

# Agenda Item 1c, Attachment 1

**556<sup>th</sup> Policy Board Meeting**  
**Fargo-Moorhead Metropolitan Council of Governments**  
**Thursday, July 19<sup>th</sup>, 2018 – 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
Tony	Grindberg	Fargo City Commission
John	Gunkelman	Fargo Planning Commission
John	Koerselman	Horace City Commission
Jenny	Mongeau	Clay County Commission
Dave	Olson	West Fargo City Commission
Dave	Piepkorn	Fargo City Commission
Arland	Rasmussen	Cass County Commission
Rocky	Schneider	Fargo Planning Commission
Kevin	Spaulding	Dilworth City Council

**Members Absent:**

Tony	Gehrig	Fargo City Commission
Eric	Gjerdevig	West Fargo City Commission
Brent	Holper	City of Horace
John	Strand	Fargo City Commission

**Others Present:**

Adam	Altenburg	Metro COG
Luke	Champa	Metro COG
Dan	Farnsworth	Metro COG
Cindy	Gray	Metro COG
Jim	Haney	Clay County Commission
Savanna	Leach	Metro COG
Anna	Pierce	Metro COG

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

The meeting was called to order at 4:00 pm, on July 19<sup>th</sup>, 2018 by Chair Rasmussen noting a quorum was present. Introductions were made.

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

Chair Rasmussen asked for approval for the overall agenda.

**MOTION: Approve the contents of the Overall Agenda of the 556<sup>th</sup> Policy Board Meeting.**

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

**MOTION, passed. 13-0**

**Motion carried unanimously.**

**A3. Past Meeting Minutes, approved**

Chair Rasmussen asked for approval of the Minutes of the June 21<sup>st</sup>, 2018 Meeting.

**MOTION: Approve the June 21<sup>st</sup>, 2018 Policy Board Meeting Minutes.**

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

**MOTION, passed. 13-0.**

**Motion carried unanimously.**

**A4. Monthly Bills, approved**

Chair Rasmussen asked for approval of the July 2018 Bills as listed on Attachment 1.

**MOTION: Approve the July 2018 Bills List.**

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

**MOTION, passed. 13-0**

**Motion carried unanimously.**

**B. CONSENT AGENDA**

**B1. Chair Rasmussen asked for approval of Items 1-4 on the Consent Agenda.**

1. June 2018 End of Month Report
2. Contracted Managed IT Services
3. Bicycle Friendly Communities Application
4. Second Quarter Report

**MOTION: Approve Items 1-4 on the Consent Agenda.**

**Ms. Mongeau moved, seconded by Mr. Gunkelman.**

**MOTION, passed. 12-0-1. Mr. Spaulding abstained, due to conflict of interest with the Managed IT Services.**

**Motion carried unanimously.**

**C. REGULAR AGENDA**

**C1. Public Comment Opportunity**

No public comments were made or received.

**No MOTION**

**C2. Metro COG Accounting Update**

Ms. Gray reminded the board that an RFP was released last fall, with only one firm, Your CFO, Inc. – the current firm. There have been some concerns with the current firm, and staff solicited local accounting firms. Balance Accounting showed interest, and after discussion and review of the previous RFP, is willing to provide accounting services for Metro COG. Mr. Gunkelman asked how long a normal contract would be written for, if going through the regular QBS process, Ms. Gray said that they would recommend a one-year contract, with the option to extend up to three years.

**MOTION: Policy Board approval of contracting with Balance Tax and Accounting for the remainder of 2018.**

**Mr. Piepkorn moved, seconded by Ms. Mongeau.**

**MOTION, passed. 13-0.**

**Motion carried unanimously.**

**C3. Draft Metro COG 2019-2022 TIP**

Ms. Gray presented the Draft Metro COG 2019-2022 TIP. The Draft 2019-2022 TIP is comprised of projects listed in the NDDOT and MnDOT Draft State Transportation Improvement Program (STIP). As the development of the TIP continues, staff will be completing all the necessary components of the TIP, including a new performance measurement section.

A Public Hearing was opened; no public comments were made or received. The Public Hearing was closed.

**MOTION: Policy Board Approval of the Draft Metro COG 2019-2022 Transportation Improvement Program (TIP).**

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

**MOTION, passed. 13-0.**

**Motion carried unanimously.**

**C4. Metro COG Website Update**

Ms. Pierce provided an update on the website update. The board discussed the designs and color palettes presented. The board agreed that the transitional logo with the explanatory tagline is the best option with some future wordsmithing. Ms. Gray mentioned that she did reach out to some graphic design professors at local colleges for a hand in the logo design.

**NO Motion**

**C5. LRTP Public Engagement Update**

Ms. Gray presented an update of the LRTP and its public engagement efforts. Currently, there is an informational booth set up at the Fargo Downtown Street Fair. Other events include Loco Daze, WestFest, the Red River Market, Bridge Bash, Movie Nights in the Park, Unmanned locations at the West Acres Mall, West Fargo Cruise Night, and various presentations at Eggs & Issues, One Million Cups, and possibly others.

**NO Motion**

**D. Additional Business**

Chair Rasmussen brought up the fact that the Board Chair is responsible for signing the Executive Director's timesheets. The chairman feels that the Executive Director is in place to be the oversight, and feels the practice is outdated. Mr. Grindberg would like to see an update in organizational development and future practice.

Ms. Gray noted that Amendment #6 was finally approved by the NDDOT/FHWA. This amendment included a number of additional studies, and to watch out for RFP releases.

**E. Adjourn**

**MOTION: Adjourn the 556<sup>th</sup> Meeting of the FM Metro COG Policy Board  
Mr. Gunkelman moved, seconded by Mr. Buscher.**

**MOTION, passed. 13-0.**

**Motion carried unanimously.**

The 556<sup>th</sup> Meeting of the FM Metro COG Policy Board held Thursday, July 19<sup>th</sup>, 2018 was adjourned at 4:49 pm.

**F. THE NEXT FM METRO COG POLICY BOARD MEETING WILL BE HELD AUGUST 16<sup>TH</sup>,  
2018, 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