

# Agenda Item 1c, Attachment 1

**568 Policy Board Meeting  
Fargo-Moorhead Metropolitan Council of Governments  
Thursday, July 18, 2019 – 4:00 p.m.  
Metro COG Conference Room – Civic Center**

**Members Present:**

Duane	Breitling	Cass County Commission
Shara	Fischer	Fargo Planning Commission
Steve	Gehrtz	Moorhead City Council
Eric	Gjerdevig	West Fargo City Commission
Tony	Grindberg	Fargo City Commission
John	Gunkelman	Fargo Planning Commission
Steve	Jesme	Dilworth City Council
Nicole	Mattson	Moorhead Planning Commission (alternate)
Jenny	Mongeau	Clay County Commission
Brad	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Rocky	Schneider	Fargo Planning Commission

**Members Absent:**

Tony	Gehrig	Fargo City Commission
Chuck	Hendrickson	Moorhead 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
Dan	Farnsworth	Metro COG
Joni	Giese	SRF Consulting
Cindy	Gray	Metro COG
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG
Joel	Paulsen	Stantec
Anna	Pierce	Metro COG
Bob	Walton	NDDOT – Fargo District

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

The meeting was called to order at 4:00 p.m., on July 18, 2019 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.

**MOTION: Approve the contents of the Overall Agenda of the 568<sup>th</sup> Policy Board Meeting.**

**Mr. Gehrtz moved, seconded by Mr. Olson.**

**MOTION, passed. 11-0**

**Motion carried unanimously.**

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

Chair Mongeau asked for approval of the Minutes of the June 20, 2019 Meeting.

**MOTION: Approve the June 20, 2019 Policy Board Meeting Minutes.**

**Mr. Grindberg moved, seconded by Ms. Fischer**

**MOTION, passed. 11-0**

**Motion carried unanimously.**

**1d. Monthly Bills, approved**

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

**MOTION: Approve the July 2019 Bills List.**

**Mr. Grindberg moved, seconded by Mr. Breitling**

**MOTION, passed. 11-0**

**Motion carried unanimously.**

**\*\*Mr. Gunkelman joined the meeting at 4:04 p.m.**

**2. CONSENT AGENDA**

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

- a. June Month End Report
- b. 2019 Second Quarter Report

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

**Mr. Grindberg moved, seconded by Mr. Olson.**

**MOTION, passed. 11-0-1 (Ms. Mattson abstained)**

**Motion carried unanimously.**

**3. REGULAR AGENDA**

**3a. Public Comment Opportunity**

No public comments were made or received.

**No MOTION**

**3b. 2020-2023 Draft TIP**

Mr. Champa presented the Draft 2020-2023 Metro COG Transportation Improvement Program (TIP), highlighting the changes and updates from the previous (2019-2022) TIPs. The final TIP document will be released with the passing of the NDDOT STIP and MnDOT STIP.

Mr. Gehrtz asked if the maps could be broken down by year in the future. Mr. Walton noted that the maps are prepared to show anticipated projects for each year of the TIP to show how transportation could be influenced by construction projects.

**MOTION: Approve the Draft Metro COG 2020-2023 Transportation Improvement Program (TIP).**

**Mr. Piepkorn moved, seconded by Mr. Olson.**

**MOTION, passed. 12-0**

**Motion carried unanimously.**

**3c. Update on Furniture Proposals and Purchase Approval**

Ms. Gray presented Christianson's as the preferred vendor for the office furniture purchase. Staff received six proposals. The proposals were received with sealed cost proposals, so vendor ranking was based on qualifications-based selection (QBS) ranking, with Christianson's as top-ranked.

Ms. Gray has asked for an allowance up to \$2,000 in case of any variations or issues that may arise with the final purchase.

Mr. Gunkelman asked what the other bids came in at, and Ms. Gray explained that proposals on projects over \$50,000 have sealed cost proposals that are not opened unless chosen as the preferred consultant/vendor, as that is the guidelines for QBS proposals involving federal funding.

**MOTION: Approve the selection of Christianson's Business Furniture's Haworth proposal, and the estimated budget of \$65,705.39, with the understanding that the Executive Director may approve a variation of up to \$2,000 greater than the amount quoted if necessary to complete the order.**

**Mr. Breittling moved, seconded by Mr. Gehrtz.**

**MOTION, passed. 12-0**

**Motion carried unanimously.**

**3d. 76<sup>th</sup> Avenue Corridor Study Mid-Project Update**

Mr. Maddox stated that the 76th Avenue Project is at approximately 50% completion. Mr. Paulsen provided a presentation on the project and public input findings to date.

**No MOTION**

**3e. 76<sup>th</sup> Avenue Corridor Study Contract Amendment #1**

Mr. Maddox presented Amendment #1 to the 76th Avenue South Corridor Study. Amendment #1 to the study is a revision to the scope of work originally contracted. The City of Fargo recently discussed possible future support of an interchange at I-29 and 64<sup>th</sup> Avenue S – one mile north of the 76<sup>th</sup> Avenue S Corridor – rather than just an overpass. The amendment is aimed at looking at the impact that an interchange at 64<sup>th</sup> Avenue S would have on 76<sup>th</sup> Avenue, relative to future traffic volumes, right of way needed, etc. The scope of work revision would include analysis of this impact in the Travel Demand Model. Funding for this amendment comes from unused CPG and local funds from the 52nd Avenue South Corridor Study (2017), which was approved by both the TTC and Policy Board during discussions on 2019-2020 UPWP Amendment #3 and the 2020 budget.

**MOTION: Approve Amendment #1 to the 76th Avenue South Corridor Study Contract, including Optional Tasks 3a and 3b.**

**Mr. Gehrtz moved, seconded by Mr. Gunkelman.**

**MOTION, passed. 12-0**

**Motion carried unanimously.**

**\*\*Mr. Jesme left the meeting at 5:04 p.m.**

**3f. FM Diversion Rec Plan Kick-Off**

Mr. Altenburg and Ms. Giese introduced the FM Diversion Recreation Plan and kick-off for the project, including the scope of work, goals, and timeline.

**No MOTION**

**3g. Metro COG seat on Cass Clay Community Land Trust Board**

Ms. Gray was approached by the FM Area Foundation to sit on the board of the Cass Clay Community Land Trust.

**MOTION: Approve Cindy Gray's participation in the CCCLT as a member of the Board of Directors.**

**Mr. Grindberg moved, seconded by Mr. Olson.**

**MOTION, passed. 11-0**

**Motion carried unanimously.**

**3h. Cancellation of August TTC and Policy Board Meetings**

**MOTION: Cancel the August TTC and Policy Board Meetings**

**Mr. Piepkorn moved, seconded by Mr. Gunkelman.**

**MOTION, passed. 11-0**

**Motion carried unanimously.**

**4. Additional Business**

No additional business.

**5. Adjourn**

The 568<sup>th</sup> Meeting of the FM Metro COG Policy Board held Thursday, July 18, 2019 was adjourned at 5:21 p.m.

**THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD September 19, 2019, 4:00 P.M. AT THE FM METRO COG CONFERENCE ROOM, ONE NORTH 2ND STREET, CASE PLAZA SUITE 232, FARGO, ND.**

Respectfully Submitted,

Savanna Leach  
Executive Secretary