

Agenda Item 1c, Attachment 1

598th Policy Board Meeting Fargo-Moorhead Metropolitan Council of Governments Thursday, February 17, 2022 – 4:00 pm

Members Present:

Amanda	George	West Fargo City Commission
Matthew	Gilbertson	Moorhead City Council
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
Jenna	Kahly	Clay County Commission (alt for Jenny Mongeau)
Steve	Lindaas	Moorhead City Council
Julie	Nash	Dilworth City Council
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Arlette	Preston	Fargo City Commission
Mary	Scherling	Cass County Commission
Rocky	Schneider	Fargo Planning Commission
John	Strand	Fargo City Commission
Jeff	Trudeau	Horace City Council

Members Absent:

Tony	Gehrig	Fargo City Commission
Jenny	Mongeau	Clay County Commission (alternate present)
Maranda	Tasa	Fargo Planning Commission

Others Present:

Adam	Altenburg	Metro COG
Jaron	Capps	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 February 17, 2022 by Chair Piepkorn, noting a quorum was present. Introductions were made.
- 1b. Approve Order and Contents of Overall Agenda, approved**
Chair Piepkorn asked for approval for the overall agenda.

MOTION: Approve the contents of the Overall Agenda of the February 17, 2022 Policy Board Meeting.
Mr. Olson moved, seconded by Mr. Schneider
MOTION, passed
Motion carried unanimously.

1c. Past Meeting Minutes, approved

Chair Piepkorn asked for approval of the Minutes of the January 20, 2022 Meeting.

**MOTION: Approve the January 20, 2022 Policy Board Meeting Minutes.
Mr. Gunkelman moved, seconded by Ms. Scherling
MOTION, passed
Motion carried unanimously.**

1d. Monthly Bills, approved

Chair Piepkorn asked for approval of the February 2022 Bills as listed on Attachment 1d.

**MOTION: Approve the February 2022 Bills List.
Mr. Lindaas moved, seconded by Ms. George
MOTION, passed
Motion carried unanimously.**

2. CONSENT AGENDA

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

- a. January Month End Report
- b. ATAC Addendum – Dynamic Traffic Assignment Model
- c. ATAC Addendum – Review and Adjustment to Household & Job Data
- d. ATAC Addendum – Moorhead Intersection Data Collection
- e. ATAC Addendum – Regional ITS Architecture Update
- f. ATAC Addendum – Travel Demand Model Update

**MOTION: Approve Items a-f on the Consent Agenda.
Ms. Preston moved, seconded by Mr. Lindass
MOTION, passed. 12-0-1 (Kahly abstained)
Motion carried.**

3. REGULAR AGENDA

3a. Public Comment Opportunity

No public comments were made or received.

3b. 2022-2025 Transportation Improvement Program Amendment #1

Mr. Champa presented Amendment #1 to the 2022-2025 Transportation Improvement Program (TIP).

The proposed amendment to the 2022-2025 TIP reflects updated federally funded projects within the Metropolitan Planning Area (MPA). A public notice was published in the Forum of Fargo-Moorhead on Wednesday, February 2, 2022, advertising the public hearing, how to request more information, and detailed public comment information such as where to send written comments regarding the proposed amendment. The public notice advertised that public comments will be accepted until 12:00 p.m. (noon) on Thursday, February 17, 2022. No written comments were received.

The proposed amendment to the 2022-2025 TIP is as follows:

1. **Removal of Project 5200010:** City of Moorhead reconstruction project on 34th St S from 4th Ave S to 24th 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 7th 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 7th St S to 3rd 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 42nd 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 52nd Ave S, University Dr, Main Ave, 12th Ave N, and 19th 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 25th 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. Olson asked why some of the projects included are outside out our planning area. Ms. Gray said that while these projects fall outside of our Urbanized Planning Area, they do fall in our Metropolitan Planning Area.

MOTION: Approve Amendment #1 to the Metro COG 2022-2025 Transportation Improvement Program (TIP).

Mr. Strand moved, seconded by Mr. Hendrickson.

MOTION, passed

Motion carried unanimously.

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

Ms. Kahly moved to close the public hearing, seconded by Mr. Lindaas.

***Mr. Trudeau joined the meeting**

3c. 2022 Performance Measure 1 (PM1) - Safety

Mr. Del Rosario presented the 2022 Performance Measure 1 (PM 1) regarding Safety targets. State DOTs and MPOs are required to establish quantifiable targets for performance measures. There are three performance measures.

Performance Measure 1 (PM1) is meant to establish performance targets related to safety. Each state must annually establish and report performance targets for the Highway Safety Improvement Program (HSIP) for the following five (5) safety performance measures:

1. Number of Fatalities
2. Rate of Fatalities
3. Number of Serious Injuries
4. Rate of Serious Injuries
5. Number of Non-motorized Fatalities and Non-motorized Serious Injuries

As an MPO, Metro COG is required by FHWA to either

1. Agree to program projects in each state's portion of the Metropolitan Planning Area (MPA) to support the performance targets established by the respective state; and/or,
2. Establish MPO specific safety performance targets for all or some of the above five measures.

These are reviewed and revised annually. 2022 is the fourth year we are reviewing and adopting PM1 targets for the MPA. Based on the crash data available to us, Metro COG again recommends adoption of NDDOT's Safety Performance Measures for the MPA. This information is based on the following analysis and timeframe.

In December 2021, FHWA determined whether a State has met or made significant progress toward meeting 2016-2020 HSIP targets. FHWA used 2014-2018 data as a baseline period for assessing significant progress. In March 2022, FHWA will report their findings to States indicating whether the State has met or made significant progress towards meeting their 2016-2020 HSIP targets.

Ms. Preston asked why the MPO is following the state targets and not local targets. Mr. Maddox said that the state targets are followed for consistency, and the MPA is a small portion of the entire state. Local performance could vary largely, with a very small number of crashes, resulting in a penalty. The metro area tends to perform better than the state targets. Ms. Preston asked if local data was being tracked, and could be compared to the state targets. Ms. Gray said this was already being done by Metro COG staff, and is essentially what was used to arrive at the recommendation being made today.

Ms. Scherling said that Cass County is looking at opening an NDDOT Vision Zero office locally, and asked if Metro COG plans to coordinate with them. Ms. Gray responded that Metro COG coordinates closely with County Engineer Jason Benson, and is tied into Vision Zero, but wasn't aware of the four-region program in the state.

Mr. Strand asked if crashes related to train/freight activity is included in the data. Mr. Del Rosario said he was not sure, but will look into the data. Ms. Gray stated that if such crashes were on public road right of way, they would be part of the data. Mr. Maddox said that Metro COG does work with both states in regards to rail/traffic safety.

MOTION: Adopt NDDOT/MnDOT 2022 Safety Performance Measure Targets by signing the enclosed resolutions.

Mr. Olson moved, seconded by Mr. Lindaas.

MOTION, passed

Motion carried unanimously.

3d. West Fargo Traffic Calming Study Final Report

Mr. Champa presented the Final Report for the West Fargo Calming Study. Metro COG conducted the West Fargo Traffic Calming Study internally, with continuous cooperation and direction from West Fargo professional and technical staff.

This study includes traffic calming on residential local and collector roadways in West Fargo where the City has experienced numerous complaints about traffic speeds and cut-through traffic. The purpose of this study is to establish a traffic calming toolbox and strategies to address speeding and safety on West Fargo residential (local or collector) streets by strategically engaging residents, reviewing the existing conditions and traffic conditions, and developing an implementation strategy for the community to address traffic calming. In addition, evaluation and prioritization, specific traffic calming implementation scenarios or alternatives, and associated planning-level cost estimates have been developed for each of the six (6) priority locations.

The Study was guided by a 9-member Study Review Committee (SRC) and public feedback received from residents impacted by speeding on residential neighborhood streets.

The West Fargo Traffic Calming Study will forward the goals, objectives and policy direction related to safety, livability, and a multi-modal transportation system as outlined in *West Fargo 2.0*, the City's Comprehensive Plan and *Metro Grow*, the long-range Metropolitan Transportation Plan.

The West Fargo Planning & Zoning Commission recommended approval and forwarded two comments to the Board of Commissioners for consideration prior to final action:

1. Wanted clarification about why stop signs, speed limit signs, or other traffic control devices are not considered traffic calming measures.
2. Raised concern about showing mini roundabouts as a traffic calming feature as they receive a lot of complaints from the public about how poorly they function. Specific examples include those which were retrofitted into the existing street network (19th Ave W/10th/7th St W & 15th Ave E/6th St E).

The West Fargo Board of Commissioners voted unanimously to approve the West Fargo Traffic Calming Study at their January 17, 2022 meeting.

Ms. Preston asked why Arterial roadways were not considered in this study. Mr. Champa said this study was more about local neighborhood streets (arterial and collector), and arterials have more factors to consider. Ms. Gray added that arterial streets are more focused on mobility and are typically not candidates for traffic calming.

MOTION: Approve the West Fargo Traffic Calming Study

Ms. Preston moved, seconded by Mr. Olson.

MOTION, passed (13-0-1) (Ms. Scherling was absent during the vote)

Motion carried.

3e. Infrastructure Investment and Jobs Act (IIJA) Planning Emphasis Areas and Future Needs for Metro COG Studies and Plans

Ms. Gray presented the IIJA Planning Emphasis Areas. She explained that future Metro COG studies and plans should be tied to these planning emphasis areas in our Unified Planning Work Program (UPWP). Ms. Gray summarized the planning emphasis areas of the IIJA. They include:

- Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
- Equity and Justice⁴⁰ 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)
- Data in Transportation Planning
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Ms. Gray provided a partially updated list of projects that have been suggested in the past as well as new projects for MPO required plans such as the Metropolitan Transportation Plan, which is due for an update by fall of 2024. Since estimates for the 2023 budget will be prepared in the spring, followed by the 2023-2024 UPWP during the summer for adoption in the fall of 2022, it is important that we revisit this list to identify new project needs and to prioritize projects for inclusion in future UPWPs. Regarding future projects, it will be important to address and incorporate the IJJA Planning Emphasis Areas.

3f. Proposed Revision to Personnel Policies – Time Off Request

Ms. Gray presented a revision to the Metro COG Personnel Policies, regarding the use of a Request for Leave form. The use of the form creates confusion when NDDOT reviews our requests for reimbursement of federal funds. Under this change, vacation and sick leave would be removed from the form. In all practicality, we usually have weekly staff meetings, and as part of the agenda, we update an on-going list of upcoming vacations or other leave, and all staff are told to put vacations and known sick time use (i.e. medical, dental or vision appointments) on their shared calendars with an indication they will be out of the office.

If there are conflicts with upcoming meetings, staff are generally eager to log in from wherever they're at, or they arrange for someone else to be at a meeting in their place. The Time Off Request would continue to exist for Jury Duty, Funeral Leave, Military Leave, and Leave without Pay. The reference to Maternity/Paternity Leave should be updated to state FMLA.

MOTION: Approve the proposed changes to the Personnel Policies to eliminate the use of the Request for Leave form for sick leave, vacation, and compensatory time off.

Mr. Lindaas moved, seconded by Ms. George

MOTION, passed

Motion carried unanimously.

4. Additional Business

No additional business.

5. Adjourn

The 598th Meeting of the FM Metro COG Policy Board held Thursday, February 17, 2022 was adjourned at 5:18 pm.

THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD March 17, 2022, 4:00 P.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant