

**618th Policy Board Meeting  
Fargo-Moorhead Metropolitan Council of Governments  
Thursday, August 17, 2023 – 4:00 pm**

**Members Present:**

Duane	Breitling	Cass County Commission
Amanda	George	West Fargo City Commission
John	Gunkelman	Fargo Planning Commission
Chuck	Hendrickson	Moorhead City Council
Paul	Krabbenhoff	Clay County Commission (alt for Jenny Mongeau)
Julie	Nash	Dilworth City Council
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Arlette	Preston	Fargo City Commission
John	Strand	Fargo City Commission
Deb	White	Moorhead City Council
Aaron	Murra	NDDOT – Fargo District (ex-officio)

**Members Absent:**

Denise	Kolpack	Fargo City Commission
Steve	Lindaas	Moorhead City Council
Jenny	Mongeau	Clay County Commission (alternate present)
Rocky	Schneider	Fargo Planning Commission
Maranda	Tasa	Fargo Planning Commission
Jeff	Trudeau	Horace City Council
Shiloh	Wahl	MnDOT – District 4 (ex-officio)

**Others Present:**

Adam	Altenburg	Metro COG
Paul	Bervik	Metro COG
Dan	Farnsworth	Metro COG
Ben	Griffith	Metro COG
Patrick	Hollister	PartnerSHIP 4 Health MN
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Ayden	Schaffler	Metro COG

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

The meeting was called to order at 4:00 pm, on August 17, 2023 by Chair Hendrickson, noting a quorum was present. Introductions were made.

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

Chair Hendrickson asked for approval for the overall agenda.

**MOTION: Approve the contents of the Overall Agenda of the August 17, 2023 Policy Board Meeting.**

**Ms. White moved, seconded by Mr. Breitling**

**MOTION, passed**

**Motion carried unanimously.**

**1c. Past Meeting Minutes, approved**

Chair Hendrickson asked for approval of the Minutes of the July 20, 2023 Meeting.

**MOTION: Approve the July 20, 2023 Policy Board Meeting Minutes.  
Ms. White moved, seconded by Ms. Preston  
MOTION, passed  
Motion carried unanimously.**

**1d. Monthly Bills, approved**

Chair Hendrickson asked for approval of the August 2023 Bills as listed on Attachment 1d.

**MOTION: Approve the August 2023 Bills List.  
Mr. Breitling moved, seconded by Mr. Krabbenhoff  
MOTION, passed  
Motion carried unanimously.**

**2. CONSENT AGENDA**

Chair Hendrickson asked for approval of Items a-b on the Consent Agenda.

- a. July Month End Report
- b. Transit Routing, Street Design, & Transit Scheduling Software Vendor Selection

**MOTION: Approve Items a-b on the Consent Agenda.  
Mr. Strand moved, seconded by Ms. Preston  
MOTION, passed  
Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

No public comments were made or received.

**3b. 2024-2027 Transportation Improvement Program (TIP) Adoption**

Mr. Bervik presented the final draft of the 2024-2027 Transportation Improvement Program (TIP) for final submission and adoption. Metro COG solicited public input throughout the development of the TIP. Metro COG held a public input meeting at the June 15, 2023 Policy Board meeting to release the draft TIP and kick off the TIP update process. Metro COG then held a public open house, introducing the elements of the Final Draft 2024-2027 TIP to the public on July 25, 2023. The Final Draft TIP was also made available for review on Metro COG's website.

Since the initial draft document was released in June, Metro COG updated language throughout the document as well as updating projects through its coordination with state and local governments. These changes were reflected in the Final Draft 2024-2027 TIP that was presented

at the Public Open House. Mr. Bervik also shared the few comments received at the public open house.

Ms. White asked about the bicycle/pedestrian path planned near the VA, Mr. Bervik responded that it is programmed into the 2025 TIP.

**MOTION: Approval of the Final Draft Metro COG 2024-2027 Transportation Improvement Program (TIP).**  
**Ms. White moved, seconded by Ms. White**  
**MOTION, passed**  
**Motion carried unanimously.**

**3c. Proposed Adjusted Urbanized Boundary – Final Submission**

Mr. Maddox presented the Proposed Adjusted Urbanized Boundary. The UZA is set by the 10-year census results, and the MPO then proposes an adjusted boundary, based on many contributing factors.

As directed by the guidance, the proposed boundary ensures the inclusion of the entirety of the right of way of significant roadways within the UZA. City boundaries were used when either significant roadways, the Fargo – Moorhead Area Diversion Project alignment, or other physical boundaries did not present themselves as a logical choice for boundary cutoff. In the following subsections, Metro COG will provide how the boundary was formalized through the quantification of jobs and households from studies, and collaboration with Cass County concerning the FM Area Diversion Project and CMC roadways.

**MOTION: Approval the Proposed Adjusted Urbanized Boundary for NDDOT Final Submittal.**  
**Mr. Breitling moved, seconded by Mr. Krabbenhoff**  
**MOTION, passed**  
**Motion carried unanimously.**

**3d. Dilworth-Glyndon-Felton (DGF) Safe Routes to School Plan**

Mr. Farnsworth presented the Dilworth-Glyndon-Felton (DGF) Safe Routes to School Plan. This planning study was conducted in cooperation with the DGF School District, the City of Dilworth, the City of Glyndon, and PartnerSHIP 4 Health. This plan also involved public and parent engagement as well as student surveys to help inform and guide the study.

The purpose of this study is to layout a framework to make walking and biking to school safe and more inviting for students. This study identifies existing challenges, safety concerns, and policies and recommends improvements which can improve the walkability and bikeability to/from the DGF schools.

**MOTION: Approve the Dilworth-Glyndon-Felton (DGF) Safe Routes to School Plan**  
**Ms. Nash moved, seconded by Mr. Gunkelman**  
**MOTION, passed**

**Motion carried unanimously.**

**4. Additional Business**

Mr. Griffith brought a couple updates to the board:

- Kick-off of the 2022 indirect rate (overhead) audit
- 2023 UPWP Amendment #2 finally approved by NDDOT/FHWA
- ND MPO Director's Meeting coming up in September
- No update in funding redistribution from either NDDOT or MnDOT
- Interview process, three candidates coming into the office next week

Chair Hendrickson recognized Mr. Lindaas as this was his last meeting, while he was not in attendance, he did thank him for his service to the Policy Board.

**5. Adjourn**

**MOTION: Adjourn the 618th Meeting of the FM Metro COG Policy Board  
Ms. Preston moved, seconded by Mr. Breitling  
MOTION, passed.  
Motion carried unanimously.**

The 618th Meeting of the FM Metro COG Policy Board held Thursday, August 20, 2023 was adjourned at 4:55 pm.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD SEPTEMBER 21, 2023,  
4:00 P.M.**

Respectfully Submitted,

Savanna Leach  
Executive Assistant