

# Agenda Item A3, Attachment 1

**545<sup>th</sup> Policy Board Meeting  
 Fargo-Moorhead Metropolitan Council of Governments  
 Thursday, September 21<sup>st</sup>, 2017 – 4:00 pm  
 Metro COG Conference Room**

**Members Present:**

Roger	Buscher	Moorhead Planning Commission
Brenda	Elmer	Moorhead City Council
Shara	Fischer	Fargo Planning Commission
Steve	Gehrtz	Moorhead City Council
John	Gunkelman	Fargo Planning Commission (alternate for Tony Gehrig)
Arland	Rasmussen	Cass County Commission
Rocky	Schneider	Fargo Planning Commission
Kevin	Spaulding	Dilworth City Council
John	Strand	Fargo City Commission

**Members Absent:**

Tony	Gehrig	Fargo City Commission
Tony	Grindberg	Fargo City Commission
Sharon	May	Horace City Commission
Jenny	Mongeau	Clay County Commission
Dave	Piepkorn	Fargo City Commission
Mark	Simmons	West Fargo City Commission
Mark	Wentz	West Fargo City Commission

**Others Present:**

Adam	Altenburg	Metro COG
Brian	Balstad	UGPTI - MDRP Student
William	Christian	Metro COG
Dan	Farnsworth	Metro COG
Savanna	Leach	Metro COG
Michael	Maddox	Metro COG

**A1. MEETING CALLED TO ORDER, WELCOME, AND INTRODUCTIONS, convened**

The meeting was called to order at 4:00 pm, on September 21<sup>st</sup>, 2017 by Chair Elmer, noting a quorum was present. Introductions were made.

**A2. Approve Order and Contents of Overall Agenda, approved**

Chair Elmer asked for approval for the overall agenda.

***MOTION:* Approve the contents of the Overall Agenda of the 545<sup>th</sup> Policy Board Meeting.**

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

***MOTION*, passed. 9-0.**

**Motion carried unanimously.**

**A3. Past Meeting Minutes, approved**

Chair Elmer asked for approval of the Minutes of the August 17<sup>th</sup>, 2017 Meeting.

***MOTION: Approve the August 17<sup>th</sup>, 2017 Policy Board Meeting Minutes.***

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

***MOTION, passed. 9-0.***

**Motion carried unanimously.**

**A4. Monthly Bills, approved**

Chair Elmer asked for approval of the September 2017 Bills as listed on Attachment 1.

***MOTION: Approve the September 2017 Bills List.***

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

***MOTION, passed. 9-0.***

**Motion carried unanimously.**

**B. CONSENT AGENDA**

**B1. Chair Elmer asked for approval of Items 1-3 on the Consent Agenda.**

1. August 2017 Month End Budget Report
2. Dilworth Comprehensive and Transportation Plan Contract
3. Request for Proposals for Accounting Services

***MOTION: Approve Items 1-3 on the Consent Agenda.***

**Mr. Schneider moved, seconded by Mr. Spaulding.**

***MOTION, passed. 9-0.***

**Motion carried unanimously.**

**C. REGULAR AGENDA**

**C1. Public Comment Opportunity**

No public comments were made or received.

***No MOTION***

**C2. UPWP Amendment #4 Public Hearing**

**Motion: Open the Public Hearing.**

**Mr. Rasmussen moved, seconded by Mr. Spaulding.**

**Motion, passed. 9-0.**

**Motion carried unanimously.**

No public comments were made or received.

**Motion: Close the Public Hearing.**

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

**Motion, passed. 9-0.**

**Motion carried unanimously.**

**C3. Final Draft 2018-2021 TIP**

Mr. Maddox presented the final draft of the 2018-2021 TIP. At the Metro COG TTC meeting, there was a discussion on NDDOT's urban solicitation of projects. The NDDOT has chosen to not update their 2017-2020 STIP. It was advised that the MPOs hold off on developing a TIP. As Metro COG is a bi-state MPO, a TIP was developed to satisfy the conditions of the MnDOT STIP development. At the TTC meeting, Michael Johnson, NDDOT, advised that since NDDOT is not developing a 2018 STIP, they will not approve the Metro COG 2018 TIP. Any amendments made, will be applied to the approved 2017 TIP, as that is valid until 2020.

Chair Elmer asked if this is a Legislative decision. Mr. Maddox advised that this was a decision provided by the Governor. Mr. Maddox also briefly mentioned Governor Burgum's "Main Street Initiative" and possible urban funding loss due to that program.

**MOTION: Approve the Final Draft Metro COG 2018-2021 TIP.**

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

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

**C4. Metro COG 2045 Long Range Transportation Plan RFP**

Mr. Christian presented the Metro COG 2045 Long Range Transportation Plan update (LRTP) RFP. The long range plan needs to be updated every five years, have a time horizon of at least twenty years, must be multimodal, and must have a proactive participation effort. The current LRTP – Metro 2040, expires July 2019. It is anticipated that a consultant will be selected by the end of 2017, so that the project can begin at the start of January 2018. The TTC will act as the Study Review Committee for this project.

Mr. Gunkelman asked how successful the 2040 LRTP was, and how it turned out. He also asked if someone keeps track of the LRTP and the projects built into it. Mr. Christian explained that the LRTP is our main operating document. Which means that the projections are usually followed through completely, while keeping tabs on the changing state of the community.

Chair Elmer asked about the RFP's usage of "E-Town Halls" and if that has been utilized in the past. Mr. Christian stated that while they have not been used by the Metro COG, This is becoming a standard in soliciting public input. Recorded versions will be distributed to the jurisdictions for their public access channels, websites, or however distribution is preferred.

Chair Elmer asked about the budgeted \$400,000 limit. Mr. Christian explained that while it was originally approved at \$400,000, the budget has now been dropped to \$350,000, and anticipates quality work and final product with the lowered amount. Chair Elmer asked if jurisdictions would be billed for local match at 20% of budgeted amount, or contracted. Mr. Christian verified that it would be contracted amount.

**MOTION: Approve the content and authorize staff to release the RFP for the Metro COG 2045 LRTP, pending final approve from the NDDOT.**

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

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

**C5. Fargo-Moorhead Regional Freight Plan Final Report**

Mr. Altenburg presented the Fargo-Moorhead Regional Freight Plan Final Report. The Fargo-Moorhead Regional Freight Plan is intended to help guide freight investments in the region that support the safety, social equity, economic productivity, sustainability and livable community goals established under Metro COG Long Range Transportation Plan (LRTP).

Mr. Strand asked about the Whistle-Free zone along the possible 7<sup>th</sup> Avenue North corridor study, and if that affects any outcomes in the study. Mr. Altenburg said that the subject was not brought up in depth.

Chair Elmer commented that the project's steering committee did a great job. She asked if there was any plan to present this information to the jurisdictions. Mr. Altenburg said that the members of TTC had also seen the presentation, but would be willing to do presentations if jurisdictions requested. Mr. Christian said that a press released is planned as well.

Mr. Strand asked if new drone technology would affect freight movement. Mr. Altenburg explained that the steering committee decided not to factor that information into the study, as it was still relatively new.

***MOTION: Approve the Fargo-Moorhead Regional Freight Plan Final Report.***

***Mr. Spaulding moved, seconded by Mr. Buscher.***

***MOTION, passed. 9-0.***

***Motion carried unanimously.***

**C6. 2017 Metropolitan Profile**

Mr. Altenburg presented the 2017 Metropolitan Profile. The Profile reports upon conditions associated with the region's transportation system and analyzes trends and changes in socio-economic conditions influencing the Fargo-Moorhead metro area. Additionally, the Profile serves as a tool to evaluate the accuracy of projections and assumptions set forth in various elements of the LRTP, TIP, and other plans and programs.

Mr. Strand asked when transit/MATBUS will be swapped out entirely with rideshares? With the cost-effectiveness and ability to get a ride to anywhere in town at any time, it seems inevitable. Mr. Maddox explained that transit will never go away. MATBUS' ridership numbers seem to be down, but the ridership is cyclical. NDSU, Great Rides bike share, and weather are all factors in the numbers. Mr. Strand reiterated that the cost-effectiveness in rideshare (bicycle and automobile) will inevitable outweigh transit needs. Mr. Maddox stressed that transit will always be in our community, due to size, but also due to a number of other factors.

***MOTION: Approve the 2017***

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

***MOTION, passed. 9-0.***

***Motion carried unanimously.***

**C7. Proposed BIKE FM Membership with Bicycle Alliance of MN**

Mr. Farnsworth presented an opportunity with the Bicycle Alliance of MN for Bike FM to become a member and a local chapter. Metro COG has become the designated coordinator of Bike FM. The Bicycle Alliance of MN, a not for profit (501c3) organization with the mission of making MN a more bicycle-friendly state, is impressed with BIKE FM's efforts and is receptive to

BIKE FM becoming a chapter of the Bicycle Alliance of MN. If BIKE FM becomes a chapter of the Alliance, efforts on the North Dakota side will still be allowed. The benefits of BIKE FM becoming a chapter of the Bicycle Alliance of MN include Funding opportunities the Alliance's donation channels, Accounting and other non-profit (501c3) services would be handled by the Alliance, and publicity of BIKE FM would be increased by being under the umbrella of the Alliance.

**MOTION: Approve BIKE FM entering into an agreement to become a member and local chapter with the Bicycle Alliance of MN.**

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

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

**C8. Status of Assistant / Associate Planner Position**

Mr. Christian provided an update on the status of the vacant planner position. As of the time of the meeting, there had been ten applicants since the posting of the position five weeks ago. The position is listed as "open until filled," but a preliminary review of candidates will take place Friday, September 29<sup>th</sup>, with telephone interviews to short-listed candidates the first week in October. There will hopefully be a recommended candidate to bring to the October Policy Board meeting.

**NO Motion.**

**D. Additional Business**

Mr. Christian advised of an upcoming National Traffic Incident Management training opportunity, as part of the Alternate Routes/Traffic Incident Management manual development. The "Train-the-Trainer" course will take place October 24<sup>th</sup> at the Clay County Joint Public Works facility.

Mr. Maddox brought up the annual River Keepers fundraising event on Sunday, October 2<sup>nd</sup>. He will have tickets available for anyone interested.

**E. Adjourn**

**MOTION: Adjourn the 545<sup>th</sup> Meeting of the FM Metro COG Policy Board**

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

**MOTION, passed. 9-0.**

**Motion carried unanimously.**

The 545<sup>th</sup> Meeting of the FM Metro COG Policy Board held Thursday, September 21<sup>st</sup>, 2017 was adjourned at 5:28 pm.

**F. THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD OCTOBER 19<sup>th</sup>, 2017, 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