

Agenda Item 1c, Attachment 1

**567 Policy Board Meeting
Fargo-Moorhead Metropolitan Council of Governments
Thursday, June 20, 2019 – 4:00 pm
Metro COG Conference Room**

Members Present:

| | | |
|--------|-------------|--|
| Duane | Breitling | Cass County Commission |
| Shara | Fischer | Fargo Planning Commission |
| John | Gunkelman | Fargo Planning Commission |
| Chuck | Hendrickson | Moorhead City Council |
| Nicole | Mattson | Moorhead Planning Commission (alternate) |
| Jenny | Mongeau | Clay County Commission |
| Brad | Olson | West Fargo City Commission |
| Chad | Olson | Dilworth Mayor (alternate) |
| Dave | Piepkorn | Fargo City Commission |
| Rocky | Schneider | Fargo Planning Commission |

Members Absent:

| | | |
|-----------|------------|----------------------------|
| Tony | Gehrig | Fargo City Commission |
| Steve | Gehrtz | Moorhead City Council |
| Eric | Gjerdevig | West Fargo City Commission |
| Tony | Grindberg | Fargo City Commission |
| Steve | Jesme | Dilworth City Council |
| Johnathan | Judd | Moorhead City Council |
| John | Koerselman | Horace City Commission |
| John | Strand | Fargo City Commission |

Others Present:

| | | |
|---------|-----------|-----------|
| Adam | Altenburg | Metro COG |
| Luke | Champa | Metro COG |
| Cindy | Gray | Metro COG |
| Savanna | Leach | Metro COG |
| Michael | Maddox | Metro COG |
| Anna | Pierce | Metro COG |

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

The meeting was called to order at 4:00 pm, on June 20, by Chair Mongeau, noting a quorum was present. Introductions were made.

1b. Approve Order and Contents of Overall Agenda, approved

Chair Mongeau asked for approval for the overall agenda. Ms. Mattson asked that consent agenda item 2e be moved onto the regular agenda for further discussion. Item 2e moved to item 3f.

MOTION: Approve the contents of the Overall Agenda of the 567 Policy Board Meeting.

Mr. Gunkelman moved, seconded by Mr. Olson.

MOTION, passed

Motion carried unanimously.

1c. Past Meeting Minutes, approved

Chair Mongeau asked for approval of the Minutes of the May 16, 2019 Meeting.

MOTION: Approve the May 16, 2019 Policy Board Meeting Minutes.

Mr. Olson moved, seconded by Ms. Fischer

MOTION, passed. 8-0

Motion carried unanimously.

**Mayor Olson joined the meeting at 4:03pm

1d. Monthly Bills, approved

Chair Mongeau asked for approval of the June 2019 Bills as listed on Attachment 1d.

MOTION: Approve the June 2019 Bills List.

Mr. Olson moved, seconded by Mr. Gunkelman

MOTION, passed. 9-0

Motion carried unanimously.

2. CONSENT AGENDA

Chair Mongeau asked for approval of Items a-d on the Consent Agenda.

(a) May Month End Report

(b) Executive Director Annual Review

(c) US 10/75 Corridor Study Contract Extension

Mr. Breitling asked about the discrepancy in the dates provided. Ms. Gray explained that the contract with MnDOT was originally through 6/30/19, and needs to be changed to through the end of December 31. The conflicting date was the consultant's projected finish time, versus the contracted agreement period.

(d) Remodel Change Order Items

MOTION: Approve Items a-d on the Consent Agenda.

Mr. Olson moved, seconded by Mr. Hendrickson

MOTION, passed. 9-0

Motion carried unanimously.

**Mr. Piepkorn joined the meeting at 4:05pm

3. REGULAR AGENDA

3a. Public Comment Opportunity

No public comments were made or received.

No MOTION

3b. 2020 Budget and UPWP Amendment #3

Ms. Gray presented an updated budget for 2020, and resulting UPWP Amendment #3. Due to the increase in operations budget (increase in rent, travel, etc), elimination of a project and the addition of another, and additional programming to more fully utilize the federal funds allocated to FM Metro COG,

additional items have been added, and an amendment to the 2019-2020 UPWP is necessary. Ms Gray explained that as 2019 has unfolded, she has gotten a better understanding of the travel costs associated with attending MPO coordination meetings in Minnesota and North Dakota, sending staff to training and conferences, and attending local and regional meetings, which has led to a proposed increase in the travel and training budget for 2020. She presented tables that showed Policy Board members the estimated local match for each jurisdiction required to accomplish the proposed 2020 work program and budget. Mr. Breitling asked if this budget will be presented to each jurisdiction. Ms. Gray said she will send out the 2020 budget estimates to each jurisdiction within the next few days after the approval of Policy Board.

Chair Mongeau reminded the board that Metro COG staff has been asked to be more present in the jurisdictions, which correlates with the proposed budget for increased travel and training within the internal operations budget.

MOTION: Approve the proposed 2020 Budget and associated UPWP Amendment #1

Mr. Breitling moved, seconded by Mr. Olson.

MOTION, passed. 10-0

Motion carried unanimously.

3c. ND Urban Transportation Alternatives Grant Results

Ms. Gray presented the results of the North Dakota Urban Transportation Alternatives Grant applications and selections. The Bicycle and Pedestrian Committee recommended a ranking of projects for which funding applications were being submitted. The TTC and Policy Board confirmed those rankings. Once the state level selection committee began their evaluation process, the Fargo/Horace/West Fargo projects were ranked differently, and the third-ranked project selected by the Metropolitan Bicycle and Pedestrian Committee was selected for funding, and priorities #1 and #2 were not selected for funding. The board asked why the rankings are not considered in the decisions, Ms. Gray said that she has asked for information about the process, and did not receive any specific information about how the ranking committee makes their decisions.

3d. Casselton Comprehensive and Transportation Plan

Mr. Altenburg presented the final Casselton Comprehensive and Transportation Plan.

3e. Fargo-Moorhead Bike Map App

Ms. Pierce presented the final Fargo-Moorhead Bike Map digital application. The app is now available on both Android and Apple devices. She explained that Metro COG staff is planning a big push of information at the next Streets Alive event, as well as a media release. Ms. Pierce also mentioned the need for local funding for yard sign advertising. Mayor Olson asked if there were any restrictions on funding sources (private companies, etc.) and Ms. Gray said there should not be any conflicts in that regard.

3f. Moorhead BUILD Grant Application – Letter of Support

Ms. Gray gave a short history of the need and necessity for a rail crossing underpass in Moorhead. A Letter of Support has been drafted to the Federal Secretary of Transportation, stating the need for the BUILD Grant funds.

MOTION: Approve the Letter of Support and submission

Mr. Olson moved, seconded by Mr. Schneider.

Motion, Passed. 10-0

Motion carried unanimously.

4. Additional Business

Ms. Gray brought forward the decision options for the furniture purchase for the newly remodeled office. A purchase can be made either through an RFP process, through a purchase through the preferred vendor contract with the NDDOT, or through the US Communities (OMNIA) purchasing program. Ms. Gray would like to go through the US Communities purchasing program, and would like the board's approval to do so. Ms. Gray would then bring the final furniture selections to the Executive Committee for approval. Chair Mongeau noted she would like to solicit at least three bids from local companies before making the final selection of Christianson's. Mr. Hendrickson asked Ms. Gray to request proposals from companies in Minnesota as well as in North Dakota.

MOTION: Approve the solicitation of bids for furniture purchase, and final approval through the Executive Committee.

Mr. Piepkorn moved, Mr. Hendrickson seconded.

MOTION: Passed. 10-0

Motion approved unanimously.

5. Adjourn

The 567 Meeting of the FM Metro COG Policy Board held Thursday, June 20, 2019 was adjourned at 4:55 pm.

THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD July 18, 2019, 4:00 P.M. AT THE CIVIC CENTER CONFERENCE ROOM.

Respectfully Submitted,

Savanna Leach
Executive Secretary