

566th Transportation Technical Committee
Fargo-Moorhead Metropolitan Council of Governments
THURSDAY, May 8, 2025 – 10:00 AM
Metro COG Conference Room
AGENDA

1. Call to Order and Introductions
2. Approve the Agenda Action Item
3. Approve Meeting Minutes of April 10, 2025 Action Item
4. Public Input Opportunity Public Input
5. 2025-2028 TIP Amendment 6 **Action Item**
6. 2025-2026 UPWP Administrative Amendment #1 **Action Item**
7. Agency Updates Discussion Item
 - a. City of Fargo
 - b. City of Moorhead
 - c. City of West Fargo
 - d. City of Dilworth
 - e. City of Horace
 - f. Cass County
 - g. Clay County
 - h. Other Member Jurisdictions
8. Additional Business Information Item
9. Adjourn

REMINDER: The next TTC meeting will be held **Thursday, June 12, 2025** at 10:00 AM.

Metro COG is encouraging citizens to provide their comments on agenda items via email to metrocog@fmmetrocog.org. To ensure your comments are received prior to the meeting, please submit them by 8:00 AM 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.

Please use the following link to join this meeting online:

<https://us02web.zoom.us/j/84162245739?pwd=owhbe9DgrPNXi7PUQxgcRaTDnVmU2u.1>

Bolded Action Items require roll call votes.

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

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**565th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, April 10, 2025 – 10:00 AM
Metro COG Conference Room**

Members Present:

Julie	Bommelman	City of Fargo, MATBUS
Rose	Bruce-White	MNDOT - Dist .4 Planning (Alt. for M. Safgren)
Maegin	Elshaug	City of Fargo Planning (Alt. for N. Crutchfield)
Jeremy	Gorden	City of Fargo Transportation Eng. (Left at 10:20 am)
Luke	Grittner	MATBUS
Ben	Griffith	Metro COG
Cole	Hansen	Cass County Planning Director
Jace	Hellman	City of Horace – Comm Dev Director
Robin	Huston	City of Moorhead Planning
Will	Hutchings	NDDOT – Local Government Division
Matthew	Jacobson	Clay County Planning
Kyle	Litchy	Cass County Highway
Don	Lorsung	City of Dilworth Community Development
Kyle	McCamy	West Fargo Engineering
Aaron	Nelson	West Fargo City Planning
Joe	Raso	GFMEDC (left at 10:46 am)
Brit	Stevens	NDSU – Transportation Manager
Tom	Trowbridge	Moorhead Engineering

Members Absent:

Nicole	Crutchfield	City of Fargo Planning (Alternate present)
Kelly	Krapu	Freight
Sarah	Orr	Concordia College
Mary	Safgren	MnDOT – Dist . 4 Planning Director (Alt. present)
Justin	Sorum	Clay County Engineering

Others Present:

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Angela	Brumbaugh	Metro COG
Dan	Farnsworth	Metro COG
Aiden	Jung	Metro COG
Michael	Maddox	Metro COG
Mackenzie	Mueller	Metro COG
Dylan	Dunn	Moore Engineering
Cody	Christianson	Bolton & Menk
Kristen	Sperry	Federal Highway
Luke	Champa	SRF Engineering
Paul	Morris	SRF Engineering
Chelsea	Levorsen	City of Fargo Planning
Emma	K	(left at 10:24 am)

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 AM, on April 10, 2025 by Chair Griffith. A quorum was present.

2. Approve the 565th TTC Meeting Agenda

Chair Griffith asked if there were any questions or changes to the April 10, 2025 TTC Meeting Agenda.

Motion: Approve the April 10, 2025 TTC Meeting Agenda

Mr. Lorsung moved, seconded by Ms. Bommelman

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE February 13, 2025 TTC MEETING MINUTES

Chair Griffith asked if there were any questions or changes to the February 13, 2025 TTC Meeting Minutes.

Motion: Approve the February 13, 2025 TTC Minutes.

