

**547th Meeting of the
FM Metro COG Transportation Technical Committee
Thursday, November 9, 2023 – 10:00 am
Metro COG Conference Room**

Members Present:

Jonathan	Atkins	City of Moorhead Traffic Engineering
Julie	Bommelman	City of Fargo, MATBUS
Nicole	Crutchfield	City of Fargo Planning
Jeremy	Gorden	City of Fargo Transportation Engineering
Ben	Griffith	Metro COG
Cole	Hansen	Cass County Planning
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 Community Development
Aaron	Nelson	West Fargo City Planning
Joe	Raso	GFMEDC
Mary	Safgren	MnDOT – District 4
Jordan	Smith	MATBUS (alternate for Van Beek)
Justin	Sorum	Clay County Engineering
Brit	Stevens	NDSU – Transportation Manager
Andrew	Wrucke	City of West Fargo Engineering
Wayne	Zacher	NDDOT – Local Government Division

Members Absent:

Jason	Benson	Cass County Highway Engineering
Lori	Van Beek	City of Moorhead, MATBUS (alternate present)

Others Present:

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Jaron	Capps	Metro COG
Luke	Champa	SRF
Cody	Christianson	Bolton & Menk
Dan	Farnsworth	Metro COG
Patrick	Hollister	PartnerSHIP4Health
Will	Hutchings	Stantec
Brian	King	HDR
Savanna	Leach	Metro COG
Chelsea	Levorsen	Metro COG
Clay	Lexen	Moorhead Engineering
Michael	Maddox	Metro COG
Brent	Muscha	Apex Engineering
Ayden	Schaffler	Metro COG
Erika	Shepard	MnDOT
Steven	Strack	Houston Engineering
Daniel	Triller	SEH
Blue	Weber	Bolton & Menk

1. CALL TO ORDER AND INTRODUCTIONS

The meeting was called to order at 10:00 am, on November 9, 2023 by Chair Griffith. A quorum was present.

2. Approve the 547 TTC Meeting Agenda

Chair Griffith asked if there were any questions or changes to the 547 TTC Meeting Agenda.

Motion: Approve the 547 TTC Meeting Agenda.

Mr. Hellman moved, seconded by Mr. Lorsung

MOTION, PASSED.

Motion carried unanimously.

3. APPROVE October 12, 2023 TTC MEETING MINUTES

Chair Griffith asked if there were any questions or changes to the October 12, 2023 TTC Meeting Minutes.

Motion: Approve the October 12, 2023 TTC Minutes.

Mr. Atkins moved, seconded by Ms. Crutchfield

MOTION, PASSED

Motion carried unanimously.

4. Public Comment Opportunity

No public comments were made or received.

5. 2023 Unified Planning Work Program Amendment #4

Mr. Griffith presented amendment 4 to the 2023 Unified Planning Work Program (UPWP). The Infrastructure Investment & Jobs Act (IIJA) of 2021 identified a mandatory set-aside of 2.5% of "Planning Funds" at the state level to be used towards complete streets efforts. This amounts to approximately \$55,000 per year in North Dakota. IIJA incentivized the use of Complete Street Set-Aside Funds by waiving the 20% local match requirement.

Metro COG will receive \$81,473 of Complete Streets Set-Aside funding. Metro COG has identified the Horace Core Neighborhoods Plan as an underfunded project recommending these funds be used to fully fund that effort. The RFP for that project is scheduled to be released in December 2023.

Metro COG would therefore like to amend its 2023-2024 UPWP to include the dedication of \$81,473 of Complete Streets Set-Aside funding to the Horace Core Neighborhoods Plan.

Mr. Zacher asked why this project is being added to the 2023 UPWP, as opposed to the 2024 UPWP, being that it is starting in 2024. There was discussion regarding

Ms. Huston asked if the Complete Streets set-aside is only for North Dakota projects, even after we move into TMA status? Mr. Griffith said he is not certain, but the states differ in their allocations to MPOs. Mr. Atkins would like clarification for 2024. Ms. Shepard believes the set-aside can be used region-wide.

Motion: Recommend approval of Amendment #4 to the 2023-2024 UPWP to the Policy Board, with the condition that listing the project in 2024.
Mr. Lorsung moved, seconded by Mr. Atkins.
MOTION, PASSED
Motion carried unanimously.

6. 2023-2026 Transportation Improvement Program (TIP) Amendment #9

Mr. Bervik presented amendment #9 to the 2023-2026 Transportation Improvement Program (TIP). As both state STIPs have not yet been approved, the 2024-2027 TIP cannot be amended. The proposed amendment to the 2023-2026 TIP reflects modified federally funded projects within the Metropolitan Planning Area (MPA). After discussion with NDDOT, Metro COG is still considering the 2023-2026 TIP to be active, and therefore this is the TIP that needs to be currently amended.

The proposed amendment to the 2023-2026 TIP is as follows:

1. **Modification of Project 8210019:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024). Updating costs.
2. **Modification of Project 5210018:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024). Updating costs and Project Description.
3. **Modification of Project 8230011:** MNDOT construction of a grade separation of 11th Street at BNSF railroad, AC payback (2026). Updating Project Description.
4. **Modification of Project 8241055:** MNDOT construction of a grade separation of 11th Street at BNSF railroad, AC payback (2027). Updating Project Description and state project number.
5. **Modification of Project 8240043:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024). Updating Project Cost.
6. **Modification of Project 2210017:** Clay County rehabilitation of CSAH 14 bridge over South Branch of Buffalo River (2024). Updating Project Cost and Cost Breakdown.
7. **Modification of Project 3220021:** City of West Fargo urbanization of 9th street NE and 7th avenue NE (2025). Update total project cost.
8. **Modification of Project 8240050** MNDOT construction of fiber communications/ cameras and dynamic message signs (DMS) (2025). Updating Project Description.
9. **Modification of Project 8230010:** MNDOT construction of a grade separation of 11th Street at BNSF railroad, AC payback (2025). Updating Project Description.
10. **New Project 8242057:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024).
11. **New Project 8242058:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024).
12. **New Project 8242059:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024).
13. **New Project 8242060:** MNDOT construction of a grade separation of 11th Street at BNSF railroad (2024).
14. **New Project 9242061:** NDDOT pavement marking at various highways throughout the Fargo District (2024).

Ms. Safgren said the first project needs an additional \$9.1M funds added and updating the total costs. She has requested both TIPs to be amended (contingent on FHWA's approval of STIPs) to update that project.

Motion: Recommend approval of Amendment 9 of the Metro COG 2023-2026 Transportation Improvement Program (TIP) to the Policy Board, with discussed revision to project 1.

Mr. Lorsung moved, seconded by Mr. Hellman

MOTION, PASSED

Motion carried unanimously.

7. University & 10th Street Corridor Study Contract Amendment #1

Mr. Maddox presented Amendment 1 to the University & 10th Street Corridor Study Contract. The original scope of work was split into two phases. The first phase was to look at the possible conversion of the one-way pair system, as well as to gather issues along the corridor, which incorporated an intensive public participation campaign. Phase Two of the study was meant to respond to the findings of the first phase, and as such, a specific scope of work was not developed at that time.

Now that the initial phase has been completed, Metro COG worked with its prime consultant Bolton & Menk to scope the second phase of the study. Metro COG also secured an additional \$100,000 of federal Consolidated Planning Grant (CPG) funds matched by the City of Fargo (\$25,000) to fund Phase Two of the effort. There is approximately \$25,000 left in the original Phase One budget that will supplement Phase Two. The total budget for Phase Two included in Amendment #1 is \$150,026.23.

Motion: Recommend approval of Amendment #1 to the University and 10th Street Corridor Study contract.

Ms. Crutchfield moved, seconded by Mr. Atkins

MOTION, PASSED

Motion carried unanimously.

8. Clay County Heartland Trail Routing Analysis – Consultant Selection

Mr. Farnsworth presented SRF as the highest-ranked consulting firm to complete the Clay County Heartland Trail Routing Analysis.

Metro COG and the consultant selection panel met on Wednesday, November 1st to interview the firms and select the top ranked firm. The deadline for consulting firms to submit proposals was October 18th. Metro COG received proposals from four firms – Bolton & Menk, SEH, SRF, and WSB. Upon interviews with the four consultant teams, SRF was the highest ranked firm. The SRF team includes the subconsultants Alta and Mend. This project has a budgeted amount of \$250,000 (\$200,000 funded using Federal CPG funds and \$50,000 from local matches).

SRF's cost proposal came in at \$249,828.83, which is within the budgeted amount.

Motion: Recommend Policy Board approval of SRF as the top ranked firm to complete the Clay County Heartland Trail Routing Analysis and to authorize Metro COG to enter into a contract after successful contract negotiations.

Mr. Lorsung moved, seconded by Ms. Crutchfield

MOTION, PASSED

Motion carried unanimously.

9. Draft 2023 Metro Profile

Mr. Capps and Ms. Levorsen presented the draft 2023 Metro Profile.

10. Agency Updates

Moorhead – Downtown roads now open, midtown trail complete & open

Fargo – Federal/State submissions, open bids, Growth Plan updates, Transit Reorganization Study

West Fargo – Lights Path TA funding project, Downtown Master Plan open house with draft and document ready soon

Horace – construction updates, Downtown Neighborhood Plan RFP in process

Dilworth – Downtown mixed-use zoning updates

Cass County – construction updates, NW Growth Plan

Clay County – construction updates

GFMEDC – CAVs discussion – workforce meeting in Fargo December 1

MnDOT – MN MPO Directors meeting

11. Additional Business

No additional business.

12. Adjourn

The 547 Regular Meeting of the TTC was adjourned on November 9 at 11:28 a.m.

THE NEXT FM METRO COG TRANSPORTATION TECHNICAL COMMITTEE MEETING WILL BE HELD December 14, 2023, 10:00 A.M.

Respectfully Submitted,

Savanna Leach
Executive Assistant