

**513th Meeting of the  
FM Metro COG Transportation Technical Committee  
Thursday, December 10, 2020 – 10:00 am  
Metro COG Conference Room**

**Members Present:**

Jonathan	Atkins	City of Moorhead Traffic Engineering
Jason	Benson	Cass County Highway (not voting, alt present)
Julie	Bommelman	City of Fargo, MATBUS
Jeremy	Gorden	City of Fargo Transportation Engineering
Cindy	Gray	Metro COG
Robin	Huston	City of Moorhead Planning
Matthew	Jacobson	Clay County Planning
Kim	Lipetsky	Fargo Cass Public Health
Peyton	Mastera	City of Dilworth Administration
Aaron	Nelson	Fargo City Planning
Anna	Pierce	MnDOT (alt for Mary Safgren)
Grace	Puppe	Cass County Planning
Russ	Sahr	City of Horace Planning
Tim	Solberg	City of West Fargo Planning
Justin	Sorum	Clay County Engineering
Tom	Soucy	Cass County Highway (alt for Jason Benson)
Lori	Van Beek	City of Moorhead, MATBUS
Mark	Wolter	Freight Representative, Midnite Express
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

**Members Absent:**

Jaclynn	Maahs	Concordia College
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4 (alt present)
Brit	Stevens	NDSU – Transportation Manager

**Others Present:**

Adam	Altenburg	Metro COG
Dan	Bergerson	HDR
Angela	Bolstad	Stantec
Luke	Champa	Metro COG
Ari	Del Rosario	Metro COG
Dan	Farnsworth	Metro COG
Matt	Huettl	HDR
Savanna	Leach	Metro COG
Matt	Lower	Interstate Engineering/City of Horace
Michael	Maddox	Metro COG
Brent	Muscha	Apex Engineering
Bobbi	Retzlaff	FHWA
Jordan	Smith	MATBUS
Kristen	Sperry	FHWA
David	Sweeney	SRF Consulting

**1. CALL TO ORDER AND INTRODUCTIONS**

The meeting was called to order at 10:00 am, on December 10, 2020 by Chair Gray. A quorum was present.

**2. Approve the 513 TTC Meeting Agenda**

Chair Gray asked if there were any questions or changes to the 513 TTC Meeting Agenda.

***Motion: Approve the 513 TTC Meeting Agenda.***

***Ms. Huston moved, seconded by Mr. Sahr***

***MOTION, PASSED (18-0)***

***Motion carried unanimously.***

**3. APPROVE November 12, 2020 TTC MEETING MINUTES**

Chair Gray asked if there were any questions or changes to the November 12, 2020 TTC Meeting Minutes.

***Motion: Approve the November 12, 2020 TTC Minutes.***

***Ms. Huston moved, seconded by Mr. Atkins***

***MOTION, PASSED (18-0)***

***Motion carried unanimously.***

**4. Public Comment Opportunity**

No public comments were made or received.

***No MOTION***

**5. Urban Grant Program Solicitation and Prioritization**

Mr. Champa presented the Urban Grant Program Solicitation and Prioritization. The only project submitted was for 2nd Street Pedestrian Bridge (Fargo) – just south of Fargo City Hall. The estimated total project cost is \$3,400,000, of which \$2,700,000 (79%) is requested through federal funds, and \$700,000 (21%) through local matching funds.

Mr. Gorden clarified that the project is \$3m (federal \$2.6m, local \$400k). Mr. Zacher asked how much flood and environment protection will be needed for this project. Mr. Gorden said that it is in the floodplain, but not the floodway. Mr. Zacher suggested that the application should note the environmental and road closure impacts with their application materials. Mr. Gorden said he would work with Metro COG to get the materials updated before submittal.

***Motion: Recommend Policy Board approval of the 2<sup>nd</sup> Street bicycle & pedestrian bridge project for the NDDOT Urban Grant Program solicitation and subsequent submittal of proper project application materials to the NDDOT by the December 31, 2020 deadline.***

***Mr. Gorden moved, seconded by Mr. Nelson***

***MOTION, PASSED (18-0)***

***Motion carried unanimously.***

**\*Ms. Bommelman joined the meeting**

**6. NDDOT Urban Roads Solicitation of Projects**

Mr. Champa presented the NDDOT Urban Roads solicitation of projects for fiscal year 2025, in the development of the 2022-2025 State Transportation Improvement Program (STIP).

Urban Roads Program – Metro COG has received seven (7) projects for FY 2025 solicitation.

- Sheyenne Street Reconstruction from 40th Ave S to 52nd Ave S (West Fargo). Reconstruction from a 2-lane rural roadway section to a 3-lane urban roadway section with bicycle and pedestrian facilities. The estimated total project cost is \$12,000,000, of which \$9,600,000 (80%) is requested through federal funds and \$2,400,000 (20%) through local matching funds.
- 9th Street NE from Main Ave E to 12th Ave NE (West Fargo) – Reconstruction from a 2-lane rural roadway section to a 3-lane urban roadway section with bicycle and pedestrian facilities. The estimated total project cost is \$9,400,000, of which \$7,520,000 (80%) is requested through federal funds and \$1,880,000 (20%) through local matching funds.
- Bicycle and Pedestrian Bridge over the Red River at 40th Avenue S (Fargo) – Construction of a pedestrian bridge over the Red River. The estimated total project cost associated with the North Dakota side of the project is \$2,000,000, of which \$1,600,000 (80%) is requested through federal funds, and \$400,000 (20%) through local matching funds. The project is associated with a City of Moorhead project with total (both sides of the Red River) estimated cost of \$4,800,000 (\$800,000 engineering cost) of which Moorhead intends to submit an application for \$600,000 through federal Transportation Alternatives (TA) grant funds (FY 2025) and \$2,200,000 in local or other funding.
- Striping Replacement Project (Fargo) – Citywide (Arterials and Collectors) roadway striping project for federally eligible roadways. The estimated total project cost is \$1,200,000, of which \$960,000 (80%) is requested through federal funds and \$240,000 (20%) through local matching funds.
- 17th Avenue S from 38th St S to 42nd St S (Fargo) – Street reconstruction (keeping existing 3-lane section) including a roundabout at 38th St S and replacement of all ADA ramps and detectable warning plates. The estimated total project cost is \$4,000,000, of which \$3,000,000 (75%) is requested through federal funds and \$1,000,000 (25%) through local matching funds.
- 25th Street S from 32nd Ave S to Rose Creek Bridge (Fargo) – 2-inch mill and overlay. The estimated total project cost is \$1,200,000, of which

\$960,000 (80%) is requested through federal funds and \$240,000 (20%) through local matching funds.

- 45th Street from 16th Ave N to 32nd Ave S, Main Avenue from 25th St to 45th St, and 7th Avenue N from 25th St to I-29 (Fargo) – Concrete pavement rehabilitation. The estimated total project cost is \$1,900,000, of which \$1,520,000 (80%) is requested through federal funds and \$380,000 (20%) through local matching funds.

All of the projects that were submitted for Urban Roads Program (URP) funds are consistent with the goals, objectives, and policies of the Metro COG Metropolitan Transportation Plan (MTP), Metro Grow: 2045 Fargo-Moorhead Transportation Plan; however, if the TTC recommends moving forward with Fargo's 25th St S Mill and Overlay project and 17th Ave S Reconstruction project, an MTP amendment will need to be processed to reflect the addition of these two specific projects. The MTP amendment will also need to maintain the MTP's fiscal constraint. Assuming these applications move forward to NDDOT, Metro COG has a plan for processing these MTP amendments prior to the due date of the applications. Projects were tentatively prioritized by Metro COG staff based upon the MTP and local need as listed in order below:

1. 9th Street NE from Main Ave E to 12th Ave NE (West Fargo)
2. Bicycle and Pedestrian Bridge over the Red River at 40th Avenue S River (Fargo)
3. Sheyenne Street Reconstruction from 40th Ave S to 52nd Ave S (West Fargo)
4. Striping Replacement Project (Fargo)
5. 17th Avenue S from 38th St S to 42nd St S (Fargo)
6. 25th Street S from 32nd Ave S to Rose Creek Bridge (Fargo)
7. 45th Street from 16th Ave N to 32nd Ave S, Main Avenue from 25th St to 45th St, and 7th Avenue N from 25th St to I-29 (Fargo)

Mr. Maddox noted that with the transition to a TMA slated for 2022, the funding sources do change from NDDOT allocation to direct allocation, but a larger allocation for the area.

Mr. Solberg asked if the direct allocation includes TA projects as well, Mr. Maddox said that TA projects are in addition to the highway projects listed.

Mr. Gorden asked how current programmed future projects work into the programming. Ms. Gray noted that we are not certain how that will work, and that TMA conversion will take time, and based on our conversation with a TMA that was formed after the 2010 census, it may not be an immediate transition.

Mr. Gorden and Mr. Solberg discussed moving forward with just one project sent forward, being the 9<sup>th</sup> Street NE from Main Ave E to 12<sup>th</sup> Ave NE (West Fargo), and supplement with smaller projects.

**Motion: Recommend approval to the Policy Board of the prioritized list of projects, as prioritized by the TTC, for the NDDOT Urban Roads Program**

**solicitations and subsequent submittal of proper project application materials to the NDDOT by the December 31, 2020 deadline.**

**Mr. Gorden moved, seconded by Mr. Solberg**

**MOTION, PASSED (19-0)**

**Motion carried unanimously.**

**7. Section 5310 Transit Grant Application**

Mr. Farnsworth presented the annual Section 5310 Transit Grant applications. One application was received from the City of Fargo:

One-year funding for a Metro Mobility Manager position - Total cost: \$106,708 (\$85,366 Federal / \$21,342 local)

**Motion: Recommend Policy Board approval of the Section 5310 transit grant application as presented.**

**Ms. Bommelman moved, seconded by Mr. Mastera**

**MOTION, PASSED (16-0-3) (Mr. Jacobson, Ms. Pierce, and Mr. Sorum were absent)**

**Motion carried unanimously.**

**8. Transportation Alternatives Grant Application Rankings**

Mr. Farnsworth presented the annual Transportation Alternatives (TA) Grant Application, with rankings as determined by the Metropolitan Bicycle & Pedestrian Committee.

North Dakota Urban TA

- Priority 1 (55 points): City of West Fargo – Veterans Blvd/9th St E Pedestrian Improvements
- Priority 2\* - tie (45 points): City of Fargo – Bison Village Shared Use Path
- Priority 2 – tie (45 points): City of West Fargo – Edgewood / The Lights Shared Use Path
- Priority 4 (40 points): City of West Fargo – Scheels Soccer Complex / Elmwood Park Shared Use Path
- Priority 5\* (35 points): City of Fargo – River Drive Shared Use Path
- Priority 6\* – tie (30 points): City of Fargo – Deer Creek/Drain 27 Shared Use Path
- Priority 6 –tie (30 points): City of Horace (Sponsor: Cass Co.) – Center Ave Multi- Modal Improvements
- Priority 6 –tie (30 points): City of Horace (Sponsor: Cass Co.) – County Road 17 Shared-Use Path
- Priority 9\* (25 points): City of Fargo – Drain 53 Shared Use Path

\*The City of Fargo has requested that their project priorities be submitted as follows, which differs from the regional MPO prioritization made by the Bicycle and Pedestrian Committee shown above:

- Priority 1: Deer Creek/Drain 27 Shared Use Path
- Priority 2: Bison Village Shared Use Path

- Priority 3: Drain 53 Shared Use Path
- Priority 4: River Drive Shared Use Path

Minnesota Urban TA

- Priority 1 (35 points): City of Moorhead – Bicycle & Pedestrian Bridge at Bluestem Center for the Arts
- Priority 2 (20 points): City of Dilworth – 7th St NE Multi Use Trail Extension (Safe Routes to School project)

Minnesota Rural TA

- Priority 1 (45 points): City of Barnesville (Sponsor: Clay Co.) – Hwy 34/13th St Shared Use Path

Mr. Gorden noted the frustration with the scoring and prioritization process. Mr. Gorden also noted that some projects could be potentially applied towards the Urban Roads Program application. Discussion took place regarding the scoring criteria used by the Bicycle and Pedestrian Committee, and Ms. Gray pointed out that Mr. Farnsworth and the Committee has worked hard on refining the scoring over the years to reflect important project characteristics. She stated that local governments may still have reasons why they have established different priorities, and those local wishes can be acknowledged.

TTC members discussed the opportunity of moving the West Fargo signal project from a TA application to an HSIP and/or Urban Roads application as the project would fit best as an HSIP/Urban Roads project rather than a TA project. Mr. Mastera stated concern that moving the West Fargo signal project from a TA application to an HSIP and/or Urban Roads application may create challenges for the City to complete the application materials. Mr. Wrucke indicated that he has enough time to complete the application materials, as the required information is already available.

***Motion: Recommend Policy Board approval of the TA project prioritization as vetted through the Metropolitan Bicycle and Pedestrian Committee, with the caveat that Priority #1 (City of West Fargo – Veterans Blvd/9<sup>th</sup> St E Pedestrian Improvements) be removed as a TA application and added to the NDDOT Urban Roads 2025 and HSIP application, and the TA priority for ND projects remain the same.***

***Mr. Gorden moved, seconded by Mr. Sahr  
MOTION, PASSED (18-0-1) (Ms. Pierce was absent)  
Motion carried unanimously.***

***Motion: Recommend Policy Board approval of the TA project prioritization and as vetted through the Metropolitan Bicycle and Pedestrian Committee for the listed Minnesota projects.***

***Mr. Atkins moved, seconded by Ms. Huston  
MOTION, PASSED (18-0-1) (Ms. Pierce was absent)  
Motion carried unanimously.***

**9. Metro Profile**

Chair Gray asked that due to the length of this meeting, that this item be discussed at the next meeting.

**10. 2019-2020 UPWP Amendment #6 and 2021-2022 UPWP Amendment #1**

Chair Gray presented the 2019-2020 UPWP Amendment #6. Due to staffing levels during 2020, there is a surplus of 2020 overhead funds (\$49,630) which can be carried over into 2021 and reallocated towards the 2021-2022 UPWP to help fund projects that will benefit from having more resources. During the development of the RFP for the Fargo Transportation Plan, it became apparent that the project would benefit from a larger budget, and we have always known that we would benefit from adding more resources toward the Bicycle and Pedestrian Plan Update. Ms. Gray proposed adding \$20,000 to each study, leaving over \$9,000 to be carried over into 2021 and reallocated as needed.

Ms. Gray explained that an administrative adjustment to the overhead operations budget will involve shifting funds from other categories, such as travel and training, printing, etc. to include the potential purchase of additional bicycle/pedestrian counters. The adjustment also includes the movement of staff time between UPWP categories, and carryover project amounts.

**Motion: Recommend Policy Board approval of the proposed Amendment #6 of the 2019-2020 UPWP and Amendment #1 of the 2021-2022 UPWP as discussed.**

**Mr. Gorden moved, seconded by Mr. Atkins**

**MOTION, PASSED (18-0-1) (Mr. Solberg was absent)**

**Motion carried unanimously.**

**\*Mr. Jacobson left the meeting**

**11. Fargo Transportation Plan Request for Proposals**

Mr. Maddox presented the Fargo Transportation Plan Request for Proposals (RFP).

Mr. Zacher and Ms. Pierce both stated that the RFP might not be able to be posted on the NDDOT/MnDOT sites due to the project not being contracted until 2021 (new UPWP).

**Motion: Recommend Policy Board approval of the Fargo Transportation Plan Request for Proposals (RFP).**

**Mr. Gorden moved, seconded by Mr. Nelson**

**MOTION, PASSED. (16-0-1) (Ms. Van Beek was absent)**

**Motion carried unanimously.**

**12. Public Transportation Agency Safety Plan (PTASP)**

Mr. Smith presented the MATBUS Public Transportation Agency Safety Plan (PTASP) to be submitted by December 31, 2020.

**Motion: Recommend Policy Board approval of the PTASP for the Cities of Fargo, ND and Moorhead, MN.**

**Ms. Van Beek moved, seconded by Ms. Bommelman**

**MOTION, PASSED (18-0)**

**Motion carried unanimously.**

**\*Ms. Pierce left the meeting**

**13. Moorhead Intersection Data Collection Contract Amendment #1**

Chair Gray presented the Moorhead Intersection Data Collection Contract Amendment #1. She explained that the work tasks have been changed to allow ATAC to work ahead with field data collection regarding the geometric characteristics of additional intersections and updates/improvements to the Synchro model in 2021, in lieu of taking traffic counts when they are still greatly affected by the Covid19 pandemic. The amendment pushes the collection of traffic count data to a later time when travel patterns and volumes have returned more to normal circumstances.

**Motion: Recommend Policy Board approval of Contract Amendment #1 for the contract between Metro COG and ATAC for the Moorhead Intersection Data Collection Project.**

**Mr. Mastera moved, seconded by Mr. Atkins**

**MOTION, PASSED (17-0)**

**Motion carried unanimously.**

**14. 2021-2022 UPWP Contract**

Chair Gray stated that this item was erroneously listed as an action item, but it will not need to be discussed nor voted upon by the TTC.

**15. Agency Updates**

No updates

**16. Additional Business**

No additional business

**17. Adjourn**

The 513th Regular Meeting of the TTC was adjourned on December 10, 2020 at 12:20 p.m.

**THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD January 14, 2021, 10:00 A.M.**

Respectfully Submitted,

Savanna Leach  
Executive Assistant