45%) through non-participating City of Moorhead funding sources.
3. Shared Use Paths at Drain 27 from 52nd to 63rd Ave S, River Drive S from Harwood Dr S to 40th Ave S, and Drain 53 from 64th to 73rd Ave S (Fargo) – Construction of new shared use paths. The estimated total project cost is \$2,400,000, of which \$1,920,000 (80%) is requested through federal funds and \$480,000 (20%) through local matching funds.
4. Capital Bus Purchase (Fargo) – Purchase of replacement fixed route transit vehicles. The estimated total project cost is \$1,250,000, of which \$1,000,000 (80%) is requested through federal funds and \$250,000 (20%) through local matching funds.
5. Sheyenne Street Reconstruction from 40th Ave S to 52nd Ave S (West Fargo). Reconstruction from a 2-lane rural roadway section to a 2- to 4-lane urban roadway section with bicycle and pedestrian facilities. The estimated total project cost is \$18,000,000, of which \$14,400,000 (80%) is requested through federal funds and \$3,600,000 (20%) through local matching funds.
6. North Broadway Bridge Reconstruction (Fargo) – Demolition of the existing roadway bridge and reconstruction of a new concrete span bridge to accommodate two driving lanes and a new sidewalk. A portion of roadway leading up to bridge will need geotechnical stabilization. The estimated total project cost is \$7,500,000, of which \$4,200,000 (56%) is requested through federal funds, \$1,050,000 (14%) through local matching funds, and \$2,250,000 (30%) through non-participating Clay County funding sources.

All of the projects funding are consistent with the goals, objectives, and policies of the Metro COG Metropolitan Transportation Plan (MTP).

Ms. Safgren suggested that in the future, applicants can rank their own projects against the goals and objectives of the MTP. She found it difficult to score with so little information. Chair Gray said that moving forward, this process will evolve and change as the agency moves towards TMA status, and that this project

prioritization effort is a significant responsibility that will fall upon the TTC and Policy Board.

The City of Fargo representatives explained that they understand the Broadway Bridge is not scoring highest as a priority, but they are just trying to find any funding to help offset the cost of this project. It will be a joint project with Clay County, and the bridge needs to be removed as the first step. Mr. Gorden reminded the TTC that the City of Fargo did not receive any federal funding in last year's selection and that the City of West Fargo received significant funding in last year's prioritization. Mr. Wrucke said they would be willing to drop their prioritization down to a lower priority, but not withdraw their application. He also indicated that they have a significant concern about the funding available as a TMA (approximately \$8.5 million) versus the cost of the Sheyenne Street project, and cited the issues they have with special assessing such a high proportion of the project cost.

After a lengthy discussion, the TTC arrived at a consensus to move forward with a recommended prioritization based upon conservative estimates of FY 2026 Urban Roads Program funds. The first combination would prioritize the Broadway Bridge Replacement, both bicycle and pedestrian projects proposed by the City of Fargo, and the transit capital purchase. Other projects will move forward as priority #5 and #6. A strong second combination of projects would prioritize a reduced scope 45th St CPR project, 40th/Bluestem Bike and Pedestrian Bridge, and the Shared Use Paths project. Policy board would be able to prioritize either combination however, TTC placed higher priority on the former or first combination of projects.

Motion: Recommend Policy Board approval of the prioritized list of projects, as prioritized by the TTC with #1 prioritization of the first combination of the Fargo projects, but to also present the second combination as a high priority, with adjustments to the 45th Street project by City of Fargo to tailor the dollar amount to closer match the amount of funding expected to be available, and subsequent submittal of proper project application materials to the NDDOT by the December 31, 2021 deadline.

Mr. Gorden moved, seconded by Mr. Atkins

MOTION, PASSED. 16-0-1 (Mr. Johnson abstaining from the vote)

Motion carried.

9. NDDOT Highway Safety Improvement Program Solicitation and Prioritization of Projects

Mr. Champa presented the NDDOT HSIP applications for prioritization and approval. The North Dakota Department of Transportation (NDDOT) is soliciting projects to be funded through the Highway Safety Improvement Program (HSIP) for fiscal year (FY) 2026, in the development of the 2023-2026 State Transportation Improvement Program (STIP). All submittal packages are prioritized by Metro COG and then sent to NDDOT to go through the State's project prioritization and selection process.

Highway Safety Improvement Program – Metro COG has received four (4) projects for FY 2026 solicitation.

- **19th Ave N & University Drive, 45th Street and 23rd Ave S (Fargo)** – Removal of negative left turn offsets. The estimated total project cost is \$350,838, of which \$315,754 (90%) is requested through federal funds and \$35,084 (10%) through local matching funds.
- **Southbound 45th St between 19th Ave S and I-94 bridge (Fargo)** – Addition of an auxiliary lane. The estimated total project cost is \$379,933, of which \$341,940 (90%) is requested through federal funds, and \$37,993 (10%) through local matching funds.
- **Veterans Blvd and 36th Ave E, Veterans Blvd and 40th Ave E (West Fargo)** – Removal of negative left turn offsets. The estimated total project cost is \$337,000 of which \$303,300 (90%) is requested through federal funds and \$33,700 (10%) through local matching funds.
- **19th Ave E and 9th St E, 38th Ave W and Sheyenne St, and 32nd Ave E and 4th St E (West Fargo)** – Removal of negative left turn offsets. The estimated total project cost is \$461,500, of which \$415,350 (90%) is requested through federal funds and \$46,150 (10%) through local matching funds.

All of the projects submitted for Highway Safety Improvement Program (HSIP) funding are consistent with the goals, objectives, and policies of the Metro COG MTP and no amendment is required to request federal funds for these projects. A top priority project was identified by the North Dakota Department of Transportation's 2018-2020 high crash location publication, released in 2021. The TTC discussion found priorities to be as follows:

1. Veterans Blvd and 36th Ave E, Veterans Blvd and 40th Ave E (West Fargo)
2. 19th Ave N & University Drive, 45th Street and 23rd Ave S [1 High Crash Location] (Fargo)
3. Southbound 45th St between 19th Ave S and I-94 bridge [2 High Crash Locations] (Fargo)
4. 19th Ave E and 9th St E, 38th Ave W and Sheyenne St, and 32nd Ave E and 4th St E (West Fargo)

Motion: Recommend Policy Board approval of the prioritized list of projects, as prioritized by the TTC, for the NDDOT Highway Safety Improvement Program (HSIP) solicitations and subsequent submittal of proper project application materials to NDDOT by the December 31, 2021 deadline.

Mr. Gorden moved, seconded by Mr. Wrucke

MOTION, PASSED

Motion carried unanimously.

10. University and 10th Street Corridor Study – Consultant Selection

Mr. Maddox presented Bolton & Menk as the highest-ranked consultant as recommended by the study's consultant selection panel. Two firms proposed

and interviewed for this study: Bolton & Menk and SRF Consulting. Metro COG will enter into negotiations with the recommended firm with Policy Board approval. The project's budget is \$275,000 (\$220,000 CPG/\$55,000 local match).

Motion: Recommend Policy Board approval of Bolton & Menk as recommended by the study's consultant selection panel and recommend Policy Board approval to enter into contract negotiations for the University & 10th Street Corridor Study.

Mr. Gorden moved, seconded by Ms. Elshaug

MOTION, PASSED

Motion carried unanimously.

11. 2021-2022 UPWP Amendment #3

Chair Gray presented amendment #3 to the 2021-2022 UPWP. Ms. Gray explained that this is a normal process, as the spending and staff hours can vary from projections over the course of the year as different needs arise.

Adjustments to the 2021 Staff Hours and Operation Costs found an unspent amount of over \$43,000 in staff hours, due to the newest approved planner position not being filled until 2022. Ms. Gray explained that at this time, it appears we have unspent overhead costs of approximately \$3,323, but could be somewhat less as the agency closes out the fiscal and calendar year. The potential use for these overages are for purchase of timekeeping software, the purchase of a StreetLight data license, and remodeling of the newly acquired office space.

Project carryover totals approximately \$296,000, which is due to certain projects that were intended to be multi-year projects and three programmed projects taking longer to get under contract than anticipated, such as the Interstate Operations Analysis, the University Drive and 10th Street Corridor Study, and the 25th Street Corridor Study. The goal is to not underestimate carryover.

Motion: Recommend Policy Board approval of the proposed Amendment #3 of the 2021-2022 UPWP.

Mr. Atkins moved, seconded by Ms. Bommelman

MOTION, PASSED

Motion carried unanimously.

12. NDDOT MPO Meeting Summary

In the interest of time, this topic was not discussed, but information is has been provided twice, and TTC members can contact Ms. Gray if they have questions.

13. Greater NW Passenger Rail Coalition Presentation, December 10, 2021

There will be a presentation tomorrow at the City of Fargo Commission chambers and virtually, and encourages attendance.

14. Agency Updates

No updates in the interest of time.

15. Additional Business

Ms. Gray congratulated Mr. Wolter on his retirement at the end of December.

16. Adjourn

The 524th Regular Meeting of the TTC was adjourned on December 9, 2021 at 12:17 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD January 14, 2022, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant