

**542nd Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, June 8, 2023 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Jason	Benson	Cass County Highway Engineering
Julie	Bommelman	City of Fargo, MATBUS
Nicole	Crutchfield	City of Fargo Planning
Jeremy	Gorden	City of Fargo Transportation Engineering
Ben	Griffith	Metro COG
Jace	Hellman	City of Horace – Community Development Director
Matthew	Jacobson	Clay County Planning
Kelly	Krapu	Freight Representative - TrueNorth Compliance Service
Peyton	Mastera	City of Dilworth (alternate for Don Lorsung)
Aaron	Nelson	West Fargo City Planning
Justin	Sorum	Clay County Engineering
Tom	Soucy	Cass County Planning
Brit	Stevens	NDSU – Transportation Manager
Lori	Van Beek	City of Moorhead, MATBUS
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Robin	Huston	City of Moorhead Planning
Don	Lorsung	City of Dilworth Community Dev (alternate present)
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4

Others Present:

Adam	Altenburg	Metro COG
Dan	Bergerson	HDR
Paul	Bervik	Metro COG
Cavin	Berube	Stantec
Jaron	Capps	Metro COG
Luke	Champa	SRF
Jim	Dahlman	City of Horace/Interstate Engineering
Ari	Del Rosario	Metro COG
Dylan	Dunn	Moore Engineering
Dan	Farnsworth	Metro COG
Matthew	Huettl	HDR
Michael	Maddox	Metro COG
Ayden	Schaffler	Metro COG
Erika	Shepard	MnDOT
Jordan	Smith	MATBUS
Kalvin	Strecker	Houston Engineering
Kent	Wolf	Ameresco

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on June 8, 2023 by Chair Griffith. A quorum was present.

2. Approve the 542 TTC Meeting Agenda

Chair Griffith asked if there were any questions or changes to the 542 TTC Meeting Agenda.

Motion: Approve the 542 TTC Meeting Agenda.

Mr. Benson moved, seconded by Mr. Atkins

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE May 11, 2023 TTC MEETING MINUTES

Chair Griffith asked if there were any questions or changes to the May 11, 2023 TTC Meeting Minutes.

Motion: Approve the May 11, 2023 TTC Minutes.

Mr. Hellman moved, seconded by Ms. Crutchfield

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

5. NDDOT UPWP 2023 Contract Amendment

Mr. Griffith presented an amendment to the Metro COG 2023-2024 UPWP contract with NDDOT. NDDOT is amending the contract with Metro COG to remove the last year (2024) of the two-year contract as NDDOT moves towards annual UPWP contracts. The annual contract is in response to the subrecipient monitoring process update.

A new contract will be entered for the year removed with this amendment at a later date.

Motion: Recommend Policy Board approval of the 2023-2024 UPWP Contract Amendment with NDDOT

Mr. Mastera moved, seconded by Mr. Benson

MOTION, PASSED

Motion carried unanimously.

6. West Metro Perimeter Highway Study Consultant Selection

Mr. Farnsworth presented HDR as the highest-ranked consulting firm who proposed on the West Metro Perimeter Highway Study. Three firms proposed on the project – HDR, KLJ, and WSB.

Metro COG and the consultant selection panel met on Wednesday June 7th to interview the firms and select the top ranked firm. Upon interviews with the three

consultant teams, HDR was the highest ranked firm. HDR's cost proposal came in at \$249,791.08, which is within the budgeted amount.

Motion: Recommend Policy Board approval of Metro COG entering into a contract with HDR for the West Metro Perimeter Highway Study.

Mr. Benson moved, seconded by Mr. Hellman

MOTION, PASSED

Motion carried unanimously.

7. MPA Job and Household Assignments

Mr. Capps presented an update to the MPA Jobs and Households Assignments. Metro COG has been attempting to characterize future growth patterns for the entirety of the Metropolitan Planning Area (MPA). Breaking down jurisdictional data into Transportation Analysis Zones (TAZs), this granular approach has been taken to ensure information accuracy for future Metro COG projects. The approach involves synthesizing information at a TAZ level that illustrates full build, 2050, and 2035 development scenarios. These analyses will then be implemented into our regional travel demand model (TDM) and will be used to provide context of growth dynamics for the Metropolitan Transportation Plan (MTP).

8. 2023-2026 Transportation Improvement Program (TIP) Administrative Adjustment 4

Mr. Bervik presented Administrative Adjustment 4 to the 2023-2026 Transportation Improvement Program. The project change requested deferred a project within TIP years with no change to cost or scope; thus, pursuant to the established amendment and administrative adjustments policy located in Section 10 of the Metro COG 2023-2026 TIP, Metro COG can make the changes administratively by submitting a letter to NDDOT and Metro COG cognizant agencies detailing the changes as well as announcing the change at the next scheduled TTC meeting.

The administrative adjustment to the 2023-2026 TIP is as follows:

1. Modification of Project 9162667: Rehabilitation of I-94W with a 10.9-mile thin mill and overlay project from East of Casselton to near West Fargo (2024). Project year changed from 2023.

9. 2024-2027 Transportation Improvement Program (TIP) Development

Mr. Bervik presented an update on the 2024-2027 Transportation Improvement Program (TIP) Development. The Draft 2024-2027 TIP is comprised of transportation projects in coordination with NDDOT and MnDOT Draft State Transportation Improvement Programs (STIPs). Unlike past TIPs, this TIP includes projects utilizing Metro COG TMA directly suballocated federal funds that were solicited and chosen by Metro COG.

The update will expand upon efforts made last year to track applicable Highway and Transit funds that are directly suballocated to the region as a result of the designation as a Transportation Management Area (TMA). Sections of the document where this delineation may occur will include but shall not be limited to the following sections of the Draft TIP: Financial Plan and Fiscal Constraint,

Overview of Federal Aid Programs, Performance Measures, and Environmental Considerations.

In addition to the public comment period announcement, Metro COG will announce further public input opportunities including a public input meeting on July 25th, 2023.

Mr. Zacher said that NDDOT has not fully reviewed the Metro COG TIP, but hopes to complete the review soon.

10. NDDOT/Metro COG Mid-year Review Update

Mr. Griffith said that NDDOT, FHWA, and FTA all met at or with (via Teams) Metro COG for the agency's mid-year review. Mr. Griffith said that there was discussion covering the STIP/TIP cycle, CPG funding formula, and project updates. Overall, the meeting went very well, and Mr. Griffith was able to meet a lot of people.

11. Agency Updates

Fargo: construction updates; Growth Plan Phase I – June 21; Transit reorganization project and large bus order

Moorhead: 11th St Underpass update; large bus order; Moorhead Transit Hub update

West Fargo: construction updates; Master Plan update

Horace: construction updates

Cass County: construction updates; new county planner coming on-board August

12. Additional Business

No additional business.

13. Adjourn

The 542nd Regular Meeting of the TTC was adjourned on June 8, 2023 at 10:48 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD July 13, 2023, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant