

The 603rd Policy Board Meeting Fargo-Moorhead Metropolitan Council of Governments THURSDAY, June 16, 2022 – 4:00 p.m. AGENDA

1. Call to Order and Introductions
 - a. Introductions Information Item
 - b. Approve Order and Contents of the Overall Agenda Action Item
 - c. Approve Minutes of the May 19, 2022 Board Meeting Action Item
 - d. Approve Minutes of the June 7, 2022 Emergency Board Meeting Action Item
 - e. Approve June 2022 Bills Action Item
2. Consent Agenda Action Item
 - a. May End of Month Report
 - b. Fargo Transportation Plan Contract Amendment #1
 - c. Executive Director Annual Review
 - d. Assistant Transportation Planner Position
3. Regular Agenda
 - a. Public Comment Opportunity Public Input
 - b. 2022-2025 Transportation Improvement Program Amendment #5 Action Item
 1. Open Public Hearing
 2. Close Public Hearing
 - c. FY 2023 ND Transportation Alternatives Competitive Selection Action Item
 - d. Clay County Comprehensive & Transportation Plan Final Report Action Item
 - e. HSIP Awards Information Item
4. Additional Business
5. Adjourn

REMINDER: The next Metro COG Policy Board Meeting will be held Thursday, July 21, 2022 at 4:00 p.m.

Due to ongoing public health concerns related to COVID-19, Metro COG is encouraging citizens to provide their comments on agenda items via email to leach@fmmetrococ.org. To ensure your comments are received prior to the meeting, please submit them by 8:00 a.m. on the day of the meeting and reference which agenda item your comments address. If you would like to appear via video or audio link for comments or questions on a regular agenda or public hearing item, please provide your e-mail address and contact information to the above e-mail at least one business day before the meeting.

For Public Participation, please REGISTER with the following link:

https://us02web.zoom.us/webinar/register/WN_9VzfU8kR6S-vc-M-9Owzw

Red Action Items require roll call votes.

Full Agenda packets can be found on the Metro COG Web Site at <http://www.fmmetrococ.org>

NOTE: Given the participation of Fargo City Commissioners at Policy Board meetings, such meetings may constitute open public meetings of the City of Fargo.

Metro COG is committed to ensuring all individuals, regardless of race, color, sex, age, national origin, disability/handicap, sexual orientation, and/or income status have access to Metro COG's programs and services. Meeting facilities will be accessible to mobility impaired individuals. Metro COG will make a good faith effort to accommodate requests for translation services for meeting proceedings and related materials. Please contact Savanna Leach, Metro COG Executive Assistant, at 701-532-5100 at least five days in advance of the meeting if any special accommodations are required for any member of the public to be able to participate in the meeting.

**601st Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
Thursday, April 21, 2022 – 4:00 pm
Zoom Web Conference**

Members Present:

Amanda	George	West Fargo City Commission
Matthew	Gilbertson	Moorhead City Council
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
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
Rocky	Schneider	Fargo Planning Commission
John	Strand	Fargo City Commission
Maranda	Tasa	Fargo Planning Commission
Jeff	Trudeau	Horace City Council
Bob	Walton	NDDOT – Fargo District (ex-officio member)

Members Absent:

Tony	Gehrig	Fargo City Commission
Jenny	Mongeau	Clay County Commission
Mary	Scherling	Cass County Commission

Others Present:

Adam	Altenburg	Metro COG
Brenda	Andrews	City of Barnesville
Jaron	Capps	Metro COG
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Cindy	Gray	Metro COG
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Ayden	Schaffler	Metro COG

1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened

The meeting was called to order at 4:00 pm, on May 19, 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. Ms. Leach noted that on the agenda, item 1c had the incorrect date for the last meeting minutes, and should be April 21, 2022.

MOTION: Approve the contents of the Overall Agenda of the May 19, 2022 Policy Board Meeting.

Mr. Olson moved, seconded by Mr. Lindaas

MOTION, passed

Motion carried unanimously.

1c. Past Meeting Minutes, approved

Chair Piepkorn asked for approval of the Minutes of the April 21, 2022 Meeting.

MOTION: Approve the April 21, 2022 Policy Board Meeting Minutes.

Mr. Strand moved, seconded by Mr. Hendrickson

MOTION, passed

Motion carried unanimously.

1d. Monthly Bills, approved

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

MOTION: Approve the May 2022 Bills List.

Mr. Lindaas moved, seconded by Mr. Trudeau

MOTION, passed

Motion carried unanimously.

2. CONSENT AGENDA

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

a. April Month End Report

MOTION: Approve Item a on the Consent Agenda.

Mr. Olson moved, seconded by Mr. Gunkelman

MOTION, passed

Motion carried unanimously.

3. REGULAR AGENDA

3a. Public Comment Opportunity

No public comments were made or received.

3b. 2022-2025 Transportation Improvement Program Amendment #4

Mr. Del Rosario presented Amendment #4 to the Metro COG 2022-2025 Transportation Improvement Program (TIP). A public notice was published in The Forum of Fargo-Moorhead on Wednesday, May 4, 2022, which advertised the public hearing, detailed how to request more information, and provided information on how to make public comment regarding the proposed amendment. No comments have been received.

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

1. Addition of Project 9224001: Preliminary Engineering (PE) phase of an upcoming reconstruction project of the I-29/CR 20 Interchange. The PE phase of the project has a budget of \$3,000,000, of which \$2,700,000 (90%) will be

provided through federal Interstate Maintenance (IM) funds, and \$300,000 (10%) will be provided by NDDOT for the required local match.

2. Modification of Project 9221001: NDDOT chip seal rehabilitation project on ND 18 from ND 10 to Cass/Traill County line (2022). The total project cost increased 47% from \$794,000 to \$1,167,503 of which the Federal Non-National Highway System - State Rural Project (Non-NHS-S) funds increased 47% from \$635,200 to \$934,002 and state funds increased 47% from \$158,800 to \$233,501.

The reconstruction of the I-29 interchange with CR 20 is not currently programmed within Metro COG's 2022-2025 TIP. It is estimated that this project would take place sometime in the 2026-2028 timeframe. A specific construction year has not been determined. Metro COG will work with NDDOT to determine when the reconstruction of the interchange will be programmed within Metro COG's TIP and when the project will be ultimately be constructed.

Mr. Lindaas moved to open the public hearing, Mr. Trudeau seconded the motion. No comments were received. Mr. Gunkelman moved to close the public hearing, Mr. Olson seconded the motion.

MOTION: Approve Amendment #4 of the Metro COG 2022-2025 Transportation Improvement Program (TIP).

Ms. Preston moved, seconded by Mr. Lindaas.

MOTION, passed

Motion carried unanimously.

3c. Transportation Technical Committee (TTC) Bylaws Amendment and Administrative Policies Amendment to Address the Bicycle and Pedestrian Committee Policies and Procedures

Ms. Gray presented an amendment to the Transportation Technical Committee (TTC) Bylaws to address the Bicycle and Pedestrian Committee Policies and Procedures. During the NDDOT's audit of Metro COG's Title VI program, no established procedures were identified for the selection of citizen members of the Bike/Ped committee.

A summary of the amendments to the TTC Bylaws is as follows:

- Section 2.2 Purpose – change reference to Long Range Transportation Plan (LRTP) to Metropolitan Transportation Plan (MTP)
- Section 3.1.1 – change reference of West Fargo Public Works to West Fargo Engineering
- Section 3.4 – clarification of the process for filling certain positions on the Transportation Technical Committee
- Section 8. – New Section describing the role of the Metropolitan Bicycle and Pedestrian Committee, establishing it as a subcommittee of the TTC, and directing the reader to Appendix C
- Addition of Appendix C. Selection and Appointment of Representatives to the Metropolitan Bicycle and Pedestrian Committee
- Transit Representation - Based on TTC recommendation, addition of metro-wide transit representative to the list of Bicycle and Pedestrian Committee members

A formal policy was found in the Metro COG Administrative Policies, which will be deleted and moved (and updated) to the TTC Bylaws. The corresponding amendment to the Administrative Policies is as follows:

- Deletion of Article XXXI. Selecting and Appointing Voting Citizen Representatives to the Metropolitan Bicycle and Pedestrian Committee

MOTION: Approve the proposed amendments to the TTC Bylaws and the Administrative Policies to address the Title VI audit findings regarding the policies of the Bicycle and Pedestrian Committee membership.

Mr. Schneider moved, seconded by Mr. Olson.

MOTION, passed

Motion carried unanimously.

3d. 2023 Budget Estimate

Ms. Gray presented the draft 2023 Metro COG budget. The budget breakdown includes the internal operations and overhead, proposed projects, budget and local match responsibilities, and the jurisdictional dues breakdown. There was also a comparison to previous budgets and jurisdictional breakdowns.

A variable is the increased amounts of consolidated planning grant funds being provided to the states through the IIJA legislation. Some of this increase will find its way to Metro COG, but amounts have yet to be determined.

Another variable is the extent to which NDDOT wishes to change the funding formula between the MPOs in North Dakota. If the formula is changed, Metro COG will likely receive less funding than it currently does. She emphasized that Metro COG does not agree with the notion of any such adjustments, especially at a time when our responsibilities are increasing with the Transportation Management Area (TMA) designation.

Another potential variable is the possible designation of Minot as an MPO. If this were to occur, CPG amounts would need to be spread to a fourth MPO within ND.

Once these variables have become clearer, adjustments may be made to the budget to account for them.

Mr. Strand asked if a wage analysis was ever completed, and Ms. Gray said that it was started, but the process was not completed. Ms. Gray said that she can follow through with the analysis and get the study completed. The board agreed that the analysis should be completed, but also acknowledged Ms. Gray's suggestion that it does not seem like a great need at this time.

MOTION: Accept Metro COG's budget estimate for 2023, with the understanding that refinements will be made once US Census and urban area boundaries are complete, and more is known about future CPG amounts.

Mr. Gilbertson moved, seconded by Ms. Preston

MOTION, passed
Motion carried unanimously.

4. Additional Business

Mr. Schneider asked if there had been any updates with the TMA transition discussion. Ms. Gray said there was a meeting this morning with NDDOT, Fargo city Mayor Mahoney and Engineer Brenda Derrig as well. The NDDOT agreed that instead of receiving a small portion of NHPP funds annually, the agency could take part in the Regional Solicitation for completion of specific projects on the NHS.

5. Adjourn

The 601st Meeting of the FM Metro COG Policy Board held Thursday, May 19, 2022 was adjourned at 4:56 pm.

THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD June 16, 2022, 4:00 P.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant

**602nd Policy Board Meeting
EMERGENCY MEETING
Fargo-Moorhead Metropolitan Council of Governments
Tuesday, April 21, 2022 – 4:30 pm**

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
Mary	Scherling	Cass County Commission
Rocky	Schneider	Fargo Planning Commission
John	Strand	Fargo City Commission
Maranda	Tasa	Fargo Planning Commission
Jeff	Trudeau	Horace City Council

Members Absent:

Tony	Gehrig	Fargo City Commission
Amanda	George	West Fargo City Commission
Arlette	Preston	Fargo City Commission

Others Present:

Cindy	Gray	Metro COG
Savanna	Leach	Metro COG
Bob	Walton	NDDOT – Fargo District

- 1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**
The meeting was called to order at 4:30 pm, on June 7, 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.
- 2. REGULAR AGENDA**
- 2a. Public Comment Opportunity**
No public comments were made or received.

2b. Assistant Transportation Planner Employment Offer

Ms. Gray presented Paul Bervik as the preferred candidate for the open Assistant Transportation Planner position. Ms. Gray said that with his experience, she would like to start him at the Assistant level of Grade 13, Step 5. As Mr. Bervik does not have much planning experience, the Associate Planner position was not offered. Ms. Gray said that Mr. Bervik did have PTO accumulated with his current employer, so she would like to offer a starting balance of 40 hours sick leave, and 40 hours vacation leave. Mr. Bervik would like to start Monday, June 27.

MOTION: Approve the hiring of Paul Bervik, PE as outlined in the contingent offer letter dated June 1, 2022.

Mr. Schneider moved, seconded by Ms. Nash

MOTION, passed

Motion carried unanimously.

3. Adjourn

The 602nd Meeting of the FM Metro COG Policy Board held Tuesday, June 7, 2022 was adjourned at 4:38 pm.

THE NEXT REGULAR FM METRO COG POLICY BOARD MEETING WILL BE HELD June 16, 2022, 4:00 P.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant

To: Policy Board
From: Michael Maddox
Date: June 10, 2022
Re: **Fargo Transportation Plan – Contract Amendment #1**

In 2021, Metro COG contracted with Kimley-Horn to complete a Transportation Plan for the City of Fargo. This effort was designed to set broad goals for the transportation network; determine metrics for the when, where, and what types of bicycle and pedestrian facilities should be included in the roadway cross sections; and link transportation with the surrounding land use context.

As the project progressed into its final stages, City of Fargo staff wanted to circle back in order to look at particular transportation issues more closely. They also would like to integrate more involvement with city management and elected officials as well as retool efforts that had already been completed by the consultant during the plan's development.

Kimley-Horn, Metro COG, and City of Fargo staff met to discuss the City's desire to retool previously completed efforts and integrate enhanced public involvement. After this meeting, Kimley-Horn suggested adding tasks to the project's scope of work as well as the modification of existing tasks. They presented a scope of work and associated supplemental fee for the new work to be completed (Attachments 1 and 2). Each agency reviewed the proposed amendment materials and concluded it was in the best interest of the study to move forward with modifying the contract to include the additional work tasks.

The City of Fargo - Engineering Department agreed that they would be able to fund the additional work solely with local funds in the amount of \$44,976.65.

Included as attachments to this memorandum are a modified scope of work, inclusive of the additional work tasks, and the associated fee the consultant would charge to complete those tasks.

TTC recommended approval of the contract amendment at their June 9, 2022 meeting. The City of Fargo indicated that it will be taking this in front of the Public Works Project Evaluation Committee (PWPEC) in order to move forward with authorizing the expenditure of local funds.

Requested Action:

Approval of Amendment #1 to the Fargo Transportation Plan contract with Kimley-Horn.



Fargo Transportation Plan Scope of Services

MAY 2022 AMENDMENT

TASK 1: PROJECT MANAGEMENT AND COORDINATION

1.1: Ongoing Project Leadership Team Coordination Meetings

The Client will identify a project leadership team to review project deliverables, identify potential questions and project approach alternatives, and set next steps and project direction. The Consultant will meet with the project team up to six (6) times during process. Typical meetings will last up to 60 minutes in duration, with two meetings reserved as work sessions to last up to 90 minutes, if necessary. These meetings will be conducted virtually via Microsoft Teams or a platform of the Client's choosing.

The Consultant will be responsible for creating materials and agendas in advance of these meetings, and for facilitating discussion. The Consultant will summarize the meeting and provide brief meeting notes to include major decision points, presentation materials, and action items following the meeting.

- Recommend 2 additional SRC Meetings, likely 90 minutes each – assume virtual
- Additional meeting before each SRC – smaller “greenlight” committee to review recommendations

1.2: Concurrent Planning Process Coordination

The Consultant will meet with members of other concurrent planning efforts to coordinate on key recommendations that should be included in the Fargo Transportation Plan. To facilitate efficient coordination and communication among all parties, the Client will facilitate up to two (2) 90-minute meetings among leadership members of relevant concurrent processes to share schedule updates, key outcomes, and findings. The meetings will take place at a point in the planning process of the Client's choosing. The Consultant will participate in these meetings and will incorporate any relevant topics into ongoing planning work.

- Two additional coordination meetings with bike/ped planning team
 - One to discuss coordination
 - One to review plan recommendations for consistency
- One meeting to coordinate with TDP team to review recommendations and ensure their consistency with TDP

1.3: Project Management Updates

The Consultant and Client will meet monthly to review project progress, identify challenges and key questions, and discuss project next steps. These meetings are anticipated to occur on a two-week offset from project leadership team meetings and will last up to 30 minutes in duration. These meetings will be conducted virtually via Microsoft Teams or a platform of the Client's choosing.

1.4: Monthly Invoicing and Progress Reports

The Consultant will provide monthly progress reports, documentation of any and all travel and expense receipts, and monthly invoices.

Task 1 Deliverables:

- Virtual project coordination meetings agenda, supporting materials, and notes
- Monthly progress reports and invoices

TASK 2: STAKEHOLDER AND PUBLIC ENGAGEMENT

Task 2.1: Project Branding and Webpage

The Consultant will develop a simple set of design templates for all project materials, including a Word document, PowerPoint presentation, InDesign Template, and map template. This will include a color scheme and fonts that are consistent with City and COG branding. The Consultant will not develop a project-specific logo or project moniker.

The Client will manage a project webpage throughout the duration of the project, to be hosted on the City or COG's website. The Consultant will provide introductory content for the page at project launch, and at three (3) key points throughout the plan. It is intended that this page will include updated project materials, as well as be a launching point for online engagement.

Task 2.2: Technical Stakeholder Work Sessions

The Consultant will assist the Client in identifying a set of key stakeholders to be represented in the study process. These stakeholders are intended to include technical staff from the City or other associated agencies involved with implementing transportation projects. Up to two groups will be identified. Each group will meet virtually for two 90-minute work sessions. The work sessions will be consolidated, with both groups meeting on a single day (four work sessions total over the course of two days total). The first work session will occur during the policy diagnostic phase and will focus on identifying major challenges and barriers. The second work session will occur during the policy modernization phase and will focus on refining final policy and implementation recommendations.

The Client will identify stakeholder participants, schedule the sessions, and send invitations to attend. The Consultant will facilitate these work sessions and provide key takeaways to the project leadership team.

Task 2.3: Elected & Appointed Official Work Sessions

The Consultant will facilitate two work sessions with elected and appointed officials to familiarize them with the planning process and obtain their feedback on recommendations. The Client will identify the appropriate officials to invite and will schedule and coordinate invitations to the virtual work sessions. The Consultant will prepare a presentation and any relevant materials and facilitate discussion. Two work sessions will occur at key points in the process, to be identified in conjunction with the Client. These 90-minute work sessions will be conducted virtually on a platform of the Client's choosing and will be recorded. The recorded work sessions will be posted online for the public to view and provide

additional comments. Following each session, the Consultant will provide a brief summary of input and action items arising from the work session.

- One additional work session with Elected officials
- One-on-one meetings with commissioners as desired (up to 5 meetings)
- One additional meeting with Planning Commission to review plan and how to use the strategy

Task 2.4: Public Engagement

Public engagement for the Project will be limited and secondary to stakeholder engagement efforts. The recorded Official Work Sessions (Task 2.3) will be posted on the project webpage, along with relevant project materials of the Client's choosing. The Client will maintain a simple comment form or contact option for public feedback and provide a consolidated set of any comments provided to the Consultant.

Task 2 Deliverables:

- Word, PowerPoint, and InDesign templates for project use
- One stakeholder work session summary for each round of engagement (2 rounds), including key takeaways
- Presentations and materials for two official work sessions
- Summary of action items arising from each official work session (2 total)
- Recorded official work sessions for posting on the project webpage

TASK 3: PLANNING FOUNDATIONS

Task 3.1: Data Needs Request

Within two weeks of Notice to Proceed, the Consultant will submit a comprehensive list of data needs to the City. This request will be discussed during the initial project leadership team meeting in order to clarify any questions regarding the type of data or data availability. The Client will then transfer materials to the Consultant via a fileshare link provided by the Consultant. The timely delivery of all relevant materials will influence the timeline and schedule of the project.

Task 3.2: Consolidated Plans Map

The Client will identify a set of up to eight (8) relevant transportation plans that are currently influencing decision-making within the City of Fargo. The Client will provide any geospatial data related to these plans. The Consultant will create a consolidated map that identifies major transportation recommendations resulting from these plans. The map will identify areas of conflict with overlapping recommendations.

Task 3.3: Consolidated Land Use Mapping

The Client will provide consolidated land use planning data from relevant plans that are currently influencing decision-making within the City of Fargo. The Client will provide fully updated and consolidated geospatial data, and the Consultant will rely on the accuracy of this data. The Consultant will symbolize the land use map in a manner that informs future street design and

operational needs, as well as inform the policy analysis. Key takeaways from the land use map that should inform future decision-making will be presented in the Foundations Report.

Task 3.4: Policy Inventory

Option 1 (If Policies and Processes are well documented)

The Consultant will work with the project leadership team to develop a list of key transportation policies to examine. Together with the project leadership team, the Consultant will identify a set of key documents and adopted plans currently influencing transportation planning and project implementation. These should be policies that are used or cited frequently, have been identified as challenges, or are not in alignment with current plans and may need to be targeted for amendments. The Consultant will inventory up to thirty (30) key documented policies for exploration and possible modernization through later stages in the planning processes. These policies will be summarized in a matrix and documented in the Foundations Report (Task 3.7).

Option 2 (If Policies and Processes are not well documented)

The Consultant will work with the Client to identify a set of up to five (5) recent planning decisions that embody the City's major planning challenges. The Consultant will interview key partners involved in these decisions to develop case studies that identify the process undertaken, involved players, challenges, outcomes, and any missed opportunities. These case studies will be summarized in the Foundations Report (Task 3.7) and used to inform the modernization work in later stages of the planning process.

Task 3.5: Plan Review and Goals Integration

The Consultant will work with the Client to identify up to eight (8) transportation plans from the past fifteen years that guide the current community vision. These plans are anticipated to be the same plans selected for the consolidated plans mapping, but modifications may be made if necessary. The Consultant will perform a high-level review of these plans to inventory the goals, performance measures, and desired outcomes documented. The Consultant will summarize these findings and identify consistent themes and overlaps. Based on these findings, the Consultant will develop a set of guiding principles for the Fargo Transportation Plan that build on previously adopted goals. These guiding principles will be used to identify and analyze policy and mobility recommendations to ensure the plan builds toward a consistent long-term direction. The draft guiding principles will be refined in consultation with the project leadership team, before being documented in the Foundations Report document (Task 3.7).

Task 3.6: Multimodal Needs Evaluation

The Consultant will evaluate the City's existing multimodal performance and potential needs in three ways:

Multimodal Level of Service

The Consultant will utilize GIS automation to evaluate multimodal level of service (MMLoS) along each of the functionally classified corridors for vehicles, pedestrians, bicycles and transit. This will be

accomplished using two primary data sources: Streetlight data and existing city or Metro COG owned GIS Shapefiles. Streetlight data would include vehicular speeds, ADTs, truck percentages, daily distributions, and origins and destinations. GIS Shapefiles would include pedestrian and bicycle facilities, transit routes and timing, pavement conditions, ADTs, parking and others. Only functionally classified roadways will be evaluated. MMLOS standards will be developed for each functional classification. A complete MMLOS map will be generated for each mode of travel, as well a combined MMLOS map.

Network Safety Analysis

The Consultant will use the proprietary tool GAZER to complete a high-level network safety review that identifies intersections, links, and corridors with overrepresented crash rates or trends. The tool will generate City-wide crash hot spot maps, proactively assess improvement strategies, and generate reports.

Intersection Review

Aggregating the results from the MMLOS assessment, network safety assessment and an additional layer of intersection ADT cross-product analysis, the consultant will identify any functionally classified roadways that are deficient in the areas of efficiency, safety, and/or traffic control. A map will be developed to illustrate potential intersections of concern.

Task 3.7: Foundations Report

The key outcomes of the Planning Foundations task will be compiled into a Foundations Report that defines the project goals, the City's multimodal needs, and summarizes the existing direction provided in previous plans and document. The report will be developed consistent with project branding standards and will be intentionally brief with an emphasis on graphics. The Consultant will provide the draft plan to the Client for review and will finalize the plan based on a single consolidated set of comments.

Task 3 Deliverables:

- Data Needs Request
- A draft and final Foundations Report, to be included in the final plan document, including:
 - Previous Transportation Recommendations Map
 - Future Land Use Map
 - Plan Guiding Principles
 - Policy Inventory Summary
 - Multimodal Needs Assessment

TASK 4: POLICY & MOBILITY INTEGRATION

Task 4.1: Policy Diagnostic

Option 1 (If Policies and Processes are well documented)

The policy diagnostic will build on the policy inventory developed in Task 3 to define the major challenges and organizational barriers occurring as a result of current processes. The Consultant will analyze each of the policies inventoried and identify each as:

- Relevant and should be carried forward
- Relevant but in need of updated standards
- Obsolete and should not be carried forward

After the assessment of existing policy is complete, the Consultant will work with the Client to identify major policy gaps where the development of new policy may be beneficial. Typically, these are the policies that often deal with emerging and contemporary topics, such as emerging technologies, Vision Zero, micro- and shared mobility, and transit-oriented development.

The findings from the from the Policy Diagnostic will be presented to the Technical Stakeholder Groups, and their input will help refine the identified challenges and confirm major takeaways. The Policy Diagnostic results will be summarized in a brief memo, including key focus group takeaways. The Consultant will provide a draft memo to the project leadership team for comments and will finalize the memo based on one round of consolidated comments.

Option 2 (If Policies and Processes are not well documented)

The policy diagnostic will build on the policy case studies developed in Task 3. The Consultant will analyze the case studies presented to define specific challenges, barriers, and missed opportunities occurring as a result of current processes.

After the assessment of existing policy is complete, the Consultant will work with the Client to identify major policy gaps where the development of new policy may be beneficial. Typically, these are the policies that often deal with emerging and contemporary topics, such as emerging technologies, Vision Zero, micro- and shared mobility, and transit-oriented development.

The findings from the from the Policy Diagnostic will be presented to the Technical Focus Groups, and their input will help refine the identified challenges and confirm major takeaways. The Policy Diagnostic results will be summarized in a brief memo, including key focus group takeaways. The Consultant will provide a draft memo to the project leadership team for comments and will finalize the memo based on one round of consolidated comments.

Task 4.2: Street Design Principles

The Consultant will prepare a unique street design typology map and street design guidance. In coordination with the Client, the Consultant will produce a consolidated land use map summarizing the City's current land use character areas into up to four (4) character types. The Consultant will also produce a functional class map showing the current classification of all City roadways, as well as any anticipated future functionally classified roadways. The map will be produced based on data provided by the Client, and classifications may be combined or modified to include a compact and useful set of categories. Any modification or combination of categories will be completed in coordination with the Client. The modified land use and functional class data will then be combined to create a street

typology system that provides street design guidance based on desired land use character and street function.

High-level design guidance will be provided for each street typology, to include example cross sections and a street design table that conveys typical design considerations. Specific information included in the design tables will be finalized in coordination with the Client, but may include number and width of lanes, design speed, and multimodal accommodations. The information provided in the Street Design Table will build on and update existing design guidance provided in previous planning documents.

- Finalize and tweak Street Design Matrix
- Recommend tweaking to focus on priority bikeways/transitways instead of low and high-speed streets

New tasks:

- Development of Multimodal toolkit
 - Roadway
 - Bicycle
 - Pedestrian
 - Transit

Task 4 Deliverables:

- Policy Diagnostic Memo with Focus Group takeaways
- Street Design Typology Map, consisting of consolidated land use and modified functional classifications
- Street Design Table providing information and example cross sections for each typology

TASK 5: IMPLEMENTATION GUIDEBOOK

Task 5.1: Policy Modernization

Based on the findings from the policy inventory and policy diagnostic tasks, the Consultant will prepare recommendations to modernize the city’s transportation policies and processes. Recommendations will be based on national best practices, professional judgment, and stakeholder input. The Consultant will work with the Client to identify up to ten (10) top policy priorities. Each policy priority will be documented as a one-page guide that identifies key recommendations, next steps, goals, and responsible parties. These one-page summaries will be graphical and are intended to be included in the final plan documentation. A draft of the policy recommendations will be provided to the Client for review, and the recommendations will be summarized based on a single round of consolidated edits provided by the Client.

- Tweak/update existing policy recommendations as necessary

Task 5.2: Roadway Master Plan

The mapping, multimodal needs assessment, and street design principles developed earlier in the project will be combined to create a single, roadway master plan that aligns previous efforts with current goals and provides functional design guidance for every functionally classified thoroughfare in the City of Fargo. This guidance will align relevant recommendations from corridor plans, small area plans, and mode specific plans, and integrate a context-sensitive approach to street design to develop a multimodal street network that serves each area appropriately. The plan will consist of a single consolidated map to provide basic street design guidance for every corridor.

As part of this roadway master plan, more refined analysis will create a vision plan for up to ten (10) locations (corridors or intersections) in the City of Fargo. These locations will be selected based on Client input and results from the multimodal needs assessment. Using intuition, professional judgment, and multimodal best practices, the study team will develop concepts that apply the street design principles and policy guidance developed throughout the plan. This may include qualitative assessments and high-level quantitative assessments of the conditions for all modes (vehicles, pedestrians, cyclists, transit users, parking, ride-hailing, safety, and cost and impacts).

The Master Plan map and corridor and intersection concepts will be developed in close coordination with the Client and will be presented in a graphic manner similar to the Downtown Fargo Playbook.

- Update roadway master plan to reflect conflict resolution exercise (identify bicycle and transit priority corridors)
 - Better explain neighborhood commercial nodes (how it influences street design)
- Include identification of new connections
- Edit existing corridor concepts work to focus on “lessons learned” – no additional analysis needed

Task 5.3: Action Plan

The roadway recommendations and policy modernization will be brought together through a detailed action plan matrix. The content of this matrix will include information most relevant to the City of Fargo, and may include elements such as measurable goals, likely cost, who is best positioned to lead, what partners need to be engaged, and potential funding sources. The action plan will be documented in an easy-to-understand playbook that is also graphically memorable and easy to use.

- Tweak/update action plan to reflect new additions

Optional Task 5.4: Peer Agency Learning Sessions

As part of the Policy Modernization exercise, the Consultant team will facilitate up to three (3) learning sessions with peer agencies from across the country who have found success navigating major challenges. The peer agencies will be identified in coordination with the Client based on major challenges and recommendations the Client would like to further explore. These learning sessions will include an informal interview process to probe key lessons learned through previous experience and will be documented in a summary for the client’s benefit. Any key takeaways from the peer learning sessions will be incorporated into the Policy Modernization recommendations and action plan.

Task 5 Deliverables:

- Up to ten (10) one-page policy guides for inclusion in the final report
- Roadway Master Plan Map
- Vision Plans for up to ten (10) locations within the City, including up to two concepts per corridor and an alternative comparison matrix.
- Action Plan Matrix documenting key recommendations and next steps
- Optional: Peer Agency Learning Session summary

TASK 6: DOCUMENTATION AND APPROVAL

Task 6.1: Final Plan Document

The Consultant will compile information from the previous tasks into a final report. This document will be attractive and graphically focused documents they are easy to understand for people from all backgrounds and of all abilities. The Consultant will provide the final document to the project team at least one month before the approval process is set to begin for review and comments. The document will be revised based on one single round of consolidated Client comments, and the document will be posted for public and elected official review on the project webpage. The Client will be responsible for advertising the availability of the plan and collecting any comments. The plan will be finalized following adoption based on any comments received through the public review and adoption process.

- Update of existing content to create new final plan document

Task 6.2: Adoption Support

The Consultant will support the Client through the plan’s adoption process and assist in communication of the plan’s concepts and outcomes. The Consultant will produce a single-page plan handout to be distributed to commission and board members. The handout will support the final plan by answering frequently asked questions and providing any necessary background on the process necessary to facilitate adoption. The Consultant will attend and facilitate discussion at up to two (2) board or commission meetings where adoption is considered (selected in coordination with the project team), and will provide a presentation for use by the Client to facilitate any further adoption hearings.

- Consultant present at city council adoption hearing
- Roadshow presentation

Task 6.3: Technical Data and Digital Files

The Consultant will compile necessary technical documentation (e.g. spreadsheets, GIS map packages, and geodatabases) and data files (e.g. high-resolution graphics, maps) for delivery to the Client via USB or ShareFile.

- Provide all files and data to City

Task 6 Deliverables:

- Draft final plan for project team review

- Final draft plan for public review and adoption process
- Final Plan document based on public review (10 bound hard copies and PDF)
- All electronic project files
- Project Handout/Fact Sheet
- Adoption presentation content

Task No.	Task Description	L Statz Project Manager \$	B Bartz/J Guy QC/Advisory \$	Barrett/Caroline Analyst \$	Task Hours	Task Fee
1	Project Management and Coordination	36	0	10	46	\$ 6,398.48
	Ongoing Project Team Coordination Meetings (up to 4)	4			4	\$ 590.02
	SRC Meetings	20		10	30	\$ 4,038.41
	Concurrent Planning Process Coordination	8				\$ 1,180.03
	Project Management Updates	4				\$ 590.02
2	Stakeholder and Public Engagement	60	0	10	70	\$ 9,938.58
	Elected & Appointed Officials Work Sessions	60		10	70	\$ 9,938.58
4	Policy and Mobility Integration	25	3	60	88	\$ 11,048.63
	Street Design Principles	15	3	30	48	\$ 6,308.62
	Multimodal Toolkit	10		30	40	\$ 4,740.01
5	Implementation	35	3	80	118	\$ 14,700.32
	Policy Modernization	10	2	10	22	\$ 3,117.42
	Roadway Master Plan	20		60	80	\$ 9,480.03
	Action Plan	5	1	10	16	\$ 2,102.87
6	Approval	45	10	80	135	\$ 18,114.56
	Draft Plan Documentation	15	5	40	60	\$ 7,951.00
	Final plan Documentation	10	3	30	43	\$ 5,571.10
	Council Presentation	10				\$ 1,475.04
	PPT development	10	2	10	22	\$ 3,117.42
	Total Hours	201	16	240	457	
	<i>Raw rate</i>	\$ 44.73	\$ 84.00	\$ 33.00		
	Labor Costs					\$ 18,253.93
	Overhead				194.46%	\$ 35,496.58
	Fixed Fee				12%	\$ 6,450.06
	Total KH Labor Costs					\$ 60,200.57
	Travel Costs (assume up to 4 trips for one person)					\$ 1,160.00
	Materials and Supplies Costs					\$ -
	Total Cost					\$ 61,360.57

Remaining Contract budget \$ 16,383.92

Amendment Needed \$ 44,976.65

To: Policy Board Members
From: Dave Piepkorn, Policy Board Chair
Date: June 7, 2022
Re: **Executive Director Annual Review**

June 25th is the anniversary date of Cindy Gray, Metro COG Executive Director. Her annual review and consideration for a salary step increase is due prior to the end of the month. I completed Ms. Gray's annual review, and the review was discussed with the Executive Committee.

The Executive Committee agreed with the review and concurred that Ms. Gray should receive the salary step increase commensurate with her salary grade.

Requested Action: Concur with the Chair's and the Executive Committee's findings and approve the Executive Director's successful annual review and salary step increase.



To: Policy Board Members
From: Cindy Gray, Executive Director
Date: June 9, 2022
Re: **Update on Hiring of Assistant Transportation Planner**

As approved during an emergency meeting on June 7, 2022, Metro COG offered the position of Assistant Transportation Planner to Paul Bervik P.E.

Mr. Bervik has accepted the offer and intends to start at Metro COG on Monday, June 27, 2022. Mr. Bervik was offered salary grade 13, step 5, in recognition of his years of experience.

Requested Action: None. Information only.

To: Transportation Technical Committee
From: Ari Del Rosario, Assistant Transportation Planner
Date: June 10, 2022
Re: **2022-2025 Transportation Improvement Program (TIP) Amendment #5**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) will hold a virtual public hearing via Zoom Video Communications on Thursday, June 16, 2022 at 4:00 p.m. to consider public comments regarding a proposed amendment to the 2022-2025 Transportation Improvement Program (TIP) for the FM Metropolitan Area. The proposed amendment to the 2022-2025 TIP reflects a modified federally funded project within the Metropolitan Planning Area (MPA).

A public notice was published in The Forum of Fargo-Moorhead on Wednesday, June 1, 2022, which advertised the public hearing, detailed how to request more information, and provided information on how to make public comment regarding the proposed amendment. The public notice advertised that public comments will be accepted until 12:00 p.m. (noon) on Thursday, June 16, 2022. As of the writing of this memo, no written comments have been received.

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

1. **Modification of Project 9221002:** NDDOT Wrong Way Detection System safety project at I-29 Exit 69 (2022). The total statewide project cost increased 25.19% from \$595,000 to \$744,858 of which the Highway Safety Improvement Program (HSIP) funds increased 25.19% from \$535,500 to \$670,372 and state funds increased 25.19% from \$59,500 to \$74,486. **The total project cost recorded (statewide estimate) will be updated in future to reflect the site-specific project cost.**

At their meeting of June 9, the TTC recommended approval of Amendment #5 to the Metro COG 2022-2025 TIP.

Requested Action: Approve Amendment #5 of the Metro COG 2022-2025 Transportation Improvement Program (TIP).

Lead Agency	Metro COG ID State Number	Project Year	Project Location	Length	Project Limits		Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Other Revenue Source	Revenue
					From	To						
AMENDMENT 5 - 2022-2025 METRO COG TIP												
Moorhead Transit												
Fargo Transit												
City of Fargo												
City of Moorhead												
City of West Fargo												
North Dakota Department of Transportation												
NDDOT	9221002 23378	2022	I-29		I-29 Exit 69		Wrong Way Detection System *ITS NOTE: Total Project Cost reflects statewide estimates	Safety	\$ 744,858 \$ 595,000	HSIP	State	\$ 670,372 \$ 535,500 \$ 74,486 \$ 59,500
Minnesota Department of Transportation												
Clay County												

To: Policy Board
From: Dan Farnsworth, Metro COG Transportation Planner
Date: June 10, 2022
Re: **FY 2023 ND Transportation Alternatives Competitive Selection**

The Transportation Alternatives (TA) program is a federally funded grant opportunity for projects that provide enhancements to alternative means of transportation such as bicycle/walking trails, safe routes to school projects, crosswalk improvements, and more. With the anticipated designation of Metro COG's urbanized area as a Transportation Management Area (TMA) a direct sub-allocation of TA funds is anticipated beginning in 2023. The anticipated 2023 TA sub-allocation is approximately \$800,000, depending on the level of obligation authority approved by Congress. This exceeds programmed TA funds within the ND side of the urbanized area in 2023, necessitating a competitive selection process which is carried out by the MPO and its local partners. The previously programmed amount was \$405,057.

This specific scoring/funding process is in response to additional funding available for fiscal year (FY) 2023 on the North Dakota side of Metro COG's urbanized area. Eligible applicants for this solicitation are the jurisdictions of Fargo, Horace, West Fargo, and any portion of Cass County within the designated urbanized area (UZA).

A total of four applications have been received by the May 27th deadline. These applications are described below.

City of Fargo – Bison Village Path Project

The City of Fargo is seeking additional TA funding to construct a shared use path from 32nd Ave N to 37th Ave N via the 10th St alignment west of the wastewater treatment plant and adjacent/through North Broadway Park. This project was partially funded as part of a prior NDDOT selection process. The path would be adjacent to a drain and also located on dedicated street right-of-way. In addition, the path would connect the mobile home development to the west. This project would construct approximately ½ mile of path.

Cost: \$360,000 construction total; \$288,000 requested from TA

City of Fargo – Red River Shared Use Path south of Harwood Dr – Phase I

The City of Fargo is seeking funding to construct phase I of a shared use path along the Red River immediately south of Harwood Dr. This project would entail a 1,750 ft stretch of path with Harwood Dr. as the north terminus. The path would parallel Hackberry Dr. and River Dr. and would be located on the river side of the levee where home buyouts have occurred in recent years.

Cost: \$200,000 construction total; \$160,000 requested from TA

City of Horace (Cass Co-Sponsor) – Center Ave Multi-Modal Improvements

The City of Horace is seeking additional funding to improve Center Ave (in the core of Horace) to a yield street in which pedestrians and bicycle users would share the street with automobiles. This project was partially funded as part of a prior NDDOT selection

process, but additional federal funding is being requested to meet the most up-to-date 80% threshold. Project limits would begin at the north end of Thue Ct (which then becomes Center Ave) and end at the east end of Center Ave. The improvement project would be a total of 0.3 miles in length. This would provide bicycle and pedestrian connections to community facilities such as: The Horace Senior Center, the Community Center, and Freed Park.

Cost: \$166,250 construction total; \$133,000 requested from TA

City of Horace (Cass Co Sponsor) – County Rd 17 Shared Use Path Phase 3

The City of Horace is seeking additional funding to construct a shared use path along the east side of County Rd 17 from 76th Ave S to 73rd Ave S (approximately 0.26 miles in length). This project was partially funded as part of a prior NDDOT selection process. The north terminus of the project would connect to the sidewalk network of the Southdale Farms neighborhood and the south terminus of the project would connect to the shared use path network south and east of 76th Ave S and connect to Heritage Middle School and Horace High School.

Cost: \$341,145 construction total; \$277,916 requested from TA

Application Scoring and Recommended Funding

All applications were scored at the June 8th Bicycle & Pedestrian Committee meeting. Based on the scoring, funding amounts per project were also recommended. The scoring and recommended funding was then vetted by the Transportation Technical Committee (TTC) at the June 9th meeting. Attached you will find the scoring matrix and funding table for the projects. Below is a summary of all projects and their associated scores and recommended TA funding award.

City of Fargo – Bison Village Path Project

- Evaluation scoring: 50 points
- Funding:
 - Total construction cost: \$360,000
 - **Recommended TA funding: \$ 288,000 (80%)**
 - Local match: \$72,000 (20%)

City of Fargo – Red River Shared Use Path south of Harwood Dr – Phase I

- Evaluation scoring: 35 points
- Funding:
 - Total construction cost: \$200,000
 - **Recommended TA funding: \$144,756 (72%)**
 - Local match: \$55,244 (28%)

City of Horace (Cass Co-Sponsor) – Center Ave Multi-Modal Improvements

- Evaluation scoring: 35 points
- Funding:
 - Total construction cost: \$166,250
 - **Recommended TA funding: \$120,329 (72%)**
 - Local match: \$45,921 (28%)

City of Horace (Cass Co-Sponsor) – County Rd 17 Shared Use Path Phase 3

- Evaluation scoring: 35 points
- Funding:
 - Total construction cost: \$341,145
 - **Recommended TA funding: \$246,915 (72%)**
 - Local match: \$45,921 (28%)

At their June 9, 2022 meeting, the Transportation Technical Committee recommended approval of the prioritization and funding approach to the Policy Board in a manner consistent with the recommendations of the Bicycle and Pedestrian Committee.

Requested Action:

Approve the TA project prioritization, selection and associated funding as vetted through the Metropolitan Bicycle & Pedestrian Committee and TTC.

TA Project Evaluation - Urban (North Dakota)

2045 MTP Goal	TA Evaluation Criteria			Fargo - Red River Path (River Drive)		Fargo - Bison Village Path		Horace - Center Ave Multi-Modal Improvemnts		Horace - CR 17 Shared Use Path Phase 3	
	Question	Evaluation instructions	Points	Points	Notes	Points	Notes	Points	Notes	Points	Notes
System Safety	Is the project located where a crash involving a motor vehicle and a bicyclist or pedestrian have occurred within the past 5 years?	Refer to most recent bicycle/pedestrian crash maps. Saved in TA folder.	10	0	No crash history in past 5 years	0	No crash history. No existing facilities	0	No crash history in past 5 years	0	No crash history in past 5 years
	Is the project located within 1/2 mile radius of a K-8 public school?	Measure from outermost perimeter of school building.	10	10	0.27 mi from Eagles Elementary	10	0.31 mi from McKinley Elementary	10	0.21 mi from Horace Elementary School	10	0.31 mi from Heritage Middle School
Travel Efficiency and Reliability	Is the project within a 1/4 mile of existing commercial AND multi-dwelling residential (3-plexes or greater) land uses?	Per jurisdiction's zoning maps	10	5	Both commercial and multidwelling residential within +/- 1/2 mile per Fargo Zoning Map	10	Both commercial and multidwelling residential within 1/2 mile of project	10	Both commercial and multidwelling residential within 1/2 mile of project	0	Within 0.6 mi of zoned R-5 but no buildings completed. Adjacent to C-1 & C-2 but no buildings completed
	Is the project part of a multi-jurisdictional planning effort/initiative?	This criteria is designed to be a project partnership between two separate jurisdictions such as City of Fargo and City of Moorhead. This criteria is not intended to be for parterships between a city or school district, city and park district, or the required county sponsorship of <5,000 population jurisdiction projects.	5	0	Fargo project only	0	Fargo project only	0	Horace project only	0	Horace project only
Walking and Bicycling	Is the project located in a zone which currently has low or moderate levels of walkability on the 2045 MTP's walkability index?	Refer to Figure 4.24 in the 2045 MTP Plan. Low and moderate shown in blue and yellow. If project is in two zones, chose the zone in which the majority of the project is located.	10	10	Per Figure 4.24 in the 2045 MTP Plan.	10	Per Figure 4.24 in the 2045 MTP Plan.	10	Per Figure 4.24 in the 2045 MTP Plan.	10	Per Figure 4.24 in the 2045 MTP Plan.
	Is the project consistent with recommendations of a completed corridor, comprehensive, or other planning study?	These would be studies or plans that would be approved by a governing body, and would ideally have obtained public input as part of the study or plan.	10	10	Shown in 2016 FM Bike-Ped Plan and 2045 FM MTP	10	Shown in 2016 FM Bike-Ped Plan	0	Not shown in any studies or plans.	10	2016 Bicycle & Pedestrian Plan; Horace Comprehensive Plan
	Is the project located in an area with high or medium levels of vehicle trip density?	High trip density = 50+ trips/acre Medium trip density 25 to 50 trips/acre Refer to maps developed for F-M area. Saved in TA folder. If project is in two zones, choose the zone in which the majority of the project is located.	High trip density: 10 points Med trip density: 5 points	0	Only 10% of project is located within a medium trip density area. The remainder is located in a low trip density area.	0	Trip density lower than 25 trips/acre	0	Trip density lower than 25 trips/acre	0	Trip density lower than 25 trips/acre
	Does the project make a systematic effort to conserve natural resources	Per FHWA TA eligibility, this criteria would include: vegetation management, environmental mitigation related to stormwater, and habitat connectivity. Any of these items would need to be identified in the application/letter of intent in order to receive points.	3	0	Not noted in application	0	Not noted in application	0	Not noted in application	0	Not noted in application
Economic Development and Transportation Decisions	Is the project within 1/4 mile of a MATBUS route corridor?	This is measured from any portion of the project.	5	0	0.42 mi from nearest MATBUS Route	5	Path adjacent to MATBUS route 13	0	No MATBUS route nearby	0	No MATBUS route nearby
	Is the project located within one of Metro COG's environmental justice (EJ) areas?	Use latest Metro COG environmental justice map. Project is within or directly adjacent to EJ area	5	0	Outside of any EJ area.	5	Adjacent to a EJ areas.	5	Adjacent to a EJ areas.	5	Adjacent to an EJ area.
Total Points				35	-	50	-	35	-	35	-

2023 TMA Transportation Alternatives Allocation - ND side

2023 Metro COG TA sub-allocation (ND side): **\$ 800,000**

Jurisdiction	Project	Total project cost	Score	NDDOT Federal TA Letter*	Requested				Proposed funding			
					Local match		Federal TA		Local match		Federal TA	
Fargo	Bison Village	\$360,000	50	\$137,251	\$72,000	20%	\$288,000	80%	\$72,000	20%	\$288,000	80%
Fargo	Red River Shared Use Path south of Harwood Dr	\$200,000	35	\$0	\$40,000	20%	\$160,000	80%	\$55,244	28%	\$144,756	72%
Horace/Cass Co	CR 17 Shared Use Path Phase 3	\$341,145	35	\$200,000	\$68,229	20%	\$272,916	80%	\$94,230	28%	\$246,915	72%
Horace/Cass Co	Center Ave Multi-Modal Improvements	\$166,250	35	\$67,806	\$33,250	20%	\$133,000	80%	\$45,921	28%	\$120,329	72%
Total					\$853,916				\$800,000			

**On May 4, 2021 NDDOT sent letters to jurisdictions notifying them that they were awarded this amount in Federal TA funds. Metro COG will honor this amount and award additional funding accordingly.*

TA funds remaining	\$ -
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To: Policy Board
From: Adam Altenburg, AICP
Date: June 9, 2022
Re: **Clay County Comprehensive & Transportation Plan**

In January 2021, Clay County and Metro COG began an update to the 2002 Clay County Comprehensive Plan. The updated plan sets forth a broad approach to direct future growth and development in the areas of land use, transportation, natural resources, housing, and economic competitiveness. It also identifies priorities for utilities, recreation, intergovernmental coordination, and community services. For each topic, the plan sets forth detailed goals, establishes objectives to achieving those goals, and identifies strategies and action steps to assist with implementation over the next 25 years.

The Clay County Comprehensive & Transportation Plan includes a thorough analysis and evaluation of the land use and transportation system in Clay County, with a number of recommendations focused on growth and future rural land use decisions, pavement management, freight movements, rural transit, roadway investments, bicycle and pedestrian connectivity, and other mobility-specific recommendations.

As part of the approval process, the Clay County Board of Commissioners held a public hearing and approved the plan at their regularly scheduled meeting on May 17, 2022. The Transportation Technical Committee recommended approval of the plan on June 9, 2022.

The Clay County Comprehensive and Transportation Plan can be viewed on Metro COG's website:

<https://fmmetrocog.org/claycounty2045>

Requested Action: Approve the Clay County Comprehensive & Transportation Plan