Mr. Hellman moved, seconded by Mr. Trowbridge

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

5. 2050 Metropolitan Transportation Plan

Mr. Maddox began the presentation informing everyone there is a project dashboard with data and congestion management on Metro COG's website which is available any time someone wants to look things up. Mr. Maddox introduced Luke Chapman and Paul Morris from SRF.

Mr. Chapman started the presentation discussing what the new and refined goals are from the last meeting they presented. He commented on the following:

1. Each chapter has clearer documentation
2. Chapter 2 – background and analysis of Performance Measures 1, 2, and 3
3. Chapter 3 – Overlap with National Planning Factors, goals, and objectives clean up
4. Chapter 4 – Added environmental mitigation strategies
5. Chapter 5 – Project pipeline policy guidance, fiscal constraint
6. The appendix has been updated

Mr. Morris stated the Congestion Management Process (CMP) is part of the 2050 MTP.

Comments and Questions received from members:

- What goes into the safety and maintenance score? Developed goals, policies, and scoring strategies.
- The growth rate is discussed on page 18 and other places, and it looks confusing.
- Performance measures are hard to understand on graphs 26-27.
- The graphs on page 30 compared to the table on page 29 and it isn't easy to understand.
- The functional classification map on figure 10 may need a date so it is easier to understand when something isn't listed. It may not have been discussed at the time of the MTP.
- Moorhead tracks roads and there isn't anything showing that with the comment on pavement conditions on page 41.
- Pages 44-45 talk about bridges. State and Federal have different guidelines, how do we know how it is tracked? Appendix B would have information.
- The comment on page 52 regarding a designated truck route seems weird.
- Page 92 discusses projected trips and vehicle miles traveled. Going up 66% on vehicles traveled would be an issue.
- The flood plain on figure 31 doesn't seem accurate.
- There isn't a comment stating we aren't supposed to protect stormwater from our streets as that is where it is supposed to go.
- Asked if we are proposing a different functional class from Federal Highway Administration? Mr. Maddox stated a category called "Local Collector" was created because MNDOT wouldn't agree to some of ours.

- Strategy outlined on selecting projects is okay for basic strategy but there may be other reasons to change it. May want to be sure there is no expectation that we just follow it.
- Disappointed the MTP went out to the public before the jurisdictions get a chance to look at it.
- The TTC board should receive a finished project to vote on.
- May need to regroup with MNDOT as there has been a lot of turnover.
- A written list of comments were received from the City of Moorhead staff to be incorporated into the MTP document.

The Public Participation Plan was followed for the process. The documentation was sent on April 2nd for review. Any comments received will be noted to the Policy Board.

Motion: Recommend approval of the 2050 Metropolitan Transportation Plan to the Policy Board, appending further comments.

Mr. Lorsung moved, seconded by Mr. Trowbridge

MOTION, PASSED

Motion carried unanimously.

6. 2025-2028 TIP Amendment 5

Mr. Bervik presented Amendment 5 regarding the 2025-2028 Transportation Improvement Program (TIP). A public notice was published on Wednesday, March 26, 2025, and comments will be accepted until 12:00 noon on Thursday, April 10, 2025. As of today, no comments have been received.

The proposed Amendment to the 2025-2028 TIP is as follows:

1. **Modification of Project 3240009:** West Fargo 2025 purchase of electric vehicles (N/A). Federal funding was removed by Policy Board in February.
2. **Modification of Project 9240031:** NDDOT spall repair of I-29 north bound traffic (2025). NDDOT is removing the project.
3. **Modification of Project 9240033:** NDDOT spall repair of I-29 south bound traffic (2025). NDDOT is removing the project.
4. **Modification of Project 3254049:** West Fargo reconstruction of shared-use path and pedestrian ramps of 8th Street West (2025). Additional 2025 TA funding (+ \$244,964.83).

5. **Modification of Project 9255050:** NDDOT installation of Weight in Motion (WIM) and Auto Traffic Recording (ATR) as well as preventative maintenance (2025).

Motion: Recommend approval of Amendment 5 of the Metro COG 2025-2028 Transportation Improvement Program (TIP) to the Policy Board.

**Mr. Trowbridge moved, seconded by Ms. Bommelman
MOTION, PASSED**

Motion carried unanimously.

7. **2025 Bicycle and Pedestrian Count Report**

Mr. Bervik presented information from the manual and automated counters for the 2024 calendar year.

A chart showing the monthly details of the counters was discussed and showed the peak times. Data has been collected by Metro COG since 2013.

Mr. Hutchings stated NDDOT is starting to do a process on the long-range plan. They would like to access the bike ped information from any MPO that has information. Mr. Bervik said MNDOT has reached out about that also.

Information Only

10. **Agency Updates**

- a. City of Fargo Engineering – nothing
- b. City of Fargo Planning – Updating Land Development code
- c. City of Moorhead Engineering – Joint project with Dilworth 34th street will be bid in mid-May
- d. City of Moorhead Planning – Updating Zoning ordinance and rezoning the city
- e. MATBUS – Working on Transit Development plan. About 2/3 of the way through
- f. City of West Fargo Engineering – Awarding 2025 HSIP project and design on 8th St West

- g. City of West Fargo Planning - Kicking off Growth Master plan with Boards and Commissions. There will be a public open house in May.
- h. City of Dilworth – A public open house will be held on the 24th for the Comp plan.
- i. City of Horace – Starting to review comp plan and land use ordinance with planning commission.
- j. Cass County Planning – A Flood Insurance Study has been published and a new ordinance is going to be adopted.
- k. Cass County Highway – Completed the bidding process with a few projects and waiting to hear about grant applications. A resolution has been signed with the City of Horace. County 17 to 52nd Avenue and County 6 from Veterans to Cheyenne will be City streets not County.
- l. Clay County – Updating Zoning and Subdivision ordinances. The County Board will hold public hearings.
- m. NDSU – There will be street closures on campus this summer.
- n. Concordia – Orr will be leaving Concordia and there won't be any representation in the future.
- o. MnDOT District 4 – I-94 Corridor study through Moorhead. Please forward updated zoning ordinances and comp plans to MnDOT.
- p. NDDOT Central Office – Vision Zero conference will be held May 7-8 in Bismarck.
- q. Federal Highway – Completed the first round of deferred resignations in the office. In the past there were twelve and they now have five people in the ND office. FHWA-MN office went from 15 to 8. We will need extra time for reviews.

11. Additional Business

Meeting invites – Let Metro COG know if you don't have the invite on your calendar so individual invites can be sent.

12. Adjourn

The 565th Regular Meeting of the TTC was adjourned on April 10, 2025 at 11:34 AM.

**Mr. Lorsung moved to Adjourn; Ms. Bommelman seconded MOTION, PASSED
Motion carried unanimously.**

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD MAY 8, 2025, 10:00 AM.

Respectfully Submitted,

Angela Brumbaugh
Office Manager

DRAFT

To: Transportation Technical Committee
From: Paul Bervik, Assistant Transportation Planner
Date: May 2, 2025
Re: **2025-2028 Transportation Improvement Program (TIP) Amendment 6**

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) will hold a public meeting both in person and via Zoom Video Communications on Thursday, May 8, 2025 at 10:00 AM to consider public comments regarding a proposed amendment to the 2025-2028 Transportation Improvement Program (TIP) for the FM Metropolitan Area. The proposed amendment to the 2025-2028 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, April 23, 2025, which advertised the public meeting, detailed how to request more information, and provided information on how to submit public comments regarding the proposed amendment. The public notice advertised that public comments will be accepted until 12:00 noon on Thursday, May 8, 2025. As of the writing of this memo, no written comments have been received.

The proposed amendment to the 2025-2028 TIP is as follows:

1. **Modification of Project 8250006:** MnDOT mill and overlay of Highway 75 from CSAH 12 to 46th Avenue South (2026). Updating the project description. Updated total project cost (-\$320,134 [-20%]) and cost breakdown.
2. **New Project 8256051:** MnDOT right-of-way purchase for districtwide snow fence installation local funds. (2026)
3. **New Project 8256052:** MnDOT engineering for districtwide snow fence installation local funds. (2026)
4. **New Project 8256053:** MnDOT advanced construction for right-of-way purchase for districtwide snow fence installation federal funds. (2027)
5. **New Project 8256054:** MnDOT advanced construction for engineering for districtwide snow fence installation federal funds. (2027)
6. **New Project 9256055:** NDDOT rehabilitation of railroad crossing and signal radar installation (2025).
7. **New Project 9256056:** NDDOT hazard elimination improvements at railroad crossing (2025).
8. **New Project 9256057:** NDDOT hazard elimination improvements at railroad crossing (2025).

Please see **Attachment 1** for more detailed project information.

Requested Action: Recommend approval of Amendment 6 of the Metro COG 2025-2028 Transportation Improvement Program (TIP) to the Policy Board.

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 6 - 2025-2028 Metro COG TIP

Existing projects with changes

MnDOT	8250006 1406-79	2026	Highway 75		CSAH 12	46th Avenue South	ON US 75, FROM SOUTH OF CSAH 12 TO SOUTH OF 46TH AVE, GRADING, MILL AND OVERLAY, ADA IMPROVEMENTS ON US 75, FROM 0.1 MILES NORTH OF CSAH12 TO 1.3 MILES NORTH OF CSAH 12, CIR/MILL AND OVERLAY	Rehabilitation	\$1,300,000 \$1,620,134	STBG	State	\$1,058,460 \$1,319,113 \$241,540 \$301,021
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Amendment 6 - 2025-2028 Metro COG TIP

New project

MnDOT	8256051 8824-261RW	2026	DISTRICTWIDE				**AC**: WEST CENTRAL MINNESOTA, I-94, FROM MOORHEAD TO ALEXANDRIA, BLOWING AND DRIFTING SNOW CONTROL PROJECT (FUNDED FEDERALLY FROM PROTECT GRANT, NOT PROTECT FORMULA FUNDS) RIGHT OF WAY, AC PROJECT, PAYBACK IN 2027	Safety	\$380,000		State	\$380,000
MnDOT	8256X052 8824-261PE	2026	DISTRICTWIDE				**AC**: WEST CENTRAL MINNESOTA, I-94, FROM MOORHEAD TO ALEXANDRIA, BLOWING AND DRIFTING SNOW CONTROL PROJECT (FUNDED FEDERALLY FROM PROTECT GRANT, NOT PROTECT FORMULA FUNDS) PRELIMINARY ENGINEERING, AC PROJECT, PAYBACK IN 2027	Safety	\$280,000		State	\$280,000
MnDOT	8256053 8824-261RWAC	2027	DISTRICTWIDE				**AC**: WEST CENTRAL MINNESOTA, I-94, FROM MOORHEAD TO ALEXANDRIA, BLOWING AND DRIFTING SNOW CONTROL PROJECT (FUNDED FEDERALLY FROM PROTECT GRANT, NOT PROTECT FORMULA FUNDS) RIGHT OF WAY, AC PROJECT, PAYBACK 1 OF 1	Safety	\$1,520,000	Protect		\$1,520,000
MnDOT	8256054 8824-261PEAC	2027	DISTRICTWIDE				**AC**: WEST CENTRAL MINNESOTA, I-94, FROM MOORHEAD TO ALEXANDRIA, BLOWING AND DRIFTING SNOW CONTROL PROJECT (FUNDED FEDERALLY FROM PROTECT GRANT, NOT PROTECT FORMULA FUNDS) PRELIMINARY ENGINEERING, AC PROJECT, PAYBACK 1 OF 1	Safety	\$1,120,000	Protect		\$1,120,000
NDDOT	9256055 24579	2025	Intersection		ND 18	Railroad	Railroad crossing signal radar install DOT-AAR NO. 071103U	Rehabilitation	\$202,415	RRS	State	\$182,173.50 \$20,242.50
NDDOT	9256056 24580	2025	Intersection		ND 18	Railroad	Rail road crossing hazard elimination improvements DOT-AAR NO. 071103U	Rehabilitation	\$286,570	RRS	Local	\$143,285 \$143,285
NDDOT	9256057 24582	2025	Intersection		4th Street N	Railroad	Rail road crossing hazard elimination improvements DOT-AAR NO. 070807A	Rehabilitation	\$155,483	RSU	Local	\$77,741.50 \$77,741.50



To: Transportation Technical Committee
From: Ben Griffith, AICP
Date: May 2, 2025
Re: **2025-2026 UPWP Administrative Amendment #1**

With new processes and procedures being initiated for Unified Planning Work Program (UPWP) reporting and the elimination of the “carryover” of unused Consolidated Planning Grant (CPG) funds from one year to the next, it became apparent that a minor amendment to Metro COG's 2025-2026 UPWP would be required during the first or second quarter of the current year to make some minor adjustments to planning projects and staff hours in the 2025-2026 UPWP.

Figure 10 in the 2025-2026 UPWP details staff hours by program area and it was noticed that staff hours in some areas were higher than others when Metro COG submitted its First Quarter Report to NDDOT. This table is now included in our Quarterly & Annual Reports to NDDOT and is another tool to help us better track our expenditures throughout the year. The single largest difference was noticed in the placement of staff hours for the Dilworth Comprehensive Plan in both the 700 and 1000 program areas when they should have been in the 1000 program area only. A closer look at all program areas, revealed other areas that needed minor adjustments going forward from the First Quarter of the year, particularly in the number of staff hours used for the 2050 Metropolitan Transportation Plan update. The table below shows the staff hours and budget amounts for program areas for 2025 from the current UPWP.

Figure 10 – from page 25 of the current 2025-2026 Metro COG UPWP

Program Area	2025	
	Budget	Staff Hours
100 Policy and Administrative Forums	\$80,164.30	1,260
200 Contracted Planning	\$156,604.22	2,555
300 Federal Transportation Planning & Documentation	\$175,004.77	2,749
400 Technical Transportation Data & Analysis	\$108,854.99	2,188
500 Transit Planning	\$18,479.45	360
600 Bicycle & Pedestrian Planning	\$60,857.75	1,344
700 Local Planning Assistance	\$89,443.45	1,587
800 General Administration*	\$304,134.36	5,006
900 Publications Public Information and Communication	\$22,236.62	441
1000 Community Planning and Technical Assistance	\$9,689.96	190

*Includes estimates of staff leave time (holiday, vacation and sick leave)

The table below shows the proposed adjusted staff hours and budget amounts which would be utilized going forward in the current 2025 budget year. The overall total of staff hours did not change. While some program area amounts changed only slightly, some did not change at all.

Proposed Figure 10 – 2025-2026 UPWP Administrative Amendment #1

Program Area	2025	
	Budget	Staff Hours
100 Policy and Administrative Forums	\$80,165.80	1,260
200 Contracted Planning	\$135,818.22	2,274
300 Federal Transportation Planning & Documentation	\$188,373.64	2,929
400 Technical Transportation Data & Analysis	\$113,724.74	2,258
500 Transit Planning	\$21,008.38	384
600 Bicycle & Pedestrian Planning	\$63,189.39	1,384
700 Local Planning Assistance	\$77,326.12	1,344
800 General Administration*	\$309,513.44	5,126
900 Publications Public Information and Communication	\$15,811.37	311
1000 Community Planning and Technical Assistance	\$20,571.30	410

*Includes estimates of staff leave time (holiday, vacation and sick leave)

NDDOT's annual requirement and elimination of "carryover" of unused CPG funds required us to program specific funding amounts for projects to be expended during that particular year. Without the ability to carry over unused project funds from one year to the next, this becomes more of an art than a science. The attached table (Agenda Item 6 – Attachment 1) details all of Metro COG's currently active planning projects.

The first column with dollar amounts, Column "3", shows the dollar amounts currently programmed in the 2025-2026 UPWP for these programs. The next column ("4") shows the total amount of funding which would be needed to complete the project. These amounts are based on a number of factors, including the amounts programmed and expended in 2024, and estimates from the consultants and the Metro COG Project Manager, necessary to complete the project. With the beginning of 2025, some projects were better positioned funding-wise than others.

The next two columns ("5" and "6") show proposed decreases and increases in programmed funding amounts necessary to complete the projects. The column that follows to the right ("7") shows what the newly programmed amounts for each project would be in 2025. You will notice that the totals for columns "3" and "7" area equal and the total of the numbers of increases and decreases in

columns "5" and "6" are equal. The intent here is to show that there is no overall increase in CPG funding, but a redistribution of existing funds to existing projects in order to complete them.

Metro COG staff, in consultation with Cass County and the City of Horace, has asked the consultant to pause all work on the West Metro Perimeter Highway Corridor Study (project #208) in order to allow time to resolve issues the City of Horace has raised with the study. In doing so, the project, which was expected to be completed in the Fourth Quarter of this year, may extend into 2026, which would require programming of additional funds in 2026. Metro COG staff feels that this is perhaps the best path forward for all parties involved for now.

Last, but certainly not least, the column at the far right of the table ("8") shows expected dates of completion for projects by Quarter. Metro COG staff is proposing to extend six of the projects out one quarter in order to provide adequate time for review of final reports or plans prior to adoption. Some projects are currently on track for their estimated completion date and do not require change at the present time. The two ATAC projects (projects #201 and #205) are intended to be phased, three-year projects, and for the time being, Metro COG will take a "wait and see" approach with the West Metro Perimeter Highway Corridor Study (project #208) to see how it proceeds.

These proposed changes will not result in an overall increase of staff hours or CPG funding and will allow Metro COG to continue ongoing work on planning projects currently underway. Since this is a new process, Metro COG will take guidance and direction from our oversight agencies as to how these proposed changes would be incorporated into the current 2025-2026 UPWP document, if approved.

Requested Action: Recommend approval of the proposed minor changes to Metro COG's 2025-2026 Unified Planning Work Program to the Policy Board.

May 2025 Project Status Report							
Project No.	Project Name	Currently Programmed in UPWP	Total Needed to Complete	Decrease	Increase	Newly Programmed for 2025	Complete By
201	NDSU ATAC Annual Participation (Year 1 of 3) (\$30,000-3 years)	\$10,000.00	\$10,000.00			\$10,000.00	4Q
205	Moorhead Intersection Data Collection (Year 1 of 3) (\$49,474-3 years)	\$16,492.00	\$16,492.00			\$16,492.00	4Q
207	Moorhead I-94 & 20th Street Interchange Analysis (Year 3 of 3)	\$20,000.00	\$27,768.39		\$7,768.39	\$27,768.39	3Q
208	West Metro Perimeter Highway Corridor Study (Year 2 of 2)	\$99,791.08	\$88,519.88	\$17,041.11		\$82,749.97	4Q
209	Horace Downtown Core Neighborhoods Plan (Year 2 of 2)	\$67,695.48	\$67,890.46		\$194.98	\$67,890.46	3Q4Q
211	Clay County Heartland Trail Analysis (Year 2 of 2)	\$62,500.00	\$68,889.94		\$6,389.94	\$68,889.94	2Q3Q
212	MATBUS 2026-2030 Transit Development Plan (TDP) (Year 2 of 2)	\$99,580.94	\$86,018.88	\$13,562.06		\$86,018.88	3Q4Q
214	West 94 Area Transportation Plan (Year 2 of 2)	\$99,974.78	\$100,073.40		\$98.62	\$100,073.40	3Q
215	Metro Railroad Needs Study (Year 2 of 2)	\$300,000.00	\$290,421.53	\$9,578.47		\$290,421.53	3Q4Q
225	University Drive & 10th Street Corridor Study (Year 5 of 5)	\$20,370.66	\$20,454.58		\$83.92	\$20,454.58	2Q3Q
228	Kindred Comprehensive & Transportation Plan (Year 2 of 2)	\$29,995.98	\$55,641.77		\$25,645.79	\$55,641.77	2Q3Q
	Totals	\$826,400.92	\$832,170.83	\$40,181.64	\$40,181.64	\$826,400.92	

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