

**533rd Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, September 8, 2022 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Jason	Benson	Cass County Highway Engineering
Julie	Bommelman	City of Fargo, MATBUS
Nicole	Crutchfield	City of Fargo Planning (alternate present while absent)
Maegin	Elshaug	City of Fargo Planning (alternate for Nicole Crutchfield)
Jeremy	Gorden	City of Fargo Transportation Engineering
Cindy	Gray	Metro COG
Jace	Hellman	City of Horace – Community Development Director
Robin	Huston	City of Moorhead Planning
Matthew	Jacobson	Clay County Planning
Kelly	Krapu	Freight Representative - TrueNorth Compliance Service
Don	Lorsung	City of Dilworth Administration
Aaron	Nelson	West Fargo City Planning
Grace	Puppe	Cass County Planning
Justin	Sorum	Clay County Engineering
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Andrew	Wrucke	City of West Fargo Engineering

Others Present:

Adam	Altenburg	Metro COG
Cavin	Berude	Stantec
Paul	Bervik	Metro COG
Ethan	Bialik	Moore Engineering
Angela	Bolstad	Stantec
Jaron	Capps	Metro COG
Jim	Dahlman	City of Horace / Interstate Engineering
Brenda	Derrig	City of Fargo Engineering
Micah	Dickman	Urban SDK
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Sharijad	Hasan	NDSU / ATAC
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Jordan	Smith	City of Fargo / MATBUS
Tom	Soucy	Cass County Highway Engineering
Steven	Strack	Houston Engineering

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on September 8, 2022 by Chair Gray. A quorum was present.

2. Approve the 533 TTC Meeting Agenda

Chair Gray asked if there were any questions or changes to the 533 TTC Meeting Agenda.

**Motion: Approve the 533 TTC Meeting Agenda.
Mr. Lorsung moved, seconded by Ms. Bommelman
MOTION, PASSED.
Motion carried unanimously.**

3. APPROVE August 11, 2022 TTC MEETING MINUTES

Chair Gray asked if there were any questions or changes to the August 11, 2022 TTC Meeting Minutes.

**Motion: Approve the August 11, 2022 TTC Minutes.
Mr. Atkins moved, seconded by Ms. Van Beek
MOTION, PASSED
Motion carried unanimously.**

4. Public Comment Opportunity

No public comments were made or received.

5. 2022-2025 Transportation Improvement Program (TIP) – Amendment #8

Mr. Del Rosario presented Amendment 8 to the 2022-2025 Transportation Improvement Program (TIP). A virtual public meeting will be held Thursday, September 15, 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, August 31, 2022 to advertise the public meeting, and as of today, no written comments have been received.

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

1. Modification of Project 9190025: NDDOT reconstruction of I-94 E from near W Fargo E to W Horace Rd. The project year changed from 2023 to 2022. The total project cost increased by 31.02% from \$8,200,000 to \$10,743,764 of which Interstate Maintenance (IM) funds increased from \$7,380,000 to \$9,669,388 and state funds increased from \$820,000 to \$1,074,376.

2. Modification of Project 9190027: NDDOT reconstruction of I-94 W from near W Fargo E to W Horace Rd. The project year changed from 2023 to 2022. The total project cost increased by 31.02% from \$8,200,000 to \$10,743,764 of which Interstate Maintenance (IM) funds increased from \$7,380,000 to \$9,669,388 and state funds increased from \$820,000 to \$1,074,376.
3. Modification of Project 9221002: NDDOT Wrong Way Detection System safety project at I-29 Exit 69. The project year changed from 2022 to 2023.

Mr. Zacher said the cost estimate reflects a cost increase, and the ITS project of wrong-way detection was anticipating a grant, which will be moved to 2023.

Motion: Recommend approval of Amendment #8 of the Metro COG 2022-2025 Transportation Improvement Program (TIP) to the Policy Board.

Ms. Crutchfield moved, seconded by Ms. Bommelman

MOTION, PASSED

Motion carried unanimously.

6. Final Draft Metro COG 2023-2026 Transportation Improvement Program (TIP)

Mr. Del Rosario presented the Metro COG 2023-2026 Transportation Improvement Program (TIP) draft.

Metro COG staff have developed the Final Draft 2023-2026 TIP document that lists federally funded transportation projects for the named four-year period. The TIP was developed in coordination with the Public Participation Plan (PPP). Pursuant to 23 CFR 450.316, Metro COG's PPP was developed to ensure that members of the public and other interested or affected stakeholders are given an opportunity to comment on and participate in the development of critical aspects, policies, and products of the Metropolitan Planning Program. Metro COG was able to meet all the requirements of the PPP and had another successful public engagement process throughout development of the TIP.

Throughout this process, Metro COG has been in collaboration with and received various comments/questions from planning partners including NDDOT, MnDOT, City of Fargo, City of Moorhead, City of West Fargo, City of Dilworth, Fargo Transit and Moorhead Transit. A summary of comments/questions received and Metro COG responses can be found in Appendix A

The Final Draft 2023-2026 TIP is comprised of projects as currently listed in NDDOT and MnDOT Draft State Transportation Improvement Programs (STIPs). Since the initial draft document was released in July, Metro COG updated language throughout the document to reflect minor changes or clarifications and to address comments received by planning partners. Other sections with major updates include the Introduction, Project Locator Map, Detailed Project Listings, Financial Plan and Fiscal Constraint, Overview of Federal Aid Programs, Performance Measures, and Public Involvement sections. Appendix A, public input, and Appendix C, local CIPs, were also updated.

Specific items to highlight since the initial Draft Metro COG 2023-2026 TIP document was released in July, including: Detailed project listings, financial plan, fiscal constraint, and an appendix including public input received.

Motion: Pending public comment, recommend approval of the Final Draft Metro COG 2023-2026 Transportation Improvement Program (TIP) to the Policy Board.

Mr. Lorsung moved, seconded by Mr. Gorden

MOTION, PASSED

Motion carried unanimously.

7. 2023-2024 Unified Planning Work Program (UPWP)

Ms. Gray presented the 2023-2024 Unified Planning Work Program (UPWP). The document is a requirement of all MPOs, and lays out the work program over the course of the next two years. Expenditure of Consolidated Planning Grant (CPG) funds are laid out within the document, and local match funding requirements are identified.

For the most part, the 2023 portion of the UPWP is consistent with the budget that was brought forth in May of this year; however, consistent with follow-up correspondence, Phase II of the Intersection Data Collection and reporting has been included in the work program for a total of \$100,000. The inclusion of this project results in a higher local match for Fargo, West Fargo, and Moorhead, and requires \$1,000 in participation from MnDOT for the inclusion of a MnDOT signal in Moorhead. The local funding splits were based on ATAC's estimated level of effort, which is based on the signal characteristics in each community.

The work program for 2024 will be new to participating jurisdictions, and is based on the discussion about future project needs and discussions with individual jurisdictions earlier this year, prior to development of the 2023 budget. It is fairly aggressive in its inclusion of contracted transportation planning studies.

If Metro COG's application for an SS4A Safety Action Grant is successful, we will need to work with you to add the Safety Action Grant to the work program. We do not expect to learn if the grant was awarded until the end of 2022 or beginning of 2023.

Mr. Zacher said to keep in mind that the NDDOT does not currently have a PEL process in place. He suggested to call it "PEL-like" project.

Motion: Recommend adoption of the 2023-2024 UPWP to the Policy Board.

Mr. Gorden moved, seconded by Mr. Atkins

MOTION, PASSED (16 – 0 – 1, Mr. Jacobson being absent during the vote)

Motion carried

8. Public Participation Plan Update

Ms. Gray said that she is working on a Public Participation Plan update. The current Plan was adopted in 2016, and needs a revision and update. She is hopeful a draft will be ready for review in October.

9. 2021-2022 Unified Planning Work Program (UPWP) Amendment #6

Ms. Gray presented Amendment #6 to the 2021-2022 Unified Planning Work Program (UPWP). The amendment includes the following change:

- The use of \$15,500 of carryover operations funding from 2021 and \$17,000 in unused operations funds in 2022 for the purchase of an Urban SDK software license.

Ms. Gray stated that Metro COG has been in discussions with Urban SDK about the merits of their platform and what it has to offer our metropolitan area. The platform is uniquely designed for use by MPOs and provides a format for completing performance measure analysis, among other things. This first year of purchasing the platform would serve as an opportunity to test out the features of the Urban SDK platform and to determine if it would be helpful in future years. The software could speed up and facilitate the work on the performance measures and the metropolitan profile, among other things.

The cost of the platform is \$32,500. The source of funds to cover the cost of the program are as follows:

Source Amount	
2021 Carryover - Operations	\$15,500.00
2022 Operations (unfilled position)	\$20,000.00
Total Unspent	\$35,500.00

The local match portion of the funding has already been paid by local jurisdictions so the amendment is budget neutral.

Mr. Nelson asked if these funds could be used to offset costs in future years, such as 2023. Ms. Gray stated that Metro COG cannot bank funds to apply in different years for the sake of reducing operating costs. If we do not use them, our balance of unused federal funds continues to grow, and eventually we risk losing access to those funds. This also affects other MPOs in the state due to the policy of having only three grant years open at any given time, and when one MPO falls behind, it can prevent NDDOT from being able to open a grant for another MPO when it's needed.

Motion: Recommend approval to the Policy Board of Amendment 6 to the 2021-2022 UPWP, to use unused operations funds from 2021 and 2022 to purchase a software license for Urban SDK.
Mr. Nelson moved, seconded by Mr. Atkins
MOTION, PASSED
Motion carried unanimously.

10. Agency Updates

City of Fargo – Construction updates

Moorhead – 21st St Underpass open and BNSF Y track open, construction updates, Main Ave Demonstration Project

Horace – Highway 10 project underway

Horace – Rails to Trails potential for pedestrian path

Cass County – Construction Updates, Zoning Plan updates

NDDOT –Streetlight Licensing – no updates yet

11. Additional Business

None.

12. Adjourn

The 533 Regular Meeting of the TTC was adjourned on September 8, 2022 at 11:44 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD October 13, 2022, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant