

The 624th Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
THURSDAY, February 15, 2024 – 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 January 18, 2024 Board Meeting Action Item
 - d. Approve February 2024 Bills Action Item
2. Consent Agenda Action Item
 - a. January End of Month Report
 - b. Cass-Clay Food Commission Contract 2024
3. Regular Agenda
 - a. Public Comment Opportunity Public Input
 - b. 2024-2027 Transportation Improvement Program (TIP) Amendment 4 Action Item
 - c. Modified Funding Distribution - TA and CRP - FY2026/FY2027 Action Item
 - d. 2023-2024 Unified Planning Work Program (UPWP) Amendment 6 Action Item
 - e. 2024 NDDOT/Metro COG UPWP Contract Amendment Action Item
 - f. ND Safety Performance Measure (PM1) Support Action Item
 - g. MN Safety Performance Measure (PM1) Support Action Item
 - h. Horace Downtown Neighborhood Plan Consultant Selection Action Item
4. Additional Business Information Item
5. Adjourn

REMINDER: The next Metro COG Policy Board Meeting will be held Thursday, March 21, 2024 at 4:00 p.m.

Metro COG is encouraging citizens to provide their comments on agenda items via email to leach@fmmetrocog.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_-nXG9D41Qg-4niFMGMulmQ

Red Action Items require roll call votes.

Full Agenda packets can be found on the Metro COG Web Site at <http://www.fmmetrocog.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 Savannah Leach, Metro COG Office Manager, 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.

**623rd Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
Thursday, January 18, 2024 – 4:00 pm**

Members Present:

Duane	Breitling	Cass County Commission
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
Brenton	Holper	Horace City Administrator (alternate for Jeff Trudeau)
Denise	Kolpack	Fargo City Commission
Jenny	Mongeau	Clay County Commission
Julie	Nash	Dilworth City Council
Ryan	Nelson	Moorhead City Council
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Arlette	Preston	Fargo City Commission
Thomas	Schmidt	Fargo Planning Commission
John	Strand	Fargo City Commission
Deb	White	Moorhead City Council

Members Absent:

Amanda	George	West Fargo City Commission
Rocky	Schneider	Fargo Planning Commission
Jeff	Trudeau	Horace City Council
Aaron	Murra	NDDOT – Fargo District (ex-officio)
Shiloh	Wahl	MnDOT – District 4 (ex-officio)

Others Present:

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Jaron	Capps	Metro COG
Brenda	Derrig	City of Fargo
Dan	Farnsworth	Metro COG
Ben	Griffith	Metro COG
Paul	Krabbenhoff	Clay County
Savanna	Leach	Metro COG
Chelsea	Levorsen	Metro COG
Kyle	Litchy	Cass County
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 January 18, 2024 by Chair Hendrickson, noting a quorum was present. Introductions were made.

1b. Election of Metro COG Chair and Vice Chair

Chair Hendrickson asked if there was a nomination for the rotation of Policy Board Chair and Vice Chair. Mr. Griffith explained that according to the current rotation set by the Bylaws, the Executive Committee members from Cass County and Clay County are to become the Chair and Vice Chair, respectively.

MOTION: Nominate Duane Breitling (Cass County) as Chair for Metro COG Policy Board 2024.

Ms. Mongeau moved, seconded by Mr. Olson

MOTION, passed

Motion carried unanimously

MOTION: Nominate Jenny Mongeau (Clay County) as Vice Chair for Metro COG Policy Board 2024.

Mr. Olson moved, seconded by Mr. Hendrickson

MOTION, passed

Motion carried unanimously

1c. Approve Order and Contents of Overall Agenda, approved

Chair Breitling asked for approval for the overall agenda.

MOTION: Approve the contents of the Overall Agenda of the January 18, 2024 Policy Board Meeting.

Ms. Nash moved, seconded by Mr. Gunkelman

MOTION, passed

Motion carried unanimously.

1d. Past Meeting Minutes, approved

Chair Breitling asked for approval of the Minutes of the December 21, 2023 Meeting.

MOTION: Approve the December 21, 2024 Policy Board Meeting Minutes.

Ms. Nash moved, seconded by Mr. Hendrickson

MOTION, passed

Motion carried unanimously.

1e. Monthly Bills, approved

Chair Breitling asked for approval of the January 2024 Bills as listed on Attachment 1d.

MOTION: Approve the January 2024 Bills List.

Ms. Mongeau moved, seconded by Ms. Nash

MOTION, passed

Motion carried unanimously.

2. CONSENT AGENDA

Chair Breitling asked for approval of Items a-b on the Consent Agenda.

- a. December Month End Report
- b. Metro COG Q4/Final Report

**MOTION: Approve Items a-b 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. 2024-2027 Transportation Improvement Program Amendment 3

Mr. Bervik presented amendment 3 to the 2024-2027 Transportation Improvement Program. A public notice was published in the Forum of Fargo-Moorhead on Wednesday, December 27, 2023, which advertised the public meeting, and how to provide public comment. Public comments were accepted until 12:00 noon on Thursday, January 11, 2024. No written or verbal comments were received.

The proposed amendment to the 2024-2027 TIP is as follows:

- 1. New Project 5243062: Moorhead Transit engineering services for passenger shelters (2024).

At their regularly scheduled meeting on January 11, 2023, the TTC did not have any comments and unanimously recommended the Policy Board approve the amendment.

Ms. White asked how many bus shelters will be updated. Mr. Bervik said that the amendment is to add funding to hire an outside engineer to complete these updates. (Staff later found the number to be 6 shelters planned.)

**MOTION: Approval of Amendment 3 of the Metro COG 2024-2027
Transportation Improvement Program (TIP).
Ms. White moved, seconded by Ms. Mongeau.
MOTION, passed
Motion carried unanimously.**

3c. Funding Designation for Transportation Alternatives (TA) Project Applications

Mr. Bervik presented the project applications received for the Transportation Alternatives (TA) Metro COG has the following amounts of ND urban TA funding: **\$850,000** in fiscal year (FY) 2026 and **\$860,000** in FY 2027.

Metro COG received a total of nine TA applications. On December 13th the Bicycle & Pedestrian Committee reviewed and scored the TA projects using the pre-approved TA scoring matrix. At the January 11th TTC meeting, the TTC

reviewed the TA scoring and recommended forwarding the scoring to the Policy Board to assist the Board with TA funding prioritization.

The projects to receive funding are broken down as follows:

Minnesota Urban TA - Metro COG did not solicit for TA funding in Minnesota this cycle.

North Dakota Urban TA

- Cass County - Reconstruction and updating ADA compliance of S. University Drive Shared Use Path from 54th Ave S to 88th Ave S
 - TA funding requested: \$790,334 (FY2026) \$809,354 (FY2027)
 - TA funding received: \$436,536 (FY2026) \$232,798 (FY2027)
- Horace - Construction of a new shared use path along County Road 17 from 76th Ave S to 81st Ave S
 - TA funding requested: \$413,464 (FY 2026) \$442,189 (FY 2027)
 - TA funding received: \$413,464 (FY2026)
- Horace - 76th Avenue Construction of a new shared use path (County Road 17 - Brink Drive)
 - TA funding requested: \$331,202 (F2027)
 - TA funding received: \$331,202 (FY2027)
- Fargo - Construction of a new shared use path near the Water Reclamation Facility (near 35th Ave N)
 - TA funding requested: \$296,000 (FY2027)
 - TA funding received: \$296,000 (FY2027)

3d. Funding Designation for Carbon Reduction Program (CRP) Projects

Mr. Bervik presented the projects presented received for the Carbon Reduction Program for Minnesota. Metro COG has the following amounts of MN CRP funding: **\$120,000** in fiscal year (FY) 2025 and **\$120,000** in FY 2026.

Minnesota Funding Year 2025

- Moorhead - LED Lighting on 1st Avenue North (Red River – 8th St N)
 - CRP funding requested: \$120,000
 - CRP funding received: \$120,000 (FY2025)

Minnesota Funding Year 2026

- Moorhead/Dilworth - 34th Street North Reconstruction of Shared Use Path (4th Ave S – 3rd Ave N)
 - CRP funding requested: \$120,000
 - CRP funding received: \$120,000 (FY2026)

MOTION: Approval of projects to be funded in Minnesota by Carbon Reduction Program (CRP) funding in FY2025 and FY 2026
Ms. Mongeau moved, seconded by Mr. Olson
MOTION, passed
Motion carried unanimously.

Mr. Bervik presented the projects presented received for the Carbon Reduction Program for North Dakota. Metro COG has the following amounts of ND CRP funding: **\$1,160,000** in fiscal year (FY) 2026 and **\$1,180,000** in FY 2027.

North Dakota Funding Year 2026

- Fargo - University Drive Reconstruction of Shared Use Path from (54th Ave - 88th Ave)
 - CRP funding requested: \$1,505,400
 - CRP funding received: \$760,000 (FY2026)
- West Fargo - River's Bend area Construction of a new pedestrian crossing at the Sheyenne River (near 23rd Ave E)
 - CRP funding requested: \$800,000
 - CRP funding received: \$400,000 (FY2026)

North Dakota Funding Year 2027

- Fargo - 45th Street Adaptive Traffic Signal Corridor (9th Ave S - 44th Ave S)
 - CRP funding requested: \$1,200,600
 - CRP funding received: \$725,000 (FY2027)
- West Fargo - River's Bend area Construction of a new pedestrian crossing at the Sheyenne River (near 23rd Ave E)
 - CRP funding requested: \$855,000
 - CRP funding received: \$455,000 (FY2027)

MOTION: Approval of projects to be funded in North Dakota by Carbon Reduction Program (CRP) funding in FY2026 and FY 2027
Mr. Piepkorn moved, seconded by Mr. Olson
MOTION, passed
Motion carried unanimously.

3e. Funding Designation for Surface Transportation Block Grant (STBG) Projects

Mr. Bervik presented the projects presented received for the Surface Transportation Block Grant for Minnesota. Metro COG has the following amounts of MN STBG funding: **\$1,093,040** in fiscal year (FY) 2028.

- Moorhead/Dilworth - 34th Street North Mill and Overlay (28th Ave S – 3rd Ave N)
 - STBG funds requested: \$1,093,040
 - STBG funds received: \$1,093,040 (FY2028)

MOTION: Approval of projects to be funded in Minnesota by Surface Transportation Block Grant (STBG) program funding in FY 2028
Ms. White moved, seconded by Mr. Olson
MOTION, passed
Motion carried unanimously.

Mr. Bervik presented the projects presented received for the Surface Transportation Block Grant for North Dakota. Metro COG has the following amounts of ND STBG funding: **\$6,324,210** in fiscal year (FY) 2027 and \$10,693,894 in fiscal year (FY) 2028).

North Dakota Funding Year 2027

- West Fargo - 13th Avenue South Reconstruction from (Sheyenne Street - 9th Street)
 - STBG funding requested: \$10,480,000
 - STBG funds received: \$6,324,210 (FY2027)

North Dakota Funding Year 2028

- Fargo - 1st Avenue North Reconstruction from (10th Street - Roberts Street)
 - STBG funding requested: \$5,613,716
 - STBG funds received: \$5,613,716 (FY2028)
- Fargo - 1st Avenue North Reconstruction from (Roberts Street - 3rd Street)
 - STBG funding requested: \$7,810,388
 - STBG funding received: \$5,080,178 (FY2028)

MOTION: Approval of projects to be funded in North Dakota by Surface Transportation Block Grant (STBG) program funding in FY 2027 and FY 2028
Mr. Piepkorn moved, seconded by Mr. Gunkelman
MOTION, passed
Motion carried unanimously.

4. Additional Business

Mr. Griffith updated the board with the following updates:
NDIRF will be issuing the needed GL Insurance to satisfy NDDOT's requirement for the 2024 UPWP and planning projects.

5. Adjourn

MOTION: Adjourn the 623rd Meeting of the FM Metro COG Policy Board
Mr. Olson moved, seconded by Mr. Gunkelman
MOTION, passed.
Motion carried unanimously.

The 623rd Meeting of the FM Metro COG Policy Board held Thursday, January 18, 2024 was adjourned at 5:45 pm.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD FEBRUARY 15, 2024,
4:00 P.M.**

Respectfully Submitted,

Savanna Leach
Executive Assistant



To: Metro COG Policy Board
From: Adam Altenburg, AICP
Date: January 29, 2024
Re: **Agreement for Services for Food Systems Planning and Implementation Efforts**

Since September 2014, Metro COG has assisted with coordination activities for the Cass Clay Food Commission, as well as miscellaneous food systems planning efforts as part of its programs and activities in the Unified Planning Work Program (UPWP). These activities have aided in implementing recommendations of the 2013 Metropolitan Food Systems Plan and assisted with coalition building and collaboration in areas such as urban agriculture, food access, and hunger awareness.

The continued scope of work for these activities includes providing technical assistance for the Cass Clay Food Commission, as well as general consultation and planning work as needed. Total direct and indirect costs shall not exceed \$6,000.

This work effort is 100 percent grant-funded and will not use federal planning or additional local funds.

Requested Action: Approve the attached Agreement for Services with Fargo Cass Public Health and the City of Fargo for continued support of the Cass Clay Food Commission and additional food systems planning and implementation efforts and authorize Executive Director to execute said agreement.



**Fargo Cass
Public Health**
Prevent. Promote. Protect.

**PURCHASE OF SERVICE AGREEMENT WITH
FM METROPOLITAN COUNCIL OF GOVERNMENTS**

HEALTH PROTECTION PROMOTION – MICHELLE DRAXTEN
TERM: 01/22/2024 TO 09/30/2024 · Page 1 of 1

THIS AGREEMENT, effective the 22nd day of January 2024, by and between Fargo Cass Public Health ("FCPH") and Fargo-Moorhead Metropolitan Council of Governments (Independent Contracting Consultant).

NOW, THEREFORE, it is hereby agreed by and between the parties hereto as follows:

- A. Term of Agreement:** The parties entered into a written agreement for the period of January 22, 2024, through September 30, 2024.
- B. Services to be provided by independent contractor:** Independent contractor will work closely with the Cass Clay Food Partners Steering Committee to implement and conduct the Cass Clay Food Commission meetings (minimum 4x/year) according to the Joint Powers Agreement guidelines; continue to provide guidance and administrative support for the Commission (keep minutes, compile, and send out agenda packets, arrange room and technology for meetings, etc.). Oversee the Metropolitan Food Systems Plan updates and network with local jurisdictions to incorporate food systems in city/county comprehensive and land development plans. Additional activities include education, resource development and collaboration, emergency planning (food access related), community engagement and awareness. Coalition building and collaboration advisement on how to ensure residents have equitable access to safe, nutritious, and affordable foods.
- C. Reimbursement:** The independent contracting consultant shall be reimbursed \$6000 for services and will submit an invoice quarterly.
- D. Termination:** This Agreement may be terminated by either party upon the giving of thirty (30) days written notice.
- E. Confidentiality:** The independent contracting consultant agrees to not, directly, or indirectly, disclose, make known, divulge, publish, or communicate any individually identifiable health information or other confidential information to any person, firm, or corporation without consent unless that disclosure is authorized under North Dakota law.

Special Considerations:

- A.** It is understood and agreed that the relationship created by this Agreement shall be that of independent contractor and contractee that shall not be deemed to be an employee of Fargo Cass Public Health for any other purpose.
- B.** This service agreement shall be governed by the laws of the State of North Dakota. I hereby certify that the above assurances and provisions of service have been reviewed and our agency has agreed upon the conditions as set forth.
- C.** It is understood any forms or paperwork required by Fargo Cass Public Health and the City of Fargo to receive payment for services will be completed as needed.
- D.** Services including printing and other miscellaneous costs may be discussed and agreed to by the parties as needed.

In Witness thereof, this purchase of service agreement has been executed between the Consultant and Fargo Cass Public Health on the date executed below.

Fargo Cass Public Health

By *Desi Fleming*
Desi Fleming, Director of Public Health

Date 01/22/2024

By *[Signature]*
Timothy J. Mahoney, Mayor, City of Fargo

Date 2/5/24

FM Metropolitan Council of Governments

By _____
Ben Griffith, Executive Director

Date _____

To: Policy Board
From: Paul Bervik, Assistant Transportation Planner
Date: February 9, 2024
Re: **2024-2027 Transportation Improvement Program (TIP) Amendment 4**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) held a public meeting both in-person and via Zoom Video Communications on Thursday, February 8, 2024 at 10:00 AM to consider public comments regarding a proposed amendment to the 2024-2027 Transportation Improvement Program (TIP) for the FM Metropolitan Area. The proposed amendment to the 2024-2027 TIP reflects modified, federally-funded projects within the Metropolitan Planning Area (MPA).

A public notice was published in the Forum of Fargo-Moorhead on Wednesday, January 24, 2024, which advertised the public meeting, detailed how to request more information, and provided information on how to provide public comment regarding the proposed amendment. Public comments were accepted until 12:00 noon on Thursday, February 8, 2024. As of the writing of this memo, no written or verbal comments were received.

The proposed amendment to the 2024-2027 TIP is as follows:

1. **Modification of Project 4232020:** Fargo construction of a new shared use path along the Red River between 35th Avenue South and 40th Ave South (2024). Updating funding breakdown to match apportionment limits.
2. **Modification of Project 7232023:** Horace construction of a new shared use path along County Road 17 from 3rd Avenue North to 81st Avenue South (2024). Updating funding breakdown to match apportionment limits.
3. **Modification of Project 1240005:** Casselton construction of a new shared use path along Governor's Drive from 8th Street South to 37th Street Southeast (2024). Updating funding breakdown and total project cost to match apportionment limits.
4. **Modification of Project 3240003:** West Fargo replacing lighting heads with LED lighting heads (2024). Updating funding breakdown and total project costs to match apportionment limits.
5. **Modification of Project 4210002:** Fargo reconstruction of 32nd Avenue from 22th Street South from 15th Street South (2024). Updating funding breakdown to match apportionment limits.

6. **Modification of Project 2240048:** Clay County reconstruction of county road 51 bridge (2026). Total project cost increase and update of local funding.
7. **Modification of Project 3220021:** West Fargo urbanization of 9th Street Northeast (2025). Updating project description, total project cost, and local revenue.
8. **Modification of Project 9162668:** NDDOT reconstruction of Main Avenue in Fargo from University Drive to 25th Street (2026). Updating total project cost and funding breakdown.
9. **Modification of Project 4232021:** Fargo construction of a shared use path along Red River Phase 2 (2025). Updating project description.
10. **New Project 5244063:** Moorhead construction of a resilience mitigation project (2024).
11. **New Project 2244064:** Clay County rehabilitation of CSAH 11 from CSAH 18 to CSAH 26 (2025).
12. **New Project 9244065:** NDDOT rehabilitation of I-29 Northbound from Christine to Wild Rice River (2027).
13. **New Project 9244066:** NDDOT rehabilitation of I-29 Southbound from Christine to Wild Rice River (2027).

Metro COG staff presented the information contained in Amendment #4 to the TTC at their regularly scheduled meeting on February 8, 2023. The TTC did not have any comments and unanimously recommended the Policy Board approve the amendment.

See **Attachment 1** for more detailed project information.

Requested Action: Approval of Amendment 4 of the Metro COG 2024-2027 Transportation Improvement Program (TIP).

Lead Agency	Metro COG ID State Number	Project Year	Project Location	Length	Project Limits From	To	Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Other Revenue Source	Revenue
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Amendment 4 - 2024-2027 Metro COG TIP

Federal Funding Update Based on Apportionment Limits

City of Fargo	4232020 23945	2024	Red River Trail	0.8	35th Ave S	40th Ave S	Construction of new shared use path along the Red River between 35th Ave S and 40th Ave S. Connected to 4232021.	Bike/Ped	\$475,000	TA	Local State	\$347,985 \$352,649 \$127,015 \$122,000
City of Horace	7232023 23947	2024	County Road 17	0.5	3rd Ave N	81st Ave S	Construction for new shared use path along east side of County Road 17.	Bike/Ped	\$590,140	TA	Local	\$465,868 \$472,122 \$124,272 \$118,028
City of Casselton	1240005 24113	2024	Governor's Drive		8th Street South	37th Street Southeast	Construction of a new shared use path along Governor's Drive and a pedestrian bridge crossing the Swan Creek Diversion between 8th Street South and 37th Street Southeast	Bike/Ped	\$868,338 \$850,000	CRP	Local	\$694,670 \$680,000 \$173,668 \$170,000
City of West Fargo	3240003	2024	Citywide				Replacing lighting heads with LED lighting heads throughout City of West Fargo	Rehabilitation	\$386,867 \$375,000	CRP	Local	\$309,493 \$300,000 \$77,374 \$75,000
City of Fargo	4210002 22925	2024	32nd Ave S		22th St S	15th St S	Reconstruction of 32nd Ave S in Fargo	Reconstruction	\$20,594,505	STBG	Local	\$9,747,756 \$9,880,000 \$10,846,749 \$10,714,505

Amendment 4 - 2024-2027 Metro COG TIP

Existing projects with a change in cost

Clay County	2240048 014-598-080	2026	County Road 51				**BFP** : ON CR 51, REPLACE OLD BRIDGE #90901, WITH NEW BRIDGE #14K71 (ASSOCIATED TO 084-604-021, 084-620-007)	Reconstruction	\$1,171,250 \$937,000	BFP	Local	\$937,000 \$234,250
City of West Fargo	3220021 23537	2025	9th St NE		Main Ave	12th Ave NE	Urbanization of 9th St NE Urbanization of 9th St NE (including urbanization of 7th Ave NE from 9th St NE to 45th St N)	Reconstruction	\$14,750,900 \$12,000,000	STBG	Local	\$9,600,000 \$5,150,900 \$2,400,000
NDDOT	9162668 23199	2026	Main Ave	1.0	University	25th St	Reconstruction of Main Ave	Reconstruction	\$33,684,000 \$41,444,000	NHSU	State Local	\$20,548,000 \$27,355,000 \$2,316,000 \$3,088,000 \$10,820,000 \$11,001,000

Amendment 4 - 2024-2027 Metro COG TIP

Existing projects with no change in cost

City of Fargo	4232021 23945	2025	Red River Trail	0.8	35th Ave S	40th Ave S	Construction of new shared use path along the Red River between 35th Ave S and 40th Ave S. Connected to 4232020. ***AC***Construction of new shared use path along the Red River between 35th Ave S and 40th Ave S. Connected to 4232020.	Bike/Ped	\$299,130	TA	Local	\$144,134 \$154,996
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Lead Agency	Metro COG ID State Number	Project Year	Project Location	Length	Project Limits From	To	Project Description	Improvement Type	Total Project Cost	Federal Revenue Source	Other Revenue Source	Revenue
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Amendment 4 - 2024-2027 Metro COG TIP

New project

City of Moorhead	5244063 144-080-012	2024	15th Ave N				ALONG 15TH AVE NORTH IN MOORHEAD, RESILIENCE MITIGATION PROJECT	Safety	750000	PROTECT	Local	\$600,000 \$150,000
Clay County	2244064 014-611-055	2025	CSAH 11	5.1	CSAH 18	CSAH 26	ON CSAH 11, FROM CSAH 18 TO CSAH 26, CONCRETE REHABILITATION	Rehabilitation	\$930,020	PROTECT	Local	\$539,498 \$390,522
NDDOT	9244065	2027	I-29 N	9.3	Christine Interchange RP 44.126	Wild Rice River RP 53.453	Concrete Pavement Repair	Rehabilitation	\$1,678,423	IM	State	\$1,510,581 \$167,842
NDDOT	9244066	2027	I-29 S	9.7	Christine Interchange RP 44.126	Wil Rice River RP 53.832	Concrete Pavement Repair, Mill and Overlay 2" Max	Rehabilitation	\$5,022,299	IM	State	\$4,520,069 \$502,230
Moorhead Transit	5244067	2024	Transit				Sect 5307: City of Moorhead, Purchase of one (1) Class 400 Gas Vehicle and Related Equipment (Replaces paratransit bus unit #7181) Connected to TRF-0034-23C MID 5200007	Transit Capital	\$60,000	FTA 5307	Local	\$51,000 \$9,000



To: Policy Board
From: Paul Bervik, Assistant Transportation Planner
Date: February 9, 2024
Re: **Modified Funding Distribution for 2026 and 2027 funding of North Dakota Transportation Alternatives (TA) and North Dakota Carbon Reduction Program (CRP)**

At the January 18, 2024 meeting, the Policy Board designated funding levels for the received projects for 2026 and 2027 ND TA and ND CRP funding sources. Table 1 below shows the funding designated pursuant to that meeting for ND TA and ND CRP funding sources per project per funding source per year.

Table 1: Funding Designation from January 18, 2024 Policy Board Meeting

Project	26 NDTA	27 NDTA	26 NDCRP	27 NDCRP	Total Funding
South University Drive Path	\$436,536	\$232,798	\$760,000		\$1,429,334
Water Reclamation Path		\$296,000			\$296,000
County Road 17 Path	\$413,464				\$413,464
76 th Avenue South Path		\$331,202			\$331,202
River's Bend Bridge and Path			\$400,000	\$455,000	\$855,000
45 th Street Adaptive Traffic Signal				\$725,000	\$725,000
Total:	\$850,000	\$860,000	\$1,160,000	\$1,180,000	\$4,050,000

The ND TA and ND CRP funding sources have significant overlap with projects. It was requested by the local jurisdictions to optimize funding sources in an attempt to simplify project tracking and construction inspection. In coordination with local jurisdictions, Metro COG staff developed Table 2 below to modify the funding designation. These modified funding distributions would simplify projects so each project will only have one funding source. All local jurisdictions' staff agreed to the modified funding distributions below in Table 2.

Table 2: Proposed Optimized Funding Designation Developed with Local Jurisdictions and Metro COG Staff

Project	26 NDTA	27 NDTA	26 NDCRP	27 NDCRP	Total Funding	Change in Funding	Percentage Change
South University Drive Path	\$850,000	\$564,000			\$1,414,000	(\$15,334) Reduction	(1.07%) Reduction
Water Reclamation Path		\$296,000			\$296,000		
County Road 17 Path			\$413,464		\$413,464		
76 th Avenue South Path				\$331,202	\$331,202		
River's Bend Bridge and Path				\$848,798	\$848,798	(\$6,202) Reduction	(0.73%) Reduction
45 th Street Adaptive Traffic Signal			\$746,536		\$746,536	+\$21,536 Increase	+2.97% Increase
Total:	\$850,000	\$860,000	\$1,160,000	\$1,180,000	\$4,050,000	\$0.00	

See **Attachment 1** for side-by-side comparison of Table 1 and Table 2.

Recommended Action: Approval of the modified funding distribution as referenced in Table 2 as shown on the attached page and submit approved funding designation to NDDOT.

Table 1: Funding Designation from January 18, 2024 Policy Board Meeting

Project Name	2026 ND TA	2027 ND TA	2026 ND CRP	2027 ND CRP	Total Project Funding
South University Drive Shared Use Path	\$ 436,536.00	\$ 232,798.00	\$ 760,000.00		\$ 1,429,334.00
Water Reclamation Shared Use Path		\$ 296,000.00			\$ 296,000.00
County Road 17 Shared Use Path	\$ 413,464.00				\$ 413,464.00
76th Avenue South Shared Use Path		\$ 331,202.00			\$ 331,202.00
River's Bend Shared Use Path			\$ 400,000.00	\$ 455,000.00	\$ 855,000.00
45th Street Adaptive Traffic Signal Corridor				\$ 725,000.00	\$ 725,000.00
Total	\$ 850,000.00	\$ 860,000.00	\$ 1,160,000.00	\$ 1,180,000.00	\$ 4,050,000.00

Table 2: Proposed Optimized Funding Designation Developed with Local Jurisdictions and Metro COG Staff

Project Name	2026 ND TA	2027 ND TA	2026 ND CRP	2027 ND CRP	Total Project Funding	Change in Funding	Percentage Change
South University Drive Shared Use Path	\$ 850,000.00	\$ 564,000.00			\$ 1,414,000.00	\$ (15,334.00)	-1.07%
Water Reclamation Shared Use Path		\$ 296,000.00			\$ 296,000.00	\$ -	0.00%
County Road 17 Shared Use Path			\$ 413,464.00		\$ 413,464.00	\$ -	0.00%
76th Avenue South Shared Use Path				\$ 331,202.00	\$ 331,202.00	\$ -	0.00%
River's Bend Shared Use Path				\$ 848,798.00	\$ 848,798.00	\$ (6,202.00)	-0.73%
45th Street Adaptive Traffic Signal Corridor			\$ 746,536.00		\$ 746,536.00	\$ 21,536.00	2.97%
Total	\$ 850,000.00	\$ 860,000.00	\$ 1,160,000.00	\$ 1,180,000.00	\$ 4,050,000.00	\$ -	

To: Policy Board members
From: Ben Griffith, AICP, Executive Director
Date: February 9, 2024
Re: **2023-2024 UPWP Amendment #6**

Metro COG staff was informed by NDDOT staff in a meeting on February 1 that it's "carryover" Amendment #5, which was approved by TTC and Policy Board in December, will NOT be approved due to lack of funding. NDDOT de-obligated all 2023 project funding on December 31 with no process in place to re-obligate those funds. This means that in order for all ongoing 2023 projects to be funded to completion, we must use funding from programmed projects in 2024 which have not gotten underway. It is not Metro COG staff's intention to cancel any projects; rather, they will be programmed in 2025 as part of our 2025-2026 UPWP.

NDDOT staff informed us that our programmed, formula amount for 2024 is \$2,396,826.35, which includes \$1,933,755.12 in CPG funds. Metro COG staff has worked diligently and speedily to develop and updated budget for 2024 projects and overhead, based on this new amount. I tried to contact all affected jurisdictions and agencies once our meeting with NDDOT staff was completed, to let them know what we were going to have to do. I apologize for the short notice and very basic spreadsheet; a more detailed explanation will be provided at the Policy Board meeting.

What follows is a listing of the affected projects, showing current status and how they will be programmed for 2024 and into 2025.

2023 Projects Proposed for \$812,274 in "Carryover" Funding in 2024:

- 2050 Metropolitan Transportation Plan Update (Year 2 of 3)
- West Perimeter Highway Corridor Study
- Moorhead I-94/20th Street Interchange Analysis (Year 1 of 2)
- Uni-10 Corridor Study (Year 3 of 3)
- Metro Railroad Needs Study
- Signalized Intersection Data Collection and Reporting (Year 2 of 3)
- Moorhead Intersection Traffic Data Collection (Year 2 of 3)
- Horace Downtown/Core Neighborhoods Plan

Ongoing 2023 Projects Currently ON-HOLD Until 2024 Funding is Authorized:

- West Perimeter Highway Corridor Study
- Moorhead I-94/20th Street Interchange Analysis
- Uni-10 Corridor Study

Projects Programmed for 2024 and Proposed for 2024 Funding:

- NDSU-ATAC Annual Participation
- 2050 Metropolitan Transportation Plan Update (Year 2 of 3)
- 2050 Metropolitan Transportation Plan Update (Year 3 of 3)
- West Perimeter Highway Corridor Study
- Moorhead I-94/20th Street Interchange Analysis (Year 1 of 2)
- Moorhead I-94/20th Street Interchange Analysis (Year 2 of 2)
- Uni-10 Corridor Study (Year 3 of 3)
- Signalized Intersection Data Collection and Reporting (Year 2 of 3)
- Moorhead Intersection Traffic Data Collection (Year 2 of 3)
- Moorhead Intersection Traffic Data Collection (Year 3 of 3)
- Horace Downtown/Core Neighborhoods Plan (Year 1 of 2)
- Horace Downtown/Core Neighborhoods Plan (Complete Streets)
- Heartland Trail Alignment Analysis (Year 1 of 2)

Projects to be Programmed for 2025 Funding:

- Heartland Trail Alignment Analysis (Year 2 of 2)
- Horace Downtown/Core Neighborhoods Plan (Year 2 of 2)
- Metro Railroad Needs Study
- Vehicular Bridge Crossing Study at 76th Avenue S & 100th Avenue S
- 15th Avenue N Corridor Study in Dilworth
- 13th Avenue S (or 15th Street W) Overpass at I-94 & Sheyenne Diversion
- Signalized Intersection Data Collection and Reporting-Exp. (Year 3 of 3)

Metro COG staff have also updated the 2024 Overhead and Internal Operations Budget for 2024 to reflect cost increases, which include: software applications (such as StreetLight Data, UrbanSDK and Remix-Via), increased rent, replacement of traffic counting equipment, and accurate costs of annual accounting services. Personnel costs for 2024, composed of loaded wages which include benefits, were approximately \$965,000 and requested Overhead Costs are estimated to be \$368,204 for a total amount of \$1,333, 204.00. A summary of the requested 2024 Overhead budget is attached to this memo, broken down into 800-series account lines.

Metro COG staff is requesting approval of Amendment #6 by the Policy Board in order to keep ongoing projects funded to completion and to increase the 2024 Overhead budget to reflect increased in operational costs. At their regularly scheduled meeting on Thursday, February 8, the TTC reviewed the proposed 2024 Project Budget spreadsheet and after lengthy discussion, unanimously recommended approval of Amendment #6 to the Policy Board.

Requested Action: Recommend approval of Amendment #6 to Metro COG's 2023-2024 Unified Planning Work Program, revising and updating Overhead and Personnel costs, and detailing specific projects and funding amounts for 2024.

Fargo-Moorhead Metropolitan Council of Governments 2024 Adjusted Budget as of February 9, 2024		
Internal Operations and Overhead	Federal CPG	Local/State
Personnel (total loaded wages)	772,000.00	193,000.00
Overhead Costs	294,563.20	73,640.80
Subtotals	1,066,563.20	266,640.80
2024 Internal Operations and Overhead Totals	\$1,333,204.00	
2024 Projects		
(From 2023)		
2050 Metropolitan Transportation Plan Update (Year 1 of 2)	69,497.64	17,374.41
West Perimeter Highway Corridor Study (Year 1 of 2)	170,494.60	42,623.65
Moorhead I-94/20th Street Interchange Study (Year 1 of 2)	86,111.70	21,527.92
Uni-10 Corridor Study (Year 3 of 3)	103,724.46	25,931.11
Signalized Intersection Data Collection and Reporting (Year 2 of 3)	19,302.20	4,825.55
Moorhead Intersection Traffic Data Collection (Year 2 of 3)	4,848.90	1,212.93
2023 Subtotals	453,979.50	113,495.58
2023 Projects Total (Federal & Local Match)	\$567,475.08	
(Previously Programmed for 2024 by Metro COG)		
NDSU ATAC Annual Participation	8,000.00	2,000.00
2050 Metropolitan Transportation Plan Update (Year 2 of 2)	176,000.00	44,000.00
Heartland Trail Alignment Analysis (Year 1 of 2)	100,000.00	25,000.00
Moorhead Intersection Traffic Data Collection (Year 3 of 3)	9,896.00	2,474.00
Horace Downtown/Core Neighborhoods Plan (Complete Streets)*	81,473.00	0
Horace Downtown/Core Neighborhoods Plan	37,843.42	9,460.85
2024 Subtotals	413,212.42	82,934.85
2024 Projects Total (Federal & Local Match)	\$496,147.27	
2023 and 2024 CPG Projects Totals		\$867,191.92
2024 Internal Operations and Overhead CPG Totals		\$1,066,563.20
Total 2024 CPG Funding		\$1,933,755.12
2024 Local Match (20%)		\$463,071.23
Total 2024 Metro COG CPG Formula Amount	\$2,396,826.35	
SS4A - Safety Action Plan (separate SS4A Grant)	154,473.30	38,618.33
Electric Vehicle Readiness Study (CRP funds)	119,963.06	29,990.77
Subtotal	\$274,436.36	\$68,609.10
Total Non-CPG Federally Funded Projects	\$343,045.46	

*Complete Streets set-aside funding from 2022, 2023 and 2024 requires NO local match

Light green shading indicates non-CPG formula Federal funding

Overhead Costs for Requested 2024 Budget		
800 Overhead		2024 REQUESTED
800a	Travel / Registrations/ Training/etc..	\$22,800.00
800b	Dues / Subscriptions	\$10,250.00
800c	Office Supplies	\$4,000.00
800d	Postage	\$2,184.00
800e	Advertising	\$2,000.00
800f	Office Rent	\$90,000.00
800g	Insurance	\$8,535.00
800h	Communications	\$4,200.00
800i	Information Systems	\$158,684.00
800j	Audit	\$15,600.00
800k	Office Equipment	\$500.00
800l	Printing	\$4,196.00
800m	Legal Services	\$1,500.00
800n	Accounting Services	\$18,000.00
800o	HR Services	\$500.00
800p	Traffic Count Equipment Maintenance and Replacement	\$20,275.00
800q	Payroll Services	\$2,180.00
800r	Newsletter Printing and Mailing	\$0.00
Total Overhead¹		\$365,404.00
801 Overhead (Funded Locally)		2024 Estimated
801a	Bike Map App Updates and misc. locally funded supplies	\$1,800.00
801b	Traffic Count Equipment Replacement Fund	\$1,000.00
Total Overhead (Funded Locally)²		\$2,800.00
Total 2024 Overhead Costs		\$368,204.00

Notes:

¹ Metro COG is required to provide a 20% local match on its annual MnDOT State Planning Contract.

² Funds used for non-federally reimbursable products or purchases.

To: Policy Board members
From: Ben Griffith, AICP, Executive Director
Date: February 9, 2024
Re: **2024 NDDOT/Metro COG Contract Amendment**

NDDOT and Metro COG executed the 2024 UPWP Contract in December of last year. When the contract was executed, it was assumed that Metro COG would eventually receive \$812,273.62 in “carryover” funds via UPWP Amendment #5 to complete six 2023 projects that were underway and 2 that were programmed to begin in early 2024. NDDOT staff informed Metro COG staff at a meeting on February 1, that all 2023 funds had been de-obligated and that Metro COG’s uncompleted 2023 projects would need to be funded with 2024 programmed funds per the 2024 UPWP Contract approved in December. NDDOT has recalculated Metro COG’s Consolidated Planning Grant (CPG) funding formula for 2024, which will slightly increase the funding amount from what the December contract had reflected, primarily the Complete Streets Set-Aside Funds from UPWP Amendment #4, and that amount will also be included in this Contract Amendment. To correct this, NDDOT has provided a DRAFT copy of a Contract Amendment (attached) to the 2024 UPWP Contract approved by the Policy Board this past December.

The attached 2024 project budget spreadsheet dated February 9, 2024, shows what the correct amounts should be: \$1,933,755.12 in CPG funding and a total Formula Amount of \$2,396,826.35. NDDOT’s explanation for the different amounts in the attached contract is that their calculations include transposed numbers and did not account for the Complete Streets amount NOT requiring a local match, which affected the Formula Amount. The Contract Amendment shows the CPG amount being 12¢ short for the CPG funding amount. Metro COG staff is working closely with NDDOT and FHWA staff to ensure the Contract Amendment amounts are absolutely correct prior to execution. That exact dollar amount and local match is estimated to be \$1,933,755 in CPG funds, \$483,439 in local match, for a total of \$2,417,194.

Requested Action: Approval of the 2024 NDDOT/Metro COG UPWP Contract Amendment, when corrected amounts have been included, and authorization of the Policy Board Chair and Executive Director to execute said agreement.

MEMO TO: Ron Henke
Director

FROM: Wayne A. Zacher, P.E.

DATE: 02/08/2024

SUBJECT: 38231483A: Fargo-Moorhead Metropolitan Council of Governments 2024
UPWP Contract Amendment

This UPWP Contract Amendment revises the funding amounts to match the 2024 formula. The original contract was set up the amount shown in the federally approved UPWP, which dated back to the original 2023-2024 UPWP. Some study funding levels were revised and Complete Street set aside was added to a study.

This is a standard contract amendment; no one-time changes were necessary.

If there are any questions, contact me at (701)328-4828

38/waz

Contract Amendment Routing:

Stacey Hanson;

Paul Benning;

Shannon Sauer;

Ben Griffith, FM Metro COG Executive Director;

MPO Policy Board Chairperson;

MPO Witness;

Wayne Zacher;

Clint Morgenstern;

Chad Orn;

Lindsey Corbett, NDDOT Witness

North Dakota Department of Transportation
AMENDMENT TO CONTRACT NO. 38231483
Project No. CPG-2024(002)

THIS AMENDMENT to the above-referenced contract is entered into by and between the State of North Dakota, acting through its Director of Transportation, hereinafter known as NDDOT, whose address is 608 East Boulevard Avenue, Bismarck, North Dakota 58505-0700, and Fargo-Moorhead Metropolitan Council of Governments, hereinafter known as the Contractor, whose address is Case Plaza Suite 232, One 2nd Street North, Fargo, ND 58102.

WHEREAS, the parties entered into a contract on January 19, 2024; and

WHEREAS, UPWP Amendment #6 added Complete Street set aside funds to a study and increases the overall contract compensation; and

NOW THEREFORE, the Contractor and NDDOT agree that the "Total Amount of Federal Funds Obligated to the subrecipient" is now \$1,933,755.00; the "Total Federal Award" becomes \$2,417,194.00 total; \$1,933,755.00 federal; \$483,439.00 local match; Section 3 "Compensation" will now be \$1,933,755.00.

All other terms and conditions of the above-referenced contract are incorporated herein by reference and remain in full force and effect.

EXECUTED the date last below signed.

WITNESS:

CONTRACTOR:

NAME (TYPE OR PRINT)

COMPANY NAME

SIGNATURE

OFFICER'S NAME (TYPE OR PRINT)

To be signed by **Owner; Partner; Corp. Pres., Vice Pres., or other authorized Corp. Officer.** (If signed by other authorized Corp. Officer, please attach copy of Power of Attorney or other documentation showing authority to sign.)

SIGNATURE

TITLE

DATE

WITNESS:

NORTH DAKOTA DEPARTMENT
OF TRANSPORTATION

NAME (TYPE OR PRINT)

DIRECTOR (TYPE OR PRINT)

SIGNATURE

SIGNATURE

DATE

APPROVED as to substance by:

DIVISION DIRECTOR (TYPE OR PRINT)

SIGNATURE

DATE

CLA 52494 (Div. 06)
L.D. Approved 5-19-00; 5-03

Fargo-Moorhead Metropolitan Council of Governments 2024 Adjusted Budget as of February 9, 2024		
Internal Operations and Overhead	Federal CPG	Local/State
Personnel (total loaded wages)	772,000.00	193,000.00
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2023 Subtotals	453,979.50	113,495.58
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Total Non-CPG Federally Funded Projects	\$343,045.46	

*Complete Streets set-aside funding from 2022, 2023 and 2024 requires NO local match

Light green shading indicates non-CPG formula Federal funding



To: Policy Board
From: Jaron Capps, GIS Coordinator / Assistant Transportation Planner
Chelsea Levorsen, Assistant Transportation Planner
Date: February 8, 2024
Re: Performance Measure 1 (PM1) – 2024 Safety Target Adoption ND

As a part of the Fixing America's Surface Transportation (FAST) Act, which was signed into law on December 4, 2015, State DOTs and MPOs are required to establish quantifiable targets for three performance measures. The three performance measures include:

- Performance Measure 1 – Safety Performance Management
- Performance Measure 2 – Infrastructure Performance Management
- Performance Measure 3 – System Performance Management

Performance Measure 1 (PM1) establishes targets related to safety. Each state must annually establish and report targets for the Highway Safety Improvement Program (HISP). PM1 consists of five (5) safety performance measures (**SEE TABLE 1** for 2024 NDDOT State Safety Performance Targets):

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 - or
2. Establish MPO-specific safety performance targets for all or some of the above five measures.

TABLE 1: 2024 NDDOT State Safety Performance Targets:

<i>Safety Performance Measures</i>	<i>State Target</i>
<i>Number of Fatalities</i>	95.8
<i>Fatality Rate per 100M VMT</i>	1.053
<i>Number of Serious Injuries</i>	398.1
<i>Serious Injury Rate per 100M VMT</i>	4.25
<i>Number of Non-Motorized Fatalities & Serious Injuries</i>	34.5

Rolling Average Assessments:

Metro COG used FHWA's performance measure example table as a template to aid in the determination to support safety targets (SEE TABLE 2). From this, Metro COG used 5-year rolling averages to draw comparisons to state targets. Currently, Metro COG only has data for 2018-2022 (SEE TABLE 3). **The use of 2018-2022 MPA actual performance was used to determine 2024 MNDOT PM1 target support.** Subsequent assessment tables (SEE TABLES 4 & 5) used new rolling averages for the MPO baseline and state targets with incomplete actual performance. TABLES 3-5 are to provide support to Metro COG's decision and these tables will not be sent to NDDOT.

Rolling Average Equations:

- Rolling averages for Number of Fatalities, Number of Serious Injuries, and Number of Non-motorized Fatalities and Serious Injuries:

$$\frac{\{PY-4 + PY-3 + PY-2 + PY-1 + PY\}}{5}$$

- Rolling averages for Fatality Rate and Serious Injury Rate:

$$\frac{\{(Rate/Total VMT)_{PY-4} + (Rate/Total VMT)_{PY-3} + (Rate/Total VMT)_{PY-2} + (Rate/Total VMT)_{PY-1} + (Rate/Total VMT)_{PY}\}}{5}$$

(Equations Derived from https://www.fhwa.dot.gov/tpm/guidance/safety_performance.pdf)

TABLE 2: FHWA's Example Safety Performance Measure Table
Example Significant Progress Determination for CY 2020 Safety Performance Targets

Performance Measure	5-year Rolling Averages			Target Achieved?	Better than Baseline?	Met or Made Significant Progress?
	TARGET 2016 – 2020 ^A	ACTUAL 2016– 2020 ^B	BASELINE 2014– 2018 ^C			
Number of Fatalities	465	472.4	474	No	✓ Yes	Yes (4 out of 5 targets met or made significant progress)
Fatality Rate	0.980	0.990	0.988	No	No	
Number of Serious Injuries	2,560.0	2,578.4	2,703.2	No	✓ Yes	
Serious Injury Rate	4.126	4.214	4.288	No	✓ Yes	
Number of Non-motorized Fatalities and Serious Injuries	108.0	107.6	113.2	✓ Yes	N/A	

(A) CY 2020 Targets are established and reported in the August 31, 2019 HSIP Annual Report.
 (B) Actual performance is the 5-year rolling average ending in the year for which the targets were established. In this case that is CY 2016-2020.
 (C) Baseline performance is the 5-year rolling average that ends prior to the year in which the targets were established. In this case, that is CY 2014-2018, since the targets were established in 2019. Baseline performance is calculated in order to compare whether the actual outcome for CY 2016-2020 was better than the baseline performance (in this case CY 2014-2018), for the targets that were not met.

(received from https://safety.fhwa.dot.gov/hsip/spm/pm_progress_fs.cfm)

TABLE 3: 2022 Performance Measure 1 Target Assessment

2022 Performance Measure 1 Target Assessment - NDDOT						
2018-2022 Assessment Table						
	5-Year Rolling Averages			Assessment		
	MPO Baseline Performance 2016-2020	Statewide Targets 2018-2022	MPO 2018-2022 Actual Performance (ND portion of MPA)	Statewide Target Achieved? Compares to state goal	Better than Baseline?	Met or Made Significant Progress?
Number of Fatalities	6.6	115.0	7.4	Yes	No	Yes
Fatality Rate (per 100M VMT)	0.308	1.188	0.334	Yes	No	
Number of Serious Injuries	37.0	433.2	40.6	Yes	No	
Serious Injury Rate (per 100M VMT)	1.660	4.452	2.270	Yes	No	
Number of Non-Motorized Fatalities & Serious Injuries	5.4	33.1	5.0	Yes	Yes	

TABLE 4: 2023 Performance Measure 1 Target Assessment

2023 Performance Measure 1 Target Assessment - NDDOT						
2019-2023 Assessment Table						
	5-Year Rolling Averages			Assessment		
	MPO 2017-2021 Baseline Performance	Statewide 2019-2023 Targets Evaluated based on 5yr Rolling average	MPO 2019-2023 Actual Performance (ND portion of MPA)	Statewide Target Achieved? Compares to state goal	Better than Baseline?	Met or Made Significant Progress?
Number of Fatalities	5.8	107.2	-	-	-	-
Fatality Rate (per 100M VMT)	0.267	1.131	-	-	-	
Number of Serious Injuries	34.8	409.4	-	-	-	
Serious Injury Rate (per 100M VMT)	1.661	4.274	-	-	-	
Number of Non-Motorized Fatalities & Serious Injuries	4.8	32.9	-	-	-	

TABLE 5: 2024 Performance Measure 1 Target Assessment

2024 Performance Measure 1 Target Assessment - NDDOT						
2020-2024 Assessment Table						
	5-Year Rolling Averages			Assessment		
	MPO 2018-2022 Baseline Performance	Statewide 2020-2024 Targets Evaluated based on 5yr Rolling average	MPO 2020-2024 Actual Performance (ND portion of MPA)	Statewide Target Achieved? Compares to state goal	Better than Baseline?	Met or Made Significant Progress?
Number of Fatalities	7.4	100.9	-	-	-	-
Fatality Rate (per 100M VMT)	0.334	1.087	-	-	-	
Number of Serious Injuries	40.6	391.8	-	-	-	
Serious Injury (per 100M VMT)	2.270	4.155	-	-	-	
Number of Non-Motorized Fatalities & Serious Injuries	5.0	32.8	-	-	-	

Population Assessment:

To compare the MPA's performance to the statewide target, Metro COG staff determined that the best common factor would be population. It's important to note that FHWA does not illustrate what this common factor is.

The following Population table (**TABLE 6**) compares the jurisdictional populations within the MPA, the urbanized area population, the county population, and the Fargo-Moorhead Metropolitan Statistical Area (MSA) population, to their respective share of the total state population. To note, the Census Bureau does not collect population for the MPA.

TABLE 6: Population Table

North Dakota Populations - Based on the 2022 ACS 5-Year Estimates

	Population	% of State Population	% of MSA Population
North Dakota	776,874	100%	N/A
Fargo, ND	127,319	16.39%	50.60%
West Fargo, ND	38,653	4.98%	15.36%
Horace, ND	3,464	0.45%	1.38%
Prairie Rose, ND	47*	0.01%	0.02%
Briarwood, ND	43*	0.01%	0.02%
Frontier, ND	168*	0.02%	0.07%
North River, ND	58*	0.01%	0.02%
Reile's Acres, ND	497*	0.06%	0.20%
Urbanized Area Jurisdiction Total	168,514	21.81%	67.33%
Cass County, ND	186,328	23.98%	74.05%
F-M MSA	251,635	N/A	100%

*Denotes 2020 Census Numbers

For the population-based assessment, Metro COG used the Cass County population total of 23.98% of the statewide population to draw the comparison to the state targets. Using the "MPO 2018-2022 Actual Performance" column within the assessment table (**TABLE 3**), Metro COG utilized the step-down method to quantify regional safety performance with respect to the 2024 North Dakota State Safety Performance Targets.

To highlight that the MPA has the capability of achieving state targets, population-based targets need to be **below** 23.98% of the statewide proportion. These targets are indicated as "MPA 2018-2022 State Share" in **TABLE 7**.

TABLE 7: Regional Safety Performance (North Dakota Portion of the MPA):

<i>Safety Performance Measures</i>	<i>State Target</i>	<i>MPA 2018 – 2022 Actual Performance</i>	<i>MPA 2018 - 2022 State Share</i>	<i>MPA 2018 – 2022 State Scaled Performance</i>
<i>Number of Fatalities</i>	95.8	7.4	23.98%	7.72%
<i>Fatality Rate per 100M VMT</i>	1.053	0.334	-	-
<i>Number of Serious Injuries</i>	398.1	40.6	23.98%	10.20%
<i>Serious Injury Rate per 100M VMT</i>	4.25	2.270	-	-
<i>Number of Non-Motorized Fatalities & Serious Injuries</i>	34.5	5.0	23.98%	14.49%

Using the “MPA 2018-2022 State Share” with the comparison with the “MPA 2018 – 2022 State Scaled Performance” seen in **TABLE 7**, it highlights that during the last 5-year rolling average, the North Dakota Portion of the MPA is performing better than the 2024 NDDOT State Safety Performance Targets.

Next Steps:

Since 2018, TTC has recommended the Policy Board support of NDDOT's Safety Performance Measures for the MPA. Based on the crash data available, **Metro COG staff again requests that the Policy Board support NDDOT's Safety Performance Measures for the MPA.** Once approved by the Policy Board, the resolutions will be signed and distributed to the applicable jurisdictions and programming will occur in accordance.

Requested Action: Favorable recommendation for the Policy Board support of the NDDOT's 2024 Safety Performance Measures.



To: Policy Board
From: Jaron Capps, GIS Coordinator / Assistant Transportation Planner
 Chelsea Levorsen, Assistant Transportation Planner
Date: February 8, 2024
Re: Performance Measure 1 (PM1) – 2024 Safety Target Adoption MN

As a part of the Fixing America's Surface Transportation (FAST) Act, which was signed into law on December 4, 2015, State DOTs and MPOs are required to establish quantifiable targets for three performance measures. The three performance measures include:

- Performance Measure 1 – Safety Performance Management
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- Performance Measure 3 – System Performance Management

Performance Measure 1 (PM1) establishes targets related to safety. Each state must annually establish and report targets for the Highway Safety Improvement Program (HISP). PM1 consists of five (5) safety performance measures (**SEE TABLE 1** for 2024 MNDOT State Safety Performance Targets):

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 - or
2. Establish MPO-specific safety performance targets for all or some of the above five measures.

TABLE 1: 2024 MNDOT State Safety Performance Targets:

<i>Safety Performance Measures</i>	State Target
<i>Number of Fatalities</i>	352.4
<i>Fatality Rate per 100M VMT</i>	0.582
<i>Number of Serious Injuries</i>	1463.4
<i>Serious Injury Rate per 100M VMT</i>	2.470
<i>Number of Non-Motorized Fatalities & Serious Injuries</i>	258.4

Rolling Average Assessments:

Metro COG used FHWA's performance measure example table as a template to aid in the determination to support safety targets (SEE TABLE 2). From this, Metro COG used 5-year rolling averages to draw comparisons to state targets. Currently, Metro COG only has data for 2018-2022 (SEE TABLE 3). **The use of 2018-2022 MPA actual performance was used to determine 2024 MNDOT PM1 target support.** Subsequent assessment tables (SEE TABLES 4 & 5) used new rolling averages for the MPO baseline and state targets with incomplete actual performance. TABLES 3-5 are to provide support to Metro COG's decision and these tables will not be sent to MNDOT.

Rolling Average Equations:

- Rolling averages for Number of Fatalities, Number of Serious Injuries, and Number of Non-motorized Fatalities and Serious Injuries:

$$\frac{\{PY-4 + PY-3 + PY-2 + PY-1 + PY\}}{5}$$

- Rolling averages for Fatality Rate and Serious Injury Rate:

$$\frac{\{(Rate/Total VMT)_{PY-4} + (Rate/Total VMT)_{PY-3} + (Rate/Total VMT)_{PY-2} + (Rate/Total VMT)_{PY-1} + (Rate/Total VMT)_{PY}\}}{5}$$

(Equations Derived from https://www.fhwa.dot.gov/tpm/guidance/safety_performance.pdf)

TABLE 2: FHWA's Example Safety Performance Measure Table
Example Significant Progress Determination for CY 2020 Safety Performance Targets

Performance Measure	5-year Rolling Averages			Target Achieved?	Better than Baseline?	Met or Made Significant Progress?
	TARGET 2016 – 2020 ^A	ACTUAL 2016– 2020 ^B	BASELINE 2014– 2018 ^C			
Number of Fatalities	465	472.4	474	No	✓ Yes	Yes (4 out of 5 targets met or made significant progress)
Fatality Rate	0.980	0.990	0.988	No	No	
Number of Serious Injuries	2,560.0	2,578.4	2,703.2	No	✓ Yes	
Serious Injury Rate	4.126	4.214	4.288	No	✓ Yes	
Number of Non-motorized Fatalities and Serious Injuries	108.0	107.6	113.2	✓ Yes	N/A	

(A) CY 2020 Targets are established and reported in the August 31, 2019 HSIP Annual Report.
 (B) Actual performance is the 5-year rolling average ending in the year for which the targets were established. In this case that is CY 2016-2020.
 (C) Baseline performance is the 5-year rolling average that ends prior to the year in which the targets were established. In this case, that is CY 2014-2018, since the targets were established in 2019. Baseline performance is calculated in order to compare whether the actual outcome for CY 2016-2020 was better than the baseline performance (in this case CY 2014-2018), for the targets that were not met.

(received from https://safety.fhwa.dot.gov/hsip/spm/pm_progress_fs.cfm)

TABLE 3: 2022 Performance Measure 1 Target Assessment

2022 Performance Measure 1 Target Assessment - MnDOT						
2018-2022 Assessment Table						
	5-Year Rolling Averages			Assessment		
	MPO Baseline Performance 2016-2020	Statewide Targets 2018-2022	MPO 2018-2022 Actual Performance (MN portion of MPA)	Statewide Target Achieved? Compares to state goal	Better than Baseline?	Met or Made Significant Progress?
Number of Fatalities	2.0	365.5	3.0	Yes	No	Yes
Fatality Rate (per 100M VMT)	0.222	0.606	0.476	Yes	No	
Number of Serious Injuries	8.4	1680.7	8.4	Yes	No	
Serious Injury Rate (per 100M VMT)	0.524	2.822	0.836	Yes	No	
Number of Non-Motorized Fatalities & Serious Injuries	0.6	294.4	0.6	Yes	No	

TABLE 4: 2023 Performance Measure 1 Target Assessment

2023 Performance Measure 1 Target Assessment - MnDOT						
2018-2022 Assessment Table						
	5-Year Rolling Averages			Assessment		
	MPO 2017-2021 Baseline Performance	Statewide 2019-2023 Targets Evaluated based on 5yr Rolling average	MPO 2019-2023 Actual Performance (MN portion of MPA)	Statewide Target Achieved? Compares to state goal	Better than Baseline?	Met or Made Significant Progress?
Number of Fatalities	2.0	361.0	-	-	-	-
Fatality Rate (per 100M VMT)	0.304	0.599	-	-	-	
Number of Serious Injuries	8.2	1586.4	-	-	-	
Serious Injury Rate (per 100M VMT)	0.746	2.678	-	-	-	
Number of Non-Motorized Fatalities & Serious Injuries	0.6	276.5	-	-	-	

TABLE 5: 2024 Performance Measure 1 Target Assessment

2024 Performance Measure 1 Target Assessment - MnDOT						
2020-2024 Assessment Table						
	5-Year Rolling Averages			Assessment		
	MPO 2018-2022 Baseline Performance	Statewide 2020-2024 Targets Evaluated based on 5yr Rolling average	MPO 2020-2024 Actual Performance (MN portion of MPA)	Statewide Target Achieved? Compares to state goal	Better than Baseline?	Met or Made Significant Progress?
Number of Fatalities	3.0	357.0	-	-	-	-
Fatality Rate (per 100M VMT)	0.476	0.591	-	-	-	
Number of Serious Injuries	8.4	1536.8	-	-	-	
Serious Injury Rate (per 100M VMT)	0.836	2.601	-	-	-	
Number of Non-Motorized Fatalities & Serious Injuries	0.6	274.7	-	-	-	

Population Assessment:

To compare the MPA's performance to the statewide target, Metro COG staff determined that the best common factor would be population. It's important to note that FHWA does not illustrate what this common factor is.

The following Population table (**TABLE 6**) compares the jurisdictional populations within the MPA, the urbanized area population, the county population, and the Fargo-Moorhead Metropolitan Statistical Area (MSA) population, to their respective share of the total state population. To note, the Census Bureau does not collect population for the MPA

TABLE 6: Population Table

Minnesota Populations - Based on the 2022 ACS 5-Year Estimates

	Population	% of State Population	% of MSA Population
Minnesota	5,695,292	100%	N/A
Moorhead, MN	44,443	0.78%	17.66%
Dilworth, MN	4,621	0.08%	1.84%
Member Jurisdiction Total	49,064	0.86%	19.50%
Clay County, MN	65,307	1.15%	25.95%
F-M MSA	251,635	N/A	100%

*Denotes 2020 Census Numbers

For the population-based assessment, Metro COG used the Clay County population total of 1.15% of the statewide population to draw the comparison to the state targets. Using the "MPO 2018-2022 Actual Performance" column within the assessment table (**TABLE 3**), Metro COG utilized the step-down method to quantify regional safety performance for the 2024 Minnesota State Safety Performance Targets.

To highlight that the MPA has the capability of achieving state targets, population-based targets need to be **below** 1.15% of the statewide proportion. These targets are indicated as "MPA 2018-2022 State Share" in **TABLE 7**.

TABLE 7: Regional Safety Performance (Minnesota Portion of the MPA):

<i>Safety Performance Measures</i>	<i>State Target</i>	<i>MPA 2018 – 2022 Actual Performance</i>	<i>MPA 2018 - 2022 State Share</i>	<i>MPA 2018 – 2022 State Scaled Performance</i>
<i>Number of Fatalities</i>	352.4	3.0	1.15%	0.85%
<i>Fatality Rate per 100M VMT</i>	0.582	0.476	-	-
<i>Number of Serious Injuries</i>	1463.4	8.4	1.15%	0.57%
<i>Serious Injury Rate per 100M VMT</i>	2.470	0.836	-	-
<i>Number of Non-Motorized Fatalities & Serious Injuries</i>	258.4	0.6	1.15%	0.23%

Using the “MPA 2018-2022 State Share” with the comparison with the “MPA 2018 – 2022 State Scaled Performance” seen in **TABLE 7**, it highlights that during the last 5-year rolling average, the Minnesota Portion of the MPA is performing better than the 2024 MNDOT State Safety Performance Targets.

Next Steps:

Since 2018, TTC has recommended the Policy Board support of MNDOT's Safety Performance Measures for the MPA. Based on the crash data available, **Metro COG staff again requests that the Policy Board support MNDOT's Safety Performance Measures for the MPA.** Once approved by the Policy Board, the resolutions will be signed and distributed to the applicable jurisdictions and programming will occur in accordance.

Requested Action: Favorable recommendation of the Policy Board to support the MNDOT's 2024 Safety Performance Measures.

To: Policy Board
From: Michael Maddox, AICP
Date: February 9, 2024
Re: **Horace Downtown Neighborhood Plan – Consultant Selection**

Metro COG released an RFP for consultant services for completion of the Horace Downtown Neighborhood Plan on January 4, 2024. Metro COG set a budget of \$196,473 for the completion of the Plan. Proposals were due to Metro COG on Friday, January 26, 2024. Staff received five (5) proposals from consultants. One consulting firm asked for their proposal to be withdrawn from consideration before interviews were conducted.

1. SRF Consulting
2. Bolton & Menk
3. TC²
4. Stantec
5. Interstate Engineering – withdrew proposal

Metro COG established a consultant selection committee to review the proposals received, interview each of the consultant teams, and choose a preferred consultant who, in their opinion, would be best capable of successfully completing the effort.

The selection committee consisted of:

- Michael Maddox, FM Metro COG
- Chelsea Levorsen, FM Metro COG
- Jace Hellman, City of Horace
- Joel Luing, City of Horace
- Paige Shockman, Horace Parks
- Naomi Burkland, Horace City Council

The selection committee conducted interviews with the four remaining consulting firms on Wednesday, February 7th. After the interviews were completed, the selection committee scored and ranked the consulting firms. SRF Consulting Group, with subconsultant Tallgrass Landscape Architects, was chosen by the selection committee as the preferred consulting firm to complete the Horace Downtown Core Neighborhood Plan. SRF's cost proposal came in at \$195,949, which is within the total budgeted amount (\$196,473).

The Technical Committee met Thursday, February 8th, at its regularly scheduled meeting and unanimously voted to recommend approval of SRF Consulting Group as the highest ranked firm and to provide authorization for Metro COG's Executive Director to enter into a contract for services with said consultant.

Recommended Action:

Approval of SRF Consulting Group, with subconsultant Tallgrass Landscape Architects, as the top ranked firm to complete the Horace Core Neighborhood Plan, and provide authorization for Metro COG's Executive Director to enter into a contract for services with said consultant.