

**526th Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, February 10, 2022 – 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
Nicole	Crutchfield	City of Fargo Planning
Jeremy	Gorden	City of Fargo Transportation Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Don	Lorsung	City of Dilworth Planning
Aaron	Nelson	West Fargo City Planning
Grace	Puppe	Cass County Planning
Mary	Safgren	MnDOT – District 4
Russ	Sahr	City of Horace Planning
Jordan	Smith	MATBUS
Justin	Sorum	Clay County Engineering
Brit	Stevens	NDSU – Transportation Manager
Mark	Wolter	Freight Representative
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

**Members Absent:**

Matthew	Jacobson	Clay County Planning
Joe	Raso	GFMEDC

**Others Present:**

Adam	Altenburg	Metro COG
Jaron	Capps	Metro COG
Luke	Champa	Metro COG
Jim	Dahlman	Interstate Engineering / City of Horace
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Jennifer	Hanley	Ulteig Engineers
Scott	Harmstead	SRF
Sharijad	Hasan	ATAC
Will	Kerns	Ulteig Engineers
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Diomo	Motuba	ATAC
Brent	Muscha	Apex Engineering
Anna	Pierce	MnDOT
Kshitij	Sharma	ATAC
Tom	Soucy	Cass County Highway
Kristen	Sperry	FHWA
Steve	Strack	Houston Engineering
Kyle	Weiler	HDR
Bradley	Wentz	ATAC

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:02 am, on February 10, 2022 by Chair Gray. A quorum was present.

**2. Approve the 526 TTC Meeting Agenda**

Chair Gray asked if there were any questions about or changes to the 526 TTC Meeting Agenda.

**Motion: Approve the 526 TTC Meeting Agenda.**  
**Mr. Benson moved, seconded by Ms. Crutchfield.**  
**MOTION, PASSED.**  
**Motion carried unanimously.**

**3. APPROVE January 13, 2022 TTC MEETING MINUTES**

Chair Gray asked if there were any questions about or changes to the January 13, 2022 TTC Meeting Minutes.

**Motion: Approve the January 13, 2022 TTC Minutes.**  
**Mr. Lorsung moved, seconded by Ms. Bommelman.**  
**MOTION, PASSED**  
**Motion carried unanimously.**

**4. Public Comment Opportunity**

No public comments were made or received.

**5. ATAC Addendum – Dynamic Traffic Assignment Model**

Chair Gray provided information on the scope of work for the dynamic traffic assignment (DTA) modeling and project staging to be completed by the Advanced Traffic Analysis Center (ATAC). She stated that the purpose of this study would be to understand the traffic impacts from construction phasing of multiple upcoming projects within Metro COG's Metropolitan Planning Area (MPA). She noted that the principal investigator on the project would be Diomo Motuba. She stated that the project budget is \$9,912.

Ms. Sperry noted that this project could potentially assist with a 2021 Executive Order which promotes physical access to voting locations.

**Motion: Recommend approval to the Policy Board of the ATAC Contract addendum and scope of work for the Dynamic Traffic Assignment Modeling to Optimize Transportation Project Staging.**  
**Ms. Safgren moved, seconded by Mr. Sahr**  
**MOTION, PASSED**  
**Motion carried unanimously.**

**6. ATAC Addendum – Review and Adjustment to Household and Job Data**

Chair Gray informed the TTC that a scope of work had been developed by the Advanced Traffic Analysis Center (ATAC) to assist Metro COG with a review and analysis of household and jobs data purchased in October 2021. She stated that purpose of this spatial review is to ensure that Metro COG's traffic analysis zones (TAZs) accurately reflect base year jobs and household data, a key component

to Metro COG's travel demand model (TDM). She stated the budget for the project is \$7,189.

**Motion: Recommend approval to the Policy Board of the ATAC Contract addendum and scope of work for the Review and Adjustment to Household and Job Data.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**7. ATAC Addendum – Moorhead Intersection Data Collection**

Mr. Farnsworth provided information on the scope of work for traffic data collection and modeling update for the City of Moorhead. He stated that this project would assist Moorhead in their planned annual traffic data collection needs as well as a three-year traffic signal retiming and optimization program using Synchro traffic modeling software.

Mr. Atkins noted guidance that indicates signal retiming and roadway network geometries should be analyzed every five years.

Ms. Gray stated that the three-year budget is \$37,111 which breaks down into annual amounts of \$12,370.33 per year, and the local share will be paid by the City of Moorhead.

