635th Policy Board Meeting

Fargo-Moorhead Metropolitan Council of Governments

Thursday, October 17, 2024 – 4:00 PM



# 1a. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened

The meeting was called to order at 4:00 PM, on October 17, 2024 by Chair Breitling, noting a quorum was present. Introductions were made.

## 1b. Approve Order and Contents of Overall Agenda with the addition of 3a. Public Comment Opportunity, approved

Chair Breitling asked for approval for the overall agenda, including 3a. Public Comment Opportunity and moving 2025-2026 UPWP & Budget to 3b.

*MOTION*: Approve the contents of the Overall Agenda with the inclusion of 3a. Public Comment Opportunity of the October 17th, 2024 Policy Board Meeting.

Mr. Olson moved, seconded by Ms. Kolpack.

*MOTION,* passed

Motion carried unanimously.

## 1c. Past Meeting Minutes, approved

Chair Breitling asked for approval of the Minutes of the September 19, 2024 and the September 26, 2024 Special Meeting.

*MOTION*: Approve the September 19, 2024 and September 26, 2024 Special Policy Board Meeting Minutes.

Mr. Piepkorn moved, seconded by Ms. Kolpack.

*MOTION*, passed

Motion carried unanimously.

## 1d. Monthly Bills, approved

Chair Breitling asked for approval of the October 2024 Bills as listed on Attachment 1d.

*MOTION*: Approve the October 2024 Bills List.

Ms. Kolpack moved, seconded by Mr. Olson.

*MOTION*, passed

Motion carried unanimously.

# 2. CONSENT AGENDA

## Chair Breitling asked for approval of Items a-c on the Consent Agenda.

### September Month End Report

### Metro COG 3rd Quarter Report

### CPG Contract Amendment

*MOTION*: Approve Items a-c on the Consent Agenda.

Mr. Strand moved, seconded by Ms. White.

*MOTION*, passed

Motion carried unanimously.

# 3. REGULAR AGENDA

## 3a. Public Comment Opportunity

No public comments were made or received.

## 3b. Approve 2025-2026 UPWP & Budget

Mr. Grifith reported that Metro COG is required to complete a Unified Planning Work Program every other year. The UPWP lays out Metro COG’s work program and budget for the next two years.

In the past, unused CPG funds could be carried over into the next year but that has changed. NDDOT is trying to develop a re-obligation process for unused CPG funds. NDDOT will look at available funding remaining funding from 2024, which will be determined in the first quarter of 2025 and available for use in 2026. The timing works out well because it comes the first quarter of the year, and we will have better estimates for budgeting purposes our amounts for the next year. The negative is if we have a project that is not completed by year end, there is not anything in place to carry it over into the next year. Mr. Zacher stated the intent is to expend it in the year it was obligated.

The Safe Routes to School project for West Fargo School District is scheduled to begin in 2025 and would be a two-year project. An update of the Dilworth Comprehensive Plan will be conducted by in-house staff.

The roundabout studies on Hwy 75 were not included for Moorhead and were added at the TTC meeting along with some corrections from MATBUS for Appendix H. The intent is to have a list of potential projects ready if funding were to become available for 2026.

There is no designated funding source for the Housing Commission, and it is not included for that reason. Metro COG provides staff for the Food Commission and would also need to do so for the Housing Commission, but there needs to be a funding source in place for these activities. Once a funding source has been determined for the Housing Commission, a UPWP amendment would be needed.

Ms. Mongeau stated it is difficult to have a larger jump in expenses if the projects switch gear and nothing has been budgeted. Mr. Griffith responded that if NDDOT’s proposed process for re-obligating funds is approved, potential funding estimates for the following year would be made around the time most jurisdictions are beginning their budgeting process for the following year.

Ms. Nash pointed out that Dilworth dues are a little off. Mr. Griffith responded that Dilworth’s dues include the Comprehensive Plan Update, and some of that work may be CPG-eligible, which would affect the dues amount.

Mr. Nelson asked how can we have a carryover project on the books when it says there is not any carryover? Mr. Griffith responded that the amount used is the funding NDDOT allocated Metro COG for the 2025 year, not funding from 2024, so unfinished projects are continued into the following year and are to be funded with funds programmed for 2025.

Mr. Griffith reported that there was a STBG project on 32nd Avenue S that came in $323,928 under the engineering estimate and that those funds would be “flexed” from construction to planning funds, adding that those funds had significantly helped to balance the proposed 2025 budget. FTA funds from MN in the amount of $67,609 did not get transferred over in 2024 and have been included in 2025. Both funding amounts will help us finish 2024 projects.

Mr. Griffith stated that there is a 30-day review period by the state DOTs and Federal agencies for the UPWP. He also provided language that the Policy Board motion must include to allow for inclusion of comments received from these agencies.

Ms. White asked if the one dissenting vote from the TTC meeting could be explained. Mr. Griffith responded that NDDOT staff does not like a “DRAFT” watermark on documents.

*MOTION*: Approval of Metro COG’s DRAFT 2025-2026 Unified Planning Work Program (UPWP) and Budget, with the inclusion of comments received from NDDOT, MnDOT, FHWA, and FTA during their 30-day review period.

Mr. Olson moved, seconded by Ms. White.

*MOTION*, passed

Motion carried unanimously.

4. Additional Business

* MAT coordinating board held their final meeting. Once the new governing body is established, we can ask for a recommendation for someone to be on the TTC board.
* The November meeting will have the final reports for EV Readiness and Safe Routes for All plus other items that come in December for approval.

# 5. Adjourn

***MOTION:* Adjourn the 635th Meeting of the FM Metro COG Policy Board**

**Ms. Kolpack moved, seconded by Mr. Jorgenson.**

***MOTION,* passed.**

**Motion carried unanimously.**

The 635th Meeting of the FM Metro COG Policy Board held Thursday, October 17, 2024 was adjourned at 4:41 PM.

# THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD Thursday, November 21, 2024, 4:00 PM.

Respectfully Submitted,

Angela Brumbaugh
Office Manager