**Motion: Recommend approval to the Policy Board of the ATAC Contract addendum and scope of work for the Moorhead Intersection Data Collection Project.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**8. ATAC Addendum – Regional ITS Architecture Update**

Mr. Farnsworth stated that Metro COG would be updating its Regional Architecture (RA) for Intelligent Transportation Systems (ITS) within Metro COG's Metropolitan Planning Area (MPA) in 2022. He explained that these systems include the deployment of CCTV cameras, Dynamic Message Signs (DMS), signal timing and optimization, and other regional traffic management and communication measures. He noted that the last update was completed in 2014.

Chair Gray noted that the ITS update will require input from each jurisdiction, and the project budget is \$27,970.

**Motion: Recommend approval to the Policy Board of the ATAC Contract addendum and scope of work for the Regional Architecture Update.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**9. ATAC Addendum – Travel Demand Model Update**

Chair Gray informed the TTC that Metro COG was scheduled to update its travel demand model (TDM) in 2022 in anticipation of the next Metropolitan Transportation Plan (MTP) update. Metro COG's TDM has historically been housed and revised by the Advanced Traffic Analysis Center (ATAC).

Mr. Motuba noted that metrics analyzing transit and freight impacts to roadway networks would be added to Metro COG's TDM for the first time. StreetLight will be used to update origin-destination assumptions used in the model. Chair Gray also explained that it will be beneficial to get additional information from jurisdictions and to consider effects from Covid-19 and other recent traffic impact studies. She noted that the project budget is \$59,169, which is within the amount estimated in the UPWP, and the project is spread over 2022 and 2023.

**Motion: Recommend approval to the Policy Board of the ATAC Contract addendum and scope of work for the Travel Demand Model Update.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**10. 2022-2025 Transportation Improvement Program (TIP) Amendment #1**

Mr. Champa explained that Metro COG was holding a public hearing via Zoom on Thursday, February 17 at 4:00 PM to consider a proposed amendment to the 2022-2025 TIP. He noted that public comments would be accepted by Metro COG until 12:00 noon on February 17.

Mr. Champa stated that the proposed TIP amendment included the following adjustments:

1. **Removal of Project 5200010:** City of Moorhead reconstruction project on 34<sup>th</sup> St S from 4<sup>th</sup> Ave S to 24<sup>th</sup> Ave S (2023). Project has been removed.
2. **Modification of Project 3210019:** West Fargo bike & pedestrian new multi-use path project on Drain 45 from 7<sup>th</sup> Ave E to Main Ave (2022). The total project cost increased 35% from \$442,500 to \$598,300 of which the Federal Transportation Alternatives (TA) funds remained \$290,000 and local funds increased 102% from \$152,500 to \$308,300.
3. **Addition of Project 9221001:** NDDOT chip seal rehabilitation project on ND 18 from ND 10 to Cass/Traill County line (2022). The total project cost is \$794,400 of which \$635,200 (80%) is Federal Non National Highway System - State Rural Project (Non-NHS-S) funds and \$158,800 is state funds.
4. **Addition of Project 9221002:** NDDOT wrong way detection system (Intelligent Transportation Systems) safety project on I-29 at Exit 69 (2022). The total project cost is \$92,000 of which \$82,800 (90%) is Federal Highway Safety Improvement Program (HSIP) funds and \$9,200 is state funds.
5. **Addition of Project 9221003:** NDDOT upgrade automated traffic recorder (Intelligent Transportation Systems) rehabilitation project on I-94 at RP 352.33 (2022). The total project cost is \$105,000 of which \$84,000 (80%) is Federal Non National Highway System - State Rural Project (Non-NHS-S) funds and \$21,000 is state funds.

6. **Modification of Project 9210010:** NDDOT curb ramp rehabilitation project on ND 18 from 7<sup>th</sup> St S to 3<sup>rd</sup> St N in Casselton (2022). The total project cost increased 10% from \$334,765 to \$369,000 of which the Federal Non National Highway System – State Rural Project (Non-NHS-S) funds increased 10% from \$267,812 to \$295,000 and state funds increased 10% from \$66,953 to \$73,800.
7. **Modification of Project 9162665:** NDDOT rehabilitation project on I-94 E from W Wheatland to E of Casselton (2022). The total project cost decreased 46% from \$1,283,344 to \$689,000 of which the Federal Interstate Maintenance (IM) funds decreased 46% from \$1,155,010 to \$620,100 and state funds decreased 40% from \$114,534 to \$68,900.
8. **Modification of Project 9192639:** NDDOT rehabilitation project on I-94 W from Wheatland E to E of Casselton (2022). The total project cost decreased 46% from \$1,283,344 to \$689,000 of which the Federal Interstate Maintenance (IM) funds decreased 46% from \$1,155,010 to \$620,100 and state funds decreased 40% from \$114,534 to \$68,900.
9. **Modification of Project 9200012:** NDDOT high tension cable median guardrail safety project on I-94 from W of Main Ave to 42<sup>nd</sup> St grade separation (2022). The total project cost decreased 63% from \$2,036,000 to \$748,000 of which the Federal Highway Safety Improvement Program (HSIP) funds decreased 63% from \$1,832,000 to \$673,200 and state funds decreased 63% from \$204,000 to \$74,800.
10. **Modification of Project 9210006:** NDDOT high tension cable median guardrail safety project on I-94 from W Lynchburg interchange to E Kindred interchange (2022). The total project cost increased 22% from \$3,918,300 to \$4,797,200 of which the Federal Highway Safety Improvement Program (HSIP) funds increased 22% from \$3,526,470 to \$4,317,480 and state funds increased 22% from \$391,830 to \$479,720.
11. **Addition of Project 9221007:** NDDOT high tension cable median guardrail project on I-94 from W of Ayr interchange to W of Lynchburg interchange (2022). The total project cost is \$4,797,200 of which \$4,317,480 (90%) is Federal Highway Safety Improvement Program (HSIP) funds and \$479,720 is state funds. The project is associated with project 9210006 and the cost estimate is reflective of both 9210006 and 9221007.
12. **Addition of Project 9221004:** NDDOT LED lighting update rehabilitation project at various locations including 52<sup>nd</sup> Ave S, University Dr, Main Ave, 12<sup>th</sup> Ave N, and 19<sup>th</sup> Ave N (2023). The total project cost is \$1,000,000 of which \$800,000 (80%) is Federal Non National Highway System - State Rural Project (Non-NHS-S) funds and \$200,000 (20%) is state funds.
13. **Modification of Project 9191007:** NDDOT lift station and storm sewer rehabilitation project on I-94 E from 25<sup>th</sup> St interchange to the Red River (2024). The total project cost decreased 20% from \$2,600,000 to \$2,073,000 of which the Federal Interstate Maintenance (IM) funds decreased 20% from \$2,340,000 to \$1,865,700 and state funds decreased 20% from \$260,000 to \$207,300.
14. **Addition of Project 9221006:** NDDOT slide repair rehabilitation project Main Ave/US 10 near the Sheyenne River (2024). The total project cost is \$5,001,000 of which \$4,047,000 (80%) is Federal National Highway System - Urban (NHS-U) funds, \$454,000 (9%) is state funds, and \$500,000 (11%) is local funds.

15. **Modification of Project 9220025:** NDDOT structural deck overlay rehabilitation project on I-94 E at the Red River bridge structure (2025) – project is being modified to include I-94 W so both projects are part of one TIP project. The total project cost increased 100% from \$1,601,806 to \$3,204,000 of which the Federal Interstate Maintenance (IM) funds increased 100% from \$1,441,625 to \$2,883,600 and state funds increased 100% from \$160,181 to \$320,400.
16. **Removal of Project 9220026:** NDDOT structural deck overlay rehabilitation project on I-94 W at the Red River bridge structure (2025) – project is being included as part of project 9220025 as described above. Project has been removed.
17. **Addition of Project 9221005:** NDDOT minor rehabilitation including shoulder repair project on ND 46 from 9 miles east of Enderlin E to I-29 (2025). The total project cost is \$5,300,000 of which \$4,240,000 (80%) is Federal Non National Highway System - State Rural Project (Non-NHS-S) funds and \$1,060,000 is state funds.
18. **Modification of Project 2190039:** Clay County mill and overlay rehabilitation project on CSAH 52 from CR 67 in Sabin to I-94 bridge in Moorhead (2022) – project is an Advance Construction project and is associated with project 2200009. The total project cost increased 67% from \$1,067,760 to \$1,778,484 of which the Federal Surface Transportation Block Grant Program - Regional (STBGP-R) funds remained \$468,160 and local funds increased 119% from \$599,600 to \$1,310,324. AC project 2200009 remains unchanged with STBGP-R funding of \$1,032,240. Total AC project estimate (projects 2190039 & 2200009) increased 35% from \$2,082,760 to \$2,810,724.

Mr. Atkins clarified that the funds being reallocated from the 34<sup>th</sup> Street reconstruction project to the 11<sup>th</sup> Street underpass project would not change the total budget amount for the underpass but rather increase the federal share and decrease the local share. Ms. Safgren stated that the funds being reallocated would actually go to a project in Alexandria, and that other federal funds would be added to the 11<sup>th</sup> Street underpass project.

Ms. Pierce asked if the 34<sup>th</sup> Street reconstruction project would be pushed to an out-year. Mr. Atkins replied that the project would still go ahead but would be funded by local dollars and potentially by Municipal State-Aid Street System (MSAS) funds.

**Motion: Recommend approval to the Policy Board of Amendment #1 of the Metro COG 2022-2025 Transportation Improvement Program (TIP) pending public comment.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

#### **11. Performance Measures (PM1, PM2, PM3) – 2022 Safety Target Adoption MN & ND**

Mr. Del Rosario presented the Minnesota and North Dakota Performance Measures (PM) 1, 2, and 3 for 2022 Safety Target Adoption. He noted that only PM 1, meant to establish performance targets related to safety for North Dakota and Minnesota portions of the Metropolitan Planning Area (MPA), need to be

reviewed and adopted annually. He stated that PM 2 (highway and bridge condition targets) and PM 3 (automobile and truck time reliability) are adopted every four years.

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

**Motion: Recommend Policy Board adoption of NDDOT's 2022 Safety Performance Measure (PM1), and MnDOT's PM1 by signing the respective resolutions.**

**Mr. Sahr moved, seconded by Ms. Crutchfield.**

**MOTION, PASSED**

**Motion carried unanimously.**

**12. West Fargo Traffic Calming Study Final Report**

Mr. Champa presented the final report of the West Fargo Traffic Calming Study. He explained that the purpose of the study was to establish a traffic calming toolbox and strategies to address speeding and safety on residential West Fargo streets by engaging residents, reviewing the existing conditions and traffic conditions, and developing an evaluation and implementation strategy to address traffic calming measures. He noted that, in addition to the toolbox and strategies, evaluation and prioritization matrices were established, specific traffic calming implementation scenarios and alternatives were analyzed, and planning-level cost estimates were developed for six priority locations in West Fargo. He stated that the project was recently approved by the West Fargo City Commission.

**Motion: Recommend approval to the Policy Board of the West Fargo Traffic Calming Study.**

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

**MOTION, PASSED**

**Motion carried unanimously.**

**13. Update of Federal Functional Class System**

Mr. Del Rosario stated that NDDOT had reviewed and approved a Federal Functional Classification (FFC) system update for roadways within Metro COG's Metropolitan Planning Area (MPA) in North Dakota. He noted that the last approved FFC update for North Dakota roadways dated back to 2008, and that the 2022 update will now be sent to the Federal Highway Administration (FHWA) for final review and approval.

**14. IJJA Planning Emphasis Areas & Future Projects**

Chair Gray summarized the updated 2021 Planning Emphasis Areas (PEAs) that were issued jointly by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). She noted that these are intended to be used by metropolitan planning organizations, state departments of transportation, transit agencies, and federal land management agencies in Unified Planning Work Programs (UPWPs) and State Planning and Research (SP&R) programs. The updated PEAs include: Tackling the Climate Crisis –

Transition to a Clean Energy, Resilient Future; Equity and Justice<sup>40</sup> in Transportation Planning; Complete Streets; Public Involvement; Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination; Federal Land Management Agency (FLMA) Coordination; Planning and Environment Linkages (PEL); and Data in Transportation Planning.

Chair Gray also noted that the packet contains a list of suggested future studies and planning efforts that could be undertaken by Metro COG. She explained that she will begin working on the 2023 budget in the spring of 2022, which leads directly to the preparation of the 2023-2024 UPWP in the summer of 2022. She stated that this is not an action item at today's meeting, but that in March, this would be a more formal item, and that in the meantime, local jurisdictions are asked to consider what projects they need included in Metro COG's list of future work efforts. She stated that the updated PEAs will be reflected and addressed in future UPWP projects.

**15. AARP Funding Opportunity**

Mr. Farnsworth presented information about the AARP Community Challenge grant program, an initiative which supports livability efforts for cities and communities in areas such as: public places, transportation, housing, civic engagement, and diversity, equity, and inclusion. He noted that organizations eligible for funding include government entities and 501(c)(3), 501(c)(4), and 501(c)(6) nonprofits.

**16. Additional Business**

Chair Gray asked for TTC members to share information on any additional items.

No additional comments were made.

**17. Adjourn**

The 526 Regular Meeting of the TTC was adjourned on February 10 at 12:06 p.m.

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

Respectfully Submitted,

Metro COG Staff